



**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: January 26, 2026  
RE: MNRTF Grant – Boundary Map Engineering

**Background Brief:** On December 10<sup>th</sup>, the Michigan Natural Resources Trust Fund Board recommended that the Lathrup Village Municipal Park Playscape development project application be funded. The list of recommended projects will now be forwarded to the state legislature for final authorization as a public act, which must be signed into law by the governor. This process typically takes between 5-9 months before the DNR can issue the Project Agreement contracts to grantees.

As part of DNR Project Agreements, the City is required to prepare a formal Boundary Map and Legal Description for the project while we wait for legislation in early 2026. The one submitted as part of the application does not meet the legal requirements. If the City waits until the Project Agreement is issued, the DNR will not be able to approve it until the Boundary Map and Legal Description are approved, since they are part of the Project Agreement contract.

Per the MDNR, starting in January of 2026, at the community’s option, LV may choose to begin incurring design expenses to prepare the project plans, specifications, and bid documents for your project. By state law, all projects must have construction documents prepared by a licensed Michigan design professional, landscape architect, architect, or engineer. All construction documents must be reviewed and approved by the DNR before advertising for bids or any work or purchases for the project.

Design fees are reimbursable under the grant up to 20% of the construction cost, which is then reimbursed at the percentage of your grant, for example, 75%. Deciding to move forward with construction plans is a local decision, at their risk, since the legislature may hypothetically pull your grant from funding, though this has not happened previously. Design fees are not reimbursable until and unless the project proceeds to construction and has incurred construction costs eligible to be reimbursed. If a project is canceled, for any reason, design fees cannot be reimbursed.

It is recommended to move forward by completing the boundary map at this time and then wait until late summer/fall, when we have a better understanding of how the State will proceed, to approve a playground design/contractor.

Formal Boundary Maps require professional surveyors and engineers. The City requested a proposal from Giffels to complete this work. As this is an unbudgeted expense above the City Administrator's spending threshold, it is being brought before the City Council for consideration.

**Previous Action:** N/A

**Economic Impact:** \$6,000 charged to 101-601-000-970.

This is an unbudgeted expense, which will result in a need for a budget amendment. A portion of this cost will be reimbursed through the MNRTF grant if the City continues with construction.

**Recommendation:** To approve the boundary map proposal from Giffels.

**Recommended Motion:**

Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ to approve the Giffels Webster Boundary Survey & Legal Description Proposal for the Michigan Natural Resources Trust Fund Grant for a cost of \$6,000.

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Bruce Kantor  
Mayor

Kelly Garrett  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Jason Hammond  
Council Member

John Sousanis  
Council Member