

AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan’s Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

* Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda. * Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting. * Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance. * Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approve Agenda

V. Public Comment - Agenda Items Only (3-minute limit)

VI. Consent Agenda (can be approved all in one motion, for general housekeeping items)

A. Minutes - Consider approving Regular Meeting Minutes for April 25, 2022.

B. Expenditures - Consider approving Expenditures for May 8, 2022, in the amount of \$55,981.05

VII. Scheduled Matters from the Floor (if any)

A. Financial Advisor Andy Campbell of Baker Tilly- Mr. Campbell will share preliminary numbers regarding the new DPW building project's municipal building authority funding mechanism, along with USDA project preliminary figures.

VIII. Reports by: Departments, Committees, Boards

A. **Water Department Report**- Clerk Cashier / Utility Biller Jill Mondschein

1) Water/Sewer Payments Window- Consider the proposed modification of hours open to the public.

2) Water/Sewer Landlord Policy Proposal- Consider proposed modifications to the City’s policies regarding water/sewer billing for rental properties.

3) Delinquent Utility Bills Applied to Summer Taxes- Consider authorizing City Administration to take the necessary actions to add delinquent utility bills to the responsible parties’ summer taxes

B. **Street Department Report**

1) 3rd Street Project Update - Public Services Director Mike Baker will discuss Selge's updated quote.

C. **Community Development Report**

1) Facade Grant - Consider Front Street Glassworks' application.

2) Legislative Update- Manager Grace will provide a brief update regarding recent activity within the Michigan Legislature relating to economic development opportunities.

D. **Finance Department**- Manager Grace

1) 2021/2022 Budget Amendments- Consider approving amendments to the 2021/2022 fiscal budget (July 1, 2021 – June 30, 2022) [in packet]

2) 2022/2023 Budget Proposal- Consider a preliminary review of the 2022/2023 fiscal budget (July 1, 2022 – June 30, 2023) [to be presented at meeting, with public copy available in Clerk's office for viewing]. Public Hearing on Budget scheduled for 7:00 p.m. on Monday, May 23, 2022, after which the Commission will be asked to consider approving the FY 2022/2023 Budget. No millage rate increases are anticipated.

IX. **Unfinished Business**

X. **New Business**

A. **Closed Session**

1) Enter Closed Session- consider entering Closed Session pursuant to MCL 15.268 Sec. 8(1)(d) & (h) to consider the purchase or lease of real property and to discuss matters subject to attorney-client privilege.

2) Re-Enter Open Session- Consider re-entering Open Session.

3) Consider Action- Consider action based on Closed Session discussions.

XI. **Communications** *(informational only, formal board action is not necessary for these items, unless so desired)*

A. Annual Spring Clean-Up Recap

XII. **Public Comment - Non-Agenda Items Only** *(3-minute limit)*

XIII. **Executive Comments**

A. City Manager Comments

B. Commissioner Comments

C. Mayor Comments

XIV. **Adjourn**