

## CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission  
FROM: Jeremy Howard, City Manager  
DATE: November 16, 2023  
RE: City Manager's Report

For the Agenda of November 20, 2023

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Lake Shamrock Dredging and Dam Project. Mechanical dredging by the City is continuing in front of Shamrock Park. If you have not had a chance to go check out the beach area at the park you should the next time you are in that neighborhood. You can really see it now with the beachside cleaned up and the majority of the lakefront at the beach dredged. For the hydraulic dredging project, Savin Lake Services is still waiting on a finalized permit from EGLE but are ready to go. The pipe is laid from the holding cell back to the edge of the lake and the road crossings of Washington and Eberhart have been repaired. The Dam feasibility study work is continuing and is on track to give options/prices to staff on November 28. Luke and I met with them on the 14<sup>th</sup> and discussed the potential design options and I am excited to see the final designs so that we can decide what direction we will be going with the project.

Treasurer/Finance Director Position. Mayor Humphrey, Mayor ProTem Bonham, Clerk Lyon and I all recently conducted application reviews/interviews for the position. I am happy to say that we have a candidate that is very qualified (25 years in local city government), had a great interview, glowing references, and we have made her a tentative offer of the job. She has accepted and is excited to start, and we are now working on background and financial checks. I will be drafting a contract for her that I hope to bring you at your next meeting for approval of her hiring.

Holiday Decorations. As I am sure you have noticed, the holiday decorations are up. Though it isn't even Thanksgiving yet, Christmas will be around the corner. The decorations were selected by the DDA and are new this year (Christmas Trees (red and green), Candy Canes, Wreaths) and they look really nice lit up at night throughout the main corridors.

Holiday Closures and Hours. Speaking of holidays, Thanksgiving is upon us. Just a reminder that City Hall hours will be from 8:00 a.m. to 4:30 p.m. the week of Thanksgiving on Monday through Wednesday (20<sup>th</sup> through the 22<sup>nd</sup>) and then the office will be closed on Thursday and Friday (23<sup>rd</sup> and 24<sup>th</sup>) for the holiday. Happy Thanksgiving!

January City Commission Meeting Dates. Just to get you thinking about next year, we will soon be needing to put together the City Commission Meeting schedule for next year. In 2024, our first meeting date falls on the Holiday for New Years. The New Years Eve and New Years Day holidays are observed Monday and Tuesday of that week. This leaves us with a few options that I would like you to weigh in on to give us some direction.

1. We could schedule that first meeting of the year for Wednesday, January 3<sup>rd</sup>.
2. We could move our first January meeting to Monday the 8<sup>th</sup> and still have our 2<sup>nd</sup> regular meeting on Monday the 15<sup>th</sup>.
3. We could move our first January meeting to Monday the 8<sup>th</sup> and then move our 2<sup>nd</sup> regular meeting to Monday the 22<sup>nd</sup>.
4. You could just cancel the first meeting that would have been held on the 1<sup>st</sup> and just have the second regular meeting on the 15<sup>th</sup> of January.
5. Or some other schedule that you would like.

Attachments: None.