



**City of Allen Park  
State of Michigan**

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**To:** Mayor and City Council  
**From:** Mark A. Kibby, City Administrator  
**Date:** January 9, 2018  
**Re:** Council Housekeeping Report

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1. The Deputy Assessor is beginning one of her busy seasons with the filing of Personal Property Statements and preparing for the March Board of Review.
2. The Finance Department has started the budget process for the 2018-19 Budget Year that will begin on July 1<sup>st</sup>.
3. The DPS and LiquiForce will start lining sewer line sections by the end of January and through February. They continue to work in a few areas doing some preparation work on the sewers.
4. The gym floor repair at the Community Center is complete, including the painting of the Pickle Ball lines.
5. City Hall and Police Department Project: The contractor has finished the exterior brick walls of the City Hall portion of the new addition on the front of the building. They are working on the Jail Cells and some additional concrete block walls throughout the building. The roof contractor continues to work on the new roof – more so the area over the Police Department. They have good portion of the drywall on the City Hall side already installed. Once they get the new addition weather tight, they will be able to pour the concrete floor and start constructing the metal stud walls.