



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: May 20th, 2024
RE: Partnership Agreements

Background Brief: Earlier this year, the City had discussions on our policies related to renting our facilities to clarify how outside parties would work with the City based on past practices. It was determined that our policies needed to be updated and our recently approved updated Facility Rental Application language is below:

Fee Waiver or Discount

Any group or individual that is seeking a reduction in fees associated with their facility rental request shall either have 1) a City Council-approved Partnership Agreement outlining agreed-upon usage terms, or 2) a City Administrator-approved Fee Reduction Application (up to a 30% maximum discount). Those seeking to submit a Fee Reduction Application must be a 501©3 organization and submit the required application outlining their event and what benefits the event brings to the City. Each 501©3 organization is limited to one (1) Fee Reduction Application submission per calendar year.

In the event a Fee Discount Application is denied, the applicant can submit an appeal to the City Council by making such an appeal request, in writing, to the City Administrator to be presented at the next available regular City Council meeting.

We have received three (3) requests for groups seeking Partnership Agreements with the City (Boys 2 Men, Lathrup Village Historical Society, and Lathrup Village Women’s Club). The process for these partnership agreements was for the groups requesting these agreements to develop a proposal of what they are seeking from the City and what they would give in return

Those agreements have been discussed between me and a representative from each group and reviewed by the City Attorney.

Previous Action: March 18, 2024 – City Council Meeting – Facility Rental Application Approved

Economic Impact: Varies – Each usage of any of the City’s facilities would result in a net loss to the City, specifically related to custodial and room monitoring costs, and no revenue to offset.

Recommendation: It is my recommendation to review the enclosed proposals and approve those you see beneficial to both parties.

Recommended Motion:

Moved by Council Member _____ seconded by Council Member _____
to approve the partnership agreement between the City of Lathrup Village and _____
with an expiration date of December 31st, 2024.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
Council Member