



# City Council Study Session

Monday, July 10, 2023, at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

Meeting Minutes

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

### A. Updated Budget

Interim City Administrator Bratschi presented Council with an updated budget. She also changed the beginning fund balance. And she stated that she still needs to change the final budget amount that was previously given.

### B. Updated Budget Amendments

On the original budget amendment sheet listed the tax revenue, there was a line item for the library. That has never been split out before. It's always been in the General Fund.

### C. Website

Mayor Garrett directed staff to invite a representative from Revize, our current website host, to the meeting to discuss adding additional features to our website.

### D. Personnel Policy

There was a discussion regarding the personnel policy, all employee salaries, and how they relate to the budget.

### E. Interim City Administrator

Mayor Garrett suggested that Assistant City Administrator/Treasurer Pamela Bratschi be appointed Interim City Administrator as Council searches for a permanent City Administrator. If you bring on a new interim administrator, they will need time to learn the job from the administrative staff, and by the time they know

the job, there will be a new Administrator who will also need time to learn the job from the administrative staff.

Because of the MML one-year guarantee, we do qualify for them to do another Administrator search. Joyce Parker from MML has been informed of our requirements to start the examination with a clean slate.

**3. Mayor and Council Comments**

**4. Public Comments**

Charles Batcheller – Commercial Property

**5. Adjourn**

Meeting adjourned at 7:58pm