



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
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TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: May 20th, 2024
RE: City Administrator Performance Goals

Background Brief: As outlined in the approved City Administrator contract, the employer (City) and Employee (City Administrator) agreed to set specific performance goals within each of the following areas:

- Budget/Finance – up to \$2,000 Annually
- City Staff – up to \$1,000 Annually
- Residents/Community – up to \$500 Annually

During the May 6, 2024 Study Session, the City Council and Administrator discussed potential goals that meet these criteria. At the time of this writing, the contract goals currently are:

Budget / Finance

- On Time & Balanced Budgets
- Rationale Expenses

City Staff

- Filling Vacant Positions in Timely Manner
- Employee Retention
- Each Staff Member Attends At Least One Professional Development Training Per Fiscal Year
- Develop A Succession Plan

Residents/Community

- Attend At Least One Community Event Per Quarter

Previous Action: May 6, 2024 – Study Session Discussion

Economic Impact: Maximum impact of a \$3,500 bonus annually to the City Administrator's salary.

Recommendation: It is my recommendation to approve the goals as discussed.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
to approve City Administrator Performance Goals.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
Council Member