

Regular Meeting of the City Commission  
Monday, October 22, 2018  
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation recognizing Kriss and Mike Roethlisberger's service to the community.
2. Introduce new Water System Operators Jason DeFeyter and Tyler Heard.
3. Introduce new Assistant Public Works Director Jason Moore.
4. Department presentation by MAC TV Network.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

5. City Manager report on pending items.
6. Third Quarter Investment Report.
7. Redevelopment Ready Communities Quarterly Report.
8. Customer Service Feedback Summary.
9. Minutes of the Airport Advisory Board (September).
10. Correspondence received from Dennis Thavenet regarding Federal Communications Commission (FCC) 5G Plan.
11. Correspondence received regarding residential snow removal. (3)

CONSENT CALENDAR: DESIGNATED (\*) ITEMS

CITY COMMISSION MINUTES:

- \* 12. Approval of the minutes of the regular meeting held October 8, 2018.
- \* 13. Approval of the minutes of the closed session held October 8, 2018.

PUBLIC HEARINGS:

STAFF RECOMMENDATIONS AND REPORTS:

- \* 14. Bids and Quotations
  - a. 2018 Leaf Hauling and 2018-2019 Snow Removal
  - b. Audit

ALL INTERESTED PERSONS MAY ATTEND AND PARTICIPATE. PERSONS WITH DISABILITIES WHO NEED ASSISTANCE TO PARTICIPATE MAY CALL THE HUMAN RESOURCES OFFICE AT 779-5313. A 48-HOUR ADVANCE NOTICE IS NECESSARY FOR ACCOMMODATION. HEARING IMPAIRED INDIVIDUALS MAY CONTACT THE CITY VIA THE MICHIGAN RELAY CENTER FOR SPEECH & HEARING IMPAIRED: 1-800-649-3777.

15. Consider approval of previously postponed amended Sanitary Sewer House Lead Reconnection Policy.
- \* 16. Consider approval of easement purchase agreement.
- \* 17. Consider Michigan Department of Transportation (MDOT) resolution authorizing the approval of a contract to receive funds for the acquisition of an easement for approach slope clearing.
- \* 18. Consider lease renewal with the Experimental Aircraft Association (EAA) for City-owned airport hangar and authorize the City Manager to execute future renewals.
- \* 19. Consider approval of resolution supporting fees and charges for Learn to Bowl program.
20. Consider contract amendment for the remaining sites in Eastpointe IV as recommended by the Property Committee.
21. Consider approval of fireworks display as part of the 2018 Christmas Celebration and sole source contract for the fireworks.
22. Consider request for a refund in the Principal Shopping District due to a manual error related to the principal residence exemption.
- \* 23. Approval of payrolls and warrants.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

WORK SESSION: (Conference Room A-upstairs)

24. 2019 Operating Budget Discussion.

RECESS:

CLOSED SESSION: (None scheduled at this time)

ADJOURNMENT:

# PROCLAMATION

WHEREAS, It is the collective contributions of citizens and neighbors that define each community; and

WHEREAS, Each community's history is made distinctive and rich because those contributions provide the stories and images for residents to treasure and pass on for years to come; and

WHEREAS, Kriss and Mike Roethlisberger gave freely of their time, talents and resources for twenty two years with no other purpose than to bring enjoyment to residents and visitors of all ages through the celebration of Halloween; and

WHEREAS, The Haunted Yard on North Lansing Street will always be remembered as a Halloween tradition for families where visitors were transported into the out-of-this-world Halloween displays where squeals and screams were heard from blocks away; and

WHEREAS, The Roethlisberger's dedication and hard work has not only brought positive attention to our community but raised over \$50,000 for local charities; and

WHEREAS, The creativity and time spent on this huge undertaking each year by the Roethlisbergers exhibited what great community members they are and we are thrilled to provide them with the recognition they deserve for their generosity;

NOW, THEREFORE, BE IT RESOLVED

That I, Allison Quast Lents, Mayor of the City of Mount Pleasant, Michigan, on behalf of the City Commission and the citizens of Mount Pleasant, do hereby extend sincere appreciation and gratitude to the Roethlisbergers for graciously hosting the Haunted Yard that will forever be part of the memory that was Halloween in Mount Pleasant.

In Witness Whereof, I hereunto set my hand and the Great Seal of the City of Mount Pleasant, Michigan, this 22<sup>nd</sup> day of October 2018.

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Allison Quast-Lents, Mayor  
City of Mount Pleasant

COMMISSION LETTER #165-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 16, 2018

FROM: NANCY RIDLEY, CITY MANAGER *Nes*

SUBJECT: CITY MANAGER REPORT ON PENDING ITEMS

This report on pending items reflects the current status.

**1. Task Related Issues:**

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 10.16.18
<b>Purchasing Policy</b> Outline options for changes to bid approval limits and local preference language.	March 26	None	
<b>GumBuster Rental</b> Investigate whether GumBuster machine can be rented outside of Principal Shopping District (PSD)	May 14	None	Will obtain recommendation from PSD on rental rate at September meeting.
<b>Property Maintenance/Blight Ordinance</b> Work with attorney to draft ordinance and obtain feedback on draft from neighborhood associations	February 26	None	Work Session discussion delayed
<b>Potential Challenges/Barriers to Infill Development</b> Review list created and recommend potential solutions to some the City can impact.	May 29	None	
<b>Recreation Authority</b> Manager/Mayor/Vice Mayor to discuss with County and Township at next intergovernmental meeting. Manager to obtain final report from Community Pool Group.	July 9	None	Final report obtained and provided to Commissioners, County Administrator and Township Manager
<b>Self Defense</b> Research what type of courses are currently being offered to the community and what it might cost for the City police officers to offer such training	August 27	None	



## **2. Scheduled Tentatively Work Session Topics**

- ✓ October 22- Operating Budget-fees, begin questions received from Commissioners
- ✓ October 29-Economic Development contracts  
Sidewalk snow removal
- ✓ November 12- Closed session for City Manager evaluation (if requested)  
Property standards ordinance?
- ✓ November 26- Operating Budget (if needed)  
Attorney recommendation/review (if needed)
- ✓ December 10- Hopefully last meeting of the year

## **3. To come back to City Commission**

- MOA for Mt. Pleasant Center
- Airport potential partners and potential agreement
- Plans necessary for Redevelopment Ready Community Certification (marketing plan)
- Property standards/blight draft ordinance-obtaining neighborhood and HBA feedback-Scheduled for September 24 work session rescheduled to November 12
- Barriers to infill development-potential solutions
- Purchasing policy
- Economic Development Contracts-meet with CMURC and MMDC-Scheduled for October 29

## **4. Items not likely to be addressed in 2018**

- Rental Housing-additional inspections (mechanical, electrical and plumbing) for converted units
- Building inspection – coordination of inspections with County (Note: new fees will be recommended with 2019 Operating Budget)
- Dumpsters located in paved alleys
- Indian Pines south entrance
- Non-motorized plan-priority policies to focus on in 2018
- Potential ordinance change for single day trash pickup by neighborhood

- Effectiveness of storm water ordinance-(Note: Still working with partners county-wide on stormwater matters)
- Police statistics –desired outcomes and uses
- Rental Housing Inspections: frequency based on good inspections
- Sustainability goals
- Incentives/strategy for owner-occupied conversions
- Homeowner loan and emergency program-needs to be coordinated with above topic
- Mt. Pleasant Center preferred development
- Community Pool-have not received additional information since feasibility study completed
- Fee proposals based on guidelines-some will be incorporated into 2019 Operating Budget recommendation

Please note items that have changed since the last report are highlighted in yellow for easy reference.

**CITY OF MT. PLEASANT  
INVESTMENT REPORT  
SEPTEMBER 30, 2018**

**PORTFOLIO SUMMARY**

**PORTFOLIO BY INVESTMENT TYPE:**

<u>Investment Type</u>	<u>30-Sep-18 Balance</u>	<u>Interest Rate</u>	<u>Percentage of Portfolio</u>
Demand Deposits:			
Isabella Bank Checking	\$ 1,438,624.46	0.1200%	6.7433%
MBIA CLASS Investment Pool	3,600,406.17	2.2000%	16.8763%
Horizon Bank Money Market	252,765.33	0.7500%	1.1848%
Flagstar Bank - Liquid Asset Svg	260,299.59	1.2500%	1.2201%
CIBC Money Market	261,089.45	1.7500%	1.2238%
Isabella Bank -Insured Cash Sweep	7,418,670.80	1.6500%	34.7737%
Fixed Income:			
Certificates of Deposit	102,298.42	1.6400%	0.4795%
CDARS	3,000,000.00	2.1933%	14.0620%
Government Agencies	5,000,000.00	1.9500%	23.4366%
Portfolio Total	<u><u>\$ 21,334,154.22</u></u>		<u><u>100.00%</u></u>

**PORTFOLIO BY FINANCIAL INSTITUTION/BROKER:**

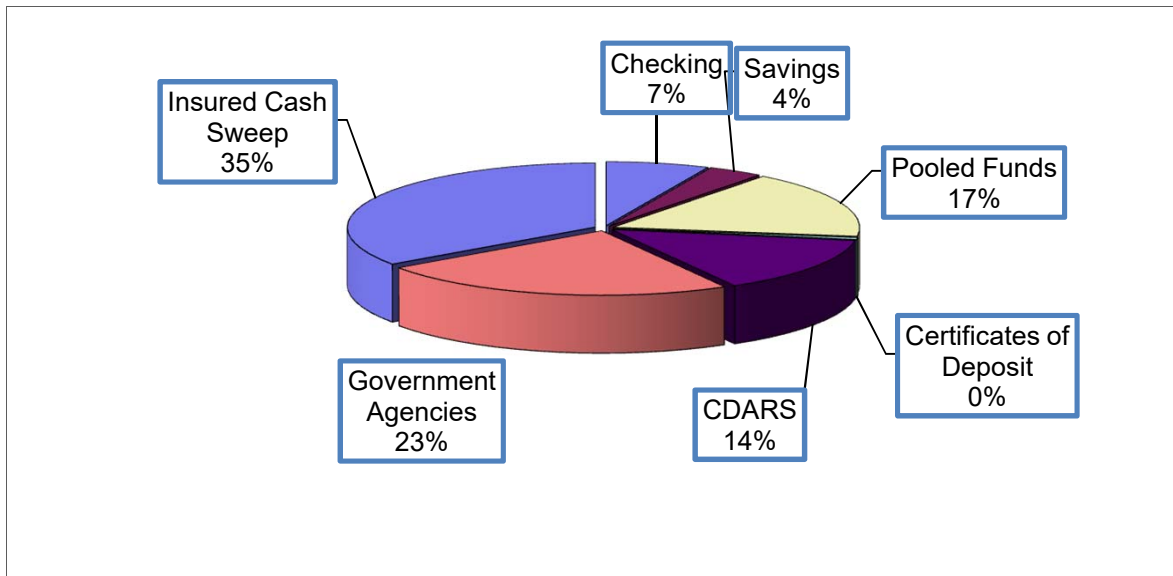
	<u>30-Sep-18 Balance</u>	<u>Percentage of Portfolio</u>
Fifth Third Securities Inc.	\$ 1,000,000.00	5.17%
PNC Capital Markets	1,000,000.00	5.17%
Multibank Securities	1,000,000.00	5.17%
MBIA/CLASS	3,600,406.17	18.62%
Chemical Bank	102,298.42	0.53%
Isabella Bank	1,438,624.46	7.44%
Flagstar Bank	260,299.59	1.35%
CIBC	261,089.45	1.35%
Horizon Bank	252,765.33	1.31%
CDARS	3,000,000.00	15.52%
Insured Cash Sweep	7,418,670.80	38.37%
Portfolio Total	<u><u>\$19,334,154.22</u></u>	<u><u>100.00%</u></u>

All investments were made in accordance with the investment policy dated May 26, 1998 including CDARS revision dated September 14, 2009.

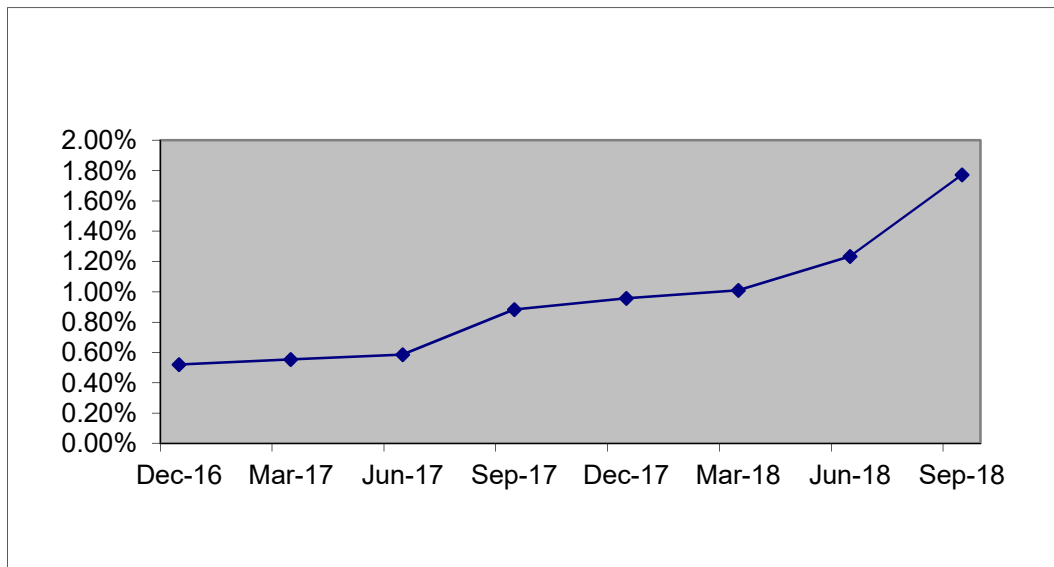
**CITY OF MT. PLEASANT  
INVESTMENT REPORT  
SEPTEMBER 30, 2018**

**PORTFOLIO SUMMARY (Continued)**

**Portfolio by Investment Type**



**Quarterly Investment Rates**



**CITY OF MT. PLEASANT  
INVESTMENT REPORT  
SEPTEMBER 30, 2018**

**FIXED INCOME PORTFOLIO**

**FIXED INCOME PORTFOLIO SEPTEMBER 30, 2018**

**Certificates of Deposit:**

<u>Bank Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount Amount</u>
Chemical Bank	20-Dec-17	20-Dec-18	365	1.6400%	\$ 102,298.42	\$ 102,298.42
<b>Total Certificates of Deposit</b>					<b><u>\$ 102,298.42</u></b>	<b><u>\$ 102,298.42</u></b>

**CDARS**

<u>Bank Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount Amount</u>
Isabella Bank	30-Aug-18	28-Feb-19	182	2.0100%	\$ 1,000,000.00	\$ 1,000,000.00
Isabella Bank	30-Aug-18	29-Aug-19	364	2.1900%	1,000,000.00	1,000,000.00
Isabella Bank	30-Aug-18	27-Aug-20	728	2.3800%	1,000,000.00	1,000,000.00
<b>Total CDARS</b>					<b><u>\$ 3,000,000.00</u></b>	<b><u>\$ 3,000,000.00</u></b>

**Government Agencies:**

<u>Issuer</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Call Date</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Carrying Amount</u>
FHLB - Step Bond	22-Sep-16	22-Sep-21	1826	22-Mar-17	1.0000%	\$ 1,000,000.00	\$ 1,000,000.00
FNMA	28-Sep-16	28-Sep-21	1826	22-Mar-17	1.5500%	1,000,000.00	1,000,000.00
FHLB	30-Sep-16	30-Sep-20	1461	29-Aug-13	1.4500%	1,000,000.00	1,000,000.00
FHLMC- Step Bond	23-Aug-18	23-Aug-22	1461	23-Nov-18	3.0000%	1,000,000.00	1,000,000.00
FHLMC- Step Bond	07-Sep-18	07-Sep-23	1826	7-Mar-19	2.5000%	1,000,000.00	1,000,000.00
<b>Total Government Agencies</b>						<b><u>\$ 5,000,000.00</u></b>	<b><u>\$ 5,000,000.00</u></b>

**Total Fixed Income Portfolio September 30, 2018**

**\$ 8,102,298.42**   **\$ 8,102,298.42**

**CITY OF MT. PLEASANT  
INVESTMENT REPORT  
SEPTEMBER 30, 2018**

**FIXED INCOME PORTFOLIO (Continued)**

**TRANSACTION DURING QUARTER:**

**PURCHASES:**

<u>Company Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount/ Carrying Amount</u>
FHLMC- Step Bond	23-Aug-18	23-Aug-22	1461	3.0000%	\$ 1,000,000.00	\$ 1,000,000.00
Isabella Bank - CDARS	30-Aug-18	29-Aug-19	364	2.1900%	1,000,000.00	1,000,000.00
Isabella Bank - CDARS	30-Aug-18	28-Feb-19	182	2.0100%	1,000,000.00	1,000,000.00
Isabella Bank - CDARS	30-Aug-18	27-Aug-20	728	2.3800%	1,000,000.00	1,000,000.00
FHLMC- Step Bond	07-Sep-18	07-Sep-23	1826	2.5000%	1,000,000.00	1,000,000.00
Total Purchases					<u>\$ 5,000,000.00</u>	<u>\$ 5,000,000.00</u>

**MATURITIES:**

<u>Company Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount/ Carrying Amount</u>
Total Maturities					<u>\$ -</u>	<u>\$ -</u>

**CITY OF MT. PLEASANT  
INVESTMENT REPORT  
SEPTEMBER 30, 2018**

**INVESTMENT EARNINGS**

**SUMMARY:**

Interest Earned on Fixed Income Maturities:	\$ -
Interest on Demand Deposits	45,646.29
Interest on Government Agency	21,250.00
Interest Accrual June 30, 2018	(11,270.00)
Interest Accrual September 30, 2018	11,950.00
Total Interest Earned for Quarter	<u><u>\$ 67,576.29</u></u>

**INTEREST EARNINGS BY FUND:**


<u>Fund</u>	<u>Quarterly Interest</u>	<u>Year to Date Interest</u>	<u>September Amended Budget</u>
General	\$12,302	\$22,324	\$ 16,000
Major Street	9,344	20,963	13,200
Local Street	3,384	9,408	6,200
Cemetery Trust	770	1,877	1,300
Special Assessment	1,153	2,710	2,100
Downtown Improvements/Parking	247	557	350
Capital Improvements	7,607	16,113	13,000
Economic Development Corporation	135	313	200
Mission Street DDA	2,628	5,510	3,300
TIFA	3,276	7,650	6,100
LDFA	1,039	2,539	1,900
BRDA	49	96	-
Airport	519	924	-
Sewer	8,533	22,144	23,000
Water	11,712	25,093	13,000
Solid Waste	4,562	11,164	9,450
Restricted Donations	317	783	-
	<u><u>\$67,576</u></u>	<u><u>\$150,168</u></u>	<u><u>\$109,100</u></u>



## MEMORANDUM

**TO:** Nancy Ridley  
City Manager

**CC:** William Mrdeza  
Community Services and Economic Development Director

**FROM:** Jacob Kain, AICP   
City Planner

**DATE:** October 4, 2018

**SUBJECT:** Redevelopment Ready Communities update

At their June 27, 2016 meeting, the City Commission by resolution authorized the implementation of recommendations made by the Michigan Economic Development Corporation (MEDC) and that are necessary to receive Redevelopment Ready Communities Certification from MEDC. Subsequently, staff has been working to respond to those recommendations and complete the items necessary to achieve certification.

The following is an overview of progress made since the last update to the City Commission in June:

- One evaluation criteria was marked complete due to Progress Report 7 submitted to MEDC in January.
- Two additional evaluation criteria were marked complete due to Progress Report 8 submitted to MEDC in October.
- Efforts are in process to address the remaining unmet evaluation criteria (marketing strategy).
- The City's current status toward certification is 98%. The City's status at the last progress report was 93%. The City's status upon engagement in the program was 40%.

### **Requested Action:**

Receive a copy of the RRC status report.

### **Attachment:**

1. RRC Status – Mount Pleasant (October 2018)




Criteria	Report of Findings June 2016	Current Progress October 2018
<b>Best Practice 1.1: The Plans</b>		
The governing body has adopted a master plan in the past five years.	N	Y
The governing body has adopted a downtown plan.	Y	Y
The governing body has adopted a corridor plan.	Y	Y
The governing body has adopted a capital improvements plan.	Y	Y
<b>Best Practice 1.2: Public Participation</b>		
The community has a public participation plan for engaging a diverse set of community stakeholders.	N	Y
The community demonstrates that public participation efforts go beyond the basic methods.	Y	Y
The community shares outcomes of public participation processes.	Y	Y
<b>Best Practice 2.1: Zoning Regulations</b>		
The governing body has adopted a zoning ordinance that aligns with the goals of the current master plan.	N	Y
The zoning ordinance provides for areas of concentrated development in appropriate locations and encourages the type and form of development desired.	N	Y
The zoning ordinance includes flexible zoning tools to encourage development and redevelopment.	N	Y
The zoning ordinance allows for a variety of housing options.	Y	Y
The zoning ordinance includes standards to improve non-motorized transportation.	N	Y
The zoning ordinance includes flexible parking requirements.	N	Y
The zoning ordinance includes standards for green infrastructure.	N	Y
The zoning ordinance is user-friendly.	N	Y
<b>Best Practice 3.1: Development Review Policy and Procedures</b>		
The zoning ordinance articulates a thorough site plan review	Y	Y
The community has a qualified intake professional.	Y	Y
The community defines and offers conceptual site plan review meetings for applicants.	N	Y

The community encourages a developer to seek input from neighboring residents and businesses at the onset of the application process.	N	Y
The appropriate departments engage in joint site plan reviews.	Y	Y
The community has a clearly documented internal staff review policy.	N	Y
The community promptly acts on development requests.	N	Y
The community has a method to track development projects.	Y	Y
The community annually reviews the successes and challenges with the site plan review and approval procedures.	N	Y
<b>Best Practice 3.2: Guide to Development</b>		
The community maintains an online guide to development that explains policies, procedures and steps to obtain approvals.	N	Y
The community annually reviews the fee schedule.	Y	Y
<b>Best Practice 4.1: Recruitment and Orientation</b>		
The community sets expectations for board and commission positions.	N	Y
The community provides orientation packets to all appointed and elected members of development related boards and commissions.	Y	Y
<b>Best Practice 4.2: Education and Training</b>		
The community has a dedicated source of funding for training.	Y	Y
The community identifies training needs and tracks attendance of the governing body, boards, commissions and staff.	Y	Y
The community encourages the governing body, boards, commissions and staff to attend trainings.	Y	Y
The community shares information between the governing body, boards, commissions and staff.	Y	Y
<b>Best Practice 5.1: Redevelopment Ready Sites</b>		
The community identifies and prioritizes redevelopment sites.	N	Y
The community gathers preliminary background information for prioritized redevelopment sites.	N	Y

The community has developed a vision for the priority redevelopment sites.	N	Y
The community identifies available resources and incentives for prioritized redevelopment sites.	N	Y
A property information package for the prioritized redevelopment site(s) is assembled.	N	Y
Prioritized redevelopment sites are actively marketed.	N	Y
<b>Best Practice 6.1: Economic Development Strategy</b>		
The community has approved an economic development strategy.	N	Y
The community annually reviews the economic development strategy.	N	Y
<b>Best Practice 6.2: Marketing and Promotion</b>		
The community has developed a marketing strategy.	N	N
The community has an updated, user-friendly municipal website.	Y	Y
Yes	17	41
No	25	1
Total	42	42
Percent Complete	40%	98%

COMMISSION LETTER #166-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CUSTOMER SERVICE FEEDBACK SUMMARY

Attached is the information provided to the City Commission as part of the May 14 packet. This information provided the background of the strategic initiative for this survey and recommended a process for implementation. Also attached is the actual survey card that was used during July through September.

Attached is a compilation of the results of the 1,151 survey responses that were returned. As shown in the summary, we had a 72% response rate of the cards that were distributed.

The goal of the survey was to obtain feedback on the interaction with the City staff and not on the city service being provided. The compilation indicates that the interactions were very positive during the survey period. Any written comments provided on the survey have been combined and are provided for your review. Overall we should be proud of the service provided and commend staff for their daily efforts.

The next step in the process would be to determine how to gather feedback from the in the field customer interactions as well as phone interactions. We will evaluate what other communities have done for those types of interactions and make a recommendation early in the next year of how to implement.

NJR/ap



## **MEMORANDUM**

**To:** City Commission  
**From:** Nancy Ridley, City Manager  
**Date:** May 7, 2018  
**Subject:** Resident/User Feedback Survey

One of the City's strategic initiatives for 2018 includes obtaining feedback from resident/users regarding customer service received.

Some feedback mechanisms are currently used or have been by City staff to obtain feedback on the following:

- Recreation programs – survey sent to participants after every program/event
- Development proposals submitted to the Planning Commission and Zoning Board of Appeals - annually
- Citizens' Academy - annually
- Most used communication methods - in 2017
- No fee brush pickup program - in 2017

The purpose of the 2018 initiative is not focused on a specific program, rather more on the interaction with staff – both positive and negative. The Commission requested information prior to the process launch on the planned process and survey questions being asked.

The attached summary outlines both the process and proposed questions. We intend to launch the process July 1 and would like any suggestions/concerns from Commissioners by June 1 to ensure ample time for discussion and/or implementation of the suggested changes prior to the launch date.

Attachments

## **Resident/User Feedback Survey**

Budget Strategic Initiative: implement a survey methodology to measure user/resident satisfaction with delivery of current services.

Staff understanding of the initiative as the plan was developed:

- Feedback helps foster continuous improvement in how we do things
- Objective is to obtain feedback from residents/users regarding their interactions with staff and how they were treated/felt about the interactions
- Focus is not on the City service provided, but more on the assistance received from the staff member
- Start with some departments and evaluate the effectiveness of the process and the results received – pilot program with ability to incrementally grow it

Based on research of other cities, the plan is as follows:

- Start with “front desk” type encounters – (includes following areas: Recreation, Treasurer, Clerk, Assessing, Community Services, Human Resources, City Manager, DPW front desk, DPS Records, Airport, Water for walk-in customers)
  - Front line staff member will provide a survey postcard (see attached) to every resident/customer over a three month time period with an indication that their feedback on the interaction would be appreciated
    - Box will be available at front door of each building location to deposit the completed survey cards OR they can be mailed to address printed on them
    - Survey card will include an on-line survey link that can be used instead
  - Data will be kept on how many cards are distributed so we can calculate a return percentage
  - Incentive of a gift card to a Mt. Pleasant business will be offered for those who wish to provide their contact information
  - Website will have a survey link that is available to anyone
  - Data will be collected and summarized by the Executive Assistant in the City Manager’s office. Summaries will be provided from City wide perspective.
- After three months of obtaining feedback (July, August and September), consideration will be given of how to gather feedback regarding the “in the field” resident/customer interactions and the over the phone resident/customer interactions

Survey questions

- Parameters used
  - Keep short to encourage likelihood of completion
  - Focus on the interaction
  - Make incentive voluntary
- Questions/Format – see attached (which will be made more visually appealing)

## City of Mt. Pleasant Resident/User Feedback Survey

Intro Questions:

- City Department visited: \_\_\_\_\_
- Reason for visit: \_\_\_\_\_
- I was greeted and acknowledged promptly (Yes/No)

How would you rate the following?

- Timeliness and accuracy of services (Great/Okay/Not Good)
- Knowledge and skill of staff (Great/Okay/Not Good)
- Courtesy and friendliness of staff (Great/Okay/Not Good)
- Positive representation of the City by the employee(s) (Great/Okay/Not Good)
- Neatness and appearance of building (Great/Okay/Not Good)
- Would you like to share any other comments?

**You can also complete this survey online at [insert link].**

Thanks for taking our survey!

**OPTIONAL:** If you'd like to be entered into a quarterly drawing for a \$10 gift card to a Mt. Pleasant business, please include your first name and phone number or email address below.

**OPTIONAL:** First Name: \_\_\_\_\_ Telephone or email: \_\_\_\_\_

# HOW WAS YOUR SERVICE?



City Department you visited: \_\_\_\_\_

Reason for your visit: \_\_\_\_\_

Were you greeted and acknowledged promptly? ☐ Yes ☐ No

## How would you rate the following?

Timeliness and accuracy of services

Knowledge and skill of staff

Courtesy and friendliness of staff

Positive representation of the City by the employee(s)

Neatness and appearance of building

Great	Okay	Not Good
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Would you like to share any other comments? \_\_\_\_\_

**Thank you for taking our survey!**

*In a rush? Complete this survey online at [www.mt-pleasant.org/customerservice](http://www.mt-pleasant.org/customerservice) OR complete the survey card, add a stamp to the reverse side and mail it back to us!*

• Complete the back side of this card for your chance to win! •



# ENTER TO WIN!

(optional)

If you'd like to be entered into a  
quarterly drawing for a  
**\$10 gift card to a  
Mt. Pleasant business,**  
please include your first name  
and contact information below.

First Name:

---

Telephone or email:

---



Place  
Stamp  
Here

City of Mt. Pleasant  
Attn: City Manager's Office  
320 W. Broadway  
Mt. Pleasant, MI 48858

## CUSTOMER SERVICE FEEDBACK SURVEY RESULTS

Surveys returned July-September 1151 (72% response rate)

	Were you greeted and acknowledged promptly?		Timeliness and accuracy of services			Knowledge and skill of staff			Courtesy and friendliness of staff			Positive representation of the City by employee (s)			Neatness and appearance of building		
	Yes	No	Great	Okay	Not Good	Great	Okay	Not Good	Great	Okay	Not Good	Great	Okay	Not Good	Great	Okay	Not Good
<b>Number</b>	941	5	1125	17	2	1126	14	4	1130	15	1	1120	25	1	1126	15	2
<b>Percent</b>	99%	0%	98%	1%	0%	98%	1%	0%	99%	1%	0%	98%	2%	0%	99%	1%	0%

*\*Note: Not all respondents answered all questions-Perentages do not add up to 100% due to rounding.*

## CUSTOMER SERVICE SATISFACTION SURVEY RESULTS

Comments
Great experience we will come back!
Great Find. We will be back. Staff very helpful and friendly. Thanks.
Super visit
Great place stopped on the way to Canada
Very nice staff and well taken care of airport.
Outstanding service and professional attitude
Very Easy!
Even though I was confused and wrong! The explanations were clear, patient & friendly :)
Very lovely :)
Becky Murphy is awesome! :)
Great service!
what a pleasure to work with as opposed to other cities I work in
Super nice, you guys rock!
Keep up the good work.
(Awesome) Becky Murphy is a great asset to this community ****
Becky was great to deal with!
Becky is awesome
(above great) on friendliness of staff. I'm so impressed with the employees at the Building and Zoning especially Jacob Kain. I truly wish other cities were as friendly & competent. I look forward to doing business in Mt. Pleasant
Excellent Care
Laura was promptly courteous and knowledgeable
Keep up the good work
What a smile I was welcomed with -Thanks a bunch!
Sarah was a delight
Staff was very pleasant & professional, helpful
Very professional
Great City. I moved here in 1954
Always friendly, prompt service!!
Quick & easy
Love our historic city hall
Always a pleasure coming here. Thanks.
Great personnel

Change 3rd Party Credit Card Company!
Laura was very helpful
Erin (heart)
I have always received great service from City Employees
They are always very kind & helpful !!
They have always shown courteousness towards me.
And I do appreciate the drop box-and the smiles inside
Laura is always so nice the girl that Sarah replaced was always so rude. Thanks for replacing her!
Marilyn Wixson was terrific! Thank you.
Super great
Great Staff!
Too many skunks in City limits
Thanks for the good job.
Proud of this bldg!!!
Very nice service. Clerk info about permanent absentee service was valuable.
a very worthwhile visit
helpful
We were helped right away & Ms. Adams was helpful and friendly.
Always helpful & knowledgeable
Petty parking ticket for loading card with flashers on downtown. Also Marilyn was excellent
Excellent service and attitude !!
She was polite and respectful
Very happy with service I received
Greatly Satisfied
Very Professional
Thank you
This was the 1st time dealing w/ police & T. Standen kept me very calm
Thank you.
Great stuff
Keep it up!!!
Very easy to deal with. Very helpful
Never any issues! :)
Thank you!
Sheryl was very nice and polite. The officer who did my fingerprints also.
Very helpful and went out of way to solve an issue. Thank you.
GREAT STAFF !!
Great staff, lots of help.

Tammy returned from parking lot to help!
Both Julie and Stacie were very helpful.
Your computer system is very slow!!
Hell of a lot better than Union Twp.
Great people thanks!!
Everyone has been great to work with for our upcoming festival
I didn't visit, I appealed a parking ticket. The ticket was reversed but there is now a 3 hr parking sign up but only in one spot on the whole block and its not even by where I park (which is right in front of my business office door). I park in front of my office door, what permit do I need to get to be able to park there longer than 3 hrs?
Nice bunch of folks!
Nice Staff
Good experience
Great People
I've done business with Jacob Kain before and always found him helpful.
Very Courteous
Officer Browne was very helpful
Susan was very nice and polite!
Always a pleasure working with you guys, no issues ever
Julie was very helpful and friendly.
Quick and easy!
Enjoy coming here
Always a pleasure to work with the public works division
Great Job! Thanks
Best staff ever
Friendly, smiling faces!
The person who waited on me was a big help as I had a water question. She gave me the info I needed.
Staff was friendly & welcoming!
Always nice and friendly
Very nice
Also gave me info on renewing passport. Thanks
I really love this building!
Thank you so much
Employees are always pleasant and helpful
Good visit
Very helpful employees! Thank you!
:)
Made his own category above Great (Excellent) and checked all the boxes. Always a pleasure which includes building permits/inspections.

I've always been assisted great here and in a timely fashion. Thank you!
You guys do a wonderful job!
Thanks.
Answered all my questions very helpful.
all is good
Keep up the good work
Great
Great fun. People always make me smile :)
Great location.
Don't judge a book by its cover
This is wonderful. I am so glad this was a great project.
It's nice to see the building in use.
A caring very pleasant staff
Excellent Care
Keep up the good work
The staff is friendly and efficient
Sarah is always very friendly when I come in!
Everything was quick, easy and went smoothly
Pity all this is on the second floor!
Sarah was so nice!
Great customer service. Extremely friendly & helpful
Great Service
Have always been treated with respect and answered all problems even if they have heard them 100 times
Love this building very good service. Friendly folks. Thanks!
Sarah was super nice!
I (heart) my water bill ladies! :)
Resolved all of my problems
Best Day Ever
Thank you for having this service
Inside of building looks great, but landscaping outside needs attention. Looks overgrown.
Great people
Always polite when I have been here.
Great service, anytime of the year.
made it easy!
All went very smoothly-friendly
I've been paying water bills at City Hall for years and the cashiers are always friendly and highly prompt!
Laura is amazing

Quick & Easy
Always professional
Thank you for your service to the City!
It is always a pleasure paying my bills with this staff (hand drew plus signs by every category)
landscaping near entrance needs weeding
Laura was extremely helpful and knowledgable
Even found my mistake. Thank you Erin.
She/Laura was very helpful.
Need an elevator for us old people
We are getting our monies worth & more Thanks to all!!!
Laura is always so friendly!
All the staff was helpful polite, informative and prompt. 10+
Sarah is always welcoming and friendly every time in came in.
It's always a pleasant experience
all good! :)
Always friendly service
working the way it should
Always so Friendly, prompt
I have always had a pleasant experience with staff
Great job Sarah
Awesome people
Taxes in this City are too high. Please remember no everybody uses every service.
Very friendly and professional
Great work :) !
Yes you should make it so we can pay a water bill online without a fee.
I sure would like to work for the City! :)
Always friendly
They're always very polite
I stop by to pay bills frequently and always find the staff cheerful and helpful.
The ladies were friendly. A smile goes a long way.
You all do a great job!
Sarah is awesome
Yes
You do great work
I love this building! Beautifully done. Thanks
Always have had good service!
Always pleasantly served here

Love the people hate the taxes, ha ha
Sarah was very friendly & quick
(how would I know?) next to knowledge and skill of staff    no comments
I'm always greeted with a smile and great service
Great people
Always efficient service
Very proud of our City Hall and the staff who work in it.
Very helpful and kind
Laura is an asset to the City. She should be acknowledged!
Smiley face by Positive Representation by Employees-It's the only bill I enjoy paying staff is always great to me. :)
Laura was very nice and used my first name-she tries to be understanding
Very accommodating clerk
I would like to attend an open house to see everywhere
Helped me complete paperwork :)
Has anything been done to prevent future flooding, like in 2017?
They are always great
Nice Place
Laura did wonderfully-Give her a raise
I had several questions & she had all the answers
Keep doing what you are doing. I enjoy the flowers around town.
Laura was pleasant to work with as she smiled throughout...
Thank you!
Great friendly staff!
Laura needs a raise, good one hard to find!
taxes are too high
(heart) by Neatness & appearance of building.- I love my community!
Love the camera @ entrance
Fast services
Every visit is great (heart)
very helpful
Great Community
Staff are always friendly.
Nice building too!
Very nice office & staff
Staff is wonderful and very kind.
Need city dump
Great group of people



(AWESOME!) written next to courtesy and friendliness of staff
Always have had get service
Keep up the good work :)
Very nice offices
Thank you for the elevator to second floor.
Staff rep. was very cordial-nice to work with
No big line ups
Very nice-pleasant to come to City Hall
Great place to do business!
Sarah was extremely kind & helpful
Sarah was very friendly & helpful!
Sarah - Excellent
Fantastic personality, Sarah was a pleasure to talk to!
Laura was very helpful. Enjoyed talking to her
Sarah was very helpful. Seamless process!
The tax bill wasn't received, I had to call and request a copy
Cashier was especially understanding and helpful
Cashier caught an error I made on my check.
You have an excellent staff
Always super quick!
Always a friendly face when coming in.
Have always been treated well and received excellent service!!
Lower taxes and license fees
Very friendly and informative!
Friendly staff!
I love her!! :)
No comments
I always get good service at City Hall
Great experience!
staff is always helpful.
I was treated very nice.
Very pleased with the City's service and location.
I like the ease of paying my bill, never no lecture when late :)
Laura, always is smiling and very welcoming. Awesome person/employee
Not really, just a quick and easy to stop in to pay a bill.
A great city to live in
Thank you for all that you do for our community!

I love the City Government!
I have always had good service through the building!!!
I enjoy the works that do a wonderful job. Thank you.
Great Service!
Happy with the service provided to me!
Laura was extremely helpful! Great employee
Great job being done.
Shes pretty too! Xoxo
Laura is excellent!
Fast Service
Was greeted promptly with a smile very up front open!
Taxes are outrageous! Fix the Park!!! Bike Trails!
Very Friendly :)! Awesome building
Very Nice!!
Great job. Nice to have a person to help me instead of online/phone prompts
Always very friendly staff
Always a smile for us
Love the people!
Sarah was a delight and quite efficient
great visit
Always have a good experience when paying my water bill
Always a friendly experience
Love working w/City of M.P. Always personable, which cannot be of other municipalities close by
Nice Young Lady!
Visit was great with fast friendly customer service
First Time here. Great Building and wonderful staff
very good service nice welcoming employee
!! Next to appearance of building
Everyone was very friendly
NO More Surveys! :)
We had a very positive impression of the woman working voting desk
Sarah was great
Great People!
Get to know some employees as I come every month.
Pleasure to visit.
I like the building restoration
Laura is Awesome!

(Always) written in next to courtesy & friendliness...Have been coming for years always greatted with a smile.
She smiles.
Update website bill pay please.
100% of time all the people here are friendly fast and knowledgeable! (heart) this place :)
Ladies are always pleasant, place always clean
It has always been a good experience
Wonderful staff-Great Job !! :)
Great job guys :)
Nice friendly place to pay water bill
Staff always willing to visit -enjoy that
Great :) written in by appearance of building...Very organized & easy to find what department I needed
You guys rock!
They are always nice. D. Steele
The staff person was personable and efficient-very pleaseant and helpful.
Well done!
We only had a 30% voter turn out on 9-7-2018. Work on getting voters motivated and to the polls
Odd tax payment date
Great people here!
None at this time
Awesome group of ladies!!! Give them raises
Sarah was very friendly and helpful
Thank you for everything!!
All great service from a friendly staff
Great Work!
For online utility bill payment, tell us what we owe, so we don't have to guess if we are out of town & don't have our bill in front of us.
:) always helpful
:)
Great!
Good Job!
I always prefer to pay bills in person
Great People
Very helpful & promp with service
We like walking to pay our bill because the walk is so pretty my daughter likes the people
Always taken care of fast! Thanks!
Staff is always on top of things.
Sarah wwvas VERY polite & knowledgeable. Thank you!
Office people always do a good job

All good.
Thank you for the extra help with Code Enforcement
You Rock !! :)
Always a smile
Always a pleasure coming here.
Very helpful staff!
The reason I have to go to the Treasurer's office is the very short notice the City provides for paying the taxes and the handling of mail by the post office. In the past, I have mailed the tax payment in a week in advance. The City penalized me because of a late payment. I protested and was told that taxes are not paid until the City enters the payment into its system. Even if my payment was timely, I would be penalized for late payment if the City did not enter the payment when received. Thus, the need to go to City all and pay personally so that I can get a receipt.
I love this old building !
Great staff!
Change the name from Mt. Pleasant to FUNKY TOWN!!!
Uniformly have excellent service at City Hall
These guys are always nice and fast
She was so helpful. Laura helped me.
Always a pleasure to come into this building.
Thank you! :)
Very Nice
More greenery inside would make it more welcoming
Excellent Service
Great Service
Everything is good
Laura was so very helpful. I appreciate her kindness. Thanks Laura :)
Very fast service
Laura is always the best! (heart)
Everyone has always been respectful, kind& helpful.
Great Friendly Servcie
Sarah was a huge help
So convenient to pay my bill
Mostly about past problem-need to anticipate this next brush pick-up
? Not done yet :)
Keep being great! :)
The building is beatiful, staff very friendly/helpful. Great Job.
Like all the city-wide offering for the city. All the "extras"
Thanks!

Very Friendly
Erin was extremely helpful
Everytime I come in I am greeted by friendly staff. Thank you!
I enjoy every visit here!
Sarah was very helpful and firendly-she also checked on the status of my auto-pay request.
Fantastic Service. Keep it up !! :)
Thank you for your professional service to the community !
Above and Beyond :)
I always enjoy stopping in whether dropping off J.J's or otherwise!
Erin was great
Great job keep it up
Erin was very knowlegeable-made it easier than I thought!!!
:)
Everyone was Great! My first time here.
Everyone is helpful
Superb customer service. Also offers more help
Pleasantly surprised at how friendly, professional and courteousall staff members were.
not at this time
Laura is awesome! Thanks!
Very Written by Courtesy and Friendliness of staff. Glad that the people are always helpful! Thanks!
keep up the great work
I answered the above questions regarding my treatment with paying water bills, and the Peak Program. However, my experience with the individual answering questions and assisting with tax information would have been 'not good.' I made three different visits and each time I was met with what appeared to be an angry employee who did not appear to be in the mood to assist someone such as myself who had several questions due to the death of a relative and the property. Everyone has bad days, including myself. Three occasions to be 'talked to' the same way left me a bit disappointed.
Always propt, friendly, helpful
These guys are great
Overall great also Not good checked (positive representation by City employee)with note that in the past you hired a felon on Street Department. Should do federal check
Need to weed flower beds. Really a disgrace. Not a good image!

City of Mt. Pleasant, Michigan  
Airport Advisory Board  
Thursday, September 13, 2018  
Meeting Minutes

- I. Call to Order / Roll Call  
The meeting was called to order at 5:32p.m.  
Present: Mark Drumheller, Glen Irwin, Patty Stangle-Krcmarik Sam Staples, and Cathy Tilmann  
City Staff Present: DPW Director John Zang
- II. Approval of Agenda  
Motion by Tilmann, support by Drumheller to approve the agenda.  
Motion passed unanimously
- III. Public Comment on Agenda Items  
None
- IV. Approval of Meeting Minutes  
Motion by Stangle-Krcmarik, support by Drumheller to approve the minutes of the August 9, 2018 meeting as written.  
Motion passed unanimously
- V. Airport Manager's Report  
The incorrect manager's report was included in the packet.
- VI. Old Business  
None
- VII. New Business  
Motion by Drumheller, support by Stangle-Krcmarik to approve the 2018-2021 Airport Snow Removal Bid.  
AYES: Drumheller, Irwin, Stangle-Krcmarik, Tilmann  
NAYS: Staples  
Motion passed 4-1
- VIII. Announcements on Airport Related Issues and Concerns  
The repair of the water softener was discussed.
- IX. Adjournment  
Motion by Staples, support by Drumheller, to adjourn the meeting.  
Motion passed unanimously  
Meeting adjourned at 6:02 p.m.



In the Council's Consideration,  
Jen Thauer

Received from Mr. Dennis Thavenet  
220 Peachwood Lane  
Mt. Pleasant, MI  
10.4.18

THE WALL STREET JOURNAL.

10/2/2018

## LETTERS TO THE EDITOR

### *Pole Taxes: FCC's 5G Plan Ends Local Say*

Regarding your editorial "Throttling the 5G Internet" (Sept. 26): American taxpayers have been betrayed by the Federal Communications Commission (FCC), which has undermined its feverish claims about leading the 5G revolution by adopting an order that will do precisely nothing to compel a nationwide expansion of 5G technology.

Instead, by forcing cities to automatically grant permits to any company, the FCC has encouraged a future in which taxpayer-owned property is essentially controlled by telecom corporations, where competition is decimated and de facto monopolies in a trillion-dollar industry develop unchecked and where cities and towns are stripped of the tools they need to ensure the safety and aesthetic integrity of their own streets.

And in exchange for this? Nothing. In the words of FCC Commissioner Jessica Rosenworcel, "You will not find a single commitment made to providing more [broadband] service in remote communities."

In New York City and all over the U.S., telecommunications corporations have ignored underserved urban and rural areas where poles are effectively free, and instead continue to saturate commercial districts and dense residential areas in urban cores, upgrading the network already in place and charging the highest rates they can. In New York we have lowered rates to as little as \$12.30 per month in some places to strategically incentivize 4G deployment—an amount 45% less than what the FCC suggests to be a "reasonable rate." Yet it provoked barely any response from the industry. There is no reason to believe that—newly unmoored from even the most reasonable requirements—they will suddenly change course.

Over the past weeks, New York City has joined scores of cities and towns,

from here to Anchorage, Alaska, in opposing this order. New York City continues to protest measures that will damage American towns and cities, large and small.

LAURA ANGLIN

Deputy Mayor for Operations  
New York

I am not a "liberal big-city politician" yet I am opposing a proposed 5G project in our suburban neighborhood for a simple reason: Our local cellphone provider is planning to implement those 100-plus 5G cellphone sites as cheap and ugly as possible. We live in a "no exposed wires" neighborhood, where decades ago we paid to have all electrical wires placed underground. Yet now the electric company, in conjunction with the cellphone company, plans to install new telephone poles with new exposed electrical wiring to implement 5G. Their claim is that they are allowed to do this if they simply call these new telephone poles "streetlights" instead.

Installation of 5G doesn't have to be ugly and intrusive with exposed wiring. In fact, enclosed wiring and tasteful lamp-post integration is common in Europe. Let's do American 5G, but in a way that is compatible with our neighborhoods, not just the cheapest and ugliest "cut and run."

JAMES ADCOCK  
Bellevue, Wash.

Your estimate that "hundreds of thousands more cell sites will be needed" may be low. The four major cellular companies each build their own network (imagine if Ford, GM and Chrysler each had built a road system only for use of their own cars). Figure at least four "backpack"-sized cell sites per street pole.

LAWRENCE DIETZ  
Pasadena, Calif.

Orchard  
Glen's situation

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**Subject:**

FW: Snow removal

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**From:** Lents, Allison

**Sent:** Wednesday, October 10, 2018 8:41 AM

**To:** Ridley, Nancy <[NRIDLEY@mt-pleasant.org](mailto:NRIDLEY@mt-pleasant.org)>

**Subject:** Fwd: Snow removal

Sent from my iPhone

Begin forwarded message:

**From:** Kelley <[rosemi@aol.com](mailto:rosemi@aol.com)>

**Date:** October 10, 2018 at 8:33:33 AM EDT

**To:** [kling@mt-pleasant.org](mailto:kling@mt-pleasant.org), [alents@mt-pleasant.org](mailto:alents@mt-pleasant.org), [lgillis@mt-pleasant.org](mailto:lgillis@mt-pleasant.org), [wjoseph@mt-pleasant.org](mailto:wjoseph@mt-pleasant.org), [tkulick@mt-pleasant.org](mailto:tkulick@mt-pleasant.org), [klalonde@mt-pleasant.org](mailto:klalonde@mt-pleasant.org), [nmadaj@mt-pleasant.org](mailto:nmadaj@mt-pleasant.org)

**Subject:** Snow removal

I attended the City Board meeting Monday evening to hear about the snow removal proposition. It was enlightening to hear the reasons to oppose the change.

I would add this: It is not fair to put this burden on those who have sidewalks. We live on Watson Road, and the folks on the east side have no sidewalk, but use that on the west side. There is a lot of pedestrian traffic on our street, much of it made up of students, retirees, dog owners, etc.

I believe that it would be fair to spread this cost evenly among residents. Please vote against it.

Perhaps some monies from less important projects that might be dropped, like the changes to Maple Street, could be funneled to this expense.

Thank You,  
Rose Kelley  
1330 Watson Rd.



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**Subject:**

FW: Snow Removal Ordinance Objection

-----Original Message-----

From: James Dening [mailto:jim.dening@charter.net]  
Sent: Friday, October 12, 2018 8:43 AM  
To: city manager <manager@mt-pleasant.org>  
Subject: Snow Removal Ordinance Objection

Dear Ms. Ridley,

Please share my opinion with City Commissioners and all concerned.

City Hall, PLEASE do not enact a Residential Snow Removal Ordinance. City-owned streets and sidewalks are the City's responsibility. The Homeowner has no say about sidewalk placement — which side of the street a sidewalk is placed. Mount Pleasant should maintain and clear its streets and sidewalks, period. It is NOT the Homeowner's responsibility to maintain City-owned property.

My wife and I are over 70 years old. We have lived in our same home and maintained our own property for 48 years. We have paid our taxes and fees faithfully. We expect value received for these expenses. PLEASE do not add another burden to those like us. If you want your sidewalks cleared like your streets, DO IT, or leave matters as they are now. Raise mileage for sidewalk snow removal, if you must, but DON'T foist off your responsibility on your residents.

Thank you for considering my opinion.

Respectfully,

James W. Dening  
303 West Grand Avenue  
Mount Pleasant, MI 48858-2021

Landline: 989.772.5343  
IPhone: 989.444.9851  
E-mail: Jim.Dening@charter.net

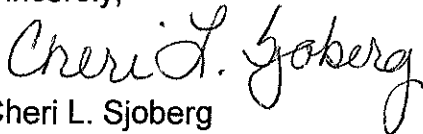
October 15, 2018

Dear City Commissioners:

Several years ago, the City of Mt. Pleasant put in a sidewalk on the South side of Pickard from Bradley to Harris Street. I put a potion together against the sidewalk, due to a lack of usage. Everyone on Pickard where the sidewalk would affect them signed the potion stating they did not want it. It came up at that point who would do the snow removed. We were told the City would do that, as it was a school route. The City only plows snow when we get 4 or more inches. The County plows Pickard, thank God more often. Then plowing the County trucks are traveling much faster and the snow is thrown much further. If the sidewalks are not shoveled immediately the snow becomes too hard packed and it can only be removed with heavy equipment. I have two heart stent and has been told to never shovel again, or I will die. I am also recovering from a badly broken ankle in the 3 places, 1 plate, 2 pins and 7 screws. To get to the sidewalk I would have a limp down the unplowed city road and risk my life to try and shovel the sidewalk that no one uses. I did check to see how much it would cost to have someone take care of the sidewalk. The quotes came in at \$50.00 due to either a minimum charge or due the hard pack of snow. There is no way I could handle this cost several times a month.

Please rethink the snow removal issue. I would hate to see people die from shoveling sidewalks, as many of these sidewalks go unused doing the winter months.

Sincerely,

A handwritten signature in cursive script that reads "Cheri L. Sjöberg". The signature is written in black ink and is positioned above the printed name and address.

Cheri L. Sjöberg  
1010 Neier Road  
Mt. Pleasant  
989-773-3379

Minutes of the regular meeting of the City Commission held Monday, October 8, 2018, at 7:00 p.m., in the City Commission Room.

Mayor Lents called the meeting to order and the Pledge of Allegiance was recited.

Commissioners Present: Mayor Lents and Vice Mayor Madaj; Commissioners Gillis, Joseph, Kulick, LaLonde and Ling

Commissioners Absent: None

Others Present: City Manager Ridley, City Clerk Howard and City Attorney Wood

#### Proclamations and Presentations

Mayor Lents read and presented a proclamation to Saginaw Chippewa Tribal Council Members recognizing "Indigenous Peoples Day - October 8, 2018".

Mayor Lents read and presented a proclamation to Jerry Fountain, with the Bowlers Hall of Fame, recognizing "Bowlers Hall of Fame Day - October 14, 2018".

#### Additions/Deletions To Agenda

Add Item #2 "Proclamation in support of Bowlers Hall of Fame Day (October 14, 2018).

#### Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items.
2. Parks and Recreation Commission Minutes. (July)
3. Zoning Board of Appeals Minutes. (April)
4. Tax Increment Finance Authority/Principal Shopping District TIFA/PSD Minutes. (August)
5. Receipt of Michigan Municipal League (MML) 2018-2019 Core Legislative Principles.
6. Receipt of 2017-2018 Annual State of the League Report from Michigan Municipal League (MML) Executive Director and CEO Dan Gilmartin.
7. Correspondence received from McLaren Central Michigan regarding Maple Street project.
8. Correspondence received from Mark Francek, Kane St. and Wendy Lemke, 323 S. Kinney Ave., in support of residential sidewalk snow and ice removal.

9. Letters at the dias from Nancy Cantrell, 432 S. Fancher St.; Rose Gross, 1212 W. Broadway; and David McGuire, S. Washington St., in opposition to residential sidewalk snow and ice removal. Letter at the dias from Sandra Standish, S. Oak St., in support of residential sidewalk snow and ice removal.

Moved by Commissioner Gillis and supported by Commissioner Joseph to approve the following items on the Consent Calendar:

1. Minutes of the regular meeting of the City Commission held September 24, 2018.
2. Set a special meeting for Monday, October 29, 2018 at 7:00 p.m. in the CMU Bovee University Center for the purpose of meeting with Central Michigan University Student Government Association.
10. Warrants dated September 14, 18 and 27, 2018 and Payrolls dated September 21, 2018 all totaling \$1,160,688.52.

Motion unanimously adopted.

A public hearing was held on proposed Ordinance to amend Chapter 30 and 31.01 of the Mt. Pleasant Code of Ordinances. There being no comments or communications, the Mayor closed the public hearing.

Moved by Commissioner Kulick and supported by Commissioner Joseph that Ordinance 1041, an Ordinance to amend Chapter 30, Sections 30.04, 30.05, 30.06, 30.07, 30.08, 30.09, 30.10, 30.11, 30.13, 30.15 and 31.01 and add Section 30.16 to update the rules and procedures of the City Commission and reduce confusion that exists regarding when petitions are due for City Commission candidates of the Mt. Pleasant Code of Ordinances having been introduced and read, now be passed, ordained and ordered published.

AYES: Commissioners Gillis, Joseph, LaLonde, Lents, Ling and Madaj  
NAYS: Commissioner Kulick  
ABSENT: None  
Motion carried.

A public hearing was held on proposed Ordinance to amend Section 98.37 of the Mt. Pleasant Code of Ordinances regarding snow and ice removal.

Correspondence was received from the following individuals in opposition to the proposed ordinance for snow and ice removal: Nancy Cantrell, 432 S. Fancher; Rose Gross, 1212 W. Broadway; David McGuire, S. Washington St.

Correspondence was received from Sandra Standish, S. Oak St.; Mark Francek, Kane St.; and Wendy Lemke, 323 S. Kinney Ave., in support of the proposed ordinance for snow and ice removal.

Bruce Kilmer, 415 N. University; David Macleod, 525 S. Fancher; Michelle Buccilli, 602 Hopkins; Petro Tolas, 306 E. Broadway and Martha Riggs, 600 E. Gaylord spoke in opposition to the proposed ordinance for snow and ice removal.

Larry Lemke, 323 S. Kinney, spoke in support of the proposed ordinance for snow and ice removal.

There being no additional comments or communications, the Mayor closed the public hearing.

Moved by Commissioner Ling and supported by Commissioner Joseph to postpone action on changes to Section 98.37 of the Mt. Pleasant City Code regarding snow and ice removal until a work session discussion can be held.

AYES: Commissioners Gillis, Joseph, Kulick, LaLonde, Lents, Ling and Madaj

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Kulick and supported by Commissioner Joseph to conduct a closed session pursuant to subsection 8(h) of the Open Meetings Act for material exempt from discussion or disclosure by state or federal statute.

AYES: Commissioners Gillis, Joseph, Kulick, LaLonde, Lents, Ling and Madaj

NAYS: None

ABSENT: None

Motion unanimously adopted.

#### Announcements on City-Related Issues and New Business

Commissioner Kulick announced that Halloween trick-or-treat will be from: 6:00 p.m. to 8:00 p.m. on Wednesday, October 31. He also reminded residents of the fall leaf pickup schedule:

Week of October 22 - rake leaves into low piles;

Week of October 29 - City-wide sweep;

Week of November 5 - rake leaves into low piles;

Week of November 12 - City-wide sweep;

Week of November 19 - rake leaves into low piles; and

Week of November 26 - FINAL City-wide sweep.

Mayor Lents announced that the Pumpkin Promenade will be Wednesday, October 31 in Downtown Mt. Pleasant from 4:00 p.m. to 6:00 p.m. She also stated that she was glad to see tickets and arrests were down for CMU Homecoming weekend and thanked Public Safety for their work and for the partnership we have with CMU to change the culture and expectations.

Commissioner LaLonde commented that she is glad to see tickets and arrests were down for CMU Homecoming weekend and thanked Public Safety for their work.

Commissioner Gillis reminded the public that the mid-term election is Tuesday, November 6. Registration deadline is Tuesday, October 9<sup>th</sup>. Absent voter ballots are available at the City Clerk's office.

Commissioner Ling announced open seats on boards and commissions and encouraged residents to apply. She commented that she is also glad to see tickets and arrests were down for CMU Homecoming weekend and thanked Public Safety for their work. She also thanked the Greeks clean the streets organization for their cleanup after the CMU Homecoming weekend.

#### Public Comment on Agenda and Non-Agenda Items

Sara Spencer-Noggle introduced herself as a candidate for Isabella County Probate Court Judge in the upcoming election.

The Commission recessed at 8:10 p.m. and went into a work session at 8:20 p.m.

#### WORK SESSION - 2019 Operating Budget

Mayor Lents and City Manager Ridley led a discussion on the 2019 Operating Budget.

Discussion ensued.

Discussion will be continued at a future work session to further discuss the 2019 Operating Budget.

The Commission recessed 9:45 p.m. and went into closed session at 9:48 p.m. Closed session ended at 10:09 p.m. A separate set of minutes was taken for the closed session.

Mayor Lents adjourned the meeting at 10:10 p.m. without objection.


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Allison Lents, Mayor

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Jeremy Howard, City Clerk

COMMISSION LETTER #167-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: BIDS AND QUOTATIONS

a. 2018 Leaf Hauling and 2018-2019 Snow Removal

The City contracts with private haulers for the hauling of leaves during the annual fall pick up as well as snow removal in the Central Business District (CBD). The leaf hauling contract transfers the leaves from city streets to a staging area located behind the DPW building. The snow hauling contract allows for snow removal in the CBD to keep the roadways clear for commuters and city residents. Both contracts have proved to be efficient ways to handle these activities.

As the attached memo from DPW Director John Zang indicates, the low bid on a cost per cubic yard basis is Robbin Harsh Excavating of Clare, MI. Because of the commuting distance from Clare, more funds would be spent on commuting time. Therefore, we are recommending a contract with R & T Murphy to maximize the amount spent on actual hauling within the City. It should be noted that R & T Murphy's overtime rate is lower than Robbin Harsh as well.

Both contracts are recommended to be awarded on a not-to-exceed basis based on prior expenditures. Payment is made based on actual hours worked. We are recommending a not-to-exceed contract for \$19,000 for leaf hauling and \$14,000 for snow hauling.

Recommended Motion:

*Move to authorize a contract with R & T Murphy for \$115 per hour at a not-to-exceed amount of \$19,000 for 2018 leaf hauling and a not-to-exceed amount of \$14,000 2018-2019 snow hauling.*

b. Audit

The City's contract for audit services is generally done every five years. 2018 is the scheduled year for the Audit Committee to send out requests for proposals and review the responses.

As the attached memo from Finance Director Mary Ann Kornexl indicates, the Audit Committee is recommending a five-year contract with Vredevelde Haefner LLC. This

COMMISSION LETTER #167-18  
MEETING DATE: OCTOBER 22, 2018  
Page 2

as the significant amount of partner time that

*Recommended Motion:*

*Move to approve a contract with Vredeveld Haefner LLC for an amount of \$100,650 over the next five years, plus the optional amount per year for financial statement preparation if desired.*

NJR/ap





# THE CITY OF MT. PLEASANT, MICHIGAN

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**To:** Nancy Ridley, City Manager

October 12, 2018

**From:** John Zang, DPW Director

**Subject:** 2018 Leaf Hauling and 2018-2019 Snow Removal Bids

## **Purchase\Contract Recommendation Summary**

### Request:

The City Commission is requested to award the contracts for the 2018 Leaf Hauling and 2018-2019 Snow Hauling bids to R & T Murphy Trucking, Inc., of Mt. Pleasant, in the amount of \$115.00 per regular hour, \$115.00 per overtime hour, a not to exceed contract amount of \$19,000 for the leaf hauling, and a not to exceed contract amount of \$14,000 for snow hauling.

### Reason for Purchase:

For the past several years, the City has contracted with a private trucking company for the hauling of leaves city-wide and snow from the central business district. Contractual services have proven to accelerate the removal of leaves and snow from city streets. The leaf hauling and snow hauling bids were let separately. However, the bid specifications for both bids allowed for interested parties to offer a discount on the hourly rate should they be awarded both bids.

On September 25, 2018, the following bids were received.

Company	Number of Trucks & Capacity	Cost per Regular Hour	Cost per OT Hour	Discount Amount if Awarded both Contracts	Cost per Regular Hour After Discount	Cost per OT Hour After Discount	Cost per CYD per Regular Hour After Discount
Robbin Harsh Exc., Clare	3 @ 45.6 cyds	\$108.00*	\$128.00*	\$3.00	\$105.00*	\$125.00*	\$2..30*
*price is from port to port							
R & T Murphy Mt. Pleasant	3 @ 45.6 cyds	\$115.00	\$115.00	-			\$2.52
Fisher Transportation Mt. Pleasant	5 @ 45.6 cyds 25 @ 39 cyds	\$130.00 \$112.00	- -	\$2.50 \$2.50	\$127.50 \$109.50		\$2.80 \$2.81

Vendor Name and Address:

R & T Murphy Trucking  
1627 W. River Rd.  
Mt. Pleasant, MI 48858

Reason for Selection:

Lowest Overall Cost per CYD

Method of Purchase:

Contract

After evaluating the bids, Robbin Harsh Excavating is the lowest bidder on a per-cubic-yard basis. Robbin Harsh's bid includes a discount of \$3.00 per hour if awarded both contracts, which reduces the regular time per-cubic-yard cost to \$2.30. However, Robbin Harsh's bid pricing is port-to-port. Travel time to and from Clare, while not excessive, will increase the overall cost of the hauling. Since R & T Murphy Trucking is located just outside the city limits, travel time would be nominal compared to the overall travel time to and from Clare during the length of the contracts. Also, Robbin Harsh's discounted overtime rate is higher than that of R & T Murphy.

Recommendation:

I recommend the City Commission award the contracts for the 2018 Leaf Hauling and 2018-2019 Snow Hauling bids to R & T Murphy Trucking, for the hourly rates listed above, and not-to-exceed contracts of \$19,000 for leaf hauling and \$14,000 for snow hauling. Funds for this work have been allocated in the 2018 Solid Waste, Major Streets, and Downtown Development Operating Budgets.

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**MEMO**

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**DATE:** 10/10/2018  
**TO:** NANCY RIDLEY  
**FROM:** AUDIT COMMITTEE, MARY ANN KORNEXL  
**RE:** AUDIT CONTRACT

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The audit committee recently received and reviewed five proposals for performing the City's annual audit. Requests for proposals were sent to all audit firms that are an associate member of Michigan Government Finance Officers Association, posted on BidNet and an ad was placed in the Morning Sun. Attached please find a summary of the proposals. The audit committee and staff are recommending the bid of Vredeveld Haefner LLC.

Vredeveld Haefner has been the City's auditor for the last ten years. Their approach differs from the other bidders in that these two partners and one staff person perform the entire audit and they audit from the financial statements down to the details that support the financial statement. All of their staff are Certified Public Accountants. This has proven to be a very effective way to perform the audit, ultimately saving City staff time during the audit process. These two partners have over 30 years of experience in governmental auditing and one is a former employee of the Government Finance Officers Association for which we submit our report for the Certificate of Excellence award. In addition to the experience of the audit partners, the audit plan of Vredeveld Haefner includes the same number of hours of fieldwork as the next lowest bid, Yeo & Yeo. However, Vredeveld Haefner has 50 more hours of partner time. We feel this is where the value of the audit is.


The audit committee and staff requests that the City Commission award the audit contract for December 31, 2018 – 2022 to Vredeveld Haefner LLC for a total of \$100,650 plus the optional \$5,000 per year for financial statement preparation currently performed by City staff. We don't plan to use the optional service for 2018 but may in future years.

City of Mt Pleasant  
Audit Proposals

Firm	Financial Audit						Partner	Hours		Optional Single Audit	Optional Financial Prep	Notes
	2018	2019	2020	2021	2022	Total		Staff	Toal			
Andrews, Hooper, Pavlik	\$20,000	\$21,000	\$22,000	\$23,000	\$24,000	\$110,000	Not Available		400 *	\$4,000	\$9,500	
Gabridge & Co	\$21,730	\$21,730	\$21,730	\$21,730	\$21,730	\$108,650	36	220	256	\$3,500	\$6,000	Discounted \$5,430 per year
Rehmann	\$28,000	\$28,500	\$29,000	\$29,000	\$29,000	\$143,500	20	245	265	\$2,500 - \$3,000	\$5,000	
Vredeveld Haefner	\$19,750	\$19,950	\$20,150	\$20,300	\$20,500	\$100,650	60	130	190	\$3,250	\$5,000	Discounted \$2,250 per year
Yeo & Yeo	\$19,500	\$20,000	\$20,500	\$21,000	\$21,500	\$102,500	10	180	190	\$3,000 - \$3,400	\$2,000 Year 1 \$1,500 Year 2-5	Discounted \$14,600 per year

\* Includes 100 hours "gaining understanding of entity" - assume this is 1st year only

COMMISSION LETTER #168-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CONSIDER APPROVAL OF PREVIOUSLY POSTPONED AMENDED  
SANITARY SEWER HOUSE LEAD RECONNECTION POLICY

Attached are the materials from the August 27, 2018 City Commission packet when this item was presented for consideration. During the meeting a motion to postpone action was approved. The postponement was to allow for time to clarify responsibility for sewer line hook-ups.


Based on state law and city ordinances the City Attorney has indicated that sewer line hook-ups and maintenance of sewer leads are the responsibility of the property owner. Even though the property owner is responsible, this policy outlines situations where the City sewer funds may be used for partial reimbursement of those costs. As previously indicated, this amended policy provides greater clarity and consistency in outlining the expectations, eligibility requirements and reimbursement amounts. We recommend the policy be approved as presented.

Recommended motion:

*Move to approve the amended Rear Yard Sanitary Sewer and Sewer Lead Serving Multiple Buildings Policy as presented.*

NJR/ap

COMMISSION LETTER #137-18  
MEETING DATE: AUGUST 27, 2018

TO: MAYOR AND CITY COMMISSION AUGUST 22, 2018  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CONSIDER APPROVAL OF AMENDED SANITARY SEWER HOUSE LEAD  
RECONNECTION POLICY

As part of the process to review our existing policies, the 2006 policy for sanitary sewer reconnections has been reviewed over the last year by City staff. The attached memo from DPW Director John Zang recommends a new policy that reflects current practices and includes how this policy can also be applied to situations where multiple properties share a sewer lead.

This amended policy provides greater clarity and consistency in outlining the expectations, eligibility requirements, and reimbursement amounts while providing compliance with Chapter 51 of the Code of Ordinances. We recommend the City Commission approve the policy as presented.

Recommended motion:

*Move to approve the amended rear yard sanitary sewer and sewer lead serving multiple buildings policy as presented.*

NJR/ap



# THE CITY OF MT. PLEASANT, MICHIGAN

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To: Nancy Ridley, City Manager

August 23, 2018

From: John Zang, DPW Director

Subject: Approve Rear Yard Sanitary Sewer and Sewer Leads Serving  
Multiple Properties Policy

## Recommendation Summary

### Request:

The City Commission is requested to approve the revised rear yard sanitary sewer policy.

### Objective:

Since 2006, the City has been gradually phasing out the use of rear yard sanitary sewers, and has had multiple incidents where it has been identified that old sewer leads are serving multiple buildings. Attached is the policy that was approved in 2006 for reference. The policy outlines the procedures for both property owners and the City to follow when dealing with rear yard sewer lead connections and multiple leads, and includes an incentive designed to assist property owners with the removal of such leads. The policy defines the eligibility requirements, reimbursement amount, and guidelines for the removal of the sewer service and connection to the City's sewer main in the right-of-way. It also describes the conditions in which the City can force abandonment of rear yard sewer services.

The City's attorney has provided the revised policy, which includes practices and procedures established based on implementation in numerous areas as well as a court case. The revised policy will reflect consistent practices and ensure rear yard sewer service removals receive the same consideration.

### Recommendation:

I recommend the City Commission approve the updated rear yard sanitary sewer policy as presented. The Public Works staff will develop the related educational materials.



## CITY OF MT. PLEASANT SANITARY SEWER HOUSE LEAD RECONNECTION POLICY

### INTENT:

The purpose of this policy is to outline the procedure to be followed by the City of Mt. Pleasant when dealing with house lead reconnection from rear yard sanitary sewers. Various locations within the city are served by sanitary sewers that are located at the rear yard of the property. It is impossible for the City to maintain or replace such sewers. Because of the difficulty of maintaining the rear yard sewers, the City has installed new sewers in the street right-of-way adjacent to the property. The purpose of this policy is to identify the procedures to be followed when the homeowner will be required to disconnect from the rear yard sanitary sewer and connect to the street right-of-way sanitary sewer.

### PROCEDURES:

1. The City of Mt. Pleasant will identify the rear yard sanitary sewers, which are to be abandoned.
2. The City will reline the rear yard sanitary sewers, as funds are available, to extend the life and functionality of the sewer.
3. The City will install sanitary sewers in the street right-of-way adjacent to the property so that a sanitary sewer is available for the homeowner's sewer lead connection.
4. Homeowners are responsible for maintaining their sanitary sewer lead from the sanitary sewer main to the house. When the lead fails or requires major reconstruction, homeowners will be required to disconnect from the rear yard sanitary sewer and connect to the right-of-way sewer. Reconnection to the rear yard sanitary sewer will no longer be allowed.
5. The City will provide a 50% credit to the homeowner, not to exceed a maximum of \$2,500, for the cost of the sewer lead reconstruction for disconnecting from the rear yard sewer and connecting to the street right-of-way sewer.
6. The property owner will be responsible for all payments to their contractor for this installation and for any further maintenance, upkeep, or restoration required as a result of the construction project. The City's only responsibility is to participate in the cost sharing as outlined above.
7. The City engineering staff will periodically review the cost of sanitary sewer construction and make recommendations for adjustment of the maximum reimbursement amount based upon the cost of sanitary sewer lead construction.





## **CITY OF MT. PLEASANT**

### **POLICY TO REPLACE REAR-YARD SANITARY SEWERS AND SEWER LEADS SERVING MULTIPLE BUILDINGS**

The City of Mount Pleasant's Department of Public Works (the "DPW") is phasing out the use of rear-yard sanitary sewers and sewer leads serving multiple buildings. This policy: (1) outlines the situations in which property owners are required to disconnect from rear-yard sewers or disconnect leads serving multiple buildings; and (2) establishes cost-assistance programs to reimburse property owners for a portion of the cost of transitioning to a new sewer connection.

#### **1. Rear-Yard Sanitary Sewers**

- A. Transition to Street Sewers. Various properties in the City are served by public rear-yard sewers, which are difficult for the City to maintain. The City's Department of Public Works is in the process of constructing public sewers in public rights-of-way ("street sewers") throughout the City, so that rear-yard sewer users can eventually be transitioned to street sewers at its discretion.
- B. Abandonment. After a street sewer is constructed in a given area, the City may abandon the rear-yard sewer serving that area. Upon determining to abandon a rear-yard sewer, the DPW shall send a written notice to each affected property owner requiring the owner to disconnect from the rear-yard sewer and install and connect a new lead to the street sewer, in accordance with Section 51.004(A) of the City Code. A property owner who is required to disconnect from the rear-yard sewer as a result of abandonment (as opposed to lead failure) may seek reimbursement from the City for 85% of the cost to install a new lead and connect to the street sewer in accordance with Section 3 of this policy.
- C. Lead Failure. When the lead to a rear-yard sewer fails in a manner such that the estimated cost of repair or replacement exceeds \$500, as determined by the DPW Director, the DPW may, by written notice, require the property owner to disconnect from the rear-yard sewer and install and connect a new lead to the street sewer, in accordance with Section 51.004(B) of the City Code. A property owner that is required to disconnect from the rear-yard sewer due to lead failure is entitled to seek reimbursement from the City for 50% of the cost to install a new lead and connect to the street sewer, up to a maximum of \$2,500, in accordance with Section 3 of this policy.

#### **2. Leads Serving Multiple Buildings**

- A. Elimination of Leads Serving Multiple Buildings. Various properties in the City are connected to sanitary sewer leads that serve more than one building. Except for in limited circumstances described in Section 51.040 of the City Code, these multi-building connections are unauthorized, and the City desires to eliminate them as they are identified.
- B. Procedure. After an unauthorized lead serving multiple buildings is identified, the DPW may issue a written notice requiring the owners of the affected properties to take corrective measures such

that there is a single lead serving each building. The notice shall prescribe the corrective measures that DPW Director considers most appropriate given the circumstances. In situations where one property ("Property A") has a lead running directly from the building to the street sewer, and where leads from other properties tap into that lead, the lead running from Property A directly to the street sewer will be permitted to remain. In situations where no lead runs directly from any property to a street sewer, the DPW Director may require that all the existing leads be abandoned, and that each property owner install a lead running directly from the property to the street sewer. A property owner may seek reimbursement from the City for 50% of costs incurred (up to a maximum of \$2,500) to abandon a sewer lead that serves multiple buildings and to install and connect a new lead that serves a single building, in accordance with Section 3 of this policy. The DPW Director may offer additional reimbursement up to a total of 85% of costs incurred to any property owner who, upon request of the DPW Director, grants an easement allowing a neighboring property owner to install a sewer lead across the property.

### **3. Reimbursement Requirements**


In order to qualify for reimbursement under this policy, a property owner must:

- A. Comply with all applicable provisions of Chapter 51 of the City Code relating to installation and connection of sewer leads, including but not limited to Sections 51.040 through 51.045.
- B. Before commencing work, submit and obtain approval from the Engineering Department for plans showing the location of taps and routing of sewer leads, and obtain a permit. Except under special circumstances approved by the City Engineering Department, trenchless pipe installation techniques must be utilized and new leads must tie into the sewer main rather than a sewer manhole.
- C. If a new lead will cross private property other than the property that is the site of the building being served, provide a signed and recorded easement to the DPW in a form reasonably acceptable to the DPW Director.
- D. Before commencing work, submit the written cost estimate to the DPW Director for approval
- E. After completing work, submit to the DPW paid invoices and/or other documentation of costs incurred as reasonably required by the DPW Director.

### **4. Miscellaneous**

- A. No sewer capacity fee will be assessed upon connection to a street sewer if the subject property had its own water meter prior to the installation of the new sewer lead.

COMMISSION LETTER #169-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CONSIDER APPROVAL OF EASEMENT PURCHASE AGREEMENT

As part of the approach slope clearing project at the airport, it was necessary for the City to obtain easements for various properties. Most of those easement purchases were previously approved by the City Commission in 2017. There is one parcel that is currently owned by Frontier Communications that still needs to be completed.

The attached memo from DPW Director John Zang indicates that we are seeking approval for the purchase of the easement for \$18,000 which is consistent with how other easements were handled. Ninety five percent of this cost will be covered by federal and state funding.

Recommended motion:

*Move to authorize the Mayor and Clerk to sign any closing documents regarding the purchase of easement for Parcel E-17 from Frontier Communications.*

NJR/ap



THE CITY OF  
MT. PLEASANT, MICHIGAN

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To: Nancy Ridley, City Manager

October 12, 2018

From: John Zang, DPW Director

Subject: Approve Purchase for Parcel E-17 Easement for Airport Approach Slope Clearing

**Purchase\Contract Recommendation  
Summary**

Request:

The City Commission is requested to approve the purchase of an easement for parcel E-17 for \$18,000 for the airport approach slope clearing project, and authorize the mayor and City clerk to sign the closing documents upon receipt.

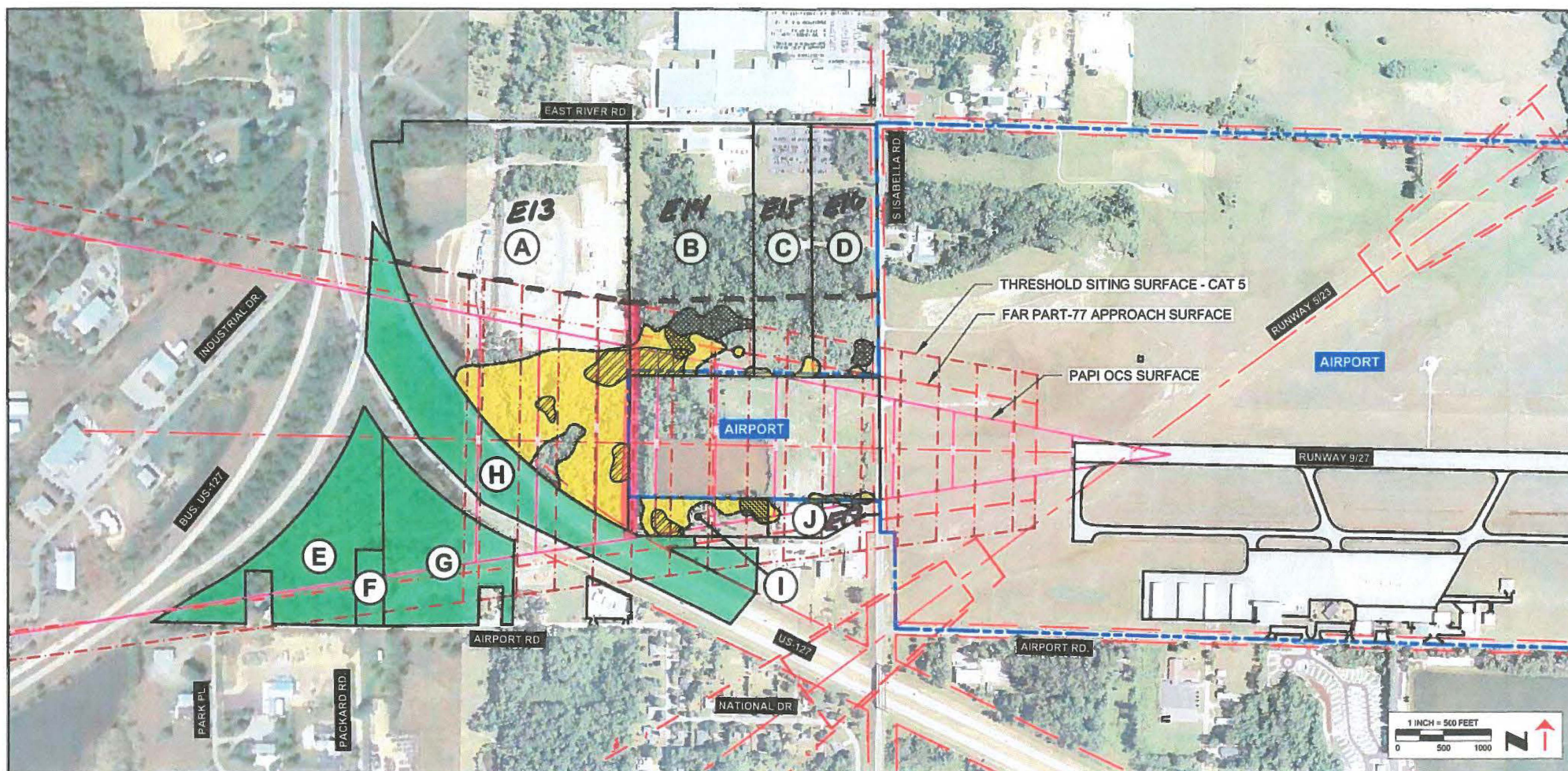
Reason for Purchase:

The property owner has agreed to the purchase price of \$18,000 for an easement for parcel E-17. A map of the parcel location, indicated as item J, is attached for your reference. Federal and state funding will pay for 95% of the purchase price. City funding of the remaining 5%, or \$900.00, has been budgeted in the Airport Capital Improvement Plan.

Recommendation:

I recommend the City Commission approve the purchase of an easement for parcel E-17 for \$18,000 for the airport approach slope clearing project, and authorize the mayor and City clerk to sign the closing documents upon receipt.





*Easement Limit*

*fence location*

#### LEGEND

	AIRPORT PROPERTY LINE		PAPI OBSTACLE CLEARING SURFACE		PAPI OCS OBSTRUCTIONS
	RUNWAY, TAXIWAY, PARKING		THRESHOLD SITING SURFACE - CAT 5		TSS OBSTRUCTIONS
	RUNWAY CENTERLINE		FAR PART-77 APPROACH SURFACE		PAPI OCS AND TSS OBSTRUCTIONS
	PHASE 2 - FUTURE ACQUISITION				FAR PART-77 OBSTRUCTION AREAS

**NOTE:**  
THE ANALYZED SURFACES INCLUDE: FAR PART-77 APPROACH SURFACE, THRESHOLD SITING SURFACE - CAT 5 AND PAPI OBSTACLE CLEARING SURFACE (OCS).

MOUNT PLEASANT MUNICIPAL AIRPORT  
MOUNT PLEASANT, MI


11/28/16

#### RUNWAY 9 OBSTRUCTION ANALYSIS

**Mead & Hunt**  
2605 PORT LANSING ROAD  
LANSING, MI 48906  
PHONE: 517-321-8334  
MEADHUNT.COM

COMMISSION LETTER #170-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT)  
RESOLUTION AUTHORIZING THE APPROVAL OF A CONTRACT TO  
RECEIVE FUNDS FOR THE ACQUISITION OF AN EASEMENT FOR  
APPROACH SLOPE CLEARING

The previous agenda item outlines the purchase of the easement for the airport approach slope clearing. This agenda item authorizes the appropriate resolution for Michigan Department of Transportation (MDOT) and Federal Aviation Administration (FAA) funding to be used for the project. This grant amount includes the purchase of the easement, surveying and consultant fees and all of the necessary updates to the airport layout plan as outlined in the attached memo.

Recommended motion:

*Move to approve the resolution for grant agreement with MDOT as presented.*

NJR/ap





# THE CITY OF MT. PLEASANT, MICHIGAN

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(989) 772-6250 fax

To: Nancy Ridley, City Manager

October 12, 2018

From: John Zang, DPW Director

Subject: Approval of Resolution to Authorize MDOT Contract 2018-0852

## **Purchase\Contract Recommendation Summary**

### Request:

The City Commission is requested to approve a resolution authorizing the mayor to sign MDOT contract 2018-0852 and certifications to receive funds for the purchase and related costs of an easement for parcel E-17.

### Reason for Purchase:

MDOT has prepared contract 2018-0852 for an estimated \$40,500. This includes the Federal, MDOT and City (sponsor) share of the total project cost, including the consultant fees. The project cost participation is shown below. The actual MDOT, FAA and City shares of the project cost will be determined at the completion of this contract based on actual costs.

Federal Share .....	\$36,450.00
Maximum MDOT Share .....	\$ 2,025.00
Sponsor (City) Share .....	<u>\$ 2,025.00</u>
Estimated Cost.....	\$40,500.00

As part of the approach slope clearing project for the Mt. Pleasant Municipal Airport, the Commission approved a good faith offer of \$18,000 for an easement for parcel E-17 (item J on the attached map) on October 24, 2016. The remaining \$22,500 includes the surveying and consultant fees, closing costs, and ALP and exhibit updates. Federal and State funding will pay for 95% of the total project costs. City funding of the remaining 5% has been budgeted in the Airport Capital Improvement Plan.

### Recommendation:

I recommend the City Commission approve the attached resolution authorizing the mayor to sign the agreement and certifications with MDOT to receive funds to purchase and easement for parcel E-17.

## **RESOLUTION**

At a regular meeting of the City of Mt. Pleasant, Michigan, held at the City Hall Building at 320 W. Broadway Street:

The following resolution was offered by member \_\_\_\_\_,  
and supported by member \_\_\_\_\_.

**WHEREAS**, a Grant Agreement (Federal Project Number B-26-0069-2218, MDOT Contract No. 2018-0852) has been submitted by the Michigan Department of Transportation, which requires the City of Mt. Pleasant to adopt a resolution authorizing the approval of the contract to receive funds for the acquisition of an easement for parcel E-17 for approach slope clearing;

**WHEREAS**, this project will improve the safety for airport traffic; and

**WHEREAS**, the Agreement has been approved by the City Manager as to substance.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor is authorized to execute said Cost Agreement and certifications on behalf of the City of Mt. Pleasant.

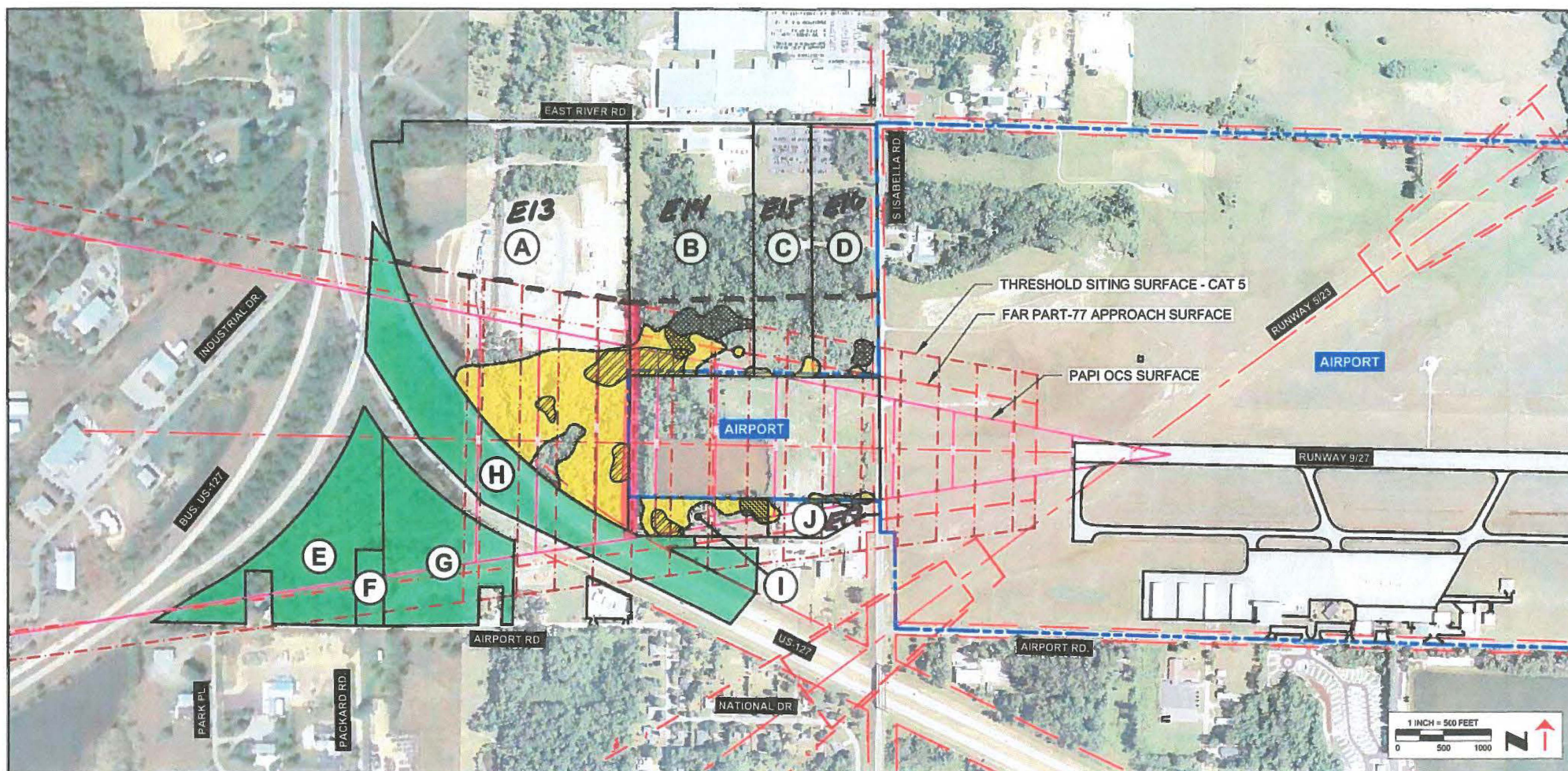
Resolution duly adopted.

\_\_\_\_\_  
Allison Quast-Lents, Mayor

Certified to be a true copy, \_\_\_\_\_  
(Date)

\_\_\_\_\_  
Jeremy Howard, City Clerk





*Easement Limit*

*fence location*

#### LEGEND

	AIRPORT PROPERTY LINE		PAPI OBSTACLE CLEARING SURFACE		PAPI OCS OBSTRUCTIONS
	RUNWAY, TAXIWAY, PARKING		THRESHOLD SITING SURFACE - CAT 5		TSS OBSTRUCTIONS
	RUNWAY CENTERLINE		FAR PART-77 APPROACH SURFACE		PAPI OCS AND TSS OBSTRUCTIONS
	PHASE 2 - FUTURE ACQUISITION				FAR PART-77 OBSTRUCTION AREAS

**NOTE:**  
THE ANALYZED SURFACES INCLUDE: FAR PART-77 APPROACH SURFACE, THRESHOLD SITING SURFACE - CAT 5 AND PAPI OBSTACLE CLEARING SURFACE (OCS).

MOUNT PLEASANT MUNICIPAL AIRPORT  
MOUNT PLEASANT, MI


11/28/16

#### RUNWAY 9 OBSTRUCTION ANALYSIS

**Mead & Hunt**  
2605 PORT LANSING ROAD  
LANSING, MI 48906  
PHONE: 517-321-8334  
MEADHUNT.COM

COMMISSION LETTER #171-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER LEASE RENEWAL WITH THE EXPERIMENTAL AIRCRAFT ASSOCIATION (EAA) FOR CITY-OWNED AIRPORT HANGAR AND AUTHORIZE THE CITY MANAGER TO EXECUTE FUTURE RENEWALS

In September 2017 the City Commission authorized a lease with the Experimental Aircraft Association (EAA) for a hangar at the airport. The lease provisions were different than the standard template and were based on the expected interest and traffic the EAA would bring to the airport. The lease was a one-year arrangement so that we could evaluate the effectiveness.

As the attached memo from DPW Director John Zang indicates, we believe the arrangement with EAA has served the airport well and would recommend the lease be renewed. It is also recommended the City Manager be authorized to sign subsequent leases along the same lease terms if staff continues to feel it is of value to the airport.

Recommended motion:

*Move to authorize the City Manager to sign a one-year agreement with EAA and also authorize the City Manager to sign subsequent leases if the terms remain unchanged.*

NJR/ap





# THE CITY OF MT. PLEASANT, MICHIGAN

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**CITY HALL**

320 W. Broadway • 48858-2447  
(989) 779-5300  
(989) 773-4691 fax

**PUBLIC SAFETY**

804 E. High • 48858-3595  
(989) 779-5100  
(989) 773-4020 fax

**PUBLIC WORKS**

1303 N. Franklin • 48858-4682  
(989) 779-5400  
(989) 772-6250 fax

To: Nancy Ridley, City Manager

October 12, 2018

From: John Zang, DPW Director

Subject: Approve Hangar Lease Renewal with the Experimental Aircraft Association

## **Purchase\Contract Recommendation Summary**

### Request:

The City Commission is requested to approve a lease renewal with the Experimental Aircraft Association (EAA) for the City-owned hangar at the Mt. Pleasant Municipal Airport. The Commission also is requested to authorize the city manager to sign this and all subsequent leases on an annual basis if the lease terms remain the same.

### Reason for Recommendation:

The EAA is comprised of pilots and aviation enthusiasts who promote and support recreational flying. They have more than 200,000 members worldwide who share a common passion for all things aviation. The EAA is a proven asset to the airport and Mt. Pleasant community at large. In the last year, the EAA's Wings and Wheels, Fly In-Drive In, and Young Eagles events brought more than 1,000 visits to the Mt. Pleasant airport.

The EAA also offers individual tours to local vocational education students to generate interest in aviation power plant and airframe mechanics, and they have donated several plane rides as prizes for various charities.


Per the terms of the agreement, the City will not charge a monthly hangar fee. Rather, the EAA will continue to maintain the building at their cost. The agreement also allows the EAA to sublet portions of the hangar to a mechanic, airplane storage or other aeronautical opportunities, subject to approval by the City. The City would receive funds from the subleases.

The Commission is requested to authorize the city manager to sign this lease and subsequent leases on an annual basis if the lease terms remain the same.

### Recommendation:

I recommend the City Commission approve a lease renewal with the EAA for the City-owned hangar at the Mt. Pleasant Municipal Airport, and authorize the city manager to sign this and all subsequent leases on an annual basis if the lease terms remain the same.

COMMISSION LETTER #172-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CONSIDER APPROVAL OF RESOLUTION SUPPORTING FEES AND  
CHARGES FOR LEARN TO BOWL PROGRAM

The attached memo from Director of Recreation and Sports Ryan Longoria indicates that Riverwood Resort has requested a partnership with the City for a Learn to Bowl program. The details of the program are outlined in Mr. Longoria's memo.

The only obligation on behalf of the City would be to collect registrations. We feel this is an opportunity for the City to partner with a local organization to provide recreational services.

As the memo outlines, the Parks and Recreation Commission passed a resolution on September 25 in support of the program and are recommending a fee of a \$120. We are therefore bringing the recommendation for the new program and the fee to the City Commission for approval.

Recommended motion:

*Move to approve the resolution to set the fees and charges for the Learn to Bowl program at \$120 per participant as reflected in the attached resolution.*

NJR/ap

**MEMO TO:** Nancy Ridley, City Manager  
**FROM:** Ryan Longoria, Director of Recreation and Sports  
**DATE:** October 3, 2018  
**SUBJECT:** 2019 Youth Bowling Program  
**CC:** Bill Mrdeza, Director of Community Services



The Recreation Department would like to work in partnership with Riverwood Resort to offer a Learn to Bowl program, beginning in January of 2019. This partnership would run similarly to the golf and tennis programs that we currently partner with outside agencies on. Details of the program are as follows:

- Ages 4-14
- 10 week program, beginning January of 2019  
(Fall session to begin October, 2019)
- Staffing, supplies, and all other program expenses to be handled by Riverwood Resort
- Mt. Pleasant Parks and Recreation would handle registration and advertising in our Leisure Guide and Leisure Link
- 10% of all registration fees would be given back to Mt. Pleasant Parks and Recreation (City would cut a check to Riverwood for 90% of all fees collected)
- Program fees:

Age 4-14 Learn to Bowl Program	Participant	\$120
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The cost to the City of running this program would be minimal, as the only cost absorbed by the City would be that of handling registration. However, a majority of participants are now using online registration, further reducing the City's cost. This partnership offers MPPR an opportunity to further diversify program offerings and to develop a strong working relationship with a well-known community organization, without having to absorb any non-budgeted program expenses. This is a unique opportunity that benefits the City, Riverwood Resorts and area residents and non-residents alike.

#### Recommendation

Staff and the Parks and Recreation Commission recommend that the City Commission adopt the attached resolution activating the new fees and charges scheduled to take effect November 1<sup>st</sup>, 2018 (the date registration would open).

RML/lmw

**PARKS & RECREATION  
FEES & CHARGES RESOLUTION**

The following recommendation for the adoption of the 2018 fees and charges for a Youth Bowling Program offered by Mt. Pleasant Parks and Recreation was made by Commissioner Batcheller and supported by Commissioner Busch.

WHEREAS, Chapter 97.04 of the City Code authorizes the City Commission to establish by resolution fees and charges for recreation and parks services and facilities, and

NOW, THEREFORE, BE IT RESOLVED, that the Mt. Pleasant Parks and Recreation Commission hereby recommends that the following fees and charges become effective immediately, and

BE IT FURTHER RESOLVED, that the Parks and Recreation Directors are authorized to effect minor adjustments to the following fees and charges in order to maximize citizen participation and effect positive community cooperation in recreation and parks services.

Age 4-14 Learn to Bowl Program	Participant	\$120
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Resolution unanimously adopted.

I, Ryan Longoria, Director of Recreation and Sports for the City of Mt. Pleasant, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Mt. Pleasant Parks and Recreation Commission at their regular meeting Tuesday, September 25, 2018.

Dated: September 25, 2018

Ryan Longoria  
Director of Recreation and Sports

COMMISSION LETTER #173-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CONSIDER CONTRACT AMENDMENT FOR THE REMAINING SITES IN  
EASTPOINTE IV AS RECOMMENDED BY THE PROPERTY COMMITTEE

Attached is a communication from Joe Olivieri requesting an extension for the construction of a home in Eastpointe IV.

The original contract between the City and Mr. Olivieri was entered into in June 2013 and a copy is attached for your reference. This agreement covered the sale of nine parcels in Eastpointe IV and required the construction of three homes in 2014 and at least one home every year thereafter.

Mr. Olivieri requested the extension of the contract as he is ahead of schedule because there have been years where he has constructed more than one home. In addition, as you know from a previous communication, he has concerns regarding the applicability of the new zoning ordinance to this location and would like time see if the Planning Commission makes any adjustments before he constructs another home.

The Property Committee met with Mr. Olivieri to discuss his request. Based on the pending review of the ordinance and the fact that Mr. Olivieri is ahead of schedule on constructing new homes, the Property Committee is recommending that the requirement to build a house in 2018 be waived. If the Commission accepts this recommendation, the contract would require Mr. Olivieri to build at least one house in 2019 and the final house in 2020 to complete the contract.

Recommended motion:

*Move to authorize the Mayor and Clerk to sign an amendment to the June 2013 Real Estate Purchase Agreement with Mr. Joe Olivieri to waive the requirement of building a spec home in 2018.*

NJR/ap

1-Oct-18

Morning Nancy

I am required to build 1 spec house a year per our purchase agreement on the 9 Batson lots.

I have expressed my concerns regarding the effect of the new zoning ordinance on my ability to build new homes that people want, and I can sell. My concerns are now being addressed by the planning commission.

I would like an extension of the requirement to build 1 spec house per year to be extended until June 1, 2019. That should give the planning commission ample time to resolve the issues.

Joe Olivieri

A handwritten signature in black ink, appearing to read "Olivieri", with a large, stylized initial "O" and a long, sweeping underline.



## **REAL ESTATE PURCHASE AGREEMENT**

This Real Estate Purchase Agreement is executed this 27 day of June, 2013, by JOSEPH P. OLIVIERI, of 1933 Churchill, Mt. Pleasant, MI 48858 ("Buyer"), and the CITY OF MOUNT PLEASANT, a Michigan municipal corporation, whose principal business address is 320 West Broadway, Mt. Pleasant, MI 48858 ("Seller").

### **RECITALS**

- A. Seller owns nine parcels of real property located in the City of Mount Pleasant, Isabella County, commonly known as Units 14-22, Eastpointe IV Site Condominium, Michigan, 48858, legally described on the attached Exhibit A (individually, a "Parcel" and collectively, the "Parcels").
- B. Seller desires to sell to Buyer, and Buyer desires to purchase the Parcels from Seller on the terms and conditions set forth herein.

### **AGREEMENT**

#### **1. PURCHASE AND SALE.**

- 1.1. Purchase. Pursuant to the terms and conditions of this Agreement, and in consideration for the purchase and sale of the Parcels, Seller agrees to sell and convey to Buyer, and Buyer agrees to purchase from Seller, the Parcels.
- 1.2. Consideration. As consideration for this transaction between the parties, Buyer shall pay to Seller the sum of Fifty Four Thousand and no/100 Dollars (\$54,000.00), representing the purchase price for the Parcels (the "Purchase Price").
- 1.3. Payment of Purchase Price. Buyer will pay the Purchase Price to Seller in certified funds at Closing.

#### **2. TAXES AND UTILITIES.**

- 2.1. Taxes and Assessments. Seller shall pay all past due and currently owed taxes and special assessments for the Parcels, if any, up to the date of Closing.
- 2.2. Utilities. Seller will arrange for a final meter reading (if any) to be taken as of the Closing date of all metered utility services used for the Parcels, with service to continue after such reading in Buyer's name. Seller will pay all charges for utility services consumed prior to such final meter reading.

#### **3. TITLE INSURANCE AND SURVEY.**

- 3.1. Title Insurance. After this Agreement is signed but prior to Closing, Buyer, at Buyer's option and sole expense, may obtain a commitment for an owner's policy of title insurance in the amount of the Purchase Price. If the title insurance commitment discloses any matters of title not acceptable to Buyer, Buyer shall give written notice of same to Seller. If Seller is unable or elects not to cure or obtain necessary insurance over all unpermitted exceptions, this Agreement shall terminate, and neither party shall be obligated further to the other. In the alternative, Buyer may elect to accept such title to the Parcels as Seller is able to provide, without reducing or abating the Purchase Price or crediting or allowing any sum against the Purchase Price, and without creating any liability in Seller.
- 3.2. Survey. After this Agreement is signed but prior to Closing, Buyer may, at Buyer's option and expense, obtain a survey of the Parcels of a type and nature as Buyer deems appropriate. If the survey discloses any matters or encumbrances not acceptable to Buyer, Buyer shall give written notice of same to Seller. If Seller is unable or elects not to cure such unpermitted matters or encumbrances, this Agreement shall terminate, and

neither party shall be obligated further to the other. In the alternative, Buyer may elect to accept such encumbrances to the Parcels, without reducing or abating the Purchase Price or crediting or allowing any sum against the Purchase Price, and without creating any liability in Seller.

4. INSPECTION.

- 4.1. Inspection. After this Agreement is signed but prior to Closing, Buyer may, at Buyer's expense, obtain any inspections of the Parcels that Buyer desires, including, without limitation, environmental inspections. Seller agrees to allow Buyer reasonable access to the Parcels for the purpose of completing Buyer's inspections. Buyer may terminate this Agreement if any inspection report is not acceptable to Buyer by giving Seller written notice. If no notice is received by the date of Closing, Buyer shall have been deemed to accept the inspections of the Parcels.

Buyer agrees that Buyer is not relying on any representation or statement made by Seller or any real estate salesperson (whether made intentionally or negligently) regarding any aspect of the Parcels or this sale transaction, except as may be expressly set forth in this Agreement, a written amendment to this Agreement, or a disclosure statement separately signed by Seller. Accordingly, Buyer agrees to accept the Parcels "As Is" and "With all Faults," except as otherwise expressly provided in this Agreement.

5. REPRESENTATIONS AND WARRANTIES.

- 5.1. Representations and Warranties of Seller. Seller represents and warrants to Buyer as follows:

- A. Authority. Seller has full power and authority to enter into this Agreement and other related documents and to consummate the transactions contemplated by this Agreement. Seller has duly executed and delivered this Agreement as its lawful, valid, and legally binding obligation, and this Agreement is enforceable in accordance with its terms. Seller is not a party to any contract, settlement, judicial order, or other agreement of any kind which would prohibit or otherwise restrict the ability of any Seller to sell the Parcels to Buyer pursuant to this Agreement.
- B. Title to Parcels. Seller will own the Parcels outright and absolutely and will deliver good and marketable title to the Parcels as set forth herein free from all security interests, equities, adverse claims, liens, mortgages, easements, encumbrances, leases, options, rights of first refusal, offers of purchase, and any possessory and occupancy rights of third parties, except as otherwise set forth herein or as specifically agreed to by Buyer in writing.
- C. Exclusive Arrangement. Seller has not made any agreement to sell any of the Parcels to any person other than Buyer. Seller has not given to any person an option to purchase any of the Parcels, which is enforceable or exercisable now or at any time in the future.

- 5.2. Representations and Warranties of Buyer. Buyer represents and warrants to Seller as follows:

- A. Authority. Buyer has authority to enter into this Agreement, and prior to the Closing Date will have duly and properly taken all proceedings required to be taken to authorize the execution, delivery, and carrying out of this Agreement. Buyer has duly executed and delivered this Agreement as its lawful, valid, and legally binding obligation, and this Agreement is enforceable in accordance with

its terms. Buyer is not a party to any contract, settlement, judicial order, or other agreement of any kind which would prohibit or otherwise restrict its ability to purchase any of the Parcels from Seller pursuant to this Agreement.

- 5.3. Survival and Representations and Warranties. Each of the representations and warranties contained in this Section 5 will be true as of the date of this Agreement and on the Closing Date, and each will survive the Closing.

## 6. CONDITIONS FOR CLOSING

- 6.1. Buyer's Conditions. Buyer's obligation to close the transaction contemplated by this Agreement is subject to the satisfaction of each of the following conditions on or prior to the Closing Date:

- A. Inspections. Buyer will have satisfied itself, in its discretion, that the Parcels are suitable for Buyer's intended purposes according to the inspections and investigations permitted to be taken by Buyer pursuant to Section 4.
- B. No Default. Seller will not be in default of this Agreement.
- C. Representations and Warranties. Each of Seller's representations and warranties contained in Section 5.1 will be true and accurate on the Closing Date.

If the Closing does not occur because of the failure of any of the conditions contained in this Section 6.1, this Agreement will terminate, and Buyer will not have any further obligation or liability to Seller under this Agreement.

- 6.2. Seller's Conditions. Seller's obligations to close the transactions contemplated by this Agreement are subject to the satisfaction of each of the following conditions on or prior to the Closing Date:

- A. No Default. Buyer will not be in default under this Agreement.
- B. Representations and Warranties. Each of Buyer's representations and warranties contained in Section 5.2 will be true and accurate on the Closing Date.

If the Closing does not occur because of the failure of any of the conditions contained in this Section 6.2, this Agreement will terminate, and Seller will not have any further obligation or liability to Buyer under this Agreement.

## 7. BUYER'S ONGOING OBLIGATIONS

- 7.1. Specific Use and Development of the Parcels. Buyer agrees to the following obligations, which obligations shall be ongoing and shall survive the Closing of this transaction:

- A. Construction of Homes. Buyer shall construct homes upon the Parcels meeting the specifications set forth below in Section 7.1.B. The homes shall not be mobile or manufactured homes with a title. Construction of the first two homes shall be fully completed and ready for occupancy prior to March 1, 2014. Construction of the third home shall be fully completed and ready for occupancy prior to December 31, 2014. Buyer shall then construct no less than one home per calendar year until the remaining homes are completed and ready for occupancy.
- B. Home Specifications. Each of the homes constructed in accordance with Section 7.1.A. shall comply with the terms, provisions and specifications in the Master Deed, as recorded in Liber 1377, Pages 778-818, Isabella County Register of Deeds. The homes shall also have:

- (i) A minimum of 1,400 square feet;
  - (ii) An attached garage compliant with the specifications in the City of Mt. Pleasant Zoning Ordinances;
  - (iii) An underground sprinkler system sufficient for the specific landscaping on the Parcel;
  - (iv) A durable façade composed of brick, stone, fully finished wood, aluminum, vinyl, or a similar material approved by Seller's property committee in writing;
  - (v) A lawn with finished grading and sodding and other appropriate landscaping including appropriate trees, shrubs, plants, flowers and bushes; and
  - (vi) A driveway paved with asphalt, concrete, brick, or a similar material approved by Seller's property committee in writing.
- C. Maintenance of Undeveloped Parcels. Buyer shall maintain and mow all the Parcels until any Parcel is sold to a third party.

## 8. DEFAULT.

### 8.1. By Seller.

- A. Events of Default. Seller will be in default upon failing to perform or observe any condition, term or obligation set forth in this Agreement.
- B. Remedies Upon Default. Upon the occurrence of any event of default by Seller, Buyer may provide notice to Seller of such default and then, at Buyer's option, have the right to pursue the following remedies unless such default is cured within ten (10) days from such notice:
  - (i) Terminate this Agreement at any time prior to the Closing, upon which Buyer will not have any further liability to Seller under this Agreement; or
  - (ii) Exercise any of the rights accorded to Buyer by this Agreement or by the laws of the State of Michigan as a result of such default.

### 8.2. By Buyer.

- A. Events of Default. Buyer will be in default upon failing to perform or observe any obligation imposed under Section 7 of this Agreement.
- B. Remedies Upon Default. Because of the unique circumstances of this Agreement, Buyer understands and agrees that if Buyer fails to fulfill its obligations under Section 7 of this Agreement, Seller will suffer irreparable damage, and that available remedies, including the awarding of monetary damages, will not put Seller in the same position it would have been in if the Agreement terms and conditions were fulfilled by Buyer. As such, Buyer agrees that specific performance and injunctive relief are appropriate remedies for a breach of this Agreement. Additionally, Buyer agrees that if Buyer does not complete construction of a home on any Parcel within the time period specified herein, Seller may, at its sole option, refuse to deliver a warranty deed for any such parcel. If Seller shall refuse to deliver a warranty deed, Seller shall pay to Buyer the sum of Six Thousand and no/100 Dollars (\$6,000.00) per warranty deed not delivered.

Upon the occurrence of any event of default by Buyer, Seller may provide notice to Buyer of such default and then, at Seller's option, have the right to seek specific performance and injunctive relief to compel the fulfillment of such terms and conditions.

All remedies in this Agreement are cumulative of all other remedies available at law or in Equity. Remedies may be exercised simultaneously or sequentially. The failure to initially use any remedy is not a waiver of that remedy. All remedies shall survive the closing of this transaction.

9. CLOSING AND DEED DELIVERY.

- 9.1. Date, Time, and Place. The Closing will take place as soon as possible following the satisfaction of all contingencies specified in this Agreement, and in no event later than July 1, 2013. The Closing will occur at Seller's principal place of business at a time during regular business hours mutually agreed upon by Buyer and Seller, or at another location as mutually agreed upon by the parties.
- 9.2. Documents for Closing. At Closing, the parties agree to execute and deliver all documents which may be necessary or appropriate to consummate the transactions contemplated by this Agreement, including, but not limited to, a warranty deed from Seller for any of the Parcels that Buyer intends to immediately develop. Buyer agrees to pay to Seller the sum of Ten and no/100 Dollars (\$10.00) per warranty deed delivered to Buyer.
- 9.3. Subsequent Deed Delivery. Subsequent to the Closing, Seller shall retain in Seller's possession the warranty deeds for the Parcels that Buyer did not receive warranty deeds for at the Closing. Upon request of Buyer, and so long as Buyer has or intends to develop the Parcel, Seller shall deliver a warranty deed to Buyer for such Parcel, and upon receipt, Buyer shall pay to Seller the sum of Ten and no/100 Dollars (\$10.00) per warranty deed.
- 9.4. Possession and Lawn Maintenance. Seller will deliver possession of the Parcels to Buyer at Closing. Pending the Closing, Buyer shall maintain the lawns on the Parcels including mowing and watering if necessary.
- 9.5. Costs of Closing. Buyer shall pay for the county and state transfer taxes on the warranty deeds and, if any, for the recording of the deeds.

10. MISCELLANEOUS.

- 10.1. Time of the Essence. Time is of the essence for this Agreement and thus all dates and times contained in this Agreement will be strictly adhered to unless waived in writing by both parties.
- 10.2. Notices. All notices, requests, and demands to or upon any party will be in writing and may be hand-delivered, sent by facsimile, or mailed by certified mail, return receipt requested and postage prepaid, addressed to such party at the address initially stated within this Agreement or at such other address supplied to the other parties in the manner prescribed by this Section 10.2. Notice will be deemed effective on the day the notice is placed in the United States mail, upon completion of transmission if sent by facsimile, or on the date of delivery if personally delivered.
- 10.3. Severability. Except as otherwise provided by this Agreement, the invalidity or unenforceability of any provision of this Agreement will not affect the enforceability or validity of remaining provisions and this Agreement will be construed in all respects as if such invalid or unenforceable provision were omitted; except, however, that if the invalidity or unenforceability of any provision will affect the basic economic terms of

this Agreement or materially affect the rights or obligations of either party, then this Agreement will be deemed terminated.

- 10.4. Waiver. No provision of this Agreement may be waived except in a writing signed by the waiving party. No oral statements, course of conduct, or course of dealing will be deemed to constitute a waiver. No waiver by any party of any breach of this Agreement will be deemed or construed to constitute a waiver of any other breach or as a continuing waiver of any breach.
- 10.5. Assignment Prohibited. Neither party may assign this Agreement, or its rights, privileges, duties or obligations, without the others prior written consent.
- 10.6. Applicable Law. This Agreement will be interpreted, construed, and governed according to the laws of the state of Michigan.
- 10.7. Captions. The captions or headings to the various paragraphs and sections contained in this Agreement are for convenience only and will to no extent affect the meaning, scope, or interpretation of this Agreement or any of its provisions.
- 10.8. Counterparts. This Agreement may be executed in two (2) or more counterparts, each of which will be deemed an original but all of which will constitute one instrument.
- 10.9. Binding Effect. This Agreement will be binding upon and inure to the benefit of the parties as well as their respective heirs, devisees, executors, administrators, personal representatives, successors, and permitted assigns.
- 10.10. Merger and Modification. This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and all prior discussions, negotiations, and agreements between the parties with respect to such subject matter are deemed merged into this Agreement. No amendment or modification of this Agreement will be enforceable except if in writing and signed by the party against whom enforcement is sought.

By signing this Agreement, the parties acknowledge that they have read it, that they understand its terms, and that they are signing voluntarily.

**SELLER:**

**THE CITY OF MOUNT PLEASANT,**  
a Michigan municipal corporation

Dated: 7/1, 2013

By: Kathleen L. Ling, Mayor

By: Jeremy Howard, Clerk

**BUYER:**

Dated: 7/1, 2013

Joseph P. Olivieri


**EXHIBIT A**

**Legal Description**

Units 14, 15, 16, 17, 18, 19, 20, 21 and 22, Eastpointe IV Site Condominium, a Condominium according to the Master Deed recorded in Liber 1377, Pages 778-818 inclusive, in the Offices of the Isabella County Register of Deeds, and designated as Isabella County Condominium Subdivision Plan No. 51, together with rights in general common elements and limited common elements as set forth in said Master Deed and as described in Act 59 of the Public Acts of 1978, as amended.

COMMISSION LETTER #174-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER APPROVAL OF FIREWORKS DISPLAY AS PART OF THE 2018 CHRISTMAS CELEBRATION AND SOLE SOURCE CONTRACT FOR THE FIREWORKS

The attached memo from Downtown Development Director Michelle Sponseller indicates that the Breidenstein family would like to donate funds for a fireworks display at the end of the lighted parade as part of the 2018 Christmas Celebration event. This year marks the 25<sup>th</sup> anniversary of the Christmas Celebration and the 85<sup>th</sup> anniversary of the Bird Bar & Grill.

This request would require two actions by the City Commission. The first is to authorize the fireworks display on a date that is outside of the defined holidays in our City ordinance. State law allows for such approvals by the City Commission. In addition, a sole source contract with Wolverine Fireworks Display is recommended which is the company who would coordinate and provide the fireworks display.

We feel this donated display would be a good commemoration of both the anniversary of the Bird Bar & Grill and the Christmas Celebration event and therefore we recommend approval.

Recommended motion:

*Move to authorize the fireworks display on Saturday, December 1, 2018 and approve a sole source contract with Wolverine Fireworks Display for \$10,000.*

NJR/ap



## **MEMORANDUM**

**TO:** Nancy Ridley, City Manager  
**CC:** Bill Mrdeza, Community Services Division Director  
**FROM:** Michelle Sponseller, Downtown Development Director  
**DATE:** October 12, 2018  
**SUBJECT:** Christmas Celebration Fireworks Request

In commemoration of the 25<sup>th</sup> anniversary of our Christmas Celebration the Breidenstein Family, also celebrating the 85<sup>th</sup> anniversary of the Bird Bar and Grill this year, are donating funds so we can hold a fireworks display at the end of the lighted parade for our community.

Working with Wolverine Fireworks Display, Inc. of Kawkawlin, Michigan, fire and parks departments, we have found a location within Island Park that meets the necessary set back from residential and commercial buildings and air traffic. This location will require a temporary closure of Island Park for the set-up and launch of the pyrotechnics, approximately 10 hours. Please see attached map for proposed location.

The public safety department will continue to work with the downtown director and Wolverine Firework Display to ensure all safety requirements are met.

Ordinance 133.02 (Ignition, Discharge and Use of Consumer Fireworks) states:

A person may ignite, discharge or use consumer fireworks within the city on the day proceeding, the day of, or the day after a holiday, but not between the hours of 1:00 a.m. and 8:00 a.m. The ignition, discharge, and use of consumer fireworks within the city are prohibited on all other days of the year.

Defined holidays:

- (1) New Years' Day, January 1.
- (2) Birthday of Martin Luther King, Jr., the third Monday in January.
- (3) Presidents' Day, the third Monday in February.
- (4) Memorial Day, the last Monday in May.
- (5) Independence Day, July 4.
- (6) Labor Day, the first Monday in September.
- (7) Columbus Day, the second Monday in October.
- (8) Veterans' Day, November 11.
- (9) Thanksgiving Day, the fourth Thursday in November.
- (10) Christmas Day, December 25.

As the display will take place on Saturday, December 1 is outside the define holiday list city commission authorization is necessary. Additionally, the cost of this display is \$10,000 and also requires authorization by city commission per the city purchasing policy as it is a sole source.

This sole source is due to the timing of the offer to fund the fireworks display and limited options for professional fireworks display companies who could respond with a short timeframe. Wolverine Fireworks Display, Inc. is a Michigan-based fireworks display company which has been in business since 1979 and has done business throughout the United States and Puerto Rico. Wolverine has become one of the largest importers of display fireworks and shoots some of the biggest displays in Michigan and the United States. Wolverine was most recently the company that coordinated the Isabella County Fair fireworks.

**Requested Action:**

Request authorization for the Director of Public Safety to sign the application for fireworks with the State of Michigan Fire Marshal to hold a pyrotechnic display on Saturday December 1, 2018 at 7:00 pm and approve a sole source contract with Wolverine Firework Display for \$10,000 to provide the display.



Write a description for your map.


Write a description for your map.





COMMISSION LETTER #175-18  
MEETING DATE: OCTOBER 22, 2018

TO: MAYOR AND CITY COMMISSION OCTOBER 17, 2018

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER REQUEST FOR A REFUND IN THE PRINCIPAL SHOPPING DISTRICT DUE TO A MANUAL ERROR RELATED TO THE PRINCIPAL RESIDENCE EXEMPTION

The attached memo from Finance Director Mary Ann Kornexl outlines a request that was received from a property owner in the Principal Shopping District regarding a refund for an assessment billed incorrectly on prior assessment rolls. Ms. Kornexl's memo provides the background on how the assessment is calculated and what the property owner's appeal rights are. As her memo indicates, the opportunity for the property owner to appeal has expired and staff has no authority to issue such a refund. The City Attorney has confirmed there is no legal requirement to process a refund but the City Commission has the authority to approve a refund if desired.

Should the Commission decide to issue a refund, our recommendation would be to limit it to the six year statute of limitations for contracts, which would issue refunds from 2012-2017. Also we would recommend the other identified parcels with similar circumstances be considered for the same refund.

Recommended motion:

*Move to deny the request for a refund of prior year special assessments.*

OR

*Move to authorize staff to issue a refund for the six properties that were incorrectly classified in the Principal Shopping District assessment roll between 2012-2017 and the appropriate budget amendment from the Principal Shopping District assigned balance.*

NJR/ap

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**MEMO**

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**DATE:** 10/10/2018  
**TO:** NANCY RIDLEY  
**FROM:** MARY ANN KORNEXL  
**RE:** PSD SPECIAL ASSESSMENT

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In 2003 the City Commission created the Principal Shopping District Board (PSD) to oversee downtown activities and to create a Special Assessment District to provide funding for downtown. The assessment charges all non-exempt parcels per square foot with a square foot credit given for each parking space provided. According to State law, exempt parcels are governmental units, principal residence and residential rentals. The computation of the special assessment is total amount to be generated divided by total square footage of non-exempt parcels times square footage of individual parcel. This calculation is done on an excel spreadsheet when the assessment roll is created/renewed. The spreadsheet contains approximately 232 parcels and the square footage and status of parcels must be manually reviewed between the BS&A assessment data base and this spreadsheet.

While preparing the 2018-19 assessment roll, six parcels were noted to be changed to exempt as they were at least partially owner occupied. The 2018-19 roll was updated to reflect these changes. Two notices are sent to all property owners on the assessment roll and State statute allows taxpayers 30 days from the date of approval of the special assessment roll to appeal to the Michigan Tax Tribunal. The 2018-19 assessment roll was approved on September 26, 2017. Absent any appeal after the final approval, neither the Assessor or the Board of Review has no authority to change the roll, even for error in calculation.

On July 23, 2018 a request was received from one of the principal residence properties requesting a refund of prior assessments since the property had been a principal residence on prior rolls and was billed anyway. The opportunity to appeal a prior roll has long since passed and the City has no legal requirement to correct the assessment roll. In accordance with guidance received by the City Attorney, the City with approval of the City Commission has the option to refund the overbilled taxpayers from the prior rolls, but has no means to re-spread these assessment rolls to make up for any shortfall as a result of that refund.

Based on the request a review was done of the other five principal residence properties to determine if prior rolls may have had them classified incorrectly as well. Attached please find a summary of the owner occupied parcels identified while preparing the 2018-19 assessment roll to show the period of time and amount that all six parcels were incorrectly billed the assessment. As detailed above, staff doesn't have the ability to make any corrections without authority from the City Commission. Therefore, we request that the City Commission consider the taxpayer request for a refund as well as the other five properties that are in a similar circumstance. Since there is no legal requirement for the refund we see three options to consider:

MEMO

1. Refund the entire amount overpaid
2. Refund the amount overpaid for the last 6 years (6 years is the Uniform Commercial Code statute of limitations for contract disputes)
3. No refunds as appeal rights were not exercised and have expired

If it is determined that a refund be granted, we would recommend that the 6-year limitation be used as that is a standard statute of limitations. A refund for the six identified properties for up to six years (note some are shorter as they were not incorrectly billed for six years) amounts to \$7083.12.

If it is decided to refund the taxpayers, sources of the refund are as follows:

PSD Assigned Fund Balances – 12/31/2018 Amended Budget

- a. S/A \$19,566,
- b. General Fund \$20,957 or
- c. Parking Fines \$28,687

We would recommend that the source of funding for the refund be the assigned fund balance from the special assessment (S/A).

Special Assessment Corrections

Parcel	Owner	Address	Class	PRE	Year										Total
					2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	
17-000-00554-00	Woelfert	401 S Main	401	100%	351.50	351.50									703.00
17-000-00554-00	Huber	401 S Main	401	0			258.68	246.36	246.36	246.36	246.36	246.36			1,490.48
17-000-00069-00	Dahman	401 E Broadway	201	100%	102.52	102.52	75.45	71.86	71.86	71.86	71.86				567.93
17-000-00555-00	Bechtold	405 S Main	401	100%	379.48	379.48	279.27	265.96	132.98						1,437.17
17-000-08672-00	Allen	412 E Broadway	201	100%	114.50										114.50
17-000-00086-00	Pulver	302 E Chippewa	201	42%	350.93	350.93	258.26	245.95	245.95						1,452.02
17-000-00424-00	Molewsorth	217 1/2 Main	201	50%	389.10	389.10	286.30	272.70	272.70	272.70	272.70	272.70	272.70	293.00	2,993.70
Total					1,688.03	1,573.53	1,157.96	1,102.83	969.85	590.92	590.92	519.06	272.70	293.00	8,758.80

PSD S/A Exempt:

Class 401

PRE

Government

## CHECK REGISTER FOR CITY OF MT PLEASANT

9/28/18 - 10/11/18

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
10/02/2018	CITY TREASURER-PAYROLL FUND	REG PAY #423, 10/5/18	\$258,575.18
10/03/2018	WRIGHT EXPRESS FINANCIAL SVCS	N/A	34,265.08
10/09/2018	CITY TREASURER - UTILITIES	WATER/SEWER	5,970.46
10/11/2018	AIRGAS USA, LLC	CONTRACT SVCS	44.35
10/11/2018	ALEX HART	CONTRACT SVCS	36.00
10/11/2018	ALLEN ROOFING	CONTRACT SVCS	954.54
10/11/2018	ANDREW CURTISS	FARMERS MKT	318.95
10/11/2018	ANDREW LATHAM	REIMBURSEMENT	631.50
10/11/2018	AQUASIGHT	CONTRACT SVCS	200.00
10/11/2018	ATI GROUP	CONTRACT SVCS	1,417.00
10/11/2018	AXIOM WIRING SERVICE, LLC	CONTRACT SVCS	465.99
10/11/2018	BAY VALLEY OIL LLC	VEHICLE MAINT/SUPPLIES	200.00
10/11/2018	BILL'S CUSTOM FAB, INC	CONTRACT SVCS	965.00
10/11/2018	BLAKE SCHNEIDER	CONTRACT SVCS	39.00
10/11/2018	BORK MACHINE & REPAIR	CONTRACT SVCS	240.00
10/11/2018	BRADLEY FIERRO	FARMERS MKT	5.70
10/11/2018	BUD PERCHA PAINTING, INC	CONTRACT SVCS	7,384.00
10/11/2018	C & C ENTERPRISES, INC	UNIFORMS	431.00
10/11/2018	CALVIN KEYES	CONTRACT SVCS	26.00
10/11/2018	CARA AUDA	REIMBURSEMENT	38.26
10/11/2018	CDW GOVERNMENT, INC	SUPPLIES	3,753.57
10/11/2018	CENTRAL ASPHALT, INC	CONTRACT SVCS	2,915.49
10/11/2018	CENTRAL CONCRETE INC	SUPPLIES	1,231.00
10/11/2018	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	3,421.53
10/11/2018	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
10/11/2018	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
10/11/2018	CHARTER COMMUNICATIONS	UTILITIES	118.41
10/11/2018	CHARTER TOWNSHIP OF UNION	SEWER-1948 S MACKENZIE	150.00
10/11/2018	CHERYL EMBREY	REIMBURSEMENT	25.00
10/11/2018	CHRISTY DUSH	REIMBURSEMENT	25.00
10/11/2018	CLAYTON BEAIRD	CONTRACT SVCS	54.00
10/11/2018	COLLIN ROBINSON	CONTRACT SVCS	65.00
10/11/2018	CONSUMERS ENERGY	UTILITIES	30,217.75
10/11/2018	CORESOURCE, INC	HEALTH INS ADMIN	11,181.95
10/11/2018	COUNTYLINE POWER	CONTRACT SVCS	87,235.38
10/11/2018	COYNE OIL CORPORATION	FUEL	5,211.17
10/11/2018	CULLIGAN	CONTRACT SVCS	105.00
10/11/2018	DAN KIRCHNER	CONTRACT SVCS	60.00
10/11/2018	DARWIN, LLC	CONTRACT SVCS	11,500.00
10/11/2018	DICKINSON WRIGHT PLLC	CONTRACT SVCS	7,213.23
10/11/2018	DMS FISH SUPPLY	FARMERS MKT	50.60
10/11/2018	DORNBOS SIGN & SAFETY, INC.	SUPPLIES	3,366.32
10/11/2018	EJ USA, INC	SUPPLIES	107.08
10/11/2018	ELIZABETH RATKOS	CONTRACT SVCS	52.00



## CHECK REGISTER FOR CITY OF MT PLEASANT

9/28/18 - 10/11/18

Check Date	Vendor Name	Description	Amount
Bank COMM	COMMON CASH		
10/11/2018	ETNA SUPPLY	SUPPLIES	545.59
10/11/2018	FIDELITY SECURITY LIFE INS/EYEMED	OPTICAL INS	2,080.80
10/11/2018	FISHBECK, THOMPSON, CARR & HUBER	CAPITAL ACQ	7,397.10
10/11/2018	FREDRICKSON SUPPLY, LLC	CONTRACT SVCS	714.00
10/11/2018	FRONT LINE SERVICES, INC	CONTRACT SVCS	542.50
10/11/2018	GALLS, LLC	UNIFORMS	335.72
10/11/2018	GEORGE INSTRUMENT COMPANY	SUPPLIES	1,129.12
10/11/2018	GERACE CONSTRUCTION COMPANY	SUPPLIES	1,129.12
10/11/2018	GIBBS PLANNING GROUP, INC	CMU RESEARCH CTR PLAN	29,494.00
10/11/2018	GILL-ROY'S HARDWARE	SUPPLIES	23.98
10/11/2018	GRAINGER	SUPPLIES	169.70
10/11/2018	GRATIOT COUNTY FIRE CHIEFS ASSOC.	TRAINING	30.00
10/11/2018	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	2,271.43
10/11/2018	HACH COMPANY	SUPPLIES	82.09
10/11/2018	HCC LIFE INS. CO	ADMIN-STOP LOSS INS	28,038.32
10/11/2018	HECTOR HERNANDEZ	CONTRACT SVCS	2,052.00
10/11/2018	HIRERIGHT	CONTRACT SVCS	64.31
10/11/2018	HOLMES, SHAUN	UB REFUND	78.21
10/11/2018	HYDROCORP, INC.	CONTRACT SVCS	765.75
10/11/2018	INSIGHT PIPE CONTRACTING, LLC	CONTRACT SVCS	10,212.49
10/11/2018	ISABELLA COUNTY	CONTRACT SVCS	32.00
10/11/2018	IZAAK MARCINIAK	CONTRACT SVCS	90.00
10/11/2018	JAMIE HOCKEMEYER	REIMBURSEMENT	40.88
10/11/2018	JASON AUMAN	CONTRACT SVCS	3,200.00
10/11/2018	JEFFREY A THOMPSON	REIMBURSEMENT	1,222.80
10/11/2018	JEREMY HOWARD	REIMBURSEMENT	231.08
10/11/2018	JULIE BIXBY	REIMBURSEMENT	74.59
10/11/2018	KATELYN SEELEY	FARMERS MKT	50.60
10/11/2018	KEAGEN PAISLEY	CONTRACT SVCS	52.00
10/11/2018	KENNEDY INDUSTRIES, INC	SUPPLIES/CONTRACT SVCS	4,251.00
10/11/2018	KENNEDY LAGALO	CONTRACT SVCS	52.00
10/11/2018	KRAPOHL FORD LINCOLN MERC	CONTRACT SVCS	65.84
10/11/2018	LAWSON PRODUCTS, INC	SUPPLIES	526.88
10/11/2018	LITHOPREP	SUPPLIES	45.00
10/11/2018	LOUISE WYMER	FARMERS MKT	595.80
10/11/2018	MARSHALL REAL ESTATE INVEST LLC	UB REFUND	8.44
10/11/2018	MEDIANEWS - 21CM ADVERTISING	CONTRACT SVCS	634.00
10/11/2018	MI MUNI RISK MGMT AUTHORITY	RISK POLICY	69,154.75
10/11/2018	MICHIGAN ELECTION RESOURCES	SUPPLIES	394.42
10/11/2018	MICHIGAN PIPE & VALVE	SUPPLIES	730.00
10/11/2018	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
10/11/2018	MIDLAND DAILY NEWS	CONTRACT SVCS	299.52
10/11/2018	MOHAMED ABDELGAWAD	CONTRACT SVCS	52.00
10/11/2018	MT PLEASANT HEATING	CONTRACT SVCS	135.00

## CHECK REGISTER FOR CITY OF MT PLEASANT

9/28/18 - 10/11/18

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
10/11/2018	MT PLEASANT TIRE SERVICE, INC	SUPPLIES/VEHICLE MAINT	347.19
10/11/2018	MT. PLEASANT ABSTRACT & TITLE, INC.	CONTRACT SVCS	1,592.00
10/11/2018	MT. PLEASANT FENCE SASH & DOOR	CONTRACT SVCS	607.52
10/11/2018	NAM LE	REIMBURSEMENT	35.53
10/11/2018	NYE UNIFORM COMPANY	UNIFORMS	487.86
10/11/2018	OFFICE DEPOT	SUPPLIES	222.22
10/11/2018	OLIVIERI BUILDERS	REFUND	4,830.00
10/11/2018	OLIVIERI BUILDERS	UB REFUND	24.83
10/11/2018	OLIVIERI MANAGEMENT	UB REFUND	29.35
10/11/2018	PARTLO PROP MGT	UB REFUND	110.16
10/11/2018	PETE LIEBER	FARMERS MKT	6.00
10/11/2018	PETTY CASH - COMMUNITY SERV	REIMBURSEMENT	88.55
10/11/2018	PK CONTRACTING	CONTRACT SVCS	33,880.50
10/11/2018	PLEASANT GRAPHICS, INC	SUPPLIES	90.00
10/11/2018	RED HAT STRUTTERS	CONTRACT SVCS	50.00
10/11/2018	RICHARD CAHOON	CONTRACT SVCS	300.00
10/11/2018	RILEY NOTTINGHAM	CONTRACT SVCS	26.00
10/11/2018	ROBERT KELLER	REIMBURSEMENT	76.30
10/11/2018	ROMANOW BUILDING SERVICES	SUPPLIES/CONTRACT SVCS	5,533.26
10/11/2018	ROTARY CLUB OF MT. PLEASANT	DUES	121.00
10/11/2018	RTI LABORATORIES, INC.	CONTRACT SVCS	33.00
10/11/2018	RYAN LONGORIA	REIMBURSEMENT	160.00
10/11/2018	SAFE	CONTRACT SVCS	316.98
10/11/2018	SHERYL WERNETTE	FARMERS MKT	143.45
10/11/2018	STEVE HOFER	REIMBURSEMENT	514.25
10/11/2018	STEVEN MAYNARD	REIMBURSEMENT	152.60
10/11/2018	SUMMIT COMPANIES	CONTRACT SVCS	319.00
10/11/2018	SUN BADGE COMPANY	UNIFORMS	59.00
10/11/2018	THE ISABELLA CORPORATION	CONTRACT SVCS	350.00
10/11/2018	THIELEN TURF IRRIGATION, INC	CONTRACT SVCS	140.00
10/11/2018	TRAFFIC ENGINEERING ASSOCIATES, INC	CONTRACT SVCS	2,220.00
10/11/2018	TYLER MARTIN	CONTRACT SVCS	39.00
10/11/2018	UNIFIRST CORPORATION	CONTRACT SVCS	23.56
10/11/2018	UNIVERSAL LAUNDRY MACHINERY	CAPITAL ACQ - WASHER	11,195.00
10/11/2018	WASTE MANAGEMENT	CONTRACT SVCS	853.01
10/11/2018	WILLIAM JOSEPH	REIMBURSEMENT	121.00
10/11/2018	WYATT OWEN	CONTRACT SVCS	39.00
10/11/2018	ZACH HUFFMAN	TRANSPORTATION	76.30

## COMM TOTALS:

Total of 127 Checks:	\$715,943.74
Less 1 Void Checks:	1,129.12
Total of 126 Disbursements:	<u>\$714,814.62</u>

Wright Express10/3/2018

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
ADOBE SYSTEMS, INC	SUPPLIES	\$23.88	1
ADVANCE AUTO PARTS	SUPPLIES	26.32	2
AIRGAS GREAT LAKES	SUPPLIES	58.53	4
ALLSTITCH.COM	SUPPLIES	22.10	1
ALMA BOLT COMPANY	SUPPLIES	7.14	1
AMAZON.COM	SUPPLIES	456.84	2
AMAZON.COM	SUPPLIES	3,135.40	31
AMERICAN PAYROLL ASSOC	Training	219.00	1
AUTO VALUE/BUMPER TO BUMPER	SUPPLIES	54.79	3
BADER & SONS CO.	SUPPLIES	148.87	2
BANG GOOD.COM	SUPPLIES	22.40	1
BATTERIES PLUS - MP	SUPPLIES	29.15	2
BATTERIES PLUS #120	SUPPLIES	25.95	1
BEAR PACKAGING & SUPPLY, INC	SUPPLIES	23.50	1
BLUE-WHITE INDUSTRIES	SUPPLIES	229.10	1
BOYNE HIGHLANDS GROUP	TRAINING	310.98	1
BRIGHAM'S AUTO SUPPLY, INC	SUPPLIES	205.54	7
BUSHEY RADIATOR & AUTOGLASS	CONTRACT SVCS	75.00	1
C & C ENTERPRISES, INC	SUPPLIES	30.87	1
CDW GOVERNMENT, INC	SUPPLIES	105.09	2
CENTRAL MOTOR SPORTS	SUPPLIES	8.50	1
CHOICE OFFICE PRODUCTS	SUPPLIES	367.50	1
CITY OF GRAND RAPIDS DEV CENTER, MI	TRAINING	30.00	1
CLEARSTREAM RECYCLING, INC.	SUPPLIES	363.98	1
COUNTRY STITCH-N	SUPPLIES	72.00	1
COYNE OIL CORPORATION	SUPPLIES	44.76	2
CROSSINGGUARDDEPOT.COM	SUPPLIES	213.70	1
CROWN PRODUCTS LLC	SUPPLIES	883.88	1
DEWITT LUMBER	SUPPLIES	32.45	1
DICKS SPORTING GOODS	SUPPLIES	103.96	1
DOLLAR DAZE MT PLEASANT	SUPPLIES	20.30	1
DOUG'S SMALL ENGINE REPAIR	CONTRACT SVCS	136.90	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	188.94	3
DOUG'S SMALL ENGINE REPAIR	CONTRACT SVCS	246.67	2
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	257.86	5
DREAMSTIME.COM	SUPPLIES	39.00	1
DTE ENERGY	UTILITIES	2,851.33	15
EBAY	SUPPLIES	213.08	2
EMPTY KEG	SUPPLIES	30.00	1
FACEBOOK ADS	CONTRACT SVCS	163.33	2
FASTENAL COMPANY	SUPPLIES	45.29	1
FASTENAL COMPANY	SUPPLIES	286.51	6

Wright Express10/3/2018

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
FLEETPRIDE	SUPPLIES	5.76	1
FOLD-A-GOAL	SUPPLIES	217.68	1
FRONTIER COMMUNICATONS	COMMUNICATIONS	63.98	1
GALLS INCORPORATED	UNIFORM	32.00	1
GILBOE'S LOCK & SAFE LLC	CONTRACT SVCS	12.00	1
GILL-ROY'S HARDWARE	SUPPLIES	37.73	6
GILL-ROY'S HARDWARE	SUPPLIES	17.18	1
GILL-ROY'S HARDWARE	SUPPLIES	1,103.81	31
GLOWCITY LLC	SUPPLIES	60.29	1
GLOWUNIVERSE.COM	SUPPLIES	337.50	1
GORDON FOOD SERVICE	SUPPLIES	125.33	1
GORDON FOOD SERVICE	SUPPLIES	377.43	4
GOTOMYPC.COM	CONTRACT SVCS	23.95	1
GRAY'S FURNITURE	Supplies	3.71	1
GT RUBBER SUPPLY	SUPPLIES	196.01	6
HD SUPPLY	SUPPLIES	(10.20)	1
HOLIDAY INN CREDIT CARD	TRAINING	153.00	1
HOME DEPOT	SUPPLIES/VEHICLE MAINT	79.88	1
HOME DEPOT	SUPPLIES	546.20	15
HOME DEPOT/GECF	SUPPLIES	171.70	3
HTSEDS/EBAY	SUPPLIES	99.00	1
INTERNATIONAL CODE COUNCIL	TRAINING	95.00	1
JAY'S SPORTING GOODS	SUPPLIES	103.45	1
JAY'S SPORTING GOODS	TRAINING SUPPLIES	51.76	1
JIMMY JOHN'S	SUPPLIES	384.93	1
JNR ENGRAVING	SUPPLIES	40.00	2
JOISSU.COM	SUPPLIES	237.89	1
LEADERCAST	TRAINING	70.00	1
LERMA, INC.	TRAINING	85.00	1
MCMASTER-CARR SUPPLY CO.	SUPPLIES	47.68	1
MEDLER ELECTRIC COMPANY	SUPPLIES	315.45	5
MEIJER INC	MISCELLANEOUS	8.48	1
MEIJER INC	SUPPLIES	6.29	1
MEIJER INC	SUPPLIES	20.61	3
MEIJER INC	SUPPLIES	63.40	6
MENARDS - MT. PLEASANT	SUPPLIES	316.62	10
MICHIGAN ASSOCIATION OF CPAS	TRAINING	39.00	1
MICHIGAN MUNICIPAL LEAGUE	TRAINING	580.00	3
MICHIGAN PIPE & VALVE	SUPPLIES	58.00	1
MICHIGAN PIPE & VALVE	SUPPLIES	12.00	2
MICHIGAN SECRETARY OF STATE	SUPPLIES/VEHICLE MAINT	13.20	1
MICHIGAN SECTION-AWWA	TRAINING	350.00	1

Wright Express10/3/2018

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
MICHIGAN STATE UNIVERSITY	TRAINING	35.00	1
MIDLAND CHEMICAL CO, INC	SUPPLIES	87.73	1
MILAN SUPPLY COMPANY	SUPPLIES	75.43	2
MMTA	TRAINING	305.00	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	98.17	2
MT PLEASANT CHAMB OF COMMERCE	TRAINING	25.00	1
MWEA	TRAINING	295.00	2
NATIONAL FLEET PARTS, INC	SUPPLIES	282.87	1
NEXT DOOR OPERATIONS, LLC	SUPPLIES	5.75	1
NORTHSIDE HANSEN ARENA	CONTRACT SVCS	408.00	1
OFFICE DEPOT	Supplies	173.31	2
OLSON TIRE SERVICE	CONTRACT SVCS	430.00	3
ORIENTAL TRADING CO, INC	SUPPLIES	48.43	1
PAPA JOHN'S PIZZA	SUPPLIES	376.00	4
PAPAS PUMPKIN PATCH	CONTRACT SVCS	200.00	1
PIONEER REVERE	SUPPLIES	1,297.39	1
PRINTING SYSTEMS, INC	SUPPLIES	410.67	1
PUBLIC RELATIONS SOCIETY OF AMERICA	DUES	365.00	1
PURE VITALITY SPA LLC	Supplies	100.00	1
QDOBA MEXICAN GRILL	SUPPLIES	341.25	1
RESTORE - HABITAT FOR HUMANITY	SUPPLIES	65.00	1
RIVERWOOD RESORT	CONTRACT SVCS	365.00	1
RVCOVERS.COM	SUPPLIES	463.96	1
SAM'S CLUB #4982	SUPPLIES	157.72	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	299.60	6
SHERWIN WILLIAMS	SUPPLIES	159.67	1
SHULTS EQUIPMENT, INC	SUPPLIES	3,720.12	1
SHUTTERSTOCK, INC	SUPPLIES	49.00	1
SIMPLY ENGRAVING	SUPPLIES	26.25	1
STAPLES - MP	SUPPLIES	247.77	5
STAPLES BUSINESS ADVANTAGE	SUPPLIES	81.52	2
STAPLES CREDIT PLAN	SUPPLIES	62.57	2
STATE OF MICHIGAN	CONTRACT SVCS	150.00	1
STATE OF MICHIGAN	SUPPLIES/VEHICLE MAINT	26.52	1
STATE OF MICHIGAN ICHAT LOOK UP	CONTRACT SVCS	20.00	2
SWEENEY SEED COMPANY	SUPPLIES	139.05	7
THE UPS STORE	CONTRACT SVCS	24.09	2
TILMANN HARDWARE, INC	SUPPLIES	113.10	1
TLO ONLINE	CONTRACT SVCS	25.00	1
TOP DOG CAR AUDIO CENTER	SUPPLIES	59.98	2
TRACTOR SUPPLY - MP	SUPPLIES	129.98	2
TRACTOR SUPPLY PLAN	SUPPLIES	118.23	3

Wright Express

10/3/2018

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
U S POSTMASTER	SUPPLIES	150.00	1
U S POSTMASTER	CONTRACT SVCS	29.30	2
VERIZON WIRELESS	CONTRACT SVCS	18.13	1
VERIZON WIRELESS	SUPPLIES	114.03	1
VERIZON WIRELESS	COMMUNICATIONS	3,527.27	39
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
WAL-MART	SUPPLIES	55.52	3
WAL-MART	SUPPLIES	45.61	3
Total		\$34,265.08	367