



City of the Village of Clarkston
375 Depot Rd
Clarkston, Michigan 48346
City Council Regular Meeting
11 08 2021

1. Call To Order
2. Pledge Of Allegiance
3. Swearing In Of Council Members
4. Roll Call
Mayor Haven, Avery, Casey, Fuller, Luginski, Rodgers, Wylie
5. Approval Of Agenda - Motion
6. Public Comments:
Individuals have the opportunity to address the City Council on subjects not on the Agenda, limiting their comments to three minutes. Alternatively, public comments may be emailed to City Manager Jonathan Smith @ smithj@villageofclarkston.org or City Clerk Jennifer Speagle @ speaglej@villageofclarkston.org and they will be read out loud during this time. If preferred, comments may be stated or submitted anonymously.
7. FYI
8. City Manager Report
Documents:

[CITY MGR REPORT 11 08 2021.PDF](#)
9. Motion Acceptance Of The Consent Agenda As Presented
Minutes and Treasurer's Report

Minutes

Final 10 11 2021

Draft 10 25 2021

Treasurer's Report 11 08 2021

Documents:

[11 08 2021 CONSENT AGENDA.PDF](#)
10. Old Business
 - 10.a. Election Updates

Documents:

[CERTIFIED ELECTION RESULTS NOV 2021 11 08 2021.PDF](#)

10.b. Resolution: Planning Commission Recommendation For Site Plan Reviews

Documents:

[RESOLUTION PC RECOMMENDATION FOR SITE PLAN REVIEW 11 08 2021.PDF](#)

10.c. Discussion: 35 Madison Ct

Documents:

[DISCUSSION 35 MADISON CT 11 08 2021.PDF](#)

11. New Business

11.a. Motion: Zoning Board Of Appeals Nomination
ZBA Nomination for Anne Clifton

Documents:

[ZBA NOMINATION ANNE CLIFTON 11 08 2021.PDF](#)

11.b. Resolution: Acceptance Of The 20/21 Financial Audit

Documents:

[RESOLUTION ACCEPTANCE OF THE 20 21 FY FINANCIAL AUDIT 11 08 2021.PDF](#)

11.c. Resolution: To Go Into Closed Session To Discuss Specific Pending Litigation
Kay Valley v. The City of the Village of Clarkston

Documents:

[RESOLUTION -- CLOSED SESSION FOR PENDING LITIGATION KAY VALLEY V COVOC 11 08 2021.PDF](#)

11.d. Return To Open Session

11.e. Resolution: Kay Valley Lawsuit Settlement

Documents:

[RESOLUTION KAY VALLEY LAWSUIT SETTLEMENT 11 08 2021.PDF](#)

12. Adjourn

Only those matters that are on the agenda are to be considered for action.

City of the Village of Clarkston
City Manager Report
November 8, 2021

Election Team Thanks

For a small, local election, the November 2nd election had more than its fair share of challenges for our election workers. I extend my sincere thanks to Clerk Jennifer Speagle and workers Evelyn Bihl, Cara Catallo and Toni Smith for an excellent job on this very long day.

MS4 Permit Compliance

On November 1st, the City – with the assistance of City Engineer Hubble Roth & Clark – successfully completed the 5-year progress report for its Municipal Separate Storm Sewer System (MS4) Storm Water Permit, as required by the Michigan Department of Environmental, Great Lakes, and Energy (EGLE). The report documents the City’s efforts on public education, public participation, illicit discharge elimination, stormwater runoff control and pollution prevention staff training. Inspections were successfully completed of the City’s key storm sewer outfalls. Credit was given for the Depot Park / Millrace annual cleanup, invasive species removal, DPW street sweeping, catch-basin cleaning, rain garden expansion, and the native plant exchange.

MISS DIG 811 System

While not required by our MS4 Permit, it was brought to our attention during the process of renewing our progress report that no organization is identifying the location of the City’s Storm Sewer system when somebody calls for a MISS DIG utility identification. All other underground utilities – electric, phone, cable, natural gas, water, and sewer – are identified, but storm drains are not. So I am in the process of registering the City as an official member of the MISS DIG 811 system to protect our network of storm drains.

Holiday Lights Parade

The annual Holiday Lights Parade, sponsored by Clarkston Community Schools’ Team Rush, will be returning this year after being shut down by COVID in 2020. This year’s event is scheduled for Saturday, December 11th, starting at 6:00 PM, leaving from Renaissance High School, heading west on Church, north on Main, east on Miller, north on Glenburnie, and west on Snowflake to Calvary Lutheran Church. For more information, contact Michelle Look at mlewis@techmode.com or cell at 586.365.8896.

Fire Marshall Inspection

Like every business in the City, the Independence Township Fire Marshall conducted its annual Fire Inspection of the City Office building and garage. All equipment was found functioning and up to date, only one infraction was identified: files storage boxes located too close to the fire suppression sprinkler heads in the storage room. This infraction has already been corrected.

Construction Approval Process Flowchart

Pending the Planning Commission proposal on this Council Agenda to modify the Site Plan Review process, the Construction Approval Process flowchart - a visually summary of the path our residents must follow to obtain approval of their home construction projects - is complete and ready for your review in an upcoming meeting.

November Holiday Closings

The City offices will be closed on Thursday, November 11th and Thursday, November 25th in recognition of Veteran's Day and Thanksgiving, respectively.

Respectfully submitted, **Jonathan Smith, City Manager, November 4, 2021**



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346
City Council Regular Meeting Minutes
10 11 2021 Final Minutes

10/11/2021 - Minutes

1. Call To Order

By Mayor Haven @ 7:00pm.

2. Pledge Of Allegiance

3. Roll Call

Haven, Avery, Bonser, Luginski & Wylie - Present. Casey - Absent.

4. Approval Of Agenda - Motion

Motion by Wylie Second by Luginski to approve the Agenda with adding a FYI before Public Comments. All Aye Motion Carries.

5. FYI

Mayor Haven thanked the Daughters of Revolution and for their efforts in putting together the Cemetery Walk.

6. Public Comments:

Ed Adler

Paul Rottarr

Chet Pardee

Laura Rodgers

Bruce Fuller

Leah Mclean

Chris Moore

7. City Manager Report

8. Motion Acceptance Of The Consent Agenda As Presented

Motion by Wylie Second by Luginski to approve the Consent Agenda as presented. All Aye Motion Carries.

9. Old Business

10. New Business

10.a. Motion: Halloween Hours In The Village

Motion by Wylie Second by Avery to set the Halloween Trick or Treating hours from 5pm - 7pm on October 31st 2021.

Avery, Bonser, Haven, Luginski & Wylie - Yes Motion Carries.

10.b. Motion: PC, ZBA, HDC Appts & Renewals

Motion by Wylie Second by - to break out each Commission (Planning, Historic & ZBA) for voting. All Aye Motion Carries.

Motion by Bonser Second by Luginski to appoint Derek Werner to fill Glenn Gauldoni's Planning Commission empty seat through June 2024. All Aye Motion Carried

Motion by Avery Second by Haven to reappoint Sue Wylie as Council Liaison on Planning Commission through June 2024. All Aye (Wylie abstained) Motion Carries.

Motion by Avery Second by Luginski to reappoint Sharron Catallo and Scott Meyland to Zoning Board of Appeals through June 2024 All Aye Motion Carried.

Motion by Avery Second by Bonser to reappoint Jim Meloche and Michael Moon to the Historic District Commission through June 2024. Avery, Bonser, Haven, Luginski - Yes. Wylie - No. Motion Carries.

11. Historic District Agenda For Joint Meeting 10 11 2021

Called to order by Jim Meloche @ 8:18pm.

Moon, Meloche, Luginski, Radcliff - Present

Hauxwell - Absent.

12. Resolution: To Go Into Closed Session To Discuss Specific Pending Litigation (Council)

Motion by Luginski Second by Avery to enter into closed session to discuss pending litigation.

Avery, Bonser, Haven, Wylie, Luginski - Yes Motion Carries

13. Resolution: To Go Into Closed Session To Discuss Specific Pending Litigation (HDC)

Motion by Moon Second by Radcliff to enter into closed session to discuss pending litigation.

Luginski, Radcliff, Moon, Meloche - Yes Motion Carries.

14. Return To Open Session

15. Adjourn: HDC

Motion by Luginski Second by Radcliff to Adjourn @ 9:36pm All Aye Motion Carries

16. Adjourn: Council

Motion by Avery Second by Wylie to adjourn @ 9:36pm All Aye. Motion Carries

Respectfully Submitted by Jennifer Speagle, City Clerk.



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346
City Council Regular Meeting Minutes
Draft Minutes 10 25 2021

10/25/2021 - Minutes

1. Call To Order

By Mayor Pro Tem Sue Wylie @

2. Pledge Of Allegiance

3. Roll Call

Mayor ProTem Wylie, Avery, Bonser, Casey, Luginski - Present.

Mayor Haven - Absent

4. Approval Of Agenda - Motion

Motion by Luginski Second by Casey to approve the agenda with an added 10b under Old Business - 35 Madison Ct Discussion. All Aye Motion Carries.

5. Public Comments:

Peg Roth

Chet Pardee

Bruce Fuller

Leah Mclean for Steve Mclean who could not be present.

Laura Rodgers

Paul Angelini

6. FYI

Rotary Beer Wine Spirits and Food tasting @ Bordines 10 28 2021 6:30-8:30

CIDL Trunk or Treat 10 29 2021 6:30-8pm

Anthem Advisor of Raymond James Shred Party 10 30 2021 9am-12pm

Clarkston Farm & Garden Club 2021 Greens Sale

Oakland County Animal Control 2022 Dog License pricing

7. Sheriff Report For September 2021
8. City Manager Report
9. Motion Acceptance Of The Consent Agenda As Presented

Motion by Avery Second by Casey to approve the Consent Agenda as presented. All Aye motion carries.

10. Old Business

10.a. Election Updates

10 18 2021: was the last day to register in any manner other than in-person with the local clerk for the November Election

10 19 -11-2-2021: In-person registration with the local clerk with proof of residency.

10 22 2021 @ 4pm: was deadline to submit Write-in Declaration of Intent forms.

Write in Candidates are:

Chris Moore Bruce Fuller Laura Rodgers

Per The State of Michigan Elections Division Laura is eligible to run for Council. I personally called the State of Michigan Elections Division and spoke with Charmya. I explained the complete situation to her, and she stated Laura Rodgers has been a registered voter since 2018 her driver's license states that 58 N Main St is her address, all her mail is sent to that address and more importantly her personal effects are located at 58 N Main St and once renovations are complete, she will be living back at that address. It is no different than if a person spends a few months out of every year in Florida or Arizona or they had to temporarily move out due to unforeseen circumstances like house flood or fire. 58 N Main St is the Rodgers primary address.

10 25 2021: Public Accuracy Test was completely @ 2pm. No issues.

10 29 2021 by 5pm: Electors may obtain an absent voter ballot via First Class Mail and Electors may submit a written request to spoil their absent voter ballot receive a new ballot by mail.

10 30 2021: Clerks office will be open from 8am-4pm for all your voting needs. Absentee Ballots, register to vote.....

11 01 2021 by 10am: Electors who have returned their absent voter ballot may submit a written request in person to spoil their absent voter ballot and receive new ballot in the Clerks office.

11 01 2021 by 4:00pm: Electors may obtain an absent voter ballot in person in the Clerk's office.

11 01 2021 by 4pm: Electors who have lost their absent voter ballot or not yet received their ballot in the mail may submit a written request in person to spoil their absent voter ballot and receive a new ballot in the clerk's office.

11 02 2021: ELECTION DAY Polls are open from 7am-8pm. All Absentee ballots are due back to the office no later than 8pm.

10.b. Discussion: 35 Madison Ct

11. New Business

11.a. Presentation: Lakeview Cemetery Restoration Project

by Joette Kunse and Charlotte Cooper.

11.b. Resolution: Planning Commission Recommendation For Ordinance Audit

Motion by Bonser Second by Luginski to authorize the City Manager to accept the proposal from Carlisle-Wortman Associates dated February 10, 2021 to conduct an audit of the City's Zoning Ordinances, identifying where ordinance additions, deletions or changes are needed at a not-to-exceed cost of \$1,000.00 to be funded by the Planner Fees budget (101-821-811.000). Wylie, Bonser, Casey, Luginski - Yes. Avery - No. Motion Carries.

11.c. Resignations: Bill Basinger And Rich Little

Motion by Luginski Second by Avery to accept the resignation from Bill Basinger (ZBA) and Rich Little (Planning). All Aye. Motion Carries.

11.d. Motion: Main Street Banners

Motion by Wylie Second by Bonser to discontinue the City's practice of installing banners over Main Street effective January 1st, 2022. All Aye Motion Carries.

11.e. Resolution: Depot Park Storm Drain Repair

Motion by Avery Second by Casey to authorize the City Manager to contract with the low bidder, Al's Asphalt Paving, to reconstruct the Depot Road storm drain catch basin as soon as possible for the amount of \$6,775.00 to be funded by the Road Repair & Resurfacing Budget (401-901-970.006). Wylie, Avery, Bonser, Casey, Luginski - Yes. Motion Carries.

11.f. Resolution: DPW Truck Tire Repair

Motion by Avery Second by Bonser to authorize the City Manager, *retroactively*, to replace the four rear tires on the City's Ford F550 pickup truck at a total cost of \$1,999.65 to be funded by Pickup Truck materials & Outside Labor (101-446-861-001). Wylie, Luginski, Casey, Bonser, Avery - Yes. Motion Carries.

12. Adjourn

Motion by Luginski Second by Avery to Adjourn at 8:45pm. All Aye Motion Carries.

Respectfully Submitted by Jennifer Speagle, City Clerk.

TREASURER'S REPORT FOR CITY COUNCIL MEETING:

11/8/2021

Treasurer's Report:

I. Disbursements from 10/01/2021 - 10/31/2021

101 General Fund	\$	12,578.33
202 Major Streets	\$	-
203 Local Street	\$	-
231 Parking Meter Fund	\$	487.58
236 Friends of Depot Park	\$	21,000.00
295 Mill Pond Lake	\$	-
301 GO Bond Debt	\$	-
305 GO Bond Debt	\$	-
401 Capital Projects Fund	\$	9,150.55
590 Sewer Fund	\$	69.06
703 Tax Fund	\$	8,838.19

Total \$ 52,123.71

II. Invoices for review and payment approval

Carlisle Wortman - Master Plan, Bldg Adm, Planner & Other	\$	-
Carlisle Wortman - Master Plan, Bldg Adm, Planner & Other	\$	-
Tom Ryan - Professional Services (October Invoice)	\$	3,372.50
Tom Ryan - Clarkston Court Prosecution (Oct. Invoice)	\$	47.50

Total \$ 3,420.00

III. Other Checks for Review

Ottman's Advance Asphalt	\$	-
	\$	-
	\$	-

Total \$ -

GRAND TOTAL \$ 55,543.71

11/03/2021

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 10/01/2021 - 10/31/2021

Check Date	Check #	Payee	Description	Account	Dept	Amount
10/06/2021	10385	BEDROCK EXPRESS LTD	PARK MATERIALS	728.000	265	65.90
10/06/2021	10386	COMCAST	TELEPHONE EXPENSE	850.000	264	367.32
10/06/2021	10387	CONSUMERS ENERGY	VH - UTILITIES CONSUMERS	921.000	265	17.99
10/06/2021	10388	DTE ENERGY	DTE STREET LIGHTING	926.000	448	1,246.85
10/06/2021	10389	SHERMAN PUBLICATIONS, INC	PUBLICATIONS	901.000	215	82.80
10/06/2021	10389	SHERMAN PUBLICATIONS, INC	PUBLICATIONS	901.000	215	41.40
			CHECK GEN 10389 TOTAL FOR FUND 101:			124.20
10/06/2021	10390	MML WORKER'S COMP FUND	WORKMAN'S COMPENSATION	722.000	871	2,134.00
10/06/2021	10391	DOUG WEAVER	BLDG INSPECTORS' SALARIES	703.004	371	195.00
10/06/2021	10392	MERLE WEST	BLDG INSPECTORS' SALARIES	703.004	371	65.00
10/06/2021	10393	H2A ARCHITECTS, INC	HISTORIC DIST COMMISSION EXP	956.003	723	300.00
10/06/2021	10394	DTE ENERGY	DETROIT EDISON-VH	920.000	265	183.14
10/06/2021	10394	DTE ENERGY	DETROIT EDISON-VH	920.000	265	12.22
10/06/2021	10394	DTE ENERGY	DETROIT EDISON-VH	920.000	265	24.55
10/06/2021	10394	DTE ENERGY	DTE UPPER PARKING LOT	923.000	265	138.82
10/06/2021	10394	DTE ENERGY	DTE UPPER PARKING LOT	923.000	265	23.04
10/06/2021	10394	DTE ENERGY	DTE UPPER PARKING LOT	923.000	265	15.78
10/06/2021	10394	DTE ENERGY	DTE UPPER PARKING LOT	923.000	265	15.88
			CHECK GEN 10394 TOTAL FOR FUND 101:			413.43
10/06/2021	10396	THOMAS J RYAN PC	LEGAL FEES	803.000	266	142.50
10/06/2021	10396	THOMAS J RYAN PC	LEGAL FEES	803.000	266	2,565.00
			CHECK GEN 10396 TOTAL FOR FUND 101:			2,707.50
10/13/2021	10397	RICOH USA, INC	OFFICE SUPPLIES	727.000	264	194.97
10/13/2021	10398	CHARTER TOWNSHIP OF INDEPENDENCE	VEHICLES - GAS & OIL	862.000	446	192.51
10/13/2021	10399	GREAT LAKES ACE HARDWARE	SUPPLIES-VH BUILDING	726.004	265	167.54
10/13/2021	10402	HUTCHINSON'S ELECTRIC, INC	PARK MATERIALS	728.000	265	735.00
10/13/2021	10403	PRINTING SYSTEMS, INC.	SUPPLIES	726.000	262	201.38
10/13/2021	10404*#	CARDMEMBER SERVICE	MISC EXPENSE	955.000	101	152.00
10/13/2021	10404	CARDMEMBER SERVICE	DUES & CONFERENCES	958.000	101	15.00
10/13/2021	10404	CARDMEMBER SERVICE	OFFICE SUPPLIES	727.000	264	58.17
10/13/2021	10404	CARDMEMBER SERVICE	PROFESSIONAL & CONTRACTUAL SERVICES	805.001	264	12.00
10/13/2021	10404	CARDMEMBER SERVICE	TECHNOLOGY/INTERNET EXPENSE	852.000	264	15.89
10/13/2021	10404	CARDMEMBER SERVICE	SUPPLIES-VH BUILDING	726.004	265	82.45

11/03/2021

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 10/01/2021 - 10/31/2021

Check Date	Check #	Payee	Description	Account	Dept	Amount
		CHECK GEN 10404 TOTAL FOR FUND 101:				335.51
10/20/2021	10405	CARLISLE/WORTMAN ASSOC INC	ENFORCEMENT OFFICER SALARY	703.010	370	630.00
10/20/2021	10406	COMCAST	TELEPHONE EXPENSE	850.000	264	292.59
10/20/2021	10407	J.C. EHRLICH	VH - BLDG MAINT	931.000	265	41.00
10/20/2021	10408	SHERMAN PUBLICATIONS, INC	DUES & CONFERENCES	958.000	101	40.00
10/20/2021	10409	CARLISLE/WORTMAN ASSOCIATES, IN	BLDG DEPT PROFESSIONAL FEES	809.000	371	1,500.00
10/20/2021	10410	STAPLES	OFFICE SUPPLIES	727.000	264	63.67
10/27/2021	10411	RICOH USA INC	RICOH COPIER LEASE	941.000	264	202.65
10/27/2021	10412	BLUE CARE NETWORK	HEALTH INSURANCE	709.000	441	344.32
			Total for fund 101 GENERAL			12,578.33
10/13/2021	1134	PASSPORT LABS, INC	MISC EXPENSE	757.000	264	354.00
10/13/2021	1134	PASSPORT LABS, INC	MISC EXPENSE	757.000	264	62.75
		CHECK PARK 1134 TOTAL FOR FUND 231:				416.75
10/27/2021	1135	SPRINT / NEXTEL COMMUNICATIONS	PHONE EQUIPMENT	760.000	264	70.83
			Total for fund 231 PARKING METER FUND			487.58
10/13/2021	1018	OTTMAN'S ADVANCE ASPHALT	MISC EXPENSE	757.000	264	21,000.00
			Total for fund 236 FRIENDS OF DEPOT PARK			21,000.00
10/06/2021	10395	RAY WIEGAND'S NURSERY	TREE PLANTING	817.000	446	137.03
10/13/2021	10400#	ADVANCED PAVEMENT MARKING	SAFETY CROSSWALK PAINT/TAPE	970.007	446	3,000.00
10/13/2021	10400	ADVANCED PAVEMENT MARKING	RESURFACING OF ROADS	970.006	901	1,841.53
		CHECK GEN 10400 TOTAL FOR FUND 401:				4,841.53
10/13/2021	10401#	OTTMAN'S ADVANCE ASPHALT	FRIENDS OF DEPOT PARK	728.000	265	3,000.00
10/13/2021	10401	OTTMAN'S ADVANCE ASPHALT	PROFESSIONAL & CONTRACTUAL SERVICES	805.001	901	865.00
		CHECK GEN 10401 TOTAL FOR FUND 401:				3,865.00
10/13/2021	10404*#	CARDMEMBER SERVICE	STREET SIGNS & POSTS	819.000	446	306.99
			Total for fund 401 CAPITAL PROJECT FUND			9,150.55
10/20/2021	2089	GREAT LAKES WATER AUTHORITY	IWC CHARGES IND TWP	814.002	536	69.06
			Total for fund 590 SEWER			69.06
10/06/2021	704(E)	CLARKSTON COMMUNITY SCHOOLS	TAX COLLECTIONS	220.000	000	730.05
10/06/2021	705(E)	OAKLAND COUNTY TREASURER	TAX COLLECTIONS	220.000	000	1,535.14

11/03/2021

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
 CHECK DATE FROM 10/01/2021 - 10/31/2021

Check Date	Check #	Payee	Description	Account	Dept	Amount
10/06/2021	706(E)	CITY OF CLARKSTON CVT	TAX COLLECTIONS	220.000	000	595.66
10/06/2021	707(E)	CITY OF CLARKSTON 2007 BOND	TAX COLLECTIONS	220.000	000	179.79
10/06/2021	708(E)	CITY OF CLARKSTON 2012 BOND	TAX COLLECTIONS	220.000	000	339.21
10/20/2021	709(E)	CLARKSTON COMMUNITY SCHOOLS	TAX COLLECTIONS	220.000	000	2,707.08
10/20/2021	710(E)	OAKLAND COUNTY TREASURER	TAX COLLECTIONS	220.000	000	1,593.92
10/20/2021	711(E)	CITY OF CLARKSTON CVT	TAX COLLECTIONS	220.000	000	618.46
10/20/2021	712(E)	CITY OF CLARKSTON 2007 BOND	TAX COLLECTIONS	220.000	000	186.67
10/20/2021	713(E)	CITY OF CLARKSTON 2012 BOND	TAX COLLECTIONS	220.000	000	352.21
			Total for fund 703 TAX			8,838.19
		TOTAL - ALL FUNDS				52,123.71

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Thomas J. Ryan, P.C.

2055 Orchard Lake Road
Sylvan Lake, MI 48320

Invoice submitted to:
Jonathan Smith
City Manager
City of the Village of Clarkston
375 Depot Road
Clarkston, MI 48346

November 01, 2021

Invoice #10989

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>	
10/4/2021 Research and respond to FOIA request from Mr. Mulvihill re: 42 W. Washington	3.00 95.00/hr	285.00	✓
10/5/2021 Review correspondence from Mr. Mulvihill re: HDC Study Commission/42 W. Washington	0.50 95.00/hr	47.50	✓
Receipt and review of Notice of Hearing, Appellant's Motion for Miscellaneous Relief re: 42 W. Washington	1.00 95.00/hr	95.00	✓
10/6/2021 Phone calls to Mr. Mulvihill re: 42 W. Washington; Preparation and filing Stipulated Order Allowing City additional time to file Brief	1.50 95.00/hr	142.50	✓
10/7/2021 Correspondence to HDC Chair, Mr. Meloche, re: agenda for 10/11/21 special meeting	0.50 95.00/hr	NO CHARGE	
Review correspondence from Mr. Mulvihill re: planning commission review of site homes; settlement proposal re: 42 W. Washington	0.50 95.00/hr	47.50	✓
PHone call to City Manager, City Clerk and HDC Chair re: agends for joint meeting on 10/11/21	0.50 95.00/hr	47.50	✓
Memorandum to City Council re: Historic District Commission and 35 Madison Court	1.00 95.00/hr	95.00	✓
Preparation of Respondents Response to Bagley & Langlan's Motion to Withdraw from Representation of Petitioners, Steve & Leah McLean, Preparation of Proof of Service; Filing with MOAHR; copy to Mr. Bagley, Administrative Law Judge, Mr. Meloche	2.00 95.00/hr	190.00	✓
10/8/2021 Review correspondence from Mr. McQuillan re: Valley vs Clarkston	0.50 95.00/hr	47.50	✓

	<u>Hrs/Rate</u>	<u>Amount</u>	
10/8/2021 Preparation of Answer to Motion and Response in Opposition to Appellant's Motion for Miscellaneous Relief; Eile documents with Court re: 42 W. Washington	2.00 95.00/hr	190.00	✓
10/11/2021 Review Council packet for 10/11/21 Council Meeting	0.50 95.00/hr	47.50	✓
Attend City Council Meeting/HDC Meeting	3.00 95.00/hr	285.00	✓
Review correspondence from MOAHR re: Order Allowing Withdrawal of Attorney and Converting Hearing to Telephone Prehearing Conference re: McLean vs. HDC; Correspondence to City Manager and Mr. Meloche re: Order from Administrative Law Judge	1.00 95.00/hr	95.00	✓
10/12/2021 Phone call from Mr. Meloche; Phone call to Mr. Mulvihill re: court motion and closed session on 10/11/21	1.00 95.00/hr	95.00	✓
10/13/2021 Review correspondence from City Manager re: 6035 S. Main Street ZBA application	0.50 95.00/hr	47.50	✓
Correspondence to/from Mr. Mulvihill re: motion filed by Lehman today; Attend motion hearing via zoom and oral argument; Motion denied and order entered	2.00 95.00/hr	190.00	✓
10/14/2021 Review correspondence from Mr. Meloche re: 42 W. Washington	0.50 95.00/hr	47.50	✓
Review FOIA request from Mr. Roth re: 42 W. Washington	0.50 95.00/hr	47.50	✓
Review correspondence from Mr. Mulvihill re: scheduling a meeting re: 42 W. Washington; Correspondence to Mr. Smith, Mr. Meloche, Mr. Avery and Mr. Luginski re: meeting availability	0.50 95.00/hr	47.50	✓
Phone call from/to Ben Carlisle re: Planning Commiaaion/ZBA ordinance amendment	0.50 95.00/hr	47.50	✓
Review correspondence from Mr. McQuillan re: Kay Valley v. Clarkston; Two (2) Phone calls to City Manager; Phone call to Mr. McQuillan re: possible settlement	1.00 95.00/hr	95.00	✓
Phone calls to Mr. Mulvihill; Correspondence to Mr. Mulvihill; Phone call to City Manager re: meeting date to discuss settlement offer re: 42 W. Washington	1.00 95.00/hr	95.00	✓
10/15/2021 Phone calls to HDC Chair, Mr. Meloche, and review correspondence re: 61 S. Holcomb	1.50 95.00/hr	142.50	✓

	<u>Hrs/Rate</u>	<u>Amount</u>
10/18/2021 Review correspondence from Mr. Mulvihill re: availability to meet on 10/18/21; Correspondence to Mr. Mulvihill re: unable to meet on 10/18/21 re: 42 W. Washington	0.50 95.00/hr	47.50 ✓
10/20/2021 Correspondence to Mr. Smith, Mr. Avery, Mr. Haven and Mr. Luginski re: proposed meetings dates re: 42 W. Washington	0.50 95.00/hr	NO CHARGE ✓
Phone call to City Clerk re: FOIA request from Mr. Roth re: HDC Study Committee	1.00 95.00/hr	95.00 ✓
10/21/2021 Correspondence to Mr. Mulvihill re: advise as to meeting availability on 11/3/21 re: 42 W. Washington	0.50 95.00/hr	47.50 ✓
Review correspondences from Mr. Smith and Susan Weaver re: status of work/inspections at 35 Madison Court	0.50 95.00/hr	47.50 ✓
10/22/2021 Review correspondence from Mr. McQuillan re: possible settlement documents re: Kay Valley vs. Clarkston	0.50 95.00/hr	47.50 ✓
Review correspondence from Mr. Mulvihill re: available to meet on 11/3/21; Correspondence to Mr. Haven, Mr. Avery, Mr. Luginski and Mr. Smith re: meeting on 11/3/21 at 12:30 p.m. at city hall re: 42 W. Washington	0.50 95.00/hr	47.50 ✓
10/25/2021 Review City Council Packet	0.50 95.00/hr	47.50 ✓
Attend City Council meeting at City Hall	3.00 95.00/hr	285.00 ✓
10/26/2021 Phone call to Mr. Meloche re: location and date of discussion re: 42 W. Washington	0.50 95.00/hr	47.50 ✓
Review correspondence from City Manager, City Planner and Planning Commission Chair re: updated Residential Project Approval Flowchart	1.00 95.00/hr	95.00 ✓
10/27/2021 Phone call to Craig Strong re: status of inspection re: 35 Madison Court	0.50 95.00/hr	47.50 ✓
Correspondence to City Manager and City Clerk re: 6035 S. Main Street ZBA Application	0.50 95.00/hr	47.50 ✓
For professional services rendered	36.50	\$3,372.50
Previous balance		\$2,565.00
Accounts receivable transactions		
10/8/2021 Payment - Thank You No. 10396		(\$2,565.00)
Total payments and adjustments		(\$2,565.00)

10/26/2021 803 000

Jonathan Smith

Page 4

Balance due

Amount

\$3,372.50

Thomas J. Ryan, P.C.
2055 Orchard Lake Road
Sylvan Lake, MI 48320

Invoice submitted to:
Jonathan Smith
City Manager
375 Depot Road
Clarkston, MI 48346

November 01, 2021

In Reference To: Clarkston Court/Prosecution
Invoice #10988

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
10/18/2021 Review Letter from 52/2 District Court re: 2022 prosecution dates with Judge Kostin and Judge Fabrizio	0.50 95.00/hr	47.50
For professional services rendered	0.50	\$47.50
Previous balance		\$142.50
Accounts receivable transactions		
10/8/2021 Payment - Thank You No. 10396		(\$142.50)
Total payments and adjustments		(\$142.50)
Balance due		<u><u>\$47.50</u></u>

101 2166 803 000 JS

CANVASS OF VOTES CAST

- AT THE -

CITY GENERAL ELECTION

- HELD ON -

NOVEMBER 2, 2021

CITY OF THE VILLAGE OF CLARKSTON

**CANVASSED BY THE BOARD OF COUNTY CANVASSERS
OF
OAKLAND COUNTY, MICHIGAN**

Oakland County, Michigan

Tuesday, November 2, 2021 Election

11/2/2021

Page 13

Camcast
 Run Time: 10:55 AM
 Run Date: 11/02/2021

Official Results
 Ballots Cast: 3222

Council Member - Clarkston - Vote for not more than 3

Precinct	Paul Angelini	Gary Casey	Steven McLean	Bruce Allen Fuller (W)	Christopher Andrew Moore (W)	Laura A. Rodgers (W)	Cast Votes	Undervotes	Overvotes	Rejected write-in votes	Unresolved write-in votes	Precinct Ballots Cast	Absentee Ballots Cast	Total Ballots Cast
Clarkston, Precinct 1	132	188	156	163	110	172	921	37	1	5	0	322	0	322
Totals	132	188	156	163	110	172	921	37	1	5	0	322	0	322

STATEMENT OF VOTES

**CITY OF THE
VILLAGE OF CLARKSTON**

The whole number of votes given for candidates for the office of		COUNCIL MEMBER			Put figures in this column			
was Nine hundred twenty-one			9	2	1			
and they were given for the following named persons:								
PERSONS RECEIVING THE VOTES		NUMBER OF VOTES WRITTEN IN WORDS						
1. Paul Angelini	One hundred thirty-two		1	3	2			
2. Gary Casey	One hundred eighty-eight		1	8	8			
3. Steven McLean	One hundred fifty-six		1	5	6			
4. Bruce Allen Fuller (Write-in)	One hundred sixty-three		1	6	3			
5. Christopher Andrew Moore (Write-in)	One hundred ten		1	1	0			
6. Laura A. Rodgers (Write-in)	One hundred seventy-two		1	7	2			
		TOTAL				9	2	1

Canvass Results
ELECTIONS
Run Time: 1:03:51 AM
Run Date: 11/06/2021

Oakland County, Michigan
Tuesday, November 2, 2021 Election
11/2/2021
Page 14

Official Results
Ballots Cast: 3635

Council Member - Clarkston - Vote for not more than 3

Precinct	Registered Voters	Turnout Percentage
Clarkston, Precinct 1	798	40.35%
Totals	798	40.35%

CERTIFICATE OF DETERMINATION

STATE OF MICHIGAN)

) ss.

COUNTY OF OAKLAND)

The Board of Canvassers of the _____ COUNTY _____ of _____ OAKLAND _____,
(COUNTY, CITY, TOWNSHIP OR VILLAGE) (COUNTY, CITY, TOWNSHIP OR VILLAGE)
having Ascertained and Canvassed the Votes of said _____ CITY OF THE VILLAGE OF CLARKSTON _____,
(COUNTY, CITY, TOWNSHIP, VILLAGE OR SCHOOL)
at the _____ CITY GENERAL _____ Election, held on the _____ 2ND _____ day of _____ NOVEMBER _____,
in the year Two Thousand _____ TWENTY-ONE _____.

Do Hereby Certify and Determine

That _____ Gary Casey _____ having received sufficient number of votes is elected to the office of
COUNCIL MEMBER.

That _____ Laura A. Rodgers _____ having received sufficient number of votes is elected to the office of
COUNCIL MEMBER.

That _____ Bruce Allen Fuller _____ having received sufficient number of votes is elected to the office of
COUNCIL MEMBER.

CERTIFICATE OF DETERMINATION



ATTEST:

In Witness Whereof, We have hereunto set our hands and affixed the Seal of the Circuit Court of Oakland County this 8th day of NOVEMBER in the year TWO THOUSAND TWENTY-ONE.

Veronica Cotton
CHAIRPERSON
Shant Hartung
R.P. [Signature]

**BOARD
OF
CANVASSERS**

Lisa Brown
CLERK OF BOARD OF CANVASSERS
LISA BROWN

Veronica Cotton
CHAIRPERSON OF BOARD OF CANVASSERS

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - Planning Commission Recommendation for Site Plan Reviews

WHEREAS, in their November 1, 2021 meeting, the Planning Commission voted unanimously to recommend to City Council, per the attached documents, to remove the Planning Commission from the Site Plan Approval process for single-family residential properties, to simplify the construction approval process by having the City's Building Department conduct all Site Plan Reviews, and;

NOW THEREFORE, BE IT RESOLVED that the City of the Village of Clarkston hereby authorizes the Planning Commission, with the assistance of City Planner Carlisle-Wortman, to hold Public Hearings related to the required changes to Zoning Ordinance Article XVII and then return to City Council for first and second readings and final approval, after which the revised ordinance will be publicly posting for 15 days.

Avery			Haven	Luginski	Wylie		Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent

- Resolution is Adopted
 Resolution is Defeated

Jennifer A. Speagle, City Clerk

November 8, 2021

Date

Planning Commission Recommendation to City Council – Ordinance Change – PC Single Family Residential Site Plan Reviews - November 4, 2021

1. Background – How Did We Get Here

On March 11, 2019 City Council approved an Ordinance change to require Planning Commission (PC) Site Plan reviews for all single family residential construction projects, including the Historic District. Prior to that date, the PC was not involved in the Historic District applications. That Ordinance change was made in 2019 as part of the new Master Plan objective to accelerate the build-out of vacant lots within the Village.

2. Timeline – What Has Changed:

- A. Before 11March2019: Only had PC single family Site Plan Reviews for non-HDC properties.
- B. After 11March2019: PC Site Plan reviews for all single family Residential construction (including Historic District).
- C. This proposal November, 2021: Discontinue all PC Site Plan reviews for ALL single family residential projects.

3. Rationale For This Change:

The purpose of this new change (Item C above) is to “simplify” the construction approval process for single family residential property owners. Today, they often face competing viewpoints from the Building Department, the Planning Commission and the HDC. As the attached Carlisle Wortman memo explains, the vast majority of municipalities do not require PC reviews of single family construction projects. Rather, these projects are handled by the Building Department, the ZBA if a variance is required and the HDC if in the Historic District.

4. Recommendation to Council:

In order to reduce complexity and align with municipal “Best Practices”, the PC recommends that City Council approve this attached “DRAFT” ordinance language.

5. Next Steps:

After Council approval, the PC will hold a public hearing and return to Council for first and second readings.

Submitted to Council for the Planning Commission on 04Nov2021 by Rich Little – Chair – Planning Commission.



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

TO: Planning Commission, The City of the Village of Clarkston
Jonathon Smith, City Manager
Tom Ryan, City Attorney

FROM: Benjamin R. Carlisle, AICP

DATE: October 14, 2021

RE: Single-Family in Historic District Site Plan Review Amendment

Based on ongoing discussion between the Planning Commission and the Historic District Commission, we have been directed to provide draft language to amend the Zoning Ordinance to eliminate the Planning Commission authority to review single family construction or additions within the Historic District. However, when reviewing this item, I noted that the Planning Commission reviews all single-family residential construction, even those outside the Historic District.

As you are aware, we work in approximately 80 communities in southeast Michigan, and we represent only one (1) community (City of Huntington Woods) that requires site plan review for single-family homes. We recommend that the City consider amending the zoning ordinance to eliminate site plan review for single-family residential. First off, we find it can be overly burdensome to homeowners. Secondly, there are non-subjective zoning requirements for single-family homes including setback, height, minimum floor area, and maximum lot coverage. If a single-family home meets those requirements, the Planning Commission is left to review and consider more aesthetic and subjective aspects of the project. Reviewing aesthetic and subjective aspects opens the City up to litigation because those items could be deemed arbitrary and capricious.

We still recommend review of any development of any non-single-family use or buildings in a residential district, just not single-family homes or additions. In addition, new single-family homes or additions in the historic district would still require review by the Historic District Commission under their authority.

If the Planning Commission decides to recommend an amendment to the zoning ordinance, we have composed draft language to consider. Please note that existing language is *italicized* and new language is drafted in **red** and eliminated language is ~~struck through~~.

Proposed Language:

SECTION 17.02 USES REQUIRING SITE PLAN REVIEW

Except as specifically provided in Section 17.03 and Section 17.04, the development of any new use, the construction of any new structures, any change of an existing use of land or site, and all other building or development activities in R-1, R-2, RM, RC, VC, RPDD, and I-1 districts shall require site plan approval by the Planning Commission pursuant to the conditions of Article XVII.

- A. *Site plan review as provided for in this Ordinance, any other provision notwithstanding, shall apply to:*
1. *New construction, excluding single-family residences.*
 2. *All additions to existing structures, excluding single-family residences, which will result in an increase of existing floor area, including multiple floors if such exist, in excess of ten percent (10%) or one thousand (1,000) square feet, whichever is the lesser; provided further that changes from one allowable use to another allowable use within the same district shall not require site plan review. ~~In the case of single family homes, only additions greater than 500 square feet in area shall require site plan approval.~~*
 3. *Any development for which off-street parking areas are provided as required in Article XX, OFF-STREET PARKING REQUIREMENTS.*
 4. *Any use in a VC, I, RM, or RPDD district lying contiguous to or across a street from a single-family residential district.*
 5. *Any use which lies contiguous to a major thoroughfare or collector street.*
 6. *Development of any non-single-family use or building in the Residential Districts.*
 7. ~~*Any residential development, excluding the placement of dwelling units in an approved manufactured housing park.*~~
 8. *Development of any nonresidential use or building.*
 9. *The erection, relocation, conversion or structural alteration to any building, structure or site which results in additional floor space pursuant to Section 1702 A 2.*
 10. *Any development which would establish more than one (1) principal use on a single lot: for example, a single-family site condominium or similar project where a single parcel is to be developed with more than one (1) detached dwelling unit.*
 11. *Special Land Uses in all zoning districts.*
 12. *Cellular phone towers located on municipal property only.*
 13. *Essential public service buildings and storage areas.*
 14. *Any change in the use of land or a building to a different class or type to a more intensive use, as determined by the Code Officer, that may involve significant changes to features such as building appearance, parking needs, traffic flow, traffic volumes, buffering needs, hours of operation, noise,*

October 14, 2021

effluent discharge, drainage and similar impacts. Any significant change adjacent to, or across the street from, a Single-Family Residential District shall require site plan review.

15. *A change in use on a site which does not conform to the site design standards of this Zoning Ordinance.*

SECTION 17.04 EXCEPTIONS TO SITE PLAN REVIEW

A. *Site plan review shall not be required for the following:*

1. ~~Construction or erection of permitted accessory buildings and structures accessory to a single or two family dwelling unit.~~ **Erection, moving, relocation, conversion, or structural alterations to a one-family dwelling on an individual lot, and its accessory use(s) or structure(s), are exempt from the full site plan review process. However, other applicable approvals are still required.**

Please let me know if you have further questions.

Yours Truly,



CARLISLE/WORTMAN ASSOC., INC.
Benjamin R. Carlisle, LEED AP, AICP

Jonathan Smith

From: Craig Strong <cstrong@cescode.com>
Sent: Thursday, September 30, 2021 11:45 AM
To: Tom Ryan
Cc: Susan Weaver; Jonathan Smith
Subject: 35 Madison Ct. #4
Attachments: 35 Madison ltr Sept 7th.pdf; apartment complex inspection with letter head.docx; 35 Madison Notice of Violation.pdf

Hi Tom: The following is the chain of events regarding the Madison St. apartment building:

- Received a complaint in March from apartment #3 regarding mold in her bathroom
- Performed an inspection of her apartment #3 and #4 along with a general inspection of the building
- Wrote attached inspection report
- Demo work started in apt #4 without a permit.
- In late May I received a lab report from Paul in #4 confirming the existence of mold and asbestos.
- Sent out attached Notice of Violation
- The owner then hired an attorney (Robert Kostin) who called me to set up a meeting with him and the owner
- Met with them on June 8th to discuss action needed to abate which included the need to hire a contractor and obtain permits. The owner also advised me that he offered both tenants in #3 & #4 to be relocated to a nearby hotel and both refused
- Permit was obtained on Aug 23rd
- Learned from tenant early September that no work had started so I contacted owner's attorney and sent out the attached 14-day notice.
- 14-day notice expired without any work being done so I contacted the owner who advised me that he could not get any response from the contractor and asked if he could obtain a permit as the owner, and he would find another contractor to complete the work. I agreed.

As we discussed on the phone, the labor market has been bad for awhile now and finding contractors to do work is an issue.

Thank you,
Craig E. Strong, Director
Code Enforcement Services
117 N. First St. Suite 70
Ann Arbor, MI 48104
P- 734 662-2200
F- 734 662-1935
Mobile- 734 652-6813
Email- cstrong@cescode.com

CODE ENFORCEMENT SERVICES

A division of Carlisle/Wortman Associates, Inc.

12000 Davisburg Road
Davisburg, Michigan 48350

www.cescode.com

Phone: 248-625-8480

September 7, 2021


Dr. Brian Donlon
Thirty Five Madison LLC
1385 Drahner
Oxford, MI 48371

RE: 35 Madison Unit #4, Village of Clarkston

Dear Dr. Donlon:

Please note that a building permit was authorized to be issued for reconstruction/remodel of a bathroom at 35 Madison (unit #4) due to several issues including but not limited to mold. That permit was issued August 23, 2021 to Sho-Place Inc. (B21-0008). You now have 14 days to complete the bathroom remodel for this apartment #4. Failure to do so may result in legal action commencing.

Sincerely,


Craig E. Strong, Director
Construction Code Division
Code Enforcement Services

Jonathan Smith

From: Susan Weaver <sweaver@cescode.com>
Sent: Wednesday, October 6, 2021 11:17 AM
To: Craig Strong
Cc: Jonathan Smith
Subject: 35 Madison #3 & #4

Just an FYI,

Dr. Donlon and his superintendent came in and obtained their permits for both unit 3 & 4. They also obtained the required electrical and plumbing permits. We will do rough electrical and plumbing inspections tomorrow 10/7/21.

*Susan Weaver, Building Department Administrator
Code Enforcement Services,
Operating Springfield Township, Rose Township
& City of the Village of Clarkston
Building Departments
12000 Davisburg Rd.
Davisburg, MI 48350
sweaver@cescode.com
T 248-846-6517
T 248-625-8480
Office Hrs: Mon-Thur 9 am to 4 pm
Closed FRIDAY*



Code Enforcement SERVICES

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

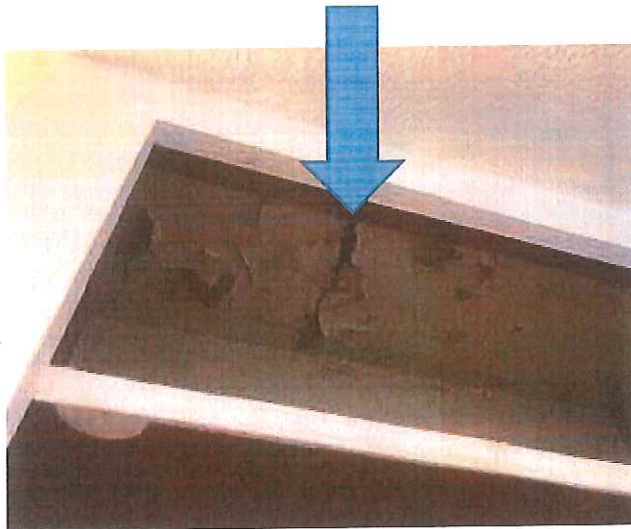
March 8, 2021

Mr. Brian Donlon
44710 Van Dyke Ave.
Utica, MI 48317

REF: 35 Madison Court
Clarkston, MI 48346

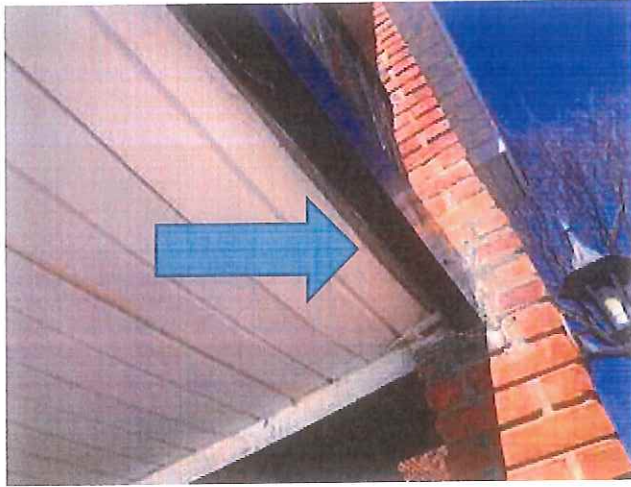
Sir:

On March 2, 2021, we received a complaint from tenants in apartments 3 and 4 regarding mold and falling tiles in a shower. At approximately 11:30am the City Manager and I visited the site and noted the following 2015 Property Maintenance Code violations:

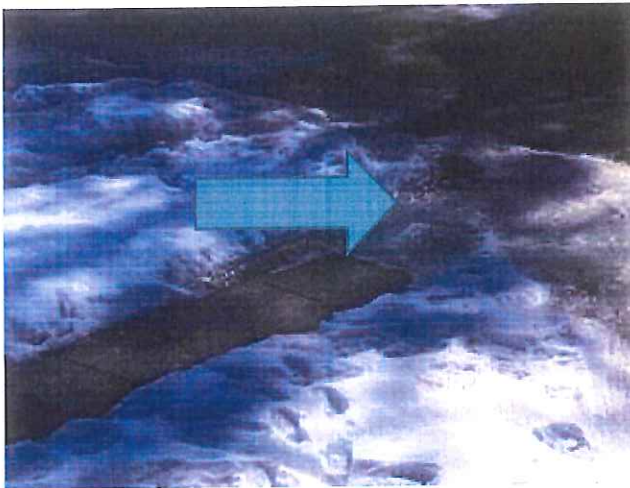


Apartment #3 bathroom cabinet ceiling: Sec 305.3 peeling and flaking paint (most likely lead base). Signs of mold in crack. Have the mold tested and abated within 14 days or prior to March 24, 2021. Repair the area noted within 14 days.

Sec 304.6 repair hole at rear 2nd story.



East end of building. Sec 304.9 Soffit has become detached.



Sec 302.3 Sidewalks and driveways shall be maintained free of hazardous conditions.



Code Enforcement

SERVICES

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

NOTICE OF VIOLATION AND ORDER TO ABATE

May 28, 2021.

Mr. Brian Donlon
44710 Van Dyke Ave.
Utica, MI 48317

REF: 35 Madison Court Apartments 3 & 4
Clarkston, MI 48346

Sir:

As a follow up to my March 8, 2021 inspection letter, I am now aware that the mold spores found during that inspection have tested positive for *Stachybotrys* (black or toxic mold) as indicated in the attached lab report dated April 7, 2021. I am also aware that during the removal of drywall in the bathroom of unit #4, vermiculite (a loose fill insulation material once used in construction) was found in the walls and ceilings. This material in its natural form is not harmful but many companies added fillers to it such as asbestos and fiberglass. The attached lab report dated May 26, 2021 confirms that the sample did contain asbestos, which as you must know is known to cause lung cancer if the fibers become airborne.

In closing, and as the owner of said property, I am directing you to take immediate action in abating these violations of the International Property Maintenance Code, Section 108 (Unsafe Structures). Both tenants shall be relocated immediately, and until remediation has been completed by licensed/qualified companies trained in mold and asbestos abatement. Failure to comply will cause me to begin legal action through the City Attorney's office.

If you have any questions, you may call me at 734 652-6813 or email me at cstrong@cescode.com.

Respectfully,


Craig E. Strong, Building Official
City of the Village of Clarkston

Cc: Jonathan Smith, City Manager
Thomas Ryan, City Attorney



Report Prepared For: So Clean Inc.
Project Name: Charlie Green
Project Number: 35 Madison
Report Date: 04/07/2021
Lab Number: E158179

5 - Understanding Laboratory Results

Laboratory findings must only be considered as part of an overall mold investigation. The interpretation of the findings must only be made by a qualified individual after reviewing all relevant data. Visual information and environmental conditions measured during the site assessment are crucial to any final interpretation of the results. A very good reference book which covers sampling and data interpretation has been published by The American Conference of Governmental and Industrial Hygienists and is entitled *Bioaerosols: Assessment and Control*, 1999.

Numerical guidelines cannot be used as the primary determinant as to whether a mold problem may exist. Concentrations of mold in the air will vary depending on weather conditions, building air flow, time of day and time of year. Comparisons between indoor and outdoor mold levels, types of mold found, visual information and environmental conditions are more important in interpreting results than reliance on specific numeric thresholds.

In *Indoor Air Quality in Office Buildings: A Technical Guide*, Health Canada, Revised 1995 (Pages 49-50), Health Canada set forth guidelines which can be used to better understand air testing results. The guidelines included these general principles. Significant numbers of certain pathogenic fungi should not be present in indoor air (e.g. *Aspergillus fumigatus*, *Histoplasma*, and *Cryptococcus*). Bird or bat droppings in air intakes, ducts or rooms should be assumed to contain these pathogens. The persistent presence of significant numbers of toxigenic fungi (e.g. *Stachybotrys atra*, toxigenic *Aspergillus*, *Penicillium* and *Fusarium* species) indicate that further investigation and action should be taken. The confirmed presence of one or more fungal species occurring as a significant percentage of a sample in indoor air samples and not similarly present in concurrent outdoor samples is evidence of a fungal amplifier. The "normal" air mycoflora is qualitatively similar and quantitatively lower than that of outdoor air. The significant presence of fungi in humidifiers and diffuser ducts and on moldy ceiling tiles and other surfaces requires investigation and remedial action regardless of the airborne mold concentrations.

Generally, mold spores are present everywhere. As a general rule, "normal" air mycoflora is qualitatively similar and quantitatively lower than that of outdoor air. When the converse is true, it is likely that an indoor source of mold may exist. However, even this most basic rule may produce misleading results. Airborne mold spore levels vary widely due to factors such as weather conditions and activity levels. For example, in a "normal" home, indoor mold spore levels may be elevated above outdoor spore levels after vacuuming (when airborne indoor levels could be unusually high) or after a heavy snow (when outdoor levels could be unusually low).

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of So Clean Inc.. Read the important terms, conditions, and limitations that apply to this report carefully.

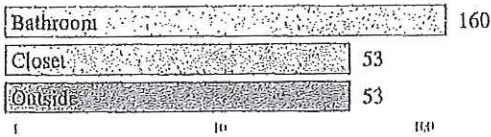


Report Prepared For: So Clean Inc.
Project Name: Charlie Green
Project Number: 35 Madison
Report Date: 04/07/2021
Lab Number: E158179

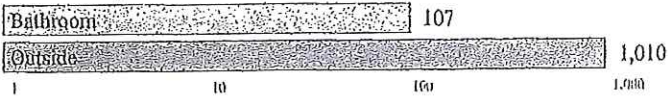
4 - Background Comparison Graph

Spore Trap Samples - Spores per Cubic Meter

Ascospores



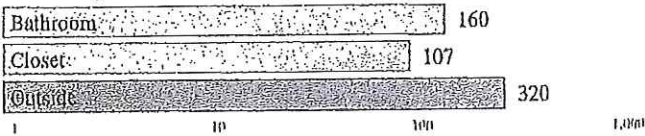
Basidiospores



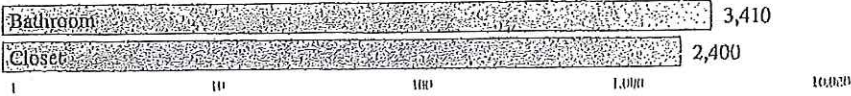
Chaetomium



Cladosporium



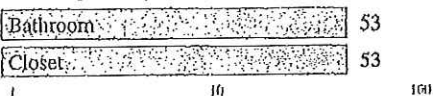
Pen/Asp group



Pestalotiopsis



Stachybotrys



This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of So Clean Inc.. Read the important terms, conditions, and limitations that apply to this report carefully.



Report Prepared For: So Clean Inc.
Project Name: Charlie Green
Project Number: 35 Madison
Report Date: 04/07/2021
Lab Number: E158179

Location: Outside

Sample # E158179 - 3

Medium Type: Air-O-Cell

Serial # 30127390

Exposure: 15.00 l/min. for 5.00 min.

Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	19	1,010	73.03%
Cladosporium	6	320	23.14%
Ascospores	1	53	3.83%
Total Fungi	26	1,380	100.00%
- Other -			
Hyphal Fragment	3	160	75.12%
Pollen	1	53	24.88%
Total Other	4	213	100.00%

Background Item	Level
Dust / Debris	Low
Hyphal Fragments	Very Low
Opaque Particles	Low

Analytic Methods and Formulas:

Calculated results may include one more significant figure than is mathematically justified in order to accommodate the client's needs.

IMS Laboratory Analytical Method: 2.2 (method for analyzing spore trap)

Spores per cubic meter is determined by: $\text{Total Spore Count} \times 4000 / (\text{sampling rate} \times \text{sampling time})$

Note that this report may use mold-specific units of measure, such as Spores/cu. m and CFU/cu. m, for Sample Identifications which are not mold. Examples include pollen, fabric and fiberglass fibers, insect particles, and ash. In this context, "CFU" and "Spore" refer to individual pieces of the identified material.

IMS Laboratory, LLC is accredited through the AIHA-LAP, LLC and participates in Environmental Microbiology Proficiency Testing, BMPAT #172958. Data is provided in compliance with AIHA-LAP, LLC policy modules and ISO/IEC 17025:2017 guidelines.



Kathryn C. Langley 04/07/2021
Kathryn C. Langley, Laboratory Manager

This report has been prepared by IMS Laboratory, LLC at the request of and for the exclusive use of So Clean Inc.. Read the important terms, conditions, and limitations that apply to this report carefully.

KL



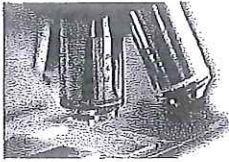
Report Prepared For: So Clean Inc.
Project Name: Charlie Green
Project Number: 35 Madison
Report Date: 04/07/2021
Lab Number: B158179

1 - IMS Laboratory, LLC

IMS Laboratory, LLC operates a state-of-the-art environmental laboratory, specializing in full service microbial, asbestos and radon analyses. We maintain the highest levels of quality and personalized service in the industry. Our analytical staff includes only Certified Indoor Air Quality Professionals, Ph.D. Microbiologists, Mycologists, Microbiologists, and Biochemists. Our team's extensive experience in indoor air quality sampling techniques, microbial identification, and analytical interpretation allows us to offer our clients expert personalized service and has made IMS Laboratory an industry leader.

IMS Laboratory is accredited through the American Industrial Hygiene Association Laboratory Accreditation Programs, LLC (AIHA-LAP, LLC) for nonviable fungal identification and through the National Voluntary Laboratory Accreditation Program (NVLAP) for bulk asbestos. To maintain quality control and quality assurance, we use standardized procedures approved under strict AIHA-LAP, LLC and NVLAP guidelines. Client data information is compiled and stored in a specially designed computer management system for secure, redundant data and the ability to comply with AIHA-LAP, LLC and NVLAP quality system requirements. A portion of this quality system includes inter-analyst comparisons and statistical quality control using blind duplicate analyses and process blanks. Laboratory data is provided in compliance with AIHA-LAP, LLC and NVLAP policy modules and ISO/IEC 17025:2017 guidelines.

This data is intended for use by professionals having the necessary knowledge of the testing methods to interpret them accurately.



HOME MOLD LABORATORY

Report Prepared For: Paul Rottarr
Project Name: Rottarr, Paul
Report Date: 05/26/21
Lab Number: A20295

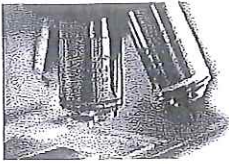
Asbestos Report Summary

Test Method: Polarized Light Microscopy (PLM)

1 Sample Analyzed
1 Sample Containing >1% Asbestos

Greater than 1% Asbestos

Client ID	Lab Number	Description	Asbestos
01	A20295 - 1	Gold Glitter Multi-Composite Loose Material / Bathroom Ceiling	Actinolite 2%



Glossary

- Actinolite** - This form of asbestos was not commonly used commercially, but can be found occasionally in some building products.
- Amosite** - This form of asbestos was commonly used in ceiling tiles, cement sheets, pipe insulation, and in many different types of thermal insulation products.
- Anthophyllite** - This form of asbestos was not commonly used commercially, but can be found occasionally in some building products.
- Asbestos** - Any of six naturally occurring silicate minerals (Chrysotile, Amosite, Crocidolite, Tremolite, Actinolite, and Anthophyllite). Inhalation of these minerals can cause asbestosis and certain types of cancer. Because of asbestos' fireproofing and other desirable properties, these minerals can be found in many different types of building materials.
- Chrysotile** - This is the most commonly used form of asbestos and can be found today in many building components including floors, roofs, ceilings, walls and insulation cement materials, piping and sealants of residential and commercial buildings. It was also used in automobile brake pads, linings and blocks, clutch plates and gaskets.
- Crocidolite** - This form of asbestos has been used in some building products including cement, pipe insulation and spray-on coatings.
- Fibrous** - Any material that contains, consists of, or resembles fibers.
- Friable** - Any material that can be crumbled, pulverized, or reduced to powder by the pressure of an ordinary human hand. Friable asbestos containing materials are dangerous because they allow asbestos fibers to get into the air where they can be inhaled.
- Heterogeneous** - A mixture that consists of two or more substances. It is non-uniform and the different components of the mixture can be seen.
- Homogeneous** - A substance which has uniform composition and properties throughout.
- Non-Fibrous** - Any material that does not contain fibers.
- Non-Friable** - Any material that cannot be pulverized under hand pressure.
- Tremolite** - This form of asbestos was not commonly used commercially, but can be found in some roofing materials, insulation products (including vermiculite), paints, sealants, and talc powders.

FORWARDED TO Tom Ryan

bob@robertkostin.com

From: Diana Donlon <bdonlon2004@sbcglobal.net>
Sent: Thursday, October 28, 2021 8:21 AM
To: bob@robertkostin.com
Subject: Re: eviction

Bob, Enclosed is a timeline of what took place with Paul Rottarr apt #4 Clarkston: May 17, 2021 advised P. Rottarr that due to a water leak in Apts. #3 &4. He was offered an alternative living arrangement . He said "I have too much valuable stuff to just leave . I will stay during construction. What will you do for me? I offered 1 mo. free rent for his inconvenience. He asked for two months. I agreed. Never did we discuss length of time it would take because that was out of my control. In summary, Paul R. refuse to move during remodeling in return for 2 months free rent. He has now stayed 6 months paying no rent

Brian Donlon

On Friday, October 8, 2021, 12:35:48 PM EDT, <bob@robertkostin.com> wrote:

Okay, I will file.

From: Diana Donlon <bdonlon2004@sbcglobal.net>

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Motion - Zoning Board of Appeals Appointment

Bill Basinger resigned from the Zoning Board of Appeals effective October 31, 2021.

Anne Clifton appointed to replace Bill Basinger, serving the balance of his term through June 2022.

Motioned by _____ and Seconded by _____ to accept the above listed nominations.

Avery	TBD	TBD	Haven	TBD	Luginski	Wylie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent

Motion is Adopted

Motion is Defeated

Jennifer Speagle, City Clerk

November 8, 2021

Date

November 5, 2021

To: The City Council of the City of the Village of Clarkston

Re: Zoning Board of Appeals opening

I would like to be considered to fill the vacancy on the ZBA. For your consideration, I offer the following background information. I have been a resident of the Village since 1995, residing in an historic home at 89 S. Main St. In that time, I served many years (10? 11? I honestly don't remember the number) on the City Council. Additionally, I served on the Planning Commission as both a Council representative and as an appointee.

In those capacities, I became familiar with the workings of City government, and with our zoning ordinances, even working on revisions to many areas such as sign ordinances. Probably most significantly, I learned the importance of listening more than speaking, and reserving judgement and decision making until I was confident I had heard and learned what was relevant.

In addition to my time in City government, I am a (recently) retired high school math teacher. Twenty-five years in education, many of those in leadership positions within my schools and District, taught me many lessons – probably as many lessons as I taught to students! I learned to work within and lead groups that were often contentious, to achieve objectives. This included fellow teachers, administrators, and students.

Prior to working in education, I worked in business. After receiving an undergraduate degree in math and economics at Albion College, I went on to the University of Michigan for my MBA. I worked in corporate marketing, research and education for over a decade before going back to school to become a teacher. Much like my teaching experience, this corporate experience helped me learn to pay attention to details, “play well with others,” and gather relevant information prior to making decisions.

All this being said, I believe I have the skill set to be an asset to the ZBA for the City of the Village of Clarkston.

Thank you,

Anne Clifton

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - Acceptance of the 20/21 FY Financial Audit

WHEREAS, City Auditor Rana Emmons of PSLZ LLP Certified Public Accountants has fully reviewed the City's financial status and prepared the attached **Audited Financial Report** for the 20/21 Fiscal Year, ending June 30, 2021, and;

WHEREAS, the Auditor presented the Report in the November 8, 2021 City Council meeting, explaining the various documents and schedules, and;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of the Village of Clarkston hereby agrees to accept and file the 20/21 Fiscal Year Audited Financial Report as submitted by City Auditor Rana Emmons of PSLZ LLP.

Avery			Haven		Luginski	Wylie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
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Resolution is Adopted

Resolution is Defeated

Jennifer Speagle, City Clerk

November 8, 2020

Date

PSLZ PLLC

Certified Public Accountants

19500 Victor Parkway
Suite 460
Livonia, MI 48152

Jane F. Wang, C.P.A.
Rana M. Emmons, C.P.A.
Susan H. Bertram, C.P.A.
Deborah M. Gullledge, C.P.A.

Telephone: (734) 453-8770
Fax: (734) 453-0312

Leah M. Parker-Roth, C.P.A.
Alice Li, C.P.A.

August 20, 2021

City of the Village of Clarkston
375 Depot Road
Clarkston, MI 48346

We are pleased to confirm our understanding of the services we are to provide the City of the Village of Clarkston for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the notes to the financial statements, which collectively comprise the basic financial statements of the City of the Village of Clarkston, as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of the Village of Clarkston's basic financial statements. Such information, 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. As part of our engagement, we will apply certain limited procedures to the City of the Village of Clarkston's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding 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 will 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. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures but will not be audited.

1. Management's Discussion and Analysis
2. Budgetary Comparison Information

We have also been engaged to report on supplementary information other than RSI that accompanies the City of the Village of Clarkston's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and

other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Combining Statements of Nonmajor funds

• **Audit Objective**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City of the Village of Clarkston's financial statements. Our report will be addressed to the Mayor and City Council of the City of the Village of Clarkston. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

• **Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform

the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

- ***Audit Procedures – Internal Control***

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

- ***Audit Procedures - Compliance***

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of the Village of Clarkston's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

- ***Other Services***

We will prepare the financial statements of the City of the Village of Clarkston in conformity with U.S. generally accepted accounting principles based on information provided by you.

- ***Management Responsibilities***

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are

also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or if they changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

• **Engagement Administration and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

Rana Emmons is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We appreciate the opportunity to be of service to the City of the Village of Clarkston and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,



PSLZ PLLC

Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of the City of the Village of Clarkston.

By: 

Jonathan Smith
City Manager

**CITY OF THE VILLAGE OF CLARKSTON
Oakland County, Michigan**

AUDITED FINANCIAL REPORT

**For the Fiscal Year Ended
June 30, 2021**

CITY OF THE VILLAGE OF CLARKSTON
For the Year Ended June 30, 2021

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CITY OF THE VILLAGE OF CLARKSTON
For the Year Ended June 30, 2021

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FINANCIAL SECTION

PSLZ PLLC

Certified Public Accountants

19500 Victor Parkway
Suite 460
Livonia, MI 48152

Jane F. Wang, C.P.A.
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Fax: (734) 453-0312

Leah M. Parker-Roth, C.P.A.
Alice Li, C.P.A.

Independent Auditor's Report

October 13, 2021

To the Honorable Mayor and Members of City Council
City of the Village of Clarkston, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of the Village of Clarkston, Michigan, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Honorable Mayor and
Members of the City Council
City of the Village of Clarkston, Michigan

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of the Village of Clarkston, Michigan, as of June 30, 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.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and the budgetary comparison information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, 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.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of the Village of Clarkston, Michigan's basic financial statements as a whole. The combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling information directly to underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Respectfully,



PSLZ PLLC
Certified Public Accountants

Management's Discussion and Analysis

Overview of the Financial Statements

The City's annual report consists of management's discussion and analysis, government-wide financial statements, fund financial statements, notes to the financial statements, required supplemental information, and other supplemental information.

The government-wide financial statements are designed to provide a broad overview of the City's finances. The government-wide financial statements are presented on a full accrual basis, with an emphasis on measuring all economic resources and not just current financial resources, as measured in the individual fund statements. Two government-wide statements are provided.

The statement of net position presents information on all of the City's assets and liabilities with the difference shown as net position. Increases or decreases of net position from period to period provide useful information on the direction of the City's financial position over time.

The statement of activities provides information on how the government-wide net position changed during the fiscal year. This statement provides information on income, expenses, and other increases or decreases in net position.

Following the government-wide statements, individual fund financial statements are provided for the City's major funds with one column provided for nonmajor funds. These statements are grouped into governmental funds, which account for the cost of providing governmental-type services such as public safety and public works; business-type funds, which account for functions that are intended to recover all or a significant portion of their costs through user fees and charges, and fiduciary funds, which account for assets held for outside parties.

Reconciliation between the individual fund statements and the government-wide financial statements is provided following the individual fund statements. The differences between the statement of net position and the fund-based balance sheet are primarily related to inclusion of capital assets and long-term liabilities in the government-wide statement of net position, which are not included in the fund-based balance sheet. The differences between the statement of activities and the statement of revenues, expenditures, and changes in fund balances primarily relate to the timing of reporting capital outlays and debt principal payments in the fund statements and a difference in the timing of the recognition of certain revenues and expenditures such as debt principal payments, and accrued employee leave time.

Financial Position

The following table shows in a condensed format, the net position of the City's governmental activities as of June 30, 2021:

City of Clarkston - Net Position

	Governmental Activities		Business-type Activities		Total	
	2021	2020	2021	2020	2021	2020
Current and Other Assets	\$ 349,737	\$ 517,941	\$ 645,771	\$ 687,397	\$ 995,508	\$ 1,205,338
Capital Assets	2,871,843	2,991,898	116,107	120,734	2,987,950	3,112,632
Total Assets	3,221,580	3,509,839	761,878	808,131	3,983,458	4,317,970
Long-term Liabilities						
Outstanding	526,751	746,117	-	-	526,751	746,117
Other Liabilities	54,514	62,309	68,163	67,627	122,677	129,936
Total Liabilities	581,265	808,426	68,163	67,627	649,428	876,053
Net Position:						
Net Investment						
in Capital Assets	2,345,092	2,245,781	116,107	120,734	2,461,199	2,366,515
Restricted	98,147	18,917	-	-	98,147	18,917
Unrestricted	197,076	436,715	577,608	619,770	774,684	1,056,485
Total Net Position	\$ 2,640,315	\$ 2,701,413	\$ 693,715	\$ 740,504	\$ 3,334,030	\$ 3,441,917

The following table shows the changes of the net position during the year ended June 30, 2021:

City of Clarkston - Change in Net Position						
	Governmental Activities		Business-type Activities		Total	
	2021	2020	2021	2020	2021	2020
Program Revenues:						
Charges for Services	\$ 65,007	\$ 175,269	\$ 325,208	\$ 292,341	\$ 390,215	\$ 467,610
Operating Grants & Contributions	119,222	107,308	-	-	119,222	107,308
Capital Grants & Contributions	-	300,925	-	-	-	300,925
General Revenues:						
Property Taxes	790,372	771,715	-	-	790,372	771,715
State Shared Revenues	96,185	84,897	-	-	96,185	84,897
Franchise Fees	19,482	19,299	-	-	19,482	19,299
Unrestricted Investment Earnings	1,565	4,340	4,585	4,393	6,150	8,733
Total Revenues	1,091,833	1,463,753	329,793	296,734	1,421,626	1,760,487
Program Expenses:						
General Government	374,223	364,020	-	-	374,223	364,020
Public Safety	308,955	299,914	-	-	308,955	299,914
Public Works	403,597	432,720	-	-	403,597	432,720
Community Development	23,351	27,705	-	-	23,351	27,705
Recreation and Cultural	12,449	17,965	-	-	12,449	17,965
Interest on Long-Term Debt	30,356	34,216	-	-	30,356	34,216
Water	-	-	-	-	-	-
Sewer	-	-	376,582	304,265	376,582	304,265
Total Expenses	1,152,931	1,176,540	376,582	304,265	1,529,513	1,480,805
Change in Net Position	\$ (61,098)	\$ 287,213	\$ (46,789)	\$ (7,531)	\$ (107,887)	\$ 279,682

The City had a decrease of \$61,098 in net position in its governmental activities for the fiscal year ended June 30, 2021, compared to an \$287,213 increase for the fiscal year ended June 30, 2020. Property tax revenues increased \$18,657 or 2.4% over the prior year, and the State shared revenues increased \$11,288.

Governmental Activities

General Fund expenditures exceeded revenues in fiscal year 2021 by \$86,727, as compared to revenues exceeded expenditures in fiscal year 2020 by \$38,824. Governmental activity revenues for fiscal year 2021 decreased by \$371,920 over the prior year. The prior year includes a \$300,000 advance from the water fund. The current year reflects a \$64,911 decrease in parking fees recorded in the parking fund. The Parking Fund had a \$51,776 decrease in parking fees during fiscal year 2020 as well.

Analysis of Individual Funds

Of the City's governmental funds, the General, Major and Local Streets, Debt Service, and Capital Projects Funds account for all significant expenditures.

The General Fund ended the fiscal year with a decrease to its fund balance in the amount of \$86,727, which included \$64,520 of transfers out to the Capital Projects Fund.

General Fund Budgetary Highlights

The General Fund original budgeted revenues remained unchanged, and the final amended budgeted expenditures were increased by \$69,000 over the original budgeted expenditures. The legal fees budget was increased by \$64,440 for pending litigation.

Capital Assets

During fiscal year 2021, capital asset additions totaled \$173,541, which included road improvements, installation of signs, and the remainder of City Hall renovations. Annual depreciation expense of \$293,596 has been recorded for fiscal year 2021.

Long-term Debt

At the end of the current fiscal year, the City had total general obligation bond debt outstanding of \$553,000. The City's total bonded debt decreased by \$228,000 during the current fiscal year, as a result of annual debt payments made.

Economic Factors

The City of the Village of Clarkston's budgeted property tax revenues are expected to increase slightly and state shared revenue are budgeted to remain approximately the same as the current fiscal year. These factors were considered in preparing the City's budget for the 2021-2022 fiscal year. The City has adopted a balanced budget for their fiscal year 2021-2022.

Contacting the City's Financial Management

This audit of the revenues and expenditures of the City is designed to depict the financial health of the City and demonstrate the uses of City resources. The audit also provides financial information to the City's investors and creditors.

If you have any questions about this report contact the City Offices, City of the Village of Clarkston, 375 Depot Road, Clarkston, Michigan 48346.

BASIC FINANCIAL STATEMENTS

CITY OF THE VILLAGE OF CLARKSTON
Statement of Net Position
June 30, 2021

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
<u>ASSETS</u>			
Cash and Cash Equivalents	\$ 309,681	\$ 279,110	\$ 588,791
Receivables (net of allowance for uncollectibles)			
Accounts	6,600	35,298	41,898
Due from Other Governmental Units	33,456	50,000	83,456
Advance to Other Funds	-	281,363	281,363
Capital Assets (net of accumulated depreciation)	<u>2,871,843</u>	<u>116,107</u>	<u>2,987,950</u>
Total Assets	<u>3,221,580</u>	<u>761,878</u>	<u>3,983,458</u>
<u>LIABILITIES</u>			
Accounts Payable	50,350	68,163	118,513
Accrued Liabilities	4,164	-	4,164
Noncurrent Liabilities:			
Due within one year	231,000	-	231,000
Due in more than one year	<u>295,751</u>	<u>-</u>	<u>295,751</u>
Total Liabilities	<u>581,265</u>	<u>68,163</u>	<u>649,428</u>
<u>NET POSITION</u>			
Net Investment in Capital Assets	2,345,092	116,107	2,461,199
Restricted for:			
Streets	77,548	-	77,548
Mill Pond Lake Improvements	16,401	-	16,401
Other	4,198	-	4,198
Unrestricted	<u>197,076</u>	<u>577,608</u>	<u>774,684</u>
Total Net Position	<u>\$ 2,640,315</u>	<u>\$ 693,715</u>	<u>\$ 3,334,030</u>

CITY OF THE VILLAGE OF CLARKSTON
Statement of Activities
For the Year Ended June 30, 2021

	Program Revenues			
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Functions/Programs				
Primary Government:				
Governmental Activities:				
General Government	\$ 374,223	\$ 22,060	\$ 3,283	\$ -
Public Safety	308,955	21,569	3,494	-
Public Works	403,597	21,378	105,445	-
Community Development	23,351	-	7,000	-
Recreation and Cultural	12,449	-	-	-
Interest on Long-Term Debt	30,356	-	-	-
Total Governmental Activities	<u>1,152,931</u>	<u>65,007</u>	<u>119,222</u>	<u>-</u>
Business-type Activities:				
Water	-	28,600	-	-
Sewer	376,582	296,608	-	-
Total Business-type Activities	<u>376,582</u>	<u>325,208</u>	<u>-</u>	<u>-</u>
Total Primary Government	<u>\$ 1,529,513</u>	<u>\$ 390,215</u>	<u>\$ 119,222</u>	<u>\$ -</u>

General Revenues:
Property Taxes
State Shared Revenue
Unrestricted Investment Earnings
Franchise Fees
Total General Revenues

Change in Net Position
Net Position - Beginning

Net Position - Ending

Net (Expense) Revenue and Changes in Net Position

Primary Government

<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
\$ (348,880)	\$ -	\$ (348,880)
(283,892)	-	(283,892)
(276,774)	-	(276,774)
(16,351)	-	(16,351)
(12,449)	-	(12,449)
(30,356)	-	(30,356)
<u>(968,702)</u>	<u>-</u>	<u>(968,702)</u>
-	28,600	28,600
-	(79,974)	(79,974)
-	<u>(51,374)</u>	<u>(51,374)</u>
<u>(968,702)</u>	<u>(51,374)</u>	<u>(1,020,076)</u>
790,372	-	790,372
96,185	-	96,185
1,565	4,585	6,150
19,482	-	19,482
<u>907,604</u>	<u>4,585</u>	<u>912,189</u>
(61,098)	(46,789)	(107,887)
<u>2,701,413</u>	<u>740,504</u>	<u>3,441,917</u>
\$ <u>2,640,315</u>	\$ <u>693,715</u>	\$ <u>3,334,030</u>

CITY OF THE VILLAGE OF CLARKSTON
Balance Sheet
Governmental Funds
June 30, 2021

	<u>General</u>	<u>2012 GO Refunding Bond Debt</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<u>ASSETS</u>				
Cash and Cash Equivalents	\$ 198,908	\$ -	\$ 110,773	\$ 309,681
Receivables (net of allowance for uncollectibles)				
Accounts	6,600	-	-	6,600
Due from State	17,123	-	16,333	33,456
	<u>222,631</u>	<u>-</u>	<u>127,106</u>	<u>349,737</u>
Total Assets	\$ <u>222,631</u>	\$ <u>-</u>	\$ <u>127,106</u>	\$ <u>349,737</u>
<u>LIABILITIES AND FUND BALANCE</u>				
Liabilities:				
Accounts Payable	\$ 17,193	\$ -	\$ 33,157	\$ 50,350
Accrued and Other Liabilities	4,164	-	-	4,164
Total Liabilities	<u>21,357</u>	<u>-</u>	<u>33,157</u>	<u>54,514</u>
Fund Balances:				
Restricted for:				
Streets	-	-	77,548	77,548
Mill Pond Lake Improvements	-	-	16,401	16,401
Sign Maintenance	3,796	-	-	3,796
Other	402	-	-	402
Assigned for Subsequent Years				
Expenditures	70,707	-	-	70,707
Unassigned	126,369	-	-	126,369
Total Fund Balance	<u>201,274</u>	<u>-</u>	<u>93,949</u>	<u>295,223</u>
Total Liabilities and Fund Balance	\$ <u>222,631</u>	\$ <u>-</u>	\$ <u>127,106</u>	

Amounts reported for governmental activities in the statement of net position are different because:

Capital Assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

2,871,843

Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.

(526,751)

Net Position of Governmental Activities

\$ 2,640,315

CITY OF THE VILLAGE OF CLARKSTON
Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Funds
For the Year Ended June 30, 2021

	General	2012 GO Refunding Bond Debt	Other Governmental Funds	Total Governmental Funds
Revenues				
Property Taxes	\$ 543,650	\$ 165,910	\$ 80,812	\$ 790,372
Licenses and Permits	19,673	-	-	19,673
Intergovernmental:				
Federal, State and Local	106,679	-	99,750	206,429
Charges for Services	35,004	-	1,483	36,487
Fines and Forfeitures	1,896	-	-	1,896
Franchise Fees	19,482	-	-	19,482
Special Assessments	-	-	5,695	5,695
Interest	1,557	-	8	1,565
Other	10,234	-	-	10,234
Total Revenues	738,175	165,910	187,748	1,091,833
Expenditures				
Current:				
General Government	336,278	-	-	336,278
Public Safety	308,955	-	-	308,955
Public Works	65,663	-	180,618	246,281
Community Development	23,351	-	-	23,351
Recreation and Cultural	2,162	-	-	2,162
Other Functions	20,973	-	-	20,973
Debt Service:				
Principal	-	153,000	75,000	228,000
Interest and Other Charges	3,000	12,910	5,812	21,722
Capital Outlay	-	-	64,520	64,520
Total Expenditures	760,382	165,910	325,950	1,252,242
Excess (Deficiency) of Revenues Over Expenditures	(22,207)	-	(138,202)	(160,409)
Other Financing Sources (Uses)				
Transfers In	-	-	64,520	64,520
Transfers Out	(64,520)	-	-	(64,520)
Total Other Financing Sources (Uses)	(64,520)	-	64,520	-
Net Change in Fund Balance	(86,727)	-	(73,682)	(160,409)
Fund Balance - Beginning	288,001	-	167,631	455,632
Fund Balance - Ending	\$ 201,274	\$ -	\$ 93,949	\$ 295,223

CITY OF THE VILLAGE OF CLARKSTON
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance
of Governmental Funds to the Statement of Activities
For the Year Ended June 30, 2021

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balance - total governmental funds	\$	(160,409)
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current period.

		173,541
Capital Outlay		173,541
Depreciation Expense		(293,596)

The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

		228,000
Principal Repayments		228,000
Bond Issuance Cost Amortization		(8,634)

Change in net position in governmental activities	\$	<u>(61,098)</u>
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CITY OF THE VILLAGE OF CLARKSTON
Statement of Net Position
Proprietary Funds
June 30, 2021

	Enterprise Funds		
	Water Fund	Sewer Fund	Total
<u>ASSETS</u>			
Current Assets:			
Cash and Cash Equivalents	\$ 137,341	\$ 141,769	\$ 279,110
Accounts Receivable	-	35,298	35,298
Due from Other Governmental Units	50,000	-	50,000
Total Current Assets	<u>187,341</u>	<u>177,067</u>	<u>364,408</u>
Noncurrent Assets:			
Advance to Other Funds	<u>281,363</u>	-	<u>281,363</u>
Capital Assets	-	1,289,975	1,289,975
Less: Accumulated Depreciation	-	<u>(1,173,868)</u>	<u>(1,173,868)</u>
Net Capital Assets	<u>-</u>	<u>116,107</u>	<u>116,107</u>
Total Assets	<u>\$ 468,704</u>	<u>\$ 293,174</u>	<u>\$ 761,878</u>
<u>LIABILITIES AND NET POSITION</u>			
Current Liabilities:			
Accounts Payable	\$ -	\$ 68,163	\$ 68,163
Net Position:			
Net Investment in Capital Assets	-	116,107	116,107
Unrestricted	<u>468,704</u>	<u>108,904</u>	<u>577,608</u>
Total Net Position	<u>468,704</u>	<u>225,011</u>	<u>693,715</u>
Total Liabilities and Net Position	<u>\$ 468,704</u>	<u>\$ 293,174</u>	<u>\$ 761,878</u>

CITY OF THE VILLAGE OF CLARKSTON
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Fund
For the Year Ended June 30, 2021

	Enterprise Funds		
	Water Fund	Sewer Fund	Total
Operating Revenues:			
Sewer Usage Charges	\$ -	\$ 293,729	\$ 293,729
Water Connection Charges	28,600	-	28,600
Penalty Charges	-	2,879	2,879
Total Operating Revenues	28,600	296,608	325,208
Operating Expenses:			
Contractual Services	-	370,205	370,205
Postage and Supplies	-	1,750	1,750
Depreciation	-	4,627	4,627
Total Operating Expenses	-	376,582	376,582
Operating Income (Loss)	28,600	(79,974)	(51,374)
Non-Operating Revenues:			
Interest Earned	4,557	28	4,585
Change in Net Position	33,157	(79,946)	(46,789)
Net Position, Beginning	435,547	304,957	740,504
Net Position, Ending	\$ 468,704	\$ 225,011	\$ 693,715

CITY OF THE VILLAGE OF CLARKSTON
Statement of Cash Flows
Proprietary Fund
For the Year Ended June 30, 2021

	Enterprise Funds		
	Water Fund	Sewer Fund	Total
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>			
Receipts from customers	\$ 28,600	\$ 289,500	\$ 318,100
Payments to Suppliers	-	(371,419)	(371,419)
Net Cash Provided (Used) by Operating Activities	<u>28,600</u>	<u>(81,919)</u>	<u>(53,319)</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>			
(Increase) Decrease in Advance to Other Funds	(81,363)	100,000	18,637
Interest Earned	4,557	28	4,585
Net Cash Provided (Used) by Investing Activities	<u>(76,806)</u>	<u>100,028</u>	<u>23,222</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(48,206)	18,109	(30,097)
Cash and Cash Equivalents, Beginning	<u>185,547</u>	<u>123,660</u>	<u>309,207</u>
Cash and Cash Equivalents, Ending	<u>\$ 137,341</u>	<u>\$ 141,769</u>	<u>\$ 279,110</u>
<u>Reconciliation of Operating Income to Net Cash</u>			
<u>Provided (Used) by Operating Activities:</u>			
Operating Income (Loss)	\$ 28,600	\$ (79,974)	\$ (51,374)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:			
Depreciation Expense	-	4,627	4,627
(Increase) Decrease in Receivables	-	(7,108)	(7,108)
Increase (Decrease) in Accounts Payable	-	536	536
Net Cash Provided by Operating Activities	<u>\$ 28,600</u>	<u>\$ (81,919)</u>	<u>\$ (53,319)</u>

CITY OF THE VILLAGE OF CLARKSTON
Statement of Net Position
Fiduciary Funds
June 30, 2021

		<u>Custodial Fund</u>
ASSETS:		
Cash and Cash Equivalents	\$	1,500
LIABILITIES:		
Due to Other Governmental Units		<u>1,500</u>
NET POSITION	\$	<u><u>-</u></u>

CITY OF THE VILLAGE OF CLARKSTON
Statement of Changes in Net Position
Fiduciary Funds
June 30, 2021

		<u>Custodial Fund</u>
Additions:		
Taxes Collected for Other Governments	\$	2,123,542
Deductions:		
Payments of Taxes to Other Governments		<u>2,123,542</u>
Change in Net Position		-
Net Position - Beginning of year		<u>-</u>
Net Position - End of year	\$	<u><u>-</u></u>

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of the Village of Clarkston is governed by an elected seven member Council. The accounting policies of the City conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. There are no component units for which the City is considered financially accountable.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e. the statement of net position and the statement of changes in net position) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

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

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation – Continued

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

Governmental Funds

The City reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The 2012 General Obligation Refunding Bond Debt Fund is a debt service fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

In addition, the City reports on the following fund types:

The special revenue funds account for revenue sources that are legally restricted to expenditures for specific purposes (not including expendable trusts or major capital projects).

The debt service funds account for the resources accumulated and payments made for principal and interest on long-term debt of governmental funds.

The capital projects fund is used to account for capital improvements, equipment purchases, and construction activity funded by general revenues of the City.

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation – Continued

Proprietary Funds

Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Proprietary funds include the enterprise fund types.

Enterprise Funds are used to account for those operations that are financed and operated in a manner similar to private business or where the City Council has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability. The City has one enterprise fund, which is the Sewer Fund. The Sewer Fund accounts for the operation, maintenance, and distribution of the sewage system.

Fiduciary Funds

Fiduciary Funds account for assets held by the City in a trustee capacity or as an agent on behalf of others. Fiduciary funds include the Custodial Fund.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes. When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as needed.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position

1. Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition. State statutes authorize the City to invest in obligations of the U.S. Treasury, commercial paper of certain investment grades, and deposits of Michigan commercial banks. Investments for the City are recorded at fair value.

2. Receivables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e. non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances." All trade and property tax receivables are shown net of allowance for uncollectible accounts, which are recorded at \$-0- at June 30, 2021.

3. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. 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. Interest incurred during the construction phase of capital assets of business-type activities is included as part of capitalized value of the assets constructed. Property, plant and equipment of the City is depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Land Improvements	15-30
Buildings	30-50
Road Improvements	20
Water System	30
Sewer System	40
Equipment, Furniture	5-25
Vehicles	6

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Assets, Liabilities and Net Position – Continued

4. Long-term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

Long-term debt is recognized as a liability of a governmental fund when due. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the Statement of Net Position. Long-term liabilities expected to be financed from proprietary funds are reported as liabilities in those funds.

5. Fund Equity

In the fund financial statements, governmental funds report the following components of fund balance:

Nonspendable – Amounts that are not in spendable form or are legally or contractually required to be maintained intact.

Restricted – Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.

Committed – Amounts that have been formally set aside by the City Council for use for a specific purpose. Commitments are made and can be rescinded only via resolution of the City Council.

Assigned – Intent to spend resources on specific purposes expressed by the governing body. The City Council has delegated the authority to assign fund balance to the City Manager.

Unassigned – This is the residual classification for the general fund. This classification represents fund balance that has not been restricted, committed, or assigned to specific purposes within the general fund. The City uses restricted funds first, followed by committed resources, and then assigned resources, but reserve the right to selectively spend unassigned resources first to defer the use of these classified funds.

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

The City is legally subject to the budgetary control requirements of the State of Michigan P.A. 621 of 1978 (Uniform Budgeting Act). The following is a summary of the requirements of this act:

- a. Budgets must be adopted for the General and Special Revenue Funds.
- b. Budgets must be balanced.
- c. Budgets must be amended as necessary.
- d. Public hearings must be held prior to adoption.
- e. Expenditures cannot exceed budget appropriations.
- f. Expenditures must be authorized by a budget appropriation prior to being incurred.

The City adopts annual budgets on a basis consistent with generally accepted accounting principles for the General and Special Revenue Funds. All annual appropriations lapse at year end. The City's appropriation resolution is generally adopted during the May of the preceding fiscal year, after a public hearing has been held. Subsequent amendments may be authorized by Council during the year. In 2021, budget amendments were made and are reflected in the financial statements.

B. Compliance with P.A. 621 of 1978

1. Deficit Fund Balance

None of the funds have a deficit fund balance as of June 30, 2021.

2. Excess of Expenditures Over Appropriations in Budgetary Funds

The budgets for the General and Special Revenue Funds are adopted at the activity level. The City expended in excess of budget appropriations during fiscal year 2021 in the planning department by \$351.

C. Public Act 245 of 1999 Compliance

In accordance with the State Construction Code Act, Public Act 245 of 1999, the City must account for cumulative revenues over or under expenditures generated by the City's building department from January 1, 2000 and forward.

The cumulative amounts as of June 30, 2021 are as follows:

Cumulative Balance at June 30, 2020	\$ (457)
Fees Collected in Fiscal Year 2021	19,673
Expenditures in Fiscal Year 2021	<u>(26,125)</u>
Cumulative Balance at June 30, 2021	<u>\$ (6,909)</u>

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

III. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

Under State law, the City is permitted to invest in deposits with Michigan commercial banks, savings and loans and credit unions, obligations of the U.S. Treasury, and corporate bonds and commercial paper with certain investment grades.

The City's cash deposits are in accordance with statutory authority and the investment policy of the City. The City's cash and investments are subject to several types of risk, which are detailed as follows:

Custodial Credit Risk is the risk that in the event of a bank failure, the City's deposits may not be recovered. Neither State law nor the City's investment policy requires consideration of custodial credit risk. As of June 30, 2021, the City's book balance of its deposits was \$590,291, and the bank balance was \$634,822 of which \$281,501 was uninsured and uncollateralized. The City believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the City evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

A reconciliation of cash as presented on the financial statements is as follows:

Cash and Cash Equivalents per:	
Statement of Net Position	\$ 588,791
Statement of Fiduciary Assets and Liabilities	<u>1,500</u>
Total	<u>\$ 590,291</u>

Interest Rate Risk. The City does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The City's deposits and investments consisted of the following:

<u>Deposits and Investments</u>	<u>Fair Value</u>	<u>Weighted Average Maturity (yrs)</u>
Savings and Checking Accounts	\$ 305,005	Demand
Government Investment Pool	<u>329,817</u>	.42
	<u>\$ 634,822</u>	

Credit Risk. State law limits investments in commercial paper, corporate bonds, and mutual bond funds to the top two ratings issued by nationally recognized statistical rating organizations. The City has no investment policy that would further limit its investment choices. As of fiscal year end, the credit quality ratings of investments are as follows:

<u>Investments</u>	<u>Fair Value</u>	<u>Rating</u>	<u>Rating Organization</u>
Government Investment Pool	\$329,817	N/A	N/A

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

III. DETAILED NOTES ON ALL FUNDS – Continued

A. Deposits and Investments – Continued

Investments in Entities that Calculate Net Asset Value per Share. As of the fiscal year ended June 30, 2021, the City holds shares or interests in investment pools where the fair value of the investments are measured on a recurring basis using net asset value per share of the investment pools as follows:

<u>Investments</u>	<u>Fair Value</u>
Government Investment Pool	\$ 329,817

The Oakland County Local Government Investment Pool has no unfunded commitments, no restrictions on redemption frequency, and no redemption notice period.

Concentration of Credit Risk. The City's investment policy places no limit on the amount the City may invest in any one issuer.

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

III. DETAILED NOTES ON ALL FUNDS – Continued

B. Capital Assets

Capital asset activity for the year ended June 30, 2021 was as follows:

<u>Governmental Activities:</u>	<u>Beginning</u> <u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending</u> <u>Balance</u>
Capital Assets, being depreciated:				
Building and Improvements	\$ 426,571	\$ 53,516	\$ -	\$ 480,087
Land Improvements	220,648	-	-	220,648
Machinery and Equipment	582,865	34,762	-	617,627
Furniture and Fixtures	23,140	-	(10,823)	12,317
Infrastructure-Roads	1,590,969	85,263	-	1,676,232
Infrastructure-Water System	4,278,140	-	-	4,278,140
	<u>7,122,333</u>	<u>173,541</u>	<u>(10,823)</u>	<u>7,285,051</u>
Less: Accumulated Depreciation:				
Building and Improvements	(85,002)	(14,029)	-	(99,031)
Land Improvements	(113,070)	(7,688)	-	(120,758)
Machinery and Equipment	(412,304)	(47,950)	-	(460,254)
Furniture and Fixtures	(23,140)	-	10,823	(12,317)
Infrastructure-Roads	(1,250,895)	(81,325)	-	(1,332,220)
Infrastructure-Water System	(2,246,024)	(142,604)	-	(2,388,628)
	<u>(4,130,435)</u>	<u>(293,596)</u>	<u>10,823</u>	<u>(4,413,208)</u>
Governmental Activities Capital Assets, net	<u>\$ 2,991,898</u>	<u>\$ (120,055)</u>	<u>\$ -</u>	<u>\$ 2,871,843</u>

Depreciation expense was charged on the Statement of Activities as follows:

General Government	\$ 16,972
Public Works	266,337
Recreation and Cultural	10,287
	<u>\$ 293,596</u>

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

III. DETAILED NOTES ON ALL FUNDS – Continued

B. Capital Assets – Continued

<u>Business-type Activities:</u>	<u>Beginning</u> <u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending</u> <u>Balance</u>
Capital Assets, being depreciated:				
Sewer System	\$ 1,289,975	\$ -	\$ -	\$ 1,289,975
Less: Accumulated Depreciation	<u>(1,169,241)</u>	<u>(4,627)</u>	<u>-</u>	<u>(1,173,868)</u>
Business-type Activities Capital Assets, net	<u>\$ 120,734</u>	<u>\$ (4,627)</u>	<u>\$ -</u>	<u>\$ 116,107</u>

C. Interfund Receivables, Payables and Transfers

The composition of interfund receivables and payables as of June 30, 2021, are as follows:

<u>Advance Receivable</u>	<u>Advance Payable</u>	<u>Amount</u>
Water Fund	General Fund	\$ <u>281,363</u>

The Water Fund advanced funds to the General Fund to finance the City Hall renovations.

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amount</u>
Capital Projects Fund	General Fund	\$ <u>64,520</u>

Transfers represent the following:

General Fund transferred to Capital Projects Fund to fund City Hall renovations and other projects.

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

III. DETAILED NOTES ON ALL FUNDS – Continued

D. Long-Term Debt

The following is a summary of long-term debt transactions of the City for the year ended June 30, 2021:

	Balance July 1, 2020	Add: Additional Debt Incurred	Less: Retirements and Payments on Debt	Balance June 30, 2021	Due Within One Year
Governmental Activities:					
GO Bonds 2007	\$ 150,000	\$ -	\$ 75,000	\$ 75,000	\$ 75,000
GO Bonds 2012	631,000	-	153,000	478,000	156,000
Total Bonds Payable	<u>781,000</u>	<u>-</u>	<u>228,000</u>	<u>553,000</u>	<u>231,000</u>
Less: Bond Amortization	<u>(34,883)</u>	<u>-</u>	<u>(8,634)</u>	<u>(26,249)</u>	<u>-</u>
Total	<u>\$ 746,117</u>	<u>\$ -</u>	<u>\$ 219,366</u>	<u>\$ 526,751</u>	<u>\$ 231,000</u>

The following is a summary of general obligation debt outstanding of the City as of June 30, 2021:

	Number of Issues	Interest Rate	Maturing Through	Principal Outstanding
Governmental Activities:				
General Obligation Bonds	2	2.33-4.50%	2024	<u>\$ 553,000</u>

The annual debt service requirements to maturity for general obligation debt outstanding as of June 30, 2021 are as follows:

Year Ended	Governmental Activities	
	Principal	Interest
2022	\$ 231,000	\$ 11,008
2023	158,000	5,662
2024	164,000	1,910
	<u>\$ 553,000</u>	<u>\$ 18,580</u>

CITY OF THE VILLAGE OF CLARKSTON
Notes to Financial Statements
June 30, 2021

III. DETAILED NOTES ON ALL FUNDS – Continued

E. Property Taxes

Property tax assessments are determined as of each December 31. Taxes are levied on July 1 and December 1 of the following year. These taxes are due on September 14 and February 14, after which time penalties and interest are assessed. The final collection date is February 28 before they are added to the county delinquent tax roll.

The City is permitted by Charter to levy taxes up to \$15 per \$1,000 of taxable valuation for general governmental services. The following is a summary of the tax rates levied on the 2020 tax roll:

<u>Purpose</u>	<u>Authorization</u>	<u>Authorized Rate</u>	<u>Rate Levied</u>
Operating	Charter	15.00	11.6214
Debt	Voted	-	5.2829

IV. OTHER INFORMATION

Risk Management

The City of the Village of Clarkston is a member of the Michigan Municipal Liability and Property Pool for its general liability insurance coverage and a member of the Michigan Municipal Workers Compensation Fund for its workers compensation coverage. The City pays annual premiums to the pools. The pools are self-sustaining through member premiums, and each carries reinsurance through commercial companies for claims in excess of the pool loss reserve fund.

In the event that a single loss should exceed the amount of protection afforded by the pool loss reserve fund, reinsurance, or other insurance carried by the pools, or in the event that a series of losses should deplete or exhaust the loss reserve fund and reinsurance, the payment of valid losses shall be the obligation of the individual member or members of the respective pool against whom the claim was made. No such event has occurred with the City and the respective pools to which it belongs in any of the past three fiscal years.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF THE VILLAGE OF CLARKSTON
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
Revenues:				
Property Taxes	\$ 540,750	\$ 540,750	\$ 543,407	\$ 2,657
Penalties and Interest	1,182	1,182	243	(939)
Building Permits	28,062	28,062	19,673	(8,389)
Intergovernmental - Federal/CDBG	8,000	8,000	7,000	(1,000)
Intergovernmental - State	91,845	91,845	99,679	7,834
Charges for Services	31,046	31,046	35,004	3,958
Fines and Forfeitures	9,784	9,784	1,896	(7,888)
Franchise Fees	19,918	19,918	19,482	(436)
Interest Earnings	3,524	3,524	1,557	(1,967)
Other Revenues	4,046	4,046	10,234	6,188
Total Revenues	738,157	738,157	738,175	18
Expenditures:				
General Government:				
City Council	12,158	12,158	12,154	4
Clerk	30,800	32,800	32,800	-
Treasurer	35,961	35,261	32,063	3,198
Board of Review	50	50	-	50
Assessing	8,000	8,000	7,848	152
Elections	3,400	4,570	4,566	4
Administrative	84,450	79,360	77,560	1,800
Building and Grounds	80,903	80,903	73,437	7,466
Professional Services	41,100	105,540	95,850	9,690
	<u>296,822</u>	<u>358,642</u>	<u>336,278</u>	<u>22,364</u>
Public Safety:				
Police	127,380	129,090	129,086	4
Fire Protection	150,894	153,744	153,744	-
Building Inspections	29,000	29,000	26,125	2,875
	<u>307,274</u>	<u>311,834</u>	<u>308,955</u>	<u>2,879</u>
Public Works:				
Public Works	41,087	34,775	29,108	5,667
Highways & Streets	20,074	21,674	21,635	39
Street Lighting	11,000	14,920	14,920	-
	<u>72,161</u>	<u>71,369</u>	<u>65,663</u>	<u>5,706</u>
Community Development:				
Planning	23,000	23,000	23,351	(351)
Recreation and Cultural:				
Historic District	3,000	3,000	2,162	838
Other:				
Watershed	815	815	315	500
Insurance and Bonds	8,918	9,330	9,314	16
Fringe Benefits	14,000	14,000	11,344	2,656
	<u>23,733</u>	<u>24,145</u>	<u>20,973</u>	<u>3,172</u>
Debt Service	-	3,000	3,000	-
Total Expenditures	725,990	794,990	760,382	34,608
Excess (Deficiency) of Revenues Over Expenditures	12,167	(56,833)	(22,207)	34,626
Other Financing Sources (Uses):				
Operating Transfers Out	(151,268)	(151,268)	(64,520)	86,748
Total Other Financing Sources (Uses)	(151,268)	(151,268)	(64,520)	86,748
Net Change in Fund Balance	(139,101)	(208,101)	(86,727)	121,374
Fund Balance - July 1	288,001	288,001	288,001	-
Fund Balance - June 30	\$ 148,900	\$ 79,900	\$ 201,274	\$ 121,374

OTHER SUPPLEMENTARY INFORMATION

CITY OF THE VILLAGE OF CLARKSTON
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2021

	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Total</u>
<u>ASSETS</u>				
Cash	\$ 77,890	\$ -	\$ 32,883	\$ 110,773
Due from State	<u>16,333</u>	<u>-</u>	<u>-</u>	<u>16,333</u>
Total Assets	<u>\$ 94,223</u>	<u>\$ -</u>	<u>\$ 32,883</u>	<u>\$ 127,106</u>
 <u>LIABILITIES AND FUND BALANCE</u>				
Liabilities:				
Accounts Payable	\$ <u>274</u>	\$ <u>-</u>	\$ <u>32,883</u>	\$ <u>33,157</u>
Total Liabilities	<u>274</u>	<u>-</u>	<u>32,883</u>	<u>33,157</u>
Fund Balance:				
Restricted for Streets	77,548	-	-	77,548
Restricted for Mill Pond Lake Improvements	<u>16,401</u>	<u>-</u>	<u>-</u>	<u>16,401</u>
Total Fund Balance	<u>93,949</u>	<u>-</u>	<u>-</u>	<u>93,949</u>
Total Liabilities and Fund Balance	<u>\$ 94,223</u>	<u>\$ -</u>	<u>\$ 32,883</u>	<u>\$ 127,106</u>

CITY OF THE VILLAGE OF CLARKSTON
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
Nonmajor Governmental Funds
For the Year Ended June 30, 2021

	<u>Special Revenue</u>	<u>2007 GO Refunding Debt Service</u>	<u>Capital Projects</u>	<u>Total</u>
Revenues:				
Property Tax Revenue	\$ -	\$ 80,812	\$ -	\$ 80,812
State-Shared Revenue	99,750	-	-	99,750
Charges for Services	1,483	-	-	1,483
Special Assessments	5,695	-	-	5,695
Interest Earned	8	-	-	8
Total Revenues	<u>106,936</u>	<u>80,812</u>	<u>-</u>	<u>187,748</u>
Expenditures:				
Highways, Streets, Sidewalks and Other Maintenance	180,618	-	-	180,618
Debt Service:				
Principal	-	75,000	-	75,000
Interest and Other Charges	-	5,812	-	5,812
Capital Outlay	-	-	64,520	64,520
Total Expenditures	<u>180,618</u>	<u>80,812</u>	<u>64,520</u>	<u>325,950</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(73,682)</u>	<u>-</u>	<u>(64,520)</u>	<u>(138,202)</u>
Other Financing Sources (Uses):				
Operating Transfers In	-	-	64,520	64,520
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>64,520</u>	<u>64,520</u>
Change in Fund Balance	(73,682)	-	-	(73,682)
Fund Balance - July 1	<u>167,631</u>	<u>-</u>	<u>-</u>	<u>167,631</u>
Fund Balance - June 30	<u>\$ 93,949</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 93,949</u>

CITY OF THE VILLAGE OF CLARKSTON
Nonmajor Special Revenue Funds
Combining Balance Sheet
June 30, 2021

	<u>Major Street</u>	<u>Local Street</u>	<u>Parking Fund</u>	<u>Mill Pond Lake Improvement Board</u>	<u>Total</u>
<u>ASSETS</u>					
Cash	\$ 47,308	\$ 9,364	\$ 4,817	\$ 16,401	\$ 77,890
Due from State	12,117	4,216	-	-	16,333
	<u>\$ 59,425</u>	<u>\$ 13,580</u>	<u>\$ 4,817</u>	<u>\$ 16,401</u>	<u>\$ 94,223</u>
<u>LIABILITIES AND FUND BALANCE</u>					
Liabilities:					
Accounts Payable	\$ 202	\$ -	\$ 72	\$ -	\$ 274
Total Liabilities	<u>202</u>	<u>-</u>	<u>72</u>	<u>-</u>	<u>274</u>
Fund Balance:					
Restricted for Streets	59,223	13,580	4,745	-	77,548
Restricted for Mill Pond Lake Improv.	-	-	-	16,401	16,401
Total Fund Balance	<u>59,223</u>	<u>13,580</u>	<u>4,745</u>	<u>16,401</u>	<u>93,949</u>
Total Liabilities and Fund Balance	<u>\$ 59,425</u>	<u>\$ 13,580</u>	<u>\$ 4,817</u>	<u>\$ 16,401</u>	<u>\$ 94,223</u>

CITY OF THE VILLAGE OF CLARKSTON
Nonmajor Special Revenue Funds
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
For the Year Ended June 30, 2021

	<u>Major Streets</u>	<u>Local Streets</u>	<u>Parking Fund</u>	<u>Mill Pond Lake Improvement Board</u>	<u>Total</u>
<u>Revenues:</u>					
State-Shared Revenue	\$ 74,000	\$ 25,750	\$ -	\$ -	\$ 99,750
Charges for Services	-	-	1,483	-	1,483
Special Assessments	-	-	-	5,695	5,695
Interest Earned	-	-	-	8	8
Total Revenues	<u>74,000</u>	<u>25,750</u>	<u>1,483</u>	<u>5,703</u>	<u>106,936</u>
<u>Expenditures:</u>					
Highways, Streets, Sidewalks and Other Maintenance	<u>51,752</u>	<u>21,448</u>	<u>103,397</u>	<u>4,021</u>	<u>180,618</u>
Total Expenditures	<u>51,752</u>	<u>21,448</u>	<u>103,397</u>	<u>4,021</u>	<u>180,618</u>
Excess (Deficiency) of Revenues Over Expenditures	22,248	4,302	(101,914)	1,682	(73,682)
Fund Balance - July 1	<u>36,975</u>	<u>9,278</u>	<u>106,659</u>	<u>14,719</u>	<u>167,631</u>
Fund Balance - June 30	<u>\$ 59,223</u>	<u>\$ 13,580</u>	<u>\$ 4,745</u>	<u>\$ 16,401</u>	<u>\$ 93,949</u>

CITY OF THE VILLAGE OF CLARKSTON

**RESOLUTION TO GO INTO CLOSED SESSION
TO DISCUSS SPECIFIC PENDING LITIGATION**

At a regular meeting of the of the City of the Village of Clarkston, City Council, Oakland County, Michigan, held at the City Offices in the City of the Village of Clarkston, on Monday, November 8, 2021, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____
with support from _____ moves to adopt the following
resolution:

WHEREAS, at the regular City Council Meeting held on November 8th, 2021,
City Council desires to go into closed session to discuss specific pending litigation.

NOW, THEREFORE, BE IT RESOLVED that the City of the Village of
Clarkston hereby agrees to meet in Closed Session, as permitted by State Statute MCL
15.268(e) on Monday, November 8, 2021 at 7:00 p.m. immediately following the
adjournment of the Regular Meeting held on Monday, November 8, 2021 at 7:00 p.m.,
Michigan Time, at the City of the Village of Clarkston, 375 Depot Road, Clarkston,
Michigan, 48346. The purpose of the Closed Session is to discuss the Kay Valley v. City
of the Village of Clarkston Oakland County Court Case #19-001360-NI

RESOLVED,

AYES: _____

NAYES: _____

ABSENT: _____

ABSTENTIONS: _____

RESOLUTION DECLARED ADOPTED.

Eric Haven, Mayor

CERTIFICATION

I, Jennifer Speagle, being the duly appointed and qualified Clerk of the City of the Village of Clarkston, Oakland County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of the Village of Clarkston at its regular meeting held on November 8, 2021.

JENNIFER SPEAGLE, City Clerk

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - Kay Valley Lawsuit Settlement

WHEREAS, on June 19th, 2019, Ms. Kay Valley fell while crossing Church Street in the City and subsequently filed a lawsuit against the City of the Village of Clarkston in Oakland County Circuit Court (case no. 19-001360-NI), and;

WHEREAS, City Attorney Tom Ryan and counsel for the City's insurer, the Michigan Municipal League, have negotiated a settlement agreement with Ms. Valley including financial consideration to be paid fully by the MML, and;

NOW THEREFORE, BE IT RESOLVED that the City of the Village of Clarkston hereby authorizes the City Manager Jonathan Smith to execute the settlement agreement prepared by the MML's legal counsel in the case of Kay Valley v City of the Village of Clarkston (Oakland County Circuit Court case #19-001360-NI) with financial consideration in exchange for a full release from Ms. Valley of all claims she may have against the City pertaining to this incident.

Avery			Haven	Luginski	Wylie		Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent

Resolution is Adopted

Resolution is Defeated

Jennifer A. Speagle, City Clerk

November 8, 2021

Date