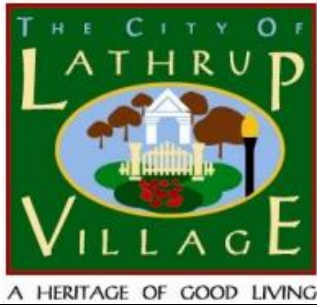




City Council Study Session

Monday, July 20, 2026 at 6:00 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Kantor
2. **Discussion Items**
 - A. Proclamation Procedures
 - B. Chipping Services
 - C. Regular Meeting Agenda Items
3. **Public Comments**
4. **Mayor and Council Comments**
5. **Adjourn**

6. ADDRESSING THE CITY COUNCIL

Your comments shall be made during the times set aside for that purpose.

Stand or raise a hand to indicate that you wish to speak.

When recognized, state your name and direct your comments and/or questions to any City official in attendance.

Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to three (3) minutes during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes during each public hearing.

Comments made during public hearings shall be relevant to the subject of the public hearings being held.

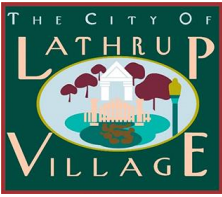
In addition to the opportunities described above, a citizen may respond to questions posed to them by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

No speakers may make personal or impertinent attacks upon any officer, employee, City Council member, or other elected Official that is unrelated to how the officer, employee, or City Council member or other Elected Official performs their duties.

No person shall use abusive or threatening language toward any individual when addressing the City Council.

Attendees are permitted to make video and sound recordings of the public meeting. However, video recording devices shall only be permitted in a designated area, and the device shall remain there through the duration of the meeting.

The Mayor shall direct any person who violates this section to be orderly and silent. If a person addressing the Council refuses to become silent when so directed, such person may be deemed by the Mayor to have committed a "breach of the peace" by disrupting and impeding the orderly conduct of the public meeting of the City Council and may be ordered by the Mayor to leave the meeting. If the person refuses to leave as directed, the Mayor may direct any law enforcement officer who is present to escort the violator from the meeting.



City of Lathrup Village
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TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: July 20, 2026
 RE: Study Session

Proclamation Procedures

Based on the input from the City Council, to promote consistency, transparency, and the appropriate recognition of individuals, organizations, and community events, the City could establish formal procedures governing the issuance of proclamations. Adopting a standardized proclamation policy will provide clear eligibility criteria, define the approval process and timelines, and ensure that proclamations are issued in a fair, nonpartisan, and consistent manner that aligns with the City's mission, values, and legal responsibilities.

Included in your packet is a DRAFT Proclamation Policy. If the Council is inclined to move forward with adopting this type of policy, staff will work with legal counsel to finalize a policy and application for future consideration.

Chipping Service

Due to budget constraints, the City Council voted to end chipping service at the conclusion of FY 26. Members of Council have reached out to have this item on the agenda for discussion.

Regular Meeting Agenda Items

Holding item if time permits and the Council has general questions regarding items on the regular meeting agenda.

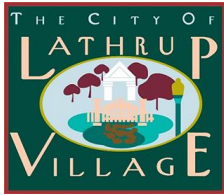
Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



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Proclamation Policy

I. Purpose

The purpose of this policy is to establish a consistent and transparent process for the issuance of ceremonial proclamations by the City. Proclamations are intended to recognize noteworthy events, organizations, individuals, causes, or achievements that positively contribute to the community and promote the health, safety, welfare, history, culture, or civic life of the City.

Proclamations are ceremonial in nature and do not establish law, create legal rights, or constitute an official policy position of the City.

II. Authority

The Mayor is authorized to issue ceremonial proclamations on behalf of the City in accordance with this policy. The Mayor may consult with the City Council or City Administration as appropriate.

III. Eligibility

The City may issue proclamations recognizing:

- National, state, or local observances that promote public awareness or civic engagement.
- Nonprofit organizations providing a significant public benefit.
- Community events held within or substantially benefiting the City.
- Individuals or groups for outstanding achievements, public service, volunteerism, military service, educational accomplishments, or other exceptional contributions to the community.
- Milestone anniversaries of organizations serving the community.
- Other matters determined by the Mayor to be in the public interest.

IV. Ineligible Requests

The City will not issue proclamations that:

- Endorse or oppose political candidates, campaigns, ballot proposals, or political parties.
- Promote or oppose religious organizations, doctrines, or beliefs.
- Promote commercial products, businesses, or for-profit enterprises, except when recognizing significant community contributions or anniversaries.
- Recognize matters that are primarily personal or private in nature unless they involve extraordinary public service or achievement.
- Contain language that is discriminatory, defamatory, obscene, or inconsistent with local, state, or federal law.
- Conflict with the City's adopted policies, mission, or legal obligations.

V. Request Procedures

1. Requests must be submitted in writing using the City's proclamation request form.
2. Requests should be received at least **30 days** prior to the requested presentation date.
3. Requests shall include:
 - Name and contact information of the requester.
 - Proposed proclamation title.
 - Requested presentation date (if applicable).
 - Background information supporting the request.

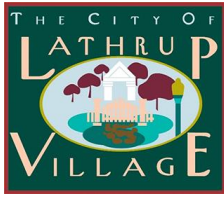
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- Draft proclamation language, if available.
- 4. Submission of a request does not guarantee approval.

VI. Review Process

City Administration shall review requests for completeness and compliance with this policy before forwarding them to the Mayor for consideration.

The Mayor reserves the right to:

- Approve or deny any request.
- Edit proclamation language for clarity, accuracy, consistency, or legal compliance.
- Determine whether a public presentation is appropriate.

The Mayor's decision shall be final.

VII. Presentation

Approved proclamations may be:

- Presented at a City Council meeting.
- Presented at a community event.
- Delivered electronically or by mail.
- Published on the City's website or social media at the City's discretion.

Presentation of a proclamation is subject to scheduling and availability.

VIII. Disclaimer

Issuance of a proclamation is honorary and ceremonial only. A proclamation does not constitute an endorsement of any organization, program, product, viewpoint, or event by the City, its elected officials, or its employees.

IX. Exceptions

The Mayor may waive procedural requirements when circumstances warrant, including emergency recognitions, memorial observances, or time-sensitive national or state proclamations.

X. Effective Date

This policy shall become effective upon adoption by the City Council and shall remain in effect until amended or repealed.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member