



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

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: January 8, 2024
RE: Appoint Accounting Services Support

Background Brief: With the retirement of Pam Bratschi, the City requires assistance to support Deputy Treasurer Miller and the rest of the staff with accounting services until a new Finance Director is onboard. The City was approached by our auditors, Plante Moran, stating their interest and ability to serve in this capacity. In doing so, however, Plante Moran would have to resign as the City’s auditor, which they have officially done. Plante Moran has since submitted their accounting services proposal for your consideration, which is included in the packet.

Areas of emphasis staff believe Plante Moran would excel at for the City would be maintaining the general ledger, bank reconciliations, due to/due from entries, analyzing/preparing year-end entries, and budget development.

Previous Action: N/A

Economic Impact: The initial estimate utilizing the blended rate is noted below. These accounts will need budget amendments later this fiscal year once a better understanding of the total amounts is known.

\$3,800 per week (20 hours at \$190/hr)
80% General Fund (101-100-000-810 Auditing & Accounting)
20% Water & Sewer Fund (592-536-000-810 Auditing & Accounting)

Once Plante Moran can transition to “maintenance mode” we could anticipate the hours necessary per week to decrease.

A portion of this cost will be offset with the open Finance Director position not counting towards salary/benefit expenses.

Recommendation: Based on Plante Moran’s history with the City, I believe that it would be in the City’s best interest to approve Plante Moran for contracted accounting services. Their knowledge of our current processes and recommendations for areas of improvement have been noted throughout audits. Additionally, they have served in similar capacities for other communities, making them a solid fit.

Recommended Motion: Moved by Council Member _____ seconded by Council Member _____ to approve Plante Moran for governmental accounting services and authorize City Administrator Greene to sign.

Enclosed:

- Plante Moran Accounting Services Proposal
- Plante Moran Maintenance Clients Yearly Hours

Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
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