

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 20, 2024
RE: Study Session

In an effort to conserve paper, numerous study session topics are agenda items for the May 20 Regular Meeting. If the study session topic is an agenda item, the backup information is not included in this packet and the notes below will reference the council packet.

Special Land Use Approval – 26727 Southfield Road (BP Gas Station)

During the April 16, 2024, Planning Commission meeting, the Commission held a public hearing for the BP Gas Station at 26727 Southfield Road which is seeking to obtain a liquor license for this location for sales (which is what required the SLU request). After the hearing and discussion, the PC recommended that City Council approve the application as provided. ***The Giffels Webster plan review, Application for SLU, and draft PC minutes are all included in your City Council packet.***

Partnership Agreements

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.

The agreements under consideration are included in your Council packet.

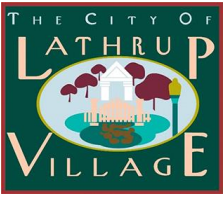
Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
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Finance Review Committee

During our recent study session / City Council meetings, it was discussed there was a need to create a temporary finance review committee to develop recommendations on potential future revenue sources, which may include ballot initiatives. This committee would consist of one (1) Council liaison, four (4) community members, and a staff-appointed member.

We have received five (5) applications for this committee. ***Those applications are included in your City Council packet.***

DRAFT FY 24-25 Budget Review

The purpose of this discussion is to review the DRAFT budget based on feedback at the last study session. This updated DRAFT remains balanced while embracing some one-time capital items and other necessary payments. Water and Sewer budgets are balanced but will require rate increases to offset rate changes in SOCWA & Evergreen/Farmington Sewer District and bond payments.

Also included in your City Council packet is the Capital Improvement Plan that was approved by the Planning Commission.

City Council Goal Setting

This will be a discussion, continuing the progress made during the May 6, 2024, Study Session.

City Administrator – Performance Measures

This will be a discussion, continuing the progress made during the May 6, 2024, Study Session

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