



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford City Commissioners

FROM: Nicol Brown, City Manager ~~1/6~~

DATE: October 28, 2024

RE: **PAINTING CITY HALL**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the city hall painting and replacing the cove base.

DISCUSSION:

City Hall was built over twenty years ago, and the interior still has its original paint on the walls. Staff is proposing that the administrative offices, foyer, kitchen, and chambers be painted. We are also proposing to replace the cove base throughout the building.

As part of the painting project, the city clerk will be moved into an enclosed office space, and the deputy city clerk will move into the space where the city clerk is currently located. This will allow the city clerk to have privacy and work without disturbance. The city clerk's office is currently open to the public, who can start communicating with the clerk if she is available or not. She will have additional privacy to take telephone calls without being disturbed. The small conference room will be turned into the city clerk's office.

The city manager will budget for the police department's wall repair and paint, flooring, cove base replacement, ceiling tile replacement in the next fiscal year, and the replacement of the front counter in the administrative office area.

The city manager is currently receiving quotes and wants to start the project after the November election.

RECOMMENDATION:

The Hartford City Commission approves city hall painting and replacing the cove base not to exceed \$10,000. The painting of the city hall was budgeted.