

CITY COUNCIL

CITY OF LATHRUP VILLAGE 27400 Southfield Road, Lathrup Village, Michigan 48076

SPECIAL MEETING AGENDA

MONDAY, DECEMBER 2, 2019

Conference Room – Second Floor 6:00 p.m. Study Session 6:30 p.m. Special Meeting

AGENDA ITEMS

- 1. Call to Order by Mayor Garrett
- 2. Discussion Items
 - A. Adoption of minutes November 18, 2019 (re: Jagged Fork Liquor License)
 - B. Discussion Code of Ethics
 - C. Discussion Conflict of Interest Form
 - D. Discussion 2020 Council Meeting Dates
- 3. Mayor and Council Comments
- 4. Public Comments
- 5. Adjourn

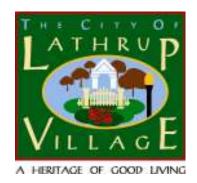
CITY OF LATHRUP VILLAGE

ETHICS AND CODE OF CONDUCT

17.01 Ethics and Code of Conduct

Each employee, official, or volunteer is required to conduct him/herself efficiently and in a professional manner at all times. No employee, official or volunteer of the City shall:

- 1. Use their public office or employment for private gain;
- 2. Give preferential treatment to any organization or person except as expressly permitted by law, ordinance, resolution or policy;
- 3. Impede government efficiency or economy for personal gain or profit;
- 4. Engage in private or other public employment or render services for private or other public interests when such employment or service is incompatible with the proper discharge of his/her duties of the City;
- 5. Expend public funds unlawfully or without proper authorization;
- 6. Verbally, physically or psychologically abuse any citizen, elected official, supplier, vendor, guest or co-worker;
- 7. Be insubordinate, or refuse to carry out work assignments or day-to-day instructions pertaining to the job which are properly issued by the employee's immediate Supervisor;
- 8. Be excessively absent or tardy;
- 9. Work or report for work under the influence of alcohol or unlawful drugs, and/or possess alcohol or unlawful drugs on the premises of the City;
- 10. Falsify or misuse City forms, records or reports, including time sheets and employment applications;
- 11. Steal, misappropriate, remove, abuse, destruct, or misuse property belonging to the City or another employee. The City reserves the right to inspect all City offices, desks, files, vehicles and packages;
- 12. Fail to return from an authorized leave of absence or vacation at the designated time;
- 13. Discriminate against or harass others;
- 14. Possess weapons, firearms or explosives on City property (except for law enforcement officers);
- 15. Disclose or misuse confidential information;
- 16. Fail to maintain proper grooming, dress cleanliness and hygiene.
- 17. Misrepresent time worked;
- 18. Gamble on City property;
- 19. Engage in fraud, embezzlement, misrepresentation or any other act of dishonesty;
- 20. Engage in any conduct which reflects adversely on the City



To: Mayor Mykale Garrett and City Council Members

From: Dr. Sheryl Mitchell, City Administrator

Date: December 16, 2020

Re: 2020 City Council Meeting Dates

The following are recommended dates for the Study sessions and City Council meetings for 2020:

Study Session – 6:00 p.m. City Council Meetings – 7:00 p.m.

January 6, 2020* January 27, 2020**

February 3, 2020 February 24, 2020***

March 2, 2020 March 16, 2020

April 6, 2020 April 20, 2020

May 4, 2020 May 18, 2020

June 1, 2020 June 15, 2020

July 13, 2020**** July 27, 2020

August 3, 2020 August 17, 2020

September 14, 2020***** September 28, 2020

October 5, 2020 October 19, 2020

November 9, 2020 November 23, 2020

December 7, 2020 December 21, 2020

*New Year's Day observed ----- January 1, 2020

**Martin Luther King Day ----- January 20, 2020

***President's Day----- February 17, 2020

****Independence Day----- July 4, 2020

*****Labor Day----- September 7, 2020



TO: Mayor MyKale Garrett and City Council Members

FROM: Dr. Sheryl Mitchell, City Administrator

DATE: December 16, 2020

RE: MOTION TO APPROVE CITY COUNCIL MEETINGS DATES FOR 2020

The proposed meeting schedule continues the practice of meeting on the first and third Monday of each Month with the exception of 5 holidays:

January – New Year's Day (January 1, 2020)

January – Dr. Martin Luther King, Jr. Day (January 20, 2020)

February – President's Day (February 17, 2020)

July – Independence Day (July 3, 2020)

September – Labor Day (September 7, 2020)

I have attached a memo from Yvette Talley, City Clerk with the proposed dates.

Suggested Motion:

To Adopt the 2020 City Council Meeting Schedule.

Motion by		. Seconded by	