REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, NOVEMBER 09, 2026 – 7:00 PM
BUCHANAN CITY HALL | 302 N RED BUD TRAIL

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. Recognition

III. Pledge of Allegiance

IV. Invocation

V. Roll Call

VI. Approve Agenda

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

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

A. **Minutes**: Consider the Public Hearing & Regular Meeting Minutes from October 26th, 2026.

B. **Consider Approval of Special Event Application Buchanan for the Holidays:** The Buchanan Area Chamber of Commerce requests approval for the Holiday Lights Parade and Tree/Stage Lighting Ceremony on November 28, 2026, from 5:30 PM to 8:00 PM, including the closure of Front Street from Redbud Trail to Oak Street from 4:00 PM to 7:00 PM.

C. **Department Head Reports:** Consider accepting monthly Department Head reports.

IX. Scheduled Matters from the Floor *(if any)*

X. Reports by: Departments, Committees, Boards

A. **Clerk Department**: November 3rd, 2026 General Election Report.

XI. Unfinished Business

XII. New Business

A. **Building Official Services Contract:** Consider the approval of a 3-year contract with Tony Riegel for the contracted Building Official, with an 80/20 fee split, and authorize the City Manager to execute the agreement.

B. **Purchase of Water Meters and Reading Equipment, ETNA Supply:** Consider approval of the purchase of water meters, reading units, and associated monitoring technology from ETNA Supply Company in an amount not to exceed $56,640.00.

C. **Traffic Control Order #262:** Consider approving of Traffic Control Order #262,establishing a permanent no-parking zone in the City-owned parking lot behind 102 E Front St. to improve traffic circulation and emergency vehicle access.

D. **Prien & Newhof Professional Services Agreement- Downtown Redevelopment Phase II**: Consider approval of Amendment No. 1 to the professional services agreement with Prien & Newhof for engineering and design services associated with Phase II of the Downtown Redevelopment Initiative, in an amount not to exceed $82,600 and authorize the City Manager to execute the agreement.

E. **USDA Rural Development:** Consider authorizing the City Manager to serve as the City's designated representative and signatory for the USDA Rural Development financing package associated with Phase II of the Downtown Redevelopment Initiative.

F. **Proposed Transition from AT&T to Verizon Wireless:** Consider approval of transitioning the City of Buchanan's wireless services from AT&T to Verizon Wireless under a three-year agreement. The proposed transition includes 14 wireless lines and is estimated to save the City $3,781.20 annually, with projected net savings of $9,365.20 over three years after device payoff costs and transition credits.

G. **Capital Improvement Plan:** Consider Adopting 10-Year Capital Improvement Plan for Redevelopment Ready Community Essentials Designation.

H. **Downtown Streetscape Furniture Purchase:** Consider approval to purchase downtown streetscape furniture from DuMor Site Furnishings, including benches, tables, chairs, trash receptacles, and bicycle racks for the downtown area and Mill Alley. The total purchase cost of $109,953 is included in the FY 2026/27 budget.

I. **Fee Schedule Amendment:** Consider adopting fee schedule amendments for Fence Modification request before Zoning Board of Appeals, $200, and Sign Modification, Mural Installation or Iconic Sign Designation request before Planning Commission, $75.

J. **Expenditures:** Consider approving the Expenditures in the amount of $155,888.31.

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

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

XV. Executive Comments

A. City Manager Comments

B. Commissioner Comments

C. Mayor Comments

XVI. Adjourn