



**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 22, 2024  
 RE: City Administrator & Staff Appointments

**Background Brief:** The City Administrator for Lathrup Village has typically served as the City’s liaison to numerous outside organizations and state agencies. To officially serve in these capacities, official Council action is needed. While the staff believes we have covered most of the needed appointments, there may need to be additional appointment approval in the future. Below is a list of the current organizations/agencies we wish to delegate liaison status to the City Administrator and other members of staff:

- Mission Square – Plan Coordinator (ICMA employee retirement accounts)
- Michigan First Credit Union
- State of Michigan – Act 51 Street Administrator
- Southeastern Oakland County Resource Recovery Authority (SOCCRA)
- Southeastern Oakland County Water Authority (SOCWA)
- Southeastern Oakland County Public Works Association (SOCPWA)
- Lathrup Village Downtown Development Authority (DDA)
- Oakland County Cooperative Invasive Species Management Areas (CISMA) – Alternate

**Previous Action:** N/A

**Economic Impact:** N/A

**Recommendation:** It is my recommendation to approve the liaison appointments as presented.

**Recommended Motion:**

Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to approve the consent agenda as presented.

*If pulled from consent:*

- i. Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to designate City Administrator Greene as the City of Lathrup Village Mission Square Plan Coordinator and Deputy Treasurer Miller as alternate.
- ii. Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to designate City Administrator Greene and Deputy Treasurer Miller as representatives to Michigan First Credit Union and remove Pamela Bratschi and Jeff Mueller from the account.
- iii. Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to designate City Administrator Greene as the Street Administrator for the City of Lathrup Village.
- iv. Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to designate City Administrator Greene as City liaison to SOCCRA/SOCWA and DDA Director Stec as alternate.
- v. Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to designate City Administrator Greene as City liaison to SOCPWA and Chief McKee as alternate.
- vi. Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to remove Chief McKee as the staff DDA delegate and appoint City Administrator Greene to the DDA.
- vii. Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_ to designate City Administrator Greene as alternate to the Oakland County CISMA.

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<b>Kelly Garrett</b> Mayor	<b>Bruce Kantor</b> Mayor Pro-Tem	<b>Jalen Jennings</b> Council Member	<b>Dalton Barksdale</b> Council Member	<b>Jason Hammond</b> Council Member
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# RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

Clear Form

*This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.*

**MAIL TO:** Michigan Department of Transportation, Financial Operations  
Division, P.O. Box 30050, Lansing, MI 48909.  
or Fax to: (517) 335-1828

**NOTE:** Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner \_\_\_\_\_

offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate \_\_\_\_\_

\_\_\_\_\_ as the single Street Administrator for the City or Village of

\_\_\_\_\_ in all transactions with the State Transportation Department

as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting of the governing body of this municipality on the \_\_\_\_\_ day of

CITY OR VILLAGE CLERK (SIGNATURE)	E-MAIL ADDRESS	DATE
STREET ADMINISTRATOR (SIGNATURE)	E-MAIL ADDRESS	DATE
ADDRESS OF CITY OR VILLAGE OFFICE		P.O. BOX
CITY OR VILLAGE	ZIP CODE	PHONE NUMBER