



**City of Lathrup Village**  
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TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: March 16, 2026  
RE: Study Session

**Master Plan Update**

During the February 23 Study Session, it was requested by Councilmember Sousanis to have this topic included in an upcoming Study Session to discuss questions regarding the Master Plan process. Giffels Webster had a prior commitment and is unable to attend the March 16 Study Session, but they have provided written responses to the questions Councilmembers shared with administration.

While the Master Plan update process is overseen by the Planning Commission, as provided in the Michigan Planning Enabling Act, the City will have a portion of the upcoming Planning Commission meeting dedicated to Council feedback if any Councilmember wishes to attend the meeting and provide comments at this stage in the process.

**Council Rules of Order & Procedure – Video/Audio Recording**

This topic was requested by Councilmember Sousanis for the Council to have a discussion regarding Section 25 – *Video/Audio recording during a public meeting* of the approved Council Rules of Order & Procedure.

**City Administrator Evaluation**

While this City Council is great at providing feedback year-round, the City Council is respectfully requested to begin conducting the annual performance evaluation of the City Administrator in accordance with the terms of the Administrator’s employment agreement. Completing this evaluation is important for the Administrator’s compensation, and a potential wage adjustment/bonus is tied to the review results.

Additionally, during the last review cycle, the City Council discussed reworking the evaluation form/process. If the Council continues to wish to do so, now would be the time.

Included in the packet is the template used last year, an evaluation guide from the International City/Council Managers Association (ICMA), and an example template from ICMA.

**Regular Meeting Agenda Items**

Holding spot for general questions related to items on the regular meeting agenda.