



# City Council Study Session

## Draft meeting minutes

Monday, January 09, 2023

27400 Southfield Road, Lathrup Village, Michigan 48076

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### 1. **Call to Order** by Mayor Garrett a 6:00 pm

### 2. **Discussion Items**

#### A. Budget Calendar Discussion

The budget calendar document was in the council packet, and Administrator Montenegro explained her desire to have the opportunity to explain she wants to go in-depth with the process in each phase. She is allowing Council to review the documents and fully understand what each of the columns means.

#### B. 2023 Council Goals Discussion

Council goals will be the entire discussion of the March 6<sup>th</sup> Study Session. Administrator Montenegro would like to gather council suggestions so there will be a working document.

Councilmember Kenez commented that she would like to see the website updated to become more user-friendly and maybe add meeting minutes of all boards and commissions and updates from City Hall added to the weekly newsletter.

Councilmember Jennings suggested that the Council have the opportunity to look over the document and continue the conversation at the March 6, 2022, Study Session.

#### C. Boards and Committees Openings Update

Administrator Montenegro presented Council with a list of all boards and commissions, and the vacant positions Council will need to make recommendations to fill.

Councilmember Miller suggested that the Council have the opportunity to look into this further.

Mayor Garrett instructed Administrator Montenegro to provide commission by-laws and look into the Alliance of Rouge Communities and the Regional Energy Office Commission. Council will discuss appointments at the next Study Session.

D. Communications / Parks and Rec Job Combination Discussion

Montenegro explained to Council there is a need for a Communication/Parks and Recreation Coordinator.

Council agreed that it's a good idea. Administrator Montenegro will gather job descriptions from other local communities to get the full scope of the Communication/Parks and Recreation Coordinator qualifications.

E. Your Town and E-Newsletter Discussion

Your Town has been printed and will deliver on approximately January 15.

Montenegro would like to remind residents that there is an opportunity to advertise to offset the cost of the newsletter.

There was a discussion about the content being beneficial to all residents in the weekly newsletter. It was decided that the structure should be; fewer repeat articles, all city-related articles should be on top/at the beginning with all none city-run events to have a disclaimer that it's not a city-run event but still a benefit to the community, and also suggested to add a blanket statement asking for content to be contributed please contact City Hall.

3. **Council Liaison Committee Reports**

Southfield Public School Board

Nothing to report

SEMCOG

Nothing to report

Parks and Rec Committee

Councilmember Kenez wants to start planning monthly activities

Infrastructure Committee

Infrastructure Committee has one final recommendation for the Capital Improvement Plan to present to Council. The Committee will be disbanded after the January meeting, and all responsibilities will be turned over to the staff.

Planning Commission

Nothing to report

#### 4. **Public Comments**

Carol Greene – Explained the intent of her email sent to the Council regarding the content of the weekly newsletter.

Roger Lynn – Supports the Communication/Parks & Rec position.

Laurie Kuntz – Racism

#### **Dirt road maintenance**

#### 5. **Mayor/Council Comments**

Mayor Garrett responded to comments made in the Public Comments portion of the meeting.

The meeting with Lew Bender has been tentatively rescheduled for March 7, 2022.

Lathrup Village will host the South Oakland County Mayor's Association meeting on January 11, 2022.

City Administrator evaluation forms are due to the Mayor and will be on the January 23 Council agenda for discussion.

Councilmember Jennings will hold Council Office Hours. The date and time are still to be determined.

There will be a Town Hall meeting on February 6, 2023, at 6:00 pm in place of the Study Session to discuss opening streets for emergency vehicle access. Fire Chief Menifee and Police Chief McKee will be in attendance.

Councilmember Miller stated that Lathrup Village is a very diverse community, and most residents choose to live here for that reason.

Council needs to look at other ways to spend CDBG funds.

What is the process to qualify for non-exempt tax status – The nonprofit has present proof of the nonprofit statutes.

Residents are complaining about the dirt roads and when there will be maintenance.

#### 6. **Adjourn Meeting**

The meeting adjourned at 8:03 pm