

# Memorandum

*Office of the Village Manager*

**TO:** Honorable President Narsh and Village Council  
**FROM:** Darwin D. P. McClary, Village Manager  
**DATE:** January 22, 2024

**RE:** **VILLAGE MANAGER'S REPORT**

## **DOWNTOWN METERED PARKING**

We met with Municipal Parking Solutions (MPS) on January 9 to continue work on a comprehensive plan for downtown metered parking. We discussed infrastructure configuration and parking fees, as well as public engagement efforts. MPS is working directly with Interim DDA Executive Director Bloom to prepare public engagement efforts. Public engagement will be undertaken once a complete plan for metering and fee structure is prepared.

## **PLANNING AND ZONING AND BUILDING DEPARTMENT COORDINATION**

Planning and Zoning Coordinator Belko continues to work with Township Building Official Goodloe to streamline planning and zoning and building permitting and inspection functions utilizing the township's BS&A permitting software.

## **VILLAGE MANAGER ABSENCE**

I will be out of the office next week to attend the Michigan Municipal Executives winter institute in Lansing. I will be available by phone for important matters.

## **IMPORTANT DATES**

- February 1, 2024 – Board of Zoning Appeals regular meeting – 7:30 PM
- February 5, 2024 – Planning Commission regular meeting – 7:30 PM
- February 12, 2024 – Village Council regular meeting – 7:30 PM