

OFFICE OF THE COUNCIL

COUNCIL MEMBERS

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PRESIDENT

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SCOTT BAHR  
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33000 CIVIC CENTER DRIVE  
LIVONIA, MICHIGAN 48154-3097  
(734) 466-2250  
[citycouncil@livonia.gov](mailto:citycouncil@livonia.gov)

**OFFICE OF THE COUNCIL**

**ELECTRONIC AGENDA PACKET FOR  
THE REGULAR MEETING  
OF JULY 11, 2022  
7:00 P.M.**

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(734) 466-2250**

**The official documents are on file in the City Clerk's office.**

**1948<sup>th</sup> Regular Meeting of the Council of the City of Livonia  
Monday, July 11, 2022**

7:00 p.m. – City Hall Auditorium  
33000 Civic Center Drive  
Livonia, Michigan

**CALL TO ORDER**

**INVOCATION/PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENTATION OF MINUTES** - Minutes of the 1947<sup>th</sup> Regular Meeting of June 27, 2022

**AUDIENCE COMMUNICATION**

**REPORTS FROM THE MAYOR AND OTHER CITY OFFICIALS**

- a. [Communication from the Department of Finance, dated June 6, 2022, re: forwarding various financial statements of the City of Livonia for the month ending April 30, 2022.](#)
- b. [Communication from the Department of Parks and Recreation, dated June 16, 2022, re: fee changes approved by the Parks and Recreation Commission for the first two quarters of 2022.](#)
- c. [AUDIT REPORT: Livonia Housing Commission, re: for the fiscal year ending December 31, 2021, excluding Silver Village, Newburgh Village, the Community Development Block Grant Program and single-family, city-owned properties.](#)

**CONSENT AGENDA**

1. [BLOCK PARTY: Ronald Bozzi, re: to be held Saturday, August 13, 2022, from 1:00 p.m. until 11:00 p.m. on Curtis Road from Lathers Road east until it dead ends.](#)
2. [BLOCK PARTY: Ray Franges, Jim Rumrill, Mark Miller and Ari Wilson, re: to be held Saturday, August 27, 2022, from 10:00 a.m. to 10:00 p.m. on Brentwood Street, between Meadowlark Street and Jaquelyn Drive, with rain date of Sunday, August 28, 2022.](#)

**NEW DATA: Letter from resident**

3. [BLOCK PARTY: Meghan White, re: to be held Saturday, August 27, 2022, from 11:00 a.m. until 10:00 p.m. at the corner of Dover Street and Deborah Ct. E. to 8929 Deborah Ct. E.](#)
4. [BLOCK PARTY: Tracy Nolte, re: to be held Saturday, August 6, 2022, from 4:00 p.m. to 10:00 p.m. on Marie Street and Court, between Knolson and Minton, with rain date of Saturday, August 13, 2022.](#)

Agenda for the Regular Meeting of July 11, 2022

5. BLOCK PARTY: Allison Adams, re: to be held Saturday, August 6, 2022, from 2:00 p.m. to 10:00 p.m. on Flamingo Blvd., between Clarita and Pickford, with rain date of Saturday, August 13, 2022.
6. REQUEST TO WAIVE THE CITY'S NOISE ORDINANCE: Petrese Newkirk, re: in order to host a car show with a DJ in the parking lot located at 27488 Grand River on Saturday, September 3, 2022, from 2:00 p.m. to 8:00 p.m. with a rain date of Saturday, September 10, 2022.
7. AWARD OF BID: Department of Parks and Recreation, re: for the rental of a warming tent for the annual Night of Lights event at Greenmead Historical Park, from budgeted funds.
8. REQUEST FOR AUTHORIZATION TO PURCHASE THREE (3) FREEMOTION i22.9 INCLINE TRAINERS: Department of Parks and Recreation, re: for the Jack E. Kirksey Recreation Center, from budgeted funds.
9. REQUEST TO APPROVE THE HOLIDAY PARADE AND TREE LIGHTING ON SUNDAY, DECEMBER 4, 2022; REQUEST TO APPROVE PARADE ROUTE AND THE CLOSING OF CERTAIN CITY STREETS; TO REQUEST PERMISSION FROM WAYNE COUNTY TO CLOSE FARMINGTON ROAD FROM LYNDON TO FIVE MILE, BETWEEN THE HOURS OF 4:00 P.M. AND 5:00 P.M., OR UNTIL THE ROAD IS RETURNED TO NORMAL TRAFFIC OPERATION; TO AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE ROAD CLOSURE PERMIT ON BEHALF OF THE CITY, AND THAT THE CITY OF LIVONIA WILL ASSUME LIABILITY FOR ANY DAMAGE CLAIMS RESULTING FROM THE ROAD CLOSURE: Department of Parks and Recreation, same.
10. REQUEST FOR AUTHORIZATION TO WAIVE THE SEALED BID PROCESS AND PURCHASE FROM SOLE SOURCE PROVIDER: Department of Public Works, re: for the purchase of stormwater, water main and sanitary manhole-related items in an amount not to exceed \$125,000.00.
11. REQUEST FOR AUTHORIZATION TO SELL CITY-OWNED SCATTERED SITE HOUSING PROPERTY ACQUIRED FROM THE FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM: Livonia Housing Commission, re: for the home located at 11910 Cardwell, 48150 to Bryan and Heather Collinash for a sale price of \$165,000.00.
12. VACATING PETITION: Planning Commission, re: Petition 2022-04-03-01 submitted by Stonefield Engineering & Design, on behalf of Haggerty Residential L.L.C., to determine whether or not to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road, located on the east side of Haggerty Road, between Seven Mile and Eight Mile Roads in the Southwest ¼ of Section 6.

**UNFINISHED BUSINESS**

13. ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: to amend Sections 130 and 140 of Title 3, Chapter 4 (Financial Procedures).  
First Reading given by Councilmember Rob Donovic on Monday, June 27, 2022.
14. BLOCK PARTY: Maggie McGrane, re: to be held Saturday, August 27, 2022, from 1:00 p.m. until 10:00 p.m. on Rayburn Street, between Levan and Williams.
15. BLOCK PARTY: Rebecca Drzewicki, re: to be held Saturday, September 24, 2022, from 1:00 p.m. to 6:00 p.m. on Parklane Street, between Clarita and Margareta, with rain date of Saturday, October 1, 2022.

**NEW BUSINESS**

**X-ITEM(S)**

- X1. PROPOSED ACQUISITION OF TAX-FORECLOSED PROPERTY: Livonia Housing Commission, re: to acquire the property located at 19500 Farmington Road, for a total of \$24,715.00, which includes closing costs, through the Community Development Block Grant Program.
- X2. PROPOSED ACQUISITION OF TAX-FORECLOSED PROPERTY: Livonia Housing Commission, re: to acquire the property located at 34200 Hathaway, for a total of \$154,200.00, which includes closing costs, through the Community Development Block Grant Program.

**AUDIENCE COMMUNICATION**

SUSAN M. NASH, CITY CLERK

**NOTICE(S)**

In accordance with Title II of the American with Disabilities Act as it pertains to access to Public Meetings, the City Clerk's Office of the City of Livonia, upon adequate notice, will make reasonable accommodations for persons with special needs. Please call (734) 466-2236 or email [clerk@livonia.gov](mailto:clerk@livonia.gov) if you need assistance. Council agendas are available on the City's website – [www.livonia.gov](http://www.livonia.gov) - under Government, City Council, Agendas.





## LETTER TO THE LIVONIA CITY COUNCIL

Finance  
June 6, 2022

### MEETING DATE

Regular Meeting  
07/11/2022

### PREPARED BY

DeAnne Bates, Program Supervisor,

### AGENDA ITEM

a. Communication from the Department of Finance, dated June 6, 2022, re: forwarding various financial statements of the City of Livonia for the month ending April 30, 2022.

### BACKGROUND

Attached hereto are the various financial statements of the City of Livonia for the month ending April 30, 2022. These statements are summarized so that you may make a quick financial overview of the various funds. Detailed statements, in support of the summarized statements, have been forwarded electronically to the Council Office.

### RECOMMENDATION

We respectfully request that City Council receive and file this report.

### FISCAL CONSIDERATION

N/A

### ATTACHMENTS

1. BUDGET TO ACTUAL - COUNCIL SUMMARY - April 2022

### APPROVED BY

A handwritten signature in cursive script that reads "Michael T Slater".

Michael Slater, Finance Director

Date: June 06, 2022

A handwritten signature in cursive script that reads "Maureen Miller Brosnan".

Maureen Miller Brosnan, Mayor

Date: June 16, 2022



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                               | Adopted<br>Budget      | Budget<br>Amendments | Amended<br>Budget      | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions    | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD         |
|--------------------------------------------|------------------------|----------------------|------------------------|-------------------------------|---------------------|------------------------|------------------------------|------------------|------------------------|
| <b>Fund 101 - GENERAL FUND</b>             |                        |                      |                        |                               |                     |                        |                              |                  |                        |
| <b>REVENUE</b>                             |                        |                      |                        |                               |                     |                        |                              |                  |                        |
| Department 000 - ACCOUNT BALANCES          | 65,093,660.00          | .00                  | 65,093,660.00          | 2,740,146.62                  | .00                 | 49,980,387.75          | 15,113,272.25                | 77               | 44,510,026.64          |
| <b>REVENUE TOTALS</b>                      | <b>\$65,093,660.00</b> | <b>\$0.00</b>        | <b>\$65,093,660.00</b> | <b>\$2,740,146.62</b>         | <b>\$0.00</b>       | <b>\$49,980,387.75</b> | <b>\$15,113,272.25</b>       | <b>77%</b>       | <b>\$44,510,026.64</b> |
| <b>EXPENSE</b>                             |                        |                      |                        |                               |                     |                        |                              |                  |                        |
| Department 101 - CITY COUNCIL              | 313,976.00             | .00                  | 313,976.00             | 33,952.14                     | .00                 | 124,521.91             | 189,454.09                   | 40               | 113,427.58             |
| Department 173 - MAYOR'S OFFICE            | 491,847.00             | .00                  | 491,847.00             | 52,973.77                     | .00                 | 208,818.12             | 283,028.88                   | 42               | 233,961.52             |
| Department 174 - COMMUNICATIONS            | 402,568.00             | .00                  | 402,568.00             | 35,782.08                     | 750.00              | 164,776.76             | 237,041.24                   | 41               | 150,344.49             |
| Department 175 - GOVERNMENT AFFAIRS        | 167,692.00             | .00                  | 167,692.00             | 14,021.09                     | .00                 | 49,111.95              | 118,580.05                   | 29               | .00                    |
| Department 191 - ACCOUNTING                | 247,017.00             | .00                  | 247,017.00             | 57,202.85                     | .00                 | 102,788.59             | 144,228.41                   | 42               | 68,357.80              |
| Department 192 - FINANCE DEPARTMENT        | 432,429.00             | .00                  | 432,429.00             | 41,215.42                     | .00                 | 167,865.86             | 264,563.14                   | 39               | 163,652.72             |
| Department 215 - CITY CLERK                | 676,915.00             | .00                  | 676,915.00             | 62,489.01                     | .00                 | 232,575.00             | 444,340.00                   | 34               | 259,093.20             |
| Department 223 - INDEPENDENT AUDIT         | 32,955.00              | .00                  | 32,955.00              | 42,200.00                     | .00                 | 59,623.97              | (26,668.97)                  | 181              | 25,334.09              |
| Department 228 - INFORMATION SYSTEMS       | 1,231,600.00           | .00                  | 1,231,600.00           | 69,246.00                     | 45,468.68           | 519,335.65             | 666,795.67                   | 46               | 692,173.91             |
| Department 236 - ETHICS BOARD              | 400.00                 | .00                  | 400.00                 | 112.20                        | .00                 | 112.20                 | 287.80                       | 28               | 112.20                 |
| Department 238 - NON DEPARTMENTAL          | 4,000.00               | .00                  | 4,000.00               | .00                           | .00                 | .00                    | 4,000.00                     | 0                | .00                    |
| Department 247 - BOARD OF REVIEW           | 3,545.00               | .00                  | 3,545.00               | 1,722.40                      | .00                 | 2,066.88               | 1,478.12                     | 58               | 2,411.36               |
| Department 253 - TREASURER                 | 570,852.00             | .00                  | 570,852.00             | 53,491.68                     | .00                 | 211,707.83             | 359,144.17                   | 37               | 206,007.19             |
| Department 256 - TERMINATION PAY           | 1,280,000.00           | .00                  | 1,280,000.00           | 143,996.19                    | .00                 | 503,238.17             | 776,761.83                   | 39               | 453,202.45             |
| Department 257 - ASSESSING                 | 653,273.00             | .00                  | 653,273.00             | 64,002.00                     | 2,483.04            | 257,761.46             | 393,028.50                   | 40               | 201,670.03             |
| Department 261 - UTILITIES AND SUPPLIES    | 556,966.00             | .00                  | 556,966.00             | 49,882.67                     | .00                 | 166,146.03             | 390,819.97                   | 30               | 146,891.93             |
| Department 262 - ELECTION COMMISSION       | 357,187.00             | .00                  | 357,187.00             | 10,168.81                     | .00                 | 39,319.04              | 317,867.96                   | 11               | 62,556.50              |
| Department 263 - INSURANCE-GENERAL         | 77,158.00              | .00                  | 77,158.00              | (4,819.00)                    | .00                 | 356,242.10             | (279,084.10)                 | 462              | 395,396.00             |
| Department 264 - INSURANCE-WORKERS COMP    | 345,340.00             | .00                  | 345,340.00             | 48,019.57                     | .00                 | 342,866.93             | 2,473.07                     | 99               | 285,891.75             |
| Department 266 - LAW DEPARTMENT            | 881,135.00             | .00                  | 881,135.00             | 105,025.75                    | .00                 | 350,947.77             | 530,187.23                   | 40               | 332,516.38             |
| Department 267 - EMPLOYEE BENEFITS CONTROL | 42,000.00              | .00                  | 42,000.00              | (289,731.10)                  | .00                 | (811,335.23)           | 853,335.23                   | -1932            | (868,916.78)           |
| Department 268 - NON-DEPT CAPITAL PROJECTS | 5,000.00               | .00                  | 5,000.00               | .00                           | .00                 | .00                    | 5,000.00                     | 0                | 525,000.00             |
| Department 269 - CIVIL SERVICE             | 810,396.00             | .00                  | 810,396.00             | 81,556.68                     | .00                 | 277,056.87             | 533,339.13                   | 34               | 255,971.82             |
| Department 271 - LABOR RELATIONS           | 96,500.00              | .00                  | 96,500.00              | .00                           | .00                 | 7,060.00               | 89,440.00                    | 7                | 33,138.75              |
| Department 272 - DUES AND SUBSCRIPTIONS    | 56,000.00              | .00                  | 56,000.00              | 12,009.00                     | .00                 | 21,495.60              | 34,504.40                    | 38               | 12,589.00              |
| Department 286 - 16TH DISTRICT COURT       | 3,380,439.00           | .00                  | 3,380,439.00           | 262,824.58                    | .00                 | 1,131,748.55           | 2,248,690.45                 | 33               | 1,260,742.78           |
| Department 302 - TRAFFIC BUREAU            | 1,256,623.00           | .00                  | 1,256,623.00           | 95,292.36                     | 76,138.00           | 367,809.21             | 812,675.79                   | 35               | 304,164.22             |
| Department 304 - POLICE ADMINISTRATION     | 3,018,863.00           | (30,000.00)          | 2,988,863.00           | 306,280.60                    | 7,697.65            | 1,102,090.22           | 1,879,075.13                 | 37               | 847,485.75             |
| Department 306 - POLICE DATA PROCESSING    | 895,330.00             | .00                  | 895,330.00             | 80,772.12                     | 115,847.07          | 289,308.19             | 490,174.74                   | 45               | 293,627.33             |
| Department 307 - DETECTIVE BUREAU          | 3,465,058.00           | .00                  | 3,465,058.00           | 332,090.16                    | 10,015.00           | 1,349,570.68           | 2,105,472.32                 | 39               | 1,307,889.26           |
| Department 309 - AUTOMOTIVE SERVICE        | 556,150.00             | .00                  | 556,150.00             | 51,076.56                     | .00                 | 188,060.47             | 368,089.53                   | 34               | 149,802.60             |
| Department 310 - POLICE COMMUNICATIONS     | 945,239.00             | .00                  | 945,239.00             | 91,194.17                     | .00                 | 343,528.54             | 601,710.46                   | 36               | 277,044.13             |
| Department 313 - CROSSING GUARDS           | 70,723.00              | .00                  | 70,723.00              | 7,106.09                      | .00                 | 23,534.77              | 47,188.23                    | 33               | 19,089.07              |
| Department 316 - SCHOOL LIAISON            | 427,781.00             | .00                  | 427,781.00             | 44,208.24                     | .00                 | 150,556.07             | 277,224.93                   | 35               | 147,941.48             |
| Department 318 - OFFICE OF EMERG PREP      | 159,583.00             | .00                  | 159,583.00             | 11,646.99                     | .00                 | 72,824.32              | 86,758.68                    | 46               | 43,536.06              |
| Department 319 - RESERVE POL/SPECIAL EVENT | 329,530.00             | 7,000.00             | 336,530.00             | 32,839.08                     | .00                 | 111,928.62             | 224,601.38                   | 33               | 99,255.16              |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                              | Adopted<br>Budget      | Budget<br>Amendments | Amended<br>Budget      | Current Month<br>Transactions | YTD<br>Encumbrances   | YTD<br>Transactions    | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD         |
|-----------------------------------------------------------|------------------------|----------------------|------------------------|-------------------------------|-----------------------|------------------------|------------------------------|------------------|------------------------|
| Fund <b>101 - GENERAL FUND</b>                            |                        |                      |                        |                               |                       |                        |                              |                  |                        |
| <b>EXPENSE</b>                                            |                        |                      |                        |                               |                       |                        |                              |                  |                        |
| Department <b>325 - POLICE PATROL BUREAU</b>              | 13,912,581.00          | 23,000.00            | 13,935,581.00          | 1,265,938.30                  | 231,766.81            | 4,666,170.79           | 9,037,643.40                 | 35               | 4,260,673.66           |
| Department <b>329 - INTELLIGENCE BUREAU</b>               | 2,231,708.00           | .00                  | 2,231,708.00           | 174,241.06                    | 157,943.00            | 646,216.57             | 1,427,548.43                 | 36               | 597,781.89             |
| Department <b>336 - FIRE ADMINISTRATION</b>               | 1,293,271.00           | .00                  | 1,293,271.00           | 144,010.07                    | 4,200.00              | 508,028.12             | 781,042.88                   | 40               | 462,149.73             |
| Department <b>338 - FIRE FIGHTING</b>                     | 13,998,535.00          | .00                  | 13,998,535.00          | 1,358,539.08                  | 49,447.15             | 5,068,367.60           | 8,880,720.25                 | 37               | 4,855,783.56           |
| Department <b>341 - FIRE PREVENTION</b>                   | 807,362.00             | .00                  | 807,362.00             | 96,633.83                     | .00                   | 331,620.28             | 475,741.72                   | 41               | 311,236.59             |
| Department <b>371 - INSPECTION</b>                        | 1,803,814.00           | .00                  | 1,803,814.00           | 172,917.84                    | .00                   | 599,338.03             | 1,204,475.97                 | 33               | 582,008.26             |
| Department <b>381 - BLDG CODE BD OF APPEALS</b>           | 1,861.00               | .00                  | 1,861.00               | .00                           | .00                   | .00                    | 1,861.00                     | 0                | .00                    |
| Department <b>435 - TRAFFIC COMMISSION</b>                | 2,353.00               | .00                  | 2,353.00               | 145.34                        | .00                   | 818.18                 | 1,534.82                     | 35               | 672.81                 |
| Department <b>441 - PUBLIC SERV ADMIN</b>                 | 122,196.00             | .00                  | 122,196.00             | 11,186.81                     | .00                   | (47,260.55)            | 169,456.55                   | -39              | (87,668.20)            |
| Department <b>443 - PUBLIC SERV-EQUIP MAINT</b>           | 123,957.00             | .00                  | 123,957.00             | 11,201.09                     | 13,800.06             | (41,794.62)            | 151,951.56                   | -23              | (62,823.57)            |
| Department <b>447 - ENGINEERING</b>                       | 1,040.00               | .00                  | 1,040.00               | 19,657.00                     | .00                   | (89,835.55)            | 90,875.55                    | -8638            | (73,432.26)            |
| Department <b>448 - STREET LIGHTING</b>                   | 238,912.00             | .00                  | 238,912.00             | 16,158.47                     | .00                   | 89,234.25              | 149,677.75                   | 37               | 89,269.88              |
| Department <b>463 - MAINTENANCE-STREET</b>                | 468,327.00             | .00                  | 468,327.00             | 29,022.80                     | 20,132.55             | 206,411.00             | 241,783.45                   | 48               | 137,691.17             |
| Department <b>523 - PUBLIC SERV-BLDG MAINT</b>            | 1,655,680.00           | .00                  | 1,655,680.00           | 160,531.37                    | 27,967.00             | 519,048.64             | 1,108,664.36                 | 33               | 581,517.05             |
| Department <b>524 - PARKS</b>                             | 1,269,223.00           | .00                  | 1,269,223.00           | 119,773.21                    | 6,740.00              | 294,603.68             | 967,879.32                   | 24               | 298,462.47             |
| Department <b>701 - PLANNING</b>                          | 724,787.00             | .00                  | 724,787.00             | 66,956.80                     | .00                   | 249,139.02             | 475,647.98                   | 34               | 240,420.89             |
| Department <b>702 - ZONING BOARD OF APPEALS</b>           | 54,103.00              | .00                  | 54,103.00              | 4,069.10                      | .00                   | 21,481.15              | 32,621.85                    | 40               | 22,410.07              |
| Department <b>752 - RECREATION ADMINISTRATION</b>         | 160,264.00             | .00                  | 160,264.00             | 29,018.78                     | .00                   | 46,030.90              | 114,233.10                   | 29               | 53,045.31              |
| Department <b>758 - RECREATION FACILITIES</b>             | 182,966.00             | 800.00               | 183,766.00             | 1,846.86                      | 150,000.00            | 3,657.07               | 30,108.93                    | 84               | 2,728.51               |
| Department <b>759 - RECREATION ATHLETICS</b>              | 98,535.00              | (800.00)             | 97,735.00              | 4,650.67                      | 11,687.62             | 6,808.53               | 79,238.85                    | 19               | 9,236.67               |
| Department <b>820 - PARKS &amp; REC - SENIOR SERVICES</b> | 590,456.00             | .00                  | 590,456.00             | 55,753.30                     | .00                   | 240,335.37             | 350,120.63                   | 41               | 213,208.88             |
| Department <b>821 - P&amp;R - GREENMEAD AND CULTURAL</b>  | 1,096,237.00           | .00                  | 1,096,237.00           | 73,643.32                     | 41,635.71             | 306,275.93             | 748,325.36                   | 32               | 301,221.25             |
| <b>EXPENSE TOTALS</b>                                     | <b>\$65,080,238.00</b> | <b>\$0.00</b>        | <b>\$65,080,238.00</b> | <b>\$5,815,745.26</b>         | <b>\$973,719.34</b>   | <b>\$22,109,757.49</b> | <b>\$41,996,761.17</b>       | <b>35%</b>       | <b>\$21,296,956.35</b> |
| Fund <b>101 - GENERAL FUND Totals</b>                     |                        |                      |                        |                               |                       |                        |                              |                  |                        |
| <b>REVENUE TOTALS</b>                                     | <b>65,093,660.00</b>   | <b>.00</b>           | <b>65,093,660.00</b>   | <b>2,740,146.62</b>           | <b>.00</b>            | <b>49,980,387.75</b>   | <b>15,113,272.25</b>         | <b>77%</b>       | <b>44,510,026.64</b>   |
| <b>EXPENSE TOTALS</b>                                     | <b>65,080,238.00</b>   | <b>.00</b>           | <b>65,080,238.00</b>   | <b>5,815,745.26</b>           | <b>973,719.34</b>     | <b>22,109,757.49</b>   | <b>41,996,761.17</b>         | <b>35%</b>       | <b>21,296,956.35</b>   |
| Fund <b>101 - GENERAL FUND Totals</b>                     | <b>\$13,422.00</b>     | <b>\$0.00</b>        | <b>\$13,422.00</b>     | <b>(\$3,075,598.64)</b>       | <b>(\$973,719.34)</b> | <b>\$27,870,630.26</b> | <b>(\$26,883,488.92)</b>     |                  | <b>\$23,213,070.29</b> |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                               | Adopted Budget   | Budget Amendments | Amended Budget   | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year YTD   |
|--------------------------------------------|------------------|-------------------|------------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 202 - MAJOR STREET FUND               |                  |                   |                  |                            |                  |                  |                           |               |                  |
| REVENUE                                    |                  |                   |                  |                            |                  |                  |                           |               |                  |
| Department 000 - ACCOUNT BALANCES          | 8,758,880.00     | .00               | 8,758,880.00     | 793,918.95                 | .00              | 2,354,533.29     | 6,404,346.71              | 27            | 2,079,485.79     |
| REVENUE TOTALS                             | \$8,758,880.00   | \$0.00            | \$8,758,880.00   | \$793,918.95               | \$0.00           | \$2,354,533.29   | \$6,404,346.71            | 27%           | \$2,079,485.79   |
| EXPENSE                                    |                  |                   |                  |                            |                  |                  |                           |               |                  |
| Department 448 - STREET LIGHTING           | 605,415.00       | .00               | 605,415.00       | 171,831.67                 | .00              | 329,498.35       | 275,916.65                | 54            | 195,000.00       |
| Department 451 - CONST-STREET AND BRIDGES  | 60,000.00        | .00               | 60,000.00        | .00                        | .00              | .00              | 60,000.00                 | 0             | .00              |
| Department 463 - MAINTENANCE-STREET        | 1,274,714.00     | 262,854.00        | 1,537,568.00     | 42,994.13                  | .00              | 206,982.08       | 1,330,585.92              | 13            | 308,840.16       |
| Department 475 - MAINTENANCE-TRAFFIC SERV  | .00              | .00               | .00              | .00                        | .00              | .00              | .00                       | +++           | .00              |
| Department 478 - MAINT-FREEWAY LIGHTING    | 25,000.00        | .00               | 25,000.00        | 1,315.78                   | .00              | 6,671.93         | 18,328.07                 | 27            | 6,639.98         |
| Department 479 - SNOW AND ICE REMOVAL      | 324,000.00       | 396,497.00        | 720,497.00       | 26,999.17                  | .00              | 134,995.85       | 585,501.15                | 19            | 136,990.00       |
| Department 483 - ADMIN, ENGIN RECORD KEEPI | 148,786.00       | .00               | 148,786.00       | 12,397.00                  | .00              | 61,985.00        | 86,801.00                 | 42            | 76,305.00        |
| Department 484 - FUND TRANSFERS            | 7,650,000.00     | .00               | 7,650,000.00     | 637,500.00                 | .00              | 3,187,500.00     | 4,462,500.00              | 42            | 3,000,000.00     |
| EXPENSE TOTALS                             | \$10,087,915.00  | \$659,351.00      | \$10,747,266.00  | \$893,037.75               | \$0.00           | \$3,927,633.21   | \$6,819,632.79            | 37%           | \$3,723,775.14   |
| Fund 202 - MAJOR STREET FUND Totals        |                  |                   |                  |                            |                  |                  |                           |               |                  |
| REVENUE TOTALS                             | 8,758,880.00     | .00               | 8,758,880.00     | 793,918.95                 | .00              | 2,354,533.29     | 6,404,346.71              | 27%           | 2,079,485.79     |
| EXPENSE TOTALS                             | 10,087,915.00    | 659,351.00        | 10,747,266.00    | 893,037.75                 | .00              | 3,927,633.21     | 6,819,632.79              | 37%           | 3,723,775.14     |
| Fund 202 - MAJOR STREET FUND Totals        | (\$1,329,035.00) | (\$659,351.00)    | (\$1,988,386.00) | (\$99,118.80)              | \$0.00           | (\$1,573,099.92) | (\$415,286.08)            |               | (\$1,644,289.35) |



# BUDGET TO ACTUAL - COUNCIL SUMMARY - 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                      | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|---------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>203 - LOCAL STREET FUND</b>               |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                                    |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>          | 10,968,534.00     | .00                  | 10,968,534.00     | 938,538.08                    | .00                 | 4,080,642.94        | 6,887,891.06                 | 37               | 3,787,957.91   |
| <b>REVENUE TOTALS</b>                             | \$10,968,534.00   | \$0.00               | \$10,968,534.00   | \$938,538.08                  | \$0.00              | \$4,080,642.94      | \$6,887,891.06               | 37%              | \$3,787,957.91 |
| <b>EXPENSE</b>                                    |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>448 - STREET LIGHTING</b>           | 125,000.00        | .00                  | 125,000.00        | 10,416.67                     | .00                 | 52,083.35           | 72,916.65                    | 42               | 49,165.00      |
| Department <b>451 - CONST-STREET AND BRIDGES</b>  | 125,000.00        | .00                  | 125,000.00        | .00                           | .00                 | .00                 | 125,000.00                   | 0                | .00            |
| Department <b>463 - MAINTENANCE-STREET</b>        | 1,764,559.00      | .00                  | 1,764,559.00      | 131,422.09                    | .00                 | 657,110.45          | 1,107,448.55                 | 37               | 602,980.00     |
| Department <b>475 - MAINTENANCE-TRAFFIC SERV</b>  | .00               | .00                  | .00               | .00                           | .00                 | .00                 | .00                          | +++              | .00            |
| Department <b>479 - SNOW AND ICE REMOVAL</b>      | 419,231.00        | .00                  | 419,231.00        | 34,933.92                     | .00                 | 174,669.60          | 244,561.40                   | 42               | 175,585.00     |
| Department <b>483 - ADMIN, ENGIN RECORD KEEPI</b> | 679,782.00        | .00                  | 679,782.00        | 56,646.00                     | .00                 | 283,230.00          | 396,552.00                   | 42               | 272,810.00     |
| Department <b>484 - FUND TRANSFERS</b>            | 7,950,000.00      | .00                  | 7,950,000.00      | 662,500.00                    | .00                 | 3,312,500.00        | 4,637,500.00                 | 42               | 3,291,665.00   |
| <b>EXPENSE TOTALS</b>                             | \$11,063,572.00   | \$0.00               | \$11,063,572.00   | \$895,918.68                  | \$0.00              | \$4,479,593.40      | \$6,583,978.60               | 40%              | \$4,392,205.00 |
| Fund <b>203 - LOCAL STREET FUND Totals</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                             | 10,968,534.00     | .00                  | 10,968,534.00     | 938,538.08                    | .00                 | 4,080,642.94        | 6,887,891.06                 | 37%              | 3,787,957.91   |
| <b>EXPENSE TOTALS</b>                             | 11,063,572.00     | .00                  | 11,063,572.00     | 895,918.68                    | .00                 | 4,479,593.40        | 6,583,978.60                 | 40%              | 4,392,205.00   |
| Fund <b>203 - LOCAL STREET FUND Totals</b>        | (\$95,038.00)     | \$0.00               | (\$95,038.00)     | \$42,619.40                   | \$0.00              | (\$398,950.46)      | \$303,912.46                 |                  | (\$604,247.09) |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                        | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-----------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>204 - ROAD - SIDEWALK &amp; TREE</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                                      |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>            | 12,346,302.00     | .00                  | 12,346,302.00     | 651,796.74                    | .00                 | 7,417,822.70        | 4,928,479.30                 | 60               | 7,364,161.06   |
| <b>REVENUE TOTALS</b>                               | \$12,346,302.00   | \$0.00               | \$12,346,302.00   | \$651,796.74                  | \$0.00              | \$7,417,822.70      | \$4,928,479.30               | 60%              | \$7,364,161.06 |
| <b>EXPENSE</b>                                      |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>441 - PUBLIC SERV ADMIN</b>           | 50,968.00         | .00                  | 50,968.00         | 4,246.00                      | .00                 | 21,230.00           | 29,738.00                    | 42               | 14,080.00      |
| Department <b>447 - ENGINEERING</b>                 | 2,293,382.00      | 177,440.00           | 2,470,822.00      | 95,376.59                     | .00                 | 400,071.33          | 2,070,750.67                 | 16               | 350,792.77     |
| Department <b>463 - MAINTENANCE-STREET</b>          | 10,490,000.00     | 2,195,100.00         | 12,685,100.00     | .00                           | .00                 | 28,949.87           | 12,656,150.13                | 0                | 134,546.33     |
| Department <b>530 - FORESTRY</b>                    | 125,000.00        | .00                  | 125,000.00        | .00                           | .00                 | .00                 | 125,000.00                   | 0                | .00            |
| <b>EXPENSE TOTALS</b>                               | \$12,959,350.00   | \$2,372,540.00       | \$15,331,890.00   | \$99,622.59                   | \$0.00              | \$450,251.20        | \$14,881,638.80              | 3%               | \$499,419.10   |
| Fund <b>204 - ROAD - SIDEWALK &amp; TREE</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                               | 12,346,302.00     | .00                  | 12,346,302.00     | 651,796.74                    | .00                 | 7,417,822.70        | 4,928,479.30                 | 60%              | 7,364,161.06   |
| <b>EXPENSE TOTALS</b>                               | 12,959,350.00     | 2,372,540.00         | 15,331,890.00     | 99,622.59                     | .00                 | 450,251.20          | 14,881,638.80                | 3%               | 499,419.10     |
| Fund <b>204 - ROAD - SIDEWALK &amp; TREE</b> Totals | (\$613,048.00)    | (\$2,372,540.00)     | (\$2,985,588.00)  | \$552,174.15                  | \$0.00              | \$6,967,571.50      | (\$9,953,159.50)             |                  | \$6,864,741.96 |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                      | Adopted Budget | Budget Amendments | Amended Budget   | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/ Rec'd | Prior Year YTD |
|---------------------------------------------------|----------------|-------------------|------------------|----------------------------|------------------|------------------|---------------------------|---------------|----------------|
| Fund <b>208 - COMMUNITY RECREATION</b>            |                |                   |                  |                            |                  |                  |                           |               |                |
| <b>REVENUE</b>                                    |                |                   |                  |                            |                  |                  |                           |               |                |
| Department <b>000 - ACCOUNT BALANCES</b>          | 7,708,917.00   | .00               | 7,708,917.00     | 389,580.74                 | .00              | 5,432,348.48     | 2,276,568.52              | 70            | 4,606,872.76   |
| <b>REVENUE TOTALS</b>                             | \$7,708,917.00 | \$0.00            | \$7,708,917.00   | \$389,580.74               | \$0.00           | \$5,432,348.48   | \$2,276,568.52            | 70%           | \$4,606,872.76 |
| <b>EXPENSE</b>                                    |                |                   |                  |                            |                  |                  |                           |               |                |
| Department <b>755 - RECREATION CENTER</b>         | 6,914,862.00   | 163,934.00        | 7,078,796.00     | 2,002,591.17               | 56,194.86        | 3,405,456.92     | 3,617,144.22              | 49            | 3,026,037.13   |
| Department <b>756 - OTHER RECREATION</b>          | 632,854.00     | 174,517.00        | 807,371.00       | 77,948.50                  | 548,851.50       | 100,820.19       | 157,699.31                | 80            | 6,961.75       |
| Department <b>757 - ICE RINK</b>                  | 388,561.00     | .00               | 388,561.00       | 352,301.05                 | .00              | 352,353.30       | 36,207.70                 | 91            | 352,358.53     |
| Department <b>776 - SPECIAL EVENTS</b>            | 107,069.00     | 4,100.00          | 111,169.00       | 2,047.76                   | 4,092.00         | 11,843.49        | 95,233.51                 | 14            | 12,908.97      |
| Department <b>795 - SWIMMING POOL - BOTSFORD</b>  | 303,819.00     | 17,179.00         | 320,998.00       | 1,314.82                   | 113,897.44       | 2,781.63         | 204,318.93                | 36            | 2,913.38       |
| Department <b>796 - SWIMMING POOL - CLEMENT C</b> | 127,378.00     | 60,350.00         | 187,728.00       | 31,382.11                  | 34,612.10        | 33,525.48        | 119,590.42                | 36            | 2,107.35       |
| Department <b>797 - SWIMMING POOL - SHELDON</b>   | 92,870.00      | 62,410.00         | 155,280.00       | 111.47                     | 3,490.00         | 56,547.83        | 95,242.17                 | 39            | 1,478.23       |
| <b>EXPENSE TOTALS</b>                             | \$8,567,413.00 | \$482,490.00      | \$9,049,903.00   | \$2,467,696.88             | \$761,137.90     | \$3,963,328.84   | \$4,325,436.26            | 52%           | \$3,404,765.34 |
| Fund <b>208 - COMMUNITY RECREATION Totals</b>     |                |                   |                  |                            |                  |                  |                           |               |                |
| <b>REVENUE TOTALS</b>                             | 7,708,917.00   | .00               | 7,708,917.00     | 389,580.74                 | .00              | 5,432,348.48     | 2,276,568.52              | 70%           | 4,606,872.76   |
| <b>EXPENSE TOTALS</b>                             | 8,567,413.00   | 482,490.00        | 9,049,903.00     | 2,467,696.88               | 761,137.90       | 3,963,328.84     | 4,325,436.26              | 52%           | 3,404,765.34   |
| Fund <b>208 - COMMUNITY RECREATION Totals</b>     | (\$858,496.00) | (\$482,490.00)    | (\$1,340,986.00) | (\$2,078,116.14)           | (\$761,137.90)   | \$1,469,019.64   | (\$2,048,867.74)          |               | \$1,202,107.42 |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                         | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|--------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund 211 - DESIGNATED PURPOSE        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                              |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES    | 120,000.00        | .00                  | 120,000.00        | 8,371.75                      | .00                 | 31,594.97           | 88,405.03                    | 26               | 14,783.84      |
| REVENUE TOTALS                       | \$120,000.00      | \$0.00               | \$120,000.00      | \$8,371.75                    | \$0.00              | \$31,594.97         | \$88,405.03                  | 26%              | \$14,783.84    |
| EXPENSE                              |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES    | 180,000.00        | 10,140.00            | 190,140.00        | 7,581.72                      | 2,257.48            | 20,437.24           | 167,445.28                   | 12               | 6,311.24       |
| EXPENSE TOTALS                       | \$180,000.00      | \$10,140.00          | \$190,140.00      | \$7,581.72                    | \$2,257.48          | \$20,437.24         | \$167,445.28                 | 12%              | \$6,311.24     |
| Fund 211 - DESIGNATED PURPOSE Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                       | 120,000.00        | .00                  | 120,000.00        | 8,371.75                      | .00                 | 31,594.97           | 88,405.03                    | 26%              | 14,783.84      |
| EXPENSE TOTALS                       | 180,000.00        | 10,140.00            | 190,140.00        | 7,581.72                      | 2,257.48            | 20,437.24           | 167,445.28                   | 12%              | 6,311.24       |
| Fund 211 - DESIGNATED PURPOSE Totals | (\$60,000.00)     | (\$10,140.00)        | (\$70,140.00)     | \$790.03                      | (\$2,257.48)        | \$11,157.73         | (\$79,040.25)                |                  | \$8,472.60     |





# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|---------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>219 - SP ASSESS-LIGHTING</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                              |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>    | .00               | .00                  | .00               | (210.60)                      | .00                 | (1,160.67)          | 1,160.67                     | +++              | 621.02         |
| Department <b>457 - STREETLIGHTING</b>      | 1,173,810.00      | .00                  | 1,173,810.00      | .00                           | .00                 | 1,222,592.00        | (48,782.00)                  | 104              | 1,280,882.83   |
| <b>REVENUE TOTALS</b>                       | \$1,173,810.00    | \$0.00               | \$1,173,810.00    | (\$210.60)                    | \$0.00              | \$1,221,431.33      | (\$47,621.33)                | 104%             | \$1,281,503.85 |
| <b>EXPENSE</b>                              |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>    | .00               | .00                  | .00               | .00                           | .00                 | .00                 | .00                          | +++              | .00            |
| Department <b>457 - STREETLIGHTING</b>      | 1,222,592.00      | .00                  | 1,222,592.00      | 94,392.07                     | .00                 | 492,238.83          | 730,353.17                   | 40               | 489,489.32     |
| <b>EXPENSE TOTALS</b>                       | \$1,222,592.00    | \$0.00               | \$1,222,592.00    | \$94,392.07                   | \$0.00              | \$492,238.83        | \$730,353.17                 | 40%              | \$489,489.32   |
| Fund <b>219 - SP ASSESS-LIGHTING</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                       | 1,173,810.00      | .00                  | 1,173,810.00      | (210.60)                      | .00                 | 1,221,431.33        | (47,621.33)                  | 104%             | 1,281,503.85   |
| <b>EXPENSE TOTALS</b>                       | 1,222,592.00      | .00                  | 1,222,592.00      | 94,392.07                     | .00                 | 492,238.83          | 730,353.17                   | 40%              | 489,489.32     |
| Fund <b>219 - SP ASSESS-LIGHTING</b> Totals | (\$48,782.00)     | \$0.00               | (\$48,782.00)     | (\$94,602.67)                 | \$0.00              | \$729,192.50        | (\$777,974.50)               |                  | \$792,014.53   |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                   | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD  |
|------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|-----------------|
| Fund <b>226 - MUNICIPAL REFUSE FUND</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                 |
| <b>REVENUE</b>                                 |                   |                      |                   |                               |                     |                     |                              |                  |                 |
| Department <b>000 - ACCOUNT BALANCES</b>       | 12,114,675.00     | .00                  | 12,114,675.00     | (11,747.22)                   | .00                 | 11,235,603.67       | 879,071.33                   | 93               | 11,107,318.30   |
| <b>REVENUE TOTALS</b>                          | \$12,114,675.00   | \$0.00               | \$12,114,675.00   | (\$11,747.22)                 | \$0.00              | \$11,235,603.67     | \$879,071.33                 | 93%              | \$11,107,318.30 |
| <b>EXPENSE</b>                                 |                   |                      |                   |                               |                     |                     |                              |                  |                 |
| Department <b>521 - SANITATION</b>             | 1,376,313.00      | 56,000.00            | 1,432,313.00      | 104,458.99                    | 2,118.96            | 457,688.54          | 972,505.50                   | 32               | 494,239.29      |
| Department <b>528 - PUBLIC SERVICE</b>         | 11,225,680.00     | 385,006.00           | 11,610,686.00     | 919,314.46                    | 1,470.00            | 3,732,217.10        | 7,876,998.90                 | 32               | 3,772,645.00    |
| Department <b>529 - ANIMAL CONTROL</b>         | 379,251.00        | .00                  | 379,251.00        | 31,291.27                     | 244.76              | 92,539.17           | 286,467.07                   | 24               | 91,036.16       |
| <b>EXPENSE TOTALS</b>                          | \$12,981,244.00   | \$441,006.00         | \$13,422,250.00   | \$1,055,064.72                | \$3,833.72          | \$4,282,444.81      | \$9,135,971.47               | 32%              | \$4,357,920.45  |
| Fund <b>226 - MUNICIPAL REFUSE FUND Totals</b> |                   |                      |                   |                               |                     |                     |                              |                  |                 |
| <b>REVENUE TOTALS</b>                          | 12,114,675.00     | .00                  | 12,114,675.00     | (11,747.22)                   | .00                 | 11,235,603.67       | 879,071.33                   | 93%              | 11,107,318.30   |
| <b>EXPENSE TOTALS</b>                          | 12,981,244.00     | 441,006.00           | 13,422,250.00     | 1,055,064.72                  | 3,833.72            | 4,282,444.81        | 9,135,971.47                 | 32%              | 4,357,920.45    |
| Fund <b>226 - MUNICIPAL REFUSE FUND Totals</b> | (\$866,569.00)    | (\$441,006.00)       | (\$1,307,575.00)  | (\$1,066,811.94)              | (\$3,833.72)        | \$6,953,158.86      | (\$8,256,900.14)             |                  | \$6,749,397.85  |



# BUDGET TO ACTUAL - COUNCIL SUMMARY - 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                        | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-----------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>242 - LIVONIA BROWNFIELD - LSRRF</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                             |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>            | 101,500.00        | .00                  | 101,500.00        | (303.00)                      | .00                 | 39,692.61           | 61,807.39                    | 39               | 35,537.16      |
| REVENUE TOTALS                                      | \$101,500.00      | \$0.00               | \$101,500.00      | (\$303.00)                    | \$0.00              | \$39,692.61         | \$61,807.39                  | 39%              | \$35,537.16    |
| EXPENSE                                             |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>            | 36,384.00         | .00                  | 36,384.00         | 2,613.00                      | .00                 | 13,065.00           | 23,319.00                    | 36               | 12,761.22      |
| EXPENSE TOTALS                                      | \$36,384.00       | \$0.00               | \$36,384.00       | \$2,613.00                    | \$0.00              | \$13,065.00         | \$23,319.00                  | 36%              | \$12,761.22    |
| Fund <b>242 - LIVONIA BROWNFIELD - LSRRF</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                                      | 101,500.00        | .00                  | 101,500.00        | (303.00)                      | .00                 | 39,692.61           | 61,807.39                    | 39%              | 35,537.16      |
| EXPENSE TOTALS                                      | 36,384.00         | .00                  | 36,384.00         | 2,613.00                      | .00                 | 13,065.00           | 23,319.00                    | 36%              | 12,761.22      |
| Fund <b>242 - LIVONIA BROWNFIELD - LSRRF</b> Totals | \$65,116.00       | \$0.00               | \$65,116.00       | (\$2,916.00)                  | \$0.00              | \$26,627.61         | \$38,488.39                  |                  | \$22,775.94    |



# BUDGET TO ACTUAL - COUNCIL SUMMARY - 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                           | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|--------------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>243 - LIVONIA BROWNFIELD REDEV AUTH</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                                         |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>               | 520,000.00        | .00                  | 520,000.00        | .00                           | .00                 | 194,091.42          | 325,908.58                   | 37               | 169,055.39     |
| <b>REVENUE TOTALS</b>                                  | \$520,000.00      | \$0.00               | \$520,000.00      | \$0.00                        | \$0.00              | \$194,091.42        | \$325,908.58                 | 37%              | \$169,055.39   |
| <b>EXPENSE</b>                                         |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>               | 520,000.00        | .00                  | 520,000.00        | .00                           | .00                 | .00                 | 520,000.00                   | 0                | .00            |
| <b>EXPENSE TOTALS</b>                                  | \$520,000.00      | \$0.00               | \$520,000.00      | \$0.00                        | \$0.00              | \$0.00              | \$520,000.00                 | 0%               | \$0.00         |
| Fund <b>243 - LIVONIA BROWNFIELD REDEV AUTH</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                                  | 520,000.00        | .00                  | 520,000.00        | .00                           | .00                 | 194,091.42          | 325,908.58                   | 37%              | 169,055.39     |
| <b>EXPENSE TOTALS</b>                                  | 520,000.00        | .00                  | 520,000.00        | .00                           | .00                 | .00                 | 520,000.00                   | 0%               | .00            |
| Fund <b>243 - LIVONIA BROWNFIELD REDEV AUTH</b> Totals | \$0.00            | \$0.00               | \$0.00            | \$0.00                        | \$0.00              | \$194,091.42        | (\$194,091.42)               |                  | \$169,055.39   |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                 | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|----------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>244 - ECONOMIC DEVEL CORP</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                      |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>     | 100.00            | .00                  | 100.00            | (25.20)                       | .00                 | (149.49)            | 249.49                       | -149             | (1.20)         |
| REVENUE TOTALS                               | \$100.00          | \$0.00               | \$100.00          | (\$25.20)                     | \$0.00              | (\$149.49)          | \$249.49                     | -149%            | (\$1.20)       |
| EXPENSE                                      |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>     | 107.00            | .00                  | 107.00            | .00                           | .00                 | .00                 | 107.00                       | 0                | .00            |
| EXPENSE TOTALS                               | \$107.00          | \$0.00               | \$107.00          | \$0.00                        | \$0.00              | \$0.00              | \$107.00                     | 0%               | \$0.00         |
| Fund <b>244 - ECONOMIC DEVEL CORP</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                               | 100.00            | .00                  | 100.00            | (25.20)                       | .00                 | (149.49)            | 249.49                       | -149%            | (1.20)         |
| EXPENSE TOTALS                               | 107.00            | .00                  | 107.00            | .00                           | .00                 | .00                 | 107.00                       | 0%               | .00            |
| Fund <b>244 - ECONOMIC DEVEL CORP</b> Totals | (\$7.00)          | \$0.00               | (\$7.00)          | (\$25.20)                     | \$0.00              | (\$149.49)          | \$142.49                     |                  | (\$1.20)       |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                       | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|----------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>248 - PLYMOUTH RD DEV AUTHORITY</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                            |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>           | 741,518.00        | .00                  | 741,518.00        | 1,090.58                      | .00                 | 1,334.06            | 740,183.94                   | 0                | 1,019.44       |
| REVENUE TOTALS                                     | \$741,518.00      | \$0.00               | \$741,518.00      | \$1,090.58                    | \$0.00              | \$1,334.06          | \$740,183.94                 | 0%               | \$1,019.44     |
| EXPENSE                                            |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>           | 816,272.00        | 115,170.00           | 931,442.00        | .00                           | .00                 | 169,516.65          | 761,925.35                   | 18               | 137,189.42     |
| EXPENSE TOTALS                                     | \$816,272.00      | \$115,170.00         | \$931,442.00      | \$0.00                        | \$0.00              | \$169,516.65        | \$761,925.35                 | 18%              | \$137,189.42   |
| Fund <b>248 - PLYMOUTH RD DEV AUTHORITY</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                                     | 741,518.00        | .00                  | 741,518.00        | 1,090.58                      | .00                 | 1,334.06            | 740,183.94                   | 0%               | 1,019.44       |
| EXPENSE TOTALS                                     | 816,272.00        | 115,170.00           | 931,442.00        | .00                           | .00                 | 169,516.65          | 761,925.35                   | 18%              | 137,189.42     |
| Fund <b>248 - PLYMOUTH RD DEV AUTHORITY</b> Totals | (\$74,754.00)     | (\$115,170.00)       | (\$189,924.00)    | \$1,090.58                    | \$0.00              | (\$168,182.59)      | (\$21,741.41)                |                  | (\$136,169.98) |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                             | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>260 - MIDC GRANT</b>             |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                  |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b> | 592,374.00        | .00                  | 592,374.00        | 31,963.03                     | .00                 | 511,071.54          | 81,302.46                    | 86               | 362,994.64     |
| REVENUE TOTALS                           | \$592,374.00      | \$0.00               | \$592,374.00      | \$31,963.03                   | \$0.00              | \$511,071.54        | \$81,302.46                  | 86%              | \$362,994.64   |
| EXPENSE                                  |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b> | 592,374.00        | .00                  | 592,374.00        | 21,550.00                     | .00                 | 91,511.89           | 500,862.11                   | 15               | 110,482.82     |
| EXPENSE TOTALS                           | \$592,374.00      | \$0.00               | \$592,374.00      | \$21,550.00                   | \$0.00              | \$91,511.89         | \$500,862.11                 | 15%              | \$110,482.82   |
| Fund <b>260 - MIDC GRANT</b> Totals      |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                           | 592,374.00        | .00                  | 592,374.00        | 31,963.03                     | .00                 | 511,071.54          | 81,302.46                    | 86%              | 362,994.64     |
| EXPENSE TOTALS                           | 592,374.00        | .00                  | 592,374.00        | 21,550.00                     | .00                 | 91,511.89           | 500,862.11                   | 15%              | 110,482.82     |
| Fund <b>260 - MIDC GRANT</b> Totals      | \$0.00            | \$0.00               | \$0.00            | \$10,413.03                   | \$0.00              | \$419,559.65        | (\$419,559.65)               |                  | \$252,511.82   |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|---------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund 261 - PUB. SAFETY COMMUNICATION        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                     |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES           | 515,000.00        | .00                  | 515,000.00        | (4,058.52)                    | .00                 | 411,310.56          | 103,689.44                   | 80               | 223,597.49     |
| REVENUE TOTALS                              | \$515,000.00      | \$0.00               | \$515,000.00      | (\$4,058.52)                  | \$0.00              | \$411,310.56        | \$103,689.44                 | 80%              | \$223,597.49   |
| EXPENSE                                     |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES           | 1,241,500.00      | 133,420.00           | 1,374,920.00      | 39,596.50                     | .00                 | 144,516.50          | 1,230,403.50                 | 11               | 174,635.37     |
| EXPENSE TOTALS                              | \$1,241,500.00    | \$133,420.00         | \$1,374,920.00    | \$39,596.50                   | \$0.00              | \$144,516.50        | \$1,230,403.50               | 11%              | \$174,635.37   |
| Fund 261 - PUB. SAFETY COMMUNICATION Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                              | 515,000.00        | .00                  | 515,000.00        | (4,058.52)                    | .00                 | 411,310.56          | 103,689.44                   | 80%              | 223,597.49     |
| EXPENSE TOTALS                              | 1,241,500.00      | 133,420.00           | 1,374,920.00      | 39,596.50                     | .00                 | 144,516.50          | 1,230,403.50                 | 11%              | 174,635.37     |
| Fund 261 - PUB. SAFETY COMMUNICATION Totals | (\$726,500.00)    | (\$133,420.00)       | (\$859,920.00)    | (\$43,655.02)                 | \$0.00              | \$266,794.06        | (\$1,126,714.06)             |                  | \$48,962.12    |





# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                           | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|--------------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>262 - ADJUDICATED FORFEITURES</b>              |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                                         |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>               | 225,000.00        | .00                  | 225,000.00        | 5,088.40                      | .00                 | 3,805.53            | 221,194.47                   | 2                | 155,139.14     |
| <b>REVENUE TOTALS</b>                                  | \$225,000.00      | \$0.00               | \$225,000.00      | \$5,088.40                    | \$0.00              | \$3,805.53          | \$221,194.47                 | 2%               | \$155,139.14   |
| <b>EXPENSE</b>                                         |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>333 - STATE/LOCAL FORFEITURE EX</b>      | 600,900.00        | .00                  | 600,900.00        | 568.70                        | .00                 | 12,661.93           | 588,238.07                   | 2                | 37,129.22      |
| Department <b>334 - FEDERAL FORFEITURE EXP</b>         | 226,000.00        | .00                  | 226,000.00        | 4,189.47                      | .00                 | 22,104.01           | 203,895.99                   | 10               | 55,758.70      |
| Department <b>335 - CONTINUING CRIMINAL ENTERPRISE</b> | 145,000.00        | .00                  | 145,000.00        | .00                           | .00                 | 1,083.75            | 143,916.25                   | 1                | 4,790.07       |
| <b>EXPENSE TOTALS</b>                                  | \$971,900.00      | \$0.00               | \$971,900.00      | \$4,758.17                    | \$0.00              | \$35,849.69         | \$936,050.31                 | 4%               | \$97,677.99    |
| Fund <b>262 - ADJUDICATED FORFEITURES</b> Totals       |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                                  | 225,000.00        | .00                  | 225,000.00        | 5,088.40                      | .00                 | 3,805.53            | 221,194.47                   | 2%               | 155,139.14     |
| <b>EXPENSE TOTALS</b>                                  | 971,900.00        | .00                  | 971,900.00        | 4,758.17                      | .00                 | 35,849.69           | 936,050.31                   | 4%               | 97,677.99      |
| Fund <b>262 - ADJUDICATED FORFEITURES</b> Totals       | (\$746,900.00)    | \$0.00               | (\$746,900.00)    | \$330.23                      | \$0.00              | (\$32,044.16)       | (\$714,855.84)               |                  | \$57,461.15    |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                            | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-----------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund 270 - HISTORICAL COMMISSION        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                 |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES       | 114,200.00        | .00                  | 114,200.00        | 14,111.48                     | .00                 | 64,951.61           | 49,248.39                    | 57               | 30,985.50      |
| REVENUE TOTALS                          | \$114,200.00      | \$0.00               | \$114,200.00      | \$14,111.48                   | \$0.00              | \$64,951.61         | \$49,248.39                  | 57%              | \$30,985.50    |
| EXPENSE                                 |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES       | 83,900.00         | .00                  | 83,900.00         | 557.55                        | 7,123.50            | 9,599.52            | 67,176.98                    | 20               | 1,169.41       |
| EXPENSE TOTALS                          | \$83,900.00       | \$0.00               | \$83,900.00       | \$557.55                      | \$7,123.50          | \$9,599.52          | \$67,176.98                  | 20%              | \$1,169.41     |
| Fund 270 - HISTORICAL COMMISSION Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                          | 114,200.00        | .00                  | 114,200.00        | 14,111.48                     | .00                 | 64,951.61           | 49,248.39                    | 57%              | 30,985.50      |
| EXPENSE TOTALS                          | 83,900.00         | .00                  | 83,900.00         | 557.55                        | 7,123.50            | 9,599.52            | 67,176.98                    | 20%              | 1,169.41       |
| Fund 270 - HISTORICAL COMMISSION Totals | \$30,300.00       | \$0.00               | \$30,300.00       | \$13,553.93                   | (\$7,123.50)        | \$55,352.09         | (\$17,928.59)                |                  | \$29,816.09    |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                 | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|----------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>271 - LIBRARY FUND</b>               |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                               |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>     | 4,192,780.00      | .00                  | 4,192,780.00      | (.53)                         | .00                 | 3,861,265.67        | 331,514.33                   | 92               | 3,762,075.88   |
| <b>REVENUE TOTALS</b>                        | \$4,192,780.00    | \$0.00               | \$4,192,780.00    | (\$0.53)                      | \$0.00              | \$3,861,265.67      | \$331,514.33                 | 92%              | \$3,762,075.88 |
| <b>EXPENSE</b>                               |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>778 - CIVIC CENTER LIBRARY</b> | 3,407,992.00      | 234,220.00           | 3,642,212.00      | 326,118.53                    | 6,711.12            | 1,251,189.12        | 2,384,311.76                 | 35               | 1,165,945.86   |
| Department <b>779 - NOBLE LIBRARY</b>        | 20,000.00         | .00                  | 20,000.00         | 901.84                        | .00                 | 2,808.59            | 17,191.41                    | 14               | 5,664.23       |
| Department <b>780 - SANDBURG LIBRARY</b>     | 770,976.00        | .00                  | 770,976.00        | 84,799.55                     | 134.56              | 322,705.60          | 448,135.84                   | 42               | 288,808.79     |
| <b>EXPENSE TOTALS</b>                        | \$4,198,968.00    | \$234,220.00         | \$4,433,188.00    | \$411,819.92                  | \$6,845.68          | \$1,576,703.31      | \$2,849,639.01               | 36%              | \$1,460,418.88 |
| Fund <b>271 - LIBRARY FUND Totals</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                        | 4,192,780.00      | .00                  | 4,192,780.00      | (.53)                         | .00                 | 3,861,265.67        | 331,514.33                   | 92%              | 3,762,075.88   |
| <b>EXPENSE TOTALS</b>                        | 4,198,968.00      | 234,220.00           | 4,433,188.00      | 411,819.92                    | 6,845.68            | 1,576,703.31        | 2,849,639.01                 | 36%              | 1,460,418.88   |
| Fund <b>271 - LIBRARY FUND Totals</b>        | (\$6,188.00)      | (\$234,220.00)       | (\$240,408.00)    | (\$411,820.45)                | (\$6,845.68)        | \$2,284,562.36      | (\$2,518,124.68)             |                  | \$2,301,657.00 |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                           | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|----------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund 272 - ARTS COMMISSION FUND        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES      | 9,000.00          | .00                  | 9,000.00          | 1,076.40                      | .00                 | 1,919.54            | 7,080.46                     | 21               | 1,140.61       |
| REVENUE TOTALS                         | \$9,000.00        | \$0.00               | \$9,000.00        | \$1,076.40                    | \$0.00              | \$1,919.54          | \$7,080.46                   | 21%              | \$1,140.61     |
| EXPENSE                                |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES      | 13,000.00         | .00                  | 13,000.00         | 335.75                        | .00                 | 892.78              | 12,107.22                    | 7                | .00            |
| EXPENSE TOTALS                         | \$13,000.00       | \$0.00               | \$13,000.00       | \$335.75                      | \$0.00              | \$892.78            | \$12,107.22                  | 7%               | \$0.00         |
| Fund 272 - ARTS COMMISSION FUND Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                         | 9,000.00          | .00                  | 9,000.00          | 1,076.40                      | .00                 | 1,919.54            | 7,080.46                     | 21%              | 1,140.61       |
| EXPENSE TOTALS                         | 13,000.00         | .00                  | 13,000.00         | 335.75                        | .00                 | 892.78              | 12,107.22                    | 7%               | .00            |
| Fund 272 - ARTS COMMISSION FUND Totals | (\$4,000.00)      | \$0.00               | (\$4,000.00)      | \$740.65                      | \$0.00              | \$1,026.76          | (\$5,026.76)                 |                  | \$1,140.61     |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                        | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-----------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>286 - TRANSIT &amp; CAPITAL IMPR</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                             |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>            | 2,465,846.00      | .00                  | 2,465,846.00      | .00                           | .00                 | 2,337,583.28        | 128,262.72                   | 95               | 2,289,874.66   |
| REVENUE TOTALS                                      | \$2,465,846.00    | \$0.00               | \$2,465,846.00    | \$0.00                        | \$0.00              | \$2,337,583.28      | \$128,262.72                 | 95%              | \$2,289,874.66 |
| EXPENSE                                             |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>            | 2,465,846.00      | .00                  | 2,465,846.00      | .00                           | .00                 | 2,465,846.00        | .00                          | 100              | 2,407,245.00   |
| EXPENSE TOTALS                                      | \$2,465,846.00    | \$0.00               | \$2,465,846.00    | \$0.00                        | \$0.00              | \$2,465,846.00      | \$0.00                       | 100%             | \$2,407,245.00 |
| Fund <b>286 - TRANSIT &amp; CAPITAL IMPR</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                                      | 2,465,846.00      | .00                  | 2,465,846.00      | .00                           | .00                 | 2,337,583.28        | 128,262.72                   | 95%              | 2,289,874.66   |
| EXPENSE TOTALS                                      | 2,465,846.00      | .00                  | 2,465,846.00      | .00                           | .00                 | 2,465,846.00        | .00                          | 100%             | 2,407,245.00   |
| Fund <b>286 - TRANSIT &amp; CAPITAL IMPR</b> Totals | \$0.00            | \$0.00               | \$0.00            | \$0.00                        | \$0.00              | (\$128,262.72)      | \$128,262.72                 |                  | (\$117,370.34) |



# BUDGET TO ACTUAL - COUNCIL SUMMARY - 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                       | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|----------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>288 - COMMUNITY TRANSIT PROGRAM</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                                     |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>           | 719,445.00        | .00                  | 719,445.00        | 927.38                        | .00                 | 671,138.17          | 48,306.83                    | 93               | 945,203.73     |
| <b>REVENUE TOTALS</b>                              | \$719,445.00      | \$0.00               | \$719,445.00      | \$927.38                      | \$0.00              | \$671,138.17        | \$48,306.83                  | 93%              | \$945,203.73   |
| <b>EXPENSE</b>                                     |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>606 - COMM TRANSIT DISPATCHERS</b>   | 104,081.00        | .00                  | 104,081.00        | 10,761.10                     | .00                 | 35,983.84           | 68,097.16                    | 35               | 33,799.86      |
| Department <b>607 - COMMUNITY TRANSIT ADMIN</b>    | 159,222.00        | .00                  | 159,222.00        | 13,509.82                     | .00                 | 50,904.64           | 108,317.36                   | 32               | 52,286.70      |
| Department <b>608 - COMMUNITY TRANSIT</b>          | 1,040,913.00      | .00                  | 1,040,913.00      | 37,575.33                     | 1,532.23            | 373,206.69          | 666,174.08                   | 36               | 374,540.43     |
| <b>EXPENSE TOTALS</b>                              | \$1,304,216.00    | \$0.00               | \$1,304,216.00    | \$61,846.25                   | \$1,532.23          | \$460,095.17        | \$842,588.60                 | 35%              | \$460,626.99   |
| Fund <b>288 - COMMUNITY TRANSIT PROGRAM</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                              | 719,445.00        | .00                  | 719,445.00        | 927.38                        | .00                 | 671,138.17          | 48,306.83                    | 93%              | 945,203.73     |
| <b>EXPENSE TOTALS</b>                              | 1,304,216.00      | .00                  | 1,304,216.00      | 61,846.25                     | 1,532.23            | 460,095.17          | 842,588.60                   | 35%              | 460,626.99     |
| Fund <b>288 - COMMUNITY TRANSIT PROGRAM</b> Totals | (\$584,771.00)    | \$0.00               | (\$584,771.00)    | (\$60,918.87)                 | (\$1,532.23)        | \$211,043.00        | (\$794,281.77)               |                  | \$484,576.74   |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                            | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-----------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund 297 - CABLE TELEVISION FUND        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                 |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES       | 413,100.00        | .00                  | 413,100.00        | 19,816.24                     | .00                 | 110,053.39          | 303,046.61                   | 27               | 126,498.99     |
| REVENUE TOTALS                          | \$413,100.00      | \$0.00               | \$413,100.00      | \$19,816.24                   | \$0.00              | \$110,053.39        | \$303,046.61                 | 27%              | \$126,498.99   |
| EXPENSE                                 |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 806 - CABLE TELEVISION       | 554,196.00        | .00                  | 554,196.00        | 42,413.48                     | 234.00              | 176,152.84          | 377,809.16                   | 32               | 167,090.88     |
| EXPENSE TOTALS                          | \$554,196.00      | \$0.00               | \$554,196.00      | \$42,413.48                   | \$234.00            | \$176,152.84        | \$377,809.16                 | 32%              | \$167,090.88   |
| Fund 297 - CABLE TELEVISION FUND Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                          | 413,100.00        | .00                  | 413,100.00        | 19,816.24                     | .00                 | 110,053.39          | 303,046.61                   | 27%              | 126,498.99     |
| EXPENSE TOTALS                          | 554,196.00        | .00                  | 554,196.00        | 42,413.48                     | 234.00              | 176,152.84          | 377,809.16                   | 32%              | 167,090.88     |
| Fund 297 - CABLE TELEVISION FUND Totals | (\$141,096.00)    | \$0.00               | (\$141,096.00)    | (\$22,597.24)                 | (\$234.00)          | (\$66,099.45)       | (\$74,762.55)                |                  | (\$40,591.89)  |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                    | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>372 - D/S 2015 MBA REFUNDING</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                         |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>        | 180,382.00        | .00                  | 180,382.00        | 173,459.75                    | .00                 | 173,459.75          | 6,922.25                     | 96               | 175,497.50     |
| REVENUE TOTALS                                  | \$180,382.00      | \$0.00               | \$180,382.00      | \$173,459.75                  | \$0.00              | \$173,459.75        | \$6,922.25                   | 96%              | \$175,497.50   |
| EXPENSE                                         |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>        | 180,382.00        | .00                  | 180,382.00        | 173,459.75                    | .00                 | 173,459.75          | 6,922.25                     | 96               | 175,497.50     |
| EXPENSE TOTALS                                  | \$180,382.00      | \$0.00               | \$180,382.00      | \$173,459.75                  | \$0.00              | \$173,459.75        | \$6,922.25                   | 96%              | \$175,497.50   |
| Fund <b>372 - D/S 2015 MBA REFUNDING</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                                  | 180,382.00        | .00                  | 180,382.00        | 173,459.75                    | .00                 | 173,459.75          | 6,922.25                     | 96%              | 175,497.50     |
| EXPENSE TOTALS                                  | 180,382.00        | .00                  | 180,382.00        | 173,459.75                    | .00                 | 173,459.75          | 6,922.25                     | 96%              | 175,497.50     |
| Fund <b>372 - D/S 2015 MBA REFUNDING</b> Totals | \$0.00            | \$0.00               | \$0.00            | \$0.00                        | \$0.00              | \$0.00              | \$0.00                       |                  | \$0.00         |





# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                    | Adopted<br>Budget   | Budget<br>Amendments | Amended<br>Budget   | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD      |
|-------------------------------------------------|---------------------|----------------------|---------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|---------------------|
| <b>Fund 373 - D/S 2016 MBA REFUNDING</b>        |                     |                      |                     |                               |                     |                     |                              |                  |                     |
| <b>REVENUE</b>                                  |                     |                      |                     |                               |                     |                     |                              |                  |                     |
| Department 000 - ACCOUNT BALANCES               | 547,400.00          | .00                  | 547,400.00          | 449,400.00                    | .00                 | 449,900.00          | 97,500.00                    | 82               | 446,600.00          |
| <b>REVENUE TOTALS</b>                           | <b>\$547,400.00</b> | <b>\$0.00</b>        | <b>\$547,400.00</b> | <b>\$449,400.00</b>           | <b>\$0.00</b>       | <b>\$449,900.00</b> | <b>\$97,500.00</b>           | <b>82%</b>       | <b>\$446,600.00</b> |
| <b>EXPENSE</b>                                  |                     |                      |                     |                               |                     |                     |                              |                  |                     |
| Department 000 - ACCOUNT BALANCES               | 547,400.00          | .00                  | 547,400.00          | 449,400.00                    | .00                 | 449,900.00          | 97,500.00                    | 82               | 446,600.00          |
| <b>EXPENSE TOTALS</b>                           | <b>\$547,400.00</b> | <b>\$0.00</b>        | <b>\$547,400.00</b> | <b>\$449,400.00</b>           | <b>\$0.00</b>       | <b>\$449,900.00</b> | <b>\$97,500.00</b>           | <b>82%</b>       | <b>\$446,600.00</b> |
| <b>Fund 373 - D/S 2016 MBA REFUNDING Totals</b> |                     |                      |                     |                               |                     |                     |                              |                  |                     |
| <b>REVENUE TOTALS</b>                           | <b>547,400.00</b>   | <b>.00</b>           | <b>547,400.00</b>   | <b>449,400.00</b>             | <b>.00</b>          | <b>449,900.00</b>   | <b>97,500.00</b>             | <b>82%</b>       | <b>446,600.00</b>   |
| <b>EXPENSE TOTALS</b>                           | <b>547,400.00</b>   | <b>.00</b>           | <b>547,400.00</b>   | <b>449,400.00</b>             | <b>.00</b>          | <b>449,900.00</b>   | <b>97,500.00</b>             | <b>82%</b>       | <b>446,600.00</b>   |
| <b>Fund 373 - D/S 2016 MBA REFUNDING Totals</b> | <b>\$0.00</b>       | <b>\$0.00</b>        | <b>\$0.00</b>       | <b>\$0.00</b>                 | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>                |                  | <b>\$0.00</b>       |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                             | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund 374 - D/S 2017 MBA REFUNDING        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                  |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES        | 1,992,150.00      | .00                  | 1,992,150.00      | 1,711,400.00                  | .00                 | 1,711,900.00        | 280,250.00                   | 86               | 1,692,450.00   |
| REVENUE TOTALS                           | \$1,992,150.00    | \$0.00               | \$1,992,150.00    | \$1,711,400.00                | \$0.00              | \$1,711,900.00      | \$280,250.00                 | 86%              | \$1,692,450.00 |
| EXPENSE                                  |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES        | 1,992,150.00      | .00                  | 1,992,150.00      | 1,711,400.00                  | .00                 | 1,711,900.00        | 280,250.00                   | 86               | 1,692,450.00   |
| EXPENSE TOTALS                           | \$1,992,150.00    | \$0.00               | \$1,992,150.00    | \$1,711,400.00                | \$0.00              | \$1,711,900.00      | \$280,250.00                 | 86%              | \$1,692,450.00 |
| Fund 374 - D/S 2017 MBA REFUNDING Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                           | 1,992,150.00      | .00                  | 1,992,150.00      | 1,711,400.00                  | .00                 | 1,711,900.00        | 280,250.00                   | 86%              | 1,692,450.00   |
| EXPENSE TOTALS                           | 1,992,150.00      | .00                  | 1,992,150.00      | 1,711,400.00                  | .00                 | 1,711,900.00        | 280,250.00                   | 86%              | 1,692,450.00   |
| Fund 374 - D/S 2017 MBA REFUNDING Totals | \$0.00            | \$0.00               | \$0.00            | \$0.00                        | \$0.00              | \$0.00              | \$0.00                       |                  | \$0.00         |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                              | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>401 - CAPITAL PROJECTS</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                   |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>  | 1,915,846.00      | 1,000,000.00         | 2,915,846.00      | (10,216.75)                   | .00                 | 2,354,989.32        | 560,856.68                   | 81               | 2,131,782.06   |
| REVENUE TOTALS                            | \$1,915,846.00    | \$1,000,000.00       | \$2,915,846.00    | (\$10,216.75)                 | \$0.00              | \$2,354,989.32      | \$560,856.68                 | 81%              | \$2,131,782.06 |
| EXPENSE                                   |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>  | 3,794,896.00      | 6,890,455.00         | 10,685,351.00     | 129,296.99                    | 334,422.62          | 1,004,002.48        | 9,346,925.90                 | 13               | 540,142.81     |
| EXPENSE TOTALS                            | \$3,794,896.00    | \$6,890,455.00       | \$10,685,351.00   | \$129,296.99                  | \$334,422.62        | \$1,004,002.48      | \$9,346,925.90               | 13%              | \$540,142.81   |
| Fund <b>401 - CAPITAL PROJECTS</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                            | 1,915,846.00      | 1,000,000.00         | 2,915,846.00      | (10,216.75)                   | .00                 | 2,354,989.32        | 560,856.68                   | 81%              | 2,131,782.06   |
| EXPENSE TOTALS                            | 3,794,896.00      | 6,890,455.00         | 10,685,351.00     | 129,296.99                    | 334,422.62          | 1,004,002.48        | 9,346,925.90                 | 13%              | 540,142.81     |
| Fund <b>401 - CAPITAL PROJECTS</b> Totals | (\$1,879,050.00)  | (\$5,890,455.00)     | (\$7,769,505.00)  | (\$139,513.74)                | (\$334,422.62)      | \$1,350,986.84      | (\$8,786,069.22)             |                  | \$1,591,639.25 |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                      | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|---------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>409 - GOLF COURSE CAPITAL IMPR</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                           |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>          | 360,200.00        | .00                  | 360,200.00        | 3,062.78                      | .00                 | 316,918.78          | 43,281.22                    | 88               | 6,315.21       |
| REVENUE TOTALS                                    | \$360,200.00      | \$0.00               | \$360,200.00      | \$3,062.78                    | \$0.00              | \$316,918.78        | \$43,281.22                  | 88%              | \$6,315.21     |
| EXPENSE                                           |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>          | 280,000.00        | 90,000.00            | 370,000.00        | 15,841.31                     | 190,608.00          | 18,520.05           | 160,871.95                   | 57               | 98,034.43      |
| EXPENSE TOTALS                                    | \$280,000.00      | \$90,000.00          | \$370,000.00      | \$15,841.31                   | \$190,608.00        | \$18,520.05         | \$160,871.95                 | 57%              | \$98,034.43    |
| Fund <b>409 - GOLF COURSE CAPITAL IMPR</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                                    | 360,200.00        | .00                  | 360,200.00        | 3,062.78                      | .00                 | 316,918.78          | 43,281.22                    | 88%              | 6,315.21       |
| EXPENSE TOTALS                                    | 280,000.00        | 90,000.00            | 370,000.00        | 15,841.31                     | 190,608.00          | 18,520.05           | 160,871.95                   | 57%              | 98,034.43      |
| Fund <b>409 - GOLF COURSE CAPITAL IMPR</b> Totals | \$80,200.00       | (\$90,000.00)        | (\$9,800.00)      | (\$12,778.53)                 | (\$190,608.00)      | \$298,398.73        | (\$117,590.73)               |                  | (\$91,719.22)  |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                       | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|----------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>418 - BUILDING IMPROVEMENT FUND</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                                     |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>           | 5,000.00          | .00                  | 5,000.00          | (4,684.80)                    | .00                 | (27,888.25)         | 32,888.25                    | -558             | (177.65)       |
| <b>REVENUE TOTALS</b>                              | \$5,000.00        | \$0.00               | \$5,000.00        | (\$4,684.80)                  | \$0.00              | (\$27,888.25)       | \$32,888.25                  | -558%            | (\$177.65)     |
| <b>EXPENSE</b>                                     |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>           | 300,000.00        | .00                  | 300,000.00        | .00                           | .00                 | 6,803.25            | 293,196.75                   | 2                | .00            |
| <b>EXPENSE TOTALS</b>                              | \$300,000.00      | \$0.00               | \$300,000.00      | \$0.00                        | \$0.00              | \$6,803.25          | \$293,196.75                 | 2%               | \$0.00         |
| Fund <b>418 - BUILDING IMPROVEMENT FUND</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                              | 5,000.00          | .00                  | 5,000.00          | (4,684.80)                    | .00                 | (27,888.25)         | 32,888.25                    | -558%            | (177.65)       |
| <b>EXPENSE TOTALS</b>                              | 300,000.00        | .00                  | 300,000.00        | .00                           | .00                 | 6,803.25            | 293,196.75                   | 2%               | .00            |
| Fund <b>418 - BUILDING IMPROVEMENT FUND</b> Totals | (\$295,000.00)    | \$0.00               | (\$295,000.00)    | (\$4,684.80)                  | \$0.00              | (\$34,691.50)       | (\$260,308.50)               |                  | (\$177.65)     |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                         | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|------------------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>470 - COURT BUILDING IMPROVEMENTS</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                              |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>             | 515,000.00        | .00                  | 515,000.00        | 22,662.59                     | .00                 | 102,322.01          | 412,677.99                   | 20               | 75,710.74      |
| REVENUE TOTALS                                       | \$515,000.00      | \$0.00               | \$515,000.00      | \$22,662.59                   | \$0.00              | \$102,322.01        | \$412,677.99                 | 20%              | \$75,710.74    |
| EXPENSE                                              |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>             | 547,400.00        | .00                  | 547,400.00        | 449,400.00                    | .00                 | 449,900.00          | 97,500.00                    | 82               | 446,600.00     |
| EXPENSE TOTALS                                       | \$547,400.00      | \$0.00               | \$547,400.00      | \$449,400.00                  | \$0.00              | \$449,900.00        | \$97,500.00                  | 82%              | \$446,600.00   |
| Fund <b>470 - COURT BUILDING IMPROVEMENTS</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                                       | 515,000.00        | .00                  | 515,000.00        | 22,662.59                     | .00                 | 102,322.01          | 412,677.99                   | 20%              | 75,710.74      |
| EXPENSE TOTALS                                       | 547,400.00        | .00                  | 547,400.00        | 449,400.00                    | .00                 | 449,900.00          | 97,500.00                    | 82%              | 446,600.00     |
| Fund <b>470 - COURT BUILDING IMPROVEMENTS</b> Totals | (\$32,400.00)     | \$0.00               | (\$32,400.00)     | (\$426,737.41)                | \$0.00              | (\$347,577.99)      | \$315,177.99                 |                  | (\$370,889.26) |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                              | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|-------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>536 - NEWBURGH VILLAGE</b>        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                                   |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>  | 842,000.00        | .00                  | 842,000.00        | 66,297.48                     | .00                 | 332,344.42          | 509,655.58                   | 39               | 343,920.41     |
| REVENUE TOTALS                            | \$842,000.00      | \$0.00               | \$842,000.00      | \$66,297.48                   | \$0.00              | \$332,344.42        | \$509,655.58                 | 39%              | \$343,920.41   |
| EXPENSE                                   |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>677 - NEWBURGH VILLAGE</b>  | 709,027.00        | 750,000.00           | 1,459,027.00      | 58,415.67                     | 23,858.75           | 254,957.27          | 1,180,210.98                 | 19               | 262,735.67     |
| EXPENSE TOTALS                            | \$709,027.00      | \$750,000.00         | \$1,459,027.00    | \$58,415.67                   | \$23,858.75         | \$254,957.27        | \$1,180,210.98               | 19%              | \$262,735.67   |
| Fund <b>536 - NEWBURGH VILLAGE</b> Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                            | 842,000.00        | .00                  | 842,000.00        | 66,297.48                     | .00                 | 332,344.42          | 509,655.58                   | 39%              | 343,920.41     |
| EXPENSE TOTALS                            | 709,027.00        | 750,000.00           | 1,459,027.00      | 58,415.67                     | 23,858.75           | 254,957.27          | 1,180,210.98                 | 19%              | 262,735.67     |
| Fund <b>536 - NEWBURGH VILLAGE</b> Totals | \$132,973.00      | (\$750,000.00)       | (\$617,027.00)    | \$7,881.81                    | (\$23,858.75)       | \$77,387.15         | (\$670,555.40)               |                  | \$81,184.74    |



# BUDGET TO ACTUAL - COUNCIL SUMMARY - 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                          | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|---------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund 538 - SILVER VILLAGE FUND        |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE                               |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 000 - ACCOUNT BALANCES     | 688,620.00        | .00                  | 688,620.00        | 47,906.00                     | .00                 | 252,113.93          | 436,506.07                   | 37               | 269,644.42     |
| REVENUE TOTALS                        | \$688,620.00      | \$0.00               | \$688,620.00      | \$47,906.00                   | \$0.00              | \$252,113.93        | \$436,506.07                 | 37%              | \$269,644.42   |
| EXPENSE                               |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department 676 - SILVER VILLAGE       | 673,679.00        | 700,000.00           | 1,373,679.00      | 48,558.32                     | .00                 | 216,380.82          | 1,157,298.18                 | 16               | 190,777.07     |
| EXPENSE TOTALS                        | \$673,679.00      | \$700,000.00         | \$1,373,679.00    | \$48,558.32                   | \$0.00              | \$216,380.82        | \$1,157,298.18               | 16%              | \$190,777.07   |
| Fund 538 - SILVER VILLAGE FUND Totals |                   |                      |                   |                               |                     |                     |                              |                  |                |
| REVENUE TOTALS                        | 688,620.00        | .00                  | 688,620.00        | 47,906.00                     | .00                 | 252,113.93          | 436,506.07                   | 37%              | 269,644.42     |
| EXPENSE TOTALS                        | 673,679.00        | 700,000.00           | 1,373,679.00      | 48,558.32                     | .00                 | 216,380.82          | 1,157,298.18                 | 16%              | 190,777.07     |
| Fund 538 - SILVER VILLAGE FUND Totals | \$14,941.00       | (\$700,000.00)       | (\$685,059.00)    | (\$652.32)                    | \$0.00              | \$35,733.11         | (\$720,792.11)               |                  | \$78,867.35    |





# BUDGET TO ACTUAL - COUNCIL SUMMARY - 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                               | Adopted<br>Budget | Budget<br>Amendments | Amended<br>Budget | Current Month<br>Transactions | YTD<br>Encumbrances | YTD<br>Transactions | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD |
|--------------------------------------------|-------------------|----------------------|-------------------|-------------------------------|---------------------|---------------------|------------------------------|------------------|----------------|
| Fund <b>584 - GOLF COURSE FUND</b>         |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE</b>                             |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>   | 1,981,521.00      | .00                  | 1,981,521.00      | 96,460.85                     | .00                 | 135,577.69          | 1,845,943.31                 | 7                | 321,860.55     |
| <b>REVENUE TOTALS</b>                      | \$1,981,521.00    | \$0.00               | \$1,981,521.00    | \$96,460.85                   | \$0.00              | \$135,577.69        | \$1,845,943.31               | 7%               | \$321,860.55   |
| <b>EXPENSE</b>                             |                   |                      |                   |                               |                     |                     |                              |                  |                |
| Department <b>000 - ACCOUNT BALANCES</b>   | 250,000.00        | 90,000.00            | 340,000.00        | .00                           | .00                 | 340,000.00          | .00                          | 100              | .00            |
| Department <b>773 - WHISPERING WILLOWS</b> | 727,231.00        | .00                  | 727,231.00        | 56,388.72                     | .00                 | 222,575.16          | 504,655.84                   | 31               | 247,703.01     |
| Department <b>774 - IDYL WYLD</b>          | 544,731.00        | .00                  | 544,731.00        | 61,432.84                     | .00                 | 205,314.47          | 339,416.53                   | 38               | 191,123.05     |
| Department <b>775 - FOX CREEK</b>          | 781,388.00        | .00                  | 781,388.00        | 77,386.55                     | .00                 | 240,924.55          | 540,463.45                   | 31               | 250,682.01     |
| <b>EXPENSE TOTALS</b>                      | \$2,303,350.00    | \$90,000.00          | \$2,393,350.00    | \$195,208.11                  | \$0.00              | \$1,008,814.18      | \$1,384,535.82               | 42%              | \$689,508.07   |
| Fund <b>584 - GOLF COURSE FUND</b> Totals  |                   |                      |                   |                               |                     |                     |                              |                  |                |
| <b>REVENUE TOTALS</b>                      | 1,981,521.00      | .00                  | 1,981,521.00      | 96,460.85                     | .00                 | 135,577.69          | 1,845,943.31                 | 7%               | 321,860.55     |
| <b>EXPENSE TOTALS</b>                      | 2,303,350.00      | 90,000.00            | 2,393,350.00      | 195,208.11                    | .00                 | 1,008,814.18        | 1,384,535.82                 | 42%              | 689,508.07     |
| Fund <b>584 - GOLF COURSE FUND</b> Totals  | (\$321,829.00)    | (\$90,000.00)        | (\$411,829.00)    | (\$98,747.26)                 | \$0.00              | (\$873,236.49)      | \$461,407.49                 |                  | (\$367,647.52) |



# BUDGET TO ACTUAL - COUNCIL SUMMARY -

## 04/30/2022

Through 04/30/22

Prior Fiscal Year Activity Included

| Organization                                       | Adopted<br>Budget       | Budget<br>Amendments     | Amended<br>Budget        | Current Month<br>Transactions | YTD<br>Encumbrances     | YTD<br>Transactions     | Budget - YTD<br>Transactions | % Used/<br>Rec'd | Prior Year YTD          |
|----------------------------------------------------|-------------------------|--------------------------|--------------------------|-------------------------------|-------------------------|-------------------------|------------------------------|------------------|-------------------------|
| Fund <b>592 - WATER AND SEWER FUND</b>             |                         |                          |                          |                               |                         |                         |                              |                  |                         |
| <b>REVENUE</b>                                     |                         |                          |                          |                               |                         |                         |                              |                  |                         |
| Department <b>000 - ACCOUNT BALANCES</b>           | 43,315,647.00           | .00                      | 43,315,647.00            | 3,178,253.73                  | .00                     | 14,642,341.41           | 28,673,305.59                | 34               | 14,118,938.29           |
| <b>REVENUE TOTALS</b>                              | <b>\$43,315,647.00</b>  | <b>\$0.00</b>            | <b>\$43,315,647.00</b>   | <b>\$3,178,253.73</b>         | <b>\$0.00</b>           | <b>\$14,642,341.41</b>  | <b>\$28,673,305.59</b>       | <b>34%</b>       | <b>\$14,118,938.29</b>  |
| <b>EXPENSE</b>                                     |                         |                          |                          |                               |                         |                         |                              |                  |                         |
| Department <b>558 - W &amp; S FINANCIAL ADMIN</b>  | 34,316,085.00           | .00                      | 34,316,085.00            | 2,806,497.71                  | .00                     | 14,127,043.56           | 20,189,041.44                | 41               | 14,141,374.77           |
| Department <b>559 - W &amp; S FIELD OPERATIONS</b> | 7,602,751.00            | 539,055.00               | 8,141,806.00             | 510,314.74                    | 13,209.39               | 2,405,956.89            | 5,722,639.72                 | 30               | 3,023,859.95            |
| <b>EXPENSE TOTALS</b>                              | <b>\$41,918,836.00</b>  | <b>\$539,055.00</b>      | <b>\$42,457,891.00</b>   | <b>\$3,316,812.45</b>         | <b>\$13,209.39</b>      | <b>\$16,533,000.45</b>  | <b>\$25,911,681.16</b>       | <b>39%</b>       | <b>\$17,165,234.72</b>  |
| Fund <b>592 - WATER AND SEWER FUND Totals</b>      |                         |                          |                          |                               |                         |                         |                              |                  |                         |
| <b>REVENUE TOTALS</b>                              | 43,315,647.00           | .00                      | 43,315,647.00            | 3,178,253.73                  | .00                     | 14,642,341.41           | 28,673,305.59                | 34%              | 14,118,938.29           |
| <b>EXPENSE TOTALS</b>                              | 41,918,836.00           | 539,055.00               | 42,457,891.00            | 3,316,812.45                  | 13,209.39               | 16,533,000.45           | 25,911,681.16                | 39%              | 17,165,234.72           |
| Fund <b>592 - WATER AND SEWER FUND Totals</b>      | <b>\$1,396,811.00</b>   | <b>(\$539,055.00)</b>    | <b>\$857,756.00</b>      | <b>(\$138,558.72)</b>         | <b>(\$13,209.39)</b>    | <b>(\$1,890,659.04)</b> | <b>\$2,761,624.43</b>        |                  | <b>(\$3,046,296.43)</b> |
| Grand Totals                                       |                         |                          |                          |                               |                         |                         |                              |                  |                         |
| <b>REVENUE TOTALS</b>                              | 181,238,407.00          | 1,000,000.00             | 182,238,407.00           | 11,314,082.95                 | .00                     | 110,406,412.08          | 71,831,994.92                | 61%              | 102,437,773.11          |
| <b>EXPENSE TOTALS</b>                              | 188,188,107.00          | 13,507,847.00            | 201,695,954.00           | 18,462,342.89                 | 2,318,782.61            | 66,697,072.62           | 132,680,098.77               | 34%              | 64,907,720.19           |
| Grand Totals                                       | <b>(\$6,949,700.00)</b> | <b>(\$12,507,847.00)</b> | <b>(\$19,457,547.00)</b> | <b>(\$7,148,259.94)</b>       | <b>(\$2,318,782.61)</b> | <b>\$43,709,339.46</b>  | <b>(\$60,848,103.85)</b>     |                  | <b>\$37,530,052.92</b>  |



## LETTER TO THE LIVONIA CITY COUNCIL

### Parks and Recreation June 16, 2022

#### MEETING DATE

July 11, 2022 Regular

#### PREPARED BY

Ann Cox, Program Supervisor,

#### AGENDA ITEM

b. Communication from the Department of Parks and Recreation, dated June 16, 2022, re: fee changes approved by the Parks and Recreation Commission for the first two quarters of 2022.

#### BACKGROUND

The Parks and Recreation Department has compiled a list of fee changes approved by the Parks and Recreation Commission for the first two quarters of 2022. The update is according to Council Resolution #268-21. Please see the attached document with all changes.

#### RECOMMENDATION

Receive and file.

#### FISCAL CONSIDERATION

#### ATTACHMENTS

1. PR Commission fee changes Q1Q2 2022 (003)

#### APPROVED BY

Date: June 16, 2022

Ted Davis, CPRP, Superintendent of Parks and Recreation

Letter from Ethan Engel approved for submission by Ted Davis Re: League Forfeiture Fees – **Mr. Engel** said this fee is being proposed due to several no call/no shows by teams. He said this will make it easier on our end to get officials paid. **Mr. Johnson** asked if this is paid up front? **Mr. Engel** said yes, it would be added on to the registration fee. **Mr. Condon** asked what if they forfeit two games. **Mr. Engel** explained.

Upon a motion made by Mr. Condon seconded by Mrs. Jolly, it was

**#3811-22      RESOLVED**, that the Commission approves the following forfeit fees procedure:

Teams shall pay the full commission approved officials fee in addition to a \$10 administrative fee at the time of league registration.

A roll call vote was taken on the foregoing resolution with the following results:

**AYES:** Condon, Jolly and Johnson

**NAYES:** None

**ABSENT:** Kevra, Summers

The Chairperson declared the resolution **adopted**.

Letter from Michelle Koppin approved for submittal by Ted Davis Re: Proposed past contract time fees for Greenmead Historical Park – **Mr. Johnson** said this looks very reasonable. **Mrs. Koppin** explained that we took away the security deposit so this allows us to re-coup for additional time used. **Mr. Davis** said we can bill this after the fact.

Upon a motion made by Mrs. Kevra seconded by Mr. Summers, it was

**#3818-22      RESOLVED**, that the Commission approves charging an hourly rate plus staff costs and \$100 administrative fee for guests who overstay their contracted time at the Alexander Blue House, Friends Meeting House and Newburgh Church during private rentals.

A roll call vote was taken on the foregoing resolution with the following results:

**AYES:** Kevra, Summers and Johnson

**NAYES:** None

**ABSENT:** Condon and Jolly

The Chairperson declared the resolution **adopted**.

Increase in Idyl Wyld Cart Rates for 2022 – **Mr. Welsh** introduced Ms. Kent and Mr. Jones. He explained that a boost is needed at Idyl Wyld Golf Course and they would like to do a GPS system on the carts as was done at Whispering Willows and Fox Creek in 2018. **Mr. Welsh** said this would give the course more control and make it safer as there are a lot of bridges on the course. He said the carts won't be able to go into certain areas. He explained that the current carts would be retro-fitted and they are requesting a one dollar increase on the cart fee. **Mr. Davis** asked how long it would take. **Mr. Welsh** said 3 weeks at the most to install on all carts. **Mr. Johnson** asked if the carts at Fox and Whispering can be prevented from going very far off the cart path. **Mr. Welsh** said yes and explained the system. **Mr. Davis** said this wouldn't affect leagues and outings that have already paid or registered. **Mr. Condon** asked if this has to go to

Council. **Mr. Davis** said no. **Mr. Condon** verified prices will be the same at all courses now. **Mr. Davis** said yes. **Mr. Johnson** asked if the institution of the GPS on the carts has helped speed up play? **Mr. Welsh** said yes and it helps them monitor play.

Upon a motion made by Mr. Summers seconded by Mrs. Kevra, it was

**#3823-22**      **RESOLVED**, that the Commission approve an increase in cart fees at Idyl Wyld Golf Course from \$8/\$14 to \$9/\$15 effective upon installation of the Global Positioning System to each cart.

A roll call vote was taken on the foregoing resolution with the following results:

**AYES:** Condon, Kevra, Summers, Jolly and Johnson

**NAYES:** None

The Chairperson declared the resolution **adopted**.



## LETTER TO THE LIVONIA CITY COUNCIL

**Housing**  
**June 21, 2022**

### MEETING DATE

Study Meeting July 11,  
2022

### PREPARED BY

Brandie Isaacson, Director of Housing,

### AGENDA ITEM

c. AUDIT REPORT: Livonia Housing Commission, re: for the fiscal year ending December 31, 2021, excluding Silver Village, Newburgh Village, the Community Development Block Grant Program and single-family, city-owned properties.

### BACKGROUND

The Livonia Housing Commission respectfully submits the attached audit report and management letter for the twelve-month period ending December 31, 2021. The audit report covers the following federal programs administered by the Livonia Housing Commission.

- Low Rent Public Housing Contract C-885 (McNamara Towers, Single Family Homes)
- Housing Choice Voucher Contract C-3189-V (Rent Subsidy)
- 2019 Capital Fund Program MI-28-P05550119, 2020 Capital Fund Program MI-28-P05550120, 2021 Capital Fund Program MI-28-P05550121, and Capital Fund Financing Bond/Loan #968
- Public Housing CARES Act Program
- Housing Choice Voucher CARES Act Program

Please be advised that the Silver Village and Newburgh Village senior citizen housing communities, Community Development Block Grant Program, CDBG CARES Act Program, single-family City-Owned properties, and the Transportation programs are contained in the City of Livonia audit report prepared by Plante Moran for the fiscal year ending November 30, 2021.

The Livonia Housing Commission is required to prepare its financial statements and reports in accordance with accounting practices prescribed by the U.S. Department of Housing and Urban Development and Generally Accepted Accounting Practices. The audit is in accordance with the Single Audit Act and has been submitted to the HUD Inspector General for audit, HUD Real Estate Assessment Center, and the State of Michigan Department of Treasury for their information and review. The independent auditor rendered a clean and unmodified opinion with no audit findings or concerns.

Additionally, the Livonia Housing Commission advises City Council of the fiscal year HUD Public Housing Assessment (PHAS) and the Housing Choice Voucher Assessment (SEMAP) which evaluates the Commission's performance of these federal housing programs. For the FY 2021, as

a result of the COVID-19 pandemic, HUD offered Public Housing Agencies an opportunity to waive annual PHAS and SEMAP reporting requirements; therefore, the Livonia Housing Commission was permitted to use FY 2019 PHAS score of 98 (high performer) and SEMAP score of 74 (standard performer) in assessing the performance of its federal housing programs.

## RECOMMENDATION

The Livonia Housing Commission would respectfully request that the attached 2021 audit report be received and filed for information with the City Council.

## FISCAL CONSIDERATION

535-692 Livonia Housing Commission

## ATTACHMENTS

1. Livonia HC 2021 Audit

## APPROVED BY

\_\_\_\_\_  
Brandie Isaacson, Director of Housing

Date: June 16, 2022



\_\_\_\_\_  
Michael Slater, Finance Director

Date: June 17, 2022



\_\_\_\_\_  
Paul Bernier, City Attorney

Date: June 17, 2022



\_\_\_\_\_  
Maureen Miller Brosnan, Mayor

Date: June 17, 2022

# **LIVONIA HOUSING COMMISSION**

(A Component Unit of the City of Livonia, Michigan)

## **Financial Statements**

(With Supplementary Information)

**For the Year Ended December 31, 2021**



SMITH & KLACZKIEWICZ, PC  
CERTIFIED PUBLIC ACCOUNTANTS



# Livonia Housing Commission

## Table of Contents

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|                                                                                                                                                                                                                           | <u>Page</u> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>Independent Auditor's Report</b>                                                                                                                                                                                       | 1-3         |
| <b>Management's Discussion and Analysis</b>                                                                                                                                                                               | 4-13        |
| <b>Financial Statements for the Year Ended December 31, 2021</b>                                                                                                                                                          |             |
| Statement of Net Position                                                                                                                                                                                                 | 14          |
| Statement of Revenues, Expenses and Changes in Fund Net Position                                                                                                                                                          | 15          |
| Statement of Cash Flows                                                                                                                                                                                                   | 16          |
| Notes to Financial Statements                                                                                                                                                                                             | 17-24       |
| <b>Other Supplementary Information</b>                                                                                                                                                                                    |             |
| Financial Data Schedules                                                                                                                                                                                                  | 25-31       |
| <b>Single Audit</b>                                                                                                                                                                                                       |             |
| Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> | 32-33       |
| Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance                                                                                | 34-36       |
| Schedule of Expenditures of Federal Awards                                                                                                                                                                                | 37          |
| Notes to Schedule of Expenditures of Federal Awards                                                                                                                                                                       | 38          |
| Schedule of Findings and Questioned Costs                                                                                                                                                                                 | 39-40       |



SMITH & KLACZKIEWICZ, PC  
CERTIFIED PUBLIC ACCOUNTANTS

THOMAS J. SMITH, CPA  
(989) 751-1167

ROBERT R. KLACZKIEWICZ, CPA  
(989) 751-3064

A VETERAN OWNED BUSINESS

## INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners  
Livonia Housing Commission  
Livonia, Michigan

### Report on the Financial Statements

#### *Opinions*

We have audited the accompanying financial statements of the business-type activities of the **Livonia Housing Commission**, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the **Livonia Housing Commission's** basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the **Livonia Housing Commission**, as of December 31, 2021, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the **Livonia Housing Commission** and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the **Livonia Housing Commission's** ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

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

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

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

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

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (pages 4 to 8) be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of

inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the ***Livonia Housing Commission's*** basic financial statements. The accompanying financial data schedules and schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the financial data schedules and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 31, 2022 on our consideration of the ***Livonia Housing Commission's*** internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the ***Livonia Housing Commission's*** internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering ***Livonia Housing Commission's*** internal control over financial reporting and compliance.

*Smith + Klaychewicz PC*

***Saginaw, Michigan***

May 31, 2022

## **MANAGEMENT DISCUSSION & ANALYSIS REPORT**

**FYE 12/31/21**

Livonia Housing Commission  
19300 Purlingbrook  
Livonia, MI 48152

Brandie Isaacson, Executive Director

As management of the Livonia Housing Commission we offer reviewers of this audit report this narrative discussion and analysis of the Livonia Housing Commission's financial activities for the FYE 12/31/21. This discussion and analysis letter of the Livonia Housing Commission's financial performance should be read in conjunction with the auditor's opinion letter and the following Financial Statements.

The combined financial statements reflect all of the Commission's federally funded programs and activities in one place. The Commission reports all its activities and programs using the Enterprise Fund type model. HUD encourages PHAs to use this accounting method as it is normally used to account for "business-type activities" – activities similar to those found in the private sector. Enterprise Fund types use the accrual method of accounting, the same accounting method employed by most private-sector businesses. Under this method, revenues are recognized as earned (but not necessarily received) and expenditures when incurred (but not necessarily paid) per reporting period.

### **Entity-Wide Financial Highlights**

The term "Net Position" refers to the difference between Assets and Liabilities. The Commission's total Net Position as of 12/31/21 was \$2,435,195. The Net Position as of 12/31/20 was \$2,230,748. This represents an increase of \$204,447 or 9.2% from the prior year.

Revenues generated by the Commission were \$672,999 for the year ended 12/31/21. Revenues for FYE 12/31/20 were \$637,706. This represents an increase of \$35,293 or 5.5% from the prior year.

HUD Operating Grants were \$7,036,318 for the FYE 12/31/21 whereas they were \$6,066,309 for FYE 12/31/20. This represents an increase of \$970,009 or 16% from the prior year. HUD Capital Grants were \$38,658 for the FYE 12/31/21 whereas they were \$36,776 for FYE 12/31/20. This represents an increase of \$1,882 or 5.1% from the prior year.

Expenses for the Commission were \$7,543,528 for the FYE 12/31/21; they were \$6,859,177 for the FYE 12/31/20. This represents an increase of \$684,351 or 10% from the prior year.

Please see the section entitled “Entity-Wide Financial Analysis” later in this report for more details on these changes.

## **Overview of the Financial Statements**

This annual report contains this *Management & Discussion Analysis* report, the *Basic Financial Statements* and the *Notes to the Financial Statements*. This report also contains the Financial Data Schedule (FDS) as referenced in the section of *Supplemental Information*. The Commission’s financial statements are presented as fund financial statements because the Commission only has proprietary funds.

### **Required Financial Statements**

The Statement of Net Position includes the Commission’s assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and obligations of the Commission creditors (liabilities). It also provides the basis for evaluating the liquidity and financial flexibility of the Commission.

All of the current year’s revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Position. This statement measures the success of the Commission’s operations over the past year and can be used to determine whether the Commission has successfully recovered all its costs through its user fees and other charges, profitability and credit worthiness.

The final required financial statement is the Statement of Cash Flows. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements and provide more detailed data.

### **Supplemental Information**

This report also contains the Financial Data Schedule (FDS) as referenced in the section of *Supplemental Information*. HUD has established Uniform Financial Reporting Standards that require Housing Commissions to submit financial information

electronically to HUD using the FDS format. This financial information is electronically transmitted to the Real Estate Assessment Center (REAC) and is required to be included in the audit reporting package.

The Financial Data Schedule reports the Commission's operations in more detail. The Commission reports all its activities using Enterprise fund types. These funds are used to show activities that operate more like commercial enterprises. The Financial Data Schedule is organized by the government Federal Assistance Listing Numbers.

### **Livonia Housing Commission Programs:**

**Low Rent Public Housing:** Under this program, the Housing Commission rents units that it owns to low-income elderly and family households. This program is operated under an Annual Contributions Contract with HUD. HUD provides Operating Subsidies to enable the Housing Commission to lease these units at a rate that is based on 30% or less of the household income.

**Capital Fund Program:** Under this program, the Housing Commission is awarded funds each year to use for Capital Needs. The Housing Commission also has the ability to use up to 100% of these funds, if need be, to supplement Operating Subsidies. This program is the primary funding source for physical improvements to its properties.

**PH CARES Act Program:** Under this program, the Housing Commission has been awarded separate funds with which to combat the Coronavirus Pandemic caused by COVID-19. These funds were awarded in the Spring of 2020. The primary purpose of this program is to provide funding to PHAs to prepare, prevent, and respond to Coronavirus, but it is not limited to that purpose. These funds may also be used to support normal operating costs. This program has a limited time period; all funds must be spent December 31, 2021 or returned to HUD.

#### **Housing Choice Voucher Program (HCV):**

The Livonia Housing Commission administers contracts with independent property owners to provide housing for low-income households. These properties are not owned by the Livonia Housing Commission. The Livonia Housing Commission provides housing assistance to the participants via a Housing Assistance Payment, paid directly to the owner. HUD provides subsidy to the Livonia Housing Commission to enable participants to pay approximately 30 percent of their income for rent.

**HCV CARES Act Program, Administrative Funding:** Under this program, the Housing Commission has been awarded separate administrative funds with which to combat the Coronavirus Pandemic caused by COVID-19. These funds were awarded in the Spring of 2020. The primary purpose of this program is to provide funding to PHAs to prepare, prevent, and respond to Coronavirus, but it is not limited to that purpose. These funds may also be used to support Normal Operating Costs. This program has a limited time period; all funds must be spent December 31, 2021 or returned to HUD.

### **Entity-Wide Financial Analysis:**

The following Federal Assistance was received during FYE 12/31/21:

|                                  | <u>FYE</u><br><u>12/31/21</u> | <u>FYE</u><br><u>12/31/20</u> | <u>Dollar</u><br><u>Change</u> | <u>Per Cent</u><br><u>Change</u> |
|----------------------------------|-------------------------------|-------------------------------|--------------------------------|----------------------------------|
| Public Housing Operating Subsidy | 323,683                       | 234,655                       | 89,028                         | 37.94%                           |
| Capital Fund Program Grants      | 196,980                       | 52,689                        | 144,291                        | 273.85%                          |
| CARES Act Administrative Subsidy | 121,357                       | 157,423                       | (36,066)                       | -22.91%                          |
| Sec. 8 Voucher                   | <u>6,432,956</u>              | <u>5,658,318</u>              | <u>774,638</u>                 | 13.69%                           |
| Total                            | 7,074,976                     | 6,103,085                     | 971,891                        | 15.92%                           |

- The Operating Subsidy for Public Housing increased primarily related to the Formula Income Factor. Our dwelling rental decreased quite a bit from year to year, reflecting the impact of the COVID-19 pandemic. This decrease resulted in an increase in our Operating Subsidy. The pro-ration factors for 2020 and 2021 remained relatively constant: 2020 subsidy was paid at 97% of eligibility; 2021 subsidy was paid at 96.74% of eligibility. These situations combined to create the increase stated in the above table. Congressional funding is a factor in decreasing funding amounts.
- Capital Fund Program Grants reflect grant funds spent, not funds awarded in a given year. The increase is due to the fact that our work projects proceeded at a faster pace in the current year than in the prior year. Details of our capital improvements follow later in this report under the section entitled “Entity-Wide Operational Highlights”.
- The LRPB CARES Act Funding is a Funding Source authorized by Congress in early 2020 as a response to the COVID-19 Coronavirus pandemic. These funds were made available to PHAs in the Spring of 2020. We were awarded a total of \$36,148. We spent the entirety of this grant for our LRPB program in 2020.
- The subsidy for Housing Choice Voucher is calculated for us by HUD, based on a congressionally mandated formula. HUD uses the Voucher Management System (VMS) as the basis for this calculation. VMS is a monthly report that Housing Commissions are required to submit that details both HAP and administrative costs. HUD also considers the amount of HAP reserves we already have on hand and may reduce the current years’ subsidy proportionate to what HUD calculates is the usable amount of this reserve. The final amount we are awarded may or may not be pro-rated. We were awarded 25 new increments of Foster Youth Independence units and 70 Tenant Protection Vouchers during 2021. The HAP funding related to these new units account for much of the increase. Additionally,



our VMS reported increased utilization indicated to HUD that we needed more HAP subsidy for this fiscal year.

- The Sec.8 CARES Act Funding is a Funding Source authorized by Congress in early 2020 as a response to the COVID-19 Coronavirus pandemic. We were awarded a total of \$242,632 in two rounds of funding. The first round was received in the Spring of 2020 and we spent some of those funds in our prior fiscal year. The second round was received in August 2020. These funds must be spent by 12/31/21. For FYE 12/31/21 we spent the final remaining \$121,357.

The following represents changes in the Balance Sheet:

|                                                 | <u>FYE</u><br><u>12/31/21</u> | <u>FYE</u><br><u>12/31/20</u> | <u>Dollar</u><br><u>Change</u> | <u>Per Cent</u><br><u>Change</u> |
|-------------------------------------------------|-------------------------------|-------------------------------|--------------------------------|----------------------------------|
| Cash & Investments                              | 1,215,692                     | 1,003,641                     | 212,051                        | 21.13%                           |
| Total Current Assets                            | 1,228,088                     | 1,075,681                     | 152,407                        | 14.17%                           |
| Capital Assets, Net of Depreciation             | 1,797,659                     | 1,939,862                     | (142,203)                      | -7.33%                           |
| Total Assets                                    | 3,025,747                     | 3,015,543                     | 10,204                         | 0.34%                            |
| Total Current Liabilities                       | 363,727                       | 516,856                       | (153,129)                      | -29.63%                          |
| Total Long-Term Liabilities                     | 226,825                       | 267,939                       | (41,114)                       | -15.34%                          |
| Total Liabilities                               | 590,552                       | 784,795                       | (194,243)                      | -24.75%                          |
| Invested In Capital Assets, Net of related debt | 1,538,125                     | 1,641,671                     | (103,546)                      | -6.31%                           |
| Restricted Net Position                         | 172,840                       | 150,825                       | 22,015                         | 14.60%                           |
| Unrestricted Net Position                       | 724,230                       | 438,252                       | 285,978                        | 65.25%                           |
| Total Equity/Net Position                       | 2,435,195                     | 2,230,748                     | 204,447                        | 9.16%                            |

- The change in Cash and Investments increased commensurate with the Operating Income (excluding depreciation charges) posted by the Public Housing Program. It also increased due to a change in HUD Accounts Receivable. At 12/31/20 we had a HUD Receivable (for Operating Subsidy) of \$71,287; as of 12/31/21 the total receivable was \$-0-. At 12/31/21 we had already received all that was due us from HUD for Operating Subsidy but at 12/31/20 our cash had not yet been replenished by the Operating Subsidy due us for the fiscal year. This delay in our Operating Subsidy “artificially” reduced our Cash position at 12/31/20.
- Total Current Assets increased mainly due to the increase in Cash and Investments.

- Capital Assets increased by \$73,653. Although Capital Assets increased by \$73,653, this was more than offset by depreciation/equipment disposal charges which resulted in the net decrease stated in the above table.
- Total Assets increased due to the discussions above.
- Total Current Liabilities had decreases in most categories, but the main reason for the large decrease is the HCV CARES Act funds received during 2020. \$121,357 of these funds were unspent as of 12/31/20 and, therefore, were classified as Deferred Revenue, a Current Liability. These funds were spent during FYE 12/31/21 and, therefore, no longer appear as a Current Liability.
- Total Long-Term Liabilities is comprised of two components: the presumed long-term portion of Compensated Absences and the Long-Term Liability portion of our CFFP loan. Both categories decreased over the prior year.
- Total Liabilities decreased overall due to the discussions above.
- Net Investment in Capital Assets decreased in concert with the decrease in the Capital Asset account (see above discussion). However the decrease is not exactly the same amount due to the related CFFP Debt liability.
- Restricted Net Position is comprised of two components:
  1. In the Public Housing Program it is the remaining amount of CFFP funds that are restricted to future Capital activities. This amount remained relatively unchanged from 12/31/21.
  2. In the Sec. 8 Voucher Program the Restricted Net Position represents the cumulative amount of HAP subsidy received that exceeds HAP costs. This is more commonly referred to as the HAP Reserve. It is restricted because the funds can only be used for HAP costs. This amount increased.
- Unrestricted Net Position (formerly known as Operating Reserves) increased commensurate with the Operating Income (excluding depreciation charges) posted by both the Public Housing and Sec. 8 HCV Programs.
- Total Net Position increased overall due to the above discussions.

The following schedule compares the Revenues and Expenses for the current and prior fiscal years:

Statement of Revenues, Expenses, and Changes in Fund Net Position

|                                             | <u>FYE</u><br><u>12/31/21</u> | <u>FYE</u><br><u>12/31/20</u> | <u>Dollar</u><br><u>Change</u> | <u>Per Cent</u><br><u>Change</u> |
|---------------------------------------------|-------------------------------|-------------------------------|--------------------------------|----------------------------------|
| <b>Revenues:</b>                            |                               |                               |                                |                                  |
| Tenant Revenue                              | 620,421                       | 591,331                       | 29,090                         | 4.9%                             |
| Other Revenue                               | <u>52,578</u>                 | <u>46,375</u>                 | <u>6,203</u>                   | 13.4%                            |
| Total PHA generated Revenue                 | 672,999                       | 637,706                       | 35,293                         | 5.5%                             |
| Operating Subsidies/Soft Cost Grant Revenue | 7,036,318                     | 6,066,309                     | 970,009                        | 16.0%                            |
| Capital Grants (Hard costs)                 | <u>38,658</u>                 | <u>36,776</u>                 | <u>1,882</u>                   | 5.1%                             |
| <b>Total Revenue</b>                        | <b>7,747,975</b>              | <b>6,740,791</b>              | <b>1,007,184</b>               | <b>14.9%</b>                     |
|                                             |                               |                               |                                |                                  |
| <b>Expenses:</b>                            |                               |                               |                                |                                  |
| Administrative                              | 767,278                       | 742,742                       | 24,536                         | 3.3%                             |
| Tenant Services                             | 114,467                       | 118,684                       | (4,217)                        | -3.6%                            |
| Utilities                                   | 168,655                       | 160,130                       | 8,525                          | 5.3%                             |
| Maintenance                                 | 366,172                       | 381,284                       | (15,112)                       | -4.0%                            |
| General                                     | 70,756                        | 106,121                       | (35,365)                       | -33.3%                           |
| Extraordinary Maintenance                   | 25,333                        | 0                             | 25,333                         |                                  |
| Casualty Losses                             | 1,205                         | 645                           | 560                            | 86.8%                            |
| Housing Assistance Payments                 | 5,812,305                     | 5,084,606                     | 727,699                        | 14.3%                            |
| Depreciation                                | <u>217,357</u>                | <u>264,965</u>                | <u>(47,608)</u>                | -18.0%                           |
| Total Expenses                              | 7,543,528                     | 6,859,177                     | 684,351                        | 10.0%                            |
|                                             |                               |                               |                                |                                  |
| <b>Net Increase (Decrease)</b>              | <b>204,447</b>                | <b>(118,386)</b>              |                                |                                  |

*Revenues:*

Livonia Housing Commission's primary revenue sources are subsidies and grants received by HUD. For FYE 12/31/21, revenue generated by the Commission accounted for \$672,999 (or 9% of total revenue), while HUD contributions accounted for \$7,074,976 (or 91% of total revenue).

*Expenses:*

Total Expenses for FYE 12/31/21 were \$7,543,528 while for FYE 12/31/20 the total was \$6,859,177. This represents a 10% increase in our Operating Costs. This increase was largely driven by the increase in our HAP payments which, in turn, was driven by the new units we were awarded. Our HAP costs also increased due to tenant decreases in income due to job losses related to the COVID-19 pandemic.

The Pandemic had additional effects on our Operating Costs. For instance, utilities increased due, in part, to the fact that all of our residents were restricted to their units for a period of time due to State mandates. And even when those mandates were lifted, many of our residents continued to stay at home more than in the past, thus increasing their utility use.

Certainly, one cannot address the COVID-19 effect on our Operating Costs without mentioning the Eviction moratorium. This moratorium affected both our ability to collect the monthly rent and other charges from our Public Housing tenants; and also to enforce the collection of Fraud Recovery Income from our Sec. 8 Voucher tenants. Without the threat of eviction, we had no leverage to successfully collect these revenue sources. In the Public Housing Program this resulted in higher-than-normal receivables that must be deemed uncollectible, thus creating a large Bad Debt Expense. In the Voucher program, our PHA-generated revenue has been reduced substantially.

#### *Budget Analysis:*

A Low Rent Public Housing Operating Budget for FYE 12/31/21 was presented to and approved by the Board of Commissioners. Although there were some budget overruns, overall we were within our budgetary limits. A budget Revision was also prepared and approved by the Board later in the fiscal year. The actual results were in line with the Budget Revision.

### **Entity-Wide Operational Highlights:**

The Livonia Housing Commission provided the following housing for low- income elderly and low-income families:

|                | <u>FYE</u><br><u>12/31/21</u> | <u>FYE</u><br><u>12/31/20</u> |
|----------------|-------------------------------|-------------------------------|
| Public Housing | 148                           | 148                           |
| Sec. 8 Voucher | 1,004                         | 909                           |

During FYE 12/31/21, Livonia Housing Commission maintained a lease-up rate of 98% in its Public Housing Program. This lease-up rate is well in excess of HUD guidelines.

During FYE 12/31/21, Livonia Housing Commission maintained a lease-up rate of 90% in its Housing Voucher Program. This is below the HUD benchmark of 97%. However, Livonia Housing Commission spent 107% of Budget Authority. The Housing Voucher Program is judged on either the actual lease-up rate (based upon the number of vouchers) or the percentage of Budget Authority used. Livonia Housing Commission is working to increase the voucher utilization rate but we may be constricted in this venture based upon available funding.

### **Fixed Asset Activity and Debt:**

The following table summarizes fixed asset activity for the fiscal year:

|                                                                    | 1/1/21      | Additions | Deletions | 12/31/21    |
|--------------------------------------------------------------------|-------------|-----------|-----------|-------------|
| Land                                                               | 308,946     |           |           | 308,946     |
| Buildings                                                          | 5,076,255   | 25,000    |           | 5,101,255   |
| F,F,&E - Dwelling Units                                            | 278,270     |           |           | 278,270     |
| F,F,&E - Administration                                            | 308,457     | 25,135    | (1,501)   | 332,091     |
| Capital Improvements<br>(reported on the FDS under<br>"Buildings") | 4,491,711   | 25,019    |           | 4,516,730   |
|                                                                    | 10,463,639  | 75,154    | (1,501)   | 10,537,292  |
| Less:                                                              |             |           |           |             |
| Accumulated Depreciation                                           | (8,523,777) | (217,356) | 1,500     | (8,739,633) |
|                                                                    |             |           |           |             |
|                                                                    | 1,939,862   | (142,202) | (1)       | 1,797,659   |

During FYE 12/31/21, our Capital work projects included:

- Dwelling Unit (House) Renovations
- Purchase of paperless filing system

The Livonia Housing Commission carries debt related to the CFFP. The total amount of this debt payable as of 12/31/21 was \$259,534. This is detailed on the LRPH Balance sheet under both Current liabilities and Long-Term liabilities. This debt is paid for via our current CFP programs; a certain portion of each CFP program is dedicated to debt service until it is paid in full.

### **Economic Factors and Next Year's Budget and Rates**

The Housing Commission is primarily dependent upon HUD for the funding of operations as well as capital needs. Therefore, the Housing Commission is affected more by the Federal Budget than by local economic conditions. The funding of programs could be significantly affected by the Federal Budget.

A fundamental finding of the Harvard Cost Study is that Public Housing Agencies have been, and continue to be, woefully underfunded by HUD. Yet, due to the federal budget

crunch, HUD continues to only pay us only a portion of the subsidy that we are entitled to. Since we fully expect this inadequate funding pattern to continue it is inevitable that cuts in services to our residents will have to be made.

Although the Housing Commission remains concerned about the future levels of HUD funding due to the state of the federal budget, we feel that, in the short term, we are both financially and operationally in a strong position to continue to provide safe, sanitary, and decent housing to our residents.

### **Request for Information**

This financial report is designed to provide a general overview of the Commission's finances for all those with an interest in its finances. Questions or comments concerning any of the information contained in this report or request for additional information should be directed to:

Brandie Isaacson, Executive Director  
Livonia Housing Commission  
19300 Purlingbrook  
Livonia, MI 48152

**Livonia Housing Commission**  
**Statement of Net Position**  
*December 31, 2021*

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**Current assets**

|                                          |                  |
|------------------------------------------|------------------|
| Cash and cash equivalents - unrestricted | \$ 974,155       |
| Cash and cash equivalents - restricted   | 172,840          |
| Cash - tenant security deposits          | 68,697           |
| Accounts receivable, net                 | <u>12,396</u>    |
| Total current assets                     | <u>1,228,088</u> |

**Noncurrent assets**

|                                 |                  |
|---------------------------------|------------------|
| Nondepreciable capital assets   | 308,946          |
| Depreciable capital assets, net | <u>1,488,713</u> |
| Total noncurrent assets         | <u>1,797,659</u> |
| Total assets                    | <u>3,025,747</u> |

**Current liabilities**

|                              |                |
|------------------------------|----------------|
| Accounts payable             | 23,044         |
| Accrued liabilities          | 156,516        |
| Tenant security deposits     | 68,697         |
| Unearned revenue             | 3,499          |
| Accrued compensated absences | 71,336         |
| HUD loan - long-term debt    | <u>40,635</u>  |
| Total current liabilities    | <u>363,727</u> |

**Noncurrent liabilities**

|                                                      |                |
|------------------------------------------------------|----------------|
| HUD loan - long-term debt, net of current portion    | 218,899        |
| Accrued compensated absences, net of current portion | <u>7,926</u>   |
| Total noncurrent liabilities                         | <u>226,825</u> |
| Total liabilities                                    | <u>590,552</u> |

**Net position**

|                                  |                     |
|----------------------------------|---------------------|
| Net investment in capital assets | 1,538,125           |
| Restricted                       | 172,840             |
| Unrestricted                     | <u>724,230</u>      |
| Total net position               | <u>\$ 2,435,195</u> |

The accompanying notes are an integral part of these financial statements.

**Livonia Housing Commission**  
**Statement of Revenues, Expenses and Changes in Fund Net Position**  
***For the Year Ended December 31, 2021***

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**Operating revenues**

|                          |            |
|--------------------------|------------|
| Tenant revenue           | \$ 620,421 |
| HUD PHA operating grants | 7,036,318  |
| Other revenue            | 50,020     |
|                          | <hr/>      |
| Total operating revenues | 7,706,759  |
|                          | <hr/>      |

**Operating expenses**

|                             |           |
|-----------------------------|-----------|
| Administration              | 767,278   |
| Tenant services             | 114,467   |
| Utilities                   | 168,655   |
| Maintenance                 | 366,172   |
| Insurance                   | 38,635    |
| General                     | 18,090    |
| Housing assistance payments | 5,812,305 |
| Depreciation                | 217,357   |
|                             | <hr/>     |
| Total operating expenses    | 7,502,959 |
|                             | <hr/>     |

|                         |         |
|-------------------------|---------|
| Operating income (loss) | 203,800 |
|                         | <hr/>   |

**Nonoperating revenues and (expenses)**

|                                            |          |
|--------------------------------------------|----------|
| Interest earned on deposits - unrestricted | 115      |
| Fraud recovery                             | 2,440    |
| Extraordinary maintenance                  | (25,333) |
| Casualty Losses - noncapitalized           | (1,205)  |
| Interest earned on deposits - restricted   | 3        |
| Interest expense                           | (14,031) |
|                                            | <hr/>    |
| Total nonoperating revenues and (expenses) | (38,011) |
|                                            | <hr/>    |

|                                    |         |
|------------------------------------|---------|
| Income (loss) before contributions | 165,789 |
|------------------------------------|---------|

|                              |        |
|------------------------------|--------|
| <b>Capital contributions</b> | 38,658 |
|                              | <hr/>  |

|                               |         |
|-------------------------------|---------|
| <b>Change in net position</b> | 204,447 |
|-------------------------------|---------|

|                                         |           |
|-----------------------------------------|-----------|
| <b>Net position - Beginning of year</b> | 2,230,748 |
|                                         | <hr/>     |

|                                   |              |
|-----------------------------------|--------------|
| <b>Net position - End of year</b> | \$ 2,435,195 |
|                                   | <hr/> <hr/>  |

The accompanying notes are an integral part of these financial statements.



**Livonia Housing Commission**  
**Statement of Cash Flows**  
*For the Year Ended December 31, 2021*

**Cash flows from operating activities**

|                                                     |                |
|-----------------------------------------------------|----------------|
| Cash received from customers                        | \$ 615,032     |
| Cash received from grants and subsidies             | 7,036,318      |
| Cash payments to suppliers for goods and services   | (6,501,791)    |
| Cash payments for wages and related benefits        | (824,344)      |
| Net cash provided by (used in) operating activities | <u>325,215</u> |

**Cash flows from noncapital and related financing activities**

|                                                                            |                 |
|----------------------------------------------------------------------------|-----------------|
| Fraud recovery                                                             | 2,440           |
| Extraordinary maintenance                                                  | (25,333)        |
| Casualty Losses - noncapitalized                                           | (1,205)         |
| Net cash provided by (used in) noncapital and related financing activities | <u>(24,098)</u> |

**Cash flows from capital and related financing activities**

|                                                                         |                 |
|-------------------------------------------------------------------------|-----------------|
| Capital contributions                                                   | 38,658          |
| Acquisition of capital assets                                           | (75,154)        |
| Interest paid on debt                                                   | (14,031)        |
| Principal paid on debt                                                  | (38,657)        |
| Net cash provided by (used in) capital and related financing activities | <u>(89,184)</u> |

**Cash flows from investing activities**

|                                                      |            |
|------------------------------------------------------|------------|
| Interest received on deposits and investments        | <u>118</u> |
| Net increase (decrease) in cash and cash equivalents | 212,051    |

|                                                      |                            |
|------------------------------------------------------|----------------------------|
| <b>Cash and cash equivalents - beginning of year</b> | <u>1,003,641</u>           |
| <b>Cash and cash equivalents - end of year</b>       | <u><u>\$ 1,215,692</u></u> |

**Reconciliation of operating income (loss) to net cash provided by (used in) operating activities**

|                                                                                                          |                          |
|----------------------------------------------------------------------------------------------------------|--------------------------|
| Operating income (loss)                                                                                  | \$ 203,800               |
| Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities: |                          |
| Depreciation                                                                                             | 217,357                  |
| Changes in assets and liabilities                                                                        |                          |
| Decrease (increase) in receivables                                                                       | 59,644                   |
| Increase (decrease) in payables                                                                          | (10,894)                 |
| Increase (decrease) in accrued liabilities                                                               | (29,639)                 |
| Increase (decrease) in tenant security deposits                                                          | 5,067                    |
| Increase (decrease) in unearned revenue                                                                  | (120,120)                |
| Net cash provided by (used in) operating activities                                                      | <u><u>\$ 325,215</u></u> |

**Reconciliation of cash and cash equivalents per the Statement of Net Position to the Statement of Cash Flows**

|                                                |                            |
|------------------------------------------------|----------------------------|
| Cash and cash equivalents                      | \$ 974,155                 |
| Cash and cash equivalents - restricted         | 172,840                    |
| Cash - tenant security deposits                | 68,697                     |
| <b>Cash and cash equivalents - end of year</b> | <u><u>\$ 1,215,692</u></u> |

The accompanying notes are an integral part of these financial statements.

**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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**NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies adopted by the ***Livonia Housing Commission*** (the “*Housing Commission*”) conform to accounting principles generally accepted in the United States of America (U.S. GAAP) as applied to governmental entities.

The Housing Commission reports as a business-type activity, as defined by the Governmental Accounting Standards Board Statement No. 34, with programs and projects.

**Reporting Entity**

The Housing Commission is a Public Housing Agency created by the City of Livonia. The Housing Commission operates under a five member Board of Commissioners appointed by the City Mayor and charged with the responsibility to provide low-rent housing, under the low rent program Annual Contributions Contract for qualified individuals in accordance with the rules and regulations prescribed by the U.S. Department of Housing and Urban Development (HUD) and other Federal agencies. Members of the Housing Commission Board may be removed by the City only for cause. The Housing Commission determines its own budget (subject to Federal approval), sets rental rates and may issue debt in its own name. The City is not responsible for deficits or liabilities of the Housing Commission. However, the Housing Commission makes annual payments “in lieu of taxes” to the City. Therefore, a financial benefit exists for the City, thereby requiring that the ***Livonia Housing Commission*** be reported as a discrete component unit of the City of Livonia, Michigan.

These financial statements include all activities of the Housing Commission, which include a Low Income Housing Program (151 units) and a Section 8 Housing Choice Voucher Program (909 units). These programs receive subsidies and annual contributions from HUD.

In determining the financial reporting entity the Housing Commission complies with the provisions of GASB Statement No. 14 as amended by GASB No. 39, “The Financial Reporting Entity”, and includes all component units, if any, of which the Housing Commission appointed a voting majority of the units’ Board; the Housing commission is either able to impose its will on the unit or a financial benefit or burden relationship exists. There are no agencies, organizations or activities meeting these criteria.

**Measurement Focus and Basis of Presentation**

The economic resources measurement focus and the accrual basis of accounting are used in preparing the financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Housing Commission are Federal grants and charges to customers for services. Operating expenses include housing assistance payments, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. Following is a description of the Housing Commission's programs:

Project MI055000100 accounts for the revenue and related operations of the Public and Indian Housing grant and the Capital Fund Program.

14.871 Section 8 Housing Choice Vouchers accounts for the revenue and related operations of the Section 8 vouchers grant program.

Business Activities program accounts for the revenue and related operations of the Housing Commission's nonfederal funds.

14.HCC HCV CARES Act Funding accounts for the revenue and related operations pertaining to CARES Act funding for the Section 8 Housing Choice Vouchers Program.

When both restricted and unrestricted resources are available for use, it is the Housing Commission's policy to use restricted resources first, then unrestricted resources as they are needed.

**Assets, Liabilities and Equity**

**Cash and Cash Equivalents**

Cash and cash equivalents consist of cash on hand, deposits in demand and time deposit accounts, money market deposits, and certificates of deposits with original maturities of less than 90 days.

Cash and cash equivalents – restricted recorded on the Statement of Net Position has been restricted since it can only be used for future housing assistance payments to landlords (\$144,564) and unexpended bond proceeds that can only be used on approved projects (\$28,276).

**Receivables and Payables**

All receivables and payables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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**Capital Assets**

Capital assets, which include property, buildings and equipment are reported in the financial statements. Capital assets are defined by the Housing Commission as assets with an initial, individual cost of more than \$2,500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Depreciation is recorded over the estimated useful lives of the assets, using the straight-line method as follows:

|                                                        |                |
|--------------------------------------------------------|----------------|
| Buildings                                              | 15 to 40 years |
| Furniture, equipment and<br>machinery – dwelling       | 3 to 15 years  |
| Furniture, equipment and<br>machinery – administration | 3 to 15 years  |

**Compensated Absences**

It is the Housing Commission's policy to permit employees to accumulate a limited amount of earned but unused sick leave and vacation days. Employees of the Housing Commission are permitted to accumulate and carry over a maximum of unused sick days from one year to the next based upon hire date in accordance with the employee handbook. Employees hired prior to January 19, 1977 are subject to a maximum amount of 225 days, employees hire on or after January 19, 1977 are subject to a maximum amount of 100 days and employees hired on or after September 8, 2011 are subject to a maximum amount of 75 days. Employees are allowed to accrue a maximum 456 hours unused vacation hours. Liabilities are recorded based on historical trends using short-term and long-term liabilities. Upon separation from the Housing Commission, employees will be paid their balance of unused vacation hours. Upon separation from the Housing Commission and 10 years of service, employees will be paid their balance of unused sick hours. Unused sick hours are paid at 60% of the employee's current rate of pay and unused vacation hours are paid at 100%.

**Unearned Revenue**

Unearned revenue represents tenant revenue for the subsequent year that was collected prior to the end of the current fiscal year.

**Equity**

Equity is classified as net position and reported as the following components:

*Net investment in capital assets* – Consists of capital assets at historical cost, net of accumulated depreciation.

**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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*Restricted* – Consists of Housing Assistance Payments received from HUD in excess of payments made to landlords in the amount of \$144,564. These excess funds may only be used for future payments to landlords. The remaining \$28,276 consists of unexpended bond proceeds that can only be used on approved projects.

*Unrestricted* – Consists of all other equity that does not meet the definition of “restricted” or “net investment in capital assets”.

**Revenues and Expenses**

Operating revenues and expenses are those that result from providing services and producing and delivering goods and/or services. Also included, all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities. Expenses are classified as operating and nonoperating and are sub-classified by function, such as salaries, supplies, and contracted services.

**Estimates and Assumptions**

In preparing financial statements in conformity with U.S. GAAP, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**NOTE B - DETAILED NOTES ON TRANSACTION CLASSES / ACCOUNTS**

**Deposits**

At year-end, the carrying amounts of the Housing Commission’s deposits were as follows:

|                                        | <u>Carrying<br/>Amount</u> |
|----------------------------------------|----------------------------|
| Financial Statement Captions           |                            |
| Cash and cash equivalents              | \$ 974,155                 |
| Cash and cash equivalents – restricted | 172,840                    |
| Cash – tenant security deposits        | <u>68,697</u>              |
| Total                                  | <u>\$ 1,215,692</u>        |
| Notes to Financial Statements          |                            |
| Cash on hand                           | \$ 275                     |
| Deposits                               | 112,264                    |
| Money market fund                      | 28,276                     |
| Sweep accounts                         | <u>1,074,877</u>           |
| Total                                  | <u>\$ 1,215,692</u>        |

**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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**Deposit and Investment Risk**

State law limits the allowable investments and the maturities of some of the allowable investments as identified in the following list of authorized investments.

- Bonds, securities, other obligations and repurchase agreements of the United States, or an agency or instrumentality of the United States
- Certificates of deposit, savings accounts, deposit accounts or depository receipts of a qualified financial institution
- Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase
- Bankers acceptances of United States banks
- Obligations of the State of Michigan and its political subdivisions that, at the time of purchase are rated as investment grade by at least one standard rating service
- Mutual funds registered under the investment company act of 1940 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation
- External investment pools as authorized by Public Act 20 as amended through December 31, 1997

*Interest Rate Risk*

The Housing Commission's investment policy does not have specific limits in excess of State law on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Credit Risk*

The Housing Commission's investment policy does not have specific limits in excess of State law on investment credit risk. At year-end, the Housing Commission had no investments and was therefore, not exposed to credit risk.

*Custodial Credit Risk – Deposits*

Custodial credit risk is the risk that in the event of a bank failure, the Housing Commission's deposits may not be returned. State law does not require and the Housing Commission does not have a policy for deposit custodial credit risk. At year-end, the Housing Commission's entire bank balance of \$1,222,138 was not exposed to custodial credit risk because it was insured under FDIC.

*Concentration of Credit Risk*

State law limits allowable investments but does not limit concentration of credit risk. The Housing Commission's investment policy does not have specific limits in excess of State law on concentration of credit risk. At year-end, the Housing Commission had no investments and was therefore, not exposed to concentration of credit risk.

**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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**Accounts Receivable**

The balance in accounts receivable consisted of the following:

|                                 |                  |
|---------------------------------|------------------|
| Due from other governments      | \$ 10,432        |
| Tenant accounts receivable      | 6,037            |
| Allowance for doubtful accounts | <u>(4,073)</u>   |
| Total                           | <u>\$ 12,396</u> |

**Capital Assets**

Capital asset activity for the year was as follows:

|                                                        | <u>Beginning<br/>Balance</u> | <u>Additions</u>    | <u>Disposals</u> | <u>Ending<br/>Balance</u> |
|--------------------------------------------------------|------------------------------|---------------------|------------------|---------------------------|
| Capital assets not being depreciated                   |                              |                     |                  |                           |
| Land                                                   | \$ 308,946                   | \$ -                | \$ -             | \$ 308,946                |
| Capital assets being depreciated                       |                              |                     |                  |                           |
| Buildings                                              | 9,567,966                    | 50,019              | -                | 9,617,985                 |
| Furniture, equipment and<br>Machinery – dwellings      | 278,270                      | -                   | -                | 278,270                   |
| Furniture, equipment and<br>machinery – administration | <u>308,456</u>               | <u>25,135</u>       | <u>(1,500)</u>   | <u>332,091</u>            |
| Total capital assets being depreciated                 | <u>10,154,692</u>            | <u>75,154</u>       | <u>(1,500)</u>   | <u>10,228,346</u>         |
| Less accumulated depreciation                          |                              |                     |                  |                           |
| Buildings                                              | (8,007,431)                  | (198,513)           | -                | (8,205,944)               |
| Furniture, equipment and<br>Machinery – dwellings      | (257,930)                    | (8,242)             | -                | (266,172)                 |
| Furniture, equipment and<br>machinery – administration | <u>(258,415)</u>             | <u>(10,602)</u>     | <u>1,500</u>     | <u>(267,517)</u>          |
| Total accumulated depreciation                         | <u>(8,523,776)</u>           | <u>(217,357)</u>    | <u>1,500</u>     | <u>(8,739,633)</u>        |
| Net capital assets being depreciated                   | <u>1,630,916</u>             | <u>(142,203)</u>    | <u>-</u>         | <u>1,488,713</u>          |
| Total net capital assets                               | <u>\$ 1,939,862</u>          | <u>\$ (142,203)</u> | <u>\$ -</u>      | <u>\$ 1,797,659</u>       |

**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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**Long-term Debt**

Following is a summary of changes in long-term debt for the year:

|                              | Beginning<br>Balance | Additions   | Deductions         | Ending<br>Balance | Amount<br>Due<br>Within<br>One Year |
|------------------------------|----------------------|-------------|--------------------|-------------------|-------------------------------------|
| HUD loan                     | \$ 298,191           | \$ -        | \$ (38,657)        | \$ 259,534        | \$ 40,635                           |
| Accrued compensated absences | 102,029              | -           | (22,767)           | 79,262            | 71,336                              |
| Total                        | <u>\$ 400,220</u>    | <u>\$ -</u> | <u>\$ (61,424)</u> | <u>\$ 338,796</u> | <u>\$ 111,971</u>                   |

The HUD loan was entered into in 2007, has an interest rate of 5% and matures in 2027.

The annual requirements to pay future principal and interest on the HUD loan are as follows:

| Year Ending<br>December 31, | Principal         | Interest         |
|-----------------------------|-------------------|------------------|
| 2022                        | \$ 40,635         | \$ 12,054        |
| 2023                        | 42,714            | 9,975            |
| 2024                        | 45,087            | 7,602            |
| 2025                        | 47,017            | 5,492            |
| 2026                        | 49,595            | 3,094            |
| 2027                        | 34,486            | 633              |
|                             | <u>\$ 259,534</u> | <u>\$ 38,850</u> |

**NOTE C - OTHER INFORMATION**

**Employee Benefit Plan**

The Housing Commission participates in a Deferred Compensated Pension Plan covering all full-time employees not already participating in another plan. At December 31, 2021, there were 11 plan members. The employer's contribution percentage is 13% for those employees hired prior to March 31, 1997 and 9% for those employees hired on or after April 1, 1997. Employees that participate in the Plan are required to contribute 4% of their gross wages. Upon separation, accrued funds remain the property of that individual. During the year, the Housing Commission's contributions amounted to \$69,558. Employees made contributions of \$27,651 to the Plan.

**Concentration of Revenue**

The Housing Commission is dependent upon the HUD to fund its operations through operating subsidies and capital funding grants. Total revenue received from HUD for the fiscal year ended 2021 and 2020 was \$7,074,976 or 92% and \$6,103,085 or 91% of total revenue.



**Livonia Housing Commission**  
**Notes to Financial Statements**  
*For the Year Ended December 31, 2021*

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**Contingencies**

Under the terms of certain Federal grants, periodic audits are required and certain costs may be questioned as not representing appropriate expenditures under the terms of the grants. Such audits could lead to reimbursement to the grantor agencies. Housing Commission management believes disallowances, if any, would be minimal.

**Risk Management**

The Housing Commission is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions, injuries to employees and natural disasters. The Housing Commission maintains commercial insurance covering each of these risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Housing Commission. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

**Capital Fund Program**

The Housing Commission is awarded Capital Fund Program (CFP) grants on a calendar year basis from HUD. The Housing Commission is required to obligate each of the CFP grant years within two years of receiving the award and is required to expend those funds within four years. The following CFP grant years were expended and recognized as revenue and / or capital contributions during the year:

| <u>CFP Grant<br/>Year</u> | <u>Amount<br/>Expended</u> |
|---------------------------|----------------------------|
| 2018                      | \$ 13,278                  |
| 2019                      | <u>183,702</u>             |
| Total                     | <u>\$ 196,980</u>          |

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**Livonia Housing Commission**  
**Financial Data Schedule**  
**Project Balance Sheet**  
**December 31, 2021**

| Line<br>Item # | Account Description                                                  | Project<br>M1055000100 |
|----------------|----------------------------------------------------------------------|------------------------|
| 111            | Cash - Unrestricted                                                  | \$ 376,368             |
| 112            | Cash - Restricted - Modernization and Development                    | 28,276                 |
| 114            | Cash - Tenant Security Deposits                                      | 68,697                 |
| 100            | Total Cash                                                           | <u>473,341</u>         |
| 124            | Accounts Receivable - Other Government                               | 1,330                  |
| 126            | Accounts Receivable - Tenants                                        | 6,037                  |
| 126.1          | Allowance for Doubtful Accounts - Tenants                            | (4,073)                |
| 120            | Total Receivables, Net of Allowances for Doubtful Accounts           | <u>3,294</u>           |
| 150            | Total Current Assets                                                 | <u>476,635</u>         |
| 161            | Land                                                                 | 308,946                |
| 162            | Buildings                                                            | 9,576,141              |
| 163            | Furniture, Equipment & Machinery - Dwellings                         | 278,270                |
| 164            | Furniture, Equipment & Machinery - Administration                    | 203,489                |
| 166            | Accumulated Depreciation                                             | (8,597,992)            |
| 160            | Total Capital Assets, Net of Accumulated Depreciation                | <u>1,768,854</u>       |
| 180            | Total Noncurrent Assets                                              | <u>1,768,854</u>       |
| 290            | Total Assets and Deferred Outflows of Resources                      | <u>\$ 2,245,489</u>    |
| 312            | Accounts Payable <= 90 Days                                          | \$ 14,143              |
| 321            | Accrued Wage/Payroll Taxes Payable                                   | 65,318                 |
| 322            | Accrued Compensated Absences - Current Portion                       | 41,841                 |
| 341            | Tenant Security Deposits                                             | 68,697                 |
| 342            | Unearned Revenues                                                    | 3,499                  |
| 343            | Current Portion of Long-Term Debt - Capital Projects/Mortgage        | 40,635                 |
| 346            | Accrued Liabilities - Other                                          | 24,139                 |
| 310            | Total Current Liabilities                                            | <u>258,272</u>         |
| 351            | Long-Term Debt, Net of Current - Capital Projects/Mortgage           | 218,899                |
| 354            | Accrued Compensated Absences - Noncurrent                            | 4,649                  |
| 350            | Total Noncurrent Liabilities                                         | <u>223,548</u>         |
| 300            | Total Liabilities                                                    | <u>481,820</u>         |
| 508.4          | Net Investment in Capital Assets                                     | 1,509,320              |
| 511.4          | Restricted Net Position                                              | 28,276                 |
| 512.4          | Unrestricted Net Position                                            | <u>226,073</u>         |
| 513            | Total Equity - Net Assets / Position                                 | <u>1,763,669</u>       |
| 600            | Total Liab., Def. Inflow of Res., and Equity - Net Assets / Position | <u>\$ 2,245,489</u>    |

**Livonia Housing Commission**  
**Financial Data Schedule**  
**Project Income Statement**  
*For the Year Ended December 31, 2021*

| Line Item # | Account Description                                              | Total Projects | Project M1055000100 | Operating Fund Program | Capital Fund Program |
|-------------|------------------------------------------------------------------|----------------|---------------------|------------------------|----------------------|
| 70300       | Net Tenant Rental Revenue                                        | \$ 590,125     | \$ 590,125          | \$ 590,125             | \$ -                 |
| 70400       | Tenant Revenue - Other                                           | 30,296         | 30,296              | 30,296                 | -                    |
| 70500       | Total Tenant Revenue                                             | 620,421        | 620,421             | 620,421                | -                    |
| 70600       | HUD PHA Operating Grants                                         | 482,005        | 482,005             | 323,683                | 158,322              |
| 70610       | Capital Grants                                                   | 38,658         | 38,658              | -                      | 38,658               |
| 71100       | Investment Income - Unrestricted                                 | 32             | 32                  | 32                     | -                    |
| 71500       | Other Revenue                                                    | 50,020         | 50,020              | 50,020                 | -                    |
| 72000       | Investment Income - Restricted                                   | 3              | 3                   | 3                      | -                    |
| 70000       | Total Revenue                                                    | 1,191,139      | 1,191,139           | 994,159                | 196,980              |
| 91100       | Administrative Salaries                                          | 101,107        | 101,107             | 101,107                | -                    |
| 91200       | Auditing Fees                                                    | 9,250          | 9,250               | 9,250                  | -                    |
| 91500       | Employee Benefit Contributions - Administrative                  | 57,386         | 57,386              | 57,386                 | -                    |
| 91600       | Office Expenses                                                  | 70,104         | 70,104              | 70,104                 | -                    |
| 91800       | Travel                                                           | 5,939          | 5,939               | 5,939                  | -                    |
| 91900       | Other                                                            | 23,978         | 23,978              | 23,978                 | -                    |
| 91000       | Total Operating - Administrative                                 | 267,764        | 267,764             | 267,764                | -                    |
| 92100       | Tenant Services - Salaries                                       | 69,761         | 69,761              | 69,761                 | -                    |
| 92300       | Employee Benefit Contributions - Tenant Services                 | 37,664         | 37,664              | 37,664                 | -                    |
| 92400       | Tenant Services - Other                                          | 6,542          | 6,542               | 6,542                  | -                    |
| 92500       | Total Tenant Services                                            | 113,967        | 113,967             | 113,967                | -                    |
| 93100       | Water                                                            | 31,765         | 31,765              | 31,765                 | -                    |
| 93200       | Electricity                                                      | 82,210         | 82,210              | 82,210                 | -                    |
| 93300       | Gas                                                              | 50,803         | 50,803              | 50,803                 | -                    |
| 93000       | Total Utilities                                                  | 164,778        | 164,778             | 164,778                | -                    |
| 94100       | Ordinary Maintenance and Operations - Labor                      | 84,004         | 84,004              | 84,004                 | -                    |
| 94200       | Ordinary Maintenance and Operations - Materials and Other        | 26,435         | 26,435              | 26,435                 | -                    |
| 94300       | Ordinary Maintenance and Operations - Contracts                  | 140,964        | 140,964             | 140,964                | -                    |
| 94500       | Employee Benefit Contributions - Ordinary Maintenance            | 55,888         | 55,888              | 55,888                 | -                    |
| 94000       | Total Maintenance                                                | 307,291        | 307,291             | 307,291                | -                    |
| 96110       | Property Insurance                                               | 21,762         | 21,762              | 21,762                 | -                    |
| 96120       | Liability Insurance                                              | 12,090         | 12,090              | 12,090                 | -                    |
| 96140       | All Other Insurance                                              | 812            | 812                 | 812                    | -                    |
| 96100       | Total Insurance Premiums                                         | 34,664         | 34,664              | 34,664                 | -                    |
| 96210       | Compensated Absences                                             | (24,047)       | (24,047)            | (24,047)               | -                    |
| 96300       | Payments in Lieu of Taxes                                        | 26,669         | 26,669              | 26,669                 | -                    |
| 96400       | Bad Debt - Tenant Rents                                          | 13,498         | 13,498              | 13,498                 | -                    |
| 96000       | Total Other General Expenses                                     | 16,120         | 16,120              | 16,120                 | -                    |
| 96710       | Interest on Mortgage (or Bonds) Payable                          | 14,031         | 14,031              | -                      | 14,031               |
| 96700       | Total Interest Expense and Amortization Cost                     | 14,031         | 14,031              | -                      | 14,031               |
| 96900       | Total Operating Expenses                                         | 918,615        | 918,615             | 904,584                | 14,031               |
| 97000       | Excess of Operating Revenue over (under) Operating Expenses      | 272,524        | 272,524             | 89,575                 | 182,949              |
| 97100       | Extraordinary Maintenance                                        | 25,333         | 25,333              | 25,333                 | -                    |
| 97200       | Casualty Losses - Noncapitalized                                 | 1,205          | 1,205               | 1,205                  | -                    |
| 97400       | Depreciation Expense                                             | 214,150        | 214,150             | 214,150                | -                    |
| 90000       | Total Expenses                                                   | 1,159,303      | 1,159,303           | 1,145,272              | 14,031               |
| 10010       | Operating Transfer In                                            | 144,291        | 144,291             | 144,291                | -                    |
| 10020       | Operating Transfer Out                                           | (144,291)      | (144,291)           | -                      | (144,291)            |
| 10100       | Total Other Financing Sources (Uses)                             | -              | -                   | 144,291                | (144,291)            |
| 10000       | Excess (Deficiency) of Total Revenue Over (Under) Total Expenses | 31,836         | 31,836              | (6,822)                | 38,658               |
| 11020       | Required Annual Debt Principal Payments                          | 38,658         | 38,658              | -                      | 38,658               |
| 11030       | Beginning Equity                                                 | 1,731,833      | 1,731,833           | 1,731,833              | -                    |
| 11190       | Unit Months Available                                            | 1,812          | 1,812               | 1,812                  | -                    |
| 11210       | Number of Unit Months Leased                                     | 1,744          | 1,744               | 1,744                  | -                    |
| 11270       | Excess Cash                                                      | 190,087        | 190,087             | 190,087                | -                    |
| 11620       | Building Purchases                                               | 25,019         | 25,019              | 25,019                 | -                    |
| 13510       | CFFP Debt Service Payments                                       | 52,689         | 52,689              | -                      | 52,689               |

**Livonia Housing Commission**  
**Financial Data Schedule**  
**Program Financials - Balance Sheet**  
**December 31, 2021**

| Line<br>Item # | Account Description                                                  | Total<br>Programs | 14.871<br>Housing<br>Choice<br>Vouchers | Business<br>Activities | 14.HCC HCV<br>CARES Act<br>Funding |
|----------------|----------------------------------------------------------------------|-------------------|-----------------------------------------|------------------------|------------------------------------|
| 111            | Cash - Unrestricted                                                  | \$ 597,787        | \$ 530,300                              | \$ 67,487              | \$ -                               |
| 113            | Cash - Other Restricted                                              | 144,564           | 144,564                                 | -                      | -                                  |
| 100            | Total Cash                                                           | 742,351           | 674,864                                 | 67,487                 | -                                  |
| 125            | Accounts Receivable - Miscellaneous                                  | 9,102             | 9,102                                   | -                      | -                                  |
| 120            | Total Receivables, Net of Allowances for Doubtful Accounts           | 9,102             | 9,102                                   | -                      | -                                  |
| 150            | Total Current Assets                                                 | 751,453           | 683,966                                 | 67,487                 | -                                  |
| 162            | Buildings                                                            | 41,844            | 41,844                                  | -                      | -                                  |
| 164            | Furniture, Equipment & Machinery - Administration                    | 128,602           | 105,441                                 | 23,161                 | -                                  |
| 166            | Accumulated Depreciation                                             | (141,641)         | (118,480)                               | (23,161)               | -                                  |
| 160            | Total Capital Assets, Net of Accumulated Depreciation                | 28,805            | 28,805                                  | -                      | -                                  |
| 180            | Total Noncurrent Assets                                              | 28,805            | 28,805                                  | -                      | -                                  |
| 290            | Total Assets and Deferred Outflows of Resources                      | \$ 780,258        | \$ 712,771                              | \$ 67,487              | \$ -                               |
| 312            | Accounts Payable <= 90 Days                                          | \$ 8,901          | \$ 8,101                                | \$ 800                 | \$ -                               |
| 321            | Accrued Wage/Payroll Taxes Payable                                   | 67,059            | 67,059                                  | -                      | -                                  |
| 322            | Accrued Compensated Absences - Current Portion                       | 29,495            | 11,509                                  | 17,986                 | -                                  |
| 310            | Total Current Liabilities                                            | 105,455           | 86,669                                  | 18,786                 | -                                  |
| 354            | Accrued Compensated Absences - Noncurrent                            | 3,277             | 1,279                                   | 1,998                  | -                                  |
| 350            | Total Noncurrent Liabilities                                         | 3,277             | 1,279                                   | 1,998                  | -                                  |
| 300            | Total Liabilities                                                    | 108,732           | 87,948                                  | 20,784                 | -                                  |
| 508.4          | Net Investment in Capital Assets                                     | 28,805            | 28,805                                  | -                      | -                                  |
| 511.4          | Restricted Net Position                                              | 144,564           | 144,564                                 | -                      | -                                  |
| 512.4          | Unrestricted Net Position                                            | 498,157           | 451,454                                 | 46,703                 | -                                  |
| 513            | Total Equity - Net Assets / Position                                 | 671,526           | 624,823                                 | 46,703                 | -                                  |
| 600            | Total Liab., Def. Inflow of Res., and Equity - Net Assets / Position | \$ 780,258        | \$ 712,771                              | \$ 67,487              | \$ -                               |

**Livonia Housing Commission**  
**Financial Data Schedule**  
**Program Financials - Income Statement**  
**For the Year Ended December 31, 2021**

| Line Item # | Account Description                                                 | Total Programs | 14.871 Housing Choice Vouchers | Business Activities | 14.HCC HCV CARES Act Funding |
|-------------|---------------------------------------------------------------------|----------------|--------------------------------|---------------------|------------------------------|
| 70600       | HUD PHA Operating Grants                                            | \$ 6,554,313   | \$ 6,432,956                   | \$ -                | \$ 121,357                   |
| 71100       | Investment Income - Unrestricted                                    | 83             | 78                             | 5                   | -                            |
| 71400       | Fraud Recovery                                                      | 2,440          | 2,440                          | -                   | -                            |
| 70000       | Total Revenue                                                       | 6,556,836      | 6,435,474                      | 5                   | 121,357                      |
| 91100       | Administrative Salaries                                             | 297,043        | 206,052                        | -                   | 90,991                       |
| 91500       | Employee Benefit Contributions - Administrative                     | 113,929        | 113,929                        | -                   | -                            |
| 91600       | Office Expenses                                                     | 63,854         | 62,903                         | 951                 | -                            |
| 91800       | Travel                                                              | 3,501          | 2,784                          | 717                 | -                            |
| 91900       | Other                                                               | 21,187         | 15,656                         | 800                 | 4,731                        |
| 91000       | Total Operating - Administrative                                    | 499,514        | 401,324                        | 2,468               | 95,722                       |
| 92400       | Tenant Services - Other                                             | 500            | -                              | -                   | 500                          |
| 92500       | Total Tenant Services                                               | 500            | -                              | -                   | 500                          |
| 93100       | Water                                                               | 627            | 627                            | -                   | -                            |
| 93200       | Electricity                                                         | 2,063          | 2,063                          | -                   | -                            |
| 93300       | Gas                                                                 | 1,187          | 1,187                          | -                   | -                            |
| 93000       | Total Utilities                                                     | 3,877          | 3,877                          | -                   | -                            |
| 94300       | Ordinary Maintenance and Operations - Contracts                     | 58,881         | 58,881                         | -                   | -                            |
| 94000       | Total Maintenance                                                   | 58,881         | 58,881                         | -                   | -                            |
| 96110       | Property Insurance                                                  | 1,307          | 1,307                          | -                   | -                            |
| 96120       | Liability Insurance                                                 | 2,664          | 2,664                          | -                   | -                            |
| 96100       | Total Insurance Premiums                                            | 3,971          | 3,971                          | -                   | -                            |
| 96210       | Compensated Absences                                                | 1,970          | 1,970                          | -                   | -                            |
| 96000       | Total Other General Expenses                                        | 1,970          | 1,970                          | -                   | -                            |
| 96900       | Total Operating Expenses                                            | 568,713        | 470,023                        | 2,468               | 96,222                       |
| 97000       | Excess of Operating Revenue over (under) Operating Expenses         | 5,965,451      | 5,965,451                      | (2,463)             | 25,135                       |
| 97300       | Housing Assistance Payments                                         | 5,812,305      | 5,812,305                      | -                   | -                            |
| 97400       | Depreciation Expense                                                | 3,207          | 3,207                          | -                   | -                            |
| 90000       | Total Expenses                                                      | 6,384,225      | 6,285,535                      | 2,468               | 96,222                       |
| 10000       | Excess (Deficiency) of Total Revenue Over (Under) Total Expenses    | 172,611        | 149,939                        | (2,463)             | 25,135                       |
| 11030       | Beginning Equity                                                    | 498,915        | 449,749                        | 49,166              | -                            |
| 11040       | Prior Period Adjustments, Equity Transfers and Correction of Errors | -              | 25,135                         | -                   | (25,135)                     |
| 11170       | Administrative Fee Equity                                           | 480,259        | 480,259                        | -                   | -                            |
| 11180       | Housing Assistance Payments Equity                                  | 144,564        | 144,564                        | -                   | -                            |
| 11190       | Unit Months Available                                               | 11,768         | 11,768                         | -                   | -                            |
| 11210       | Number of Unit Months Leased                                        | 10,574         | 10,574                         | -                   | -                            |

**Livonia Housing Commission**  
**Financial Data Schedule**  
**PHA Financial Data - Balance Sheet**  
**December 31, 2021**

| Line<br>Item # | Account Description                                                  | Project<br>Totals | Program<br>Totals | Total        |
|----------------|----------------------------------------------------------------------|-------------------|-------------------|--------------|
| 111            | Cash - Unrestricted                                                  | \$ 376,368        | \$ 597,787        | \$ 974,155   |
| 112            | Cash - Restricted - Modernization and Development                    | 28,276            | -                 | 28,276       |
| 113            | Cash - Other Restricted                                              | -                 | 144,564           | 144,564      |
| 114            | Cash - Tenant Security Deposits                                      | 68,697            | -                 | 68,697       |
| 100            | Total Cash                                                           | 473,341           | 742,351           | 1,215,692    |
| 124            | Accounts Receivable - Other Government                               | 1,330             | -                 | 1,330        |
| 125            | Accounts Receivable - Miscellaneous                                  | -                 | 9,102             | 9,102        |
| 126            | Accounts Receivable - Tenants                                        | 6,037             | -                 | 6,037        |
| 126.1          | Allowance for Doubtful Accounts - Tenants                            | (4,073)           | -                 | (4,073)      |
| 120            | Total Receivables, Net of Allowances for Doubtful Accounts           | 3,294             | 9,102             | 12,396       |
| 150            | Total Current Assets                                                 | 476,635           | 751,453           | 1,228,088    |
| 161            | Land                                                                 | 308,946           | -                 | 308,946      |
| 162            | Buildings                                                            | 9,576,141         | 41,844            | 9,617,985    |
| 163            | Furniture, Equipment & Machinery - Dwellings                         | 278,270           | -                 | 278,270      |
| 164            | Furniture, Equipment & Machinery - Administration                    | 203,489           | 128,602           | 332,091      |
| 166            | Accumulated Depreciation                                             | (8,597,992)       | (141,641)         | (8,739,633)  |
| 160            | Total Capital Assets, Net of Accumulated Depreciation                | 1,768,854         | 28,805            | 1,797,659    |
| 180            | Total Noncurrent Assets                                              | 1,768,854         | 28,805            | 1,797,659    |
| 290            | Total Assets and Deferred Outflows of Resources                      | \$ 2,245,489      | \$ 780,258        | \$ 3,025,747 |
| 312            | Accounts Payable <= 90 Days                                          | \$ 14,143         | \$ 8,901          | \$ 23,044    |
| 321            | Accrued Wage/Payroll Taxes Payable                                   | 65,318            | 67,059            | 132,377      |
| 322            | Accrued Compensated Absences - Current Portion                       | 41,841            | 29,495            | 71,336       |
| 341            | Tenant Security Deposits                                             | 68,697            | -                 | 68,697       |
| 342            | Unearned Revenues                                                    | 3,499             | -                 | 3,499        |
| 343            | Current Portion of Long-term Debt - Capital Projects/Mortgage        | 40,635            | -                 | 40,635       |
| 346            | Accrued Liabilities - Other                                          | 24,139            | -                 | 24,139       |
| 310            | Total Current Liabilities                                            | 258,272           | 105,455           | 363,727      |
| 351            | Long-term Debt, Net of Current - Capital Projects/Mortgage           | 218,899           | -                 | 218,899      |
| 354            | Accrued Compensated Absences - Noncurrent                            | 4,649             | 3,277             | 7,926        |
| 350            | Total Noncurrent Liabilities                                         | 223,548           | 3,277             | 226,825      |
| 300            | Total Liabilities                                                    | 481,820           | 108,732           | 590,552      |
| 508.4          | Net Investment in Capital Assets                                     | 1,509,320         | 28,805            | 1,538,125    |
| 511.4          | Restricted Net Position                                              | 28,276            | 144,564           | 172,840      |
| 512.4          | Unrestricted Net Position                                            | 226,073           | 498,157           | 724,230      |
| 513            | Total Equity - Net Assets / Position                                 | 1,763,669         | 671,526           | 2,435,195    |
| 600            | Total Liab., Def. Inflow of Res., and Equity - Net Assets / Position | \$ 2,245,489      | \$ 780,258        | \$ 3,025,747 |

**Livonia Housing Commission**  
**Financial Data Schedule**  
**PHA Financial Data - Income Statement**  
**For the Year Ended December 31, 2021**

| Line<br>Item # | Account Description                                       | Project<br>Totals | Program<br>Totals | Total      |
|----------------|-----------------------------------------------------------|-------------------|-------------------|------------|
| 70300          | Net Tenant Rental Revenue                                 | \$ 590,125        | \$ -              | \$ 590,125 |
| 70400          | Tenant Revenue - Other                                    | 30,296            | -                 | 30,296     |
| 70500          | Total Tenant Revenue                                      | 620,421           | -                 | 620,421    |
| 70600          | HUD PHA Operating Grants                                  | 482,005           | 6,554,313         | 7,036,318  |
| 70610          | Capital Grants                                            | 38,658            | -                 | 38,658     |
| 71100          | Investment Income - Unrestricted                          | 32                | 83                | 115        |
| 71400          | Fraud Recovery                                            | -                 | 2,440             | 2,440      |
| 71500          | Other Revenue                                             | 50,020            | -                 | 50,020     |
| 72000          | Investment Income - Restricted                            | 3                 | -                 | 3          |
| 70000          | Total Revenue                                             | 1,191,139         | 6,556,836         | 7,747,975  |
| 91100          | Administrative Salaries                                   | 101,107           | 297,043           | 398,150    |
| 91200          | Auditing Fees                                             | 9,250             | -                 | 9,250      |
| 91500          | Employee Benefit Contributions - Administrative           | 57,386            | 113,929           | 171,315    |
| 91600          | Office Expenses                                           | 70,104            | 63,854            | 133,958    |
| 91800          | Travel                                                    | 5,939             | 3,501             | 9,440      |
| 91900          | Other                                                     | 23,978            | 21,187            | 45,165     |
| 91000          | Total Operating - Administrative                          | 267,764           | 499,514           | 767,278    |
| 92100          | Tenant Services - Salaries                                | 69,761            | -                 | 69,761     |
| 92300          | Employee Benefit Contributions - Tenant Services          | 37,664            | -                 | 37,664     |
| 92400          | Tenant Services - Other                                   | 6,542             | 500               | 7,042      |
| 92500          | Total Tenant Services                                     | 113,967           | 500               | 114,467    |
| 93100          | Water                                                     | 31,765            | 627               | 32,392     |
| 93200          | Electricity                                               | 82,210            | 2,063             | 84,273     |
| 93300          | Gas                                                       | 50,803            | 1,187             | 51,990     |
| 93000          | Total Utilities                                           | 164,778           | 3,877             | 168,655    |
| 94100          | Ordinary Maintenance and Operations - Labor               | 84,004            | -                 | 84,004     |
| 94200          | Ordinary Maintenance and Operations - Materials and Other | 26,435            | -                 | 26,435     |
| 94300          | Ordinary Maintenance and Operations - Contracts           | 140,964           | 58,881            | 199,845    |
| 94500          | Employee Benefit Contributions - Ordinary Maintenance     | 55,888            | -                 | 55,888     |
| 94000          | Total Maintenance                                         | 307,291           | 58,881            | 366,172    |
| 96110          | Property Insurance                                        | 21,762            | 1,307             | 23,069     |
| 96120          | Liability Insurance                                       | 12,090            | 2,664             | 14,754     |
| 96140          | All Other Insurance                                       | 812               | -                 | 812        |
| 96100          | Total Insurance Premiums                                  | 34,664            | 3,971             | 38,635     |
| 96210          | Compensated Absences                                      | (24,047)          | 1,970             | (22,077)   |
| 96300          | Payments in Lieu of Taxes                                 | 26,669            | -                 | 26,669     |
| 96400          | Bad Debt - Tenant Rents                                   | 13,498            | -                 | 13,498     |
| 96000          | Total Other General Expenses                              | 16,120            | 1,970             | 18,090     |
| 96710          | Interest on Mortgage (or Bonds) Payable                   | 14,031            | -                 | 14,031     |
| 96700          | Total Interest Expense and Amortization Cost              | 14,031            | -                 | 14,031     |
| 96900          | Total Operating Expenses                                  | 918,615           | 568,713           | 1,487,328  |
| 97000          | Excess of Operating Revenue over Operating Expenses       | 272,524           | 5,988,123         | 6,260,647  |

**Livonia Housing Commission**  
**Financial Data Schedule**  
**PHA Financial Data - Income Statement**  
***For the Year Ended December 31, 2021***

| <b>Line<br/>Item #</b> | <b>Account Description</b>                                       | <b>Project<br/>Totals</b> | <b>Program<br/>Totals</b> | <b>Total</b> |
|------------------------|------------------------------------------------------------------|---------------------------|---------------------------|--------------|
| 97100                  | Extraordinary Maintenance                                        | \$ 25,333                 | \$ -                      | \$ 25,333    |
| 97200                  | Casualty Losses - Noncapitalized                                 | 1,205                     | -                         | 1,205        |
| 97300                  | Housing Assistance Payments                                      | -                         | 5,812,305                 | 5,812,305    |
| 97400                  | Depreciation Expense                                             | 214,150                   | 3,207                     | 217,357      |
| 90000                  | Total Expenses                                                   | 1,159,303                 | 6,384,225                 | 7,543,528    |
| 10000                  | Excess (Deficiency) of Total Revenue Over (Under) Total Expenses | 31,836                    | 172,611                   | 204,447      |
| 11020                  | Required Annual Debt Principal Payments                          | 38,658                    | -                         | 38,658       |
| 11030                  | Beginning Equity                                                 | 1,731,833                 | 498,915                   | 2,230,748    |
| 11170                  | Administrative Fee Equity                                        | -                         | 480,259                   | 480,259      |
| 11180                  | Housing Assistance Payments Equity                               | -                         | 144,564                   | 144,564      |
| 11190                  | Unit Months Available                                            | 1,812                     | 11,768                    | 13,580       |
| 11210                  | Number of Unit Months Leased                                     | 1,744                     | 10,574                    | 12,318       |
| 11270                  | Excess Cash                                                      | 190,087                   | -                         | 190,087      |
| 11620                  | Building Purchases                                               | 25,019                    | -                         | 25,019       |
| 13510                  | CFFP Debt Service Payments                                       | 52,689                    | -                         | 52,689       |





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A VETERAN OWNED BUSINESS

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Commissioners  
Livonia Housing Commission  
Livonia, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of the ***Livonia Housing Commission***, a component unit of the City of Livonia, Michigan, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the ***Livonia Housing Commission's*** basic financial statements, and have issued our report thereon dated May 31, 2022.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the ***Livonia Housing Commission's*** internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the ***Livonia Housing Commission's*** internal control. Accordingly, we do not express an opinion on the effectiveness of the ***Livonia Housing Commission's*** internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the *Livonia Housing Commission's* financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in dark ink that reads "Smith + Klayman PC". The signature is written in a cursive, slightly slanted style.

***Saginaw, Michigan***

May 31, 2022



SMITH & KLACZKIEWICZ, PC  
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A VETERAN OWNED BUSINESS

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY  
THE UNIFORM GUIDANCE**

To the Board of Commissioners  
Livonia Housing Commission  
Livonia, Michigan

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the ***Livonia Housing Commission's*** compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the ***Livonia Housing Commission's*** major federal programs for the year ended December 31, 2021. The ***Livonia Housing Commission's*** major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the ***Livonia Housing Commission*** complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2021.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the ***Livonia Housing Commission*** and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the ***Livonia Housing Commission's*** compliance with the compliance requirements referred to above.

### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the ***Livonia Housing Commission's*** federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the ***Livonia Housing Commission's*** compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the ***Livonia Housing Commission's*** compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the ***Livonia Housing Commission's*** compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the ***Livonia Housing Commission's*** internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the ***Livonia Housing Commission's*** internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### ***Report on Internal Control over Compliance***

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over

compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Smith + Klayhewicz PC*

**Saginaw, Michigan**

May 31, 2022

**Livonia Housing Commission**  
**Schedule of Expenditures of Federal Awards**  
*For the Year Ended December 31, 2021*

| <b>Federal Agency / Pass Through<br/>Agency / Program Title</b>   | <b>Federal<br/>Assistance<br/>Listing<br/>Number</b> | <b>Amount<br/>Expended</b> |
|-------------------------------------------------------------------|------------------------------------------------------|----------------------------|
| <b>Department of Housing and Urban Development</b>                |                                                      |                            |
| Direct programs:                                                  |                                                      |                            |
| Public and Indian Housing                                         | 14.850                                               | \$ 323,683                 |
| Housing Choice Vouchers                                           | 14.871                                               | 6,282,328                  |
| COVID-19-Section 8 Housing Choice Vouchers                        | 14.871                                               | 121,357                    |
| Total Section 8                                                   |                                                      | <u>6,403,685</u>           |
| Capital Fund Program                                              | 14.872                                               | <u>196,980</u>             |
| Total Department of Housing and Urban Development                 |                                                      | <u><u>\$ 6,924,348</u></u> |
| <b>Reconciliation to Statement of Activities</b>                  |                                                      |                            |
| Federal revenue reported on the Statement of Activities:          |                                                      |                            |
| Program grants - subsidies                                        |                                                      | \$ 7,036,318               |
| Capital grants                                                    |                                                      | 38,658                     |
| Change in net position related to federal programs                |                                                      | <u>(150,628)</u>           |
| Total expenditures per Schedule of Expenditures of Federal Awards |                                                      | <u><u>\$ 6,924,348</u></u> |

See accompanying notes to schedule of expenditures of federal awards

**Livonia Housing Commission**  
**Notes to Schedule of Expenditures of Federal Awards**  
***For the Year Ended December 31, 2021***

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*Note 1 - Basis of Presentation*

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of the ***Livonia Housing Commission*** under programs of the federal government for the year ended December 31, 2021. The information in this schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the ***Livonia Housing Commission***, it is not intended to and does not present the financial position, changes in net position or cash flows of the ***Livonia Housing Commission***.

*Note 2 - Summary of Significant Accounting Policies*

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following cost principles contained in Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

For purposes of charging indirect costs to federal awards, the ***Livonia Housing Commission*** has elected not to use the 10 percent de minimis cost rate as permitted by 2 CFR section 200.414 of the Uniform Guidance.

*Note 3 - Subrecipients*

None of the federal expenditures presented in the Schedule were provided to subrecipients.

**Livonia Housing Commission**  
**Schedule of Findings and Questioned Costs (Continued)**  
*For the Year Ended December 31, 2021*

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**Section I - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued: Unmodified

Internal control over financial reporting

- Material weakness(es) identified? \_\_\_\_\_ Yes   X   No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ Yes   X   None reported

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes   X   No

**Federal Awards**

Type of auditor's report issued on compliance for major program(s): Unmodified

Internal control over major program(s)

- Material weakness(es) identified? \_\_\_\_\_ Yes   X   No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ Yes   X   None reported

Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516.(a)? \_\_\_\_\_ Yes   X   No

**Identification of major program(s):**

| Federal Assistance Listing Number | Name of Federal Program(s) or Cluster(s) |
|-----------------------------------|------------------------------------------|
| 14.871                            | Housing Choice Vouchers                  |

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualify as a low-risk auditee?   X   Yes \_\_\_\_\_ No



**Livonia Housing Commission**  
**Schedule of Findings and Questioned Costs (Concluded)**  
*For the Year Ended December 31, 2021*

---

**Section II - Financial Statement Audit Findings**

None

**Section III - Federal Program Audit Findings and Questioned Costs**

None

**Section IV - Prior Year Audit Findings**

None

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

---

1

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

1. BLOCK PARTY: Ronald Bozzi, re: to be held Saturday, August 13, 2022, from 1:00 p.m. until 11:00 p.m. on Curtis Road from Lathers Road east until it dead ends.

Ronald Bozzi, presented the request to Council.

Councilmember Brandon McCullough offered and approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

1.

**Council Office**  
**May 19, 2022**

### MEETING DATE

Study Meeting of June  
27, 2022

### PREPARED BY

Sara Kasprovicz, Council Office Manager,

### AGENDA ITEM

BLOCK PARTY: Ronald Bozzi, re: to be held Saturday, August 13, 2022, from 1:00 p.m. until 11:00 p.m. on Curtis Road from Lathers Road east until it dead ends.

### BACKGROUND

Block party request from Ronald Bozzi, 18173 Lathers, to be held Saturday, August 13, 2022, from 1:00 p.m. until 11:00 p.m. on Curtis Road from Lathers Road east until it dead ends. See map attached for reference.

### RECOMMENDATION

To approve as requested.

### FISCAL CONSIDERATION

N/A

### ATTACHMENTS

1. S060622 Block Party Req - Ronald Bozzi

### APPROVED BY

**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or  
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

**PLEASE PRINT**

Date of Application: 5-4-2022 Date to appear at a Council Meeting: Any date

Name of Neighborhood Representative: Ronald Bozzi

Address (please include zip code): 18173 Lathers Livonia, MI 48152

Telephone Number with area code: Home: 313-767-6963 Office: 313-208-5484

Email: gladtobegreek@yahoo.com

Please circle what is being requested - "BLOCK PARTY" and/or "STREET BARRICADING"

|                                          |             |                                                                                          |
|------------------------------------------|-------------|------------------------------------------------------------------------------------------|
| <u>8-13-2022</u>                         | <u>None</u> | <u>1pm to request 11pm, if possible</u>                                                  |
| Date of Block Party<br>nd/or Barricading | Rain Date   | Start/end time of Block Party and/or Barricading<br>End time is no later than 10:00 p.m. |

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).  
Between Middlebelt Rd + Inkster Rd off of Six Mile Rd.  
On Lathers + Curtis (corner lot, no outlet)

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.) Live bands,  
Karaoke, food, games, etc.

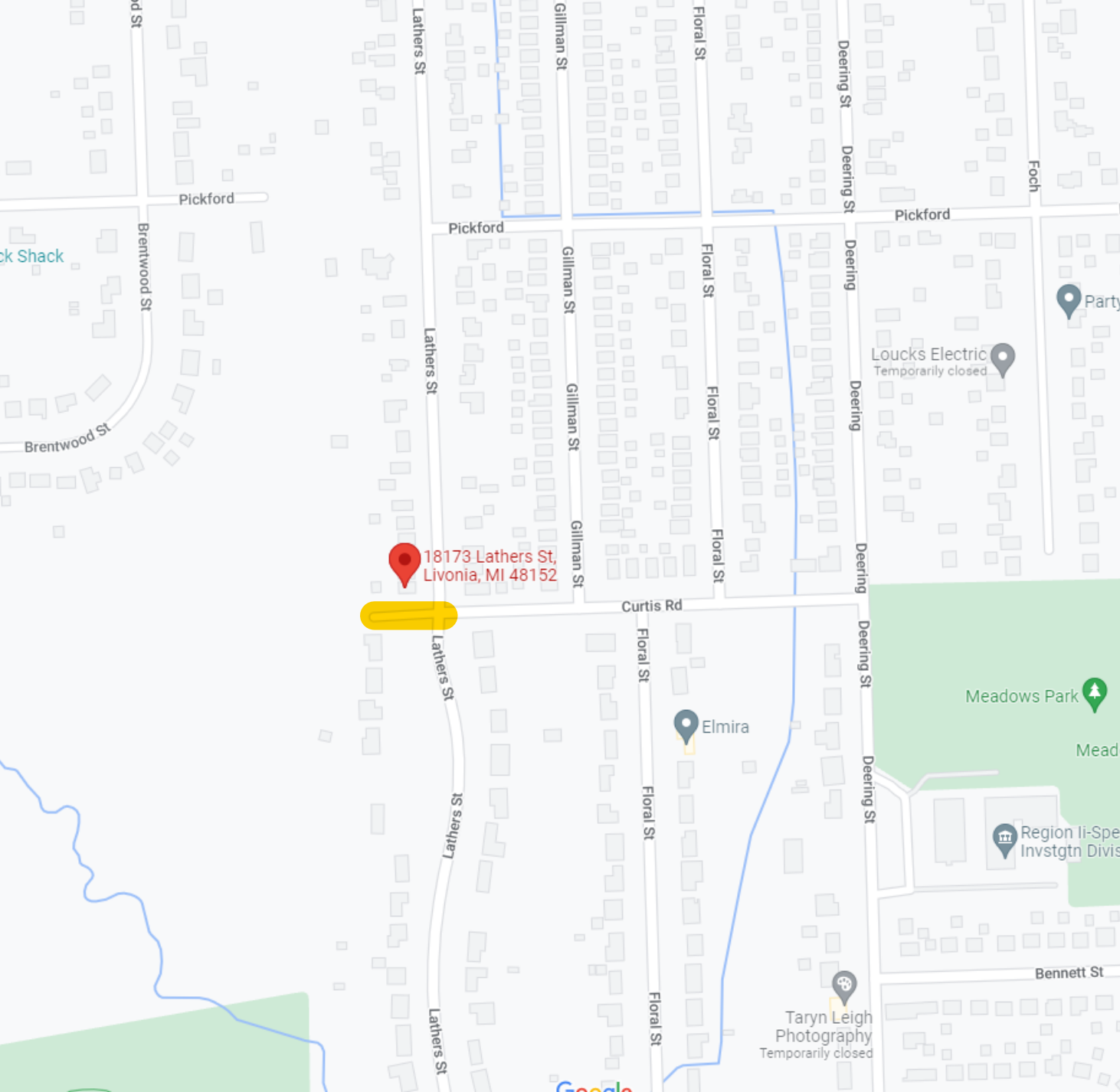
How many barricades are you requesting (max. 10)? One to block off No outlet street

Approximate Number Attending: 100

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_

RECEIVED  
OFFICE OF THE CITY CLERK  
2022 MAY 16 PM 2:17



18173 Lathers St,  
Livonia, MI 48152

Loucks Electric  
Temporarily closed

Meadows Park

Elmira

Taryn Leigh  
Photography  
Temporarily closed

Bennett St

Region II-Spe  
Invstgtn Divis

Curtis Rd

Pickford

Pickford

Brentwood St

Brentwood St

Lathers St

Lathers St

Lathers St

Lathers St

Lathers St

Gillman St

Gillman St

Gillman St

Gillman St

Floral St

Floral St

Floral St

Floral St

Floral St

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Deering

Deering St

Deering St

Foch

Party

Mead

**From:** [REBECCA C. BOZZI](#)  
**To:** [Kasprowicz, Sara](#)  
**Subject:** Re: Block party request for August 13th  
**Date:** Wednesday, May 18, 2022 8:29:46 PM  
**Attachments:** [CitySeal100x100\\_8f7d9122-2022-4a3b-86d9-f05a096c6a3c.png](#)  
[Livonia-Logo-250\\_2521acb0-d42c-429b-900f-b59ac98c1049.png](#)  
[SocialLink\\_Facebook\\_32x32\\_15fe2196-de42-486f-ac8c-bd89c9da8fd7.png](#)  
[SocialLink\\_Twitter\\_32x32\\_a844deab-cb87-48f2-9175-647012b70cfe.png](#)  
[SocialLink\\_YouTube\\_32x32\\_9b8afb50-3b86-4678-b53d-7e423a9d8771.png](#)

---

Good evening!

Yes, June 27th would be perfect! We will be there.

Thank you so much!

Ron and Becky Bozzi

Sent from my iPad

On May 18, 2022, at 8:51 AM, Kasprowicz, Sara <[skasprowicz@livonia.gov](mailto:skasprowicz@livonia.gov)> wrote:

Good Morning,

Understandable! Would there be anyone able to speak on your behalf that night? If not, I could put you on the Monday, June 27<sup>th</sup> agenda.

Sara



**Sara Kasprowicz**  
Program Supervisor  
City of Livonia | City Council Office  
(734) 466-2250  
[skasprowicz@livonia.gov](mailto:skasprowicz@livonia.gov)  
[www.livonia.gov](http://www.livonia.gov)



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**From:** Rebecca Wood <[gladtobegreek@yahoo.com](mailto:gladtobegreek@yahoo.com)>  
**Sent:** Wednesday, May 18, 2022 6:53 AM  
**To:** Kasprowicz, Sara <[skasprowicz@livonia.gov](mailto:skasprowicz@livonia.gov)>  
**Subject:** Re: Block party request for August 13th

Good morning, Sara,

I am so sorry, but I looked at my calendar and we will not be available on June 6 because of a previous engagement. Is there anyway we could be put on your agenda for any other day?

Thank you so much,

Ron and Becky Bozzi

[Sent from Yahoo Mail on Android](#)

On Tue, May 17, 2022 at 7:33 PM, REBECCA C BOZZI  
<[gladtobegreek@yahoo.com](mailto:gladtobegreek@yahoo.com)> wrote:

Good evening Sara,  
We are the corner house on Lathers and Curtis and our street has no outlet and dead ends to a nature trail. We would only need a blockade on Lathers and Curtis just blocking the no outlet street. I hope that this is understandable. Please let me know and I can always send a drawing with a depiction of the request.  
We will mark June 6th at 8pm on our calendar.  
Thank you so much,  
Ron and Becky Bozzi

Sent from my iPad

On May 17, 2022, at 3:01 PM, Kasprowicz, Sara <[skasprowicz@livonia.gov](mailto:skasprowicz@livonia.gov)> wrote:

Good Afternoon,

I have received your block party request and it will be appearing on the City Council Study agenda of June 6<sup>th</sup>, the meeting will begin at 8pm. I will email the final agenda to you by June 1<sup>st</sup>.

In order to complete your request, I will please need to know the exact area where your block party will take place. According to the form, the request was between Middlebelt and Inkster off of Six Mile on Lathers and Curtis. Since these roads indicate too broad of a location, would you kindly let me know what road you will need your barricade on and between which streets? (For example, on Curtis between Lathers and Gillman or on Curtis from Gillman East until it dead ends).

The specifics are important for the sake of safety, so that if anything should happen in that area, the fire and/or police department will already know where the barricade is located.

Thank you!

Sara

**Sara Kasprowicz**  
Program Supervisor  
City of Livonia | City Council Office  
(734) 466-2250  
[skasprowicz@livonia.gov](mailto:skasprowicz@livonia.gov)  
[www.livonia.gov](http://www.livonia.gov)

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14393 Brentwood  
Livonia, MI 48154  
July 3, 2022

Livonia City Council  
38000 Civic Center Drive  
Livonia, MI 48154

Attention City Council:

For the last 20 years our block on Brentwood has supposedly had a "block" party in late August. However, the truth is that over the last 15 years it has no longer been a block party, but rather a party attended by no more than a handful of homes. The vast majority of attendees are extended family of two of these households.

This supposed "block" party has always been situated directly in front of my home, which is across the street from one of the party organizers. This means that all of the festivities and accompanying equipment have been directly in front of and adjacent to my home. Activities have never been moved down the street.

We cannot budge from our homes on that weekend making it like a prison, because both street entrances are blocked. Otherwise, we must leave in advance of the ruckus and pay for a hotel, which my husband and I did for many years until his passing. I don't think that it's fair for two households to tie up an entire city block – they should rent a city park pavilion for their extended family party. They've often extended their party until 1 am (note the "?" end time on the accompanying flyer).

Last year, I decided to leave home during the day, and alerted the party organizer neighbor that I'd be returning home later, and to keep everyone safely away from my driveway. As an 85 year old woman, I have no other option for returning home other than pulling into my driveway. However, when I returned at 9pm, the entry path to my driveway was blocked by tots in strollers and children riding bikes. I was concerned that no adult was keeping them at a safe distance from my entry path. Instead of moving everyone away from my entry path, I was met with hostility. I was very shaken by the whole experience.

It's time for Council to put an end to this supposed "block" party that's essentially a family party for two households. If you want to continue granting a permit under the guise of a "block" party, at least add restrictions that move it to the other end of the block near Meadowlark Street for the next 20 years.

Sincerely,

A handwritten signature in cursive script that reads "Patricia Johnson". The signature is written in dark ink and is positioned above the printed name.

Patricia Johnson





# THE BRENTWOOD ANNUAL 2021

# BLOCK PARTY



Date: Saturday, August 21st\*

Time: 3:00pm ~ ?

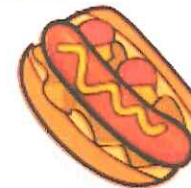
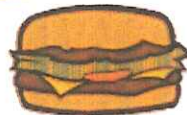
Where: At Brentwood & Jacquelyn

*\*Rain day on Sunday, August 22nd*



Come talk with your NEIGHBORS!

- Hamburgers, hotdogs and neighborhood favorites!
- Moonwalk for the kids (adults too!!)
- Swimming available, Games
- Music



**Donation: \$10.00/household (\$5 for Sr.'s)**

You should also bring:

Something  
to sit on



Your favorite  
dish to pass



Something  
cold to drink



Call Jim: 734-513-2820  
or Ray: 313-236-2082  
or E-mail: jamesrumrill@aol.com

*We will be around the neighborhood to collect and  
determine number attending around 2nd week in August.*

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

---

2

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

2. BLOCK PARTY: Ray Franges, Jim Rumrill, Mark Miller and Ari Wilson, re: to be held Saturday, August 27, 2022, from 10:00 a.m. to 10:00 p.m. on Brentwood Street, between Meadowlark Street and Jaquelyn Drive, with rain date of Sunday, August 28, 2022.

Ray Franges presented the request to Council. He asked about the flags and signs that have been placed near his area if the street repairs would interfere with his block party. Todd Zilincik, City Engineer stated that the project wouldn't start until September and that the website has the updates on street repairs.

Councilmember Kathleen McIntyre offered and approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT

# REQUEST FOR BLOCK PARTY and/or BARRICADING OF CITY STREETS

(To be sent to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
or hand delivered to the City Clerk's Office at least 8 weeks prior to the planned event)

## PLEASE PRINT

Date of Application 5-21-22

Ray Franges, Jim Rumrell, Mark Miller, Ari Wilson  
Name of Neighborhood Representative

14430 Brentwood Livonia, MI. 48154  
Address (please include zip code)

Telephone Number: Home 313-236-2082 / 734-673-2540  
(please include area code) Office \_\_\_\_\_

Please circle what is being requested -- "BLOCK PARTY" and/or "STREET BARRICADING"

8-27-22  
Date of Block Party and/or Barricading

8-28-22  
Rain Date

10:00 AM to 10:00 PM  
Time of Block Party and/or Barricading  
(Ending Time -- No Later than 10:00 p.m.) (Be as specific as possible)

Location of Block Party and/or Barricading.  
(Be as specific as possible -- indicate what streets as well as what boundaries).

Brentwood St. Between Meadowlark St. and Jaquelyn St.

Type of Event (Describe briefly activities planned, i.e. music, barbecue, games, etc.)

Cookout, Games, Music, Moonwalk

Approximate Number Attending: 50

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_



## LETTER TO THE LIVONIA CITY COUNCIL

2.

**Council Office**  
**May 31, 2022**

### MEETING DATE

Study Meeting of June  
27, 2022

### PREPARED BY

Sara Kasprowicz, Council Office Manager,

### AGENDA ITEM

BLOCK PARTY: Ray Franges, Jim Rumrill, Mark Miller and Ari Wilson, re: to be held Saturday, August 27, 2022, from 10:00 a.m. to 10:00 p.m. on Brentwood Street, between Meadowlark Street and Jaquelyn Drive, with rain date of Sunday, August 28, 2022.

### BACKGROUND

Request for block party from Ray Franges, Jim Rumrill, Mark Miller and Ari Wilson, to be held Saturday, August 27, 2022, from 10:00 a.m. to 10:00 p.m. on Brentwood Street, between Meadowlark Street and Jaquelyn Drive, with rain date of Sunday, August 28, 2022.

### RECOMMENDATION

To approve request as submitted

### FISCAL CONSIDERATION

### ATTACHMENTS

1. S062722 Block Party Req - Ray Franges

### APPROVED BY

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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3

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

3. BLOCK PARTY: Meghan White, re: to be held Saturday, August 27, 2022, from 11:00 a.m. until dark at corner of Dover Street and Deborah Ct. E. to 8929 Deborah Ct. E.

Meghan White, presented the request to Council.

Councilmember Rob Donovic offered an approving resolution on the Consent agenda and mentioned the neighborhood grant program to provide funds for neighborhood events. Council President Jim Jolly explained the neighborhood block grant program and asked that the end time of the event was noted as 10:00pm.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

3.

City Clerk  
June 15, 2022

### MEETING DATE

Study Meeting of  
June 27, 2022

### PREPARED BY

Lori Miller, Deputy City Clerk

### AGENDA ITEM

BLOCK PARTY: Meghan White, re: to be held Saturday, August 27, 2022, from 11:00 a.m. until dark at corner of Dover Street and Deborah Ct. E. to 8929 Deborah Ct. E.

### BACKGROUND

Request to barricade streets and host block party to include bbq, games, activities for kids and bounce houses at the corner of Dover St. and Deborah Ct. East to 8929 Deborah Ct. East.

### RECOMMENDATION

Approve as submitted.

### FISCAL CONSIDERATION

N/A.

### ATTACHMENTS

1. S 06272022 White Block Party, Dover

### APPROVED BY



**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or  
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

**PLEASE PRINT**

Date of Application: 6-10-2022 Date to appear at a Council Meeting: \_\_\_\_\_

Name of Neighborhood Representative: Meghan White

Address (please include zip code): 39218 Dover 48150

Telephone Number with area code: Home: 734-717-1821 Office: N/A

Email: MeghanSmith8410@yahoo.com

Please circle what is being requested – “BLOCK PARTY” and/or “STREET BARRICADING”

|                                           |                      |                                                                                          |
|-------------------------------------------|----------------------|------------------------------------------------------------------------------------------|
| <u>8/27/2022</u>                          | <u>Rain or shine</u> | <u>11AM - dark</u>                                                                       |
| Date of Block Party<br>and/or Barricading | Rain Date            | Start/end time of Block Party and/or Barricading<br>End time is no later than 10:00 p.m. |

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

Corner of Dover st and Deborah ct E to 8929  
Deborah ct E.

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.) BBQ, games, a  
few kids things (bounce houses).

How many barricades are you requesting (max. 10)? Six

Approximate Number Attending: 100

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

---

4

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

5. BLOCK PARTY: Tracy Nolte, re: to be held Saturday, August 6, 2022, from 4:00 p.m. to 10:00 p.m. on Marie Street and Court, between Knolson and Minton, with rain date of Saturday, August 13, 2022.

Carlee Turner, presented the request to Council.

Council President Jim Jolly asked if she heard what was said regarding the grant program. Carlee Turner stated that she did.

Councilmember Brandon McCullough offered an approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT





## LETTER TO THE LIVONIA CITY COUNCIL

7.

City Clerk  
June 28, 2022

### MEETING DATE

Study Meeting of  
June 27, 2022

### PREPARED BY

Sara Caspro, Community Office Manager

### AGENDA ITEM

BLOCK PARTY: Tracy Nolte, re: to be held Saturday, August 6, 2022, from 4:00 p.m. to 10:00 p.m. on Marie Street and Court, between Knolson and Minton, with rain date of Saturday, August 13, 2022.

### BACKGROUND

Request to barricade streets and host block party on Marie Street and Marie Court, between Knolson and Minton, from 4:00 p.m. to 10:00 p.m. on Saturday, August 6, 2022, with rain date request of Saturday, August 13, 2022. Event to include bbq, 9 square, corn hole toss, and possible bounce house.

### RECOMMENDATION

Approve request as submitted.

### FISCAL CONSIDERATION

N/A

### ATTACHMENTS

1. Dover Arbor Estates, Block Party Request

### APPROVED BY

**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or  
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

**PLEASE PRINT**

Date of Application: June 6, 2022 Date to appear at a Council Meeting: \_\_\_\_\_

Tracy Nolte

Name of Neighborhood Representative: Dover Arbor Estates

Address (please include zip code): 9386 Knolson Livonia, 48150

Telephone Number with area code: Home: 734.462-1238 Office: \_\_\_\_\_

Email: mstiggz23@gmail.com

Please circle what is being requested - **"BLOCK PARTY"** and/or **"STREET BARRICADING"**

Aug 6, 2022

Aug. 13

4-10pm

Date of Block Party  
and/or Barricading

Rain Date

Start/end time of Block Party and/or Barricading  
End time is no later than 10:00 p.m.

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

On <sup>marie</sup> Minton Street (court) Between Knolson  
and Minton

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.)

B.B.Q. 9-square, corn hole toss, possible  
bounce house

How many barricades are you requesting (max. 10)? 4

Approximate Number Attending: 40-50

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_

RECEIVED  
OFFICE OF THE CITY CLERK  
2022 MAY 31 AM 9:04

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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5

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

6. BLOCK PARTY: Allison Adams, re: to be held Saturday, August 6, 2022, from 2:00 p.m. to 10:00 p.m. on Flamingo Blvd., between Clarita and Pickford, with rain date of Saturday, August 13, 2022.

Allison Adams, presented the request to Council.

Councilmember Rob Donovic offered an approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

6.

City Clerk  
June 8, 2022

### MEETING DATE

Study Meeting of  
June 2 , 2022

### PREPARED BY

Lori Miller, Deputy City Clerk

### AGENDA ITEM

BLOCK PARTY: Allison Adams, re: to be held Saturday, August 6, 2022, from 2:00 p.m. to 10:00 p.m. on Flamingo Blvd., between Clarita and Pickford, with rain date of Saturday, August 13, 2022.

### BACKGROUND

Block party request to be held on Flamingo Blvd., south of Clarita and north of Pickford, from 2:00 p.m. to 10:00 p.m. on Saturday, August 6, 2022, with rain date request of Saturday, August 13, 2022. Event to include music, games, and possibly food trucks.

### RECOMMENDATION

Approve as submitted.

### FISCAL CONSIDERATION

N/A.

### ATTACHMENTS

1. Flamingto Blvd, Block Party Request

### APPROVED BY

**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or  
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

**PLEASE PRINT**

Date of Application: 5/31/22 Date to appear at a Council Meeting: \_\_\_\_\_

Name of Neighborhood Representative: Allison Adams

Address (please include zip code): 18632 Flamingo Blvd, Livonia, 48152

Telephone Number with area code: Home: 248 255 1034 Office: —

Email: allisonadams0625@gmail.com

Please circle what is being requested – **“BLOCK PARTY”** and/or **“STREET BARRICADING”**

|                                           |                |                                                                                                 |
|-------------------------------------------|----------------|-------------------------------------------------------------------------------------------------|
| <u>8/6/22</u>                             | <u>8/13/22</u> | <u>2pm-10pm</u>                                                                                 |
| Date of Block Party<br>and/or Barricading | Rain Date      | Start/end time of Block Party and/or Barricading<br><b>End time is no later than 10:00 p.m.</b> |

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

Flamingo Blvd, south of Clarita, north of Pickford

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.) music games, food  
trucks possible

How many barricades are you requesting (max. 10)? 2

Approximate Number Attending: 100

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_

RECEIVED  
OFFICE OF THE CITY CLERK  
2022 MAY 39 AM 9:04

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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6

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

8. REQUEST TO WAIVE THE CITY'S NOISE ORDINANCE: Petrese Newkirk, re: in order to host a car show with a DJ in the parking lot located at 27488 Grand River on Saturday, September 3, 2022, from 2:00 p.m. to 8:00 p.m. with a rain date of Saturday, September 10, 2022.

Petrese Newkirk presented the request to Council.

Councilmember Rob Donovic offered an approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

8.

**Council Office**  
**June 6, 2022**

### MEETING DATE

Study Meeting of June  
27, 2022

### PREPARED BY

Sara Kasprovicz, Council Office Manager,

### AGENDA ITEM

REQUEST TO WAIVE THE CITY'S NOISE ORDINANCE: Petrese Newkirk, re: in order to host a car show with a DJ in the parking lot located at 27488 Grand River on Saturday, September 3, 2022, from 2:00 p.m. to 8:00 p.m. with a rain date of Saturday, September 10, 2022.

### BACKGROUND

A request was made by Petrese Newkirk for a noise waiver in order to host a car show with a DJ in the parking lot located at 27488 Grand River on Saturday, September 3, 2022, from 2:00 p.m. to 8:00 p.m. with a rain date of Saturday, September 10, 2022.

### RECOMMENDATION

To approve the request as submitted.

### FISCAL CONSIDERATION

N/A

### ATTACHMENTS

1. LTC S062722 Noise Ord Petrese Newkirk
2. S062722 Noise ord waiver Req - Petrese Newkirk

### APPROVED BY

**From:** pmcquiter@gmail.com  
**Sent:** Monday, June 6, 2022 10:34 AM  
**To:** Kasprowicz, Sara  
**Subject:** September car show  
**Attachments:** Block-Party-PDF.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning Sarah,

I spoke with you last week about hosting a car show at the intersection of Grand River, 8 Mile Rd., and Inkster Rd. I misspoke when you asked about the property being in close proximity to a residential area. I said yes but it does not. The 3 streets listed border the address listed on the application. If there is a different form necessary I will gladly submit it.

Thank you for your help,

Petrese Newkirk  
(313)433-7035

Sent from [Mail](#) for Windows



**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or  
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
**or** hand deliver to the City Clerk's Office **at least 8 weeks prior to the planned event**

**PLEASE PRINT**

Date of Application: June 6, 2022 Date to appear at a Council Meeting: Study Meeting of 6/27/22

Name of Neighborhood Representative: Petrese Newkirk

Address (please include zip code): 27488 Grand River Livonia, Michigan 48152

Telephone Number with area code: Home: (313)433-7035 Office: \_\_\_\_\_

Email: pmcquiter@gmail.com

Please circle what is being requested – **“BLOCK PARTY”** and/or **“STREET BARRICADING”**

|                                           |                           |                                                                                                 |
|-------------------------------------------|---------------------------|-------------------------------------------------------------------------------------------------|
| <u>September 3, 2022</u>                  | <u>September 10, 2022</u> | <u>2:00 PM - 8:00 PM</u>                                                                        |
| Date of Block Party<br>and/or Barricading | Rain Date                 | Start/end time of Block Party and/or Barricading<br><b>End time is no later than 10:00 p.m.</b> |

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

27488 Grand River Livonia, Mi. 48152 between 8 Mile Rd. and Inkster Rd.

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.) The event is a car show that  
will include a DJ and one food vendor.

How many barricades are you requesting (max. 10)? none

Approximate Number Attending: 40

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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7

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

9. AWARD OF BID: Department of Parks and Recreation, re: for the rental of a warming tent for the annual Night of Lights event at Greenmead Historical Park, from budgeted funds.

Ted Davis, Superintendent of Parks and Recreation, presented the request to Council.

Councilmember Kathleen McIntyre offered an approving resolution on the Consent agenda.

Councilmember Rob Donovic noted that he was there last year, and it was a great time.

Councilmember Kathleen McIntyre asked about the bids for lights at Greenmead. Ted Davis, Superintendent of Parks and Recreation stated they are still looking at vendors and will go out for bids after seeing quotes.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

9.

### Parks and Recreation May 25, 2022

#### MEETING DATE

Study Meeting of  
June 27, 2022

#### PREPARED BY

Ann Cox, Program Supervisor

#### AGENDA ITEM

AWARD OF BID: Department of Parks and Recreation, re: for the rental of a warming tent for the annual Night of Lights event at Greenmead Historical Park, from budgeted funds.

#### BACKGROUND

The Department of Parks and Recreation, Livonia Chamber of Commerce, and Livonia Arts Commission, are working to bring the 3<sup>rd</sup> Annual Night of Lights back to Greenmead Historical Park. This year we are continuing the tradition of visits with Santa, concerts, outdoor games, arts and crafts and a warming area.

Specifications were prepared by the Department and Purchasing and posted to MITN with bids opened on May 3, 2022. One bid was received.

#### RECOMMENDATION

We recommend that City Council accept the bid of Option 1 from Wahl Tents, 44550 N. Groesbeck Hwy., Clinton Township, MI 48036 in the amount of \$18,037.05.

#### FISCAL CONSIDERATION

Sufficient funds are budgeted in 270-000-886-110 and will be reimbursed by sponsorships.

#### ATTACHMENTS

1. 2022 Wahl Tents

#### APPROVED BY

A handwritten signature in black ink, appearing to read "Ted Davis".

Date: May 25, 2022

Ted Davis, CPRP, Superintendent of Parks and Recreation

*Michael T Slater*

Date: June 03, 2022

---

Michael Slater, Finance Director

*Maureen Miller Brosnan*

Date: June 08, 2022

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Maureen Miller Brosnan, Mayor

**FORM OF BID PROPOSAL FOR TENT RENTAL - NIGHT OF LIGHTS**

Honorable Members of the Council  
33000 Civic Center Drive  
Livonia, Michigan 48150

Dear Council Members:

The undersigned, as a bidder, declares that he has familiarized himself with the type of material desired and has carefully examined the specifications and instructions to bidders, which he understands and accepts as sufficient for the purpose and agrees he will furnish to the City of Livonia the specified items and will accept in full payment therefore the following amounts:

**FURNISH:** All materials, labor and equipment necessary set up and break down a tent equipped with heating and lighting for the City of Livonia's Night of Lights December 1, 2022 – December 18, 2022 at Greenmead Historical Park, 20501 Newburgh Rd. Livonia, MI 48152

COMPANY NAME: Wahl Tents, LLC

| OPTION | DESCRIPTION                                                                                                                                                           | COMPLETE FOR SUM OF |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 1      | 40 X 45 Clearspan gable tent – clear roof panels and clear walls<br>1 door – Single set<br>1 double door<br>LED lighting<br>Heating                                   |                     |
| 1A     | Option 1 – Alternate<br><br>(Describe alternate offered by firm)<br><u>All of the above, except solid-white roof</u><br><u>+ only (2) 15' sections of clear walls</u> | \$18,037.05         |
| 2      | 40 X 60 Clearspan gable tent – clear roof panels and clear walls<br>1 door – Single set<br>1 double door<br>LED lighting<br>Heating                                   |                     |
| 4      | Option 2 – Alternate<br><br>(Describe alternate offered by firm)<br><u>All of the above, except solid-white roof</u><br><u>+ only (2) 15' sections of clear walls</u> | \$20,750.80         |

Form of Proposal – Tent Rental

COMPANY NAME Wahl Tents, LLC

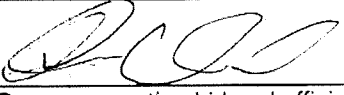
- Call out cost for onsite maintenance/troubleshooting at location: \$ 60/hour per man
- Response time within 2 /hours of call for service.
- 24- Hour Phone Number: 313-570-7875 / 313-580-3453.
- Company Contact Name: Chandw Wahl / Tim Wahl
- Phone Number 586-493-0563 Email Sales@wahl tents.com
- State hours of operation: 9am - 5pm daily.
- State terms \_\_\_\_\_
- Total work time needed to complete project including any prep time: 1 days
- Number of days it will take to get started upon notice to proceed: 1 days
- Pricing valid until 30 days from event date.

In submitting this sealed bid, it is understood that the City of Livonia reserves the right to reject or accept any or all proposals in whole or in part and waive any irregularities or formalities therein. It is agreed that this bid may not be withdrawn for ninety (90) days from the opening thereof.

The contractor and his subcontractors agree that they will not discriminate against any employee or applicant for employment, to be employed in the performance of this contract with respect to his hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of his sex or age, except when based on a bona fide occupational qualification, or because of his race, color, religion, national origin or ancestry (Act 251 P.A. 1955, as amended). The contractor further agrees that he will take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to age, sex, race, creed, color or national origin. Breach of this covenant may be regarded as a material breach of the contract.

Bidder will identify business entity as individual, or if doing business under assumed name, indicate assumed name, partnership (naming partners), corporation, foreign or domestic (naming principal officers), and indicate official capacity of person executing proposal and bid.

Form of Proposal – Tent Rental

Firm Name Wahl Tents  
(If corporation, partnership, or assumed name)  
Address 44550 N Groesbeck Hwy Clinton Twp.  
City/State/Zip Clinton Twp / Michigan / 48036  
Phone 586-493-0563 FAX \_\_\_\_\_  
Signature  Date 4/29/22  
(Person executing bid and official capacity)

\_\_\_\_\_  
(Names of principal officers and designate official capacity)  
Tim and Marci Wahl  
(If partnership or assumed name, indicate names of owners)

Company contact person to whom questions regarding this bid submission should be directed is:

Name: Erin Coburn  
Title Sales Associate  
Phone No. (586) 493-0563  
Email: Sales@wahl tents.com

FORMS TO RETURN WITH BID SUBMISSION:

- Form of Proposal Pages (FP1-FP7)
- Company Overview

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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8

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

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10. REQUEST FOR AUTHORIZATION TO PURCHASE THREE (3) FREEMOTION i22.9 INCLINE TRAINERS: Department of Parks and Recreation, re: for the Jack E. Kirksey Recreation Center, from budgeted funds.

Ted Davis, Superintendent of Parks and Recreation, presented the request to Council.

Councilmember Brandon McCullough offered an approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT





## LETTER TO THE LIVONIA CITY COUNCIL

10.

### Parks and Recreation May 25, 2022

#### MEETING DATE

Study Meeting of  
June 27, 2022

#### PREPARED BY

Ann Cox, Program Supervisor

#### AGENDA ITEM

REQUEST FOR AUTHORIZATION TO PURCHASE THREE (3) FREEMOTION i22.9 INCLINE TRAINERS: Department of Parks and Recreation, re: for the Jack E. Kirksey Recreation Center, from budgeted funds.

#### BACKGROUND

The Department of Parks and Recreation is requesting your approval to purchase three (3) Freemotion i22.9 Incline Trainers for the Kirksey Recreation Center.

Specifications were prepared by the department and posted on the MITN website. One company submitted a bid which was opened in the presence of the Bid Committee on May 10, 2022 at 2:00 p.m.

#### RECOMMENDATION

We recommend Council award the bid to Direct Fitness Solutions, Andrew Miller, 600 Tower Road, Mundelein, IL 60060 in the amount of \$25,725.

#### FISCAL CONSIDERATION

Sufficient funds have been budgeted in account 208.755.971.000.

#### ATTACHMENTS

1. 2022 Direct Fitness

#### APPROVED BY

A handwritten signature in black ink, appearing to read "Ted Davis".

Date: May 25, 2022

Ted Davis, CPRP, Superintendent of Parks and Recreation

*Michael T Slater*

Date: May 25, 2022

---

Michael Slater, Finance Director

*Maureen Miller Brosnan*

Date: June 02, 2022

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Maureen Miller Brosnan, Mayor

**SALES PROPOSAL**

Quote: 00040189  
 Date: 5/2/2022  
 Expires: 6/1/2022

**Customer Information**

**Sold To:**

City of Livonia  
 33000 Civic Center Drive  
 Livonia, Michigan 48154

**Ship To:**

City of Livonia  
 15100 Hubbard Road  
 Livonia, Michigan 48154

**Direct Fitness Sales Team:**

Mark Kwiatkowski- Regional Sales  
 Manager  
 Ph: (248) 755-5748  
 Fax: (847) 278-4588  
 markk@directfitnesssolutions.com

**Billing Point of Contact:**

Scott Spahr  
 Ph: (734) 466-2912  
 sspahr@ci.livonia.mi.us

**Delivery Point of Contact:**

Scott Spahr  
 Ph: (734) 466-2912  
 sspahr@ci.livonia.mi.us

Andrew Miller- Inside Sales  
 Ph: (847) 680-9300  
 Fax: (847) 278-4588  
 salesorders@directfitnesssolutions.com

**CARDIO**

| Quantity | Product Code      | Product Description                                                             | Line Item Description | List Price   | Sales Price | Total Price  |
|----------|-------------------|---------------------------------------------------------------------------------|-----------------------|--------------|-------------|--------------|
| 3.00     | FM<br>FMTK74819M1 | FREEMOTION i22.9 Incline Trainer (120v); Colors: Flat Black, White, Red, Yellow |                       | \$ 12,999.00 | \$ 8,875.00 | \$ 26,625.00 |

**TRADE IN**

| Quantity | Product Code | Product Description | Line Item Description | List Price | Sales Price | Total Price |
|----------|--------------|---------------------|-----------------------|------------|-------------|-------------|
| 3.00     | TRADE CARDIO | DFS Trade-In Cardio | Star Trac Treadmill   | \$ 0.00    | (\$ 300.00) | (\$ 900.00) |

|                      |              |
|----------------------|--------------|
| <b>SubTotal</b>      | \$ 25,725.00 |
| <b>Estimated Tax</b> |              |
| <b>Grand Total</b>   | \$ 25,725.00 |

**Notes**

**SALES PROPOSAL**

Quote: 00040189  
Date: 5/2/2022  
Expires: 6/1/2022

**Terms & Conditions**

**PAYMENT TERMS:**

*PAYMENT IS DUE IN ADVANCE.* Any other payment terms are subject to credit approval. Authorized purchase orders required for: Leases, Hospitals, Military, School Systems, Municipalities and Corporate Facilities. Proof of tax-exempt status required if applicable. Estimated sales tax - final tax will be billed at the time of shipment based on the prevailing rates.

**ESTIMATED DELIVERY DATE:**

Due to fluctuating supply chains, please check with your Regional Sales Manager to confirm a realistic lead time for your order.

**DISCLAIMER:**

No representation or statements and no warranties, expressed or implied, other than Manufacturers Warranty, arises apart from this quote concerning the above items except as stated in writing on this quote. All quotes are valid for 30 days.

**TERMS AND CONDITIONS OF SALE:**

Customer is responsible for the following on Entertainment, Cardio & Strength products: TV's with fixed or variable analog audio output jack and speaker off functions (if digital audio output, a converter will need to be purchased). Live cable and dedicated electrical to each TV/Personal Viewing Screen location prior to installation. Installation is not included unless specified. XTV receivers require a C-Safe port for power or 110 VAC outlet per piece. Confirmation of treadmill electrical requirements (dedicated 20amp branch circuit to each treadmill).

GC or Owner is responsible for the following: • Dumpster for all garbage. • HVAC system up and running prior and during installation with a room temperature of 70 degrees. • Moisture Test done on concrete slab. RH Test; must be at or below 85% RH or Stauf adhesive must be used • Levelness of concrete slab checked for high/low spots, control joints, expansion joints, no paint overspray on concrete slab, etc. • Any major prep work:(grinding, self-leveling, etc.) • All original lighting on during installation of rubber floor. No temporary lighting. • All Doors and electrical outlets that are in the ground need to be removed prior to removal of old flooring and placed back once the new floor is installed; Any doors that swing into room or electrical outlets that are recessed must be properly installed to account for flooring thickness • GC or Owner is responsible for protecting and washing the new installed sports rubber flooring.

One year installation Warranty.

Please note: Unless product is defective or the return is a direct result of a Direct Fitness Solutions error, a 10% restocking fee for all orders and a 20% restocking fee on all custom orders will be charged. All shipping and installation costs are nonrefundable.

**Quote Acceptance:**

These prices, specifications and conditions are satisfactory and are hereby accepted.

Payment Terms: Due Upon Receipt

Account Name: City of Livonia  
Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Company Name: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



600 Tower Road . Mundelein . IL 60060  
Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

## SALES PROPOSAL

Quote: 00040189  
Date: 5/2/2022  
Expires: 6/1/2022

### Email or Fax Signed Proposal To:

Andrew Miller  
Inside Sales  
Phone: (847) 680-9300  
Fax: (847) 278-4588  
salesorders@directfitnesssolutions.com

*\*\*Please include all applicable purchasing documents. If tax exempt please include exemption certificate.*

| Delivery Information                                     |                                        |
|----------------------------------------------------------|----------------------------------------|
| Requested Delivery Date: 6/13/2022                       | Payment Type: Purchase Order           |
| Hours Available to Accept Delivery: 7am-7pm              | Purchase Order #:                      |
| Ship Via: DFS Truck                                      | Site Survey Date: 5/2/2022             |
| Ship Via Other:                                          | Floor Plan Included: No                |
| Delivery Point of Contact Name: Scott Spahr              | Dimensions of Access Ways: Double Door |
| Delivery Point of Contact Phone: (734) 466-2912          | Stairs: No                             |
| Delivery Point of Contact Email: sspahr@ci.livonia.mi.us | Elevator: No                           |
| Multiple Delivery Locations: No                          | Color of Upholstery:                   |
| Locations:                                               | Color of Frames:                       |
| Possible Delays in Delivery Time? No                     | Trade-In's? Yes                        |
| Delay Reasons:                                           | Third Party Involved? No               |
|                                                          | Third Party Purchase Order #:          |

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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9

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

11. REQUEST TO APPROVE THE HOLIDAY PARADE AND TREE LIGHTING ON SUNDAY, DECEMBER 4, 2022; REQUEST TO APPROVE PARADE ROUTE AND THE CLOSING OF CERTAIN CITY STREETS; TO REQUEST PERMISSION FROM WAYNE COUNTY TO CLOSE FARMINGTON ROAD FROM LYNDON TO FIVE MILE, BETWEEN THE HOURS OF 4:00 P.M. AND 5:00 P.M., OR UNTIL THE ROAD IS RETURNED TO NORMAL TRAFFIC OPERATION; TO AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE ROAD CLOSURE PERMIT ON BEHALF OF THE CITY, AND THAT THE CITY OF LIVONIA WILL ASSUME LIABILITY FOR ANY DAMAGE CLAIMS RESULTING FROM THE ROAD CLOSURE: Department of Parks and Recreation, same.

Ted Davis, Superintendent of Parks and Recreation, presented the request to Council.

Councilmember Rob Donovic offered an approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

11.

### Parks and Recreation May 25, 2022

#### MEETING DATE

Study Meeting of  
June 27, 2022

#### PREPARED BY

Ann Cox, Program Supervisor

#### AGENDA ITEM

REQUEST TO APPROVE THE HOLIDAY PARADE AND TREE LIGHTING ON SUNDAY, DECEMBER 4, 2022; REQUEST TO APPROVE PARADE ROUTE AND THE CLOSING OF CERTAIN CITY STREETS; TO REQUEST PERMISSION FROM WAYNE COUNTY TO CLOSE FARMINGTON ROAD FROM LYNDON TO FIVE MILE, BETWEEN THE HOURS OF 4:00 P.M. AND 5:00 P.M., OR UNTIL THE ROAD IS RETURNED TO NORMAL TRAFFIC OPERATION; TO AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE ROAD CLOSURE PERMIT ON BEHALF OF THE CITY, AND THAT THE CITY OF LIVONIA WILL ASSUME LIABILITY FOR ANY DAMAGE CLAIMS RESULTING FROM THE ROAD CLOSURE: Department of Parks and Recreation, same.

#### BACKGROUND

Merry & Bright: Livonia's Holiday Parade & Tree Lighting is scheduled for Sunday, December 4, 2022, and will require closing several roads.

The one-mile parade will begin at 4 p.m. and last about an hour. It will start at Frost Middle School and end at City Hall, where Santa and Mrs. Claus light up the beautiful Civic Center holiday display.

#### RECOMMENDATION

We are seeking the Council's approval of a request to Wayne County to permit temporary closure of roadways for this event. The route will require closing Stark from Schoolcraft to Lyndon, Lyndon from Stark to Farmington, and Farmington from Lyndon to Five Mile. Police personnel will provide traffic control.

#### FISCAL CONSIDERATION

N/A

#### ATTACHMENTS

None

#### APPROVED BY



Date: May 25, 2022

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Ted Davis, CPRP, Superintendent of Parks and Recreation



Date: June 02, 2022

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Maureen Miller Brosnan, Mayor



**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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10

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

12. REQUEST FOR AUTHORIZATION TO WAIVE THE SEALED BID PROCESS AND PURCHASE FROM SOLE SOURCE PROVIDER: Department of Public Works, re: for the purchase of stormwater, water main and sanitary manhole-related items in an amount not to exceed \$125,000.00.

Jacob Rushlow, Assistant Director of Public Works, presented the request to Council.

Councilmember Rob Donovic offered an approving resolution on the Consent agenda.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

12.

**DPW**  
**June 15, 2022**

### MEETING DATE

Study Meeting of  
June 27, 2022

### PREPARED BY

Jill Russell, Secretary III

### AGENDA ITEM

REQUEST FOR AUTHORIZATION TO WAIVE THE SEALED BID PROCESS AND PURCHASE FROM SOLE SOURCE PROVIDER: Department of Public Works, re: for the purchase of stormwater, water main and sanitary manhole-related items in an amount not to exceed \$125,000.00.

### BACKGROUND

For many years, the Department of Public Works has made purchases from the above-referenced vendor. EJ USA, Inc. manufacturers and supplier of fire hydrants, water main valves, sanitary and storm structure frames and covers (the manhole covers are cast at the foundry with the City logo and name). These items are manufactured in the State of Michigan and supplied solely by EJ USA, Inc.

We have checked the unit prices charged for these items and found them to be comparable with those paid by other municipalities. The quotation includes a 36% pricing increase over the previous 2016 quote. This pricing is the same across the board for all communities using comparable products. We note that the City would experience large up-front charges to go to another foundry and set up the City's complete casting specifications. In addition, there would be a large increase in the freight charges the City would encounter going to a new manufacturer located outside the State of Michigan on every order placed. EJ USA, Inc. has a distribution center located in Oak Park and has been very responsive in the past, meeting the City's needs.

### RECOMMENDATION

It is the request of the Department of Public Works that Council waive the formal bidding process in accordance with Section 3.04.140.D.4 of the Livonia Code of Ordinances, as amended, since no advantage to the City would result from competitive bidding in this situation. Further, authorize the Mayor and City Clerk to execute a one year contract for and on behalf of the City of Livonia, with **EJ USA, Inc.**, 13001 Northend Avenue, Oak Park, Michigan 48237, for the purchase of stormwater, water main and sanitary manhole related items, in an amount not to exceed \$125,000.00 for the period of **July 1, 2022 through June 30, 2023**; FURTHER; the Council does hereby authorize an expenditure in an amount not to exceed \$125,000.00 from funds already budgeted in Account Nos. 592-559-787-050 (Water Main Supply), 592-559-787-060 (Water Valves and Gate Wells), 592-559-787-070 (Hydrant Supply) and 592-559-796-000 (Sanitary Supply) for this purpose; FURTHER, the Council does hereby authorize such action without competitive bidding for the reasons indicated in the aforesaid communication, and such action is taken in accordance with Section 3.04.140.D.3 of

the Livonia Code of Ordinances, as amended.

## FISCAL CONSIDERATION

\$125,000.00 from funds already budgeted in Account Nos. 592-559-787-050 (Water Main Supply), 592-559-787-060 (Water Valves and Gate Wells), 592-559-787-070 (Hydrant Supply) and 592-559-796-000 (Sanitary Supply)

## ATTACHMENTS

1. EJ USA Pricing 2022

## APPROVED BY

|                                                |       |
|------------------------------------------------|-------|
| _____<br>Don Rohraff, Director of Public Works | Date: |
| _____<br>Michael Slater, Finance Director      | Date: |
| _____<br>Paul Bernier, City Attorney           | Date: |
| _____<br>Maureen Miller Brosnan, Mayor         | Date: |



EJ  
301 Spring Street  
PO Box 439  
East Jordan, MI 49727-0439

+1 231 536 2261  
800 874 4100  
ejco.com

June 17, 2022

City of Livonia  
Honorable Members of the Council  
33000 Civic Center Drive  
Livonia, MI 48150

Re: 2022-2023 Prices

Dear Council Members,

Please consider attached quote number 00520617 for your sole source supplier of castings, hydrants and valves beginning August 1, 2022 thru August 1, 2023.

Effective last year 2022 EJ implemented 4 castings increases consisting of 24%, 4 Fabrication increases consisting of 30% and 5 water increases consisting of 36%. The reasons for these increases were material, labor, trucking, cost of scrap and energy costs. These prices have been adjusted in your quote for the year.

As you may recall, in January 2012, East Jordan Iron Works, Inc., East Jordan, Michigan, and its affiliated global companies announced that all are now conducting business under the same name and brand, EJ. Company headquarters and ownership remain unchanged.

As we have since 1883, we will continue to provide the same quality products and excellent service that our customers have come to expect. One global identity reinforces the value that EJ provides by giving our customers immediate access to those who have the best knowledge and expertise in the industry.

EJ continues its commitment to working with the City of Livonia, in the manner that we have for numerous years. EJ has aided in the development of the current city specifications and custom logo covers and we remain committed to the City of Livonia in product and service.

We greatly value our relationship and appreciate your business. We look forward to working with you again to meet the challenges of the marketplace in 2022-2023.

Please feel free to contact me with questions, or any additional assistance you may need.

Regards,  
EJ USA, INC.

Wesley Krum  
Sales Representative

cc: Pat Pietsch, Branch Manager



# Quotation

[ejco.com](http://ejco.com)

800 626 4653

Account Name City of Livonia DPW  
Ship to WATER and SEWER FIELD OPERATION 12973 FARMINGTON ROAD, Livonia, MI, US, 48150  
Bill to 12973 Farmington Rd Off of Glendale, Livonia, MI, US, 48150  
Full Name  
Business Phone  
Email  
Business Fax  
Close Date 8/3/2023

Quote Number 00520617  
Quote Name One Year Bid August 2022 - August 2023 - Quote  
Created Date 6/14/2022  
Expiration Date 8/1/2023  
Prepared by Wesley Krum  
Email wes.krum@ejco.com  
Phone 248-546-2004  
Fax 248-546-4612

| Quantity | Product N° | Description                                                 | Notes             | Line Charge | Sales Price (USD) | Total Price (USD) |
|----------|------------|-------------------------------------------------------------|-------------------|-------------|-------------------|-------------------|
| 1        | INFO       | -                                                           | RW Valve          |             | 1.00              | 1.00              |
| 1        | 2200310    | 3" Resilient Wedge Gate Valve MJ 2" Operating Nut OR        |                   |             | 543.58            | 543.58            |
| 1        | 2200410    | 4" Resilient Wedge Gate Valve MJ 2" Operating Nut OR        |                   |             | 603.98            | 603.98            |
| 1        | 2200610    | 6" Resilient Wedge Gate Valve MJ 2" Operating Nut OR        |                   |             | 760.44            | 760.44            |
| 1        | 2200810    | 8" Resilient Wedge Gate Valve MJ 2" Operating Nut OR        |                   |             | 1224.42           | 1224.42           |
| 1        | 2201010    | 10" Resilient Wedge Gate Valve MJ 2" Operating Nut OR       |                   |             | 1909.47           | 1909.47           |
| 1        | 2201210    | 12" Resilient Wedge Gate Valve MJ 2" Operating Nut OR       |                   |             | 2415.90           | 2415.90           |
| 1        | 2201610    | 16" Resilient Wedge Gate Valve MJ 2" Operating Nut OR       |                   |             | 8098.59           | 8098.59           |
| 1        | INFO       | -                                                           | RW Tapping Valves |             | 1.00              | 1.00              |
| 1        | 2500410    | 4" Resilient Wedge Gate Valve MJ x Tap 2" Operating Nut OR  |                   |             | 760.46            | 760.46            |
| 1        | 2500610    | 6" Resilient Wedge Gate Valve MJ x Tap 2" Operating Nut OR  |                   |             | 1073.43           | 1073.43           |
| 1        | 2500810    | 8" Resilient Wedge Gate Valve MJ x Tap 2" Operating Nut OR  |                   |             | 1593.67           | 1593.67           |
| 1        | 2501010    | 10" Resilient Wedge Gate Valve MJ x Tap 2" Operating Nut OR |                   |             | 2422.75           | 2422.75           |





# Quotation

[ejco.com](http://ejco.com)

800 626 4653

| Quantity | Product N° | Description                                                                                                            | Notes                                 | Line Charge | Sales Price | Total Price |
|----------|------------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------|-------------|-------------|
| 1        | 2501210    | 12" Resilient Wedge Gate Valve MJ x Tap 2" Operating Nut OR                                                            |                                       |             | 3623.84     | 3623.84     |
| 1        | 2501610    | 16" Resilient Wedge Gate Valve MJ x Tap 2" Operating Nut OR                                                            |                                       |             | 9459.80     | 9459.80     |
| 1        | INFO       | -                                                                                                                      | Hydrants                              |             | 1.00        | 1.00        |
| 1        | 54033D     | 5BR250 Hydrant 5'6" Bury, 1 1/8" Pentagon, 2-3 3/4" DFD Nozzles, Red, MJ Connection, Open Left, Carrol Drain           | With a Shoe                           |             | 2893.41     | 2893.41     |
| 1        | 83401D     | 5BR250 DFD Conversion Hydrant 5'6" Bury, 1 1/8" Pentagon, 2-3 3/4" DFD Nozzles, Red, Open Left, Carrol Drain           | Conversion/Spin In                    |             | 3451.30     | 3451.30     |
| 1        | INFO       | -                                                                                                                      | Valve Boxes and Parts fro Valve Boxes |             | 1.00        | 1.00        |
| 1        | 85604566   | 8560 Screw Type 3 Piece Valve Box Set D Box: #4 Base, 30B Bottom, 26T Top, Water Cover, Black Asphaltic Coated         |                                       |             | 268.41      | 268.41      |
| 1        | 85508009   | 8550 Screw Type Valve Box Extension Riser #69, 16-1/2" Tall for 2-1/2"-9" Height Adjustment, Black Asphaltic Coated    |                                       |             | 71.24       | 71.24       |
| 1        | 85508018   | 8550 Screw Type Valve Box Extension Riser 18A, 22-1/2" Tall for 2-1/2" - 15" Height Adjustment, Black Asphaltic Coated |                                       |             | 82.32       | 82.32       |
| 1        | 85508024   | 8550 Screw Type Valve Box Extension Riser, 28-1/2" Tall for 2-1/2" - 21" Height Adjustment, Black Asphaltic Coated     |                                       |             | 87.07       | 87.07       |
| 1        | 85008010   | 8500H Solid Round Gray Iron 1" Valve Box Adjusting Riser for 5-1/4 Valve Boxes                                         |                                       |             | 27.46       | 27.46       |
| 1        | 85008015   | 8500H Solid Round Gray Iron 1-1/2" Valve Box Adjusting Riser for 5-1/4" Valve Boxes, Cover 7-5/16" Dia x 2-1/16" Seat  |                                       |             | 33.25       | 33.25       |



# Quotation

[ejco.com](http://ejco.com)  
800 626 4653

| Quantity | Product N° | Description                                                                                                                | Notes                                    | Line Charge | Sales Price | Total Price |
|----------|------------|----------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------|-------------|-------------|
| 1        | 85008020   | 8500H Solid Round Gray Iron 2" Valve Box Adjusting Riser for 5-1/4" Valve Boxes                                            |                                          |             | 37.58       | 37.58       |
| 1        | 85008030   | 8500H Solid Round Gray Iron 3" Valve Box Adjusting Riser for 5-1/4" Valve Boxes with Cover 7-5/16" Diameter x 2-1/16" Seat |                                          |             | 47.69       | 47.69       |
| 1        | 85008040   | 8500H Solid Round Gray Iron 4" Valve Box Adjusting Riser for 5-1/4" Valve Boxes                                            |                                          |             | 57.82       | 57.82       |
| 1        | 85008060   | 8500H Solid Round Gray Iron 6" Valve Box Adjusting Riser for 5-1/4" Valve Boxes with Cover 7-5/16" Diameter x 2-1/16" Seat |                                          |             | 76.60       | 76.60       |
| 1        | INFO       | -                                                                                                                          | DWS Seal Plates with O-rings and Gaskets |             | 1.00        | 1.00        |
| 1        | INFO       | -                                                                                                                          | 3" DWS Seal Plate                        |             | 1.00        | 1.00        |
| 1        | 00942107   | 3D7 SEAL PLT                                                                                                               |                                          |             | 22.89       | 22.89       |
| 1        | 00942131   | 3D SEAL PLT GKT                                                                                                            |                                          |             | 3.40        | 3.40        |
| 1        | 00942139   | O-RG I214 1/8 1                                                                                                            |                                          |             | 0.09        | 0.09        |
| 1        | INFO       | -                                                                                                                          | 4" DWS Seal Plate                        |             | 1.00        | 1.00        |
| 1        | 00942230   | 4D7SEAL PLT BSHG ASY                                                                                                       |                                          |             | 144.25      | 144.25      |
| 1        | 00942231   | 4D SEAL PLT GKT                                                                                                            |                                          |             | 3.06        | 3.06        |
| 1        | 00946565   | O-RG I-218 UL 1/8 1-1/4                                                                                                    |                                          |             | 3.63        | 3.63        |
| 1        | INFO       | -                                                                                                                          | 6" DWS Seal Plate                        |             | 1.00        | 1.00        |
| 1        | 00942330   | 6D7SEAL PLT BSHG ASY                                                                                                       |                                          |             | 108.24      | 108.24      |
| 1        | 00942331   | 6D SEAL PLT GKT                                                                                                            |                                          |             | 2.27        | 2.27        |
| 1        | 00944421   | O-RG I-220 UL 1/8 1-3/8                                                                                                    |                                          |             | 4.09        | 4.09        |



# Quotation

[ejco.com](http://ejco.com)

800 626 4653

| Quantity | Product N° | Description                                                                                                                    | Notes              | Line Charge | Sales Price | Total Price |
|----------|------------|--------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------|-------------|-------------|
| 1        | INFO       | -                                                                                                                              | 8" DWS Seal Plate  |             | 1.00        | 1.00        |
| 1        | 00942430   | 8D7SEAL PLT BSHG ASY                                                                                                           |                    |             | 117.00      | 117.00      |
| 1        | 00942431   | 8D SEAL PLT GKT                                                                                                                |                    |             | 1.45        | 1.45        |
| 1        | 00942538   | O-RG I-222 UL 1/8,1-1/2                                                                                                        |                    |             | 0.28        | 0.28        |
| 1        | INFO       | -                                                                                                                              | 10" DWS Seal Plate |             | 1.00        | 1.00        |
| 1        | 00942530   | 10D7 SL PLT BSHG ASY                                                                                                           |                    |             | 126.32      | 126.32      |
| 1        | 00942531   | 10D SEAL PLT GKT                                                                                                               |                    |             | 1.35        | 1.35        |
| 1        | 00942539   | O-RG I-223 1/8 1-5/8                                                                                                           |                    |             | 1.54        | 1.54        |
| 1        | INFO       | -                                                                                                                              | 12" DWS Seal Plate |             | 1.00        | 1.00        |
| 1        | 00942630   | 12D7 SL PLT BSHG ASY                                                                                                           |                    |             | 138.91      | 138.91      |
| 1        | 00942631   | 12D SEAL PLT GKT                                                                                                               |                    |             | 4.25        | 4.25        |
| 1        | 00942639   | O-RG I-225 1/8 1-7/8                                                                                                           |                    |             | 2.55        | 2.55        |
| 1        | INFO       | -                                                                                                                              | 16" DWS Seal Plate |             | 1.00        | 1.00        |
| 1        | 00942730   | 16D7 SL PLT BSHG ASY                                                                                                           |                    |             | 137.38      | 137.38      |
| 1        | 00942731   | 16D SEAL PLT GKT                                                                                                               |                    |             | 13.17       | 13.17       |
| 1        | 00942739   | O-RG I-227 1/8 2-1/8                                                                                                           |                    |             | 1.94        | 1.94        |
| 1        | INFO       | -                                                                                                                              | Castings           |             | 1.00        | 1.00        |
| 1        | 00100292   | 1000H Solid Round Gray Iron 1-1/2" Adjusting Riser for Cover with 23" Diameter x 1-1/4" Seat Thickness, Black Asphaltic Coated |                    |             | 179.35      | 179.35      |
| 1        | 00100293   | 1000H Solid Round Gray Iron 2" Adjusting Riser for Cover with 23" Diameter x 1-1/4" Seat Thickness,                            |                    |             | 205.80      | 205.80      |





# Quotation

[ejco.com](http://ejco.com)

800 626 4653

| Quantity | Product N° | Description                                                                                                                | Notes | Line Charge | Sales Price | Total Price |
|----------|------------|----------------------------------------------------------------------------------------------------------------------------|-------|-------------|-------------|-------------|
|          |            | Black Asphaltic Coated                                                                                                     |       |             |             |             |
| 1        | 00100295   | 1000H Solid Gray Iron 2-1/2" Adjusting Riser for Cover 23" Diameter x 1-1/4" Seat Thickness, Black Coated                  |       |             | 219.02      | 219.02      |
| 1        | 00100296   | 1000H Solid Round Gray Iron 3" Adjusting Riser for Cover with 23" Diameter x 1-1/4" Seat Thickness, Black Asphaltic Coated |       |             | 228.43      | 228.43      |
| 1        | 00100298   | 1000H Solid Round Gray Iron 4" Adjusting Riser for Cover with 23" Diameter x 1-1/4" Seat Thickness, Black Asphaltic Coated |       |             | 336.07      | 336.07      |
| 1        | 00104298   | 1040H Solid Round Gray Iron 2" Adjusting Riser for Cover with 26" Diameter x 1-1/2" Seat Thickness, Black Asphaltic Coated |       |             | 230.00      | 230.00      |
| 1        | 00103800   | 1040H Solid Round Gray Iron 3" Adjusting Riser for Cover with 26" Diameter x 1-1/2" Seat Thickness, Black Asphaltic Coated |       |             | 241.99      | 241.99      |
| 1        | 00104010   | 1040Z 7" Tall Frame, Black Coated                                                                                          |       |             | 302.91      | 302.91      |
| 1        | 00104258   | 1040C Vented 1 Hole Cover City of Livonia Logo Water, Black Coated                                                         |       |             | 216.92      | 216.92      |
| 1        | 00104304   | 1040 7" Tall Bolted and Gasketed Watertight L1 Manhole Assembly City of Livonia Logo Sanitary, Black Coated                |       |             | 577.80      | 577.80      |
| 1        | 00104291   | 1040A Solid Cover City of Livonia Logo Sanitary, Black Coated                                                              |       |             | 216.92      | 216.92      |
| 1        | 00101010   | 1010Z 7" Tall Frame, Black Asphaltic Coated                                                                                |       |             | 400.14      | 400.14      |
| 1        | 00100010   | 1000Z 7" Tall Frame, Black Coated                                                                                          |       |             | 271.87      | 271.87      |
| 1        | 00100022   | 1000B Vented 20 Hole Cover, Black Asphaltic Coated                                                                         |       |             | 204.21      | 204.21      |
| 1        | 00100042   | 1000N Oval 2-5/8" Tall Beehive Style Grate, Dump no Waste! Drains to Waterways, Black Coated                               |       |             | 192.53      | 192.53      |



# Quotation

[ejco.com](http://ejco.com)

800 626 4653

| Quantity | Product N°   | Description                                                                                                         | Notes | Line Charge | Sales Price | Total Price |
|----------|--------------|---------------------------------------------------------------------------------------------------------------------|-------|-------------|-------------|-------------|
| 1        | 00508010     | 5080Z 6-3/4" Tall Catch Basin Frame, Black Asphaltic Coated                                                         |       |             | 301.42      | 301.42      |
| 1        | 00500050     | 5000M1 Grate Dump No Waste! Drains to Waterways, Black Asphaltic Coated                                             |       |             | 165.30      | 165.30      |
| 1        | 001040074L01 | ERGO 24 7" Tall Cam Locking Hinged Manhole Assembly City of Livonia Logo Sanitary Sewer, Black Asphaltic Coated     |       |             | 721.90      | 721.90      |
| 1        | 00104510     | 1045Z 7" Tall Frame, Black Coated                                                                                   |       |             | 263.66      | 263.66      |
| 1        | 00104610     | 1046Z 4" Tall Frame, Black Asphaltic Coated                                                                         |       |             | 263.66      | 263.66      |
| 1        | 00104022     | 1040B Vented 16 Hole Cover, Black Asphaltic Coated                                                                  |       |             | 216.92      | 216.92      |
| 1        | 00104045     | 1040 O2 6" Tall Beehive Grate, Black Coated                                                                         |       |             | 211.29      | 211.29      |
| 1        | 00500061B01  | 5000M4 6-3/4" Tall Bolted and Hinged Catch Basin Assembly with Round Base Flange Dump No Waste! Drains to Waterways |       |             | 517.14      | 517.14      |

Subtotal 49160.79 USD  
Grand Total 49160.79 USD

Notes and Comments

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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11

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

13. REQUEST FOR AUTHORIZATION TO SELL CITY-OWNED SCATTERED SITE HOUSING PROPERTY ACQUIRED FROM THE FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM: Livonia Housing Commission, re: the sale of CDBG Scattered Site property 11910 Cardwell, 48150 to Bryan and Heather Collinash for \$165,000.00.

Brandie Isaacson, Housing Director, presented the request to Council.

Councilmember Kathleen McIntyre offered an approving resolution on the Consent agenda.

Councilmember Rob Donovic asked where the proceeds go. Brandie replied the money is used to fund other community development programs. They get about \$150,000 a year in grant money and they support the balance with program income, which goes towards home improvements and repairs, maintenance of existing scattered sites, transportation, mental health counseling, utility assistance and hopefully business economic development support.

Councilmember Brandon McCullough asked if the family had been in the house yet. Heather Collinash replied they have seen the house and have been living in a CDBG home in Livonia for the last five years.

Councilmember Brandon McCullough asked if they had been to Mama Mia's yet. Heather Collinash confirmed they have been to both locations.

Councilmember Rob Donovic asked if the girls had picked out their rooms yet. Heather Collinash replied they have.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

13.

**Housing**  
**June 16, 2022**

### MEETING DATE

Study Meeting June 27,  
2022

### PREPARED BY

Brandie Isaacson, Director of Housing,

### AGENDA ITEM

REQUEST FOR AUTHORIZATION TO SELL CITY-OWNED SCATTERED SITE HOUSING PROPERTY ACQUIRED FROM THE FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM: Livonia Housing Commission, re: for the home located at 11910 Cardwell, 48150 to Bryan and Heather Collinash for a sale price of \$165,000.00.

### BACKGROUND

The City of Livonia purchased the property located at 11910 Cardwell, 48150 on January 24, 1984 from Detroit and Northern Savings. This property was acquired utilizing Federal Community Development Block Grant (CDBG) Program funds and has been a rental home since that time. The 11910 Cardwell property was vacated in December 2020. Livonia Housing Commission has made property improvements, addressing all building code issues and replacing the HVAC system. An appraisal of the property was conducted which resulted in an appraised value of \$165,000.00. It was planned to list this property for sale in June 2022; however, current Scattered Site tenants, Bryan and Heather Collinash, were interested and submitted an offer for the appraised value. One of the goals of the Housing Department is to increase housing affordability and stability. Approving this sale would not only achieve these goals, it would also provide the Collinash's with an opportunity to move out of rental housing and into homeownership. Bryan and Heather Collinash are income qualified pursuant to federal income guidelines and were approved for a 30-year Fixed FHA mortgage.

### RECOMMENDATION

The Livonia Housing Commission would respectfully request that the Livonia City Council approve the sale of 11910 Cardwell, Livonia, MI. 48150 to Bryan and Heather Collinash and further authorize the Law Department to prepare a Quit Claim Deed and authorize the Housing Director to execute the appropriate sale documents. Proceeds from the sale are to be returned to the federal CDBG program and classified as program income.

### FISCAL CONSIDERATION

231-000 CDBG 2022 Program Year beginning July 1, 2022

### ATTACHMENTS

1. Purchase agreement 11910 Cardwell

2. Appraisal for 11910 Cardwell
3. 11910 Cardwell Purchase Agreement Resolution June 22, 2022
4. LHC Meeting Minutes April 16 2022 BMI - Approval to Sell

#### APPROVED BY



Brandie Isaacson, Director of Housing

Date: June 16, 2022



Michael Slater, Finance Director

Date: June 17, 2022



Paul Bernier, City Attorney

Date: June 17, 2022



Maureen Miller Brosnan, Mayor

Date: June 17, 2022



# REAL ESTATE ONE, INC.®

## PURCHASE AGREEMENT (Form B)

38705 Seven Mile Road, Ste. 150

BROKER ADDRESS Livonia, MI 48152

TELEPHONE (734) 591-9200

FAX (734) 953-7343

Real Estate One, Inc. ("Broker") and its designated salespeople are agents for the ☐ Seller ☒ Purchaser ☐ Seller and Purchaser (Dual) (Buyer initials) YHC (Seller initials) EBD acknowledge that this is or is not an in-house transaction in which the Buyer and Seller are each represented by ☐ different designated salespeople or ☐ same salespeople.

**1. AGREEMENT TO SELL.** The undersigned Seller and Purchaser agree to sell and purchase the following real property located in the [City ☒ Village ☐ Township ☐] of Livonia, Wayne County, Michigan, described as follows: [legal description and tax ID No.] 46100010365000

25B365 SCHANHITES MARQUETTE MANOR T1S R9E L61 P63 WCR LOT 365 ALSO W 1/2

commonly known as [address] 11910 Cardwell St, which is ☐ (Form # 525) or ☒ is not on a private road, together with all improvements and appurtenances, including all lighting fixtures, shades, blinds, curtain rods, traverse rods, window treatments, storm windows and doors, screens, awnings, TV antenna, rotor and controls, satellite dish and accessories, water softener (rental units excluded), security system, central vacuum system and attachments, attached mirrors, garage door openers and transmitters, fireplace enclosures, grates, logs and gas attachments, landscaping, attached humidifier, fuel in tanks at the time of possession, all tacked down carpeting, if any, now on the premises, and FREE-STANDING ELECTRIC RANGE, RANGE HOOD, FREE-STANDING REFRIGERATOR, DISPOSAL (the "Property") and Purchaser agrees to pay Seller the sum of One Hundred Sixty-Five Thousand Dollars \$ 165,000.00

(the "Purchase Price") subject to the existing building and use restrictions, easements, and zoning ordinances, if any, in accordance with the terms and subject to the conditions set forth in this Purchase Agreement ("Agreement").

**2. PAYMENT.** This transaction shall be consummated by the subparagraph checked below: (Check box that applies)

☐ **A. Cash Sale.** Seller shall deliver to Purchaser the usual Warranty Deed conveying marketable title upon tender of the Purchase Price. The Purchase Price shall be paid by cashier's check or certified funds. Attach Survey Addendum. (Form # 275)

☒ **B. Cash Sale With New Mortgage.** This Agreement is contingent upon Purchaser's ability to secure a FHA mortgage in the amount of \$ 159,225.00. Purchaser agrees to pay the required down payment plus all mortgage costs, prepaid items, and adjustments. Seller shall deliver to Purchaser the usual Warranty Deed conveying marketable title upon tender of the Purchase Price. The Purchase Price shall be paid by cashier's check or certified funds. Purchaser agrees to apply for a mortgage, at his own expense, within 3 calendar days from the date of Seller's acceptance of this Agreement. Purchaser agrees to promptly and in good faith comply with the lender's request for necessary information required to process the loan application. If a firm commitment for the specified mortgage cannot be obtained within 30 days from the date of Seller's acceptance and Purchaser fails to extend the time in writing within 5 days of the deadline, for a period not to exceed 15 days from the date of Seller's acceptance of this Agreement, this Agreement shall be null and void and the Deposit shall be returned to Purchaser. Written evidence of mortgage denial shall be immediately presented to Seller. Denial of the specified mortgage shall render this Agreement null and void and the Deposit shall be returned to Purchaser. The parties agree that if the appraised value of the Property is less than the Purchase Price, Purchaser may declare this Agreement null and void and the Deposit shall be returned.

☐ **C. Sale Subject to Existing Mortgage, Simple Assumption.** Attach Terms of Sale Addendum (Form #213)

☐ **D. Sale Subject to Existing Mortgage, Requalification Required.** Attach Terms of Sale Addendum (Form #213)

☐ **E. Sale by Land Contract.** Attach Land Contract Addendum (Form # 255)

**3. FLOOD INSURANCE.** Purchaser may, at his expense, obtain a Floodplain Certification within 5 calendar days from the date of Seller's acceptance of this Agreement. If the Certification discloses that the Property is in a Special Flood Hazard Area, Purchaser may notify Seller, in writing, within 2 days from the date of the Certification, that Purchaser declares this Agreement null and void and the Deposit shall be returned to Purchaser. Failure to notify Seller that the Property is in a Special Flood Hazard Area within this time period shall constitute a waiver of Purchaser's right to terminate the Agreement under this paragraph and Purchaser agrees to obtain a policy of flood insurance if required to do so by the mortgage lender.

**4. SELLER'S DISCLOSURES.** Purchaser acknowledges that he received from Seller a *Seller's Disclosure Statement* and, if the Property is residential housing built before 1978, a *Lead-Based Paint and Lead-Based Paint Hazards Disclosure* prior to signing this Agreement. Purchaser acknowledges that the information provided in the *Seller's Disclosure Statement*, *Lead-Based Paint and Lead-Based Paint Hazards Disclosure* and any other property disclosure statement is (a) based upon Seller's knowledge and is not a warranty of any kind by Seller or Listing and Selling Brokers and their salespeople; (b) not a substitute for any inspections or warranties Purchaser may wish to obtain; (c) provided solely by Seller and is not a representation made by Listing and Selling Brokers and their salespeople; and (d) a disclosure only and not intended to be a part of this Agreement. Seller authorizes Broker to distribute copies of the disclosures to any lender, appraiser and municipality, upon Purchaser's request.

**5. CONDITION OF PROPERTY.** Purchaser acknowledges that he is purchasing a USED structure about which Broker and its salespeople have made no representations or warranties of any kind. Purchaser acknowledges that Broker advised him to have the Property privately inspected by a qualified home inspection company at Purchaser's expense.

(Initials) Seller YHC(Initials) Purchaser EBD



6. **PROPERTY INSPECTION.** (Note: Inspections required by FHA, VA, lenders or municipalities are not made for, nor should they be relied upon by Purchaser.) Purchaser ☒ DOES ☐ DOES NOT choose to have the Property inspected at Purchaser's expense. If the Property is to be privately inspected, the following clause shall apply: Seller shall grant an inspector of Purchaser's choice access to the Property to inspect and report upon the general physical condition of the Property, including but not limited to, the plumbing, heating and electrical systems and determination of square footage. If the Property has been winterized, Seller shall, at his expense, de-winterize the Property prior to the inspection. The inspection shall be concluded within 7 calendar days from the date of Seller's acceptance of this Agreement. If the inspection discloses any defect in the Property which results in the Purchaser having cause to be dissatisfied with the current physical condition of the Property, Purchaser shall notify Seller, in writing, within 2 days following the inspection, that Purchaser (a) declares this Agreement null and void and the Deposit shall be returned or (b) requests Seller to remedy the defect. Failure to notify Seller of a defect within this time period shall constitute a waiver of this paragraph by the Purchaser and he shall accept the Property AS IS. If the Seller is timely notified of a defect, he shall notify Purchaser, in writing, within 2 days, that Seller (a) will repair or provide for repair to eliminate the defect disclosed on the inspection report or (b) is unwilling to repair or provide for repair. If Seller declares his unwillingness to repair or provide for repair, Purchaser may (a) accept the Property AS IS or (b) declare this Agreement null and void and the Deposit shall be returned.

7. **LEAD-BASED PAINT INSPECTION.** This contract is contingent upon a risk assessment or inspection of the Property for the presence of lead-based paint and/or lead-based paint hazards (as defined) at Purchaser's expense. This contingency will expire on \_\_\_\_\_ (or 10 calendar days following Seller's acceptance of this Agreement, whichever occurs first) unless Purchaser (or his agent) delivers to Seller (or his agent) a written list of the specific existing deficiencies and corrections needed, together with a copy of the inspection or risk assessment report. Seller may, at Seller's option within \_\_\_\_\_ days after receipt of a list and accompanying report, elect in writing to correct the condition prior to closing. If Seller will correct the condition, Seller shall furnish Purchaser with certification from a risk assessor or inspector demonstrating that the condition has been remedied prior to closing. If Seller does not elect to make the repairs, or if Seller makes a counter-proposal, Purchaser shall have \_\_\_\_\_ days to respond to the counter-proposal or remove this contingency and take the Property in "AS IS" condition, or this Agreement shall become void and the Deposit shall be returned to Purchaser. Purchaser may remove this contingency at any time without cause. All inspection periods provided for in this Agreement shall run concurrently. ☒ Purchaser waives this contingency

8. **MUNICIPALITY INSPECTION.** If the municipality in which the Property is located requires an inspection prior to closing and/or occupying, Seller shall pay for the inspection and any repairs required to obtain the written approval of municipality.

9. **HOME PROTECTION PLAN.** Purchaser acknowledges notice of the availability and cost of a home protection plan. Purchaser agrees to hold Seller, Listing and Selling Brokers and their salespeople harmless for all claims which would be covered by a home protection plan, whether or not Purchaser accepts the plan.

Purchaser: ☒ Declines or ☐ Accepts a Home Protection Plan provided at:

☐ Seller's expense by company or ☐ Purchaser's expense by \_\_\_\_\_ Company.

#### 10. TITLE INSURANCE.

A. Seller agrees to furnish Purchaser with a Policy of Owner's Title Insurance without standard exceptions in an amount not less than the Purchase Price bearing a date later than the date of Seller's acceptance of this Agreement and guaranteeing the title in the condition required for performance of this Agreement. Immediately upon receipt, Seller shall provide Purchaser with a copy of the title commitment which shall be updated through the date of closing. Purchaser agrees to obtain and pay for a mortgage or stake survey if required to obtain the policy.

B. If objection to the title is made, based upon a written opinion of Purchaser's attorney that the title is not in the condition required for performance of this Agreement, Seller shall have 30 days from the date he is notified in writing of the particular defects claimed, to either (a) remedy the title; or (b) refund the Deposit in full termination of this agreement. If Seller remedies the title within the time specified, Purchaser shall complete the sale within 10 days of written notification. If Seller is unable to remedy the title within the time specified, the Deposit shall be refunded in full termination of this agreement.

C. If title can be conveyed in the condition required hereunder, Purchaser agrees to complete the sale within 10 days after delivery of the commitment for title insurance. However, if the sale is to be consummated in accordance with sub paragraphs 2(B) or 2(D), then closing shall be as soon as the mortgage application is approved, a closing date obtained from the lender, and, if applicable, the final inspection of the Property is approved by the VA or FHA.

D. Purchaser agrees to pay the customary closing fees charged by the title insurance company which supervises the closing.

#### E. ATTENTION CLOSING/ESCROW AGENTS:

i. Seller and Purchaser instruct Purchaser's lender, closing and/or escrow agents that wire instructions and other nonpublic personal information must be conveyed by encrypted email, overnight courier, U.S. Mail or hand delivery only.

ii. Please take notice that pursuant to the terms of the Purchaser's agency agreement with Broker, Purchaser agreed to pay Selling Broker a Broker Commission in the amount of \$295 in addition to the percentage amounts provided in the buyer agency agreement, MLS offer of cooperation and listing contract.

#### 11. TAXES/ASSESSMENTS/DUES.

A. All taxes which have become a lien on the Property as of the closing date shall be paid by Seller, except that: (a) all current property taxes shall be prorated and adjusted between Seller and Purchaser as of the closing date on a due-date basis, without regard to lien date, as if paid in advance (e.g., taxes due July 1 will be treated as if paid for the period July 1 through the following June 30, and taxes due December 1 will be treated as if paid for the period December 1 through the following November 30); and (b) Purchaser shall be responsible for the payment of all property taxes falling due after the closing date without regard to lien date. Current Homeowners, Subdivision or Condominium Association dues and assessments, if any, shall also be prorated between Seller and Purchaser as of the closing date on a due date basis. Capital or lateral charges and assessments shall be paid by Seller at closing.

(Initials) Seller pl / \_\_\_\_\_

(Initials) Purchaser mm 1232

B. The final water and sewage charges shall be prorated and adjusted between Seller and Purchaser as of the date on which Seller vacates the Property and surrenders the keys to Listing Broker. Broker shall retain and hold in escrow a minimum of \$200.00 from the amount due Seller at closing for these charges. Broker shall remit the amount allocated to Seller and return the balance, if any, to Seller after receipt of the final bill or meter reading.

**12. POSSESSION AND PROPERTY MAINTENANCE.** Seller shall remove all personal property and refuse from the buildings and land and shall vacate the Property ☒ at closing OR by ☐ 5:00 P.M. \_\_\_\_\_ days after the closing. Until the keys are surrendered, Seller shall (a) continue the operation of all electric, gas, water and other utility services; and (b) maintain the buildings, land and other Property in the same condition as of the date on which Seller accepts this Agreement. Purchaser reserves the right to walk through the Property within 48 hours of the scheduled closing to verify that the Property was maintained as agreed. If Purchaser is not satisfied that the buildings, land and other Property are in the same condition as existed on the date on which Seller accepted this Agreement, Purchaser shall notify Seller, in writing, within \_\_\_\_\_ days following the walk through, that Purchaser requests Seller to remedy the defect. Failure to notify Seller of a defect within this time period shall constitute a waiver of this paragraph by the Purchaser and he shall accept the Property AS IS. If the Seller is timely notified of a defect, he shall repair or provide for repair to eliminate the defect within \_\_\_\_\_ days. Seller's failure to eliminate the defect within the time provided shall be an event of default under this Agreement. Purchaser may pursue all available legal and equitable remedies and (a) consummate the transaction or (b) terminate this Agreement and the Deposit shall be returned. Listing and Selling Brokers and their salespeople have no obligation to insure the condition of the Property or that the Property is vacated on the date specified. Seller shall deliver and Purchaser shall accept possession of the Property subject to:

☐ Tenant Rights (Form # 280)

☐ Tenant With No Rights (Form # 280)

☒ Does Not Apply

**13. POST-CLOSING OCCUPANCY BY SELLER.** Seller shall pay Purchaser an Occupancy Charge of \$ N/A per day, from the day after closing through the date on which the Property is vacated. Broker shall retain and hold in escrow \$ N/A from the amount due Seller at closing as security for the Occupancy Charge. Broker shall pay Purchaser the accrued Occupancy Charge and return the balance, if any, to Seller after Seller vacates the Property and surrenders the keys to Listing Broker. Seller agrees to pay or reimburse Purchaser for all costs and expenses incurred in recovering possession of the Property, including actual attorneys fees, together with all actual, incidental and consequential damages sustained by Purchaser which shall include, but not be limited to, housing expense, storage fees, actual attorneys fees and any other costs or expenses which either arise out of or are connected with Seller's failure or refusal to vacate the Property as required by this Agreement. **Damage Deposit.** Broker shall retain and hold in escrow \$ N/A from the amount due Seller at closing as a Damage Deposit which shall be governed by the attached Post-Closing Damage Deposit Addendum (Form # 440).

**14. CLOSING.** The closing of this sale shall take place at a location designated by the mortgage lender, or absent that, at a place designated by the Listing Broker. The target closing date is on or before 7/28/22. If the parties fail to agree to a closing date, the provisions of paragraph 10C shall control.

**15. ADDENDA.** The following addenda are attached to and made a part of this Agreement (Check all that apply)

☒ FHA-FHA Addendum (Form # 250)

☐ Cooperative Housing (Form # 235)

☐ Land Contract (Form # 255)

☐ VA-VA Addendum (Form # 285)

☐ New Construction (Form # 260)

☐ Contingent on Sale (Form # 230)

☐ Pest Inspection Contingency (Form # 265)

☐ Vacant Land (Form # 290)

☐ Closing Contingency (Form # 415)

☐ Condominium (Form # 220)

☐ Survey (Form # 275)

☐ Other Addendum \_\_\_\_\_

**16. DEPOSIT.** Purchaser instructs Selling Broker to present this offer and accept a deposit of \$ 50.00 paid in the form of a personal check and an additional deposit of \$ ---- which is due and payable on --- (together, the "Deposit") which shall be held by Selling Broker in accordance with MCL 339.2512 (j) (i) and (a) if the offer is accepted, applied to the purchase price when the sale is consummated; or (b) returned to Purchaser if the offer is rejected or withdrawn. If the Agreement is terminated pursuant to paragraphs 2B, 3, 6, 7, 10B or 12 above, the parties agree that Selling Broker shall return the Deposit to Purchaser and Seller's remedies, if any, are limited to an award of damages equal to the amount of the Deposit.

**17. DEFAULT.** Willful failure to perform by Seller or Purchaser shall be an event of default under this Agreement. If Purchaser defaults, Seller may, at Seller's option, pursue all available legal and equitable remedies or terminate the Agreement and seek forfeiture of the Deposit as liquidated damages. If Seller defaults, Purchaser may pursue all available legal and equitable remedies and may also terminate the Agreement and seek a refund of his Deposit. Seller and Purchaser agree that Listing and Selling brokers and their salespeople shall not be made parties to any action taken to enforce or terminate this Agreement.

#### 18. GENERAL PROVISIONS.

A. Listing and Selling Brokers and their salespeople have a duty to treat all parties to this transaction honestly.

B. Purchaser authorizes Broker to use Purchaser's name in any future advertising or public relations.

C. Purchaser and Seller acknowledge that Listing and Selling Brokers and their salespeople are not parties to this Agreement.

D. Listing and Selling Brokers and their salespeople specifically disclaim any responsibility for the condition of the Property or for the performance of this Agreement by the parties.

E. Purchaser and Seller acknowledge notice that Listing and Selling Brokers may accept a fee or other consideration for the placement of an abstract, mortgage, loan, life, fire, theft, flood, title or other casualty or hazard insurance or home warranty arising from this transaction and expressly consent thereto as required by Rule 339.22321 of the Michigan Administrative Code.

(Initials) Seller bl / \_\_\_\_\_

(Initials) Purchaser JK PH



- F. Seller and Purchaser acknowledge that they have been advised to retain an attorney to pass upon the marketability of the title to the Property and to ascertain whether or not the provisions of this Agreement have been strictly adhered to. Listing and Selling Brokers and their salespeople cannot legally give such advice.
- G. Broker and its salespeople are not experts in the areas of law, tax, financing, insurance, surveying, structural conditions, hazardous materials, and engineering. Purchaser acknowledges that Broker advised him to seek professional advice from experts in these areas.

**19. MISCELLANEOUS.**

- A. **Facsimile Signatures:** The parties acknowledge and agree that facsimile signatures and initials are legally enforceable and binding.
- B. **Binding Agreement:** This Agreement shall bind and inure to the benefit of the heirs, personal representatives, executors, administrators, successors and assigns of the respective parties.
- C. **Entire Agreement:** The parties agree that this Agreement and the referenced Addenda contain the entire agreement between Seller and Purchaser and there are no agreements, representations, statements or understandings which have been relied upon by the parties which are not stated in this Agreement.
- D. **Amendment:** The parties agree that this Agreement may not be altered, amended, modified or otherwise changed, except by a duly executed written agreement between the parties.
- E. **Headings:** The headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.
- F. **Grammar and Syntax:** The grammar and syntax used in this Agreement shall be construed to give proper meaning and consistency to its content. Thus, "or" means "and/or," the singular may be construed to include the plural, the plural the singular, and the use of any gender or tense may be construed to include all genders and tenses.
- G. **Governing Law:** This Agreement shall be governed by and construed according to the law of the State of Michigan, the state in which the Property is located.

**20. EXPIRATION OF OFFER:** This offer shall expire unless it is accepted by Seller prior to [time] \_\_\_\_\_ on [date] \_\_\_\_\_ and may be withdrawn at any time prior to Seller's acceptance.

**21. ADDITIONAL CONDITIONS:**

SELLER TO INSTALL AN EGRESS WINDOW AND A 220 LINE FOR THE DRYER. SELLER TO HAVE THE FORCED AIR DUCTS CLEANED.

**PURCHASER SIGNATURE:** By his signature below, Purchaser makes the forgoing offer to purchase and acknowledges receipt of a copy of this offer.

|                                              |                      |                                            |                      |
|----------------------------------------------|----------------------|--------------------------------------------|----------------------|
| DocuSigned by:<br><u>Heather N Collinash</u> | 6/6/2022   07:59 PDT | DocuSigned by:<br><u>Bryan R Collinash</u> | 6/6/2022   08:04 PDT |
| Purchaser Signature                          | Date/Time            | Purchaser Signature                        | Date/Time            |

Print Name: Heather N Collinash

Print Name: Bryan R Collinash

**SELLER ACCEPTANCE:** By his signature below, Seller agrees to be bound by and acknowledges receipt of a copy of this Agreement. Seller directs that no further offers be presented after acceptance of this offer.

|                         |                     |                  |           |
|-------------------------|---------------------|------------------|-----------|
| <u>Brandie Isaacson</u> | <u>June 8, 2022</u> | Seller Signature | Date/Time |
| Seller Signature        | Date/Time           | Seller Signature | Date/Time |

Print Name: City of Livonia

Print Name: Brandie Isaacson

By his signature below, Purchaser hereby acknowledges receipt of a copy of Seller's signed acceptance of this Agreement.

|                                                           |           |                                                                 |           |
|-----------------------------------------------------------|-----------|-----------------------------------------------------------------|-----------|
| Purchaser Signature                                       | Date/Time | Purchaser Signature                                             | Date/Time |
| <b>LISTING BROKER</b> <u>Off Market-Not listed on MLS</u> |           | <b>SELLING BROKER</b> <u>REAL ESTATE ONE #7</u>                 |           |
| <b>LISTING AGENT</b> _____                                |           | <b>SELLING AGENT</b> <u>Mary Christine (Kris) Esch</u>          |           |
| <b>AGENT ID#</b> _____ <b>OFFICE ID</b> _____             |           | <b>AGENT ID#</b> <u>380188</u> <b>OFFICE ID</b> <u>08114915</u> |           |
| <b>PHONE</b> _____                                        |           | <b>PHONE</b> <u>(734) 591-9200</u>                              |           |



## FHA PURCHASE AGREEMENT ADDENDUM

To be part of the Purchase Agreement dated June 6, 2022 Covering property at  
11910 Cardwell St Livonia MI 48150-5309

### 1. FHA: Amendatory Clause Regarding Appraised Value

It is expressly agreed that notwithstanding any other provisions of this contract, the purchaser shall not be obligated to complete the purchase of the property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless the purchaser has been given, in accordance with HUD/FHA requirements, a written statement issued by the Federal Housing Commissioners or a Direct Endorsement Lender, setting forth the appraised value of the property of not less than \$ 165,000.00. The purchaser shall have the privilege and option of proceeding with the consummation of the contract without regard to the amount of the appraised valuation. *The appraisal valuation is arrived at to determine the maximum mortgage the Department of Housing and Urban Development will insure. HUD does not warrant the value nor the condition of the property. The purchaser should satisfy himself/herself that the price and condition of the property are acceptable. (This clause is mandated by FHA regulations and is not optional.)*

### 2. FHA: Seller's contribution to Pre-pays, Discount Points, and/or Closing Costs

Seller agrees to pay \$ \$0 toward the payment of allowable ☐ Pre-pays, ☐ Discount Points, and/or ☐ Closing Costs on behalf of the purchasers, to be applied as determined by purchaser and purchaser's lender. The contribution from seller includes any charges for purchaser's mortgage that FHA restricts purchaser from paying.

**\*\*If the seller pays closing costs on an FHA transaction, the maximum mortgage amount may be reduced and may require the purchaser to provide additional cash at closing.**

### 3. FHA: Completion and Payment for Repairs

Seller shall complete and pay (check one) ☒ all or ☐ not more than \$ \_\_\_\_\_ for repairs and/or improvements required by the FHA in order to complete this transaction. If said repair costs exceed seller's contribution, purchaser may contribute the excess. In the event purchaser declines to pay for such excess, then seller(s), at their option, may declare this transaction null and void, with the deposit returned to the purchaser, in full.

**NOTICE: All repairs and/or improvements must be completed in a workmanlike manner prior to the transaction closing. However, in the event certain repairs cannot be completed due to weather, or other unforeseen conditions, an escrow for repairs will be created in compliance with FHA requirements. Two estimates for the work will be required and an escrow account at 1½ times the highest estimate will be established to assure completion of the work. (Minimum escrow required is \$500.00)**

### 4. FHA: Pest Inspection

☐ Buyer or ☒ Seller agrees to provide a satisfactory pest inspection prior to closing at their expense.

### 5. FHA: Re-Inspection Fee

☐ Buyer or ☒ Seller agrees to pay for re-inspection fee(s) as a result of FHA repair requirements.

(Initials) Seller JE

REO 250 rev. 1/17

Page 1 of 2

(Initials) Buyer MM JP

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### Real Estate Certification

The Purchaser, Seller, and Selling Real Estate Agent or the Broker involved in the sales transaction, hereby certifies that the terms and conditions of the sales contract are true to the best of their knowledge and belief and that any other agreement entered into by any of the parties in connection with the real estate transaction is part of, or attached to, the sales agreement.

WARNING: Section 1010 of Title 18, U.S.C., "Federal Housing Administration Transaction", provides: "Whoever, for the purpose of - influencing in any way the action of such Administration - makes, passes, utters or publishes any statement, knowing the same to be false - shall be fined not more than \$5,000.00 or imprisoned not more than two years, or both." Other Federal Statutes provide severe penalties for any fraud as intentional misrepresentation made for the purpose of influencing the issuance of any guaranty of insurance or the making of any loan by the Administrator or Veteran Affairs.

Heather N. Collinash 6/8/2022  
Seller Date  
City of Livonia

\_\_\_\_\_  
Seller Date

\_\_\_\_\_  
Seller's Agent Date

Off Market-Not listed on MLS  
Real Estate Company

6/6/2022 | 07:59 PDT  
\_\_\_\_\_  
Buyer Date  
Heather N Collinash

6/6/2022 | 08:04 PDT  
\_\_\_\_\_  
Buyer Date  
Bryan R Collinash

6/6/2022 | 07:48 PDT  
\_\_\_\_\_  
Buyer's Agent Date  
Mary Christine (Kris) Esch

REAL ESTATE ONE #7  
Real Estate Company



RE: THE PROPERTY KNOWN AS 11910 Cardwell St  
(Street)

Livonia  
(City)

48150-5309  
(Zip Code)

## RESPONSIBILITIES OF SELLERS UNDER RESIDENTIAL LEAD-BASED PAINT HAZARD REDUCTION ACT

Federal law now imposes the requirements listed below on sellers of residential housing **built prior to 1978**.

1. Seller must disclose the presence of any lead-based paint hazards actually known to Seller. This disclosure must be made prior Seller's acceptance of Purchaser's offer. An offer may not be accepted until after the disclosure requirements are satisfied and Purchaser has had an opportunity to review the disclosure language, and to amend the offer, if Purchaser wishes.
  - a. If Seller is aware of the presence of lead-based paint and/or lead-based paint hazards in the property being sold, the disclosure must include any information available concerning the known lead-based paint and/or lead-based paint hazard, including the following:
    - i. Seller's basis for determining the lead-based paint and/or lead-based paint hazards exist;
    - ii. The location of the lead-based paint and/or lead-based paint hazards; and
    - iii. The condition of the painted surfaces.
  - b. If a lead-based paint hazard is not known to Seller, the disclosure must include a statement disclaiming such knowledge.
  - c. Seller must provide a list of any records and reports available to Seller pertaining to lead-based paint and/lead-based paint hazards, copies of which must be provided to Purchaser. (If no such records or reports exist, the disclosure statement should affirmatively so state.)
  - d. The disclosure must include the government-mandated **Lead Warning Statement**, found on page one of this form.
2. Seller must provide Purchaser with a copy of the federal pamphlet entitled *Protect Your Family From Lead In Your Home*. A copy of this pamphlet is available from your REALTOR®.
3. Seller must permit Purchaser a ten (10) day period (unless the parties mutually agree, in writing, upon a different period of time) to have the property tested for lead-based paint before Purchaser becomes obligated under the Sales Contract.

A civil fine of \$10,000 may be levied against any seller or real estate agent who fails to live up to the obligations imposed by this law.

(Initials) Seller HL / \_\_\_\_\_

(Initials) Purchaser

7/11/10 / 1830



# SELLER'S DISCLOSURE STATEMENT

H

Property Address: 11910 Cardwell St Livonia MICHIGAN  
 Street City

**Purpose of Statement:** This statement is a disclosure of the condition of the property in compliance with the Seller Disclosure Act. This statement is a disclosure of the condition and information concerning the property, known by the Seller. Unless otherwise advised, the Seller does not possess any expertise in construction, architecture, engineering or any other specific area related to the construction or condition of the improvements on the property or the land. Also, unless otherwise advised, the Seller has not conducted any inspection of generally inaccessible areas such as the foundation or roof. **THIS STATEMENT IS NOT A WARRANTY OF ANY KIND BY THE SELLER OR BY ANY AGENT REPRESENTING THE SELLER IN THIS TRANSACTION, AND IS NOT A SUBSTITUTION FOR ANY INSPECTIONS OR WARRANTIES THE BUYER MAY WISH TO OBTAIN.**

**Seller's Disclosure:** The Seller discloses the following information with the knowledge that even though this is not a warranty, the Seller specifically makes the following representations based on the Seller's knowledge at the signing of this document. Upon receiving this statement from the Seller, the Seller's Agent is required to provide a copy to the Buyer or the Agent of the Buyer. The Seller authorizes its Agent(s) to provide a copy of this statement to any prospective Buyer in connection with any actual or anticipated sale of property. The following are representations made solely by the Seller and are not the representations of the Seller's Agent(s), if any. **This information is a disclosure only and is not intended to be a part of any contract between Buyer and Seller.**

**Instructions to the Seller:** (1) Answer ALL questions. (2) Report known conditions affecting the property. (3) Attach additional pages with your signature if additional space is required. (4) Complete this form yourself. (5) If some items do not apply to your property, check NOT AVAILABLE. If you do not know the facts, check UNKNOWN. **FAILURE TO PROVIDE A PURCHASER WITH A SIGNED DISCLOSURE STATEMENT WILL ENABLE A PURCHASER TO TERMINATE AN OTHERWISE BINDING PURCHASE AGREEMENT.**

**Appliances/Systems/Services:** The items below are in working order. (The items listed below are included in the sale of the property only if the purchase agreement so provides.)

| Select One:                          | Yes | No | Unknown | Not Available | Select One:                | Yes | No | Unknown | Not Available |
|--------------------------------------|-----|----|---------|---------------|----------------------------|-----|----|---------|---------------|
| Range/oven                           | X   |    |         |               | Lawn sprinkler system      |     |    |         | X             |
| Dishwasher                           |     |    |         | X             | Water heater               | X   |    |         |               |
| Refrigerator                         | X   |    |         |               | Plumbing system            | X   |    |         |               |
| Hood/fan                             | X   |    |         |               | Water softener/conditioner |     |    |         | X             |
| Disposal                             | X   |    |         |               | Well & pump                |     |    |         | X             |
| TV antenna, TV rotor & controls      |     |    |         | X             | Septic tank & drain field  |     |    |         | X             |
| Electric system                      | X   |    |         |               | Sump pump                  |     |    |         | X             |
| Garage door opener & remote controls | X   |    |         |               | City water system          | X   |    |         |               |
| Alarm system                         |     |    |         | X             | City sewer system          | X   |    |         |               |
| Intercom                             |     |    |         | X             | Central air conditioning   | X   |    |         |               |
| Central vacuum                       |     |    |         | X             | Central heating system     | X   |    |         |               |
| Attic fan                            |     |    |         | X             | Wall furnace               |     |    |         | X             |
| Pool heater, wall liner & equipment  |     |    |         | X             | Humidifier                 |     |    |         | X             |
| Microwave                            |     |    |         | X             | Electronic air filter      |     |    |         | X             |
| Trash compactor                      |     |    |         | X             | Solar heating system       |     |    |         | X             |
| Ceiling fan                          |     |    |         | X             | Fireplace & chimney        |     |    |         | X             |
| Sauna/hot tub                        |     |    |         | X             | Wood burning system        |     |    |         | X             |
| Washer                               |     |    |         | X             | Dryer                      |     |    |         | X             |

Explanations (attach additional sheets, if necessary): N/A

None

(Initials) Seller MS /

(Initials) Buyer MM / BR

545D rev. 8/20

Page 1 of 3

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Property Address: 11910 Cardwell St Livonia MICHIGAN

UNLESS OTHERWISE AGREED, ALL HOUSEHOLD APPLIANCES ARE SOLD IN WORKING ORDER EXCEPT AS NOTED, WITHOUT WARRANTY BEYOND DATE OF CLOSING.

**Property conditions, improvements & additional information:**

- |                                                                                                                                                                                                                                                                                                                             | Yes       | X   | No   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----|------|
| 1. <b>Basement/Crawlspace:</b> Has there been evidence of water?<br>If yes, please explain: <u>N/A</u>                                                                                                                                                                                                                      |           |     |      |
| 2. <b>Insulation:</b> Describe, if known: <u>N/A</u><br>Urea Formaldehyde Foam Insulation (UFFI) is installed? <u>Unknown</u>                                                                                                                                                                                               | Yes       | X   | No   |
| 3. <b>Roof:</b> Leaks?<br>Approximate age, if known: <u>N/A</u>                                                                                                                                                                                                                                                             | Yes       | X   | No   |
| 4. <b>Well:</b> Type of well (depth/diameter, age and repair history, if known): <u>N/A</u><br>Has the water been tested?<br>If yes, date of last report/results: <u>N/A</u>                                                                                                                                                | Yes       | X   | No   |
| 5. <b>Septic tanks/drain fields:</b> Condition, if known: <u>N/A</u>                                                                                                                                                                                                                                                        |           |     |      |
| 6. <b>Heating system:</b> Type/approximate age: <u>2021</u>                                                                                                                                                                                                                                                                 |           |     |      |
| 7. <b>Plumbing system:</b> Type: <u>X</u> copper <u>  </u> galvanized <u>  </u> other<br>Any known problems? <u>N/A</u>                                                                                                                                                                                                     |           |     |      |
| 8. <b>Electrical system:</b> Any known problems? <u>N/A</u>                                                                                                                                                                                                                                                                 |           |     |      |
| 9. <b>History of infestation, if any:</b> (termites, carpenter ants, etc.) <u>N/A</u>                                                                                                                                                                                                                                       |           |     |      |
| 10. <b>Environmental problems:</b> Are you aware of any substances, materials or products that may be an environmental hazard such as, but not limited to, asbestos, radon gas, formaldehyde, lead-based paint, fuel or chemical storage tanks and contaminated soil on property.<br><br>If yes, please explain: <u>N/A</u> | Unknown   | Yes | X No |
| 11. <b>Flood Insurance:</b> Do you have flood insurance on the property?                                                                                                                                                                                                                                                    | Unknown   | Yes | X No |
| 12. <b>Mineral Rights:</b> Do you own the mineral rights?                                                                                                                                                                                                                                                                   | X Unknown | Yes | No   |

**Other Items:** Are you aware of any of the following:

- |                                                                                                                                                                                                                           | Unknown | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----|----|
| 1. Features of the property shared in common with the adjoining landowners, such as walls, fences, roads and driveways, or other features whose use or responsibility for maintenance may have an effect on the property? |         |     | X  |
| 2. Any encroachments, easements, zoning violations or nonconforming uses?                                                                                                                                                 |         |     | X  |
| 3. Any "common areas" (facilities like pools, tennis courts, walkways or other areas co-owned with others), or a homeowners' association that has any authority over the property?                                        |         |     | X  |

(Initials) Seller [Signature]  
545D rev. 8/20

Page 2 of 3

(Initials) Buyer

[Signature] [Signature]

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Property Address: 11910 Cardwell St Livonia MICHIGAN  
Street City

| Other Items: Are you aware of any of the following: |                                                                                                          | Unknown | Yes | No |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------|---------|-----|----|
| 4.                                                  | Structural modifications, alterations or repairs made without necessary permits or licensed contractors? |         |     | X  |
| 5.                                                  | Settling, flooding, drainage, structural or grading problems?                                            |         |     | X  |
| 6.                                                  | Major damage to the property from fire, wind, floods, or landslides?                                     |         |     | X  |
| 7.                                                  | Any underground storage tanks                                                                            |         |     | X  |
| 8.                                                  | Farm or farm operation in the vicinity; or proximity to a landfill, airport, shooting range, etc.?       |         |     | X  |
| 9.                                                  | Any outstanding utility assessments or fees, including any natural gas main extension surcharge?         |         |     | X  |
| 10.                                                 | Any outstanding municipal assessments or fees?                                                           |         |     | X  |
| 11.                                                 | Any pending litigation that could affect the property or the Seller's right to convey the property?      |         |     | X  |

If the answer to any of these questions is yes, please explain. Attach additional sheets, if necessary:

N/A

The Seller has lived in the residence on the property from Rental Unit (date) to Rental Unit (date).

The Seller has owned the property since approx 1985 (date).

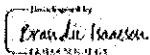
The Seller has indicated above the conditions of all the items based on information known to the Seller. If any changes occur in the structural/mechanical/ appliance systems of this property from the date of this form to the date of closing, Seller will immediately disclose the changes to Buyer. In no event shall the parties hold the Broker liable for any representations not directly made by the Broker or Broker's Agent.

Seller certifies that the information in this statement is true and correct to the best of Seller's knowledge as of the date of Seller's signature.

BUYER SHOULD OBTAIN PROFESSIONAL ADVICE AND INSPECTIONS OF THE PROPERTY TO MORE FULLY DETERMINE THE CONDITION OF THE PROPERTY. THESE INSPECTIONS SHOULD TAKE INDOOR AIR AND WATER QUALITY INTO ACCOUNT, AS WELL AS ANY EVIDENCE OF UNUSUALLY HIGH LEVELS OF POTENTIAL ALLERGENS INCLUDING, BUT NOT LIMITED TO, HOUSEHOLD MOLD, MILDEW AND BACTERIA.

BUYERS ARE ADVISED THAT CERTAIN INFORMATION COMPILED PURSUANT TO THE SEX OFFENDERS REGISTRATION ACT, 1994 PA 295, MCL 28,721 TO 28,732 IS AVAILABLE TO THE PUBLIC. BUYERS SEEKING SUCH INFORMATION SHOULD CONTACT THE APPROPRIATE LOCAL LAW ENFORCEMENT AGENCY OR SHERIFF'S DEPARTMENT DIRECTLY.

BUYER IS ADVISED THAT THE STATE EQUALIZED VALUE OF THE PROPERTY, PRINCIPAL RESIDENCE EXEMPTION INFORMATION, AND OTHER REAL PROPERTY TAX INFORMATION IS AVAILABLE FROM THE APPROPRIATE LOCAL ASSESSOR'S OFFICE. BUYER SHOULD NOT ASSUME THAT BUYER'S FUTURE TAX BILLS ON THE PROPERTY WILL BE THE SAME AS THE SELLER'S PRESENT TAX BILLS. UNDER MICHIGAN LAW, REAL PROPERTY OBLIGATIONS CAN CHANGE SIGNIFICANTLY WHEN PROPERTY IS TRANSFERRED.

Seller 

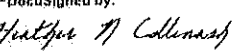
6/6/2022 | 06:46 PDT

Date

Seller

Date

Buyer has read and acknowledges receipt of this statement.

Buyer 

6/6/2022 | 07:59 PDT

Date

Buyer 

6/6/2022 | 08:04 PDT

Date

Disclaimer: This form is provided as a service of the Michigan Association of REALTORS®. Please review both the form and details of the particular transaction to ensure that each section is appropriate for the transaction. The Michigan Association of REALTORS® is not responsible for use or misuse of form for misrepresentation or for warranties made in connection with the form.





## DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIPS

Before you disclose confidential information to a real estate licensee regarding a real estate transaction, you should understand what type of agency relationship you have with that licensee. A real estate transaction is a transaction involving the sale or lease of any legal or equitable interest in real estate consisting of not less than 1 or not more than 4 residential dwelling units or consisting of a building site for a residential unit on either a lot as defined in section 102 of the Land Division Act, 1967 PA 288, MCL 560.102, or a condominium unit as defined in section 4 of the Condominium Act, 1978 PA 59, MCL 559.104.

1. An agent providing services under any service provision agreement owes, at a minimum, the following duties to the client:
  - (a) The exercise of reasonable care and skill in representing the client and carrying out the responsibilities of the agency relationship.
  - (b) The performance of the terms of the service provision agreement.
  - (c) Loyalty to the interest of the client.
  - (d) Compliance with the laws, rules, and regulations of this state and any applicable federal statutes or regulations.
  - (e) Referral of the client to other licensed professionals for expert advice related to material matters that are not within the expertise of the licensed agent.
  - (f) An accounting in a timely manner of all money and property received by the agent in which the client has or may have an interest.
  - (g) Confidentiality of all information obtained within the course of the agency relationship, unless disclosed with the client's permission or as provided by law, including the duty not to disclose confidential information to any licensee who is not an agent of the client.
2. A real estate broker or real estate salesperson acting pursuant to a service provision agreement shall provide the following services to his or her client:
  - (a) When the real estate broker or real estate salesperson is representing a seller or lessor, the marketing of the client's property in the manner agreed upon in the service provision agreement.
  - (b) ~~Acceptance of delivery and presentation of offers and counteroffers to buy, sell, or lease the~~ client's property or the property the client seeks to purchase or lease.
  - (c) Assistance in developing, communicating, negotiating, and presenting offers, counteroffers, and related documents or notices until a purchase or lease agreement is executed by all parties and all contingencies are satisfied or waived.
  - (d) After execution of a purchase agreement by all parties, assistance as necessary to complete the transaction under the terms specified in the purchase agreement.
  - (e) For a broker or associate broker who is involved at the closing of a real estate or business opportunity transaction furnishing, or causing to be furnished, to the buyer and seller, a complete and detailed closing statement signed by the broker or associate broker showing each party all receipts and disbursements affecting that party.

Initials MAC RPC  
300b Rev. 6/21

Michigan law requires real estate licensees who are acting as agents of sellers or buyers of real property to advise the potential sellers or buyers with whom they work of the nature of their agency relationship.

#### **SELLER'S AGENTS**

A seller's agent, under a listing agreement with the seller, acts solely on behalf of the seller. A seller can authorize a seller's agent to work with subagents, buyer's agents and/or transaction coordinators. A subagent is one who has agreed to work with the listing agent, and who, like the listing agent, acts solely on behalf of the seller. Seller's agents and their subagents will disclose to the seller known information about the buyer, which may be used to the benefit of the seller.

Individual services may be waived by the seller through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may be waived by the execution of a limited service agreement.

#### **BUYER'S AGENTS**

A buyer's agent, under a buyer's agency agreement with the buyer, acts solely on behalf of the buyer. A subagent of the buyer is one who has agreed to work with the buyer's agent who, like the buyer's agent, acts solely on behalf of the buyer. Buyer's agents and their subagents will disclose to the buyer known information about the seller which may be used to benefit the buyer.

Individual services may be waived by the buyer through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may be waived by the execution of a limited service agreement.

#### **DUAL AGENTS**

A real estate licensee can be the agent of both the seller and the buyer in a transaction, but only with the knowledge and informed consent, in writing, of both the seller and the buyer.

In such a dual agency situation, the licensee will not be able to disclose all known information to either the seller or the buyer. As a dual agent, the licensee will not be able to provide the full range of fiduciary duties to the seller or the buyer.

The obligations of a dual agent are subject to any specific provisions set forth in any agreement between the dual agent, the seller and the buyer.

#### **DESIGNATED AGENCY**

A buyer or seller with a designated agency agreement is represented only by agents specifically named in the agreement. Any agents of the firm not named in the agreement do not represent the buyer or seller. The named "designated" agent acts solely on behalf of his or her client and may only share confidential information about the client with the agent's supervisory broker who is also named in the agreement. Other agents in the firm have no duties to the buyer or seller and may act solely on behalf of another party in the transaction.

Initials    
300b Rev, 6/21

**AFFILIATED LICENSEE DISCLOSURE**

Only the licensee's broker and the named supervisory brokers have the same agency relationship as the licensee named below. If the other party in a transaction is represented by a salesperson licensed with Real Estate One, Inc. or any of the other Real Estate One Family of Companies, then the licensee's broker and all named supervisory brokers shall be considered disclosed consensual dual agents.

Licensee Disclosure (Check One)

- \_\_\_\_\_ Seller's Agent
- X   Buyer's Agent (requires a signed Buyer's Agency Agreement)
- \_\_\_\_\_ Dual Agent (applicable only when both buyer and seller have signed Listing and Buyer Agency Agreements with the designated agent(s) named below and have signed a Dual Agency Agreement)
- \_\_\_\_\_ None of the Above

This form was provided to the buyer or seller before disclosure of any confidential information.

DocuSigned by: (Kris) Mary Christine Esch 1/5/2022 | 12:53 PST  
 Licensee (Kris) Mary Christine Esch \_\_\_\_\_ Date \_\_\_\_\_

Licensee \_\_\_\_\_ Date \_\_\_\_\_

**RECEIPT AND ACKNOWLEDGEMENT**

By signing below, the parties acknowledge that they have received and read the information in this agency disclosure statement and acknowledge that this form was provided to them before the disclosure of any confidential information. **THIS IS NOT A CONTRACT.**

Signature Heather N. Collinash 1/5/2022 | 13:27 PST Signature Bryan R. Collinash 1/5/2022 | 16:27 PST  
 Buyer \_\_\_\_\_ Date \_\_\_\_\_ Buyer \_\_\_\_\_ Date \_\_\_\_\_

Print Name Heather N. Collinash Print Name Bryan R. Collinash

Buyer 1 Phones: Cell: (734) 546-8076 Home: \_\_\_\_\_ Work: \_\_\_\_\_

Buyer 2 Phones: Cell: (734) 891-5397 Home: (734) 891-5397 Work: \_\_\_\_\_

Buyer 1 Email: hnc1102@gmail.com Buyer 2 Email: brc1101@gmail.com



## NOTICE OF BUYER AGENCY

TO THE SELLER OR SELLER'S AGENT:

Please note that my company and I are representing the Buyer(s) identified below as the Buyer(s) exclusive agent, pursuant to a written agency contract, and with respect to the potential purchase of the property described below.

As the agent for the Buyer(s), our allegiance extends to the Buyer(s) and not to the Seller(s). Because we will be attempting to act in the best interest of our Buyer(s), we are rejecting your offer of subagency (if any), and requesting that you not disclose any information to us that you do not want us to convey to our Buyer(s).

We also X are accepting \_\_\_\_\_ are not accepting the compensation offered to cooperating brokers of \_\_\_\_\_ or 3.000 % of the purchase price of the property.

11910 Cardwell St

Property Address

Discussed by:

6/6/2022 | 07:59 PDT

Heather N Collinash  
Buyer Signature

Date

Livonia

MI

48150-5309

City/State/Zip

Heather N Collinash

Print Name

Discussed by:

6/6/2022 | 07:48 PDT

Mary Christine (Kris) Esch

Buyer's Agent

Date

Mary Christine (Kris) Esch

REAL ESTATE ONE #7

Broker

Discussed by:

6/6/2022 | 08:04 PDT

Bryan R Collinash  
Buyer Signature

Date

Bryan R Collinash

Print Name

### ACKNOWLEDGMENT AND ACCEPTANCE:

I(We) hereby acknowledge that I (we) were presented with this Notice on June 6, 2022, and prior to entering into negotiations for the sale of the above-mentioned property.

[Signature]  
Seller Signature

6/8/2022  
Date

Seller's Agent

Date

City of Livonia

Print Name

for

[Signature]  
Seller Signature

Date

Off Market-Not listed on MLS

Listing Broker

[Signature]  
Print Name



May 25, 2022

Heather N. Collinash  
20120 Deering St.  
Livonia, MI 48152

Mortgage Preapproval

Dear Ms. Collinash,

**Congratulations!** You are preapproved for the purchase mortgage you have applied for, as follows:

|                 |                    |
|-----------------|--------------------|
| Sales Price:    | \$165,000          |
| Loan Amount:    | \$159,225          |
| Loan Type:      | 30 Year Fixed, FHA |
| Occupancy Type: | Owner Occupied     |

Conditions:

- Signed purchase agreement for subject property
- Acceptable appraisal report for subject property
- Final underwriter approval
- Other conditions may apply

Thank you for entrusting your mortgage to Giniel Financial Group. I look forward to assisting you with the expeditious financing of your new home.

Very truly yours,

Howard S. Heyman  
Senior Loan Officer  
NMLS#: 160375  
[howard@ginielfinancial.com](mailto:howard@ginielfinancial.com)  
Cell: (248) 229-9672

Giniel Financial Group, Inc. NMLS#1475862  
735 Victors Way, Ann Arbor MI 48104  
Office: 734-234-0764



## NOTIFICATION OF BUYER'S TITLE AGENCY

**Date:** June 6, 2022

**Purchase Agreement Dated:** June 6, 2022

**Property Address:** 11910 Cardwell St  
Livonia, MI 48150-5309

**Purchaser(s):** Heather N Collinash, Bryan R Collinash

The Purchaser(s) of the above referenced property have elected to purchase their loan policy from Capital Title Insurance Agency. Capital Title Insurance Agency will process and facilitate the buy side portion of the closing and act as the Settlement Agent on behalf of the Purchaser's Lender.

**Capital Title Insurance Agency:**

**Contact Name:** Don Prunkard (owner) Abstract Title **Phone:** (248) 643-4500

**Email Address:** orders@abstracttitleagency.com **Fax:** \_\_\_\_\_

**Purchaser's Lender: Giniel Financial Group**

**Contact Name:** Howard S Heyman **Phone:** (248) 229-9672

**Email Address:** howard@ginielfinancial.com **Fax:** \_\_\_\_\_

**There will be no additional cost to the Seller(s) or Purchaser(s) to have Capital Title Insurance Agency perform this function.**

|                                                                                   |                                            |                                                                                |                                            |
|-----------------------------------------------------------------------------------|--------------------------------------------|--------------------------------------------------------------------------------|--------------------------------------------|
| <small>Decoded by:</small><br><br><b>Purchaser:</b><br><b>Heather N Collinash</b> | <b>6/6/2022   07:59 PDT</b><br><b>Date</b> | <small>Decoded by:</small><br><br><b>Purchaser</b><br><b>Bryan R Collinash</b> | <b>6/6/2022   08:04 PDT</b><br><b>Date</b> |
|-----------------------------------------------------------------------------------|--------------------------------------------|--------------------------------------------------------------------------------|--------------------------------------------|

**Section 9(a) of RESPA states:**

*"No seller of property that will be purchased with the assistance of a federally related mortgage loan shall require directly or indirectly, as a condition to selling the property, that title insurance covering the property be purchased by the buyer from any particular title company."*

25800 Northwestern Highway, Suite 120, Southfield, Michigan 48075  
 Phone: 248.208.4900 • Fax: 248.353.9236  
[www.capitaltitle.net](http://www.capitaltitle.net)



**RECEIPT AND AGREEMENT  
REAL ESTATE ONE, INC.  
Earnest Money Deposit**

Original Deposit ☒  
Additional Deposit ☐  
Transfer Deposit ☐

|                                                         |                                                                                                                                                     |                                                |
|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| S<br>A<br>L<br>E<br>S<br><br>P<br>E<br>R<br>S<br>O<br>N | AMOUNT: \$ 50.00                                                                                                                                    | Bank Drawn On: Freestar Financial Credit Union |
|                                                         | In the form of: <input checked="" type="checkbox"/> Personal Check <input type="checkbox"/> Cashiers/Certified Check <input type="checkbox"/> Other |                                                |
|                                                         | Payor's Name(s): Heather N Collinash                                                                                                                |                                                |
|                                                         | Purchaser's Name(s): Heather N Collinash, Bryan R Collinash                                                                                         |                                                |
|                                                         | Property Located at: 11910 Cardwell St Livonia 48150-5309                                                                                           |                                                |
|                                                         | Date Earnest Money Deposit is Received by Salesperson: June 6, 2022                                                                                 |                                                |
|                                                         | Salesperson's Name: Mary Christine (Kris) Esch                                                                                                      | REO Office: REAL ESTATE ONE #7                 |
|                                                         | Salesperson's Signature: <i>[Signature]</i>                                                                                                         | Date: 6/6/2022   07:48 PDT                     |

|                            |                                                                                   |              |
|----------------------------|-----------------------------------------------------------------------------------|--------------|
| B<br>R<br>A<br>N<br>C<br>H | Seller's Name(s): City of Livonia                                                 |              |
|                            | Date Branch Office Received Earnest Money: 6/6/22                                 |              |
|                            | Date Purchase Agreement is accepted by all Parties: 6/6/22                        |              |
|                            | Date Branch is Notified the Purchase Agreement is accepted by all Parties: 6/6/22 |              |
|                            | Date Earnest Money is Deposited: 6/6/22                                           |              |
|                            | Branch Office Signature: <i>[Signature]</i>                                       | Date: 6/6/22 |

**NOTICE TO BUYER(S)**

You have tendered an Earnest Money Deposit in connection with an offer made on the property referenced above. State law requires that the Salesperson deliver your Earnest Money Deposit to his/her Broker immediately. It will be deposited in the Broker's non-interest bearing trust account. If your Earnest Money Deposit was tendered in the form of a personal check, you should have funds readily available in your bank account to allow it to clear promptly. In the event your check is returned for non-sufficient funds, a fee of \$30.00 will be charged for each occurrence. By your signature below, you acknowledge and agree that any such charge may be deducted from a refund of your Earnest Money Deposit or may be included as a charge to you in your closing documents (unless paid separately) at the sole discretion of Real Estate One.

**REFUND POLICY**

**Offer Not Accepted:** Your Earnest Money Deposit will be returned to you promptly, subject to the same limitations noted in the following paragraph with respect to Personal Checks.

**Accepted Offer:** If the sale does not close, your Earnest Money Deposit will be handled as provided in the related Purchase Agreement or a fully executed Release of Purchase Agreement. For a deposit in the form of a Personal Check (drawn on a Michigan bank), it can take up to seven days for us to be notified that your check has cleared (up to ten days for out-of-state banks). Your deposit will be refunded when we have received notice that your check has cleared.

**Dispute Over Earnest Money:** Board of Real Estate Brokers and Salespersons Administrative Rule 313(6), 2002 AACRS, R339.22313(6), provides that any deposit for which both the buyer and seller have made claim shall remain in the Real Estate One Trust Account until 1) the buyer and seller have agreed, in writing, to the disposition of the deposit; 2) a civil action has determined to whom the deposit must be paid; or 3) Real Estate One has been allowed to interplead the deposit with the proper court. Rule 313(6) supersedes any inconsistent provision in a Purchase Agreement.

It is our sincere hope that your offer is accepted. But, if it is not, please include this Refund Policy in your home-buying plans.

Acknowledged and Agreed:

Purchaser: *[Signature]* Date: 6/6/2022 | 07:59 PDT  
Heather N Collinash  
Co-Purchaser: *[Signature]* Date: 6/6/2022 | 08:04 PDT  
Bryan R Collinash

**TRANSFER OF EARNEST MONEY DEPOSIT TO NEW PURCHASE AGREEMENT**

Provided a refund is otherwise available in accordance with the related Purchase Agreement or fully executed Release of Purchase Agreement, Buyer hereby directs Real Estate One, Inc. to transfer Earnest Money in the amount of \$ \_\_\_\_\_ from the above property to the property noted below in connection with an offer made on \_\_\_\_\_

Seller's Name(s): \_\_\_\_\_ Date Office Receives Transfer Request \_\_\_\_\_  
Please Print Date of Transfer Request \_\_\_\_\_  
Property Located at: \_\_\_\_\_  
Street Name City Zip Code  
Buyer's Acknowledgement: \_\_\_\_\_  
Purchaser Signature Co-Purchaser Signature  
Date on which the Purchase Agreement is accepted by all parties \_\_\_\_\_

**THIS FORM MUST BE ATTACHED TO THE EARNEST MONEY REFUND/TRANSFER REQUEST.**

REO 419 rev. 10/12

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7 - REO - Livonia, 38705 Seven Mile Rd Ste 150 Livonia MI 48152

Phone: 734-717-0587

Fax: 734-953-7343

Mary Esch

Collinash 11910

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RIDENER APPRAISAL SERVICE, INC.

File No. 220231

APPRAISAL OF

Single Family Dwelling

LOCATED AT:

11910 Cardwell St  
Livonia, MI 48150

CLIENT:

City of Livonia Community Development  
33000 Civic Center Drive  
Livonia, MI, 48154

AS OF:

March 15, 2022

BY:

Sherri L. Bourque  
Certified Residential Appraiser

RECEIVED  
MAR 21 2022  
LIVONIA  
HOUSING COMMISSION



City of Livonia Community Development  
33000 Civic Center Drive  
Livonia, MI, 48154

File Number: 220231

In accordance with your request, I have appraised the real property at:

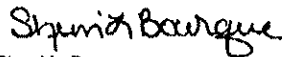
11910 Cardwell St  
Livonia, MI 48150

The purpose of this appraisal is to develop an opinion of the defined value of the subject property, as improved.  
The property rights appraised are the fee simple interest in the site and improvements.

In my opinion, the defined value of the property as of March 15, 2022 is:

\$165,000  
One Hundred Sixty-Five Thousand Dollars

The attached report contains the description, analysis and supportive data for the conclusions,  
final opinion of value, descriptive photographs, assignment conditions and appropriate certifications.



Sherri L. Bourque  
Certified Residential Appraiser

## Residential Appraisal Report

File No. 220231

The purpose of this appraisal report is to provide the client with a credible opinion of the defined value of the subject property, given the intended use of the appraisal.

Client Name/Intended User: City of Livonia Community Development E-mail: Esims@livonia.gov  
 Client Address: 33000 Civic Center Drive City Livonia State MI Zip 48154  
 Additional Intended User(s): City of Livonia Community Development (CBDG)

Intended Use: Estimate market value for potential sale

Property Address: 11910 Cardwell St City Livonia State MI Zip 48150  
 Owner of Public Record: City of Livonia County Wayne  
 Legal Description: 25B365 SCHANHITES MARQUETTE MANOR T1S R9E L61 P63 WCR LOT 365 ALSO W 1/2 ADJ VAC ALLEY  
 Assessor's Parcel #: 46100010365000 Tax Year 2021 R.E. Taxes \$ 0.00  
 Neighborhood Name: Schanhites Marquette Manor Sub Map Reference CT 2020 Census Tract 5583.00  
 Property Rights Appraised: ☒ Fee Simple ☐ Leasehold ☐ Other (describe)

My research ☐ did ☒ did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.  
 Prior Sale/Transfer: Date Price Source(s): Livonia Assr Records  
 Analysis of prior sale or transfer history of the subject property (and comparable sales, if applicable): The was no previous recorded history for the past 36 months for the subject and the past 12 months for the comparables.

Offerings, options and contracts as of the effective date of the appraisal: No offerings, options or contracts as of the effective date of the appraisal.

| Neighborhood Characteristics                   |                                                                                                                 |                 | One-Unit Housing Trends                                                                                                 |         |       | One-Unit Housing |      | Present Land Use % |  |
|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------------------------------------------------------------------|---------|-------|------------------|------|--------------------|--|
| Location                                       | <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban <input type="checkbox"/> Rural      | Property Values | <input type="checkbox"/> Increasing <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Declining       | PRICE   | AGE   | One-Unit         | 90 % |                    |  |
| Built-Up                                       | <input checked="" type="checkbox"/> Over 75% <input type="checkbox"/> 25-75% <input type="checkbox"/> Under 25% | Demand/Supply   | <input checked="" type="checkbox"/> Shortage <input type="checkbox"/> In Balance <input type="checkbox"/> Over Supply   | \$(000) | (yrs) | 2-4 Unit         | %    |                    |  |
| Growth                                         | <input type="checkbox"/> Rapid <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Slow         | Marketing Time  | <input checked="" type="checkbox"/> Under 3 mths <input type="checkbox"/> 3-6 mths <input type="checkbox"/> Over 6 mths | 130 Low | 50    | Multi-Family     | %    |                    |  |
| Neighborhood Boundaries: See Attached Addendum |                                                                                                                 |                 | 200 High                                                                                                                |         | 85    | Commercial       | 10 % |                    |  |
|                                                |                                                                                                                 |                 | 160 Pred.                                                                                                               |         | 65    | Other            | %    |                    |  |

Neighborhood Description: The subject's neighborhood is overall in moderate proximity to local employment centers and recreational amenities with predominate employment centers located within a reasonable commute by auto or mass transit.

Market Conditions (including support for the above conclusions): See Attached Addendum

Dimensions 45 X 126 Area 5670 Sq.Ft. Shape Rectangular View N;Res;  
 Specific Zoning Classification N1 Zoning Description Neighborhood  
 Zoning Compliance ☒ Legal ☐ Legal Nonconforming (Grandfathered Use) ☐ No Zoning ☐ Illegal (describe)  
 Is the highest and best use of the subject property as improved (or as proposed per plans and specifications) the present use? ☒ Yes ☐ No If No, describe:

| Utilities   | Public                              | Other (describe) | Public         | Other (describe)                    | Off-site Improvements—Type | Public                              | Private                  |
|-------------|-------------------------------------|------------------|----------------|-------------------------------------|----------------------------|-------------------------------------|--------------------------|
| Electricity | <input checked="" type="checkbox"/> |                  | Water          | <input checked="" type="checkbox"/> | Street Asphalt             | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Gas         | <input checked="" type="checkbox"/> |                  | Sanitary Sewer | <input checked="" type="checkbox"/> | Alley None                 | <input type="checkbox"/>            | <input type="checkbox"/> |

Site Comments: See Attached Addendum

| GENERAL DESCRIPTION                                                                                                  |                                                                                                                     | FOUNDATION                                           |                                                          | EXTERIOR DESCRIPTION materials                                                                           |                               | INTERIOR materials |  |
|----------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------|--------------------|--|
| Units <input checked="" type="checkbox"/> One <input type="checkbox"/> One w/Acc. unit <input type="checkbox"/>      | <input type="checkbox"/> Concrete Slab <input type="checkbox"/> Crawl Space                                         | Foundation Walls                                     | Concrete/Avg.                                            | Floors                                                                                                   | Hdwd/Lmnt/Avg.                |                    |  |
| # of Stories 1                                                                                                       | <input checked="" type="checkbox"/> Full Basement <input type="checkbox"/> Partial Basement                         | Exterior Walls                                       | Vinyl/Avg.                                               | Walls                                                                                                    | Drywall/Avg.                  |                    |  |
| Type <input checked="" type="checkbox"/> Det. <input type="checkbox"/> All <input type="checkbox"/> S-Det./End Unit  | Basement Area 833 sq. ft.                                                                                           | Roof Surface                                         | Asphalt Shingle/Avg.                                     | Trim/Finish                                                                                              | Wood/Pntd/Avg.                |                    |  |
| <input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed <input type="checkbox"/> Under Const. | Basement Finish 0 %                                                                                                 | Gutters & Downspouts                                 | Aluminum/Avg.                                            | Bath Floor                                                                                               | Laminate/Avg.                 |                    |  |
| Design (Style) Ranch                                                                                                 | <input type="checkbox"/> Outside Entry/Exit <input type="checkbox"/> Sump Pump                                      | Window Type                                          | Slide/Avg.                                               | Bath Wainscot                                                                                            | Fiberglass/Avg.               |                    |  |
| Year Built 1956                                                                                                      |                                                                                                                     | Storm Sash/Insulated                                 | Thermo/Wd/Avg.                                           | Car Storage                                                                                              | <input type="checkbox"/> None |                    |  |
| Effective Age (Yrs) 20                                                                                               |                                                                                                                     | Screens                                              | Aluminum/Avg.                                            | <input checked="" type="checkbox"/> Driveway # of Cars 2                                                 | Driveway Surface Concrete     |                    |  |
| Attic <input type="checkbox"/> None                                                                                  | Heating <input checked="" type="checkbox"/> FWA <input type="checkbox"/> HW <input type="checkbox"/> Radiant        | Amenities                                            | <input type="checkbox"/> Wood Stove(s) # 0               | <input checked="" type="checkbox"/> Garage # of Cars 2                                                   | Garage                        |                    |  |
| <input type="checkbox"/> Drop Stair <input type="checkbox"/> Stairs                                                  | <input type="checkbox"/> Other Fuel Gas                                                                             | <input type="checkbox"/> Fireplace(s) # 0            | <input checked="" type="checkbox"/> Fence Chn Link       | <input checked="" type="checkbox"/> Carport # of Cars 0                                                  | Carport                       |                    |  |
| <input type="checkbox"/> Floor <input checked="" type="checkbox"/> Scuttle                                           | Cooling <input checked="" type="checkbox"/> Central Air Conditioning                                                | <input checked="" type="checkbox"/> Patio/Deck Patio | <input checked="" type="checkbox"/> Porch Concrete       | <input type="checkbox"/> Att. <input checked="" type="checkbox"/> Det. <input type="checkbox"/> Built-in |                               |                    |  |
| <input type="checkbox"/> Finished <input type="checkbox"/> Heated                                                    | <input type="checkbox"/> Individual <input type="checkbox"/> Other                                                  | <input type="checkbox"/> Pool None                   | <input type="checkbox"/> Other None                      |                                                                                                          |                               |                    |  |
| Appliances <input checked="" type="checkbox"/> Refrigerator <input checked="" type="checkbox"/> Range/Oven           | <input type="checkbox"/> Dishwasher <input checked="" type="checkbox"/> Disposal <input type="checkbox"/> Microwave | <input type="checkbox"/> Washer/Dryer                | <input checked="" type="checkbox"/> Other (describe) Fan |                                                                                                          |                               |                    |  |
| Finished area above grade contains: 5 Rooms 3 Bedrooms 1.0 Bath(s) 833 Square Feet of Gross Living Area Above Grade  |                                                                                                                     |                                                      |                                                          |                                                                                                          |                               |                    |  |

Additional Features: The subject is a three bedroom, vinyl sided ranch with two car detached garage. Updates include but are not limited to the following: kitchen, bath, flooring, interior paint. Timeframe for the updates unknown.

Comments on the Improvements: Percentage of physical depreciation is rounded upwards to the nearest whole percentage and is based on the age-life method of depreciation. No repairs, functional or external depreciation were noted at the time of inspection. This appraiser makes no guarantee or warranties, express or implied, regarding the condition of the mechanicals and structural condition of the subject property. It is assumed that they are in sound and working condition. The subject is vacant. All utilities were on at the time of the inspection.

## Residential Appraisal Report

File No. 220231

| FEATURE                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | SUBJECT                                   |  | COMPARABLE SALE NO. 1                     |  | COMPARABLE SALE NO. 2                      |  | COMPARABLE SALE NO. 3                      |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------|--|-------------------------------------------|--|--------------------------------------------|--|--------------------------------------------|--|
| 11910 Cardwell St                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | 11600 Haller St                           |  | 12249 Cardwell St                         |  | 11670 Cavell St                            |  |                                            |  |
| Address Livonia, MI 48150                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Livonia, MI 48150                         |  | Livonia, MI 48150                         |  | Livonia, MI 48150                          |  |                                            |  |
| Proximity to Subject                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | 0.66 miles SW                             |  | 0.20 miles NW                             |  | 0.11 miles SE                              |  |                                            |  |
| Sale Price                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | \$ 152,000                                |  | \$ 165,000                                |  | \$ 181,500                                 |  |                                            |  |
| Sale Price/Gross Liv. Area                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | \$ 134.75 sq. ft.                         |  | \$ 198.08 sq. ft.                         |  | \$ 217.89 sq. ft.                          |  |                                            |  |
| Data Source(s)                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | RCMLS#2210028272;DOM 4                    |  | RCMLS#2210077392;DOM 68                   |  | RCMLS#2220002564;DOM 2                     |  |                                            |  |
| Verification Source(s)                                                                                                                                                                                                                                                                                                                                                                                                                                       |  | Livonia Assr Records                      |  | Livonia Assr Records                      |  | Livonia Assr Records                       |  |                                            |  |
| VALUE ADJUSTMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | DESCRIPTION                               |  | DESCRIPTION                               |  | DESCRIPTION                                |  | DESCRIPTION                                |  |
| Sale or Financing                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | Armlth                                    |  | Armlth                                    |  | Armlth                                     |  | Armlth                                     |  |
| Concessions                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | Conv;3000                                 |  | Conv;2500                                 |  | Conv;7000                                  |  | Conv;7000                                  |  |
| Date of Sale/Time                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | s06/21;c04/21                             |  | s11/21;c11/21                             |  | s02/22;c01/22                              |  | s02/22;c01/22                              |  |
| Location                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | N;Res;                                    |  | N;Res;                                    |  | N;Res;                                     |  | N;Res;                                     |  |
| Leasehold/Fee Simple                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | Fee Simple                                |  | Fee Simple                                |  | Fee Simple                                 |  | Fee Simple                                 |  |
| Site                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | 5670 Sq.Ft.                               |  | 5662 Sq.Ft.                               |  | 6751 Sq.Ft.                                |  | 6751 Sq.Ft.                                |  |
| View                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  | N;Res;                                    |  | N;Res;                                    |  | N;Res;                                     |  | N;Res;                                     |  |
| Design (Style)                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | Ranch                                     |  | Ranch                                     |  | Ranch                                      |  | Ranch                                      |  |
| Quality of Construction                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | Vinyl/Avg.                                |  | Vinyl/Avg.                                |  | Aluminum/Avg.                              |  | Aluminum/Avg.                              |  |
| Actual Age                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | 66                                        |  | 66                                        |  | 66                                         |  | 66                                         |  |
| Condition                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | Updated                                   |  | Updated                                   |  | Some Updates                               |  | Some Updates                               |  |
| Above Grade                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | Total Bdrms Baths                         |  | Total Bdrms Baths                         |  | Total Bdrms Baths                          |  | Total Bdrms Baths                          |  |
| Room Count                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  | 5 3 1.0                                   |  | 5 3 1.0                                   |  | 5 3 1.0                                    |  | 5 3 1.0                                    |  |
| Gross Living Area                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | 833 sq. ft.                               |  | 833 sq. ft.                               |  | 833 sq. ft.                                |  | 833 sq. ft.                                |  |
| Basement & Finished                                                                                                                                                                                                                                                                                                                                                                                                                                          |  | Basement                                  |  | Basement                                  |  | Basement                                   |  | Basement                                   |  |
| Rooms Below Grade                                                                                                                                                                                                                                                                                                                                                                                                                                            |  | Unfinished                                |  | Unfinish/Bath                             |  | Finished/Bath                              |  | Finished/Bath                              |  |
| Functional Utility                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | Typical                                   |  | Typical                                   |  | Typical                                    |  | Typical                                    |  |
| Heating/Cooling                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | FWA/Gas/CA                                |  | FWA/Gas/CA                                |  | FWA/Gas/CA                                 |  | FWA/Gas/CA                                 |  |
| Energy Efficient Items                                                                                                                                                                                                                                                                                                                                                                                                                                       |  | None                                      |  | None                                      |  | None                                       |  | None                                       |  |
| Garage/Carport                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | 2 Car Garage                              |  | 2 Car Garage                              |  | 2 Car Garage                               |  | 2 Car Garage                               |  |
| Porch/Patio/Deck                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | Porch                                     |  | Porch                                     |  | Porch                                      |  | Porch                                      |  |
| Fireplace                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | No Fireplace                              |  | No Fireplace                              |  | No Fireplace                               |  | No Fireplace                               |  |
| Standard                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | Fence                                     |  | Fence                                     |  | Fence                                      |  | Fence                                      |  |
| Net Adjustment (Total)                                                                                                                                                                                                                                                                                                                                                                                                                                       |  | [X] - \$ 100                              |  | [X] - \$ 5,500                            |  | [X] - \$ 12,500                            |  | [X] - \$ 12,500                            |  |
| Adjusted Sale Price of Comparables                                                                                                                                                                                                                                                                                                                                                                                                                           |  | Net Adj. 0.1% Gross Adj. 16.4% \$ 152,100 |  | Net Adj. -3.3% Gross Adj. 3.3% \$ 159,500 |  | Net Adj. -6.9% Gross Adj. 12.4% \$ 169,000 |  | Net Adj. -6.9% Gross Adj. 12.4% \$ 169,000 |  |
| Summary of Sales Comparison Approach See Attached Addendum                                                                                                                                                                                                                                                                                                                                                                                                   |  |                                           |  |                                           |  |                                            |  |                                            |  |
| COST APPROACH TO VALUE                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Site Value Comments Not developed                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                                           |  |                                           |  |                                            |  |                                            |  |
| ESTIMATED <input type="checkbox"/> REPRODUCTION OR <input type="checkbox"/> REPLACEMENT COST NEW                                                                                                                                                                                                                                                                                                                                                             |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Source of cost data Dwelling 833 Sq. Ft. @ \$ ..... = \$ 0                                                                                                                                                                                                                                                                                                                                                                                                   |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Quality rating from cost service Effective date of cost data Bsmt: 833 Sq.Ft. Sq. Ft. @ \$ ..... = \$ 0                                                                                                                                                                                                                                                                                                                                                      |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Comments on Cost Approach (gross living area calculations, depreciation, etc.)                                                                                                                                                                                                                                                                                                                                                                               |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Garage/Carport 440 Sq. Ft. @ \$ ..... = \$ 0                                                                                                                                                                                                                                                                                                                                                                                                                 |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Total Estimate of Cost-New ..... = \$ 0                                                                                                                                                                                                                                                                                                                                                                                                                      |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Less 65 Physical Functional External ..... = \$ ( 0)                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Depreciation \$0 ..... = \$ ( 0)                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Depreciated Cost of Improvements ..... = \$ 0                                                                                                                                                                                                                                                                                                                                                                                                                |  |                                           |  |                                           |  |                                            |  |                                            |  |
| *As-is* Value of Site Improvements ..... = \$ 0                                                                                                                                                                                                                                                                                                                                                                                                              |  |                                           |  |                                           |  |                                            |  |                                            |  |
| INDICATED VALUE BY COST APPROACH ..... = \$ 0                                                                                                                                                                                                                                                                                                                                                                                                                |  |                                           |  |                                           |  |                                            |  |                                            |  |
| INCOME APPROACH TO VALUE                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Estimated Monthly Market Rent \$ X Gross Rent Multiplier - \$ 0 Indicated Value by Income Approach                                                                                                                                                                                                                                                                                                                                                           |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Summary of Income Approach (including support for market rent and GRM) Subject is located in a predominately owner occupied market area, therefore the income approach is not a consideration to determine value in this report.                                                                                                                                                                                                                             |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Indicated Value by: Sales Comparison Approach \$ Cost Approach (if developed) \$ 0 Income Approach (if developed) \$ 0                                                                                                                                                                                                                                                                                                                                       |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Greatest weight is giving to the sales comparison approach. The cost approach was not developed and is not required by Fannie Mae and income approach was excluded based on market area being predominately owner occupied.                                                                                                                                                                                                                                  |  |                                           |  |                                           |  |                                            |  |                                            |  |
| RECONCILIATION                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                           |  |                                           |  |                                            |  |                                            |  |
| This appraisal is made <input checked="" type="checkbox"/> "as is," <input type="checkbox"/> subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed, <input type="checkbox"/> subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed <input type="checkbox"/> subject to the following: |  |                                           |  |                                           |  |                                            |  |                                            |  |
| See Attached Addendum                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                                           |  |                                           |  |                                            |  |                                            |  |
| Based on the scope of work, assumptions, limiting conditions and appraiser's certification, my (our) opinion of the defined value of the real property that is the subject of this report is \$ 165,000 as of 03/15/2022, which is the effective date of this appraisal.                                                                                                                                                                                     |  |                                           |  |                                           |  |                                            |  |                                            |  |

**Scope of Work, Assumptions and Limiting Conditions**

Scope of work is defined in the Uniform Standards of Professional Appraisal Practice as "the type and extent of research and analyses in an assignment." In short, scope of work is simply what the appraiser did and did not do during the course of the assignment. It includes, but is not limited to: the extent to which the property is identified and inspected, the type and extent of data researched, the type and extent of analyses applied to arrive at opinions or conclusions.

The scope of this appraisal and ensuing discussion in this report are specific to the needs of the client, other identified intended users and to the intended use of the report. This report was prepared for the sole and exclusive use of the client and other identified intended users for the identified intended use and its use by any other parties is prohibited. The appraiser is not responsible for unauthorized use of the report.

The appraiser's certification appearing in this appraisal report is subject to the following conditions and to such other specific conditions as are set forth by the appraiser in the report. All extraordinary assumptions and hypothetical conditions are stated in the report and might have affected the assignment results.

1. The appraiser assumes no responsibility for matters of a legal nature affecting the property appraised or title thereto, nor does the appraiser render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership.
2. Any sketch in this report may show approximate dimensions and is included only to assist the reader in visualizing the property. The appraiser has made no survey of the property.
3. The appraiser is not required to give testimony or appear in court because of having made the appraisal with reference to the property in question, unless arrangements have been previously made thereto.
4. Neither all, nor any part of the content of this report, copy or other media thereof (including conclusions as to the property value, the identity of the appraiser, professional designations, or the firm with which the appraiser is connected), shall be used for any purposes by anyone but the client and other intended users as identified in this report, nor shall it be conveyed by anyone to the public through advertising, public relations, news, sales, or other media, without the written consent of the appraiser.
5. The appraiser will not disclose the contents of this appraisal report unless required by applicable law or as specified in the Uniform Standards of Professional Appraisal Practice.
6. Information, estimates, and opinions furnished to the appraiser, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished to the appraiser is assumed by the appraiser.
7. The appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable. The appraiser assumes no responsibility for such conditions, or for engineering or testing, which might be required to discover such factors. This appraisal is not an environmental assessment of the property and should not be considered as such.
8. The appraiser specializes in the valuation of real property and is not a home inspector, building contractor, structural engineer, or similar expert, unless otherwise noted. The appraiser did not conduct the intensive type of field observations of the kind intended to seek and discover property defects. The viewing of the property and any improvements is for purposes of developing an opinion of the defined value of the property, given the intended use of this assignment. Statements regarding condition are based on surface observations only. The appraiser claims no special expertise regarding issues including, but not limited to: foundation settlement, basement moisture problems, wood destroying (or other) insects, pest infestation, radon gas, lead based paint, mold or environmental issues. Unless otherwise indicated, mechanical systems were not activated or tested.

This appraisal report should not be used to disclose the condition of the property as it relates to the presence/absence of defects. The client is invited and encouraged to employ qualified experts to inspect and address areas of concern. If negative conditions are discovered, the opinion of value may be affected.

Unless otherwise noted, the appraiser assumes the components that constitute the subject property improvement(s) are fundamentally sound and in working order.

Any viewing of the property by the appraiser was limited to readily observable areas. Unless otherwise noted, attics and crawl space areas were not accessed. The appraiser did not move furniture, floor coverings or other items that may restrict the viewing of the property.

9. Appraisals involving hypothetical conditions related to completion of new construction, repairs or alteration are based on the assumption that such completion, alteration or repairs will be competently performed.
10. Unless the intended use of this appraisal specifically includes issues of property insurance coverage, this appraisal should not be used for such purposes. Reproduction or Replacement cost figures used in the cost approach are for valuation purposes only, given the intended use of the assignment. The Definition of Value used in this assignment is unlikely to be consistent with the definition of Insurable Value for property insurance coverage/use.
11. The ACI General Purpose Appraisal Report (GP<sup>AR</sup>™) is not intended for use in transactions that require a Fannie Mae 1004/Freddie Mac 70 form, also known as the Uniform Residential Appraisal Report (URAR).

**Additional Comments Related To Scope Of Work, Assumptions and Limiting Conditions**

## Appraiser's Certification

The appraiser(s) certifies that, to the best of the appraiser's knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are the appraiser's personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. Unless otherwise stated, the appraiser has no present or prospective interest in the property that is the subject of this report and has no personal interest with respect to the parties involved.
4. The appraiser has no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. The appraiser's engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. The appraiser's compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. The appraiser's analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
8. Unless otherwise noted, the appraiser has made a personal inspection of the property that is the subject of this report.
9. Unless noted below, no one provided significant real property appraisal assistance to the appraiser signing this certification. Significant real property appraisal assistance provided by:

## Additional Certifications:

Definition of Value: ☒ Market Value ☐ Other Value: \_\_\_\_\_

Source of Definition: \_\_\_\_\_

## ADDRESS OF THE PROPERTY APPRAISED:

11910 Cardwell St

Livonia, MI

EFFECTIVE DATE OF THE APPRAISAL: 03/15/2022

APPRAISED VALUE OF THE SUBJECT PROPERTY \$ 165,000

## APPRAISER

Signature: Sherri L. Bourque

Name: Sherri L. Bourque

State Certification # 1204005188

or License # \_\_\_\_\_

or Other (describe): \_\_\_\_\_ State #: \_\_\_\_\_

State: MI

Expiration Date of Certification or License: 07/31/2023

Date of Signature and Report: 03/19/2022

Date of Property Viewing: 03/15/2022

Degree of property viewing:

☒ Interior and Exterior

☐ Exterior Only

☐ Did not personally view

## SUPERVISORY APPRAISER

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

State Certification # \_\_\_\_\_

or License # \_\_\_\_\_

State: \_\_\_\_\_

Expiration Date of Certification or License: \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Date of Property Viewing: \_\_\_\_\_

Degree of property viewing:

☐ Interior and Exterior

☐ Exterior Only

☐ Did not personally view

## ADDENDUM

|                                               |                      |
|-----------------------------------------------|----------------------|
| Client: City of Livonia Community Development | File No.: 220231     |
| Property Address: 11910 Cardwell St           | Case No.:            |
| City: Livonia                                 | State: MI Zip: 48150 |

**Neighborhood Boundaries**  
The subject is located North of Plymouth Road, South of Schoolcraft Road, East of Middlebelt Road and West of Inkster Road. The single family dwellings consist primarily of one and two story detached dwellings mixed in style and construction quality. Commercial property is located along main thoroughfares and only effects properties that abut to it. The subject is serviced by the Livonia Public School System.

**Neighborhood Market Conditions**  
Interest rates are still expected to remain relatively low through 2022. The Federal Reserve announced at the December 2021 FOMC meeting the a projected increase of 0.9 in the federal funds rate for 2022 and a continued increase through 2024. FHA, VA, and Land Contract sales are acceptable alternative forms of financing.  
  
Due to the increasing acceptance of appraisal waivers by lenders, it has become evident that in many instances, the market valuation is being inflated with the higher sales not requiring an appraisal or being subjected to the appraisal process. Often, when confirmed by the agent, the higher prices sales that can not be supported by the market have opted to use an appraisal waiver. This is supported often by similar sales in a market area and one sale being substantially priced above the market and not supported.

**Site Comments**  
This lot is typical for the area in terms of size and appeal. There are no adverse apparent adverse easements, encroachments or conditions. This lot is suitable for the improvements.  
  
This appraiser did not investigate specific zoning ordinances and is not qualified to determine zoning violations and setbacks.  
  
No adverse environmental condition were noted from a visual inspection of the property and surrounding area or from common public record.

**Comments on Sales Comparison**  
  
Comparable sales were selected based on similarity to subject based on location, square footage, functional utility and condition. All comparable sales are with the subject's competing market area. After appropriate and necessary adjustments, the comparable sales selected indicated a range and a mid-range value for the subject. The comparable sales reported in this appraisal are deemed the most appropriate in estimating the fair market value for the subject. Paired analysis, market reaction and experience are used to determine adjustment amounts. Realcomp MLS was the primary source for obtaining sale and listing data. Adjustment values of zero in the sales comparison grid indicated that the appraiser considered an adjustment, however after consideration, determined the difference to be so minimal that it is not recognized by the market. Therefore, no adjustment was made.  
  
Primary consideration is given to comparable #3 due to it's recent sale date. Support is also given to the remaining sales. An opinion of value is an opinion of market value, based upon comparable sales and a weighting of comparable sales. Appraisals are not the average of the comparable sales used. Some comparable sales are more comparable to the subject property than others. The subject and all sales are serviced by the Livonia Public School.  
  
Different styles were used with no adverse affect. The square footage adjustment is deemed adequate. No adjustment was made for energy efficient items as it is difficult to verify these items in the MLS comments as they are not always listed. Comparable #1 and #3 were given conditions adjustments for not being as updated as the subject.  
  
FHA, VA, and Cash sales are acceptable forms of financing in the subject's market area, no adverse effect is noted. Seller concessions are not uncommon and in the market area. The adjustment reflects the markets reaction to the concession. Comparables are adjusted accordingly. Settlement assistance is similar to "loan discount points paid by the seller" as it is a sum-certain amount generally agreed upon during contract negotiations. It is reasonable to conclude that payment of this type concession or lack thereof would have been a deciding factor and most likely impacted the price the seller was willing to accept. As such, the impact of said concession may be at least equal to the actual dollar amount of the concession. Adjustments must reflect the difference between what the comparables actually sold for with the sales or financing concessions and what they would have sold for without the concessions. The market will not pay for concessions, the market's reaction is a dollar-dollar adjustment for concessions. FNMA states that concessions can actually artificially inflate the market values.

**Conditions of Appraisal**  
  
**EXPOSURE TIME:** estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.  
  
Comment: Exposure time is a retrospective opinion based on an analysis of past events assuming a competitive and open market. The opinion of the time period for reasonable exposure is not intended to be a prediction of a date of sale or a one line statement. Instead, it is an integral part of the analyses conducted during the appraisal assignment. The opinion may be expressed as a range. USPAP 2021-2022 Edition The Appraisal Foundation  
  
Samantha Bourque, a State of Michigan Licensed Limited Real Estate Appraiser #1201075897, participated in this report.  
  
The purpose of their appraisal is to estimate market value of the subject property for non federally related mortgage purposes.

## ADDENDUM

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|-----------------------------------------------|----------------------|
| Client: City of Livonia Community Development | File No.: 220231     |
| Property Address: 11910 Cardwell St           | Case No.:            |
| City: Livonia                                 | State: MI Zip: 48150 |

Appraisers are required to be licensed in the State of Michigan and are regulated by the Department of Licensing and Regulatory Affairs. PO Box 30018, Lansing, Michigan, 48909.

The electronic signatures currently being utilized were established by our software provider (ACI/Polaroid Digital Solutions) These signatures are generated through the computer/computer software.

This appraisal is not a home or environmental inspection and the appraiser is not acting as a home or environmental inspector when preparing this report. The borrower has the right to have the home inspected by a professional home or environmental inspector.

When completing the appraisal, a visual inspection was done in accordance with FNMA guidelines. The inspection is not technically exhaustive. The inspection does not offer warranties or guarantees of any kind. The appraiser provides an opinion of value. This appraisal does not guarantee that the property is free of defects or environmental problems.

**SCOPE OF APPRAISAL:** The scope of the discussion in this report is specific to the needs of the client and to the intended use of this report. The report was prepared for the sole and exclusive use of the client and its use or reliance on by anyone other than the client is prohibited. The appraiser is not responsible for unauthorized use of the report. If you are not the client listed above, you are a 'third party' to the report and are warned not to rely on this report in anyway. It's quite possible that misinterpretation of the information contained may occur. No one, client or third party, should rely on this report to disclose the condition of the property or the presence/absence of any defects. This is an appraisal report, not a home inspection report.

This report should be read in it's entirety, including all attachments and addendums. Special attention should be given to the certification and limiting conditions.

This report has been prepared for the mortgage lending purposes only. Any other use is strictly prohibited without the express written consent of the appraiser.

**SCOPE OF WORK**

To develop the opinion of value shown on the report, the appraiser(s) performed a complete appraisal process as defined by the Uniform Standards of Professional Appraisal Practice (USPAP). This means that no departures from Standards Rule 1 were invoked.

In conducting the appraisal assignment, the appraiser first collected preliminary public record information, and made an initial search of available market sales, trends, and influences using local MLS data. A physical viewing of the subject property was made in accordance with the information requirements of the URAR format. General research on comparable properties in the subject and competing neighborhoods was performed. Comparable sales selection was refined to the most similar and recent sale properties subject to the conditions of appraisal. A residential market analysis using standard residential appraisal methods and techniques was completed. The value indications from the comparable sale properties were reconciled into a final value estimate. The land value estimate is limited to a review of real market assessed land value, land sales in the neighborhood, and abstraction of land values from improved sales in the neighborhood.

The purpose of the final value reconciliation is to develop a rational, defensible conclusion of the most probable market value for the subject property subject to the assumptions and conditions specified for this assignment.

Any other visits or work performed will be deemed outside the scope of the original assignment and a fee will be charged.

The appraisal fee charged contemplates only th report and does not contemplate court appearances or testimony, any court appearances require a fee to be paid from the office to court and return to the office. The fee is billed at \$200.00 per hour, with a six hour minimum, payable 10 days in advance before the date of testimony or deposition. Any additional information will be billed at the same rate. Any additional inspections of the subject property will be billed at the rate of \$100 per inspection. There is a 72 hour notice for cancellation or a cancellation fee will be charged.

**LIMITING CONDITIONS AND ASSUMPTIONS:**

The estimate of market value is effective as of the date of the initial inspection of the subject property, which is noted on the appraisal report. This is not a prospective determination of market value and this appraiser makes no estimates of market value for any date other than that specified in the report. Conditions or events outside the scope of work statement, assumptions and conditions under which this estimate of market value is determined could alter this appraiser's opinion of market value and render this report void.

The appraiser is not an expert in matters of contracting, estimating, pest control, mold, structural engineering, hazardous waste, survey, condemnation, title matters or any profession other than real property appraisal. This appraiser shall not be held responsible for issues arising out of areas beyond his expertise. It is assumed that all permits for construction, modification and/or changes, were obtained. Any representation regarding square footage is an approximation and the appraiser does not guarantee accuracy. The appraiser will not be liable for any representation of square footage. The inspection is not technically exhaustive. The inspection does not offer warranties or guarantees of any kind. The appraiser provides an opinion of value subject to the conditions and assumptions of the assignment. When performing the inspection of this property, the appraiser visually observed areas that were accessible. The appraiser is not required to disturb or move anything that obstructs access or visibility.

Information used as supporting data is assumed to be reliable. This appraiser will not be held liable for representation of properties provided by any third party.

## ADDENDUM

|                                               |                      |
|-----------------------------------------------|----------------------|
| Client: City of Livonia Community Development | File No.: 220231     |
| Property Address: 11910 Cardwell St           | Case No.:            |
| City: Livonia                                 | State: MI Zip: 48150 |

The report was prepared for the sole and exclusive use of the client and its use or reliance on by anyone other than the client is prohibited. The appraiser is not responsible for unauthorized use of the report. It's quite possible that misinterpretation of the information contained may occur. No one, client or third party, should rely on this report to disclose the condition of the property or the presence/absence of any defects. This is an appraisal report, not a home inspection report.

**COPYRIGHT NOTICE:**  
The presentation of the data contained within this analysis and report is for informational purposes only and transmission of the data is not authorization for copy or redistribution. The data contained herein is copyrighted and may not be published, sold, redistributed, copied, provided at a fee or for free to any other person or entity. The information contained within this report is protected by the copyright laws of the United States.



**DIMENSION LIST ADDENDUM**

|                                                                                                       |                                                            |
|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| Client: City of Livonia Community Development<br>Property Address: 11910 Cardwell St<br>City: Livonia | File No.: 220231<br>Case No.:<br>State: MI      Zip: 48150 |
|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------|

|                                                                                                            |            |               |
|------------------------------------------------------------------------------------------------------------|------------|---------------|
| <b>GROSS BUILDING AREA (GBA)</b>                                                                           |            | <u>833</u>    |
| <b>GROSS LIVING AREA (GLA)</b>                                                                             |            | <u>833</u>    |
| Area(s)                                                                                                    | Area       | % of GLA      |
| Living                                                                                                     | <u>833</u> |               |
| Level 1                                                                                                    | <u>833</u> | <u>100.00</u> |
| Level 2                                                                                                    | <u>0</u>   | <u>0.00</u>   |
| Level 3                                                                                                    | <u>0</u>   | <u>0.00</u>   |
| Other                                                                                                      | <u>20</u>  | <u>2.40</u>   |
| Basement <input type="checkbox"/> GBA<br>Garage <input type="checkbox"/><br>Other <input type="checkbox"/> |            |               |
|                                                                                                            | <u>833</u> |               |
|                                                                                                            | <u>440</u> |               |
|                                                                                                            | <u>853</u> |               |

| Area Measurements                           |        |               |  | Area Type                           |                          |                          |                          |                                     |                                     |  |
|---------------------------------------------|--------|---------------|--|-------------------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|-------------------------------------|--|
| Measurements                                | Factor | Total         |  | Level 1                             | Level 2                  | Level 3                  | Other                    | Bsmt.                               | Garage                              |  |
| <u>34.00</u> x <u>24.50</u> x <u>1.00</u> = |        | <u>833.00</u> |  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            |  |
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| <u>22.00</u> x <u>20.00</u> x <u>1.00</u> = |        | <u>440.00</u> |  | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  |
| <u>34.00</u> x <u>24.50</u> x <u>1.00</u> = |        | <u>833.00</u> |  | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  |
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SUBJECT PROPERTY PHOTO ADDENDUM

|                                               |                      |
|-----------------------------------------------|----------------------|
| Client: City of Livonia Community Development | File No.: 220231     |
| Property Address: 11910 Cardwell St           | Case No.:            |
| City: Livonia                                 | State: MI Zip: 48150 |



FRONT VIEW OF  
SUBJECT PROPERTY

Appraised Date: March 15, 2022  
Appraised Value: \$ 165,000



REAR VIEW OF  
SUBJECT PROPERTY



STREET SCENE



# COMPARABLE PROPERTY PHOTO ADDENDUM

|                                               |                      |
|-----------------------------------------------|----------------------|
| Client: City of Livonia Community Development | File No.: 220231     |
| Property Address: 11910 Cardwell St           | Case No.:            |
| City: Livonia                                 | State: MI Zip: 48150 |



## COMPARABLE SALE #1

11600 Haller St  
Livonia, MI 48150  
Sale Date: s06/21;c04/21  
Sale Price: \$ 152,000



## COMPARABLE SALE #2

12249 Cardwell St  
Livonia, MI 48150  
Sale Date: s11/21;c01/21  
Sale Price: \$ 165,000



## COMPARABLE SALE #3

11670 Cavell St  
Livonia, MI 48150  
Sale Date: s02/22;c01/22  
Sale Price: \$ 181,500



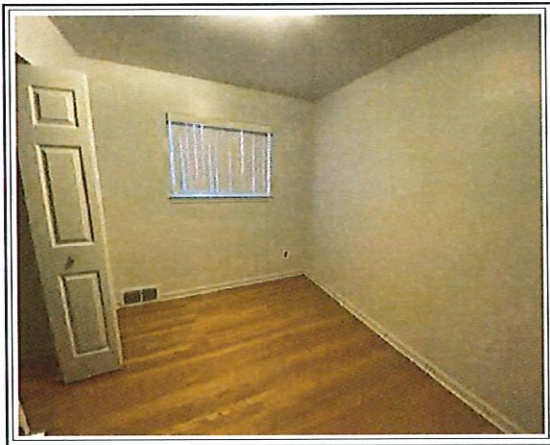
|                                               |                      |
|-----------------------------------------------|----------------------|
| Client: City of Livonia Community Development | File No.: 220231     |
| Property Address: 11910 Cardwell St           | Case No.:            |
| City: Livonia                                 | State: MI Zip: 48150 |



KITCHEN 1 OF 2



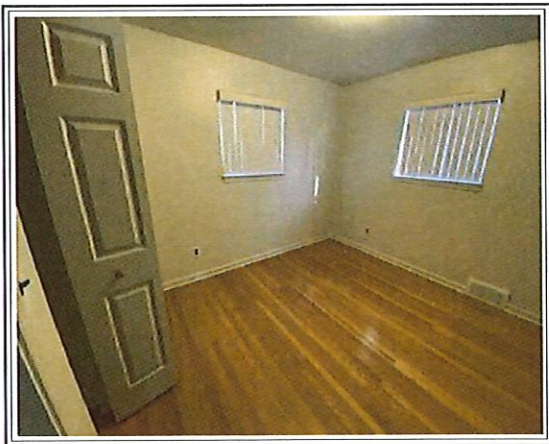
BATHROOM



BEDROOM



BEDROOM



BEDROOM



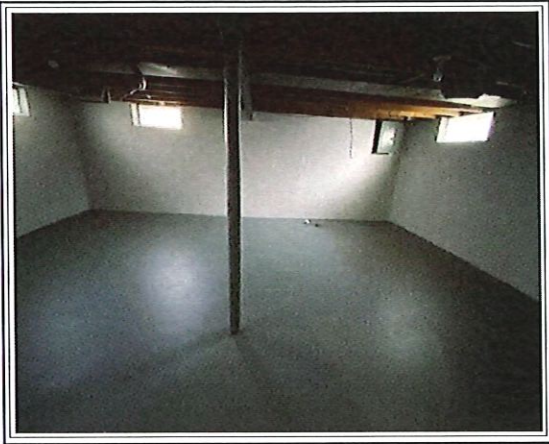
LIVING ROOM



ADDITIONAL PHOTO PAGE

Client: City of Livonia Community Development  
 Property Address: 11910 Cardwell St  
 City: Livonia

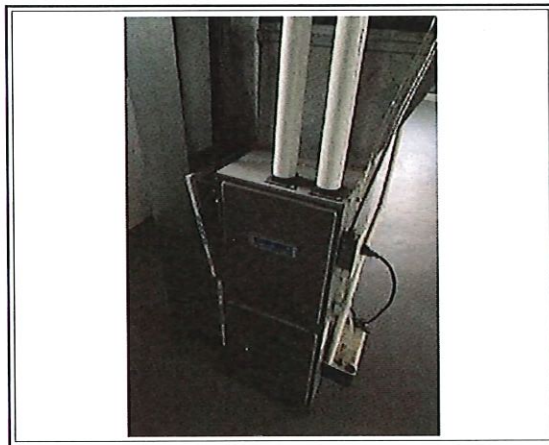
File No.: 220231  
 Case No.:  
 State: MI Zip: 48150



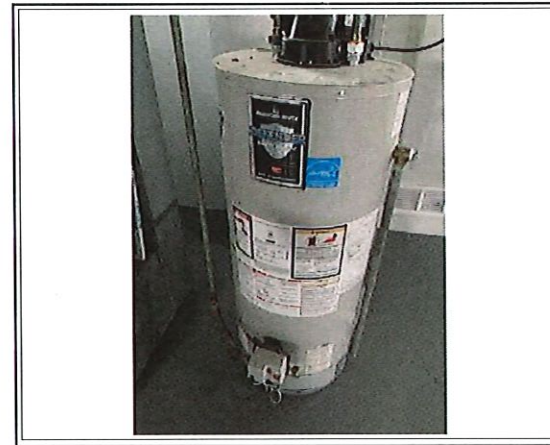
BASEMENT 1 OF 2



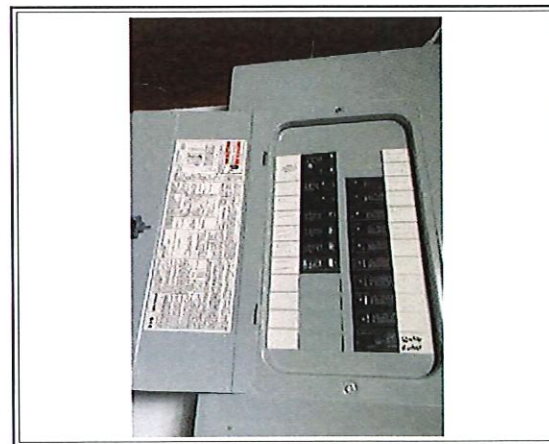
BASEMENT 2 OF 2



FURNACE



WATER HEATER



ELECTRICAL PANEL

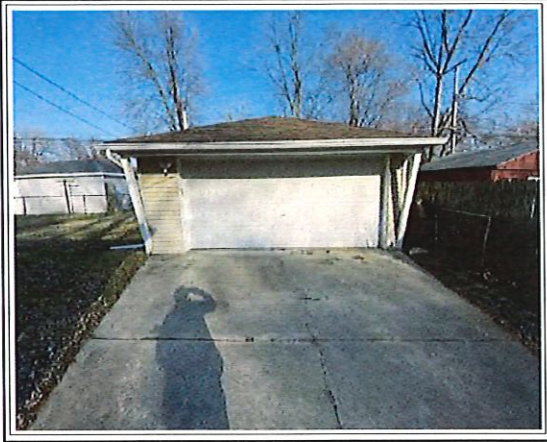


BACKYARD

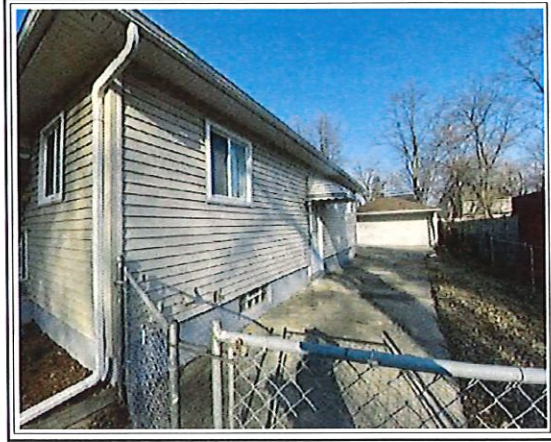
ADDITIONAL PHOTO PAGE

Client: City of Livonia Community Development  
Property Address: 11910 Cardwell St  
City: Livonia

File No.: 220231  
Case No.:  
State: MI Zip: 48150



GARAGE



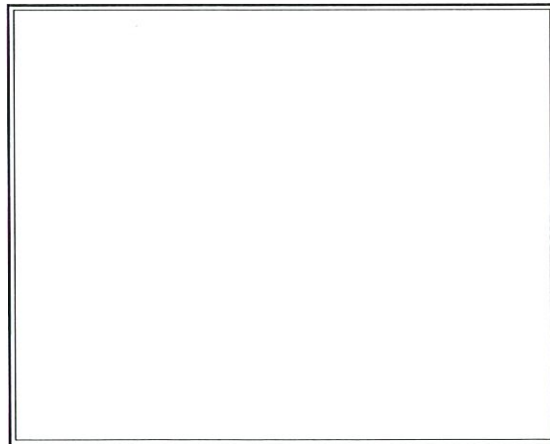
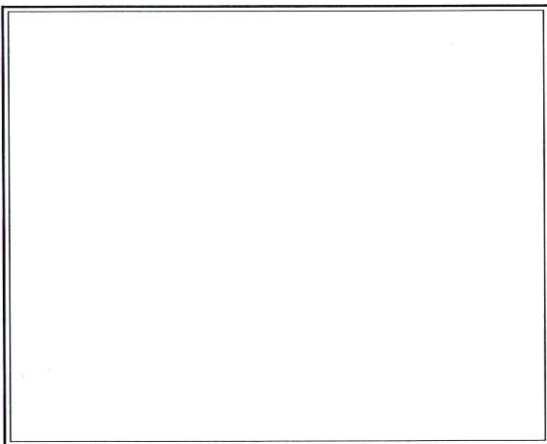
SIDE VIEW



SIDE VIEW



STREET SCENE





# FLOORPLAN SKETCH

Client: City of Livonia Community Development

File No.: 220231

Property Address: 11910 Cardwell St

Case No.:

City: Livonia

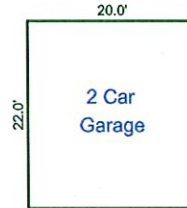
State: MI

Zip: 48150

## First Floor



## Basement



Sketch by Apex Sketch v5 Standard™

Comments:

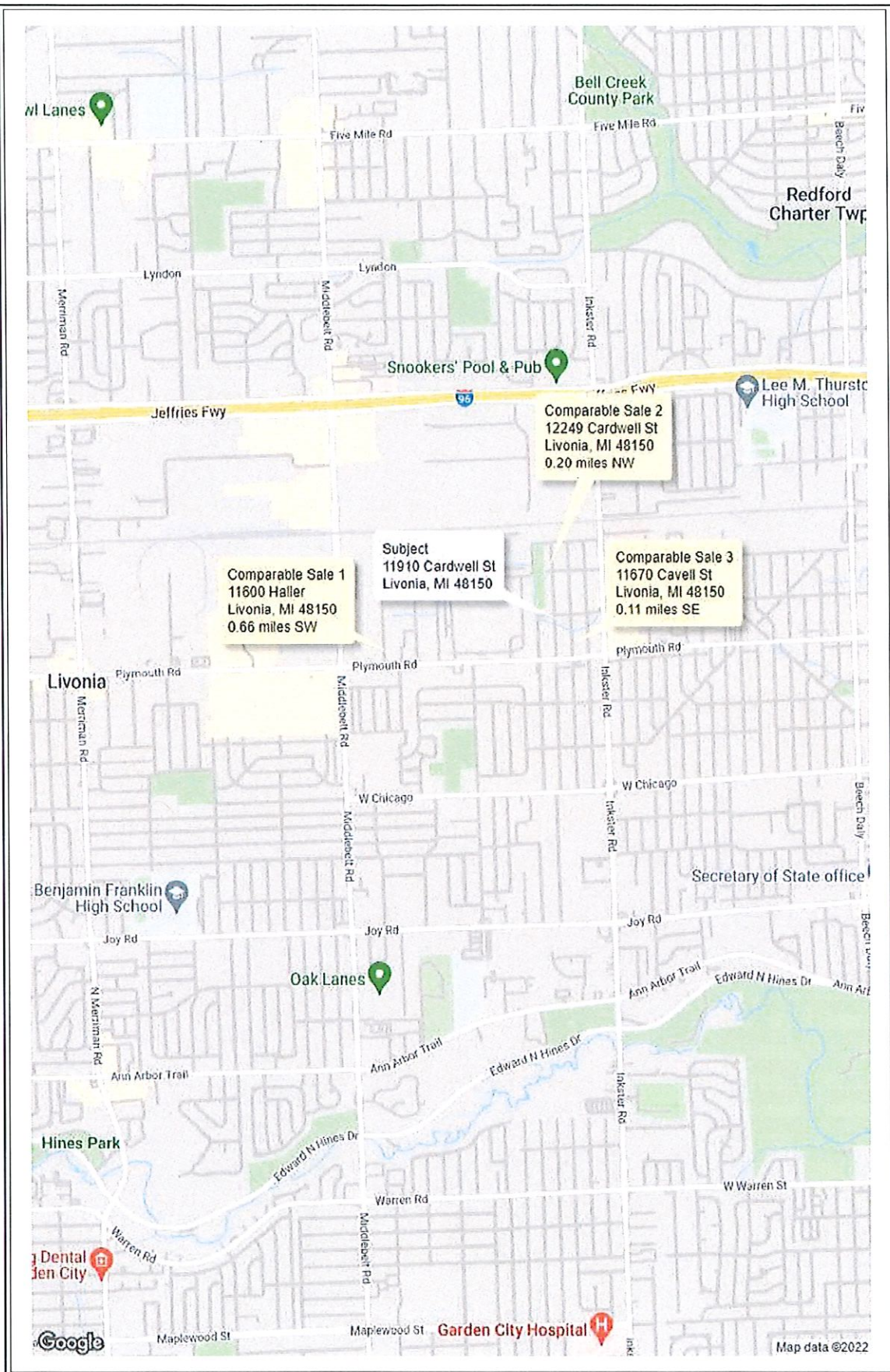
| AREA CALCULATIONS SUMMARY |             |           |            |
|---------------------------|-------------|-----------|------------|
| Code                      | Description | Net Size  | Net Totals |
| GLA1                      | First Floor | 833.00    | 833.00     |
| BSMT                      | Basement    | 833.00    | 833.00     |
| GAR                       | Garage      | 440.00    | 440.00     |
| P/P                       | Porch       | 20.00     | 20.00      |
| Net LIVABLE Area          |             | (rounded) | 833        |

| LIVING AREA BREAKDOWN |  |           |
|-----------------------|--|-----------|
| Breakdown             |  | Subtotals |
| First Floor           |  | 833.00    |
| 24.5 x 34.0           |  |           |
| 1 Item                |  | (rounded) |
|                       |  | 833       |

# LOCATION MAP

Client: City of Livonia Community Development  
 Property Address: 11910 Cardwell St  
 City: Livonia

File No.: 220231  
 Case No.:  
 State: MI Zip: 48150

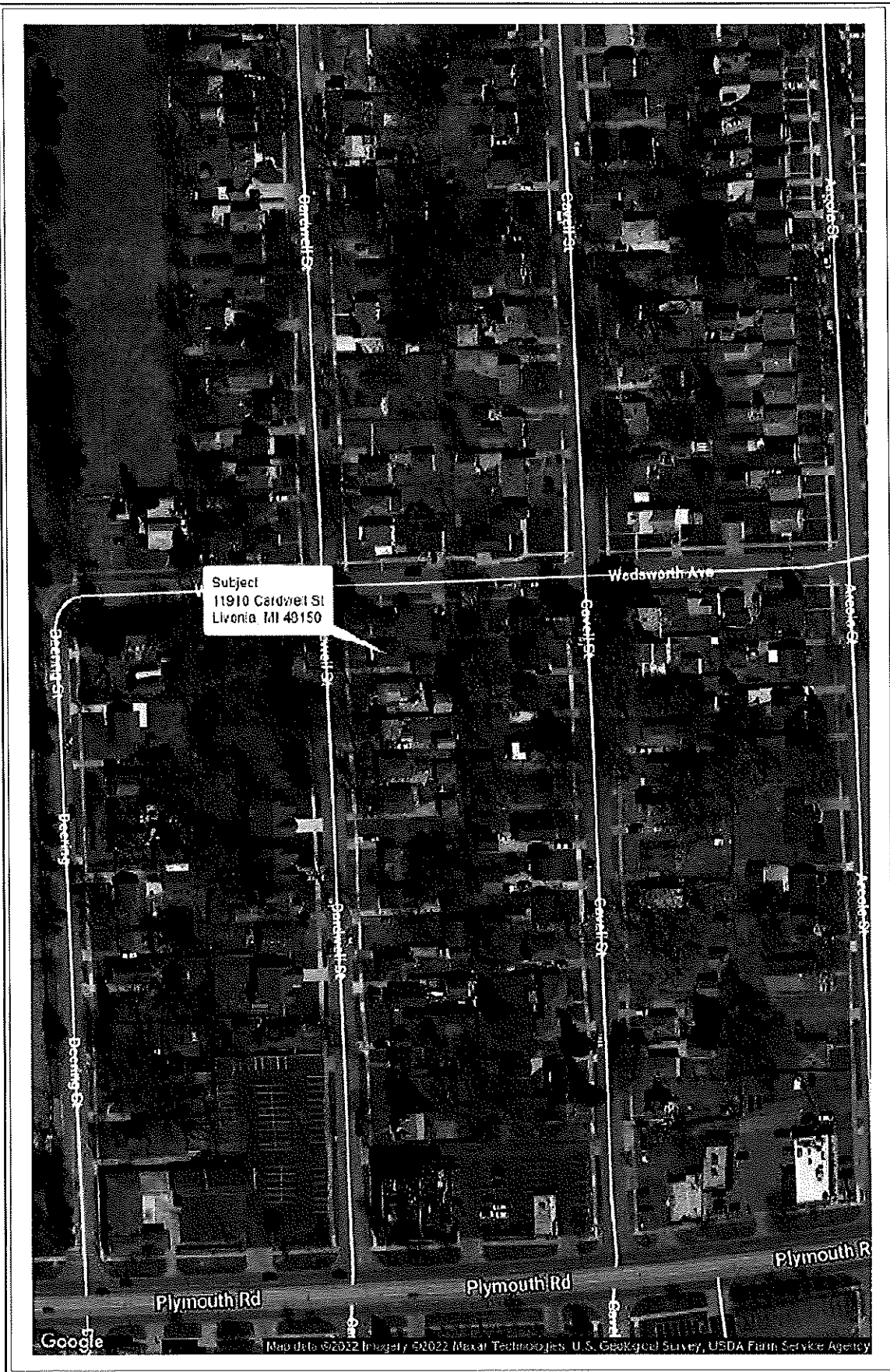




AERIAL MAP

Client: City of Livonia Community Development  
Property Address: 11910 Cardwell St  
City: Livonia

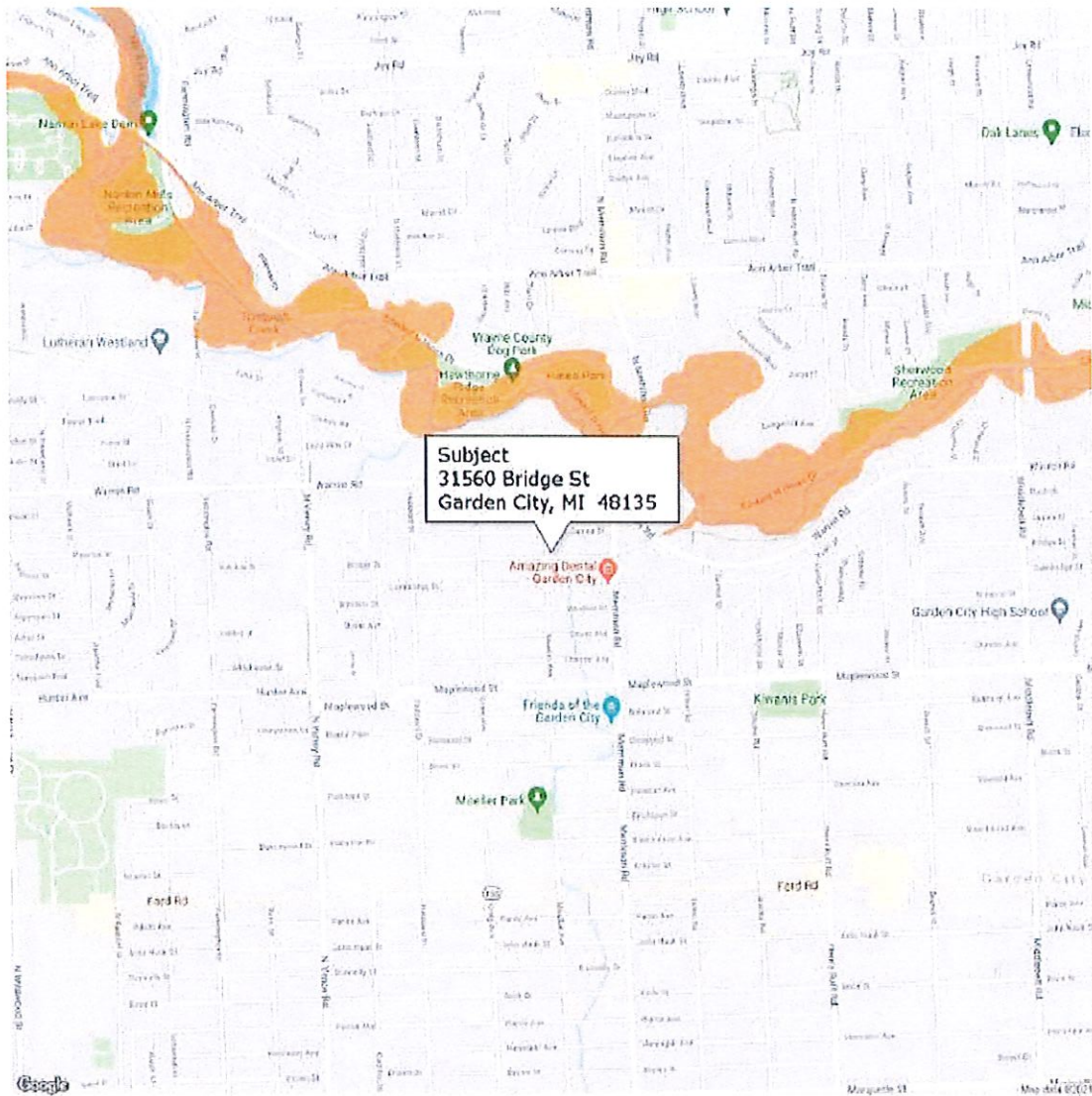
File No.: 220231  
Case No.:  
State: MI Zip: 48150



# FLOOD MAP

Client: City of Livonia Community Development  
Property Address: 11910 Cardwell St  
City: Livonia

File No.: 220231  
Case No.:  
State: MI Zip: 48150



## FLOOD INFORMATION

Community: CITY OF GARDEN CITY  
Property is NOT in a FEMA Special Flood Hazard Area  
Map Number: 26163C0230E  
Panel: 26163C0230  
Zone: X  
Map Date: 02-02-2012  
FIPS: 26163  
Source: FEMA DFIRM

## LEGEND

Orange = FEMA Special Flood Hazard Area - High Risk  
Yellow = Moderate and Minimal Risk Areas  
Road View:  
Green = Forest  
Blue = Water

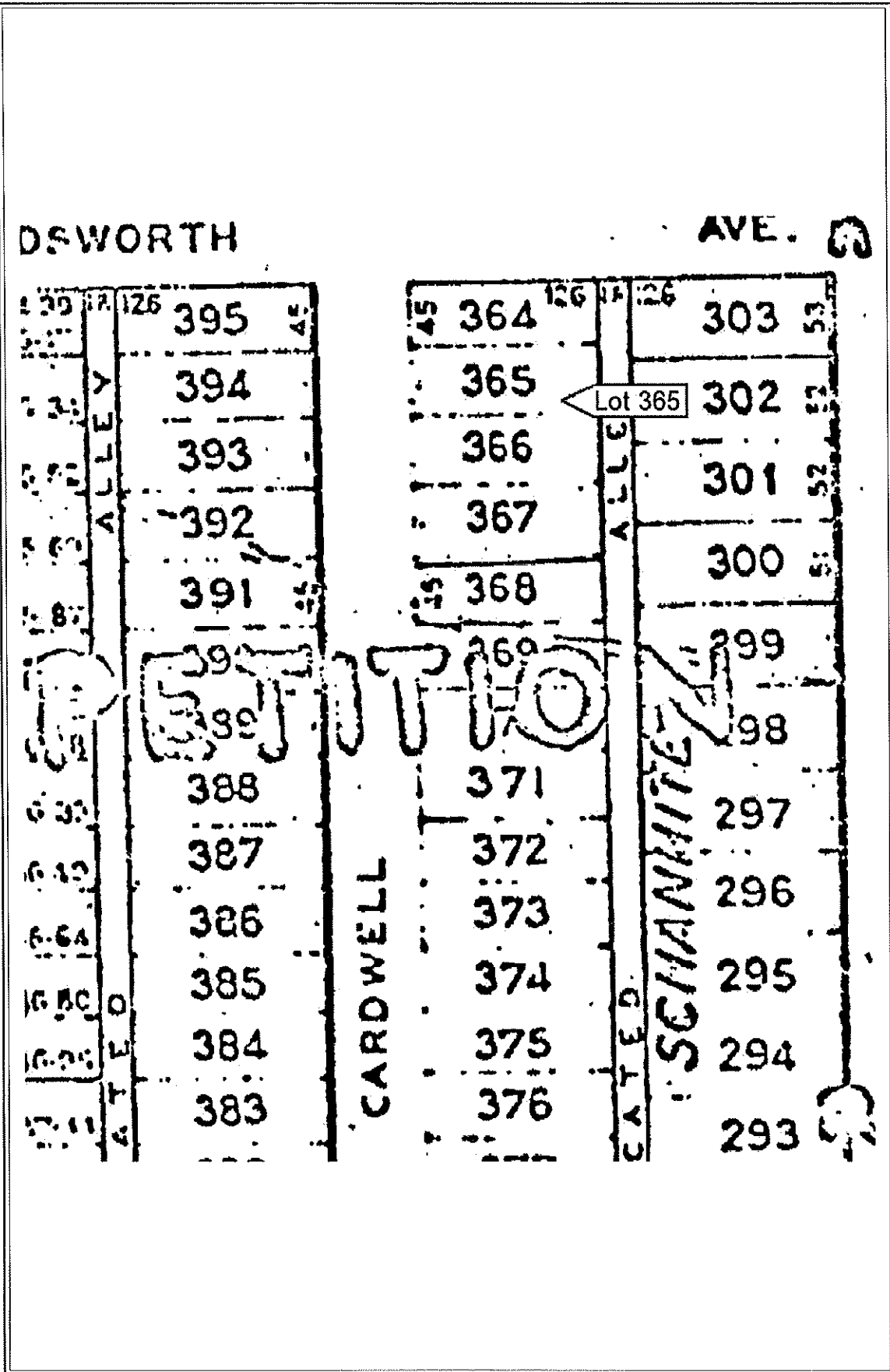
## Sky Flood™

No representation or warranty is made by any party concerning the content, accuracy or completeness of this flood report, including any warranty of merchantability or fitness for a particular purpose is implied or provided. Visual scaling factors differ between map layers and are separate from flood zone information at marker location. No liability is accepted to any third party for any use or misuse of this flood map or its data.

PLAT MAP

Client: City of Livonia Community Development  
 Property Address: 11910 Cardwell St  
 City: Livonia

File No.: 220231  
 Case No.:  
 State: MI Zip: 48150



License

Client: City of Livonia Community Development

File No.: 220231

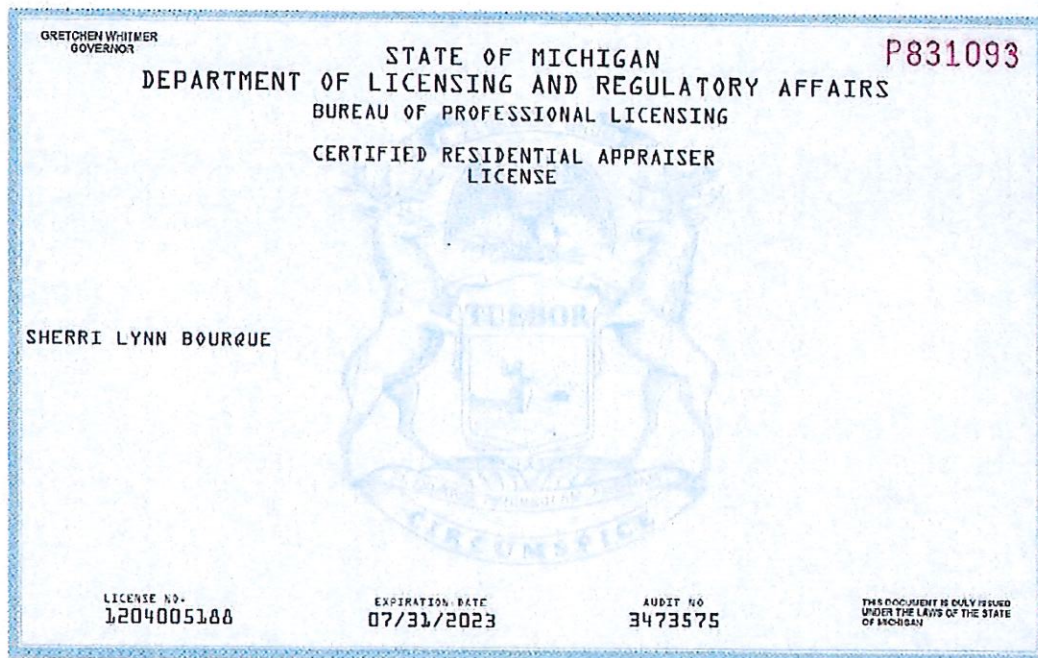
Property Address: 11910 Cardwell St

Case No.:

City: Livonia

State: MI

Zip: 48150





# USPAP ADDENDUM

File No. 220231

Borrower: \_\_\_\_\_  
 Property Address: 11910 Cardwell St  
 City: Livonia County: Wayne State: MI Zip Code: 48150  
 Lender/Client: City of Livonia Community Development

## APPRAISAL AND REPORT IDENTIFICATION

This appraisal report is one of the following types:

- ☒ Appraisal Report  
☐ Restricted Appraisal Report

This report was prepared in accordance with the requirements of the Appraisal Report option of USPAP Standards Rule 2-2(a).  
 This report was prepared in accordance with the requirements of the Restricted Appraisal Report option of USPAP Standards Rule 2-2(b).  
 The intended user of this report is limited to the identified client. This is a Restricted Appraisal Report and the rationale for how the appraiser arrived at the opinions and conclusions set forth in the report may not be understood properly without the additional information in the appraiser's workfile.

## ADDITIONAL CERTIFICATIONS

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The report analyses, opinions, and conclusions are limited only by the reported assumptions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no (or the specified) present or prospective interest in the property that is the subject of this report and no (or specified) personal interest with respect to the parties involved.
- I have no bias with respect to the property or the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- This appraisal report was prepared in accordance with the requirements of Title XI of FIRREA and any implementing regulations.

## PRIOR SERVICES

- ☒ I have NOT performed services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- ☐ I HAVE performed services, as an appraiser or in another capacity, regarding the property that is subject of this report within the three-year period immediately preceding acceptance of this assignment. Those services are described in the comments below.

## PROPERTY INSPECTION

- ☐ I have NOT made a personal inspection of the property that is the subject of this report.
- ☒ I HAVE made a personal inspection of the property that is the subject of this report.

## APPRAISAL ASSISTANCE

Unless otherwise noted, no one provided significant real property appraisal assistance to the person signing this certification. If anyone did provide significant assistance, they are hereby identified along with a summary of the extent of the assistance provided in the report.  
 Samantha Bourque, a State of Michigan Licensed Limited Real Estate Appraiser #1201075897, participated in this report.

## ADDITIONAL COMMENTS

Additional USPAP related issues requiring disclosure and/or any state mandated requirements:

## MARKETING TIME AND EXPOSURE TIME FOR THE SUBJECT PROPERTY

- ☒ A reasonable marketing time for the subject property is 5-20 day(s) utilizing market conditions pertinent to the appraisal assignment.
- ☐ A reasonable exposure time for the subject property is 5-20 day(s).

### APPRAISER:

Signature: Sherri L. Bourque  
 Name: Sherri L. Bourque  
 Date Signed: 03/19/2022  
 State Certification #: 1204005188  
 or State License #: \_\_\_\_\_  
 or Other (describe): \_\_\_\_\_ State #: \_\_\_\_\_  
 State: MI  
 Expiration Date of Certification or License: 07/31/2023  
 Effective Date of Appraisal: 03/15/2022

### SUPERVISORY APPRAISER (only if required):

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Date Signed: \_\_\_\_\_  
 State Certification #: \_\_\_\_\_  
 or State License #: \_\_\_\_\_  
 State: \_\_\_\_\_  
 Expiration Date of Certification or License: \_\_\_\_\_  
 Supervisory Appraiser Inspection of Subject Property:  
☐ Did Not ☐ Exterior-only from street ☐ Interior and Exterior

The Housing Commission reviewed the purchase agreement received from Real Estate One, Inc. on behalf Heather and Bryan Collinash to purchase the City Owned Single Family property located at 11910 Cardwell, Livonia, MI. 48150. The three-bedroom home was acquired from the State of Michigan in 1984 and federal Community Development Block Grant program income and grants has been utilized for maintenance and renovations. The LHC has determined that the revenues received to fund the scattered site programs no longer is sufficient to support the expenses to maintain the program. As a result, the LHC has made the decision to sell the scattered site homes to low and moderate income individuals and families. This activity supports the goal of maintaining affordable housing in Livonia. The home was appraised for \$165,000.00. Bryan and Heather Collinash are current renter participants of the scattered site program, their income does not exceed 80% Income Limits, they qualify for a mortgage, and have completed the requirements for the Home Buyer Program provided by our partners at National Faith Homebuyer. The Commission reviewed the property description, appraisal, and purchase offer and:

Resolved #17-22

“that after having reviewed and discussed the purchase agreement presented by Heather and Bryan Collinash for the scattered site property located at 11910 Cardwell, Livonia, MI. 48150 and after having reviewed a real estate appraisal which established a value of \$165,000.00 Housing Commission hereby approves the proposal submitted by Real Estate Once, Inc. on behalf of Heather and Bryan Collinash in the amount of \$165,000.00. Once approved by the LHC, this resolution and proposal shall be submitted to the Livonia City Council for their review and approval.”

Motion By:

Seconded By: r

|            |      |      |        |
|------------|------|------|--------|
| Roll Call: | Ayes | Nays | Absent |
|------------|------|------|--------|

# LIVONIA HOUSING COMMISSION

## MINUTES

April 16, 2022

Silver Village Community Room

33780 Lyndon, Livonia MI 48154

The meeting was called to order at 6:08 p.m. by President Dale Moser. Those present were President Dale Moser, Vice President Carl Deal, Commissioner Kreuzza Gjezi, Commissioner Brian Scott, and Commissioner Eleanor Malone. Also present were Executive Director Brandie Isaacson and Housing Specialist Kate Whiting

The Board of Commissioners reviewed the agenda for the regular meeting. Isaacson requested to remove Item #15, Revised Background Check Policy and to update the resolution numbers for the remaining agenda items accordingly. After having reviewed the agenda as presented, Commissioner Kreuzza Gjezi offered a motion to approve the agenda with the deletion of Item #15, which was seconded by Commissioner Brian Scott and upon the vote the motion carried.

There were no residents present during the Public Comment Period. President Moser proposed meeting biannually with residents in the future, so that there is sufficient opportunity for residents to voice their questions and concerns.

The Housing Commission reviewed the minutes of the March 16, 2022 regular meeting. After having reviewed the minutes Commissioner Eleanor Malone offered a motion to approve the minutes as presented which was seconded by Commissioner Brian Scott and upon the vote the motion carried.

The Board reviewed the Public Housing and Housing Choice Voucher Financial Statements for ending March 31, 2022, and the Silver Village, Newburgh Village, Community Development, and Community Transportation Budget Performance Reports ending for March 31, 2022. Commissioner Eleanor Malone made a motion to receive and file, which was seconded by Commissioner Kreuzza Gjezi.

The Housing Commission reviewed and discussed occupancy reports for the period ending March 31, 2022.

The Board reviewed the rent collection reports for Period Ending March 31, 2022.

The Board reviewed and discussed Housing Choice Voucher Leasing, Housing Assistance Payments and Administrative Fees Report for the Period Ending March 31, 2022.

The Executive Directors report consisted of the following items:

- Covid Updates
- Transportation – Potential for Lifting Mask Mandate/Needs Analysis for RTA
- Mental Health Programming

- Silver Village Roof
- Newburgh Village HVAC – HOME Grant

The Housing Commission reviewed and discussed the Public Housing Mitigation Plan which identifies opportunities to increase revenue and decrease expenses. Director Isaacson has submitted the Mitigation Plan, however it has not yet been accepted by HUD. Commissioner Deal offered the suggestion that when the LHC begins to receive rental payments from T-Mobile, that this revenue be placed into a separate line item for future projects.

The Board of Commissioners reviewed the request for proposals and criteria for a new five-year laundry contract which expired at the end of March. The Commission received three proposals which were analyzed as to financial benefits, reliability, maintenance, and new equipment to be installed. The Commission discussed the cost per load of \$1.50 and expressed concern over the potential impact the .25 cent increase could result on the McNamara Tower's residents. Isaacson explained that it has been several years since there had been a cost per load increase and that with in rising expense of utilities, it should be considered. The Board looked at the calculations on the proposed fees and determined that the cost per load increase shall not exceed \$1.50. Furthermore, the Commission requested that the cost per load shall remain at \$1.50 for the term of the 5-year contract. Isaacson stated that the LHC shall reserve the right to increase the cost per load in the future and that it shall be reviewed annually. The Board received a recommendation from the Executive Director and the Board:

Resolved (#08-22)

“that having reviewed and discussed the request for proposals for a new five-year contract for McNamara Towers coin/card operated laundry services effective April 2, 2022, and after having discussed the specifications and ranking criteria of the proposals the Housing Commission hereby approves the proposal submitted by: Wash Inc. as the low proposal meeting specifications as to new equipment and shall set the cost per load at the minimum rate of \$1.50. The cost per load shall remain in effect unless revised by the Livonia Housing Commission.

| Company      | Term    | # of Machine                                              | Terms                                                                               | Cost per load                                                                  |
|--------------|---------|-----------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| Wash         | 5 years | 14 new machines<br>Will include Hot Spots for WiFi access | NO (pmpd) – LHC received 62% of collections                                         | \$1.50-\$2.00 negotiable, Gradual increase .25 per year. Current CPL is \$1.25 |
| CSC Services | 5 years | 14 new machines                                           | LHC pays admin fee 9.75% from collections – then receives 60% of collection balance | \$2.00                                                                         |



|          |         |                      |                                                                                   |        |
|----------|---------|----------------------|-----------------------------------------------------------------------------------|--------|
| Lakeside | 5 years | 15 existing machines | LHC pays \$1.00 (pmpd) – then receives 90% only if pmpd is max. \$5,110 per year) | \$2.00 |
|----------|---------|----------------------|-----------------------------------------------------------------------------------|--------|

The Executive Director is hereby authorized to execute a five-year contract with Wash Inc. effective April 1, 2022 as specified above. The revenue generated through this contract shall be allocated to the Public Housing Program.”

Motion By: Kreuza Gjezi

Seconded By: Carl Deal

|            |                |      |        |
|------------|----------------|------|--------|
| Roll Call: | Ayes           | Nays | Absent |
|            | Dale Moser     |      |        |
|            | Carl Deal      |      |        |
|            | Brian Scott    |      |        |
|            | Kreuza Gjezi   |      |        |
|            | Eleanor Malone |      |        |

The Board reviewed an appraisal to sell a CDBG three-bedroom home located at 11910 Cardwell, 48150. The appraisal indicated a market value of \$165,000.00 and the home will be listed for sale to a low-income family. Sale proceeds shall be allocated back to the CDBG program. Commissioner Moser discussed the option of utilizing a transaction coordinator in lieu of a real estate agent and the possible savings in closing costs. Since there is a potential buyer already for this property, listing it for sale may not be required. Isaacson will review the CDBG regulations with regards to doing a public notice and use of a real estate agent. If it is permitted to an arm’s length sale transaction, Isaacson will consider utilizing a transaction coordinator. The Commissioners reviewed the appraisal and sale process and:

Resolved (#12-22)

“that after having reviewed and discussed the CDBG scattered site single family home inventory, and after having discussed the current residents of the home, age of properties, bedroom sizes, condition, future capital improvements and after specifically discussing the three-bedroom home located at 11910 Cardwell, 48150 and the future needs of the property, and after having discussed the appraisal of the home, the Housing Commission hereby approves the offering price of the home in the amount of \$165,000.00 (appraised value) and authorizes the Executive Director to list this property for sale.”

Motion By: Kreuza Gjezi

Seconded By: Carl Deal

|            |                |      |        |
|------------|----------------|------|--------|
| Roll Call: | Ayes           | Nays | Absent |
|            | Dale Moser     |      |        |
|            | Carl Deal      |      |        |
|            | Brian Scott    |      |        |
|            | Kreuz Gjezi    |      |        |
|            | Eleanor Malone |      |        |

The Board reviewed an appraisal to sell a CDBG three-bedroom home located at 20222 St. Francis, 48152. The appraisal indicated a market value of \$150,000.00 and the home will be listed for sale to a low-income family. Sale proceeds shall be allocated back to the CDBG program. The Commissioners reviewed the appraisal and sale process and:

Resolved (#13-22)

“that after having reviewed and discussed the CDBG scattered site single family home inventory, and after having discussed the current residents of the home, age of properties, bedroom sizes, condition, future capital improvements and after specifically discussing the three-bedroom home located at 20222 St. Francis, 48152 and the future needs of the property, and after having discussed the appraisal of the home, the Housing Commission hereby approves the offering price of the home in the amount of \$150,000.00 (appraised value) and authorizes the Executive Director to list this property for sale.”

Motion By: Carl Deal

Seconded By: Eleanor Malone

|            |                |      |        |
|------------|----------------|------|--------|
| Roll Call: | Ayes           | Nays | Absent |
|            | Dale Moser     |      |        |
|            | Carl Deal      |      |        |
|            | Brian Scott    |      |        |
|            | Kreuz Gjezi    |      |        |
|            | Eleanor Malone |      |        |

The Board reviewed and discussed the Proposed Flat Rent Rate. The Housing Commission annually reviews the Public Housing Flat Rents which permits residents the option of the income-based rent or flat rent. The flat rent for each bedroom size represents the housing cost of apartment communities in the private sector. Historically, the two 2-bedroom public housing apartments located at McNamara Towers were removed from the PH available units and utilized as employee units or office space. This has changed since the Housing Commission no longer accommodates employees or uses the 2-bedroom units for office space. Since these units are now rented to low-income seniors, a flat rent must be established to comply with 24 CFR 960.253 Choice of Rent. Under this regulation the PHA must establish a flat rent for each public housing unit that is no less than 80 percent of the applicable Fair Market Rent (FMR) as determined under 24 CFR part 888, subpart A. The current 2022 Fair Market Rent for a 2-bedroom unit is \$1,084.00. Eighty percent 80% of this FMR is \$868.00. The LHC currently charges \$700.00 for these units which is under the minimum flat rent permitted. The Executive Director

recommended an increase in the 2-bedroom flat rent to comply with 24 CFR 960.253 and the Board:

Resolution (#14-22)

“that after having reviewed and discussed 24 CFR 960.253 Choice of Rent and HUD Notice PIH 2021-27 which provides guidance for establishing Flat Rents for public housing residents and after having reviewed the HUD Fair Market Rents and the annual resident election of the flat rent or the income-based rent and after having discussed the purpose of the flat rent option and its relationship to the private sector rents the Board of Commissioners approves the current flat rent for as follows:

Two Bedroom \$868.00

The above flat rents are effective June 1, 2022 and will be reviewed again in December 2022.”

Motion By: Eleanor Malone

Seconded By: Carl Deal

|            |                |      |        |
|------------|----------------|------|--------|
| Roll Call: | Ayes           | Nays | Absent |
|            | Dale Moser     |      |        |
|            | Carl Deal      |      |        |
|            | Brian Scott    |      |        |
|            | Kreuzer Gjezi  |      |        |
|            | Eleanor Malone |      |        |

The next regular meeting of the Livonia Housing Commission is a scheduled for 6:00 pm, May 18, 2022. The meeting will be held at Silver Village 33780 Lyndon, Livonia, MI 48154.

Having no further business to come before the Board of Commissioners, Commissioner Carl Deal offered a motion to adjourn the meeting at 9:01 pm, which was seconded by Commissioner Brian Scott and upon the vote the motion carried.

Brandie Isaacson, Executive Director-Secretary

Dale Moser, President

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

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12

Meeting was called to order at 8:17 p.m. by President Jim Jolly. Present: Rob Donovic, Brandon McCullough, Kathleen McIntyre. Absent: Vice President Laura Toy, Scott Bahr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

14. VACATING PETITION: Planning Commission, re: Petition 2022-04-03-01 submitted by Stonefield Engineering & Design, on behalf of Haggerty Residential L.L.C., to determine whether or not to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road, located on the east side of Haggerty Road, between Seven Mile and Eight Mile Roads in the Southwest ¼ of Section 6.

Mark Taormina, Planning and Economic Development Director, presented the request to Council. Todd Zilincik stated they will come back at a later date, once the location is vacated, with the updated sewer easement.

Councilmember Kathleen McIntyre offered an approving resolution on the Consent agenda.

Council President Jim Jolly stated the access road behind Haggerty Square still has double do not enter signs from the Costco parking lot, as well as the lack of proper lane markings. He asked if that was on the radar to correct. Todd Zilincik replied that since this is on private property so it would have to be up to the developer or property owner as to how they maintain it. They can only make suggestions. Councilmember Rob Donovic stated we can dictate parking spots and lanes and asked that why we can't dictate the lines leading into their parking lots. Todd replied that we have right-of-way easements and private property, so certain areas the owner would have to address. He offered to reach out to the petitioner to make suggestions to make it safer.

DIRECTION:

APPROVING

CONSENT



## LETTER TO THE LIVONIA CITY COUNCIL

14.

Planning  
June 8, 2022

### MEETING DATE

Study Meeting of June  
27, 2022

### PREPARED BY

Stephanie Reece, Program Supervisor,

### AGENDA ITEM

VACATING PETITION: Planning Commission, re: Petition 2022-04-03-01 submitted by Stonefield Engineering & Design, on behalf of Haggerty Residential L.L.C., to determine whether or not to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road, located on the east side of Haggerty Road, between Seven Mile and Eight Mile Roads in the Southwest ¼ of Section 6.

### BACKGROUND

June 8, 2022

Honorable Members of the City Council  
City of Livonia, Michigan

Re: Petition 2022-04-03-01 – Haggerty Residential

Dear Council Members:

At the 1,188th Public Hearings and Regular Meeting held by the City Planning Commission on June 7, 2022, the following resolution was unanimously adopted:

### RECOMMENDATION

#06-33-2022 RESOLVED, That pursuant to a Public Hearing having been held by the City Planning Commission on June 7, 2022, on Petition 2022-04-03-01 submitted by Stonefield Engineering & Design, on behalf of Haggerty Residential L.L.C., pursuant to Section 12.08 of the Livonia Code of Ordinances, as amended, to determine whether or not to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road, located on the east side of Haggerty Road, between Seven Mile and Eight Mile Roads in the Southwest ¼ of Section 6, the Planning Commission does hereby recommend to the City Council that Petition 2022-04-03-01 be approved for the following reasons:

1. That this part of the sanitary sewer easement is no longer needed for utility purposes.
2. The vacation of this easement will allow for a new easement to be repositioned in its place that will encompass the construction of a new sanitary sewer.

3. The vacating will allow the Haggerty Square development to be completed as approved, and
4. No reporting City department or public utility has objected to the proposed vacating.

FURTHER RESOLVED, That notice of the above hearing was given in accordance with the provisions of 12.08.030 of the Livonia Code of Ordinance, as amended.

## FISCAL CONSIDERATION

## ATTACHMENTS

1. S062722 LTC Vacating Petition
2. 2022-04-03-01\_E-COUNCIL Pkt

## APPROVED BY



Date: June 13, 2022

---

Mark Taormina, Planning and Economic Development Director



Date: June 16, 2022

---

Maureen Miller Brosnan, Mayor

**petition submitted to the Honorable Engineering**  
**Commissioner of the Department of Public Works**, pursuant  
to Section 12.0 of the Louisiana Code of Ordinances, as  
amended, to determine whether or not to abate portions of an  
existing sanitary sewer easement at 150 Maggerty Road,  
located on the east side of Maggerty Road, between Seelye  
and Eighth Streets in the Southwest of Section .



**STONEFIELD**  
engineering & design

February 14, 2022

The Honorable City Council  
33000 Civic Center Drive  
Livonia, MI 48154

**RE: Sanitary Sewer Easement Vacation  
Haggerty Center Redevelopment  
Parcel ID: 46-023-99-0005-001 & 46-023-99-0005-002  
19860 Haggerty Road  
City of Livonia, County of Wayne, Michigan**

Honorable City Council:

Stonefield Engineering & Design, LLC is requesting vacation of a public sanitary sewer easement as described below:

LAND SITUATED IN THE CITY OF LIVONIA, COUNTY OF WAYNE, MICHIGAN, DESCRIBED AS:

BEGINNING AT A POINT DISTANT NORTH 89 DEGREES 21 MINUTES 58 SECONDS EAST 60.0 FEET FROM THE WEST 1/4 CORNER OF SECTION 6 TOWN 1 SOUTH, RANGE 9 EAST; THENCE CONTINUING NORTH 89 DEGREES 21 MINUTES 58 SECONDS EAST 291.02 FEET; THENCE SOUTH 00 DEGREES 00 MINUTES 25 SECONDS WEST 66.07 FEET; THENCE NORTH 89 DEGREES 59 MINUTES 18 SECONDS WEST 10.05 FEET; THENCE SOUTH 00 DEGREES 00 MINUTES 42 SECONDS WEST 401.00 FEET; THENCE SOUTH 89 DEGREES 59 MINUTES 18 SECONDS EAST 6.41 FEET; THENCE SOUTH 00 DEGREES 21 MINUTES 49 SECONDS EAST 54.63 FEET TO THE POINT OF BEGINNING OF CENTERLINE OF 12 FOOT WIDE SANITARY SEWER EASEMENT; THENCE NORTH 89 DEGREES 46 MINUTES 48 SECONDS EAST 462.47 FEET; THENCE NORTH 87 DEGREES 50 MINUTES 08 SECONDS EAST 121.887 FEET TO THE POINT OF ENDING.

The vacation of this easement will allow for a new easement to be put in place that will encompass the newly constructed sanitary sewer. Should you have any questions, please do not hesitate to contact our office.

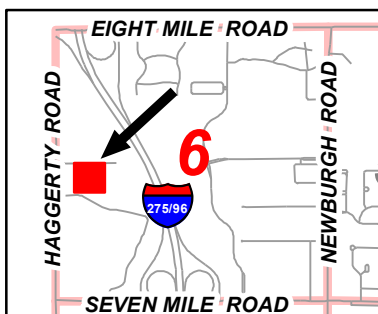
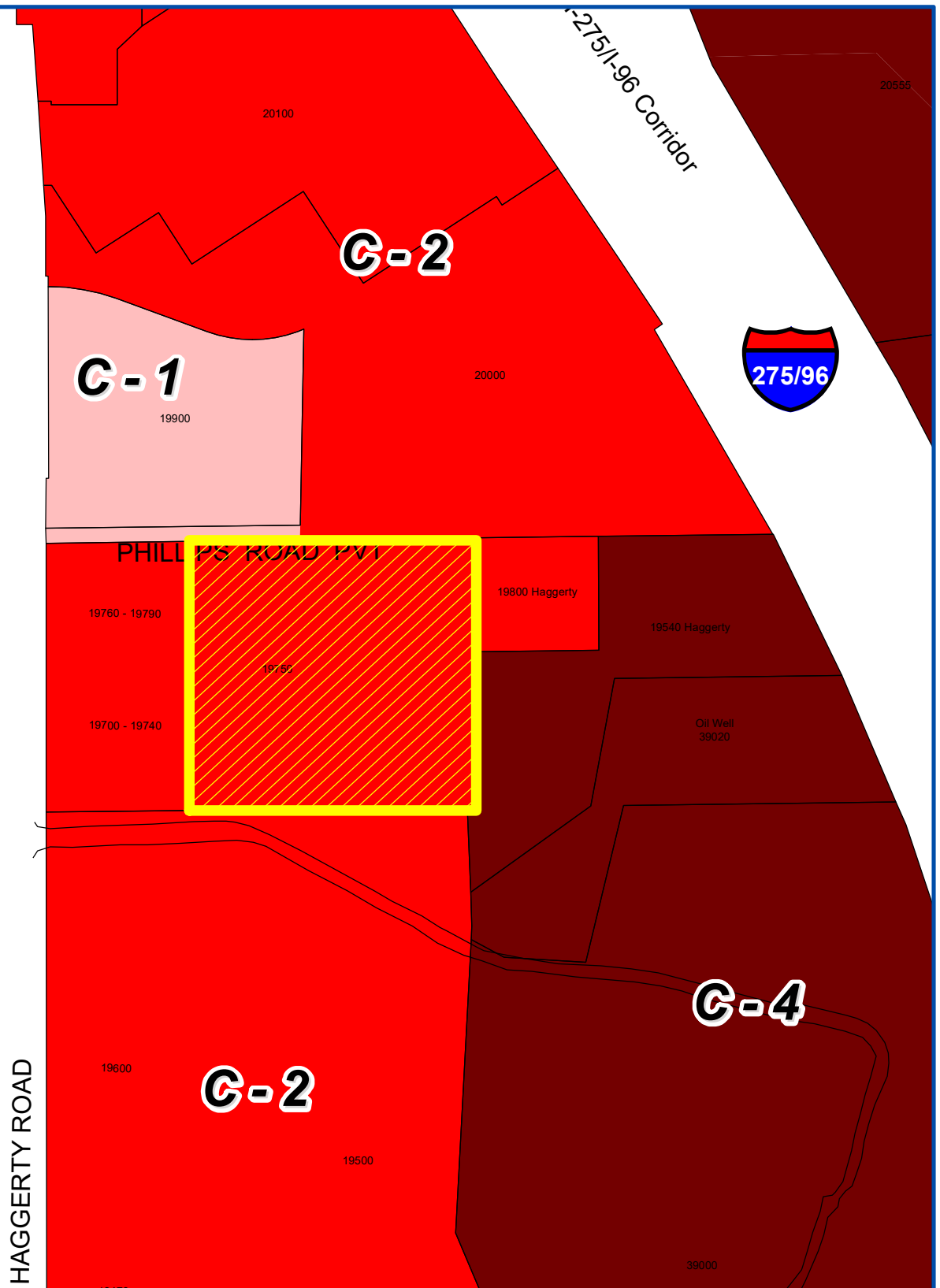
Best regards,

Eric Williams  
[ewilliams@stonefieldeng.com](mailto:ewilliams@stonefieldeng.com)  
Stonefield Engineering and Design, LLC

V:\M\2017M-17245-Tower Construction-19860 Haggerty Road, Livonia, MI\Correspondence\Outgoing\Municipality\City Council Easement Vacation.docx



Northville  
Township



## Address & Zoning Map

Petition 2022-04-03-01  
Haggerty Square  
19750 Haggerty Road  
to vacate a section of the existing  
sanitary sewer easement

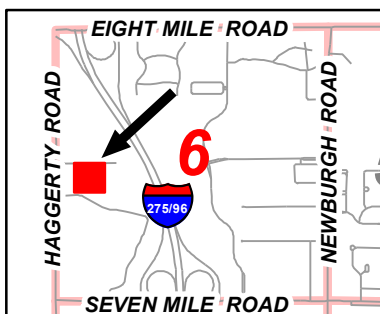


Not to Scale



City of Livonia  
Planning Department





## **Aerial Map**

Petition 2022-04-03-01  
Haggerty Square  
19750 Haggerty Road  
to vacate a section of the existing  
sanitary sewer easement



Not to Scale



City of Livonia  
Planning Department



# PLANNING COMMISSION STAFF NOTES

## PUBLIC HEARING

### ITEM 1

**Petition 2022-04-03-01 submitted by Stonefield Engineering & Design, on behalf of Haggerty Residential L.L.C.**, pursuant to Section 12.08 of the Livonia Code of Ordinances, as amended, to determine whether or not to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road, located on the east side of Haggerty Road, between Seven Mile and Eight Mile Roads in the Southwest ¼ of Section 6.

#### **May 24, 2022: Study Meeting:**

This petition involves a request to vacate a portion of the existing sanitary sewer easement located at Haggerty Square, located on the east side of Haggerty Road between Seven Mile and Eight Mile Roads. This mixed-use development received waiver use approval (CR #196-18) in 2018. The overall development involves a combination of retail and multi-family residential. The retail portion consists of two (2) multi-tenant buildings on the west half of the site, facing Haggerty Road. The apartments are located on the east half of the site and include two (2) buildings, each three (3) stories in height, containing a total of 201 units.

The existing sanitary sewer easement is twelve feet (12') wide and runs along the entire bottom portion of the development where the apartments are located. The vacation of this easement will allow for a new easement to be repositioned in its place that will encompass the construction of a new sanitary sewer. The new easement is located almost in the same location as the existing one but is shifted slightly north due to construction field changes. The proposed vacating will allow the Haggerty Square development to be completed as approved.

The City Engineering Division has no objections to the request. City ordinance requires that vacating petitions first have a public hearing by the Planning Commission with a report and recommendation submitted to the City Council. Notice of this petition to vacate the easement has been provided to all known utility and communications companies.

#### **June 7, 2022: Public Hearing:**

**Approving Resolution:** That the request to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road is hereby approved for the following reasons:

1. That this part of the sanitary sewer easement is no longer needed for utility purposes.

## **PUBLIC HEARING**

### **ITEM 1 Petition 2022-04-03-01 – Haggerty Square Vacating**

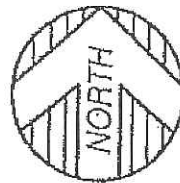
**Page 2**

2. The vacation of this easement will allow for a new easement to be repositioned in its place that will encompass the construction of a new sanitary sewer.
3. The vacating will allow the Haggerty Square development to be completed as approved, and
4. No reporting City department or public utility has objected to the proposed vacating.

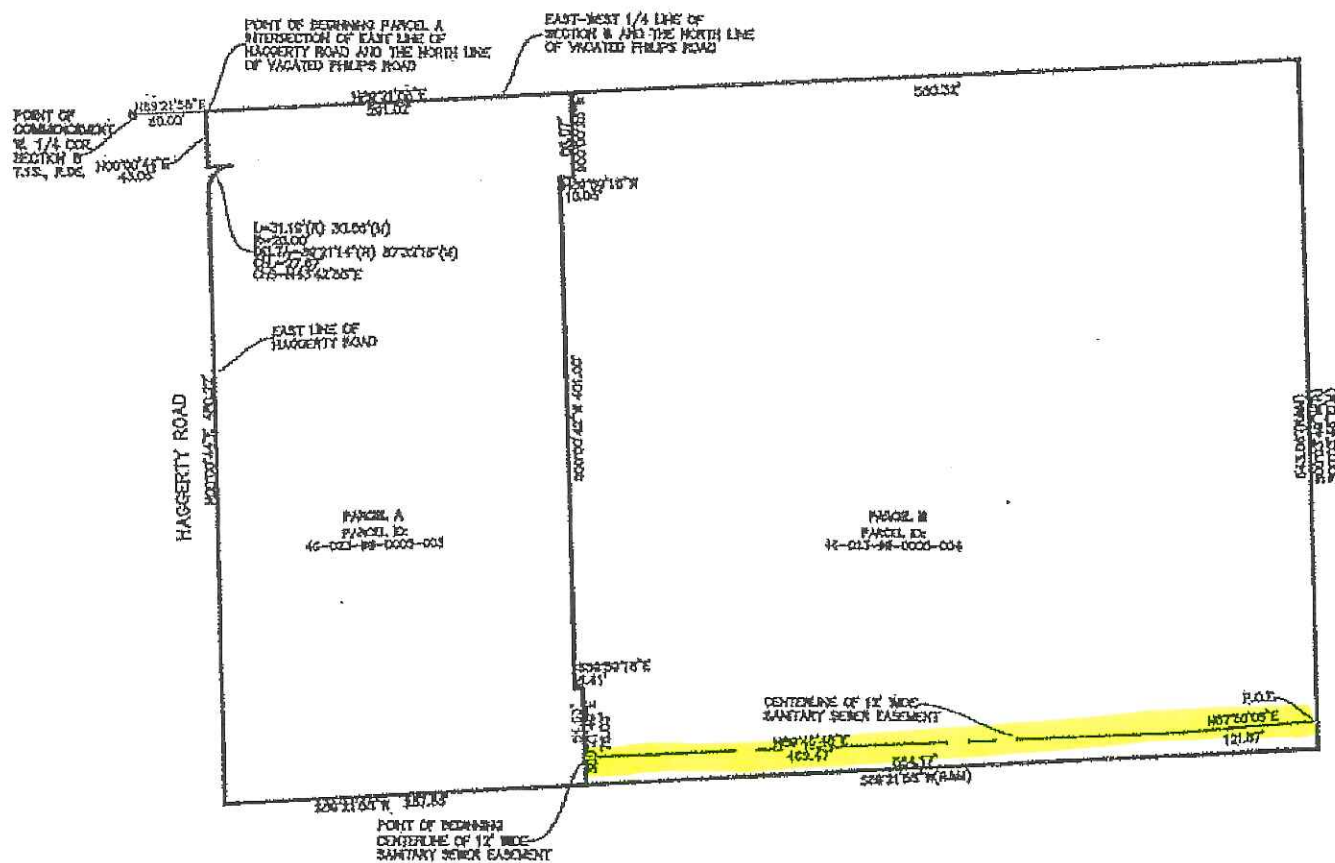
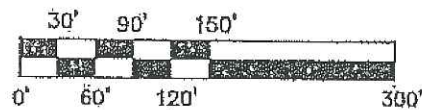
EXHIBIT A

PROPERTY DESCRIPTION:  
SHEET 2 OF 2

EASEMENT DESCRIPTION:  
SHEET 2 OF 2



SCALE: 1"=150'



PROFESSIONAL ENGINEERING,  
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## A GROUP OF COMPANIES

**Eastpointe** **Detroit** **Ann Arbor** **Grand Blanc**  
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FAX: (586) 772.4048 FAX: (586) 772.4048 FAX: (734) 994.0667 FAX: (810) 694.9355  
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PREPARED FOR: STONEFIELD ENGINEERING & DESIGN

FIELD SURVEY: N/A

DATE: OCTOBER 20, 2020

DRAWN BY: RCE

SHEET: 1 OF 2

SCALE: 1" = 80'

JOB NO.: 19-00036

# EXHIBIT A

## PROPERTY DESCRIPTION:

PARCEL B:

LAND SITUATED IN THE CITY OF LIVONIA, COUNTY OF WAYNE, MICHIGAN, DESCRIBED AS:

BEGINNING AT A POINT DISTANT NORTH 89 DEGREES 21 MINUTES 58 SECONDS EAST 351.02 FEET FROM THE WEST 1/4 CORNER OF SECTION 6, TOWN 1 SOUTH, RANGE 9 EAST; THENCE CONTINUING NORTH 89 DEGREES 21 MINUTES 58 SECONDS EAST 580.32 FEET; THENCE SOUTH 00 DEGREES 03 SECONDS 46 MINUTES EAST (RECORDED AS SOUTH 00 DEGREES 03 MINUTES 49 SECONDS WEST) 543.06 FEET; THENCE SOUTH 89 DEGREES 21 MINUTES 58 SECONDS WEST 584.17 FEET; THENCE NORTH 00 DEGREES 21 MINUTES 49 SECONDS WEST 76.03 FEET; THENCE NORTH 89 DEGREES 59 MINUTES 18 SECONDS WEST 6.41 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 42 SECONDS EAST 401.00 FEET; THENCE SOUTH 89 DEGREES 59 MINUTES 18 SECONDS EAST 10.05 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 25 SECONDS EAST 66.07 FEET TO THE POINT OF BEGINNING.

## EASEMENT DESCRIPTION:

LAND SITUATED IN THE CITY OF LIVONIA, COUNTY OF WAYNE, MICHIGAN, DESCRIBED AS:

BEGINNING AT A POINT DISTANT NORTH 89 DEGREES 21 MINUTES 58 SECONDS EAST 60.00 FEET FROM THE WEST 1/4 CORNER OF SECTION 6, TOWN 1 SOUTH, RANGE 9 EAST; THENCE CONTINUING NORTH 89 DEGREES 21 MINUTES 58 SECONDS EAST 291.02 FEET; THENCE SOUTH 00 DEGREES 00 MINUTES 25 SECONDS WEST 66.07 FEET; THENCE NORTH 89 DEGREES 59 MINUTES 18 SECONDS WEST 10.05 FEET; THENCE SOUTH 00 DEGREES 00 MINUTES 42 SECONDS WEST 401.00 FEET; THENCE SOUTH 89 DEGREES 59 MINUTES 18 SECONDS EAST 6.41 FEET; THENCE SOUTH 00 DEGREES 21 MINUTES 49 SECONDS EAST 54.63 FEET TO THE POINT OF BEGINNING OF CENTERLINE OF 12 FOOT WIDE SANITARY SEWER EASEMENT; THENCE NORTH 89 DEGREES 46 MINUTES 48 SECONDS EAST 462.47 FEET; THENCE NORTH 87 DEGREES 50 MINUTES 08 SECONDS EAST 121.87 FEET TO THE POINT OF ENDING.

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[www.kemtecagroupofcompanies.com](http://www.kemtecagroupofcompanies.com)

PREPARED FOR: STONEFIELD ENGINEERING & DESIGN

FIELD SURVEY: N/A

DATE: OCTOBER 20, 2020

DRAWN BY: RCE

SHEET: 2 OF 2

SCALE: N/A

JOB NO.: 19-00036

DEPARTMENT OF FINANCE

**Michael T. Slater**  
DIRECTOR OF FINANCE

**Connie Kumpula**  
CHIEF ACCOUNTANT



**MAUREEN MILLER BROSNAN**  
MAYOR

33000 CIVIC CENTER DRIVE  
LIVONIA, MICHIGAN 48154-3097  
(734) 466-2260  
FAX: (734) 421-1807

June 1, 2022

Mr. Scott O. Miller  
Planning Commission  
33000 Civic Center Drive  
Livonia, MI 48154

Petition 2022-04-03-01 - 19750 Haggerty Road

Dear Mr. Miller,

I have reviewed the address connected with the above noted petition. As there are no outstanding amounts receivable (general or water and sewer), I have no objections to the proposal.

Please contact me if you have any further questions.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Connie Kumpula", is written over the typed name.

Connie Kumpula  
Chief Accountant

CK: jw

OFFICE OF THE TREASURER

LYNDA L. SCHEEL  
CITY TREASURER



33000 CIVIC CENTER DRIVE  
LIVONIA, MICHIGAN 48154-3060  
(734) 466-2245  
FAX: (734) 421-7230

May 6, 2022

Mr. Scott Miller – Planner IV  
Planning Commission  
City of Livonia

Re: Petition 2022-04-03-01

19750 Haggerty Road  
Haggerty Residential, LLC

Dear Mr. Miller,

In accordance with your request, the Treasurer's Office has reviewed the name and addresses connected with the above noted petition. At this time there are no taxes due, therefore I have no objections to the proposal.

Sincerely,

  
Lynda L. Scheel  
Treasurer, City of Livonia



**OTHER ITEMS  
RELATED TO THE  
PETITION**

# **UNAPPROVED MINUTES**

1

## **MINUTES OF THE 1,188<sup>th</sup> PUBLIC HEARINGS AND REGULAR MEETING HELD BY THE CITY PLANNING COMMISSION OF THE CITY OF LIVONIA**

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On Tuesday, June 7, 2022, the City Planning Commission of the City of Livonia held its 1,188<sup>th</sup> Public Hearing and Regular Meetings in the Livonia City Hall, 33000 Civic Center Drive, Livonia, Michigan.

Mr. Ian Wilshaw, Chairman, called the meeting to order at 7 p.m.

Members present: Carol Smiley      Glen Long      Betsy McCue  
Dave Bongero      Peter Ventura      Sam Caramagno  
Ian Wilshaw

Members absent: None

Mr. Mark Taormina, Planning Director, Jacob Uhazie, Planning & Economic Development Coordinator, and Stephanie Reece, Program Supervisor, were also present.

Chairman Wilshaw informed the audience that if a petition on tonight's agenda involves a rezoning request, this Commission makes a recommendation to the City Council who, in turn, will hold its own public hearing and make the final determination as to whether a petition is approved or denied. The Planning Commission holds the only public hearing on a request for preliminary plat and/or vacating petition. The Commission's recommendation is forwarded to the City Council for the final determination as to whether a plat is accepted or rejected. If a petition requesting a waiver of use or site plan approval is denied tonight, the petitioner has ten days in which to appeal the decision, in writing, to the City Council. Resolutions adopted by the City Planning Commission become effective seven (7) days after the date of adoption. The Planning Commission and the professional staff have reviewed each of these petitions upon their filing. The staff has furnished the Commission with both approving and denying resolutions, which the Commission may, or may not, use depending on the outcome of the proceedings tonight.

### **ITEM #1      PETITION 2022-04-03-01      Haggerty Residential**

Mr. Caramagno, Secretary, announced the first item on the agenda, Petition 2022-04-03-01 submitted by Stonefield Engineering & Design, on behalf of Haggerty Residential L.L.C., pursuant to Section 12.08 of the Livonia Code of Ordinances, as amended, to determine whether or not to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road, located on

## **UNAPPROVED MINUTES**

2

the east side of Haggerty Road, between Seven Mile and Eight Mile Roads in the Southwest ¼ of Section 6.

Mr. Taormina: Thank you. This is a request to vacate an existing sanitary sewer easement. It is located at the Haggerty Center Development on Haggerty Road just south of Eight Mile Road. The sanitary sewer runs along the southern portion of the property. With the development of the new apartment complex and retail center, a new sanitary sewer was constructed, and a new easement was created. The sanitary sewer that previously existed no longer exists in this easement, and therefore, the easement can be vacated. With that, Mr. Chairman, I can read out the departmental correspondence.

Mr. Wilshaw: Yes, please.

Mr. Taormina: The first item is from the Finance Department, dated June 1, 2022, which reads as follows: "I have reviewed the addresses connected with the above noted petition. As there are no outstanding amounts receivable, general or water and sewer, I have no objections to the proposal." The letter is signed by Connie Kumpula, Chief Accountant. The next letter is from the Treasurer's Department, dated May 6, 2022, which reads as follows: "In accordance with your request, the Treasurer's Office has reviewed the address connected with the above noted petition. At this time, there are no outstanding amounts receivable for taxes. Therefore, I have no objections to the proposal." The letter is signed by Lynda Scheel, Treasurer. That is the extent of the correspondence.

Mr. Wilshaw: All right. Thank you. Mr. Taormina. Is there any questions for planning staff? We don't have a petitioner on this one. Do we Mark?

Mr. Taormina: We actually have the design engineer who can offer any additional information.

Mr. Wilshaw: Excellent. Good evening, sir. We'll just ask that you start with your name and address.

Mitchell Harvey, Stonefield Engineering, 607 Shelby Street, Detroit, Michigan. As Mr. Taormina said, we're just requesting to vacate this portion of the easement to align with the actual constructed sanitary sewer, so it is more aligned with the new sewer. That's it.

Mr. Wilshaw: We thank you for coming tonight. Let's see if there's any questions from any of our commissioners regarding this petition. I don't see any questions from anybody. This is a public hearing. So, there is an opportunity for anyone in the audience who wishes to speak for or against this item to come forward. Is there anyone wishing to speak to this item? I can't imagine...it's not a terribly controversial subject, but we wanted to give that opportunity. If there's any other questions or comments from any of our commissioners, we'll give one last shot. If not, a motion would be an order.

On a motion by Bongero, seconded by Ventura, and unanimously adopted, it was

**#06-33-2022**     **RESOLVED**, That pursuant to a Public Hearing having been held by the City Planning Commission on June 7, 2022, on Petition 2022-04-03-01 submitted by Stonefield Engineering & Design, on behalf of Haggerty Residential L.L.C., pursuant to Section 12.08 of the Livonia Code of Ordinances, as amended, to determine whether or not to vacate portions of an existing sanitary sewer easement at 19750 Haggerty Road, located on the east side of Haggerty Road, between Seven Mile and Eight Mile Roads in the Southwest ¼ of Section 6, the Planning Commission does hereby recommend to the City Council that Petition 2022-04-03-01 be approved for the following reasons:

1. That this part of the sanitary sewer easement is no longer needed for utility purposes.
2. The vacation of this easement will allow for a new easement to be repositioned in its place that will encompass the construction of a new sanitary sewer.
3. The vacating will allow the Haggerty Square development to be completed as approved, and
4. No reporting City department or public utility has objected to the proposed vacating.

**FURTHER RESOLVED**, That notice of the above hearing was given in accordance with the provisions of 12.08.030 of the Livonia Code of Ordinance, as amended.

Mr. Wilshaw: Is there any discussion?

## **UNAPPROVED MINUTES**

4

Mr. Wilshaw, Chairman, declared the motion is carried and the foregoing resolution adopted. It will go on to City Council with an approving resolution.



## LETTER TO THE LIVONIA CITY COUNCIL

13.

**Finance**  
**June 28, 2022**

### MEETING DATE

Regular Meeting of July  
11, 2022

### PREPARED BY

Brenda Smyser, Program Supervisor,

### AGENDA ITEM

ROLL CALL: Proposed Amendment to the Livonia Code of Ordinances, as amended: Department of Law, re: to amend Sections 130 and 140 of Title 3, Chapter 4 (Financial Procedures).  
First Reading given by Councilmember Rob Donovic on Monday, June 27, 2022.

### BACKGROUND

On May 25, 2022, the Finance and Budget Committee considered the request. The Committee accepted the recommendations of the Administration with the exception of Council approval for all matters \$15,000 or greater. This proposed Ordinance incorporates the requests of the Administration with the additional language that all purchases \$15,000 or greater must be approved by Council.

### RECOMMENDATION

The amended ordinance language as prepared by the Law Department is attached for your consideration.

### FISCAL CONSIDERATION

N/A

### ATTACHMENTS

1. LTC R062722 Prop Amend - Purch Policy
2. Modified amended 03.04.130 and 140.2 0 1422 - 2nd Read - July 11
3. LTC F&B052522 Purchasing Policy
4. R011922 Subject matter of the City's purchasing policy under a certain dollar amount to F&B CR 02-22
5. Ordinance Revision Sections 03.04.103 and 104 (10) - original  
Modified amended 03.04.130 and 140.2 061422 - FBC's Proposal

### APPROVED BY

**AN ORDINANCE AMENDING SECTIONS 130 AND 140 OF TITLE 3, CHAPTER 04 (FINANCIAL PROCEDURES) OF THE LIVONIA CODE OF ORDINANCES, AS AMENDED.**

THE CITY OF LIVONIA ORDAINS:

Section 1. Section 130 of Title 3, Chapter 04 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

**3.04.130 Contracts -- Approval by council or budget officer -- Minor adjustments.**

- A. Where not prohibited by law and where otherwise permitted by this chapter, contracts on behalf of the city for the purchase of personal property or services involving an obligation on the part of the city in the amount of \$15,000.00 or greater but less than \$20,000.00 must be submitted and placed on file for the information of the city council. Contracts on behalf of the city for the purchase of personal property or services involving an obligation on the part of the city ~~less than one thousand five hundred (\$1,500.00) dollars may be approved by the budget officer subject to the provisions of Section 3.04.140 after his or her receiving a proper requisition from a director or head of the department requiring such property or services without first obtaining approval of city council~~ for an amount of twenty thousand dollars (\$20,000.00) or greater must be approved by the city council.
- B. After any contract has been approved by the council, minor adjustments may be made regarding such contracts at the discretion of the director or head of the department in an amount up to five percent (5%) of the contract amount, but not to exceed a total amount of ~~fifteen-thirty~~ thousand ~~(\$15,000.00~~30,000.00) dollars. Any adjustments in excess of fifteen-thirty thousand (\$15,000.0030,000.00) must be approved by the city council.

Section 2. Section 140 of Title 3, Chapter 04 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

**3.04.140 Bids or quotes – Required when – Procedures – Council authority.**

- A. Where the obligation of the city under a contract is less than one thousand three hundred ~~five hundred~~ (\$~~13,500~~00.00) dollars ~~or less~~, no quotes or bids shall be required prior to the making of such contract upon a proper requisition from a director or department head requiring such property services.
- B. Prior to the making of any contract imposing an obligation on the city of an amount of than one thousand three hundred ~~five hundred~~ (\$~~13,500~~00.00) dollars or greater, but less than thirty thousand (\$30,000.00) dollars, the director or department head of the particular department involved, or the purchasing agent, if there is one, shall procure at least three (3) quotes in writing; provided, however, that less than three (3) quotes may be procured where the director, department head or purchasing agent certifies in writing the reasons why three (3) quotes cannot be procured.
- B.C. Where the obligation of the city under a proposed contract is fifteen-thirty thousand (\$~~1530~~000.00) dollars or more, sealed bids shall be solicited by advertisement in the official newspaper, or via the Internet or other electronic media, if allowed by state law, by the director or head of the department. Such advertisement shall reasonably state pertinent information concerning the proposed contract and fix a period of at least seven (7) days following the date of publication within which bids shall be received. Wherever possible, the plans and specifications for the items to be bid upon shall be drafted so as to allow at least two (2) bids to be received. Where drafting of the plans and specifications in such manner is not possible, the director or head of the department shall submit proper documentation establishing that such is the case to the city council. All advertisements for bids shall be approved as to form by the city attorney, by the budget officer as to an existing sufficient appropriation, shall require that bids when submitted be identified and marked "sealed bids" and shall be addressed to the city. All bids requiring advertisement shall be presented publicly, unopened, to a bid committee consisting of the city clerk and the budget officer, or their representatives, and the representative of the requisitioning authority at a time and place set forth in the advertisement. ~~Council members shall receive electronic notice of bid committee meetings.~~ The bids shall then be referred by the bid committee to the requisitioning authority for report and recommendation to the city council. All advertisements for bids shall also provide that bids may be received prior to the specified time of the public opening of such bids. The council, at its discretion, shall have the right to reject any and all bids, including, but not limited to, the reason that there is a lack of sufficient American manufactured content. Except as otherwise set forth in this chapter, no contract shall be awarded other than to the lowest bidder except by authority of the council.



~~C.D.~~ In determining whether or not the amount of any purchase requires the taking of quotes or bids for materials or services, the total estimated expenditures for the next succeeding twelve (12) months shall govern.

~~D.E.~~ Notwithstanding the foregoing provisions of this section, no bids shall be required prior to the making of a contract in the following instances:

1. In the case of an emergency which is fully explained in a written memorandum, approved by the mayor, filed with the city clerk, and transmitted to the council; and
2. In connection with contracts for engineering, legal, accounting, architectural, insurance or other professional services provided that:
  - a. the council approves the contract and sets forth the reasons for not taking bids in an authorizing resolution; or
  - b. the council has previously adopted a resolution authorizing the administration or a city department to award a contract or contracts through a qualification based selection ("QBS") process. For purposes of this section, QBS shall mean that the qualifications of the person, firm, company, corporation or entity to provide the professional services are the primary determining factors in the selection process; and
3. Where the subject of the contract is a product or material not competitive in nature and no advantage to the city would result from requiring competitive bidding, and the city council, upon written recommendation of the mayor, authorizes execution of a contract without competitive bidding.
4. When the city joins with other units of government in cooperative purchasing efforts that are deemed to be in the best interests of the city, such cooperative purchasing may include, but is not limited to, consortiums, joint or multi-party contracts between public procurement units, and open-ended county, state or federal public procurement contracts which are made available to the city.

~~E.F.~~ Bids from City-Based Firms.

1. In comparing bids, the bid of any city-based firm may be deemed a better bid than the bid of any competing firm which is not city-based, whenever the bid of such competing firm shall be less than three percent (3%) lower

than the bid of the city-based firm on any contract bid in an amount of two hundred thousand dollars (\$200,000.00) or less, and less than one percent (1%) lower on any amount bid in excess thereof. The foregoing percentages shall each be deemed to apply to the city-based bid and, as the case may be, to the full and complete amount of the contract bid, e.g., the equalization credit of one percent (1%) would apply to the full contract amount bid, and not merely to the amount in excess of two hundred thousand dollars (\$200,000.00). The firm making the lowest bid thus evaluated shall be deemed the lowest bidder. No contract hereafter awarded by reason of an equalization percentage credit shall be sublet to any subcontractor which is not a city-based firm. Any bidder who claims entitlement to an equalization percentage credit shall agree to make available to the city the records necessary to establish eligibility. Section 3.04.140(E) shall not apply to contracts authorized pursuant to Section 3.04.140(D).

2. "City-based firm" means a firm which is located within the city and which has made payment of commercial, office, manufacturing or research and engineering property taxes on real or personal property for at least one (1) calendar year.

FG. All bids, regardless of amount, shall constitute public records, and shall be preserved in the office of the city clerk for a period of six (6) years following the date of opening.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 4. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.



## LETTER TO THE LIVONIA CITY COUNCIL

13.b.

Finance  
May 26, 2022

### MEETING DATE

Regular Meeting of June  
27, 2022

### PREPARED BY

Sara Kasprovicz, Council Office Manager,

### AGENDA ITEM

ADMINISTRATIVE RESPONSE TO CR 02-22: Department of Finance, re: Report and Recommendation regarding the City's purchasing policy limits.

### BACKGROUND

On May 25, 2022, the Finance and Budget Committee considered the request. The Committee accepted the recommendations of the Administration with the exception of Council approval for all matters \$15,000 or greater. This proposed Ordinance incorporates the requests of the Administration with the additional language that all purchases \$15,000 or greater must be approved by Council.

### RECOMMENDATION

The amended ordinance language as prepared by the Law Department is attached for your consideration.

### FISCAL CONSIDERATION

N/A

### ATTACHMENTS

1. LTC F&B052522 Purchasing Policy
2. R011922 Subject matter of the City's purchasing policy under a certain dollar amount to F&B CR 02-22
3. Ordinance Revision Sections 03.04.103 and 104 (10) - original
4. modified amended 03.04.130 and 140.2 061422 - FBC's Proposal

### APPROVED BY

A handwritten signature in blue ink, appearing to read "Sara Kasprovicz".

Date: June 15, 2022

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Paul Bernier, City Attorney

A handwritten signature in cursive script that reads "Michael T Slater".

Date: June 16, 2022

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Michael Slater, Finance Director

A handwritten signature in cursive script that reads "Maureen Miller Brosnan".

Date: June 16, 2022

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Maureen Miller Brosnan, Mayor



## LETTER TO THE LIVONIA CITY COUNCIL

2.

**Finance**  
**February 8, 2022**

### MEETING DATE

Finance and Budget  
Committee Meeting of  
May 25, 2022

### PREPARED BY

DeAnne Bates, Program Supervisor,

### AGENDA ITEM

ADMINISTRATIVE RESPONSE TO CR 02-22: Department of Finance, re: Report and Recommendation regarding the City's purchasing policy limits.

### BACKGROUND

City Council resolution #02-22 requested a report and recommendation regarding the City's purchasing policy under a certain limit. The purchasing thresholds are outlined in sections 3.04.130 and 3.04.140 of the Livonia Code of Ordinances. Currently, the ordinance provides that for purchases between \$1,500 and \$14,999, three (3) quotes be obtained. For purchases of \$15,000 or more, sealed bids shall be solicited and Council authorization obtained prior to award of the contract.

The current limits were established in 1994. In 2011, the Administration requested that the Council modify these thresholds. That request was not approved by the City Council. We welcome the Council's interest in once again reviewing these amounts.

Adjusting the current limits for inflation from 1994 to 2021, as measured by the Consumer Price Index (CPI-U), would change the quote requirement from \$1,500 to \$2,793 and the sealed bid requirement would change from \$15,000 to \$27,930.

In addition, the limits for administrative approval of minor contract adjustments and the contract amount for the 3% local bidder preference have not been adjusted since 1994. Increasing these amounts for an inflation adjustment is recommended.

Revising the current limits will result in improved efficiency in completing projects and a reduction in staff administrative time.

### RECOMMENDATION

It is recommended that City Council revise sections 3.04.130 and 3.04.140 of the Livonia Code of Ordinances as follows:

1. Modify the requirement for obtaining quotes to purchases between \$3,000 and \$29,999.

2. Modify the requirement for soliciting sealed bids to purchases of \$30,000 or more.
3. Modify the limit for administrative approval of minor adjustments to awarded contracts to an amount up to 5% of the contract, but not to exceed \$30,000.
4. Modify the limit for applying the 3% preference for city-based firms to \$200,000.

The amended ordinance language as prepared by the Law Department is attached for your consideration.

## FISCAL CONSIDERATION

N/A

## ATTACHMENTS

1. Ordinance Revision Sections 03.04.103 and 104
2. R011922 Subject matter of the City's purchasing policy under a certain dollar amount to F&B CR 02-22

## APPROVED BY



\_\_\_\_\_  
Michael Slater, Finance Director

Date: February 08, 2022



\_\_\_\_\_  
Paul Bernier, City Attorney

Date: February 08, 2022



\_\_\_\_\_  
Maureen Miller Brosnan, Mayor

Date: February 14, 2022

On a motion by Donovic, seconded by McCullough, and unanimously adopted, it was:

**#02-22** RESOLVED, that upon the motion by Councilmember Rob Donovic, seconded by Councilmember Brandon McCullough, at the Regular Meeting held January 19, 2022, the Council does hereby refer the subject matter of the City's purchasing policy under a certain dollar amount to the Finance and Budget Committee for its report and recommendation.

|                                                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------|
| <p><i>RESOLUTION REQUESTED BY COUNCIL (Regular Meeting of January 19,2022)</i><br/><b><i>REFER TO FINANCE AND BUDGET COMMITTEE</i></b></p> |
|--------------------------------------------------------------------------------------------------------------------------------------------|

|                     |                                                           |
|---------------------|-----------------------------------------------------------|
| <b>Motion by:</b>   | <b>Donovic</b>                                            |
| <b>Seconded by:</b> | <b>McCullough</b>                                         |
| <b>ROLL CALL:</b>   |                                                           |
| <b>Ayes:</b>        | <b>Bahr, Donovic, Morgan, McCullough, McIntyre, Jolly</b> |
| <b>Nays:</b>        | <b>None</b>                                               |
| <b>Absent:</b>      | <b>Toy</b>                                                |

**AN ORDINANCE AMENDING SECTIONS 130 AND 140 OF TITLE 3, CHAPTER 04 (FINANCIAL PROCEDURES) OF THE LIVONIA CODE OF ORDINANCES, AS AMENDED.**

THE CITY OF LIVONIA ORDAINS:

Section 1. Section 130 of Title 3, Chapter 04 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

**3.04.130 Contracts -- Approval by council or budget officer -- Minor adjustments.**

A. Where not prohibited by law and where otherwise permitted by this chapter, contracts on behalf of the city for the purchase of personal property or services involving an obligation on the part of the city less than ~~one thousand five hundred dollars (\$1,500.00)~~ three thousand dollars (\$3,000.00) may be approved by the budget officer subject to the provisions of Section 3.04.140 after his or her receiving a proper requisition from a director or head of the department requiring such property or services without first obtaining approval of the city council.

B. After any contract has been approved by the council, minor adjustments may be made regarding such contracts at the discretion of the director or head of the department in an amount up to five percent (5%) of the contract amount, but not to exceed a total amount of ~~fifteen thousand dollars (\$15,000.00)~~ thirty thousand dollars (\$30,000.00).

Section 2. Section 140 of Title 3, Chapter 04 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

**3.04.140 Bids -- Required when -- Procedures -- Council authority.**

A. Where the obligation of the city under a contract is ~~one thousand five hundred dollars (\$1,500.00)~~ three thousand dollars (\$3,000.00) or less, no bids shall be required prior to the making of such contract. Prior to the making of any contract imposing an obligation on the city of an amount greater than ~~one thousand five hundred dollars (\$1,500.00)~~ three thousand dollars (\$3,000.00) but less than ~~fifteen thousand dollars (\$15,000.00)~~ thirty thousand dollars (\$30,000.00) the director or department head of the particular department involved, or the purchasing agent, if there is one, shall procure at least three (3) quotes in writing; provided, however,



that less than three (3) quotes may be procured where the director, department head or purchasing agent certifies in writing the reasons why three (3) quotes cannot be procured.

B. In determining whether or not the amount of any purchase requires the taking of quotes or bids for materials or services, the total estimated expenditures for the next succeeding twelve (12) months shall govern.

C. The council, at its discretion, shall have the right to reject any and all bids, including, but not limited to, the reason that there is a lack of sufficient American manufactured content. Except as otherwise set forth in this chapter, no contract shall be awarded other than to the lowest bidder except by authority of the council. Where the obligation of the city under a proposed contract is ~~fifteen thousand dollars (\$15,000.00)~~ thirty thousand dollars (\$30,000.00) or more, sealed bids shall be solicited by advertisement in the official newspaper, or via the Internet or other electronic media, if allowed by state law, by the director or head of the department. Such advertisement shall reasonably state pertinent information concerning the proposed contract and fix a period of at least seven (7) days following the date of publication within which bids shall be received. Wherever possible, the plans and specifications for the items to be bid upon shall be drafted so as to allow at least two (2) bids to be received. Where drafting of the plans and specifications in such manner is not possible, the director or head of the department shall submit proper documentation establishing that such is the case to the city council. All advertisements for bids shall be approved as to form by the city attorney, by the budget officer as to an existing sufficient appropriation, shall require that bids when submitted be identified and marked "sealed bids" and shall be addressed to the city. All bids requiring advertisement shall be presented publicly, unopened, to a bid committee consisting of the city clerk and the budget officer, or their representatives, and the representative of the requisitioning authority at a time and place set forth in the advertisement. Council members shall receive electronic notice of bid committee meetings. The bids shall then be referred by the bid committee to the requisitioning authority for report and recommendation to the city council. All advertisements for bids shall also provide that bids may be received prior to the specified time of the public opening of such bids.

D. Notwithstanding the foregoing provisions of this section, no bids shall be required prior to the making of a contract in the following instances:

1. In the case of an emergency which is fully explained in a written memorandum, approved by the mayor, filed with the city clerk, and transmitted to the council; and
2. In connection with contracts for engineering, legal, accounting, architectural, insurance or other professional services provided that:

- a. the council approves the contract and sets forth the reasons for not taking bids in an authorizing resolution; or
  - b. the council has previously adopted a resolution authorizing the administration or a city department to award a contract or contracts through a qualification based selection ("QBS") process. For purposes of this section, QBS shall mean that the qualifications of the person, firm, company, corporation or entity to provide the professional services are the primary determining factors in the selection process; and
3. Where the subject of the contract is a product or material not competitive in nature and no advantage to the city would result from requiring competitive bidding, and the city council, upon written recommendation of the mayor, authorizes execution of a contract without competitive bidding.
4. When the city joins with other units of government in cooperative purchasing efforts that are deemed to be in the best interests of the city, such cooperative purchasing may include, but is not limited to, consortiums, joint or multi-party contracts between public procurement units, and open-ended county, state or federal public procurement contracts which are made available to the city.
- E. Bids from City-Based Firms.
  1. In comparing bids, the bid of any city-based firm may be deemed a better bid than the bid of any competing firm which is not city-based, whenever the bid of such competing firm shall be less than three percent (3%) lower than the bid of the city-based firm on any contract bid in an amount of ~~one~~two hundred thousand dollars (\$~~1~~200,000.00) or less, and less than one percent (1%) lower on any amount bid in excess thereof. The foregoing percentages shall each be deemed to apply to the city-based bid and, as the case may be, to the full and complete amount of the contract bid, e.g., the equalization credit of one percent (1%) would apply to the full contract amount bid, and not merely to the amount in excess of ~~one~~two hundred thousand dollars (\$~~1~~200,000.00). The firm making the lowest bid thus evaluated shall be deemed the lowest bidder. No contract hereafter awarded by reason of an equalization percentage credit shall be sublet to any subcontractor which is not a city-based firm. Any bidder who claims entitlement to an equalization percentage credit shall agree to make available to the city the records necessary to establish eligibility. Section 3.04.140(E) shall not apply to contracts authorized pursuant to Section 3.04.140(D).

2. "City-based firm" means a firm which is located within the city and which has made payment of commercial, office, manufacturing or research and engineering property taxes on real or personal property for at least one (1) calendar year.

F. All bids, regardless of amount, shall constitute public records, and shall be preserved in the office of the city clerk for a period of six (6) years following the date of opening.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 4. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.

**AN ORDINANCE AMENDING SECTIONS 130 AND 140 OF TITLE 3, CHAPTER 04 (FINANCIAL PROCEDURES) OF THE LIVONIA CODE OF ORDINANCES, AS AMENDED.**

THE CITY OF LIVONIA ORDAINS:

Section 1. Section 130 of Title 3, Chapter 04 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

**3.04.130 Contracts -- Approval by council or budget officer -- Minor adjustments.**

- A. Where not prohibited by law and where otherwise permitted by this chapter, contracts on behalf of the city for the purchase of personal property or services involving an obligation on the part of the city ~~less than one thousand five hundred (\$1,500.00) dollars may be approved by the budget officer subject to the provisions of Section 3.04.140 after his or her receiving a proper requisition from a director or head of the department requiring such property or services without first obtaining approval of the City council for an amount of fifteen thousand dollars (\$15,000.00) or greater must be approved by the city council.~~
- B. After any contract has been approved by the council, minor adjustments may be made regarding such contracts at the discretion of the director or head of the department in an amount up to five percent (5%) of the contract amount, but not to exceed a total amount of ~~fifteen-thirty thousand (\$15,000.0030,000.00) dollars.~~ Any adjustments in excess of fifteen-thirty thousand (\$15,000.0030,000.00) must be approved by the city council.

Section 2. Section 140 of Title 3, Chapter 04 of the Livonia Code of Ordinances, as amended, is hereby amended to read as follows:

**3.04.140 Bids or quotes – Required when – Procedures – Council authority.**

- A. Where the obligation of the city under a contract is ~~less than onethree thousand five hundred (\$13,500.00) dollars or less,~~ no quotes or bids shall be required prior to the making of such contract upon a proper requisition from a director or department head requiring such property services.

B. Prior to the making of any contract imposing an obligation on the city of an amount of ~~than one three~~ thousand ~~five hundred~~ (\$~~13,500~~00.00) dollars ~~or greater, but less than thirty thousand (\$30,000.00) dollars,~~ the director or department head of the particular department involved, or the purchasing agent, if there is one, shall procure at least three (3) quotes in writing; provided, however, that less than three (3) quotes may be procured where the director, department head or purchasing agent certifies in writing the reasons why three (3) quotes cannot be procured.

~~B.C.~~ Where the obligation of the city under a proposed contract is ~~fifteen-thirty~~ thousand (\$~~1530~~,000.00) dollars or more, sealed bids shall be solicited by advertisement in the official newspaper, or via the Internet or other electronic media, if allowed by state law, by the director or head of the department. Such advertisement shall reasonably state pertinent information concerning the proposed contract and fix a period of at least seven (7) days following the date of publication within which bids shall be received. Wherever possible, the plans and specifications for the items to be bid upon shall be drafted so as to allow at least two (2) bids to be received. Where drafting of the plans and specifications in such manner is not possible, the director or head of the department shall submit proper documentation establishing that such is the case to the city council. All advertisements for bids shall be approved as to form by the city attorney, by the budget officer as to an existing sufficient appropriation, shall require that bids when submitted be identified and marked "sealed bids" and shall be addressed to the city. All bids requiring advertisement shall be presented publicly, unopened, to a bid committee consisting of the city clerk and the budget officer, or their representatives, and the representative of the requisitioning authority at a time and place set forth in the advertisement. ~~Council members shall receive electronic notice of bid committee meetings.~~ The bids shall then be referred by the bid committee to the requisitioning authority for report and recommendation to the city council. All advertisements for bids shall also provide that bids may be received prior to the specified time of the public opening of such bids. The council, at its discretion, shall have the right to reject any and all bids, including, but not limited to, the reason that there is a lack of sufficient American manufactured content. Except as otherwise set forth in this chapter, no contract shall be awarded other than to the lowest bidder except by authority of the council.

~~C.D.~~ In determining whether or not the amount of any purchase requires the taking of quotes or bids for materials or services, the total estimated expenditures for the next succeeding twelve (12) months shall govern.

~~DE~~. Notwithstanding the foregoing provisions of this section, no bids shall be required prior to the making of a contract in the following instances:

1. In the case of an emergency which is fully explained in a written memorandum, approved by the mayor, filed with the city clerk, and transmitted to the council; and
2. In connection with contracts for engineering, legal, accounting, architectural, insurance or other professional services provided that:
  - a. the council approves the contract and sets forth the reasons for not taking bids in an authorizing resolution; or
  - b. the council has previously adopted a resolution authorizing the administration or a city department to award a contract or contracts through a qualification based selection ("QBS") process. For purposes of this section, QBS shall mean that the qualifications of the person, firm, company, corporation or entity to provide the professional services are the primary determining factors in the selection process; and
3. Where the subject of the contract is a product or material not competitive in nature and no advantage to the city would result from requiring competitive bidding, and the city council, upon written recommendation of the mayor, authorizes execution of a contract without competitive bidding.
4. When the city joins with other units of government in cooperative purchasing efforts that are deemed to be in the best interests of the city, such cooperative purchasing may include, but is not limited to, consortiums, joint or multi-party contracts between public procurement units, and open-ended county, state or federal public procurement contracts which are made available to the city.

~~EE~~. Bids from City-Based Firms.

1. In comparing bids, the bid of any city-based firm may be deemed a better bid than the bid of any competing firm which is not city-based, whenever the bid of such competing firm shall be less than three percent (3%) lower than the bid of the city-based firm on any contract bid in an amount of two hundred thousand dollars (\$200,000.00) or less, and less than one percent (1%) lower on any amount bid in excess thereof. The foregoing percentages shall each be deemed to apply to the city-based bid and, as the case may be, to the full and complete amount of the contract bid, e.g.,

the equalization credit of one percent (1%) would apply to the full contract amount bid, and not merely to the amount in excess of two hundred thousand dollars (\$200,000.00). The firm making the lowest bid thus evaluated shall be deemed the lowest bidder. No contract hereafter awarded by reason of an equalization percentage credit shall be sublet to any subcontractor which is not a city-based firm. Any bidder who claims entitlement to an equalization percentage credit shall agree to make available to the city the records necessary to establish eligibility. Section 3.04.140(E) shall not apply to contracts authorized pursuant to Section 3.04.140(D).

2. "City-based firm" means a firm which is located within the city and which has made payment of commercial, office, manufacturing or research and engineering property taxes on real or personal property for at least one (1) calendar year.

**FG.** All bids, regardless of amount, shall constitute public records, and shall be preserved in the office of the city clerk for a period of six (6) years following the date of opening.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 4. Should any portion of this ordinance be held invalid for any reason, such holding shall not be construed as affecting the validity of any of the remaining portions of this ordinance.

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

---

14

Meeting was called to order at 1 p.m. by resident Jill Joy. Present: Ron Donohi, Brandon M. Moug, Kathleen McIntyre. Absent: resident Laura Toy, Scott Barr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

4. BLOCK PARTY: Maggie McGrane, re: to be held Saturday, August 27, 2022, from 1:00 p.m. until 10:00 p.m. on Rayburn Street, between Levan and Williams.

Councilmember Kathleen McIntyre offered and approving resolution on the Regular agenda.

DIRECTION:

APPROVING

REGULAR





## LETTER TO THE LIVONIA CITY COUNCIL

4.

City Clerk  
June 15, 2022

### MEETING DATE

Study Meeting of  
June 27, 2022

### PREPARED BY

Lori Miller, Deputy City Clerk

### AGENDA ITEM

BLOCK PARTY: Maggie McGrane, re: to be held Saturday, August 27, 2022, from 1:00 p.m. until 10:00 p.m. on Rayburn Street, between Levan and Williams.

### BACKGROUND

Barricade of streets to host block party on Rayburn Street, between Levan and Williams. Event to include bbq, games and music on Saturday, August 27th from 1:00 p.m. to 10:00 p.m.

### RECOMMENDATION

Approve as submitted.

### FISCAL CONSIDERATION

N/A

### ATTACHMENTS

1. S 06272022 McGrane Block Party, Rayburn st

### APPROVED BY

**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or  
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

**PLEASE PRINT**

Date of Application: 6-13-22 Date to appear at a Council Meeting: \_\_\_\_\_

Name of Neighborhood Representative: Maggie McGrane

Address (please include zip code): 36730 Rayburn 48154

Telephone Number with area code: Home: 734-968-6920 Office: \_\_\_\_\_

Email: ms.maggie.mcgrane@gmail.com

Please circle what is being requested - "BLOCK PARTY" and/or "STREET BARRICADING"

Aug. 27 1:00 - 10:00 pm  
Date of Block Party and/or Barricading Start/end time of Block Party and/or Barricading  
and/or Barricading End time is no later than 10:00 p.m.

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

Rayburn Street, between Levan and Williams

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.) BBQ, games, music

How many barricades are you requesting (max. 10)? 4

Approximate Number Attending: 60

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_



## LETTER TO THE LIVONIA CITY COUNCIL

15.

City Clerk  
June 28, 2022

### MEETING DATE

Study Meeting of June  
27, 2022

### PREPARED BY

Lori Miller, Deputy City Clerk,

### AGENDA ITEM

BLOCK PARTY: Rebecca Drzewicki, re: to be held Saturday, September 24, 2022, from 1:00 p.m. to 6:00 p.m. on Parklane Street, between Clarita and Margareta, with rain date of Saturday, October 1, 2022.

### BACKGROUND

Block party request to be held on Parklane Street, between Clarita and Margareta, from 1:00 p.m. to 6:00 p.m. on Saturday, September 24, 2022, with rain date request of Saturday, October 1, 2022. Even to include music, yard games, and potluck.

### RECOMMENDATION

Approve as submitted.

### FISCAL CONSIDERATION

N/A.

### ATTACHMENTS

1. S062722 Minutes - Rebecca Drzewicki
2. LTC: S062722 Block Party Req - Rebecca Drzewski
3. Parklane St, Block Party Request

### APPROVED BY

**CITY OF LIVONIA – CITY COUNCIL  
MINUTES OF STUDY MEETING HELD JUNE 27, 2022**

---

15

Meeting was called to order at 1 p.m. by resident Jill Joy. Present: Ron Donozi, Brandon McCullough, Kathleen McIntyre. Absent: resident Laura Toy, Scott Barr, Scott Morgan.

Elected and appointed officials present: City Clerk, Susan Nash, Paul Bernier, City Attorney, Mark Taormina, Director of Planning and Economic Development, Todd Zilincik, City Engineer, Brandie Isaacson, Housing Director, Jacob Rushlow, Assistant Director of Public Works, Ted Davis, Superintendent of Public Works.

7. BLOCK PARTY: Rebecca Drzewicki, re: to be held Saturday, September 24, 2022, from 1:00 p.m. to 6:00 p.m. on Parklane Street, between Clarita and Margareta, with rain date of Saturday, October 1, 2022.

Councilmember Brandon McCullough offered an approving resolution on the Regular agenda.

DIRECTION:

APPROVING

REGULAR



## LETTER TO THE LIVONIA CITY COUNCIL

7.

City Clerk  
June 8, 2022

### MEETING DATE

Study Meeting of  
June 27, 2022

### PREPARED BY

Lori Miller, Deputy City Clerk,

### AGENDA ITEM

BLOCK PARTY: Rebecca Drzewicki, re: to be held Saturday, September 24, 2022, from 1:00 p.m. to 6:00 p.m. on Parklane Street, between Clarita and Margareta, with rain date of Saturday, October 1, 2022.

### BACKGROUND

Block party request to be held on Parklane Street, between Clarita and Margareta, from 1:00 p.m. to 6:00 p.m. on Saturday, September 24, 2022, with rain date request of Saturday, October 1, 2022. Even to include music, yard games, and potluck.

### RECOMMENDATION

Approve as submitted.

### FISCAL CONSIDERATION

N/A.

### ATTACHMENTS

1. Parklane St, Block Party Request

### APPROVED BY

**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or  
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097  
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

**PLEASE PRINT**

Date of Application: 5/31/2022 Date to appear at a Council Meeting: \_\_\_\_\_

Name of Neighborhood Representative: Rebecca Drzewicki

Address (please include zip code): 18615 Parklane St. Livonia, MI 48152

Telephone Number with area code: Home: 734-658-1422 Office: \_\_\_\_\_

Email: rebeccadrzewicki@gmail.com

Please circle what is being requested - **"BLOCK PARTY"** and/or **"STREET BARRICADING"**

9/24/2022 10/9/1/2022 1:00 - 6:00  
Date of Block Party and/or Barricading      Rain Date      Start/end time of Block Party and/or Barricading  
**End time is no later than 10:00 p.m.**

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

Parklane St between Clarita + Margarita

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.)

music, yard games, and potluck

How many barricades are you requesting (max. 10)? 4

Approximate Number Attending: 35

Date of Council Approval/Denial: \_\_\_\_\_

Council Resolution Number: \_\_\_\_\_

RECEIVED  
OFFICE OF THE CITY CLERK  
2022 MAY 31 AM 9:04





## LETTER TO THE LIVONIA CITY COUNCIL

X1.

**Housing**  
**July 8, 2022**

### MEETING DATE

Regular Meeting of  
July 11, 2022

### PREPARED BY

Brandie Isaacson, Director of Housing,

### AGENDA ITEM

X1. PROPOSED ACQUISITION OF TAX-FORECLOSED PROPERTY: Livonia Housing Commission, re: to acquire the property located at 19500 Farmington Road, for a total of \$24,715.00, which includes closing costs, through the Community Development Block Grant Program.

### BACKGROUND

Pursuant to MCL 211.78 et., Wayne County annually provides the City of Livonia notice and an opportunity to exercise its right of first refusal as to tax-foreclosed properties within the City of Livonia. The 2022 list of such properties has been released (attached) and the Housing Commission has requested that the City obtain the property, 19500 Farmington Rd., 48152. The Housing Commission on July 8, 2022 advised the County of our intent to acquire this property.

The amount required to obtain the property at this time is \$19,715.00, plus an additional \$5,000.00 for estimated closing costs for a total of \$24,715.00. The funds for this purchase will come from the City of Livonia to be reimbursed with federal Community Development Block Grant funds administered by the Housing Commission.

Currently, the Housing Commission plans to demolish the blighted building structure and sell the vacant lot.

### RECOMMENDATION

Authorize the exercise of the City's statutory right of first refusal with respect to such property, and payment to the County in the amount of the statutory minimum bid, being a total of \$19,715.00, utilizing City of Livonia funds to be reimbursed to the City from federal Community Development Block Grant Funds; Further, the Council does hereby authorize an additional expenditure in the amount of \$5,000.00 for estimated closing costs, for a total cost of \$24,715.00. The Mayor and City Clerk are hereby authorized to execute documents on behalf of the City of Livonia and to do all other things necessary or incidental to the full performance of this resolution.

### FISCAL CONSIDERATION

Budgeted funds available in CDBG account no. 231.800.818.683

## ATTACHMENTS

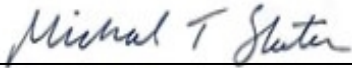
1. LTC: R071122 X1 19500 Farmington Rd acquisition
2. City of Livonia Treasurer - 2022 Right of Refusal
3. 2022 ROR LIST

## APPROVED BY



Brandie Isaacson, Director of Housing

Date: July 08, 2022



Michael Slater, Finance Director

Date: July 08, 2022



Maureen Miller Brosnan, Mayor

Date: July 08, 2022



| Sale No.                                                                                                          | Description          |                          | FMV          | Min Bid Price |
|-------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------|--------------|---------------|
| U 5382                                                                                                            | 46-011-01-0018-001   | 19500 FARMINGTON LIVONIA | \$120,800.00 | \$19,715.00   |
| 03B18A 19A 20A WESTMORE SUB T1S R9E L48 P85 WCR LOTS 18 TO 20 INCL EXCEPT W 17FT THEREOF ALSO W 1/2 ADJ VAC ALLEY |                      |                          |              |               |
| U 5383                                                                                                            | * 46-132-02-0023-000 | * 34200 HATHAWAY LIVONIA | \$149,200.00 | \$24,982.40   |
| 33D23 VALLEY ROUGE SUB T1S R9E L 67 P 75 WCR LOT 23                                                               |                      |                          |              |               |

Please note that the stated minimum bid price may be adjusted for additional costs incurred prior to sale related to the maintenance, repair, or remediation of the property under MCL 211.78m.

\* A Parcel with an asterisk indicates that a claim for surplus proceeds was filed and therefore it will be sold for the higher of the minimum bid or Fair Market Value.  
FMV indicated is subject to further verification.

The Legal Description and Tax Identifier specify the Property.

The street address is provided as additional information and is not guaranteed to be accurate by the Treasurer. Revised 7/6/2022



**ERIC R. SABREE**  
**WAYNE COUNTY TREASURER**

**JEAN-VIERRE ADAMS**  
Chief Deputy Treasurer

July 6, 2021

City of Livonia Treasurer  
Attn: Lynda Scheel  
33000 Civic Center Drive  
Livonia, MI 48154

VIA E MAIL

RE: Right of Refusal to Purchase Tax Foreclosed Property in Wayne County

Dear Ms. Scheel:

Enclosed for your consideration is a list of the properties within your community that were foreclosed upon by the Wayne County Treasurer (the "List"), as the foreclosing governmental unit, pursuant to Mich. Public Act 123 of 1999, MCL 211.78 et. seq. as amended (the "Act"), due to unpaid 2019 and/or prior year's delinquent taxes.

Pursuant to MCL 211.78m(1), a city, village, township, or city authority may purchase foreclosed property located within its community for the minimum bid if the State of Michigan fails to exercise its right of first refusal and no claimant has filed a claim for the remaining proceeds from the foreclosed property, if however, a claim for the remaining proceeds under Section 78(t) of the Act has been filed, your community may purchase any of the foreclosed properties on the List for the greater of the minimum bid or the fair market value of the property ("FMV")

Preliminary minimum bids have been established and include all delinquent taxes, fees, penalties, interest, any costs to date associated with preparing this property for auction and administering the sale; further costs and fees may be added before the auction. The FMV of the foreclosed properties will initially be calculated as the product of 2 times the assessed State Equalized Value (consistent with the definition of true cash value under MCL 211.27).

The enclosed List includes those preliminary minimum bids and, where claims have been received and confirmed, the FMV. A final determination of the offer price will be contingent upon our final confirmation of the receipt of all claims in our office. Only those properties for which a claim has been received as noted on the List with an asterisk, will be offered at the

greater of the minimum bid or FMV. All remaining properties are offered at the minimum bid amount.

Your request to purchase foreclosed property within your community must be received no later than **July 22, 2022**. All requests must be in writing and identify each property to be purchased by its property identification number along with a copy of the resolution authorizing the purchase of such properties.

Your request must be mailed, via certified mail to the Wayne County Treasurer, Land Management Division, Attention: Tony Cavalli, 400 Monroe – Suite 520, Detroit, MI 48226, **or emailed to: [acavalli@waynecounty.com](mailto:acavalli@waynecounty.com)**. Receipt of the request will be confirmed in writing or via e mail. Payments must be received by **July 29, 2022**. If timely payment is not received, the selected property will be offered for sale at a public auction.

If there are any foreclosed parcels that are currently on your demolition list, please notify us so that we can identify those properties on our auction website. If you are aware of any foreclosed properties in your community that are blighted or in need of demolition, please notify the Wayne County Treasurer via email. A major goal of the tax foreclosure process is to strengthen our community by eliminating blight and other dangerous structures and I believe that my office can best accomplish this goal through a partnership with the local units throughout the county.

**If you are aware of any contiguous properties that should be bundled together in the upcoming auction, or any special circumstances that should be addressed with any properties, please let us know.**

**The Wayne County Treasurer reserves the right to remove any property from the List, and to cancel any sale, at any time, for any reason, prior to the issuance of a deed. In the event that the State exercises its right of first refusal to purchase a property selected by your community, or if the Treasurer either removes a selected property from the List or cancels the sale of a selected property, the payment received from your community for the subject property will be refunded.**

<sup>1</sup>You are advised to compare the parcel identification numbers on the List with your current tax rolls to determine if any parcel has been combined, split, or assigned a new parcel identification number subsequent to the information being received by our office for the tax years in question. In the event you are unable to reconcile a parcel identification number provided in the List with your current tax rolls, or if any of the parcels on the list are in a Neighborhood Enterprise Zone (NEZ) and both parcel numbers are not on the list or if you are aware of any parcels on the list that may be assessed across two communities, you must **immediately** advise the Wayne County Treasurer via email or in writing of the current or corrected identification number and the status of the property, and the name and address of persons shown on your current tax rolls as possessing an interest in the subject property.

If you have questions or need additional information, please contact Tony Cavalli at (313) 213-2547.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric R. Sabree". The signature is fluid and cursive, with the first name "Eric" being more prominent.

ERIC R. SABREE  
Wayne County Treasurer

Anthony P. Cavalli  
Assistant Deputy Treasurer, Forfeiture and Foreclosure

[acavalli@waynecounty.com](mailto:acavalli@waynecounty.com)  
[www.treasurer.waynecounty.com](http://www.treasurer.waynecounty.com)

Enclosure



## LETTER TO THE LIVONIA CITY COUNCIL

X2.

**Housing**  
**July 8, 2022**

### MEETING DATE

Regular Meeting  
July 11, 2022

### PREPARED BY

Brandie Isaacson, Director of Housing,

### AGENDA ITEM

X2. PROPOSED ACQUISITION OF TAX-FORECLOSED PROPERTY: Livonia Housing Commission, re: to acquire the property located at 34200 Hathaway, for a total of \$154,200.00, which includes closing costs, through the Community Development Block Grant Program.

### BACKGROUND

Pursuant to MCL 211.78 et., Wayne County annually provides the City of Livonia notice and an opportunity to exercise its right of first refusal as to tax-foreclosed properties within the City of Livonia. The 2022 list of such properties has been released (attached) and the Housing Commission has requested that the City obtain the property 34200 Hathaway, 48150. The Housing Commission on July 7, 2022 advised the County of our intent to acquire this property.

The amount required to obtain the property at this time is \$149,200.00, plus an additional \$5,000.00 for estimated closing costs for a total of \$154,200.00. The County is requesting Fair Market Value (FMV) of this property because there are claims made against this property, one of which was filed by the City of Livonia Housing Department for an outstanding Home Improvement Loan of \$2,363.00. It is possible that the purchase amount may be reduced; however, the Housing Department is waiting for clarification from Wayne County. The funds for this purchase will come from the City of Livonia to be reimbursed with federal Community Development Block Grant funds administered by the Housing Commission.

Currently, the Housing Commission plans to utilize this property as part of the Livonia Public School Building Trades program curriculum.

### RECOMMENDATION

Approve and authorize the exercise of the City's statutory right of first refusal with respect to such property, and payment to the County in the amount of the statutory FMV, being a total of \$149,200.00, utilizing City of Livonia funds to be reimbursed to the City from federal Community Development Block Grant Funds; Further, the Council does hereby authorize an additional expenditure in the amount of \$5,000.00 for estimated closing costs, for a total cost of \$154,200.00. The Mayor and City Clerk are hereby authorized to execute documents on behalf of the City of Livonia and to do all other things necessary or incidental to the full performance of this resolution.

### FISCAL CONSIDERATION

Sufficient budget is available in account no. CDBG 231.800.818.683

## ATTACHMENTS

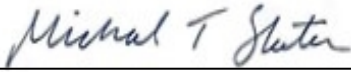
1. City of Livonia Treasurer - 2022 Right of Refusal
2. 2022 ROR LIST

## APPROVED BY



Brandie Isaacson, Director of Housing

Date: July 08, 2022



Michael Slater, Finance Director

Date: July 08, 2022



Maureen Miller Brosnan, Mayor

Date: July 08, 2022

| Sale No.                                                                                                          | Description          |                          | FMV          | Min Bid Price |
|-------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------|--------------|---------------|
| U 5382                                                                                                            | 46-011-01-0018-001   | 19500 FARMINGTON LIVONIA | \$120,800.00 | \$19,715.00   |
| 03B18A 19A 20A WESTMORE SUB T1S R9E L48 P85 WCR LOTS 18 TO 20 INCL EXCEPT W 17FT THEREOF ALSO W 1/2 ADJ VAC ALLEY |                      |                          |              |               |
| U 5383                                                                                                            | * 46-132-02-0023-000 | * 34200 HATHAWAY LIVONIA | \$149,200.00 | \$24,982.40   |
| 33D23 VALLEY ROUGE SUB T1S R9E L 67 P 75 WCR LOT 23                                                               |                      |                          |              |               |

Please note that the stated minimum bid price may be adjusted for additional costs incurred prior to sale related to the maintenance, repair, or remediation of the property under MCL 211.78m.

\* A Parcel with an asterisk indicates that a claim for surplus proceeds was filed and therefore it will be sold for the higher of the minimum bid or Fair Market Value. FMV indicated is subject to further verification.

The Legal Description and Tax Identifier specify the Property.

The street address is provided as additional information and is not guaranteed to be accurate by the Treasurer. Revised 7/6/2022



**ERIC R. SABREE**  
**WAYNE COUNTY TREASURER**

**JEAN-VIERRE ADAMS**  
Chief Deputy Treasurer

July 6, 2021

City of Livonia Treasurer  
Attn: Lynda Scheel  
33000 Civic Center Drive  
Livonia, MI 48154

VIA E MAIL

RE: Right of Refusal to Purchase Tax Foreclosed Property in Wayne County

Dear Ms. Scheel:

Enclosed for your consideration is a list of the properties within your community that were foreclosed upon by the Wayne County Treasurer (the "List"), as the foreclosing governmental unit, pursuant to Mich. Public Act 123 of 1999, MCL 211.78 et. seq. as amended (the "Act"), due to unpaid 2019 and/or prior year's delinquent taxes.

Pursuant to MCL 211.78m(1), a city, village, township, or city authority may purchase foreclosed property located within its community for the minimum bid if the State of Michigan fails to exercise its right of first refusal and no claimant has filed a claim for the remaining proceeds from the foreclosed property, if however, a claim for the remaining proceeds under Section 78(t) of the Act has been filed, your community may purchase any of the foreclosed properties on the List for the greater of the minimum bid or the fair market value of the property ("FMV")

Preliminary minimum bids have been established and include all delinquent taxes, fees, penalties, interest, any costs to date associated with preparing this property for auction and administering the sale; further costs and fees may be added before the auction. The FMV of the foreclosed properties will initially be calculated as the product of 2 times the assessed State Equalized Value (consistent with the definition of true cash value under MCL 211.27).

The enclosed List includes those preliminary minimum bids and, where claims have been received and confirmed, the FMV. A final determination of the offer price will be contingent upon our final confirmation of the receipt of all claims in our office. Only those properties for which a claim has been received as noted on the List with an asterisk, will be offered at the



greater of the minimum bid or FMV. All remaining properties are offered at the minimum bid amount.

Your request to purchase foreclosed property within your community must be received no later than **July 22, 2022**. All requests must be in writing and identify each property to be purchased by its property identification number along with a copy of the resolution authorizing the purchase of such properties.

Your request must be mailed, via certified mail to the Wayne County Treasurer, Land Management Division, Attention: Tony Cavalli, 400 Monroe – Suite 520, Detroit, MI 48226, **or emailed to: [acavalli@waynecounty.com](mailto:acavalli@waynecounty.com)**. Receipt of the request will be confirmed in writing or via e mail. Payments must be received by **July 29, 2022**. If timely payment is not received, the selected property will be offered for sale at a public auction.

If there are any foreclosed parcels that are currently on your demolition list, please notify us so that we can identify those properties on our auction website. If you are aware of any foreclosed properties in your community that are blighted or in need of demolition, please notify the Wayne County Treasurer via email. A major goal of the tax foreclosure process is to strengthen our community by eliminating blight and other dangerous structures and I believe that my office can best accomplish this goal through a partnership with the local units throughout the county.

**If you are aware of any contiguous properties that should be bundled together in the upcoming auction, or any special circumstances that should be addressed with any properties, please let us know.**

**The Wayne County Treasurer reserves the right to remove any property from the List, and to cancel any sale, at any time, for any reason, prior to the issuance of a deed. In the event that the State exercises its right of first refusal to purchase a property selected by your community, or if the Treasurer either removes a selected property from the List or cancels the sale of a selected property, the payment received from your community for the subject property will be refunded.**

<sup>1</sup>You are advised to compare the parcel identification numbers on the List with your current tax rolls to determine if any parcel has been combined, split, or assigned a new parcel identification number subsequent to the information being received by our office for the tax years in question. In the event you are unable to reconcile a parcel identification number provided in the List with your current tax rolls, or if any of the parcels on the list are in a Neighborhood Enterprise Zone (NEZ) and both parcel numbers are not on the list or if you are aware of any parcels on the list that may be assessed across two communities, you must **immediately** advise the Wayne County Treasurer via email or in writing of the current or corrected identification number and the status of the property, and the name and address of persons shown on your current tax rolls as possessing an interest in the subject property.

If you have questions or need additional information, please contact Tony Cavalli at (313) 213-2547.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric R. Sabree". The signature is fluid and cursive, with the first name "Eric" being more prominent.

ERIC R. SABREE  
Wayne County Treasurer

Anthony P. Cavalli  
Assistant Deputy Treasurer, Forfeiture and Foreclosure

[acavalli@waynecounty.com](mailto:acavalli@waynecounty.com)  
[www.treasurer.waynecounty.com](http://www.treasurer.waynecounty.com)

Enclosure