



City Council Special Meeting

Monday, June 05, 2023 – 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

Meeting Minutes

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

2. **Roll Call**

Present: Mayor Garrett, Mayor Pro Tem Kantor, Councilmember Jennings, Councilmember Miller, Councilmember Kenez,

Staff Present: City Administrator Susan Montenegro, DDA Director Susan Stec, City Attorney Scott Baker, City Clerk Kelda London

Also Present: Eric Pietsch, Giffels Webster Engineering

3. **Pledge of Allegiance**

4. **Approval of Agenda**

Mayor Pro Tem Kantor moved to approve the agenda as presented. Motion seconded by Councilmember Miller.

Yes: Jennings, Kantor, Kenez, Miller Garrett

No: None

Motion carried.

5. **Public Comments for Items on the Agenda** (Speakers are limited to 3 minutes)

Don Eichstaedt – Budget concerns

6. **Action Requests - For Consideration / Approval**

A. Special Land Use - 27701 Southfield Road (The Event House)

Eric Pietsch provided Council with a review and update of the Event House application process and procedures. The Planning Commission recommended approval with two conditions: 1) extending the existing landscaping an additional 30 feet to help screen the dumpster and 2) reducing the height of the dumpster within the enclosure. The

Planning Commission also addressed the parking issue. The standards for the ordinance are met, and the proposed use is in keeping with the spirit of the ordinance.

Mayor Pro Tem Kantor moved to approve the Special Land Use for The Event House at 27701 Southfield Road with the provision of no on-street parking, the provided security, and daily trash pickup in the confines of the tenant space. Motion seconded by Councilmember Jennings.

Yes: Kantor, Kenez, Miller, Garrett, Jennings

No: None

Motion carried.

B. Community Block Grant (CDBG) Cooperation Agreement

City Clerk London explained that the Oakland County Community Development Grant program requires each participating community to sign a resolution stating their intention to continue participating for three years.

Councilmember Jennings move to approve the Community Block Grant program extension for the next three years. Motion seconded by Mayor Pro Tem Kantor.

Yes: Kenez, Miller, Garrett, Jennings, Kantor

No: None

Motion carried.

C. Lathrup Village Cost Participation Agreement

Oakland County Board of Commissioners has established a matching road improvement fund to assist communities within the county in providing improvements on local roads. The county requires a 50% match. The Lathrup Village portion is \$24,614.00.

Councilmember Jennings moved to approve \$24,614.00 from the local road fund to provide the required 50% match and designate the City Administrator to sign the necessary forms for the agreement. Motion seconded by Mayor Pro Tem Kantor.

There was a discussion on the agreement referencing Sunset for the proposed work. DDA Director Stec reached out to Scott Ringler of Giffels Webster for clarification. Sunset was chosen because it serves the city's business and residential portion.

Yes: Garrett, Jennings, Kantor, Kenez

No: Miller

Motion carried.

D. Staffing / Salary Discussion

Administrator Montenegro presented Council with a report showing the number of employees and the job duties of the Treasurer and bringing to the Council's attention some examples of staff shortage and some of the staff stressors.

Council requested Administrator Montenegro to get the job description of each employee and a list of duties of each employee daily, along with a resource analysis of what needs to be done versus the number of full-time employees doing the work.

E. 2023/24 Fiscal Year Draft Budget

Administrator Montenegro discussed items in the budget and answered Council questions, and will present the council with an updated draft within one week.

7. **Public Comment**

Laurie Kunz – Budget concerns

8. **Mayor and Council Comments**

Mayor Garrett expressed appreciation for seeing comments on Facebook to which council can respond promptly. Also, reminding residents to comment on the official Lathrup Village Facebook page, email request, or correspondence. The City-Wide Garage Sale has been moved to the weekend of June 23rd – 25th.

Mayor Pro Tem Kantor reminded residents during the road construction that if the road is closed, please stay off the road.

Councilmember Jennings announced the Juneteenth event on Saturday, June 17, 2023, from 11:00 am to 4:00 pm.

Councilmember Kenez announced the Taste of Lathrup Fundraiser on June 30, 2023, 6:00 – 8:00 pm at City Hall. The committee is accepting donations for the auction portion.

Councilmember Miller requested that all major road closures be communicated to residents in advance.

9. **Adjourn**

Mayor Pro Tem Kantor moved to adjourn the meeting. Motion seconded by Councilmember Jennings. The meeting adjourned at 7:32 pm.