



**City of Allen Park
State of Michigan**

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To: Mayor and City Council
From: Mark A. Kibby, City Administrator
Date: January 14, 2020
Re: Council Housekeeping Report

1. The Finance Department has distributed the Budget timeline for the 2020-21 Budget Year that will begin on July 1st. The Proposed Budget will be provided to the City Council on April 14th. A Council Work Session will need to be scheduled for April 21st and a Public Hearing will be scheduled for April 28th.
2. Tom Murray is working with Wayne County Roads to get some attention for Outer Drive at Fairlane Drive and the entrance to The Hill.
3. The Administration is reviewing the RFP submittals for the Allen Park Theater Project. Later this week, we will be meeting with a few of the groups to get a better clarification of their project proposal. Once the Administration feels satisfied that a proposal meets the requirements of the RFP, we will forward the information on to the City Council.
4. The following employees will reach a milestone in years of service with the City –
 - Jeffrey Miller (Police) – 25 Years – January 27th
 - Christopher Clark (Fire) – 5 Years – February 9th