



City Council Regular Meeting

Monday, March 20, 2023 – 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

In Council Chambers

HYBRID MEETING INFORMATION

Location: City Council Chambers

Webinar ID: 817 0344 9836

Password: Lathrup22

CLICK HERE: [Online Link](#)

Telephone: 646.558.8656 or 312.626.6799

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

ADDRESSING THE CITY COUNCIL

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

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

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Agenda**

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

6. **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

03.06.23 Special City Council Meeting

B. February 2023 Disbursement Report

C. February 2023 SOCRRRA Meeting Minutes

D. February 2023 SOCWA Meeting Minutes

E. February 2023 Code Enforcement Report

F. Citation Revenue Report

G. February 2023 LVPD Report

7. Action Requests - For Consideration / Approval

A. Ulliance Employee Assistance Program

B. Zoning Text Amendments - Dumpster/Rubbish

C. Lathrup Village AMI Proposal

D. DPW Security Camera Proposal

8. City Administrator Report

A. City Administrator Report 3-20-23

9. City Attorney Report

10. Reports of Boards, Commissions, and Committees

A. Infrastructure Study Group

B. Parks and Recreation Committee

C. Planning Commission

D. SEMCOG

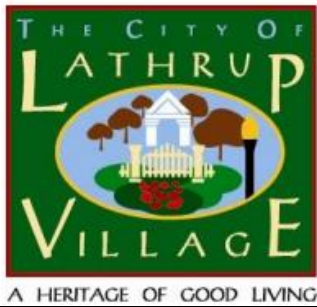
E. Southfield Public School Board

11. Unfinished / New Business

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

13. **Mayor and Council Comments**

14. **Adjourn**



City Council Special Meeting

Monday, March 06, 2023 – 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

Draft Meeting Minutes

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

2. **Roll Call**

Present: Mayor Garrett, Mayor Pro Tem Kantor, Councilmember Jennings, Councilmember Kenez, Councilmember Miller

Also Present: Assistant City Administrator Pamela Bratschi, CED Susan Stec, Police Chief Scott McKee, City Attorney Scott Baker, City Clerk Kelda London

3. **Pledge of Allegiance**

4. **Approval of Agenda**

Mayor Pro Tem Kantor moved to amend the agenda; move Closed Session to Action Item A., move the board appointment to Action Item G., add Action Item F Grievance Item and remove the Zoning Board of Appeals from the agenda. Motion seconded by Councilmember Miller.

Yes: Jennings, Kantor, Kenez, Miller, Garrett

No: None

Motion carried.

5. **Presentations**

A. A Proclamation Recognizing the 100th Birthday of Mrs. Julia Hervey

Mayor Garrett read into the record the proclamation of Mrs. Julia Hervey and congratulated her on a long and healthy life.

6. **Presentations**

A. 2022 Annual Police Department Report

Police Chief McKee gave a brief overview of the 2022 Annual Police Report and answered council questions.

B. 2022 Downtown Development Authority Annual Report

Downtown Development Authority Director Susan Stec presented the 2022 DDA Annual Report, and answered questions

Councilmember Miller thanked both Police Chief McKee and DDA Director Stec for coming to the meeting to present their perspective reports.

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

None

9. 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. 01.23.23 Study Session

01.23.23 Regular Council Meeting

02.06.23 Town Hall

B. January 2023 Building Department Report

C. January 2023 Fire Department Report

F. February 2023 CED Report

G. January

Mayor Pro Tem Kantor moved to approve the consent agenda removing Item E. January 2023 Disbursement Report.

Yes: Kantor, Kenez, Miller, Garrett, Jennings

No: None

Motion carried.

E. January 2023 Disbursement Report

Mayor Pro Tem Kantor moved to approve the January 2023 Disbursement Report. Motion seconded by Councilmember Miller.

Yes: Kenez, Miller, Garrett, Jennings, Kantor
 No: None
 Motion carried.

10. Action Requests - For Consideration / Approval

A. Closed Session – Attorney-Client Privilege Labor Attorney Action

Mayor Pro Tem Kantor moved to close the Council meeting and move into Closed Session pursuant to item 8. H of the Open Meeting Act, to discuss a written correspondence from the City's Labor Attorney. Motion seconded by Councilmember Kenez.

Yes: Miller, Garrett, Jennings, Kantor, Kenez
 No: None
 Motion carried.

Roll Call

Present: Mayor Garrett, Mayor Pro Tem Kantor, Councilmember Jennings, Councilmember Kenez, Councilmember Miller

B Sanitary Retention Tank Cost Sharing Agreement

Assistant Administrator Bratschi gave a brief overview of the Sanitary Retention Tank Cost Sharing Agreement between the City of Lathrup Village and Evergreen Farmington Sanitary Drain District. The total cost of the project is \$3,432,903. This agreement splits the cost by 75% EFC and 25% for Lathrup Village. Leaving the Lathrup Village's share at \$858,226.

Councilmember Jennings moved to approve the Sanitary Retention Tank Cost Sharing Agreement between the Evergreen Farmington Drain District and the City of Lathrup Village. Motion seconded by Mayor Pro Tem Kantor.

Mayor Pro Tem stated that this money is coming out of the Capital Improvement Bond.

Yes: Garrett, Jennings, Kantor, Kenez,
 No: Miller
 Motion carried

D. 2023 Pavement Resurfacing Project - Recommendation of Bid Award

Scott Ringler from Giffels Webster Engineering, presented the recommendation for the contract award, reviewed the bid specification. The total cost is approx. \$1.79 million paving 3.5 miles resurfacing on about 15 streets.

Mayor Pro Tem Kantor moved to award the 2023 pavement and resurfacing project to F. Allied Construction for \$2,298,690.35. Motion seconded by Councilmember Jennings.

Yes: Jennings, Kantor, Kenez, Garrett

No: Miller

Motion carried

E. Gate Well Cleaning Quote

The quote before Council to clean approx. 28 gate wells, the majority of them are along the Southfield corridor. Lathrup LLC (DPS) has tried to open the well for repair and discovered dirt and debris. The quote from DBM for a total of \$12,175 to be paid out of the capital improvement bond.

Councilmember Jennings moved to approve the quote submitted by DBM in the amount of \$12,175.00 for the 2023 Gate well cleaning and traffic control. Motion seconded by Mayor Pro Tem Kantor.

Yes: Kantor, Kenez, Garrett, Miller Jennings

No: None

Motion carried

F. 2023 Water Main Recommendation

The Infrastructure Study group recommended that in addition to the replacements that are already slated for 2023, to add two additional water main projects. Those recommendations are San Diego from Rackham to Stanford Ct and Lincoln under Southfield Rd.

Mayor Pro Tem Kantor moved to adopt the recommendation of the Infrastructure Committee and instruct the City Administrator to add the main water replacement to the capital improvements projects. Motion seconded by Councilmember Kenez.

Yes: Kenez, Garrett, Jennings, Kantor

No: Miller

Motion carried.

G. Grievance Recommendation From the Labor Attorney

Motion by Mayor Pro Tem Kantor to deny the grievance filed by employee Glynis Thornhill. The denial of her application for promotion to Deputy Treasurer was not

due to age discrimination and there was no violation of Article 19.03 of the City's Personnel Manual of Employment Regulations. The City Council finds that the promotion of another candidate was based on legitimate business reasons, the administration's assessment that the successful applicant had more job-related experience for the Deputy Treasurer position than Ms. Thornhill. Motion was seconded by Councilmember Jennings.

Yes: Garrett, Jennings, Kantor, Kenez

No: Miller

Motion carried

H. Mayoral Boards and Commissions Appointment

Kantor moved to appoint Yolanda Arnold to the Board of Review with a term expiring 12/31/2026. Motion was seconded by Councilmember Jennings.

Yes: Garrett, Jennings, Kantor, Kenez, Miller

No: None

Motion carried

11. City Administrator Report

A report on the branches clearing from the Code Enforcement Officer William Diamond. Fontenot is will clearing branches until they have gone through the entire city. Big Dave's Tree Service is working on getting the hazardous hanging branches around the city.

Staff is continuing to contact residents that expressed concerns about the special assessment from the last meeting.

12. City Attorney Report

No report

13. Reports of Boards, Commissions, and Committees

A. Infrastructure Study Group

Water loss continues to be at 3% or less for the 3rd month in a row. Continuing to believe that the cause has been discovered.

B. Parks and Recreation Committee

The committee is looking at dates for Brunch with the Bunny. Bingo on March 16th St Patrice's Eve city will provide corn beef and residents are asked to bring a dish to pass.

C. Planning Commission

Adopted updated rubbish standards, changing the zoning language from shall to may regarding storing trash inside the building and garbage cans in the commercial corridor be covered and stored out of public view.

D. SEMCOG

No report

E. Southfield Public School Board

Launching a Celebrity Readers Program, volunteers can sign up to read in one of the classrooms.

F. January 2023 SOCRRRA minutes

G. 2023 January SOCWA minutes

14. Unfinished / New Business

A. Communications Plan

Mayor suggested an emergency plan considering the recent storms.

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

None

16. Mayor and Council Comments

Mayor Garrett thanked DPW for their above and beyond in the last two major storms. South Oakland Mayor's Association had a great conversation about diversity, equity, and inclusion. They are continuing the conversation in the Community Room on Wednesday, March 8, 2023, at 6:00 pm with an event for the community.

Councilmember Jennings – thanked the residents who attended his office hours and thanked the mayor for her response to the power outage with all of her contacts.

Councilmember Miller stated she was very sorry for all the residents without power. There needs to be another conversation with DTE to determine what's going on in Lathrup Village.

Mayor Pro Tem Kantor – Requested an update on the encroachment discussion. Susan Stec stated that she and Bill Diamond, the new Code Enforcement Officer, are working together on getting him properly trained so we can move to the next steps. No update from the AG's Office regarding the breach of the closed session. Giffels Webster is doing a good job at being under the industry standard. The correct figures for Giffels Webster Engineering fees are about 1 million dollars, almost 14% under budget in their engineering fees, and the total project, it's about 9.4% of the overall cost.

17. **Adjourn**

Kantor moved to adjourn at 7:59 pm motion was seconded by Jennings.

Memorandum

To: Mayor and City Council

From: Pamela Bratschi, Assistant City Administrator/Treasurer

Date: March 14, 2023

Re: Monthly Approval of Disbursements

Attached are reports for the Cities Monthly Disbursements for the Month of February 2023.

MOTION:

To approve the Monthly Disbursements for the month of February 2023 as:

FEBRUARY DISBURSEMENTS W/ SALARY INCLUDED			
FUND 101	GENERAL FUND	\$	297,117.35
FUND 202	MAJOR ROADS	\$	22,663.72
FUND 203	LOCAL ROADS	\$	24,415.21
FUND 258	CAPITAL FUND	\$	-
FUND 397	ROAD MILLAGE FUND	\$	-
FUND 494	DOWNTOWN DEV. AUTH	\$	18,502.02
FUND 592	WATER & SEW	\$	294,608.22
TOTAL DISBURSEMENTS		\$	657,306.52

CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 2/1/2023-2/15/2023

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$20,996.40	Bratschi, Dodd, London, Montenegro Miller, Thornhill
DDA	\$5,247.80	Stec, Dorsey
Bldg Mnt	\$0.00	
Police	\$39,818.85	Button, Carmack, Chickensky, Fisher, Gijsbers, Huston, Hutson, Knoll, Lawrence, McKee Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$66,063.05

Deductions \$23,489.10

Net Payroll \$42,573.95

* Fund Totals Include Gross Payroll

General Fund	\$60,815.25
Major Road Fund	\$0.00
Local Road Fund	\$0.00
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$5,247.80
Water & Sewer Fund	\$0.00

Total	\$66,063.05
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CITY OF LATHRUP VILLAGE
Disbursement Report

Period covered 2/16/2023-2/28/2023

Gross Payroll:

Payroll Department	Amount	Personnel
Admin	\$20,996.40	Bratschi, Dodd, London, Montenegro Miller, Thornhill
DDA	\$5,247.80	Stec, Dorsey
Bldg Mnt	\$0.00	
Police	\$35,988.92	Button, Carmack, Chickensky, Fisher, Gijbsbers, Huston, Hutson, Knoll, Lawrence, McKee Roberts, Stajich, Tackett, Zang
DPS	\$0.00	
Water	\$0.00	
Recreation	\$0.00	

Total Gross \$62,233.12

Deductions \$21,458.10

Net Payroll \$40,775.02

* Fund Totals Include Gross Payroll

General Fund	\$236,302.10
Major Road Fund	\$22,663.72
Local Road Fund	\$24,415.21
Capital Acquisition Fund	\$0.00
Debt Service Fund SDS Bonds	\$0.00
Downtown Development Authority	\$13,254.22
Water & Sewer Fund	\$294,608.22

Total	\$591,243.47
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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000.000					
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC CENTRALIZED RE	27315 LATHRUP TAX ADJUSTMENT	1,149.95	2787
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC CENTRALIZED RE	DUPLICATE PAYMENT	809.54	2787
101-000.000-206.000	TAX OVERAGE REFUND	CORELOGIC CENTRALIZED RE	DUPLICATE PAYMENT	605.40	2787
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	POLICE & FIREMEN'S INS.	POLICE OFFICERS GROUP BILLING 2111560	56.34	47476
101-000.000-232.000	EMPLOYEE PAYROLL-MEDICAL W/H	AFLAC	AFLAC INSURANCE	1,237.46	47487
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS DAPP 21497 GLENWOOD	225.00	47457
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS DAPP 21501 SUNNYBROOK WEST	225.00	47457
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS DAPP 21498 GOLDENGATE	225.00	47457
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS DAPP 21499 RED RIVER MORNINGSIDE	150.00	47457
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS RESIDENTIAL SERVICE REINSTATEMENT	408.00	47457
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS ROW PERMIT REVIEWS FOR VARIOUS AD	150.00	47457
101-000.000-243.002	ENGINEERING DEPOSIT - CMS	GIFFELS-WEBSTER ENG INC	CMS DAPP 21503 SUNNYBROOK EAST	225.00	47457
101-000.000-243.005	ENGINEERING DEPOSIT - 123.NET	GIFFELS-WEBSTER ENG INC	123.NET ROW PERMIT REVIEWS	310.00	47499
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	CHALISA PHIPPS	DEPOSIT REFUND	300.00	47449
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	CLIFTON GRANT	EVENT DEPOSIT REFUND	300.00	47451
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	RUTH SPRINGER	DEPOSIT REFUND	300.00	47479
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	THOMAS JOHNSON	EVENT DEPOSIT REFUND	300.00	47482
101-000.000-245.000	RENTAL SECURITY DEPOSITS HELD	VALERIE BRYANT	DEPOSIT REFUND	300.00	47483
101-000.000-246.000	POLICE UNION DUES	COMMAND OFFICERS ASSN. O	FEB 2023 DUES	132.84	47454
101-000.000-246.000	POLICE UNION DUES	LATHRUP VILLAGE COMM OFF	COMMAND OFFICERS UNION DUES ABOVE UNI	111.92	47463
101-000.000-246.000	POLICE UNION DUES	LATHRUP VILLAGE POLICE O	POLICE OFFICERS UNION DUES AVOVE UNIO	622.80	47464
101-000.000-246.000	POLICE UNION DUES	POLICE OFFICERS ASSOC.	FEB 2023 DUES	1,195.60	47477
101-000.000-254.000	REGISTRATION SEX OFFENDER	MICHIGAN STATE POLICE	SOR REGISTRATION	30.00	47467
101-000.000-283.000	PERFORMANCE BONDS	Wallside Windows	BD Bond Refund	150.00	47520
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	MISSIONSQUARE - 457	300179 FOR 457 PLAN	5,145.96	47437
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	MISSIONSQUARE - 457	300179 FOR 457 PLAN	3,948.78	47437
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	MISSIONSQUARE - 300179	300179 FOR 457 PLAN	3,936.96	47468
101-000.000-344.000	DEF COMP PAYABLE ICMA CLEARIN	MISSIONSQUARE - 300179	ICMA DEF COMP 457	5,230.64	47505
101-000.000-627.000	SIDEWALK REVENUES	MYRNA RONEY COLEMAN	SIDEWALK REFUND	185.75	47472
101-000.000-627.000	SIDEWALK REVENUES	ALEX CADLER	REFUND FOR PAYMENT PLAN	50.00	47488
101-000.000-627.000	SIDEWALK REVENUES	LINDA RENEE RODGERS	REFUND FOR OVERPAYMENT	99.77	47500
Total For Dept 000.000				28,117.71	
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-726.000	OFFICE SUPPLIES	ZIP ETC.INC.	PRINTING LABELS	162.00	47485
101-100.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	20.98	47489
101-100.000-726.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	PAMELA BRATSCHI	90.00	47496
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	SUSAN MONTENEGRO	649.00	47448
101-100.000-803.000	MEMBERSHIPS & MEETINGS	CARDMEMBER SERVICE	SUSAN MONTENEGRO	60.00	47496
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	BUILDING INSPECTIONS 1/1/23 - 1/31/23	2,083.00	47501
101-100.000-804.000	BUILDING TRADE INSPECTION	MCKENNA & ASSOC.	PLUMBING AND MECH INSPECTIONS 1/1/23	2,022.80	47501
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	REGULAR PROGRAMMIN AND ADDITIONAL SER	3,755.00	47447
101-100.000-805.000	CABLE TELEVISION	C V STUDIOS	REGULAR PROGRAMMING AND ADDITIONAL SE	4,021.00	47494
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	775.00	47451
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	750.00	47498
101-100.000-810.000	AUDITING & ACCOUNTING	PLANTE & MORAN	FINANCIAL AUDIT 2022	20,140.25	47508
101-100.000-822.000	TRAINING	CARDMEMBER SERVICE	PAMELA BRATSCHI	35.00	47496
101-100.000-822.000	TRAINING	CARDMEMBER SERVICE	SUSAN MONTENEGRO	410.00	47496
101-100.000-822.000	TRAINING	MICHIGAN MUNICIPAL TREAS	JESSICA MILLER 2023 CONFERENCE	599.00	47503
101-100.000-830.000	HISTORICAL DIST COMMITTEE	CARDMEMBER SERVICE	SUSAN MONTENEGRO	432.00	47448
101-100.000-848.000	GOVERNMENT OPERATIONS	AMERICAN DATA SECURITY I	2 64 GALLON BINS	75.00	47441
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	KELDA LONDON	144.00	47448

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 100.000 GOVERNMENT SERVICES					
101-100.000-848.000	GOVERNMENT OPERATIONS	CARDMEMBER SERVICE	SUSAN MONTENEGRO	715.00	47496
101-100.000-848.001	TECHNOLOGY	CARDMEMBER SERVICE	PAMELA BRATSCHI	86.77	47496
101-100.000-848.001	TECHNOLOGY	CARDMEMBER SERVICE	SUSAN MONTENEGRO	275.58	47496
101-100.000-848.001	TECHNOLOGY	POINT & PAY	MONTHLY SERVICE FEE	50.00	47509
101-100.000-848.001	TECHNOLOGY	VISUAL EDGE IT, INC.	TOSHIBA METER READ	773.88	47519
101-100.000-850.000	TELEPHONE EXPENDITURES	INTERMEDIA.NET INC	BILLING PERIOD 1/28/23 - 2/1/23	253.63	47459
101-100.000-850.000	TELEPHONE EXPENDITURES	BSB COMMUNICATIONS, INC.	PHONE REPAIR	210.00	47493
101-100.000-850.000	TELEPHONE EXPENDITURES	BSB COMMUNICATIONS, INC.	REPAIR SERVICE	62.50	47493
101-100.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	MONTHLY CHARGE	190.91	47518
101-100.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SY	INSURANCE 1/25/23 - 2/24/23	89.00	47517
101-100.000-880.000	CDBG EXPENDITURES	CAFE CLARE	BUFFET PLUS DELIVERY	1,015.00	47486
101-100.000-882.000	PLANNING/CONSULTING FEES	GIFFELS-WEBSTER ENG INC	LATHRUP VILLAGE DDA PLANNING SERVICES	2,567.50	47457
101-100.000-900.000	PRINTING/PUBLICATION COSTS	OAKLAND SCHOOLS	NEWSLETTER	3,956.25	47475
101-100.000-901.000	POSTAGE FEES	CARDMEMBER SERVICE	KELDA LONDON	27.90	47448
Total For Dept 100.000 GOVERNMENT SERVICES				46,497.95	
Dept 101.000 ADMINISTRATION					
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	263.78	47438
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 3/1/23 - 3/31/23	3,602.08	47445
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	263.78	47469
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	RETIREEES	423.54	47491
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH SAVINGS RHS PLAN	263.78	47506
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	COVERAGE FOR MARCH	174.06	47515
101-101.000-717.000	CODE ENFORCEMENT LEGAL	BAKER & ELOWSKY, PLLC	1/1/23 - 1/31/23	2,177.50	47443
101-101.000-722.000	LEGAL SERVICES	BAKER & ELOWSKY, PLLC	1/1/23 - 1/31/23	4,125.00	47443
101-101.000-722.000	LEGAL SERVICES	STEVEN H. SCHWARTZ & ASS	GRIEVANCE FEES	787.50	47481
Total For Dept 101.000 ADMINISTRATION				12,081.02	
Dept 201.000 BUILDING & GROUNDS					
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CUSTODIAL SERVICES	440.68	47451
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMEN	SPOUSAL SUPPORT	649.75	47466
101-201.000-702.000	SALARIES PART-TIME	AFLAC	AFLAC INSURANCE	138.72	47487
101-201.000-702.000	SALARIES PART-TIME	CLIFTON GRANT	CUSTODIAL SERVICES 2/16/23 - 2/28/23	504.88	47498
101-201.000-702.000	SALARIES PART-TIME	MICHIGAN ST. DISBURSEMEN	SPOUSAL SUPPORT	649.75	47504
101-201.000-920.000	UTILITIES	CONSUMERS ENERGY	SERVICE FOR 1/8/23 - 2/7/23	3,262.25	47455
101-201.000-920.000	UTILITIES	DTE ENERGY	SERVICE PERIOD 12/29/22 - 1/27/23	1,946.90	47456
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	CLS CONTINENTAL LINEN SE	BUILDING SUPPLIES	48.08	47452
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	IMPERIALDADE	BUILDING SUPPLIES	241.32	47458
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	IMPERIALDADE	BUILDING SUPPLIES	380.48	47458
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	J.C. EHRLICH	BIRD AND PEST CONTROL	107.35	47460
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	KONE INC.	MAINTENANCE 2/1/23 - 2/28/23	238.65	47461
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	MISTER MAT RENTAL SERVIC	MAT REPLACEMENTS	156.20	47471
101-201.000-930.001	BUILDING - GRANTS	SEMREO	GRANT REIMBURSMENT HVAC UPGRADE	5,358.65	47513
101-201.000-938.000	PARKING LOT & GROUNDS	ROCKET ENTERPRISE, INC.	ANNUAL FLAG SERVICE	875.00	47478
101-201.000-938.000	PARKING LOT & GROUNDS	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	30.00	47498
Total For Dept 201.000 BUILDING & GROUNDS				15,028.66	
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	41.95	47438
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803061	803061 FOR RHS PLAN	850.53	47439
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 3/1/23 - 3/31/23	1,892.22	47445
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS-BLUE SHIELD	COVERAGE PERIOD 3/1/23 - 3/31/23	12,565.03	47446
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	41.95	47460

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301.000 PUBLIC SAFETY					
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803061	803061 FOR RHS PLAN	878.42	47470
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CROSS BLUE SHIELD	RETIREES	2,117.70	47491
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	BRIAN AVEDISIAN	REIMBURSEMENT	745.92	47492
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH SAVINGS RHS PLAN	41.95	47506
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803061	HEALTH SAVINGS RHS PLAN	878.42	47507
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	COVERAGE FOR MARCH	318.43	47515
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	ARMORY METAL SIGN	20.90	47440
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	POWER STRIP	149.90	47489
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	LABELWRITER PRINT SERVER	246.98	47489
101-301.000-726.000	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	110.97	47489
101-301.000-726.000	OFFICE SUPPLIES	ZIP ETC.INC.	BUSINESS CARDS	220.00	47521
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	XEROX CORPORATION	METER USAGE 12/29/22 - 1/21/23	66.61	47484
101-301.000-822.000	TRAINING	MICHAEL ZANG	TRAVEL EXPENSE REIMBURSEMENT	196.74	47465
101-301.000-822.000	TRAINING	SCOTT MCKEE	TRAVEL REIMBURSEMENT	33.31	47512
101-301.000-824.000	CRIME PREVENTION	CITY OF LATHRUP VILLAGE	PETTY CASH	65.22	47497
101-301.000-829.000	POLICE UNIFORMS & CLEANING	MICHAEL TACKETT	ANNUAL BOOT ALLOWANCE	100.00	47502
101-301.000-829.000	POLICE UNIFORMS & CLEANING	PRIORITY ONE EMERGENCY,	UNIFORMS	125.98	47510
101-301.000-850.000	TELEPHONE EXPENDITURES	AT & T	MONTHLY CHARGE	56.32	47442
101-301.000-850.000	TELEPHONE EXPENDITURES	COMCAST	SERVICE 2/5/23 - 3/4/23 FOR 27400 SOU	24.96	47453
101-301.000-850.000	TELEPHONE EXPENDITURES	INTERMEDIA.NET INC	BILLING PERIOD 1/28/23 - 2/1/23	245.15	47459
101-301.000-850.000	TELEPHONE EXPENDITURES	VERIZON WIRELESS	MONTHLY CHARGE	190.90	47518
101-301.000-860.000	VEHICLE EXPENSE	BIRMINGHAM OIL CHANGE CE	OIL CHANGE	57.97	47444
101-301.000-860.000	VEHICLE EXPENSE	O'REILLY	WIPER BLADE	12.79	47473
101-301.000-860.000	VEHICLE EXPENSE	OAKLAND COUNTY	MOTORPOOL PARTS AND LABOR	1,628.05	47474
101-301.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SY	INSURANCE 1/25/23 - 2/24/23	3,000.50	47517
101-301.000-860.000	VEHICLE EXPENSE	US BANK VOYAGER FLEET SY	COVERAGE 12/25/22 - 01/24/23	2,535.02	47517
Total For Dept 301.000 PUBLIC SAFETY				29,460.79	
Dept 401.000 PUBLIC SERVICE					
101-401.000-892.000	SIDEWALK MAINTENANCE	GIFFELS-WEBSTER ENG INC	2022 SIDEWALK REPAIR PROGRAM	599.99	47457
101-401.000-892.000	SIDEWALK MAINTENANCE	GIFFELS-WEBSTER ENG INC	2021 SIDEWALK REPAIR PROGRAM	460.00	47457
101-401.000-892.000	SIDEWALK MAINTENANCE	GIFFELS-WEBSTER ENG INC	2022 SIDEWALK REPAIR PROGRAM	367.50	47499
101-401.000-920.000	UTILITIES	COMCAST	SERVICE FOR 19101 12 MILE FROM 2/9/23	258.30	47453
101-401.000-920.000	UTILITIES	CONSUMERS ENERGY	SERVICE FOR 1/8/23 - 2/7/23	1,180.44	47455
101-401.000-920.000	UTILITIES	DTE ENERGY	SERVICE FOR 19101 12 MILE	171.28	47456
101-401.000-920.000	UTILITIES	INTERMEDIA.NET INC	BILLING PERIOD 1/28/23 - 2/1/23	180.54	47459
101-401.000-920.000	UTILITIES	US BANK VOYAGER FLEET SY	INSURANCE 1/25/23 - 2/24/23	1,461.44	47517
101-401.000-920.000	UTILITIES	US BANK VOYAGER FLEET SY	COVERAGE 12/25/22 - 01/24/23	903.40	47517
101-401.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR JANUARY 2023	10,766.55	47462
Total For Dept 401.000 PUBLIC SERVICE				16,349.44	
Dept 501.000 LEAF COLLECTION					
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	SOCRRA	SPECIAL WASTE CITIES	256.35	47514
Total For Dept 501.000 LEAF COLLECTION				256.35	
Dept 502.000					
101-502.000-801.001	SOCRRA	SOCRRA	MEMBER MSW	16,232.00	47480
101-502.000-801.001	SOCRRA	SOCRRA	6010 MEMBER MSW	14,584.00	47514
Total For Dept 502.000				30,816.00	
Dept 601.000 RECREATION					
101-601.000-811.000	SENIOR ACTIVITIES	SUSAN MONTENEGRO	SENIOR VALENTINE LUNCHEON EXPENSES	43.65	47516
101-601.000-812.000	COMMUNITY EVENTS	CLIFTON GRANT	RENTALS AND ADITIONAL WORK	100.00	47457

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 601.000 RECREATION					
101-601.000-812.000	COMMUNITY EVENTS	BARBARA KENEZ	PARKS & REC BINGO EVENT	490.21	47490
101-601.000-812.000	COMMUNITY EVENTS	CLIFTON GRANT	RENTALS AND ADDITIONAL WORK	75.00	47498
Total For Dept 601.000 RECREATION				708.86	
Total For Fund 101 GENERAL FUND				179,316.78	
Fund 202 MAJOR ROAD FUND					
Dept 702.000					
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	COVERAGE FOR MARCH	2.69	47515
202-702.000-810.000	AUDITING & ACCOUNTING	PLANTE & MORAN	FINANCIAL AUDIT 2022	759.00	47508
202-702.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	UPM COLD PATCH	134.40	47495
202-702.000-864.000	TRAFFIC CONTROLS	DTE ENERGY	DTE ENERGY	2,133.52	47456
202-702.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKL	SIGNAL MAINTENANCE	134.86	47511
202-702.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR JANUARY 2023	5,388.25	47462
Total For Dept 702.000				8,552.72	
Dept 702.100 CAPITAL IMP - STREET BOND					
202-702.100-970.000	CAPITAL EXPENDITURE	GIFFELS-WEBSTER ENG INC	2022 CITY WIDE PAVING PROGRAM	894.00	47457
202-702.100-970.000	CAPITAL EXPENDITURE	GIFFELS-WEBSTER ENG INC	2023 CITY WIDE PAVING PROGRAM	8,122.00	47457
202-702.100-970.000	CAPITAL EXPENDITURE	GIFFELS-WEBSTER ENG INC	DPW PARKING LOT REPAIRS	150.00	47457
202-702.100-970.000	CAPITAL EXPENDITURE	GIFFELS-WEBSTER ENG INC	2023 CITY WIDE PAVING PROGRAM	4,945.00	47499
Total For Dept 702.100 CAPITAL IMP - STREET BOND				14,111.00	
Total For Fund 202 MAJOR ROAD FUND				22,663.72	
Fund 203 LOCAL ROAD FUND					
Dept 703.000					
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	COVERAGE FOR MARCH	2.69	47515
203-703.000-810.000	AUDITING & ACCOUNTING	PLANTE & MORAN	FINANCIAL AUDIT 2022	1,984.00	47508
203-703.000-861.000	ROAD MAINTENANCE	GIFFELS-WEBSTER ENG INC	ELDORADO PAVING SAD	1,750.00	47457
203-703.000-861.000	ROAD MAINTENANCE	CADILLAC ASPHALT L.L.C.	UPM COLD PATCH	134.40	47495
203-703.000-864.000	TRAFFIC CONTROLS	ROAD COMMISSION FOR OAKL	SIGNAL MAINTENANCE	134.87	47511
203-703.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR JANUARY 2023	5,388.25	47462
Total For Dept 703.000				9,394.21	
Dept 703.100 CAPITAL IMP - STREET BOND					
203-703.100-970.000	CAPITAL EXP - STREET BOND	GIFFELS-WEBSTER ENG INC	2022 CITY WIDE PAVING PROGRAM	894.00	47457
203-703.100-970.000	CAPITAL EXP - STREET BOND	GIFFELS-WEBSTER ENG INC	2023 CITY WIDE PAVING PROGRAM	8,122.00	47457
203-703.100-970.000	CAPITAL EXP - STREET BOND	GIFFELS-WEBSTER ENG INC	DPW PARKING LOT REPAIRS	150.00	47457
203-703.100-970.000	CAPITAL EXP - STREET BOND	GIFFELS-WEBSTER ENG INC	2023 CITY WIDE PAVING PROGRAM	4,945.00	47499
203-703.100-970.000	CAPITAL EXP - STREET BOND	GIFFELS-WEBSTER ENG INC	DPW PARKING LOT REPAIRS	910.00	47499
Total For Dept 703.100 CAPITAL IMP - STREET BOND				15,021.00	
Total For Fund 203 LOCAL ROAD FUND				24,415.21	
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	115.22	47438
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 3/1/23 - 3/31/23	2,499.08	47445
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	115.22	47469
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH SAVINGS RHS PLAN	115.22	47506
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	COVERAGE FOR MARCH	65.16	47515
494-000.000-844.000	MAIN STREET PROGRAM	CITY OF OAK PARK	COST OF FOOD/SPLIT	126.52	47450

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
494-000.000-933.000	REPAIRS & MAINTENANCE	GIFFELS-WEBSTER ENG INC	2023 DDA ALLEY APROACHES AND ALLEY	2,800.00	47457
494-000.000-933.000	REPAIRS & MAINTENANCE	GIFFELS-WEBSTER ENG INC	2023 DDA ALLEY APROACHES AND ALLEY RE	2,170.00	47499
Total For Dept 000.000				8,006.42	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY				8,006.42	
Fund 592 WATER & SEWER FUND					
Dept 536.000 WATER DEPARTMENT					
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	18.25	47438
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 3/1/23 - 3/31/23	3,299.30	47445
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	18.25	47469
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH SAVINGS RHS PLAN	18.25	47506
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	COVERAGE FOR MARCH	18.37	47515
592-536.000-810.000	AUDITING & ACCOUNTING	PLANTE & MORAN	FINANCIAL AUDIT 2022	1,059.00	47508
592-536.000-902.000	BILLING SERVICES	POSTMASTER	POSTAGE FOR WATER BILLS	727.72	2915
592-536.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR JANUARY 2023	6,054.70	47462
592-536.000-937.000	WATER SYSTEM MAINTENANCE	AMAZON CAPITAL SERVICES	MAGNETS	29.08	2916
592-536.000-937.000	WATER SYSTEM MAINTENANCE	DURST LUMBER COMPANY	PIPE	3.90	2919
592-536.000-937.000	WATER SYSTEM MAINTENANCE	HOME DEPOT CREDIT SERVIC	FIREHYDRONS	378.00	2921
592-536.000-937.000	WATER SYSTEM MAINTENANCE	SUNDE BUILDING INC.	INSTALLATIONS AND REPAIRS JANUARY 202	3,225.00	2932
592-536.000-944.000	WATER PURCHASES	SOUTHEAST OAKLAND COUNTY	WATER SERVICE FOR 1/1/23 - 1/31/23	20,027.19	2925
592-536.000-970.000	CAPITAL EXPENDITURE	OHM ADVISORS	WATER LOSS INVESTIGATION	5,973.75	2924
Total For Dept 536.000 WATER DEPARTMENT				40,850.76	
Dept 536.100 WATER DEPARTMENT					
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEM	GIFFELS-WEBSTER ENG INC	LEAD AND COPPER MATERIAL DIST SYSTEM	75.00	2920
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEM	GIFFELS-WEBSTER ENG INC	LEAD AND COPPER MATERIAL	502.50	2929
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEM	SUNDE BUILDING INC.	STOP BOXES FOR SPRINKLER REPAIRS	7,200.00	2932
Total For Dept 536.100 WATER DEPARTMENT				7,777.50	
Dept 536.400 WATER DEPARTMENT					
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLAC	GIFFELS-WEBSTER ENG INC	2023 AND 2024 WATER MAIN PROGRAM	4,770.00	2920
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLAC	GIFFELS-WEBSTER ENG INC	2021 AND 2022 WATER MAIN PROGRAM	525.00	2920
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLAC	GIFFELS-WEBSTER ENG INC	2023 AND 2024 WATER MAIN PROGRAM	13,545.00	2929
Total For Dept 536.400 WATER DEPARTMENT				18,840.00	
Dept 536.500 WATER DEPARTMENT					
592-536.500-970.000	CAPITAL FIRE HYDRANTS	GIFFELS-WEBSTER ENG INC	2021-2023 HYDRANT REFURBISHMENT/REPLA	75.00	2920
592-536.500-970.000	CAPITAL FIRE HYDRANTS	CORE&MAIN	HYD/VALVES 2022	97,404.00	2928
592-536.500-970.000	CAPITAL FIRE HYDRANTS	GIFFELS-WEBSTER ENG INC	2021-2023 HYDRANT REFURB	537.50	2929
592-536.500-970.000	CAPITAL FIRE HYDRANTS	SUNDE BUILDING INC.	REPLACED FIRE HYDRANTS	8,500.00	2932
Total For Dept 536.500 WATER DEPARTMENT				106,516.50	
Dept 536.600 WATER DEPARTMENT					
592-536.600-970.000	CAPITAL EXP - GATE VALVES	GIFFELS-WEBSTER ENG INC	2021-2023 GATE VALVE REFURBISHMENT RE	225.00	2920
592-536.600-970.000	CAPITAL EXP - GATE VALVES	GIFFELS-WEBSTER ENG INC	2021-2023 GATE VALVE REFURB/REPLACEME	477.50	2929
592-536.600-970.000	CAPITAL EXP - GATE VALVES	SUNDE BUILDING INC.	INSTALLATIONS AND REPAIRS JANUARY 202	2,000.00	2932
592-536.600-970.000	CAPITAL EXP - GATE VALVES	SUNDE BUILDING INC.	NEW BOXES	3,800.00	2932
Total For Dept 536.600 WATER DEPARTMENT				6,502.50	
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	18.25	47438
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	BLUE CARE NETWORK	COVERAGE PERIOD 3/1/23 - 3/31/23	285.02	47445

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 WATER & SEWER FUND					
Dept 537.000 SEWER DEPARTMENT					
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	803046 FOR RHS PLAN	18.25	47469
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	MISSIONSQUARE - 803046	HEALTH SAVINGS RHS PLAN	18.25	47506
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	STANDARD INSURANCE COMPA	COVERAGE FOR MARCH	18.37	47515
592-537.000-720.000	INTEREST EXPENSE	THE BANK OF NEW YORK MEL	LIMITED TAX BONDS	6,887.50	2927
592-537.000-810.000	AUDITING & ACCOUNTING	PLANTE & MORAN	FINANCIAL AUDIT 2022	1,059.00	47508
592-537.000-921.000	CONTRACTUAL SERVICES	LATHRUP SERVICES, LLC	PUBLIC SERVICES FOR JANUARY 2023	6,054.70	47462
592-537.000-939.000	SEWER SYTEM MAINTENANCE	DTE ENERGY	SERVICE FOR 19033 11 MILE	24.72	2918
592-537.000-939.000	SEWER SYTEM MAINTENANCE	GIFFELS-WEBSTER ENG INC	RETENTION TANK GRADE SEPARATION EVAL	155.00	2929
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	OAKLAND COUNTY	SEWAGE DISPOSAL	87,035.16	2923
592-537.000-945.000	RETENTION TANK-UTIL ELEC	DTE ENERGY	SERVICE PERIOD 12/29/22 - 1/27/23	2,135.21	47456
592-537.000-947.000	RETENTION TANK UTIL-GAS	CONSUMERS ENERGY	SERVICE FOR 1/8/23 - 2/7/23	250.43	47455
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	COMCAST	19600 SUNNYBROOK 2/8/23-3/7/23	124.85	2917
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	GREAT LAKES WATER AUTHOR	1/1/23 - 1/31/23 CHARGES	1,415.89	2930
592-537.000-970.000	CAPITAL EXPENDITURE	GIFFELS-WEBSTER ENG INC	2022 STORM SEWER CLEANING	150.00	2920
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HYDROCORP	MCC 2 YRS 09/21 - 8/23	460.00	2922
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	STATE OF MICHIGAN	STORM WATER ANNUAL PERMIT	2,000.00	2926
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	HUBBELL, ROTH & CLARK, I	PHASE II STORM WATER THROUGH 2/4/23	97.86	2931
Total For Dept 537.000 SEWER DEPARTMENT				108,208.46	
Dept 537.100 SEWER DEPARTMENT					
592-537.100-970.000	CAPITAL EXP - SANITARY SEWER RE	GIFFELS-WEBSTER ENG INC	2022 CURED IN PLACE PIPE SEWER REHAB	3,742.50	2920
592-537.100-970.000	CAPITAL EXP - SANITARY SEWER RE	GIFFELS-WEBSTER ENG INC	2022 CURED IN PLACE PLACE PIPE	2,170.00	2929
Total For Dept 537.100 SEWER DEPARTMENT				5,912.50	
Total For Fund 592 WATER & SEWER FUND				294,608.22	



LAW OFFICE

BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207

NOVI, MICHIGAN 48375

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SCOTT R. BAKER
JENNIFER H. ELOWSKY

sbaker@bakerelowsky.com

Of Counsel

LEANN K. KIMBERLIN

MATTHEW C. QUINN

February 9, 2023

Via Email

Susan Montenegro
City Administrator

Pam Bratschi, MiCPT, CPFA
City Treasurer

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

Re: Legal Department Billing for January 1 through January 31, 2023

Dear Ms. Bratschi:

The following is our law firm's billing to the City of Lathrup Village for the month of January 2023:

1. General Retainer	\$2,500.00
2. Special Legal Services	\$1,625.00
3. Downtown Development Authority	\$
4. Project Reimbursement	\$
5. Prosecution/Code Enforcement	<u>\$2,177.50</u>
	\$6,302.50

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

Very truly yours,

BAKER & ELOWSKY, PLLC

Scott R. Baker

Enclosures



LAW OFFICE

BAKER & ELOWSKY, PLLC

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

February 09, 2023

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

Invoice Number: 1506

Invoice Period: 01-01-2023 - 01-31-2023

RE: General Retainer**Time Details**

Date	Professional	Description	Hours	Amount
01-05-2023	SRB	Review correspondence from City Administrator re 1/9/23 Agenda Packet	0.25	No Charge
01-06-2023	SRB	Receipt and review of correspondence from Chief McKee re Discount tire traffic congestion	0.25	No Charge
01-06-2023	SRB	Receipt, review and respond to correspondence from Mayor Pro-Tem re Discount Tire	0.50	No Charge
01-12-2023	SRB	Receipt and review of correspondence from S. Stec re JMC Properties	0.25	No Charge
01-12-2023	SRB	Receipt and review of correspondence from S. Stec re 26727 Southfield Road	0.25	No Charge
01-12-2023	SRB	Receipt and review of correspondence from S. Stec re Planning Commission Meeting	0.25	No Charge
01-13-2023	SRB	Review correspondence from City Administrator re Administrator Evaluation	0.25	No Charge
01-14-2023	SRB	Receipt and review of correspondence from Councilwoman Kenez re short term rentals.	0.25	No Charge
01-16-2023	SRB	Receipt, review and respond to correspondence from Mayor re Employee grievance	0.25	No Charge
01-16-2023	SRB	Receipt, review and respond to correspondence from Mayor Pro-Tem re Discount Tire	0.50	No Charge
01-16-2023	SRB	Draft correspondence to Council Woman Kenez re short-term rentals	0.25	No Charge

We appreciate your business

Page 1 of 4

Date	Professional	Description	Hours	Amount	Item 6B.
01-17-2023	SRB	Receipt, review and respond to multiple correspondence from Mayor and City Administrator; telephone conference with same re employee grievance	0.75	No Charge	
01-17-2023	SRB	Receipt, review and respond to correspondence from Mayor; telephone conference with same re Administrator Evaluation	0.75	No Charge	
01-17-2023	SRB	Receipt, review and respond to correspondence from Mayor Garrett re Administrator Evaluation	0.25	No Charge	
01-18-2023	SRB	Receipt, review and respond to correspondence from Mayor re Employee grievance	0.25	No Charge	
01-19-2023	SRB	Receipt and review correspondence from Councilwoman Kenez	0.25	No Charge	
01-19-2023	SRB	Review correspondence from City Administrator re 1/23/23 Council Agenda	0.25	No Charge	
01-20-2023	SRB	Review correspondence from City Administrator re 1/23/23 Council Agenda	0.25	No Charge	
01-20-2023	SRB	Review correspondence from City Administrator re code enforcement meeting	0.25	No Charge	
01-20-2023	SRB	Receipt and review of correspondence from S. Stec re Code enforcement meeting	0.25	No Charge	
01-20-2023	SRB	Receipt, review and respond to correspondence from Mayor Garrett re Administrator Evaluation	0.25	No Charge	
01-20-2023	SRB	Receipt, review and respond to correspondence from Mayor Garrett re Administrator Evaluation	0.25	No Charge	
01-20-2023	SRB	Receipt, and review correspondence from Councilwoman K. Miller re administrator evaluation	0.25	No Charge	
01-20-2023	SRB	Receipt, and review correspondence from Councilwoman K. Miller re administrator evaluation	0.25	No Charge	
01-23-2023	SRB	Receipt, review and respond to correspondence from Mayor Garrett re Administrator Evaluation	0.25	No Charge	
01-23-2023	SRB	Receipt and review of correspondence from S. Stec re 26710 Meadowbrook Way ZBA request	0.25	No Charge	
01-23-2023	SRB	Receipt and review of correspondence from S. Stec re 28007 Sunset W ZBA request	0.25	No Charge	
01-23-2023	SRB	Review correspondence from City Administrator re City Council Agenda	0.25	No Charge	
01-23-2023	SRB	Review correspondence from City Administrator re SRT project update	0.25	No Charge	
01-23-2023	SRB	Review correspondence from City Administrator re SRT project	0.25	No Charge	

We appreciate your business

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Date	Professional	Description	Hours	Amount	Item 6B.
		update			
01-23-2023	SRB	Prepare for and attend City Council Study session	2.00	No Charge	
01-23-2023	SRB	Prepare for and attend City Council regular meeting	4.50	No Charge	
01-24-2023	SRB	Review correspondence from City Administrator re Code enforcement meeting	0.25	No Charge	
01-24-2023	SRB	Receipt and review of correspondence from S. Stec re 28007 Sunset W ZBA request	0.25	No Charge	
01-24-2023	SRB	Receipt and review of correspondence from S. Stec re Panera	0.25	No Charge	
01-24-2023	SRB	Receipt and review of correspondence from S. Stec re Code enforcement meeting	0.25	No Charge	
01-25-2023	SRB	Receipt and review of correspondence from S. Stec re Code enforcement meeting	0.25	No Charge	
01-25-2023	SRB	Receipt, review and respond to correspondence from Mayor Garrett re resident meeting request	0.25	No Charge	
01-25-2023	SRB	Receipt, review and respond to correspondence from Mayor Garrett re resident meeting request	0.25	No Charge	
01-26-2023	SRB	Review correspondence from City Administrator re Code enforcement meeting	0.25	No Charge	
01-26-2023	SRB	Review correspondence from City Administrator re Code enforcement meeting	0.25	No Charge	
01-26-2023	SRB	Review correspondence from City Administrator re Rainbow Drive drainage issue	0.25	No Charge	
01-26-2023	SRB	Draft correspondence to City Council re special assessment roll	0.25	No Charge	
01-27-2023	SRB	Receipt and review of correspondence from S. Stec re Code enforcement meeting	0.25	No Charge	
01-29-2023	SRB	Receipt, and review correspondence from Mayor Garrett re council e-mail correspondence	0.25	No Charge	
01-29-2023	SRB	Receipt, and review correspondence from Mayor Pro-Tem re council e-mail correspondence	0.25	No Charge	
01-29-2023	SRB	Receipt, and review correspondence from City Administrator re council e-mail correspondence	0.25	No Charge	
01-30-2023	SRB	Receipt and review of correspondence from City Administrator re Special Meeting of Council	0.25	No Charge	
01-30-2023	SRB	Receipt and review of correspondence from City Administrator re Meeting with City Engineer	0.25	No Charge	

We appreciate your business

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Date	Professional	Description	Hours	Amount	Item 6B.
01-30-2023	SRB	Receipt and review of correspondence from S. Stec re BP gas station sign application	0.25	No Charge	
01-30-2023	SRB	Receipt and review of correspondence from Mayor Pro-Tem re special meeting of council	0.25	No Charge	
01-30-2023	SRB	Receipt and review of correspondence from Clerk re special meeting of council	0.25	No Charge	
01-30-2023	SRB	Receipt and review of correspondence from City Administrator re email correspondence to council	0.25	No Charge	
01-30-2023	SRB	Receipt and review of correspondence from City Administrator re email correspondence to council	0.25	No Charge	
01-30-2023	SRB	Receipt, and review correspondence from Mayor Garrett re council e-mail correspondence	0.25	No Charge	
01-30-2023	SRB	Receipt, and review correspondence from Mayor Garrett re special meeting request	0.25	No Charge	
01-30-2023	SRB	Receipt, and review correspondence from Mayor Garrett re special meeting request	0.25	No Charge	
01-30-2023	SRB	Receipt, and review correspondence from Clerk re special meeting request	0.25	No Charge	
01-30-2023	SRB	Receipt and review of correspondence from City Administrator re street vacation and utility easement	0.25	No Charge	
01-30-2023	SRB	Receipt and review of multiple correspondence from S. Stec re BP Gas Station	0.50	No Charge	
01-31-2023	SRB	Receipt and review of multiple correspondence from S. Stec re BP Gas Station	0.50	No Charge	
01-31-2023	SRB	Receipt and review of correspondence from City Administrator re Special Meeting Agenda	0.25	No Charge	
01-31-2023	SRB	Services Rendered		2,500.00	
01-31-2023	SRB	Receipt and review of correspondence from City Administrator re email correspondence to council	0.25	No Charge	
			Total	2,500.00	

Time Summary

Professional	Hours	Amount
Scott Baker	23.75	2,500.00
Total		2,500.00
Total for this Invoice		2,500.00

We appreciate your business

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LAW OFFICE

BAKER & ELOWSKY, PLLC

41850 WEST ELEVEN MILE ROAD, SUITE 207
 NOVI, MICHIGAN 48375
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February 09, 2023

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

Invoice Number: 1507

Invoice Period: 01-01-2023 - 01-31-2023

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

Date	Professional	Description	Hours	Amount
01-06-2023	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV02290A.	0.50	65.00
01-06-2023	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV02280A.	0.50	65.00
01-06-2023	SRB	Conduct telephone pre-trial conference with defense attorney, prepare plea offer and draft correspondence to defense attorney and Court with same re: 22LV02315A.	0.50	65.00
01-09-2023	SRB	Conduct telephone pre-trial conference with defendant, prepare plea offer and draft correspondence to defendant and Court with same re: 22LV01309B.	0.50	65.00
01-10-2023	SRB	Exchange correspondence with court clerk concerning plea and outstanding tickets re: 22LV01309A.	0.25	32.50
01-11-2023	SRB	Prepare for and appear in 46th District Court for LV prosecution docket.	3.50	455.00
01-11-2023	SRB	Receipt and review of correspondence from defense attorney re 22LV02365	0.25	32.50
01-11-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50
01-12-2023	SRB	Receipt and review of correspondence from JMC Property manager	0.25	32.50
01-18-2023	SRB	Receipt and review of correspondence from JMC Property manager	0.25	32.50

We appreciate your business

Page 1 of 3

Date	Professional	Description	Hours	Amount	Item 6B.
01-18-2023	SRB	Receipt and review of correspondence from 46th District Court re April & May prosecution calendar	0.25	32.50	
01-18-2023	SRB	Prepare for and appear in 46th District Court for LV prosecution docket.	1.50	195.00	
01-18-2023	SRB	Conduct telephone pre-trial conference with defendant, prepare plea offer and draft correspondence to defendant and Court with same re: 22LV02446A	0.50	65.00	
01-18-2023	SRB	Conduct telephone pre-trial conference with defendant, prepare plea offer and draft correspondence to defendant and Court with same re: 22LV02428A	0.50	65.00	
01-18-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-18-2023	SRB	Phone call with retained defense attorney and correspondence with Police Clerk concerning records re: 22LV02428.	0.25	32.50	
01-18-2023	SRB	Receipt and Review of correspondence from 46th District Court RE 1/18/23 docket	0.25	32.50	
01-18-2023	SRB	Receipt and review of 46th District Court prosecution calendar for April and May 2023.	0.25	32.50	
01-19-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-19-2023	SRB	Receipt and review of correspondence from JMC Property manager	0.25	32.50	
01-20-2023	SRB	Receipt and review of correspondence from JMC Property manager	0.25	32.50	
01-20-2023	SRB	Receipt and review of correspondence from JMC Property manager	0.25	32.50	
01-20-2023	SRB	Receipt and review of correspondence from 46th District Court re 2/8 prosecution docket	0.25	32.50	
01-20-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-20-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-20-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-23-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-23-2023	SRB	Receipt and review of correspondence from JMC Property manager	0.25	32.50	

Date	Professional	Description	Hours	Amount	Item 6B.
01-25-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-27-2023	SRB	Receipt and review of correspondence from Code Officer re JMC Properties	0.25	32.50	
01-27-2023	SRB	Receipt and review of correspondence from Code Officer re 18559 Delores	0.25	32.50	
01-30-2023	SRB	Receipt, and review correspondence from City administrator re 28831 Southfield Road	0.25	32.50	
01-31-2023	SRB	Receipt and review of multiple correspondence from City Administrator, fire inspector, fire chief, building official, code enforcement officer and Lt Zang re 28831 Southfield Road	1.25	162.50	
01-31-2023	SRB	Review of file materials and Notices to Appear for 02/08/2023 docket and correspondence to Police Clerk concerning records re: 22LV01208A, 22LV02365B, 22LV02226A, 22LV01941A, 22LV02461A, 22LV01931B, 22LV02367A, 22LV02486A, 22LV02477A, 22LV00501B.	1.50	195.00	

Total 2,177.50

Time Summary

Professional	Hours	Amount
Scott Baker	16.75	2,177.50
Total		2,177.50

Total for this Invoice 2,177.50



LAW OFFICE

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February 09, 2023

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

Invoice Number: 1508

Invoice Period: 01-01-2023 - 01-31-2023

RE: Special Legal Services**Time Details**

Date	Professional	Description	Hours	Amount
01-03-2023	SRB	receipt, review and respond to correspondence from Petitioner Attorney re Golden Gate Plaza v. City of Lathrup Village MTT Docket # 22-000536	0.25	32.50
01-04-2023	SRB	Receipt and review of correspondence from Oakland County Equalization re: Golden Gate Plaza v. City of Lathrup Village MTT Docket # 22-000536	0.25	32.50
01-06-2023	SRB	Receipt and review of correspondence from City Planner.	0.25	32.50
01-12-2023	SRB	Review correspondence from City Administrator re Owens v. Lathrup Village Complaint	0.25	32.50
01-12-2023	SRB	Review correspondence from property owner re 26727 Southfield as-built survey	0.25	32.50
01-13-2023	SRB	Receipt and review of correspondence from Oakland County Equalization re: Golden Gate Plaza v. City of Lathrup Village MTT Docket # 22-000536	0.25	32.50
01-18-2023	SRB	Draft correspondence to petitioner's attorney re Golden Gate Plaza v, City of Lathrup Village MTT Docket # 22-000536	0.25	32.50
01-19-2023	SRB	Draft correspondence to Employee re Employee grievance	0.25	32.50
01-19-2023	SRB	Receipt, review and response to correspondence from employee re grievance request	0.25	32.50
01-19-2023	SRB	Receipt and review of correspondence from liability carrier attorney re Gorbe litigation	0.25	32.50
01-20-2023	SRB	Receipt, review and response to correspondence from Labor Attorney re grievance request	0.25	32.50

We appreciate your business

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Date	Professional	Description	Hours	Amount	Item 6B.
01-20-2023	SRB	Receipt, review and response to correspondence from employee re grievance request	0.25	32.50	
01-20-2023	SRB	Receipt, review and response to correspondence from employee re grievance request	0.25	32.50	
01-23-2023	SRB	Receipt and review of correspondence from liability carrier attorney re JMC litigation	0.25	32.50	
01-23-2023	SRB	Receipt and review of correspondence from liability carrier attorney re Gorbe litigation	0.25	32.50	
01-23-2023	SRB	Receipt and review of correspondence from City Planner.	0.25	32.50	
01-23-2023	SRB	Receipt and review of correspondence from City Planner.	0.25	32.50	
01-25-2023	SRB	Receipt, review and respond to multiple correspondence from Resident, staff and council members; Telephone conferences with multiple council members and staff; telephone conference with Lt. Zang, Michigan Attorney General's office re Closed Session OMA issue	4.00	520.00	
01-26-2023	SRB	Exchange multiple correspondence with resident re Rainbow Circle ROW maintenance issue	0.75	97.50	
01-26-2023	SRB	Draft correspondence to Oakland County Equalization re Golden Gate Plaza v. Lathrup Village MTTE Docket # 22-000536	0.25	32.50	
01-27-2023	SRB	Receipt and review of correspondence from City Planner.	0.25	32.50	
01-27-2023	SRB	Receipt and review of correspondence from City Planner.	0.25	32.50	
01-27-2023	SRB	Review and respond to affidavit and claim; draft demand for removal, answer to claim, proof of service and correspondence to 46th District Court re Owens v. Lathrup SC220309	1.50	195.00	
01-28-2023	SRB	Review correspondence from property owner re 26727 Southfield as-built survey	0.25	32.50	
01-30-2023	SRB	Receipt, and review correspondence from applicant re 36727 Southfield Road	0.25	32.50	
01-31-2023	SRB	Receipt, and review correspondence from AG investigator re OMA issue	0.25	32.50	
01-31-2023	SRB	Receipt and review of correspondence from petitioner's attorney re Golden Gate Plaza v, City of Lathrup Village MTT Docket # 22-000536	0.25	32.50	
01-31-2023	SRB	Receipt, and review correspondence from City Planner re 36727 Southfield Road	0.25	32.50	
			Total	1,625.00	

We appreciate your business

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Time Summary

Professional	Hours	Amount
Scott Baker	12.50	1,625.00
Total		1,625.00
Total for this Invoice		1,625.00

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
<hr/>					
Fund Totals:					
Fund 101 GENERAL FUND				179,316.78	
Fund 202 MAJOR ROAD FU				22,663.72	
Fund 203 LOCAL ROAD FU				24,415.21	
Fund 494 DOWNTOWN DEVE				8,006.42	
Fund 592 WATER & SEWER				294,608.22	
Total For All Funds:				<hr/> 529,010.35	

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
Dept 000.000							
101-000.000-401.000	CITY TAXES	2,845,012.00	2,845,012.00	2,771,241.18	6,488.88	73,770.82	97.41
101-000.000-402.000	REFUSE COLLECTION TAXES	426,724.00	426,724.00	414,794.03	973.18	11,929.97	97.20
101-000.000-409.000	DELQ PERSONAL PROPERTY REVENU	3,000.00	3,000.00	357.16	0.00	2,642.84	11.91
101-000.000-414.000	TAX PENALTIES	35,000.00	35,000.00	9,490.39	1,282.60	25,509.61	27.12
101-000.000-415.000	MISCELLANEOUS REVENUE	15,000.00	15,000.00	8,166.03	300.00	6,833.97	54.44
101-000.000-416.000	WORK COMP DIVIDEND REVENUE	0.00	5,103.00	5,103.00	0.00	0.00	100.00
101-000.000-416.001	PROPERTY & LIABILITY DIVIDEND REVENUE	6,500.00	8,845.00	8,845.00	0.00	0.00	100.00
101-000.000-419.000	AT & T LEASE PAYMENTS	60,889.00	60,889.00	37,242.46	0.00	23,646.54	61.16
101-000.000-421.000	METRO-PCS LEASE PAYMENTS	48,000.00	48,000.00	34,970.60	8,975.13	13,029.40	72.86
101-000.000-423.000	WORK COMP REIMBURSEMENT	0.00	19,393.00	19,392.65	0.00	0.35	100.00
101-000.000-424.000	UNEARNED REVENUE	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
101-000.000-446.000	INVESTMENT INTEREST	15,000.00	35,000.00	26,568.36	0.00	8,431.64	75.91
101-000.000-447.000	TAX 1% ADMINISTRATIVE FEE	88,000.00	88,000.00	89,103.84	2,472.07	(1,103.84)	101.25
101-000.000-455.000	METRO AUTHORITY-FEE	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
101-000.000-456.000	BUILDING PERMITS	95,000.00	95,000.00	44,284.34	4,594.00	50,715.66	46.62
101-000.000-457.000	ZONING, SITE, SPECIAL PERMITS	8,500.00	8,500.00	5,342.00	1,170.00	3,158.00	62.85
101-000.000-458.000	PLUMBING/HEATING PERMITS	10,000.00	10,000.00	9,080.00	855.00	920.00	90.80
101-000.000-459.000	ELECTRICAL PERMITS	10,000.00	10,000.00	7,460.00	745.00	2,540.00	74.60
101-000.000-460.000	LICENSES & REGISTRATIONS	14,000.00	14,000.00	3,620.00	1,100.00	10,380.00	25.86
101-000.000-461.000	DOG & CAT LICENSES	1,100.00	1,100.00	1,088.10	275.00	11.90	98.92
101-000.000-465.000	CABLE TV REVENUES	120,000.00	120,000.00	80,441.74	21,270.48	39,558.26	67.03
101-000.000-470.000	RECREATION SPECIAL PROGRAMS	15,000.00	15,000.00	130.00	130.00	14,870.00	0.87
101-000.000-470.001	DOG PARK REVENUE	1,600.00	1,600.00	165.00	15.00	1,435.00	10.31
101-000.000-470.002	COMMUNITY GARDEN REVENUE	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
101-000.000-471.000	DONATIONS-OTHER	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00
101-000.000-475.000	COMM ROOM & BLDG RENT REVENUE	65,000.00	65,000.00	48,018.00	5,345.00	16,982.00	73.87
101-000.000-540.000	302 TRAINING FUNDS-REVENUES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000.000-542.000	SMART CREDITS	9,685.00	9,685.00	0.00	0.00	9,685.00	0.00
101-000.000-543.000	FEDERAL/STATE GRANT	0.00	2,500.00	2,500.00	0.00	0.00	100.00
101-000.000-546.000	POLICE CHARGES FOR SERVICES	15,000.00	15,000.00	7,880.15	708.13	7,119.85	52.53
101-000.000-574.000	STATE SHARED REVENUES	477,151.00	477,151.00	263,687.00	0.00	213,464.00	55.26
101-000.000-612.000	DISTRICT COURT FINES	70,000.00	70,000.00	41,794.28	5,749.11	28,205.72	59.71
101-000.000-626.000	COMMUNITY DEVELOPMENT	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-000.000-627.000	SIDEWALK REVENUES	200,000.00	280,000.00	320,114.33	24,912.20	(40,114.33)	114.33
101-000.000-628.000	WEED/CODE ENFORCEMENT REVENUE	14,788.00	60,000.00	55,888.47	5,378.98	4,111.53	93.15
101-000.000-632.000	PUBLIC SERVICES REIMBURSEMENT	20,000.00	20,000.00	24,433.27	0.00	(4,433.27)	122.17
101-000.000-669.000	DPS BLDG RENT FROM WATER	4,917.00	4,917.00	4,917.00	0.00	0.00	100.00
101-000.000-671.000	ADMINISTRATIVE REV RD FUND	4,000.00	4,000.00	4,000.00	0.00	0.00	100.00
101-000.000-676.001	EMPLOYEE BENEFIT CONTRIBUTION	22,000.00	22,000.00	22,000.00	0.00	0.00	100.00
101-000.000-681.000	SALE OF ABANDONED PROPERTY	150,000.00	142,700.00	142,700.00	0.00	0.00	100.00
Total Dept 000.000		5,101,066.00	5,268,319.00	4,514,818.38	92,739.76	753,500.62	85.70
TOTAL REVENUES		5,101,066.00	5,268,319.00	4,514,818.38	92,739.76	753,500.62	85.70
Expenditures							
Dept 100.000 - GOVERNMENT SERVICES							
101-100.000-708.000	PROPERTY & LIABILITY INSURANC	40,000.00	40,164.00	40,164.00	0.00	0.00	100.00
101-100.000-710.000	UNEMPLOYMENT INSURANCE	50.00	50.00	7.85	0.00	42.15	15.70
101-100.000-712.000	WORKER'S COMP INSURANCE	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
101-100.000-713.000	MERS CITY CONTRIBUTIONS	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-100.000-726.000	OFFICE SUPPLIES	6,000.00	6,000.00	4,022.70	272.98	1,977.30	67.05
101-100.000-732.000	CODE ENFORCEMENT	4,500.00	4,500.00	465.00	0.00	4,035.00	10.33

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-100.000-802.000	TAX TRIBUNAL RETURNS	1,500.00	10,366.00	10,365.94	0.00	0.06	100.00
101-100.000-803.000	MEMBERSHIPS & MEETINGS	6,000.00	6,000.00	4,060.39	709.00	1,939.61	67.67
101-100.000-804.000	BUILDING TRADE INSPECTION	70,000.00	70,000.00	27,901.26	4,105.80	42,098.74	39.86
101-100.000-805.000	CABLE TELEVISION	55,000.00	55,000.00	34,076.71	7,776.00	20,923.29	61.96
101-100.000-808.000	COMMUNITY CENTER EXPENDITURE	25,000.00	25,000.00	18,655.95	1,525.00	6,344.05	74.62
101-100.000-810.000	AUDITING & ACCOUNTING	34,840.00	34,840.00	43,845.00	20,140.25	(9,005.00)	125.85
101-100.000-822.000	TRAINING	5,000.00	5,000.00	6,402.17	1,044.00	(1,402.17)	128.04
101-100.000-830.000	HISTORICAL DIST COMMITTEE	0.00	0.00	432.00	432.00	(432.00)	100.00
101-100.000-832.000	CITIZEN COMMUNICATION/PR	15,000.00	15,000.00	1,300.00	0.00	13,700.00	8.67
101-100.000-840.000	LIBRARY PAYMENT	132,000.00	132,000.00	59,969.00	0.00	72,031.00	45.43
101-100.000-848.000	GOVERNMENT OPERATIONS	25,000.00	25,000.00	24,592.17	2,129.56	407.83	98.37
101-100.000-848.001	TECHNOLOGY	45,000.00	45,000.00	44,476.64	1,186.23	523.36	98.84
101-100.000-850.000	TELEPHONE EXPENDITURES	18,000.00	18,000.00	8,051.11	717.04	9,948.89	44.73
101-100.000-860.000	VEHICLE EXPENSE	6,500.00	5,000.00	187.97	89.00	4,812.03	3.76
101-100.000-880.000	CDBG EXPENDITURES	2,000.00	2,298.00	3,255.39	1,015.00	(957.39)	141.66
101-100.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	4,054.00	2,567.50	11,246.00	26.50
101-100.000-900.000	PRINTING/PUBLICATION COSTS	12,000.00	12,000.00	10,946.25	3,956.25	1,053.75	91.22
101-100.000-901.000	POSTAGE FEES	6,000.00	6,000.00	3,072.24	27.90	2,927.76	51.20
101-100.000-955.003	ARPA EXPENDITURES	200,000.00	200,000.00	19,500.00	0.00	180,500.00	9.75
Total Dept 100.000 - GOVERNMENT SERVICES		781,690.00	789,518.00	369,803.74	47,693.51	419,714.26	46.84
Dept 101.000 - ADMINISTRATION							
101-101.000-701.000	SALARIES FULL-TIME	441,036.00	441,036.00	263,878.42	34,187.46	177,157.58	59.83
101-101.000-703.000	EMPLOYEE TAXES & BENEFITS	307,165.00	307,165.00	152,560.86	7,646.55	154,604.14	49.67
101-101.000-717.000	CODE ENFORCEMENT LEGAL	20,000.00	20,000.00	8,806.50	2,177.50	11,193.50	44.03
101-101.000-718.000	ELECTIONS	10,000.00	15,173.00	17,077.59	0.00	(1,904.59)	112.55
101-101.000-721.000	DATA PROCESING & ASSESSMENTS	36,057.00	36,057.00	36,044.46	0.00	12.54	99.97
101-101.000-722.000	LEGAL SERVICES	50,000.00	50,000.00	31,826.25	4,912.50	18,173.75	63.65
101-101.000-723.000	BOARD OF REVIEW	600.00	600.00	0.00	0.00	600.00	0.00
Total Dept 101.000 - ADMINISTRATION		864,858.00	870,031.00	510,194.08	48,924.01	359,836.92	58.64
Dept 201.000 - BUILDING & GROUNDS							
101-201.000-702.000	SALARIES PART-TIME	30,000.00	30,000.00	23,873.61	2,383.78	6,126.39	79.58
101-201.000-920.000	UTILITIES	45,000.00	45,000.00	38,244.53	5,209.15	6,755.47	84.99
101-201.000-930.000	BUILDING MAINTENANCE & REPAIR	38,000.00	38,000.00	15,282.58	1,172.08	22,717.42	40.22
101-201.000-930.001	BUILDING - GRANTS	5,359.00	5,359.00	5,358.65	5,358.65	0.35	99.99
101-201.000-936.000	EQUIPMENT MAINTENANCE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-201.000-938.000	PARKING LOT & GROUNDS	8,000.00	8,000.00	2,810.00	905.00	5,190.00	35.13
Total Dept 201.000 - BUILDING & GROUNDS		127,859.00	127,859.00	85,569.37	15,028.66	42,289.63	66.92
Dept 301.000 - PUBLIC SAFETY							
101-301.000-701.000	SALARIES FULL-TIME	793,250.00	793,250.00	536,180.14	69,285.80	257,069.86	67.59
101-301.000-702.000	SALARIES PART-TIME	50,000.00	50,000.00	43,011.70	4,005.22	6,988.30	86.02
101-301.000-703.000	EMPLOYEE TAXES & BENEFITS	641,229.00	641,229.00	362,048.50	24,381.97	279,180.50	56.46
101-301.000-704.000	SALARIES-OVERTIME	50,000.00	50,000.00	20,540.66	2,649.95	29,459.34	41.08
101-301.000-708.000	PROPERTY & LIABILITY INSURANC	26,106.00	26,106.00	26,106.00	0.00	0.00	100.00
101-301.000-710.000	UNEMPLOYMENT INSURANCE	100.00	100.00	15.24	0.00	84.76	15.24
101-301.000-712.000	WORKER'S COMP INSURANCE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-301.000-726.000	OFFICE SUPPLIES	4,000.00	4,000.00	3,032.24	748.75	967.76	75.81
101-301.000-727.000	ROAD SUPPLIES	2,000.00	2,000.00	1,571.32	0.00	428.68	78.57

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-301.000-728.000	EVIDENCE SUPPLIES	1,000.00	1,000.00	388.61	0.00	611.39	38.86
101-301.000-729.000	OFFICE MACHINE MAINTENANCE	2,000.00	2,000.00	422.34	66.61	1,577.66	21.12
101-301.000-731.000	PUBLICATIONS/DOCUMENT REDUCIN	500.00	500.00	0.00	0.00	500.00	0.00
101-301.000-803.000	MEMBERSHIPS & MEETINGS	3,500.00	3,500.00	3,767.00	0.00	(267.00)	107.63
101-301.000-821.000	POLICE RESERVES	500.00	500.00	0.00	0.00	500.00	0.00
101-301.000-822.000	TRAINING	15,500.00	15,500.00	2,861.12	230.05	12,638.88	18.46
101-301.000-823.000	FIREARMS TRAINING	9,000.00	9,000.00	5,136.41	0.00	3,863.59	57.07
101-301.000-824.000	CRIME PREVENTION	0.00	0.00	65.22	65.22	(65.22)	100.00
101-301.000-825.000	ANIMAL CONTROL	200.00	200.00	0.00	0.00	200.00	0.00
101-301.000-826.000	COMMUNITY POLICING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-301.000-827.000	302 TRAINING FUNDS EXPENDITURES	2,000.00	2,000.00	822.32	0.00	1,177.68	41.12
101-301.000-828.000	FIRE SERVICE/DISPATCH CONTRACT	709,371.00	709,371.00	489,014.46	0.00	220,356.54	68.94
101-301.000-829.000	POLICE UNIFORMS & CLEANING	15,000.00	15,000.00	3,440.36	225.98	11,559.64	22.94
101-301.000-836.000	PRISONER LOCKUP	4,000.00	4,000.00	1,100.00	0.00	2,900.00	27.50
101-301.000-850.000	TELEPHONE EXPENDITURES	9,500.00	9,500.00	7,476.17	517.33	2,023.83	78.70
101-301.000-851.000	RADIO COMMUNICATIONS	12,500.00	12,500.00	5,334.00	0.00	7,166.00	42.67
101-301.000-860.000	VEHICLE EXPENSE	37,000.00	37,000.00	40,927.00	7,234.33	(3,927.00)	110.61
Total Dept 301.000 - PUBLIC SAFETY		2,400,256.00	2,400,256.00	1,553,260.81	109,411.21	846,995.19	64.71
Dept 401.000 - PUBLIC SERVICE							
101-401.000-703.000	EMPLOYEE TAXES & BENEFITS	20,000.00	20,000.00	9,840.82	0.00	10,159.18	49.20
101-401.000-890.000	PARK MAINTENANCE	7,000.00	7,000.00	16.92	0.00	6,983.08	0.24
101-401.000-892.000	SIDEWALK MAINTENANCE	334,247.00	552,576.00	404,002.99	1,427.49	148,573.01	73.11
101-401.000-920.000	UTILITIES	21,000.00	21,000.00	20,215.27	4,155.40	784.73	96.26
101-401.000-921.000	CONTRACTUAL SERVICES	126,479.00	126,479.00	74,006.25	10,766.55	52,472.75	58.51
101-401.000-936.000	EQUIPMENT MAINTENANCE	4,200.00	6,617.00	6,617.41	0.00	(0.41)	100.01
Total Dept 401.000 - PUBLIC SERVICE		512,926.00	733,672.00	514,699.66	16,349.44	218,972.34	70.15
Dept 501.000 - LEAF COLLECTION							
101-501.000-978.000	REFUSE EQUIP/ROLLOFF EXPEND	7,000.00	7,000.00	2,272.32	256.35	4,727.68	32.46
Total Dept 501.000 - LEAF COLLECTION		7,000.00	7,000.00	2,272.32	256.35	4,727.68	32.46
Dept 502.000							
101-502.000-801.001	SOCRRA	369,794.00	369,794.00	230,296.00	30,816.00	139,498.00	62.28
Total Dept 502.000		369,794.00	369,794.00	230,296.00	30,816.00	139,498.00	62.28
Dept 601.000 - RECREATION							
101-601.000-701.000	SALARIES FULL-TIME	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-601.000-703.000	EMPLOYEE TAXES & BENEFITS	5,642.00	5,642.00	0.01	0.00	5,641.99	0.00
101-601.000-712.000	WORKER'S COMP INSURANCE	800.00	800.00	0.00	0.00	800.00	0.00
101-601.000-806.000	ADULT PROGRAMS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-807.000	BUS TRANSPORTATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-811.000	SENIOR ACTIVITIES	800.00	800.00	182.78	43.65	617.22	22.85
101-601.000-812.000	COMMUNITY EVENTS	8,500.00	8,500.00	7,583.85	665.21	916.15	89.22
101-601.000-813.000	CHILDREN/YOUTH ACTIVITIES	500.00	500.00	11.03	0.00	488.97	2.21
101-601.000-815.000	COMMUNITY GARDEN	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-601.000-817.000	FITNESS CENTER EXP	500.00	500.00	146.90	0.00	353.10	29.38
101-601.000-843.000	DOG PARK EXPENSES	500.00	500.00	15.00	0.00	485.00	3.00

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GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101-601.000-884.000	CONCERTS IN THE PARK	400.00	400.00	420.00	0.00	(20.00)	105.00
Total Dept 601.000 - RECREATION		50,642.00	50,642.00	8,359.57	708.86	42,282.43	16.51
Dept 811.000							
101-811.000-970.000	CAPITAL EXPENDITURE	157,924.00	157,924.00	157,924.00	157,924.00	0.00	100.00
Total Dept 811.000		157,924.00	157,924.00	157,924.00	157,924.00	0.00	100.00
TOTAL EXPENDITURES		5,272,949.00	5,506,696.00	3,432,379.55	427,112.04	2,074,316.45	62.33
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		5,101,066.00	5,268,319.00	4,514,818.38	92,739.76	753,500.62	85.70
TOTAL EXPENDITURES		5,272,949.00	5,506,696.00	3,432,379.55	427,112.04	2,074,316.45	62.33
NET OF REVENUES & EXPENDITURES		(171,883.00)	(238,377.00)	1,082,438.83	(334,372.28)	(1,320,815.83)	454.09

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Item 6B.

G/L NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR ROAD FUND							
Revenues							
Dept 702.000							
202-702.000-574.000	STATE SHARED REVENUES	373,671.00	373,671.00	159,099.38	0.00	214,571.62	42.58
202-702.000-665.000	INVESTMENT INTEREST	600.00	600.00	0.00	0.00	600.00	0.00
202-702.000-690.397	TRANSFER IN FROM ROAD MILLAGE BOND FUND	952,207.00	952,207.00	0.00	0.00	952,207.00	0.00
Total Dept 702.000		1,326,478.00	1,326,478.00	159,099.38	0.00	1,167,378.62	11.99
TOTAL REVENUES		1,326,478.00	1,326,478.00	159,099.38	0.00	1,167,378.62	11.99
Expenditures							
Dept 702.000							
202-702.000-703.000	EMPLOYEE TAXES & BENEFITS	11,472.00	11,472.00	598.48	58.52	10,873.52	5.22
202-702.000-705.000	SALARIES-ADMIN	5,750.00	5,750.00	3,908.29	479.16	1,841.71	67.97
202-702.000-720.000	INTEREST EXPENSE	98,333.00	98,333.00	0.00	0.00	98,333.00	0.00
202-702.000-810.000	AUDITING & ACCOUNTING	5,741.00	6,500.00	6,500.00	759.00	0.00	100.00
202-702.000-856.000	ADMINISTRATION & ENGINEERING	4,000.00	4,000.00	4,000.00	0.00	0.00	100.00
202-702.000-861.000	ROAD MAINTENANCE	5,000.00	5,000.00	1,779.07	134.40	3,220.93	35.58
202-702.000-862.000	ROADSIDE MAINTENANCE	1,000.00	1,000.00	42.38	0.00	957.62	4.24
202-702.000-864.000	TRAFFIC CONTROLS	25,000.00	25,000.00	5,558.04	2,268.38	19,441.96	22.23
202-702.000-866.000	SNOW & ICE REMOVAL	5,500.00	5,500.00	1,509.82	0.00	3,990.18	27.45
202-702.000-867.000	EQUIPMENT RENTAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
202-702.000-870.000	FORESTRY	36,000.00	36,000.00	4,682.50	0.00	31,317.50	13.01
202-702.000-921.000	CONTRACTUAL SERVICES	65,299.00	65,299.00	38,037.85	5,388.25	27,261.15	58.25
Total Dept 702.000		268,095.00	268,854.00	66,616.43	9,087.71	202,237.57	24.78
Dept 702.100 - CAPITAL IMP - STREET BOND							
202-702.100-970.000	CAPITAL EXPENDITURE	1,058,196.00	1,058,196.00	1,008,788.88	14,111.00	49,407.12	95.33
Total Dept 702.100 - CAPITAL IMP - STREET BOND		1,058,196.00	1,058,196.00	1,008,788.88	14,111.00	49,407.12	95.33
TOTAL EXPENDITURES		1,326,291.00	1,327,050.00	1,075,405.31	23,198.71	251,644.69	81.04
Fund 202 - MAJOR ROAD FUND:							
TOTAL REVENUES		1,326,478.00	1,326,478.00	159,099.38	0.00	1,167,378.62	11.99
TOTAL EXPENDITURES		1,326,291.00	1,327,050.00	1,075,405.31	23,198.71	251,644.69	81.04
NET OF REVENUES & EXPENDITURES		187.00	(572.00)	(916,305.93)	(23,198.71)	915,733.93	160,193.

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Item 6B.

GCL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL ROAD FUND							
Revenues							
Dept 703.000							
203-703.000-415.000	MISCELLANEOUS REVENUE	13,603.00	13,603.00	3,637.23	0.00	9,965.77	26.74
203-703.000-574.000	STATE SHARED REVENUES	175,843.00	175,843.00	74,296.56	0.00	101,546.44	42.25
203-703.000-665.000	INVESTMENT INTEREST	600.00	600.00	0.00	0.00	600.00	0.00
203-703.000-690.397	TRANSFER IN FROM ROAD MILLAGE BOND FUND	1,376,707.00	1,376,707.00	0.00	0.00	1,376,707.00	0.00
Total Dept 703.000		1,566,753.00	1,566,753.00	77,933.79	0.00	1,488,819.21	4.97
TOTAL REVENUES		1,566,753.00	1,566,753.00	77,933.79	0.00	1,488,819.21	4.97
Expenditures							
Dept 703.000							
203-703.000-703.000	EMPLOYEE TAXES & BENEFITS	11,472.00	11,472.00	598.47	58.52	10,873.53	5.22
203-703.000-705.000	SALARIES-ADMIN	5,750.00	5,750.00	3,908.29	479.16	1,841.71	67.97
203-703.000-720.000	INTEREST EXPENSE	98,333.00	98,333.00	0.00	0.00	98,333.00	0.00
203-703.000-810.000	AUDITING & ACCOUNTING	3,516.00	6,500.00	6,500.00	1,984.00	0.00	100.00
203-703.000-861.000	ROAD MAINTENANCE	250,000.00	250,000.00	12,287.01	1,884.40	237,712.99	4.91
203-703.000-862.000	ROADSIDE MAINTENANCE	1,000.00	1,000.00	42.37	0.00	957.63	4.24
203-703.000-864.000	TRAFFIC CONTROLS	25,000.00	25,000.00	1,285.77	134.87	23,714.23	5.14
203-703.000-866.000	SNOW & ICE REMOVAL	5,000.00	5,000.00	1,509.83	0.00	3,490.17	30.20
203-703.000-867.000	EQUIPMENT RENTAL	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
203-703.000-868.000	NON-MOTOR FACILITIES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
203-703.000-870.000	FORESTRY	36,000.00	36,000.00	4,682.50	0.00	31,317.50	13.01
203-703.000-921.000	CONTRACTUAL SERVICES	65,299.00	65,299.00	38,037.85	5,388.25	27,261.15	58.25
Total Dept 703.000		508,370.00	511,354.00	68,852.09	9,929.20	442,501.91	13.46
Dept 703.100 - CAPITAL IMP - STREET BOND							
203-703.100-970.000	CAPITAL EXP - STREET BOND	1,058,196.00	1,058,196.00	1,009,698.91	15,021.00	48,497.09	95.42
Total Dept 703.100 - CAPITAL IMP - STREET BOND		1,058,196.00	1,058,196.00	1,009,698.91	15,021.00	48,497.09	95.42
TOTAL EXPENDITURES		1,566,566.00	1,569,550.00	1,078,551.00	24,950.20	490,999.00	68.72
Fund 203 - LOCAL ROAD FUND:							
TOTAL REVENUES		1,566,753.00	1,566,753.00	77,933.79	0.00	1,488,819.21	4.97
TOTAL EXPENDITURES		1,566,566.00	1,569,550.00	1,078,551.00	24,950.20	490,999.00	68.72
NET OF REVENUES & EXPENDITURES		187.00	(2,797.00)	(1,000,617.21)	(24,950.20)	997,820.21	35,774.6

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 02/28/2023 NORM (ABNORM)	ACTIVITY FOR MONTH 02/28/23 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 258 - CAPITAL ACQUISITION FUND							
Revenues							
Dept 000.000							
258-000.000-446.000	INVESTMENT INTEREST	400.00	400.00	1,731.55	0.00	(1,331.55)	432.89
258-000.000-690.101	TRANSFER IN FROM GENERAL FUND	157,924.00	157,924.00	157,924.00	157,924.00	0.00	100.00
Total Dept 000.000		158,324.00	158,324.00	159,655.55	157,924.00	(1,331.55)	100.84
TOTAL REVENUES		158,324.00	158,324.00	159,655.55	157,924.00	(1,331.55)	100.84
Expenditures							
Dept 000.000							
258-000.000-970.000	CAPITAL EXPENDITURE	157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
Total Dept 000.000		157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
TOTAL EXPENDITURES		157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
Fund 258 - CAPITAL ACQUISITION FUND:							
TOTAL REVENUES		158,324.00	158,324.00	159,655.55	157,924.00	(1,331.55)	100.84
TOTAL EXPENDITURES		157,924.00	157,924.00	160,693.30	0.00	(2,769.30)	101.75
NET OF REVENUES & EXPENDITURES		400.00	400.00	(1,037.75)	157,924.00	1,437.75	259.44

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)			
Fund 397 - ROAD MILLAGE BOND FUND									
Revenues									
Dept 000.000									
397-000.000-446.000	INVESTMENT INTEREST	0.00	0.00	48,796.46		0.00		(48,796.46)	100.00
Total Dept 000.000		0.00	0.00	48,796.46		0.00		(48,796.46)	100.00
TOTAL REVENUES		0.00	0.00	48,796.46		0.00		(48,796.46)	100.00
Expenditures									
Dept 000.000									
397-000.000-720.000	INTEREST EXPENSE	0.00	0.00	109,375.00		0.00		(109,375.00)	100.00
Total Dept 000.000		0.00	0.00	109,375.00		0.00		(109,375.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	109,375.00		0.00		(109,375.00)	100.00
Fund 397 - ROAD MILLAGE BOND FUND:									
TOTAL REVENUES		0.00	0.00	48,796.46		0.00		(48,796.46)	100.00
TOTAL EXPENDITURES		0.00	0.00	109,375.00		0.00		(109,375.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(60,578.54)		0.00		60,578.54	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LATHRUP VILLAGE

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PERIOD ENDING 02/28/2023

Item 6B.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
494-000.000-407.000	TIFA-CAPTURE TAXES	311,100.00	311,100.00	26,761.25	0.00	284,338.75	8.60
494-000.000-410.000	TAX COLLECTED OTHER	36,676.00	36,676.00	29,860.86	0.00	6,815.14	81.42
494-000.000-415.000	MISCELLANEOUS REVENUE	6,000.00	6,000.00	22,364.11	0.00	(16,364.11)	372.74
494-000.000-446.000	INVESTMENT INTEREST	10,000.00	10,000.00	18,445.56	0.00	(8,445.56)	184.46
Total Dept 000.000		363,776.00	363,776.00	97,431.78	0.00	266,344.22	26.78
TOTAL REVENUES		363,776.00	363,776.00	97,431.78	0.00	266,344.22	26.78
Expenditures							
Dept 000.000							
494-000.000-701.000	SALARIES FULL-TIME	157,595.00	157,595.00	108,652.20	13,435.30	48,942.80	68.94
494-000.000-702.000	SALARIES PART-TIME	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
494-000.000-703.000	EMPLOYEE TAXES & BENEFITS	34,000.00	34,000.00	35,903.97	3,946.31	(1,903.97)	105.60
494-000.000-722.000	LEGAL SERVICES	900.00	900.00	0.00	0.00	900.00	0.00
494-000.000-726.000	OFFICE SUPPLIES	3,360.00	3,360.00	351.12	0.00	3,008.88	10.45
494-000.000-802.000	TAX TRIBUNAL RETURNS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
494-000.000-810.000	AUDITING & ACCOUNTING	800.00	800.00	800.00	0.00	0.00	100.00
494-000.000-822.000	TRAINING/MEMBERSHIP	8,175.00	8,175.00	1,524.41	0.00	6,650.59	18.65
494-000.000-844.000	MAIN STREET PROGRAM	22,200.00	22,200.00	860.41	126.52	21,339.59	3.88
494-000.000-845.000	STREETSCAPING	33,300.00	33,300.00	8,694.95	0.00	24,605.05	26.11
494-000.000-882.000	PLANNING/CONSULTING FEES	15,300.00	15,300.00	15,497.00	0.00	(197.00)	101.29
494-000.000-900.000	PRINTING/PUBLICATION COSTS	2,000.00	2,000.00	956.60	0.00	1,043.40	47.83
494-000.000-901.000	POSTAGE FEES	200.00	200.00	0.00	0.00	200.00	0.00
494-000.000-933.000	REPAIRS & MAINTENANCE	505,624.00	505,624.00	44,452.24	4,970.00	461,171.76	8.79
494-000.000-955.000	MISCELLANEOUS EXPENDITURES	8,457.00	8,457.00	361.91	0.00	8,095.09	4.28
494-000.000-971.000	SIGN GRANT PROGRAM	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
494-000.000-971.001	FACADE GRANT PROGRAM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 000.000		828,911.00	828,911.00	218,054.81	22,478.13	610,856.19	26.31
TOTAL EXPENDITURES		828,911.00	828,911.00	218,054.81	22,478.13	610,856.19	26.31
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		363,776.00	363,776.00	97,431.78	0.00	266,344.22	26.78
TOTAL EXPENDITURES		828,911.00	828,911.00	218,054.81	22,478.13	610,856.19	26.31
NET OF REVENUES & EXPENDITURES		(465,135.00)	(465,135.00)	(120,623.03)	(22,478.13)	(344,511.97)	25.93

PERIOD ENDING 02/28/2023

Item 6B.

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Revenues							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-415.000	MISCELLANEOUS REVENUES	40,000.00	40,000.00	14,116.24	1,780.00	25,883.76	35.29
592-536.000-640.000	WATER SERVICE	708,737.00	708,737.00	507,604.30	50,624.69	201,132.70	71.62
592-536.000-640.001	BOND REVENUE	227,268.00	227,268.00	152,656.90	19,046.00	74,611.10	67.17
592-536.000-640.002	CAPITAL BOND REVENUE	1,683,301.00	1,683,301.00	0.00	0.00	1,683,301.00	0.00
592-536.000-641.000	WATER & SEWER PENALTIES	25,000.00	25,000.00	22,154.55	2,352.67	2,845.45	88.62
592-536.000-642.000	METER CHARGE REVENUE	80,645.00	80,645.00	46,523.11	5,746.49	34,121.89	57.69
592-536.000-643.000	REPLACEMENT RESERVE REVENUE	182,410.00	182,410.00	0.00	0.00	182,410.00	0.00
592-536.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	41,939.24	0.00	(37,439.24)	931.98
Total Dept 536.000 - WATER DEPARTMENT		2,951,861.00	2,951,861.00	784,994.34	79,549.85	2,166,866.66	26.59
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-415.000	MISCELLANEOUS REVENUES	0.00	0.00	4,989.73	4,989.73	(4,989.73)	100.00
592-537.000-640.002	CAPITAL BOND REVENUE	680,783.00	680,783.00	0.00	0.00	680,783.00	0.00
592-537.000-641.000	WATER & SEWER PENALTIES	43,000.00	43,000.00	32,492.66	3,297.52	10,507.34	75.56
592-537.000-645.000	SEWAGE DISPOSAL REVENUE	1,688,140.00	1,688,140.00	960,057.18	95,638.04	728,082.82	56.87
592-537.000-651.000	INDUSTRIAL SURCHARGE	43,000.00	43,000.00	23,851.81	2,972.98	19,148.19	55.47
592-537.000-665.000	INVESTMENT INTEREST	4,500.00	4,500.00	32,649.48	0.00	(28,149.48)	725.54
Total Dept 537.000 - SEWER DEPARTMENT		2,459,423.00	2,459,423.00	1,054,040.86	106,898.27	1,405,382.14	42.86
TOTAL REVENUES		5,411,284.00	5,411,284.00	1,839,035.20	186,448.12	3,572,248.80	33.99
Expenditures							
Dept 536.000 - WATER DEPARTMENT							
592-536.000-701.000	SALARIES FULL-TIME	20,004.00	20,004.00	12,190.00	1,825.00	7,814.00	60.94
592-536.000-703.000	EMPLOYEE TAXES & BENEFITS	158,268.00	158,268.00	73,574.42	3,498.54	84,693.58	46.49
592-536.000-708.000	PROPERTY & LIABILITY INSURANC	7,959.00	7,959.00	7,959.00	0.00	0.00	100.00
592-536.000-810.000	AUDITING & ACCOUNTING	5,441.00	6,500.00	6,500.00	1,059.00	0.00	100.00
592-536.000-902.000	BILLING SERVICES	10,000.00	10,000.00	5,971.56	727.72	4,028.44	59.72
592-536.000-921.000	CONTRACTUAL SERVICES	73,376.00	73,376.00	42,742.60	6,054.70	30,633.40	58.25
592-536.000-935.000	EQUIPMENT REPLACEMENT	2,000.00	2,000.00	1,151.06	0.00	848.94	57.55
592-536.000-937.000	WATER SYSTEM MAINTENANCE	90,000.00	90,000.00	31,049.20	3,635.98	58,950.80	34.50
592-536.000-940.000	RENT & UTILITIES WATER & SEWE	4,917.00	4,917.00	4,917.00	0.00	0.00	100.00
592-536.000-944.000	WATER PURCHASES	454,416.00	454,416.00	179,993.02	20,027.19	274,422.98	39.61
592-536.000-955.000	MISCELLANEOUS EXPENDITURES	1,880.00	1,522.00	1,521.96	0.00	0.04	100.00
592-536.000-970.000	CAPITAL EXPENDITURE	0.00	4,288.00	10,761.25	5,973.75	(6,473.25)	250.96
592-536.000-974.000	WATER MAIN PROJECT	356,600.00	356,600.00	7,525.00	0.00	349,075.00	2.11
Total Dept 536.000 - WATER DEPARTMENT		1,184,861.00	1,189,850.00	385,856.07	42,801.88	803,993.93	32.43
Dept 536.100 - WATER DEPARTMENT							
592-536.100-970.000	CAPITAL EXP - STOP BOX REPLACEMENT	24,000.00	50,000.00	46,004.31	7,777.50	3,995.69	92.01
Total Dept 536.100 - WATER DEPARTMENT		24,000.00	50,000.00	46,004.31	7,777.50	3,995.69	92.01
Dept 536.200 - WATER DEPARTMENT							
592-536.200-970.000	CAPITAL EXP - LEAD & COPPER LINE REPLAC	100,000.00	100,000.00	82,312.96	0.00	17,687.04	82.31
Total Dept 536.200 - WATER DEPARTMENT		100,000.00	100,000.00	82,312.96	0.00	17,687.04	82.31

GL NUMBER	DESCRIPTION	2022-23	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2023 NORM (ABNORM)	MONTH 02/28/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND							
Expenditures							
Dept 536.300 - WATER DEPARTMENT							
592-536.300-970.000	CAPITAL EXP - WATER METER REPLACE	860,000.00	860,000.00	0.00	0.00	860,000.00	0.00
Total Dept 536.300 - WATER DEPARTMENT		860,000.00	860,000.00	0.00	0.00	860,000.00	0.00
Dept 536.400 - WATER DEPARTMENT							
592-536.400-970.000	CAPITAL EXP - WATER MAIN REPLACE	475,000.00	475,000.00	337,835.64	18,840.00	137,164.36	71.12
Total Dept 536.400 - WATER DEPARTMENT		475,000.00	475,000.00	337,835.64	18,840.00	137,164.36	71.12
Dept 536.500 - WATER DEPARTMENT							
592-536.500-970.000	CAPITAL FIRE HYDRANTS	84,000.00	100,000.00	232,909.45	106,516.50	(132,909.45)	232.91
Total Dept 536.500 - WATER DEPARTMENT		84,000.00	100,000.00	232,909.45	106,516.50	(132,909.45)	232.91
Dept 536.600 - WATER DEPARTMENT							
592-536.600-970.000	CAPITAL EXP - GATE VALVES	224,000.00	200,000.00	19,401.76	6,502.50	180,598.24	9.70
Total Dept 536.600 - WATER DEPARTMENT		224,000.00	200,000.00	19,401.76	6,502.50	180,598.24	9.70
Dept 537.000 - SEWER DEPARTMENT							
592-537.000-701.000	SALARIES FULL-TIME	20,004.00	20,004.00	12,190.00	1,825.00	7,814.00	60.94
592-537.000-703.000	EMPLOYEE TAXES & BENEFITS	55,346.00	55,346.00	35,783.36	484.26	19,562.64	64.65
592-537.000-708.000	PROPERTY & LIABILITY INSURANC	7,803.00	7,803.00	7,803.00	0.00	0.00	100.00
592-537.000-720.000	INTEREST EXPENSE	174,679.00	174,679.00	96,005.00	6,887.50	78,674.00	54.96
592-537.000-725.000	PAYING AGENT FEES	1,500.00	1,500.00	750.00	0.00	750.00	50.00
592-537.000-810.000	AUDITING & ACCOUNTING	5,441.00	6,500.00	6,500.00	1,059.00	0.00	100.00
592-537.000-921.000	CONTRACTUAL SERVICES	73,376.00	73,376.00	42,742.60	6,054.70	30,633.40	58.25
592-537.000-939.000	SEWER SYTEM MAINTENANCE	273,000.00	273,000.00	38,093.22	179.72	234,906.78	13.95
592-537.000-940.000	RENT & UTILITIES WATER & SEWE	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-942.000	SEWAGE DISPOSAL EXPENSE	1,059,290.00	1,059,290.00	609,246.12	87,035.16	450,043.88	57.51
592-537.000-945.000	RETENTION TANK-UTIL ELEC	18,707.00	18,707.00	8,698.70	2,135.21	10,008.30	46.50
592-537.000-946.000	RETENTION TANK UTIL-WATER	5,000.00	5,000.00	3,969.90	0.00	1,030.10	79.40
592-537.000-947.000	RETENTION TANK UTIL-GAS	1,200.00	1,200.00	812.18	250.43	387.82	67.68
592-537.000-948.000	RETENTION TANK UTIL-TELEPHONE	3,000.00	3,000.00	1,734.31	124.85	1,265.69	57.81
592-537.000-949.000	RETENTION TAN GENERATOR FUEL	500.00	500.00	0.00	0.00	500.00	0.00
592-537.000-951.000	RETENTION TANK BUILDING/EQUIP	6,000.00	6,000.00	4,114.88	0.00	1,885.12	68.58
592-537.000-953.000	RETENTION TANK EXCESS LIABIL	9,078.00	9,078.00	9,078.00	0.00	0.00	100.00
592-537.000-957.000	INDUSTRIAL SURCHARGE/NON-RESI	20,000.00	20,000.00	9,911.23	1,415.89	10,088.77	49.56
592-537.000-970.000	CAPITAL EXPENDITURE	145,000.00	145,000.00	20,667.73	150.00	124,332.27	14.25
592-537.000-977.000	EVIRONMENT COMPL - NON CAPITA	30,000.00	30,000.00	6,969.30	2,557.86	23,030.70	23.23
Total Dept 537.000 - SEWER DEPARTMENT		1,909,424.00	1,910,483.00	915,069.53	110,159.58	995,413.47	47.90
Dept 537.100 - SEWER DEPARTMENT							
592-537.100-970.000	CAPITAL EXP - SANITARY SEWER REPAIRS	0.00	829,760.00	815,154.86	5,912.50	14,605.14	98.24
Total Dept 537.100 - SEWER DEPARTMENT		0.00	829,760.00	815,154.86	5,912.50	14,605.14	98.24
Dept 537.200 - SEWER DEPARTMENT							

Item 6B.

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		PERIOD ENDING 02/28/2023						Item
GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		
		ORIGINAL	2022-23	02/28/2023	MONTH 02/28/23	BALANCE	% BDGT	
		BUDGET	AMENDED BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED	
Fund 592 - WATER & SEWER FUND								
Expenditures								
592-537.200-970.000	CAPITAL EXP - RETENTION TANK REPAIRS	550,000.00	550,000.00	0.00	0.00	550,000.00	0.00	
Total Dept 537.200 - SEWER DEPARTMENT		550,000.00	550,000.00	0.00	0.00	550,000.00	0.00	
TOTAL EXPENDITURES		5,411,285.00	6,265,093.00	2,834,544.58	298,510.46	3,430,548.42	45.24	
Fund 592 - WATER & SEWER FUND:								
TOTAL REVENUES		5,411,284.00	5,411,284.00	1,839,035.20	186,448.12	3,572,248.80	33.99	
TOTAL EXPENDITURES		5,411,285.00	6,265,093.00	2,834,544.58	298,510.46	3,430,548.42	45.24	
NET OF REVENUES & EXPENDITURES		(1.00)	(853,809.00)	(995,509.38)	(112,062.34)	141,700.38	116.60	
TOTAL REVENUES - ALL FUNDS		13,927,681.00	14,094,934.00	6,896,770.54	437,111.88	7,198,163.46	48.93	
TOTAL EXPENDITURES - ALL FUNDS		14,563,926.00	15,655,224.00	8,909,003.55	796,249.54	6,746,220.45	56.91	
NET OF REVENUES & EXPENDITURES		(636,245.00)	(1,560,290.00)	(2,012,233.01)	(359,137.66)	451,943.01	128.97	

BUDGET REPORT (REVENUES VERSUS EXPENDITURES) FOR MONTH ENDED FEBRUARY 28, 2023

	Revenues Through 2/28/2023	Expenses Through 2/28/2023	Revenues Over (Under) Expenses
101-GENERAL FUND	4,514,818	3,432,380	1,082,439
202-MAJOR STREET FUND	159,099	1,075,405	(916,306)
203-LOCAL STREET FUND	77,934	1,078,551	(1,000,617)
258-CAPITAL ACQUISITION FUND	159,656	160,693	(1,038)
397-ROADS MILLAGE BOND FUND	48,796	109,375	(60,579)
494-DOWNTOWN DEVELOPMENT AUTHORITY	97,432	218,055	(120,623)
592-WATER & SEWER FUND	1,839,035	2,834,545	(995,509)
GRAND TOTAL ALL FUNDS	<u>6,896,771</u>	<u>8,909,004</u>	<u>(2,012,233)</u>

SOCRRA
Regular Meeting – February 8, 2023
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Chair Recognized Visitors –	13376
Agenda Approved as Submitted –	13377
<u>APPROVAL OF CONSENT AGENDA</u>	13378
January 11, 2023 – Regular Meeting Minutes – Approved –	
Warrant No. RA – 842 – Approved –	
Quarterly Report – January 2023	
Quarterly Legal Report	
Investments – July 1, 2022 to December 31, 2022	
Renewal of Scale Software Contract	
Information Reports – Received and Filed –	
<u>ADMINISTRATIVE REPORTS</u>	
Operations Update – Received and Filed –	13379
Contractor Rates 2023/24 – Received and Filed –	13380
SOCRRA Rate Projection 2023/24 – Received and Filed –	13381
Purchase of Used Yard Truck – Approved –	13382
Post Closure Landfill Monitoring Agreement – Approved –	13383
Agreement with Plante Moran Government Accounting Professionals – Approved –	13384
General Manager Succession Planning – Received and Filed –	13385
Adjourned –	13386

SOCRRA
REGULAR MEETING MINUTES

Wednesday, February 8, 2023– Berkley Parks and Recreation

The meeting was called to order at 9:30 a.m. by Mr. Chris Wilson, Chair

<u>Present</u>	<u>Votes</u>	<u>Municipality</u>
Shawn Young (Alternate)	4	Berkley
Neil Johnston (Alternate)	3	Beverly Hills
Tom Markus	6	Birmingham
Trever Zablocki	3	Clawson
Dan Antosik	5	Ferndale
*Andy LeCureaux	4	Hazel Park
Chris Wilson	2	Huntington Woods
Susan Montenegro	1	Lathrup Village
Dave DeCoster	5	Oak Park
Jim Breuckman	1	Pleasant Ridge
Aaron Filipski	14	Royal Oak
Kurt Bovensiep	<u>15</u>	Troy
Total	63	

<u>Absent</u>	<u>Votes</u>	<u>Municipality</u>
None		

Mr. A. LeCureaux, representative for Hazel Park (4 votes) arrived at 9:33 a.m.

Also Present

Jeff McKeen, General Manager
Robert Jackovich, Operations Manager
Colette Farris, Organizational Development Manager
Scott Zielinski, Birmingham
Scott LeMarbe, Oak Park

-13376-

The Chair recognized visitors and called for public comment. There being no persons present who wished to be heard, the Chair closed the public comment segment.

-13377-

Motion by Ms. S. Montenegro, supported by Mr. K. Bovensiep:

That the Agenda be approved as submitted.

Yeas: Young, Johnston, Markus, Zablocki, Antosik, Wilson, Montenegro,
 DeCoster, Breuckman, Filipski, Bovensiep (59 votes)
 Nays: None
 Absent: LeCureaux (4 votes)

Motion carried.

-13378-

APPROVAL OF CONSENT AGENDA

Motion by Ms. S. Montenegro, supported by Mr. A. Filipski:

That the Consent Agenda be approved.

APPROVAL OF MEETING MINUTES

That the minutes of the Regular Meeting of January 11, 2023 be approved as submitted.

APPROVAL OF WARRANT – NO. RA-842

That Warrant RA-842 in the amount of \$1,843,568.06 be approved and payments authorized.

QUARTERLY REPORT – JANUARY 2023

That the Quarterly Report – January 2023 – be received and filed.

QUARTERLY LEGAL REPORT

That the Quarterly Legal Report be received and filed.

INVESTMENTS – JULY 1, 2022 TO DECEMER 31, 2022

That the investments report made by the Authority for July 1, 2022 to December 31, 2022 be received and filed and made part of the Board record.

RENEWAL OF SCALE SOFTWARE CONTRACT

That pursuant to the *Professional Services* provision of the Authority's Purchasing Policy, the Board authorize the General Manager to sign a one-year Software Maintenance Agreement with Infoview Systems for a total cost of \$5,415.00 for the period February 1, 2023 to January 31, 2024.

INFORMATION REPORTS

That the monthly information reports be received and filed.

ROLL CALL VOTE

Yeas: Young, Johnston, Markus, Zablocki, Antosik, Wilson, Montenegro,
 DeCoster, Breuckman, Filipski, Bovensiep (59 votes)
 Nays: None
 Absent: LeCureaux (4 votes)

Motion carried.

-13379-

Motion by Mr. A. LeCureaux, supported by Ms. S. Montenegro:

That the report on Operations Update be received and filed.

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

Motion carried.

-13380-

Motion by Ms. S. Montenegro, supported by Mr. A. LeCureaux:

That the report on Contractor Rates for 2023/24 be received and filed.

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

Motion carried.

-13381-

Motion by Mr. A. LeCureaux, supported by Mr. J. Breuckman:

That the report on SOCRRA Rate Projection for 2023/24 be received and filed.

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

Motion carried.

-13382-

Motion by Mr. T. Markus, supported by Mr. A. LeCureaux:

That, in accordance with the Authority's Purchasing Policy, the Board approve the purchase of a 2019 Kalmar Ottawa T2 from Metro Airport Truck at a cost of \$79,915.

ROLL CALL VOTE

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

Motion carried.

-13383-

Motion by Mr. A. LeCureaux, supported by Ms. S. Montenegro:

That the Post-Closure Landfill Monitoring Agreement with Mannik & Smith be approved.

ROLL CALL VOTE

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

Motion carried.

-13384-

Motion by Ms. S. Montenegro, supported by Mr. A. LeCureaux:

That the General Manager is authorized to execute the Agreement with Plante Moran Government Accounting Professionals at a cost not to exceed \$8,000.

ROLL CALL VOTE

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

Motion carried.

-13385-

Motion by Mr. A. LeCureaux, supported by Mr. T. Markus:

That the report on General Manager Succession Planning be received and filed.

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

Motion carried.

-13386-

Motion by Ms. S. Montenegro, supported by Mr. A. LeCureaux:

That the meeting be adjourned.

Yeas: Young, Johnston, Markus, Zablocki, Antosik, LeCureaux, Wilson,
 Montenegro, DeCoster, Breuckman, Filipski, Bovensiep (63 votes)
 Nays: None
 Absent: None

The Chair ordered the meeting adjourned at 10:30 a.m.

APPROVED: _____
 Chair

 Secretary

SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY
Regular Meeting – February 8, 2023
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General Manager Succession Plan – Received and Filed –	11351
Meeting Adjourned –	11352

MINUTES OF THE REGULAR MEETING
OF THE
SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY

Wednesday, February 8, 2023– Oak Park City Hall

The meeting was called to order at 8:31 a.m. by Mr. James Breuckman, Chair.

<u>Present</u>	<u>Votes</u>	<u>Municipality</u>
Shawn Young	2	Berkley
Neil Johnston (Alternate)	1	Beverly Hills
Kurt Jones	1	Bingham Farms
Melissa Coatta	4	Birmingham
Trever Zablocki	1	Clawson
Rocco Fortura	1	Huntington Woods
Susan Montenegro	1	Lathrup Village
James Breuckman	1	Pleasant Ridge
Aaron Filipski	9	Royal Oak
Patrick Ryan	15	Southfield
Neil Johnston (Alternate)	<u>1</u>	Southfield Twp.
 TOTAL	 37	

Absent
None

Also Present

Jeff McKeen, General Manager
Robert Jackovich, Operations Manager
Colette Farris, Organizational Development Manager
Tom Markus, Birmingham
Dave DeCoster, Oak Park

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Water Authority Minutes

February 8, 2023

5890.

-11339 -

Motion by Ms. S. Montenegro, supported by Mr. A. Filipski:

That the agenda be approved as submitted.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11340-

Motion by Mr. K. Jones, supported by Ms. S. Montenegro:

That the January 11, 2023 Regular Meeting minutes be approved as submitted.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11341-

Motion by Mr. P. Ryan, supported by Mr. A. Filipski:

That Warrant No. WA-850 in the amount of \$2,311,637.92 be approved and payments authorized.

ROLL CALL VOTE

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11342-

Motion by Mr. P. Ryan, supported by Mr. S. Young:

That the report on the GLWA Rate Process for 2023/24 be received and filed.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11343-

Motion by Mr. A. Filipski, supported by Mr. P. Ryan:

That the report on SOCWA Sales Rate for 2023/24 be received and filed.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11344-

Motion by Ms. S. Montenegro, supported by Mr. A. Filipski:

That the Board approves the Storage System Study from Greeley and Hansen at a cost not to exceed \$27,500.

ROLL CALL VOTE

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11345-

Motion by Mr. P. Ryan, supported by Ms. S. Montenegro:

That the report on GLWA Issues be received and filed.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman, Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11346-

Motion by Mr. P. Ryan, supported by Ms. M. Coatta:

That the Quarterly Report – Second Quarter 2022-2023 be received and filed.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman, Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11347-

Motion by Ms. S. Montenegro, supported by Mr. A. Filipski:

That the Quarterly Legal Report be received and filed.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman, Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11348-

Motion by Mr. K. Jones, supported by Mr. A. Filipski:

That the investments report made by the Authority for July 1, 2022 to December 31, 2022 be received and filed and made a part of the Board record.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman, Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11349-

Motion by Mr. P. Ryan, supported by Ms. S. Montenegro:

That the report on Removal of Northland piping be received and filed.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11350-

Motion by Mr. P. Ryan, supported by Mr. A. Filipski:

That the General Manager is authorized to execute the Agreement with Plante Moran
Government Accounting Professionals at a cost not to exceed \$8,000.

ROLL CALL VOTE

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

-11351-

Motion by Mr. P. Ryan, supported by Mr. A. Filipski:

That the report on general Manager Succession Planning be received and filed.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

Motion Carried.

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Water Authority Minutes
February 8, 2023

5894.

-11352-

Motion by Mr. P. Ryan, supported by Mr. A. Filipski:

That the meeting be adjourned.

Yeas: Young, Johnston, Jones, Coatta, Zablocki, Fortura, Montenegro, Breuckman,
Filipski, Ryan, Johnston (37 votes)

Nays: None

Absent: None

The meeting was adjourned at 9:20 a.m.

APPROVED: _____
Chair

Secretary

Enforcements By Category

03/16/23

Item 6E.

CURBSIDE VIOLATION

Enforcement Number	Address	Status	Filed	Closed
26207 MEADOWBROOK WAY		Discovered	02/06/23	02/06/23
Tringali trash complaint: Construction debris left at street (paint can and wood) from previous owner; new owner will remove				
27510 CALIFORNIA SE DR		Closed	02/14/23	02/14/23
Trash can(s) shall be removed from street the evening after collection is completed				
26641 SOUTHFIELD RD		Closed	02/15/23	02/15/23
27411 LATHRUP BLVD		Closed	02/14/23	02/15/23
28221 LATHRUP BLVD		Closed	02/14/23	02/15/23
17635 E GLENWOOD BLVD		Closed	02/14/23	02/15/23
17591 E GLENWOOD BLVD		Closed	02/14/23	02/15/23
28150 LATHRUP BLVD		Closed	02/14/23	02/15/23
26812 ELDORADO PL		Closed	02/14/23	02/15/23
26776 MEADOWBROOK WAY		Closed	02/14/23	02/15/23
28081 SOUTHFIELD RD		Closed	02/14/23	02/15/23
26612 SOUTHFIELD RD		Closed	02/14/23	02/15/23
27277 RACKHAM DR		Closed	02/15/23	02/21/23
28511 LATHRUP BLVD			02/15/23	
18586 BUNGALOW DR		Closed	02/16/23	02/16/23
28041 SUNSET W BLVD		Closed	02/21/23	02/21/23

Enforcements By Category

03/16/23

Item 6E.

18520 WILTSHIRE BLVD	Closed	02/21/23	02/21/23
28095 SUNSET W BLVD	Closed	02/21/23	02/21/23
18530 W GLENWOOD BLVD	Closed	02/21/23	02/21/23
18511 W GLENWOOD BLVD	Closed	02/21/23	02/21/23
27734 CALIFORNIA NE DR	Closed	02/21/23	02/21/23
27725 CALIFORNIA NE DR	Closed	02/21/23	02/21/23
27641 CALIFORNIA SE DR	Closed	02/21/23	02/21/23
27600 LATHRUP BLVD	Closed	02/21/23	02/21/23
27828 LATHRUP BLVD	Closed	02/21/23	02/21/23
19150 RAINBOW DR	Closed	02/21/23	02/21/23

Total Curbside Violation Entries: 26

DUMPSTER - NO PERMIT

Enforcement Number	Address	Status	Filed	Closed
17540 RAINBOW DR		Spoke W/ Resident	02/01/23	02/03/23
Portable Storage Containers. • A portable storage container is one which is movable or which may be fixed and which can be of				
27800 RAINBOW CIR		Spoke W/ Resident	02/06/23	02/08/23
Construction debris dumpster needs permit.				
26060 SOUTHFIELD RD		Closed	02/13/23	02/13/23
7. Portable storage containers. A portable storage container shall not be allowed in the front, rear or side yards of any property v				
26740 SOUTHFIELD		Closed	02/17/23	02/17/23
Construction dumpster w/o permit; over 48 hrs. in front of commercial business				

Total Dumpster - No permit Entries: 4

Enforcements By Category

03/16/23

Item 6E.

INOPERABLE VEHICLE

Enforcement Number	Address	Status	Filed	Closed
28950 LATHRUP BLVD			02/03/23	
This notice is to inform you that the above-described property is in violation of the City of Lathrup Village Building Code and (
Total Inoperable Vehicle Entries:				1

ITEMS IN R. O. W.

Enforcement Number	Address	Status	Filed	Closed
26371 MEADOWBROOK WAY		Closed	02/13/23	02/14/23
Total Items in R. O. W. Entries:				1

LIGHTING ORDINANCE # 443-17

Enforcement Number	Address	Status	Filed	Closed
28400 SOUTHFIELD RD STE 200		Closed	02/07/23	02/17/23
Sec. 46-109. - Arrangement, operation of lighting facilities.(a)The following definitions apply to lighting in this section:(1)Foot				
Total Lighting Ordinance # 443-17 Entries:				1

OFF STREET PARKING

Enforcement Number	Address	Status	Filed	Closed
26400 SOUTHFIELD RD		Complaint Recieved	02/13/23	
Complaint recieved of over parking with employee's parking on Grass and side street along with parking at 26440. Posible over				
Total Off street parking Entries:				1

PRIVACY FENCE

Enforcement Number	Address	Status	Filed	Closed
27934 CALIFORNIA NE DR		Discovered	02/06/23	
Accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.				
Total Privacy Fence Entries:				1

PROPERTY MAINTENANCE

Enforcements By Category

03/16/23

Item 6E.

Enforcement Number	Address	Status	Filed	Closed
27700 EVERGREEN RD		Complaint Recieved	02/13/23	
27208 SOUTHFIELD RD STE. 3			02/13/23	
Exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.				
18795 LACROSSE AVE		Closed	02/27/23	03/01/23
Back-up sump pump spilling into yard, flooding property and neighbors; LVPD/DPS/CE responded to gain entry as no contact				
Total Property Maintenance Entries:				3

SIGN IN R.O.W.

Enforcement Number	Address	Status	Filed	Closed
17579 CAMBRIDGE BLVD		Closed	02/13/23	02/13/23
Sign in right-of-way for snow removal shall be removed.				
Total Sign in R.O.W. Entries:				1

SIGN VIOLATION

Enforcement Number	Address	Status	Filed	Closed
26221 SOUTHFIELD RD		Closed	02/01/23	02/13/23
Sec. 52-28. - Prohibited signs.modifiedThe following signs are prohibited:(1)Add-on signs(2)Animated signs(3)Beacon lights(4				
28851 SOUTHFIELD RD		Closed	02/03/23	
(g) Window signs. Window signs shall be permitted for non-residential uses. Window signs on a building side shall i				
Total Sign Violation Entries:				2

SNOW REMOVAL REQ'D

Enforcement Number	Address	Status	Filed	Closed
27241 SOUTHFIELD RD			02/03/23	
Spoke with Pharmacist to have sidewalk cleared by 4 pm				
27465 SOUTHFIELD RD		Door Hanger left	02/03/23	
Business closed and phone number not working. Left door hangar.				
28001 SOUTHFIELD RD			02/03/23	
Spoke with owner to clear sidewalks.				
28400 SOUTHFIELD RD STE 200			02/03/23	02/06/23

Enforcements By Category

03/16/23

Item 6E.

Spoke with Michelle Levy concerning sidewalks clearance per snow ordinance. Lot was completed but sidewalks were missed

Total Snow Removal Req'd Entries: 4

TALL GRASS/ WEEDS

Enforcement Number	Address	Status	Filed	Closed
17540 RAINBOW DR			02/01/23	
26221 SOUTHFIELD RD		Spoke W/ Resident	02/01/23	
Illegal banner sign shall be removed				
18659 CAMBRIDGE BLVD		Discovered	02/09/23	
Tree branch shall be removed at the street. It is not from ROW tree.				
28010 SUNSET W BLVD		Closed	02/15/23	02/15/23

Total Tall Grass/ Weeds Entries: 4

TRAILER IN YARD

Enforcement Number	Address	Status	Filed	Closed
28604 SUNSET W BLVD		Closed	02/17/23	03/01/23
28626 SUNSET W BLVD		Letter Sent	02/17/23	
enclosed and garden trailers in yard. Must remove or permit if for construction.				

Total Trailer in Yard Entries: 2

TRASH CONTAINER IN PUBLIC VIEW

Enforcement Number	Address	Status	Filed	Closed
26721 MEADOWBROOK WAY		Closed	02/14/23	02/14/23

Total Trash Container in Public View Entries: 1

TREE BRANCHES

Enforcement Number	Address	Status	Filed	Closed
18659 RAINBOW DR		Closed	02/09/23	02/13/23

Enforcements By Category

03/16/23

Item 6E.

18810 CAMBRIDGE BLVD	Closed	02/09/23	02/13/23
17578 RAMSGATE DR	Closed	02/13/23	02/13/23
26251 SOUTHFIELD	Closed	02/13/23	02/17/23
Fallen tree branch from property blocking sidewalk. Spoke with cleaner who will notify owner for removal.			
17561 CORAL GABLES AVE	Closed	02/13/23	02/14/23
Tree branches at curb shall be removed. Chipping begins April 3rd.			
28467 LATHRUP BLVD	Inspection Scheduled	02/13/23	
Tree branches at street shall be removed until chipping starts again on April 3rd.			
28538 LATHRUP BLVD	Closed	02/13/23	02/14/23
Tree branches at street shall be removed until chipping starts again on April 3rd.			
27320 SUNSET E BLVD	Closed	02/13/23	02/16/23
Tree branches in street shall be removed until chipping begins again on April 3rd.			
27427 SUNSET E BLVD	Closed	02/13/23	02/14/23
Tree branches in street shall be removed until chipping begins again on April 3rd.			
18433 SARATOGA BLVD	Closed	02/14/23	02/21/23
28535 LATHRUP BLVD	Closed	02/15/23	02/21/23
Tree branches at the street.			
18601 CAMBRIDGE BLVD	Closed	02/16/23	02/21/23
18614 BUNGALOW DR	Closed	02/17/23	02/21/23
Tree branches at street.			
28066 SUNSET W BLVD		02/21/23	
Tree branches in street			
18544 WILTSHIRE BLVD		02/21/23	
Tree branches at the street			
18519 W GLENWOOD BLVD		02/21/23	
18512 W GLENWOOD BLVD		02/21/23	
18551 W GLENWOOD BLVD	Closed	02/21/23	02/21/23

Enforcements By Category

03/16/23

Item 6E.

28836 LATHRUP BLVD

02/21/23

Total Tree Branches Entries: 19

VIOLATION

Enforcement Number	Address	Status	Filed	Closed
28200 SOUTHFIELD RD		Discovered	02/09/23	
Office furniture in front of dumpster shall be removed.Address on front of building required.Bill,Attached is a copy of the invoice				
27620 CALIFORNIA SE DR		Discovered	02/07/23	02/10/23
Four tires and wheelbarrel shall be removed from in front of ghargae in public view.				
18850 HAMPSHIRE ST		Closed	02/10/23	02/21/23
Every dwelling and every part thereof shall be kept clean and shall also be kept free from the accumulation of dirt, filth, rubbish				

Total VIOLATION Entries: 3

WORK W/O A PERMIT

Enforcement Number	Address	Status	Filed	Closed
17540 RAINBOW DR		Resolved	02/03/23	
Code Officer Diamond reports posible work without permit				
27800 RAINBOW CIR		Resolved	02/08/23	02/17/23
Interior renovation. Stop work put in place				

Total Work w/o a permit Entries: 2

YARD WASTE

Enforcement Number	Address	Status	Filed	Closed
18130 MEADOWOOD AVE		Closed	02/21/23	02/21/23

Total Yard waste Entries: 1

Total Records: 77

Enforcement.DateFiled Between
2/1/2023 12:00:00 AM AND
2/28/2023 11:59:59 PM

Total Pages:7

User: PAM

DB: Lathrup

Month Ended: June

GL NUMBER	DESCRIPTION	BALANCE AS OF 06/30/2021	BALANCE AS OF 06/30/2022	BALANCE AS OF 06/30/2023
Fund 101 - GENERAL FUND				
Project: <None>				
Revenues				
Function:				
Dept 000.000				
Account Type: Revenue				
Unclassified				
101-000.000-612.000	DISTRICT COURT FINES	96,384.96	71,992.34	41,794.28
Unclassified		96,384.96	71,992.34	41,794.28
Total Revenue:		96,384.96	71,992.34	41,794.28
Total Dept 000.000		96,384.96	71,992.34	41,794.28
Total - Function		96,384.96	71,992.34	41,794.28
TOTAL REVENUES		96,384.96	71,992.34	41,794.28
Total Project <None>:		96,384.96	71,992.34	41,794.28
Fund 101 - GENERAL FUND:				
TOTAL REVENUES		96,384.96	71,992.34	41,794.28
TOTAL EXPENDITURES		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		96,384.96	71,992.34	41,794.28

DATE	EVENT	WHO PARTICIPATED	ACTIONS
2/6/2023	Town Hall Meeting	McKee/Zang	
2/9/2023	Nalonone Training	Roberts	training
2/7-2/10	MACP Winter Conference	McKee/Zang	
2/14/2023	Real Crime Center	McKee/Zang	toured Real Time Crime Center in Detroit
2/15/2023	Auto Theft/LEIN Electronic Insurance Verification	Roberts	training
2/15/2023	International Fraud Investigators Meeting	Zang	
2/15/2023	OCACP monthly meeting	McKee/Zang	
2/16/2023	Oakland Co Radio project update	McKee/Zang	
2/17/2023	Clawson PD Mock Accreditation	McKee	
2/17/2023	Met with TCG regarding lock update	Zang	
2/21/2023	Emergency Pipeline Training	Roberts, Zang	training
2/23/2023	Hazmat/WMD Awareness Training	McKee, McNeill, Roberts, Stajich	training
2/23/2023	Blood Borne Pathogens Training	McKee, McNeill, Roberts, Stajich	training
2/23/2023	Links & Attachments: Think Before You Click	Lietzke	officer training
2/24/2023	Chili for Charity	McKee/Knoll/ McNeill	charity event
2/28/2023	Royal Oak PD Mock Accreditation	Zang	
2/28/2023	Intoxilyzer 9000 training	Stajich	training
2/28/2023	PBT Calibration Training	Stajich	training
2/28/2023	PBT Operator Training	Stajich	training
weekly	Mrs. Blair	various members	check on adopt a senior member
weekly	Mrs. Bloom	various members	check on adopt a senior member
weekly	Mr. Davis	various members	check on adopt a senior member
weekly	Mrs. McReynolds	various members	check on adopt a senior member
weekly	Mrs. Egan	Knoll	Mrs. Egan gets weekly phone calls, she needs assistance with getting her trash wheeled out.
weekly	Mrs. Brady	Carmack	check on adopt a senior member
weekly	Mrs. Rasmussen	Knoll	Mrs. Rasmussen gets a weekly phone call to check on her.

City of Lathrup Village Police Department - Monthly Activity Summary**February 2023**

02/01/2023 23-1537 Driving While License Suspended

An Officer stopped a vehicle for disobeying a stop sign. During the investigation it was discovered the driver had a suspended driver license. The driver was issued a violation for DWLS and disobeying a stop sign. The vehicle was turned over to a licensed passenger.

02/01/2023 23-1570 Driving While License Suspended

An Officer stopped a vehicle for disobeying a stop sign. During the investigation it was discovered the driver had a suspended driver license. The driver was issued a violation for DWLS and disobeying a stop sign. The vehicle was impounded.

02/02/2023 23-1581 Felony Warrant Arrest

An Officer was dispatched to the Detroit Detention Center to pick up a subject wanted for a felony warrant in Lathrup Village. The Officer picked up the prisoner, processed the prisoner, and the prisoner was being held for 46th District Court.

02/02/2023 23-1588 Fraud

An Officer responded to a resident's home in reference to a fraud complaint. It was determined that someone obtained the residents social security number and opened an online bank account. The bank required a police report and will be investigating the fraud.

02/02/2023 23-1591 Driving While License Suspended

An Officer was stopped behind a vehicle. The vehicle reversed and struck the patrol unit (causing no damage). The traffic crash investigation revealed the driver had a suspended driver license. The driver was issued a violation for DWLS and was released at the scene. The vehicle was impounded.

02/02/2023 23-1603 Driving While License Suspended

An Officer responded to Southfield and Twelve Mile Road regarding a property traffic accident. During the accident investigation, the Officer discovered that one of the drivers had a suspended driver's license. The driver was issued a violation for DWLS, Fail to Yield, and No Proof of Insurance. The vehicle was impounded.

02/04/2023 23-1708 Driving While License Suspended

An Officer responded to Meadowood and Meadowbrook Way in reference to a vehicle in the ditch. During the investigation, the Officer discovered that the driver had a suspended driver's license. The driver was issued a violation for DWLS and the vehicle was privately towed out of the ditch.

02/05/2023 23-1765 Citizen Assist/Lock Out

An Officer was called to a business regarding a vehicle lock out. Access was gained without damage and the citizen was on their way.

02/05/2023 23-1780 Family Trouble

Officers were called to a resident's home regarding a family trouble. It was determined that the father and his mentally challenged son had an argument over the son's behavior. There were no claims of assault and the situation was deescalated.

02/05/2023 23-1784 Driving While License Suspended

An Officer stopped a vehicle for an equipment violation and an expired plate. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and expired plates and was released at the scene. The vehicle was impounded.

02/06/2023 23-1811 Mental Health Call

An Officer was at a local business when he observed an employee in what appeared to be a mental crisis. The Officer noticed the employee had a wound on her face; consistent with cutting. Using his Crisis Intervention Training, the Officer ascertained that the employee did not want to live and was going to end her life with a firearm. The Officer obtained enough information for a mental health commitment and took the employee to a hospital for a psychological evaluation.

02/06/2023 23-1812 Found Property

An Officer was called to the police station regarding a found wallet. The good Samaritan found the wallet in the area of Southfield and E/B Eleven mile. The Officer took possession of the wallet, located the owners phone number using CLEMIS, and left the owner a message to have them come to LVPD to retrieve their wallet.

02/06/2023 23-1836 Driving While License Suspended

An Officer stopped a vehicle for disobeying a stop sign. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and disobey stop sign. The vehicle was turned over to a licensed passenger.

02/07/2023 23-1865 Assist fire Department

An Officer was called to a resident's home in reference to a car fire. It was determined that the vehicle was parked and caught on fire while unoccupied. Southfield Fire Department extinguished the fire and the vehicle was impounded. The Southfield fire Department is investigating the incident

02/07/2023 23-1868 Found Property

An Officer was called to the police station regarding found credit cards. The good Samaritan found the cards in the area of Southfield and E/B Eleven mile. The Officer took possession of the credit cards, located the owners phone number using CLEMIS, and left the owner a message to have them come to LVPD to retrieve their credit cards.

02/07/2023 23-1892 Found Property

An Officer was called to the police station regarding found money. The citizen found fake money outside of a business. The money had an inscription "for prop use only" printed on the bill that was replicated as a \$20 bill. The bills were taken to be destroyed. No crime occurred.

02/08/2023 23-1933 Family Trouble

Officers were called to a resident's home regarding a family trouble. It was determined that a couple was currently going through a divorce and were arguing over child related issues. The situation was deescalated and one party left the home for the night to allow for a cooling off period.

02/08/2023 23-1935 Larceny

An Officer was called to the police station regarding a stolen social security card. It was determined that the victim left her wallet at a local business. She was called by the business to tell her that her wallet was found. Upon retrieval of the wallet, the victim discovered her social security card missing. There are no suspects/witnesses/investigative leads. The victim was provided fraud protection information.

02/08/2023 23-1948 Driving While License Suspended

An Officer stopped a vehicle for disobeying a stop sign. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and disobey stop sign. The vehicle was impounded.

02/09/2023 23-1989 Driving While License Suspended

An Officer stopped a vehicle for disobeying a traffic light. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS. The vehicle was turned over to a licensed passenger.

02/09/2023 23-1994 Driving While License Suspended

An Officer stopped a vehicle for an expired plate. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and expired plates. The vehicle was impounded.

02/10/2023 23-2061 Driving While License Suspended

An Officer stopped a vehicle for an expired plate. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and given a warning on the expired plates. The vehicle was impounded.

02/12/2023 23-2163 Driving While License Suspended

An Officer stopped a vehicle for an expired plate. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and given a warning on the expired plates. The vehicle was impounded.

02/13/2023 23-2200 Abandoned Vehicle

An Officer was called to a residential area regarding an abandoned vehicle. The Officer determined that the vehicle was full of trash, left behind after someone moved, and was not road worthy. The officer affixed a 48-hour sticker on the vehicle and after 48 hours the abandoned vehicle was towed away.

02/13/2023 23-2204 Driving While License Suspended

An Officer was conducting an investigation at the Lathrup Village Police Department. During the investigation, it was determined that one of the parties drove to LVPD with a suspended drivers license. The subject was cited and released. As the vehicle was legally parked, the subject was informed not to drive and walked home.

02/13/2023 23-2225 Driving While License Suspended

An Officer stopped a vehicle for disobeying a stop sign. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and disobey stop sign. The vehicle was impounded.

02/16/2023 23-2237 Fraudulent Use of Credit Card

An Officer was called to the Police Station to take a fraudulent use of a credit card complaint. It was determined that an unknown person had obtained the Redford township residents credit card and used it to purchase goods within Lathrup Village City limits. The case is currently being investigated.

02/16/2023 23-2339 Larceny

An Officer was called to a business in reference to a larceny of a laptop computer. It was determined that the business was locked, the employees were off, and there was not forced entry. There are no investigative leads.

02/18/2023 23-2448 Threats/Intimidation

An Officer was called to a residence regarding an ex-husband texting a threat to their teenage son. It was determined that the ex-husband threatened to put a bullet in the homeowner's head for not providing him with her current address. The case has been referred to the Detective Bureau for follow up

02/18/2023 23-2464 Warrant Arrest

An Officer stopped a vehicle because the vehicle owner/driver was wanted for an assault out of Southfield. The Officer stopped the vehicle, identified the driver as the subject wanted, placed him under arrest, towed his vehicle, and Southfield PD arrived to the traffic stop and took custody of the wanted person.

02/18/2023 23-2467 Suspicious Circumstances

An Officer was called to the police station to take a report. It was determined that the person making the report had ordered carry out food from a local restaurant. As the individual was about to eat the food, a small part of a razor blade was found in the food. The Detective Bureau investigated and determined that on the onion slicer part of the razor blade accidentally broke off and ended up in the onions. No criminal act occurred.

02/19/2023 23-2485 Open Building

An Officer was called to a vacant home regarding an open window and possible entry. The Officers made entry in the home, determined no one was in the home, and secured the home.

02/19/2023 23-2493 Suicidal Teenager

An Officer was called to a home for a possible overdose. It was determined that a 16-year-old took Advil, was checked out by Life Support, and the 16-year-old had thoughts of harming herself. After discussion with the mother, the mother was taking the 16-year-old for medical treatment.

02/20/2023 23-2548 Allowing Unlicensed Driver to Drive

An Officer was called to a traffic crash. During the investigation, it was determined that the owner of one of the vehicles allowed an unlicensed driver to use his vehicle. The vehicle was impounded and the owner of the vehicle was issued a violation for allowing an unlicensed driver to drive.

02/21/2023 23-2575 Recovered Stolen Vehicle

An Officer was called to a business regarding a suspicious vehicle. It was determined that the vehicle was a wanted stolen vehicle out of Eastpointe Police Department. The vehicle was impounded and being held for Eastpointe Police Department. There are no investigative leads for a Lathrup Village criminal investigation.

02/21/2023 23-2592 Driving While License Suspended

An Officer stopped a vehicle for speeding. It was determined that the driver had a suspended driver's license. The driver was issued a violation for DWLS and speeding. The vehicle was impounded.

02/22/2023 23-2629 Larceny

An Officer was called to a residence in reference to a larceny of a firearm and money. It was determined that the residence was being cleaned and items removed because the elderly father was moving in with one of his children. During the cleaning and moving, a firearm and \$480 was discovered missing from the home. The detective bureau is investigating.

02/23/2023 23-2675 Driving While Intoxicated

An Officer was dispatched to an accident report. It was determined that one of the driver's involved in the accident was intoxicated. An OWI investigation was conducted and the intoxicated driver was arrested for OWI. The vehicle was impounded and the case is pending blood results from the Michigan State Police Crime Lab.

02/23/2023 23-2691 Felony Warrant Arrest

An Officer stopped a vehicle for disobeying a traffic signal. It was determined that the driver was wanted for two child support warrants and one warrant for Possession of Cocaine. The driver was arrested on his warrants, issued a citation for disobeying a traffic control device, and was turned over to Oakland County Sheriff.

02/24/2023 23-2730 Driving While License Suspended

An Officer stopped a vehicle for expired plates. It was determined that the driver had a suspended driver's license. The driver was released at the scene and was issued a violation for DWLS and warned on the expired plates. The vehicle was impounded.

02/25/2023 23-2786 Driving While License Suspended

An Officer stopped a vehicle for expired plates. It was determined that the driver had a suspended driver's license. The driver was released at the scene and issued a violation for DWLS and expired plates. The vehicle was not impounded due to a small child in the vehicle.

02/26/2023 23-2826 Hospice Death

An Officer was dispatched to a residence regarding a hospice death. It was determined there were no signs of foul play. The Oakland County Medical Examiner was contacted and the deceased was released to the family/funeral home.

02/26/2023 23-2844 Driving While License Suspended

An Officer stopped a vehicle for a stop sign violation. It was determined that the driver had a suspended driver's license. The driver was released at the scene and issued a violation for DWLS and a stop sign violation. The vehicle was impounded.

02/27/2023 23-2867 Water Pipe Broken

An Officer was dispatched to an area because the ordinance officer observed an extremely large amount of water flooding the neighborhood. It was determined a water pipe had burst within a resident's basement, the water to the home was shut off by DPS, and the homeowner was notified via telephone. The homeowner lost power and had not been home in several days.

2023 TICKET TOTALS

Item 6G.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	0	0											0
Tackett warning	0	0											
ROBERTS	15	8											23
Roberts warnings	7	3											
McNEILL	39	48											87
McNeill warnings	5	7											
HUSTON	0	0											0
Huston warnings	0	0											
HUTSON	45	40											85
Hutson warnings	13	10											
GIJSBERS	33	25											58
Gijsbers warnings	4	6											
CHICKENSKY	27	42											69
Chickensky warnings	0	0											
FISHER	60	19											79
Fisher warnings	16	5											
STAJICH	14	26											40
Stajich warnings	0	1											
LAWRENCE	12	19											31
Lawrence warnings	0	0											
BUTTON	1	5											6
Button warnings	0	2											
													478

2023 RUN TOTALS

Item 6G.

OFFICERS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
SGT. TACKETT	0	0											0
ROBERTS	147	133											280
McNEILL	221	298											519
HUSTON	0	0											0
HUTSON	268	255											523
GIJSBERS	139	174											313
CHICKENSKY	134	155											289
FISHER	238	101											339
STAJICH	164	211											375
LAWRENCE	80	91											171
BUTTON	45	38											83
													2892

ALARM SUMMARY FOR FEBRUARY 2023

3	burglar alarms	(C3902)	(February 1 – February 28)
19	false alarms	(L5060)	(February 1 – February 28)

All alarms were considered false or operator error

of these alarms were un-registered

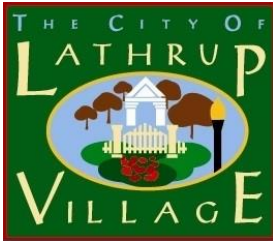
2 commercial

8 residential

FEBRUARY 2023 WARNING VIOLATIONS

Item 6G.

ROW	CITATION	CITATION DATE	OFF_CITY_NM	ST	VIOLATION_ON	VIOLATION_NEAR	VIOLS_DESC	OFFICER
1	23LV00231	2/3/2023	NORTHVILLE	MI	SOUTHFIELD	11 MILE ROAD	PROHIBITED TURN	HUT
2	23LV00261	2/8/2023	SOUTHFIELD	MI	12 MILE ROAD	HARRY POGATS	SPEED	GIJ
3	23LV00267	2/9/2023	HUNTINGTON WOODS	MI	LATHRUP BLVD	AVILLA	DISOBEY STOP SIGN	BUT
4	23LV00275	2/10/2023	BERKLEY	MI	11 MILE ROAD	LATHRUP BLVD	DISOBEY STOP SIGN	FIS
5	23LV00276	2/10/2023	SOUTHFIELD	MI	12 MILE ROAD	HARRY POGATS	SPEED	GIJ
6	23LV00277	2/10/2023	SOUTHFIELD	MI	12 MILE ROAD	HARRY POGATS	SPEED	GIJ
7	23LV00286	2/11/2023	TROY	MI	SOUTHFIELD	11 MILE ROAD	EXPIRED PLATES	FIS
8	23LV00292	2/11/2023	SOUTHFIELD	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	HUT
9	23LV00296	2/12/2023	WARREN	MI	SOUTHFIELD	11 MILE ROAD	EXPIRED PLATES	FIS
10	23LV00301	2/13/2023	SOUTHFIELD	MI	12 MILE ROAD	SOUTHFIELD	PROHIBITED TURN	MCN
11	23LV00316	2/14/2023	WEST BLOOMFIELD	MI	SOUTHFIELD	11 MILE ROAD	IMPROPER LANE USAGE	GIJ
12	23LV00319	2/14/2023	DETROIT	MI	SOUTHFIELD	LINCOLN	DISOBEY TRAFFIC CONTROL DEVICE	HUT
13	23LV00327	2/15/2023	YPSILANTI	MI	11 MILE ROAD	LATHRUP BLVD	DISOBEY STOP SIGN	BUT
14	23LV00331	2/17/2023	WIXOM	MI	SOUTHFIELD	11 MILE ROAD	PROHIBITED TURN	HUT
15	23LV00347	2/20/2023	LATHRUP VILLAGE	MI	SOUTHFIELD	12 MILE ROAD	DISOBEY TRAFFIC SIGNAL	ROB
16	23LV00361	2/22/2023	ROYAL OAK	MI	SOUTHFIELD	11 MILE ROAD	IMPROPER TURN	ROB
17	23LV00374	2/25/2023	WESTLAND	MI	11 MILE ROAD	SOUTHFIELD	DROVE W/O LIGHTS	MCN
18	23LV00390	2/27/2023	DETROIT	MI	SOUTHFIELD	CALIFORNIA DR NE	FAIL TO STOP FOR SCHOOL BUS	ROB
19	23LV00392	2/27/2023	YPSILANTI	MI	11 MILE ROAD	SOUTHFIELD	DISOBEY TRAFFIC CONTROL DEVICE	HUT



Susan Montenegro

City Administrator

City of Lathrup Village

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COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FROM: Susan Montenegro, City Administrator

DATE: March 6, 2023

RE: Ulliance Employee Assistance Program

Staff met with both the representative from our BCBS program and a rep from Ulliance to discuss an Employee Assistance Program (EAP). This is a requirement the City needs to meet as part of the accreditation process for the Lathrup Village Police Department through the Michigan Association of Chief's of Police. An EAP is a needed benefit for first responders so they can decompress from traumatic events and is a great way to look out for the well-being of our police officers.

A quote has been received from Ulliance in the amount of \$6,500 for an Employee Assistance Program. The cost is the same price whether just kept for the police department or for everyone. The EAP covers all employees of the City, their families, and City Council.

Representatives from Ulliance will be at the Council meeting to discuss and answer questions Council may have.

Suggested Motion:

To approve the Life Advisor Employee Assistance Program with Ulliance in the amount of \$6,500 per year.

LIFE ADVISOR EMPLOYEE ASSISTANCE PROGRAM® City of Lathrup Village Service Agreement

This Life Advisor Employee Assistance Program® Service Agreement ("Agreement"), effective April 1st, 2023 (the "Effective Date"), by and between **City of Lathrup Village**, including all divisions and/or sites currently, and while under this Service Agreement are owned by **City of Lathrup Village**, ("Customer"), and Ulliance, Inc., (and its successors and assigns) ("Ulliance"). Customer and Ulliance are collectively referred to as the "Parties" and as "Party." Ulliance shall provide Employee Assistance services and compensation therefore, according to the following terms and conditions:

1. **Term:** This agreement shall become effective on the Effective Date and shall continue for a minimum period of (1) one full year unless terminated as set forth herein. Following the initial one-year Agreement period, and unless otherwise terminated, this Agreement shall be automatically renewed for subsequent one-year periods.
2. **Services to be Provided:** Ulliance shall provide those services to the Customer's employees and their eligible spouses and dependents ("Participants") located in the United States ("Services").
 - a. **Consultation Prior to Life Advisor EAP® Implementation:** To ensure compatibility with Customer culture and other cost-containment, risk reduction and health promotion strategies, Ulliance provides initial and annual consultation with key Customer officials.
 - b. **Supervisor Life Advisor EAP® Orientation:** Ulliance may provide upon Customer's request, orientation for human resources, supervisors, managers and key employees, either in person or via electronic media. While this is essential at the initiation of a new program, it may be replicated periodically to accommodate new human resources staff and managers. Supervisor Life Advisor EAP® orientation includes:
 - Introduction to the Life Advisor EAP®.
 - Recognition of employee personal performance problems.
 - Clarification of the Life Advisor EAP® and human resources and supervisor's role with assisting troubled employees.
 - Effective management and documentation of employee work performance problems.
 - Life Advisor EAP® referral types & related processes.
 - Privacy, confidentiality issues and formal employee referral services available to supervisors.
 - c. **Employee Orientation:** Ulliance may provide, upon Customer's request, Life Advisor EAP® employee orientations either in person, or via electronic media to groups of Customer's employees ("Employees") to familiarize them with the Employee Assistance Program services and how they work.

- d. **Counseling Services:** Ulliance may provide professional, advance degreed and licensed/certified/credentialed counselors to assist Participants experiencing a variety of personal problems and work-life challenges.

Ulliance may respond to all calls or requests via website or mobile applications (where applicable) for assistance. This may involve telephone consultation, on-line chat (where applicable), or arrangements to meet at one of the counseling offices. Ulliance may assess the Participant's concern, the type of assistance necessary, the nature and scope of the problems, and the prudent course of action. A counselor will help the Participant define the problem, or issue, and develop a course of action toward assisting them.

Ulliance may provide counseling in cases where a Participant's problem(s) can be managed within a short-term counseling model otherwise known as the Resolution Model EAP®.

Ulliance will refer a Participant, when necessary, to longer-term counseling services, facilities or to a community resource for the treatment of the Participant's problem, or issue. Ulliance is not responsible for providing Life Advisor EAP Participants with insurance verification nor is Ulliance responsible for any treatment costs or any costs whatsoever covered or not covered by insurance. It is the Life Advisor EAP® Participant's responsibility to verify their insurance eligibility, coverage, and to pay any and all deductibles, co-insurance and/or costs associated with counseling/treatment rendered by, or through, treatment providers.

Ulliance does not control and is not responsible for the quality of services rendered by resources or affiliate providers nor does Ulliance review or monitor their activities. A referral by Ulliance to a resource or affiliate provider is not a recommendation, approval or representation by Ulliance regarding the standards, quality, competence or adequacy of such resource or its agents and employees or its facilities. The decisions as to whether to utilize a resource or affiliate provider identified by Ulliance shall rest solely with the Participant who has the sole and independent obligation to decide whether or not to contract with or otherwise retain or employ such resource or affiliate provider. Ulliance does not assume any liability regarding the Services performed by any resource or affiliate provider.

Ulliance may provide follow-up to Life Advisor EAP® Participants for continuing support and furnish additional counseling services, as necessary.

Ulliance may provide a 24-hour telephone "Crisis Line" which will be listed on promotional material distributed to Employees and/or displayed at the workplace.

Ulliance may promote the general health of the Participants by recommending and providing information about community resources.

Ulliance may provide individual client case management for chemical abuse/dependency and mental health problems.

Ulliance does not provide psychiatric service, psychological testing, detoxification, long-term psychotherapy, specialized mental health treatment for autism, dyslexia or mental retardation, child psychiatric services/testing, or inpatient, day treatment, residential or halfway house services for chemical dependency or mental health problems.

Counseling will be available by appointment. Times will be scheduled to accommodate the needs of the Participants in a timely manner, except on the following holidays: Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Easter, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Thanksgiving Friday. Crisis management services will be available at all times.

- e. **Enhanced Legal/Financial Access:** The Ulliance Enhanced Legal/Financial Access services provide up to 30 minutes of free initial consultation services with a network attorney and or a certified financial planning consultant. The financial and legal consultants are available for hire at the discretion of the Participant. Participants will receive a discount off normal hourly rates when working with a certified financial planner or legal consultant from a network of providers. It is solely at the Participants' discretion to hire and continue any services with the consultant after the initial consultation. Ulliance is not responsible for any legal or financial guidance provided or associated costs incurred in the event that a Participant hires legal counsel or a financial consultant.
- f. **Human Resources and Management Services:** Ulliance may provide a variety of Management Services including:
- **Human Resources and Management Consultations-** The Customer will receive unlimited consultations and interventions for human resources, managers/supervisors/key personnel who are confronted with Employee policy violations or work performance problems. These confidential consultations can help managers deal with troubled Employees and difficult situations in the most effective manner.
 - a. Life Advisor EAP® “coaching” is provided to human resources, management and key personnel who may be experiencing confusion, frustration, or personal distress as a result of an Employee’s personal performance problem and/or situation.
 - b. Ulliance provides consultation for human resources, managers, supervisors and key personnel with Employees who are under “Last Chance” or “Return-To-Work” guidelines for policy violations and other work performance problems to determine if a work performance referral is appropriate.
 - **Work Performance Referrals:** The formal referral process allows human resources, and management to refer an Employee who is at risk of termination due to personal work performance problems or Customer policy violations. This provides human resources and management with direct information regarding an Employee’s compliance with Life Advisor EAP® direction and recommendation and providing the Employee with an opportunity to help him/herself. Formal referrals provide management and, if appropriate, union leadership, with assistance in helping Employees.
 - **Critical Incident Stress Debriefings:** In the event the Customer experiences a critical incident or crisis at the worksite (e.g., workplace violence, suicide, natural disaster, fatality), Ulliance can provide on-site response. This service will help to reduce the possibility of post-traumatic stress, normalize reactions to the incident, provide continued support/counseling to those affected, and provide human resources, management and or union consultation to prevent recurrence and reduce overall long-term effects. In the event of a disaster (i.e. natural disaster, terrorist attack, or other major event), Customer shall be entitled up to a maximum of 7 hours for Critical Incident Stress Debriefing, (CISD) services per single event.
- g. **Service Report:** A Life Advisor EAP® Service Report will be provided to human resources management. Only demographic information will be submitted. To ensure confidentiality this information is limited to:
- Number of Employees using the Life Advisor EAP®.
 - Number of Participants contacts.
 - Demographics and types of problems identified.

- Number and types of referrals made.

- h. **Printed Material:** Ulliance provides the format and information to the Customer for notices to Participants. However, it is the Customer's responsibility to print or to pay for the printing and postage of, and to distribute, notices about the program to eligible Participants. Said notices shall include, but not be limited to, posters, brochures or notices.
- i. **Travel Expenses:** It is the Customer's responsibility to pay for all reasonable travel expenses incurred by Ulliance associated with human resources, supervisor orientations, employee orientations, Life Advisor EAP® implementation meetings, critical incident stress debriefings and on-site consultations at locations more than 100 miles outside of areas served directly by local or regional offices. Mileage reimbursements will be no more than IRS rate. Customer must provide Ulliance with at least 72 hours advanced notice if it wishes to cancel any scheduled training, on-site intervention or other on-site services. Reasonable travel expenses may include but not limited to: airfare, hotel, commuter fees (taxi, tolls etc.). Customer will be charged for any non-refundable costs incurred by Ulliance. Customer may have prior approval of any reimbursable travel expense. For on-site Critical Incident Stress Debriefing's there is \$150 per Counsellor travel charge per trip to customer site.
- j. **Involvement in Legal Issues:** Ulliance cannot be involved in any capacity with legal problems – i.e., appearing in court for divorce/custody cases; writing reports for the courts for any legal purposes; providing documentation to assist in the application process for FMLA or disability claims; or with issues concerning the Customer, Participants or any bargaining agency or union issues.
- k. **Fee Schedule:** The Flat Fee schedule is based on a capitation rate of \$ 6,500 per year based on a headcount of less than 250 employees. The annual Life Advisor EAP fee will be based on an Employee headcount number provided by the Company prior to the beginning of each quarter. Headcounts will include all current Company Employees, and former Company employees who are eligible for Life Advisor EAP coverage through COBRA-elected benefits. There is no fee for Employees' dependent coverage. The Company will pay Ulliance, Inc. on an annual basis, the first payment due at the time of the start of the program and the following payments due upon the receipt of a Life Advisor EAP invoice. The Life Advisor EAP capitated fee may be reviewed and adjusted annually by Ulliance.

At the sole discretion of Ulliance, a late fee of 1.5% per month may be assessed on outstanding balances in excess of 30 days. Ulliance reserves the right to amend its fees in the event of any changes to Customer's benefit plan or in the event of any other program or administrative changes due to state or federal law.

In the event Ulliance must use legal means to pursue collection due to failure to pay timely for contracted services rendered, Customer shall pay all reasonable attorney fees and court costs. At the sole discretion of Ulliance, legal action may be taken on accounts with overdue balances in excess of 120 days.

3. **Taxes:** All fees quoted and payable under this Agreement exclude taxes. Customer will pay or reimburse Ulliance for all applicable sales, services and other taxes (excluding taxes on Ulliance' net income) that may be levied upon the performance of services under this Agreement.
4. **Plan Administration:** The Customer as Plan Administrator shall retain all final authority for benefit eligibility under any and all applicable insurance and claim administration Agreements and shall be fully responsible for its compliance with all applicable laws. Customer will at its cost, distribute all notices required by HIPAA to be provided by the Customer.

5. **Participant Information:** The Customer and Ulliance agree that any confidential Participant information shall not be disclosed by Ulliance or the Customer without the written consent or authorization of the Participant unless State or Federal law requires the sharing of information and then only in strict compliance with the applicable law(s).
6. **Facilities:** Ulliance shall provide or cause to be provided the physical facilities necessary for the Services to be provided for counseling. The Customer shall provide the facilities for Life Advisor EAP® presentations, training sessions and workshops Ulliance offers to the Customer and the Participants.
7. **Exclusivity:** During the term of this Agreement, Customer warrants that Ulliance shall be the exclusive provider of the services under this Agreement to all current U.S. and Canada based locations of Customer, and that all such employees at these locations shall be covered under this Agreement. This section, however, shall not preclude Customer from utilizing another vendor in a specific location if Ulliance informs Customer in writing that Ulliance is unable to provide services in such location.
8. **Force Majeure:** No failure, delay or default in performance of any obligation of Ulliance shall constitute an event of default or breach of the Agreement to the extent that such failure to perform, delay or default arises out of a cause, existing or future, that is beyond the control and without negligence of Ulliance, including, but not limited to: action or inaction of governmental, civil or military authority; fire, strike, lockout or other labor dispute; flood, war, terrorism, riot, theft, earthquake and other natural disaster.
9. **Program Information:** The Customer understands that the Employee Assistance Program information is confidential and proprietary to Ulliance and agrees to protect the confidentiality of any Ulliance program or service the Customer may acquire in the course of dealing with Ulliance. The Customer shall not disclose any such information to any person or organization without the express written approval of Ulliance. The Customer shall also use its best efforts to ensure that its employees or agents participating in Ulliance programs shall not disclose Ulliance program information.
10. **Non-Solicitation:** The Parties agree that they shall not solicit, recruit or employ or otherwise induce or influence any employee of the other Party's respective organizations to terminate employment with the other Party during the term of this Agreement, and for one-year following the Agreement termination date without the prior approval of the other Party.
11. **Insurance:** Ulliance agrees to maintain professional liability insurance covering counseling services provided by Ulliance under this Agreement. However, Ulliance cannot, and does not, guarantee the results of treatment or professional conduct.
12. **Clause Headings:** The clause headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to, and shall not be deemed to, define, limit or extend the scope or intent of the clauses to which they appertain.
13. **Facsimile/Signed Electronic Transmissions:** Facsimile or signed electronic transmission of an executed copy of this Agreement or any amendments hereto shall be accepted as evidence of a party's execution of the Agreement or amendment.
14. **Termination and Notice:** This Agreement may be terminated by either party for a breach of the terms in this Agreement by the other Party which is not corrected within 45 days following the receipt of written notice thereof. This agreement may not be terminated otherwise during the Agreement service period specified in paragraph 1 above. Discontinuation of Services without cause may occur only at the conclusion of a given term of service, with the Customer providing a

90-day notice of termination prior to the renewal date. In the event the Customer elects to terminate this Agreement without a breach during the service period, the Customer will be responsible for paying the total sums due for the remainder of the service term specified in paragraph 1, in addition to any other payments due Ulliance, whether or not Ulliance continues to provide Employee Assistance services. For purposes of this Agreement, notice shall be deemed received when deposited in the mail by certified or registered letter.

15. **Severability:** If and to the extent any provision of this Agreement is held illegal, invalid or unenforceable in whole or in part under applicable law, such provision of such portion thereof will be ineffective as to the jurisdiction in which it is illegal, invalid or unenforceable to the extent of its illegality, invalidity or unenforceability and will be deemed modified to the extent necessary to conform to applicable law so as to give the maximum effect to the intent of the parties. The illegality, invalidity or unenforceability of such provision in that jurisdiction will not affect the legality, validity or enforceability of such provision or any other provisions of this Agreement in any other jurisdiction.
16. **Equitable Relief:** It is understood and agreed that money damages would not be a sufficient remedy for any breach of this Agreement by the Parties hereto or their respective representatives and that irreparable harm shall be irrefutably presumed upon a breach, and that the other Party shall be entitled to a restraining order, preliminary injunction or permanent injunction as a remedy for any such breach. Such remedy shall not be deemed to be the exclusive remedy for any such breach of this Agreement but shall be in addition to all other remedies available at law or equity to such Party.

17. **Miscellaneous Provisions:**

- a. This Agreement may be executed in several counterparts, each of which shall be deemed an original and which together shall constitute one and the same instrument.
- b. This Agreement contains the entire understanding of the Parties and shall be amended only by written instrument signed by both Parties.
- c. This instrument shall be governed by and interpreted under Michigan law. The exclusive jurisdiction and venue is Oakland County Michigan.
- d. This Agreement shall be binding upon the Parties, all divisions and/or sites, any part thereof, their successors, acquiring all or any part of contracted Customer, and assigns.

Ulliance, Inc.
900 Tower Drive, Suite 600
Troy, MI 48098
248-680-4611
Contract No. 2340 JS

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

BY: _____
PRINTED NAME: Todd Lancaster
TITLE: Vice President of Sales & Marketing
DATE: _____

BY: _____
PRINTED NAME: _____
TITLE: _____
DATE: _____

Ulliance

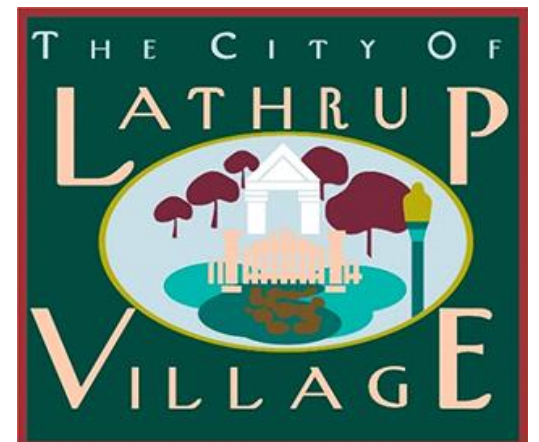
Enhancing **People**. Improving Business.

ulliance.com

Life Advisor

Total Well-being Program

Presenter: Joel Schudiske





- 01. INTRODUCTION
- 02. VISION & MISSION
- 03. WHO WE ARE
- 04. PARTNERS
- 05. SERVICES
- 06. HISTORY & STATS
- 07. PORTAL
- 08. EMPLOYEES & SERVICES
- 09. REPORTING & PROMOTION
- 10. FEES & BILLING



Table of Contents

Who We Are

For over 30 years, Ulliance has been providing a comprehensive range of services to keep your staff emotionally and physically fit.

*"Improving
the lives
of the people
we serve."*

Life Advisor Employee Assistance Program®



Solution-based counseling to manage workplace conflicts, address personal concerns and embrace life challenges.

“People bring more to work than just their cell phones or lunches.”

Life Advisor Wellness Program®



- Using a unique “solution focused” coaching model
- Higher employee engagement
- Customizable program to fit culture and budget
- Dedicated wellness account managers

Human Effectiveness Training



- On-site employee & manager training programs
- Compliance and legal training
- Multiple delivery options
- Customized programs to address specific issues

Organizational & Leadership Development



- Executive & Leadership coaching
- Organizational consulting projects
- Team building & development
- Leadership retreats

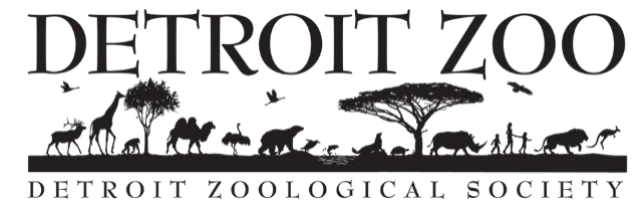
Career Transition Services



- Individual & group outplacement packages
- Experts at addressing the emotional side of job loss
- Mobile app with resumé builder
- Solution-focused counseling & coaching



Complete Well-being Solutions



Partner Organizations

We provide support for every industry sector: healthcare, manufacturing, banking & finance, nonprofit, education and higher-learning, professional services and government.

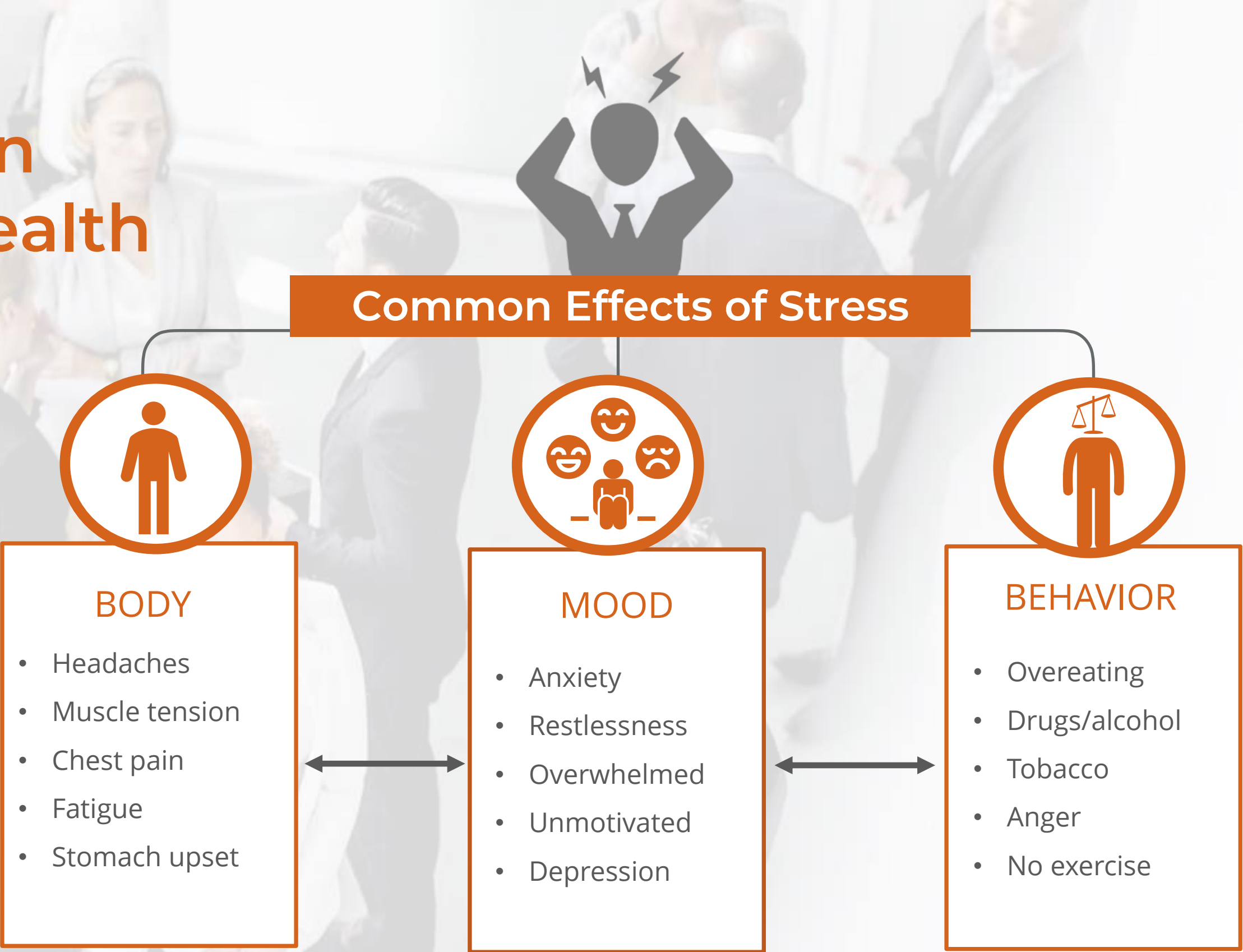


The Link Between Mental & Physical Health



Stress is the basic cause of **60%** of illness in America.

(Source - American Medical Association)

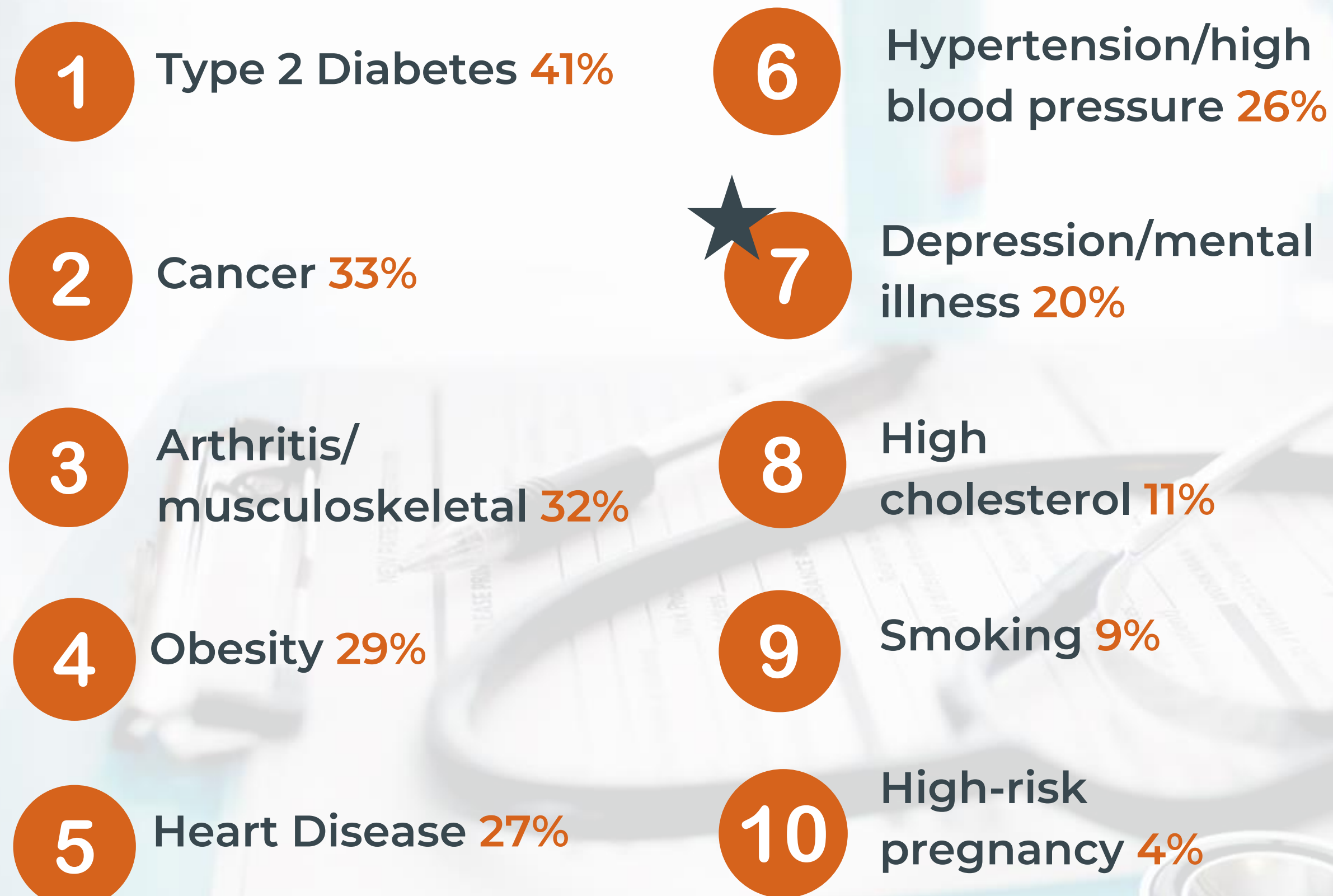


»» The Impact of Stress



The Impact of Depression

People with **depression** have **40%** higher risk of developing cardiovascular and metabolic diseases than the general population.



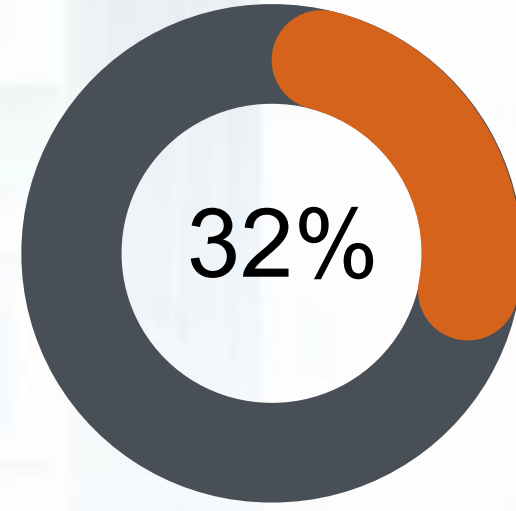
(Source - Workplace Wellness Trends Survey)

Top 10 Costly Health Conditions

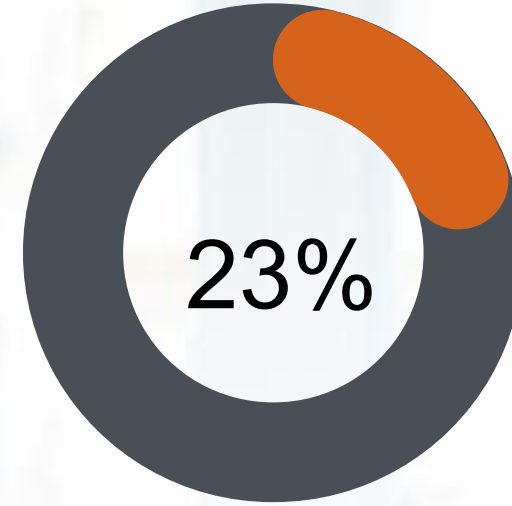
Mental Health And Our Behavior



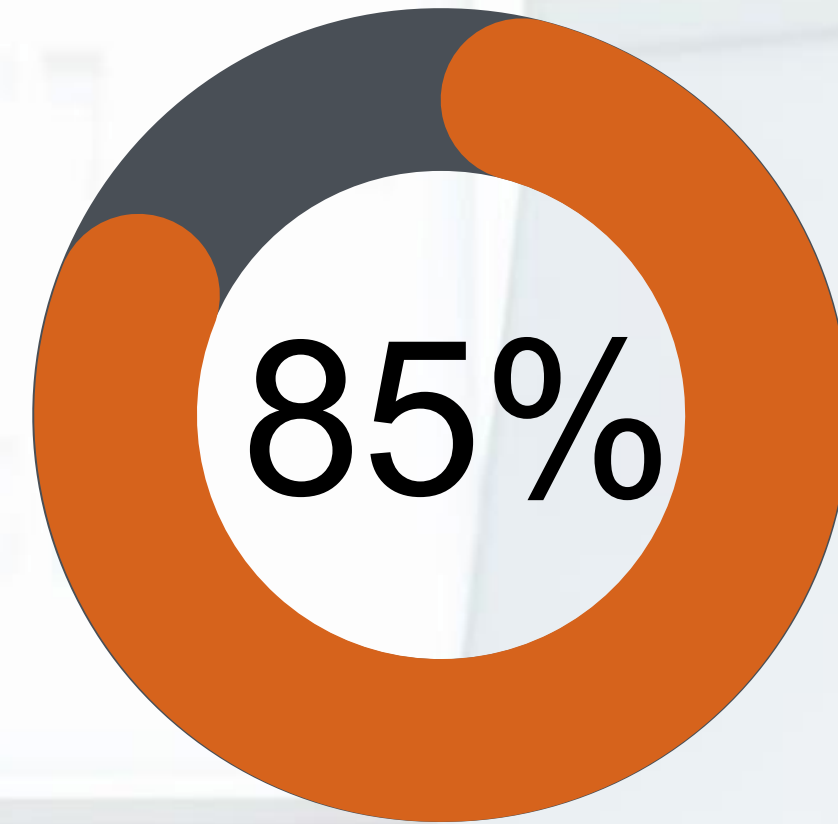
Difficulty concentrating



Avoiding social activities

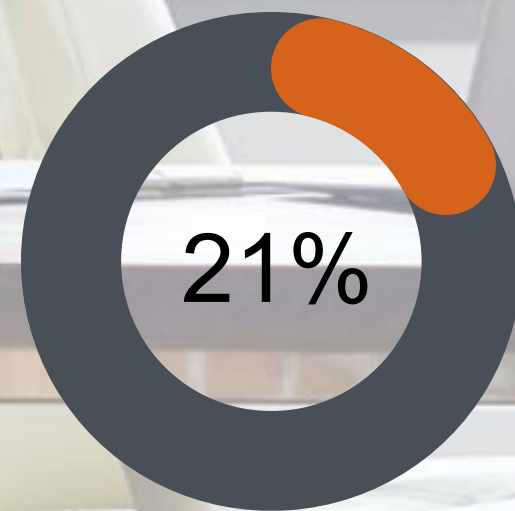


Less responsive to email and other communications

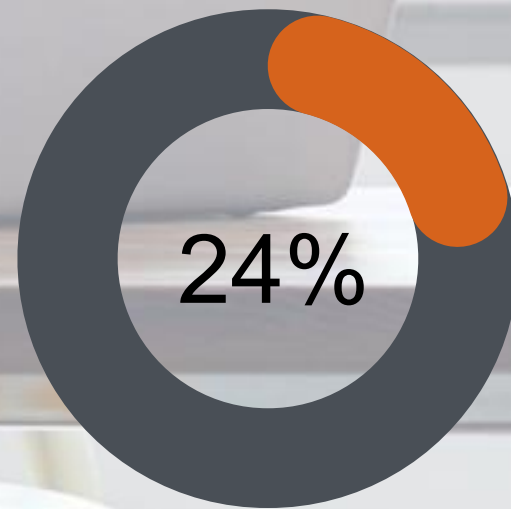


Absenteeism

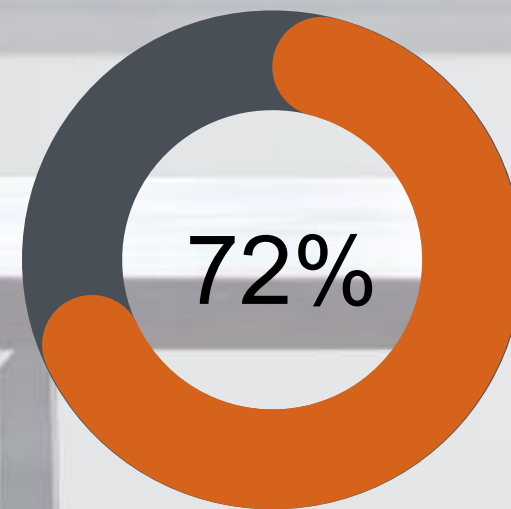
Respondents reported missing an average of eight days of work in the past year, an 85% increase from 2019. 17% of respondents missing more than 10 days of work due to mental health, 5.7 times more than in 2019 (3%).



Taking longer to do tasks



Difficulty thinking, reasoning, or deciding



Overall performance



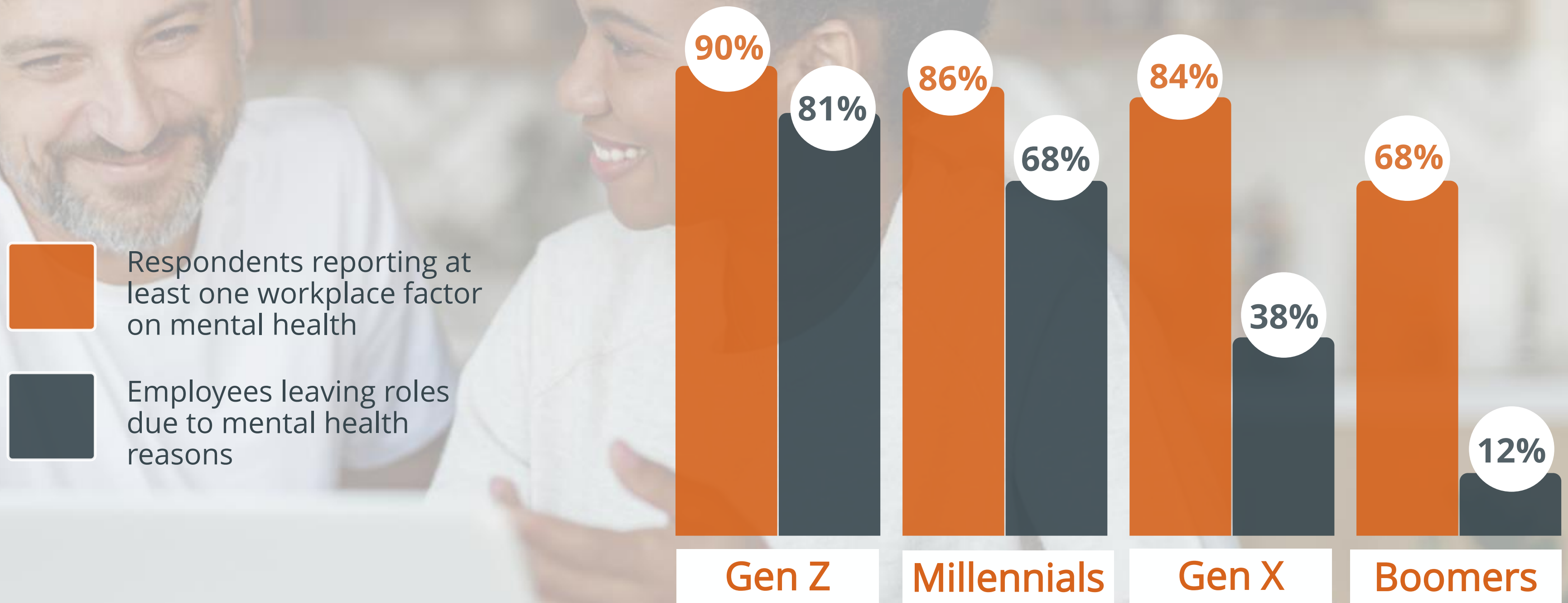
The Impact of Mental Health



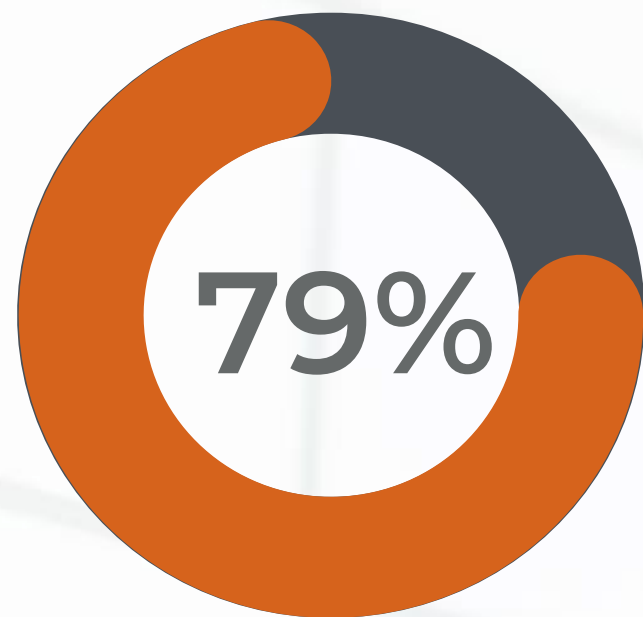
Mental and physical health are interrelated and equally as important. Research shows that our environments — including the workplace— have a direct impact on our mental health. **Unhealthy work environments have been shown to cause the onset of mental health conditions.**

Source:<https://www.who.int/teams/mental-health-and-substance-use/promotion-prevention/mental-health-in-the-workplace>

Generational Impacts of Mental Health

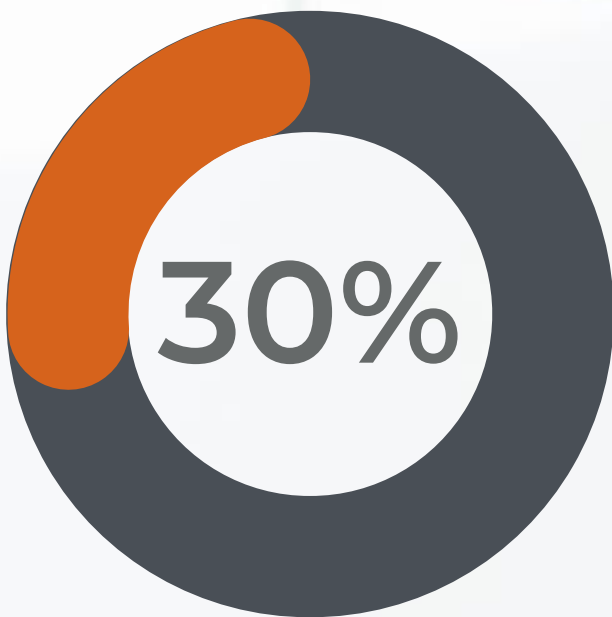


The Impact of Mental Health



2020

Over 79% of adults aged 19-25 suffered moderate to severe depression. Over 75% in the same age group suffered moderate to severe anxiety.

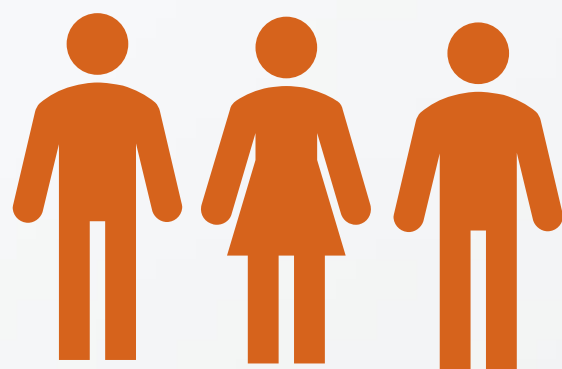


INCREASE

The national suicide rate has increased 30% between 2000 - 2020. Suicide is the 2nd leading cause of death for Americans under the age of 35.

3X

Pressure of education, social acceptance and lack of life structure greatly impacts the mental well-being of millennials—they are more than 3X as likely to suffer from depression and anxiety.



“The Changing Workforce”

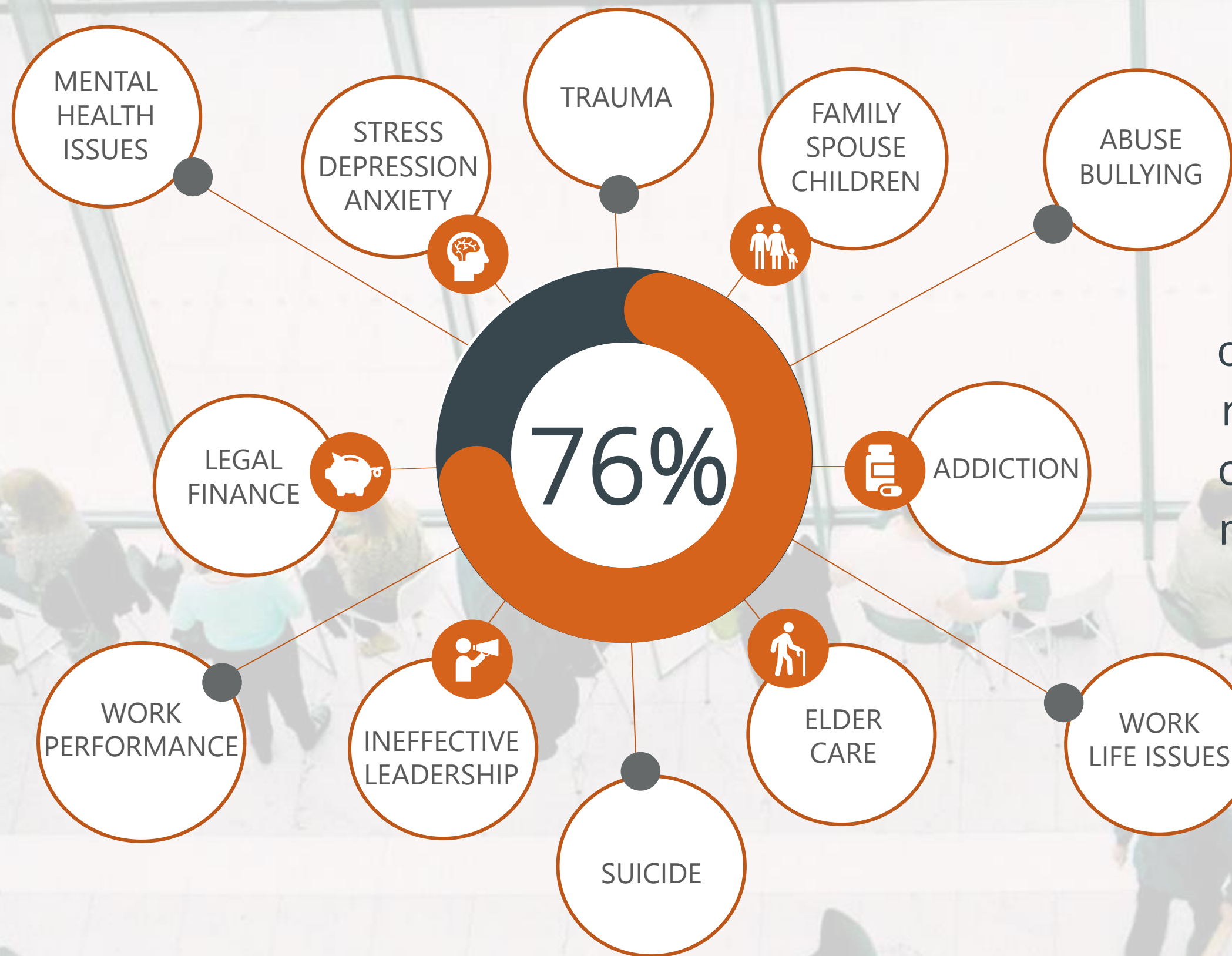
Millennials (those born between about 1980 and 2000) comprise half of the American workforce and by 2025, 75 percent of the global workforce.

<https://www.cdc.gov/nchs/products/databriefs/db330.htm>

<https://mhanational.org/research-reports/2022-state-mental-health-america-report>



The Future of Mental Health



76%
of the workforce
reported at least
one symptom of
mental health in
the past year.

(Source- Inc. Magazine)

DIRECT COSTS

- \$ Physical Health Claims
- \$ Behavioral Health Claims
- \$ Psychotropic Medications – RX
- \$ Workers' Comp Claims
- \$ Loss of Revenue
- \$ Recruiting Costs

PRODUCTIVITY COSTS

- \$ Time Loss/Productivity
- \$ Presenteeism
- \$ Turnover
- \$ Safety
- \$ Culture & Engagement
- \$ Burnout



Personal Issues Impact the Workforce Cost Impact—Behavioral Health

76%

Life issues
impacting your
workforce.

80%

70%

60%

50%

40%

30%

20%

10%

4%

**4%**

National
EAP
Utilization

**“**

*With anxiety and
stress related issues
on the rise—
traditional EAPs with
low utilization rates
are NOT the solution
to address this
growing epidemic.*



Traditional EAPs



85% of first responders have experienced symptoms related to mental health conditions.

They are also impacted by PTSD. In 2020, 116 police officers died by suicide. In 2021, more than 140 police officers died by suicide.

Traditional EAPs

Nearly every organization offers some form of an EAP, and yet mental health concerns are on the rise while EAP utilization remains very low.

WHY IS THAT?

POOR COMMUNICATION

Whether intentional or not, EAP benefits are typically communicated very poorly. HR and Benefits teams already have too much on their plate to develop an effective communication strategy. Their EAP partners provide minimal help.

NO CHAMPION

With good intentions, most EAP programs get implemented with the best goals in mind. However, without a dedicated effort, accountability and resources, the utilization reports tell the rest of the story.

MISSION DRIFT

What is the mission of your EAP provider? Many organizations are part of, or affiliated with, an insurance company. When the mission is to sell more insurance, EAP utilization is treated more like claims experience than program success.

LIMITED COVERAGE

One of the biggest limitations to utilization is access to coverage. Not having a robust network for face-to-face visits, web resources, mobile applications, video counseling, and language interpretation support are just some of the reasons employees are not using EAP assistance.



Broken Model

Fixed visit models are not meeting the needs of today's organizations. Often advertised as an assess-and-refer model, most fixed visit models act more as a behavioral health concierge (that help people 'get help') rather than providing a solution that is focused on resolving issues.

Resolution EAP Model®

What makes our program different?

Our trademarked **Resolution EAP Model®** is a proprietary short-term counseling model that offers a flexible number of visits - unlike the fixed number of visits offered by traditional EAP's. We have developed this program specifically to meet the mental health needs of today's complex and changing workforce.

- 1) Flexible visits** – The Resolution EAP Model® is not limited by a predetermined number of visits.
- 2) Issue resolution** – Our 'solution-focused' approach helps to resolve or manage 94% of the situations within the EAP.
- 3) Total Well-being** – Life Advisor Portal & Health Tracker
- 4) HR & Benefits services** - Dedicated service features with a customized approach.
- 5) Health plan protection** – Diverts behavioral health and claims to the EAP and reduces the associated health claims that are attributed from mental health.



The
Ulliance
Proven
Process



5 to Thrive

Total Well-Being—the full integration of the five dimensions of well-being.

1. EMOTIONAL
2. PHYSICAL
3. FINANCIAL
4. CAREER
5. COMMUNITY



Well-being Dimensions

We meet people
where they are on their
well-being journey.



TECH

Tech prefers to
communicate via
technology.



TALK

Talk prefers
communicating via
phone or in person.



FLEX

Flex prefers to communicate
via technology & direct communication.



User Personas

OUR PROVEN PROCESS



»»» Life Advisor Resolution EAP Model



Our Resolution EAP Model Process



Short Term Solution Focused Counseling

- **Stage 1**
Assess and clarify the core problem
- **Stage 2**
Identify solutions and alternatives
- **Stage 3**
Develop a plan of action
- **Stage 4**
Implement the plan while making adjustments

Our **Resolution EAP Model®** led by **certified counselors**, utilizing an upward spiral approach, helps individuals explore and ultimately resolve problems that could be impacting performance, happiness or success in one's life.



10%

Clinical Utilization

Our client annual clinical utilization is more than double the **national average (4%)**

18%

Service Utilization

On average 18% of staff/dependents issues are managed within our Solution-Focused Resolution EAP Model® — avoiding additional claims costs

98%

Renewal Rate

Our client renewal rate is nearly 100% for 30 years and counting



Results are our Evidence



Counseling

- Short-term, solution focused counseling
- Life Advisor EAP counselors
 - Seasoned professionals
 - On average, 8 years of post-master experience
 - State licensed and/or certification(s)
 - Specialized training in short-term treatment
 - National & international counseling network
- Available in-person, via video & telephonically
- Coverage for your family:
 - Employees
 - Spouse/partner
 - Dependent children



Employee Services

Services

- **24-hour Crisis line**

- Counselors can be reached 24 hours a day, 365 days a year, to assist with an urgent problem or crisis. There is no cost to the employee/dependent for this call.

- **Language Line**

- Ulliance utilizes a state-of-the-art language line that has the capability to interpret over 200 languages. Special telephone services are available for hearing impaired employees and dependents.

- **Confidentiality**

- Confidentiality is crucial to a successful EAP. To ensure client confidentiality, Ulliance complies with all Federal and State regulations including HIPAA & HITECH.





Coaching

- Telephonic and video coaching
- Assistance in setting and achieving self-improvement or professional development goals.

This may include:

- Professional development
- Communication skills
- Stress reduction
- Conflict resolution
- Financial or savings goals
- Well-being goals
- Self-Improvement goals
- Educational goals



Employee Services



Life Transitions

Today's work environment promotes the balancing of career and personal life commitments. We will provide employees with support, referrals and assistance with many of life's transitions.

- Child Care & Aged Loved Ones Assistance
- Grandparents
- Parenting
- Relationships
- Special Needs
- Work & Family Balance
- Retirement
- Expatriate/Repatriating
- Moving/Job Relocation
- Getting Married
- Having a baby



Employee Services

Life Advisor Well-being Portal & Health Tracker

- 5 Dimensions of Well-being
- Resource library featuring assessments, 750+ videos, 35,000+ articles on behavioral health, finance, wellness, prevention & more
- On-demand orientation videos
- **Smart Manager Webinars** - on topics such as: Improve Your Mood, Avoiding Burn Out, etc.
- **Smart Employee Webinars**
- First Responder Bulletin
- Well-being journal
- Newsletters
- Health and well-being trackers
- Individual well-being challenges

**Integrations from wearables requires Wellness Program addition*



Well-being Portal

Life Advisor Well-being Portal

- *Text* to request an appointment
- *Click to send an email* to open your default email application
- *Click to call* to speak with one of our trained employee counselors
- *Fully responsive* portal on all handheld devices
- *Watch a video* on how the EAP works
- *Send us your questions* directly through the form in the portal
- *Log in* & request a call or appointment
- *Connect with us*—we're social
- *Browse* through a robust resource library

Ulliance
Enhancing People. Improving Business.

EMPLOYEE DISCOUNTS & SPECIAL OFFERS
working ADVANTAGE

Ulliance, Inc. is proud to offer you FREE access to the Working Advantage members-only program! This unique program gives you access to exclusive discounts and special offers to theme parks, shopping, movie tickets, hotels, Broadway shows and much more - with savings up to 60% Off!

WELCOME!

RETURNING USERS: LOG IN

Email

Password

☐ Remember Me [Forgot Your Password?](#) **LOG IN**

OR

NEW USERS: SIGN UP TO BECOME A MEMBER
*All Fields Required

First Name*

Personal Password*

Confirm Password*

Email Address*

Confirm Email*

Country*

Some of the benefits Include:

- Theme Park & Amusement Park Tickets
- Online Shopping and Service Discounts
- Broadway Theatre
- Movie Tickets
- Ski Tickets
- Hotels Worldwide
- Rental Cars Worldwide
- Zoos and Aquariums

Working Advantage Discount Program

The Working Advantage Discount Program provides discounts of up to **70%** off to employees and their dependents **on travel, food, clothing, activities and more!** Free to sign up!



WorkingAdvantage.com/ulliance.com



Employee Services



Financial Counseling

Members can find possible causes and solutions to their financial concerns by utilizing **a free 30 minute (per issue) telephonic or in-person consultation with a financial counselor.**

This rate will include a 15% discount.

Examples Include:

- Debt Management Programs
- Financial Education
- Budgeting
- Financial Planning



Employee Services



Legal Consultation

Members can receive up to 30-minute consultations (per issue) with local Plan Attorney and a **25% discount off attorney's normal hourly rate.**

- Up to 6-page document review FREE or at 25% discount
- Simple Dispute Resolution included
- Simple Will included



Employee Services

Legal Services

DID YOU KNOW?

There were 4.8 million identity theft and credit card fraud reports to the Federal Trade Commission in 2020, resulting in \$4.5 billion total loss.

Identity theft and fraud can cause stress, anxiety and even financial hardships. This is why Ulliance has partnered with **IDIQ** to provide a **FREE** credit & identity theft protection element to our EAP!

Employees can sign up for this **FREE** service through our LifeAdvisor.com portal.

We recognize that the threat of having your identity stolen is at an all time high. Protecting your identity is essential in today's ever-evolving tech world.



Employee Services

Account Management

Dedicated Account Manager

- Advanced Degreed/Licensed Counselors
- Seasoned/Experienced professionals
- Experienced in providing consultation regarding personal performance problems and work/life concerns
- Conducts quarterly service reports
- An Account Manager is always on call **24/7/365**



Employee Orientations

- Educate & inform employees of the valuable resources in the EAP
- Delivered in-person or video

Supervisor Orientations

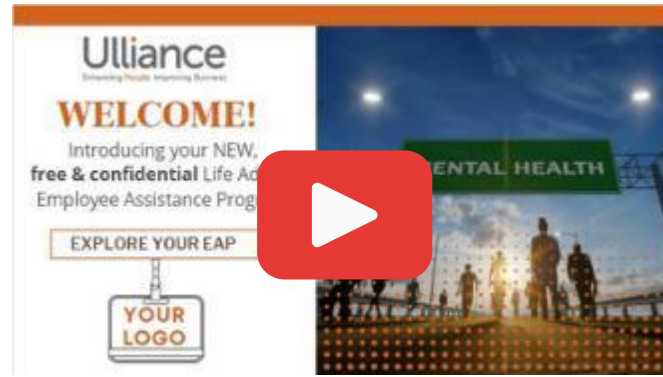
- Become familiar with critical incident support, HR consults and the informal & formal referral process



HR & Employee Orientations



Explainer video



Postcards



Employee webinars



Manager webinars



Monthly employee newsletter



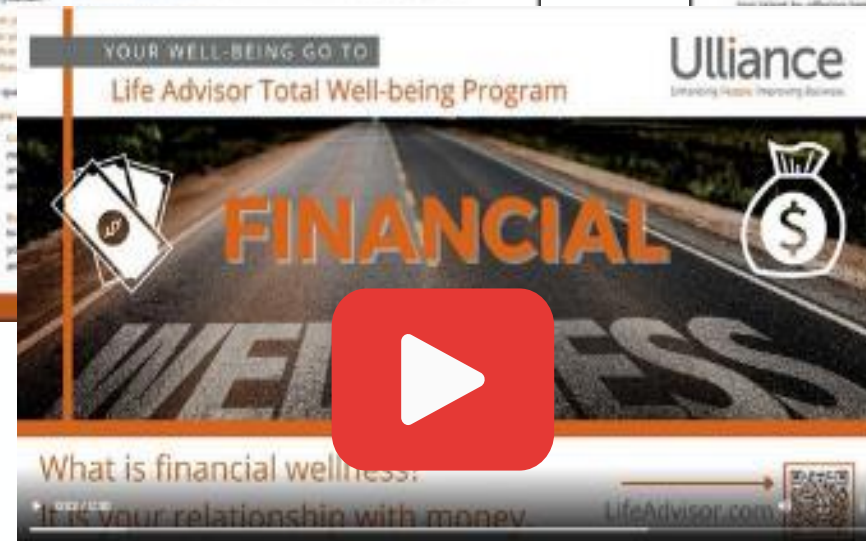
Quarterly Manager newsletter



Cards



Monthly employee video



- Introduction/welcome letters
- Printed flyers, posters, wallet cards
- Postcards sent to employee's home
- Monthly Employee Life Advisor Newsletter & bonus material
- Monthly video to post onsite
- Custom "How It Works" video
- Quarterly Smart Manager Bulletin
- Smart Manager webinars
- Employee webinars
- Vendor fair - Ulliance attendance
- Explainer Videos



EAP Promotion & Communication



HR Consultations

- Harassment & Conflict
- Gambling Problems
- Co-worker Conflict
- Critical Incident Stress Management
- Emotional/Psychiatric
- Anger Management
- Substance Abuse/Addiction
- Workplace Aggression/Anger
- Employee Death/Suicide
- Performance Issues
- Policy Violations
- Difficult Terminations



Item 7A.



HR & Management Services



Referrals

Informal Referral

- Suggestion from Administration to use the EAP benefit
- Participation information not available due to HIPAA

Formal Referral

- Employee demonstrates work performance issue
- Release allows for attendance and compliance updates



**CRISIS
AHEAD**

Managing Critical Incidents In The Workplace ► Crisis Support (CISD)

- Critical Incident Stress Debriefing
- 24-hour expert support and intervention
- Expert help to stabilize organizational crisis
- Specialized crisis management team
- **Unlimited** on-site debriefings and in-person grief counseling
- Fast response for sudden crises

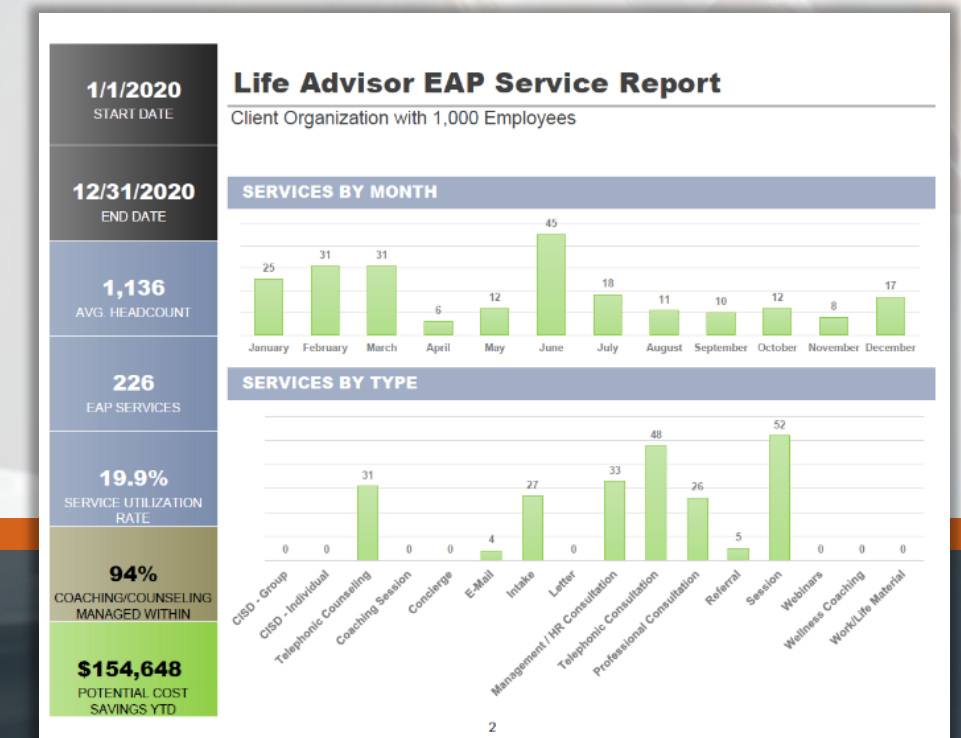


HR & Management Services



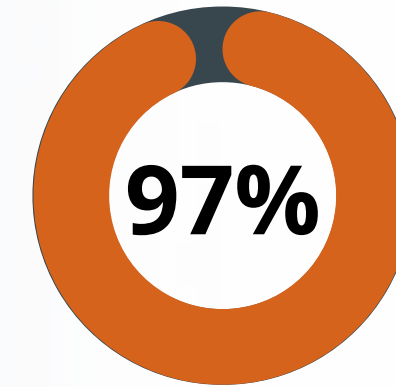
Service Reports

- Quarterly Reports reviewed with your Account Administration
- Valuable information on EAP usage & trends
- Develop action items to improve employee population

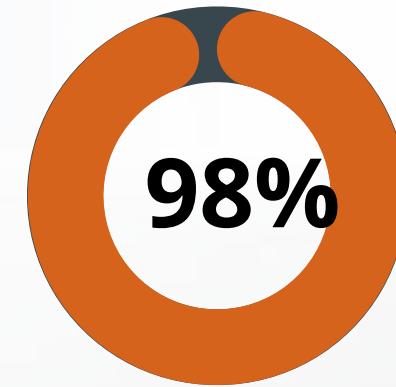


HR & Management Services

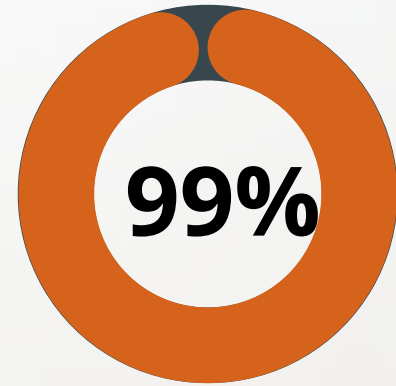
What People Say...



*Satisfaction with
counseling and
authorization process*



*Satisfaction
with counselor (choice
& or quality)*



Overall Satisfaction



Client Satisfaction Results



Fees & Billing

Item 7A.

 Flexible Visit Resolution EAP Model®	
Your Return on Investment	94%
Dedicated Account Manager	✓
Discount Program	✓
Legal Support	✓
Promotional Materials	✓
Orientations	✓
Resource Portal	✓
Coaching	✓
Mobile App	✓
Credit Debt Management	✓
Custom Explainer Video	✓
Service Reports	Quarterly
CISD	Unlimited
Fees	\$6,500 Per Year

*Quote is based on 25 employees

Once fees are quoted, they are valid for the next sixty days.

Created 01-20-2023

“



We stand behind our
commitment to provide
your organization with
the highest caliber
of service!

”



If for any reason you are
dissatisfied with Ulliance
services during the first
120 days of implementing
your Life Advisor EAP,
Ulliance will refund 100%
of your fees paid.

We believe actions speak
louder than words and are
ready to deliver quality
service!



***No other EAP provider offers a 100%
money back performance guarantee.***



10 Ways We're Different

Item 7A.

1

Trademarked
Proven Process

2

Dedicated
Account Manager

3

HR Services

4

Promotion

5

Technology

6

Utilization

7

ROI

8

Total Well-being

9

Implementation

10

International
Coverage/Local
Presence



Ulliance

Enhancing People. Improving Business.



Thank you!

memorandum

DATE: February 22, 2023

TO: Mayor Kelly Garrett and Lathrup Village City Council

FROM: Jill Bahm & Eric Pietsch, Giffels Webster

SUBJECT: Zoning Amendment – Waste and Rubbish

Introduction

What prompted this amendment?

When a tenant space of an existing, commercial facility proposes a new occupancy or change of use, the zoning code requires a plan for solid waste disposal and removal. Not all existing commercial sites provide or have a need, or space for a dumpster enclosure, or an indoor space to store solid waste and refuse, as required by the ordinance. Many commercial uses, whether stand-alone or as part of a strip facility, do not produce significant waste that would require the use of a dumpster, nor might they have the capacity to provide indoor storage for solid waste. When comparing the zoning code to the general code, the general code provides simplicity and direction for how the zoning code should establish the handling of solid waste and rubbish at commercial sites of varying size.

Current Ordinance

The site development standards of Article 5 include waste and rubbish under Section 5.3, which allows for the special permitted use of commercial refuse containers (dumpsters) under a list of reasonable conditions. An additional standard requires every building in every district, except R1 and R2, to provide within the building, a fire protected waste and refuse storage space measuring at least 225 cubic feet.

Section 5.3.2 states: Every building in every district other than R1 and R2 shall provide within the building a fire protected waste and refuse storage space or spaces measuring five cubic feet for each 100 square feet of building floor area, but at least 225 cubic feet. To be acceptably fire protected, the waste and refuse storage space must be in an enclosure or room with a one-hour fire rated construction with self-closing fire door and must have sprinkler heads installed and maintained in working order. The heating furnace may not be located in the waste and refuse storage space.

Considerations

What are the appropriate options for commercial solid waste and rubbish storage and removal?

After considering an amendment to Section 5.3, it is found that the layout of the standards is generally suitable to determine what is required of a site seeking building permit approval. We recommend the following:

In lieu of removing the requirement to provide a minimum of 225 cubic feet of indoor waste storage from the ordinance, this standard should be changed from “shall provide” to “may provide”. This would allow for the indoor storage of waste as an option for commercial development, where appropriate. The language,

as written, would maintain the standards for pursuing this option. Additionally, the primary focus of Section 5.3 relates to outdoor storage and removal of solid waste. The indoor storage option should be relocated to the bottom of Section 5.3 so that the criteria for outdoor storage and pick up has a more seamless flow. See proposed amendment document attached.

Very minor alterations to the language of outdoor storage and pick up are intended to provide clarity and simplicity as to what is expected of proposed commercial uses within the city. These small changes, as reflected in the attached amendment document, are in conjunction with the language of the general code's requirements and are thought to present common sense and effective solid waste standards for all types of commercial development in the city.

The general code may be referenced pertaining to solid waste under Chapter 54, Sections 1 through 71.

Summary / Recommendation

At the February 21, 2023 meeting, the Planning Commission moved to amend the zoning ordinance to provide clarity to the requirements of waste removal from residential and non-residential properties and forward the amendment draft to City Council for adoption. The attached draft outlines the proposed changes that may be considered.

As mentioned above, these include the keeping of covered rubbish containers in inconspicuous locations out of public view (Sec. 5.3.1) and allowing interior, fire protected storage space of waste as an option rather than a requirement (Sec. 5.1.3).

Amend Article 5 to revise Section 5.3, Waste and Rubbish

Amend Article 5, Site Development Standards, to amend the language of Section 5.3 as follows:

Section 5.3. Waste and Rubbish

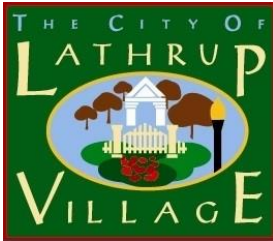
1. No garbage, sewage, filth, refuse, waste, trash, debris, or rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any offensive or obnoxious matter, shall be kept in open containers or piled, placed, or stored on the open ground. The owners and occupants of every building shall provide proper, covered receptacles for said waste and keep receptacles clean and in an inconspicuous location, out of public view, on the grounds outside of a building. Rubbish may, however, be placed at roadside for pickup on designated days in conformity with the city's ordinances regulating rubbish collections.
2. In all districts other than R1, commercial refuse containers of a capacity not to exceed eight cubic yards in size (with or without compactor attached) shall be permitted on a special permit basis in accordance with the following provisions:
 - A. Condition. They must be maintained in a clean, well painted, and structurally solid condition. They must be kept covered or closed at all times except when a person is in attendance for the purpose of depositing or emptying refuse. No refuse shall be caused or permitted to spill over from the container or to litter the surrounding area or neighboring properties. They shall be emptied at sufficiently frequent intervals to prevent their being filled beyond the capacity with the lid or cover closed, but they shall not be dumped or emptied before 8:00 a.m. nor after 9:00 p.m.
 - B. Odors. No odors shall be permitted to emit therefrom which are discernable to the human senses more than ten (10) feet away from the container.
 - C. Location. Dumpsters shall be permitted in the side or rear yard, provided that no dumpster shall extend closer to the front of the lot than any portion of the principal structure and provided further that the dumpster shall not encroach on a required parking area, is clearly accessible to servicing vehicles, and is located at least ten (10) feet from any building. Dumpsters shall comply with the setback requirements for the district in which they are located. Dumpsters shall be located as far as practicable from any adjoining residential district.
 - D. Concrete pad. Dumpsters shall be placed on a concrete pad. The concrete pad should extend a minimum of three feet in front of the dumpster enclosure.
 - E. Screening. All refuse bins located in the city must be enclosed or screened from public view. Such screening shall consist of a wall or fence not less than one (1) foot higher than the height of the refuse bins placed therein, which completely conceals its contents from public view, but in no instance shall such screening be less than six (6) feet in height on three (3) sides. The fourth side of the dumpster screening shall be equipped with an opaque, lockable gate that is the same height as the enclosure around the other three sides. The inside dimensions of the enclosure shall be such as will permit adequate access for refuse collection vehicles as well as completely enclose refuse bins within the three (3) sides so that no refuse bin projects outside of the open side.

Screening materials shall consist of any of the following:

- i. Masonry, consisting of those materials permitted under the building material standards contained in, "Zoning Ordinance," section 5.4;
- ii. Wood, provided the wood is cedar, redwood, or equivalent of at least five-eighths-inch (1.5875 centimeters) thickness or other types of wood which have been pressure treated with preservatives. If cedar or redwood are used in the screening, it shall be

protected from possible rot or decay by the application of a preservative. Wood that has been pressure treated need not be further protected from possible rot or decay;

- iii. Evergreen shrubbery consisting of permanent, living plant materials which shall be continuously maintained in a sound, healthy and vigorous growing condition, free of plant diseases and insect pests, and free of weeds, refuse and debris. The shrubbery shall be planted and maintained so as to create a continuous barrier.
 - F. Bollards. Bollards (concrete-filled metal posts) or similar protective devices shall be installed at the opening to prevent damage to the screening wall or fence.
 - G. Site plan requirements. The location and method of screening of dumpsters shall be shown on all site plans.
 - H. Permit Requirements. No container shall be placed or permitted to remain on any lot unless there is in effect a special permit issued by the building official in conformity with the provisions of article 6.
 - I. Nonconforming enclosures existing on April 8th, 2014. Enclosures which were constructed in accordance with the ordinances and other applicable laws in effect on the date of its construction, but which by reason of its size, height, location, design, or construction is not in conformance with the requirements of this chapter, may be lawfully continued until April 1, 2019.
3. Every building in every district other than R1 and R2 may provide within the building a fire protected waste and refuse storage space or spaces measuring five cubic feet for each 100 square feet of building floor area, but at least 225 cubic feet. To be acceptably fire protected, the waste and refuse storage space must be in an enclosure or room with a one-hour fire rated construction with self-closing fire door and must have sprinkler heads installed and maintained in working order. The heating furnace may not be located in the waste and refuse storage space.



Susan Montenegro

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smontenegro@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FROM: Susan Montenegro, City Administrator

DATE: March 20, 2023

RE: Lathrup Village AMI Proposal

The Infrastructure Study Group submitted a proposal to Council on October 17, 2022 for the Water System Technology Upgrade of the technology used to collect water reads for water billing rather than using the current drive-by method. Upgrading the technology portion will significantly reduce costs, improve efficiency, provide better customer service, faster billing, improved cash flow, and allow for near real-time tracking of adverse water events.

A quote has been received from Ferguson Waterworks in the amount of \$119,496.09 to furnish Neptune 360 AMI Software, install the necessary AMI infrastructure, and purchase backup reading equipment. Ferguson is the sole source provider in Michigan for Neptune water meters installed in the City. No other manufacturer's gateways will read Neptune's meters.

The quote may need to be adjusted for the following reasons:

1. A quote of 1774 Neptune AMI Software was given. The City has 1998 meters currently in use, so the dollar amount would increase by \$907.20 to \$8,091.90 and would increase the total amount of the proposal to \$120,403.29.
2. Three R900 Gateway, UPS and Antenna + installation is quoted. The City might only need two rather than three, so this amount would be reduced if only two are installed.

The Capital Improvement Bond has \$120K reserved for technology upgrades to the current water meter system.

Suggested Motion:

Waive the bidding process because Ferguson Waterworks is the sole source provider of Neptune water meters and approve the Lathrup Village AMI Proposal in an amount not to exceed \$120,403.29.

March 13, 2023

Ms. Susan Montenegro
City Administrator
Lathrup Village
27400 Southfield Rd.
Lathrup Village, MI 48076

Dear Ms. Montenegro:

Please see below for pricing to furnish Neptune 360 AMI Software, install the necessary AMI Infrastructure, and purchase backup reading equipment.

Software, Infrastructure, and Reading Equipment

Description	Qty	Price	Subtotal
Neptune 360 AMI Software	1774	\$4.05	\$7,184.70
Neptune 360 AMI Setup Fee	1	\$4,100.00	\$4,100.00
R900 Gateway, UPS, and Antenna + Installation*	3	\$31,000.00	\$93,000.00
MRX 920 Mobile Data Collector	1	\$9,420.29	\$9,420.29
R900 Belt Clip Transceiver	1	\$5,791.10	\$5,791.10
		Total	\$119,496.09

*Total cost is estimated pending a site survey

Please review the proposal and if you should have any questions or you would like to discuss it I would be happy to set up a meeting to do that.

Thank you so much for the opportunity to partner with Lathrup Village once more!

Sincerely,

Steve Daniell

Steve Daniell
AMI Specialist
Ferguson Waterworks

August 18, 2021

To Whom It May Concern:

At this time Ferguson Waterworks is the only Neptune distributor authorized to sell RF meter reading equipment and Neptune water meters and parts in the State of Michigan. Ferguson Waterworks is authorized by Neptune to submit an offer for Neptune water meters and related products.

Neptune Technology Group is the only manufacturer of Neptune meters. Our headquarters and manufacturing facility is located in Tallahassee, Alabama. Additional company information can be found at our website www.neptunetg.com.

Thank you for your interest in Neptune products. If you have any questions, please contact your local Neptune representative, Sam Mitchell at 517-420-0428.

Regards,



Chris Knapp
Field Support Manager





Prepared by
Trendset Communications Group

Proposal #: 3277
Date: 03/14/2023
Terms: Net 30

Item 7D.

Prepared For:

Lathrup Village - City Hall
27400 Southfield Rd
Lathrup Village, MI 48076

Location:

Lathrup Village - DPW
19101 W Twelve Mile Rd
Lathrup Village, MI 48076

Sales Person

Ken Buckley

Project Name

3277

Proposed Service:

NAME	DESCRIPTION	QTY	TOTAL
Verkada CD62-E	Verkada - Outdoor Dome Camera D62 Series - 30 Days	3	\$3,700.41
Verkada CB52-TE	Verkada - Outdoor Bullet Camera B52 Series - 128GB, :	1	\$1,088.27
Verkada License Camer:	License - Verkada - 5 Year	4	\$2,610.68
Verkada Arm Mount	Verkada Arm Mount	3	\$193.83
Verkada Pendant Cap M	Verkada Pendant Cap Mount	3	\$150.27
Cat6 BN Cable - Black	CAT6 - BN - Plenum - 4 Pair 23AWG - Black	500	\$155.00
Cat6 Biscuit Box Signan	Signamax Surface Mount Box, 1-Port - White	4	\$6.28
Cat6 Coupler Female	Signamax Category 6 Panel Mount Feed-Thru Couple	4	\$18.16
Cat6 Patch Cable 3'	Cat6 Patch Cable 3' Black	4	\$8.72
Misc Conduit Allocation	Misc Conduit Allocation	1	\$50.00
Beam Clamps	Beam Clamps, 1/4"-20 Iron, 1 unit, electroplated finish	20	\$18.20
J-Hooks 3/4"	J-Hooks 3/4"	60	\$90.60
Hardware/Fasteners	Hardware/Fasteners	1	\$25.00
Cable Management	Dust Covers, Velcro, Tie Wraps, Labeling	1	\$40.00
Labor - Installation	Installation	24	\$1,560.00
Truck Roll	Truck Roll	1	\$150.00

Customer Signature _____

SUB TOTAL \$9,865.42

SALES TAX \$0.00

Quote is Valid for 30 Days from Date

TOTAL \$9,865.42

Trendset Communications
Group
23885 Denton St
Clinton Twp, MI 48036

Phone: (586) 765-0770
Fax: (586) 948-9977
Email: tcgadmin@tcg-pros.com





Prepared by
Trendset Communications Group

Proposal #: 3277
Date: 03/14/2023
Terms: Net 30

Item 7D.

STANDARD TERMS & CONDITIONS

- 1. SERVICES:** Trendset Communications Group (henceforth referred to as TCG) shall install, service, and warranty the system(s) as designed by TCG and approved by Customer, in accordance with TCG's Proposal (attached).
- 2. INSTALLATION CHARGES:** The Customer agrees to pay TCG, its agents or assigns, the installation charge and, if applicable, the maintenance, and/or lease charge as listed in the Proposal, subject to the terms and conditions as listed in the Proposal and Sales Agreement.
- 3. INSTALLATION, MAINTENANCE, SERVICE:** Customer hereby authorizes and empowers TCG to perform or cause to be performed the work necessary to fulfill the terms of this Agreement, including but not limited to installation, maintenance, inspection, testing, and repair of the systems on its premises. Such work shall be performed in a workmanlike manner in accordance with TCG's standard practices and shall be completed in accordance with a mutually agreed upon schedule, unless stated otherwise in the Proposal. The obligation of TCG to provide service related to the maintenance of the system pertains solely to the items specified in the Bill of Materials as listed in the Proposal. TCG is not obligated to maintain, repair, service, replace, operate or assure the operation of any device, system, or property belonging to Customer or to any third party to which such specified systems or components are attached, unless specifically agreed upon in the Proposal. In order to protect Customer from losses resulting from, damage to, or destruction of TCG systems, Customer shall include such systems in the coverage provided in its liability and fire insurance policies. TCG will provide service availability in accordance with the coverage requirements listed in the Proposal and defined under "coverage type" while the equipment is located on the premises upon which it was installed. The service to be provided is intended to keep the equipment in, or restore the equipment to, good working order. Unscheduled, on-call remedial maintenance is also to be provided by TCG under this Agreement as necessary. Service provided by TCG under this Agreement does not assure against, nor does TCG assume any liability for, interruptions in operation of the equipment covered by this Agreement. When covered by our SERVICE AGREEMENT, the service also includes preventative maintenance based upon the specific needs of the individual equipment as determined by TCG.
- 4. ACCESS:** TCG's technicians shall have full and free access upon their arrival to the equipment covered under this Agreement to provide service thereon.
- 5. OWNERSHIP:** For existing installations, the Customer represents that it is the owner of the equipment to be serviced under this Agreement, or, if not the owner, has authority from the owner to include such equipment under this Agreement.
- 6. OPERATION:** Customer represents and agrees to use the equipment properly and follow proper operating procedures (if customer requires TCG service); if TCG representatives are sent to Customer's premises in response to a service call caused by the Customer improperly following operating instructions or failing to close or properly secure a protected point, to pay an additional service charge at the prevailing rate per occurrence.
- 7. DELAYS - INTERRUPTION OF SERVICE:** TCG shall not be liable for any delays, however caused, or for interruptions of service caused by strikes, riots, floods, acts of God, loss of communication and/or other signal transmission lines, or by any event beyond the control of TCG. TCG will not be required to furnish service to Customer while such interruption shall continue.
- 8. EQUIPMENT COVERED:** Refer to attached Proposal, as applicable.
- 9. EXCLUSIONS:** Services to be provided by TCG pursuant to this Agreement do not include:
 - a) Repair of damage or increase in service time caused by failure to continually provide a suitable operating environment with all facilities as prescribed by TCG and/or the equipment manufacturer, including, but not limited to, the failure to provide, or the failure of, adequate and regulated electrical power, air conditioning or humidity control; or such special requirements as contained in the Proposal hereto.



Prepared by
Trendset Communications Group

Proposal #: 3277
Date: 03/14/2023
Terms: Net 30

Item 7D.

- b) Repair of damage or increase in service time caused by use of the equipment for other than the ordinary use for which the equipment was designed or purpose for which it was intended.
- c) Repair of damage, replacement parts (due to other than normal wear) or repetitive service calls caused by the use of unauthorized supplies or equipment.
- d) Repair of damage or increase in service time caused by: accident, disaster, which shall include, but not be limited to, fire, flood, water, wind and lightning; transportation, neglect or misuse, alterations, which shall include, but not be limited to, any deviation from TCG's physical, mechanical or electrical machine design; attachments, which are defined as the mechanical, electrical or electronic interconnecting to non-TCG equipment and devices not supplied by TCG.
- e) Electrical work external to the equipment or accessories furnished by TCG.

10. ADDITIONAL CHARGES: Unless otherwise specified in the Proposal, service charges for the system are based upon coverage as specified in the "hours of operation". Service performed outside this window, or as a result of the failure of the Customer to adhere to the requirements as specified by either the manufacturer or outside the scope of the Agreement, shall be chargeable at TCG's prevailing rates. Customer shall not tamper with, adjust, alter, move, remove, or otherwise interfere with equipment without TCG's specific permission, nor permit the same by other Contractors. Any work performed by TCG to correct Customer's breach of the foregoing obligation shall be corrected and paid for by Customer at TCG's prevailing rates. Remedial maintenance due to Acts of God or events beyond the control of TCG shall be corrected by TCG and paid for by Customer in accordance with TCG's prevailing rates. TCG shall have the right to increase or decrease the periodic service charge provided above at any time or times after the expiration of one year from the date service is operative under this Agreement, upon giving Customer written notice thirty (30) days in advance of the effective date of such increase or decrease.

11. RENEWAL: The Service Agreement portion of these conditions is self-renewing for the term provided herein and at the prices in effect as of the date of renewal unless modified or canceled by either party in writing not less than thirty (30) days prior to the expiration date of this Agreement.

12. TERMINATION/PAYMENT: TCG has the option to terminate this agreement for cause should any payment due from Customer to TCG remain overdue for a period of more than thirty (30) days. Should TCG elect to exercise such cancellation option, said exercise shall be in writing, sent by certified mail, return receipt requested, and such cancellation shall be effective upon receipt.

13. SUCCESSORS: The Agreement is not assignable by Customer except upon the written consent of TCG, which consent will not unreasonably be withheld.

14. ENTIRE AGREEMENT: This Agreement is to govern the providing of services by TCG to Customer as described herein. Nothing in this Agreement is to be construed as creating a lease or a leasehold agreement between the parties. This Agreement is not binding unless approved in writing by an authorized representative of TCG. If approval is not obtained, the only liability of TCG shall be to return to Customer the amount, if any, paid to TCG upon the signing of the Agreement by its Sales Representative. This writing, together with any individually signed acceptance of Proposals, rider, other attachments pertaining to this Agreement is intended by the parties as the final expression of their agreement with respect to the subject matter contained herein and also as the complete and exclusive statement of the terms and such Agreement, notwithstanding any prior, contemporaneous or subsequent purchase order or other document relating to said subject matter. There is no course of dealing or usage of the trade what would supplement or conflict with its terms. This Agreement may only be amended in writing signed by both parties.

15. JURISDICTION: This Agreement shall be governed by the laws of the Commonwealth of Michigan.

City Administrator's Report: March 20, 2023

UP COMING MEETINGS

- **Planning Commission** – Tuesday, March 21, 2023 at 7:00 PM in Council Chambers
- **Study Session** – Monday, April 3, 2023 at 6:00 PM in the Meeting Place
- **City Hall Closed** – Friday, April 7, 2023 in observance of Good Friday
- **Study Session** – Monday, April 17, 2023 at 6:00 PM in the Meeting Place
- **Regular Council Meeting** – Monday, April 17, 2023 at 7:30 PM in Council Chambers
- **Planning Commission** – Monday, April 18, 2023 at 7:00 PM in Council Chambers
- **DDA Board Meeting** – Friday, April 21, 2023 at 12:00 PM in the Meeting Place

OPERATIONS

- **City hall will close early** – Wednesday, March 22, 2023 at 3:00 PM for a staff meeting.

Training:

- Deputy Treasurer attended virtual training through BS&A
- City Clerk attended the week long Michigan Association of Municipal Clerk's Institute

Staffing Updates: Current Open Positions

- **NEW HIRES:**
 - Mike Morceri has replaced Jim Wright as the Building Official.
- **TERMINATIONS:**
 - Glynis Thornhill resigned on Tuesday, March 14, 2023.
- **APPLICANTS:**
 - Applications are being received for the vacant Utility Billing/Accounts Payable Specialist position and will accepted until April 11th.
- **Expired Contracts:**
 - LTV Audio Visual contract expired December 31, 2022

Grant Updates:

OC-CISMA grant request submitted on 3-17-23 to help combat phragmites and other invasive species on Rainbow Circle. Oakland County Cooperative Invasive Species Management Area's community projects grant sets aside money to help communities combat invasive species while supporting functioning ecosystems. Part of the grant, if awarded, is that OC-CISMA will retain the contractor(s) and provide all project related oversight pertaining to bidding and payment, permitting, and scheduling.

Community Project Funding Request through Congresswoman Rashida Tlaib's office was submitted on Monday, March 20. The project scope is to address Lathrup Village's aging water main infrastructure by seeking a grant in the amount of \$3,190,000. Congresswoman Tlaib's office will be submitting up to 15 projects for a one-time funding opportunity during this year's House Appropriations process. The Community Project Funding request must demonstrate an impact in the lives of the Lathrup Village's residents, show community support and must be within the 12th Congressional District. While we realize not all projects submitted to her office will be selected, we'll keep our fingers crossed that ours is. One further caveat is if the project is selected it must also be reviewed by the House Appropriations Committee. Stay tuned for further updates!

LARGE CITY PROJECTS

FY 2022-2023		
Project Name	Status	Completed
STREETS, SIDEWALKS		
Sidewalk Replacement Program	The third year of the sidewalk replacement program will be starting in April. Walk throughs are taking place and sidewalks are being marked. Follow-up from last year's project will also be getting underway.	
2023 Pavement Program	A map Construction is slated to start mid-April. A map indicating where work will happen is on the city website and was included in the Spring <i>Your Town</i> publication.	
UTILITIES: SANITARY SEWER, STORM WATER, AND WATER DISTRIBUTION		
Fire Hydrants	DPW has been working on replacing fire hydrants throughout the City.	
Gate Valve Replacement/Refurb	29 gate valves will be cleaned out by DVM, primarily along Southfield Road. Crews have been working to refurbish or replace gate valves throughout the City.	
Verification of Water Service Line Material	An RFP will be created to complete this task	
Lead Service Line Replacements	Each year the City replaces lead service lines and must complete all replacements by 2040.	
Water Meter Replacements	This project is on hold	
Water Main Replacements	The City will be replacing water mains on Bloomfield, San Diego and Lincoln in 2023 as part of the capital improvement project.	
Sanitary Sewer Repairs		
Sanitary Retention Tank (SRT) Upgrades	Agreement to upgrade the SRT was signed at the 3-6-23 Special Council meeting. Work is slated to start this year.	
MOTOR VEHICLE POOL		
BUILDING, PROPERTY, EQUIPMENT		
Backhoe for DPS	The City has been renting a backhoe at a cost of \$97K per year. A new backhoe costs a around \$98K and would belong to the city. Part of the proposed CIP is to purchase a backhoe for the city and stop renting.	Add to 23-24 FY
City Hall Roof	The roof at City Hall needs to be replaced. Quotes need to be obtained.	Add to 23-24 FY
DPS Roof	The roof at the DPS building needs to be replaced. Quotes need to be obtained.	Add to 23-24 FY
DPS parking lot	The parking lot at the DPS building needs to be redone. RFP will need to be done.	Add to 23-24 FY
City Hall parking lot	The parking lot at City Hall needs to be redone. RFP will need to be done	Add to 23-24 FY

Project or Question	Status	Notes / Issue	Follow-Up
Water loss investigation	Updated	Need to determine where loss is coming from and address. OHM will place a clamp on meter on the 11 Mile Rd meter to see if this is a large contributor.	Water loss has consistently stayed between 2-5% for several months.
CRM software	Updated	Look for ways to automate processes	Had a prelim discussion with a rep from Salesforce regarding tracking of internal tasks, projects, workflow, and citizen responses/follow-ups. I have a meeting scheduled later this month for a more in-depth discussion with a Salesforce rep involving department heads so that a truly integrated demo can be created. Things are siloed right now with people using a variety of methods to track these things. Stay tuned!
Road conditions	Updated	Gravel roads in poor shape, what are plans to address	DPS has ordered stone and is working to address the potholes. Roads are not dry enough to really make a difference with the addition of stone. Gravel gets flung out right now. Plan is to grade and add gravel to roads as the roads dry up more this Spring.
Set meeting with SFD, LVPD, Engineer. Schedule next town hall mtg.	Updated	Staff is continuing to meet with SFD and will update Council at the end of the week (3-24-23)	Update coming from meeting. A future town hall with residents will be scheduled to discuss water mains and placing a siren gate at the entrance of San Jose off Evergreen.
Eldorado SAD	Updated	Open house scheduled for April 4, 2023. Letters will be going out to all affected on Eldorado.	Staff will hold informational open house with residents of Eldorado SAD project.
Segregation of financial duties	Updated	Prepare what segregation of duties would look like and show council.	In the process of developing policy and will bring to the April meeting. Working with other small communities for examples.
Tracking of sick days	Updated	Pam is working with ADP to add this process and has had meetings/training with them.	Will be ready to implement within three weeks.
Road Asset mgmt plan	Updated	City does not have a road asset management plan. Will work with staff to create.	Will address in April.
Ditch assessment	Updated	look at adopted road and Ditch proposal and address issues using CE.	Code enforcement officer is putting together an exhaustive list of addresses that have existing parking in the ROW. Encroachment permit process needs to be updated and consistently used.
Lack of permitting		18400 Wiltshire put a parking pad in a ditch, have new CE officer look at it in Jan and follow through.	CE is working on creating an exhaustive list. Also auditing building department records to close out open cases.

Update fee schedule	Updated	Comparing fee schedule with other communities of similar size as well as communities near Lathrup Village.	Plan to complete prior to adoption of new budget.
12 Mile & Southfield Meter	In Process	Meter is not active. Need to talk with city engineer and SOCWA about this to understand why the power was cut and remains disconnected. Also determine what it will take to get power and meter restored so the City has two sources of water. (Is this feasible? Know whole back story)	In a meeting with OHM, Giffels Webster and SOCWA, we discussed what it would take to reconnect the 12 Mile Rd. meter and the implications or issues that go along with that. Concern over the high pressure in the water mains in this area. Concern was expressed about water mains breaking in that area due to higher pressures when the 12 Mile Rd. meter was active. Placing a pressure reducing valve either in the pit or downstream would help address this concern. Cost was discussed as well as exploring who would be responsible or whether this would be a shared expense. More information to come on this.
Dee Letvin claim	In Process	Part of the tree hanging over fence was removed. Getting quote on cutting down remainder of tree.	Need to bring this before Council for discussion at a study session to consider vacating this portion and split between adjacent landowners on both sides of Rainbow.
Encroachment policy	In Process	What is the ordinance language for ROW - create policy using language from ordinance.	Turned over to staff, planner, and planning commission to discuss.
City Entrance Signs	In Process	Place signage at entrance points to the city, to help really identify when entering the City.	Hand off to DDA, work with them to complete cost analysis, bring back to Council.
Laptops	In Process	A former council member still has two laptops that have not been returned. Has this person been billed? What is the status...next steps?	Staff has reached out multiple times. Discuss more with Council regarding age of computer(s) as value may not warrant further follow up.
Back billing	In Process	Need to back bill customers that were not charged appropriately for usage over a four-year period. Approx \$130K in lost revenue associated with this issue. The council approved a back billing program.	Staff is working to determine process for back billing.

Westbound Entrance Ramp to 696	In Process	As one approaches this on-ramp, there is a low gradual curb separating the on-ramp from the service drive. Because the separator is so short and gradual, cars exiting Meadowbrook Way regularly (dangerously and illegally) go straight out of Meadowbrook, over this low curb and onto the on-ramp. A higher, less gradual, and more perpendicular curb would eliminate this issue.	Working with MDOT to set a date to discuss the project and this issue.
Phone in council chambers	Need to start	Run a phone line to place a phone in council chambers.	Need to run a line and connect desk phone with conferencing ability. Will follow up with staff/IT.
18890 Rainbow	Need to start	Homeowners use ROW as their default driveway. ROW has a heaved culvert that needs to be replaced.	This is a two-step issue. 1. Need to address culvert. 2. Need to address the use of ROW as their driveway. Talk with staff about this, come back to Council with possible solutions.
Create a cost compensation agreement for developers	Need to start	A question was raised about charging developers for attorney fees, or fees outside of the normal cost to do business.	Need further discussion with Council and City Attorney to determine if a cost compensation agreement for developers is necessary. Add to future Council study session.
Cannabis Ord. update	Looking Into	What needs to be done now	Talk with city attorney more. Discuss at a future study session.
Recording of Council Mtgs	Looking Into	Looking into AV Ala Carte Pricing	Will bring to Council in April.

COUNCIL TRAINING OPPORTUNITIES *(please ask City Administrator to schedule if you're interested)*

May 19-20, 2023 – Elected Officials Academy Spring Weekenders in Bay City has two opportunities for training:

- The Core Weekender is a strategically condensed seminar focused on these fundamentals: effective public service, leadership, financial management, and planning & zoning.
- The Advanced Weekender focuses on: municipal budgeting 101, accessing and managing state and federal funding, strategic economic development with your community's backstory, financial statements and audits, and utility rate settings.