



City Council Special Meeting Agenda

Monday, June 07, 2021 at 6:00 PM
Remote Meeting via Zoom

ZOOM REMOTE MEETING INFORMATION

Webinar ID: 937 4372 54149

Password: 838120

Online: <https://zoom.us/j/93743725414?pwd=M0I2cytRTUpkQlY1WUJlY1ZtT0xCdz09>

Telephone: 646.558.8656 or 312.626.6799

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

1. **Call to Order** by Mayor Garrett (in accordance with PA 254 of 2020, the members should identify their physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely).
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Agenda**
5. **Public Comments for Items on the Agenda** (Speakers are limited to 3 minutes)
6. **Action Requests - For Consideration / Approval**
 - A. Police Space Study – Update / Next Steps
 - B. Introduction of Resolution and Scheduling of a Public Hearing Regarding Vacation of the Alley West of Southfield Road Between W. Eleven Mile Road and Sunnybrook Avenue
 - C. RFP Responses - Auditing Professional Services
 - D. Proposed Charter Amendment Ballot Language
 - E. Council Meeting Venue
 - F. American Rescue Plan (ARP)
 - G. Police Department – Mental Health / Social Services Resource
 - H. Capital Improvements Program & Street Projects Update

[I.](#) Sidewalk Program Update

[J.](#) Cannabis / Marijuana Update

7. **Public Comment**

8. **Mayor and Council Comments**

9. **Adjourn**



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

Item A.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Police Space Study – Update / Next Steps

On April 19, 2021, the City Council heard a presentation from Redstone Architects. The proposal was for the conceptual redesign of the lower level, 1st Floor Main Police Office, and Parking for Police Department operations. The estimated costs were \$1.1 million for construction and professional fees.

Redstone Architects is proposing for the next steps an analysis of the existing mechanical, HVAC and electrical systems. This would include proceeding with the schematic design for the renovation, conducting an observational Building Condition Review of the entire building, and observational architectural review of the entire building relative to energy and building code issues.

The estimated costs are:

Schematic Design Fee	\$15,000
Building Condition Review	<u>\$12,500</u>
Next Steps Professional Fee	\$27,500

This does not include the environmental survey, soil borings, and analysis of the elevator.

Action:

DISCUSSION ITEM



Redstone Architects, Inc.

2709 S. Telegraph Road, Bloomfield Hills, MI 48302-1008

May 17, 2021

Sheryl L. Mitchell Theriot, City Administrator
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

RE: Next Steps,
Police Department Renovation
Lathrup Village Police Department

Dear Sheryl:

We are pleased to provide our thoughts to continue the process of developing a plan to firm up the potential renovation for the Lathrup Village Police Department.

As I mentioned during the presentation and in our recent discussion, we believe the next step is to further develop the concepts into a Schematic Design package to get a relatively accurate projection of construction and project costs. You indicated that you have been asked by some council members to possibly explore possible renovation of other portions of the existing City Hall Building. As also discussed, we deferred any analysis of the existing mechanical, HVAC or electrical systems.

Given the above, I believe the next step would include the following efforts:

1. Proceed with a Schematic Design for the Police Department Renovation.
Included in this work would be the redesign of the City Hall Front Counter area.
Included is:
 - a. Outline Specifications
 - b. MEP Engineering narrative on system modifications.
 - c. Architectural drawings
 - d. Site plan layout
 - e. Cost Projections
2. Conduct an observational (visual) Building Condition Review of the entire building by our consulting structural, mechanical and electrical engineers. This would provide a report on the condition of the building's systems. This will be needed for the police renovation at a minimum, and to apprise the City as to the condition of the support systems in the remainder of the building.



Sheryl L. Mitchell Theriot
City of Lathrup Village

May 17, 2021
Page 2

Item A.

As part of the Building Condition Review we would do an observational architectural review of the entire building with regard to energy and building code issues. Any major renovation will require having the building brought up to current codes. This may affect windows, walls, door openings and roof structures.

Both items are necessary to provide additional information necessary to allow members of the City Council to make objective decisions.

Based on our initial study, we estimate our fees for this next step to be as follows:

Schematic Design Fee: A professional fee of \$15,000.

Building Condition Review, including architectural, structural,
mechanical, electrical and site: A professional fee of \$12,500.

Total "Next Steps" proposed Professional Fee: \$ 27,500.

Exclusions:

Environmental Survey of the existing Building (we can procure such services as an Additional Service)

Normal Owner Items such as surveys and soil borings or material testing

Elevator Analysis- we would defer to your elevator maintenance contractor for information as to the condition and future life of the elevator.

Thank you again for allowing us the privilege to work with the City of Lathrup Village.

Sincerely,

Daniel Redstone, FAIA, NCARB
President



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Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

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Item B.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Introduction of Resolution and Scheduling of a Public Hearing Regarding Vacation of the Alley West of Southfield Road Between W. Eleven Mile Road and Sunnybrook Avenue

The petition was submitted by Bruce Kantor to vacate the 20-foot-wide public alleyway east of 18129 Sunnybrook. There are 2 commercial properties (27047-51 and 27041 Southfield Rd) on the east side of the alley. If approved, the alley will be divided between the adjacent property owners. The alley has an entrance off of Sunnybrook but no access from 11 Mile Rd.

The property at 27047-51 Southfield has a permanent revocable encroachment license that was approved by Council on December 16, 2019 that allowed for landscape improvements and a concrete parking pad in the alley right-of-way.

City Ordinance 7.6 provides that actions to vacate require the introduction of a resolution and public hearing, before the final adoption. This action also requires the affirmative action of four (4) members of council to go into effect.

Council is being requested to introduce the resolution for the alley vacation and schedule a public hearing for June 21, 2021.

SUGGESTED MOTION:

To introduce the Resolution and Schedule a Public Hearing regarding the vacation of the alley west of Southfield Road between W. Eleven Mile Road and Sunnybrook Avenue.



**CITY OF LATHRUP VILLAGE
RESOLUTION SCHEDULING A PUBLIC HEARING
REGARDING VACATION
OF THE ALLEY WEST OF SOUTHFIELD ROAD
BETWEEN W ELEVEN MILE ROAD AND SUNNYBROOK AVENUE**

Item B.

WHEREAS, the City of Lathrup Village is authorized by its Charter and the laws of the State of Michigan to exercise the powers of a City relating to the establishment and vacation of streets, alleys, public ways and other public places and the use, regulation, improvement and control of the surface of such streets, alleys, public ways and other public purposes; and

WHEREAS, the City Council has adopted Standing Resolution 82-102 on April 19, 1982, in which the City of Lathrup Village formally acknowledged its authority on behalf of the public over all streets, alleys, easements, parks and other public property and which Standing Resolution authorized the City Council by further resolution to alter or discontinue the use of such streets, alleys and easements; and

WHEREAS, the City Council has determined that the vacation of a portion of the Alley west of Southfield Road between W Eleven Mile Road and Sunnybrook Avenue and to schedule a public hearing thereon will benefit the adjacent properties and formalize the improvements made to the alley during the commercial redevelopment in 2006 and,

THEREFORE, BE IT RESOLVED that the City of Lathrup Village Council hereby schedules a public hearing for Monday, June 21, 2021 at 7:00 p.m. via zoom <https://zoom.us/j/98422474091?pwd=MzlyM0tETkc1azF1MG5jR3VwdkJOQT09> to obtain public input on the partial vacation of the alley west of Southfield Road and between W Eleven Mile Road and Sunnybrook Avenue.

It is expected that the City Council will make a final decision on the partial vacations immediately after the public hearing.

BE IT FURTHER RESOLVED that this Resolution was adopted at a Special meeting of the City of Lathrup Village Council on June 7, 2021. This Resolution was included in the agenda moved by Councilperson _____ and seconded by Councilperson _____.

The following vote was enrolled by the Clerk:

Voting yes: _____

Voting no: _____

Absent: _____

CERTIFICATION OF ADOPTION

I hereby certify that the foregoing is a true and complete copy of the resolution passed at a meeting of the Lathrup Village City Council held on the 7th day of June, 2021

Yvette Talley, City Clerk

To: Lathrup Village City Council, City Administrator, City Attorney, Director of Community & Economic Development and City Planner

From: Bruce Kantor at 18219 Sunnybrook Avenue

Date: June 1, 2021

Subject Request to Vacate Public Alleyway

Request:

This letter is to formally request that the City of Lathrup Village vacate the public alleyway to the east of my property located at 18129 Sunnybrook. Per City regulation, I request this alleyway be divided equally between the adjacent properties, such that I receive the western ten feet of the alley and the building owners next door receive the eastern ten feet of this twenty foot wide alley parcel. The required legal description of the property is attached.

History:

To the east of the public alleyway, there are two commercial buildings. In 2006, a major reconstruction project occurred and most of the building was demolished and reconstructed as a modern, two-story building. As part of this project, the western ten feet of the alley adjacent to my property was landscaped with trees and shrubs, while the eastern portion was paved to provide parking spaces for the building. There was no encroachment license, lease agreement, granted easement or formal arrangement between the City and the building owners to commercially use the entire twenty feet of alleyway for a private venture. In addition, the five to six foot tall masonry screen wall that is required by the City's zoning regulations was never installed. While the City continued to own this alleyway, the City essentially gave the land to the building owner for commercial use. See the attached images that depict the public alley.

While the maintenance of the landscaped half of the alley is the building owner's responsibility, since 2006 (and for the 15 years prior as well), I have been the primary caretaker of the alleyway. On rare occasion, the building owner would conduct some very minor maintenance, but this has been quite rare. About five or six times per year, I spend an entire day raking, cleaning, pruning, pulling weeds, spraying, removing invasive species, etc. In addition, every week, I walk the entire alley and clean up a garbage bag full of trash, a task that should be done by the building owners.

Request Rationale:

While the City owns this land, to my knowledge, the City has no existing or future use planned for this alley. While there has been occasional past discussion about linking some of the business corridor

alleyways together, this would not make sense at this location for several reasons. First, this would be a dead end alley as it does not provide an egress to the 11 Mile Road service drive nor to any other property south of the building. Access to 11 Mile Road is blocked by the Chase Bank building. Second, were the City to use this alley for some other purpose, doing so would eliminate at least half of the existing parking spaces for the commercial properties. This would place them dramatically below the minimum necessary parking spaces required by City zoning laws, making the building unusable.

In addition, in the next five to nine years, the Southfield Road boulevard project will take place. When this occurs, the entire commercial property to the east of the alleyway will be taken over by Oakland County (via eminent domain laws) and made a Right of Way for Southfield Road. This would impede any possible viable use for this alleyway.

In effect, the City virtually already vacated this land in 2006 by allowing the building owner to use all twenty feet of the alley for commercial gain and benefit. However, at that time, the City should have rightfully split the use of the alleyway between the adjacent properties. This request is asking for the formalization of what should have occurred in 2006.

Given the City has no interest in using this land, vacating it to the surrounding properties provides only positive benefits. First, all parties receive additional property which will increase the value of their lots. Second, the commercial properties would now own their entire parking lot. This would save them funds, as they would no longer be required to carry insurance to indemnify the City for liability for any incident that occurs on the City's property that they are currently using for parking (although, one of the property owners said they do not think they are providing this indemnification). Third, when the boulevard project occurs, the commercial properties will have more square footage, which will result in the County having to pay them more money for their property.

From my perspective, if the alley is vacated, I can then fully maintain and improve this landscaped area so that it looks better, is constantly maintained and provides a markedly better buffer between the commercial property and residential property. Unfortunately, while a five to six feet high masonry screen wall buffer is required by ordinance, it does **NOT** currently exist (again, back in 2006, I do not know how the building owner was able to avoid building the required screen wall). Having control of this space is key to creating a more livable, better-maintained buffer that will shield my property from noise, stray light, trash, having to look at a parking lot, etc.

The only potential argument against this effort would be that one of the building owners initially installed the existing trees and shrubs. However, they improved City property at their own risk, knowing that they did not own this land. This would also be a weak argument, given the City still owns the land and could at any time require the building owner to remove all the vegetation (not that the City would ever do that).

I have spoken with the owners of the smaller building (Richard Mandal and Xinlan Jiang) and they are overwhelmingly in support of this alleyway vacation. I also spoke at length with Noel, the owner of the larger building. As of this date, she has not taken a position on this request.

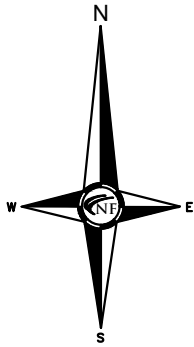
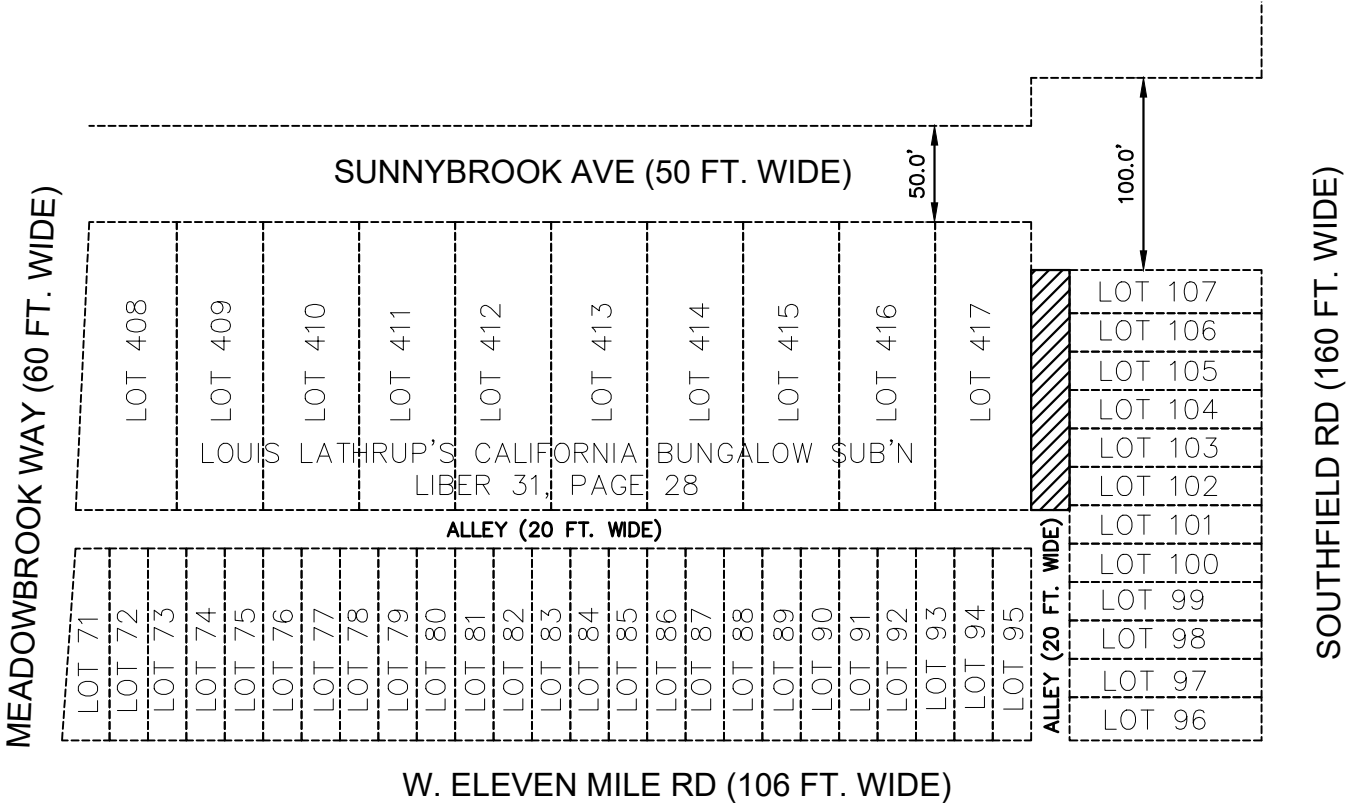
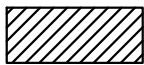


EXHIBIT A
ALLEY VACATION EXHIBIT



LEGEND

 = PROPOSED ALLEY VACATION

LEGAL DESCRIPTION - PROPOSED ALLEY VACATION

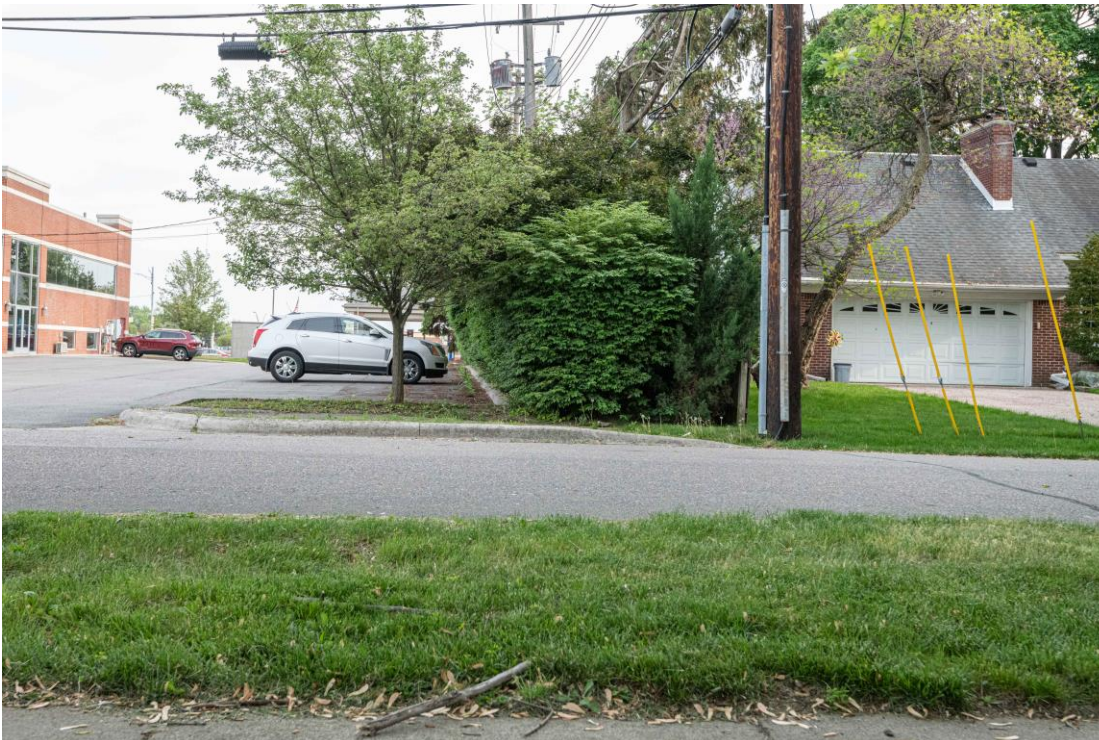
ALL OF A NORTH-SOUTH PUBLIC ALLEY, 20 FEET WIDE, BOUNDED BY SUNNYBROOK AVENUE, SOUTHFIELD ROAD, ELEVEN MILE ROAD AND MEADOWBROOK WAY LYING EAST OF LOT 417 AND LYING WEST OF THE NORTH 2.5 FEET OF LOT 101 AND ALL OF LOTS 102 THROUGH 107, ALL INCLUSIVE OF "LOUISE LATHRUP'S CALIFORNIA BUNGALOW SUBDIVISION" PART OF THE SOUTHEAST 1/4 OF SECTION 14, TOWN 1 NORTH, RANGE 10 EAST, SOUTHFIELD TOWNSHIP (NOW CITY OF LATHRUP VILLAGE), OAKLAND COUNTY, MICHIGAN, AS RECORDED IN LIBER 31 OF PLATS, ON PAGE 28, OAKLAND COUNTY RECORDS.

The image below looks northward down the public alley way . The alley extends from the chain link fence on the about where the white arrow points on the right.

Item B.

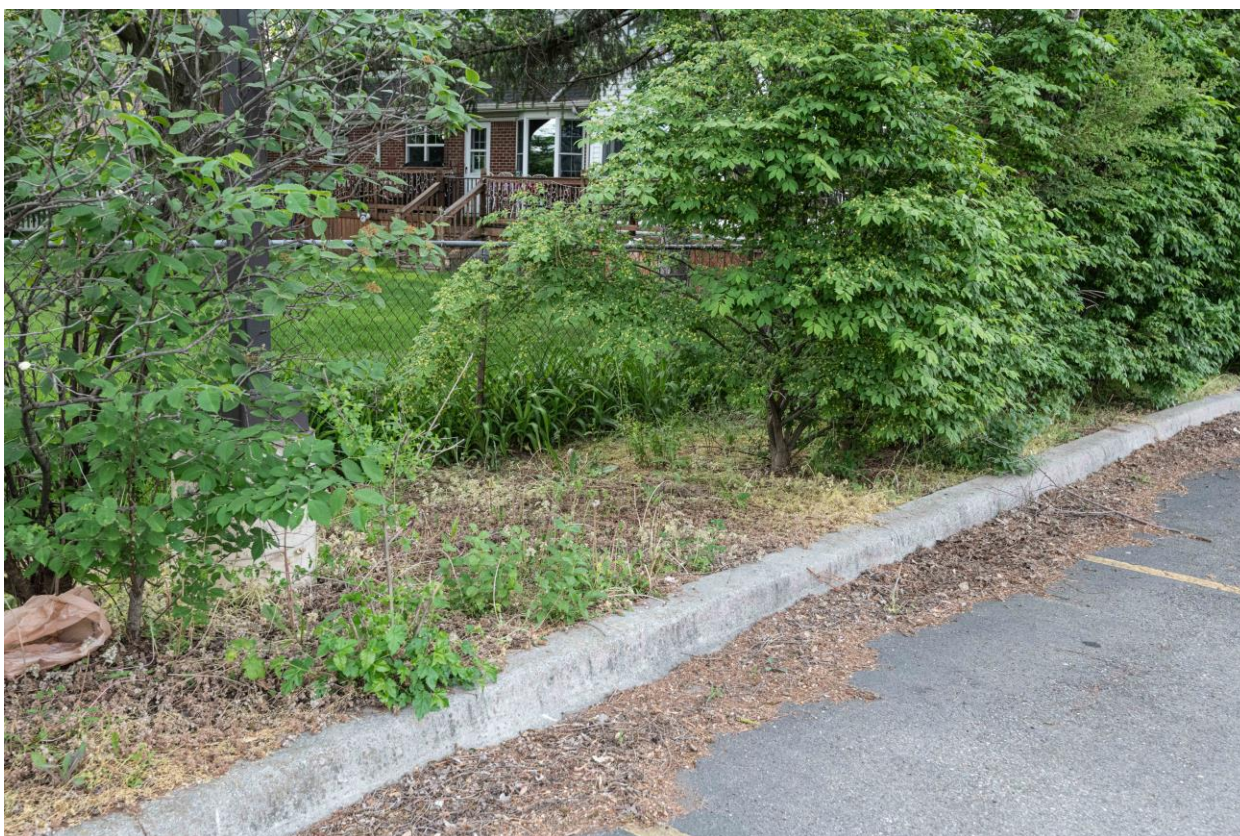


The image below looks southward down the public alleyway. One of the two commercial buildings can be seen on the left along with the residential home to the right.



The two images below illustrate the normal unmaintained condition of the landscaped section of the alley.

Item B.



The images below illustrate the trash that accumulates every week. The filled bag is an example of the amount of Item B. that I collect during each weekly trash walk that I do along the fence line on the alley side.



**CITY OF LATHRUP VILLAGE
NOTICE OF PUBLIC HEARING
FOR VACATION OF A PORTION OF
SOUTHFIELD ROAD ALLEY**

Please take notice that a public hearing will be held before the City of Lathrup Village City Council on Monday June 21, 2021 at 7:00 p.m. via Zoom (see Zoom Link bekiw) to consider to consider a partial vacation of the alley between Sunnybrook Avenue and W. Eleven Mile, west of Southfield Road, consisting of the following:

ALL OF A NORTH-SOUTH PUBLIC ALLEY, 20 FEET WIDE, BOUNDED BY SUNNYBROOK AVENUE, SOUTHFIELD ROAD, ELEVEN MILE ROAD AND MEADOWBROOK WAY LYING EAST OF LOT 417 AND LYING WEST OF THE NORTH 2.5 FEET OF LOT 101 AND ALL OF LOTS 102 THROUGH 107, ALL INCLUSIVE OF "LOUISE LATHRUP'S CALIFORNIA BUNGALOW SUBDIVISION" PART OF THE SOUTHEAST ¼ OF SECTION 14, TOWN 1 NORTH, RANGE 10 EAST, SOUTHFIELD TOWNSHIP (NOW LATHRUP VILLAGE), OAKLAND COUNTY, MICHIGAN AS RECORDED IN LIBER 31 OF PLATS, ON PAGE 28, OAKLAND COUNTY RECORDS.

A hearing on the above matter will be granted to any person interested at the time and place specified. Written comments are encouraged to be submitted in advance to the office of the City Clerk, to the attention of Yvette Talley, City Clerk, until 4:30 p.m. on the date of the hearing for inclusion in the hearing record. Following the hearing, the City Council may adopt a resolution vacating a portion of Sunnybrook Avenue as aforesaid or such other action as the City Council seems to be in the public interest.

Yvette Talley
City Clerk
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
(248) 557-2600

Online: <https://zoom.us/j/98422474091?pwd=MzlYM0tETkc1azF1MG5jR3VwdkJOQT09>

Telephone: 646 558 8656 or 301 715 8592

Webinar ID: 984 2247 4091

Passcode: 345278

Online Public Comment Form: <https://lathrup-mi.municodemeetings.com/bc-citycouncil/webform/public-comment-submission-form>



A HERITAGE OF GOOD LIVING

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City Administrator

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Item C.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: RFP Responses - Auditing Professional Services

We received 10 responses to the RFP. Hard copies were delivered.

June 7 – 11 Proposals Evaluated

June 21 Possible Interviews/Award

July 1 Contract Commences (or as negotiated)

RFP FOR PROFESSIONAL AUDITING SERVICES - BID OPENING 6/1/2021

Firm	Year 1 Bid Amount
PSLV	\$ 33,000
UHY, LLP	\$ 37,500
PLANTE MORAN	\$ 33,800
AHPA ANDREWS HOOPER PAVLICK	\$ 51,950
YEO & YEO	\$ 31,900
REHMANN	\$ 40,000
GABRIDGE & CO	\$ 24,000
LAUTERBACH & AMEN, LLP	\$ 19,000
MANER CONSTERISAN	\$ 33,400
CLARK, SHEFER, HACKETT	\$ 35,000

Lowest Bid Amount	\$ 19,000
Highest Bid Amount	\$ 51,950
Average Bid Amount	\$ 33,955

Requested Action:

Previous conversations mentioned having an Audit Committee to review and make a recommendation. Requesting direction on if Council wishes to have an Audit Committee and who will be on it



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Item D.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Proposed Charter Amendment Ballot Language

During Budget Discussion, Council mentioned seeking some Charter language amendments:

- Amend the date(s) that city taxes can be collected (on the winter tax bill or multiple payments)
- Moving the Budget Dates from:
 - o Recommended Budget:
 - Current – by 3rd Monday in April
 - Proposed – by 3rd Monday in May
 - o Budget Public Hearing and Adoption:
 - Current – 3rd Monday in May
 - Proposed – 3rd Monday in June

Charter Amendments:

- Initiated by resolution by 3/5 of the legislative body or by petition
- Published in full
- Submitted to the Governor for approval
- 100-word Statement of Purpose submitted to the Attorney General for approval
- Election notice - at least 7 days before the election
- For ballot proposal language to appear on the November 2, 2021 ballot, the proposal needs to be certified to the county and local clerks by August 10, 2021 by 4pm.
- If approved by the electors, 2 copies must be filed within 30 days of the election with the Secretary of State

Suggested Action:

**Determine if Council wishes to move forward with any of the proposed Charter Amendments.
And, if so, direct the City Attorney to draft the resolution for consideration at the June 21, 2021 Council Meeting**



Charter Amendment – HRC

Legislative Body Resolution

Home rule cities may amend their charters in accordance with procedures found in sections MCL 117.21-117.25 of the Home Rule City Act (Act 279 of 1909). The amendment process may be used to change details in the charter. It is not permissible to change the form of government by charter amendment (e.g. providing for a city-manager system in place of a mayor-council form). Examples of changes that can be made by amendment are changes to increase or decrease the number of councilmembers, changing the position of clerk or treasurer from an elected to an appointed one, setting the purchasing dollar amount limit that can be spent before the municipality is required to establish a bid process, and establishing pension plans.

Another important restriction on the amendment process is that any proposed amendment must be confined to one subject. If a subject embraces more than one related proposition, each proposition must be separately stated to afford electors the opportunity to vote for or against each proposition (MCL 117.21).

1. **Proposal.** Charter amendments may be proposed in one of two ways, either by resolution of 3/5 of the members of the city's governing body (MCL 117.21) or by initiatory petition (MCL 117.21, 117.25).

2. **Publication.** The proposed charter amendment must be published in full with existing charter provisions which would be altered or abrogated by the amendment (MCL 117.21). The manner of publication shall be as prescribed by the city governing body (MCL 117.23). The publication requirement may be met by setting forth the amendment and the existing sections altered or abrogated in:

the resolution proposing the amendment, if proceedings are published; or
the election notice; or
a separate publication.

3. **Submission to the Governor.** All proposed charter amendments must be submitted to the Governor for approval. This should be done immediately after the council resolution to submit the amendment to a vote of the electors is adopted. The amendment is approved by the Governor if it is found to be legally unobjectionable.

4. **Statement of Purpose.** The act requires that a statement of the purpose of the proposed charter amendment be prepared to consist of a true and impartial statement of the purpose in not more than 100 words, exclusive of the short title or caption, in such language as shall create no prejudice for or against such amendment. The statement is prepared for printing on the ballot. However, the act requires that the text of the statement be submitted to the Attorney General for approval as complying with the act. It is necessary that it be submitted for such approval as early as conveniently possible. (This latter requirement is not to be confused with the requirement for submission of the proposed amendment to the Governor).

The “statement of purpose” requirement is based on a similar language found in Article XVII, Section 3 of the State Constitution, providing for the submission of constitutional amendments. Legal precedents interpreting the constitutional provision assist in interpreting Section 21 of the Home Rule City Act. Frequently the “statement of purpose” is framed as a question and in this form is submitted directly to the electors. This has been held to be a valid method (Thompson v Dearborn, 348 Mich. 23)

5. Election Procedure.

(a) *Election Date.* The amendment can be submitted either at a special or regular city election or general state election to be held not earlier than 60 days after adoption of the council resolution to submit the amendment to a vote of the electors (MCL 117.21).

(b) *Election Notice.* If the proposed amendment is to be submitted at a regular or general election, notice of the proposition to be voted on will be added to the regular election notice, by including a caption or brief description of the proposal(s) along with the location where an elector can obtain the full text (MCL 168.653a). The publication of the election notice must be at least 7 days before election day, while the publication of the notice of last day of registration must be at least 7 days before the last day for receiving registrations. (See Appendix C for suggested election notice form).

(c) *Form of Ballot.* The form of ballot customarily is established by the resolution of the governing body calling for the election on the proposal to amend the charter. If the section of the charter to be amended is reasonably short, the ballot will usually set forth the section in its amended form in full. Occasionally in such cases both the section in its existing form and in its proposed amendment form will be set forth on the ballot. However, it is required only that the statement of purpose appear on the ballot (MCL 117.21), and the statement of purpose may be in the form of the question itself. If it is not, then the question can be framed with reference to the statement of purpose somewhat like this:

“Shall Section_____of the city charter be amended to provide_____, as explained above?”

In addition to the 100-word statement of purpose, a short title or caption may be used on the ballot for quick identification.

The proposed charter amendment in full shall be posted in a conspicuous place in each polling place (MCL 117.21).

6. Filing. If the amendment is approved by the electors, two printed copies must be filed within 30 days after the election with the Secretary of State and two copies with the county clerk, together with a statement certified by the city clerk of the vote for and against the amendment. Upon such filing, the amendment becomes effective unless a different date for taking effect is set forth in the amendment (MCL117.24).

7. Resubmission. A proposed charter amendment defeated in an election may not be resubmitted to the electors for a period of two years (MCL 117.21).

APPENDIX A

CHECK LIST

PROCEDURE FOR CHARTER AMENDMENT
PROPOSED BY GOVERNING BODYMCL
Reference

- | | |
|--------------|--|
| MCL 117.21 | 1. A resolution proposing the amendment and setting the date for election is adopted. Requires a 3/5 vote of the members of the governing body. |
| MCL 117.22 | 2. City clerk sends copy of the proposed amendment to the Governor for approval. |
| MCL 117.21 | 3. City clerk sends copy of the “statement of purpose” of the proposed amendment to the Attorney General. |
| MCL 117.21 | 4. City clerk publishes proposed amendment in full with charter sections altered or abrogated, as directed by governing body. (This can be fulfilled in the Resolution, the notice of last day of registration, the election notice, or a separate publication.) |
| MCL 168.498 | 5. City clerk publishes notices of last day for registration (at least 7 days before the last day for receiving registrations). The notice shall include a caption or brief description of the ballot proposal, along with the location where the full text can be obtained. |
| MCL 168.653a | 6. City clerk publishes the election notice (at least 7 days before the election). The notice shall include a caption or brief description of the proposal along with the location where the full text can be obtained. |
| MCL 117.21 | 7. Election day (at least 60 days after adoption of resolution). |
| MCL 117.24 | 8. City clerk will file 2 copies of the approved amendment with the Secretary of State and 2 copies with the county clerk (within 30 days after election day). |

APPENDIX B
SUGGESTED RESOLUTION FORM

BE IT RESOLVED, by the city council of the city of _____, Michigan as follows:

1. By a 3/5 vote of its members-elect, pursuant to the authority granted by Public Act 279 of 1909, as amended, proposes [that section _____ of the charter of the city of _____ shall be amended to read as follows:] or [that a new section _____ be added to the charter of the city of _____, to read as follows:]

[Insert the section in the proposed form.]

Provisions of existing section _____ of the charter of the city of _____ to be altered or abrogated by such proposal, if adopted, now read as follows:

[Insert the section altered or abrogated in full.]

2. The purpose of the proposed amendment shall be designated on the ballot as follows:

[Insert in not more than 100 words the purpose of the amendment.]

3. The city clerk shall transmit a copy of the proposed amendment to the Governor of the State of Michigan for approval, and transmit a copy of the foregoing statement of purpose of such proposed amendment to the Attorney General of the State of Michigan for approval, as required by law.

4. The proposed charter amendment shall be submitted to the qualified electors of this city at a special election to be held in _____ on _____, and the city clerk is directed to give notice of the election and notice of registration in the manner prescribed by law.

5. The proposed amendment shall be submitted to the electors in the following format:
PROPOSED AMENDMENT TO SECTION _____ of the CHARTER OF THE CITY OF _____ TO _____.

[Insert brief title (caption) of amendment.]

A city charter amendment proposed by the city council to amend section _____ of the charter by _____

[Insert statement of purpose as set forth in paragraph 2, above]

Shall section _____ of the charter of the city of _____ be amended to _____

[Here insert the brief title, as above, or, if the amendment is short and not too complex, it may be desirable to insert the proposed amended section in full.]

[YES] [NO]

6. The proposed amendment shall be published in full together with the existing charter provision altered or abrogated by the amendment [as part of the notice of election.] or [once in _____ newspaper not less than _____ days prior to the election.] (Note: This section may be omitted altogether if the resolution will be printed in full as part of the minutes of the meeting at which adopted.)

7. The canvass and determination of the votes of said question shall be made in accordance with the laws of the State of Michigan and the charter of the city of _____.

APPENDIX C

SUGGESTED FORM FOR ELECTION NOTICE

ELECTION NOTICE

To the qualified electors of the city of _____,

Notice is hereby given that a _____ election
(indicate whether regular, special, or primary)

will be held in _____, on _____ (date),
from 7 a.m. to 8 p.m. for the purpose of voting on the following proposals:
(list all proposals to be submitted to voters)

Proposal No. 1

[Insert caption of proposal, if any, as it will appear on ballot.]

[Insert statement of purpose as submitted to and approved by Attorney General] so as to read as follows:

[Insert section of charter in its proposed amended form.]*

Provisions of existing charter to be altered by such proposal, if adopted, now reads as follows:

[Insert the section or sections abrogated or altered in full.]*

List of polling place locations _____

(clerk)

* If proposed charter amendment together with existing charter provisions which would be altered or abrogated have been published in full with the published proceedings of the meeting at which the resolution was adopted or in a separate publication, these portions of the election notice may be omitted.



STATE OF MICHIGAN
JOCELYN BENSON, SECRETARY OF STATE
DEPARTMENT OF STATE
LANSING

NOVEMBER 2, 2021 ELECTION

CALENDAR OF DATES

By 4:00 p.m. July 20	Partisan and nonpartisan candidates file nominating petitions and Affidavits of Identity. (168.644e) Withdrawal deadline elapses at 4:00 p.m. on July 23.
By 4:00 p.m. July 20	Minor parties that wish to participate in partisan general elections nominate candidates. Parties must notify clerk of nominated candidates within one business day after caucus (Party must have state recognized ballot status.) (168.644e)
By July 26	Local clerk forwards names and addresses of partisan and nonpartisan candidates to county clerk. (168.321)
By 5:00 p.m. July 27	Petitions to place proposals on ballot filed with county and local clerks. (168.646a)
By 5:00 p.m. July 30	Last day a recall petition can be filed for November election. (Local offices only face recall in May & November.) (168.963)
By 5:00 p.m. August 4	Candidates without political party affiliation who seek a partisan office file qualifying petitions and Affidavits of Identity. (168.590c) Withdrawal deadline elapses at 4:00 p.m. on August 9.
By 4:00 p.m. August 10	Ballot wording of proposals qualified to appear on ballot certified to county and local clerks. (168.646a)
By August 12	Local clerk forwards names and addresses of candidates without political party affiliation who seek a partisan office to county clerk. (168.321)
By September 18	Clerks shall electronically transmit or mail (as requested) an absent voter ballot to each absent UOCAVA (uniformed services or overseas) voter who applied for an absent voter ballot 45 days or more before the election (MOVE deadline.) (168.759a)
By September 18	Absent voter ballots must be available for issuance to voters. (168.714)

September 23 through October 12	Precinct inspectors appointed by local election commission for election. (168.674)	<i>Item D.</i>
By October 4	Notice of voter registration for general election published. One notice required. (168.498)	
By October 4	Clerk shall post and enter into QVF the hours the clerk's office will be open on the Saturday or Sunday or both immediately before the election to issue and receive absent voter ballots. (168.761b)	
By October 4	Clerk shall post and enter into QVF any additional locations and hours the clerk will be available to issue and receive absent voter ballots, if applicable. (168.761b)	
October 18	Last day to register in any manner other than in-person with the local clerk for the November election. (168.497)	
October 19 through November 2	In-person registration with the local clerk with proof of residency. (168.497)	
By 4:00 p.m. October 22	Write-in candidates file Declaration of Intent forms for election. (168.737a)	
By October 26	Notice of election published. One notice required. (168.653a)	
By October 28	Public accuracy test must be conducted by local election commission. (R 168.778) Notice of test must be published at least 48 hours before test. (168.798)	
Up to 5:00 p.m. October 29	Electors may obtain an absent voter ballot via First Class mail. (168.759)	
Up to 5:00 p.m. October 29	Electors may submit a written request to spoil their absent voter ballot receive a new ballot by mail. (168.765b)	
Up to 10:00 a.m. November 1	Electors who have returned their absent voter ballot may submit a written request in person to spoil their absent voter ballot and receive new ballot in the clerk's office. (168.765b)	
Up to 4:00 p.m. November 1	Electors may obtain an absent voter ballot in person in the clerk's office. (168.761)	
Up to 4:00 p.m. November 1	Electors who have lost their absent voter ballot or not yet received their ballot in the mail may submit a written request in person to spoil their absent voter ballot and receive a new ballot in the clerk's office. (168.765b)	
Up to 4:00 p.m. November 2	Emergency absentee voting for general election. (168.759b)	

Up to 8:00 p.m. November 2	Election Day registrants may obtain and vote an absent voter ballot in person in the local clerk's office with proof of residency or vote in person in the proper precinct. (168.761)	Item D.
November 2	ELECTION	
Before 11:00 a.m. November 3	Local clerk delivers results of general election to county clerk. (168.809)	
By 9:00 a.m. November 4	Boards of County Canvassers meet to canvass election. (168.821)	



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

Item E.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Council Meeting Venue

With the onset of the COVID-19 pandemic in the 1st quarter of 2020 and in accordance with Executive Orders that were issued by the State of Michigan that allowed public bodies to hold electronic remote meetings, the City Council, Planning Commission, and DDA meetings have been held remotely since March 2020.

MDHSS issued rules effective June 1, 2021, relative to indoor non-residential gatherings:

Beginning on June 1, 2021, the overall capacity limit of an indoor establishment - including staff, patrons, and all other persons - will be limited to 25 people or 50% of the limits established by the fire marshal, whichever is greater. If the establishment does not have such a capacity limit, then the total occupancy is limited to 30 people per 1,000 square feet.

Individuals who are not fully vaccinated must continue to wear a face mask at all times when indoors except when eating or drinking. Although fully vaccinated individuals are not required to wear a face mask, an establishment may adopt and enforce its own policy requiring all patrons and employees to wear a face mask.

The responses to local communities regarding how their public meetings will be held vary greatly - some communities are starting to hold in-person meetings and others have chosen to remain remote until September.

I have been working with Jim (LVTV) to identify and put in place the needed equipment for live streaming from the Community Room and for any of the meetings to have the ability to be shown simultaneously in the Conference Room and the Meeting Place. This would allow for those attending the meetings to be spread out over a larger area.

ACTION:

Guidance is needed from Council on:

- When they prefer to resume in-person meetings
- If the in-person meetings would be in Council Chambers or a different location



A HERITAGE OF GOOD LIVING

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Item F.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: American Rescue Plan (ARP)

The Federal Government is releasing \$350 billion to states and local governments. The City of Lathrup Village is expecting to receive \$403,939. It is our understanding that the funds will first go the State of Michigan, which will then issue 2 separate installments – May/June 2021 and May/June 2022. The funds must be used by December 31, 2024.

The guidelines have begun to be rolled out.

A number of suggestions have already been submitted. Direction from Council is needed what is their preferred process to identify and prioritize the use of the funds.

American Rescue Plan (ARP) – Possible Uses – Lathrup Village

City of Lathrup Village

- Touchless water coolers with water bottle refills
- To supplement budget shortfalls due to revenue loss
- Towards infrastructure projects (water, sewer, and broadband)
 - o Wifi for Municipal Park and Goldengate park
 - o Storm Sewer System - video
- Bullet proof glass at both front counters
- ADA accessible front counters
- ADA accessible restrooms
- Employee Assistance Program (EAP) Mental Health
- Building Air Sanitizer
- Hazard Pay for qualified employees
- Backup generator for city administration side of building
- Police / lower level re-design
- Digital sign in front of city hall
- Flooring – throughout building

DDA

- \$50,000 - The Lathrup Village DDA is intending to submit a request for up to \$50,000 for the Lovin' Lathrup Village Business Relief Mini-Grant Program to provide COVID-19 to Lathrup Village Small Businesses *specifically prioritizing* home-based businesses. Prior rounds of the Lovin' Lathrup Village Business Relief Mini-Grant Program required business to be located within the Downtown District.
- To supplement budget shortfalls due to revenue loss
- Towards infrastructure projects (water, sewer, and broadband)

Other Organizations

- Lathrup Village Historical Society - Archives

AMERICAN RESCUE PLAN CSLFRF Guidance



Government Finance Officers Association

1

American Rescue Plan Act of 2021

- **\$1.9 Trillion TOTAL**
- **\$350B to states and local governments**
- **The state portion of the funding is \$195 billion:**

- \$1.25 billion minimum will be distributed equally among the 50 States and the District of Columbia.
- Remaining amount will be distributed according to a formula that takes into account each state's share of unemployed individuals.



5

Emily Brock
Director

Michael Delamater
Senior Policy Advisor

Michael Thomas
Federal Policy Associate

Mahreen Hameed
Federal Policy Associate

GFOA is YOUR Advocate in Washington DC

2

American Rescue Plan Act of 2021

- **The local portion of the funding is \$130 billion**
 - Equally divided between cities and counties.
 - For cities, \$45.5 billion of the \$65 billion will be allocated to metro cities (pop. over 50,000) utilizing a modified formula.
 - and the remaining amount for smaller jurisdictions (pop. under 50,000) will be allocated according to pop. share but will not exceed 75 percent of their most recent budget.
 - For counties, the \$65 billion will be allocated based on the county share of population. Counties that are CDBG recipients would receive the larger share between the population based on CDBG formula.
- Payments to local governments will be made in two tranches - first half 60 days after enactment, second half one year later.



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6/2/2021

6/2/2021

The American Rescue Plan Act of 2021

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American Rescue Plan Act of 2021

- **Eligible uses include (section 602 and 603)**
 - "(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
 - "(B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the State, territory, or Tribal / local government that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
 - "(C) for the provision of government services to the extent of the reduction in revenue of such State, territory, or Tribal / local government due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the State, territory, or Tribal government prior to the emergency; or
 - "(D) to make necessary investments in water, sewer, or broadband infrastructure.

7

American Rescue Plan Act of 2021

- American Rescue Plan Act
 - Subtitle M
 - Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)
 - Section 602: Coronavirus State Fiscal Recovery Fund
 - Section 603: Local Fiscal Recovery Fund

Subtitle M—Coronavirus State And Local Fiscal Recovery Funds

SEC. 602. CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS.

(A) In general.—Title 12 of the United States Code (32 U.S.C. 1201 et seq.) is amended by adding at the end the following:

"SEC. 602. CORONAVIRUS STATE FISCAL RECOVERY FUNDS.

(a) Amounts received.—In addition to amounts otherwise available, there is appropriated for fiscal year 2021, out of any money in the Treasury not otherwise appropriated—

"(1) \$12,800,000,000, to remain available through December 31, 2024, for making payments under this section to States, territories, or Tribal governments to support the local offices emerging from the public health emergency with respect to the Coronavirus Disease (COVID-19); and

"(2) \$50,000,000, to remain available and expended, for the costs of the Secretary for administration of the funds established under this title.

(b) Authority To Make Payments.—

"(1) PAYMENTS TO TERRITORIES.—

"(A) IN GENERAL.—The Secretary shall ensure \$5,000,000,000 of the amount appropriated under subsection (a)(1) to make payments to the territories.

"(B) ALLOCATION.—Of the amount received under subparagraph (A)—

"(i) 50 percent of such amount shall be allocated by the Secretary equally to each territory; and

"(ii) 50 percent of such amount shall be allocated by the Secretary as an additional amount to each territory as an amount due from the same proportion as 1/2 of the total amount received under subparagraph (A) to the population of the territory from the 1990 census.

4

GUIDANCE UPDATE

8

Guidance and Next Steps

- Law enacted **March 10**
- Preview of Interim Final Rule (IFR) dropped on **May 10**
- “[Interim Final Rule](#)” because of expedited rulemaking
 - Feedback is solicited, **due 60 days from May 17**
 - Questions sprinkled throughout, 130+ pages
 - GFOA will comment!
- US Treasury: [FAQs](#)
- US Treasury: [Fact Sheet](#)

9



Guidance Central Statements

13

Non-Entitlement Units (NEUs)

- Funds flow through the State – final values to be calculated by the State
- Distributed 30 days after State certification
 - 75% of their most recent budget (IFR p. 97)
- Relationship between States and NEU
 - No additional restrictions on the funds from the states
 - NEU are **Prime Recipients** NOT subrecipients of the states
- NEUs that decline their allocation are then redistributed to NEUs up to 75% qualifier

10

Eligible Expenditures: Central Statements

- Unless otherwise noted, covered period is March 3, 2021-December 31, 2024 (IFR p. 88)
 - Costs can be incurred by December 31, 2024 but must be expended by December 31, 2026 (IFR p. 88)
 - (c) *Return of funds. A recipient must return any funds not obligated by December 31, 2024, and any funds not expended to cover such obligations by December 31, 2026 (IFR p. 122)*
- Cannot spend funds on pension deposits (IFR p. 71)
- States and territories cannot spend the funds to reduce taxes or delay a tax increase (IFR p. 69)
 - In this sub-section, “recipient governments” refers only to States and territories. In other sections, “recipient governments” refers more broadly to eligible governments receiving funding from the Fiscal Recovery Funds (IFR p. 72)
- May not be used as non-Federal Match for other Federal Programs (IFR p. 86)

14

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7

6/2/2021

6/2/2021



Process and Certifications

11



Eligible Expenditures

15

Process and Certifications

- Certification for Metro and Counties:
 - Where/how to certify and who needs to certify
 - Funds can be invested and interest earnings are not ARPA restricted (FAQ 10.3)
 - Is ID.me the only choice?
- Process:
 - No set timeline for jurisdictions to complete certification
 - Second tranche released 1 year after first

12

Eligible Expenditures: Four Main Categories

- A. COVID-19 or a negative economic impact
- B. Premium pay for eligible workers
- C. For government services to the extent of the loss of revenue
- D. Investments in water, sewer and broadband infrastructure

16

6



A. COVID-19 or a Negative Economic Impact

17

Premium Pay (IFR p. 40)

- Can be used **retroactively** (IFR p. 45)
- Employees of the jurisdiction designated by executive as essential (IFR p. 43)
- Can be provided directly, or through grants to private employers to public health/safety staff and essential workers outside the public sector:
- Workers at food production facilities, grocery stores, and restaurants, janitors/sanitation workers, truck drivers, and warehouse workers etc.
 - Contact workers performing essential work also eligible.
 - E.g. If a municipality contracts with a third party to perform sanitation work, the third-party contractor could be eligible to receive a grant to provide premium pay for these eligible workers.

21

COVID-19 Eligible Expenditures

Eligible Uses	Details (IFR p. 11-21)
Containing/Mitigating Covid-19 (IFR p. 16)	- Vaccine programs, PPE, medical expenses - Enhancing public health data systems - Capital investments in public facilities to meet pandemic operational needs etc.
Behavioral Healthcare Needs (IFR p. 17)	- Mental health/substance abuse treatment - Crisis intervention/hotlines - Services to promote access to social services
Payroll/Benefits for: Public health/safety Human services Similar employees (IFR p. 18)	- Eligible to the extent that the work completed was for COVID-19 response/mitigation. - For administrative convenience, public health/safety workers residents can use funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response. - Payroll and covered benefits can also be used for an employee's pension benefits as part of their payroll contribution to their pensions (FAQ 43).

18



C. For Government Services to the Extent of the Loss of Revenue

22

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6/2/2021

6/2/2021

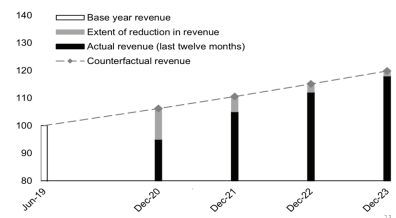
Negative Economic Impact

Eligible Uses	Details (p. 21-38)
Impacted Industries (Tourism/Travel/Hospitality etc.) (IFR p. 32)	- Implement COVID-19 mitigation/prevention measures to enable safe resumption of tourism, travel, and hospitality services - E.g. improvements to ventilation, physical barriers or partitions, signage to facilitate social distancing, provision of masks or personal protective equipment, or consultation with infection prevention professionals to develop safe reopening plans
Rebuilding Public Sector Capacity to Pre-Pandemic Levels (IFR p. 32)	- Payroll Benefits - Rehiring public sector staff - Replenishing UI trust funds
Small Business support (IFR p. 30)	Loans, grants, in-kind assistance for operation continuity, mitigation/prevention, and counseling programs to rebound from the downturn
Hardest-hit Communities (IFR p. 34)	- Investing in socioeconomic disparities, housing/communities - Addressing disparities in education

19

Types of Data Needed (IFR p. 53)

The overall methodology for calculating the reduction in revenue is illustrated in the figure below:



23



B. Premium Pay for Eligible Workers

20

Revenue Calculation

- What is OUT of the revenue calculation:
 - Federal transfers (even those flowing through the State) (IFR p. 50)
 - Intergovernmental transfers from your entity to your entity ([Census p. 45](#))
 - Revenues from utilities (water supply, electric power, gas supply, and public mass transit systems) [Census p. 65](#)
 - Refunds and other correcting transactions (IFR p. 49)
 - Proceeds from the issuance of debt (IFR p. 49)
 - Liquor store revenues [Census p. 62](#)
- What is IN?
 - Everything not listed above
 - taxes, fees and other revenues to support public services
 - Including Fees generated by the underlying economy
 - Component units and enterprise funds
 - civic center, zoo, parking, ports, sports stadiums etc. etc. etc.

24

GFOA Revenue calculator


GFOA Revenue Loss Calculator

Background Information

1) Fiscal Year-End

Notes:
Please use for base year calculation

2) Calculation Date

3) Number of Months

Months between Base Year and Calculation Date

Estimate Revenue

1) Base Year Revenue

2) Growth Rate

3) Counterfactual Revenue

4) Actual Revenue

Reduction in Revenue

Revenue Reduction

Revenue Reduction %

D. Investments in Water, Sewer and Broadband Infrastructure

Base Year Calculation

- Base year calculation includes:
 - Taxes
 - Intergovernmental revenue
 - Other revenues
- Growth rate:
 - Compares years 2016-2019 in eligible revenue categories
- Actual revenues calculated on December 31 each year

Annual Year-End Worksheet		Final Year Ending	12/31/2019	EF
Personal Income		Amount of the individual's net income to be reported on the individual's return		
Taxes				
1	Property Tax	Y	\$	
2	State and Local Income Tax	Y	\$	
3	Gift and Sales Tax	Y	\$	
4	Alcohol Beverage	Y	\$	
5	Amusement Tax	Y	\$	
6	Motor Vehicle License	Y	\$	
7	Personal Sales Tax	Y	\$	
8	Tuition Tuition Tax	Y	\$	
9	Transfer Tax	Y	\$	
10	Other Taxes	Y	\$	
Interest and Foreign Taxes				
11	Advance Interest on Loans and Foreign	Y	\$	
12	Building and Construction on Property	Y	\$	
13	Amusement and Entertainment	Y	\$	
14	Motor Vehicle License and Foreign	Y	\$	
15	Public Utility on Loans and Foreign	Y	\$	
16	Other Interest on Loans and Foreign	Y	\$	
17	Other Interest on Loans and Foreign	Y	\$	
18	Other Interest on Loans and Foreign	Y	\$	
19	Individual Income Tax	Y	\$	
20	Corporate Income Tax	Y	\$	
Interest and Foreign Tax				
21	Advance Interest on Loans and Foreign	Y	\$	
22	Building and Construction on Property	Y	\$	
23	Amusement and Entertainment	Y	\$	
24	Motor Vehicle License and Foreign	Y	\$	
25	Public Utility on Loans and Foreign	Y	\$	
26	Other Interest on Loans and Foreign	Y	\$	
27	Other Interest on Loans and Foreign	Y	\$	
28	Other Interest on Loans and Foreign	Y	\$	
29	Individual Income Tax	Y	\$	
30	Corporate Income Tax	Y	\$	
Other Taxes				
31	Death and Estate Tax	Y	\$	
32	Documentary and Stock Transfer Tax	Y	\$	
33	Transfer Tax	Y	\$	

Water/Sewer Infrastructure (IFR p. 56)

- **Necessary investments** are designed to provide an adequate minimum level of service and are unlikely to be made using private sources of funds (IFR p. 55).
- Uses aligned with Environmental Protection Agency's **Clean Water Revolving Fund and Drinking Water State Revolving Fund** to expedite project identification (IFR p. 55).
 - Building/upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.
 - Investments in wastewater infrastructure projects
 - E.g. constructing publicly-owned treatment infrastructure, managing and treating stormwater or a subsurface drainage water, facilitating water treatment and securing publicly-owned treatment works
- **Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.**

Process for Revenue Replacement

- Look at the past 2019 base year revenue (IFR p. 52)
 - Recipients average annual growth of the past three fiscal years
 - Apply 4.1% growth rate or greater to annual revenues collected
- Multiplier applies to the revenue collected in each calendar year
 - Checkpoint each December 31 for actual revenues
 - Not the fiscal year!
- Compare projected growth revenue to actuals collected
 - If actual exceeds projected, collection is zero for that year

Broadband Infrastructure
(IFR p. 61)

- Build broadband infrastructure with modern technologies in mind, specifically projects that deliver services offering:
 - reliable 100 Mbps download and 100 Mbps upload speeds, unless impracticable due to topography, geography, or financial cost.
- Assisting households to support internet access or digital literacy is an eligible use.

Government Services

- What can I spend it on?
 - “Government services” (IFR p. 53)
 - directly provide services or aid to citizens
 - Maintenance pay go of building
 - Can use it on a capital project together with bond financed portion
 - You can start a project and you finish it with future revenues / bonds
 - Cybersecurity, Healthcare service, School or education services, Police, fire or public safety
 - NOT ALLOWED: (IFR p. 54)
 - NOT ON principal or interest of debt service (or settlement agreement)
 - NOT ON reserves or rainy day funds

Audit and Reporting Requirements

Audit/Reporting

- Audit/Reconciliation:
 - Single Audit Act applicability and definitions (IFR p. 86)
 - Yellowbook Guidance and instruction (if any) from the [GAO](#)
 - Audit periods and reporting instructions (IFR pp. 98-100)
 - Audit relationships between direct recipients and nonprofits, etc. (IFR p. 94)

- ARPA CFDA: [21.027](#)

33

GFOA ARPA Guiding Principles

- ARPA Scanning and Partnering Efforts
 - Local jurisdictions should be cognizant of state-level ARPA efforts, especially regarding infrastructure, potential enhancements of state funding resources, and existing or new state law requirements.
 - Consider regional initiatives, including partnering with other ARPA recipients. It is possible there are many beneficiaries of ARPA funding within your community, such as schools, transportation agencies and local economic development authorities. Be sure to understand what they are planning and augment their efforts or create cooperative spending plans to enhance the structural financial condition of your community.

37

Audit/Reporting

Report Type	Due Date	Who Submits
Interim Report – recipient's expenditures by category at summary level from date of award to July 31, 2021, additionally states and territories to provide info on distribution to NEUS	Aug 31, 2021	States, territories, metro cities, counties, Tribal governments
Quarterly Report – financial data, information on contracts and subawards over \$50,000, types of projects funded, and other information regarding a recipient's utilization of award funds; first quarterly report will cover the two quarters from date of award to Sept. 30, 2021; subsequent reports will only cover one calendar quarter	First quarterly report due Oct. 31, 2021 Subsequent quarterly reports due within 30 days after calendar quarter end	States, territories, metro cities, counties, Tribal governments
Annual Project and Expenditure Reports – First annual report will cover activity from the date of award to Sept. 30, 2021	First annual report due Oct. 31, 2021 Subsequent reports due Oct. 31 each year	NEUS
Annual Recovery Plan Performance Report – First report will cover period from the date of award to July 31, 2021; subsequent reports will cover 12-mo period with the second report covering from July 1, 2021 – June 30, 2022	First performance report due Aug. 31, 2021 Subsequent reports due within 30 days after the end of 12-mo. period, e.g. by July 31, 2022	States, territories, metro cities, and counties with population over 250,000

34

GFOA ARPA Guiding Principles

- Take Time and Careful Consideration
 - Use other dedicated grants and programs first whenever possible and save ARPA funds for priorities not eligible for other federal and state assistance programs.
 - Whenever possible, expenditures related to the ARPA funding should be spread over the qualifying period (through December 31, 2024) to enhance budgetary and financial stability.
 - Adequate time should be taken to carefully consider all alternatives for the prudent use of ARPA funding prior to committing the resources to ensure the best use of the temporary funding.

38

17

19

6/2/2021

6/2/2021



GFOA Guiding Principles

35

Links

- [US Treasury State and Local Fiscal Relief Fund](#)
- [The Interim Final Rule \(IFR\)](#)
- [FAQs](#)
- [Fact Sheet](#)
- [GFOA Guiding Principles](#)
- [GFOA Analysis of Guidance](#)
- [GFOA American Rescue Plan Analysis](#)

39

GFOA ARPA Guiding Principles

- Temporary Nature of ARPA Funds
 - Care should be taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment.
 - Use of ARPA funds to cover operating deficits caused by COVID-19 should be considered temporary and additional budget restraint may be necessary to achieve/maintain structural balance in future budgets.
 - Investment in critical infrastructure is particularly well suited use of ARPA funds because it is a non-recurring expenditure that can be targeted to strategically important long-term assets that provide benefits over many years. However, care should be taken to assess any on-going operating costs that may be associated with the project.

36

Thank you!

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Applicable Guidance

GASB Technical Bulletin 2020-1:

- Concludes CRF funds are subject to eligibility requirements under GASB 33
- Funds received should be recognized as a liability until applicable eligibility requirements met

Question 4.28 in the draft GASB Implementation Guide update for 2021 addresses revenue recognition more broadly for grants:

- Indicates that the incurrence of allowable costs that requires the existence of a contractual agreement isn't sufficient to fulfill recognition criteria in the absence of an executed agreement.

5

PRESENTERS

Accounting for ARPA Funding
Marie Stiegel, Plante Moran PLLC

Legal Open Questions, Blind Spots, Opportunities
Jeff Aronoff, Miller Canfield

Maximizing ARPA and Planning for a Post-Pandemic Future
Michael Nadol, PFM Consulting Group LLC

2

ARPA Revenue Recognition

A governmental entity receiving ARPA funds should recognize funds received in advance as a liability (**unearned revenue**) until they have incurred eligible expenditures

Revenue/receivables also cannot be recognized until an award is officially executed

6

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6/2/2021

6/2/2021

Accounting for ARPA Funding

Marie Stiegel, Plante Moran

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Chart of Accounts

State of MI has indicated local units should use account 528 – Other Federal Grants – for recording revenue associated with ARPA funds

There are no requirements by either Treasury or the State of MI related to the fund in which the resources should be recorded

- Tracking of resources received, eligible expenditures incurred, and unspent funds is necessary

Ensure GAAP requirements are met

7

ARPA Revenue Recognition

Key Question:

- Are these funds subject to any eligibility requirements under GASB 33?

In short – Yes:

- ARPA stipulates certain conditions that are required to be met, such as the incurrence of eligible expenditures
- Those conditions represent eligibility requirements under GASB 33 (reimbursement)

4

Journal Entries

Scenario:

- ARPA grant award officially executed
- ARPA grant funds received
- Eligible expenditures/uses has occurred

DR: Cash
CR: Other Federal Grant Revenue (use account 528)

8

2

Journal Entries

Scenario:

- ARPA grant award officially executed
- ARPA grant funds received
- Eligible expenditures/uses has NOT occurred

DR: Cash

CR: Unearned Revenue (liability)



9

Open Questions

The federal rulemaking procedure- What is the "Interim Final Rule"?

- Originates in the statute
- Statutory concepts not subject to change
 - Total funding amounts
 - Categories of allowable expenditures
 - Types of prohibited expenditures
- Notice and comment requirements curtailed
- Not 'final-final', but close



13

Journal Entries

Scenario:

- ARPA grant award officially executed
- ARPA grant funds NOT received, but available^[1]
- Eligible expenditures/uses has occurred

DR: Due from State/Feds

CR: Other Federal Grant Revenue

^[1] Within the period of availability for governmental funds



10

Open Questions

So what could change?

- If significant public comment, non-statutory items could change
 - Certain dates
 - Certain definitions
- Final rule "implements," but Treasury could continue to release "interpretation" and "guidance"

The takeaway

- Plan with greater reliance on Interim Final Rule than if merely a "proposed rule"



14

5

7

6/2/2021

6/2/2021

Journal Entries

Scenario:

- ARPA grant award officially executed
- ARPA grant funds NOT received and NOT available^[1]
- Eligible expenditures/uses has occurred

DR: Due from State/Feds

CR: Deferred inflows – unavailable revenue^[2]

^[1] Within the period of availability for governmental funds

^[2] Other Federal Grant Revenue would be recorded on the government-wide statements



11

Blind Spots

Federal law compliance

- Davis-Bacon Prevailing Wage
- Uniform Grant Guidance Rules
- Other federal statutes, regulations, executive orders related to procurement, construction, etc.

State law compliance

- Investment of public funds
- State constitutional issues
 - Must remain aware, but federal grant funds generally not as constrained as local revenues



15



Legal Open Questions, Blind Spots, Opportunities

Jeff Aronoff, Miller Canfield

12

Opportunities

Infrastructure/capital by another name

- "Necessary Investments in Infrastructure" limited to clean water/drinking water and broadband
- But other categories provide opportunities for creative infrastructure/capital investment
 - "Responding to public health emergency or its negative impacts"- COVID vaccination sites, equipment, facilities costs, information technology, public hospital, clinics and other care facilities



16

Opportunities

Infrastructure/capital by another name (cont'd)

- Opportunities for creative infrastructure/capital investment (cont'd)
- **"COVID-19 response and prevention"**- COVID vaccination sites, equipment, facilities costs, information technology; public hospital, clinics and other care and support facilities
- **"Small businesses"; "Nonprofits"** - In-kind assistance (potentially capital projects)
- **"Aid to Impacted Industries"**- Aid to tourism, hospitality, other impacted industries (potentially capital projects)



17

Multi-Year Recovery and Investment Plan

Evaluate Needs and Resources

Update baseline forecast within ARP Act funds (needed for similar efforts)
Determine primary ARP Act allocation
Determine targeted ARP Act funds available
Quantify urgent health and relief needs
Assess critical needs beyond the General Fund (e.g., water/sewer, schools, transit, airport, hospital services)
Assess longer-term needs: economic, equity, capital, financial

Develop Goals and Options

Level of response for immediate needs
Service restoration
Investments to improve vital budget position
Bring over-reliance on state bond issues
Long-term economic growth investments
Equity commitments
Strategic capital investments

Adopt Strategies and Execute

Prioritize among alternatives
Align financing across the multi-year period (include off-budget sales)
Establish metrics and monitoring (engage stakeholders: residents, community groups, business and civic groups, other regional governments, etc.)
Communicate a multi-year plan
Continue to explore long-term economic and equity strategies
Reevaluate and revise



21

Opportunities

Infrastructure/capital by another name (cont'd)

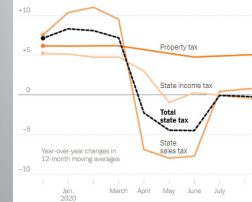
- Opportunities for creative infrastructure/capital investment (cont'd)
- **"Disproportionately impacted populations and communities"**- In Qualified Census Tracts, remediation of lead hazards (LSLs), affordable housing development
- **"Providing government services"**- A catch-all, as virtually anything government provides—including infrastructure—may qualify. **Limited to revenue loss amount.**



18

Revenue Story Nationally

State and local tax revenue in 2020



- December 2020 total state tax revenue nearly back to the December 2019 level
- Sales tax showed the biggest drop but is now growing
- Income tax took less of a hit but is still negative
- Property tax revenue continued to grow but is more of a lagging indicator

Note: Figures do not include federal transfers

Source: New York Times, "You Did Not Bring Financial Hardt That Many States 'Reared,'" March 1, 2021; graphics based on data from the Tax Policy Center, Brookings Institution

22

9

11

6/2/2021

6/2/2021



Maximizing ARPA and Planning for a Post-Pandemic Future

Michael Nadol, PFM Group Consulting LLC

19

COVID Recession Accelerates Change

- **Prior to the recession, the U.S. economy was undergoing major structural changes**
 - Most obvious was the shift to e-commerce sales
 - Globalization of supply chains and artificial intelligence (AI) combined to spur global trade and lower consumer prices and inflation – with little (if any) real wage growth for middle- and lower-income workers in the U.S. (and most other developed countries)
- **COVID-19 recession dramatically accelerated these structural changes**
 - E-commerce flourished and home delivery services expanded dramatically
- **Out of necessity, businesses and their employees learned that work-from-home ("WFH") works!**
 - Previously, businesses were reluctant to allow expanded WFH due to feared losses in productivity
 - Instead, productivity remained the same – or often improved – and employees appreciated the flexibility
- **A hybrid WFH model seems to be the "new normal"**
 - A recent PWC survey found that more than 80% of firms plan to continue WFH and shift to a hybrid staffing pattern
 - Rotating groups will come to work each day
 - In this model, most employees in certain sectors will WFH 2-4 days per week

23

ARPA: Good Problems to Have

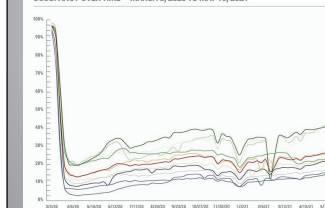
Opportunity	Challenge
Significant near-term payments to provide immediate relief	Pressure to spend too much too soon
Funding through December 2024 (4-5 fiscal years)	Tension between urgent and long-term needs; risk of dependence on funding that will eventually end
Funding for multiple purposes through different programs, some flexible, some provided directly to businesses and the public	Complex decision-making required about what to invest where and how to maximize use of varying funding streams
Resources provided for business recovery and economic investment	Local economies may be shifting due to work-from-home flexibility and other post-pandemic change
Federal goals and some new programs with a strong emphasis on equity	Need to build consensus and create clarity around local equity goals and metrics
Dedicated support provided for cities, counties, schools, states, transit, higher education, and other public agencies	Program designs may overlap inefficiently and will be difficult to align for maximum impact
Potential for follow-up infrastructure legislation	Invest now or wait?



20

Current Status of Back to Work

OCCUPANCY OVER TIME – MARCH 3, 2020 TO MAY 15, 2021



BAROMETER THIS WEEK



Source: Center for Management Strategy (www.pwc.com/us/en/strategy-center/articles/04-2021/)

24

Disparate Impacts of COVID-19

- The COVID-19 death rate for Black, Hispanic, and Native Americans has been nearly three times the death rate for white Americans, according to the CDC.
- 9.9% of Black workers and 9.3% of Latino workers nationwide were unemployed at year-end 2020, compared to 6% of white workers, according to the Center of Budget and Policy Priorities.
- During the first months of the pandemic, Black-owned businesses shuttered at a much higher rate than white-owned businesses – 41% versus 17% – according to The National Bureau of Economic Research.
- According to a March CDC study, Black and Latino have had lower rates of vaccination than the overall population nationally.
- Across the public sector, the COVID-19 recession opened severe budget gaps and pressured key sectors of the economy, also often with disparate impacts.
- Many governments cut 2020 summer recreational and youth employment programs deemed unsafe during the pandemic, achieving needed budget savings through health-conscious steps to reduce exposure to COVID-19, but also eliminating positive opportunities for that year.
- In other communities, millage rates and user fees increased to help offset revenue shortfalls, putting pressure on household budgets for less affluent residents.
- Similarly, many local governments curtailed or even froze new capital spending, seeking to manage scarce near-term resources by deferring costs whenever they could.
- As vaccination recovery brings us closer to a return to normal, the American Rescue Plan (ARP) Act now places **equity central within the recovery process**.

25

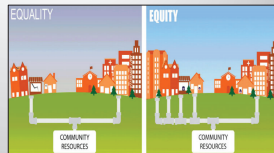
Aligning Multiple Funding Streams

State and Local (All Available)	State and Local (All Targeted)	Other Public Sector and Related	Individuals and Families	Businesses
\$15.1 billion for states, territories, and the District of Columbia - To provide services affected by a COVID-19 recession through a direct to households, small businesses, nonprofits, and individuals - Covers grants to pay for essential services - Can meet in water, sewer, and broadband infrastructure - Can transfer to special purposes VTE - Can meet in water, sewer, or broadband infrastructure - Can meet in water, sewer, or broadband infrastructure	- Public health grants, including for testing, tracing, and contact tracing - To provide services affected by a COVID-19 recession through a direct to households, small businesses, nonprofits, and individuals - Covers grants to pay for essential services - Can meet in water, sewer, and broadband infrastructure - Can transfer to special purposes VTE - Can meet in water, sewer, or broadband infrastructure - Can meet in water, sewer, or broadband infrastructure	- Emergency and secondary disaster emergency relief (ESFER) and other funding, including for shelter and food - Emergency education relief with focus on financial aid - To not operating essential and public goods - Emergency management and disaster relief - Armed forces (including relief of State funding) - Emergency management and disaster relief - Armed forces (including relief of State funding)	\$1.8 billion (emergency relief) to provide services affected by a COVID-19 recession through a direct to households, small businesses, nonprofits, and individuals - Emergency management and disaster relief - Armed forces (including relief of State funding) - Emergency management and disaster relief - Armed forces (including relief of State funding)	- Emergency management and disaster relief - Armed forces (including relief of State funding) - Emergency management and disaster relief - Armed forces (including relief of State funding)

29

Equitable Recovery

- In an ongoing WFH environment, equity should be applied through place-based efforts to ensure access to resources and opportunity.
- Doing so allows governments to target resources that reflect the new WFH economy while also addressing unique racial, geographic, and education disparities.



Source: U.S. House Committee on Education and the Workforce, "The Education Power of the American Rescue Plan Act," (October 2020).

People being treated differently in this context of giving all people access to health, safety, and welfare (the fundamental purposes of local government).

— The Basics of Equity in Budgeting, GFOA Government Finance Officers Association, February 2021

The consistent and systematic fair, just, and impartial treatment of all individuals, including in individuals who belong to underserved communities that have been denied such treatment.

— White House Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, January 20, 2021

26

The ARPA Opportunity

- Multi-year planning** is the single best tool a government can employ to ensure that the ARP Act funds provide the maximum benefit – now and in the future.
- ARPA provides significant resources, but not indefinitely. The goal is to invest wisely to be better positioned as funds expire – not facing a fiscal cliff.
- Thoughtful, multi-year resource prioritization and alignment is a prerequisite for smart economic and community development.
- If you have a plan, update it – if you don't, we believe that now is the time to create one.
- Other, more targeted analyses and approaches can also be part of the plan (or provide stand alone insights), including:
 - Economic and revenue forecast updates** to account for recovery and stimulus effects
 - Tax and revenue policy analysis** including tax incentive evaluation
 - Development and implementation of a **framework to reap maximum benefit** from the full range of ARPA funds through interlocal collaboration
 - Real estate strategies and market analysis**
 - Equity impact analysis**

30

13

15

New Economy: Looking Outward

Market Analysis	Evaluate near-term and long-term COVID-19 impacts on your community's industry and commercial sectors
Economic Competitiveness	Strong case for broad band investment
Rethinking Land Use	Reinforced importance of quality schools and amenities
Revenue Strength and Stability	Converting underused retail/commercial space
Workforce Development	Need to rethink tax and fee policy (within authorized parameters) to support the new economy
Small Local Business Development	Revisit tax incentives for changing economic conditions and goals
Diversity, Equity and Inclusion	Refocus on growth sectors (e.g., healthcare)
	Prepare for more frequent retraining
	Capacity development
	Support for inclusive purchasing by anchor institutions and larger corporations
	Aggregate GDP growth is highly uneven. Focus on equitable recovery in business and workforce development

27



31

New Economy: Looking Internally

Rethinking Land Use	Space and real estate consolidation
Workforce Development	Access to tools for some employees to WFH and/or to deliver field work (e.g., code inspections) without as much governmental office space as a base for operations
Small Local Business Development	School-to-work and career pathways opportunities for growth positions in the public sector that align with the "new normal" (e.g., healthcare)
Diversity, Equity and Inclusion	Mid-career hiring access points for recruitment of transitioning private sector talent
	Role of the public sector as a buyer
	Focus on building a diverse government workforce
	Goals and metrics

28



A HERITAGE OF GOOD LIVING

Dr. Sheryl L. Mitchell Theriot

City Administrator

City of Lathrup Village

27400 Southfield Road | Lathrup Village, MI 48076

smitchell@lathrupvillage.org

Office: 248.557.2600 x 225 | Cell: 248.520.0620

Item G.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Police Department – Mental Health / Social Services Resource

Council Member Ferguson requested to have a discussion of this item.



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Item H.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Capital Improvements Program & Street Projects Update

Both Bonds closed on June 1st as scheduled. The amounts received were:

- Road Bonds \$5,802,271.15
- CIP Bonds \$5,704,807.23

Roads

Week of 5/31 –The contractor completed base repairs on Cambridge and Glenwood (east), paved top course HMA on all group 1 streets, began water jetting culverts, switched temporary traffic controls for group 2, and commenced HMA removal and excavation on group 2 streets beginning with San Jose and Wiltshire. San Jose required some undercutting due to poor subgrade conditions. The contractor plans to continue removals and excavation on San Jose and Wiltshire and to install aggregate base on San Jose on Saturday (6/5).

Week of 6/7 - ASI is scheduled to continue group 2 removals, excavation, and aggregate base placement throughout the week. They will continue with Alhambra and move on to Santa Barbara (north). I discussed with their project manager possibly placing the HMA base on San Jose, Wiltshire, and Alhambra prior to beginning removals on Santa Barbara to protect their aggregate base while the work on Santa Barbara takes place. That will likely take place near the end of the week if they can get the work scheduled.

Ditches – driveway removals are anticipated around June 28th. Ditch work is projected to occur June 29 – July 1.

Exterior Excavation

Week of 5/31 - Exterior excavations continued throughout the week on the section south of I-696. They are having trouble with staking and poor ground conditions have slowed them down.

Week of 6/7 – Exterior excavation will continue throughout the week on the section south of I-696.

Hydrants

Week of 5/31 update – No work took place. Waiting on materials.

Week of 6/7 – No work is expected. Waiting on materials.

Gate Valves

Week of 5/31 – Sunde Services continued work on Phase 2 gate valves.

Week of 6/7 – Sunde Services is continuing work on Phase 2 gate valves.



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Item I.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Sidewalk Program Update

The Phase 1 of the 3-year program includes the residential section south of 11 Mile/I696 and the business corridor along Southfield Road. The sidewalk information has been uploaded into the GIS system. The bid document has been drafted and posted. The bid opening is June 17, with tentative approval by City Council at the June 21st meeting. The projected start date is August 17, with work to be completed on October 8, 2021.

Once the figures are received, property owners will be contacted regarding the amounts and provided the options to pay for their own contractor, pay the city in full or enter into a 2-year payment arrangement with the city (due December 1, 2021 and December 1, 2022). For any missed payments, the balance will be placed on the Summer Tax bill as a special assessment.

The City has agreed to assume the portion of the costs associated with the grinding of the roots of city trees and the ADA compliance (detectable warning surface) in the neighborhood areas.

The DDA is assuming the costs of the ADA compliance for the Southfield Corridor.

PROGRESS CLAUSE

Start work after receiving notice of contract award or on the date designated as the starting date in the Detailed Progress Schedule. In no case, shall any work be commenced prior to receipt of formal notice of contract award by the City of Lathrup Village.

The scheduled dates of activity are as follows:

June 4, 2021: Bids Available

June 17, 2021: Bid Opening (2 pm)

June 21, 2021: City Council Considers Contract Award

June 23, 2021: Notice of Bid Award

July 7, 2021: Bonds; Insurance and Contract Books Due to City (3 copies)

July 9, 2021: City Signs Contract

July 13, 2021: Contractor's receipt of the Notice-to-Proceed

NOTE: residents have 5 weeks to complete their own repairs (to August 13th)

Aug 10, 2021: Pre-construction Conference

Aug 17, 2021: Commence Construction

A. Horizontal Sawcutting- (performed prior to commencing Sidewalk Replacement)

B. Sidewalk Replacement

Sept 24, 2021: Substantial Completion

Oct 8, 2021: Complete Construction

The approved low bidder for the work covered by this proposal will be required to participate in the pre-construction meeting with the owner and/or owner's representatives to work out a detailed progress schedule.

The City of Lathrup Village will arrange the time and place for the meeting.

The Progress Schedule shall include, as a minimum, the controlling work items for the completion of the project and the planned dates that these work items will be controlling operations. When specified in the bidding proposal, the date each project is to be substantially complete as well as the final project completion date shall also be included in the project schedule.

Substantial completion shall mean that all work is completed with the exception punch list work items.

Complete construction shall mean that all work is completed and seed is rooted.

Failure on the part of the contractor to carry out the provisions of the Progress Clause, as established, may be considered sufficient cause to prevent bidding future projects in the City of Lathrup Village.



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Item J.

COUNCIL COMMUNICATION:

TO: Mayor Garrett and City Council Members

FR: Sheryl Mitchell Theriot, City Administrator

DA: June 7, 2021

RE: Cannabis / Marijuana Update

In August 2020, the City Council voted to extend the “sunset period” and “opt-out” of allowing for marijuana establishments for 12 months. On April 20th, the Planning Commission discussed draft cannabis zoning ordinance language and draft general code language. The next step is to hold a **public hearing to solicit feedback from residents**.

Knowing this is an important decision for our community, the city held a Cannabis **Open House** on **May 26th**. The information from the Cannabis Open House will remain on display at City Hall until June 7th, along with **comment cards**. This information is still on display in City Hall

The Planning Commission’s Public Hearing on June 15th has been moved to July 15th. Public Comments are still being accepted at the June 15th meeting.

[Link to Open House Information and Posters](#)

[Link to Draft Zoning Ordinance](#)

[Link to Draft City Code Ordinance](#)

Ordinance Considerations	Meeting Date	Purpose	Zoom Sign in ONLINE info (or call – 312.626.6799 or 646.558.8656)
Cannabis – Zoning Ord	PC – June 15	Public Comment	Webinar ID: 996 6174 3524 Password: 435623
Cannabis – Gen. Code Ord	CC – June 21	1 st Reading	Webinar ID: 984 2247 4091 Passcode: 345278
Cannabis – Zoning Ord	PC – July 20	Public Hearing	Webinar ID: 996 6174 3524 Password: 435623
Cannabis – Gen. Code Ord	CC – July 26	2 nd Reading & Consideration of Adoption	Webinar ID: 996 6174 3524 Passcode: 435623
Cannabis – Zoning Ord	CC – July 26	Consideration of Adoption	Webinar ID: 914 0015 0784 Passcode: 809731

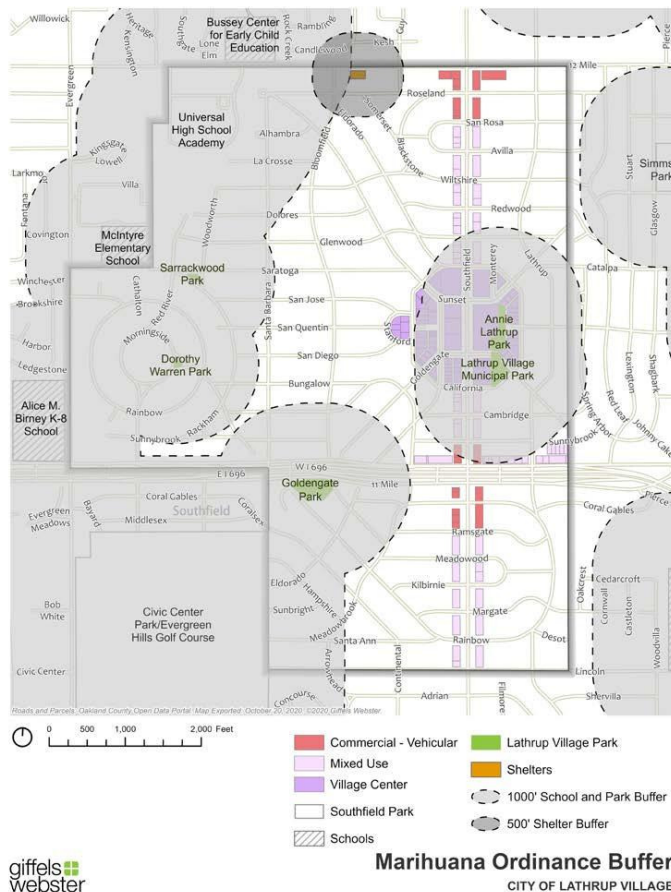
CC: City Council

PC: Planning Commission

NOTE: All dates are subject to change

Public Comments may also be submitted by attending Zoom Remote meetings, via an [online link](#) or contacting sstec@lathrupvillage.org

Cannabis in Lathrup Village (Proposed)



Proposed Facilities:

Two Retailers

Two Safety Compliance Facilities

Buffer distance of 1,000 ft from:

- K through 12 public or private school building or licensed child care center
- A government or nonprofit facility that offers regular, on-site programs and services primarily to persons 18 years of age and under and is used for said programs and services for a minimum of three (3) days a week year-round. Programs and services may include, but are not limited to, social, training, cultural, artistic, athletic, recreational or advisory services and activities and includes private youth membership organizations or clubs and social service teenage club facilities.
- A publicly owned park or playground
- A facility is licensed by the State of Michigan as a Substance Use Disorder Program
- A facility that serves as a temporary emergency shelter (reduce to 500 ft).

The licensing ordinance and zoning ordinance address:

- Appearance
- Safety and security
- Storage and waste
- Air contaminants and odor
-