

City Council Study Session

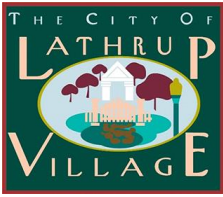
Monday, June 17, 2024 at 6:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Garrett
2. **Discussion Items**
 - A. Partnership Agreement Framework
 - B. FY 24-25 Fee Schedule
 - C. FY 23-24 Budget Amendments
3. **Mayor and Council Comments**
4. **Public Comments**
5. **Adjourn**

ADDRESSING THE CITY COUNCIL

- Your comments shall be made during 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 duration during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
- In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.
- No speaker may make personal or impertinent attacks upon any officer, employee, or City Council member or other Elected Official, that is unrelated to the manner in which the officer, employee, or City Council member or other Elected Official, performs his or her duties.
- No person shall use abusive or threatening language toward any individual when addressing the City Council.
- Any person who violates this section shall be directed by the Mayor 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
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
 FROM: Mike Greene – City Administrator
 DATE: June 17, 2024
 RE: Study Session

Partnership Agreement Framework

At a previous study session, Councilmember Hammond suggested creating a framework for our partnership agreements with outside organizations. Based on conversations I have had with Councilmember Hammond, below are our building blocks for creating this framework and we are seeking Council feedback on additional items they would like to see.

DRAFT FRAMEWORK

- What is provided by the partner organization?
 - Proposed number of hours of community service
 - Proposed groups of city constituents receiving support from the organization (such as children, seniors, disabled people, military veterans, and their families, or similar groups of people)
 - Any activities proposed to be offered by the organization to support the entire city community
 - Financial Contributions to the City or City Events
- What is provided by the city?
 - What city buildings, rooms, or other resources will the city allow the organization to use?
 - How many uses are allowed under the agreement? And when are uses allowed (weekdays/weekends, time of day)?
 - Proposed access to city leadership, government, and staff
 - Which roles?
 - How much access / how many meetings?
- Document the anticipated benefits to the community of the services proposed to be provided by the partner organization.
- Document the anticipated benefits to the partner organization of the resources and services provided by the city.
- How will the services provided be accounted for?
 - Tracking of volunteer hours
 - Tracking of city resource use
 - Tracking of access to \ use of city leadership and personnel
- What organizations are eligible to partner with the city?
 - Non-profit organizations \ 501(c)(3)'s
 - Civic groups open to all city residents
 - Religious organizations
- What organizations are ineligible to partner with the city?
 - Private or member-restricted organizations
 - For-profit organizations
- Examples of the credit volunteer hours will be eligible for in exchange for the use of city facilities.
 - We can use the existing Parks & Rec departments Community Service Credits guidelines as a starting point
 - The guidelines provide a credit of \$10 per hour of volunteer work per individual.
 - Or calculate an approximate total value for volunteer effort offered based on that amount.

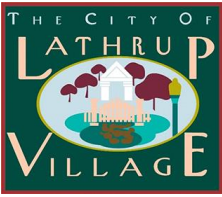
Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
Council Member



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- Ex: A group offers 100 volunteer hours. That would equal \$1,000 of community room use. At the current rates that would equal 8 hours of rental.
- This would limit the heavy audit burden placed upon staff to track individual hours and if a group didn't meet their obligation, Council has the ability to not renew the partnership agreement the following year.

Fee Schedule

Best practices have the City reviewing our Fee Schedule yearly in conjunction with the budget process to ensure the City applies fair and adequate fees to our services. Included in your regular meeting packet is a proposed fee schedule for Fiscal year 2024-2025. Any recommended changes are denoted RED. This fee book was put together based on the previous schedules the new staff could find while also reviewing minutes over the past year to see any other potential changes.

I want to note, that the formatting of the fee book will change once a decision is rendered by Council to ensure it is easy to follow for the public. The draft included in your packet intends to show you where the old fees were and what is proposed.

Budget Amendments

Included in your regular meeting packet are recommended year-end budget amendments for fiscal year 2024-25. This is for an initial discussion on those amendments before Council consideration.

Kelly Garrett
Mayor

Bruce Kantor
Mayor Pro-Tem

Jalen Jennings
Council Member

Dalton Barksdale
Council Member

Jason Hammond
Council Member