

**CITY MANAGER'S GOALS
JULY 1, 2024 - JUNE 30, 2025
NICOL BROWN**

	GOALS	STEPS TO REACH GOAL	WHO IS INVOLVED
1	RITE AID REDEVELOPMENT	Rite Aid Building - Investigate the ownership Seek a business Check to see if there is a deed restriction	Market One Van Buren County
2	WATER/SEWER STUDY	Contact Baker Tilly Receive a quote Recommendation to City Commissioners	Baker Tilly
3	COMMISSIONERS WEEKLY REPORTS	Include invitations and informational flyers Include time sensitive information	Staff
4	ZONING	Research lot size to build Amend Zoning Ordinance Amend Rental Registration Ordinance	Wrightman & Assoc Safebuilt
5	INFRASTRUCTURE	Capital Improvement Plan Condition of Local & Major Roads Schedule of Maintenance Curve Painting	Wrightman & Assoc DPW
6	DEPARTMENT RESTRUCTURING		
	Iron Removal Plant (IRP)	Contract Danny Staunton contract Recommendation to City Commission	Nick Curio
	DPW	Write Job Description for DPW supervisor Make a Decision Hourly/Salary Recommendation to City Commissioners Promote Implement	Nick Curio

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Code Enforcement Officer	Post Code Enforcement position Interviews Background check/physical Job Offer Hire	Nick Curio
WWTP	Write Job Description for WWTP Supervisor Make a Decision Hourly/Salary Recommendation to City Commissioners Make Job Offer Promote Implement	Nick Curio
Police Dept.	Request assistance from VBC Sheriff's Dept Review contract w/VBC Sheriff's & City of Hartford Recommendation to City Commissioners Implement the contract Create Police Dept Committee Recommendation to City Commissioners	Sheriff's Dept Michigan State Police
7	EMPLOYEE HANDBOOK	
	Update Staff Review Changes @ Dept Head Meeting Send changes to Attorney Recommendation to City Commission Implement	Nick Curio Dept Head Staff
8	TREASURER & UTILITY SOFTWARE	
	Request for quotes Review quotes with Joe Mangan (Lauterbach & Amen, LLP) & Pam Recommendation to City Commission	Pam Schultz