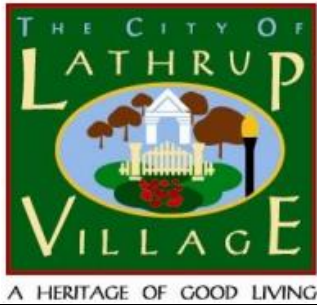




City Council Regular Meeting

Monday, October 19, 2026 at 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Agenda**

5. **Presentations**

A. Proclamation - Family Court Awareness Month 2026

6. **Zoning Board of Appeals**

A. Public Hearing - Variance Request - 28939 Southfield Road (Exxon)

B. Request to Approve Variance Request - 28939 Southfield Road (Exxon)

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

8. **Consent Agenda**

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

A. Approval of Minutes

i. 9-14-26 - City Council Study Session

ii. 9-21-26 - City Council Study Session

iii. 9-21-26 - City Council Regular Meeting

iv. 10-5-26 - City Council Study Session

B. Building & Code Enforcement Report

C. Community & Economic Development/DDA Report

- D. Finance Department Monthly Report
- E. Lathrup Village Police Department Monthly Report

9. Action Requests - For Consideration / Approval

- A. TABLED ITEM - First Reading - Ordinance #2026-01 - PILOT Ordinance - An Ordinance to Amend Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption From Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, as Amended, MCL 125.1401, ET SEQ.
- B. Request to Adopt Ordinance #2026-02 - Electric Bicycles - An Ordinance to Add Article VII to Chapter 74. Traffic and Vehicles, Sections 74-110 through 74-119, and by Amending Chapter 46. Miscellaneous Offenses, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, Section 46-179
- C. Request to Adopt Ordinance #2026-04 - Alcohol Use on City Property - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation, by Amending Section 46-176. Conduct Within Parks
- D. Request to Approve Resolution #2026-16 - Council Rules of Order & Procedures - Proclamations Procedures Update
- E. Request to Approve Resolution #2026-17 - Deciding the Appeal of Joshua Hunter Under the Michigan Freedom of Information Act, MCL 15.240
- F. Request to Approve Agreement for Engineering Professional Services for El Dorado Water Main Improvements
- G. Request to Approve Agreement between the City of Lathrup Village & the City of Ferndale Regarding Use of Southwest Storage Area
- H. Request to Approve the CivicPlus Statement of Work - AAM Select Agenda/Meeting Management Software
- I. Request to Approve Volunteer Request & Approval Program

10. City Administrator Report

11. City Attorney Report

12. Reports of Boards, Commissions, and Committees

- a. Downtown Development Authority
- b. Parks & Recreation
- c. Planning Commission
- d. Tree Committee
- e. Communications & Engagement
- f. Southfield School Board
- g. Chamber of Commerce

13. Unfinished / New Business

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

15. Mayor and Council Comments

16. Adjourn

ADDRESSING THE CITY COUNCIL

- Your comments shall be made during times set aside for that purpose.
- Stand or raise a hand to indicate that you wish to speak.
- When recognized, state your name and direct your comments and/or questions to any City official in attendance.
- Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to three (3) minutes duration during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
- In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.
- No speaker may make personal or impertinent attacks upon any officer, employee, or City Council member or other Elected Official, that is unrelated to the manner in which the officer, employee, or City Council member or other Elected Official performs his or her duties.
- No person shall use abusive or threatening language toward any individual when addressing the City Council.
- Attendees may video record, audio record, and livestream public meetings. recording devices may be handheld or tripod-mounted, provided they do not block aisles, exits, views, or speakers, and may be set up or adjusted quietly at any time during the meeting. Recording equipment must operate without flash or other disruptive lighting or noise. The presiding officer may require equipment to be relocated if it creates a safety or access concern. Attendees may not place recording devices unreasonably close to others without their consent or use recording equipment to intimidate, threaten, harass, or otherwise disrupt the meeting. Participation in a public meeting, including speaking during public comment or addressing the public body, is a public act and may be recorded from a reasonable distance.
- Any person who violates this section shall be directed by the Mayor to be orderly and silent. If a person addressing the Council refuses to become silent when so directed, such person may be deemed by the Mayor to have committed a "breach of the peace" by disrupting and impeding the orderly conduct of the public meeting of the City Council and may be ordered by the Mayor to leave the meeting. If the person refuses to leave as directed, the Mayor may direct any law enforcement officer who is present to escort the violator from the meeting.



CITY OF LATHRUP VILLAGE PROCLAMATION

FAMILY COURT AWARENESS MONTH November 2026

WHEREAS, the mission of Family Court Awareness Month is to highlight the need to prioritize child safety in family court, as 1 in 3 families in Michigan are exposed to domestic abuse;

WHEREAS, an estimated 58,000 children in the U.S. are ordered into unsupervised contact with abusive parents each year, resulting in almost 1,000 children in the United States being murdered during visitation with an abusive parent since 2008. In Michigan, 39 children have been murdered by a parent since 2008 during divorce or custody disputes,

WHEREAS, the mission of Family Court Awareness Month is to promote judicial education that would include training on domestic violence, child abuse, childhood trauma, coercive control, and post-separation abuse for all professionals involved in family court cases;

WHEREAS, Family Court Awareness Month recognizes the need to incorporate evidence-based research into the court's decisions. This includes the Adverse Childhood Experiences (ACEs) Study. This research highlights long-term effects of exposure to abuse in childhood and emphasizes the need for research-informed and impartial decision-making to protect children's well-being;

WHEREAS, Family Court Awareness Month aims to encourage collaboration among legislators, advocates, professionals, and the community to improve family court practices, ensuring they are guided by evidence-based research and prioritize the safety and best interests of children;

NOW, THEREFORE, I, Bruce Kantor, Mayor of the City of Lathrup Village, on behalf of the Lathrup Village City Council, hereby declare the Month of NOVEMBER 2026 to be FAMILY COURT AWARENESS MONTH.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Lathrup Village to be affixed. Dated this 19th day of October 2026.

Bruce Kantor
Mayor

**CITY OF LATHRUP VILLAGE
ZONING BOARD OF APPEALS**

**NOTICE OF PUBLIC HEARING
(Zoning Variance)**

RE: 28939 Southfield Road
Lathrup Village, Michigan

Appeal #2026-02

TO PROPERTY OWNERS OR PARTIES OF INTEREST:

The Zoning Board of Appeals for the City of Lathrup Village will hold a Public Hearing on an appeal filed by Lathrup Village Convenience, Inc. of the Exxon gas station at 28939 Southfield Road, Lathrup Village, Michigan 48076, to obtain a variance from the City of Lathrup Village Zoning Ordinance, Section 4.7. Hours of Operation, which states that no place of business shall be open between the hours of 11:00 p.m. and 7:00 a.m. the following day. The applicant is requesting that their business be permitted to remain open between the hours of 6:00 a.m. and 12:00 a.m. (midnight), Monday through Sunday.

Approval of the Zoning Board of Appeals is required.

PLEASE TAKE NOTICE: That a Public Hearing has been scheduled for Monday, October 19th, 2026, at 7:30 p.m. in the Council Chambers (upper level) in the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan, to hear and record the public hearing on this appeal. Any member of the public may express their view on this appeal in writing by submitting their written comments to the City Clerk prior to 4:30 p.m. on the date of the hearing, or they may appear in person or authorize another person to represent them at the hearing. Written communications may be sent to the City Clerk at the address of City Hall at 27400 Southfield Road, Lathrup Village, Michigan 48076 before 4:30 PM on October 19, 2026.

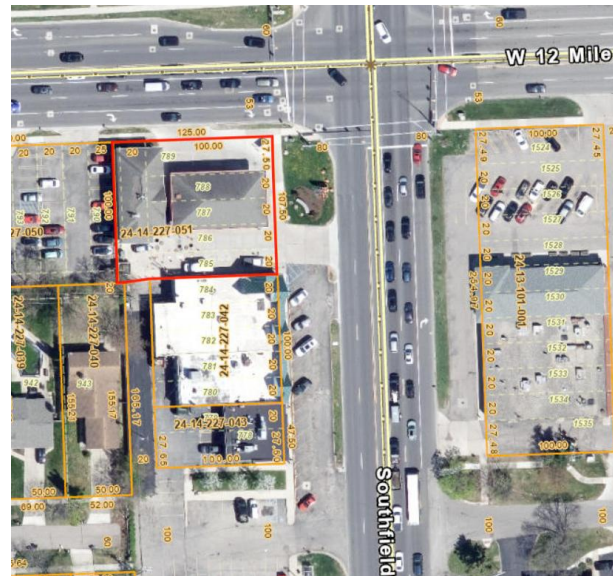
Alisa Emanuel
City Clerk
27400 Southfield Road
Lathrup Village, Michigan 48076
(248) 557-2600, ext. 226

October 1, 2026

City of Lathrup Village
Zoning Board of Appeals
27400 Southfield Road
Lathrup Village, MI 48076

ZBA Review

Site: 28939 Southfield Road
Applicant: Lathrup Village Convenience, Inc.
Plan Date: October 1, 2026
Zoning: CV Commercial Vehicular District
Parcel ID: 24-14-227-051



Dear Zoning Board of Appeals:

We have reviewed the request for variance referenced above and a summary of our findings is below.

SUMMARY OF FINDINGS

Existing Conditions

1. **Summary.** The 0.31-acre site is zoned CV – Commercial Vehicular District and is located at the southwest corner of Southfield and 12 Mile Roads. In 2013, the City approved a Special Land Use (SLU) request for the site to operate as a gas station. The existing building consists of one floor and a 2,123 square foot tenant space used as convenience store retail in tandem with the adjacent 12-pump, covered fuel stations. The 2013 City Council resolution approved the SLU with the explicit condition that the hours of operation are limited to 7:00 A.M. – 11:00 P.M. Monday – Sunday, as established in in Section 4.7 of the zoning ordinance. Approval of the Special Land Use did not include permission to sell alcohol at the site. The site is accessible from driveways along both Southfield and 12 Mile Roads, and the abutting properties on all sides are zoned CV – Commercial Vehicular, except the parcel north of 12 Mile Road, within the City of Southfield, is zoned B2 – Planned Business.

Proposed

2. **Variance Requested.** To allow an existing gas station and convenience store to operate within the hours of 6:00 A.M. and 12:00 A.M., Monday through Sunday, in lieu of the ordinance-required 7:00 A.M. – 11:00 P.M.

In addition to the variance request to operate the business with extended hours, the applicant is simultaneously seeking a Special Land Use request to sell alcohol within the existing convenience store. The request for extended operating hours is independent of the City's approval or denial of the Special Land Use request to sell alcohol. The applicant states that if both the request for extended hours and the request to sell alcohol are approved, the business will not sell alcohol outside of the 7:00 A.M. – 11:00 P.M. allowable operating hours established by Section 4.7 of the zoning ordinance. No changes to the 2013-approved site plan are proposed with these requests.

3. **Standards for Considering Variance Requests.** Section 7.7.14. provides the criteria for the applicant to present and the ZBA to consider when considering variance requests. **The applicant's responses to the nine criteria are provided in *italics* below:**

- A. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship will result to the applicant if the strict letter of the regulations are carried out. Mere inconveniences or increased development costs shall not be deemed hardships under the terms of this provision.

This is a small, fully built fueling site on a seven-lane road carrying roughly 51,800 vehicles a day next to a freeway interchange. Because of where it sits and what it is, the ordinance hours keep the station closed during the early morning and late evening traffic that this particular road generates.

- B. The factual circumstances upon which an application for a deviation is based are unique to the property for which the deviation is sought, and are not applicable to the city generally, or to other property within the same zoning classification.

The situation is unique to this property. It is the northernmost station in the city, on the city's busiest frontage, and at the boundary with Southfield, where competing stations keep longer hours. Other properties in the CV district and elsewhere in the city are not in that position.

- C. Any alleged practical difficulty or unnecessary hardship caused by this ordinance has not been created by any persons presently or previously having an interest in the property.

Nothing I, or any prior owner did, created the difficulty. The site, its access, and its location were established long before I operated the station.

- D. The proposed deviation will not adversely affect the purpose or objectives of this ordinance, nor impair the adequate supply of light and air to adjacent property, nor increase the hazard from fire, flood, and other dangers of said property, nor diminish the marketable value of adjacent lands and buildings, nor increase the congestion in public streets.

Granting the variance will not work against the purpose of the ordinance. No construction is proposed, so there is no effect on light or air. Lighting, access, and the building stay as they are, and two additional hours of an existing business does not change the value of neighboring property. The traffic during those hours is a small share of a road that already carries more than 50,000 vehicles a day.

- E. The proposed deviation will not otherwise impair the public health, safety, comfort, and general welfare.

The variance will not harm public health, safety, comfort, or welfare. The station is staffed, lit, and covered by security cameras whenever it is open. An open, lit, and staffed business on the corridor early in the morning and late at night helps safety rather than hurting it.

- F. The benefit to the applicant will be real and substantial and any detriment to the neighboring property owners and occupants or the community at large is not substantial or is illusory. Benefits and detriments shall be determined in relation to the factors which impair the value and use of properties as related in D & E, above.

The benefit to my business is real: I can serve the traffic on my own frontage during the hours that traffic is there. The harm to anyone else is not real. Those same vehicles are already on Southfield Road at those hours. The only question is whether they stop inside the city or just outside of it.

- G. The applicant is both willing and able to provide additional amenities beyond those minimally required by this ordinance and/or restrict the use of the property beyond those limitations placed on the property by this ordinance so that the fair market value of neighboring properties will be enhanced beyond the values which would accrue to them if the property were developed and used in strict conformity with the ordinance.

I am willing to accept conditions beyond what the ordinance requires. I will keep exterior lighting aimed away from neighboring property and no brighter during the extra hours, keep security cameras running, make recordings available to the Lathrup Village Police Department on request, allow no outdoor display, outdoor seating or loitering at any hour, schedule fuel and merchandise deliveries outside the extra hours, and pick up litter on the site and along the road daily.

- H. The same or a substantially similar request shall not have been presented to the council in the form of a petition for a zoning amendment and been expressly denied and rejected after a public hearing.

No petition for a zoning amendment asking for the same or a similar change has been presented to the Council and denied after a public hearing.

- I. Any special criteria listed for specific deviations in Sections 3.2.2, 4.1.4, and 5.13.15.

I am not aware of any other criteria in the ordinance that apply to a deviation from Section 4.7.

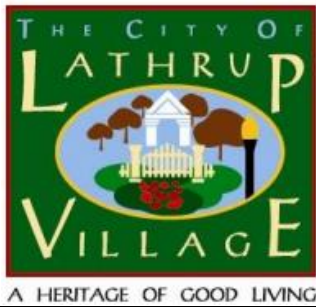
Staff will be available to discuss this review at the next ZBA meeting.

Respectfully,

Giffels Webster



Eric Pietsch
Senior Planner



City Council Study Session

Monday, September 14, 2026, at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. Call to Order by Mayor Kantor at 6:00 PM

Present: Kantor, Garrett, Hammond, Sousanis

Absent: Jennings

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

2. Discussion Items

A. Southfield Road (Rainbow to Margate) Water Main Abandonment Project

Justin Wellman, Engineer with Giffels Webster, Councilmembers, City Administrator

Greene, and Attorney Baker discussed:

- Could MEDC grant money cover this?
- If it is not repaired now and we wait, what would the cost be? It would be higher
- Paid for from the Water Fund
- Not included in current budget
- Design and construction oversight – 25% charge
- There is a chance in the future that rates will fluctuate and could go down
- This will not raise rates right now

B. PILOT Ordinance Update

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

- Removing the City's ability to terminate the PILOT abatement, per MSHDA
- Change to the duration (automatically renewing the 15 years with a hard cap at 40 years)
- The reasoning behind automatically renewing it after 15 years
 - that MSHDA recommends the change
 - this gives up the City's oversight
 - there is a restrictive covenant for the property – that is our oversight
 - they are bound by the Workforce PILOT
 - This is a new type of PILOT, normally up to 50 years
 - payment default versus a program default
 - if they (Surnow) violate, the loan goes away, and the PILOT goes away
 - If it was sold, the purchaser would be bound by the restrictive covenant terms
 - A Community Benefit Agreement is separate from the restrictive covenant

- What if impact on traffic is far greater than expected – a traffic study was submitted to the City
- Suggesting that now is the time to talk about a Community Benefit Agreement (there was talk of the Dog Park and the Park)
- Their fiscal year is the Calendar year, and the reporting deadline; the City's Fiscal year is July 1 to the end of June
- Possibly putting a statement in about a review at 15 years, but the extension is still by right – we are already getting an annual review

C. E-Bike Ordinance

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

- Different types of Electric motor transportation units: bikes, scooters, mobility units (Class I, Class II, and Class III)
- If there is already a Bicycle ordinance and whether we include this in it
- Speed of electronic bikes and the rider's ability to control it
- Where is the concern on the road or sidewalk?
- The age of the rider
- Bicycles possibly included on the Sidewalk restriction
- E-bike registration?
- The cost of the fines and possible warnings for the 1st offense

D. Facility Rental Guidelines

City Councilmembers, City Administrator Greene, City Attorney Baker, and City Clerk Emanuel discussed:

- Security deposits
- Recurring events
- Alcohol use at event rentals and the City's Ordinance
- Cancellation fees
- Frequently asked questions
- Political candidates renting the facilities
- Payments being in cash

E. Volunteer Request & Approval Program

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

- Approving projects or people who want to volunteer or do work?
 - If it is a City-sponsored event, like the cleanup along Southfield Road, they don't have to fill this out - Attorney Baker thinks that they should fill out the form
- Needs to be clear that it is about a Volunteer coming up with their own project, and not that the Council is picking or choosing

- What criteria would be used to approve or deny an application, will the applicant be told why they were denied, and is there an appeal process?
- A risk-based waiver form instead of an indemnification form?

F. Council Rules & Procedures - Proclamation Policy & Meeting Start Time

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

- Explaining Good standing with the City
- Clarifying that you have to pick them up; they cannot be mailed (saves the City money)
- The suggestion of a schedule for the standard Proclamations, but not prohibiting other Proclamations
- Understanding the Council's interaction with the process
- Mayor Pro Tem Garrett explained 2 types of Proclamations: Council members can do their own (example: a 100th Birthday can be given by individual Council members); the ones that are brought before the whole Council are approved administratively
- CA Greene welcomes the Council to decide on Proclamations
- This puts a procedure in place, and guidelines are welcome; this is a draft policy
- Putting a 45-day submission timeline will allow the Council to review it, and the Council will make the decision
- The purpose of the Proclamations is to support the statement
- Currently approving the Proclamation when the Council approves the agenda
- Start time for the Council meetings being changed, the past Study Sessions feeling rushed and not having time for Public Comment
- Suggestion of 7:15 pm for the Regular Meeting start time, or moving it back to 7:30 pm
- The Planning Commission is considering changes in their schedule to coordinate with the City Council

3. Public Comments

Rick Wisz expressed, in part: questions about who the City gets information about the PILOT program from and the City's ability to have input in the PILOT, inquired about the age of allowed parties in the Community Room, an insurance policy to indemnify the City for alcohol use in the Community Room, and the street crack sealing procedure.

Peter Stephan, expressed in part: about e-bikes and e-motos and existing codes related to them in the Michigan Vehicle Code, and that people should be informed/aware of these codes.

Jonathan Tara expressed in part about Public Comments not being at the top of the agenda for Study Sessions, asked about the planned right-turn lane, about a cast iron water main, and the plans for the historical water mains.

4. **Mayor and Council Comments**

Mayor Kantor commented in part:

- The Surnow property will still be subject to our Ordinances
- The group rentals – nothing about any groups not being allowed
- The age of children
- There is a requirement a certificate of liability insurance naming the City
- Reading the rules for the registration required they sign

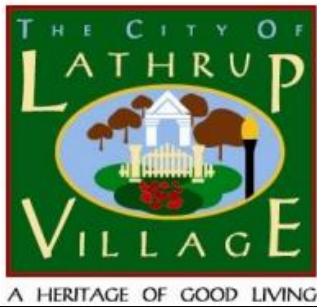
Councilmember Hammond commented in part:

- SEMCOG has information that we can get and share regarding E-Bikes
- Between Rainbow and Margate is the water main in question
- The intention was to focus the crack sealing to extend the life of roads

Councilmember Sousanis commented in part:

- Read comment emailed from Rick Wysz, regarding the Seal Company using a leaf blower instead of a high-pressure blower and that they were not doing the spider web cracks
- Grateful for the discussion about the rules and still wants to know about submissions for the Newsletter and the denial process

5. **Adjourn** at 8:44 pm



City Council Study Session

Monday, September 21, 2026 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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

Present: Kantor, Hammond, Sousanis

Excused: Jennings

Also Present: CA Greene, Attorney Baker, Chief Zang, CED/DDA Bloom & Kennedy

2. **Discussion Items**

A. **Volunteer Request & Approval Program**

CA Greene mentioned that this draft includes updates based on the previous Study Session discussion.

Sousanis – Thoughts on entertaining service-type volunteers versus just labor. Examples could include social media consulting, ADA website updates, and accounting assistance.

Hammond – Service-type assistance could be incorporated later.

B. **Proclamation Procedures**

CA Greene mentioned that this draft includes updates based on the previous Study Session discussion. Includes a 30-day notice for organizations to make their request.

C. **Newsletter Promotion**

CA Greene discussed the request from the C&E Committee to get some feedback from the Council to finalize a Newsletter promotion procedure before the whole communication plan is finalized.

The Council discussed items such as what is promoted in the newsletter and how it is formatted.

Sousanis – Discussed what the C&E committee is working on and the initial report that the Council may be looking for. The committee is looking for clarification from the Council on whether they want one (1) formalized report and/or do they want early issue-by-issue recommendations.

Hammond – Is in favor of hearing recommendations as they come up, while the committee is working on a holistic report.

Kantor – Inquired about the Communications Plan in general. Sousanis noted that the C&E survey has begun to be published and mailers will be arriving to homes in the coming days. Those findings will assist with establishing the plan.

Hammond – Asked if the C&E Committee has discussed including private business advertisements within the newsletter. Sousanis noted that it has not, outside of potential advertisers, if the City were to bring back the printed newsletter.

Council/Attorney discussed potential legal issues if the City were to allow private ads within the newsletter versus selling ads.

D. Regular Meeting Agenda Items

Sousanis – E-bike ordinance process and whether there are opportunities to edit the ordinance. Attorney noted minor edits can take place.

Kantor – Status of liquor licenses within the City. Attorney noted that the applicant is proposing bringing a license in from the outside.

Kantor – Noted that the PC is not recommending approval as the applicant did not articulate the need. Hammond covered some of the points that were discussed at the PC meeting.

Sousanis – PILOT Ordinance: would like to see documentation that MSHDA is formally requesting these changes, as their minutes are not detailed. Believes the City is losing its leverage without a review period. Notes that the ordinance does not list a floor for the AMI while a max of 120% is listed. 1) Does the City want to give up its right to review the project? 2) Does the City want to set a floor for the AMI?

The Council and staff/attorney discussed the ordinance, the restrictive covenant, and the MSHDA approval.

Hammond – Clarified that if the loan was paid off early, the covenant would cease and the property would be subject to standard property taxes.

Kantor – Is there a middle ground that could be established with some type of by-right extension for the first and then Council-approved extensions?

3. Public Comments

Shelli Reves – Shares similar concerns as Councilmember Sousanis regarding the proposed PILOT ordinance. The City does not need to take every type of development that comes before it.

Johnathan Terra – Don't only promote the newsletter. Item 8.G, in the regular meeting agenda, talks about the transition to CivicPlus new software. Believes this is premature and the City should go after different alternatives.

Rick Wisz – Normal procedure for a firm to recommend and then inspect projects; did the City solicit quotes for chipping services, or can the City pay for a chipper; is it normal for an employer to pay union dues for an employee; the idea of any gas station selling booze is something I don't understand.

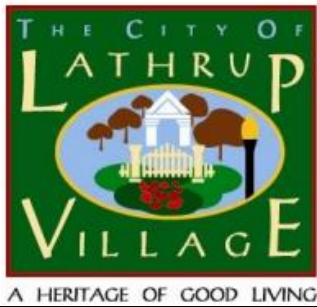
Autumn Sousanis – Runs a Facebook Group and newsletter that talks about items going on in the City. Feels that it is wrong that the City did not include information from the MSHDA and Section 8 housing. The City deserves its fair share in taxes if the developer is going to make money on this project.

Lorie Kunz – PILOT program and that the only benefit is housing in a cash-strapped City. Believes that the City is covering up issues that are putting the City in debt. The project would not benefit Lathrup.

4. Mayor and Council Comments – N/A

5. Adjourn

7:06 PM



City Council Regular Meeting

Monday, September 21, 2026 at 7:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Kantor at 7:07 PM

2. **Roll Call**

Present: Kantor, Hammond, Sousanis, Garrett (arrived at 7:20 PM)

Excused: Jennings

Also Present: CA Greene, Attorney Baker

3. **Pledge of Allegiance**

4. **Approval of Agenda**

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

Yes: Kantor, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings, Garrett

Motion Passed

5. **Presentations**

- A. Proclamation - Don't Engage N Road Road 5K Walk & Run 2026-2027
- B. Proclamation - Constitution Week 2026
- C. Proclamation - Hispanic Heritage Month
- D. LVPD - Community Service Citation

6. **Public Comment for Items on the Agenda**

Johnathan Terra – Requesting that Council not be looney tonight. Submitted written comments: Item 8G in the agenda for today's regular council meeting is asking council to approve a transition from CivicPlus AAM Essential to CivicPlus AAM Select. CivicPlus is the city's current agenda management platform which the city currently pays \$5400/year for AAM Essential generates the current extraordinary inaccessible agenda packets which can range from this month's brief 200 pages to 500 pages or more of essentially stapled together material from multiple sources. If we stay with CivicPlus, we have no choice but to transition at the end of the current fiscal year, as the current product is being discontinued. I cannot find where this has

been previously discussed, and I feel the presentation of a motion for approval is premature. We should perform due diligence to examine alternatives and put out an RFQ. I have done some preliminary investigations, and feel that there may be better alternatives that can in fact perform a better job and give residents greater transparency and accessibility at slightly lower cost. There are arguably better alternatives available: Municipal One stands out a potentially superior alternative. One aspect of the proposed contract that should not be so easily brushed aside is a 5% yearly increase every year after the first two years. This is a quickly compounding escalator.

Autumn Sousanis – Piggybacking on Mr. Terra's comments, and that CivicPlus software should be scrutinized. Hopes the Council tables the first reading of the ordinance, and the agreement with Surnow has been done in bad faith.

Rick Wisz – Is it normal for a firm that determines a need for a project to also manage/inspect the project? Did the City get bids for the chipping or do it ourselves? Is it normal for an employer to pay union dues for its employees? For the liquor sales, does the City need a gas station selling alcohol?

Laurie Kunz – Wants the City Council included in the rules for the Council Rules or Procedures update and wants them to maintain the breach of peace.

Ms. Anderson – Representing the Southfield School Board and invited the Council and public to upcoming ribbon-cutting ceremonies.

Diane Dampskey – Appreciates the discussion during the Study Session. Why would the City agree to a change in the ordinance if the City is not getting anything in return? The City has revenue issues, so the City needs tax revenues, not payment in lieu of taxes.

Diane Anderson – Study Sessions are not supposed to be actionable items, and she believes the City conducted a straw vote regarding the PILOT ordinance.

7. Consent Agenda

- A. Approval of Minutes
 - i. 8-17-26 - City Council Study Session
 - ii. 8-17-26 - City Council Regular Meeting
 - iii. 8-24-26 - City Council Special Meeting
 - iv. 8-31-26 - City Council Special Meeting
- B. Finance Department Reports
- C. Building & Code Enforcement Report
- D. LVPD Monthly Report
- E. Community & Economic Development Report

Moved by Mayor Pro-Tem Garrett, seconded by Councilmember Sousanis, to approve the consent agenda.

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

8. Action Requests - For Consideration / Approval

A. Request to Approve Special Land Use - 28939 Southfield Road (Exxon)

Moved by Mayor Pro-Tem Garrett, seconded by Councilmember Hammond, to accept the Planning Commission recommendation and not approve the special land use request for 28939 Southfield Road.

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

B. First Reading - Ordinance #2026-01 - An Ordinance to Amend Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption From Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, as Amended, MCL 125.1401, ET SEQ.

Moved by Councilmember Sousanis, seconded by Councilmember Hammond, to table item 8.B.

Yes: Garrett, Hammond, Sousanis

No: Kantor

Absent/Excused: Jennings

Motion Passed

C. First Reading - EBikes Ordinance #2026-02 - An Ordinance to Add Article VII to Chapter 74. Traffic and Vehicles, Sections 74-110 through 74-119, and by Amending Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, Section 46-179

Moved by Councilmember Hammond, seconded by Councilmember Sousanis, to approve the First Reading - EBikes Ordinance #2026-02 - An Ordinance to Add Article VII to Chapter 74. Traffic and Vehicles, Sections 74-110 through 74-119, and by Amending Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, Section 46-179; and schedule a second reading for October 19, 2026.

D. Request to Approve Zoning Ordinance #2026-03 - Artisan Manufacturing

Moved by Councilmember Hammond, seconded by Sousanis, to approve Zoning Ordinance #2026-03 – Artisan Manufacturing with the modification to section 4.22(1) to read “The scale and impacts of the use shall be consistent with the other uses in the district in which it is located.”

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

E. First Reading - Ordinance #2026-04 - An Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, by Amending Section 46-176. Conduct Within Parks

Moved by Councilmember Hammond, seconded by Councilmember Sousanis, to approve the First Reading - Ordinance #2026-04 - an Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, by Amending Section 46-176. Conduct Within Parks; and schedule a second reading for October 19, 2026.

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

F. Request to Approve Getac Body Cam & In-Car Camera License

Moved by Mayor Pro-Tem Garrett, seconded by Councilmember Hammond, to approve the purchase of Getac cloud storage licenses from Midwest Public Safety for a cost of \$7,992.00.

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

G. Request to Approve the CivicPlus Statement of Work - AAM Select Agenda/Meeting Management Software

Moved by Councilmember Hammond, seconded by Mayor Pro-Tem Garrett, to approve the CivicPlus Statement of Work and transition to AAM Select for agenda/meeting management software.

Yes: Garrett

No: Kantor, Hammond, Sousanis

Absent/Excused: Jennings

Motion Failed

H. Request to Approve the State and Local Cybersecurity Grant Program Contractor

Moved by Councilmember Hammond, seconded by Councilmember Sousanis, to award the State and Local Cybersecurity Grant Program (SLCGP) contract to VC3 for the estimated flat cost of \$21,828.03 plus \$3,900 in recurring services.

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

I. Request to Approve the Emergency Purchase Contract with Fontenot Services

Moved by Councilmember Hammond, seconded by Mayor Pro-Tem Garrett, to approve the Emergency Purchase Contract with Fontenot Services.

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

J. Request to Approve Updated 2026 City Council Meeting Dates & Start Time

Moved by Councilmember Sousanis, seconded by Councilmember Hammond, to approve the updated 2026 City Council Meeting Dates & Times, changing the November 2 Study Session to November 9, and changing the City Council Regular Meeting start time to 7:30 PM.

Yes: Kantor, Garrett, Hammond, Sousanis

No: N/A

Absent/Excused: Jennings

Motion Passed

9. City Administrator Report – N/A

10. City Attorney Report – N/A

11. Reports of Boards, Commissions, and Committees

- a. Downtown Development Authority – No quorum for the meeting last Friday, and the Meeting was rescheduled for Wednesday, September 23, 2026, at 6:00 pm.

- b. Parks & Recreation – Handled the Kid’s Zone at the Lathrup Village Music Festival, and it went well. The Fall Fest is October 17th from 1:00 pm – 3:00 pm, which includes: making s’mores, pumpkin carving, and a petting zoo, and thanks to the Lathrup Village Homeowner’s Association who have funded the event. Thanks to resident Meredith Rogalski a resident, who volunteered to DJ at the Fall Fest. October 10th is the last Inside Out (Art display) walking tour with Chuck Snelling, who is a Docent at the DIA. Thanks to the Robinson family, who have been fundraising for Sarrackwood Park, including at a booth at the LVMF and raising over \$2,000, which they are going to use, as well as their labor and working with the City to build a new sand pit for kids and to paint the playscape.
- c. Planning Commission – At the September meeting, there was a Public Hearing on Artisan and Manufacturing Zoning ordinances which were approved by City Council tonight. The Commission discussed moving the Planning Commission meeting day cadence earlier in the month in an effort to get Planning Commission site plan approvals completed before the regular meeting of the City Council, but after reviewing they did not think it was going to have any effect in 2026, but in December the Planning Commission will vote on meeting dates for 2027 and they will likely shift which day of the month they actually meet on to accomplish the goal of getting site plans reviewed before the regular meeting of the City Council every month and not have to wait until the next month’s regular meeting in cases like Special Land Uses. They continued working on the update to the Comprehensive and Master Plan and discussed a key point regarding future land uses pertaining to certain parcels in the City that are in the Village Center District that are residential and changing them to single-family residential. The Planning Commission also discussed Parks and green spaces in the City and potentially introducing a new zone for them, which could provide some flexibility in terms of the ordinances that are utilized to enforce how those areas are utilized and what’s allowed to happen there, and how they are maintained; it was an idea that Chair Hillman had brought to the Commission based on research on other Cities doing similar things.
- d. Tree Committee – The meeting on September 14th, they reported that they did apply for the Michigan DNR DTE Energy Grant, asking for 40 additional trees to go into the Parks area, and it is a 50/50 match of \$4,000, but instead of money it can be done as volunteer hours, and we are hoping to hear back in December on that grant.
- e. Communications & Engagement – Did meet in September and elected Chuck Snelling as the new Chairman, welcomed new member Diane Damsky, they focused on the last steps of getting the Communication survey out, and launched it last Thursday, the hard copies were mailed today, that will go to every business and resident, and they will track where people responded from and it closes on September 30th, and it came in under budget. The Committee discussed how to surface concerns and suggestions that they have, and there will be more coming out of the Committee soon.

f. Southfield School Board – Ribbon cutting for Thompson on October 20th at 4:30 pm, for Levy on September 29th at 4:30 pm, and Birney on October 6th at 4:30 pm

g. Chamber of Commerce – No report

12. Unfinished / New Business

13. Public Comment

Lauren Bares – Thank you for the Lathrup Village Music Festival, especially all the volunteers.

Johnathan Terra – Previous software engineer, and the .org domains are less than \$30 per year.

Lillian Kiser Lowery – The thought of registering her E-Bike is absurd. The City had a storm in July that was not picked up, which may have added to the cost. Utilized AI to find recommended companies. Should tie the City Administrator bonus to City savings. The City has been transparent and allows the residents to speak.

Diane Anderson – Why does Boys to Men get free use of the City facilities? Why does the City Council not support the Southfield/Lathrup Chamber of Commerce? Did the LOGOs church pay full usage of room rates? Believes the City is violating the Open Meetings Act. The Historic District Commission doesn't even meet.

Autumn Sousanis – Has not seen Boys 2 Men events given free use of the City facilities. Wants to talk about standards, especially lighting standards, that a few buildings currently are violating. The City needs to do better. Food Truck permits and that the City does not have permits for Food Truck Fridays. Why does the Finance Director not have to attend the meetings? E-bikes; kids whizzed past her house on her way here this evening.

14. Mayor and Council Comments

Kantor

- City pays the union dues and takes the payment out of officer checks.
- The City currently receives \$0 from the school property. If the project were to move forward, the City could receive \$40,000 once it is built.
- Lighting ordinance issues have been brought forward to staff.
- Finance Director/Treasurer is not required to attend meetings; while some have attended in the past due to multiple roles they were holding.
- Food Truck Friday trucks do not necessarily need a permit from the City, as it is a City event.
- Upcoming Office Hours.
- Condolences to the Ferguson family.
- LVPD is hosting an upcoming Fraud Prevention workshop

Garrett

- The City has partnered with the Southfield Chamber of Commerce over the past 8 years; so has the LVDDA.

- It is tiring hearing the same issues, especially related to Boys 2 Men.
- The Southfield Chamber used to be the Southfield/Lathrup Chamber and has been an advocate of having a stand along LV Chamber for years.
- Great job, LVMF.
- Condolences to the Ferguson family

Hammond

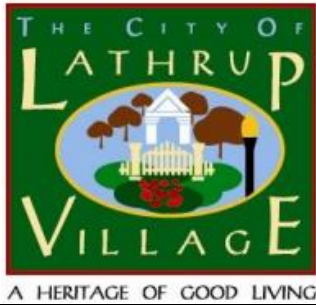
- Condolences to the Ferguson family
- The school has been floated as a community center for years. However, the cost is a significant limiting factor and is viewed as a non-starter.
- Surnow has communicated to the City in the past about potential development of the school site, and they believe this is the best option at this point.

Sousanis

- This Council is addressing specific rules that clearly lay out how City facilities are used.
- Weed spraying of green spaces and would like this as a topic at a future Study Session.
- Flock Camera contract overseen by the DDA. Does not believe the DDA should renew the contract without more public engagement.
- Different points of view of the Surnow project. It is an opportunity and an opportunity cost.

15. **Adjourn**

Moved by Councilmember Hammond, seconded by Mayor Pro-Tem Garrett to adjourn at 9:51 PM.



City Council Study Session

Monday, October 05, 2026, at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

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

Present: Kantor, Hammond, Sousanis, Jennings, Garrett

Absent: n/a

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

2. Discussion Items

A. PILOT Ordinance Update

MSHDA Representatives: Chief Housing investment Officer Tony Lentych, Clarence Stone Chief Legal Affairs Officer, and Chad Benson Director of Rental Development, and Surnow Company representatives explained in part:

- Explained about deals that needed a little work to help them
- Missing Middle program
- Accelerator fund
- This is a newer PILOT ordinance than others, it was designed a few years ago
- There is no way to make this a low-income project with how they are doing this project, this is not Section 8, once it is set up there is not enough subsidy to make a switch
- New PILOT allows Municipalities to do their own PILOT outside of MSHDA
- An advantage of this new PILOT program is that you know what payments will be
- Seniors who are downsizing, but on Fixed Incomes, may not meet the AMI, but have assets (like a house that they sold)
- They look at Market Studies that determines if the rent is realistic or not for the development (amenities are looked at in consideration of the amount of rent)
- Projections for sizing the loan, but they can get whatever the Market allows
- 20% of total units to be at around 50% of AMI as a Bond requirement, the other 80% of units will be at AMI
- Loan products that they offer, 40 year fixed, PILOT program, Accelerator Program,
- Under direct lending parameters, they cannot give a loan for longer than what the PILOT term is, as a solution they put in the 15-year call, as a way to get it on the docket and keep the process moving, not really what they wanted to do
- MSHDA does not want to spend money on additional staff until they know they have approval from the Board
- They need a commitment that this will be approved/go forward
- Each agreement one is negotiated differently
- Wording in the Resolution is different than the Ordinance wording
- If they can't generate revenue from renting the units, they can't meet their responsibilities on the project
- The bigger picture of not wanting to exclude people who can afford the rent with the wording

- Go and No-Go choices
- The wording “as required by MSHDA” needing to be in the Ordinance not just the Resolution
- If a Developer violates this, they lose the PILOT per State statute
- A year ago, the Communication from MSHDA was sent to the City from Surnow, which included the 40 years
- Changes they thought they addressed are still needed for this to go forward
- Between the Ordinance and the Resolution that was worked on a year ago, and not just for their project only and based on a project in Ferndale the wording was done in a way to be sensitive for other projects, and left out wording that needed to be in it that was in the Resolution
- Surnow would not want to rent for less than 50% AMI, that is not what they are intending, and they would not want to do that, that is not the intention of this project
- Detroit has a program with 2 - 15-year extensions
- This is a one-off project

Councilmembers, City Administrator Greene, and Attorney Baker discussed:

- This is not Section 8 housing; there was a typo in the MSHDA packet
- This is Workforce housing everyone must pay their own rent
- Workforce Housing: everyone has a job, and everyone must be at 120% of the AMI
- Was there always a stop gap?
- The 15 year with 5 renewals, as a way for City Council to review the program, and have oversight
- Checks and Balances as the project continues to see if the Developer is meeting the goals of the project and the City
- Termination language and by right extension language
- What was MSHDA and the Developer, expecting/anticipating at the time of the creating of the ordinance
- The real control for City is the ability to terminate if the Developer is not doing what they are supposed to do, and that was the reason for the penalty provision for this property
- What is important to a City like Detroit, is different for us, we probably will not have another project like this
- Was the Planning Commission involved in the PILOT? – The Planning Commission was involved in the Site Plan, and the City Council did the PILOT

B. Green Space Herbicide/Pesticide/Fertilizer

Councilmembers, City Administrator Greene, and Attorney Baker discussed:

- How often we treat fertilizer and pesticide
- Bids were requested by the DDA
- Smaller Triangle Parks and at the Arboretum, the trucks show up to fertilize there, in areas that are designated for Children and Pets, and signs were up 4 times a year notifying that it has been treated with chemicals – the Tree Committee did not know that we were doing this, and since the lawn is kept cut short, it is not really needed
- The breakdown in the contract – and cost savings
- Stopping it altogether in the other Parks instead of less than the 4 times that we treat now, and the City Park going to 2 treatments instead of 4
- Are we mowing on a schedule that is based on our pesticide treatments, and is there a cost to that?
- The pesticide is not put in the play areas – they do not treat there

- Looking for fewer toxins in our neighborhoods
- DDA Director Bloom mentioned that it is a 3-year contract, but the line item will be left in, in case we want to use it in the future

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

Diane Anderson commented in part: that she is disappointed about what is going on here with Southfield Road now and talk of the School for Workforce Housing, and it is not going to sustain Lathrup's history.

Jonathan Tara expressed in part: that he doesn't miss the old look of Southfield Road; it is a good time to start a discussion about oversight and quality control, and the discussion of pesticides and mowing is a good place to start. Mr. Tara referenced the relationship of Lathrup Village Services, LLC and our City, and the crack sealing company.

Roger Lynn expressed in part: A lot of parks in general do not put pesticides down; if it is being mowed once a week, the clippings will fertilize, and the weeds will stay cut down, but maybe the City wants to do something at the Municipal Park.

Laurie Kunz expressed, in part: thanks to Councilmember Sousanis for asking questions that residents wanted to know; residents wanted a Town Hall that they never got; there is a great amount of distrust of Council, and Council not presenting all information and letting residents have input.

Lillian Kyser Lowery expressed in part: thanks for Council and Mayor Kantor meeting with her, and for following up on the PILOT project, commented on people talking during the meetings and being disrespectful, and wanting the Police to be able to cite what the ordinance violation is, if they are called out to address a homeowner.

Autumn Sousanis expressed, in part: it would be good to try a herbicide solution for a pesticide; three years ago there was a signed contract with Paradise, and it spells out exactly what they will do, and the issue is they have not been living up to their contract, and volunteers are stepping in to do what they haven't. Ms. Sousanis was glad Surnow stayed for the resident's comments, she doesn't think the tax break is good for the City and is against the PILOT.

Shelly Reeves, expressed in part: she is opposed to the PILOT, this might be the last opportunity to not sell our City short, she understands this is something rather than nothing, but locking us in for 40 years would effect the City for years, and that the DDA discussed spending money for a light show at a meeting, while City costs are going up.

Rick Wisz, expressed in part: the problem is supervision of what people do for the City, he has seen DPS doing nothing in their trucks, he saw the way the crack sealing crew did their work, and the idea of committing money we don't have and not fixing the small stuff, like the Men's room and the fountain by the women's room, it seems like simple solutions.

John Roberts email read by Mayor Kantor: expressing in part: that there is a very loud but small group that may have spoken out tonight, their agenda is to turn people against and strike out against City Council and City staff, and he lauds the work of the Council and staff.

4. **Mayor and Council Comments**

Mayor Kantor commented in part:

- If the DDA were to be eliminated, the City would have to take over all their duties, and then the DDA keeps certain tax money that goes back into the DDA, and that money would not be allowed for the City to keep
- Asked CA Greene how the oversight with DPW works, and CA Greene explained it
- Oct 10th last Inside Out tour
- Good news, picked up \$3 million to redo mains at Southfield Road, and grants for Eldorado \$880k and 1.1 million from the feds that will allow us to do another major project probably in 2028

Councilmember Sousanis commented in part:

- There would be less money if we did not have a DDA, but you could argue that it would be good to have the flexibility
- Twice now we have seen some good results with Town Halls, and Mayor Kantor and he had a good Town Hall-like discussion at a Study Session
- To John Roberts letter and Lillian, it is important to have kindness but also to say what you have to say; he does not feel that a different opinion is a plot
- Encourages everyone to say as many negative things as you want so the Council can weigh them
- He requested the renewal of the Flock cameras be on the agenda, but the renewal of it is up to the DDA, and the DDA chose to fund it, but to have it in our City is a Police policy decision; thus the Council should be able to discuss it

Councilmember Hammond commented in part:

- DDA is separate from the City budget, and we can't take their money for a project and use it for the City

Councilmember Jennings commented in part:

- How can the City help with oversight regarding pesticides? How can we measure that?

5. **Adjourn** at 8:09 pm

Permits Issued: September 2026

Building

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
PB260108	09/10/2026	ARNOLD, YOLANDA C	27600 GOLDENGATE W DR	40-24-14-481-035	\$456.63	\$18,175
Work Description: Roof mounted solar installation						
PB260109	09/08/2026	KALIA, ATUL	27800 EVERGREEN RD	40-24-14-306-028	\$694.00	\$34,000
Work Description: REMOVE AND REPLACE SHINGLES. UNDERLAYEMENT, DRIP EDGE, ICE AND WATER.						
PB260110	09/22/2026	FORD, RODNEY A	18760 SAN DIEGO BLVD	40-24-14-404-015	\$383.60	\$9,350
Work Description: Tear out and replace existing garage floor						
PB260111	09/18/2026	ADAIR, BRYAN	18805 DOLORES AVE	40-24-14-252-002	\$502.60	\$17,240
Work Description: REMOVING 100 SQ. FT. OF EXISTING DECK AND REPLACING WITH 80 SQ FT. OF COMPOSITE DECKING.						
PB260116	09/23/2026	ECHOLS, JOSEPH G	18520 ROSELAND BLVD	40-24-14-226-041	\$195.00	\$38,811
Work Description: Job To Be A Remove And Re-Shingle. Great Lakes To Remove Shingles From Home. Great Lakes To Inspect Existing Decking as Necessary For Installation . Great Lakes To Furnish And Install Great Lakes Roofing System Job Includes Proper Venting, Synthetic Underlayment, Snow and Ice Guard, Flashing, Boots If Needed, Dumpster, And Fasteners.						
PB260117	09/24/2026	BARKSDALE, DALTON	27145 ELDORADO PL	40-24-14-477-013	\$239.00	\$5,000
Work Description: REPLACING EXISTING VINYL SIDING, ALUMINIUM TRIM AND GUTTERS FROM 2ND FLOOR ONLY. REPLACE WITH NEW SIDING, TRIM, SOFFET AND GUTTERS.						

Total Permits For Type: 6

Total Fees For Type: \$2,470.83

Total Construction Value For Type: \$122,576

Electrical

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
PE230080	09/15/2026	HAGEN, LAURIE E	17376 CATALPA DR	40-24-13-158-006	\$165.00	\$0
Work Description: install replacement panel , gcfi in garage , 1 ceiling fan and some light						
PE240056	09/08/2026	ELGINCOLIN, AVELINA S	17656 SAN ROSA BLVD	40-24-13-103-022	\$160.00	\$0
Work Description: CHANGE OF SERVICE - 100 AMP						
PE240062	09/01/2026	Oakland Development Co/SURNC	26732 SOUTHFIELD RD	40-24-24-103-032	\$180.00	\$0
Work Description: Add 200 Amp service						
PE240063	09/01/2026	PERFECT NAILS	26730 SOUTHFIELD RD	40-99-00-940-028	\$180.00	\$0

Work Description: 200 Amp Service							Item 8B.
PE250107	09/03/2026	HALLE PROPERTIES LLC	27000 SOUTHFIELD RD	40-24-13-359-052	\$165.00	\$0	
Work Description: ELECTRICAL FOR 2 DISCOUNT TIRE WALL SIGNS							
PE260070	09/03/2026	HORDE, ANDREW	18867 HAMPSHIRE ST	40-24-23-252-010	\$210.00	\$0	
Work Description: Installing a 18Kw Whole Home Generator & 150Amp Automatic Transfer Switch							
PE260071	09/28/2026	MC30 LLC	28919 SOUTHFIELD RD	40-24-14-227-042	\$140.00	\$0	
Work Description: hook up sign to existing curcuit							
PE260072	09/10/2026	ARNOLD, YOLANDA C	27600 GOLDENGATE W DR	40-24-14-481-035	\$250.00	\$0	
Work Description: Roof mounted solar installation							
PE260073	09/14/2026	MC30 LLC	28919 SOUTHFIELD RD	40-24-14-227-042	\$270.00	\$0	
Work Description: 10 circuits, 10 receptacles							

Total Permits For Type: 9
Total Fees For Type: \$1,720.00
Total Construction Value For Type: \$0

EXTRA CEMENT PERMIT

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value	
PEXC-26-008	09/23/2026	DANIELS, WILLIAM L	19593 SAN JOSE BLVD	40-24-14-304-026	\$160.00	\$0	
Work Description: Installing Plain Concrete Driveway							
PEXC-26-014	09/30/2026	BALIAN, LESLIE	27577 RACKHAM DR	40-24-14-330-007	\$280.00	\$25,000	
Work Description: CURRENT EXISTING GRAVEL DRIVEWAY/APPROACH. NO SIDEWALK. EXISTING CULVERT--NO CHANGES. PUTTING IN CONCRETE DRIVEWAY AND APPROACH ALL THE WAY TO THE GARAGE. FRONT PORCH CAP IS BEING REDONE AS WELL--SAME STEPS. EXISTING PARKING PAD BEING CEMENTED AS WELL. TOTAL OF 4728 FT.							

Total Permits For Type: 2
Total Fees For Type: \$440.00
Total Construction Value For Type: \$25,000

Fence

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value	
PF-26-021	09/10/2026	MLYNARSKI, SAMANTHA	18541 SAN JOSE BLVD	40-24-14-403-003	\$200.00	\$0	
Work Description: 6 Ft. privacy fence around the sides and rear of the house. Vinyl. 306 LF. of fence. pile driving into the ground.							
PF-26-022	09/30/2026	ELLIS, VERRIA	27828 GOLDENGATE E DR	40-24-13-303-003	\$200.00	\$0	29

Total Permits For Type: 2

Total Fees For Type: \$400.00

Total Construction Value For Type: \$0

Food Truck Permit

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
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PFT-26-01	09/03/2026	CITY OF LATHRUP VILLAGE	27400 SOUTHFIELD RD	40-24-14-127-015	\$0.00	\$0
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Work Description: FOOD TRUCK PERMIT ONLY GOOD FOR SATURDAY, SEPTEMBER 5, 2026, FOR SERVICE DURING THEIR CONTRACTED TIME ONLY OF 3:00PM TO DONE, CLEANED UP, AND GONE FROM THE SITE BY 11:00PM.

FOOD TRUCK WAS CONTRACTED BY THE BRIDE AND GROOM OF THE WEDDING RECEPTION THAT RENTED THE COMMUNITY ROOM AT CITY HALL AND SUBMITTED THE FOOD TRUCK APPLICATION TO DDA PROJECT COORDINATOR TOM KENNEDY

APPLICANTS:
REANNON ROBINSON
JULIO MEJIA-ANDINO

Total Permits For Type: 1

Total Fees For Type: \$0.00

Total Construction Value For Type: \$0

Mechanical

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
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PM260060	09/03/2026	HORDE, ANDREW	18867 HAMPSHIRE ST	40-24-23-252-010	\$220.00	\$0
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Work Description: Installing a 18Kw whole home generator & 150amp Automatic transfer switch

PM260061	09/15/2026	WISZ-ROBERTS AGREEMENT	28221 LATHRUP BLVD	40-24-13-153-013	\$165.00	\$0
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Work Description: Replacement of Existing Water Heater

Total Permits For Type: 2

Total Fees For Type: \$385.00

Total Construction Value For Type: \$0

Plumbing

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
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PP260047	09/09/2026	MILLER, JOSLYN	27660 RAINBOW CIR	40-24-14-330-002	\$165.00	\$0
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Work Description: excavate and replace sewer line from house to city connection, located in the back yard, with schedule 40 PVC pipe

Item 8B.

PP260048	09/10/2026	DABD FAMILY TRUST	28272 SUNSET W BLVD	40-24-14-276-006	\$155.00	\$0
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Work Description: installation of sewer liner starting at the main house clean out and ending just before the city main - no digging required

PP260049	09/15/2026	THE O'BRIEN FMLY TRST DA1	28421 SUNSET W BLVD	40-24-14-254-013	\$140.00	\$0
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Work Description: Backflow lawn irrigation

Total Permits For Type: 3

Total Fees For Type: \$460.00

Total Construction Value For Type: \$0

Roofing Permit

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
PB260051	09/24/2026	ELLISON, MICHAEL	26751 MEADOWBROOK WAY	40-24-23-228-009	\$240.00	\$22,000

Work Description: Tear off and replace

Total Permits For Type: 1

Total Fees For Type: \$240.00

Total Construction Value For Type: \$22,000

Siding Permit

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
PB260105	09/01/2026	BARTON, GREGG E	28000 CALIFORNIA NW DR	40-24-14-280-006	\$130.00	\$32,507

Work Description: replace existing siding, soffit, fascia, capping & gutters. no structural changes.

PB260106	09/15/2026	ADAIR, BRYAN	18805 DOLORES AVE	40-24-14-252-002	\$155.00	\$50,507
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Work Description: Applying siding to house-complete structure

Total Permits For Type: 2

Total Fees For Type: \$285.00

Total Construction Value For Type: \$83,014

Sign

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
PS26006	09/29/2026	PROFESSIONAL RESOURCE D	18181 W 12 MILE RD RD Ste 4	40-24-14-227-046	\$185.00	\$525

Work Description: Replace the panels in the existing ground sign.

Total Permits For Type: 1
Total Fees For Type: \$185.00
Total Construction Value For Type: \$525

Window Permit

Permit #	Issue Date	Property Owner	Job Address	Parcel #	Permit Fees	Const. Value
PB260104	09/03/2026	JORDON, KENNETH	18756 SUNNYBROOK AVE	40-24-14-453-013	\$195.00	\$2,654
Work Description: Install (1) vinyl replacement doorwall No change in size.						
PB260115	09/25/2026	NOVAD MANAGEMENT CON	26470 MEADOWOOD S CT	40-24-24-152-016	\$155.00	\$7,759
Work Description: Install (5) vinyl replacement windows						

Total Permits For Type: 2
Total Fees For Type: \$350.00
Total Construction Value For Type: \$10,413

Report Summary

Grand Total Permit Fees: \$6,935.83
Grand Total Permits: 31
Grand Total Construction Value: \$263,529

Building Department

DDA Code Enforcement Report September 2026

Address	Property Owner	Violation	Category	Status
18467 MIDDLESEX AVE	SUMLER, ERIC C	Observed accumulation of debris on side of house and front porch area. Trash cans also in public view. Violation notice issued and given 7 days to correct.	Accumulation	Door Tagged, Letter Sent
18225 CORAL GABLES AV	SHULAK, SAMUEL	Observed 1987 Chev Volt (ESN-6640/04-25) parked/stored in ROW front of home. Same was tagged for 48.	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged
18160 CORAL GABLES AV	CARAMIA, CHRISTOPHER	Observed unlicensed (9C1T56/00-00) parked in driveway front of garage. Follow-up required.	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged
27035 MEADOWBROOK W	ROBERTS, DERINDA R	Follow up from previous violation of tagged unlicensed 2001 Lincoln Town.(09/02/26 - Met with H/O and completed walk around following IN: QResidence is unoccupied. Vehicle was tagged.	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged
26812 ELDORADO PL	TURNER, ALICE B	Observed an excesasive amount of limbs and brush in and around property including out by roadway. Written notice and door tag issued. Seven (7) days to abate.	Yard Waste Violation	Written Notification Issued
18659 CAMBRIDGE BLVD	JONES, ANDREA S	Observed several bags of trash and debris set out for collection. Bags were also tagged by trash removal company for exceeding 2 yard limit. Door tag notice issued with immediate removal of debris notice.	Trash/Debris set out for collection too early or too late	Door Tagged, Letter Sent

DDA Code Enforcement Report September 2026

Address	Property Owner	Violation	Category	Status
27800 SOUTHFIELD RD	COMMUNITY CHURCH	Observed Ford F-150 (EEJ2351/12-21) recently parked in rear parking lot of church. Vehicle was tagged.	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged
18130 RAMSGATE DR	ADAMS, DELENE	Observed high grassa and weeds at this location including ditch area. Violation notice issued for immediate correction.	High Grass/Weeds, Vegetation	Door Tagged, Letter Sent
18180 RAMSGATE DR	WILLIAMS, SHAVELLA	Observed two (2) vehicles blocking sidewalk. EXT9555 & ETP065. Warning tag notice issued.	Blocked Sidewalk	Door Tagged, Letter Sent
18153 CORAL GABLES AV	PEAVY, ANTONIO	Observed Chev Cruze (EHR5451/11-25) with expired plate parked in ROW. Same was tagged.	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged
17576 SUNNYBROOK AVE	NICOLE M DEYONKER REV LVNG TRST	RECEIVED COMPLAINT REGARDING TOILET SET OUT FOR TRASH FOR AN EXTENDED PERIOD OF TIME. INSPECTION REVEILED SAME AS WELL AS A LARGE AMOUNT OF TRASH. TAG VIOLATION NOTICE ISSUED TO IMMEDIATELY REMOVE AND SET OUT FOR COLLECTION PER ORDINANCE REQUIREMENTS.	Trash/Debris set out for collection too early or too late	Door Tagged, Letter Sent
17640 SAN ROSA BLVD	CHRISTOPHER BERRY	Have observed several vehicles parked/stored in driveway for an extended period of time, which do not appear to be driven and/or operational. The following were tagged; Chev Cruze - (DQG3835/01-19) GMC Yukon - (DUP8246/08-20) Dodge RAM 1500 P/U - (AJL863/09-22)	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged

DDA Code Enforcement Report September 2026

Address	Property Owner	Violation	Category	Status
18850 SUNBRIGHT AVE	MCCRAY, BARBARA	C/F complaint received regarding two (2) vehicles parked/stored in driveway for an extended period of time and expired plates and flat tires. Upon inspection found two (2) vehicles, a Chev Impala - EDG 2978/12-23) and a Lincoln MKZ - (EPT 6837/12-24) Both vehicles were tagged for 48.	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged
18850 SUNBRIGHT AVE	MCCRAY, BARBARA	While following up on a C/F complaint regarding inoperable vehicles in driveway I observed trash containers in front of garage and in driveway. Door tag violation notice issued and given 24-48 hrs to correct.	Trash Container in Public View	Door Tagged, Letter Sent
26861 BLOOMFIELD S DR	BROWN, ANTONIO	C/F complaint received regarding downed tree on property blocking sidewalk. Inspection reveiled no cause for action.	Blocked Sidewalk	No Cause for Action
18180 CORAL GABLES AV	HILLS, LENELL D	Observed two (2) vehicles completely blocking sidewalk. Both vehicles were tagged with a warning notice.	Blocked Sidewalk	Door Tagged, Letter Sent
18705 SUNNYBROOK AVE	RUDD, REGINA	Trash and debris observed in and about rear yard area. See photos.	Accumulation	Written Notification Issued
18705 SUNNYBROOK AVE	RUDD, REGINA	Observed white vinyl fence in disrepair. Most appears to be caused by overgrown of wild vegetation on inside of fence. See photos.	Fence Violation	Violation Observed

DDA Code Enforcement Report September 2026

Address	Property Owner	Violation	Category	Status
18705 SUNNYBROOK AVE	RUDD, REGINA	Observed three (3) vehicles that appear to be unlicensed and/or inoperable. One, a pickup in front of garage in full of debris in bed area. Two other vehicles are parked/stored on grass. Unable to clearly see the license plates. See phjotos.	Unlicensed and/or Inoperable Vehicle	Violation Observed
26665 MEADOWBROOK W	MCLEOD, WAYNE	Observed a Chrys PT Cruisr (BNE 2878/06-26) on property with an expired plate. No record on plate with SOS.	Unlicensed and/or Inoperable Vehicle	Violation Observed
18821 SUNBRIGHT AVE	COREY, DOLORES E	Observed a crashed Ford Focus (BAK 017/02-26) parked/stored in driveway. Vehicle appear inoperable and has expired plate. Same was tagged for 48.	Unlicensed and/or Inoperable Vehicle	Vehicle Tagged
18870 SAN JOSE BLVD	DEGRAFFENREID, NEDRA L	Observed a large pile of older mulch in R.O.W. Door tage notice issued to remove in 24 - 48 hours.	Yard Waste Violation	Door Tagged, Letter Sent
17587 MARGATE AVE	TAYLOR, LAKIESHA	Unaware of vehicle parking on street during night time hours as a violation. Forward to Police Chief for review.	Vehicle Parking Issue	Forward to Another Department

DDA Code Enforcement Report September 2026

Address	Property Owner	Violation	Category	Status
28077 SUNSET W BLVD	KIMMEL, JACOB G	This matter originated in September 2022 with the installation of a 4 ft. chain link fence around the rear yard area of the residence. There was communication between the then H/O Mark Mann and the CE officer. See notes in file herein. On this date I reviewed the file and discovered there is a new home owner (Jacob & Rachel Kimmel) since sometime in 2025. A drive by this date reveiled a chain link fence still in place around the rear yard. See Photos.	No Permit	Investigated
17640 SAN ROSA BLVD	CHRISTOPHER BERRY	Have observed multiple vehicles backed into driveway that never seem to move. Upon closer inspection three (3) vehicles have what appears to be expired plates. As follows; Chev Cruze/Blue - (DQG 3835/01-19), GMC Yucan/White - (DUP 8246/08-18), Dodge P/U/ Yellow	Unlicensed and/or Inoperable Vehicle	Door Tagged, Letter Sent
17640 SAN ROSA BLVD	CHRISTOPHER BERRY	Have observed multiple vehicles in driveway that seem to never move. Upon closer inspection three (3) vehicles have expired plates as follows; Chev Cruze/Blue - DQG 3835/01-19), GMC Yucon/Whte - (DUP 8246/08-18), Dodge P/U/Orange - (AJL863/0922) Door tag violation notice for all 3 vehicles.	Unlicensed and/or Inoperable Vehicle	Door Tagged, Letter Sent
18980 HAMPSHIRE ST	LOVELACE, ALARIC	Have observed multiple vehicles in driveway that do not appear to be moved or driven. Upon closer inspection all three have expired plates. Chev Impala/Black - (9NV E50/07-23), Chev El Camino/Green - (DYW 2769/07-19), Ford Taurus/Red - DES 0184/07-24) No action at this time.	Unlicensed and/or Inoperable Vehicle	Violation Observed
18958 ELDORADO PL	BRADEN, MICHAEL	Observed 6 Ft wood fence in disrepair. See Photos.	Fence Maint.	Violation Observed

DDA Code Enforcement Report September 2026

Address

Property Owner

Violation

Category

Status

Records: 28

Code Enforcement



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

To: Lathrup Village Downtown Development Authority
 From: Janet Bloom – Community & Economic Development/DDA Director
 Date: October 16, 2026
 RE: Director's Report

Recast City:

Business Recruitment and Development Updates:

DDA Staff has been hard at work connecting with property owners and prospective businesses interested in establishing themselves in Lathrup Village. Through these efforts, we have connected with a network of artisans and makers looking to relocate their operations to the city. This group has identified potential properties and is exploring the creation of an educational hub where artisans can learn how to turn their crafts into viable businesses. The long-term goal is to help these businesses establish themselves in vacant commercial spaces throughout Lathrup Village.

We have also connected with a prospective business owner interested in opening a coworking space in Lathrup Village, which he considers a prime location. His vision is to expand coworking opportunities beyond Downtown Detroit and into the suburbs, with Lathrup Village potentially serving as the starting point for a larger initiative.

While both opportunities show promise, we are holding off on sharing further details until the projects become more concrete.

Recast City Action Plan and Development Opportunities:

Our Action Plan with Recast City is in full swing, and we are already seeing encouraging signs of progress. Staff recently participated in a productive pre-development meeting regarding the city's last undeveloped commercial lot. Representatives from the Building Department and our planning consultants at Giffels Webster reviewed the developer's initial concepts and provided feedback that the developer found highly valuable.

Staff will remain in contact with the developer as he works toward presenting a more refined concept. The proposed development would feature a mixed-use design with commercial space that could accommodate artisans and bakers, aligning with our broader

efforts to attract small-scale producers and support a more diverse local business community.

Master Plan:

Giffels Webster will introduce the draft Master Plan at the October 20, 2026 Planning Commission meeting. Master Plan information is available on the City of Lathrup Village website.

Property Updates:

Bro's Eatery - 28851 Southfield Road – Received Certificate of Occupancy; not open yet.

Available lease location: 28801 Southfield Road #300, Lathrup Village, MI 48076. Was formerly the Bellviso Global Aesthetics. A second suite has also opened up at this location.

Special Land Use (SLU) Application: 28939 Southfield Road, Lathrup Village, MI 48076 (Exxon Gas Station) was reviewed by Planning Commission on August 18. The application was to add a liquor license for the establishment. Their recommendation was to not approve the SLU due to “lack of demonstration of need”. The City Council followed the Planning Commission’s recommendation and did not approve the SLU at the September 21 meeting.

The business has reapplied for the same SLU and it will be presented at the October Planning Commission meeting. They are providing more detail to their application. They are also asking for extended business hours outside of regular ordinance hours.

27300 Southfield Road – Due to lack of movement by property owner to install a barrier wall in alley area that was required from the site plan, the owner has until Oct. 19, 2026 to comply or risk legal action.

MSOC – Quarterly Reports:

Third Quarter Lathrup Village DDA stats were sent to Main Street Oakland County (MSOC) on 10/5/2026. They are attached.

MSOC – Technical Support:

As an Affiliate Program, we are eligible for \$2,500 in Technical Support funds from MSOC for 2027. The portal will open soon. Share your ideas.

MSOC - Board Training:

As stated in the DDA Bylaws, it is required for DDA board members to complete 4 hours of training per year, which can be facilitated by MSOC. Please plan to sign up for the MSOC Board of Directors Training on one of the three dates and locations provided. Information flyer is attached. Dates are Oct. 20 (Oak Park), Oct. 21 (Wixom), or Oct. 27 (Lake Orion); sessions are 5:30 pm – 9 pm.

Please note: Main Street Oakland County will award \$1,500 in training funds to each of the top three communities with the highest total attendance across all three training sessions. Awards will be based on actual attendance, not just registrations.

Registration is free, and participants can choose the date and location that works best for them:
<https://AdvantageOakland.Eventbrite.com>

Main Street America- Self - Evaluation:

The 2027 National Accreditation Platform opened September 21 and will close February 15, 2027. We will be tasked to do a self-evaluation for our program. Please watch your email for further details and instructions.

RFQ's/RFP's:

The RFQ for 11 Mile Road and Landscape & Maintenance we moved to October 26 at noon. It will be prepared for the November DDA Board meeting.

Design Committee Launch:

Main Street Committees typically are: Design, Economic Vitality, Organization, and Promotion. We plan to launch the Design Committee first. We will be working to gather volunteers for the Design Committee to help review Façade Grants and Sign Grants and other infrastructure and beautification efforts in the Lathrup Village DDA. We will have more information soon. If someone is interested in participating, they can contact the DDA office.

For Your Calendar:

Completed Events:

September 22 – How to Avoid Fraud – with Chase Bank and Lathrup Village Police.
 5:30 pm City Hall. 14 attendees. Four presenters. Chase provided a booklet on fraud prevention.

September 29 – SBA/TriCities Lender Matchmaking, 1 – 4 pm, at Southfield Public Library. Around 20 lenders and business support organizations participated. A steady group of participants came to take part.

October 8 – MSOC – DDA Training (Staff Retreat) – Media 101 training

Upcoming Events:

October 17 – Halloween Fall Fest by Parks & Recreation/DDA 1-3 pm, at City Hall.

October 20 – 11am – 2 pm (drop in)- “Swag Grab Event” hosted by Lathrup Village DDA and Southfield DDA. Pick up MSOC Shop Small items for your DDA business. Located at 22555 Greenfield Road at Greenfield Plaza. Flyer attached.

December 4 – Winterfest (tree lighting ceremony/kids activities), 6-8 pm, at City Hall

Recommendation: To Receive and File

Memorandum

To: Mayor and City Council

From: Mike Greene, City Administrator

Date: October 05, 2026

Re: Monthly Approval of Disbursements

Attached are reports for the Cities Monthly Disbursements for the Month of September 2026.

MOTION:

SEPTEMBER DISBURSEMENTS W/ SALARY INCLUDED			
FUND			
101	GENERAL FUND	\$	438,256.35
FUND			
202	MAJOR ROADS	\$	6,446.23
FUND			
203	LOCAL ROADS	\$	9,447.52
FUND			
258	CAPITAL FUND	\$	-
FUND			
397	ROAD MILLAGE FUND	\$	-
FUND			
494	DOWNTOWN DEV. AUTH	\$	31,046.25
FUND			
592	WATER & SEW	\$	311,090.93
TOTAL DISBURSEMENTS		\$	796,287.28

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED September 30, 2026

	Revenues Through 9/30/2026	Expenses Through 9/30/2026	Revenues Over (Under) Expenses
101-GENERAL FUND	3,980,576	1,325,164	2,655,412
202-MAJOR STREET FUND	86,265	21,178	65,088
203-LOCAL STREET FUND	39,922	64,535	(24,613)
397-ROADS MILLAGE BOND FUND	506,382	70,375	436,007
494-DOWNTOWN DEVELOPMENT AUTHORITY	472,628	103,501	369,127
592-WATER & SEWER FUND	1,221,438	1,075,668	145,770
262- FEDERAL FORFEITURE FUND	42	10,000	(9,958)
GRAND TOTAL ALL FUNDS	<u>6,307,253</u>	<u>2,670,420.00</u>	<u>3,636,833</u>

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 08/17/2026-08/30/2026

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$21,621.49	Greene, Miller, Townsend, Bobcean, Emanuel, Singleton
DDA	\$5,130.94	Bloom, Kennedy
Bldg Mnt	\$0.00	
Police	\$41,433.02	Alexander, Button, Gijsbers, Cehic, Doheny, Mateyak, Moilanen, Huston, Hutson, Cory, Lawrence, Roberts, Stajich, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$68,185.45

Deductions \$25,109.35

Net Payroll \$43,076.10

* Fund Totals Include Gross Payroll

General Fund	\$63,054.51
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00
Road Bond	\$0.00
Downtown Development Authority	\$5,130.94
Water & Sewer Fund	\$0.00
Total	\$68,185.45

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 08/31/2026-09/13/2026

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$21,246.48	Greene, Miller, Townsend, Bobcean, Lammers, Emanuel, Singleton
DDA	\$5,130.93	Bloom, Kennedy
Bldg Mnt	\$0.00	
Police	\$39,888.59	Alexander, Button, Cehic, Cory, Doheny, Mateyak, Gijsbers, Huston, Hutson, Lawrence, Moilanen, Roberts, Stajich, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$66,266.00

Deductions \$23,189.90

Net Payroll \$43,076.10

*** Fund Totals Include Gross Payroll**

General Fund	\$375,201.84
Major Road Fund	\$6,446.23
Local Road Fund	\$9,447.52
Capital Acquisition Fund	\$0.00
Road Bond	\$0.00
Downtown Development Authority	\$25,915.31
Water & Sewer Fund	\$311,090.93
Total	\$728,101.83

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-206.000	TAX OVERAGE REFUND	PAT & SONS CONSOLIDATED	2026 SUMMER TAX REFUND	11,206.14	53032
101-000.000-206.000	TAX OVERAGE REFUND	ANDRE CAMPBELL	2026 SUMMER TAX OVERPAYMENT	1,374.65	53049
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC CENTRALIZED RE	2026 SUMMER TAX REFUND	332.60	53055
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC CENTRALIZED RE	2026 SUMMER TAX REFUND	453.97	53055
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC CENTRALIZED RE	2026 SUMMER TAX REFUND	3,999.99	53055
101-000.000-206.000	TAX OVERAGE REFUND	CURTIS JACKSON & JACQUEL	TAX PAYMENT REFUND	64.69	53056
101-000.000-206.000	TAX OVERAGE REFUND	LERETA LLC - REFUND DEPT	2026 SUMMER TAX REFUND	8,770.25	53070
101-000.000-206.000	TAX OVERAGE REFUND	LERETA LLC - REFUND DEPT	2026 SUMMER TAX REFUND	974.17	53070
101-000.000-222.100	DUE TO OC-DOG LISCENSE FEES	OAKLAND COUNTY ANIMAL SH	DOG LICENSES	20.50	53029
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	ALESHA SELDON	MUNICIPAL PARK DEPOSIT REFUND	100.00	52996
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	DEVIN ROZIER	COMMUNITY ROOM DEPOSIT REFUND	300.00	53005
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	HARRY JONES	GOLDENGATE PARK DEPOSIT REFUND	100.00	53016
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	LISA BURR	MEETING PLACE ROOM DEPOSIT REFUND	50.00	53023
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	REANNON ROBINSON	COMMUNITY ROOM DEPOSIT REFUND	300.00	53035
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	BRITANY PERKINS	MTG PLACE & PARK SECURITY DEPOSIT	150.00	53051
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	JACLYN NELAMS	COMMUNITY ROOM DEPOSIT REFUND	280.00	53064
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	TERRY LAWERENCE	BOOT REIMBURSMENT	71.55	53082
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. O	DUES HUSTON & ROBERTS	140.00	53000
101-000.000-246.000	POLICE UNION DUES	MICHIGAN ASSOCIATION OF	DECEMBER 2025 UNION DUES	677.60	53026
101-000.000-246.000	POLICE UNION DUES	MICHIGAN ASSOCIATION OF	OCTOBER 2026 UNION DUES	406.56	53071
Total For Dept 000.000				29,772.67	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	97.98	217
101-100.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	36.72	229
101-100.000-732.000	CODE ENFORCEMENT	AMAZON CAPITAL SERVICES	ID CARD BADGE	16.97	217
101-100.000-732.000	CODE ENFORCEMENT	PARADISE GARDEN LANDSCAP	1331-LATHRUP VILLAGE NUISANCE CUT 9	266.00	224
101-100.000-732.000	CODE ENFORCEMENT	ZIP PRINTING	WARNING NOTICE	195.00	53040
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	BUILDING DEPARTMENT SERVICES FROM JUL	7,481.69	221
101-100.000-804.500	PERMIT TECH SERVICES	MCKENNA & ASSOC.	BUILDING DEPARTMENT SERVICES FROM JUL	2,337.50	221
101-100.000-805.000	CABLE TELEVISION	COMCAST 8700	UTILITIES SEP 11, 2026 TO OCT 10, 202	272.90	232
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	LVTV SERVICES SEPTEMBER 2026	4,261.00	53052
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM AND ADDITIONAL WORK	425.00	52999
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	COMMUNITY ROOM AND ADDITIONAL WORK	967.50	53053
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLS CONTINENTAL LINEN SE	CLEANING SUPPLIES	63.78	53054
101-100.000-848.000	GOVERNMENT OPERATIONS	CIVICPLUS	MUNICODE	2,899.46	218
101-100.000-848.000	GOVERNMENT OPERATIONS	ADP, INC	WORKFORCE NOW ESSENTIAL TIME & ATTEND	124.89	52995
101-100.000-848.000	GOVERNMENT OPERATIONS	RICOH	PRINTER 09/26/2026 - 10/25/2026	146.50	53036
101-100.000-848.000	GOVERNMENT OPERATIONS	RICOH-EQUIPMENT	PRINTER INK BLACK WHITE & COLOR	226.36	53037
101-100.000-848.000	GOVERNMENT OPERATIONS	POINT & PAY	MONTHLY FEE AUGUST 2026	50.00	53075
101-100.000-848.001	TECHNOLOGY	VC3 INC	MICROSOFT OFFICE HOSTED EXCHANGE ONLI	352.35	227
101-100.000-848.001	TECHNOLOGY	VC3 INC	CLOUD PROTECTION AND CLOUD DATA RECOV	293.72	228
101-100.000-848.001	TECHNOLOGY	VC3 INC	MICROSOFT OFFICE HOSTED EXCHANGE ONLI	352.35	242
101-100.000-850.000	TELEPHONE EXPENDITURES	INTERMEDIA.NET INC	TECHNOLOGY MONTHLY CHARGES AUG 02, 20	637.75	53018
101-100.000-850.000	TELEPHONE EXPENDITURES	SCANSOURCE	INTERMEDIA SEPT 2026	627.69	53078
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELLULAR SERVICE	233.64	53086
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	LATHRUP VILLAGE DDA - PLANNING SERVIC	6,558.34	233
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	LATHRUP VILLAGE DDA - PLANNING SERVIC	165.00	233
101-100.000-900.000	PRINTING/PUBLICATION COSTS	C & G NEWSPAPERS	JOINT AD CITY OF SOUTHFIELD AND LATHR	398.70	230
101-100.000-900.000	PRINTING/PUBLICATION COSTS	21ST CENTURY MEDIA- MICH	PC SLU 28939 SOUTHFIELD RD CAMPAIGN 1	152.62	53047
101-100.000-900.000	PRINTING/PUBLICATION COSTS	21ST CENTURY MEDIA- MICH	PC 09.15.26 CAMPAIGN 127246	182.90	53047
101-100.000-901.000	POSTAGE FEES	PITNEY BOWES GLOBAL FINA	METER ACCT 0012549968 BILLING PERIOD	425.19	239

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-910.000	PROFESSIONAL DEVELOPMENT / TRAI	MICHELLE TOWNSEND	OC TAX USER GROUP	24.78	222
101-100.000-910.000	PROFESSIONAL DEVELOPMENT / TRAI	MICHELLE TOWNSEND	OC TAX USER GROUP	24.78	222
101-100.000-910.000	PROFESSIONAL DEVELOPMENT / TRAI	MICHELLE TOWNSEND	2026 FALL CONFERENCE	218.88	222
Total For Dept 100.000 GOVERNMENT SERVICES				30,517.94	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	INSURANCE	221.71	53081
101-101.000-718.000	HEALTH INSURANCE PREMIUMS (CURR	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	3,755.48	53042
101-101.000-723.000	RETIREE HEALTH CARE - OPEB	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	1,193.94	52997
101-101.000-818.000	ELECTIONS	PRINTING SYSTEMS, INC.	ELECTION SECRECY ENVELOPES	242.54	53034
101-101.000-818.000	ELECTIONS	UNITED STATES POSTAL SER	ELECTION PERMIT PI-143	530.00	53041
101-101.000-818.000	ELECTIONS	UNITED STATES POSTAL SER	PERMIT PI-143 FOR ABSENTEE BALLOTS	260.00	53046
101-101.000-818.000	ELECTIONS	AMBER WESLEY	11/03/26 ELECTION PREPARTION	200.00	53048
101-101.000-818.000	ELECTIONS	ELECTION SOURCE	VOTING BOOTH	368.60	53058
101-101.000-818.000	ELECTIONS	HART INTERCIVIC	LICENSE AND SUPPORT RENEWAL	3,348.00	53063
101-101.000-818.000	ELECTIONS	LASONYA MURPHY	BALLOT STUFFING	212.37	53067
101-101.000-818.000	ELECTIONS	OFFICE MANAGEMENT & CONS	ACCURACY TEST FOR THE NOV 3, 2026 ELE	500.00	53074
101-101.000-818.000	ELECTIONS	OFFICE MANAGEMENT & CONS	SET UP & PRE-TESTING	600.00	53074
101-101.000-818.000	ELECTIONS	PRINTING SYSTEMS, INC.	ELECTION - VOTER INSTRUCTION SHEETS/A	51.93	53076
101-101.000-818.000	ELECTIONS	SHERRY MATTHEWS	BALLOT STUFFING	120.71	53080
101-101.000-818.000	ELECTIONS	WILLIE WESLEY	NOVEMBER 3, 2026 GENERAL ELECTION	650.00	53087
Total For Dept 101.000 ADMINISTRATION				12,255.28	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-801.000	PROFESSIONAL & CONTRACTUAL	CLIFTON GRANT	SPOUSAL SUPPORT	601.75	52999
101-201.000-801.000	PROFESSIONAL & CONTRACTUAL	CLIFTON GRANT	GENERAL MAINTENANCE	467.02	52999
101-201.000-801.000	PROFESSIONAL & CONTRACTUAL	CLIFTON GRANT	GENERAL MAINTENANCE	467.02	53053
101-201.000-801.000	PROFESSIONAL & CONTRACTUAL	CLIFTON GRANT	SPOUSAL SUPPORT	601.75	53053
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES 08/07/2026 - 09/03/2026 ACC	21.00	53002
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES 08/07/2026 - 09/03/2026 ACC	168.47	53003
101-201.000-920.000	UTILITIES	DTE ENERGY	UTILITIES JUL 31 - AUG 28, 2026 ACCT	2,636.60	53007
101-201.000-920.000	UTILITIES	DTE ENERGY	UTILITIES JUL 31 - AUG 28, 2026 ACCT	229.29	53008
101-201.000-920.000	UTILITIES	DTE ENERGY	UTILITIES JUL 31 - AUG 28, 2026 ACCT:	24.68	53009
101-201.000-920.000	UTILITIES	DTE ENERGY	UTILITIES JUL 31 - AUG 28, 2026 ACCT:	72.03	53010
101-201.000-920.000	UTILITIES	DTE ENERGY	UTILITIES AUG 1 - AUG 31, 2026 ACCT:	2,253.13	53014
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	ERC-LED	MAINTENANCE	451.81	219
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	HOME DEPOT CREDIT SERVIC	SUPPLIES FOR PARKS AND SIDEWALK	45.24	53017
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	HOME DEPOT CREDIT SERVIC	WHEEL BARREL	139.00	53017
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	HOME DEPOT CREDIT SERVIC	SUPPLIES FOR SARACKWOOD BENCH	4.98	53017
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRLICH	PEST CONTROL	165.15	53019
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	KONE INC.	ELEVATOR MAINTENANCE 09/01/2026 - 09/	296.51	53022
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	PLUMBING TECHS	DRAIN IN KITCHEN AND MEN RESTROOM ON	380.00	53033
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	IMPERIAL BRADY	CLEANING SUPPLIES	456.69	235
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	MISTER MAT RENTAL SERVIC	MAT RENTAL	196.40	236
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	PARADISE GARDEN LANDSCAP	IRRIGATION REPAIRS 2026 PT 2	529.15	238
101-201.000-936.000	EQUIPMENT MAINTENANCE	XEROX CORPORATION	METER USAGE AUGUST	97.78	53039
101-201.000-936.000	EQUIPMENT MAINTENANCE	AMAZON CAPITAL SERVICES	BUILDING AND GROUND SUPPLIES	131.98	229
101-201.000-938.000	PARKING LOT & GROUNDS	AMAZON CAPITAL SERVICES	BUILDING AND GROUNDS SUPPLIES	41.06	229
101-201.000-938.000	PARKING LOT & GROUNDS	CLIFTON GRANT	COMMUNITY ROOM AND ADDITIONAL WORK	50.00	53053
Total For Dept 201.000 BUILDING & GROUNDS				10,528.49	
Dept 301.000 POLICE DEPARTMENT					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	10/01/26 - 10/31/26 GROUP 7006048 DIV	37.25	53046

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 POLICE DEPARTMENT					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	INSURANCE	441.17	53081
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BRIAN AVEDISIAN	SOCIAL SECURITY RETIREE OBLIGATION	608.70	53089
101-301.000-718.000	HEALTH INSURANCE PREMIUMS (CURR	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	9,236.52	53042
101-301.000-723.000	RETIREE HEALTH CARE - OPEB	BLUE CROSS BLUE SHIELD	10/01/26 - 10/31/26 GROUP 7006048 DIV	13,625.62	53043
101-301.000-723.000	RETIREE HEALTH CARE - OPEB	BLUE CROSS BLUE SHIELD	10/01/2026 - 10/31/2026 GROUP 7006048	2,292.95	53050
101-301.000-728.000	EVIDENCE SUPPLIES	KENT COUNTY DEPARTMENT	YEARLY PROPERTY ROOM EVIDENCE BURN	91.68	53021
101-301.000-823.000	FIREARMS TRAINING	ERIC BUTTON	CEHIC HOLSTER REPAIR	8.55	53061
101-301.000-829.000	POLICE UNIFORMS & CLEANING	NYE UNIFORM	UNIFORM	765.00	223
101-301.000-829.000	POLICE UNIFORMS & CLEANING	NYE UNIFORM	POLICE UNIFORM	312.00	237
101-301.000-829.000	POLICE UNIFORMS & CLEANING	MUNSON CLEANERS	POLICE UNIFORMS (JUNE, JULY, AUG)	173.50	53088
101-301.000-839.000	CPE - CONTINUED PROFESSIONAL ED	MICHIGAN ASSOC OF CHIEFS	2026 FALL POLICE EXECUTIVES AND NEW C	1,395.00	53025
101-301.000-839.000	CPE - CONTINUED PROFESSIONAL ED	MICHIGAN ASSOC OF CHIEFS	WIN 27 FULL CONFERENCE REGISTRATION	280.00	53025
101-301.000-839.000	CPE - CONTINUED PROFESSIONAL ED	ENMAC	BLS COURSE	750.00	53060
101-301.000-848.001	TECHNOLOGY	MIDWEST PUBLIC SAFETY GR	GETAC CLOUD - MONTHLY PLAN 3	7,992.00	53073
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	CELLULAR SERVICE	233.63	53086
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY	VEHICLE MAINTENANCE	18.76	53028
101-301.000-860.000	VEHICLE EXPENSE	OAKLAND COUNTY TREASURER	MOTORPOOL EXT PARTS AND ACCESS	1,721.03	53030
101-301.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SY	GAS EXPENSE	6,515.74	53085
101-301.000-910.000	PROFESSIONAL DEVELOPMENT / TRAI	JEREMY HUSTON	MOUNT PLEASANT ACCREDITATION CONFEREN	68.36	53020
101-301.000-910.000	PROFESSIONAL DEVELOPMENT / TRAI	MICHAEL ZANG	MOUNT PLEASANT ACCREDITATION CONFEREN	74.20	53024
101-301.000-910.000	PROFESSIONAL DEVELOPMENT / TRAI	JEREMY HUSTON	POLICE EXECUTIVES & NEW CHIEFS CONFER	147.80	53065
Total For Dept 301.000 POLICE DEPARTMENT				46,789.46	
Dept 401.000 PUBLIC SERVICES					
101-401.000-801.000	PROFESSIONAL & CONTRACTUAL	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR AUGUST 2026	11,825.82	53068
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	UTILITIES (08/07/2026 - 09/03/2026) A	139.16	53001
101-401.000-920.000	UTILITIES	DTE ENERGY	UTILITIES JUL 31 - AUG 28, 2026 ACCT:	88.02	53012
101-401.000-920.000	UTILITIES	DTE ENERGY	UTILITIES AUG 5 - SEP 2, 2026 ACCT:	18.43	53013
101-401.000-920.000	UTILITIES	DTE ENERGY	UTILITIES AUG 4 - SEP 1, 2026 ACCT: 2	21.13	53015
101-401.000-920.000	UTILITIES	COMCAST 5838	UTILITIES SEP 09, 2026 TO OCT 08, 202	590.70	231
Total For Dept 401.000 PUBLIC SERVICES				12,683.26	
Dept 502.000 REFUSE					
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE/WASTE AUGUST 2026 MID-MONTH	13,655.85	225
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE/WASTE JULY SPECIAL CHARGES	624.03	225
101-502.000-801.001	SOCRRA	SOCRRA	REFUSE/WASTE AUGUST 2026 MONTH END	15,303.85	240
Total For Dept 502.000 REFUSE				29,583.73	
Dept 601.000 RECREATION					
101-601.000-970.000	CAPITAL EXPENDITURE	SINCLAIR RECREATION, LLC	MUNICIPAL PARK PLAYSCAPE PROJECT- DEP	141,935.94	52993
Total For Dept 601.000 RECREATION				141,935.94	
Total For Fund 101 GENERAL FUND				314,066.77	
Fund 202 MAJOR STREET FUND					
Dept 702.000 MAJOR STREET					
202-702.000-801.000	PROFESSIONAL & CONTRACTUAL	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR AUGUST 2026	6,105.47	53068
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMM. FOR OAKLAND C	SIGNAL MAINTENANCE	340.76	53077
Total For Dept 702.000 MAJOR STREET				6,446.23	
Total For Fund 202 MAJOR STREET FUND				6,446.23	
Fund 203 LOCAL STREET FUND					

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 LOCAL STREET FUND					
Dept 703.000 LOCAL STREET					
203-703.000-801.000	PROFESSIONAL & CONTRACTUAL	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR AUGUST 2026	6,105.47	53068
203-703.000-861.000	ROAD MAINTENANCE	GIFFELS-WEBSTER ENG INC	LATHRUP VILLAGE 2026 CRACK SEALING PR	225.00	233
203-703.000-862.000	ROADSIDE MAINTENANCE	DORNBOS SIGN,INC	CUSTOM PL FACE-LATHRUP VILLAGE MEADOW	48.54	53057
203-703.000-920.000	UTILITIES	DTE ENERGY	UTILITIES JUL 30 - AUG 27, 2026 ACCT	20.51	53011
203-703.000-970.000	CAPITAL EXPENDITURE	GIFFELS-WEBSTER ENG INC	RAINBOW CIRCLE PAVEMENT RESURFACING	3,048.00	233
Total For Dept 703.000 LOCAL STREET				9,447.52	
Total For Fund 203 LOCAL STREET FUND				9,447.52	
Fund 494 DDA CONSTRUCTION FUND (CAPITAL PROJECTS)					
Dept 000.000					
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	INSURANCE	62.45	53081
494-000.000-718.000	HEALTH INSURANCE PREMIUMS (CURR	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	1,730.69	53042
494-000.000-723.000	RETIREE HEALTH CARE - OPEB	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	132.66	52997
494-000.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	457.63	229
494-000.000-804.500	PERMIT TECH SERVICES	MCKENNA & ASSOC.	BUILDING DEPARTMENT SERVICES FROM JUL	1,912.50	221
494-000.000-846.000	MUSIC FESTIVAL EXP	CLIFTON GRANT	COMMUNITY ROOM AND ADDITIONAL WORK	400.00	52999
494-000.000-846.000	MUSIC FESTIVAL EXP	CLIFTON GRANT	COMMUNITY ROOM AND ADDITIONAL WORK	250.00	53053
494-000.000-846.000	MUSIC FESTIVAL EXP	ELLEN GREENIA	PARKING ATTENDANT FOR LVMF 2026	45.00	53059
494-000.000-846.000	MUSIC FESTIVAL EXP	ERVINELE PEARSON	PARKING ATTENDANT FOR LVMF 2026	172.50	53062
494-000.000-846.000	MUSIC FESTIVAL EXP	JULIE WHITE	PARKING ATTENDANT FOR LVMF 2026	97.50	53066
494-000.000-846.000	MUSIC FESTIVAL EXP	LAUREN BERAS	REIMBURSEMENT FOR EXPENSES FOR 2026 L	1,775.26	53069
494-000.000-846.000	MUSIC FESTIVAL EXP	MICHIGAN DEPARTMENT OF T	SALES TAX PAYMENT FOR LVMF	143.15	53072
494-000.000-846.000	MUSIC FESTIVAL EXP	SEAN FTSHER	PARKING ATTENDANT FOR LVMF 2026	161.25	53079
494-000.000-846.000	MUSIC FESTIVAL EXP	TREVON BURRELL	PARKING ATTENDANT FOR LVMF 2026	157.50	53083
494-000.000-846.000	MUSIC FESTIVAL EXP	TYLER MORGAN	PARKING ATTENDANT FOR LVMF 2026	90.00	53084
494-000.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	LATHRUP VILLAGE DDA - PLANNING SERVIC	4,860.00	233
494-000.000-915.000	MEMBERSHIPS	MICHIGAN DOWNTOWN ASSOC.	MUNICIPAL OR PUBLIC AGENCY MEMEBERSHI	250.00	53027
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	1131-LANDSCAPE MAINTENANCE CONTRACT 2	2,228.00	224
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	1132-11 MILE SERVICE DR 2026	1,400.00	224
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	1131-LANDSCAPE MAINTENANCE CONTRACT 2	572.00	224
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	1131-LANDSCAPE MAINTENANCE CONTRACT 2	265.00	224
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	1131-LANDSCAPE MAINTENANCE CONTRACT 2	134.00	224
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	1131 - LANDSCAPE MAINTENANCE CONTRACT	1,859.00	238
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	LANDSCAPE MAINTENANCE BED MAINTENANCE	265.00	238
494-000.000-933.000	REPAIRS & MAINTENANCE	PARADISE GARDEN LANDSCAP	1581 - IRRIGATION REPAIRS	1,363.29	238
Total For Dept 000.000				20,784.38	
Total For Fund 494 DDA CONSTRUCTION FUND (CAPITAL PRO				20,784.38	
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	INSURANCE	25.51	53081
592-536.000-718.000	HEALTH INSURANCE PREMIUMS (CURR	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	775.59	53042
592-536.000-723.000	RETIREE HEALTH CARE - OPEB	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	2,783.94	52998
592-536.000-726.000	OFFICE SUPPLIES	MARTHA BOBCEAN	AVERY LABELS	45.57	52994
592-536.000-801.000	PROFESSIONAL & CONTRACTUAL	HYDROCORP	MUNI COMMERCIAL CCC PROGRAM	552.40	234
592-536.000-801.000	PROFESSIONAL & CONTRACTUAL	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR AUGUST 2026	6,860.63	53068
592-536.000-902.000	BILLING SERVICES	MARTHA BOBCEAN	REFUND FOR POSTAGE PERSONAL CARD WAS	814.13	52994
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	FOR INSTALLATIONS AND REPAIRS MADE IN	4,600.00	226
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER PURCHASE 08/01/2026 TO 08/31/2	29,823.13	241
592-536.000-970.427	W-CAP - 2027 WATER MAIN REPLACE	GIFFELS-WEBSTER ENG INC	2026 SOUTHFIELD ROAD WATER MAIN	30,151.20	233

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
		Total For Dept 536.000 WATER DEPARTMENT		76,432.10	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	INSURANCE	25.51	53081
592-537.000-718.000	HEALTH INSURANCE PREMIUMS (CURR	BLUE CARE NETWORK	10/01/2026 - 10/31/2026 GROUP 129718	775.59	53042
592-537.000-801.000	PROFESSIONAL & CONTRACTUAL	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR AUGUST 2026	6,860.63	53068
592-537.000-939.000	SEWER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	FOR INSTALLATIONS AND REPAIRS MADE IN	3,875.00	226
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY TREASURER	SPECIAL ASSESSMENT AUGUST 2026	92,674.75	53031
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE ENERGY	UTILITIES JUL 31 - AUG 28, 2026 ACCT:	749.48	53006
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	UTILITIES 08/07/2026 - 09/03/2026 ACC	21.00	53004
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	GREAT LAKES WATER AUTHOR	JULY 2026 INDUSTRIAL WASTE CONTROL SE	1,605.73	220
592-537.000-970.800	S-CAP - MANHOLES	PARADISE GARDEN LANDSCAP	1302 LANDSCAPE ENHANCEMENT TOPSOIL/SE	1,333.50	224
592-537.000-970.800	S-CAP - MANHOLES	PARADISE GARDEN LANDSCAP	1303-LANDSCAPE ENHANCEMENT PLANT INST	4,263.59	224
592-537.000-970.900	S-CAP - SEWER LINING	GIFFELS-WEBSTER ENG INC	2026 CIPP SEWER LINING	4,507.00	233
592-537.000-970.900	S-CAP - SEWER LINING	D.V.M. UTILITIES	2026 CURED-IN-PLACE-PIP SEWER REHAB	117,967.05	53045
		Total For Dept 537.000 SEWER DEPARTMENT		234,658.83	
		Total For Fund 592 WATER & SEWER FUND		311,090.93	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
Fund 101 GENERAL FUND				314,066.77	
Fund 202 MAJOR STREET				6,446.23	
Fund 203 LOCAL STREET				9,447.52	
Fund 494 DDA CONSTRUCT				20,784.38	
Fund 592 WATER & SEWER				311,090.93	
Total For All Funds:				661,835.83	

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2026 (ABNORMAL)	MONTH INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000.000						
101-000.000-401.000	CITY TAXES	3,126,050.00	2,954,764.70	21,872.33	171,285.30	94.52
101-000.000-402.000	REFUSE COLLECTION TAXES	477,993.00	443,172.29	3,280.53	34,820.71	92.72
101-000.000-409.000	DELQ PERSONAL PROPERTY REVENU	3,090.00	404.74	0.00	2,685.26	13.10
101-000.000-415.000	MISCELLANEOUS REVENUE	8,000.00	2,297.44	1,653.73	5,702.56	28.72
101-000.000-416.001	PROPERTY & LIABLITY DIVIDEND REVENUE	8,000.00	3,360.00	3,360.00	4,640.00	42.00
101-000.000-419.000	AT & T LEASE PAYMENTS	63,000.00	5,327.82	0.00	57,672.18	8.46
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	68,326.00	11,412.18	3,804.06	56,913.82	16.70
101-000.000-427.033	SPECIAL ASSESSMENT - PA 33 PUBLIC SAFET	192,000.00	180,424.22	1,376.68	11,575.78	93.97
101-000.000-445.000	PENALTIES AND INTEREST ON TAXES	43,000.00	3,252.33	3,252.33	39,747.67	7.56
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	117,800.00	86,803.47	704.38	30,996.53	73.69
101-000.000-448.000	INSURANCE REIMBURSEMENT	2,428.00	3,649.04	3,649.04	(1,221.04)	150.29
101-000.000-455.000	METRO AUTHORITY-FEE	19,000.00	0.00	0.00	19,000.00	0.00
101-000.000-456.000	BUILDING PERMITS	72,100.00	41,479.80	4,484.83	30,620.20	57.53
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	16,480.00	6,522.00	2,430.00	9,958.00	39.58
101-000.000-458.000	PLUMBING/HEATING PERMITS	30,900.00	6,560.00	705.00	24,340.00	21.23
101-000.000-459.000	ELECTRICAL PERMITS	20,600.00	5,537.00	1,150.00	15,063.00	26.88
101-000.000-460.000	LICENSES/REGISTRATIONS & ETC DUE TO CIT	18,025.00	1,735.00	732.00	16,290.00	9.63
101-000.000-461.000	DOG & CAT LICENSES	515.00	2.50	0.00	512.50	0.49
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	4,120.00	585.00	500.00	3,535.00	14.20
101-000.000-470.001	DOG PARK REVENUE	0.00	15.00	0.00	(15.00)	100.00
101-000.000-470.002	COMMUNITY GARDEN REVENUE	500.00	0.00	0.00	500.00	0.00
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	103,000.00	35,155.75	14,540.00	67,844.25	34.13
101-000.000-477.000	CABLE TV FRANCHISE FEES	80,000.00	0.00	0.00	80,000.00	0.00
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	2,000.00	0.00	0.00	2,000.00	0.00
101-000.000-543.000	FEDERAL/STATE GRANT	9,765.00	129,767.00	33,941.75	(120,002.00)	1,328.90
101-000.000-545.000	POLICE ACTIVITY - CPE REVENUE	11,000.00	0.00	0.00	11,000.00	0.00
101-000.000-545.500	POLICE ACTIVITY REIMBURSEMENT	1,854.00	3,229.82	0.00	(1,375.82)	174.21
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,450.00	1,459.00	945.00	13,991.00	9.44
101-000.000-569.000	OTHER STATE GRANTS	2,349.00	267.24	0.00	2,081.76	11.38
101-000.000-573.001	LCSA REVENUE	37,000.00	0.00	0.00	37,000.00	0.00
101-000.000-574.000	STATE SHARED REVENUES	480,000.00	12.90	0.00	479,987.10	0.00
101-000.000-607.000	FOIA FEES	800.00	376.39	217.19	423.61	47.05
101-000.000-612.000	DISTRICT COURT FINES	51,500.00	11,060.82	5,449.15	40,439.18	21.48
101-000.000-627.000	SIDEWALK REVENUES	9,810.20	400.00	200.00	9,410.20	4.08
101-000.000-628.000	WEED/CODE ENFORCEMENT REVENUE	10,300.00	0.00	0.00	10,300.00	0.00
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	36,050.00	0.00	0.00	36,050.00	0.00
101-000.000-664.000	INTEREST INCOME- LEASES	77,000.00	0.00	0.00	77,000.00	0.00
101-000.000-665.000	INVESTMENT INTEREST	100,000.00	17,443.47	0.00	82,556.53	17.44
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00	1,229.25	1,229.25	3,687.75	25.00
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	4,000.00	1,000.00	1,000.00	3,000.00	25.00
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	36,200.00	6,839.47	1,548.82	29,360.53	18.89
101-000.000-681.000	SALE OF ABANDONED PROPERTY	100.00	1,030.00	0.00	(930.00)	1,030.00
101-000.000-682.000	SALE OF FIXED ASSET	1,000.00	14,000.00	14,000.00	(13,000.00)	1,400.00
Total Dept 000.000		5,366,022.20	3,980,575.64	126,026.07	1,385,446.56	74.18
TOTAL REVENUES		5,366,022.20	3,980,575.64	126,026.07	1,385,446.56	74.18
Expenditures						
Dept 000.000						
101-000.000-941.000	CONTINGENCY	33,289.00	0.00	0.00	33,289.00	0.00
Total Dept 000.000		33,289.00	0.00	0.00	33,289.00	0.00

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2026 (ABNORMAL)	MONTH 09/30/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 100.000 - GOVERNMENT SERVICES						
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	47,380.00	49,298.55	0.00	(1,918.55)	104.05
101-100.000-710.000	UNEMPLOYMENT INSURANCE	60.00	0.00	0.00	60.00	0.00
101-100.000-712.000	WORKER'S COMP INSURANCE	5,150.00	2,449.00	0.00	2,701.00	47.55
101-100.000-726.000	OFFICE SUPPLIES	6,000.00	717.86	36.72	5,282.14	11.96
101-100.000-732.000	CODE ENFORCEMENT	3,000.00	879.20	0.00	2,120.80	29.31
101-100.000-733.000	CASH SHORT/OVER	0.00	4.38	(5.00)	(4.38)	100.00
101-100.000-802.000	TAX TRIBUNAL RETURNS	1,000.00	0.00	0.00	1,000.00	0.00
101-100.000-804.000	BUILDING TRADE INSPECTION	103,000.00	11,977.19	0.00	91,022.81	11.63
101-100.000-804.500	PERMIT TECH SERVICES	0.00	2,337.50	0.00	(2,337.50)	100.00
101-100.000-805.000	CABLE TELEVISION	55,500.00	10,956.70	4,533.90	44,543.30	19.74
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	45,000.00	6,489.37	1,456.28	38,510.63	14.42
101-100.000-810.000	AUDITING & ACCOUNTING	27,100.00	0.00	0.00	27,100.00	0.00
101-100.000-822.000	LEGAL SERVICES	60,000.00	8,672.50	0.00	51,327.50	14.45
101-100.000-832.000	CITIZEN COMMUNICATION/PR	1,400.00	10.00	0.00	1,390.00	0.71
101-100.000-848.000	GOVERNMENT OPERATIONS	30,000.00	9,515.21	1,903.20	20,484.79	31.72
101-100.000-848.001	TECHNOLOGY	85,500.00	18,386.08	352.35	67,113.92	21.50
101-100.000-850.000	TELEPHONE EXPENDITURES	17,500.00	4,482.20	1,499.08	13,017.80	25.61
101-100.000-860.000	VEHICLE EXPENSE	4,000.00	866.33	125.00	3,133.67	21.66
101-100.000-880.000	CDBG EXPENDITURES	7,000.00	0.00	0.00	7,000.00	0.00
101-100.000-882.000	PLANNING/CONSULTING FEES	20,000.00	10,794.51	3,444.17	9,205.49	53.97
101-100.000-900.000	PRINTING/PUBLICATION COSTS	11,330.00	734.22	0.00	10,595.78	6.48
101-100.000-901.000	POSTAGE FEES	8,500.00	1,815.19	0.00	6,684.81	21.36
101-100.000-910.000	PROFESSIONAL DEVELOPMENT / TRAINING	6,000.00	92.52	0.00	5,907.48	1.54
101-100.000-915.000	MEMBERSHIPS	11,500.00	1,003.00	0.00	10,497.00	8.72
101-100.000-955.000	MISCELLANEOUS EXPENDITURES	5,000.00	306.91	0.00	4,693.09	6.14
101-100.000-964.000	REFUNDS AND REBATES	0.00	60.34	0.00	(60.34)	100.00
Total Dept 100.000 - GOVERNMENT SERVICES		560,920.00	141,848.76	13,345.70	419,071.24	25.29
Dept 101.000 - ADMINISTRATION						
101-101.000-701.000	SALARIES FULL-TIME	416,000.00	76,299.19	13,882.61	339,700.81	18.34
101-101.000-702.000	SALARIES PART-TIME	0.00	2,615.25	453.75	(2,615.25)	100.00
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	73,932.00	10,674.24	1,823.25	63,257.76	14.44
101-101.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	19,000.00	1,387.38	1,390.09	17,612.62	7.30
101-101.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	161,000.00	42,766.59	14,255.53	118,233.41	26.56
101-101.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	72,000.00	11,315.24	4,001.97	60,684.76	15.72
101-101.000-719.000	OFFICIALS EXPENSE	5,000.00	0.00	0.00	5,000.00	0.00
101-101.000-721.000	DATA PROCESING & ASSESSING SVCS	51,000.00	50,000.00	0.00	1,000.00	98.04
101-101.000-723.000	RETIREE HEALTH CARE - OPEB	22,000.00	7,048.70	1,193.94	14,951.30	32.04
101-101.000-818.000	ELECTIONS	50,000.00	12,331.71	6,560.33	37,668.29	24.66
101-101.000-822.371	LEGAL SERVICES - CODE ENFORCEMENT	20,000.00	2,665.00	0.00	17,335.00	13.33
101-101.000-847.000	BOARD OF REVIEW	600.00	0.00	0.00	600.00	0.00
101-101.000-955.000	MISCELLANEOUS EXPENDITURES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 101.000 - ADMINISTRATION		891,532.00	217,103.30	43,561.47	674,428.70	24.35
Dept 201.000 - BUILDING & GROUNDS						
101-201.000-801.000	PROFESSIONAL & CONTRACTUAL	31,000.00	8,639.19	2,137.54	22,360.81	27.87
101-201.000-920.000	UTILITIES	63,000.00	13,709.08	3,118.89	49,290.92	21.76
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	50,000.00	5,588.33	2,310.56	44,411.67	11.18
101-201.000-930.001	BUILDING - GRANTS	5,358.65	0.00	0.00	5,358.65	0.00
101-201.000-936.000	EQUIPMENT MAINTENANCE	5,000.00	229.76	131.98	4,770.24	4.60
101-201.000-938.000	PARKING LOT & GROUNDS	6,000.00	1,509.93	1,447.23	4,490.07	25.17

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2026 (ABNORMAL)	MONTH 09/30/2026 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 201.000 - BUILDING & GROUNDS		160,358.65	29,676.29	9,146.20	130,682.36	18.51
Dept 301.000 - POLICE DEPARTMENT						
101-301.000-701.000	SALARIES FULL-TIME	1,050,000.00	184,185.28	34,463.40	865,814.72	17.54
101-301.000-702.000	SALARIES PART-TIME	50,000.00	17,283.37	2,341.03	32,716.63	34.57
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	186,460.00	24,700.14	5,117.07	161,759.86	13.25
101-301.000-704.000	SALARIES-OVERTIME	50,000.00	12,167.42	3,084.15	37,832.58	24.33
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	40,000.00	51,599.55	0.00	(11,599.55)	129.00
101-301.000-710.000	UNEMPLOYMENT INSURANCE	100.00	0.00	0.00	100.00	0.00
101-301.000-712.000	WORKER'S COMP INSURANCE	10,300.00	19,000.00	0.00	(8,700.00)	184.47
101-301.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	75,000.00	21,047.78	5,761.60	53,952.22	28.06
101-301.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	38,000.00	10,722.00	3,574.00	27,278.00	28.22
101-301.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	122,000.00	27,784.06	9,236.52	94,215.94	22.77
101-301.000-723.000	RETIREE HEALTH CARE - OPEB	188,000.00	50,153.03	18,670.11	137,846.97	26.68
101-301.000-726.000	OFFICE SUPPLIES	6,000.00	820.63	0.00	5,179.37	13.68
101-301.000-727.000	ROAD SUPPLIES	2,500.00	263.41	0.00	2,236.59	10.54
101-301.000-728.000	EVIDENCE SUPPLIES	1,000.00	243.68	90.00	756.32	24.37
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	1,500.00	57.86	0.00	1,442.14	3.86
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	1,000.00	0.00	0.00	1,000.00	0.00
101-301.000-821.000	POLICE RESERVES	500.00	0.00	0.00	500.00	0.00
101-301.000-823.000	FIREARMS TRAINING	7,000.00	153.72	8.55	6,846.28	2.20
101-301.000-825.000	ANIMAL CONTROL	200.00	0.00	0.00	200.00	0.00
101-301.000-826.000	COMMUNITY POLICING	1,250.00	0.00	0.00	1,250.00	0.00
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	4,443.00	0.00	0.00	4,443.00	0.00
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,450.00	1,263.21	173.50	14,186.79	8.18
101-301.000-836.000	PRISONER LOCKUP	5,000.00	0.00	0.00	5,000.00	0.00
101-301.000-839.000	CPE - CONTINUED PROFESSIONAL EDUCATION	6,000.00	2,425.00	2,425.00	3,575.00	40.42
101-301.000-848.001	TECHNOLOGY	42,223.00	1,866.74	0.00	40,356.26	4.42
101-301.000-850.000	TELEPHONE EXPENDITURES	7,000.00	687.90	233.63	6,312.10	9.83
101-301.000-851.000	RADIO COMMUNICATIONS	14,500.00	0.00	0.00	14,500.00	0.00
101-301.000-860.000	VEHICLE EXPENSE	72,500.00	25,240.38	6,534.50	47,259.62	34.81
101-301.000-910.000	PROFESSIONAL DEVELOPMENT / TRAINING	16,000.00	1,327.39	290.36	14,672.61	8.30
101-301.000-915.000	MEMBERSHIPS	3,000.00	0.00	0.00	3,000.00	0.00
101-301.000-970.000	CAPITAL EXPENDITURE	80,000.00	45,217.00	0.00	34,783.00	56.52
Total Dept 301.000 - POLICE DEPARTMENT		2,096,926.00	498,209.55	92,003.42	1,598,716.45	23.76
Dept 335.000 - FIRE & DISPATCH SERVICES (CONTRACTED)						
101-335.000-828.000	CONTRACTED FIRE SERVICES	783,025.48	188,680.46	0.00	594,345.02	24.10
101-335.000-828.500	CONTRACTED DISPATCH SERVICES	66,393.00	0.00	0.00	66,393.00	0.00
Total Dept 335.000 - FIRE & DISPATCH SERVICES (CONTRACTED)		849,418.48	188,680.46	0.00	660,738.02	22.21
Dept 401.000 - PUBLIC SERVICES						
101-401.000-703.000	EMPLOYEE TAXES & BENEFITS	16,240.00	0.00	0.00	16,240.00	0.00
101-401.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	0.00	4,373.43	1,457.81	(4,373.43)	100.00
101-401.000-726.000	OFFICE SUPPLIES	0.00	11.65	0.00	(11.65)	100.00
101-401.000-801.000	PROFESSIONAL & CONTRACTUAL	154,000.00	23,651.64	0.00	130,348.36	15.36
101-401.000-860.000	VEHICLE EXPENSE	4,000.00	5,582.80	0.00	(1,582.80)	139.57
101-401.000-890.000	PARK MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
101-401.000-891.000	TREE MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
101-401.000-920.000	UTILITIES	15,000.00	1,431.66	590.70	13,568.34	9.54

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2026 NORMAL (ABNORMAL)	MONTH 09/30/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND							
Expenditures							
101-401.000-936.000	EQUIPMENT MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00	
Total Dept 401.000 - PUBLIC SERVICES		197,240.00	35,051.18	2,048.51	162,188.82	17.77	
Dept 501.000 - LEAF COLLECTION							
101-501.000-976.000	ROAD EQUIPMENT MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00	
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	9,500.00	0.00	0.00	9,500.00	0.00	
Total Dept 501.000 - LEAF COLLECTION		10,500.00	0.00	0.00	10,500.00	0.00	
Dept 502.000 - REFUSE							
101-502.000-801.001	SOCRRA	352,588.00	72,199.28	13,655.85	280,388.72	20.48	
Total Dept 502.000 - REFUSE		352,588.00	72,199.28	13,655.85	280,388.72	20.48	
Dept 601.000 - RECREATION							
101-601.000-712.000	WORKER'S COMP INSURANCE	750.00	0.00	0.00	750.00	0.00	
101-601.000-806.000	ADULT PROGRAMS	3,000.00	0.00	0.00	3,000.00	0.00	
101-601.000-807.000	BUS TRANSPORTATION	1,000.00	0.00	0.00	1,000.00	0.00	
101-601.000-811.000	SENIOR ACTIVITIES	3,000.00	0.00	0.00	3,000.00	0.00	
101-601.000-812.000	COMMUNITY EVENTS	10,000.00	0.00	0.00	10,000.00	0.00	
101-601.000-813.000	CHILDREN/YOUTH ACTIVITIES	4,000.00	0.00	0.00	4,000.00	0.00	
101-601.000-815.000	COMMUNITY GARDEN	500.00	0.00	0.00	500.00	0.00	
101-601.000-843.000	DOG PARK EXPENSES	250.00	0.00	0.00	250.00	0.00	
101-601.000-884.000	CONCERTS IN THE PARK	750.00	459.00	0.00	291.00	61.20	
101-601.000-970.000	CAPITAL EXPENDITURE	0.00	141,935.94	0.00	(141,935.94)	100.00	
Total Dept 601.000 - RECREATION		23,250.00	142,394.94	0.00	(119,144.94)	612.45	
Dept 790.000 - LIBRARY							
101-790.000-828.790	CONTRACTED LIBRARY SERVICES	190,000.00	0.00	0.00	190,000.00	0.00	
Total Dept 790.000 - LIBRARY		190,000.00	0.00	0.00	190,000.00	0.00	
TOTAL EXPENDITURES		5,366,022.13	1,325,163.76	173,761.15	4,040,858.37	24.70	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		5,366,022.20	3,980,575.64	126,026.07	1,385,446.56	74.18	
TOTAL EXPENDITURES		5,366,022.13	1,325,163.76	173,761.15	4,040,858.37	24.70	
NET OF REVENUES & EXPENDITURES		0.07	2,655,411.88	(47,735.08)	(2,655,411.81)	3,793.44	

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 09/30/2026

Item 8D.

G/L NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2026 NORMAL (ABNORMAL)	MONTH 09/30/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 702.000 - MAJOR STREET						
202-702.000-556.000	OTHER STATE GRANTS	0.00	34,137.48	34,137.48	(34,137.48)	100.00
202-702.000-574.000	STATE SHARED REVENUES	450,000.00	47,066.88	47,066.88	402,933.12	10.46
202-702.000-665.000	INVESTMENT INTEREST	10,000.00	5,060.94	0.00	4,939.06	50.61
Total Dept 702.000 - MAJOR STREET		460,000.00	86,265.30	81,204.36	373,734.70	18.75
TOTAL REVENUES		460,000.00	86,265.30	81,204.36	373,734.70	18.75
Expenditures						
Dept 702.000 - MAJOR STREET						
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	2,194.00	170.40	31.70	2,023.60	7.77
202-702.000-705.000	SALARIES-ADMIN	6,500.00	1,439.40	238.64	5,060.60	22.14
202-702.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	306.00	80.82	23.24	225.18	26.41
202-702.000-801.000	PROFESSIONAL & CONTRACTUAL	74,000.00	12,210.94	0.00	61,789.06	16.50
202-702.000-810.000	AUDITING & ACCOUNTING	3,500.00	0.00	0.00	3,500.00	0.00
202-702.000-856.000	ADMINISTRATION & ENGINEERING	5,000.00	1,000.00	1,000.00	4,000.00	20.00
202-702.000-861.000	ROAD MAINTENANCE	5,000.00	128.92	0.00	4,871.08	2.58
202-702.000-862.000	ROADSIDE MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00
202-702.000-864.000	TRAFFIC CONTROLS	30,900.00	340.76	0.00	30,559.24	1.10
202-702.000-866.000	SNOW & ICE REMOVAL	5,750.00	0.00	0.00	5,750.00	0.00
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00	0.00	0.00	5,000.00	0.00
202-702.000-870.000	FORESTRY	20,000.00	5,806.45	0.00	14,193.55	29.03
202-702.000-941.000	CONTINGENCY	250,850.00	0.00	0.00	250,850.00	0.00
202-702.000-999.203	TRANSFER OUT TO LOCAL ROADS	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 702.000 - MAJOR STREET		460,000.00	21,177.69	1,293.58	438,822.31	4.60
TOTAL EXPENDITURES		460,000.00	21,177.69	1,293.58	438,822.31	4.60
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		460,000.00	86,265.30	81,204.36	373,734.70	18.75
TOTAL EXPENDITURES		460,000.00	21,177.69	1,293.58	438,822.31	4.60
NET OF REVENUES & EXPENDITURES		0.00	65,087.61	79,910.78	(65,087.61)	100.00

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDG' USE
		AMENDED BUDGET	09/30/2026 (ABNORMAL)	MONTH INCREASE	09/30/2026 (DECREASE)	
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 703.000 - LOCAL STREET						
203-703.000-415.000	MISCELLANEOUS REVENUE	5,645.00	0.00	0.00	5,645.00	0.00
203-703.000-556.000	OTHER STATE GRANTS	0.00	15,931.98	15,931.98	(15,931.98)	100.00
203-703.000-574.000	STATE SHARED REVENUES	212,550.00	21,966.13	21,966.13	190,583.87	10.33
203-703.000-665.000	INVESTMENT INTEREST	10,000.00	2,023.91	0.00	7,976.09	20.24
203-703.000-690.202	TRANSFER IN FROM MAJOR ROADS	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 703.000 - LOCAL STREET		278,195.00	39,922.02	37,898.11	238,272.98	14.35
TOTAL REVENUES		278,195.00	39,922.02	37,898.11	238,272.98	14.35
Expenditures						
Dept 703.000 - LOCAL STREET						
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	2,194.00	170.40	31.70	2,023.60	7.77
203-703.000-705.000	SALARIES-ADMIN	6,500.00	1,439.40	238.64	5,060.60	22.14
203-703.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	306.00	80.82	23.24	225.18	26.41
203-703.000-801.000	PROFESSIONAL & CONTRACTUAL	74,000.00	12,210.94	0.00	61,789.06	16.50
203-703.000-810.000	AUDITING & ACCOUNTING	3,500.00	0.00	0.00	3,500.00	0.00
203-703.000-861.000	ROAD MAINTENANCE	80,000.00	8,021.43	819.17	71,978.57	10.03
203-703.000-862.000	ROADSIDE MAINTENANCE	1,000.00	48.54	48.54	951.46	4.85
203-703.000-866.000	SNOW & ICE REMOVAL	5,750.00	0.00	0.00	5,750.00	0.00
203-703.000-867.000	EQUIPMENT RENTAL	1,000.00	0.00	0.00	1,000.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	1,000.00	0.00	0.00	1,000.00	0.00
203-703.000-870.000	FORESTRY	30,000.00	16,693.55	0.00	13,306.45	55.65
203-703.000-920.000	UTILITIES	200.00	40.97	0.00	159.03	20.49
203-703.000-941.000	CONTINGENCY	72,745.00	0.00	0.00	72,745.00	0.00
203-703.000-970.000	CAPITAL EXPENDITURE	0.00	25,829.36	33,167.48	(25,829.36)	100.00
Total Dept 703.000 - LOCAL STREET		278,195.00	64,535.41	34,328.77	213,659.59	23.20
TOTAL EXPENDITURES		278,195.00	64,535.41	34,328.77	213,659.59	23.20
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		278,195.00	39,922.02	37,898.11	238,272.98	14.35
TOTAL EXPENDITURES		278,195.00	64,535.41	34,328.77	213,659.59	23.20
NET OF REVENUES & EXPENDITURES		0.00	(24,613.39)	3,569.34	24,613.39	100.00

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	09/30/2026	MONTH INCREASE	09/30/2026 (DECREASE)	NORMAL BALANCE	(ABNORMAL)	
Fund 262 - FEDERAL FORFEITURES FUND								
Revenues								
Dept 000.000								
262-000.000-665.000	INVESTMENT INTEREST	400.00	42.22		0.00		357.78	10.56
Total Dept 000.000		400.00	42.22		0.00		357.78	10.56
TOTAL REVENUES		400.00	42.22		0.00		357.78	10.56
Expenditures								
Dept 000.000								
262-000.000-941.000	CONTINGENCY	400.00	0.00		0.00		400.00	0.00
262-000.000-970.000	CAPITAL EXPENDITURE	0.00	10,000.00		0.00		(10,000.00)	100.00
Total Dept 000.000		400.00	10,000.00		0.00		(9,600.00)	2,500.00
TOTAL EXPENDITURES		400.00	10,000.00		0.00		(9,600.00)	2,500.00
Fund 262 - FEDERAL FORFEITURES FUND:								
TOTAL REVENUES		400.00	42.22		0.00		357.78	10.56
TOTAL EXPENDITURES		400.00	10,000.00		0.00		(9,600.00)	2,500.00
NET OF REVENUES & EXPENDITURES		0.00	(9,957.78)		0.00		9,957.78	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 09/30/2026

Item 8D.

GL NUMBER	DESCRIPTION	2026-27 AMENDED BUDGET	YTD BALANCE 09/30/2026 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2026 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 397 - ROAD MILLAGE BOND FUND						
Revenues						
Dept 000.000						
397-000.000-403.000	ROAD BOND DEBT TAXES	539,876.00	504,528.77	3,734.71	35,347.23	93.45
397-000.000-665.000	INVESTMENT INTEREST	7,000.00	1,852.86	0.00	5,147.14	26.47
397-000.000-695.000	ANTICIPATED USE OF FUND BALANCE	74,374.00	0.00	0.00	74,374.00	0.00
Total Dept 000.000		621,250.00	506,381.63	3,734.71	114,868.37	81.51
TOTAL REVENUES		621,250.00	506,381.63	3,734.71	114,868.37	81.51
Expenditures						
Dept 000.000						
397-000.000-720.000	INTEREST EXPENSE	140,750.00	70,375.00	70,375.00	70,375.00	50.00
397-000.000-725.000	PAYING AGENT FEES	500.00	0.00	0.00	500.00	0.00
397-000.000-905.000	BOND PRINCIPAL PAYMENTS	480,000.00	0.00	0.00	480,000.00	0.00
Total Dept 000.000		621,250.00	70,375.00	70,375.00	550,875.00	11.33
TOTAL EXPENDITURES		621,250.00	70,375.00	70,375.00	550,875.00	11.33
Fund 397 - ROAD MILLAGE BOND FUND:						
TOTAL REVENUES		621,250.00	506,381.63	3,734.71	114,868.37	81.51
TOTAL EXPENDITURES		621,250.00	70,375.00	70,375.00	550,875.00	11.33
NET OF REVENUES & EXPENDITURES		0.00	436,006.63	(66,640.29)	(436,006.63)	100.00

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2026 (ABNORMAL)	MONTH 09/30/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS)						
Revenues						
Dept 000.000						
494-000.000-407.000	TIFA-CAPTURE TAXES	470,000.00	422,436.43	5,762.66	47,563.57	89.88
494-000.000-409.000	DELQ PERSONAL PROPERTY REVENUE	1,000.00	470.20	0.00	529.80	47.02
494-000.000-410.000	TAX COLLECTED OTHER	38,000.00	32,900.57	712.41	5,099.43	86.58
494-000.000-415.000	MISCELLANEOUS REVENUE	4,000.00	0.00	0.00	4,000.00	0.00
494-000.000-614.000	MUSIC FEST REV	29,000.00	11,937.88	4,559.88	17,062.12	41.17
494-000.000-665.000	INVESTMENT INTEREST	30,000.00	4,882.89	0.00	25,117.11	16.28
Total Dept 000.000		572,000.00	472,627.97	11,034.95	99,372.03	82.63
TOTAL REVENUES		572,000.00	472,627.97	11,034.95	99,372.03	82.63
Expenditures						
Dept 000.000						
494-000.000-701.000	SALARIES FULL-TIME	184,736.00	33,073.74	5,754.78	151,662.26	17.90
494-000.000-702.000	SALARIES PART-TIME	0.00	843.62	371.25	(843.62)	100.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	18,500.00	3,591.81	715.92	14,908.19	19.42
494-000.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	9,250.00	1,947.07	574.22	7,302.93	21.05
494-000.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	15,000.00	4,269.15	1,423.05	10,730.85	28.46
494-000.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	19,000.00	5,587.10	3,949.04	13,412.90	29.41
494-000.000-723.000	RETIREE HEALTH CARE - OPEB	1,500.00	397.98	132.66	1,102.02	26.53
494-000.000-726.000	OFFICE SUPPLIES	3,500.00	571.74	0.00	2,928.26	16.34
494-000.000-804.500	PERMIT TECH SERVICES	0.00	1,912.50	0.00	(1,912.50)	100.00
494-000.000-810.000	AUDITING & ACCOUNTING	1,000.00	0.00	0.00	1,000.00	0.00
494-000.000-822.000	LEGAL SERVICES	900.00	1,657.50	0.00	(757.50)	184.17
494-000.000-844.000	MAIN STREET PROGRAM	12,500.00	0.00	0.00	12,500.00	0.00
494-000.000-845.000	STREETSCAPING	19,500.00	0.00	0.00	19,500.00	0.00
494-000.000-846.000	MUSIC FESTIVAL EXP	10,000.00	18,759.44	12,624.45	(8,759.44)	187.59
494-000.000-882.000	PLANNING/CONSULTING FEES	20,000.00	7,136.25	2,276.25	12,863.75	35.68
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	240.00	0.00	1,760.00	12.00
494-000.000-901.000	POSTAGE FEES	250.00	0.00	0.00	250.00	0.00
494-000.000-910.000	PROFESSIONAL DEVELOPMENT / TRAINING	2,500.00	250.00	0.00	2,250.00	10.00
494-000.000-915.000	MEMBERSHIPS	500.00	250.00	250.00	250.00	50.00
494-000.000-933.000	REPAIRS & MAINTENANCE	64,500.00	17,782.63	4,078.00	46,717.37	27.57
494-000.000-941.000	CONTINGENCY	66,864.00	0.00	0.00	66,864.00	0.00
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	24,000.00	3,487.69	0.00	20,512.31	14.53
494-000.000-968.001	DEPRECIATION INFRASTRUCTURE	40,000.00	0.00	0.00	40,000.00	0.00
494-000.000-970.000	CAPITAL EXPENDITURE	26,000.00	1,742.42	0.00	24,257.58	6.70
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		572,000.00	103,500.64	32,149.62	468,499.36	18.09
TOTAL EXPENDITURES		572,000.00	103,500.64	32,149.62	468,499.36	18.09
Fund 494 - DDA CONSTRUCTION FUND (CAPITAL PROJECTS):						
TOTAL REVENUES		572,000.00	472,627.97	11,034.95	99,372.03	82.63
TOTAL EXPENDITURES		572,000.00	103,500.64	32,149.62	468,499.36	18.09
NET OF REVENUES & EXPENDITURES		0.00	369,127.33	(21,114.67)	(369,127.33)	100.00

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	09/30/2026 (ABNORMAL)	MONTH 09/30/2026 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 592 - WATER & SEWER FUND								
Revenues								
Dept 536.000 - WATER DEPARTMENT								
592-536.000-415.000	MISCELLANEOUS REVENUES	3,640.00	4.00	1.00	3,636.00	0.11		
592-536.000-543.000	FEDERAL/STATE GRANTS	1,459,000.00	311,197.64	0.00	1,147,802.36	21.33		
592-536.000-640.000	WATER SERVICE	879,000.00	300,831.27	186,893.17	578,168.73	34.22		
592-536.000-640.001	BOND REVENUE	229,000.00	57,034.37	37,956.27	171,965.63	24.91		
592-536.000-641.000	WATER & SEWER PENALTIES	33,150.00	11,162.79	3,840.50	21,987.21	33.67		
592-536.000-642.000	METER CHARGE REVENUE	0.00	7.80	4.27	(7.80)	100.00		
592-536.000-665.000	INVESTMENT INTEREST	35,000.00	0.00	0.00	35,000.00	0.00		
Total Dept 536.000 - WATER DEPARTMENT		2,638,790.00	680,237.87	228,695.21	1,958,552.13	25.78		
Dept 537.000 - SEWER DEPARTMENT								
592-537.000-641.000	WATER & SEWER PENALTIES	51,750.00	16,133.64	5,677.49	35,616.36	31.18		
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,934,000.00	516,951.65	328,398.65	1,417,048.35	26.73		
592-537.000-651.000	INDUSTRIAL SURCHARGE	28,340.00	6,260.69	4,171.36	22,079.31	22.09		
592-537.000-665.000	INVESTMENT INTEREST	30,000.00	1,854.01	0.00	28,145.99	6.18		
592-537.000-695.000	ANTICIPATED USE OF FUND BALANCE	150,595.00	0.00	0.00	150,595.00	0.00		
Total Dept 537.000 - SEWER DEPARTMENT		2,194,685.00	541,199.99	338,247.50	1,653,485.01	24.66		
TOTAL REVENUES		4,833,475.00	1,221,437.86	566,942.71	3,612,037.14	25.27		
Expenditures								
Dept 536.000 - WATER DEPARTMENT								
592-536.000-701.000	SALARIES FULL-TIME	70,200.00	14,546.83	2,656.37	55,653.17	20.72		
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	10,600.00	1,498.03	296.27	9,101.97	14.13		
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	13,500.00	13,965.20	0.00	(465.20)	103.45		
592-536.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	3,500.00	942.26	264.89	2,557.74	26.92		
592-536.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	76,000.00	21,505.11	7,168.37	54,494.89	28.30		
592-536.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	4,500.00	2,326.77	775.59	2,173.23	51.71		
592-536.000-720.000	INTEREST EXPENSE	113,813.00	29,859.37	59,718.75	83,953.63	26.24		
592-536.000-723.000	RETIREE HEALTH CARE - OPEB	35,000.00	8,351.82	2,783.94	26,648.18	23.86		
592-536.000-726.000	OFFICE SUPPLIES	350.00	351.23	45.57	(1.23)	100.35		
592-536.000-801.000	PROFESSIONAL & CONTRACTUAL	99,000.00	15,335.98	552.40	83,664.02	15.49		
592-536.000-803.000	MEMBERSHIPS & MEETINGS	1,000.00	0.00	0.00	1,000.00	0.00		
592-536.000-810.000	AUDITING & ACCOUNTING	3,618.00	0.00	0.00	3,618.00	0.00		
592-536.000-856.000	ADMINISTRATION & ENGINEERING	0.00	2,700.65	47.51	(2,700.65)	100.00		
592-536.000-860.000	VEHICLE EXPENSE	1,000.00	0.00	0.00	1,000.00	0.00		
592-536.000-875.000	PENSION EXPENSE	25,000.00	0.00	0.00	25,000.00	0.00		
592-536.000-900.000	PRINTING/PUBLICATION COSTS	2,700.00	558.00	0.00	2,142.00	20.67		
592-536.000-902.000	BILLING SERVICES	13,000.00	2,648.26	814.13	10,351.74	20.37		
592-536.000-935.000	EQUIPMENT REPLACEMENT	1,000.00	0.00	0.00	1,000.00	0.00		
592-536.000-937.000	WATER SYSTEM MAINTENANCE	20,000.00	5,055.15	0.00	14,944.85	25.28		
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	5,310.00	1,229.25	1,229.25	4,080.75	23.15		
592-536.000-941.000	CONTINGENCY	196,599.00	0.00	0.00	196,599.00	0.00		
592-536.000-944.000	WATER PURCHASES	441,100.00	61,654.86	0.00	379,445.14	13.98		
592-536.000-970.100	W-CAP - STOP BOX REPLACEMENT	1,000.00	0.00	0.00	1,000.00	0.00		
592-536.000-970.200	W-CAP - LEAD & COPPER LINE REPLACEMENT	20,000.00	2,046.09	698.00	17,953.91	10.23		
592-536.000-970.300	W-CAP - WATER METERS/TOWER	20,000.00	0.00	0.00	20,000.00	0.00		
592-536.000-970.426	W-CAP - 2026 WATER MAIN REPLACEMENT	1,459,000.00	460,242.75	7,564.00	998,757.25	31.55		
592-536.000-970.500	W-CAP - FIRE HYDRANT REPLACEMENT	1,000.00	0.00	0.00	1,000.00	0.00		
592-536.000-970.600	W-CAP - GATE VALVES	1,000.00	0.00	0.00	1,000.00	0.00		
592-536.000-974.000	WATER MAIN PROJECT	0.00	2,843.16	0.00	(2,843.16)	100.00		

Item 8D.

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2026 (ABNORMAL)	MONTH 09/30/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - WATER & SEWER FUND						
Expenditures						
Total Dept 536.000 - WATER DEPARTMENT		2,638,790.00	647,660.77	84,615.04	1,991,129.23	24.54
Dept 537.000 - SEWER DEPARTMENT						
592-537.000-701.000	SALARIES FULL-TIME	70,200.00	14,546.83	2,656.37	55,653.17	20.72
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	78,840.00	1,498.03	296.27	77,341.97	1.90
592-537.000-708.000	PROPERTY & LIABILITY INSURANC	13,500.00	13,890.20	0.00	(390.20)	102.89
592-537.000-716.000	DEFINED CONTRIBUTION PENSION PLAN EXP	0.00	942.26	264.89	(942.26)	100.00
592-537.000-717.000	DEFINED BENEFIT PENSION PLAN CONTRIBUTI	0.00	17,493.72	5,831.24	(17,493.72)	100.00
592-537.000-718.000	HEALTH INSURANCE PREMIUMS (CURRENT EMPL	0.00	2,326.77	775.59	(2,326.77)	100.00
592-537.000-720.000	INTEREST EXPENSE	46,677.00	12,879.27	2,026.78	33,797.73	27.59
592-537.000-725.000	PAYING AGENT FEES	500.00	0.00	0.00	500.00	0.00
592-537.000-801.000	PROFESSIONAL & CONTRACTUAL	82,500.00	13,721.26	0.00	68,778.74	16.63
592-537.000-810.000	AUDITING & ACCOUNTING	3,618.00	0.00	0.00	3,618.00	0.00
592-537.000-856.000	ADMINISTRATION & ENGINEERING	0.00	58.58	0.00	(58.58)	100.00
592-537.000-905.000	BOND PRINCIPAL PAYMENTS	408,710.00	0.00	0.00	408,710.00	0.00
592-537.000-939.000	SEWER SYSTEM MAINTENANCE	98,607.00	12,475.00	8,600.00	86,132.00	12.65
592-537.000-940.000	RENT & UTILITIES WATER & SEWE	0.00	952.14	0.00	(952.14)	100.00
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	1,168,000.00	185,349.50	0.00	982,650.50	15.87
592-537.000-945.000	RETENTION TANK-UTIL ELEC	28,000.00	749.48	0.00	27,250.52	2.68
592-537.000-946.000	RETENTION TANK UTIL-WATER	2,000.00	514.06	211.20	1,485.94	25.70
592-537.000-947.000	RETENTION TANK UTIL-GAS	1,200.00	42.00	21.00	1,158.00	3.50
592-537.000-949.000	RETENTION TAN GENERATOR FUEL	500.00	0.00	0.00	500.00	0.00
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	3,500.00	0.00	0.00	3,500.00	0.00
592-537.000-953.000	RETENTION TANK EXCESS LIABIL	5,000.00	0.00	0.00	5,000.00	0.00
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	20,133.00	3,211.46	1,605.73	16,921.54	15.95
592-537.000-970.700	S-CAP - RETENTION TANK	151,200.00	0.00	0.00	151,200.00	0.00
592-537.000-970.800	S-CAP - MANHOLES	10,000.00	9,800.00	9,800.00	200.00	98.00
592-537.000-970.900	S-CAP - SEWER LINING	0.00	137,556.25	121,079.05	(137,556.25)	100.00
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 537.000 - SEWER DEPARTMENT		2,194,685.00	428,006.81	153,168.12	1,766,678.19	19.50
TOTAL EXPENDITURES		4,833,475.00	1,075,667.58	237,783.16	3,757,807.42	22.25
Fund 592 - WATER & SEWER FUND:						
TOTAL REVENUES		4,833,475.00	1,221,437.86	566,942.71	3,612,037.14	25.27
TOTAL EXPENDITURES		4,833,475.00	1,075,667.58	237,783.16	3,757,807.42	22.25
NET OF REVENUES & EXPENDITURES		0.00	145,770.28	329,159.55	(145,770.28)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		12,131,342.20	6,307,252.64	826,840.91	5,824,089.56	51.99
NET OF REVENUES & EXPENDITURES		12,131,342.13	2,670,420.08	549,691.28	9,460,922.05	22.01
		0.07	3,636,832.56	277,149.63	(3,636,832.49)	5,195,47



27 S. Broadway St. Suite 2
Lake Orion, Michigan 48362

sbaker@bakerpllc.com

September 25, 2026

Via Email

Mike Greene
City Administrator

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

Re: Legal Department Billing for August 1 through August 31, 2026

Dear Mr. Greene:

The following is our law firm's billing to the City of Lathrup Village for the month of August 2026:

General Retainer	\$ 2,500.00
Prosecution/Code Enforcement	2,665.00
Special Legal Services	2,307.50
Downtown Development Authority	
Project Reimbursement	
	\$ 7,472.50

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

Very truly yours,

Baker Legal Group, PLLC

A handwritten signature in cursive script that reads 'S. Baker'.

Scott R. Baker

Enclosures



27 S. Broadway St. Suite 2 Lake Orion, Michigan 48362
SBaker@bakerpllc.com
 (248) 230-4103

September 25, 2026

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

Invoice Number: 1901
 Invoice Period: 08-01-2026 - 08-31-2026

RE: General Retainer

Time Details

Date	Professional	Description	Hours	Amount
08-03-2026	SRB	Receipt, review and respond to correspondence from City Administrator re Refuse Tax / garbage millage for study session	0.25	No Charge
08-03-2026	SRB	Receipt and review correspondence from City Administrator and Honigman counsel re MSHDA edits to PILOT Ordinance; table first reading	0.25	No Charge
08-04-2026	SRB	Receipt and review correspondence from Mayor Kantor and resident re violation notice for excessive weeds and vegetation / naturalized yards	0.25	No Charge
08-04-2026	SRB	Receipt and review correspondence from Councilmember Hammond re potentially moving August 17 meeting	0.25	No Charge
08-06-2026	SRB	Receipt and review correspondence from City Administrator re Chipping Policy	0.25	No Charge
08-06-2026	SRB	Receipt, review and respond to correspondence from City Administrator and CEDC Director re PILOT penalty, cure period and MSHDA timing	0.50	No Charge
08-06-2026	SRB	Receipt and review correspondence from City Clerk re Planning Commission July 21st Meeting minutes	0.25	No Charge
08-07-2026	SRB	Review and comment on Chipping Policy; add public notice language; respond to City Administrator	0.25	No Charge
08-07-2026	SRB	Receipt, review and respond to correspondence from Mayor Kantor re resident-led initiative / petition vs. advisory petition	0.50	No Charge
08-10-2026	SRB	Receipt and review correspondence from Mayor Kantor and City	0.25	No Charge

We appreciate your business

Page 1 of 3

Date	Professional	Description	Hours	Amount	Item 8D.
		Administrator re code enforcement violation updates			
08-10-2026	SRB	Receipt and review correspondence from City Administrator re E-Bike Ordinance draft	0.25	No Charge	
08-11-2026	SRB	Prepare for and attend Meeting with Mayor, City Administrator, Chief Zang and Council re meeting procedure.	0.50	No Charge	
08-12-2026	SRB	Receipt, review and respond to correspondence from City Administrator re Property Maintenance Code edition (2018 vs. later)	0.25	No Charge	
08-12-2026	SRB	Receipt and review correspondence from City Clerk re community room and rentals follow-up	0.25	No Charge	
08-13-2026	SRB	Receipt, review and respond to correspondence from City Administrator re unplatted / Golden Gate parcel and Land Division Act vacation issues	0.75	No Charge	
08-13-2026	SRB	Receipt, review and respond to correspondence from Community Development re Vintage Village opposition to Exxon (28939 Southfield) SLU	0.50	No Charge	
08-14-2026	SRB	Receipt and review correspondence from City Administrator re 8/17 Council meeting packets	0.25	No Charge	
08-14-2026	SRB	Review and respond to correspondence from Mayor Kantor re proclamation / First Amendment viewpoint discrimination	0.50	No Charge	
08-14-2026	SRB	Receipt and review correspondence from City Clerk re facilities rental policy revision notes	0.25	No Charge	
08-17-2026	SRB	Prepare for and attend City Council study session	1.25	No Charge	
08-17-2026	SRB	Prepare for and attend City Council regular meeting	2.25	No Charge	
08-17-2026	SRB	Correspondence with City Administrator re PILOT Ordinance status	0.25	No Charge	
08-18-2026	SRB	Receipt and review correspondence from City Clerk re FOIA – Certificate of Occupancy 27900	0.25	No Charge	
08-18-2026	SRB	Receipt, review and respond to correspondence from City Clerk re Planning Commission meeting agenda	0.25	No Charge	
08-19-2026	SRB	Receipt and review correspondence from City Clerk re affidavit of publication	0.25	No Charge	
08-19-2026	SRB	Receipt and review correspondence from Community Development re PC presentation on SLU / change of use procedures	0.25	No Charge	
08-20-2026	SRB	Receipt and review correspondence from City Administrator re 8/24 Special Meeting and packet	0.25	No Charge	

We appreciate your business

Page 2 of 3

Date	Professional	Description	Hours	Amount	Item 8D.
08-20-2026	SRB	Receipt, review and respond to correspondence from City Administrator re social media policy	0.25	No Charge	
08-20-2026	SRB	Receipt and review correspondence from City Clerk re updates to Facilities rental policy	0.25	No Charge	
08-21-2026	SRB	Receipt, review and respond to correspondence from City Administrator re volunteer program policy	0.25	No Charge	
08-25-2026	SRB	Receipt and review correspondence from City Administrator re 8/31 Special Meeting (Municipal Park Playscape)	0.25	No Charge	
08-25-2026	SRB	Receipt and review correspondence from Mayor Pro Tem Garrett re resident correspondence	0.25	No Charge	
08-26-2026	SRB	Receipt and review correspondence from City Administrator re 8/31 Special Meeting packet	0.25	No Charge	
08-27-2026	SRB	Receipt, review and respond to correspondence from City Administrator re Council vacancy appointment process	0.25	No Charge	
08-27-2026	SRB	Receipt, review and respond to correspondence from Community Development re underground garage regulations / Village Center	0.25	No Charge	
08-28-2026	SRB	Receipt, review and respond to correspondence from Mayor Kantor and City Administrator re Surnow PILOT successor financing language	0.50	No Charge	
08-28-2026	SRB	Receipt and review multiple correspondence from CEDD re Public hearing notice publication	0.25	No Charge	
08-31-2026	SRB	Receipt and review correspondence from City Administrator re 8/31 Special Meeting Q&A	0.25	No Charge	
08-31-2026	SRB	Services Rendered		2,500.00	
				Total	2,500.00

Time Summary

Professional	Hours	Amount
Scott Baker	14.50	2,500.00
Total		2,500.00
Total for this Invoice		2,500.00



27 S. Broadway St. Suite 2 Lake Orion, Michigan 48362
SBaker@bakerpllc.com
 (248) 230-4103

September 25, 2026

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

Invoice Number: 1902

Invoice Period: 08-01-2026 - 08-31-2026

RE: Prosecution/Code Enforcement

Time Details

Date	Professional	Description	Hours	Amount
08-03-2026	SRB	Receipt and review correspondence from Police Clerk re August prosecution docket / record request	0.25	32.50
08-04-2026	SRB	Draft correspondence to defense attorney re 26LV00673A formal hearing	0.25	32.50
08-04-2026	SRB	Receipt, review and respond to correspondence from defense attorney re 26LV00831, 26LV00827, 26LV00843A and 26LV00714A	0.25	32.50
08-04-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney with same re 26LV00843A	0.50	65.00
08-04-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney with same re 26LV00714A	0.50	65.00
08-04-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney with same re 26LV00831	0.50	65.00
08-04-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney with same re 26LV00827	0.50	65.00
08-05-2026	SRB	Prepare plea agreements and draft correspondence to 46th District Court re 26LV00831, 26LV00827, 26LV00843A and 26LV00714A	0.50	65.00
08-05-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and	0.50	65.00

We appreciate your business

Page 1 of 4

Date	Professional	Description	Hours	Amount	Item 8D.
		draft correspondence to defense attorney with same re 26LV00721A			
08-05-2026	SRB	Receipt and review signed plea from defense attorney re 26LV00721A; transmit same to Court	0.25	32.50	
08-05-2026	SRB	Draft correspondence to Officer Gijbsers re 26LV00673A formal hearing	0.25	32.50	
08-05-2026	SRB	Draft correspondence to Code Enforcement officer re 26L0000407	0.25	32.50	
08-05-2026	SRB	Draft correspondence to Police Clerk re additional August docket file 26LV00780A	0.25	32.50	
08-06-2026	SRB	Receipt and review correspondence from Police Clerk re August docket records; review attached records	1.00	130.00	
08-06-2026	SRB	Telephone conference with defense attorney re 26LV00673A ; correspondence with Officer Gijbsers re same	0.50	65.00	
08-07-2026	SRB	Draft correspondence to Police Clerk re record request for 9/9 prosecution docket	0.25	32.50	
08-07-2026	SRB	Prepare discovery and draft correspondence to defense attorney re 26LV00458A	0.50	65.00	
08-11-2026	SRB	Receipt, review and respond to correspondence from Code Enforcement officer re 26L0000407	0.25	32.50	
08-11-2026	SRB	Draft correspondence to Police Clerk re additional 8/12 docket add-on records	0.25	32.50	
08-11-2026	SRB	Receipt and review final 8/12 docket from 46th District Court; correspondence with Court re 26LV00780 hearing date change.	0.50	65.00	
08-11-2026	SRB	Correspondence with 46th District Court re pre-trial / plea form to use before Judge Nance	0.25	32.50	
08-11-2026	SRB	Receipt and review of multiple Correspondence with 46th District Court and defense counsel; prepare plea offer re 25LV01298A motion to set aside default	0.75	97.50	
08-11-2026	SRB	Receipt and review correspondence from Police Clerk re September 9 docket records; review attached records	1.00	130.00	
08-12-2026	SRB	Receipt, review and respond to correspondence from Code Enforcement officer re 26L0000407	0.25	32.50	
08-12-2026	SRB	Prepare for and attend prosecution docket before Judge Nance (46th District Court)	3.50	455.00	
08-12-2026	SRB	Receipt, review and respond to correspondence from defense attorney re 26LV00673A – paying fine / no appearance	0.25	32.50	
08-17-2026	SRB	Correspondence with Code Enforcement officer re 26L0000407	0.50	65.00	

We appreciate your business

Page 2 of 4

Date	Professional	Description	Hours	Amount	Item 8D.
		Draft abatement order after failure to appear			
08-17-2026	SRB	Receipt, review and respond to correspondence from 46th District Court re misplaced plea re 26LV00780A; draft correspondence to defense attorney for replacement signature	0.50	65.00	
08-18-2026	SRB	Draft correspondence to 46th District Court transmitting replacement plea agreement re 26LV00780A	0.25	32.50	
08-18-2026	SRB	Receipt and review correspondence from defense attorney re 26LV00656A	0.25	32.50	
08-19-2026	SRB	Receipt and review correspondence from 46th District Court re November and December 2026 calendars	0.25	32.50	
08-21-2026	SRB	Receipt and review Application to Set Aside Conviction re 02L877879B	0.25	32.50	
08-25-2026	SRB	Receipt and review correspondence from 46th District Court re 9/9/26 Prosecution Draft Docket	0.25	32.50	
08-25-2026	SRB	Draft correspondence to Police Clerk re additional record request for 9/9 prosecution docket	0.25	32.50	
08-25-2026	SRB	Receipt, review and respond to correspondence from defense attorney re 26LV00656A	0.25	32.50	
08-26-2026	SRB	Receipt and review correspondence from Police Clerk re 9/9 docket files; review attached records	0.75	97.50	
08-28-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney re 26LV00936A/B	0.50	65.00	
08-28-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney re 26LV00895	0.50	65.00	
08-28-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney re 26LV00889A	0.50	65.00	
08-28-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney re 26LV00886A	0.50	65.00	
08-28-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney re 26LV00810A	0.50	65.00	
08-28-2026	SRB	Receipt and review Application to Set Aside Conviction re 18LV00661B	0.25	32.50	
08-31-2026	SRB	Draft correspondence to 46th District Court re plea agreements for 9/9 docket	0.25	32.50	
			Total	2,665.00	

Time Summary

We appreciate your business

Page 3 of 4

Professional		Hours	Amount	Item 8D.
Scott Baker		20.50	2,665.00	
		Total	2,665.00	
			Total for this Invoice	2,665.00



27 S. Broadway St. Suite 2 Lake Orion, Michigan 48362
SBaker@bakerpllc.com
 (248) 230-4103

September 25, 2026

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

Invoice Number: 1903
 Invoice Period: 08-01-2026 - 08-31-2026

RE: Special Legal Services

Time Details

Date	Professional	Description	Hours	Amount
08-03-2026	SRB	Prepare for and attend City Council Special Meeting	2.50	325.00
08-04-2026	SRB	Review and amend Planning Commission July 21 minutes; draft correspondence to Community Development with same	0.50	65.00
08-04-2026	SRB	Receipt and review correspondence from Jordan Sherman re MSHDA review meeting	0.25	32.50
08-05-2026	SRB	Review MSHDA revisions to PILOT Ordinance and draft comments to City Administrator	0.75	97.50
08-05-2026	SRB	Prepare for and attend Teams meeting re MSHDA comments to Lathrup Village PILOT Ordinance	1.00	130.00
08-05-2026	SRB	Draft proposed PILOT Ordinance §77-57(E)(3) default/remedy language; correspondence with City Administrator and CEDC Director	0.50	65.00
08-06-2026	SRB	Draft Facilities Rental Policy and Application; correspondence with City Clerk re same	1.50	195.00
08-07-2026	SRB	Draft E-Bike Ordinance; correspondence with City Administrator and Chief Zang re same	2.00	260.00
08-10-2026	SRB	Receipt and review correspondence from Corey Levin re PILOT Ordinance follow-up	0.25	32.50
08-13-2026	SRB	Receipt and review PILOT ordinance update and proposed language from Honigman counsel; correspondence with City Administrator re September timing	0.50	65.00

We appreciate your business

Page 1 of 2

Date	Professional	Description	Hours	Amount	Item 8D.
08-14-2026	SRB	Receipt and review further PILOT ordinance proposed language from Honigman counsel re MSHDA feedback	0.25	32.50	
08-14-2026	SRB	Receipt and review correspondence from Planner re Lathrup Village site development status	0.25	32.50	
08-18-2026	SRB	Prepare for and attend Planning Commission meeting	2.25	292.50	
08-19-2026	SRB	Meeting with City Clerk re facilities rental policies	1.00	130.00	
08-24-2026	SRB	Prepare for and attend City Council Special Meeting	1.50	195.00	
08-24-2026	SRB	Receipt and review correspondence from Corey Levin re PILOT Ordinance follow-up	0.25	32.50	
08-25-2026	SRB	Revise E-Bike Ordinance; draft correspondence to City Administrator and Chief Zang with same	0.50	65.00	
08-26-2026	SRB	Review Surnow PILOT Ordinance revision v3; draft correspondence to City Administrator and Mayor re MSHDA / successor-financing concerns	0.50	65.00	
08-27-2026	SRB	Receipt and review correspondence from Planner re public hearing notification for Artisan Manufacturing zoning amendment	0.25	32.50	
08-28-2026	SRB	Receipt, review and respond to correspondence from Planner re Artisan Manufacturing public hearing / use-standard language	0.25	32.50	
08-31-2026	SRB	Prepare for and attend Special Meeting of City Council re Municipal Park Playscape	1.00	130.00	
			Total	2,307.50	

Time Summary

Professional	Hours	Amount
Scott Baker	17.75	2,307.50
Total		2,307.50

Total for this Invoice 2,307.50

27 S. Broadway St. Suite 2
Lake Orion, Michigan 48362

sbaker@bakerpllc.com



October 9, 2026

Via Email

Mike Greene
City Administrator

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

Re: Legal Department Billing for September 1 through September 30, 2026

Dear Mr. Greene:

The following is our law firm's billing to the City of Lathrup Village for the month of September 2026:

General Retainer	\$ 2,500.00
Prosecution/Code Enforcement	1,495.00
Special Legal Services	1,430.00
Downtown Development Authority	195.00
Project Reimbursement	
	\$ 5,620.00

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

Very truly yours,

Baker Legal Group, PLLC

Scott R. Baker

Enclosures



27 S. Broadway St. Suite 2 Lake Orion, Michigan 48362
SBaker@bakerpllc.com
 (248) 230-4103

October 09, 2026

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

Invoice Number: 1904

Invoice Period: 09-01-2026 - 09-30-2026

RE: DDA

Time Details

Date	Professional	Description	Hours	Amount
09-03-2026	SRB	Receipt, review and respond to correspondence from CEDC/DDA Director re LVMF performer contract and rain date; review contract and draft performer release	1.50	195.00
			Total	195.00

Time Summary

Professional	Hours	Amount
Scott Baker	1.50	195.00
Total		195.00

Total for this Invoice 195.00

We appreciate your business

Page 1 of 1



27 S. Broadway St. Suite 2 Lake Orion, Michigan 48362
SBaker@bakerpllc.com
 (248) 230-4103

October 09, 2026

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

Invoice Number: 1905

Invoice Period: 09-01-2026 - 09-30-2026

RE: General Retainer

Time Details

Date	Professional	Description	Hours	Amount
09-01-2026	SRB	Receipt, review and respond to correspondence from DDA Project Coordinator re Abro Management (27340 Southfield Road) barrier wall / expired site plan; analysis of enforcement options	0.75	No Charge
09-03-2026	SRB	Receipt, review and respond to correspondence from City Administrator re Sarrackwood Park volunteers.	0.50	No Charge
09-09-2026	SRB	Receipt, review and respond to correspondence from Mayor Kantor re storm debris moved to right-of-way by City employees; review Sec. 82-70 and 82-98	0.50	No Charge
09-09-2026	SRB	Receipt, review and respond to correspondence from City Administrator re Rental Rules draft and PILOT Ordinance for 9/14 Study Session	0.25	No Charge
09-09-2026	SRB	Draft correspondence to City Administrator with PILOT Ordinance Version 4	0.25	No Charge
09-09-2026	SRB	Receipt and review correspondence from City Administrator re SOCRRA membership / Articles of Incorporation update	0.25	No Charge
09-10-2026	SRB	Receipt and review correspondence from City Administrator re ordinance amendment for administrative approval of alcohol use on City property	0.25	No Charge
09-11-2026	SRB	Receipt, review and respond to correspondence from CEDC Director re PILOT / site development update for Planning Commission agenda	0.25	No Charge
09-11-2026	SRB	Receipt and review correspondence from City Administrator re	0.25	No Charge

We appreciate your business

Page 1 of 3

Date	Professional	Description	Hours	Amount	Item 8D.
		9/14 Study Session packet			
09-14-2026	SRB	Prepare for and attend City Council Study Session	3.25	No Charge	
09-15-2026	SRB	Receipt, review and respond to correspondence from City Administrator re personal information in building permit report / FOIA (MCL 37.251)	0.25	No Charge	
09-15-2026	SRB	Review SOCRRA proposed Member Contract and Amended Articles of Incorporation; draft correspondence to City Administrator re service provider contracts and single-service opt-out	0.75	No Charge	
09-16-2026	SRB	Receipt and review correspondence from City Administrator re 9/21 agenda items (PILOT, E-Bike and alcohol use ordinance first readings)	0.25	No Charge	
09-18-2026	SRB	Receipt and review correspondence from City Administrator re 9/21 Council meeting packets	0.25	No Charge	
09-18-2026	SRB	Receipt and review correspondence from City Clerk re FOIA request (FY 2026 revenue / expenditure data) and requester follow-up	0.25	No Charge	
09-18-2026	SRB	Receipt and review correspondence from City Clerk re pending FOIA requiring Building Department response	0.25	No Charge	
09-18-2026	SRB	Receipt, review and respond to correspondence from City Clerk re Election Commission meeting and June 15 minutes	0.25	No Charge	
09-20-2026	SRB	Receipt and review correspondence from Mayor Kantor re 19600 Forest Drive purchase agreement, conservation easements and survey	0.25	No Charge	
09-21-2026	SRB	Prepare FOIA written determination under MCL 15.235(2) re FY 2025-26 revenue, expenditure and budget data; draft correspondence to City Administrator with same	0.75	No Charge	
09-21-2026	SRB	Receipt and review correspondence from Mayor Kantor and City Administrator re code enforcement violation updates	0.25	No Charge	
09-21-2026	SRB	Receipt and review correspondence from City Administrator re Surnow PILOT	0.25	No Charge	
09-21-2026	SRB	Prepare for and attend City Council Study Session	1.25	No Charge	
09-21-2026	SRB	Prepare for and attend City Council Regular Meeting	3.00	No Charge	
09-22-2026	SRB	Draft correspondence to Mayor Kantor with MSHDA packet (Surnow project)	0.25	No Charge	
09-23-2026	SRB	Receipt, review and respond to correspondence from CEDC Director re Artisan Manufacturing Ordinance Amendment notice of adoption	0.25	No Charge	
09-23-2026	SRB	Receipt and review correspondence from City Administrator re	0.50	No Charge	
We appreciate your business			Page 2 of 3		

Date	Professional	Description	Hours	Amount	Item 8D.
		resident inquiry on code enforcement process; draft correspondence re civil infraction process and construction board of appeals			
09-23-2026	SRB	Receipt and review correspondence from Mayor Kantor and developer re workforce vs. Section 8 housing / MSHDA packet table	0.25	No Charge	
09-24-2026	SRB	Telephone conference with Mayor Kantor re resident correspondence on PILOT	0.25	No Charge	
09-25-2026	SRB	Receipt, review and respond to correspondence from City Administrator re PILOT Ordinance first reading / MSHDA meeting status	0.25	No Charge	
09-28-2026	SRB	Receipt and review correspondence from City Clerk re Election Commission meeting date change (inspectors approval before Oct 13)	0.25	No Charge	
09-28-2026	SRB	Receipt and review correspondence from City Administrator re SOCRRA Articles of Incorporation and Member Agreements redlines; review and respond re SPC / individual-service termination language	0.25	No Charge	
09-29-2026	SRB	Receipt and review correspondence from City Clerk re October 5 Election Commission agenda and prior minutes	0.25	No Charge	
09-29-2026	SRB	Receipt, review and respond to correspondence from Mayor Kantor re MSHDA / Surnow meeting; draft correspondence to Mayor Kantor and City Administrator re Teams meeting scheduling	0.25	No Charge	
09-29-2026	SRB	Receipt and review correspondence from CEDC Director re second SLU application for packaged alcohol sales, 28939 Southfield Rd. (Exxon)	0.25	No Charge	
09-30-2026	SRB	Receipt, review and respond to correspondence from City Administrator re Mara Greens inquiry on new tavern license; review MCL 436.1521a DDA district license qualifications	0.50	No Charge	
09-30-2026	SRB	Receipt, review and respond to correspondence from CEDC Director re JMC properties status and next steps; propose working session	0.25	No Charge	
09-30-2026	SRB	Services Rendered		2,500.00	
			Total	2,500.00	

Time Summary

Professional	Hours	Amount
Scott Baker	18.25	2,500.00
Total		2,500.00
Total for this Invoice		2,500.00

We appreciate your business

Page 3 of 3



27 S. Broadway St. Suite 2 Lake Orion, Michigan 48362

SBaker@bakerpllc.com

(248) 230-4103

October 09, 2026

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

Invoice Number: 1906

Invoice Period: 09-01-2026 - 09-30-2026

RE: Prosecution/Code Enforcement

Time Details

Date	Professional	Description	Hours	Amount
09-01-2026	SRB	Receipt and review draft 9/16 prosecution docket from 46th District Court	0.25	32.50
09-03-2026	SRB	Receipt and review final 9/9 prosecution docket from 46th District Court	0.25	32.50
09-08-2026	SRB	Receipt and review Amended Application to Set Aside Conviction re 20LV02239B	0.25	32.50
09-09-2026	SRB	Prepare for and attend prosecution docket before Judge Arvant (46th District Court)	3.25	422.50
09-11-2026	SRB	Draft correspondence to Police Clerk re record request for 9/16 prosecution docket	0.25	32.50
09-14-2026	SRB	Receipt and review correspondence from Police Clerk re 9/16 docket files; review attached records	0.50	65.00
09-14-2026	SRB	Draft correspondence to Police Clerk re additional record request for 9/16 prosecution docket 26LV00961A	0.25	32.50
09-14-2026	SRB	Receipt and review final 9/16 prosecution docket from 46th District Court	0.25	32.50
09-15-2026	SRB	Receipt and review correspondence from Police Clerk re additional record for 26LV00961A	0.25	32.50
09-15-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney re 26LV01014A	0.50	65.00

We appreciate your business

Page 1 of 2

Date	Professional	Description	Hours	Amount	<i>Item 8D.</i>
09-16-2026	SRB	Prepare for and attend prosecution docket before Judge Johnson (46th District Court)	2.25	292.50	
09-21-2026	SRB	Receipt and review correspondence from 46th District Court re 2026 tax garnishment letter; execute and return authorization	0.25	32.50	
09-23-2026	SRB	Receipt and review correspondence from 46th District Court re Judge Arvant October calendar and January/February 2027 court calendars	0.25	32.50	
09-25-2026	SRB	Prepare Motion, Notice of Hearing, Proof of Service and Proposed Order for corrective action re 26L0000407; draft correspondence to 46th District Court with same	1.00	130.00	
09-25-2026	SRB	Receipt, review and respond to correspondence from T. Kennedy re 26L0000407 inspection photos, notice history and hearing testimony	0.25	32.50	
09-25-2026	SRB	Draft correspondence to T. Kennedy and City Administrator re 26L0000407 motion hearing and testimony	0.25	32.50	
09-29-2026	SRB	Receipt and review draft 10/7 prosecution docket from 46th District Court	0.25	32.50	
09-30-2026	SRB	Draft correspondence to 46th District Court with plea agreement re 26LV01011A	0.25	32.50	
09-30-2026	SRB	Draft correspondence to Police Clerk re record request for 10/7 prosecution docket	0.25	32.50	
09-30-2026	SRB	Conduct telephone pre-trial conference, prepare plea offer and draft correspondence to defense attorney re 26LV01011A	0.50	65.00	
			Total	1,495.00	

Time Summary

Professional	Hours	Amount
Scott Baker	11.50	1,495.00
Total		1,495.00

Total for this Invoice 1,495.00



27 S. Broadway St. Suite 2 Lake Orion, Michigan 48362
SBaker@bakerpllc.com
 (248) 230-4103

October 09, 2026

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

Invoice Number: 1907
 Invoice Period: 09-01-2026 - 09-30-2026

RE: Special Legal Services

Time Details

Date	Professional	Description	Hours	Amount
09-01-2026	SRB	Receipt, review and respond to correspondence from Honigman counsel re PILOT Ordinance comments; transmit PILOT Ordinance Version 4	0.50	65.00
09-03-2026	SRB	Receipt and review correspondence from Planner re Lathrup Village site development status, Planning Commission training and Master Plan timeline	0.25	32.50
09-03-2026	SRB	Draft hold harmless agreement for Volunteer Park projects	0.50	65.00
09-10-2026	SRB	Revise Facilities Rental Policy, Application and Releases; draft correspondence to City Administrator and City Clerk with same	1.25	162.50
09-10-2026	SRB	Receipt and review correspondence from Honigman counsel re PILOT Ordinance renewal structure and penalty provision for 9/14 Study Session	0.25	32.50
09-15-2026	SRB	Prepare for and attend Planning Commission meeting (Artisan Manufacturing public hearing; PILOT / site development update)	2.75	357.50
09-15-2026	SRB	Review and draft comments, proposed revisions re SOCRRA membership / Articles of Incorporation update	0.50	65.00
09-16-2026	SRB	Revise PILOT Ordinance (Version 5) per 9/14 Study Session (stepped penalty, 40-year renewal cap); draft correspondence to Honigman counsel, developer and City Administrator with same	1.00	130.00
09-17-2026	SRB	Revise E-Bike Ordinance (sidewalk conduct, riders age 15-17, registration); draft correspondence to City Administrator and Chief Zang with same	0.75	97.50

We appreciate your business

Page 1 of 2

Date	Professional	Description	Hours	Amount	Item 8D.
09-17-2026	SRB	Draft ordinance amendment re administrative approval of alcohol use on City property; draft correspondence to City Administrator with same	0.50	65.00	
09-17-2026	SRB	Receipt, review and respond to correspondence from Honigman counsel re PILOT Ordinance V5 stepped penalty (Sec. 77-56(E))	0.25	32.50	
09-17-2026	SRB	Receipt and review correspondence from developer re 50-year PILOT cap upon refinance	0.25	32.50	
09-18-2026	SRB	Receipt and review correspondence from Honigman counsel re proposed PILOT penalty clarifying language and 50-year statutory term	0.25	32.50	
09-22-2026	SRB	Draft correspondence to Honigman counsel, developer and City Administrator re tabling of PILOT Ordinance first reading and Council request for MSHDA confirmation	0.50	65.00	
09-23-2026	SRB	Receipt and review correspondence from resident re PILOT financing / MSHDA waiver request for explanation	0.25	32.50	
09-23-2026	SRB	Telephone conference with Honigman counsel re MSHDA confirmation and meeting with MSHDA representative	0.25	32.50	
09-25-2026	SRB	Receipt and review correspondence from Honigman counsel re PILOT / MSHDA meeting scheduling and Study Session prep	0.25	32.50	
09-25-2026	SRB	Draft correspondence to Honigman counsel re PILOT / MSHDA Teams meeting with developer, City Administrator and Mayor	0.25	32.50	
09-29-2026	SRB	Receipt and review correspondence from Honigman counsel re MSHDA / Surnow Teams meeting scheduling	0.25	32.50	
09-30-2026	SRB	Receipt and review SLU review letter and Planning Commission public hearing notice from Planner re 28939 Southfield Rd. (Exxon) alcohol sales	0.25	32.50	
			Total	1,430.00	

Time Summary

Professional	Hours	Amount
Scott Baker	11.00	1,430.00
Total		1,430.00
Total for this Invoice		1,430.00

City of Lathrup Village Police Department-Monthly Summary

September 2026

09/01/2026

260008262-TRESPASS WARNING

Officers responded to a LV business who had been having trouble with a customer over the last few weeks. The customer left, officers identified the suspect and later warned him on trespassing as the business had requested.

09/02/2026

260008291-Welfare Check

Officers responded to a medical office for a report of a possible suicidal individual. Officers arrived and documented prior statements made but the individual currently did not meet criteria for a mental health petition.

260008295-Contempt of Court (PPO Violation)

Officers responded to a business for the reports of a violation of a no contact order. Upon arrival the suspect had already left the scene, officers documented their findings.

260008297-Assist Other Law Enforcement Agency

Officers assisted Southfield PD in a personal injury accident. SPD took over the incident after all parties were treated for their injuries.

260008300-Assault/ Battery/Simple (Incl Domestic and Police Officer)

Officers responded to a possible domestic. Both parties were separated upon arrival. Officers spoke to both parties who had similar stories where they both had put hands on each other at some point. The officer took photos of the one party that had marks. The DB sent the report for charges to the OCPO which were ultimately denied.

260008306-Civil Matter

An officer took a report at the station for a civil matter. The RP requested a report to document work he had gotten done for one of his tires. The work was completed, and the RP stated he found his tire deflated.

09/03/2026

260008334-Civil Matter

City of Lathrup Village Police Department-Monthly Summary

An officer took a report at the station for a civil matter. The RP had been away from their suite for a few months and was paying rent. They stated the locks were changed and all of his belongings had been removed.

260008335-Found Property

An officer was notified of a found key in the parking lot. They tagged it for evidence and completed a report.

09/04/2026

260008373-OUID Operating Under the Influence of Drugs

An officer was advised of a reckless driver. The officer was able to find the vehicle. Upon activating emergency lights and sirens the vehicle ignored them and continued driving, even in the opposing lanes of traffic. The vehicle eventually stopped in opposing lanes of traffic and other units arrived to block the vehicle. The driver was discovered to be operating under the influence of drugs, after SFSTs were performed and a PBT test to rule out alcohol. The driver was taken to a hospital for a blood draw and later released into the custody of a loved one.

260008374-Assist Other Law Enforcement Agency (Shooting)

Officers responded to assist Southfield PD for mutual aid for a homicide that had just occurred. LV officers attempted life saving measures to one of the victims upon arrival and assisted with the investigation.

09/06/2026

260008415-Found Property/Road Hazard

Officers were dispatched to components of a vending machine blocking the roadway. Officers gathered the belongings and placed them in the station, as they were able to locate a logbook with a potential owner.

260008426-Mental Health Call

Officers responded to a LV residence where an individual was having a mental health episode. Officers offered a solution for the family and asked the individual if they were okay with going to the hospital for a mental health petition, to which they agreed. They were transported to a hospital where a petition was completed.

09/07/2026

260008479-Reckless Discharge of a Firearm

City of Lathrup Village Police Department-Monthly Summary

Officers responded to a LV neighborhood for reports of shots heard. Officers located a male walking near Southfield Rd matching the description and ordered him to the ground. The suspect immediately explained he fired a shot into the air to defend himself against two attacking dogs. A handgun was found on the subject. Officers received a call from an involved party who stated the dogs were not attacking the suspect, just barking. The suspect was later released pending issuance of a warrant. A warrant was later obtained.

09/08/2026

260008484-Assist Other Law Enforcement Agency

A LV officer was dispatched to assist Southfield PD in locating an item that was possibly discarded during a vehicle pursuit with a suspect.

260008500-Found Property

Officers were made aware of a lost earring found in city hall. The earring was placed into an evidence locker and properly tagged.

260008522-Traffic Complaint / Damage to Police Vehicle

An officer conducted his daily vehicle inspection and noticed minor damage to a patrol vehicle. The incident was documented.

260008528- Extra Patrol Requested

A resident requested extra patrol after their family member was involved in an incident. The family member threatened the reporting party. The suspect information was documented for officers to be on the lookout for.

260008534-Suspicious Circumstances

Officers were dispatched to a reckless driving complaint in a business parking lot. The RP had been with her children when they witnessed the driver, an employee of a business nearby, driving at a high rate of speed close to where they were standing. Officers documented the incident and all party's information, there were no cameras in view of the incident therefore the driver was not cited.

09/09/2026

260008581- No Insurance/Registration Expired Citation

An officer stopped a vehicle with an expired plate. There was an SOS note listed to confiscate the plate due to fraudulent application or insurance. The driver was released, and the plate was confiscated for destruction.

City of Lathrup Village Police Department-Monthly Summary

09/10/2026

260008618-Suspicious Circumstances

Officers took a report of possible elder abuse. Adult Protective Services had already been advised and visited the home twice. Officers documented their findings in the report and attached the APS report. The incident turned into a large investigation of financial exploitation. The investigation is ongoing.

260008631-Assault & Battery

Officers responded to a physical therapy office for reports of a fight. The call to 911 came from a passerby and stated the suspect had left on a bicycle. Officers got in touch with the victim who made the station, she had visible mark on her face and stated she was punched after an argument. The officers did not locate the other half on scene. The investigation is ongoing.

09/11/2026

260008638-Mental Health Call

An officer responded to a suicidal subject. Dispatch advised the individual in crisis had been cutting her wrists with a razor blade. The officer arrived to observe her room destroyed and the individual claiming they were not suicidal. The officer observed the cuts on her arm and transported her to a hospital to complete a mental health petition.

09/12/2026

260008681-Suspicious Persons

Officers received a call from a LV bank reporting someone covering their face while using the ATM. Officers investigated the incident as the suspect had already left the scene. Flock showed the vehicle had fled the scene Southbound on Evergreen, the vehicle did not have a plate attached. The plate was most likely removed to avoid being caught committing ATM fraud.

09/13/2026

260008712-DWLS

An officer responded to a 3-car crash with the at fault driver being cited for operating with a suspended license.

09/14/2026

City of Lathrup Village Police Department-Monthly Summary**260008754-Larceny**

Officers took a report for a suspected larceny. The resident made a report after they made a food delivery order that was delivered to the incorrect address and later was not found. The homeowner stated the Ring footage showed the order dropped off and that it was gone soon after.

09/16/2026

260008844-Found Property

Officers received a lost driver's license that was found in the parking lot. The owner of the driver's license was a resident. Officers later dropped the resident's ID off to their home.

09/18/2026

260008906-Assist Other Law Enforcement Agency

Officers responded for a reported rolling domestic with the vehicle reported to be traveling NB on Southfield Rd. Officers located and stopped the vehicle, they spoke to both parties who indicated the male half had physically assaulted the reporting party. Officers conducted their investigation and determined the actual assault took place on Southfield Freeway. Officers turned the investigation to MSP as the assault did not occur in Lathrup Village.

260008907-Found Property

Officers found a bike near an abandoned building that has a history of break-ins and squatters. Officers took the bike and attempted to locate an owner with no luck. It was placed into property.

260008925-Identity Theft

An officer took a report at the station for identity theft. The resident reported a fraudulent charge that was canceled. The next suspicious event occurred shortly after when someone tried to change the contact information on the victim's home equity loan. The victim called the company who stated her home loan was not changed, but multiple attempts to withdraw money had occurred. All attempts to change the equity loan were denied, the victim was provided with steps to help secure her information.

26-8929-8932-Fraud

City of Lathrup Village Police Department-Monthly Summary

Officers took 4 fraud reports that occurred over online transactions. The reporting party was a manager at the bank and had the suspects on camera. Officers were able to identify the 4 suspects and charges were sent to OCPO.

09/20/2026

260008955-Assist Other Law Enforcement Agency

Officers responded to assist Southfield PD in a fight that was occurring at a nightclub. Upon arrival no fight was going on and security stated that a fight did not occur. No action taken.

09/21/2026

260009008-Intimidation

An officer responded to a residence for a possible threats report. The officer documented the information and the report was turned over to the DB.

09/22/2026

260009043,260009044-Fraud

Officers took 2 additional fraud reports that occurred over online transactions through a local bank. The reporting party was a manager at the bank and had the 2 suspects on camera. Officers were able to identify the 2 suspects and charges were sent to OCPO.

09/23/2026

260009083-DWLS OPS License Suspended / Revoked

An officer initiated a traffic stop on a vehicle. The driver was found to be operating with a suspended license. The officer cited the driver and later released them without incident.

09/25/2026

260009139- Suspicious Circumstances

Officers had a citizen come into the station to make a missing persons report. The missing person was reported to be missing from Detroit, officers advised the RP to make a report with Detroit PD.

260009160-Unlicensed Driver

City of Lathrup Village Police Department-Monthly Summary

An officer conducted a traffic stop on a vehicle. The driver was discovered to be unlicensed. The driver was properly cited and was advised to park in a nearby parking lot and wait for a licensed driver.

260009165- Fleeing or Eluding Police

An officer discovered a felony vehicle while on patrol. The vehicle was confirmed as being involved in a retail fraud and fleeing from another jurisdiction. The officer attempted to initiate a traffic stop on the vehicle and it began to flee from the officer. The officer terminated the pursuit and contacted the owner for follow up investigation. The investigation is ongoing.

09/26/2026

260009197- Mental Health Call

Officers responded to a residence for a court ordered petition. The petition stated that officers would take the individual to the nearest hospital. The officers transported the individual to a nearby hospital and presented the court ordered mental health petition to staff.

09/27/2026

260009200- Assist Other Law Enforcement Agency

An officer was dispatched to assist Southfield PD in what was reported as a group of people assaulting a tow truck driver. The officer arrived and the assaulting group was no longer on scene.

09/28/2026

260009257- Found Property

Officers received a lost key. The officer attempted to locate the owner and entered the key into evidence.

260009271- DWLS

An officer initiated a traffic stop on a vehicle. The driver was found to be operating with a suspended license. The officer cited the driver and released them without incident.

09/29/2026

260009297- DWLS

City of Lathrup Village Police Department-Monthly Summary

An officer initiated a traffic stop on a vehicle. The driver was found to be operating with a suspended license. The officer cited the driver and later released them without incident.

260009306-DWLS

An officer initiated a traffic stop on a vehicle. The driver was found to be operating with a suspended license. The officer cited the driver and later released them without incident.

260009314-DWLS 3rd or Subsequent Offense

An officer initiated a traffic stop on a vehicle. The driver was found to be operating with a suspended license. The driver had 4 priors. The driver was later released without incident.

09/30/2026

260009367-Suspicious Persons

An officer took a report at the desk regarding an unwanted communication with a person. The RP reported that an individual is making unwanted visits to the home and phone calls to her father. The officer contacted the problem party and advised them of the situation. The RP was wishing for them to stop contacting their father. The incident was documented.

DATE	EVENT	WHO PARTICIPATED	ACTIONS
9/1/2026	BLS - AED & CPR Training	Department	
9/2/2026	Firearms Training for Tactical Situations Training	Moilanen	
9/2 - 9/3/2026	Accreditation Conference	Zang / Huston	
9/4/2026	August LEIN Warrant Audit Completed	Cory	
	CJIS Training	Moilanen	
	Implicit Bias: Facts & Myths Training	Moilanen	
	Patrol - Critical Incident Stress Management Training	Moilanen	
9/5/2026	Response to Mental Health Crisis Calls Training	Moilanen	
9/6/2026	Traffic Grant Detail Submission (Speed)	Roberts	
	Ethical Decision Making for Law Enforcement Training	Moilanen	
	Domestic and Homegrown Violent Extremists Awareness Training	Moilanen	
	Emergency Vehicle Operations Training	Moilanen	
9/8/2026	Flock Meeting	Zang	
	Crime Lab Visit	Huston	
9/9/2026	CJIS Training	Gijsbers	
	OCACP Meeting @ Huron Valley Guns	Zang	
9/10/2026	Traffic Court	Roberts	
	Chiefs' Meeting	Zang	
	Warrant Swear-to (2)	Huston	
9/11/2026	LVMF Volunteer Meeting	Zang/Huston	
	Traffic Grant Detail Submission (OUIL)	Roberts	
9/12/2026	LVMF	Zang/Huston/Reserves	
9/13/2026	Implicit Bias: Facts & Myths Training	Gijsbers	
	Response to Mental Health Crisis Calls Training	Gijsbers	
	Intoxilyzer / PBT Training	Doheny	
9/14 - 9/18	DB On-Call	Roberts	
9/14 - 9/18	Police Executives' & New Chiefs' School	Huston	
9/16/2026	Assurity / Advantage Group Meeting	Department	
9/17/2026	PBT Calibration	Roberts	
	Critical Incident Response Training	Stajich	
9/18/2026	Traffic Court	Roberts	
	Law Enforcement Torch Run	Roberts / Zang	
9/21/2026	City Council Meeting	Zang	

September 2026

Item 8E.

9/22/2026	CLEMIS Authority Meeting	Zang	
	Election Law Webinar	Zang	
	Fraud Awareness Workshop	Huston	
9/23/2026	Crime Lab Visit	Huston	
9/26/2026	Women in Leadership Training	Moilanen	
	Workplace Violence and Law Enforcement Training	Moilanen	
	MSP First Responder Awareness & Refresher	Moilanen	
9/28/2026	Special Burn for Evidence Destruction	Zang / Huston	
9/29/2026	MSP Crime Lab Visit	Huston	
	Candidate Interview	Zang / Huston	
9/30/2026	Emergency Vehicle Operations Training	Gijsbers	
	Use of Force Training	Gijsbers	

2026 Run Totals	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Total
Alexander	135	147	166	151	108	96	127	124	155				1209
Button	34	29	13	7	18	19	27	20	4				171
Cehic	103	53	102	133	113	80	240	197	205				1226
Doheny	n/a	71	148	199	169	207	192	203	193				1382
Gijsbers	5	0	0	0	77	151	89	86	111				519
Holley	58	64	17	0	0	0	0	0	0				139
Hutson	268	94/FTO	178	269	241	170	186	186	171				1763
Lawrence	90	60	79	81	82	44	49	50	29				565
Mateyak	141	154	139	152	124	153	153	127	164				1307
Moilanen	127	117	40	46	24	15	12	11	24				416
Sgt. Roberts	70/FTO	18/FTO	76	63	71	71	104	145	68				686
Stajich	4/FTO	6/FTO	35	60	97	87	113	79	80				561

Reserve Hodges	1	2	0	0	0	1	0	2	1				7
Reserve Lietzke	0	0	0	0	0	1	0	1	0				2
Reserve Sovinsky	0	0	1	1	1	1	1	1	1				7

2026 Ticket Totals	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Total
Alexander	4	3	8	9	6	7	11	6	10				64
Alexander Warning	1	0	3	1	2	0	1	6	2				16
Button	0	0	0	0	0	0	0	1	0				1
Button Warning	0	0	0	0	0	0	0	0	0				0
Cehic	5	2	5	27	5	8	40	17	12				121
Cehic Warning	1	1	2	9	2	2	15	18	8				58
Doheny	n/a	8	24	16	10	10	18	18	12				116
Doheny Warning	n/a	0	11	1	3	3	0	1	0				19
Gijsbers	n/a LD	N/A	N/A	N/A	11	29	14	8	17				79
Gijsbers Warning	n/a LD	N/A	N/A	N/A	0	9	3	3	5				18
Holley	7	6	2	0	0	0	0	0	0				15
Holley Warning	3	5	2	0	0	0	0	0	0				10

Hutson	10	4	7	11	6	5	5	8	4				60
Hutson Warning	4	1	4	4	2	5	1	4	0				25
Lawrence	3	2	0	11	8	1	1	0	2				28
Lawrence Warning	0	0	0	0	0	0	0	0	0				0
Mateyak	10	21	12	43	18	30	43	11	15				203
Mateyak Warning	0	5	2	6	7	15	12	12	7				66
Moilanen	26	24	8	17	4	5	3	4	6				97
Moilanen Warning	24	18	4	9	6	0	2	4	3				70
Sgt.Roberts	n/a FTO	6/FTO	3	13	11	0	41	37	9				114
Sgt.Roberts Warning	n/a FTO	3/FTO	5	5	3	1	16	8	5				46
Stajich	n/a FTO	0/FTO	8	9	27	21	25	23	18				131
Stajich Warning	n/a FTO	2/FTO	2	4	7	2	1	1	2				21

**September 2026
Warning Violations**

Item 8E.

ROW	CITATION	CITATION DATE	OFF_CITY_NM	ST	VIOLATION_ON	VIOLATION_NEAR	VIOLS_DESC	OFFICER
1	26LV01052	9/2/2026	BOYNE CITY	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	MOI
2	26LV01057	9/5/2026	MILFORD	MI	SOUTHFIELD	WILTSHIRE	1-5 MPH OVER LIMIT SPEED: 50/45	ROB
3	26LV01068	9/6/2026	DETROIT	MI	SOUTHFIELD	GLENWOOD	DROVE WITHOUT LIGHTS	ROB
4	26LV01070	9/6/2026	OAK PARK	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC SIGNAL / FLASHERS	ROB
5	26LV01071	9/7/2026	REDFORD	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	CEH
6	26LV01083	9/9/2026	DETROIT	MI	ELEVEN MILE	LATHRUP BLVD	NO INSURANCE	GIJ
7	26LV01124	9/22/2026	LATHRUP VILLAGE	MI	LINCOLN	SOUTHFIELD	11-15 MPH OVER LIMIT SPEED: 40/25	CEH
8	26LV01137	9/26/2026	WARREN	MI	ELEVEN MILE	SOUTHFIELD	DISOBEY TRAFFIC CONTROL DEVICE	MOI

ALARM SUMMARY FOR SEPTEMBER 2026

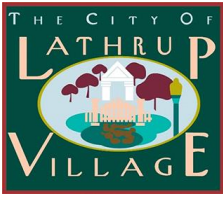
September 1-30 th	17 - False Alarms (L5060)
September 1-30 th	1 – False Alarm (C3902)

All alarms were considered false or operator error.

Total unregistered alarm accounts for the month:

Commercial:	2
Residential:	6

Letters will be mailed to the business and residences that have unregistered alarms or need to renew their alarm.



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: September 24, 2026
 RE: 1st Reading – PILOT Ordinance Amendment

Background Brief: In July 2025, the City Council approved Ordinance #2025-01, which amended the City of Lathrup Village Code of Ordinances at Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption From Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, As Amended, MCL 125.1401, ET SEQ.

Since that time, the Council has also approved a PILOT agreement for the redevelopment of the Annie Lathrup School Property. The proposed amendment to the City's Workforce Housing PILOT Ordinance is recommended in response to feedback received from the Michigan State Housing Development Authority (MSHDA) during its review of the financing structure for the proposed workforce housing project.

The current ordinance requires City Council approval for all PILOT extensions. MSHDA has advised that projects financed with an Authority-aided mortgage necessitate a more predictable, by-right extension mechanism tied to the duration of the MSHDA financing. This approach provides the long-term certainty needed to underwrite and finance affordable and workforce housing developments.

The proposed amendment creates a separate extension provision specifically for MSHDA-financed projects while retaining the City's existing extension requirements for all other PILOT projects. Under the amendment, MSHDA-financed projects would be eligible for an automatic extension beyond the initial 15-year term, provided the MSHDA mortgage remains outstanding and the required restrictive covenant remains in effect, up to a maximum of 40 years. The property owner would be required to provide annual documentation verifying the MSHDA financing remains active.

These revisions align the City's ordinance with MSHDA's model tax abatement ordinance and practices utilized by other Michigan communities, including the City of Detroit. They also ensure consistency with the PILOT resolution previously approved for the project by linking the duration of the tax exemption to the period of MSHDA financing and other governmental support, improving the project's financial feasibility while maintaining the City's oversight of non-MSHDA PILOT projects.

Previous Action:

7-21-25 – Adoption of PILOT Ordinance
 9-14-26 – Study Session Discussion
 9-21-26 – Tabled First Reading
 10-5-26 – Study Session Discussion

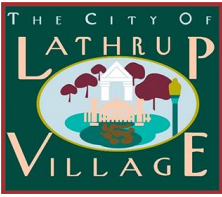
Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



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

Economic Impact: N/A

Recommendation: It is my recommendation to approve the 1st reading and schedule a 2nd reading.

Recommended Motion:

Moved by Councilmember, _____ seconded by Councilmember _____, to remove the 1st Reading of the PILOT Ordinance Amendment from the table.

Moved by Councilmember, _____ seconded by Councilmember _____, to approve the 1st Reading of Ordinance #2026-01 – An Ordinance to Amend Chapter 77. Urban Redevelopment, by Adding a New Article, Article III. Workforce Housing PILOT, to Provide for Approval of an Exemption From Ad Valorem Property Taxes for Housing, as Authorized by Provisions of the State Housing Amended, MCL 125.1401, et seq., and to schedule a 2nd Reading for November 23, 2026.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



STATE OF MICHIGAN

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING

GRETCHEN WHITMER
GOVERNOR

AMY HOVEY
EXECUTIVE DIRECTOR

October 13, 2026

Mr. Corey J. Levin
Honigman LLP

via e-mail to
clevin@honigman.com

Re: Lathrup Village (the "Development")

Dear Mr. Levin:

You have requested the Michigan State Housing Development Authority (the "Authority") to respond to several concerns expressed by the City Council or interested citizens of the City of Lathrup Village (the "City") regarding the Development.

The Development is the first project to be awarded financing under the Authority's new Accelerator Fund program (the "AF Program"). The AF Program is designed to increase housing production by providing long-term financing for projects that are not participating in the federal low-income housing tax credit program, through the use of Authority tax-exempt bonds, and added support in the form of short-term, low-cost subordinate financing. The AF Program requires an affordability component that restricts at least 20% of the units to households with incomes that do not exceed 50% of area median income ("AMI"), as published by the U.S. Department of Housing and Urban Development ("HUD") for the county or metropolitan area in which the property is located. Tax-exempt bond financing under the AF Program is typically structured with a 40-year, fully amortizing term and a fixed interest rate.

Our lending parameters require the sponsor to demonstrate municipal support by the adoption of an ordinance granting tax exemption and a payment in lieu of taxes ("PILOT"), with a duration (or term) at least as long as the Authority's longest loan maturity. If the PILOT duration is less than the Authority's longest loan maturity, the loan that normally has a 40-year term will have a balloon date that is coterminous with the PILOT. The AF Program financing for the Development was initially offered and has consistently been contemplated as a 40-year loan. After our legal division's review of the City's workforce housing ordinance (the "Ordinance"), the 15-year limit was flagged and other concerns were raised (including a termination provision), and in discussions with the Surnow Company, the sponsor for the Development, it was agreed that we would proceed with Authority approval for a 30-year loan (based on the maximum number of extensions available), but with the right to call the loan after 15 years if the PILOT exemption was not extended. This approval would allow Authority staff to move forward with preparations for closing, and for the sponsor to secure all items necessary to close, while the sponsor sought an amendment to the City's Ordinance that would more closely align it with Authority's lending and AF Program requirements.

October 13, 2026

Page 2

The closing process for an Authority-financed transaction is typically 6-12 months following board approval, although it is expected that the time frame will be substantially less for loans made under the AF program. Once approved, the attorney begins to draft loan documents and collect due diligence materials from the borrower. The borrower and its attorney prepare various closing certificates, resolutions and opinions that must be reviewed. Internal sign-offs from the Authority's underwriting staff are collected. The written loan commitment is issued, and a loan package is prepared for the Michigan Attorney General for review. After this review is completed, loan documents are finalized and the initial disbursement of loan funds occurs. In the case of the Development, the sponsor's management agent has no previous experience with Authority-financed projects; additional time has been needed to identify and bring an experienced management agent into the transaction. If the City's Ordinance is amended to align with the Authority's underwriting requirements, including a by-right extension of the PILOT exemption for a duration of 40 years, the Authority will issue a modification of the loan's terms for the Development that will be incorporated into the final written loan commitment and the loan documents prepared for closing.

Units that are restricted to tenants whose household income is no more than 50% of AMI are also subject to a rent restriction that limits the monthly household expense (rent plus imputed utilities) to 1/12th of 30% of 50% of AMI. Workforce housing units, which are restricted to tenants whose household income is no more than 120% of AMI, are subject to a rent restriction that limits the monthly household expense (rent plus imputed utilities) to 1/12th of 30% of 120% of AMI. Again, these limits are published annually by HUD and are adjusted for family size. Based on the current limits for Oakland County, the total housing expense (including tenant-paid utilities) for a 2-person household at 50% of AMI may not exceed \$1,048. The total housing expense (including tenant-paid utilities) for a 2-person household at 120% of AMI may not exceed \$2,517.

A question was raised regarding whether the Development would receive Section 8 rental subsidies. The answer is no. The data chart attached to the report approved by the Authority's board incorrectly listed 116 units as Section 8; they are in fact restricted to 120% of AMI and will not receive any federal or state rental subsidy. This error will be corrected.

We would be happy to answer any other questions you or the City Council members may have.

Sincerely,

Clarence L. Stone, Jr.

Clarence L. Stone, Jr.
Chief Legal Affairs Officer

ORDINANCE NO. 2026-01

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

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

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

This Ordinance shall be known as the "Workforce Housing PILOT Ordinance".

PART II. ORDINANCE AMENDMENT.

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

ARTICLE III. WORKFORCE HOUSING PILOT

Sec. 77-50. TITLE.

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

Sec. 77-51. PREAMBLE

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

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

Sec. 77-52. DEFINITIONS.

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

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

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

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

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

Authority. Shall mean the Michigan State Housing Development Authority.

County. Shall mean the County of Oakland.

Government-aided Mortgage. Shall mean an Authority-aided mortgage or a mortgage loan that is insured, guaranteed, financed, subsidized, or otherwise assisted by the United States or any agency or instrumentality thereof.

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

that approves a housing project for exemption under this Ordinance.

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

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

Taxable Value. Shall mean taxable value as calculated under section 27a of the General Property Tax Act, 1893 PA 206, MCL 211.27a.

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

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

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

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

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

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

3. The service charge paid in lieu of taxes shall not exceed the amount in ad valorem taxes that the Sponsor would have otherwise paid if the workforce housing project were not tax exempt.

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

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

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

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

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

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

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

(B) Prior to applying for a workforce housing PILOT, the applicant is encouraged to meet with the City Manager, Zoning Administrator, and Assessor and any other person

as may be designated by the City Manager and present the proposed workforce housing project. The presentation may include a description of the applicant's organizational structure, development experience, scope of the workforce housing project, location, number of units, types of units, typical floor plans, exterior elevations, schedule with projected milestones, and estimated shelter rents.

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

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

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

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

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

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

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

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

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

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

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

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

Sec 77-56. PAYMENT OF PILOT.

(A) The owner of the workforce housing shall remit the annual PILOT payment to the city treasurer no later than April 15th. The PILOT payment shall be accompanied by an estimate of shelter rents for the current calendar year and a certified roll of shelter rents for the preceding calendar year.

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

property tax in the previous calendar year.

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

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

(E) Any PILOT payment or portion of a PILOT payment remaining unpaid as of the due date shall bear interest at the rate of one percent (1%) per month and shall be subject to a penalty of five percent (5%) of the unpaid amount. Any PILOT payment or portion of a PILOT payment that remains unpaid for twelve (12) months but less than twenty-four (24) months shall, in addition to the interest provided above, be subject to a penalty equal to fifty percent (50%) of the full amount of the ad valorem property taxes that would have been assessed against the property for that year if the project were not tax exempt, less the amount of the PILOT payment that was due. Any PILOT payment or portion of a PILOT payment that remains unpaid greater than twenty-four (24) months shall, in addition to the interest provided above, be subject to a penalty equal to the full amount of the ad valorem property taxes that would have been assessed against the property for that year if the project were not tax exempt, less the amount of the PILOT payment that was due. The collection of past-due PILOT payments, interest, and penalties shall otherwise be in accordance with the provisions of Chapter 211 of the General Property Tax Act, Act 206 of 1893, as amended, MCL 211.44 et seq.

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

(A) A PILOT Resolution shall not exceed a term of fifteen (15) years. Except as provided in subsection (B), parties may include up to three (3) five (5) year options to extend the PILOT Resolution. The party seeking to exercise an option shall provide the other party with written notice at least ninety (90) days before the expiration of the PILOT

Resolution. All extension options require approval of a Resolution by at least four (4) members of the City Council.

(B) A PILOT Resolution related to a workforce housing project that is financed with a Government-aided Mortgage shall not be subject to the extension limitations, notice requirements or City Council approval requirements set forth in subsection (A), or the termination provision in subsection (E)(3). Notwithstanding subsection (A) to the contrary, if the project's Government-aided Mortgage remains outstanding and unpaid at the expiration of the fifteen (15) year term of the PILOT Resolution, the PILOT Resolution and Restrictive Covenant shall be eligible for a by-right extension for as long as a Government-aided Mortgage remains outstanding and unpaid, provided that the total duration of the PILOT Resolution and Restrictive Covenant shall not exceed forty (40) years. The owner shall provide the City with annual evidence reasonably satisfactory to the City that a Government-aided Mortgage remains outstanding and unpaid. Upon repayment, satisfaction, discharge, or termination of the Government-aided Mortgages, the PILOT Resolution and Restrictive Covenant shall terminate. The PILOT Resolution may establish terms regarding successor financing and PILOT Resolution and Restrictive Covenant continuation, proof of continued governmental assistance, and related matters.

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

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

(E) The Restrictive Covenant shall provide:

- (1) for the reporting and monitoring of the Sponsor's compliance with the Restrictive Covenant by annually submitting compliance reports on or before April 15, including occupancy and rent data, to the City Administrator, this Ordinance and the PILOT Resolution;
- (2) that the Restrictive Covenant is enforceable by the City and any Tenants to be benefited at law or in equity;
- (3) other remedies available to the City for non-compliance, including enforcement of the contract in a legal proceeding and termination of the exemption following a formal notice and cure period as established in the PILOT Resolution, provided, however, that the City may not terminate the exemption for any workforce housing

project financed by a Government-aided Mortgage during the term of such mortgage;

(4) that the Restrictive Covenant cannot be modified or terminated except in a written instrument executed by the Sponsor or then current owner and the City; and

(5) for such other matters as may be required by the City.

PART III. REPEALER.

This ordinance repeals any ordinances in conflict thereof.

PART IV. SEVERABILITY.

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

PART V. SAVINGS.

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

PART VI. EFFECTIVE DATE.

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

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ___ DAY OF _____, 2026.

Alisa Emanuel, City Clerk

Date of Introduction:

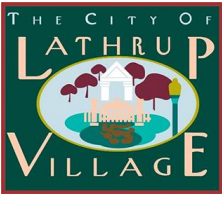
Date of Adoption:

Date of Publication of Notice of Adoption:

CERTIFICATE OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of the ordinance passed at a meeting of the City of Lathrup Village held on the __ day of _____, 2026.

Alisa Emanuel, City Clerk



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: September 21, 2026
 RE: E-bike Ordinance

Background Brief: LVPD is presenting Ordinance No. 2026-02 for first reading to establish regulations governing the operation of electric bicycles (e-bikes) and other electric personal mobility devices within the City of Lathrup Village.

The proposed ordinance is intended to promote pedestrian and public safety while establishing clear and consistent rules for the use of these increasingly common devices. The ordinance is structured to remain consistent with the Michigan Vehicle Code and provides specific regulations for City sidewalks, roadways, bike lanes, park pathways, and other public areas.

Previous Action:

9-14-26 – Study Session Discussions
 9-21-26 – Approved 1st Reading

Economic Impact: N/A

Recommendation: It is my recommendation to adopt the ordinance

Recommended Motion:

Moved by Councilmember, _____ seconded by Councilmember _____, to adopt Ordinance #2026-02 – Electric Bicycles & Personal Mobility Devices - An Ordinance to Add Article VII to Chapter 74. Traffic and Vehicles, Sections 74-110 through 74-119, and by Amending Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, Section 46-179.

Bruce Kantor
 Mayor

Kelly Garrett
 Mayor Pro-Tem

Jalen Jennings
 Council Member

Jason Hammond
 Council Member

John Sousanis
 Council Member

ORDINANCE NO. 2026-02

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

AN ORDINANCE TO AMEND THE CITY OF LATHRUP VILLAGE CODE OF ORDINANCES BY ADDING ARTICLE VII TO CHAPTER 74. TRAFFIC AND VEHICLES, SECTIONS 74-110 THROUGH 74-119, AND BY AMENDING CHAPTER 46. MISCELLANEOUS OFFENSES, PROVISIONS, FORFEITURES AND PENALTIES, ARTICLE XII. PARKS AND RECREATION PROTECTION, SECTION 46-179.

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

This Ordinance shall be known as the "Electric Bicycles and Personal Mobility Devices Ordinance".

PART II. ORDINANCE AMENDMENT.

A. Chapter 74. Traffic and Vehicles of the City of Lathrup Village Code of Ordinances is hereby amended by adding a new Article VII to read as follows in its entirety:

ARTICLE VII. ELECTRIC BICYCLES AND PERSONAL MOBILITY DEVICES

Sec. 74-110. Purpose.

The purpose of this Article is to promote the health, safety, and welfare of persons using public sidewalks, bike lanes, parks, pathways, and other public places within the City by regulating the operation of electric bicycles and other personal mobility devices in a manner consistent with the Michigan Vehicle Code. Because of the narrow width of many City sidewalks and the need to protect pedestrian safety, this Article prohibits the operation of electric bicycles and personal mobility devices on sidewalks while clarifying that devices that do not qualify as electric bicycles must meet all applicable motor-vehicle registration, licensing, and equipment requirements when operated on roadways.

This Article also establishes minimum sidewalk and pathway conduct rules for any bicycle (including a conventional pedal bicycle) and any personal mobility device, so that riders yield to pedestrians and operate carefully when sharing sidewalks and pathways with people on foot.

Sec. 74-111. Definitions.

As used in this Article, the following terms shall have the meanings given:

Electric bicycle or e-bike means a device that satisfies all of the following (MCL 257.13e):

- (1) Equipped with a seat or saddle for the rider;
- (2) Fully operable pedals for human propulsion;
- (3) An electric motor of not greater than 750 watts; and
- (4) Falls within one of the following classes:
 - a. Class 1 electric bicycle means an electric bicycle equipped with an electric motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 20 miles per hour.
 - b. Class 2 electric bicycle means an electric bicycle equipped with a motor that propels the electric bicycle to a speed of no more than 20 miles per hour, whether the rider is pedaling or not (including by throttle or other exclusive motor propulsion that does not require pedaling), and that disengages or ceases to function when the brakes are applied.
 - c. Class 3 electric bicycle means an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 28 miles per hour.

Electric personal mobility device or personal mobility device means any wheeled or board-type device powered wholly or partially by an electric motor and designed primarily for personal transportation of a single rider, including but not limited to electric scooters (stand-up or sit-down), hoverboards, electric one-wheel boards or unicycles, electric skateboards, and similar devices, but excluding electric bicycles as defined in this section and excluding devices that qualify as motor vehicles, mopeds, or off-road vehicles under the Michigan Vehicle Code.

Bicycle means a device propelled primarily by human power upon which a person may ride, having two tandem wheels, and includes an electric bicycle as defined in this section as well as a conventional pedal bicycle that is not an electric bicycle.

Personal mobility device (for sidewalk and pathway conduct under Sec. 74-111A) means an electric personal mobility device as defined in this section and also includes a non-motorized scooter, skateboard, or similar wheeled or board-type device designed primarily for personal transportation of a single rider.

Motor vehicle (for purposes of this Article) includes any electric dirt bike, e-moto, high-powered throttle device, or similar machine that does not meet the definition of an electric bicycle (including devices that lack fully operable pedals, exceed 750 watts, or are capable of speeds or performance outside the Class 1–3 limits). Such devices are

subject to registration, operator licensing, insurance, and equipment requirements under state law when operated on a roadway.

Sec. 74-111A. Sidewalk and pathway conduct — all bicycles and personal mobility devices.

Whenever any bicycle or personal mobility device (motorized or not) is operated on a City sidewalk or on a designated park pathway, the operator shall:

- (a) Yield the right-of-way to pedestrians;
- (b) Give an audible signal before overtaking and passing a pedestrian;
- (c) Operate at a reasonably prudent speed under the conditions then existing, with due regard for pedestrians and the narrow width of many City sidewalks;
- (d) Not operate in a careless or reckless manner or in a manner that endangers persons or property.

This section does not authorize sidewalk operation where this Article or other law prohibits it. It establishes conduct rules when sidewalk or pathway operation is otherwise lawful (including walking a device or crossing a driveway or roadway).

Sec. 74-112. Operation of electric bicycles.

- (a) Electric bicycles may be operated on roadways and in bike lanes where conventional bicycles are permitted, subject to all applicable traffic laws of the Michigan Vehicle Code and this Code.
- (b) Electric bicycles may be operated upon sidewalks adjacent to Southfield Road, Twelve Mile Road, Eleven Mile Road, Lincoln Drive and Evergreen Road as follows:
 - 1. By a person 18 years of age or older; or
 - 2. By a person under 18 years of age when accompanied by an adult, at a reasonably prudent speed, while yielding the right-of-way to pedestrians. A person under 14 years of age shall not operate a Class 3 electric bicycle under this subsection, even when accompanied by an adult.
- (c) A person under 14 years of age shall not operate a Class 3 electric bicycle.
- (d) A person under 18 years of age operating any Class electric bicycle shall wear a properly fitted and fastened bicycle helmet that meets applicable federal safety standards.
- (e) Operators of electric bicycles shall yield the right-of-way to pedestrians, give an audible signal before overtaking and passing a pedestrian, and operate at a reasonably prudent speed under the conditions then existing. The duties in Sec. 74-111A also apply.

(f) No person shall operate an electric bicycle upon any sidewalk within the City, except those identified in Sec. 74-112(b). An electric bicycle may be walked (not ridden) across a sidewalk or used only as necessary to cross a roadway or driveway, and then only while yielding to all pedestrians and operating at a speed no greater than a normal walking pace.

(g) Electric bicycles may be operated on designated park pathways only if the pathway is posted as open to such use or if no prohibition is posted, and then only at a speed not exceeding 15 miles per hour (or any lower posted limit) while yielding to pedestrians and other users.

(h) No person shall operate an electric bicycle in a careless or reckless manner.

Sec. 74-113. Operation of electric personal mobility devices.

(a) No person shall operate an electric personal mobility device upon any sidewalk within the City, except as provided herein:

1. An electric personal mobility device may be operated by a person under 18 years of age upon any sidewalk in the City at a reasonably prudent speed when accompanied by an adult.

2. An electric personal mobility device may be operated by a person 18 years or older upon sidewalks adjacent to Southfield Road, Twelve Mile Road, Eleven Mile Road, Lincoln Drive and Evergreen Road.

3. An electric personal mobility device may also be operated by a person under 18 years of age upon the arterial sidewalks identified in Sec. 74-113(a)(2) when accompanied by an adult, at a reasonably prudent speed, while yielding the right-of-way to pedestrians.

(b) Electric personal mobility devices may be operated on roadways and in bike lanes where conventional bicycles are permitted, subject to all applicable traffic laws and only at a reasonably prudent speed under the conditions then existing.

(c) Electric personal mobility devices may be operated on designated park pathways only if the pathway is posted as open to such use or if no prohibition is posted, and then only subject to the following:

- (1) Yield the right-of-way to pedestrians at all times and give an audible warning when overtaking;

- (2) Operate at a reasonably prudent speed not to exceed 15 miles per hour (or any lower posted limit);

- (3) Ride single-file when more than one device is present and keep to the right when practicable;

- (4) Do not carry more passengers than the device is designed to carry (generally one person); and
- (5) Keep at least one hand on any handlebars if the device is so equipped.
- (d) The City may prohibit operation of electric personal mobility devices in designated areas by posted signs.
- (e) A person under 18 years of age operating an electric personal mobility device shall wear a properly fitted and fastened bicycle helmet that meets applicable federal safety standards.
- (f) No person shall operate any electric personal mobility device in a careless or reckless manner or in a manner that endangers persons or property. The duties in Sec. 74-111A also apply.

Sec. 74-114. Electric dirt bikes, e-motos, and non-qualifying devices.

Any device that does not meet the definition of an electric bicycle under Sec. 74-111 (including many electric dirt bikes and similar high-performance machines) is a motor vehicle or off-road vehicle under state law. Such devices may not be operated on any City roadway, sidewalk, park pathway, or other public place unless the device and operator fully comply with all applicable Michigan registration, licensing, insurance, equipment, and operational requirements for motor vehicles or off-road vehicles. Operation of an unregistered or non-compliant device on a roadway is prohibited and may be enforced under both this Article and state law.

Sec. 74-115. Parks and public places.

In addition to the rules set forth in this Article, no person shall operate any motorized device (including electric bicycles and personal mobility devices) in a City park in a manner that damages park property, creates a nuisance, or violates posted park rules. The City may designate specific park pathways as non-motorized or post lower speed limits.

Sec. 74-116. Parental or guardian responsibility.

A parent or guardian shall not knowingly permit a minor child to violate any provision of this Article.

Sec. 74-117. Penalties.

- (a) Except as otherwise provided in this section, a violation of this Article is a municipal civil infraction, punishable by a fine of not more than \$100.00 for a first offense and not more than \$250.00 for a subsequent offense, plus costs of prosecution

and other authorized costs. A violation of Sec. 74-111A is a municipal civil infraction under this subsection.

(b) Operating an electric bicycle or personal mobility device in a careless or reckless manner that endangers persons or property, or operating a non-compliant motor vehicle or device on a roadway in violation of Sec. 74-114, may be prosecuted as a misdemeanor punishable by a fine of not more than \$500.00 and/or imprisonment for not more than 90 days, or both, consistent with the general penalty provisions of this Code and applicable state law.

Sec. 74-118. Impoundment.

(a) A police officer may impound an electric bicycle, electric personal mobility device, or other device regulated by this Article when the officer has reasonable cause to believe that the device has been operated in violation of this Article and any of the following applies:

- (1) The violation involves careless or reckless operation that endangers persons or property;
- (2) The device is a non-qualifying motor vehicle or device being operated on a roadway in violation of Sec. 74-114;
- (3) The operator is a minor and the parent or guardian has previously been notified of a violation involving the same or a similar device; or
- (4) The operator has been cited for a prior violation of this Article within the preceding 12 months.

(b) An impounded device shall be stored by the City or its designated agent. The owner or person entitled to possession may redeem the device upon payment of the applicable storage and administrative fees and presentation of proof of ownership, unless the device is being held as evidence or is subject to forfeiture under other applicable law.

(c) The procedures for notice, storage, redemption, and disposal of an unclaimed device shall be consistent with the procedures applicable to impounded vehicles under this Code and state law, to the extent practicable.

Sec. 74-119. Conflict with state law.

Nothing in this Article shall be construed to conflict with or supersede the Michigan Vehicle Code. In the event of a conflict, state law shall control. This Article is intended to exercise the local regulatory authority granted under MCL 257.660 and related provisions.

B. Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, Section 46-179. Operation and parking of vehicles of the City of Lathrup Village Code of Ordinances is hereby amended to read as follows in its entirety:

Sec. 46-179. Operation and parking of vehicles.

It shall be unlawful for any person to do any of the following within a city park:

- (a) Drive any vehicle in excess of fifteen (15) miles per hour;
- (b) Park a vehicle anywhere except in a designated parking area, including setup and cleanup;
- (c) Park a vehicle when the operator or a passenger is not making active use of the park, or allow a vehicle to remain within a park when the operator or passenger has left the park;
- (d) Leave a vehicle standing or parked during hours when the park is closed;
- (e) Park any type of trailer at any time, except for the purpose of conducting official city business;
- (f) Ride a bicycle without reasonable regard to the safety of others, including without complying with Sec. 74-111A when operating on a park pathway;
- (g) Drive any vehicle on any area except the park roads or parking areas designated as open to public travel or such areas as may on occasion be specifically designated by signs as temporary driving areas;
- (h) If any vehicle or trailer is parked or left standing in violation of the rules set forth in this subsection, the city may immediately remove such vehicle or trailer and impound the same, and thereafter process such vehicle or trailer in accordance with applicable provisions of law or ordinance;
- (i) Operate an electric bicycle or electric personal mobility device in violation of Chapter 74, Article VII of this Code; or
- (j) Subsections (b) through (g) and (i) shall not apply to city personnel engaged in official business.

PART III. REPEALER.

This ordinance repeals any ordinances or parts of ordinances in conflict herewith.

PART IV. SEVERABILITY.

If any section, subsection, clause, phrase, or portion of this ordinance is for any reason held invalid by a court of competent jurisdiction, such portion shall be deemed a

separate and distinct provision, and such holding shall not affect the validity of the remaining portions.

PART V. SAVINGS.

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

PART VI. EFFECTIVE DATE.

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

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS _____ DAY OF _____, 2026.

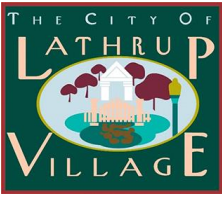
Alisa Emanuel, City Clerk

Date of Introduction: September 21, 2026
Date of Adoption: _____, 2026
Date of Publication of
Notice of Adoption: _____, 2026

CERTIFICATE OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of the ordinance passed at a meeting of the City of Lathrup Village held on the _____ day of _____, 2026.

Alisa Emanuel, City Clerk



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: October 19, 2026
 RE: Administrative Alcohol Facility Usage Ordinance

Background Brief: Ordinance 2026-04 would amend Section 46-176 of the City Code regarding the consumption of alcoholic liquor within City parks and recreation facilities. The proposed amendment would establish an administrative approval process allowing the City Administrator, or their designee, to authorize alcohol use in connection with facility rentals or other permitted uses of City property.

Importantly, this administrative approval process reflects the same process the City has operated under for years. To the City's knowledge, requests for alcohol use associated with facility rentals have not historically been brought before City Council for individual approval. The proposed ordinance is intended to formally establish and clarify this longstanding administrative practice.

Under the proposed ordinance, applicants would be required to submit their request at least four weeks before the event and comply with applicable Michigan liquor laws, the City's hold-harmless and insurance requirements, and other facility rental conditions. Additional requirements apply when alcohol is sold, including the use of properly licensed bartenders or caterers and liquor-liability insurance when required.

Maintaining an administrative approval process is also important because facility rentals are treated as a revenue stream for the City. Requiring each request involving alcohol to receive City Council approval could add additional time and administrative requirements to the rental process, potentially making City facilities less attractive to prospective renters and resulting in a decrease in facility rental activity and associated revenue.

In summary, the proposed amendment provides a clear statutory framework for the City's longstanding administrative process while maintaining appropriate safeguards, insurance requirements, and City oversight without unnecessarily adding additional steps to the facility rental process.

Previous Action:

9-14-26 – Study Session Discussions
 9-21-26 – Approved 1st Reading

Economic Impact: N/A

Recommendation: It is my recommendation to adopt the ordinance.

Recommended Motion:

Moved by Councilmember, _____ seconded by Councilmember _____, to adopt Ordinance #2026-04 – Alcohol Use on City Property - an Ordinance to Amend the City of Lathrup Village Code of Ordinances at Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, by Amending Section 46-176. Conduct Within Parks; and schedule a second reading for September 21, 2026.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member

ORDINANCE NO. 2026-04
CITY OF LATHRUP VILLAGE
OAKLAND COUNTY, MICHIGAN

**AN ORDINANCE TO AMEND THE CITY OF
LATHRUP VILLAGE CODE OF ORDINANCES AT
CHAPTER 46. MISCELLANEOUS OFFENSES, PROVISIONS,
FORFEITURES AND PENALTIES, ARTICLE XII. PARKS AND
RECREATION PROTECTION, BY AMENDING SECTION 46-176.
CONDUCT WITHIN PARKS AS FOLLOWS:**

THE CITY COUNCIL OF THE CITY OF LATHRUP VILLAGE ORDAINS:

PART I. TITLE.

This Ordinance shall be known as the "Alcohol Use on City Property — Administrative Approval Ordinance".

PART II. ORDINANCE AMENDMENT.

That Chapter 46. Miscellaneous Offenses, Provisions, Forfeitures and Penalties, Article XII. Parks and Recreation Protection, Section 46-176. Conduct within parks of the City of Lathrup Village Code of Ordinances is hereby amended to read as follows in its entirety:

Sec. 46-176. - Conduct within parks.

It shall be unlawful within a park for any person to:

- (a) Prevent or interfere with another's lawful use of a park or any park facility;
- (b) Conduct or participate in any form of gambling, lottery or game of chance, except as permitted by state law and authorized by resolution of the City Council and department of parks and recreation.
- (c) ~~Consume alcoholic liquor unless authorized by resolution of city council and posted with a notice that such consumption has been authorize[d];~~
- (c) Consume alcoholic liquor unless authorized in writing as provided in this subsection and, where practicable, posted with a notice that such consumption has been authorized. Authorization may be granted by:
 - (1) Resolution of the City Council; or

(2) Written approval of the City Administrator, or the City Administrator's designee, in connection with a facility rental or other permitted use of City buildings, parks, or recreation facilities, subject to all of the following:

- a. The request is submitted in writing to the City Administrator not less than four (4) weeks prior to the event, on the form prescribed by the City;
 - b. The applicant complies with all applicable Michigan liquor laws and regulations, including without limitation prohibitions on service to minors and to visibly intoxicated persons;
 - c. The applicant executes the City's then-current hold-harmless / indemnification agreement for the facility rental or event, and complies with insurance, deposit, hours, occupancy, and other conditions as set by the adopted facility rental policy and fee schedule (or as otherwise required by the City Administrator in the written approval);
 - d. If alcohol will be sold, the applicant uses a properly licensed caterer or bartender and provides liquor-liability insurance naming the City as additional insured if and as required by the adopted facility rental policy or by the written approval;
 - e. A printed copy of the written authorization is kept on site and available for inspection throughout the event;
 - f. Alcohol is prohibited at high school graduation or open-house events; such requests shall not be approved under this subsection;
 - g. Approval under this subsection is discretionary and may include reasonable conditions (including without limitation security, service cutoff time, and restrictions on glass outdoors); and
 - h. Nothing in this subsection limits the City Council's authority to adopt, amend, or repeal facility rental policies, fee schedules, or other standards governing alcohol use on City property, or to authorize or deny alcohol use by resolution in any particular case.
- (d) Smoke, vape, use an electronic cigarette, use marijuana or any marijuana infused product;
- (e) Play any musical instrument, radio, record, tape player or other device in a manner which interferes with the enjoyment of the park by others or which is disturbing to adjacent residents, music levels must stay under 65 decibels, unless authorized by resolution of the City Council and department of parks and recreation.
- (f) Attach decorations to a pavilion/ picnic shelter or gazebo in any way, loose decorations such as confetti and glitter are also prohibited.
- (g) Erect or maintain any bounce house, inflatable, petting zoo and/or animal ride, except for City sponsored events.

(h) Engage in commercial activity, promote any business or commercial venture, fundraise, or require anyone to pay or make a donation to attend the event, unless authorized by resolution of the City Council and department of parks and recreation.

PART III. REPEALER.

This ordinance repeals any ordinances in conflict thereof.

PART IV. SEVERABILITY.

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

PART V. SAVINGS.

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

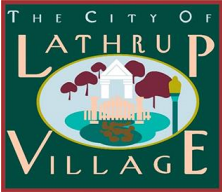
PART VI. EFFECTIVE DATE.

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

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL, CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN THIS ____ DAY OF _____, 2026.

Alisa Emanuel, City Clerk

Date of Introduction: September 21, 2026
 Date of Adoption: _____, 2026
 Date of Publication of
 Notice of Adoption: _____, 2026



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: October 19, 2026
 RE: Proclamations Procedures Update

Background Brief: At the request of City Council, the Council Rules of Order & Procedures was updated to establish a formal policy governing the issuance of ceremonial proclamations.

The proposed policy outlines the purpose and eligibility criteria for proclamations, identifies requests that would be ineligible, and establishes a standardized application process requiring requests to be submitted at least 30 calendar days before the requested Council meeting.

Additionally, the policy introduces a review process requiring proposed proclamations to be presented at a preceding Council Study Session to allow for discussion and consensus before placement on a Regular Council Meeting agenda. The policy also clarifies the authority to issue proclamations, establishes guidelines for presentation and publication, and allows procedural exceptions when circumstances warrant.

The intent of this update is to promote consistency, transparency, and a clear process for considering proclamation requests while ensuring they remain ceremonial in nature and do not constitute an endorsement by the City.

Previous Action: Study Session discussion

Economic Impact: N/A

Recommendation: It is my recommendation to approve the resolution.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to approve the Resolution #2026-16 – Council Rules of Order & Procedures – Proclamations Procedures Update

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member

STANDING RESOLUTION NO. 2026-16

COUNCIL RULES OF ORDER AND PROCEDURE

The Lathrup Village City Council meeting is dedicated to the premise that government has a responsibility to the residents of the City and to the media to conduct a well-organized and objective meeting and an obligation to keep them informed. Council meetings should be attractive, interesting, and understandable to all in attendance with as much opportunity for audience participation as is possible. Accordingly, the following Rules of Order and Procedure are adopted:

1. Definitions

- A. "Breach of the peace" shall mean seriously disruptive conduct involving abusive, disorderly, dangerous, aggressive, or provocative speech and behaviors tending to threaten or incite violence. "Breach of the peace" goes well beyond behavior acceptable in a civil society and is the only basis to eject, exclude or prevent a participant from attending all or part of a public body meeting.
- B. "Meetings" shall mean all regular meetings, study sessions and all other public hearings of Lathrup Village "public bodies," as defined under the Open Meetings Act, MCL 15.261 et seq. (OMA), including the Lathrup Village City Council.
- C. "Participant" shall mean any person attending and/or addressing the public body at a meeting during public comment but does not include elected public officials.
- D. "Public comment" shall mean the audience communication period(s) prescribed in this ordinance or approved by way of agenda of a meeting that is intended for members of the public to address a Lathrup Village public body in compliance with the OMA. MCL 15.263(5).
- E. "Out of order" shall mean verbal and/or nonverbal conduct by a participant that disrupts the orderly administration of a meeting, including but not limited to the interruption of the efficient Order of Business, violation of state or local ordinance at a meeting, use of profanity, shouting, verbal threats of physical violence, or other acts of indecorum.

2. Regular Council Meetings

The Council shall set a regular schedule for its meeting dates (February through January of the following year) as a part of the agenda at its organizational meeting (first meeting in January). The place and time of the meeting shall be decided by the Mayor and shall be included in the agenda calling for the meeting.

3. Special Meetings

According to Section 6.2 of the Charter, special meetings shall be called by the Clerk on the written request of the Mayor, the City Administrator or any two members of the Council on at least 24 hours written notice to each member of the Council, e-mail notice is sufficient; but a special meeting may be held on shorter notice if all members of the Council are present or have waived notice thereof in writing.

The City Clerk will also make a diligent effort to notify each member of the Council in person of each special session. At such a meeting only the matters in the notice shall be acted upon.

4. Recessed Meetings

Any session of the Council may be continued to another day, but no such continuation shall be for a longer period than until the next regular meeting thereafter.

5. Study Meetings

A study meeting may be convened on call by the Mayor or by two or more members of the Council. All members of the Council must be notified of the time and place of the meeting as in Rule # 2. Attendance at study meetings and notices calling such meetings shall be in harmony with the provisions of the Michigan Open Meetings Act.

The call for the meeting may also invite such people as may be required for consultation and advice with respect to the matters under discussion. At a study meeting no formal votes may be taken on any matter under discussion nor shall any Council members enter into a commitment with another respecting a vote to be taken subsequently at a public meeting of the Council. All study meetings shall be called by the Mayor at regular Council meetings. A brief confirmation of the time and date may be held at the meeting, and all study meetings will be attempted to be held on Monday nights between regular Council dates.

6. Council Meeting Agenda

The agenda for all council and study meetings shall be prepared by the Mayor and/ or Mayor Pro-Tem with the assistance of the City Administrator. The City Clerk shall furnish a copy to each member of the Council, the City Administrator, the City Attorney, and all other citizens who are involved in the meeting such as the Chairperson of Advisory Committees or other functions, on the Friday evening of the week preceding the meeting. All reports, communications, ordinances, resolutions, contract documents or other materials to be submitted to the Council shall be delivered to the members of the Council, the City Administrator and the City Attorney by the City Clerk as early as possible but no later than Friday evening.

7. Official Reports

Wherever possible, reports by the City Administrator, City Attorney, Police Department, City Clerk, Advisory Boards and Committees will be made in writing to the Council, submitted prior to the meeting and listed on the agenda. Under such procedure, discussion at an open council meeting will be limited to general questions from the audience or the Council on the subject matter of these reports. Concluding action may be taken at this time. Items requiring action by request of the City Administrator or City Attorney will be listed as regular agenda items and, unless conditions make it impossible, will be submitted to members of the Council with the agenda for the meeting. Copies of other reports will be distributed to the Council for their information.

8. Correspondence

The City Administrator and the Mayor are delegated the responsibility of handling all correspondence. Under this system only those correspondence which necessarily requires Council decision on policy will be brought before the council meeting. Copies of other correspondence may be distributed to the Council for their information.

Correspondence received by all Council Members via e-mail which require council decision on Policy shall be acknowledged and responded to by the Mayor within a reasonable time frame; the correspondence shall then be transmitted to the City Administrator for inclusion on the agenda of the next regular meeting.

Correspondence received by individual Council Members via e-mail which require council decision on Policy shall be forwarded to the Mayor for acknowledgement and response within a reasonable time frame; the correspondence shall then be transmitted to the City Administrator for inclusion on the agenda of the next regular meeting.

Correspondence received by all Council Members via e-mail which does not require council decision on Policy shall be acknowledged and responded to by the Mayor within a reasonable time frame; the correspondence shall then be transmitted to the City Administrator for follow-up and if necessary, action.

Correspondence received by individual Council Members via e-mail which does not require council decision on Policy shall be acknowledged and responded to within a reasonable time frame; the correspondence shall then be transmitted to the City Administrator for follow-up and if necessary, action.

Correspondence from any Council Member to the City Administrator shall also cc the Mayor as part of that communication.

9. Attendance at Conferences

The selection of the City's representative at conferences and meetings with outside organizations and officials, where official designation is required, is delegated to the Mayor, with concurrence of Council if substantial expense is involved.

Newly elected officials shall be required to attend the ‘Newly Elected’ training offered through the Michigan Municipal League within the first six (6) months of being sworn in.

10. Presiding Officer

The Mayor shall take the chair at the time appointed for the Council to meet and call the members to order. The Role will be noted by the Mayor and recorded by the Clerk for the minutes. The Mayor Pro-tem shall take the chair as presiding officer in the absence of the Mayor.

11. Temporary Chairperson

In case of absence of the Mayor and Mayor Pro-tem, the Clerk shall call the Council to order and call the roll. If a quorum is found to be present, the Clerk shall appoint a Chairperson to act until the Mayor or Mayor Pro-Tem appears.

12. Council Privileges

The presiding officer may move, second, and debate from the chair, subject only to such limitations on debate as are by these rules imposed on all members and shall not be deprived of any of the rights and privileges of a Council member by reason of his/her acting as the presiding officer.

13. Decorum and Order

Meetings are to be formal with the enforcement of stringent rules for debate which will control the expenditure of valuable time. The presiding officer shall preserve decorum and decide all questions of order, subject to formal appeal to the Council as a whole.

Every person desiring to speak shall address the chair and shall wait to be recognized by the chair. They shall then confine himself/herself to the question under debate. Every Council member desiring to question the administrative staff shall address their questions to the City Administrator, who may either answer the inquiries or designate some member of staff for that purpose. A Council member, once recognized, shall not be interrupted while speaking unless a point of order is raised.

14. Quorum

The majority of the Council members elected shall constitute a quorum. In the case that a lesser number than a quorum shall convene at a regular or special meeting, the majority of the members present may send for any or all absent members by agreement. In the event a quorum cannot be obtained, the meeting must be adjourned. It is the duty of each Council member to notify the Mayor or Administrator if he/she cannot attend any Council meeting a minimum of 2 hours prior to the start of the meeting. A Council member who has provided timely notice shall be excused from

attendance. A Council member that fails to provide timely notification shall not be excused. Any member of Council that fails to provide timely notice of absence may, at the next regular meeting, present an explanation of absence and if warranted may have their absence excused.

15. City Administrator

The City Administrator shall attend all meetings of the Council unless excused by the Mayor. He/she shall keep the Council fully advised as to the needs of the City and make recommendations to the Council; they may take part in discussions on all matters concerning the welfare of the City and shall have a seat but no vote in the Council meetings.

16. City Clerk

The City Clerk shall be the Clerk for the City Council and shall attend all regular and special Council meetings unless excused by the Administrator, wherein the Administrator shall provide for the recording of minutes. The Clerk shall be responsible for keeping the minutes of the meetings and shall perform such other duties in the meeting as may be in order. Within one week after the meeting, the Clerk shall make available upon request a copy of the minutes of the preceding meeting. Each member shall be furnished a copy of the preceding meeting minutes no later than the next regular meeting.

17. City Attorney

The City Attorney shall attend all regular and special meetings of the Council unless excused by the Mayor. Any member of the Council may at any time call upon the City Attorney for an oral or written opinion concerning routine questions of law with respect to the City which do not require extensive research.

18. Right of Appeal

Any Council member may appeal to the full Council from a ruling of the Presiding Officer. If the appeal is seconded, the Presiding Officer shall immediately put the question of sustaining the decision of the chair to a vote.

19. Voting

Every Council member who is present when a question is put to a vote shall vote either "yes" or "no." The only exception to this requirement shall be in the case of a conflict of interest that precludes the member from voting as provided by law. Abstentions for any other reason are not permitted.

A. Ordinances and resolutions shall be voted on by roll call vote.

B. For all other motions, procedural matters, or questions, the presiding officer may take the vote by voice vote.

C. Any Council member may request a roll call vote on any motion or question at any time before the presiding officer calls for the vote. Upon such a request, the vote shall be conducted by roll call.

20. Personal Privilege

The right of a Council member to address the Council on a question of personal privilege in cases where his integrity or motives are questioned, shall be given preference over other discussions. Any member shall have the right to express dissent against any ordinance or resolution of the Council and have the reason therefore entered upon the official minutes, and whenever possible shall present to the City Clerk his expression in written form for the official records.

21. Code of Ethics

City Council members occupy positions of public trust. All business transactions of such officials dealing in any manner with public funds, either directly or indirectly, must be subject to the scrutiny of public opinion both as to the legality and to the propriety of such transactions. Council members shall not have a pecuniary interest either directly or indirectly in contracts of any character with the City, unless fully and publicly disclosed to the full Council and handled in accordance with proper legal procedures.

Council members shall conduct themselves so as to bring credit upon the City as a whole and so as to set an example of good ethical conduct for all citizens of the community. Council members shall always bear in mind their responsibility to the entire electorate, shall refrain from actions benefiting special interest groups at the expense of the City as a whole, and shall do everything in their power to ensure equal and impartial law enforcement throughout the City at large.

Council members shall conduct themselves in accordance with City Charter and all ordinances of the City.

22. Order of Business

The business of all regular meetings of the Council shall be generally transacted in the following order at the discretion of the Mayor:

1. Call to Order
2. Roll Call of Council
3. Pledge of Allegiance
4. Approval of Agenda
5. Presentations

6. Public Comment for Agenda Items
7. Consent Agenda
 - a. Approval of Minutes
 - b. Approval of Disbursement Reports
 - c. Acceptance of Departmental Reports
 - d. Routine and non-controversial action request
8. Petitions
9. Public Hearings
10. Action Request
11. City Administrator's Report
12. City Attorney's Report
13. Reports of Boards, Commissions and Committees
14. New Business
15. Old Business
16. Correspondence
17. Public Comment
18. Mayor and Council Comments
19. Adjournment

23. Parliamentary Procedure

The conduct of Council meetings shall be in accordance with the manual on parliamentary procedures entitled "Roberts Rules of Order".

24. Permission to Address Public Body / Public Comment Procedure

The following rules shall govern public comment during public meeting of a Lathrup Village public body:

- A. Public comment shall be allowed by the Chairperson one participant at a time.
- B. Participants shall not speak until they are recognized by the Chairperson.
- C. Each participant recognized by the Chairperson to address the public body shall identify himself/herself by name and, if appropriate, group affiliation for purposes of recordation in the meeting minutes.
- D. A participant addressing the public body shall be limited to three (3) minutes.
- E. The Chairperson or public body member may, in the discretion of the Chairperson, be allowed to respond to participant questions posed, but the overall time limit of 3 minutes shall continue to run against the participant's allotted time.

F. The Chairperson shall designate a timekeeper for purposes of enforcing the time limit.

G. There shall be public comment, as approved in the meeting agenda, wherein participants may address the public body on any new business (non-agenda items) items.

H. Participants addressing the public body shall make responsible comments and shall refrain from making redundant, personal, impertinent, slanderous, or profane remarks.

I. Any participant who is “out of order” may be interrupted and gaveled “out of order” by the Chairperson with the end to maintain order and decorum of the meeting in the Chairperson’s discretion.

J. A participant making public comment who is ruled “out of order” by the Chairperson:

- a. May be admonished by the Chairperson and instructed to refrain from the indecorum, disruptive or other prohibited conduct.
- b. Shall be allowed to continue his or her public comment within the time limits prescribed only if it is in conformity with the Chairperson’s instruction.
- c. Shall be allowed to continue his or her public comment to the extent that it is within the approved time limit, with allowance for time lapsed by the Chairperson’s “out of order” ruling(s), or other public body members’ discussion/commentary.
- d. Without limiting the discretion of the Chairperson, if an “out of order” participant repeatedly violates the ruling(s) by the Chairperson three (3) or more times, the Chairperson may instruct the participant that his or her public comment is concluded and instruct him/her to withdraw from addressing the public body, vacate the lectern, and return to their seat or other position in the audience at the meeting, or may exercise other lawful measures to restore decorum and maintain order.
- e. The Chairperson may recess the meeting until such time as order and decorum is restored and shall allow the participant time to comply with the Chairperson’s instruction(s).
- f. During any recess called to restore order the Chairperson may summon law enforcement officers to monitor the public meeting, if not already provided.
- g. Any “out of order” participant shall not be ordered to be removed or excluded from the meeting unless he/she is in “breach of the peace” or inciting a “breach of the peace” at that meeting.

K. A participant who is found to be “out of order,” shall be given a reasonable period of time to comply with the Chairperson’s directives.

L. A participant who is found to be “out of order,” ordered to cease public comment, suffer removal from the meeting for “breach of the peace,” or otherwise have his/her public comment limited or restricted, except as to the expiration of time limit, shall be allowed upon his/her request to appeal the Chairperson’s ruling to the other public body members present and this appeal shall be decided by a roll call vote.

M. No person shall be ejected, removed, or excluded from attending any part of a meeting unless he/she is causing a “breach of the peace” at that meeting.

N. Nothing in this policy shall be construed as creating a cause of action by a participant against the City of Lathrup Village, its public officers, law enforcement officers, or any other City of Lathrup public officials.

25. Video/Audio recording during a public meeting

Attendees shall be permitted to make video and sound recordings of a public meeting and to broadcast live. The following rules shall govern the video and sound recording during a public meeting of a Lathrup Village public body to minimize disrupting the meeting:

A. Recording devices may be used within publicly accessible seating or standing areas, subject to the following conditions:

a. Recording devices may be handheld or mounted, including use of tripods, provided they do not obstruct aisles, exits, or required access pathways, block another attendee’s view, or interfere with a speaker.

b. Recording devices must operate without additional artificial light (no flash photography) and without additional noise that would disrupt the meeting.

c. Recording may begin at any time during the meeting so long as it would not disrupt the meeting. Recording shall not be prohibited solely because an individual arrives after the meeting has commenced.

d. Minor adjustments to recording equipment are permitted provided they are conducted quietly and without disrupting the meeting.

e. If necessary to address actual obstruction or safety concerns, the presiding officer may direct placement of mounted equipment to a location that resolves those concerns.

B. Individuals are prohibited from intentionally placing a recording device within close proximity to another attendee without their consent. This includes positioning the recording device in a manner that invades the personal space of the other attendee or obstructs their view.

C. Participation in a public meeting, including speaking during public comment or addressing the Council, constitutes a public act and may be recorded from a

reasonable distance, provided such recording does not otherwise violate this section.

D. Individuals shall not utilize a recording device to intentionally frighten, intimidate, threaten, harass, or annoy any other person or to disturb an open meeting of a public body.

26. State or Federal Cooperation - Procedure

All proposals for projects which contemplate cooperation with, or financial participation by, the State or Federal government, shall be transmitted to Council by the City Administrator. If a City Board or Commission desires to propose such a project, the proposal shall first be filed with the City Administrator. All proposals shall be in approved form and accompanied by proper plans and specifications conforming to the requirements of respective State or Federal governments. If the Council approves the proposal, it shall by resolution authorize the City Administrator to make an application to the proper authority.

27. Suspension of Rules

Any provisions of these rules not governed by the Charter or Code may be temporarily suspended at any meeting of the Council by the Presiding Officer unless objected to by any Council member. Such objection must then be sustained by majority vote of the Council.

The vote on any such suspension shall be taken by "yeas" and "nays" and entered upon the records.

28. To Amend Rules

These rules may be amended, or new rules adopted by a majority vote of all members of the Council. Any such alterations of or amendments to these rules shall be submitted in writing at the preceding regular meeting and shall be placed on the calendar under the order of new business. This requirement shall be waived only by unanimous consent, with a recorded vote of all members.

29. Proclamations

The City may issue ceremonial proclamations in accordance with the following policy:

A. Purpose

The purpose of this policy is to establish a consistent and transparent process for the issuance of ceremonial proclamations by the City. Proclamations are intended to recognize noteworthy events, organizations, individuals, causes, or achievements that positively contribute to the community and promote the health, safety, welfare, history, culture, or civic life of the City.

Proclamations are ceremonial in nature and do not establish law, create legal rights, or constitute an official policy position of the City.

B. Authority

The Mayor is authorized to issue ceremonial proclamations on behalf of the City in accordance with this policy.

C. Eligibility

The City may issue proclamations recognizing:

- National, state, or local observances that promote public awareness or civic engagement.
- Nonprofit organizations providing a significant public benefit.
- Community events held within or substantially benefiting the City.
- Individuals or groups for outstanding achievements, public service, volunteerism, military service, educational accomplishments, or other exceptional contributions to the community.
- Milestone anniversaries of organizations serving the community.
- Other matters determined by the Mayor to be in the public interest.

D. Ineligible Requests

The City will not issue proclamations that:

- Endorse or oppose political candidates, campaigns, ballot proposals, or political parties.
- Promote or oppose religious organizations, doctrines, or beliefs.
- Promote commercial products, businesses, or for-profit enterprises, except when recognizing significant community contributions or anniversaries.
- Recognize matters that are primarily personal or private in nature unless they involve extraordinary public service or achievement.
- Contain language that is discriminatory, defamatory, obscene, or inconsistent with local, state, or federal law.
- Conflict with the City's adopted policies, mission, or legal obligations.

E. Request Procedures

1. All requests for proclamations must be submitted in writing using the City's proclamation request form.

2. A proclamation request must be received by the City at least thirty (30) calendar days before the City Council meeting at which the requester wishes the proclamation to be read.
3. Requests received fewer than thirty (30) days before the requested meeting may be considered for a subsequent City Council meeting at the discretion of the City.
4. Requests shall include:
 - Name and contact information of the requester.
 - Proposed proclamation title.
 - Requested City Council meeting date.
 - Background information supporting the request.
 - Draft proclamation language, if available.
5. Submission of a request does not guarantee approval, placement on a City Council agenda, or presentation at the requested meeting.

F. Administrative Review and City Council Consensus

Upon receipt, City Administration shall review the request for completeness and compliance with this policy. Requests that meet the requirements of this policy shall be placed on the agenda for a City Council Study Session preceding the requested Regular City Council Meeting.

The purpose of the Study Session review is to provide City Council with an opportunity to review the proposed proclamation, discuss any requested revisions, and determine whether there is general consensus to proceed with the proclamation

A proclamation shall not be placed on a Regular City Council Meeting agenda unless it has first been reviewed at a preceding Study Session and there is consensus among the City Council to proceed.

The Study Session discussion shall be for consensus-building purposes only and shall not constitute formal action unless otherwise permitted and properly noticed under applicable law.

Following Council consensus, City Administration may make any necessary administrative or formatting revisions to the proclamation and place the final proclamation on the Regular City Council Meeting agenda.

G. Presentation

Approved proclamations may be:

- Presented at a City Council meeting.
- Presented at a community event.
- Delivered electronically.
- Published on the City's website or social media at the City's discretion.

Presentation of a proclamation is subject to scheduling and availability.

Presentations at Council meetings shall occur under the Presentations item of the Order of Business.

H. Disclaimer

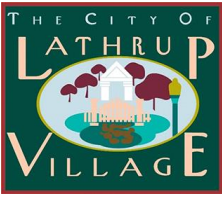
Issuance of a proclamation is honorary and ceremonial only. A proclamation does not constitute an endorsement of any organization, program, product, viewpoint, or event by the City, its elected officials, or its employees.

I. Exceptions

The Mayor may waive procedural requirements when circumstances warrant, including emergency recognitions, memorial observances, or time-sensitive national or state proclamations.

Adopted

Replaces CO 79-7122, CO 80-62, CO 82-273a, 85-117a, 22-____, 2025-05, 2026-06



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

PROCLAMATION REQUEST

A proclamation is a ceremonial public document signed by the Mayor and/or City Council directing attention to a local resident, organization, or event that positively impacts the community. A proclamation may be issued for:

- National, state, or local observances that promote public awareness or civic engagement.
- Nonprofit organizations providing significant public benefits.
- Community events held within or substantially benefiting the City.
- Individuals or groups for outstanding achievements, public service, volunteerism, military service, educational accomplishments, or other exceptional contributions to the community.
- Milestone anniversaries of organizations serving the community.
- Other matters determined by the Mayor to be in the public interest.

A Certification of Recognition or a congratulatory letter may be issued as an alternative to a proclamation.

A proclamation will not be issued for:

- Endorse or oppose political candidates, campaigns, ballot proposals, or political parties.
- Promote or oppose religious organizations, doctrines, or beliefs.
- Promote commercial products, businesses, or for-profit enterprises, except when recognizing significant community contributions or anniversaries.
- Recognize matters that are primarily personal or private in nature unless they involve extraordinary public service or achievement.
- Contain language that is discriminatory, defamatory, obscene, or inconsistent with local, state, or federal law.
- Conflict with the City's adopted policies, mission, or legal obligations.

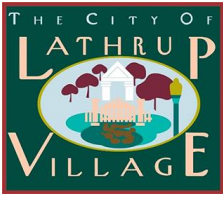
Guidelines

- Request must be submitted **30 days** before the date needed.
- Residents or businesses being honored must be located within the City of Lathrup Village and in good standing with the City.
- An organization may request one proclamation or certificate per year.
- City Administration reserves the right to deny or modify any requests.
 - If denied, applicants may submit a written appeal to the City Council.
- Proclamations must be picked up from City Hall; they will not be mailed.

Please submit requests to:

Lathrup Village City Clerk
 27400 Southfield Road
 Lathrup Village, MI 48076
aemanuel@lathrupvillage.org

Please contact the City Clerk at 248-557-2600 to arrange pickup of your document.



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

PROCLAMATION REQUEST FORM

Date of Request _____

Requestors Name _____

Requestors Address _____

Email Address _____ Phone _____

Organization _____

Recipient's Name (Individual, group, or organization)

Recipient's Address (if different than above) _____

Date of Event _____ Date Document is Needed by _____

Please provide detailed information about the proclamation, including a brief history/biography of the organization or person, for what they are receiving this honor, how they have impacted the city, other notable details or accomplishments.

- Failure to provide sufficient information may prevent preparation of a satisfactory document.
- If you have requested proclamation language, please include it on a separate sheet.

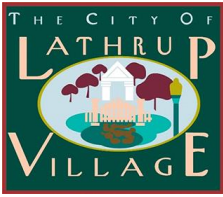
Notification process when proclamation is ready for pickup Email _____ Phone _____

Please submit your request by:

Email: aemanuel@lathrupvillage.org

Mail: City of Lathrup Village
 ATTN: City Clerk
 27400 Southfield Road
 Lathrup Village, MI 48076

Forms are also available in City Hall.



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: October 19, 2026
 RE: Hunter FOIA Response

Background Brief: The purpose of this resolution is to formally respond to Joshua Hunter’s appeal of the City’s response to his Freedom of Information Act (FOIA) request for Fiscal Year 2025–2026 financial information.

Following the initial response, the City’s FOIA Coordinator provided six native Excel files containing responsive financial records, including revenue and expenditure data by general ledger account, budget information, and budget amendment workbooks. The City also certified that no additional accounting-system export or separate record containing the requested worksheet attributes exists.

Staff recommends adoption of Resolution No. 2026-17, which acknowledges the appeal, recognizes the City’s production of responsive records, and upholds the denial only to the extent the request seeks records that do not exist. Adoption will formally conclude the City Council’s administrative review of the appeal and authorize the City Clerk to transmit the resolution to the requester in accordance with FOIA requirements.

Previous Action: N/A

Economic Impact: N/A

Recommendation: It is my recommendation to approve the resolution.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to approve the Resolution #2026-17 – A Resolution deciding the appeal of Joshua Hunter Under the Michigan Freedom of Information Act, MCL 15.240.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



Outlook

FOIA Request - City of Lathrup Village Fiscal Year 2026 revenue, expenditure, and approved budget Excel data through 06/30/2026

From Joshua Hunter <JoshDHunter@protonmail.com>

Date Sun 9/13/2026 6:20 PM

To FOIA <foia@lathrupvillage.org>

September 13, 2026

RE: FOIA Request – City of Lathrup Village Fiscal Year 2026 revenue, expenditure, and approved budget Excel data through 06/30/2026

Dear FOIA Coordinator:

In accordance with the Michigan Freedom of Information Act, MCL 15.231 et seq, I am formally requesting the following information which I believe is used by, in the possession of, or under the control of your governmental/public body:

The Fiscal Year 2025-26 revenue, expenditure, and approved budget data as retained by the City of Lathrup Village through the fourth fiscal quarter, June 30, 2026:

- 1) All Department Revenues by GL number.*
- 2) All Department Expenditures by GL number.*
- 3) All 2026 Original Budget data by GL number.*
- 4) All 2026 Amended Budget data by GL number.*
- 5) Data containing the % of Budget Used by GL number.*
- 6) The accounting system Excel export file(s) containing all data in Items 1–5, produced through the system's ordinary data retrieval functions, in the native format as retained by the City for inspection under MCL 15.233(1). For purposes of this request, "retrieval" refers to the accounting system's ordinary export functions used to access retained financial data, consistent with MCL 15.233(1). Any other electronic format is non-responsive to this request. Creation of PDF exports and other electronic formats are non-responsive to this item.*
- 7) The Item 6 Excel worksheet names, formulas, cell formats, column widths, hidden rows/columns, and named ranges also for inspection under MCL 15.233(1).*

If any responsive record (Items 1-7) is withheld, please cite the specific exemption under MCL 15.235(5)(a) for each item listed above, including a description of the withheld information pursuant to MCL 15.235(5)(c). If no such records exist, please provide written certification pursuant to MCL 15.235(5)(b), including notice of my right to appeal.

MCL 15.235 permits five business days to respond to this request. If a notice is issued extending the period for a response, please provide a specific explanation of the reason for the extension, as required by MCL 15.235(7).

If there is any cost of locating and copying the information, please provide me with an itemized, written fee estimate in accordance with MCL 15.234. Please note that, under MCL 15.234(3), the City must specifically identify how the nature of this request would result in unreasonably high costs before assessing any fee for search, examination, review, or redaction.

I also request the release of all non-exempt portions of any record containing both exempt and non-exempt information in accordance with MCL 15.244.

Your prompt attention is appreciated.

Sincerely,
JOSHUA HUNTER
2240 THOMAS AVE
BERKLEY, MICHIGAN 48072
248-765-3036
joshdhunter@protonmail.com

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

RESOLUTION NO. 2026-17

**A RESOLUTION DECIDING THE APPEAL OF JOSHUA HUNTER UNDER THE
MICHIGAN FREEDOM OF INFORMATION ACT, MCL 15.240**

At a regular meeting of the City Council of the City of Lathrup Village, Oakland County, Michigan, held on October 19, 2026, the following resolution was offered:

WHEREAS, on September 13, 2026, Joshua Hunter, 2240 Thomas Ave, Berkley, MI 48072 (the "Requester"), submitted a request under the Michigan Freedom of Information Act, MCL 15.231 et seq. ("FOIA"), for fiscal year 2025-26 revenue, expenditure and approved budget data through June 30, 2026, consisting of: (1) department revenues by general ledger ("GL") account; (2) department expenditures by GL account; (3) the 2026 original budget by GL account; (4) the 2026 amended budget by GL account; and (5) the percentage of budget used by GL account ("Items 1-5"); (6) the accounting-system Excel export file(s) containing Items 1-5 in native format ("Item 6"); and (7) the worksheet names, formulas, cell formats, column widths, hidden rows and columns, and named ranges of the Item 6 file(s) ("Item 7"); and

WHEREAS, on September 21, 2026, the City responded by referring the Requester to the budget materials in the City Council agenda packets posted online for Items 1-5, and by certifying under MCL 15.235(5)(b) that no responsive Excel export existed for Items 6 and 7; and

WHEREAS, on October 5, 2026, the Requester filed a written appeal addressed to the City Administrator; and

WHEREAS, under MCL 15.240(3), the City Council is considered to have received the appeal at its next regularly scheduled meeting following submission, which is October 19, 2026, and under MCL 15.240(2), the City Council must respond to the appeal in writing within 10 business days after receipt; and

WHEREAS, on October 9, 2026, the City's FOIA Coordinator, City Clerk Alisa Emanuel, issued a supplemental response transmitting to the Requester six native Excel files: (1) a Fiscal Year 2025-2026 revenue and expenditure report by GL account, including original budget, amended budget, activity, and percent of budget used, retrieved from the City's BS&A accounting system on October 6, 2026; (2) a BS&A Trial Balance Report for the period ending June 30, 2026; (3) the City Administrator's Fiscal Year 2025-2026 working budget spreadsheet; and (4)-(6) the City's Fiscal Year 2025-2026 mid-year, year-end, and final year-end budget amendment workbooks (together, the "Produced Files"); and

WHEREAS, in the October 9, 2026 supplemental response, the FOIA Coordinator also certified under MCL 15.235(5)(b) that, other than the Produced Files, no public record exists consisting of an Excel export from the City's accounting system of the information in Items 1-5, or of the Item 7 worksheet attributes of such an export; and

WHEREAS, under MCL 15.233(4) and (5), the FOIA does not require a public body to make a compilation, summary, or report of information, or to create a new public record, except as provided in those subsections.

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

1. **Receipt of Appeal.** The City Council receives the Requester's October 5, 2026 appeal as of October 19, 2026, under MCL 15.240(3).

2. **Items 1-6.** To the extent the City's September 21, 2026 response denied any portion of Items 1-6, that denial is reversed. The City Council finds that the City has provided the public records responsive to Items 1-6 through the Produced Files. The City's production of records created after the date of the request, namely the file generated from BS&A on October 6, 2026 and the Trial Balance Report, was voluntary and does not waive MCL 15.233(4) or (5).

3. **Item 7.** The City Council finds that the worksheet attributes requested in Item 7 are contained in the native Produced Files. To the extent Item 7 seeks any record other than the Produced Files, the City Council upholds the denial on the ground that no such public record exists, and adopts the FOIA Coordinator's October 9, 2026 certification under MCL 15.235(5)(b).

4. **Notice of Right to Judicial Review.** Because the denial is upheld in part, the Requester is notified that, under MCL 15.240(1)(b), the Requester may seek judicial review of this determination by commencing a civil action in the Oakland County Circuit Court within 180 days after the City's final determination. If the court determines that the City has not complied with the FOIA and orders disclosure of all or a portion of a public record, the Requester may be entitled to reasonable attorneys' fees, costs and disbursements, and damages, under MCL 15.240(6) and (7).

5. **Transmittal.** The City Clerk is directed to send a certified copy of this resolution to the Requester within the time required by MCL 15.240(2).

Moved by: _____

Supported by: _____

Yeas: _____

Nays: _____

Absent: _____

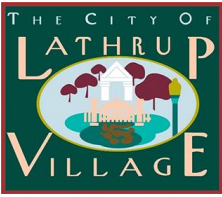
RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I, Alisa Emanuel, the duly appointed City Clerk of the City of Lathrup Village, Oakland County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lathrup Village at a regular meeting held on October 19, 2026, the original of which is on file in my office, and that the meeting was held and notice of the meeting was given in accordance with the Open Meetings Act, 1976 PA 267, MCL 15.261 et seq.

Alisa Emanuel, City Clerk
City of Lathrup Village

Dated: _____, 2026



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: October 19, 2026
 RE: El Dorado Water Main Engineering

Background Brief: Thanks to the advocacy of State Representative Hoskins & State Senator Moss, the City has received a \$1.1 million grant through the Michigan Department of Labor and Economic Opportunity (LEO) to fund water main improvements along El Dorado Place, from Bloomfield Drive to Southfield Road. The project will replace the existing water main with a new 8-inch main to improve system reliability and reduce the risk of future water main breaks.

The proposed agreement with Giffels Webster, the City's engineering consultant, provides professional services for surveying, design, permitting, bidding, construction administration, and construction observation. The total engineering services cost is \$161,879.

The grant does not require a local match, and the engineering costs will be covered within the overall \$1.1 million project budget. Accordingly, the City will not need to provide separate matching funds for these services.

Previous Action: N/A

Economic Impact: This is a reimbursement grant. The City will front the funds for this project via the Water Fund and submit reimbursement requests on a quarterly basis.

Recommendation: It is my recommendation to approve the project engineering.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to approve the agreement for El Dorado Water Main Improvements professional services with Giffels Webster for an estimated cost of \$161,879.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member

Agreement for Professional Services

This Agreement (the “Agreement”), is effective as of October 9, 2026, between Giffels Webster, located at 1025 E. Maple Road, Suite 100, Birmingham, MI 48009 and the following person or entity (“City”):

Name & Address: City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Contact: Michael Greene, City Administrator O: (248) 557-2600 x225
E: mgreene@lathrupvillage.org

Project Name & Number: El Dorado Water Main Improvements Job No. 16496.56

Project Location: El Dorado Place (Bloomfield Drive to Southfield Road)

The City and Giffels Webster enter into this Agreement for certain professional consulting and related services to be provided by Giffels Webster with respect to the above Project (“Project”). The parties agree as follows:

I. PROJECT DESCRIPTION

Professional surveying and engineering services related to the preparation of bid documents, construction plans, associated permit applications, and construction administration and observation services for the installation of a new 8-inch water main along El Dorado Place from Bloomfield Drive to Southfield Road.

II. SCOPE OF SERVICES

Giffels Webster will provide consulting services for the Project, as summarized below (“Scope of Services”). Only those services summarized are included in this Agreement. Giffels Webster and the City agree that services not identified in Scope of Services are not the responsibility of Giffels Webster unless provided for under a separate written agreement or approved additional services request.

PRELIMINARY DESIGN

Preliminary design services include investigations, studies and other analysis required either as a foundation for design services or to supplement design documents related to project approvals. Services requiring the engagement of an outside subconsultant are noted.

Topographic Survey | Preparation of a topographic survey using conventional ground surveying techniques, subject to the details outlined below. The limits of our survey are identified in the project description.

- a. Topographic survey information to be obtained under this Agreement will include information relating to the following:

- i. Existing utilities (from existing, available facility drawings) and elevation data where physically accessible to obtain with standard survey equipment.
 - ii. Surface elevations taken where needed to supplement the previously provided topographic survey data and planimetric maps of the city.
- b. An electronic version of the topographic survey drawing in PDF format will be provided to the City.

Geotechnical Services | Engagement of a subconsultant to conduct subsurface exploration services, subject to the details outlined below.

- a. Field locate soil boring locations by use of GPS and from existing site features.
- b. Contact the local on-call center to identify potential underground utility conflicts within the area of proposed soil boring locations.
- c. As directed, perform eight (8) soil borings in the proposed underground utility construction area to a minimum depth of fifteen (15) feet below existing grade.
- d. Perform laboratory testing of the soil samples per industry standard ASTM standards.
- e. Prepare brief geotechnical report summarizing the findings and presenting evaluations, conclusions and recommendations.

DESIGN

Design services include the preparation of detailed construction documents, including the preparation of maintenance of traffic plans required for permitting. Attendance at OE (Owner-Engineer) meetings is provided for the applicable tasks as indicated below. Final construction drawings and specifications and all other related bidding documents will be due based on the timelines established by grants obtained by the City. Notwithstanding the preceding statement, Giffels Webster is not responsible for Project delays caused by others, including changes in project scope, or general delays by governmental permitting agencies or the City.

Construction Documents | Prepare detailed construction level documents, subject to the details and related tasks outlined below.

Civil Engineering

- a. Prepare detailed civil engineering plans and technical specifications for applicable erosion control, traffic control, limits of excavation, pavement removals, water main improvements, pavement repairs, and associated lawn restoration and other miscellaneous items.
- b. Present and review the construction documents in person with the City and incorporate at least one (1) round of City review.
- c. Prepare construction documents for bidding, plan review, permits and construction to include plans and specifications.

APPROVALS

Approval services do not include the payment of application, review or permit fees.

Permitting | Assistance related to the submittal of design documents prepared by Giffels Webster and subsequent approvals related to required project permits, subject to the details and related tasks outlined below.

- a. Assist the City in the preparation of permit applications.
- b. Submit plans prepared by Giffels Webster to outside approval agencies per community, county and state requirements for approval, as noted below:
 - South Oakland County Water Authority approval prior to application to the State of Michigan Department of Environment, Great Lakes & Energy (EGLE).
 - EGLE for the purpose of obtaining approval of the plans for connections to the Lathrup Village's water distribution system for an Act 399 permit.
 - Road Commission for Oakland County for the purpose of obtaining approval of the plans for work within the Southfield Road right-of-way.
 - Oakland County Water Resources Commissioner for the purpose of obtaining approval of the plans for soil erosion and sedimentation control measures required on the project, if required.
- c. Assist the City in tracking the permitting and approval process by making follow-up calls and contacts with the approval agencies. If requested, monthly updates will be provided to the City.

PRE-CONSTRUCTION

Pre-construction services include the preparation of bid documents required for use by the City to solicit bids from qualified construction contractors, with the assistance of Giffels Webster, to perform the work identified in the construction documents and specifications. A legal review of contracts documents is not included in Giffels Webster's scope of work and will be coordinated by the City through City's attorney, if required. Giffels Webster will provide a cursory review of legal documents prepared by others on behalf of the City to review consistency with documents prepared by Giffels Webster.

Bidding | Services related to the obtaining of bids from qualified contractors.

- a. Preparation of bid documents that would include Lathrup Village standard documents or Giffels Webster typical contract agreement forms, general conditions, supplemental general conditions, invitation/advertisement to bid, instructions to bidders, bonding requirements, and a copy of detailed engineering plans, technical specifications, project specific special provisions, and other standard forms.
- b. Inclusion of all bid documents mandated by the MEDC including supplemental specifications that may be required.
- c. Modification of the bid package to incorporate at least one (1) round of City review comments and provide an electronic copy of the bid documents to the City.
- d. Posting of bid documents to BidNet on behalf of the City.
- e. Answer questions and issue addenda during the bid period as requested by the City.

- f. Attendance at the public bid opening, tabulate bids, analyze results and make recommendations to the City with respect to awarding the contract.
- g. Provide three copies of the contract documents for the contractor's City's execution. An original signed copy and an electronic version of the contract documents will be provided to the city upon execution.

CONSTRUCTION

Services during construction and project close-out to support the City and project team. Giffels Webster will be providing construction oversight of the work representing the City. Giffels Webster will act as the City's representative to observe and quantify the progress of the executed work and to determine if the work is proceeding in accordance with the plans, specifications and contract documents between the City and the contractor for the purpose of recommending payment by the City to the contractor. Giffels Webster shall submit to the City an estimate of the cost of the Project. Giffels Webster will review, revise, and update such estimates as necessary. Giffels Webster shall advise the City if it appears that the cost of the Project may exceed the City's fixed budget for the cost of the Project and shall make recommendations for corrective action. Differing field conditions requiring plan revisions or revisions requested to reduce construction costs are not included and will be contracted separately as needed.

When Giffels Webster considers the Project substantially complete, Giffels Webster shall prepare for the City a list of incomplete or unsatisfactory items (punch list) and a schedule for their completion. Giffels Webster shall:

- Conduct inspections to determine the date or dates of Substantial Completion and the date of final completion.
- Issue Certificates of Substantial Completion and, upon Substantial Completion, prepare a list of incomplete or unsatisfactory items and schedule their completion; Giffels Webster shall then coordinate the correction and completion of the work. Following issuance of a Certificate of Substantial Completion of the work or a designated portion thereof, Giffels Webster shall evaluate the completion of the work of the Contractor/Subcontractor(s), make a determination as to when the work is ready for final inspection, and conduct final inspections.
- Assist City in obtaining written warranties and related documents from the selected Contractor as required by the Contract Documents.
- Issue a final Certificate for Payment based upon a final inspection indicating that, to the best of Giffels Webster's knowledge, information, and belief, the work complies with the requirements of the Contract Documents.

Giffels Webster's inspections shall be conducted with the City to (1) check conformance of the work with the requirements of the Contract Documents and (2) verify the accuracy and completeness of the list of Work to be completed or corrected. When Substantial Completion has been achieved, as determined by Giffels Webster, Giffels Webster shall then inform the City about the balance of the contract sum remaining to be paid. Upon request of the City, and prior to the expiration of two year from the date of Substantial Completion, Giffels Webster shall, without additional

compensation, conduct a meeting with the City to review the facility operations and performance for the purpose of identifying potential warranty issues and to verify adequacy of the operations and performance.

Construction Administration | Technical assistance related to the general administration of the construction contract, subject to the details and related tasks outlined below.

- a. Review shop drawings and material submittals provided by the contractor relating to the plans prepared by Giffels Webster and sub-consultants.
- b. Assist and advise the City at all OEC (Owner-Engineer-Contractor) meetings including pre-construction and progress meetings.
- c. Technical support in processing progress payments to contractors based on Giffels Webster's opinion of the degree of completion of the work and recommending issuance of such payments to the contractor by the City. Giffels Webster shall not be the guarantor or surety with respect to the Contractor's obligation to perform the work in accordance with the plans, specifications, and contract documents.
- d. Technical assistance with agency acceptance, reports and supporting documents.

Construction Observation | Technical assistance related to the daily oversight of the construction contractor's activities to verify conformance with construction documents and specifications, subject to the details outlined below.

- a. Act as the on-site representative during the construction process coordinating daily with the project lead and supporting subconsultants.
- b. Monitor and record the daily activities of all construction operations involved in the project.
- c. Coordinate the requisite material testing with the subconsultant.

Construction Layout | Provide surveying layout services for the improvements reflected in the construction documents prepared by Giffels Webster. One set of line and grade stakes will be set for each improvement based on being staked one construction operation at a time and in an organized construction sequence. If any staking is destroyed by an act of God or parties other than the surveyor, the cost of re-staking shall be paid by the City as additional services.

Material Testing | Engagement of a sub-consultant to conduct material testing services, subject to the details outlined below. The scheduling of requested services is to be directed by Giffels Webster. All test methods are in accord with ASTM or other indicated procedures. Standard Project Engineer review of reports will be provided.

- a. Subgrade - Pavement/Slabs
 1. In-place density (compaction) testing using nuclear method.
- b. Engineered Backfill and Aggregate Base
 1. In-place density (compaction) testing using nuclear method.
 2. Material sampling and gradation testing of borrow materials.
 3. Maximum density determinations (Proctor).
- c. Hot Mix Asphalt
 1. In-place density (compaction) testing using nuclear method.
 2. Material sampling and testing, as requested.

3. Maximum density determinations (Proctor).
- d. Concrete - Field
 1. Sampling and testing of concrete.
 2. Sampling and testing for slump, entrained air, concrete temperature, and air temperature.
 3. Sampling and molding compressive strength test cylinders.
- f. Concrete - Laboratory
 1. Compressive strength testing of field-molded test cylinders.

Record Drawings | Preparation of record drawings reflecting the as-built condition of improvements constructed by the selected contractor, subject to the details and related tasks outlined below.

- a. Obtain structure locations from field survey data for the water main improvements designed by Giffels Webster and add this information to the construction plans.

EXCLUSIONS

In addition to the clarifications identified above, the following services are specifically excluded for our scope of work unless a separate written agreement is made between Giffels Webster and the City.

- A. Environmental site assessments.
- B. Completion of detailed tree tagging and/or assessment.
- C. Preparation of detailed due diligence reports, including videotaping of sewers and/or site conditions.
- D. Preparation of traffic impact assessments or impact studies.
- E. Design of traffic signals and pedestrian signals.

III. COMPENSATION

The fees associated with each task identified in our Scope of Services are summarized below. The City shall pay all costs of review, inspection (by others), permit and bond fees, as well as any other fees not specifically covered by the terms of this Agreement.

Task	Basis	Fee
PRELIMINARY DESIGN (2027)		
Topographic Survey	Lump Sum	\$ 7,700.00
Geotechnical Services	Lump Sum	\$ 10,925.00
DESIGN (2027)		
Construction Documents	Lump Sum	\$ 29,506.00
APPROVALS (2027)		
Permitting	Time & Expense	\$ 2,480.00
PRE-CONSTRUCTION (2027)		
Bidding	Lump Sum	\$ 7,440.00

CONSTRUCTION (2028)

Construction Administration *	Time & Expense	\$	16,128.00
Construction Observation *	Time & Expense	\$	73,080.00
Construction Layout	Time & Expense	\$	7,200.00
Material Testing	Time & Expense	\$	2,300.00
Record Drawings	Lump Sum	\$	5,120.00

TOTAL: \$ 161,879.00

* Fees associated with Construction Administration and Construction Inspection services are based on a twelve (12) week construction schedule.

IV. TERMS AND CONDITIONS

a. REIMBURSABLE EXPENSES

Giffels Webster's fees outlined above do not include reimbursable expenses, which include shipping, handling, postage and delivery fees, out of town travel, outside reproduction (drawings, reports or other deliverables not being used internally by Giffels Webster for the completion of our effort) and subconsultant costs (if not expressly included in the Scope of Services). The City agrees to reimburse Giffels Webster for reimbursable expenses at cost plus 5%.

b. INVOICING

Time and expense portions of this Agreement will be invoiced in accordance with Exhibit A | Bill Rate Schedule. Lump sum portions will be invoiced on a percentage completion-to-date basis. Progress invoices for all work will be submitted to the City monthly and a final bill will be submitted upon completion of the services.

Giffels Webster reserves the right to add a 10% late fee if payment is not received within 30 days of the date of the invoice and may suspend and terminate work under this Agreement upon failure of the City to pay invoices as due. The City agrees to review invoices upon receipt and forward all requests for amendments or clarifications in writing to Giffels Webster within 30 days of the date of the invoice. Payment will be made within 15 days of the City's receipt of clarifications or revisions agreed to as a result of such requests.

c. STANDARD OF CARE

All services performed by Giffels Webster will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar circumstances at the same time and in the same locality. No warranty, express or implied, is made or intended by this proposal to provide consulting services. Actual conditions may vary from those reasonably expected and Giffels Webster's data, interpretations and recommendations are based solely on the information readily available.

d. RESPONSIBILITY FOR RESILIENT DESIGN

Giffels Webster will design in compliance with existing codes and regulations in place and applicable to the design services at the time the design is prepared. The City acknowledges that climate change may result in disruptive events that exceed the requirements of the existing codes and regulations and that Giffels Webster cannot anticipate these events. The City agrees that Giffels Webster is not liable for changes in the environment or site that exceed existing and applicable codes if they are not identified in writing as required design or study parameters at the time the services are provided.

e. INSURANCE

Giffels Webster and its agents, staff and contracted consultants are protected by worker's compensation insurance. Giffels Webster has such coverage under public liability, professional liability and property damage insurance policies which it deems to be adequate. Giffels Webster shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance.

f. LIABILITY

To the fullest extent permitted by law and notwithstanding any other provision of this Agreement, the total liability in the aggregate of Giffels Webster and Giffels Webster's officers, directors, partners, employers, agents, and contracted consultants to the City and anyone claiming by, through or under the City for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including, but not limited to the negligence, professional errors or omissions, strict liability or breach of contract, or warranty expressed or implied, shall not exceed the total compensation received by Giffels Webster under this Agreement.

Giffels Webster is not responsible for any unauthorized deviation from the plans, specification or contract documents. Giffels Webster shall not be liable to the City for any indirect damages, whether such liability arises in contract or warranty, tort, including negligence, strict or statutory liability, or any other cause of action. Giffels Webster shall not be responsible for the acts or omissions of any Contractor, or of any of their subcontractors, suppliers, or of any other individual or entity performing or furnishing any of the work.

The City and Giffels Webster waive all consequential or special damages, including, but not limited to, loss of use, profits, revenue, business opportunity, or production, for claims, disputes, or other matters arising out of or relating to this Agreement, regardless of whether such claim or dispute is based upon breach of contract, willful misconduct or negligent act or omission of either of them or their employees, agents, subconsultants, or other legal theory, or disruptive climate events even if the affected party has knowledge of the possibility of such damages.

g. DATA COLLECTION

The means, methods and selection of technologies used in the collection of field data are at the sole discretion of Giffels Webster. The City understands that some

technologies automatically collect data that may not be required by Giffels Webster to complete the services included in this Agreement. The City further understands that Giffels Webster does not review data that is not directly related to the scope of services including in this Agreement, and City agrees that Giffels Webster has no responsibility to do so and that Giffels Webster has no responsibility to advise the City of any deficiencies that might be found if that data were reviewed.

h. PUBLIC AGENCY APPROVALS

Giffels Webster shall not be liable for damages resulting from the actions or inactions of public agencies including, but not limited to, permit processing, environmental impact reports, zoning matters, use or conditional use permits and building permits. Giffels Webster shall only act as an advisor to the City in the governmental and public relations aspects of the Project. The City understands that if construction documents are bid and/or awarded prior to the completion of public agency reviews, there may be increases in construction costs and change orders for which Giffels Webster has no responsibility.

i. INSTRUMENTS OF SERVICE

The City acknowledges that Giffels Webster's drawings, plans, specifications, and other similar documents, whether in written, graphic, or electronic form, are instruments of professional service (the "Instruments") and not products. Giffels Webster and its contracted consultants shall be deemed the authors and owners of their respective Instruments and shall retain all common law, statutory and other reserved rights, including copyrights and trademarks. Upon full payment of Giffels Webster's compensation for this Project, a license to use the Instruments for their intended purpose related to this Project shall be transferred to the City.

Giffels Webster shall not be deprived of the right to retain reproducible copies of the Instruments and the right to reuse information contained in them in the normal course of Giffels Webster's practice. The City recognizes that the Instruments shall not be reused for additions, modifications, or renovations on this Project or for any new project without the written approval of Giffels Webster. The City agrees to waive any claim against Giffels Webster and to defend, indemnify, and hold the Giffels Webster harmless from any claim or liability for injury or loss allegedly arising from any reuse of the Instruments by the City or any agent of the City without Giffels Webster's approval. The City further agrees to compensate Giffels Webster for any time spent or expenses incurred in defense of any such claim, in accordance with Giffels Webster's prevailing fee schedule and expense reimbursement policy at the time of such claim and to pay Giffels Webster's reasonable attorney fees incurred in the defense of such claim.

j. ELECTRONIC DATA

CADD files and other electronic data shared by Giffels Webster ("Data") are components of the Instruments and are only for the City's benefit related to this Project and for a specific use. The City agrees that the delivery of Data does not in any way provide or imply an express warranty or guarantee to anyone that all dimensions and

details are exact or to indicate that the use the Data implies the review and approval by Giffels Webster for any future use.

There is no representation of the suitability of the Data for other purposes, or of the durability of the Data or the medium on which the Data is furnished. Any use for a purpose other than that for which the Data is intended shall be at the receiver's risk, and the receiver shall protect and indemnify Giffels Webster from any claims, costs, losses, or damages (including Giffels Webster's reasonable attorney fees). Transfer of the Data does not transfer any license to use the underlying software or extinguish the rights of Giffels Webster to reuse the Data in the general course of a professional practice.

The City hereby agrees that it will only rely upon Instruments that are printed copies containing the signatures and seals of the design professionals responsible for the work. The City understands that Data provided by Giffels Webster may vary slightly from the information which is contained in the approved signed and sealed Instruments. In such cases, City understands that the information in the signed and sealed printed copies supersedes Data shared by Giffels Webster.

k. COST ESTIMATES

Giffels Webster has no control over (a) the cost of labor, material or equipment; (b) the means, methods and procedures of the Contractor's work; or (c) the results of competitive bidding. Giffels Webster's estimates of probable cost are based on Giffels Webster's experience and qualifications and represent its judgment as a design professional and are not guarantees that construction costs will not vary from cost estimates. If the City wishes greater assurance as to probable construction cost, the City should employ an independent cost estimator at the City's cost. The earthwork cut and fill quantities determined by Giffels Webster are to be considered estimates only. The City acknowledges that calculating cuts and fills is not an exact science due to variations in topsoil thickness, shrinkage, compaction methods, material inconsistencies and other natural conditions.

I. METHODS AND PROCEDURES

Giffels Webster shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by the City, or the safety precautions and safety programs incidental to the work of the City. Giffels Webster shall not be responsible for the job safety or site safety of the Project and shall not be responsible for compliance with safety programs and related OSHA or MIOSHA regulations required to be followed by the contractor or its employees, subcontractors and agents. Jobsite safety shall be the sole responsibility of the City and their contractor. Similarly, Giffels Webster shall not be liable for the actions or inactions of the City's contractor(s).

The City and Giffels Webster mutually acknowledge that the services provided under this Agreement are provided solely for the Owner's benefit. The parties further acknowledge that nothing in this Agreement is deemed to give any third party a claim or right of action against either party which is not otherwise specified in the agreement.

m. CERTIFICATIONS

If the City requests Giffels Webster to execute certificates, the proposed language of such certificates shall be submitted to Giffels Webster for review at least 14 days prior to the requested dates of execution. Giffels Webster shall not be required to execute certificates that would require knowledge, services or responsibilities beyond the scope of this Agreement or require Giffels Webster to certify, guarantee or warrant the existence of conditions whose existence Giffels Webster cannot ascertain. The City agrees not to make the resolution of any dispute with Giffels Webster or the payment of any amount due to Giffels Webster in any way contingent upon Giffels Webster signing any such documents.

n. HAZARDOUS SUBSTANCES

Giffels Webster and the City agree that the discovery of unanticipated hazardous substances constitutes a changed condition, which requires the renegotiation of the Scope of Work or termination of this Agreement. Giffels Webster and the City also agree that the discovery of unanticipated hazardous substances may make it necessary to take immediate measures to protect health and safety. The City agrees to compensate Giffels Webster for the additional cost of those measures. In addition, the City waives any claim against Giffels Webster and agrees to defend, indemnify, and hold Giffels Webster harmless from any claim or injury or loss arising from Giffels Webster's discovery of unanticipated hazardous substances. It is understood and agreed that Giffels Webster is not, and has no responsibility as, a handler, generator, operator, treater, storer, transporter, or arranger for transport or disposal of hazardous or toxic substances found or identified at the site, and that Giffels Webster shall not be responsible to arrange for any of the same.

o. RIGHT-OF-ENTRY

The City will arrange for right-of-entry and access to the property for the purpose of performing studies, tests, surveying and evaluations required in accordance with this Agreement. While Giffels Webster will take reasonable precautions to minimize any damage to the property, it is understood by the City that some damage may occur, the correction of which is not Giffels Webster's responsibility under this Agreement, or otherwise.

p. ASSIGNMENT

Neither the City nor Giffels Webster may delegate or assign its duties or rights under this Agreement without the written consent of the other party, such consent not to be unreasonably withheld.

q. DELAYS

If Giffels Webster is delayed at any time in the progress of the services by any reason beyond its control, including any act or omission of the City, by any act or omission of a contractor or by adverse weather or other conditions not reasonably anticipated, the time for completion of the services shall be extended by a time equal to the time of such delay and an equitable adjustment in Giffels Webster's fee shall be made as may be reasonable under the circumstances.

r. CHANGES TO THE AGREEMENT

The City and Giffels Webster agree that the discovery of unanticipated or changed conditions may require a renegotiation of the Scope of Services, or termination of the Agreement. Furthermore, changes in the scope of the project or to any of the assumptions used in the preparation of the Agreement may also require a renegotiation of the Scope of Services. In the event that the Agreement is changed, Giffels Webster shall be entitled to an appropriate adjustment in schedule and compensation. If renegotiated terms cannot be agreed to, the City agrees that Giffels Webster has the right to terminate this Agreement.

s. TERMINATION

Either party may terminate this Agreement, on at least 5 days written notice to the other, in the event of the other party's breach of the Agreement. In addition, wholly without reference to breach, any party may terminate this Agreement on 10 days written notice to the other (without cause). In the event of termination, Giffels Webster shall be paid for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this Agreement. The City shall also reimburse Giffels Webster for all termination expenses.

t. RECOVERY OF COSTS

In the event that legal action is brought by either party against the other in the courts (including an action to enforce or interpret any aspect of this Agreement), the prevailing party shall be reimbursed by the other for the prevailing party's legal cost, in addition to whatever other judgments or settlement sums, if any, may be due. Such legal costs shall include, but not be limited to, reasonable attorney's fees, court costs, expert witness fees, and other documented expenses.

u. PHOTOGRAPHY

The City permits the taking and use of photographs of by Giffels Webster (or Giffels Webster's agent) of the City's project site; and irrevocably grants to Giffels Webster and its legal representatives, agents, and assigns full perpetual rights to take and use such photographs in Giffels Webster's advertising, trade, or for any purpose. The City also consents to the use of any printed matter in conjunction therewith and hereby waives any right to inspect or approve the finished product or products, or the advertising copy or other published matter that may be used in connection therewith, or the use to which it may be put. This authorization shall be binding upon the City and legal representatives, successors, and assigns.

V. ACCEPTANCE AND AUTHORIZATION TO PROCEED

The City certifies that the person executing this Agreement is authorized to sign on behalf of the City's organization. The City understands that this Agreement includes Exhibit A | Bill Rate Schedule and all executed additional service requests. The City also certifies that, if it is a business entity, it is registered and in good standing with the State of Michigan, is authorized to conduct business in Michigan and is adequately capitalized to meet the financial obligations of this Agreement. If the City agrees with the terms of this Agreement, the City should sign both copies of the Agreement and return one copy to

Giffels Webster. Giffels Webster's receipt of the signed Agreement from the City will constitute a written notice to proceed unless otherwise indicated in writing by the City.

GIFFELS WEBSTER

CITY OF LATHRUP VILLAGE

BY: Justin Wellman
Digitally signed by Justin Wellman
DN: E=justinwellman@giffelswebster.com,
CN=Justin Wellman, G=Justin, SN=Wellman,
O=Giffels Webster, S=Michigan, C=US
Date: 2026.10.09 11:40:00-04'00'
Name: Justin R Wellman, PE
Title: Partner
Date: October 9, 2026

BY: _____
Name: Michael Greene
Title: City Administrator
Date: _____

EXHIBIT A **BILL RATE SCHEDULE (CY 2027 & CY 2028)**

All work will be billed according to the following minimum rate schedule unless specific agreement is made in writing with an officer of Giffels Webster for another basis of charges. Time and material agreements will be invoiced in accordance with the rates identified below while lump sum portions of Agreements will be invoiced on a percentage completion-to-date basis.

<u>Classification</u>	<u>CY 2027</u>	<u>CY 2028</u>
Partner	\$ 194	\$ 200
Partner Emeritus	\$ 180	\$ 184
Senior Project Manager	\$ 156	\$ 160
Project Manager	\$ 148	\$ 152
Lead Engineer	\$ 140	\$ 144
Senior Engineer	\$ 132	\$ 136
Project Engineer	\$ 124	\$ 128
Staff Engineer	\$ 112	\$ 116
Senior Construction Administrator	\$ 132	\$ 136
Construction Administrator	\$ 126	\$ 130
Senior Construction Observer	\$ 118	\$ 122
Construction Observer	\$ 112	\$ 116
Survey Manager	\$ 138	\$ 142
Lead Surveyor	\$ 138	\$ 142
Senior Surveyor	\$ 128	\$ 132
Project Surveyor	\$ 118	\$ 122
Staff Surveyor	\$ 101	\$ 104
Lead Technician	\$ 122	\$ 126
Senior Technician	\$ 112	\$ 116
Project Technician	\$ 101	\$ 104
Staff Technician	\$ 91	\$ 94
Construction Layout Crew	\$ 202	\$ 208
Instrument Layout Crew	\$ 161	\$ 166
Survey Crew	\$ 198	\$ 204
Instrument Crew	\$ 155	\$ 160
Intern	\$ 62	\$ 64

Notes to the Billing Rate Schedule:

1. The assignment of personnel is solely the responsibility of Giffels Webster.
2. These rates include charges for computer and survey equipment, local travel, stakes, staff benefits, internal printing costs, telephone, fax and other overhead costs and profit.
3. Outside services not normally provided by Giffels Webster, and other reimbursable expenses (special equipment, printing, reproduction, printing and reproduction, out-of-town travel, shipping and subcontracted services) used for this project will be billed at cost plus 5% and are not included in the above hourly charge rates.
4. Overtime work (over 8 hours per day) will be invoiced at a rate equal to 1.25 times the above scheduled rate.

GRANT NO E20260090

GRANT AGREEMENT BETWEEN
MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
hereinafter referred to as the "Department"

AND
City of Lathrup Village
hereinafter referred to as the "Grantee"

GRANTEE/ADDRESS:

Name: Mike Greene
Title: Administrator
Address: 27400 Southfield Road, Lathrup Village, MI 48076
Phone: (248) 557-2600 x 225

GRANT ADMINISTRATOR/ADDRESS:

Contact Name: Amber Covington
Organizational Unit: Department of Labor and Economic Opportunity, State of Michigan
Address: Elliott-Larsen Building, 6th Floor, 320 S. Walnut St.
Lansing, MI 48933
Telephone Number: (517) 388-0567

GRANT PERIOD:

This Agreement will begin on 10/01/2025 and continue through 09/30/2030. No activity will be performed, and the Department will not assume any responsibility or liability for costs incurred by the Grantee prior to the start date of this Agreement. This Agreement is in full force and effect for the period specified.

TOTAL AUTHORIZED BUDGET: \$1,100,000.00

State Contribution:	\$1,100,000.00
Match Contribution:	\$0.00

ACCOUNTING DETAIL:

Assistance Listing # (ALN):
Grantee's Unique Entity Identifier: GJ67JS51GRN3
Federal ID: 38-6021195

RECIPIENT RELATIONSHIP IN GRANT AGREEMENT:

☐ Sub-recipient ☐ Vendor ☒ Recipient

Special Conditions:

- A. This Agreement is valid upon approval and execution by the Department which may be contingent upon approval by the State Administrative Board and signature by the Grantee.
- B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.
- C. Based on the availability of funding, the Department may specify the amount of funding the Grantee may expend during a specific time period within the Agreement Period.
- D. The Department will not assume any responsibility or liability for costs incurred by the Grantee prior to the start date of this Agreement.
- E. The Grantee is required by 2004 PA 533 to receive payments by electronic funds transfer.
- F. The Grantee agrees that all procurement transactions involving the use of state funds in excess of \$5,000 must be conducted in a manner that provides maximum open and free competition i.e receiving multiple bids, quotes, and proposals to buy comparable goods and services. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Department before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

This is Grant # E20260090 between the Michigan Department of Labor and Economic Opportunity (Department), and City of Lathrup Village (Grantee), subject to terms and conditions of this grant agreement (Agreement).

Part I: AGREEMENT PROVISIONS

Agreement Scope: The Grantee agrees to comply with all terms and conditions of this grant Agreement, including any schedules and attachments that are incorporated by reference into the Agreement.

Agreement Amount: The total amount of this Agreement is \$1,100,000.00. Under the terms of this Agreement, the Department will provide funding not to exceed \$1,100,000.00.

Agreement Approval: This Agreement is conditionally approved subject to and contingent upon the availability of funds. This Agreement becomes valid upon approval and execution by the Department, which may be contingent upon approval by the State Administrative Board and signature by the Grantee.

1.0 Statement of Purpose

The purpose of the program is to fund the following State of Michigan budget appropriation:

Sec. 455. (15) From the funds appropriated in part 1 for legislatively directed spending items, \$1,100,000.00 must be awarded to the city of Lathrup Village to support the replacement of a water main.

1.1 Statement of Work

The Grantee agrees to undertake, perform, and complete the following project:

These services are specifically described in the Grantee's Proposal, Attachment A.

1.2 Detailed Budget

A. The Budget is incorporated into this Agreement as attachment B. The Grantee agrees that all funds shown in the Budget are to be spent as detailed in the Budget. The Grantee is prohibited from spending funds for "lobbying" and related activities as defined in MCL 4.415. Other prohibited expenses include:

- Lobbying / Political Activities
- Court fees/costs
- Contributions and donations
- Fines and penalties
- Legislative expenses
- Entertainment expenses
- Fundraising costs, including costs of hosting events
- Cash reserves and endowment contributions
- Alcoholic beverages
- Sales tax for non-profit and governmental entities
- Goods and services for personal use
- Expenses outside of budgeted items
- Any other expenses LEO determines are ineligible

B. This Agreement does not commit the State of Michigan (State) or the

Department of Labor and Economic Opportunity (LEO) to approve requests for additional funds at any time.

- C. If applicable, Grantee will be reimbursed for travel costs including mileage, meals, and lodging, that are budgeted, incurred, and related to project activities provided under this Agreement.

1. If the Grantee has a documented policy related to travel reimbursement for employees, the Department will reimburse the Grantee for travel costs at the Grantee's documented reimbursement rate for employees. Otherwise, the state of Michigan travel reimbursement rate applies.

2. Federally funded Grantees must comply with Title 2 CRF 200.475.

3. State of Michigan travel rates may be found at the following website: https://www.michigan.gov/dtmb/0,5552,7-358-82548_13132---,00.html ,

4. International travel must be preapproved by the Department and itemized in the budget.

- D. A deviation allowance greater than 5% of the budget category amount will be allowed only with a formal grant amendment that must be signed by both the Grantor and Grantee.

A deviation allowance that is less than 5% is allowable without Department approval provided that they do not authorize new categories, subcontracts, equipment items, or positions not shown in the attached Program Budget Summary and supporting detail schedules.

1.3 Funding

Based on the availability of funding, the Department may specify the amount of funding the Grantee may expend during a specific time within the Agreement Period.

1.4 Amendments

- A. Amendments to the Budget or workplan will be valid only upon prior review by and written approval from the Department.
- B. Any amendment to this Agreement will be valid only if made in writing and executed by all parties to this Agreement.
- C. Any amendment proposed by the Grantee that would affect the Department's funding of any project must be submitted in writing to the Department immediately upon determining the need for such change.
- D. The Department has sole discretion to approve or deny an amendment request.
- E. Upon the Department's request and receipt of a proposed amendment, the Grantee must amend this Agreement.

1.5 Payment and Reimbursements

The maximum amount of grant funding is \$1,100,000.00 (One Million One Hundred Thousand and 00/100)

- A. Payments may be made upon submission of Grantee Financial Status Report (FSR) requests in EGrAMS<http://egram-mi.com/leo> indicating grant funds received to date, project expenditures to date (supported with computer printouts of accounts, general ledger sheets, balance sheets, etc.), and objectives completed to date. Backup documentation such as computer printouts of accounts, ledger sheets, check copies, etc. must be maintained for audit purposes for the full length of the Department's retention schedule, to comply with this Agreement.
- B. The Grantee representative who submits the FSR is certifying to the best of their knowledge and belief that the report is true, complete, and accurate and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of this Agreement. Costs incurred engaging in lobbying activities, as defined in MCL 4.415(2), are not permitted or considered a reimbursable cost. The Grantee representative submitting the FSR should be aware that any false, fictitious, or fraudulent information, or the omission of any material facts, may subject them to criminal, civil, or administrative penalties for fraud, false statements, false claims, or other bases for liability or guilt.
- C. FSRs must be submitted no later than 30 calendar days after the close of each month. The monthly FSRs must reflect total actual program expenditures up to the total agreement amount. Grantee's failure to meet financial reporting responsibilities as identified in this Agreement may result in the Department withholding future payments.
- D. The payment of the final grant amount will be made after completion of the project and after the Department has received and approved a final report, if applicable. The final payment is also contingent upon the submission of a final invoice that includes expenditures of grant funds reported by line item and compared to the approved Budget.
- E. The Grantee is required by section 283a of the Management and Budget Act, MCL 18.1283a, to receive payments by electronic funds transfer.
- F. Operational Advance: Operational Advances require prior approval from Department. Specific Terms of the operational advance are included in Attachment E once the Department approves Public Act 279 of 1894, MCL 17.52 states that the state shall take all steps necessary to assure that payment for goods or services, is mailed within 45 days after receipt of the goods or services, a complete invoice for goods or services, or a complete contract for goods or services, whichever is later.
- G. Reimbursement Mechanism
All Grantees must register using the on-line vendor self-service site to receive all state of Michigan payments as Electronic Funds Transfers (EFT)/Direct

Deposits, as mandated by MCL 18.1283a. Vendor registration information is available through the Department of Technology, Management and Budget's web site: <https://www.michigan.gov/sigmavss>.

H. Unobligated Funds

Any unobligated balance of funds held by the Grantee at the end of the Agreement period will be returned to the Department within 30 days of the end of the Agreement unless the Department instructs otherwise.

I. Indirect Costs

The Grantee may use an approved federal or state indirect rate in their budget calculations and financial status reporting. If the Grantee does not have an existing approved federal or state indirect rate, they may use a 15% de minimis rate in accordance with 2 CFR 200 to recover their indirect costs. Governmental Grantees with an existing cost allocation plan may budget accordingly in lieu of an indirect cost rate. Non-governmental Grantees may use a cost allocation plan only if the plan was in place before December 26, 2014.

1.6 Monitoring and Reporting Program Performance

A. Monitoring. The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished.

B. Progress Reports. The Grantee must submit to the Grant Administrator **Quarterly** progress reports in EGrAMS by the 15th day of the following month of the quarter's end. The progress report must include the following:

1. The percentage of completion of the project objectives. This should include a brief outline of the work accomplished during the reporting period and the work to be completed during the subsequent reporting period.
2. A brief description of problems or delays, real or anticipated, which should be brought to the attention of the Grant Administrator.
3. A statement concerning any significant deviation from the previously agreed-upon Statement of Work.

C. The Grantee must submit a final report and do the following:

1. Submit the final report to the Grant Administrator for review no later than 30 calendar days after the close of the grant agreement period.
2. The final report must include the following information:
 - a. A summary of the project implementation plan and any deviations from the original project as proposed.
 - b. Accomplishments and problems experienced while carrying out the project activities.

- c. Coordinated efforts with other organizations to complete the project.
- d. Impacts, anticipated and unanticipated, experienced as a result of the project implementation.
- e. Financial expenditures of grant money and other contributions to the project, in-kind and/or direct funding.
- f. Any experience in applying the project products and anticipated “next steps”.
- g. Actual Budget expenditures compared to the Budget in this Agreement. Include the basis or reason for any discrepancies.

PART II - GENERAL PROVISIONS

2.1 Project Changes

Grantee must obtain prior written approval for project changes from the Department.
See Section 1.2, Detailed Budget.

2.2 Delegation

Delegation is permitted only with the Department's approval. To delegate this agreement, by whole or part, the Grantee must:

- A. notify the Department at least 90 calendar days before the proposed delegation;
- B. provide a statement ensuring that no conflicts of interest or ethical concerns exist as described in Section 3.9 - Conflict and Ethics; and
- C. provide the Department any information it requests to determine whether the delegation is in its best interest.

2.3 Program Income/Interest Income

A. Program Income

All program income must be used before the submission of the final closeout report for the Fiscal Year (FY) for which program income was earned. All program income must be added into the program budget and used to further program objectives.

Program income means:

- i. Gross income received, and directly generated by a grant-supported activity, or earned only as a result of the grant agreement during the grant period;
- ii. income from fees for services performed from the use of rental of real or personal property acquired with grant funds;
- iii. income from the sale of commodities or items fabricated under a grant agreement; and
- iv. income from payments of principle and interest on loans made with grant funds.

Program income does not include other monetary sources, including but not limited to rebates, credits, discounts, refunds, or interest earned on any of these items.

"During the grant period" means the time between the effective date of the award and the ending date of the award reflected in the final closeout expenditure report.

B. Interest Income

- 1. Interest income earned by Grantee is not considered program income and must be identified and reported to LEO using Attachment D.
- 2. Interest income earned is due no later than the 20th calendar day after the end of the calendar quarter.
- 3. Remittance of interest income earned in excess of \$1,000 for grant

period must be remitted via check made payable to the "State of Michigan," along with a completed remittance submission form (Attachment D) to the following address:

State of Michigan Department of Labor and Economic Opportunity,
Finance PO Box 30823 Lansing, MI 48909

2.4 Share-in-savings

The Department will share in any cost savings realized by the Grantee. Therefore, final Grantee reimbursement will be based on actual expenditures. The Department must approve any exception to this requirement in writing.

2.5 Order of Spending

Unless otherwise required, Grantee shall expend funds in the following order: (1) private or local funds, (2) federal funds, and (3) state funds. Grantee is responsible for securing any required matching funds from sources other than the State.

2.6 Purchase of Equipment

The purchase of equipment not specifically listed in the Budget, Attachment B, must have the Department's prior written approval. Equipment means non-expendable personal property having a useful life of more than one year that costs \$10,000 or more per unit. Grantee will retain the equipment unless otherwise instructed at the time of approval.

2.7 Accounting

The Grantee must adhere to the Generally Accepted Accounting Principles and must maintain records which will allow, at a minimum, for the comparison of actual outlays with budgeted amounts. The Grantee's overall financial management system must ensure effective control over and accountability for all funds received. The Grantee's financial system must provide accurate, current, and complete disclosure of the financial results of the grant funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget. The Grantee must report expenditures on an accrual basis, at a minimum, quarterly.

2.8 Records Maintenance, Inspection, Examination, and Audit

The Department or its designee may audit Grantee to verify compliance with this Grant. Grantee must retain, and provide to the Department or its designee, upon request, all financial and accounting records related to the Grant through the term of the Grant and for 7 years after the latter of termination, expiration, or final payment under this Grant or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Grantee must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the Department and its authorized representatives or designees have the right to enter and inspect Grantee's premises

or any other places where Grant Activities are being performed, and examine, copy, and audit all records related to this Grant. Grantee must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error must be reflected as a credit or debit on subsequent invoices until the amount is paid or refunded. Any remaining balance at the end of the Grant must be paid or refunded within 45 calendar days.

This Section applies to Grantee and Grantee's parent, affiliate, or subsidiary organization and any subgrantee that performs Grant Activities in connection with this Grant.

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in OMB Uniform Guidance, which is one million dollars (\$1,000,000 as of December 26, 2013) or more in total federal funds in its fiscal year, then Grantee is required to submit an Audit Report to the Federal Audit Clearinghouse (FAC) as required in 200.36.

2.9 Insurance requirements

Grantee is responsible for carrying and maintaining insurance coverage as applicable to the projects in this Grant Agreement. All required insurance or self-insurance must:

- a. Protect the state of Michigan from claims that may arise out of, are alleged to arise out of, or result from Grantee's or a subcontractor's performance;
- b. Be primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the state.
- c. Require that subcontractors maintain the required insurances contained in this Section.

This Section is not intended to and is not to be construed in any manner as waiving, restricting or limiting the liability of the Grantee from any obligations under this Agreement.

Each Party must promptly notify the other Party of any knowledge regarding an occurrence which the notifying Party reasonably believes may result in a claim against either Party. The Parties must cooperate with each other regarding such claim.

3.0 Subcontractors

Subcontractor means a person or entity that is awarded a portion of this Grant by Grantee and is obliged to perform that specified portion of the Grant in accordance with the Grant's terms. For any subcontracted activity or product, the Grantee will ensure:

1. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity or delivery of any

subcontracted product. Exceptions to this policy may be granted by the Department if the Grantee asks the Department in writing within 30 days of execution of the Agreement.

2. That any executed subcontract to this Agreement must require the subcontractor to comply with all applicable terms and conditions of this Agreement. If a conflict between this Agreement and the provisions of the subcontract arise, the provisions of this Agreement will prevail.

A conflict between this Agreement and a subcontract, however, will not be deemed to exist where the subcontract:

- a. Contains additional non-conflicting provisions not set forth in this Agreement;
 - b. Restates provisions of this Agreement to afford the Grantee the same or substantially the same rights and privileges as the Department; or
 - c. Requires the subcontractor to perform duties and/or activities in less time than that afforded the Grantee in this Agreement.
3. That the subcontract does not affect the Grantee's accountability to the Department for the subcontracted activity.
4. That any billing or request for reimbursement subcontract costs is supported by a valid subcontract and adequate source documentation on costs and activities.
5. That the Grantee will submit a copy of the executed subcontract if requested by the Department.
6. That the Grantee will conduct monitoring, at least annually, to ensure that the subcontractor is in compliance with the grant agreement.
7. Grantee is responsible for ensuring its subcontractors, if any, carry and maintain insurance coverage as applicable to the subcontracted service(s).

3.1 Procurement

The Grantee agrees that all procurement transactions involving the use of state funds in excess of \$5,000 must be conducted in a manner that provides maximum open and free competition i.e receiving multiple bids, quotes, and proposals to buy comparable goods and services. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Department before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

3.2 Liability

The Grantee, not the Department, is responsible for all liabilities because of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this

Agreement, if the liability is caused by the Grantee, any contractor or subcontractor, or anyone employed by the Grantee. The Department shall not be liable for any claims, judgments or costs merely by providing grant funding.

3.3 Intellectual Property

Ownership by Grantee

Unless otherwise required by law, all intellectual property developed using funds from this Agreement, including copyright, patent, trademark and trade secret, shall belong to the Grantee.

3.4 Safety

The Grantee, and all subgrantees, are responsible for ensuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, and every subgrantee, are responsible for complying with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, and all subgrantees, shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this Agreement. The Grantee, and all subgrantees, shall safeguard all assets and ensure they are used solely for authorized purposes.

3.5 General Indemnification

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs; including judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

3.6 Termination

A. Termination for Cause

The Department may terminate this Grant for cause, in whole or in part, if Grantee, as determined by the Department:

- (a) endangers the value, integrity, or security of any location, data, or personnel;
- (b) becomes insolvent, petitions for bankruptcy court proceedings, or has an involuntary bankruptcy proceeding filed against it by any creditor;
- (c) engages in any conduct that may expose the Department to liability;
- (d) breaches any of its material duties or obligations; or
- (e) fails to cure a breach within the time stated in a notice of breach; or
- (f) fails to meet any terms of the grant agreement.

Any reference to specific breaches being material breaches within this Grant will not be construed to mean that other breaches are not material.

If the Department terminates this Grant under this Section, the Department will issue a termination notice specifying whether Grantee must:

- (a) cease performance immediately, or
- (b) continue to perform for a specified period.

If it is later determined that Grantee was not in breach of the Grant, the termination will be deemed to have been a Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in Subsection B, Termination for Convenience.

The Department will only pay for amounts due to Grantee for Grant activities accepted by the Department on or before the date of termination, subject to the Department's right to set off any amounts owed by the Grantee for the Department's reasonable costs in terminating this Grant. The Grantee must pay all reasonable costs incurred by the Department in terminating this Grant for cause, including administrative costs, attorneys' fees, court costs, transition costs, and any costs the Department incurs to procure the Grant activities from other sources.

B. Termination for Convenience

Either party by giving 30 days written notice to the other party stating the reasons for termination and the effective date may terminate this Grant in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. If the Department terminates this Grant for convenience, the Department will pay all allowable costs, as determined by the Department, for Department approved Grant Responsibilities.

C. Stop Work Order

The Department may suspend any or all activities under this Agreement at any time. The Department will provide the Grantee with a written stop work order detailing the suspension. Grantee must comply with the stop work order upon receipt. During a stop work period, the Department will not pay for any activities, Grantee's incurred expenses or financial losses, or any compensation.

3.7 Reallocation or Termination of Funding

If the United States Treasury, State of Michigan legislature, or the State of Michigan government fails to provide or terminates the funding necessary for the Department to fund this Agreement, the Department may terminate this Agreement. Upon such termination of funding, the Department shall have no further obligation to provide Program Funds. Program awards will be revoked and the Program Funds reallocated if the Grantee fails to provide necessary information, fails to meet deadlines, fails to secure the necessary agreements and approvals within the established timeframes, or otherwise fails to cooperate with state partners in a manner sufficient to all state partners for the satisfactory completion of the project. Remaining Program Funds may be reallocated as the Department otherwise sees fit consistent with PA 5 of 2023.

3.8 Clawback Clause

The Department, in its discretion, has the right to recoup or clawback this Grant to collect any funds that are declined, unspent, or otherwise misused, unless otherwise indicated in this Agreement. Grantee must return any funds that become subject to recoupment or clawback.

3.9 Conflicts and Ethics

Grantee, Grantee's parent, affiliate, or subsidiary organization, and any subgrantee that performs Grant Activities in connection with this Grant must uphold high ethical standards and are prohibited from:

- (a) holding or acquiring an interest that would conflict with this Grant;
- (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Grant;
- (c) attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or
- (d) paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of the Grant.

Grantee must immediately notify the Department of any violation or potential violation of these standards.

4.0 Non-Discrimination

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., and Executive Directive 2019-09, Grantee and its subcontractors agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual orientation, gender identity or expression, height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. Breach of this covenant is a material breach of the Grant Agreement.

4.1 Unfair Labor Practices

Under MCL 423.324, the Department may void this Agreement if the name of the Grantee or the name of a subcontractor, manufacturer, or supplier of the Grantee subsequently appears on the Unfair Labor Practice register compiled under MCL 423.322.

4.2 Prevailing Wage Act Statutory Provision

Grantee must comply with prevailing wage requirements to the extent applicable to this Agreement. As required by MCL 408.1112, if the Michigan Prevailing Wage Act, MCL 408.1101 et seq., applies to this Grant, construction mechanics (as defined in MCL 408.1101 (b)) are intended beneficiaries of the contractual prevailing wage, fringe benefit, and nondiscrimination nonretaliation requirements of the Agreement. Any construction mechanic aggrieved by the failure of a Grantee or subcontractor to pay prevailing wages or benefits as specified in this Agreement, or by a violation of MCL 408.1107, in addition to any other remedies provided in that Act or by law, may bring an action in a court of competent jurisdiction against the Grantee or subcontractor for damages or injunctive relief and may be awarded reinstatement or other appropriate relief, and all damages sustained, together with actual costs and

attorney fees at trial and on appeal. If the Michigan Prevailing Wage Act applies to this Agreement, the rates of wages and fringe benefits to be paid to each class of construction mechanic (as defined in MCL 408.1101 (b)) by the Grantee and subcontractors must not be less than the wage and fringe benefit rates prevailing in the locality in which the work is performed.

4.3 Force Majeure

Neither party will be in breach of this Agreement because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Grantee will not be relieved of a breach or delay caused by its subcontractors. If immediate performance is necessary to ensure public health and safety, the Department may immediately contract with a third party.

4.4 Media Releases

News releases (including promotional literature and commercial advertisements) pertaining to the Grant or project to which it relates must not be made without the prior written approval of the Department, and then only in accordance with the explicit written instructions of the Department.

4.5 Website Incorporation

The Department is not bound by any content on Grantee's website unless expressly incorporated into a term of this Agreement.

4.6 Certification Regarding Debarment

By signing this agreement, the Grantee certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal or State department or agency. If the Grantee is unable to certify to any portion of this statement, the Grantee must attach an explanation to this Agreement.

4.7 Illegal Influence

The Grantee certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- C. The Grantee shall require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The Department has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Grantee also certifies, to the best of his or her knowledge and belief, that no state funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any State agency, a member of the Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state contract, grant, loan or cooperative agreement.

4.8 Governing Law

This Grant is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles. Grantee waives any objections, such as lack of personal jurisdiction or an inconvenient forum (i.e., forum non conveniens). Grantee must appoint an agent in Michigan to receive service of process.

4.9 Compliance with Laws

Grantee must comply with all federal, state, and local laws, rules, and regulations.

5.0 Disclosure of Litigation, or Other Proceeding

Grantee must notify the Department within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "Proceeding") involving Grantee, a subgrantee, or an officer or director of Grantee or subgrantee, that arises during the term of the Grant, including:

- (a) a criminal Proceeding;
- (b) a parole or probation Proceeding;
- (c) a Proceeding under the Sarbanes-Oxley Act;
- (d) a civil Proceeding involving:
 - (1) a claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or
 - (2) a governmental or public entity's claim or written allegation of fraud; or
 - (3) a Proceeding involving any license that Grantee is required to possess in order to perform under this Grant.

5.1 Assignment

Grantee may not assign this Grant to any other party without the Department's prior written approval. Upon written notice to Grantee, the Department, in its discretion, may assign in whole or in part, its rights or responsibilities under this Grant to any other party. If the Department determines that a novation of the Grant to a third party is necessary, Grantee will agree to the novation, provide all necessary documentation

and signatures, and continue to perform, with the third party, its Grant obligations.

5.2 Entire Grant and Modification

This Grant is the entire agreement and replaces all previous agreements between the parties for the Grant Activities. This Grant may not be amended except by signed agreement between the parties.

5.3 Grantee Relationship

Grantee assumes all rights, obligations and liabilities set forth in this Grant. Grantee, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Grant. Grantee, not the Department, is responsible for the payment of wages, benefits, and taxes of Grantee's employees and any subgrantees. Prior performance does not modify Grantee's status as an independent Grantee.

5.4 Dispute Resolution

The parties will endeavor to resolve any Grant dispute in accordance with this provision. The dispute will be referred to the parties' respective Grant Administrators or Program Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit the dispute to a senior executive if unable to resolve the dispute within 15 business days. The parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.

Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely, or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the Department's right to terminate the Grant.

5.5 Severability

If any part of this Grant is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Grant and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Grant will continue in full force and effect.

5.6 Waiver

Failure to enforce any provision of this Grant will not constitute a waiver.

5.7 Incorporation

All attachments, schedules, exhibits or other documents attached or referenced in this agreement are incorporated into this agreement and become terms of the agreement.

5.8 Signatories

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.

Signature: *Gregory Rivet* Date: 03/31/2026

Gregory Rivet Director
Executive Office
Department of Labor and Economic Opportunity
State of Michigan

Signature: Date:

Authorized Official
City of Lathrup Village

GRANT NO. E20260090

ATTACHMENT A

Objective :	Objective 1 – Project Planning and Design
Activity :	SMART Goal: Complete survey and final design for approximately 3,250 feet of water main replacement, including water services, gate valves, and hydrants along El Dorado from Bloomfield to Southfield Road in the City of Lathrup Village, to prepare the project for bidding and construction. Activities: • June 2027: Conduct field investigations, including utility verification, topographic survey, and review of existing water system records for El Dorado. • July 2027 – October 2027: Prepare preliminary engineering plans, specifications, and cost estimates for the replacement of the El Dorado water main. • Nov 2027: Submit plans for review by EGLE. • Dec 2027: Complete final construction plans and specifications.
Responsible Staff :	Mike Greene & Giffels Webster
Date Range :	06/01/2027 - 12/31/2027
Expected Outcome :	Measurable Outcome: Approved construction drawings and specifications for 3,250 feet of water main replacement.
Measurement :	Approved construction drawings and specifications for 3,250 feet of water main replacement.
Objective :	Objective 2 – Permitting and Project Procurement
Activity :	SMART Goal: Secure required permits and select a contractor through a competitive bidding process to construct the water main replacement project. Activities: • Dec 2027: Obtain permits from EGLE. • Jan 2028 – Feb 2028: Finalize bid documents and advertise the project for public bidding through Bidnet. • Mar 2028: Receive and review contractor bids. • Apr 2028: Award the construction contract.
Responsible Staff :	Mike Greene & Giffels Webster
Date Range :	12/01/2027 - 04/30/2028
Expected Outcome :	Measurable Outcome: Construction contract executed and required permits obtained.
Measurement :	Construction contract executed and required permits obtained.
Objective :	Objective 3 – Construction of Water Main Replacement

Activity :	SMART Goal: Replace approximately 3,250 feet of aging water main and associated infrastructure to improve system reliability and reduce water main breaks along El Dorado from Bloomfield to Southfield Road. Activities: • May 2028 – Conduct pre-construction meeting and approve submittal documentation. • Jul 2027 – Aug 2028: Commence construction and install 8-inch C900 water main along El Dorado from Bloomfield to Southfield Road. • Aug 2028: Perform required pressure testing, disinfections, and bacteriological sampling of the new water main. • Aug 2028 – Sept 2028: Install associated 7 fire hydrants and 48 services. • Oct 2028: Restore pavement, sidewalks, and landscaping within the construction limits.
Responsible Staff :	Mike Greene & Giffels Webster
Date Range :	05/01/2028 - 10/31/2028
Expected Outcome :	Measurable Outcome: Completion of installation of approximately 3,250 feet of water main and associated appurtenances.
Measurement :	Completion of installation of approximately 3,250 feet of water main and associated appurtenances.
Objective :	Objective 4 – Project Completion and Reporting
Activity :	SMART Goal: Complete final inspections, documentation, and grant reporting to close out the project prior to the end of the grant period. Activities: • Nov 2027: Conduct final inspections and resolve punch list items. • Dec 2028 – Jan 2029: Prepare record drawings for the installed water main along El Dorado. • Feb 2029 – Mar 2029: Submit final reporting and documentation to the Michigan Department of Labor and Economic Opportunity.
Responsible Staff :	Mike Greene & Giffels Webster
Date Range :	11/01/2028 - 03/31/2029
Expected Outcome :	Measurable Outcome: Final project documentation submitted and grant closed prior to the end of the grant period of September 30, 2030.
Measurement :	Final project documentation submitted and grant closed prior to the end of the grant period of September 30, 2030.

ATTACHMENT B

PROGRAM FY26 One Time Enhancement Grant Program			DATE PREPARED 3/31/2026		
CONTRACTOR NAME City of Lathrup Village			BUDGET PERIOD From : 10/1/2025 To : 9/30/2030		
MAILING ADDRESS (Number and Street) 27400 Southfield Road			BUDGET AGREEMENT ☒ Original ☐ Amendment		AMENDMENT # 0
CITY Lathrup Village	STATE MI	ZIP CODE 48076	FEDERAL ID NUMBER 38-6021195		

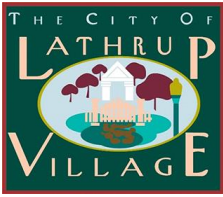
	Category	Total	Amount	Cash	Inkind
DIRECT EXPENSES					
Program Expenses					
1	Salaries/Personnel	0.00	0.00	0.00	0.00
2	Fringe Benefits	0.00	0.00	0.00	0.00
3	Employee Travel and Training	0.00	0.00	0.00	0.00
4	Supplies and Materials	0.00	0.00	0.00	0.00
5	Subawards - Subrecipient Services	0.00	0.00	0.00	0.00
6	Contractual - Professional Services	1,100,000.00	1,100,000.00	0.00	0.00
7	Communications	0.00	0.00	0.00	0.00
8	Grantee Rent Costs	0.00	0.00	0.00	0.00
9	Space Costs	0.00	0.00	0.00	0.00
10	Capital Expenditures - Equipment & Other	0.00	0.00	0.00	0.00
11	Other	0.00	0.00	0.00	0.00
Total Program Expenses		1,100,000.00	1,100,000.00	0.00	0.00
TOTAL DIRECT EXPENSES		1,100,000.00	1,100,000.00	0.00	0.00
INDIRECT EXPENSES					
Indirect Costs					
1	Indirect Costs	0.00	0.00	0.00	0.00
2	Cost Allocation Plan	0.00	0.00	0.00	0.00
Total Indirect Costs		0.00	0.00	0.00	0.00

	Category	Total	Amount	Cash	Inkind
	TOTAL INDIRECT EXPENSES	0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	1,100,000.00	1,100,000.00	0.00	0.00

Attachment E - Program Specific Requirements

[Attachment E - Program Specific Requirements](#)

Legislatively Directed Spending Items Form
[Legislatively Directed Spending Items Form](#)



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: October 19, 2026
 RE: Ferndale Leaf Agreement

Background Brief: This is a yearly agreement between numerous communities and the City of Ferndale to utilize their southwest storage yard as a leaves transfer site. This year's agreement includes a base charge increase of 10% as fees have not been adjusted in several years.

Previous Action: 10-20-25 – City Council approval of previous agreement.

Economic Impact: \$1,700 base fee + \$669.27 O&M cost = \$2,369.27 (\$155 increase over the previous year)
 Budgeted within 101-501-000-978

Recommendation: It is my recommendation to approve the agreement.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to approve the agreement between the City of Lathrup Village and the City of Ferndale regarding the use of the southwest storage area.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member

AGREEMENT BETWEEN THE CITY OF LATHRUP VILLAGE AND THE CITY OF FERNDALE REGARDING USE OF SOUTHWEST STORAGE AREA

This Agreement (the "Agreement") is made between the City of Lathrup Village ("Lathrup Village"), a Michigan Municipal Corporation with an address at 27400 Southfield Road, Lathrup Village, Michigan 48076 and the City of Ferndale ("Ferndale"), a Michigan Municipal Corporation with an address at 300 E. Nine Mile Road, Ferndale, Michigan 48220.

Pursuant to Article VII, § 28 of the Michigan Constitution of 1963, Ferndale and Lathrup Village enter into this Agreement for the purpose of delineating the obligations and responsibilities regarding the use by Lathrup Village of Ferndale's Southwest Storage Yard as a transfer site for leaves.

This Agreement, which will provide for efficient and coordinated collection of leaves, is determined to be in the best interests of both Lathrup Village and Ferndale.

NOW THEREFORE, in consideration of the mutual promises, obligations, representations and assurances set forth in this Agreement, the parties agree to the following:

1. Ferndale shall allow Lathrup Village to utilize its Southwest Storage Yard as a transfer site for leaves from **October 12, 2026 through December 31, 2026**. This Agreement may be extended for additional years upon terms and conditions agreed to by the parties. Any such delivery of leaves by Lathrup Village to the Southwest Storage Yard shall be through the west gate entrance of the storage yard, with any such trucks using Republic Street in Oak Park.
2. Lathrup Village shall pay Ferndale for using the Southwest Storage Yard as a transfer site for leaves the amount of **\$1,700** within fourteen (14) days from the execution of this Agreement. Additionally, Lathrup Village shall pay Ferndale the amount that represents the proportionate tonnage between the two communities for labor and equipment costs associated with loading the leaves into the transfer trucks at the Southwest Storage Yard as described in the attached 2017 leaf disposal schedule, which is attached as Exhibit 1 and incorporated by reference into this Agreement. The labor and equipment costs shall be paid by Lathrup Village to Ferndale within thirty (30) days from the end of this Agreement. In the event that Lathrup Village employees work at the Southwest Storage Yard for the loading of leaves to be transferred from the Southwest Storage Yard the payment to Ferndale shall be adjusted on a proportionate basis based on Exhibit 1. In the event that Lathrup Village employees work at the Southwest Storage Yard as discussed above, they shall utilize Lathrup Village equipment only.
3. In order to update the figures in Exhibit 1, Lathrup Village shall be required to report the daily amount of leaves dropped at the Southwest Storage Yard. The estimated yardage of each drop shall be recorded, attached as Exhibit 2 is the log that should be used to keep track of each drop. Failure to submit daily log will result in a penalty of \$100.00 per instance. The total penalty amount will be collected and shall be paid with the labor and equipment costs within thirty (30) days from the end of this Agreement.

4. This Agreement does not, and is not intended to, impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of Lathrup Village or Ferndale.
5. Absent a written waiver, no act, failure or delay by either Lathrup Village or Ferndale to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Lathrup Village or Ferndale shall subsequently affect its right to require strict performance of this Agreement.
6. Nothing contained herein shall be construed to make the employees of either party the employees of the other or to render either party liable for such other party's debts or obligations.
7. If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
8. The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural number, any reference to the male, female, or neuter genders, and any possessive or nonpossessive use in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
9. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid, and addressed to the clerk of the respective party. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent express delivery services or personal delivery; or (3) three days after mailing first class or certified mail.
10. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan and venue is acknowledged as proper in the court set forth above.
11. Any modifications, amendments, recessions, waivers, or releases to this Agreement must be in writing and agreed to by both Lathrup Village and Ferndale. Unless otherwise agreed, the modification, amendment, recession, waiver, or release shall be signed by the same persons who signed this Agreement or other persons as authorized by the Lathrup Village and Ferndale governing bodies.

12. This Agreement represents the entire Agreement and understanding between Lathrup Village and Ferndale. This Agreement shall supersede all other oral or written Agreements between Lathrup Village and Ferndale respecting this matter. The language of this Agreement shall be construed as a whole according to its fair meaning and shall not be construed strictly for or against any party.
13. This Agreement may be executed in two or more counter parts, each of which shall be deemed an original and all of which together shall constitute one in the same instrument. The effective date shall be the date the last party has executed the Agreement.

IN WITNESS WHEREOF, the City of Lathrup Village and the City of Ferndale have caused this Agreement to be signed and executed on its behalf by its respective Mayor and City Clerk on the day and year noted below:

City of Lathrup Village,
a Michigan Municipal Corporation

Signature: _____

Signature: _____

Name/Title: _____

Name/Title: _____

Date: _____

Date: _____

City of Ferndale,
a Michigan Municipal Corporation

Signature: _____

Signature: _____

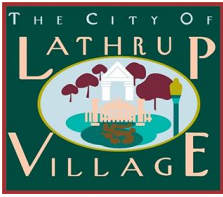
Raylon Leaks-May, Mayor

Dean Lent, Clerk

Date: _____

Date: _____

Exhibit 1 2017	CITY	PERCENTAGE	TONNAGE
Ferndale	24%		1,235.58
Oak Park	31%		1,595.95
Pleasant Ridge	12%		617.49
Huntington Woods	20%		1,029.65
Lathrup Village	13%		669.27
TOTAL	100%		5,147.94



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

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: October 19, 2026
 RE: Agenda/Meeting Management Software

Background Brief: The City currently utilizes CivicPlus for its internal agenda management software through the AAM Essential program. CivicPlus has notified the City that AAM Essential will no longer be hosted after the end of the current fiscal year.

CivicPlus has transitioned its agenda management platform to AAM Select, which will serve as the replacement for AAM Essential and provide continued functionality for the City's agenda preparation, management, and meeting workflows.

Based on the City's long-standing partnership with CivicPlus they will reduce our first-year costs by \$100 to \$5,300. Additionally, the annual escalator will be reduced from 5% to 3%. Staff recommend beginning the migration early to ensure uninterrupted service and provide City staff with adequate time to train, onboard, and become familiar with the new platform before AAM Essential is discontinued.

Additionally, AAM Select will provide an important accessibility enhancement by automatically remediating PDF documents to meet ADA and WCAG accessibility standards, helping the City improve the accessibility of its public documents while reducing the need for manual remediation.

NOTE: CivicPlus Platforms currently utilized by the City include: Agenda/Meeting Management, SeeClickFix, Social Media Archiving, and Municode Codification (digital ordinances).

Previous Action: 9/21/26 – City Council voted not to approve.

Economic Impact: At the request of Council, staff reached out to additional agenda management vendors, and below is a cost summary of the proposals received.

Vendor	Setup/Implementation	Year 1	Cost Over 5 Years
CivicPlus	\$0	\$5,300	\$28,138
Municipal One	\$2,500	\$5,000	\$27,500
Granicus*	\$5,751	\$4,500	\$28,251

*Does not include cost to migrate historical records. This would be an additional cost that was not available at the time of writing this memo.

While CivicPlus is not the lowest-cost option over a five (5) year period, the difference in total cost is relatively modest. Based on the proposals received, it would take approximately five years for the cumulative cost of CivicPlus to exceed the lowest-cost proposal, Municipal One. This provides the City with an opportunity to continue using an existing vendor while avoiding an immediate migration and implementation process of another. Prior to that point, the City will have the ability to conduct a full review of available agenda management technologies, pricing, and service offerings to determine whether a change in vendor is warranted.

Budgeted within 101-100-000-848-001.

Recommendation: It is my recommendation to approve the transition to AAM Select.

Recommended Motion:

Moved by Councilmember, _____ seconded by Councilmember _____, to approve the CivicPlus Statement of Work and transition to AAM Select for agenda/meeting management software.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member


CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
Q-138898-1
7/10/2026 2:07 PM
10/30/2026

Client:

City of Lathrup Village, MI

Bill To:

LATHRUP VILLAGE CITY, MICHIGAN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Theresa St. John		theresa.stjohn@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	AMM Select: Conversion Pro Premium Implementation	Includes config. of up to 6 existing meeting types, up to 6 existing boards, 1 approval workflow per existing meeting type, 1 existing staff report, access to 4h of group training, 1h of consulting and recorded training resources	USD 0.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	AMM Select: Pro Annual Fee	AMM Select: Pro Annual Fee	USD 5,400.00
1.00	AMM Select: AI Editing Assistant	AI Editing Assistant is an optional AMMS feature that enables authorized users to enhance agenda and meeting content using integrated AI tools to generate, summarize, rewrite, or polish text in fields like item descriptions, fiscal info, and minutes.	USD 0.00

Total Investment - Initial Term	USD 5,400.00
Annual Recurring Services (Subject to Uplift)	USD 5,400.00

Initial Term	4/1/2027 - 3/31/2028, Renewal Term 4/1 each calendar year
Initial Term Invoice Schedule	100% Invoiced on Initial Term Start Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-138898-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client SignatureCivicPlus_____
By (please sign):_____
By (please sign):_____
Printed Name:_____
Printed Name:_____
Title:_____
Title:_____
Date:_____
Date:_____
Organization Legal Name:_____
Billing Contact:_____
Title:_____
Billing Phone Number:_____
Billing Email:_____
Billing Address:_____
Mailing Address: (If different from above)_____
PO Number: (Info needed on Invoice (PO or Job#) if required)

302 South 4th Street, Suite 500
Manhattan, KS 66502
P. 888-228-2233 ext. 291

Contract #: 00120987
As of Date: 03/02/2027
Renewal Date: 04/01/2027

Client:
City of Lathrup Village, MI

Bill To:
LATHRUP VILLAGE CITY, MICHIGAN

QTY	DESCRIPTION	RENEWAL PRICE
1	Municode Codification Meetings Hub Bundled Purchase	1000
1	Municode Codification Meetings Board Management	1000
1	Municode Codification Meetings Premium Annual Renewal	3400
RENEWAL TOTAL		\$5,400.00

1. This renewal Statement of Work ("SOW") is between City of Lathrup Village, MI ("Customer") and CivicPlus, LLC and shall be subject to the terms and conditions of the Master Services Agreement ("MSA") and the applicable Solutions and Products terms found at: <http://www.civicplus.help/hc/p/legal-stuff> (collectively, the "Terms and Conditions"). By signing this SOW, Customer expressly agrees to the Terms and Conditions throughout the Term of this SOW. The Terms and Conditions form the entire agreement between Customer and CivicPlus (collectively, referred to as the "Agreement"). The Parties agree the Agreement shall supersede and replace all prior agreements between the Parties with respect to the services provided by CivicPlus herein (the "Services").
2. This SOW shall remain in effect for an initial term beginning 04/01/2027 and continuing for one year ("Initial Term"). In the event that neither party gives 60 days' notice to terminate prior to the end of the Initial Term, or any subsequent Renewal Term, this SOW shall automatically renew for any number of additional twelve month renewal terms ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".
3. The Renewal Total shall be invoiced on the first day of the Initial Term and the first day of each Renewal Term. Renewal Term Total Annual Services shall be subject to a 0% annual increase beginning with the first renewal term. Customer shall pay all invoices within 30 days.
4. Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.
5. Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

If a PO Number is required, please send to accounting@civicplus.com



Board Summary and Line-Item Explanation

CivicPlus Statement of Work - Agenda and Meeting Management

To	City of Lathrup Village Board
From	Theresa St. John
Date	August 14, 2026
Subject	CivicPlus Statement of Work Q-138898-1

Executive Summary

This document summarizes CivicPlus Statement of Work Q-138898-1 for the City of Lathrup Village, MI. The SOW covers AMM Select for agenda and meeting management, including implementation support, annual subscription services, and an optional AI Editing Assistant listed at no charge. The quoted year-one total is USD 5,400.00, with no one-time fee shown and annual recurring services of USD 5,400.00. The initial term runs from 4/1/2027 through 3/31/2028.

Recommended Board Action: Approve the CivicPlus Statement of Work for AMM Select in the amount of USD 5,400.00, including USD 0.00 in one-time fees and USD 5,400.00 in annual recurring services, and authorize the appropriate representative to execute the agreement.

Why This Is Being Considered

Need	How the proposal addresses it
Agenda and meeting setup	Configures up to 6 existing meeting types, up to 6 existing boards, approval workflows, and an existing staff report.
Staff readiness	Includes 4 hours of group training, 1 hour of consulting, and recorded training resources to support implementation.
Ongoing service continuity	The recurring annual fee keeps AMM Select active and supported after go-live.
Optional AI assistance	The AI Editing Assistant is included at USD 0.00 and can help staff generate, summarize, rewrite, or polish agenda and meeting text.
Clear renewal terms	The SOW states the invoice schedule, automatic renewal process, and 5% annual uplift beginning in year 2.

Financial Summary

The quote presents a single year-one recurring charge, one no-cost implementation line, and a no-cost optional AI feature.

Year / Item	Annual Subscription	One-time Fees	Annual Total
Year One	USD 5,400.00	USD 0.00	USD 5,400.00
Annual Recurring Services	USD 5,400.00	-	USD 5,400.00
Annual Uplift	5% beginning in year 2	-	Not separately priced



Key Quote Terms

Item	Detail
Quote number	Q-138898-1
Client	City of Lathrup Village, MI
Bill to	LATHRUP VILLAGE CITY, MICHIGAN
Quote date	July 10, 2026, 2:07 PM
Approval date	Not specified
Expiration date	10/30/2026
Salesperson	Theresa St. John
Payment terms	Net 30
Initial term	4/1/2027 - 3/31/2028
Renewal term	4/1 each calendar year
Invoice schedule	100% invoiced on initial term start date
Renewal procedure	Automatic 1-year renewal unless 60 days' notice is provided prior to renewal date
Annual uplift	5% to be applied in year 2
Binding terms	CivicPlus Master Services Agreement and applicable Solution and Services terms at civicplus.help/hc/en-us/p/legal-stuff
SOW status	This document is a Statement of Work, not an invoice

Notes for Board Review

- This document is a Statement of Work rather than an invoice, and the quote states that invoicing follows the schedule in the SOW.
- The implementation includes configuration, group training, consulting, and recorded training resources needed to launch AMM Select.
- The AI Editing Assistant is shown at no charge, so it does not change the year-one total.
- The agreement renews automatically unless notice is given, and the annual uplift begins in year 2.

Detailed Line-Item Summary

The table below lists each quoted line item, the 12-month value shown, and a plain-language explanation of why it is needed for the project.

Category	Qty	Product / Service	Quote Description	Cost / 12-Month Value	What it is and why it is necessary
One-time	1.00	AMM Select: Conversion Pro Premium Implementation	Includes config. of up to 6 existing meeting types, up to 6 existing boards, 1 approval workflow per existing meeting type, 1 existing staff report, access to 4h of group training, 1h of consulting and recorded training resources	USD 0.00	This sets up AMM Select for the City's existing meeting types and boards. It is needed to configure workflows, staff reporting, and training so the system can go live.
Recurring	1.00	AMM Select: Pro Annual Fee	AMM Select: Pro Annual Fee	USD 5,400.00	This is the recurring subscription for AMM Select. It is needed to keep the agenda and meeting management service active and supported each year.
Recurring	1.00	AMM Select: AI Editing Assistant	AI Editing Assistant is an optional AMMS feature that enables authorized users to enhance agenda and meeting content using integrated AI tools to generate, summarize, rewrite, or polish text in fields like item descriptions, fiscal info, and minutes.	USD 0.00	This optional feature helps staff draft and refine agenda and meeting content more quickly. The quote shows it at no charge, so it can be enabled without affecting the year-one total.

The line-item values reconcile to the quoted year-one total of USD 5,400.00.

Source And Accuracy Note

This summary is based on the uploaded CivicPlus quote/Statement of Work. In the event of a discrepancy, the executed CivicPlus agreement and Statement of Work control.



Planning Your Transition: Agenda Platform Modernization

A guided path to CivicPlus's next-generation platform — built for the evolving needs of local government.

CIVICPLUS.COM



Our viewpoint

Item 9H.

As the recognized leader in GovTech,
we have a **pulse** on what it takes for
local governmental impact in this next era

10k+

customers

100k+

public servants

340M+

residents

50

states

6

provinces

25

years

CLIENT
SATISFACTION

96%

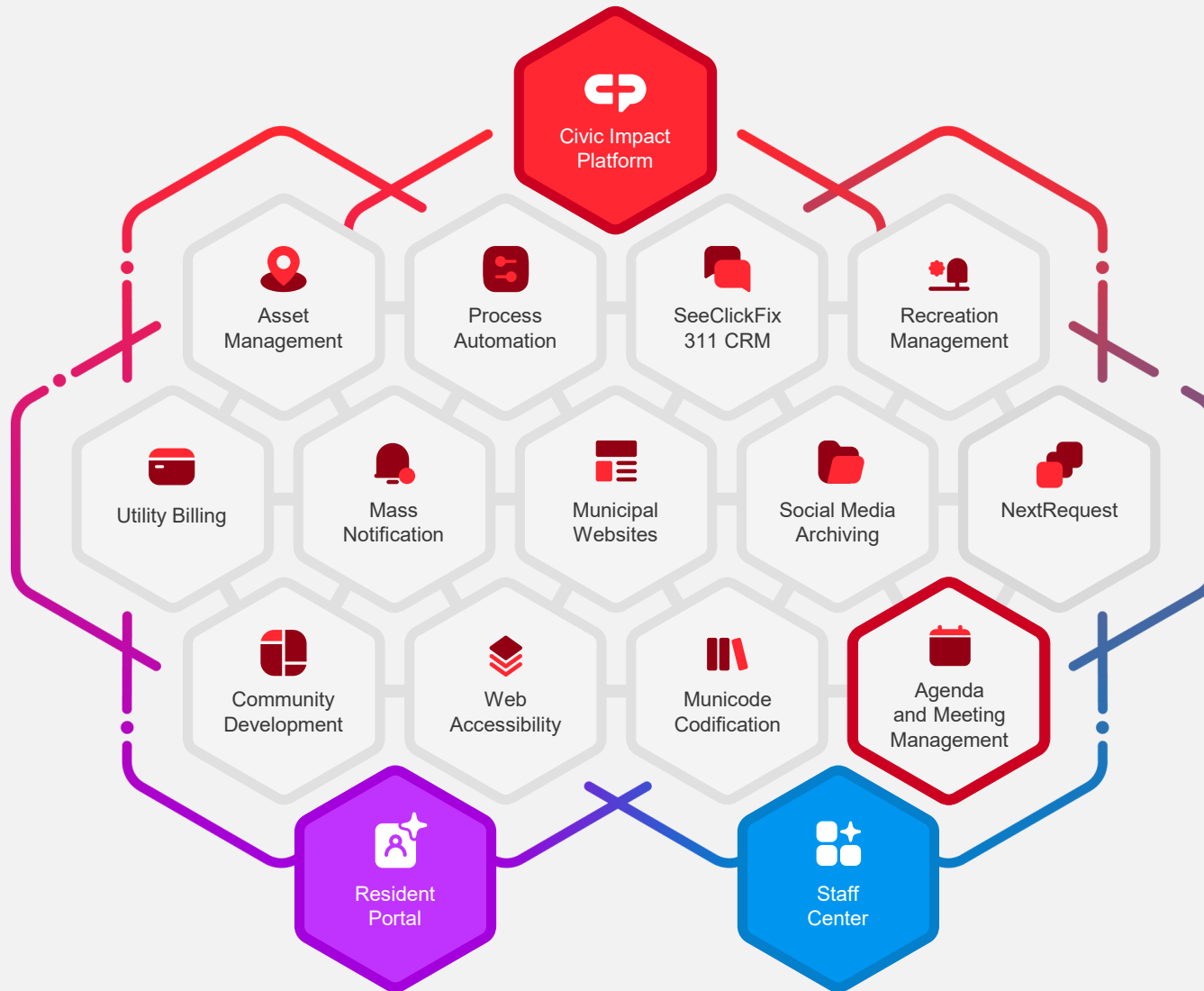
CLIENT
RETENTION

98%

STEVIE
AWARDS

17





Communications

Boost engagement and improve interactions



Clerk

Increase compliance and enhance transparency



Parks & Rec

Simplify operations and increase participation



Community Development & Public Works

Streamline services and empower growth



Finance

Increase collections and modernize payments



Administration

Supercharge departments and drive impact

Clerk Bundle

Strengthen records management and reduce public records risk. Add **NextRequest (FOIA)** or **Social Media Archiving** to your migration and receive **100% off ARR until your renewal**.



NextRequest (FOIA)

Streamline public records requests with a modern, transparent portal that reduces staff burden and improves response times



Social Media Archiving

Automatically capture and preserve social media content to meet public records obligations and reduce compliance risk



Why We're Here

CivicPlus is modernizing our platform to better support the evolving needs of local governments. Our next-generation investment is focused on four pillars:



Stronger Security & Compliance

Modern government security standards built in from the ground up



Improved Accessibility

Ongoing investment in WCAG 2.2-aligned tools for all residents



More Innovation & Automation

AI-powered capabilities and seamless integrations



Long-Term Product Investment

Faster innovation cycles and a more stable, future-ready platform



CONTINUITY

Core Capabilities You Rely On — Still in Select

Your migration doesn't mean starting from scratch. **Select preserves the core functionality your team uses every day** — with the same familiar tools, now built on a more powerful, modern foundation.

- All essential modules carry over seamlessly
- Staff can continue working without relearning workflows
- Enhanced performance and security built in from day one
- Additional capabilities layered on top of what already works



What You Gain in Select

Beyond continuity, your migration to Select unlocks meaningful improvements across design, performance, and resident experience.

Modern, Responsive Design

A professionally designed site that looks great on every device — desktop, tablet, and mobile — right out of the box.

Improved Accessibility

Built to meet current ADA and WCAG standards, reducing compliance risk and making content accessible to all residents.

Stronger Search & Navigation

Residents find what they need faster with smarter search, intuitive navigation, and improved content structure.

Ongoing Platform Updates

Benefit from continuous improvements, security patches, and new features — without managing upgrades yourself.

Action Needed By:

June 30th, 2027

AMM Essential no longer hosted. All Essential customers migrate to **AMM Select**, our flagship agenda management platform.

Your current hosting platform is reaching its end of life. Early migration ensures uninterrupted service and gives your team more time to train and onboard



What to Expect During AMM Migration

A Structured, Guided Implementation (8-10 Weeks)

- Dedicated Project Manager
- Kickoff & Configuration Alignment
- Design Review to Match Your Workflows
- Four Hands-on Training Sessions
- Launch Readiness Discussion

No Downtime

- Your team will continue creating and publishing agendas, packets, and minutes throughout the migration process

Your Historical Content is Protected

- Agendas, packets, and minutes will be automatically migrated
- Attachments remain accessible for 30 days post go-live
- Video imports available as an optional add-on



Kickoff Call	Design Review	Group Trainings	CivicPlus Media Individual Training	Additional Group Training	Launch Discussion	Post-Launch Discussion
30 mins	30 mins	Four (4) 1-hour sessions	60 mins	60 mins	30 mins	30 mins
WHO - Your main point of contact (POC) - CivicPlus Project Manager (PM)	WHO - Your main POC - CivicPlus PM	WHO - Your main POC 2 additional users of your choice - CivicPlus Implementation Consultant (IC)	WHO - Your main POC 2 additional users of your choice - Your IT representative - CivicPlus IC	WHO - Your main POC 2 additional users of your choice - CivicPlus IC	WHO - Your main POC - Your IT representative - CivicPlus PM - CivicPlus IC	WHO - Your main POC - CivicPlus PM
AGENDA - Confirm POCs and project scope - Discuss Agenda and Minutes styles (<i>Optional: Item Report style and workflow</i>) - Updates for ADA compliance - Discuss invites/ dates for group trainings - Schedule Design Review and Launch Discussion	AGENDA - Review site - Review configured Agenda and Minutes designs (<i>Optional: Item Report style and workflow</i>) - Staff User Import	TRAINING AGENDAS - System Configuration - Agenda Creation - Item Creation - Minutes	AGENDA - CP Media Testing - CP Media Training <i>This is an optional session available at an additional cost.</i>	AGENDA Flexible — matched to your team's needs <i>This is an optional session available at an additional cost.</i>	AGENDA - Discuss open questions - Resolve lingering items	AGENDA - Discuss open questions - Resolve lingering items <i>This is an optional session available at an additional cost.</i>

**What to expect from group training:**

- Group Training will be discussed and scheduled at Kickoff Call with an assigned Implementation Team Member.
- Group Trainings are live and facilitated with your Agenda and Meeting Management Implementation Team.
- Up to 5 Municipalities are allotted to attend each Group Training. Attendance will vary.
- Group Training engagements will not be recorded.
- Homework will be assigned after each Group Training session to complete before the next session.

Peace of Mind - AMM Enhancements

Add any of these solutions to your migration and receive **promotional pricing**. Each tool helps you reduce manual effort, meet compliance requirements, and future-proof your platform.



DocAccess PDF Accessibility

Automatically remediate PDFs to meet ADA and WCAG standards — no manual effort required.



Live Meeting Manager

Streamline public meeting management with integrated live streaming, agendas, and archiving in one place.



CivicPlus Media

A centralized media library for managing government video and image content across your digital channels.



Next Steps: AMM Migration

We're ready to make your transition seamless. Here's how we get started together:

01

Webinar/Demo

We'll walk you through AMM Select; agenda and item creation, workflows, and the citizen-facing experience in a live, 1-hour session. Join our **Webinar on May 7th**. [Sign Up](#) (will be recorded)

03

Contracting

We'll review the contract together — finalizing included items, costs, and terms — so there are no surprises.

02

Scoping Meeting

We'll align on which package options best fit your needs and explore any opportunities to expand your platform's impact.

04

Get Started

Once your contract is executed, it takes just **3 weeks** to process and assign your dedicated implementation consultant.



D I G I T A L G O V E R N M E N T P L A T F O R M

Lathrup Village, Michigan

Agenda Management Proposal

P R E P A R E D F O R

Michael Greene, City Administrator

September 29, 2026

Agenda Management for Lathrup Village

Lathrup Village runs six meeting types and posts its meetings to YouTube. The village needs a system that brings over its archived documents, gives residents one searchable place to find them, publishes ADA compliant PDFs automatically, and works for every board, including those that prefer to prepare their own documents.

Municipal One Agenda Management gives all the village's boards and committees one place to build agendas, attach supporting documents, publish them online, and record minutes, all in a fraction of the time it takes today. Digital submissions with collaborative workflows and approvals ensure that every item has the right documentation and review before it reaches the agenda, so preparation becomes simple and consistent every time. With unlimited boards, unlimited meetings, and unlimited users included for one price, Municipal One meets the village's needs today and for years to come.

Migration from Municode Meetings

Municipal One will import the village's existing PDF agendas, minutes, and packets so your full meeting history is searchable in one place. We will set up the initial templates, configure each board, and provide a turn-key system that's ready for your first meeting on day one.



Built-in Accessibility

The Municipal One platform is built to WCAG 2.1 AA standards from the ground up ensuring that your agenda portal complies with federal accessibility requirements from the start, no widgets required.

What's Included:

- Drag-and-drop agenda building with reusable templates customized for each board
- Digital staff reports with attached supporting documents
- Approval workflows, so every agenda item and report is reviewed and ready when submitted
- Automatic PDF packets
- One-click publishing as a mobile-friendly web page and ADA-compliant PDF
- Automatic notifications alerting staff, board members, and the public when agendas publish
- Public subscribers manage their own preferences and can follow one, two, or all boards
- Real-time minutes with motions, votes, and notes recorded as the meeting happens
- Automatic video bookmarks so residents can jump right to the topics that interest them
- Import of existing agendas, minutes, and packets from Municode Meetings
- Unlimited agendas and meetings across all boards
- Full setup, staff training, and ongoing support included

“

Municipal One’s agenda management system has made our packet process more efficient, organized, and transparent. The platform is user-friendly, and their support team has been outstanding.

”

- Maycie Jaehnig, City Recorder
City of North Bend, Oregon

Pricing

Municipal One Agenda Management	\$5,000 / year
Implementation and setup	\$3,500, reduced to \$2,500 if signed by December 31, 2026

No per-board charges. No meeting limits. No automatic annual price increases.

What Makes Us Different

Independently owned

Municipal One is independently owned, not private equity backed, which means no forced migrations, the team that built your platform is the team that supports it, and our solutions are continuously evolving to meet our clients' needs.

No automatic price increases

Your quoted price is the actual price. We do not build escalators into our contracts. Your price only changes when you change your service options.

Support that works for you

Live support from real people Monday through Friday from 8 a.m. to 8 p.m. Eastern with 24/7 monitoring and emergency support.

Ready To Move Forward?

The system will be configured and ready to publish your first agenda in 30 days or less.

Contact us to get started:

Toni Oesterle
Director of Client Services
toni@municipalone.com
816-207-2110

Agenda Management for Lathrup Village, MI

Budgetary Pricing Proposal

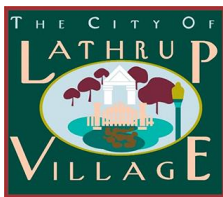
Investment Summary

Solution	Type	Budgetary Cost
Peak Agenda Management - Unlimited user accounts - Unlimited meeting bodies and meeting types - Access to one (1) Peak Agenda Management site	Annual Subscription	\$4,500
Peak – Setup & Configuration - Up to one (1) meeting body's Standard Agenda, Cover Page and Minutes report template - Up to one (1) public view page portal	One-Time	\$5,751
Peak – Online Training - Live online training sessions with a Granicus trainer via WebMeeting - Includes group online training; individual training available at additional cost - Project Manager will conduct check-ins throughout		
Estimated First-Year Investment		\$10,251

Solution Descriptions

Solution	Description
Peak Agenda Management	Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management and minutes recording process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas and record minutes for public meetings.
Peak – Setup & Configuration	Setup and configuration for Peak Agenda Management includes implementation of one (1) meeting body's Standard Agenda, Cover Page and Minutes report template, and one (1) public view page portal.
Peak – Online Training	Peak Agenda Management – Online Training is for live online training, which allows clients to have online sessions with a Granicus trainer. Group online training is listed; individual training is additional to group training. A Project Manager will conduct check-ins along the way.

Budgetary estimates are valid for 30 days. All figures are subject to revision upon formal scoping and proposal.



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TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: October 19, 2026
 RE: Volunteer Request & Approval Program

Background Brief: At the request of City Council, staff have drafted a Volunteer Request and Approval Program to establish a consistent process for reviewing and approving volunteer-initiated projects on City property, within the public right-of-way, or otherwise intended to benefit the City.

The proposed program is intended to encourage community involvement while ensuring that volunteer activities align with City policies and objectives, meet applicable safety standards, and appropriately address liability, insurance, and ongoing maintenance responsibilities.

Under the proposed program, individuals or organizations would submit a request for City review before beginning work. Staff would evaluate each proposal based on its public benefit, compatibility with City operations, safety, potential liability, and any ongoing financial or maintenance obligations. Approval would not constitute City sponsorship or obligate the City to provide funding, promotion, or ongoing support.

The program would be administered by the City Administrator or their designee, with certain projects potentially requiring approval from City Council or another City board or commission. Applicants would also have the ability to appeal a denial to City Council within 30 calendar days.

Previous Action: Study Session discussion

Economic Impact: N/A

Recommendation: It is my recommendation to adopt the program.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____ to approve the Volunteer Request & Approval Program.

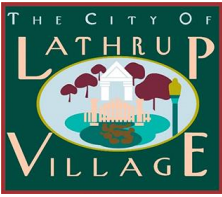
Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



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Volunteer Request and Approval Program

1. Purpose

The City of Lathrup Village recognizes and appreciates the willingness of residents, community organizations, businesses, civic groups, and other individuals to volunteer their time and talents to benefit the community.

This program establishes a consistent process for reviewing and approving volunteer-initiated activities proposed to occur on City property, within the public right-of-way, or otherwise on behalf of or for the benefit of the City. Volunteer Requests are initiated by individuals, organizations, businesses, or other community groups and are not City-sponsored activities or programs unless the City expressly determines otherwise in writing.

The purpose of the program is to ensure that proposed volunteer activities are consistent with City objectives, policies, plans, and operations; do not interfere with City services or projects; meet applicable safety requirements; and appropriately address liability and risk management concerns.

City approval of a Volunteer Request does not constitute City sponsorship, endorsement, co-sponsorship, or assumption of responsibility for the activity. Approval simply authorizes the approved volunteer activity to proceed subject to any conditions established by the City and the applicable Volunteer Agreement and Release.

Nothing in this program shall be construed to require the City to participate in, fund, promote, advertise, supervise, maintain, or otherwise support an approved volunteer activity unless the City separately agrees to do so in writing.

2. Prior City Approval Required

No individual, group, organization, business, or other entity may undertake volunteer work on behalf of the City or perform work on City-owned property or within the public right-of-way without prior approval from the City.

Volunteer activities may include, but are not limited to:

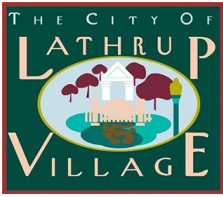
- Landscaping, gardening, planting, or beautification projects;
- Park, trail, or public space clean-up activities;
- Tree planting or maintenance;
- Painting or other aesthetic improvements;
- Community events or activities;
- Neighborhood improvement projects;
- Installation or placement of items on City property;
- Donations of labor, materials, or services; and
- Any other activity proposed to benefit or improve City property or services.

Approval is required even when the volunteer activity is being offered at no cost to the City.

3. Volunteer Request

Individuals or groups wishing to volunteer must submit a Volunteer Request to the City before beginning work.

The request should include, as applicable:



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- Name and contact information of the individual or organization;
- Description of the proposed volunteer activity;
- Location of the proposed work;
- Proposed date and duration;
- Number of anticipated volunteers;
- Description of any equipment, tools, vehicles, or materials to be used;
- Whether the activity involves planting, pruning, removing, installing, painting, digging, construction, or other physical work;
- Whether the activity involves minors;
- Any anticipated costs or donated materials;
- Proposed funding or source of materials;
- Whether the volunteer activity involves a contractor or other third party; and
- Any other information requested by the City.

The City may request additional information when necessary to evaluate the proposal.

4. Review and Approval

The City will review each request to determine whether the proposed activity:

1. Is consistent with City policies, plans, ordinances, and objectives;
2. Provides a public benefit;
3. Is compatible with the intended use of the property;
4. Does not interfere with City operations or planned projects;
5. Can be performed safely;
6. Does not create unreasonable liability or risk for the City;
7. Does not create an ongoing maintenance obligation that the City has not approved;
8. Does not conflict with existing contracts, grants, warranties, or other obligations of the City;
9. Complies with applicable laws, regulations, permits, and utility requirements; and
10. Is appropriate for the proposed location and circumstances.

Approval may be granted, denied, or granted subject to specific conditions.

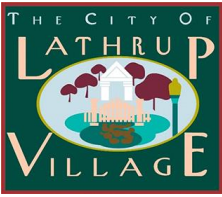
The City may also modify the scope, location, timing, materials, methods, or other aspects of a proposed volunteer activity as a condition of approval.

5. No Implied Authority

Approval of a volunteer request does not authorize the volunteer or organization to act as an employee, agent, representative, or contractor of the City.

Volunteers may not represent that they are acting with authority on behalf of the City unless specifically authorized to do so.

Approval of one volunteer activity does not constitute approval of future or recurring activities. A new request may be required when the scope, location, timing, or nature of the activity changes.



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6. Volunteer Agreement and Release

Before beginning an approved activity, the City may require each volunteer, organization, or other responsible party to execute a Volunteer Agreement and Release acceptable to the City.

The agreement may include provisions addressing:

- Assumption of risk;
- Release and waiver of claims against the City;
- Indemnification and defense of the City;
- Insurance requirements;
- Responsibility for damage to City property;
- Compliance with applicable laws and City requirements;
- Responsibility for the conduct and supervision of volunteers;
- Responsibility for minors participating in the activity;
- Use of equipment and vehicles;
- Safety requirements; and
- Restoration or cleanup following the activity.

The City may require proof of insurance or additional insured status when appropriate based upon the nature and risk of the proposed activity.

7. Safety and Work Requirements

All approved volunteer activities must be performed in a safe and workmanlike manner and in accordance with all applicable laws, regulations, ordinances, permits, and City requirements.

Volunteers may not:

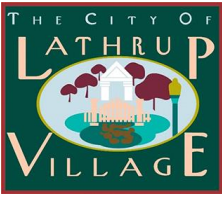
- Enter restricted areas without authorization;
- Operate City-owned equipment unless specifically authorized;
- Perform electrical, plumbing, structural, excavation, or other specialized work without specific City approval;
- Remove, alter, or damage City infrastructure or property;
- Perform work that requires a permit without obtaining the required permit;
- Conduct activities that create an unreasonable hazard to the public; or
- Undertake any activity beyond the scope approved by the City.

The City may immediately suspend or terminate any volunteer activity if it determines that the activity presents a safety concern, creates liability for the City, conflicts with City operations, or otherwise fails to comply with the approved scope.

8. City Property and Materials

Volunteers may not install, remove, alter, paint, landscape, plant, construct, or otherwise modify City property without specific approval.

Any donated materials, equipment, plants, trees, furnishings, structures, or other items proposed for use on City property must be approved by the City before they are purchased, delivered, or installed.



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The City reserves the right to reject donated materials or improvements that do not meet City standards or that would create an unreasonable maintenance, replacement, or financial obligation.

9. Ongoing Maintenance

Unless specifically agreed to in writing by the City, approval of a volunteer project does not obligate the City to provide ongoing maintenance, repair, replacement, watering, pruning, removal, or other services related to the volunteer project.

The City may require the volunteer or sponsoring organization to assume responsibility for specified maintenance activities as a condition of approval.

10. City Discretion

The City retains sole discretion to approve, deny, modify, suspend, or terminate a proposed volunteer activity.

Approval may be withdrawn if circumstances change, if the volunteer activity is not being performed as approved, or if the City determines that continuation of the activity is no longer in the City's best interest.

Nothing in this program creates a right or entitlement to conduct volunteer activities on City property.

11. Emergency and Routine Community Activities

The City may establish standing approvals or simplified procedures for recurring activities that have been reviewed and determined to present minimal risk.

The City may also waive or modify portions of this process when appropriate for emergency response, disaster recovery, or other circumstances in which immediate action is necessary to protect public health, safety, or property.

12. Program Administration

The City Administrator, or their designee, shall administer the Volunteer Request and Approval Program and may establish administrative procedures, forms, approval requirements, and standard volunteer agreements necessary to implement the program.

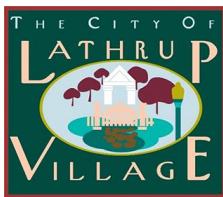
Certain projects may require approval from the City Council or another City board, commission, or committee based upon the nature, scope, cost, location, or policy implications of the proposed activity.

13. Appeal of Denial

If the City Administrator or their designee denies a Volunteer Request, the applicant may appeal the denial to the City Council.

The appeal must be submitted in writing to the City Clerk within 30 calendar days of the denial date and must state the basis for the appeal and any additional information the applicant wants the City Council to consider.

Upon receipt of a timely appeal, the City Administrator shall place the matter on a future City Council agenda for consideration. The City Council may request additional information from the applicant, City staff, or other appropriate parties before making its determination.



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Following consideration of the appeal, the City Council may:

- Uphold the denial;
- Approve the proposed volunteer activity;
- Approve the activity subject to specified conditions; or
- Remand the request to the City Administrator or their designee for further consideration.

The City Council's determination shall constitute the final administrative decision of the City regarding the Volunteer Request.

Filing an appeal does not authorize the applicant or any volunteer to begin or continue the proposed activity. No volunteer activity may commence unless and until written approval has been provided by the City Administrator, their designee, or the City Council through the appeal process.

14. Effective Date

This program shall become effective upon approval by the City and shall apply to all volunteer activities conducted on behalf of, or on property owned by, the City following its effective date.

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

**VOLUNTEER HOLD HARMLESS, RELEASE,
AND INDEMNIFICATION AGREEMENT**

This Agreement is made between the City of Lathrup Village, a Michigan municipal corporation (the "City"), and the undersigned volunteer (the "Volunteer").

1. Volunteer Activity. Volunteer desires to perform unpaid volunteer work at _____ located in the City of Lathrup Village, Michigan (the "Park"). The work may include, without limitation, weeding, raking, spreading or removing wood chips, painting or cleaning play structures, relocating play equipment, digging or installing a sand area, operating personal or third-party equipment (including tractors, rakes, trailers, and similar machinery), and related park-improvement activities (the "Work"). Volunteer will perform the Work only if and to the extent approved by the City and only in the manner and at the times directed or authorized by the City.

2. Assumption of Risk. Volunteer understands that the Work involves inherent risks of injury to persons and damage to property, including risks associated with the use of tools and equipment, uneven ground, existing park structures, concrete walks and pads, play equipment, buried utilities, and weather. Volunteer voluntarily assumes all such risks.

3. Responsibility for Damage to City Property. Volunteer is solely responsible for any damage to City property caused by Volunteer, any person assisting Volunteer, or any equipment brought onto or used in the Park by Volunteer or at Volunteer's direction. This includes, without limitation, damage to concrete walks, pads, curbs, play structures, fencing, landscaping, irrigation, utilities, and other Park improvements. Volunteer shall promptly repair, restore, or pay the full cost of repair or replacement of any such damage, to the City's reasonable satisfaction and at no cost to the City.

4. Equipment. Any tools, vehicles, or equipment used in the Work are provided by Volunteer, not by the City. Volunteer represents that such equipment is in safe working condition, that Volunteer is competent to operate it, and that Volunteer will use it in a careful and workmanlike manner. The City is not responsible for loss of or damage to Volunteer's equipment.

5. Release and Hold Harmless. To the fullest extent permitted by law, Volunteer, for Volunteer and Volunteer's heirs, executors, administrators, and assigns, hereby releases, waives, discharges, and covenants not to sue the City and its elected and appointed officials, employees, agents, and volunteers (collectively, the "Released Parties") from any and all claims, demands, causes of action, damages, losses, and expenses (including reasonable attorney fees) arising out of or related to the Work or Volunteer's presence in the Park, including claims for personal injury, death, or property damage, whether caused by the negligence of any Released Party or

otherwise, except to the extent caused by the sole gross negligence or willful misconduct of a Released Party.

6. Indemnification. Volunteer shall indemnify, defend, and hold harmless the Released Parties from and against any and all claims, demands, liabilities, damages, losses, and expenses (including reasonable attorney fees) arising out of or related to: (a) the Work; (b) Volunteer's use of equipment in the Park; (c) injury to any person, including Volunteer and any helper or bystander; and (d) damage to any property, including City property. This obligation survives completion of the Work.

7. Insurance. Volunteer is not covered by the City's workers' compensation or liability insurance. Volunteer is encouraged to maintain personal health, automobile, and liability insurance covering the Work and any equipment used.

8. Compliance and Authority. Volunteer shall comply with all applicable laws, ordinances, and City directions. This Agreement does not authorize Work that has not been approved by the City. Volunteer has no authority to bind the City or to represent that Volunteer is a City employee or contractor.

9. Miscellaneous. This Agreement is governed by Michigan law. If any provision is held invalid, the remaining provisions remain in effect. Volunteer has read this Agreement, understands it, and signs it voluntarily.

Volunteer Information

Printed Name: _____

Address: _____

Phone: _____ Email: _____

Description of equipment to be used (if any):

Volunteer Signature: _____ Date: _____

If Volunteer is under 18 years of age, a parent or legal guardian must also sign:

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____ Date: _____

City Acknowledgment (optional – for approved Work only)

Approved scope / date(s) of Work: _____

City Representative: _____ Date: _____