

DATE: January 3, 2024

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments - Regular Council Meeting of Monday, January 8, 2024

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The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, January 8, 2024.

**PRESENTATION:**

**2023 HOLIDAY LIGHT AWARDS PRESENTATION**

Department of Public Services Director Sean Ballantine has requested time on the Council agenda to present the 2023 Holiday Light Awards.

**CONSENT:**

**2024 POVERTY EXEMPTION RESOLUTION AND APPLICATION**

The State of Michigan Tax Commission updated the poverty guidelines to expand the amounts the Board of Review is permitted to grant to allow a 75% exemption. This resolution expands the exemption percentages allowable and will encompass changes moving forward.

**FISCAL YEAR 2024-2029 CAPITAL IMPROVEMENT PLAN**

The City's financial policies indicate that the City will develop a multi-year plan for capital improvement purchases or projects costing more than \$5,000, update it annually, and make all capital improvements following the Plan. The Fiscal Year 2024-29 Plan is presented to the City Council each year to allow the Council and the public an opportunity to provide input during the early stages of the Budget preparation process. After the Council has had an opportunity to offer comments and/or questions, I recommend that the Council vote to receive and file the Plan as part of the consent agenda.

**REPORTS:**

**BOARDS AND COMMISSION 2024 WORK PLANS**

As detailed in the Board and Commission Handbook, unless a Board or Commission operates as needed by staff, they should prepare an annual work plan proposal for the upcoming year to be submitted to the Council. The expectation is that boards and commission will focus their effort on items in the approved work plan. In addition, Council may refer additional items to the boards and commissions in response to new developments. Boards and Commissions should refrain from expending their time and that of the staff liaison on things that the City Council has not approved.

## Agenda Comments

January 8, 2024

Page 2

After the Council has reviewed the submitted plans, it is recommended that the City Council approve the work plans that meet their expectations or suggest changes to the submitted work plans to give the Boards and Commissions direction for the upcoming calendar year.