

Regular Meeting of the City Commission
Monday, August 9, 2021
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

1. City Manager report on pending items.
 - a. Monthly report on police related citizen complaints received.
2. Minutes of the Traffic Control Committee (May).
3. Minutes of the Parks and Recreation Commission (May).
4. Minutes of the Economic Development Corporation-Brownfield Redevelopment Authority (EDC/BRDA) (April).

CONSENT CALENDAR: DESIGNATED (*) ITEMS

CITY COMMISSION MINUTES

- * 5. Approval of the minutes of the regular meeting held July 26, 2021.

PUBLIC HEARINGS:

6. Public hearing on an ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for two-family dwellings and consider approval of the same.
7. Public hearing on an ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for accessory dwelling units and consider approval of the same.
8. Public hearing on an ordinance to amend section 154.410.B and table 154.410.A of the Mt. Pleasant Zoning Ordinances to permit multiple-family dwellings as a special use in the CD-3-character district and consider approval of the same.

STAFF RECOMMENDATIONS AND REPORTS:

- * 9. Bids and Quotations
 - a. 2021 Leaf Hauling and 2021-2023 Snow Hauling

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.

b. Robotic Total Station

c. Engineering Services for Water Resource Recovery Facility (WRRF)

- * 10. Receive an ordinance to amend Chapter 97: Parks and Recreation and set a public hearing for August 23, 2021 on the same.
- * 11. Consider resolutions #1 and #2 to commence the proceedings for special assessment, tentatively determine the necessity, and set a public hearing for August 23, 2021, regarding the necessity of Special Assessment District #1-21 for pedestrian lighting.
- * 12. Consider resolutions #1 and #2 to commence the proceedings for special assessment, tentatively determine the necessity, and set a public hearing for August 23, 2021, regarding the necessity of Special Assessment District #2-21 for Principal Shopping District special assessment.
- 13. Consider budget amendment and commitment to prepay Isabella County Drain Commission for Mission Creek Drain assessment.
- 14. Consider resolution in support of final approval of Temporary Traffic Control Order #7-2021.
- 15. Consider approval of budget amendment for Battle of the Local Vocals.
- 16. Consider closed session pursuant to subsection 8(f) of the Open Meetings Act to review and consider the contents of an application for employment or appointment to public office if the candidate requests their application remain confidential.
- * 17. Approval of payrolls and warrants.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

CLOSED SESSION: (A separate confidential Zoom link will be provided)

RECESS:

STAFF RECOMMENDATIONS AND REPORTS CONTINUED:

- 18. Consider approval of candidates to offer public interviews for the City Manager position.

WORK SESSION: (None at this time)

ADJOURNMENT:

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.

COMMISSION LETTER #142-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER *Nes*

SUBJECT: CITY MANAGER REPORT ON PENDING ITEMS

This report on pending items reflects the current status of tasks that were previously agreed to. The listing of potential items for discussion will be kept separately for future reference based on the preferred direction to focus on local economic development type matters and programs first.

1. Task Related Issues:

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 8-4-2021
Housing Study Follow-Up Staff to work with Planning Commission and others to recommend ordinance amendments and programs as generally agreed to for implementation	July 13, 2020	None	Jacob Kain has drafted a plan with Dr. Colarelli for coordinating fall focus groups on owner-occupied incentive follow-up.
Downtown Analysis Follow-Up Staff to work with Planning Commission and complete additional research to recommend ordinance and programs/policies as generally agreed to for implementation	August 10, 2020	None	Last item of Town Center civic space will likely be 2022.
PILOT Ordinances Staff to provide a summary of end dates and if there are options for closing out any.	October 12, 2020	None	In process of being reviewed by City Attorney.
Local Economy Schedule listening sessions with economic development partners and some local businesses to discuss post pandemic needs and potential program/policy changes	February 22, 2021	ASAP	Meetings with both economic partners and local businesses have occurred. Website has been updated. Coordinating additional meeting focused on downtown.

2. Tentative Work Session Schedule:

August 23 To be determined

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

[illegible]

Traffic Control Committee Minutes

Thursday, May 27, 2021 at 8:00 a.m. – on ZOOM

Present: Jason Moore, Michelle Sponseller, Stacie Tewari, Matt Weaver, Jacob Kain, Andy Latham, Paul Rocheleau

- Approve minutes of meeting held March 25, 2021
 - Approved with minor correction.
- Michelle to discuss new signage for downtown parking lots
 - Tabled to July 2021 meeting
- Jacob to discuss updated on 2022 pilot neighborhood traffic calming program
 - Discussed choosing two locations on major streets for solar powered speed radar signs. Locations to be spread out graphically and new locations to be chosen each year. Locations to be included in annual traffic counts before and after to study effectiveness.
 - Locations chosen for sign installation: Broadway near Henry (westbound) and Preston near Sweeney (eastbound)
- Request from Andy Theisen to place a “No Parking Here to Corner” sign on southbound Lansing at Illinois (NW corner near ramp) near Sacred Heart
 - Instead of a “No parking here to corner” sign street department will install an additional no parking sign closer to the corner, and space out the other two. A new TCO isn’t required for this sign, since it’s already approved as no parking. A “no parking here to corner sign” may cause confusion about no parking on the rest of the street.
 - Stacie to contact Andy Theisen.
- Consider removing parking meters from streets CMU enforces and replace with Pango signs.
 - Pango signs are already in place.
 - The committee is in favor of removing the meters. Jason to follow up with the senior management team. Finance department is reviewing the parking meter agreement with CMU.
- Consider adding “No Parking” signs to the dead end of Sansote
 - Committee approved adding the no parking signs.
 - Stacie to discuss wording and placement of signs with Tammy Bow, MMI and Republic. Stacie to prepare TCO.

- Discuss parking lot #10 overnight parking
 - Committee approved adding overnight permit parking signage to lot 10. Stacie to prepare TCO. Streets department to add signs on existing parking sign posts to avoid sign clutter. Applies to city-owned spaces in lot 10.

- Consider removal or updating “No Parking On Any Street 2 AM – 5 AM” time/month limit signs at all city limits
 - The city limit signs parking wording is no longer correct since the snow emergency ordinance regarding parking was adopted. The signs have been covered with white tape temporarily.
 - Streets department to remove and salvage all of the signs with the exception of the downtown business district where overnight parking restrictions are still in effect. No TCO required.
 - Streets department to review placement of existing parking restriction signage in downtown business district and correct placement as needed. Signs should be read upon entering district rather than leaving district.
 - Jason to consult with city attorney to review if new signs are required to be placed at city limits for new parking ordinance.

Items added to Agenda

- Request from Jacob Kain to remove old yellow arrow signs from residential neighborhood streets in areas where they are not needed due to low volume and low speeds.
 - Streets department to remove arrows on Russell Street at Palmer and on the corner of Palmer and Kane.

- Committee discussed in person or virtual meetings. Meetings to remain on Zoom for now. To be discussed again at a future meeting.

Next Meeting scheduled for July 22, 2021 on Zoom

Approved Minutes

**Mt. Pleasant Parks and Recreation Commission
Electronically Conducted Regular Meeting
Tuesday, May 25, 2021
6:00 p.m.**

CALL TO ORDER – 6:03 p.m.

PLEDGE OF ALLEGIANCE

ATTENDANCE/DECLARATION OF QUORUM – ROLL CALL AND LOCATION IDENTIFICATION

- A. Commission Members Present: Jim Batcheller, Pete Little, Vincent Mumford, Brian Sponseller, Desirea Woodworth
All members indicated they were present in Mt. Pleasant, Isabella County, Michigan.
- B. Commission Members Absent: Busch, Mitchell
- C. Parks and Recreation Staff: Brune, Longoria, Way

APPROVAL OF AGENDA/MINUTES & COMMISSION BUSINESS

- A. Changes/Approval of Agenda – motion by Sponseller, second by Mumford to approve the agenda as presented. All Ayes.
- B. Approval of Minutes – Motion by Mumford, second by Batcheller to approve the meeting minutes from April 27, 2021. All Ayes.

PUBLIC COMMENTS – none

DEPARTMENT REPORTS

- A. Parks – Interim Director Craig Brune reported on the following:
- Interviews will be conducted next week for Parks & Grounds I position
 - Mill Pond bridge deck project complete
 - Island Park pickle ball courts – footings poured and must cure for 28 days
 - Staff busy preparing cemetery for Memorial Day
 - All parks are now open. Spray park to open later this week
- B. Recreation – Director Longoria reported on the following:
- Met with group from CMU and USTA to discuss the potential to offer tennis lessons this summer
 - Rapid testing for 13-19 yr. old athletes has been extended through June 14
 - With the lifting of gathering sizes and mask mandates, this opens up the door for event planning (i.e. Thrilling Thursdays)
 - PEAK – need summer staff; we continue to take applications
 - New scoreboards (donated by Isabella Bank) have been installed at all three ball diamonds at Island Park
 - Staff continues to work on league and shared use agreements (youth softball leagues, little league, Isabella Bank)
 - City Commission authorized the payment of \$1,500 to cover the request from Friends of the Dog Park for the lighting project at Hannah's Bark Park
 - Canal Street Park Project – staff will meet with neighborhood group Aug. 29

OLD/NEW BUSINESS

- A. Chipp River Master Plan – working on layout out 21 stops from Coldwater east to Midland (Tridge). Stops will be identified as either main use stop, secondary stop or rest stop. Director Longoria commented that the collaboration to the east and west have been awesome to work with. Draft plan will be available soon with project wrapped up by end of summer.

OTHER BUSINESS/COMMISSIONER COMMENTS - None

ADJOURNMENT – 6:29 p.m.

City of Mt. Pleasant, Michigan



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Brownfield Redevelopment Authority (BRA) Economic Development Corporation (EDC)

MINUTES OF THE REGULAR MEETING April 13, 2021—4:30 P. M. ELECTRONICALLY CONDUCTED

I. Call to Order

The meeting was conducted electronically and was called to order by Vice-Chair Jeff Smith at 4:33 p.m.

Present: Lori Gillis, Mary Ann Kornexl, Tom Krapohl, Margaret McAvoy, Nancy Ridley, Jeff Smith (Vice Chair)

Absent: Joshua Agardy, Jennifer Verleger, Bradley Wahr (Chair)

Also attending: (Staff): William Mrdeza, Michelle Sponseller (meeting host)

In accordance with state law governing the ability to conduct meetings virtually, all members listed as present identified Michigan as the state and Isabella County as the location from which they were participating. Gillis, Krapohl, McAvoy, Ridley, and Smith identified Mt. Pleasant as the city from which they were participating while Kornexl identified Shepherd as her location.

II. Approval of Agenda

It was moved by Ridley, seconded by McAvoy, to approve the agenda as presented. **The motion passed unanimously.**

III. Approval of the January 8, 2021 Meeting Minutes

It was moved by Kornexl, seconded by McAvoy, to approve the January 8, 2021 meeting minutes as presented with a correction to the spelling of “Owosso” as the city from which McAvoy was participating. **The motion passed unanimously.**

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IV. Old and New Business:

A. BRA

1. Receive and Accept the 2020 Year End Financial Statement for the Brownfield Redevelopment Authority

Kornexl presented the 2020 year end budget and explained that since the Board did not meet in December, the figures represent the budgeted amounts from the September 2020 amended budget. She noted that there were no major deviations from the amended budget and the actual ending balances. Kornexl noted the ending Working Capital balance was \$14,903. It was moved by McAvoy, seconded by Gillis, to receive and accept the 2020 year-end financial report for the Brownfield authority and place it on file. **The motion passed unanimously.**

B. EDC

1. Receive and Accept the 2020 Year End Financial Statement for the Economic Development Corporation

Kornexl presented the 2020 end of the year budget for the EDC; again, this was based on the September amended budget since the EDC did not meet in December of last year. She noted the sale of land in Industrial Park South of \$47,228 and indicated that while the cost of land sold of \$66,000 appeared to show a loss, this was actually based a value set for the property a number of years ago and also was not part of the amended budget. Kornexl recommended transferring the sale price of the IPS land to the General Fund once the sale of the 2.45 acres in Industrial Park North is completed in the coming months so both can be transferred at the same time. It was moved by Gillis, seconded by McAvoy, to receive and accept the 2020 year-end financial report for the Economic Development authority and place it on file. **The motion passed unanimously.**

V. Other Business

There was no other business to discuss.

VI. Public Comment

There were no public comments received or offered.

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VII. Adjourn

There being no other comments or business, **the meeting adjourned at 4:45 p.m.**

Minutes of the electronically conducted regular meeting of the City Commission held Monday, July 26, 2021, at 7:02 p.m.

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

Commissioners Present: Mayor William Joseph and Vice Mayor Amy Perschbacher; Commissioners Mary Alsager, Olivia Cyman, George Ronan and Petro Tolas. All Commissioners present indicated they were in Mt. Pleasant, Isabella County, Michigan except for Commissioner Ronan who indicated he was in Brant Beach, Longbeach Twp, Ocean County, NJ.

Commissioners Absent: Commissioner Lori Gillis

Others Present: City Manager Nancy Ridley and Deputy City Clerk Mary Ann Kornexl

All present attended virtually via Zoom video conference.

Proclamations and Presentations

Introduced recently hired City employees Braxton Gomez, joining City staff as a police officer; Alan Mosher, joining City staff as Parks and Public Spaces I; and Philip Biscorner, as the City's Director of Parks and Public Spaces.

Director Lauria swore in Officer Braxton.

James McBryde President of Middle Michigan Development Corporation (MMDC) gave a quarterly update.

Marc Griffis, Isabella County Emergency Management Director, gave a presentation on Isabella County Central Dispatch proposition for renewal of 9-1-1 surcharge.

Lotherio Agoff gave a presentation on Limitless Outdoors, a non-profit organization with the mission to give outdoor opportunities to people with disabilities. They are looking for assistance and donations for their cause. You can contact LimitlessOutdoors Foundation via email or by phone, LMK1211@aol.com or (989)506-5673 or follow them on facebook.

Public Input on Agenda Items

Summer Skyler Peggie, 5054 Poma Ln, Howell, spoke in support of Casano.

Michael Messina, 170 Moyer Ave, Alma and Micah Focken, 910 E. Chippewa, spoke in support of more recreational marijuana licenses.

Deb Cary, 7434 E. Howard City Edmore Rd., Vestaburg; and Kyle Miller, 416 Jermyn St., Ionia spoke in support of more recreational marijuana licenses without the necessity of a vote of the people.

Rachael Agardy, 415 E. Chippewa, spoke in support of new liquor license policy.

Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items.
2. Second Quarter Investment Report.
3. Airport Joint Operations and Management Board Meeting Minutes. (June)

Moved by Commissioner Alsager and seconded by Vice Mayor Perschbacher to approve the following items on the Consent Calendar:

1. Minutes of the electronically conducted regular meeting of the City Commission held July 12, 2021.
2. Contract amendment with JCI Jones Chemicals of Riverview, Michigan, for caustic soda at \$525 per dry ton for the remainder of 2021 unless the product can be purchased at a lower cost from another supplier.
3. Authorize the Mayor to sign the 2020-2024 Mt. Pleasant Housing Commission Environmental Review for submission.
4. Resolution approving submittal of the grant application to the Michigan Council for Arts and Cultural Affairs for the 2022 Paint the Pavement project as presented:
WHEREAS, the City of Mt. Pleasant working with community partners wishes to expand the Paint the Intersection public art project in downtown to help serve the community's arts for the fiscal year 2022, and;

WHEREAS, the proposed Paint the Intersections project is consistent with the goals and objectives of the City's current Master Plan, and;

WHEREAS the proposed 2022 Paint the Intersection project and grant application were discussed at a public meeting of the Mt. Pleasant City Commission held July 26, 2021 at 7:00 p.m. via Zoom, and;

WHEREAS, The City of Mt. Pleasant has committed to providing \$1,000 in-kind funds toward the project cost from City staff for assistance in event planning, logistics, and road closures;

NOW THEREFORE, BE IT RESOLVED that the Mt. Pleasant City Commission hereby approves submittal of a 2022 Michigan Arts Council for the Arts and Cultural Affairs grant application for the 2022 Paint the Intersections project.

5. Resolution for final approval for Traffic Control Order #3-2021 as follows:

WHEREAS, under the date of March 25, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 3-2021 (Place "No Parking Loading and Unloading Only" sign at the first parking space on east side of University Street south of Illinois/University intersection in front of Veterans Memorial Library). Said temporary traffic control order was presented to the City Commission on July 26, 2021, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 3-2021 a permanent traffic control order.

6. Resolution for final approval for Traffic Control Order #4-2021 as follows:

WHEREAS, under the date of March 25, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 4-2021 (Place 2 "10 Min Parking Drop-offs and Pick-ups Only" signs at the hatched area on the

north side of Broadway Street in front of the Isabella Bank at 139 E. Broadway Street [west of Broadway/Court intersection]. Remove existing "No Parking" sign). Said temporary traffic control order was presented to the City Commission on July 26, 2021, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 4-2021 a permanent traffic control order.

7. Warrants dated July 7, 14 & 15, 2021 and Payrolls dated July 9, 2021 all totaling \$826,055.84.

AYES: Commissioners Alsager, Cyman, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: Commissioner Gillis

Motion carried.

Moved by Vice Mayor Perschbacher and seconded by Commissioner Alsager to rescind prior City liquor license polices, adopt two new liquor license policies and approve the resolution to adopt the \$250 application fees for liquor licenses as presented. (CC Exh. 10-2021)

WHEREAS, the City provides various services for both temporary and permanent liquor licenses,

WHEREAS, the City Commission adopted fee/charges for temporary liquor license applications on February 14, 1990, and for redevelopment liquor licenses on June 27, 2011,

WHEREAS, the City Commission adopted fee/charges policy guidelines in July 2017,

NOW, THEREFORE, BE IT RESOLVED that the following fees are consistent with the policy guidelines and are set to reconfirm for temporary licenses and redevelopment liquor license application fees and begin a new application fee for permanent licenses on July 26, 2021,

FURTHER BE IT RESOLVED that the application fee will be \$250 for a temporary liquor license and \$250 for a permanent liquor license.

AYES: Commissioners Alsager, Cyman, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: Commissioner Gillis

Motion carried.

Moved by Commissioner Tolas and seconded by Commissioner Alsager to authorize Public Safety Director Paul Lauria to sign the application for a fireworks permit for a display on Saturday, December 4, 2021 at 7:00 p.m.

AYES: Commissioners Alsager, Cyman, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: Commissioner Gillis

Motion carried.

Moved by Commissioner Ronan and seconded by Vice Mayor Perschbacher to accept the initiative petition received under the MRTMA and approve the Resolution to Approve Ballot Language as presented for the November 2, 2021 election as follows:

WHEREAS, under the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018 ("MRTMA"), individuals may petition to initiate an ordinance to provide for the number of recreational marihuana establishments allowed within a municipality or to completely prohibit recreational marihuana establishments within a municipality; and

WHEREAS, under the MRTMA, the proposed ordinance shall be submitted to the electors of the municipality at the next regular election when a petition is signed by qualified electors in the municipality in a number greater than 5% of the votes cast for governor by qualified electors in the municipality at the last gubernatorial election; and

WHEREAS, the City Commission received petitions to initiate a City ordinance to amend Section 115.02 of the City of Mount Pleasant City Code, entitled "Authorized Establishments" on July 7, 2021; and

WHEREAS, the City Clerk has verified 339 signatures as valid, which is greater than 5% of the votes cast for governor by qualified electors in the City at the last gubernatorial election; and

WHEREAS, the City is required to submit the proposed ordinance to the voters of the City and approve ballot language for submission to the County Clerk.

NOW, THEREFORE, the City Commission of the City of Mount Pleasant, Isabella County, Michigan resolves as follows:

1. The City Commission approves and shall submit the following ballot question to the Isabella County Clerk for the purpose of submitting such ballot question to the electors of the City of Mount Pleasant at the November 2, 2021 election:

Local Proposal No. _____

A proposed initiated ordinance in the City of Mount Pleasant to amend Section 115.02 of the City of Mount Pleasant City Code to increase the maximum number of authorized recreational marihuana retailers in the City from three to ten.

Should this ordinance be adopted?

☐ YES
☐ NO

2. The City Clerk shall promptly certify and submit this resolution to the Isabella County Clerk no later than August 10, 2021, at 4:00 P.M., so that the proposal may be included on the ballot in the November 2, 2021 election.

3. Any resolutions that are inconsistent with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

AYES: Commissioners Alsager, Cyman, Joseph, Perschbacher & Ronan

NAYS: Commissioner Tolas

ABSENT: Commissioner Gillis

Motion carried. Moved by Commissioner Alsager and seconded by Commissioner Cyman to approve resolution extending conditional authorization for LowKey Properties LLC medical marihuana Class A grower license at 1110 N. Fancher as presented.

WHEREAS, LowKey Properties LLC received a conditional authorization for a Class A Medical Marihuana Grower on July 12, 2021; and

WHEREAS, Section 112.03(E) of the Mount Pleasant City Code of Ordinances requires the City Clerk to grant final authorization for conditionally authorized medical marihuana facilities if the applicant: (1) Submits the paperwork for the facility-specific step of the application for a state operating license (and all related applications for stacked licenses) to LARA within 30 days of receiving conditional authorization; (2) Submits an application for special use authorization pursuant to section 154.410(B)(4)(p) of the zoning ordinance within 30 days of receiving conditional authorization; (3) Obtains special use authorization within six months of receiving conditional authorization; and (4) Obtains a state operating license within 18 months of receiving conditional authorization; and

WHEREAS, LowKey Properties LLC has satisfied the requirements of Sections 112.03(E) (2) and (3) of the Mount Pleasant City Code of Ordinances as the proposed property has a Special Use Permit issued by the Planning Commission on March 4, 2021; and

WHEREAS, LowKey Properties LLC has not yet satisfied the requirements under Section 112.03(1); and

WHEREAS, the conditional authorization granted to LowKey Properties LLC will otherwise expire because the applicant has not submitted the paperwork for the facility specific step of the application for a state operating license (and all related applications for stacked licenses) to LARA within 30 days of receiving conditional authorization as specified under Section 112.03(E)(1); and

WHEREAS, LowKey Properties LLC has requested a nine (9) month extension to meet the requirement of Section 112.03(E)(1) for cause as outlined in their July 12, 2021 request for extension; and

WHEREAS, Section 112.03(F) of the Mount Pleasant City Code of Ordinances authorizes the City Commission to extend any of the deadlines required by Section 112.03(E) upon a showing of good cause.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The City Commission of the City of Mount Pleasant finds that LowKey Properties LLC has established good cause to extend the deadline to meet the requirements of Section 112.03(E)(1).

2. LowKey Properties LLC 's request under Section 112.03(F) for a nine-month extension to satisfy the requirements of Section 112.03(E)(1) for their Class A Medical Marihuana Grower located at 1110 N. Fancher is granted and the deadline date to satisfy such requirements shall be April 26, 2022.

3. Except as otherwise modified by this Resolution, all other deadlines established by Chapter 112 of the Mount Pleasant City Code of Ordinances shall remain in full force and effect.

AYES: Commissioners Alsager, Cyman, Joseph, Perschbacher & Ronan

NAYS: Commissioner Tolas

ABSENT: Commissioner Gillis

Motion carried.

Announcements on City-Related Issues and New Business

Mayor Joseph reminded community to get vaccinated. You can sign up through the Isabella County Health Department.

Public Comment on Agenda and Non-Agenda Items

Deborah Cary, 7434 E. Howard City Edmore Rd., Vestaburg, Michigan, commented that nothing else changed in the ordinance other than the number of facilities allowed.

Maureen N. Eke, 912 Hopkins St., asked what prompted the marijuana facility restriction to 3 licenses. City Manager Ridley to follow-up. She thanked the Commission for addressing difficult issues.

Deborah Cary commented that it is her opinion that the restriction of 3 licenses is because they didn't want to turn into "Bay City".

The Commission recessed at 8:26 p.m. and went into work session at 8:33 p.m.

WORK SESSION – Principal Shopping District (PSD) Special Assessment.

Mayor Joseph and City Manager Ridley led a discussion about the Principal Shopping District (PSD) special assessment.

Discussion ensued.

A proposed Principal Shopping District (PSD) special assessment will be placed on the August 9 agenda.


Mayor Joseph adjourned the meeting without objection at 8:45 p.m.

William L. Joseph, Mayor

Mary Ann Kornexl, Deputy City Clerk

COMMISSION LETTER #143-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: PUBLIC HEARING ON AN ORDINANCE TO AMEND SECTION 154.410.B.4 OF THE MT. PLEASANT ZONING ORDINANCES TO UPDATE SPECIAL USE PERMIT CONDITIONS AND REQUIREMENTS FOR TWO-FAMILY DWELLINGS AND CONSIDER APPROVAL OF THE SAME

Attached are the materials from the July 12 City Commission agenda packet when this matter was set for public hearing.

As a reminder this text amendment would result in the following changes to the special use permit criteria that apply to this use in CD-3L and CD-3 Districts.

- Increase the minimum square footage for each unit of a two-family dwelling unit from 600 square feet to 1,000 square feet with an exemption for legally existing two-family dwellings prior to this adoption date.
- Eliminate the Principal Residence Exemption requirement

After holding the public hearing, we recommend you approve the ordinance text amendment as recommended by the Planning Commission.


Recommended Motion:

Move to approve ordinance amendments to Section 154.410.B.4 to update special use permit conditions and requirements for two-family dwellings as recommended by the Planning Commission.

NJR/ap

COMMISSION LETTER #123-21
MEETING DATE: JULY 12, 2021

TO: MAYOR AND CITY COMMISSION JULY 7, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: RECEIVE AN ORDINANCE TO AMEND SECTION 154.410.B.4 OF THE MT. PLEASANT ZONING ORDINANCES TO UPDATE SPECIAL USE PERMIT CONDITIONS AND REQUIREMENTS FOR TWO-FAMILY DWELLINGS AND SET A PUBLIC HEARING FOR AUGUST 9, 2021 ON THE SAME

During the review of the 2019 Housing Study provided by City Planner Jacob Kain, the City Commission provided general agreement to have the Planning Commission move forward with text amendments to create additional opportunities for missing middle type housing throughout the City.

After work session discussion and public hearings on the matters, the Planning Commission is recommending three text change.

The attached memos from City Planner Jacob Kain provide summary information on each of the recommended text changes.

We are recommending that public hearings be set for August 9, 2021 for all three recommended text changes as presented.

Recommended Motion:

Move to accept the ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for two-family dwellings as recommended by the Planning Commission and set a public hearing for August 9, 2021 on the same.

NJR/ap

Memorandum



TO: Nancy Ridley
City Manager

CC: William R. Mrdeza
Director of Community Services and Economic Development

FROM: Jacob Kain
City Planner

DATE: July 2, 2021

SUBJECT: Text Change 21-03

A public hearing on the proposed text change was held on July 1, 2021. As indicated in the attached draft minutes, there were no public comments on the subject. Following the public hearing, the Planning Commission recommended that the City Commission approve Text Change 21-03.

REQUESTED ACTION:

The City Commission receive the Planning Commission recommendation and set a public hearing on the proposed text change for August 9, 2021.

Attachments:

1. Draft ordinance
2. Staff memorandum from July 1, 2021
3. Draft minutes – July 1, 2021 Planning Commission meeting (excerpt)

**CITY COMMISSION
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner _____, supported by Commissioner _____, moved adoption of the following ordinance:

ORDINANCE NO. ____

AN ORDINANCE TO AMEND SECTION 154.410.B.4 OF THE MOUNT PLEASANT ZONING ORDINANCES TO UPDATE SPECIAL USE PERMIT CONDITIONS AND REQUIREMENTS FOR TWO-FAMILY DWELLINGS.

It is Hereby Ordained by the People of the City of Mount Pleasant:

Section 1. Amendment. Section 154.410.B.4.y.i is amended to read as follows:

Except for two-family dwellings legally existing as of August 9, 2021, each dwelling unit shall have a floor area of at least 1,000 square feet and neither unit shall have less than 40% of the floor area of the other unit.

Section 2. Deletion. Section 154.410.B.4.y.vi is deleted in its entirety.

Section 3. Publication and Effective Date. The City Clerk shall cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance shall take effect 30 days after its adoption.

YEAS: Commissioner(s) _____
NAYS: Commissioner(s) _____
ABSTAIN: Commissioner(s) _____
ABSENT: Commissioner(s) _____

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2021.

William L. Joseph, Mayor

Heather Bouck, City Clerk

PC Hearing: _____, 2021
Introduced: _____, 2021
Adopted: _____, 2021
Published: _____, 2021
Effective: _____, 2021

Memorandum



TO: Planning Commission

FROM: Jacob Kain
City Planner

DATE: July 1, 2021

SUBJECT: TC-21-03 – Two-family dwellings

At your April and May work sessions, the Planning Commission discussed potential amendments to the existing special use permit criteria for two-family dwellings and a draft ordinance was introduced at your June regular meeting. The ordinance would result in the following changes to the special use permit criteria that apply to this use in the CD-3L and CD-3 districts:

- Increase the minimum square footage of each unit within a two-family dwelling from the current 600 square feet to 1,000 square feet (exempting two-family dwellings legally existing prior to the probable adoption date of this ordinance).
- Eliminate the principal residence exemption requirement.

STAFF RECOMMENDATION:

Recommend that the City Commission adopt Text Change 21-03.

Attachment

1. Draft ordinance

Timothy Slother, Facilities Manager and Safety Officer for Isabella Bank, addressed the board.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Kostrzewa, support by Liesch to approve SUP-21-10 and SPR-21-10 subject to the following condition:

1. The applicant shall comply with the requirements of Public Works.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

C. TC-21-03 – A proposed ordinance to amend Section 154.410.B.4 of the zoning ordinance to update special use permit conditions and requirements for two-family dwellings.

Kain noted that TC-21-03 would modify the special use permit criteria for two-family dwellings in the CD-3L and CD-3 districts. It would increase the minimum square footage of each unit within a two-family dwelling from the current 600 square feet to 1,000 square feet. It would also eliminate the principal residence exemption requirement for two-family dwellings. As suggested last month, the proposed ordinance would exempt existing two-family dwellings from the proposed minimum unit sizes. Kain also reviewed the relationship of this text change to the proposed Text Change 21-04 involving accessory dwelling units.

Discussion took place.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Liesch, support by Friedrich to recommend that the City Commission adopt Text Change 21-03.

Roll Call Vote:


Ayes: Friedrich, Hoenig, Kingsworthy, Liesch, Ortman

Nays: Kostrzewa

Motion approved 5-1.

COMMISSION LETTER #144-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: PUBLIC HEARING ON AN ORDINANCE TO AMEND SECTION 154.410.B.4 OF THE MT. PLEASANT ZONING ORDINANCES TO UPDATE SPECIAL USE PERMIT CONDITIONS AND REQUIREMENTS FOR ACCESSORY DWELLING UNITS AND CONSIDER APPROVAL OF THE SAME

Attached are the materials from the July 12 City Commission agenda packet when the public hearing for this matter was set.

As a reminder this text amendment would result in the following change to the special use permit criteria that apply to this use in CD-3L and CD-3 Districts.

- Eliminate the current requirement that the property always qualify for the Principal Residence Exemption and instead requires that the qualification only exists at the time of the initial special use permit application.

After holding the public hearing, we recommend you approve the ordinance text amendment as recommended by the Planning Commission.


Recommended Motion:

Move to approve ordinance amendments to Section 154.410.B.4 to update special use permit conditions and requirements for accessory dwelling units as recommended by the Planning Commission.

NJR/ap

COMMISSION LETTER #124-21
MEETING DATE: JULY 12, 2021

TO: MAYOR AND CITY COMMISSION JULY 7, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: RECEIVE AN ORDINANCE TO AMEND SECTION 154.410.B.4 OF THE MT. PLEASANT ZONING ORDINANCES TO UPDATE SPECIAL USE PERMIT CONDITIONS AND REQUIREMENTS FOR ACCESSORY DWELLING UNITS AND SET A PUBLIC HEARING FOR AUGUST 9, 2021 ON THE SAME

Consistent with the prior agenda item, it is recommended the City Commission receive the recommended text change to update special use permit conditions and requirements for accessory dwelling units and set a public hearing for August 9, 2021.

Recommended Motion:

Move to accept the ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for accessory dwelling units as recommended by the Planning Commission and set a public hearing for August 9, 2021 on the same.

NJR/ap

Memorandum



TO: Nancy Ridley
City Manager

CC: William R. Mrdeza
Director of Community Services and Economic Development

FROM: Jacob Kain
City Planner

DATE: July 2, 2021

SUBJECT: Text Change 21-04

A public hearing on the proposed text change was held on July 1, 2021. As indicated in the attached draft minutes, there were no public comments on the subject. Following the public hearing, the Planning Commission recommended that the City Commission approve Text Change 21-04.

REQUESTED ACTION:

The City Commission receive the Planning Commission recommendation and set a public hearing on the proposed text change for August 9, 2021.

Attachments:

1. Draft ordinance
2. Staff memorandum from July 1, 2021
3. Draft minutes – July 1, 2021 Planning Commission meeting (excerpt)

**CITY COMMISSION
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner _____, supported by Commissioner _____, moved adoption of the following ordinance:

ORDINANCE NO. ____

AN ORDINANCE TO AMEND SECTION 154.410.B.4 OF THE MOUNT PLEASANT ZONING ORDINANCES TO UPDATE SPECIAL USE PERMIT CONDITIONS AND REQUIREMENTS FOR ACCESSORY DWELLING UNITS.

It is Hereby Ordained by the People of the City of Mount Pleasant:

Section 1. Amendment. Section 154.410.B.4.a.xi is amended to read as follows:

In order to preserve the traditional character of the neighborhoods in the CD-3 and CD-3L districts and promote neighborhood stability, the primary dwelling unit must be owner-occupied at the time of initial special use permit application and approval such that it qualifies for the principal-residence exemption for property taxes.

Section 2. Deletion. Sections 154.410.B.4.a.xi.I - III are deleted in their entirety.

Section 3. Publication and Effective Date. The City Clerk shall cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance shall take effect 30 days after its adoption.

YEAS: Commissioner(s) _____
NAYS: Commissioner(s) _____
ABSTAIN: Commissioner(s) _____
ABSENT: Commissioner(s) _____

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2021.

William L. Joseph, Mayor

Heather Bouck, City Clerk

PC Hearing: _____, 2021
Introduced: _____, 2021
Adopted: _____, 2021
Published: _____, 2021
Effective: _____, 2021

Memorandum



TO: Planning Commission

FROM: Jacob Kain
City Planner

DATE: July 1, 2021

SUBJECT: TC-21-04 – Accessory dwelling units

At your April and May work sessions, the Planning Commission discussed potential amendments to the existing special use permit criteria for accessory dwelling units. Based on that feedback, the attached ordinance was drafted. The ordinance would result in the following change to the special use permit criteria that apply to this use in the CD-3L and CD-3 districts:

- Eliminate the current perpetual requirement that the property qualify for a principal residence exemption requirement and instead require that qualification only at the time of initial special use permit application.

STAFF RECOMMENDATION:

Recommend that the City Commission adopt Text Change 21-04.

Attachment

1. Draft ordinance

- D. TC-21-04** – A proposed ordinance to amend Section 154.410.B.4 of the zoning ordinance to update special use permit conditions and requirements for accessory dwelling units.

Kain noted that TC-21-04 would modify the special use permit criteria for accessory dwelling units in the CD-3L and CD-3 districts. It would eliminate the current requirement that the property qualify for a principal residence exemption perpetually and instead require that qualification only at the time of initial special use permit application and approval.

Discussion took place.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Liesch, support by Friedrich to recommend that the City Commission adopt Text Change 21-04.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

- E. TC-21-05** – A proposed ordinance to amend Section 154.410.B.4 and Table 154.410.A of the zoning ordinance to add multiple-family dwellings as a special use in the CD-3 character district and to establish special use permit criteria for that use.

Kain noted that TC-21-05 would create renovation or redevelopment opportunities in the CD-3 district under a limited number of circumstances and subject to special use permit criteria intended to ensure compatibility with the surrounding neighborhood. This could help to facilitate the transition of existing, non-conforming uses in the CD-3 zoning district – including existing rooming dwellings and registered student organization dwellings – into conforming family uses within the district, and the rehabilitation or replacement of vacant, blighted or obsolete dwellings.


Discussion took place.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Ortman, support by Liesch to recommend that the City Commission adopt Text Change 21-05.

COMMISSION LETTER #145-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: PUBLIC HEARING ON AN ORDINANCE TO AMEND SECTION 154.410.B AND TABLE 154.410.A OF THE MT. PLEASANT ZONING ORDINANCES TO PERMIT MULTIPLE-FAMILY DWELLINGS AS A SPECIAL USE IN THE CD-3-CHARACTER DISTRICT AND CONSIDER APPROVAL OF THE SAME.

Attached are the materials from the July 12 City Commission agenda packet when the public hearing for this matter was set.

As a reminder this text amendment would establish special use permit criteria to permit multiple-family dwellings under limited circumstances in the CD-3 District.

- This change would facilitate the transition of existing non-conforming uses in the CD-3 zoning district into conforming family uses within the district and would assist with the rehabilitation or replacement of vacant, blighted or obsolete dwellings.

After holding the public hearing, we recommend you approve the ordinance text amendment as recommended by the Planning Commission.


Recommended Motion:

Move to approve ordinance amendments to Section 154.410.B.4 and Table 154.410.A to permit multiple-family dwellings as a special use in the CD-3 Character District as recommended by the Planning Commission.

NJR/ap

COMMISSION LETTER #125-21
MEETING DATE: JULY 12, 2021

TO: MAYOR AND CITY COMMISSION JULY 7, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: RECEIVE AN ORDINANCE TO AMEND SECTION 154.410.B AND TABLE 154.410.A OF THE MT. PLEASANT ZONING ORDINANCES TO PERMIT MULTIPLE-FAMILY DWELLINGS AS A SPECIAL USE IN THE CD-3-CHARACTER DISTRICT AND SET A PUBLIC HEARING FOR AUGUST 9, 2021 ON THE SAME

Consistent with the prior two agenda items, it is recommended the City Commission receive the recommended text change to amend section 154.410.B and Table 154.410.A to permit multiple-family dwellings as a special use in the CD-3 Character District and set a public hearing for August 9, 2021.

Recommended Motion:

Move to accept the ordinance to amend Section 154.410.B.4 and Table 154.410.A of the Mt. Pleasant Zoning Ordinances to permit multiple-family dwellings as a special use in the CD-3-character district as recommended by the Planning Commission and set a public hearing for August 9, 2021 on the same.

NJR/ap

Memorandum



TO: Nancy Ridley
City Manager

CC: William R. Mrdeza
Director of Community Services and Economic Development

FROM: Jacob Kain
City Planner

DATE: July 2, 2021

SUBJECT: Text Change 21-05

A public hearing on the proposed text change was held on July 1, 2021. As indicated in the attached draft minutes, there were no public comments on the subject. Following the public hearing, the Planning Commission recommended that the City Commission approve Text Change 21-05.

REQUESTED ACTION:

The City Commission receive the Planning Commission recommendation and set a public hearing on the proposed text change for August 9, 2021.

Attachments:

1. Draft ordinance
2. Staff memorandum from July 1, 2021
3. Draft minutes – July 1, 2021 Planning Commission meeting (excerpt)

**CITY COMMISSION
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner _____, supported by Commissioner _____, moved adoption of the following ordinance:

ORDINANCE NO. ____

AN ORDINANCE TO AMEND SECTION 154.410.B AND TABLE 154.410.A OF THE MOUNT PLEASANT ZONING ORDINANCES TO PERMIT MULTIPLE-FAMILY DWELLINGS AS A SPECIAL USE IN THE CD-3 CHARACTER DISTRICT.

It is Hereby Ordained by the People of the City of Mount Pleasant:

Section 1. Addition. A new subsection 154.410.B.4.t is added to the Mount Pleasant Zoning Ordinances to read as follows:

- t. Multiple-Family Dwellings in the CD-3 character districts must comply with the following:
 - i. A dwelling shall exist on the subject property at the time of application for special use permit.
 - ii. At least two of the following shall be applicable to the existing dwelling:
 - I. The dwelling was built prior to 1945, to be shown by documentary evidence or attested in an affidavit of the property owner/applicant;
 - II. The dwelling was last used for a legal, non-conforming use, to be shown by documentary evidence or attested in an affidavit of the property owner/applicant;
 - III. The dwelling has been unoccupied for a period of five or more years prior to the date of application for a special use permit, to be shown by documentary evidence or attested in an affidavit of the property owner/applicant; or
 - IV. The existing dwelling is determined by the Planning Commission to be excessive for the needs of a single family. This determination shall be based upon a consideration of the existing size and configuration of the dwelling, including finished square footage of the dwelling and number of bedrooms. Basements (whether finished or unfinished) shall not be counted toward the square footage or number of bedrooms for the purpose of this determination.
 - iii. The standards of the CD-4 character district shall apply where such standard is more stringent than the comparable standard of the CD-3 character district.
 - iv. The number of dwelling units shall not exceed the number permitted by land area in the CD-4 zoning district.
 - v. Basements (whether finished or unfinished) shall not be counted toward the required gross floor area of each dwelling unit.
 - vi. The multiple family dwelling shall be a House building type only and shall have architectural compatible with surrounding dwellings.
 - vii. No dumpsters shall be utilized for regular solid waste or recycling collection. Trash receptacle location shall otherwise comply with Chapter 50 (Solid Wastes).

Section 2. Renumbering. The subsection currently labeled 154.410.B.4.t, which provides special use permit standards for New and Used Vehicle Dealers, and all subsequent subsections within subsection 154.410.B.4 are renumbered (u through bb) to accommodate the new subsection provided above.

Section 3. Amendment to Table. The portion of Table 154.410.A pertaining to "Multiple-Family Dwellings" shall be amended to indicate that such uses are permitted as special uses in the CD-3 character district. Accordingly, that portion of the table shall appear as follows:

District	CD-3L	CD-3	CD-4	CD-5	SD-H	SD-I	SD-RC	SD-A	CZ
Multiple-Family Dwellings		SUP	P	P					

Section 5. Publication and Effective Date. The City Clerk shall cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance shall take effect 30 days after its adoption.

YEAS: Commissioner(s) _____

NAYS: Commissioner(s) _____

ABSTAIN: Commissioner(s) _____

ABSENT: Commissioner(s) _____

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2021.

William L. Joseph, Mayor

Heather Bouck, City Clerk

PC Hearing: _____, 2021
Introduced: _____, 2021
Adopted: _____, 2021
Published: _____, 2021
Effective: _____, 2021

Memorandum



TO: Planning Commission

FROM: Jacob Kain
City Planner

DATE: July 1, 2021

SUBJECT: TC-21-05 – Missing middle housing

At your April and May work sessions, the Planning Commission discussed potential amendments to support the creation of missing middle housing types. Based on that feedback, the attached ordinance was drafted.

The proposed ordinance would create the opportunity to create missing middle housing in the CD-3 district under a limited number of circumstances and subject to special use permit criteria intended to ensure compatibility with the surrounding neighborhood. This could help to facilitate the transition of existing, non-conforming uses in the CD-3 zoning district – including existing rooming dwellings and registered student organization dwellings – into conforming family uses within the district, and the rehabilitation or replacement of vacant, blighted or obsolete dwellings.

STAFF RECOMMENDATION:

Recommend that the City Commission adopt Text Change 21-05.

Attachment

1. Draft ordinance

- D. TC-21-04** – A proposed ordinance to amend Section 154.410.B.4 of the zoning ordinance to update special use permit conditions and requirements for accessory dwelling units.

Kain noted that TC-21-04 would modify the special use permit criteria for accessory dwelling units in the CD-3L and CD-3 districts. It would eliminate the current requirement that the property qualify for a principal residence exemption perpetually and instead require that qualification only at the time of initial special use permit application and approval.

Discussion took place.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Liesch, support by Friedrich to recommend that the City Commission adopt Text Change 21-04.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

- E. TC-21-05** – A proposed ordinance to amend Section 154.410.B.4 and Table 154.410.A of the zoning ordinance to add multiple-family dwellings as a special use in the CD-3 character district and to establish special use permit criteria for that use.

Kain noted that TC-21-05 would create renovation or redevelopment opportunities in the CD-3 district under a limited number of circumstances and subject to special use permit criteria intended to ensure compatibility with the surrounding neighborhood. This could help to facilitate the transition of existing, non-conforming uses in the CD-3 zoning district – including existing rooming dwellings and registered student organization dwellings – into conforming family uses within the district, and the rehabilitation or replacement of vacant, blighted or obsolete dwellings.

Discussion took place.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Ortman, support by Liesch to recommend that the City Commission adopt Text Change 21-05.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

VII. Public Comments:

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

VIII. Site Plan Reviews:

A. None.

IX. Unfinished Business:

A. None.

X. New Business:

A. Consider adoption of new bylaws.

Kain reviewed the proposed Planning Commission bylaws that would replace the current bylaws and rules of procedure documents.

Discussion took place.

Motion by Ortman, support by Kostrzewa to adopt the new bylaws as presented.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman


Nays: None

Motion approved unanimously.

XI. Other:

A. Staff report.

Kain reviewed anticipated August agenda items. Kain also noted that the planned topic for the August work session is green infrastructure and requested that if individual members have specific items related to green infrastructure that they wish to discuss that they share those with staff in advance if possible.

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: BIDS AND QUOTATIONS

a. 2021-2022 Leaf Hauling and 2021-2023 Snow Removal

The attached memo from DPW Director Jason Moore outlines the bids received for the combined contract for hauling of leaves and snow. You will note that this is a multi-year contract as it is believed that a multi-year commitment results in better pricing. We are recommending the low bidder of R & T Murphy trucking at \$118 per hour for both of these services.

Because of the combined contract for leaves and snow, the total price is likely to be in excess of \$20,000 which requires City Commission approval.

The scheduling for both of these activities is based on the Street Department's request to R & T Murphy of when to schedule the use of their trucking services.

Recommended Motion:

Move to approve the 2021-2022 leaf hauling and 2021-2023 snow hauling bids to R & T Murphy for \$118 per hour.

b. Robotic Total Station

The attached memo from City Engineer Stacie Tewari recommends the replacement of our current surveying equipment, which is 25 years old. As indicated in the memo, this new equipment can be operated with only one person, which will make our surveying process more efficient and effective, as well as more accurate. Adequate funds exist within the fund balance of Street Funds and General Fund to fund this purchase. We are therefore recommending the purchase of new equipment from Topcon Solutions Store for \$27,370 and the appropriate budget amendment.

Recommended Motion:

Move to accept the bid from Topcon Solutions Store for \$27,370 for the purchase of the robotic total station and approve a budget amendment to be divided equally between the DPW General Fund, Major Streets Fund and Local Streets Fund.

c. Engineering Services for Water Resource Recovery Facility (WRRF)

The attached memo from Deputy DPW Director Tim Middleton outlines the process thus far for the design and construction of the future Water Resource Recovery Facility (WRRF) rehabilitation projects. We need design and engineering services before we can issue bonds to secure financing for the project. Mr. Middleton's memo details the proposals received for the design and construction engineering services. We are recommending the low bid from Fishbeck for \$1,060,000. Once the bonds are issued, these services will be paid from bond proceeds. Until the bonds are issued, these services will be paid from existing funds in the WRRF working capital and reimbursed from bond proceeds.

Recommended Motion:

Move to approve the contract with Fishbeck for design and construction engineering for WRRF plant upgrades and the appropriate budget amendment.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager
FROM: Jason Moore, DPW Director
DATE: July 29, 2021
SUBJECT: 2021-2022 Leaf Hauling and 2021-2023 Snow Hauling Bids

The City Commission is requested to award the contracts for the 2021-2022 Leaf Hauling and 2021-2023 Snow Hauling bids to R&T Murphy Trucking for \$118.00 per hour.

The City contracts with a private trucking company for the hauling of leaves citywide and snow from the central business district. In order to obtain the best pricing, both bids were let as two-season contracts. The leaf hauling contract will be effective for the 2021 and 2022 fall seasons, and the snow hauling contract will cover the 2021-2022 and 2022-2023 winter seasons. The bid specifications also allowed for bidders to offer a discounted hourly rate if both contracts are awarded to the same firm.

The following bids were received on July 27, 2021. For reference, bid pricing for the most recent contracts are listed in parentheses.

Truck and Operator		
Item	R & T Murphy Trucking Mt. Pleasant	Fisher Transportation Mt. Pleasant
Number of Trucks & Capacity	3 @ 45.6 cyds	5 @ 45.6 cyds 25 @ 39 cyds
Cost per Hour	\$118.00/hr. (\$114.00)	\$145.00/hr. (\$140.00)
Cost per Cubic Yard	\$2.59	\$130.00/hr. (\$122.00)
Discounted rate if bidder is awarded both contracts	\$118.00 (no discount)	\$3.18 and \$3.33
		N/A (no discount)

Funds for the 2021 leaf and snow hauling portion of the contracts are available in the Solid Waste, Major Streets, and Downtown Development Operating Budgets. Funding for the remaining portion of both contracts will be included in future operating budgets.

I recommend the City Commission award the contracts for the 2021-2022 Leaf Hauling and 2021-2023 Snow Hauling bids to R&T Murphy Trucking for \$118.00 per hour.

City of Mt. Pleasant, Michigan



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

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

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 fax

To: Nancy Ridley, City Manager

July 21, 2021

From: Stacie Tewari, City Engineer

Subject: Robotic Total Station Bid

Contract Recommendation Summary

Request:

The City Commission is requested to award the bid for a robotic total station to Topcon Solutions Store and approve a budget amendment for the equipment purchase.

Reason:

The city engineering department is seeking to replace existing survey equipment with a new robotic total station. In 2020, a new engineering department hire with over 30 years of surveying experience tested and evaluated the department's survey equipment and made recommendations on replacements. The current total station is over 25 years old. A robotic total station allows remote operation which means only one operator is needed instead of two. This makes survey work more cost effective and efficient. The robotic total station is also more accurate. The new equipment technology and tablet field computer would provide great improvements in the collection and importation of data.

On Tuesday, July 20, 2021, one bid was received.

Topcon Solutions Store; Niles, MI

\$27,370

The bid included a robotic total station, robotic kit with prism, pole and tripod, and a tablet field computer with software.

Recommendation:

I recommend the City Commission award the Robotic Total Station bid to Topcon Solutions Store and approve a budget amendment of \$27,370 to be divided equally between the DPW general fund, major streets fund and local streets fund.

Memorandum



TO: Nancy Ridley, City Manager

FROM: Tim Middleton, Deputy DPW Director

DATE: July 30, 2021

SUBJECT: Award Contract for Design & Engineering for WRRF Plant Upgrades

The City Commission is requested to authorize a contract with Fishbeck, of Grand Rapids, to perform design and construction engineering services for future Water Resource Recovery Facility rehabilitation projects. Fees will be billed on a time and material basis with a not-to-exceed amount of \$1,060,000.

In 2020/21, a Master Plan for the WRRF was created and identified the most critical equipment and processes in need of substantial repair or upgrades. The estimated cumulative cost of those upgrades is \$16,850,000. Before issuing bonds to secure financing, bond counsel recommended hiring an engineering firm to determine exact timelines and costs based on the actual design and bid specifications.

After issuing a request for proposals, the City received the following responses from seven engineering and design firms.

Firm	Location	Total Fee
Fishbeck	Grand Rapids, MI	\$ 1,060,000
Williams & Works	Grand Rapids, MI	\$ 1,531,000
Jones & Henry	Kalamazoo, MI	\$ 1,545,884
C2AE	Lansing, MI	\$ 1,702,850
Tetra Tech	East Lansing, MI	\$ 1,744,728
Moore & Bruggink	Grand Rapids, MI	\$ 1,773,610
Fleis & Vandenbrink	Midland, MI	\$ 2,575,500

After a thorough review of qualifications, similar experience, and price, the selection committee decided that Fishbeck would provide the most value to the city.

Under the contract, Fishbeck will provide the following services:


1. Design and Engineering
 - a. Topographic surveys and coordinate soil borings
 - b. Prepare complete construction plans and specifications
 - c. Prepare engineering cost estimate and Part 41 permit applications
 - d. Present at one public meeting
 - e. Coordinate and meet with city staff throughout project

2. Bidding Services
 - a. Advertise bidding through each phase Address contractor questions & issue addenda
 - b. Attend bid openings, review bids, and provide recommendations
3. Construction Services
 - a. Provide contract administration
 - b. Review Shop drawings
 - c. Conduct bi-weekly progress meetings
 - d. Review and issue change orders and bulletins
 - e. Review contractor pay applications
 - f. Conduct site inspections and attend equipment start-ups
 - g. Provide punch lists and complete record documents

It should be noted that there are multiple solutions to the problems identified in the Master Plan. Part of the design process will involve determining exactly what solutions are most effective for the long term. The scope of design and engineering for this project may change significantly enough to require amendments to the contract. Those amendments or additions may result in additional engineering fees and will be brought to the Commission as required.

I recommend the City Commission authorize a contract with Fishbeck for design and construction engineering services for future Water Resource Recovery Facility rehabilitation projects on a time and material basis not-to-exceed \$1,060,000. Funds are available in the Water Resource Recovery Fund. Going forward these expenses may be assigned to bond revenue as it becomes available.

COMMISSION LETTER #147-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: RECEIVE AN ORDINANCE TO AMEND CHAPTER 97: PARKS AND
RECREATION AND SET A PUBLIC HEARING FOR AUGUST 23, 2021 ON
THE SAME

On May 10, 2021 the City Commission approved numerous amendments to Chapter 97: Parks and Recreation. After approval, it was noticed that the last section (97.99) which outlines the penalties for violations, was incomplete. Section B for misdemeanors did not include the appropriate sections of the ordinance that would be considered a misdemeanor if violated.

The City Attorney has provided the ordinance amendment to again include those appropriate designations in the approved ordinance.

Because this is an ordinance amendment, it is necessary to hold a public hearing on the proposed changes before considering approval. We therefore recommend a public hearing be set for August 23, 2021 on this matter.

The Parks and Recreation Commission reviewed the ordinance changes at their July 27 meeting and recommends approval.

Recommended Motion:

Move to set a public hearing for August 23, 2021 on the proposed changes to Section 97.99 of the Code of Ordinances as presented.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

FROM: Phil Biscorner, Director of Parks and Public Spaces

DATE: July 28, 2021

SUBJECT: Parks Ordinance Update (Revision)

CC: William Mrdeza,
Director of Community Services and Economic Development

In May 2021, the Parks and Recreation Commission approved changes to the existing Park Ordinances and made a recommendation to the City Commission. After a public hearing, the City Commission approved the revisions to the Parks Ordinance. Inadvertently, there was an omission of content from the legal team's final amendatory version.

Affected section:
Chapter 97, Section 97.99 Penalty

The Parks & Recreation Commission has reviewed the revision and made a recommendation at the July 27, 2021 meeting to accept the corrected revision to Chapter 97, Section 97.99 and request adoption of the amendment to add this section.

Requested City Commission Action:

Set a public hearing on the Parks Ordinance revision for August 23, 2021 and act on the amendment to the Parks Ordinance Section 97.99 after the public hearing is held.

PB/lmw

CITY OF MT. PLEASANT ISABELLA COUNTY, MICHIGAN

ORDINANCE NO. _

AN ORDINANCE TO AMEND CHAPTER 97 OF CITY CODE

It is Hereby Ordained by the People of the City of Mount Pleasant:

SECTION 1. AMENDMENT OF CHAPTER 97, § 97.99(b)

Chapter 97 of the City's Code entitled "Parks and Recreation" is hereby amended to add a list to § 97.99(b) of provisions deemed misdemeanors that are punished pursuant to § 10.99. As amended, § 97.99 shall be read, in its entirety, as follows:

§ 97.99 PENALTY.

(A) *Municipal civil infraction.* Any person violating any provision of this chapter, with the exception of those specifically set forth in division (B) below shall be held responsible for a municipal civil infraction and prosecuted in accordance with the Municipal Civil Infractions Ordinance. The fine for violation of a municipal civil infraction under this chapter shall be \$50; the second violation, \$100; and the third or any subsequent violation within any one calendar year, \$250.

(B) *Criminal misdemeanor.* Any person violating the following designated provisions of this chapter shall be guilty of a misdemeanor and shall be punished as provided in § 10.99:

§ 97.15(A)(1) and (3) Park property
(C)(1) and (2)
§ 97.16(A) and (B) Sanitation
§ 97.17(B) All-terrain vehicles
§ 97.18(D) Recreational activities
§ 97.19(A) Behavior
(G)
(H)
(K)(2)

SECTION 2. REPEAL AND REPLACE.

Any and all ordinances inconsistent with this Ordinance are hereby repealed, but only to the extent necessary for this Ordinance to be in full force and effect.

SECTION 3. PUBLICATION AND EFFECTIVE DATE.

The City Clerk will cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance will take effect 30 days after its adoption.

YEAS: Commissioner(s) _____
NAYS: Commissioner(s) _____
ABSTAIN: Commissioner(s) _____
ABSENT: Commissioner(s) _____

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2021.

Date: _____, 2021

William L. Joseph, Mayor

Date: _____, 2021

Heather Bouck, City Clerk

Introduced: _____, 2021


Adopted: _____, 2021

Published: _____, 2021

Effective: _____, 2021

COMMISSION LETTER #148-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER RESOLUTIONS #1 AND #2 TO COMMENCE THE PROCEEDINGS FOR SPECIAL ASSESSMENT, TENTATIVELY DETERMINE THE NECESSITY, AND SET A PUBLIC HEARING FOR AUGUST 23, 2021, REGARDING THE NECESSITY OF SPECIAL ASSESSMENT DISTRICT #1-21 FOR PEDESTRIAN LIGHTING

Since 2014, the City has been installing pedestrian lighting in certain locations throughout the City. Pedestrian lighting provides an additional amenity in the areas where they are installed, increases safety and supports walkability.

The 2022 Capital Improvement Plan proposes pedestrian lighting installation for the north side of Illinois Street from Main to Fancher Street. This area was chosen to coordinate with the street work that will be accomplished at the same time.

During the approval of the Capital Improvement Plan, the City Commission had discussions regarding the allocation of special assessment for such projects. The updated policy approved June 14, 2021, provides that the special assessment for commercial areas is 40% property owner and 60% capital improvement millage.

The City Charter and ordinances outline a specific process for special assessments to ensure that affected property owners who will be billed for a share of the improvement, have adequate notice and opportunity to comment on the project. The process requires holding two public hearings. The process is started early to ensure approval of the assessment is in place before bids are awarded for the work. If bid prices are lower than the estimates, the lower actual bid price is what is allocated and billed to property owners.

Resolutions #1 and #2 have been prepared to initiate the process. Resolution #1 initiates the process indicating a desire for the public improvement. The 2022-2027 Capital Improvement Plan pages 80-81 provide the report that is referenced in that resolution (a copy of those pages from the approved plan is attached). Resolution #2 sets a public hearing to allow for comment on the need for the project.

It is recommended the City Commission approve Resolutions #1 and #2 as presented to start the process. Assuming they are both approved, individual notices will be mailed to

each property owner in the assessment district informing them of the public hearing date. Although not required, the notice also includes the estimated assessment amount and potential repayment terms.

Although an assessment roll is not expected to be prepared until after the first public hearing according to our ordinance, we have found it beneficial to prepare the roll ahead of time and provide it during the beginning of the process. The draft roll is attached for your reference.

Recommended Motion:

Move to approve Resolutions #1 and #2 for Special Assessment District #1-2021 as presented.

NJR/ap

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 1

WHEREAS, pursuant to provisions of the City Charter of the City of Mt. Pleasant and Chapter 33: TAXATION, Section 33.17 "Authority to Assess", of the Code of Ordinances, the City Commission of the City of Mt. Pleasant may commence proceedings for the making of local public improvements within the City and determine the tentative necessity thereof; and,

WHEREAS, the City Commission has tentatively deemed it to be in the public interest, health and welfare to install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21;

NOW, THEREFORE, BE IT RESOLVED, THAT:

- The City Manager is directed to cause to be prepared a report which shall include all analysis and information required by Section 33.20 "Survey and Report", of the Code of Ordinances.
- When the aforesaid report is completed, the City Manager shall file the same with the City Clerk for presentation to the Commission.
- All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Public Works Administrative Individual Project Description

Project Title Pedestrian Lighting

Source of Funding Capital Improvement Fund/Special Assessment

<i>Year Proposed</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>
<i>Capital Cost</i>	\$120,000	\$120,000	\$120,000	-0-	\$240,000	-0-

Description and Location

This project installs decorative pedestrian lights in neighborhoods in the City to provide illumination of the public sidewalks.

Michigan Street, Illinois Street and all public space lighting going forward will use the standard black direct bury concrete poles to match all other existing neighborhood pedestrian lighting.

History and Plans

At the goal setting retreat in 2013, the City Commission prioritized the installation of pedestrian lighting in additional areas of the city. Below is a list where additional street lighting was installed.

2015

Washington: North of High \$175,500

2016

S. Franklin, S. Lansing, S. University and Douglas \$201,600 (70/30 Special Assessment)

2017

Broadway: Bridge to Maxwell \$130,000

2018

Broadway: Maxwell to Bradley \$97,000 (Tribal 2%)

2019

May, Clayton, Pleasant and Gaylord (70/30 Special Assessment CD-4)

2020

⁵Michigan (both sides): Washington to Oak

2022

⁵Illinois (north side): Main to Fancher (70/30 Special Assessment CD-4)

2023

University (west side) (both sides between Illinois and Michigan): High to Michigan

2024

West Campus (west side): Bellows to Preston

2026

Preston (north side): Mission to Crapo

Need and Impact

The project will enhance walkability, safety and nighttime activity in city neighborhoods.

Linkage to Master Plan:

- *This project links to Master Plan Objective 2.4 because it retrofits the roadway network to provide safe accommodations for pedestrians.*

Related Cost Details

It will be necessary to budget for annual operating costs for electricity. Based on past projects energy costs are roughly \$75 per light or roughly 1% of the total project costs annually.

Future Funds Needed

There will be additional installation, maintenance and operational costs as lighting is added to more neighborhood blocks in future. LED lamps have a finite life span. Industry estimates vary widely from about 8 to 15 years. It will be necessary to budget future funds for these replacements. Current costs for lamp replacement are around \$900 each.

While black concrete poles were selected for the lighting project for their durability and low maintenance, it is anticipated that there will be long-term maintenance costs associated with the poles. Those costs are not known at this time.

^sCoordinated with street project

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 2

WHEREAS, the City Manager has prepared a report concerning certain public improvements in Special Assessment District No. 1-21, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances; and,

WHEREAS, the City Commission has reviewed said report; and,

WHEREAS, the City Commission of the City of Mt. Pleasant determines that it is tentatively necessary to acquire and construct the public improvements in the City of Mt. Pleasant more particularly hereinafter described in this resolution;

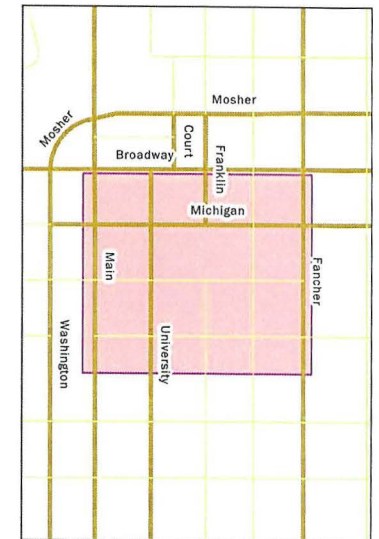
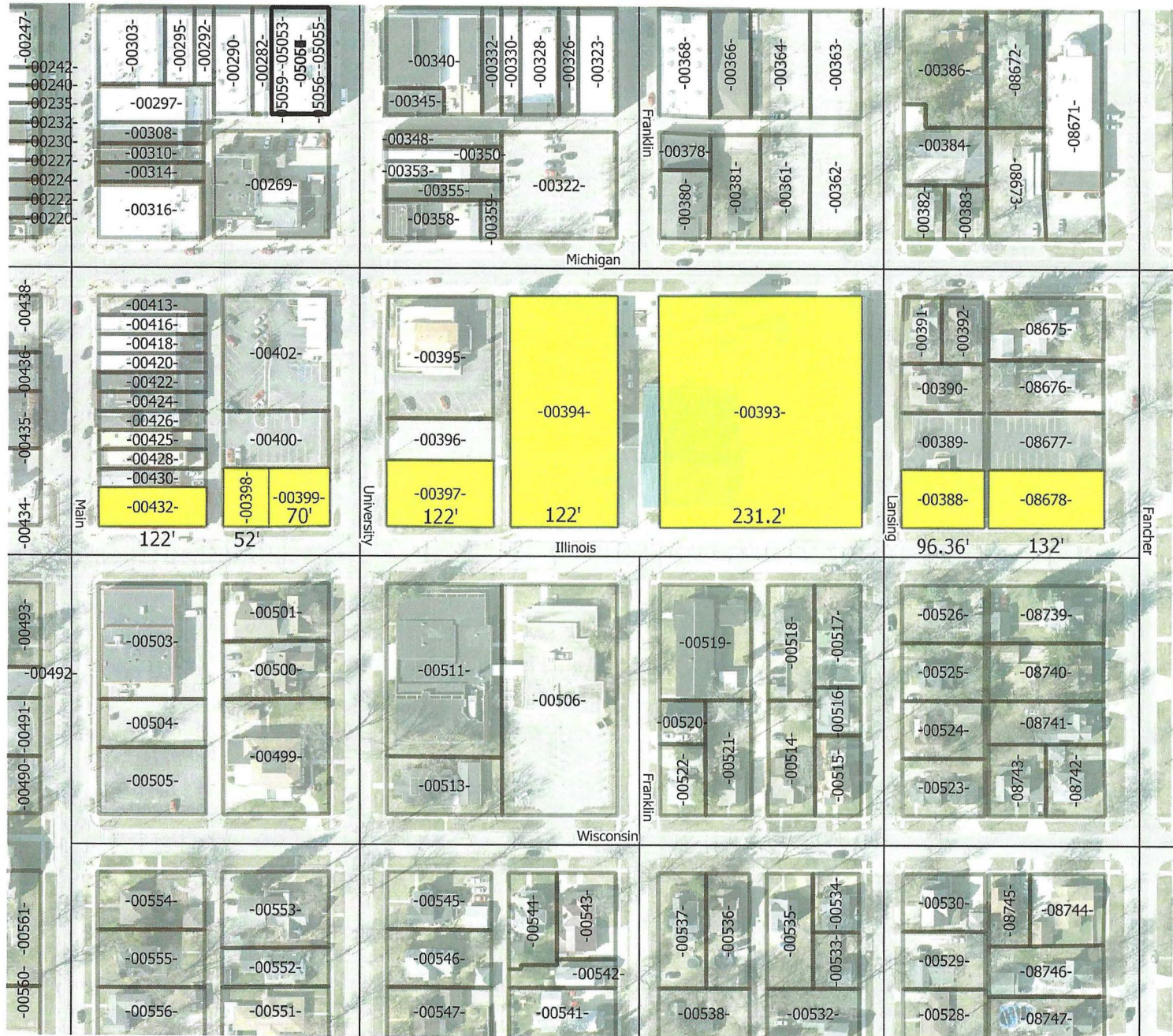
NOW, THEREFORE, BE IT RESOLVED, THAT:

- The City Commission hereby tentatively determines that the public improvements described more particularly hereinafter provided for are necessary.
- The total cost of said improvements is estimated to be \$100,000.00. The amount of \$33,161.39 shall be spread over the special assessment district as hereinafter described as a result of benefits to be received by the affected properties in the special assessment district. \$66,838.61 shall be paid by the City-at-large.
- Said special assessment district shall consist of all the lots and parcels of land as follows: install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21.
- Said estimated life of such public improvements is not less than fifteen (15) years.
- The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.
- The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.
- The City Commission shall meet electronically on August 23, 2021 at 7:00 p.m., for the purpose of hearing public input on the making of said public improvements. The meeting link will be available on the City's website at <http://www.mt-pleasant.org>.
- The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.
- All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

2022 Illinois Street Reconstruction Pedestrian Lighting



Legend
 Pedestrian Lighting Properties




Total CD-4	\$100,000.00	
Estimated Front Foot Share 40%	\$40,000.00	
Estimated City's Per Front Foot Share Side Lots	(6,838.61)	
Owner Share	<u>\$33,161.39</u>	
Estimated City's Share 60%	\$60,000.00	
Estimated City Share Side Lots	<u>6,838.61</u>	
Total City Share	<u>\$66,838.61</u>	\$100,000.00

Parcel Number	Owner	Legal Description	Property Address	Faces Steet	Front Foot	Frontage Factor	Equivalent Front Feet	Rate Per Front Foot	Total Cost Per Front foot Resident	Total Cost Per Front Foot Mt. Pleasant
17-000-00432-00	Listening Ear Crisis Center	ORIGINAL PLAT S 2/3 LOT 8 BLOCK 24	227 South Main	No	122	0.5	61.00	\$42.21	\$2,575.03	\$2,575.03
17-000-00398-00	Isabella Bank	ORIGINAL PLAT W 52 FT LOT 1 BLOCK 24	E Illinois	Yes	52	1	52.00	\$42.21	\$2,195.11	\$0.00
17-000-00399-00	Isabella Bank	ORIGINAL PLAT E 70 FT LOT 1 BLOCK 24	S University	No	70	0.5	35.00	\$42.21	\$1,477.48	\$1,477.48
17-000-00397-00	Isabella Bank	ORIGINAL PLAT S 9 FT OF LOT 7 BLK. 23 LOT 8 BLK 23	E Illinois	Yes	122	1	122.00	\$42.21	\$5,150.07	\$0.00
17-000-00394-00	Sacred Heart Parish of Mt Pleasant	ORIGINAL PLAT LOTS 1 TO 4 INCLUSIVE BLK 23.	200 South Franklin	Yes	122	1	122.00	\$42.21	\$5,150.07	\$0.00
17-000-00393-00	Sacred Heart Parish of Mt Pleasant	ORIGINAL PLAT BLOCK 22	316 East Michigan	Yes	231.2	1	231.20	\$42.21	\$9,759.80	\$0.00
17-000-00388-00	Sacred Heart Parish of Mt Pleasant	ORIGINAL PLAT LOT 1 BLOCK 21.	E Illinois	Yes	96.36	1	96.36	\$42.21	\$4,067.71	\$0.00
17-000-08678-00	Sacred Heart Parish of Mt Pleasant	KINNEY ADD LOT 4 BLOCK 20	222 South Fancher	No	132	0.5	66.00	\$42.21	\$2,786.10	\$2,786.10
					947.56		785.56	Totals:	\$33,161.37	\$6,838.61
									\$39,999.98	

Front Feet:	947.56
Cost Per Front Foot:	\$42.21
Total Cost	\$40,000.00

COMMISSION LETTER #149-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER RESOLUTIONS #1 AND #2 TO COMMENCE THE PROCEEDINGS FOR SPECIAL ASSESSMENT, TENTATIVELY DETERMINE THE NECESSITY, AND SET A PUBLIC HEARING FOR AUGUST 23, 2021, REGARDING THE NECESSITY OF SPECIAL ASSESSMENT DISTRICT #2-21 FOR PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT

The City has utilized Public Act 120 of 1961 for a Principal Shopping District (PSD) Board and the resulting special assessment to provide funding for certain activities unique to the downtown area since 2003. From 2003-2006 special assessment funds were used for both maintenance and promotions. Since 2007, special assessment funds have only been used for maintenance type activities.

The maintenance activities funded include the following:

- Maintenance and care of the grounds and hanging baskets
- Snow removal for the municipal parking lots and the adjacent sidewalks
- Utilities for parking lot lighting
- Power washing of the sidewalks (if snow removal is under budget)

The PSD Board must recommend a special assessment to the City Commission. The attached memo from Downtown Development Director Michelle Sponseller, which was included in your July 26 work session packet, outlines the recommendation from the PSD Board for the 2022 and 2023 special assessment. The information from Ms. Sponseller includes a map of the district and the history of the special assessment dating back to 2003. As indicated in the memo from Ms. Sponseller, the fund balance in the Downtown Fund as of December 31, 2020 was \$135,486. It is always important to have some funds in the fund balance due to the inability to predict the amount of snow removal costs each year. Staff and the PSD Board believe that adequate funds exist to cover any of those overages, as well as utilize some of the funds over the next two years for maintenance. Therefore, a reduction of 15% in the overall assessment amount for the next two years is recommended.

According to City Charter, the special assessment process requires five resolutions and two public hearings. Resolution #1 indicates the City Commission tentatively believes there is interest in creating a special assessment and requests that staff prepare a report.

The communication from Ms. Sponseller includes the information required for that report. Resolution #2 indicates the City Commission tentatively believes the level of funding is appropriate and asks staff to notify property owners of the need for the special assessment and sets a public hearing for August 23 to obtain input.

It has been our practice to include the specific calculations by property of how the assessment would be spread and that information is attached for your review. The fourth column from the right on the attached spreadsheet labelled "Annual Per Year Charge" is the annual amount estimated per property for each year (2022 and 2023) based on a spread by square footage of the building. The estimated dollar amounts for each property will be included in the notice of public hearing that is required to be mailed to all of the property owners in the district.

Recommended Motion:

Move to approve Resolutions #1 and #2 for Special Assessment District #2-2021 for the Principal Shopping District as presented and set a public hearing for August 23, 2021.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

CC: William R. Mrdeza, Community Services and Economic Development Director
Mary Ann Kornexl, Finance and Administration Director

FROM: Michelle Sponseller, Downtown Development Director

DATE: July 19, 2021

SUBJECT: Downtown Special Assessment Recommendation 2022-2023

In 2003 the City Commission created the Principal Shopping District Board (PSD) to create a Special Assessment District to fund particular expenses within in the downtown. Although the 2003-2006 special assessment included events and promotions, a change was requested by property owners in 2006 that subsequent special assessments would be focused on measureable expenses and no longer fund special events.

At the June 17, 2021 PSD meeting the vote from members was to continue to fund the following services, at their current service levels, for the upcoming 2022-2023 special assessment timeframe.

- Grounds Care (\$82,290 budgeted)
 - Mowing & weeding, trash pick-up, planting and installation and watering/fertilizing of the hanging baskets;
 - Power washing conducted only if snow removal is under budget;
- Parking Lot Care (\$47,530 budgeted)
 - Snow Removal – within the 12 municipal lots and sidewalks surrounding them;
 - Utilities for lighting within and surrounding the 12 municipal lots.

A budget was developed for the 2022-2023 special assessment with the current service levels which included minimum wage increases and an increase in the sidewalk snow removal contract based on bids received in the fall of 2020. However, with a strong reserve balance, staff recommended that we draw down the reserve funds and present a reduction in the special assessment for 2022-2023. The recommendation the PSD is presenting to the City Commission results in an annual decrease of the special assessment by \$18,800 (15%) in 2022-2023, and a reduction in the per square foot charge from \$.2286 to \$.1802. The PSD fund balance is \$135,486 as of December 31, 2020.

Please note that this calculation includes the additional square footage of the Broadway Lofts project, estimated at a 41,000 sq ft addition to the roll after the parking credit is calculated for the 50 parking spaces anticipated at the rear of the property.

Additionally, the PSD seriously considered the following concepts and questions:

REVIEW QUESTIONS/ANSWERS

- **What if anything can be done to assist businesses through the special assessment?**
 - The answer is dependent on whether or not the business owner is also the property owner. As the special assessment is billed via the property owner's tax bill, not to business owners, there is no direct way to assist business owners. Typically, the special

Memorandum



assessment is passed on to business owners through lease rates or the lease includes a clause stating the business owners will pay the special assessment.

A lower special assessment rate could be passed from property owner to business owner by lowering the monthly lease rate but it is not possible to verify or ensure that the savings would occur if the property and business owners are not the same.

However, for those business owners who also own their property, a lower special assessment would be beneficial.

- **Can the special assessment be calculated in “zones” with different rates depending on location within the downtown – core vs outlying areas?**
 - Yes, the PSD board could recommend to the City Commission there are different zones with different special assessment rates depending on proximity to amenities such as parking lots, lighting and grounds. Those closer to amenities would pay a higher rate than those who are located farther away.

However, the PSD board reviewed the locations of city services offered throughout the PSD district and found that they have been strategically placed so that all property within the PSD district are in close proximity to them. Due to this the PSD did not believe the recommendation of zones to have merit.

- **Review the possibility of eliminating the exemption for residential class rentals since State laws now allow for an exemption if desired.**
 - Although possible to include residential class rentals, when the properties were reviewed it was found:
 - They do not use the services funded by the special assessment. They offer their own parking, thus not using the municipal parking lots, sidewalks and lighting around them. They also maintain the right-of-way in front of their properties, so have no use of our groundskeeping services.
 - In addition to the above, when the parcels were reviewed by staff, it was found that the majority of residential parcels would likely provide more parking credits that would be assessed, effectively making the concept of including them in the special assessment irrelevant as they would not contribute to it.

On July 8, 2021 a mailing was sent to the property owners within the special assessment district so they could ask questions and provide comments to the PSD Board before the special assessment process began. Additionally, an email was sent with the same information to the property owners whose emails staff has on file. As of July 21, no comments or questions have been received.

If approved, the actual special assessment process, including two public hearings, could begin at the August 9th meeting.

Additionally, the PSD board requested staff include the following considerations to the City Commission with regard to the recommendation to continue with the special assessment and no change in service levels:

Memorandum



- Continue to remove barriers to new business start-ups whenever possible be it through new or updated policies and continued examination of ways to keep costs contained in the special assessment for property owners;
- Community members and visitors consider downtown as more than a place to do business and the return on investment is shown through both capital projects and day-to-day care and maintenance;
- Continued reinvestment through private investment, capital projects and special assessment annual maintenance stimulates growth.

Recommended Action

Review and consider the PSD recommendation to:

- Set the annual special assessment of \$104,700 at approximately \$.1802 per square feet for a two-year period (2022-2023) with no changes to any other formula portions.

Attachments

- Downtown Special Assessment Review 2003 – Proposed 2022-2023
- Principal Shopping District Map

Downtown Mt. Pleasant Special Assessment Historical Review

2015 – Proposed 2023

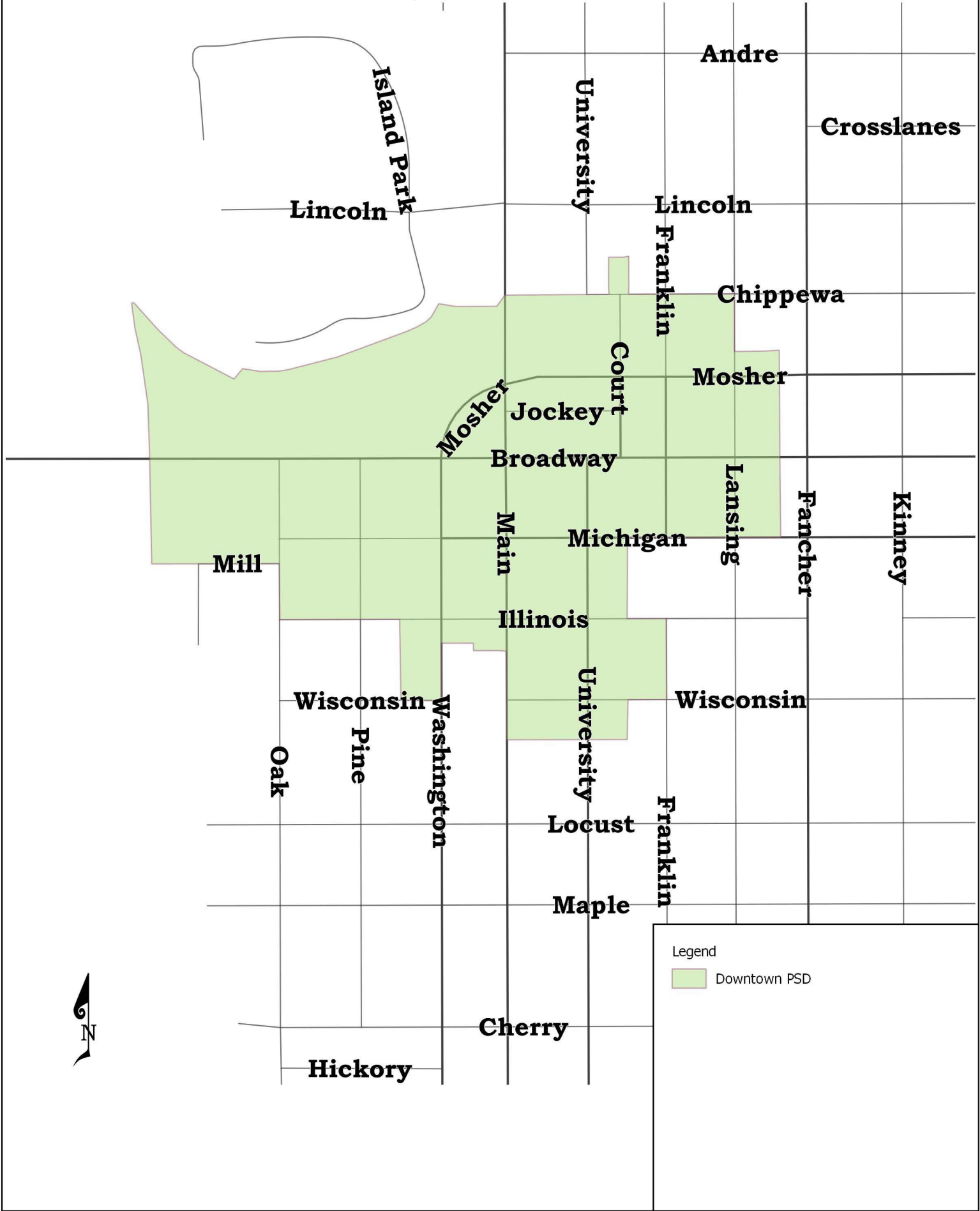
	2015	2016-17	2018-19	2020-2021	Proposed 2022-2023	Changes from 2020-2021 to 2022-2023 special assessment
Length of Special Assessment	1 years	2 years	2 years	2 years	2 years	No Change
Basis	Square Feet	Square Feet	Square Feet	Square Feet	Square Feet	No Change
Include All Floors Sq Ft	Yes	Yes	Yes	Yes	Yes	No Change
Include Basement Sq Ft	No	No	No	No	No	No Change
Include Parking Credits for Maintenance Part of Fee	Yes	Yes	Yes	Yes	Yes	No Change
Parking Credit Size	200 sq. ft per space	200 sq. ft per space	200 sq. ft per space	200 sq. ft per space	200 sq. ft per space	No Change
District Map	Same	Same	Same	Same	Same	No Change
Promotions Rate	0	0	0	0	0	No Change
Maintenance Rate	.160869	.218592	.221000	.228626	.1802	Decrease of .0484
Total Annual Rate	.160869	.218592	.221000	.228626	.1802	Decrease of .0484
Tax Exempt (701 class) entities	No change	No change	No change	No change	No change	No Change
Promotions Revenue	\$0	\$0	\$0	\$0	\$0	No Change
Maintenance Revenue	\$85,000	\$115,500	\$115,000	\$123,500	\$104,700	Details listed above
Total Annual Special Assessment	\$85,000	\$115,500	\$115,500	\$123,500	\$104,700	Decrease of \$18,800

2003- 2014

	2003-2005	2006	2007-2008	2009-2011	2012-2014
Length of Special Assessment	3 years	1 year	2 years	3 years	3 years
Basis	Square Feet	Square Feet	Square Feet	Square Feet	Square Feet
Include All Floor Sq Ft	Yes	No (only calculated on 1 st two floors)	Yes	Yes	Yes
Include Basement Sq Ft	Yes	No	No	No	No
Include Parking Credits for maintenance part of fee	Yes	Yes	Yes	Yes	Yes
Parking Credit Size	200 sq. ft. per space	200 sq. ft. per space	200 sq. ft. per space	200 sq. ft. per space	200 sq. ft per space
District Map	As determined by City Commission	Same	Same	Same	Same
Promotions Rate	0.05	.0451	.0	0	0
Maintenance Rate	0.10	0.1075	0.1646	.1532	.1532
Total Annual Rate	0.15	0.1526	0.1646	.1532	.1532
Tax Exempt (701 class) entities	Calculate Special Assessment on Sq FT or cap at \$500 whichever is less.	Same.	Remove cap. Assess tax-exempt entities the same as all others.	No change	No change
Promotions Revenue	\$43,685.96	\$30,540.66	\$ 0	\$0	\$0
Maintenance Revenue	\$69,010.82	\$53,789.34	\$ 85,000	\$85,000	\$85,000
Total Annual Special Assessment	\$112,646.78	\$84,330	\$ 85,000	\$85,000	\$85,000

Downtown Principal Shopping District

City of Mt.Pleasant



Resolution No. 1

Principal Shopping District 2-21

WHEREAS, pursuant to provisions of the City Charter of the City of Mt. Pleasant; Chapter 33: TAXATION, Section 33.17 "Authority to Assess", of the Code of Ordinances, and Public Act 120 of 1961 "Redevelopment of Shopping Areas", the City Commission of the City of Mt. Pleasant may commence proceedings to provide funding for the operations of the Principal Shopping District within the City and determine the tentative necessity thereof,

AND, WHEREAS, the City Commission has tentatively deemed it to be in the public's interest, health and welfare to provide funding for the operations of the Principal Shopping District in the City, Special Assessment District No. 2-21

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The City Manager is directed to cause to be prepared a report which shall include all analysis and information required by Section 33.20 "Survey and Report", of the Code of Ordinances,
2. When the aforesaid report is completed, the City Manager shall file the same with the City Clerk for presentation to the Commission.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

Resolution No. 2

Principal Shopping District 2-21

WHEREAS, the City Manager has prepared a report concerning funding for the Principal Shopping District in Special Assessment District No. 2-21, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances;

AND, WHEREAS, the City Commission has reviewed said report;

AND, WHEREAS, the City Commission of the City of Mt. Pleasant determines that it is tentatively necessary to provide funding for the Principal Shopping District in the City of Mt. Pleasant more particularly hereinafter described in this resolution;

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The City Commission hereby tentatively determines that providing funding for the Principal Shopping District described more particularly hereinafter provided for are necessary.

2. The total funding for the Principal Shopping District for the next two years (2022 and 2023) is estimated to be \$104,700 per year. \$104,700 shall be spread over the special assessment district per year as hereinafter described as a result of benefits to be received by the affected properties in the special assessment district.

3. Said special assessment district shall consist of all the lots and parcels of land as follows: all lots in the Principal Shopping District as established by the City Commission at the February 24, 2003 meeting and amended at the November 14, 2005 meeting.

4. The duration of the special assessment shall be two years.

5. The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.

6. The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.

7. The City Commission shall meet virtually on August 23, 2021 at 7:00 p.m., Daylight Savings Time, as part of the regularly scheduled City Commission meeting for the purpose of hearing objections to providing funding to the "Principal Shopping District". The meeting link will be available on the City's website at <http://www.mt-pleasant.org>.

8. The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.

9. All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

Special Assessment Project Principal Shopping District 2022-2023

Updated July 29, 2021
S.A.. Prepared By: City Assessor's Office

A.. Prepared By: City Assessor's Office												Annual		Prior	
Parcel Number	Address	Owners Name	Mailing Address	Type	Class	%	Total Square Footage	Parking Credits 200 sq'	Sq. Foot.	Sq. Foot. Less 200 sq ft Pkg Credit	Per Year Charge \$0.180217	Both Years 2022 & 2023 Charge	Annual Charge 2020 & 2021	Increase (Decrease)	
17-000-00053-00	209 E Chippewa	EUNEEDA Services, Inc	209 East Chippewa, Mt. Pleasant, MI, 48858	T	201	100%	2,802	1	2,802.0	2,602.0	\$ 468.92	\$ 937.84	\$ 594.88	\$ (125.96)	
17-000-00077-00	319 E Broadway	Independent Bank Facilities	231 W Main Street, Ionia, MI 48846	T	201	100%	3,202	18	3,202.0	-	-	-	-	-	
17-000-00086-00	302 E Chippewa	Pulver, Daniel & Kari	302 E Chippewa, Mt. Pleasant, MI, 48858	T	201	58%	3,568	4	2,069.4	1,605.4	289.32	578.64	367.04	(77.72)	
17-000-00087-00	214 N Franklin	Greentree Natural Grocery	214 N Franklin, Mt. Pleasant, MI, 48858	T	201	100%	2,520	2	2,520.0	2,120.0	382.06	764.12	484.69	(102.63)	
17-000-00088-00	206/208 N Franklin	K&M Property Holdings, LLC	3975 W. Monroe Road, Alma, MI 48801	T	201	100%	2,550	18	2,550.0	-	-	-	-	-	
17-000-00106-00	305 E Broadway St	Ryan Hills	305 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	2,964	0	2,964.0	2,964.0	534.16	1,068.32	677.65	(143.49)	
17-000-00108-00	139 E Broadway St	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	8,382	0	8,382.0	8,382.0	1,510.58	3,021.16	1,916.34	(405.76)	
17-000-00113-00	137 E Broadway St	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,923	0	3,923.0	3,923.0	706.99	1,413.98	896.90	(189.91)	
17-000-00117-00	133 E Broadway St	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,938	0	3,938.0	3,938.0	709.69	1,419.38	900.33	(190.64)	
17-000-00120-00	131 E Broadway	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	8,184	0	8,184.0	8,184.0	1,474.90	2,949.80	1,871.07	(396.17)	
17-000-00127-00	125 E Broadway St	Elizabeth Brockman Trust	1117 Wendrow Way, Mt. Pleasant, MI, 48858	T	201	100%	4,048	0	4,048.0	4,048.0	729.52	1,459.04	925.48	(195.96)	
17-000-00133-00	123 E Broadway St	Rediron LLC	1018 Sweeney St, Ste C, Mt Pleasant, MI 48858	T	201	100%	5,544	0	5,544.0	5,544.0	999.12	1,998.24	1,267.50	(268.38)	
17-000-00135-00	121 E Broadway	McCarthy Family Ltd Partnership	121 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	6,670	0	6,670.0	6,670.0	1,202.05	2,404.10	1,524.93	(322.88)	
17-000-00137-00	117 E Broadway St	MPJJ LLC	PO Box 919, Mt. Pleasant, MI, 48804-0919	T	201	100%	3,394	1	3,394.0	3,194.0	575.61	1,151.22	730.23	(154.62)	
17-000-00140-00	115 E Broadway St	Art Reach of Mid-Michigan	111 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	3,395	0	3,395.0	3,395.0	611.84	1,223.68	776.18	(164.34)	
17-000-00146-00	111 E Broadway St	Art Reach of Mid-Michigan	111 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	2,871	0	2,871.0	2,871.0	517.40	1,034.80	656.38	(138.98)	
17-000-00149-00	107/109 E Broadway	Choice Locations LLC	109 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	6,080	0	6,080.0	6,080.0	1,095.72	2,191.44	1,390.05	(294.33)	
17-000-00152-00	105 E Broadway St	RJ DOWNTOWN Invest LLC	106 Court St, Mt Pleasant, MI 48858	T	201	100%	3,344	0	3,344.0	3,344.0	602.65	1,205.30	764.52	(161.87)	
17-000-00154-00	101 E Broadway St	C & M Properties Norm Curtiss III	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	6,992	0	6,992.0	6,992.0	1,260.08	2,520.16	1,598.55	(338.47)	
17-000-00163-00	110 N Main	Jakeco LLC	1849 Woodland Drive, Mt Pleasant, MI 48858	T	201	100%	3,690	2	3,690.0	3,290.0	592.91	1,185.82	752.18	(159.27)	
17-000-00192-00	215 N Main	BW Investments	215 N Main, Mt. Pleasant, MI, 48858	T	201	100%	12,180	54	12,180.0	1,380.0	248.70	497.40	315.50	(66.80)	
17-000-00196-00	122 S Washington	McGuire Family Investments, LLC	416 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	2,996	8	2,996.0	1,396.0	251.58	503.16	319.16	(67.58)	
17-000-00197-00	118 S Washington	Mt Pleasant Dance Properties, LLC	118 S Washington, Mt. Pleasant, MI 48858	T	201	100%	6,528	0	6,528.0	6,528.0	1,176.46	2,352.92	1,492.47	(316.01)	
17-000-00198-00	206 W Michigan	Douglas & Daun Neff Trust	1033 Essex Dr, Weidman, MI 48893	T	201	100%	6,000	0	6,000.0	6,000.0	1,081.30	2,162.60	1,371.76	(290.46)	
17-000-00199-00	110 S Washington	Francis Sweeney Trust	110 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	3,887	6	3,887.0	2,687.0	484.24	968.48	614.32	(130.08)	
17-000-00201-00	201 W Broadway St	201 West Broadway LLC	201 W Broadway, Mt. Pleasant, MI, 48858	T	201	100%	5,576	0	5,576.0	5,576.0	1,004.89	2,009.78	1,274.82	(269.93)	
17-000-00205-00	205 W Broadway St	TNC Holdings LLC	205 W Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	990	0	990.0	990.0	178.41	356.82	226.34	(47.93)	
17-000-00207-00	207 W Broadway St	Joslin, Jon & Ed	1620 Orchard Dr, Mt Pleasant, MI 48858	T	201	100%	1,650	0	1,650.0	1,650.0	297.36	594.72	377.23	(79.87)	
17-000-00208-00	209 W Broadway St	SNS Investments LLC	C/O Jon Joslin, 320 E Illinois, Mt. Pleasant, MI, 48858	T	201	100%	3,300	0	3,300.0	3,300.0	594.72	1,189.44	754.47	(159.75)	
17-000-00210-00	217 W Broadway St	Ladybug Enterprises LLC	217 W Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	4,374	0	4,374.0	4,374.0	788.27	1,576.54	1,000.01	(211.74)	
17-000-00211-00	215 W Broadway St	Mary Patrice Kaechele	721 Eastwood Drive, Clare, MI 48617	T	201	100%	2,376	0	2,376.0	2,376.0	428.20	856.40	543.22	(115.02)	
17-000-00215-00	109 Pine	Francis Sweeney Trust	110 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	1,800	13	1,800.0	-	-	-	-	-	
17-000-00217-00	220 W Michigan	Francis Sweeney Trust	110 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	4,500	6	4,500.0	3,300.0	594.72	1,189.44	754.47	(159.75)	
17-000-00219-00	212 W Michigan	RJ DOWNTOWN Investments, LLC	105 East Broadway, Mt. Pleasant, MI 48858	T	201	100%	4,888	4	4,888.0	4,088.0	736.73	1,473.46	934.62	(197.89)	
17-000-00220-00	130 S Main	Swindlehurst, Richard & Lisa	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	4,532	0	4,532.0	4,532.0	816.74	1,633.48	1,036.13	(219.39)	
17-000-00222-00	128 S Main	Swindlehurst, Rick	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	2,604	0	2,604.0	2,604.0	469.29	938.58	595.34	(126.05)	
17-000-00224-00	126 S Main	Horgan Trust	PO Box 212, Mt. Pleasant, MI, 48804-0212	T	201	100%	3,570	0	3,570.0	3,570.0	643.37	1,286.74	816.19	(172.82)	
17-000-00227-00	122 S Main	Equity Investment Corp LTD	PO Box 212, Mt. Pleasant, MI, 48804-0212	T	201	100%	3,570	0	3,570.0	3,570.0	643.37	1,286.74	816.19	(172.82)	
17-000-00230-00	120 S Main	Big Country Fabrication and Storage	14026 92nd Avenue, Mecosta, MI 49332	T	201	100%	3,570	0	3,570.0	3,570.0	643.37	1,286.74	816.19	(172.82)	
17-000-00232-00	118 S Main	Michael & Jean Claus	3725 Riverbank Trail, Mt. Pleasant, MI 48858	T	201	100%	3,564	0	3,564.0	3,564.0	642.29	1,284.58	814.82	(172.53)	
17-000-00235-00	114 S Main	Keith Palmer	72 E Bluegrass Rd., Mt. Pleasant, MI 48858	T	201	100%	3,564	0	3,564.0	3,564.0	642.29	1,284.58	814.82	(172.53)	
17-000-00240-00	112 S Main	Curtiss, Norman III & Joanne	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	3,360	0	3,360.0	3,360.0	605.53	1,211.06	768.18	(162.65)	
17-000-00242-00	110 S Main	Prestige Real Est Holding VI LLC	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	3,360	0	3,360.0	3,360.0	605.53	1,211.06	768.18	(162.65)	
17-000-00247-00	102/104/106 S Main	Prestige Real Est Holding VI LLC	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	14,532	0	14,532.0	14,532.0	2,618.91	5,237.82	3,322.39	(703.48)	
17-000-00251-00	109 W Broadway	Property Mgt Solutions	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	2,376	0	2,376.0	2,376.0	428.20	856.40	543.22	(115.02)	
17-000-00253-00	113 W Broadway St	Property Mgt Solutions	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	7,590	2	7,590.0	7,190.0	1,295.76	2,591.52	1,643.82	(348.06)	
17-000-00260-00	118 W Michigan	TIP Building LLC	118 W Michigan, Mt. Pleasant, MI, 48858	T	201	100%	2,904	1	2,904.0	2,704.0	487.31	974.62	618.20	(130.89)	
17-000-00262-00	116 W Michigan	DJK Land Company LLC	809 E Bennett St, Mt. Pleasant, MI 48858	T	201	100%	1,761	2	1,761.0	1,361.0	245.28	490.56	311.16	(65.88)	
17-000-00264-00	112/114 W Michigan	Thomas G. Minelli Trust	1203 Highland, Mt Pleasant, MI 48858	T	201	100%	3,730	2	3,730.0	3,330.0	600.12	1,200.24	761.32	(161.20)	
17-000-00269-00	120 S University	Basin Lofts LLC	120 S University, Mt Pleasant, MI 48858	T	201	100%	13,568	19	13,568.0	9,768.0	1,760.36	3,520.72	2,233.22	(472.86)	
17-000-00282-00	118 E Broadway St	Swindlehurst, Richard R.	105 E. Broadway, Mt. Pleasant, MI, 48858	T	201	100%	5,148	0	5,148.0	5,148.0	927.76	1,855.52	1,176.97	(249.21)	
17-000-00290-00	114 E Broadway St	Goodrich-Smith on Broadway	PO Box 281, 114 E. Broadway, Mt. Pleasant, MI, 48858	T	201	100%	10,296	0	10,296.0	10,296.0	1,855.51	3,711.02	2,353.93	(498.42)	
17-000-00292-00	112 E Broadway St	Utterback Properties, LLC	2667 S. Nottawa Road, Mt. Pleasant, MI 48858	T	201	100%	3,432	0	3,432.0	3,432.0	618.50	1,237.00	784.64	(166.14)	
17-000-00295-00	110 E Broadway St	Wieferich Properties Inc	110 E Broadway, Ste B, Mt Pleasant, MI 48858	T	201	100%	5,984	0	5,984.0	5,984.0	1,078.42	2,156.84	1,368.10	(289.68)	
17-000-00297-00	115 S Main	Timothy K. Driessnack Trust	1123 Country Way, Mt Pleasant, MI 48858	T	201	100%	9,630	1	9,630.0	9,430.0	1,699.45	3,398.90	2,155.94	(456.49)	
17-000-00303-00	100 E Broadway	IDGAF Invest LLC	PO Box 222, Mt. Pleasant, MI, 48804-0222	T	201	100%	11,210	0	11,210.0	11,210.0	2,020.23	4,040.46	2,562.90	(542.67)	
17-000-00308-00	117 S Main	TRQ LLC	121 S Main St, Mt Pleasant, MI 48858	T	201	100%	4,761	0	4,761.0	4,761.0	858.01	1,716.02	1,088.49	(230.48)	

Special Assessment Project Principal Shopping District 2022-2023

Updated July 29, 2021

S.A.. Prepared By: City Assessor's Office

Parcel Number	Address	Owners Name	Mailing Address	Type	Class	%	Total Square Footage	Parking Credits 200 sq'	Sq. Foot. Less 200 sq ft Pkg Credit	Annual Per Year Charge \$0.180217	Both Years 2022 & 2023 Charge	Prior Annual Charge 2020 & 2021	Increase (Decrease)
17-000-00310-00	121 S Main	TRQ LLC	121 S. Main St., Mt. Pleasant, MI, 48858	T	201	100%	3,696	2	3,696.0	3,296.0	594.00	1,188.00	753.55 (159.55)
17-000-00314-00	123 S Main	Martin Naumes	123 S. Main St., Mt. Pleasant, MI, 48858	T	201	100%	3,696	2	3,696.0	3,296.0	594.00	1,188.00	753.55 (159.55)
17-000-00316-00	127/131 S Main	Goudreau Investments LLC	131 S Main, Mt. Pleasant, MI, 48858	T	201	100%	7,488	0	7,488.0	7,488.0	1,349.46	2,698.92	1,711.95 (362.49)
17-000-00323-00	222 E Broadway	Household Appliances	222 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	14,476	0	14,476.0	14,476.0	2,608.82	5,217.64	3,309.59 (700.77)
17-000-00326-00	220 E Broadway	Tammy Germain	220 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,762	0	3,762.0	3,762.0	677.98	1,355.96	860.09 (182.11)
17-000-00330-00	214 E Broadway	Joseph & Tammy Fiolek	4960 S Winn Rd, Mt Pleasant, MI 48858	T	201	100%	4,567	0	4,567.0	4,567.0	823.05	1,646.10	1,044.13 (221.08)
17-000-00332-00	210/212 E Broadway	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,960	2	3,960.0	3,560.0	641.57	1,283.14	813.91 (172.34)
17-000-00340-00	200 E Broadway	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	23,550	24	23,550.0	18,750.0	3,379.07	6,758.14	4,286.73 (907.66)
17-000-00345-00	111 S University	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,960	19	3,960.0	160.0	28.83	57.66	36.58 (7.75)
17-000-00348-00	115 S University	J J & B Inc	115 S University, Mt. Pleasant, MI, 48858	T	201	100%	3,876	2	3,876.0	3,476.0	626.43	1,252.86	794.70 (168.27)
17-000-00350-00	117 S University	James & Rebecca Higgs	117 S University, Mt Pleasant, MI 48858	T	201	100%	3,400	0	3,400.0	3,400.0	612.74	1,225.48	777.33 (164.59)
17-000-00353-00	119 S University	Lavish Designs LLC	121 S University, Mt Pleasant, MI 48858	T	201	100%	1,764	2	1,764.0	1,364.0	245.82	491.64	311.85 (66.03)
17-000-00355-00	121 S University	Lavish Designs LLC	121 S University, Mt Pleasant, MI 48858	T	201	100%	3,828	0	3,828.0	3,828.0	689.87	1,379.74	875.18 (185.31)
17-000-00358-00	123/127 S University	Frank Ross	127 S University, Mt Pleasant, MI 48858	T	201	100%	3,610	6	3,610.0	2,410.0	434.32	868.64	550.99 (116.67)
17-000-00359-00	211 E Michigan	William & Joneil Cook	211 E Michigan, Mt. Pleasant, MI, 48858	T	201	100%	735	0	735.0	735.0	132.46	264.92	168.04 (35.58)
17-000-00366-00	306 E Broadway St	Petro Tolas	405 W. Grand, Mt. Pleasant, MI, 48858	T	201	100%	4,274	0	4,274.0	4,274.0	770.25	1,540.50	977.15 (206.90)
17-000-00368-00	304 E Broadway St	Schuette Investments, LLC	304 E. Broadway, Mt. Pleasant, MI, 48858	T	201	100%	13,688	0	13,688.0	13,688.0	2,466.81	4,933.62	3,129.43 (662.62)
17-000-00378-00	115/117 S Franklin	Dan C Dedloff Trust	9727 Cushman Ct, Williamsburg, MI 49690	T	201	100%	2,240	0	2,240.0	2,240.0	403.69	807.38	512.12 (108.43)
17-000-00380-00	119 S Franklin	Keith Feight Trust	119 S Franklin, Mt. Pleasant, MI, 48858	T	201	100%	6,343	0	6,343.0	6,343.0	1,143.12	2,286.24	1,450.17 (307.05)
17-000-00381-00	307 E Michigan	Kurt & Julie Feight	3213 Brittany Dr, Mt Pleasant, MI 48858	T	201	100%	1,006	6	1,006.0	-	-	-	-
17-000-00384-00	111 S Lansing	Central Mich Assoc of Realtors	111 S Lansing, Mt. Pleasant, MI, 48858	T	201	100%	1,344	10	1,344.0	-	-	-	-
17-000-00395-00	201 S University	G & P Investments LLC	201 S University, Mt. Pleasant, MI, 48858	T	201	100%	9,000	20	9,000.0	5,000.0	901.09	1,802.18	1,143.13 (242.04)
17-000-00398-00	E Illinois	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	202	100%	-	0	-	-	-	-	-
17-000-00399-00	S. University	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	202	100%	-	0	-	-	-	-	-
17-000-00400-00	206 S University-park lot	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	202	100%	2,031	2	2,031.0	1,631.0	293.93	587.86	372.89 (78.96)
17-000-00402-00	200 S University	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	625	4	625.0	-	-	-	-
17-000-00413-00	201 S Main - Land	Amy Lynne Motz Trust	6036 Madeira Drive, Lansing, MI 48917	T	202	100%	-	0	-	-	-	-	-
17-000-00416-00	205 S Main	J David Kerr Trust	205 S Main, Mt. Pleasant, MI, 48858	T	201	100%	4,276	2	4,276.0	3,876.0	698.52	1,397.04	886.15 (187.63)
17-000-00422-00	213/215 S Main	Zach Molesworth	217 1/2 S Main, Mt. Pleasant, MI, 48858	T	201	100%	3,960	2	3,960.0	3,560.0	641.57	1,283.14	813.91 (172.34)
17-000-00424-00	217 S Main	Zach Molesworth	217 1/2 S Main, Mt. Pleasant, MI, 48858	T	201	50%	3,960	2	1,980.0	1,780.0	320.79	641.58	406.95 (86.16)
17-000-00425-00	221 S Main	L & D Rentals Inc	PO Box 551, Mt. Pleasant, MI, 48804-0551	T	201	100%	3,732	2	3,732.0	3,332.0	600.48	1,200.96	761.78 (161.30)
17-000-00426-00	219 S Main	Curtiss, Norman III & Joanne	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	3,860	1	3,860.0	3,660.0	659.59	1,319.18	836.77 (177.18)
17-000-00428-00	223 S Main	Lois Ann Breidenstein	PO Box 551, Mt. Pleasant, MI, 48804-0551	T	201	100%	4,796	0	4,796.0	4,796.0	864.32	1,728.64	1,096.49 (232.17)
17-000-00430-00	225 S Main	Lois Ann Breidenstein	PO Box 551, Mt. Pleasant, MI, 48804-0551	T	201	100%	3,024	2	3,024.0	2,624.0	472.89	945.78	599.91 (127.02)
17-000-00434-00	226 S Main	McNeal LLC	226 S Main, Mt. Pleasant, MI, 48858	T	201	100%	2,000	10	2,000.0	-	-	-	-
17-000-00436-00	206/208 S Main	Walnut Apts LLC	118 S Main St, Mt Pleasant, MI 48858	T	201	100%	3,292	4	3,292.0	2,492.0	449.10	898.20	569.74 (120.64)
17-000-00445-00	222 S Washington	Ricky II LLC	222 S Washington, Mt Pleasant, MI 48858	T	201	100%	1,373	0	1,373.0	1,373.0	247.44	494.88	313.90 (66.46)
17-000-00446-00	218 S Washington	Bonnie Jean's Place LLC	916 South Drive, Mt Pleasant, MI 48858	T	201	100%	1,888	2	1,888.0	1,488.0	268.16	536.32	340.20 (72.04)
17-000-00447-00	214 S Washington	All American Enterprise Inc	PO Box 551, Mt Pleasant, MI 48804	T	201	100%	2,392	1	2,392.0	2,192.0	395.04	790.08	501.15 (106.11)
17-000-00448-00	204 S Washington	David Duba	219 W. Cherry, Mt. Pleasant, MI, 48858	T	201	100%	2,224	6	2,224.0	1,024.0	184.54	369.08	234.11 (49.57)
17-000-00450-01	221 W Michigan	Visio Clara LLC	1000 Enterprise Dr, Allen Park, MI 48101	T	201	100%	-	0	-	-	-	-	-
17-000-00450-02	W Michigan	Visio Clara LLC	1000 Enterprise Dr, Allen Park, MI 48101	T	201	100%	-	0	-	-	-	-	-
17-000-00459-00	307 W. Michigan	LaBrenz Properties, LLC	620 W Chippewa Ct, Sanford, MI 48657	T	201	100%	3,000	2	3,000.0	2,600.0	468.56	937.12	594.43 (125.87)
17-000-00460-00	W Michigan- land	Cary Investments, LLC	7434 Howard City/Edmore Rd, Vestaburg, MI 48891	T	202	100%	-	0	-	-	-	-	-
17-000-00461-00	309 W. Michigan	Cary Investments, LLC	7434 Howard City/Edmore Rd, Vestaburg, MI 48891	T	201	100%	2,002	0	2,002.0	2,002.0	360.79	721.58	457.71 (96.92)
17-000-00462-00	311 W. Mighigan	Donald Inman	311 W Michigan Mt Pleasant, MI 48858	T	201	100%	5,448	5	5,448.0	4,448.0	801.61	1,603.22	1,016.93 (215.32)
17-000-00464-00	313 W. Michigan	IDFC Investments LLC	1740 Leroy Ln, Mt Pleasant, MI 48858	T	201	100%	1,200	6	1,200.0	-	-	-	-
17-000-00469-00	300 W. Michigan,304-310	REDIRON LLC	1018 Sweeny, Unit C, Mt. Pleasant, MI 48858	T	201	100%	29,828	62	29,828.0	17,428.0	3,140.82	6,281.64	3,984.49 (843.67)
17-000-00471-00	W. Broadway	Span Properties LLC	1420 Batson Dr, Mt Pleasant, MI 48858	T	202	100%	-	8	-	-	-	-	-
17-000-00472-00	309 W. Broadway	Span Properties LLC	1420 Batson Dr, Mt Pleasant, MI 48858	T	201	100%	6,776	6	6,776.0	5,576.0	1,004.89	2,009.78	1,274.82 (269.93)
17-000-00473-00	311 W. Broadway	REDIRON LLC	1018 Sweeny, Unit C, Mt. Pleasant, MI 48858	T	201	100%	3,162	9	3,162.0	1,362.0	245.46	490.92	311.39 (65.93)
17-000-00494-00	109 W Illinois	Pilot Family Properties LLC	1851 Hampden Rd, Flint, MI 48503	T	201	100%	3,024	5	3,024.0	2,024.0	364.76	729.52	462.74 (97.98)
17-000-00499-00	330 S University	Sherman Rowley LLC	1407 North Dr, Mt Pleasant, MI 48858	T	201	100%	8,223	6	8,223.0	7,023.0	1,265.66	2,531.32	1,605.64 (339.98)
17-000-00501-00	300 S University	Klumpp Management LLC	1955 E Walton Rd, Shepherd, MI 48883	T	201	100%	4,311	5	4,311.0	3,311.0	596.70	1,193.40	756.98 (160.28)
17-000-00545-00	403 S. University	Joseph & Barbara BarberiTrust	2305 Hawthorne, Ste C, Mt Pleasant, MI 48858	T	201	100%	2,164	6	2,164.0	964.0	173.73	347.46	220.40 (46.67)
17-000-00553-00	402 S. University	GLPA Holdings LLC C/O Great Lakes Psychological As	1202 S Elizabeth, Mt Pleasant, MI 48858	T	201	100%	4,006	9	4,006.0	2,206.0	397.56	795.12	504.35 (106.79)
17-000-00588-00	209 / 207 E Broadway	Corporate Settlement Solutions	440 E Front St, Traverse City,MI 49686	T	201	100%	2,605	0	2,605.0	2,605.0	469.47	938.94	595.57 (126.10)
17-000-00594-00	201/203 E Broadway	Norm's Flower Petal	201 E. Broadway, Mt. Pleasant, MI 48858	T	201	100%	5,296	0	5,296.0	5,296.0	954.43	1,908.86	1,210.80 (256.37)

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Parcel							Square	Credits		Sq. Foot.	Per Year	Both Years	Annual	Increase		
Number	Address	Owners Name	Mailing Address	Type	Class	%	Footage	200 sq'		Less 200 sq	Charge	2022 & 2023	Charge	(Decrease)		
										ft Pkg Credit	\$0.180217	Charge				
17-000-00596-00	106 Court/205 E Broadway	Sindlehurst, Rick (The Pub Bar)	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	3,241	0		3,241.0	3,241.0	584.08	1,168.16	740.98 (156.90)		
17-000-00599-00	108 Court St.	Swindlehurst, Richard	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	5,166	0		5,166.0	5,166.0	931.00	1,862.00	1,181.08 (250.08)		
17-000-00601-00	112 Court St	Court St Professional Bldg LLC	10700 Deer Ridge, Holly, MI 48442	T	201	100%	3,013	0		3,013.0	3,013.0	542.99	1,085.98	688.85 (145.86)		
17-000-00603-00	114 Court St	Alexander Limited Partnership	116 Court St., Mt. Pleasant, MI, 48858	T	201	100%	5,105	0		5,105.0	5,105.0	920.01	1,840.02	1,167.13 (247.12)		
17-000-00605-00	207 N Franklin	Thomas & Donna Murphy Trust	204 Court St., Mt. Pleasant, MI, 48858	T	201	100%	6,397	10		6,397.0	4,397.0	792.41	1,584.82	1,005.27 (212.86)		
17-000-00611-00	204 - 210 Court St	210 Court Street Group LLC	210 Court St., Mt. Pleasant, MI, 48858	T	201	100%	8,060	34		8,060.0	1,260.0	227.07	454.14	288.07 (61.00)		
17-000-02501-02	322/324 W Broadway	Central Michigan Developers	1550 E Virginia Dr, Midland, MI 48642	T	201	100%	9,087	5		9,087.0	8,087.0	1,457.41	2,914.82	1,848.90 (391.49)		
17-000-05051-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	694	0		694.0	694.0	125.07	250.14	158.67 (33.60)		
17-000-05052-00	108 S University	Laura F. Veldhuis Trust	3690 St Andrews Dr, Mt Pleasant, MI 48858	T	201	100%	629	0		629.0	629.0	113.36	226.72	143.81 (30.45)		
17-000-05053-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	643	0		643.0	643.0	115.88	231.76	147.01 (31.13)		
17-000-05054-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	618	0		618.0	618.0	111.37	222.74	141.29 (29.92)		
17-000-05055-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	1,314	0		1,314.0	1,314.0	236.81	473.62	300.41 (63.60)		
17-000-05056-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	383	0		383.0	383.0	69.02	138.04	87.56 (18.54)		
17-000-05057-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	1,227	0		1,227.0	1,227.0	221.13	442.26	280.52 (59.39)		
17-000-05058-00	128 E Broadway	Laural S. Perry	128 E Broadway St, Ste 8, Mt Pleasant, MI 48858	T	201	100%	2,824	0		2,824.0	2,824.0	508.93	1,017.86	645.64 (136.71)		
17-000-05059-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	1,739	0		1,739.0	1,739.0	313.40	626.80	397.58 (84.18)		
17-000-05060-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	898	0		898.0	898.0	161.83	323.66	205.31 (43.48)		
17-000-08608-00	411 E Broadway St- land	Kyle B Wieber	1105 Lincoln St, Mt Pleasant, MI 48858	T	402	100%	-	0		-	-	-	-	-		
17-000-15822-00	502 W. Broadway	Loche Raven LLC	502 W. Broadway, Mt Pleasant, MI 48858	T	201	100%	2,560	0		2,560.0	2,560.0	461.36	922.72	585.28 (123.92)		
17-000-15824-00	506 W. Broadway	Mountain Town Station-Holton Invest	506 W. Broadway, Mt Pleasant, MI 48858	T	201	100%	10,795	135		10,795.0	-	-	-	-		
17-000-15826-00	320 W Broadway	Central Michigan Developers	1550 E Virginia Dr, Midland, MI 48642	T	201	100%	-	0		-	-	-	-	-		
17-000-15827-00	410 W Broadway-Land	MCC Parcel B Title Holding Company	507 S. Grand Avenue, Lansing, MI 48933	T	709	100%	-	0		-	-	-	-	-		
17-000-15857-00	319 W Broadway	Consumers Power Co-regional control	One Energy Plaza, Jackson, MI 49201	T	301	100%	800	0		800.0	800.0	144.17	288.34	182.90 (38.73)		
17-000-15899-00	104 & 110 Walnut St	Walnut Apts LLC	118 S Main St, Mt Pleasant, MI 48858	T	201	100%	6,000	21		6,000.0	1,800.0	324.39	648.78	411.53 (87.14)		
17-000-15900-00	401 W. Broadway	Gratiot Real Estate LLC	2105 Mockingbird Ln, Midland, MI 48642	T	201	100%	7,936	0		7,936.0	7,936.0	1,430.20	2,860.40	1,814.37 (384.17)		
17-000-15900-01	105 Walnut St	McGuire Family Investment LLC	PO Box 262, Mt Pleasant, MI 48804-0262	T	701	100%	7,936	10		7,936.0	5,936.0	1,069.76	2,139.52	1,357.11 (287.35)		
17-000-15901-00	W Broadway	C&M Properties, Norm Curtiss III	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	1,056	9		1,056.0	-	-	-	-		
17-000-15902-00	120 Walnut	C&M Properties, Norm Curtiss III	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	1,800	9		1,800.0	-	-	-	-		
17-992-00057-00	410 West Broadway-CFT	Michigan Community Capital	507 S. Grand Avenue, Lansing, MI 48933	T	201	100%	50,871	50		50,871.0	40,871.0	7,365.65	14,731.30	- 7,365.65		
17-000-00328-00	216 E Broadway	Friends of the Broadway	PO Box 823, Mt Pleasant, MI 48804-0823	TE	701	100%	5,192	0		5,192.0	5,192.0	935.69	1,871.38	1,187.03 (251.34)		
17-000-00386-00	408 E Broadway	Women's Aid Service Inc	PO Box 743, Mt Pleasant, MI 48804-0743	TE	701	100%	2,112	2		2,112.0	1,712.0	308.53	617.06	391.41 (82.88)		
17-000-00418-00	209 S Main	Crisis Center Inc.	107 E. Illinois St., Mt Pleasant, MI 48858	TE	701	100%	3,960	0		3,960.0	3,960.0	713.66	1,427.32	905.36 (191.70)		
17-000-00420-00	211 S Main	Crisis Center Inc.	107 E. Illinois St., Mt Pleasant, MI 48858	TE	701	100%	3,960	0		3,960.0	3,960.0	713.66	1,427.32	905.36 (191.70)		
17-000-00432-00	227 S Main	Listening Ear Crisis Center	107 E. Illinois St., Mt Pleasant, MI 48858	TE	701	100%	4,694	0		4,694.0	4,694.0	845.94	1,691.88	1,073.17 (227.23)		
17-000-00435-00	218 S Main	The Young Church	1217 S Mission St, Mt Pleasant, MI 48858	TE	701	100%	7,369	0		7,369.0	7,369.0	1,328.02	2,656.04	1,684.74 (356.72)		
17-000-00463-00	209 Oak	American Legion	209 Oak, Mt Pleasant, MI 48858	TE	701	100%	2,521	9		2,521.0	721.0	129.94	259.88	164.84 (34.90)		
17-000-00500-00	306 S University	Mt Pleasant Area Community Foundation	PO Box 1283, Mt Pleasant, MI 48804-1283	TE	701	100%	3,265	6		3,265.0	2,065.0	372.15	744.30	472.11 (99.96)		
17-000-00503-00	305 S Main	GTE Telephone Operations	401 Merritt 7, Norwalk, CT 06851	TE	701	100%	8,800	38		8,800.0	1,200.0	216.26	432.52	274.35 (58.09)		
17-000-00504-00	S Main	GTE Telephone Operations	401 Merritt 7, Norwalk, CT 06851	TE	701	100%	-	0		-	-	-	-	-		
17-000-00505-00	S Main- park lot	First United Methodist Church	400 S. Main, Mt Pleasant, MI 48858	TE	202	100%	-	0		-	-	-	-	-		
17-000-00513-00	319 S University	Unitarian Universalist Fellowship	PO Box 41, Mt Pleasant, MI 48804-0041	TE	701	100%	3,200	0		3,200.0	3,200.0	576.69	1,153.38	731.60 (154.91)		
17-000-00586-00	215 E Broadway	Gallagher Investments, LLC	PO Box 1800, East Lansing, MI 48826	TE	701	100%	2,960	0		2,960.0	2,960.0	533.44	1,066.88	676.73 (143.29)		
Exempt Property Types																
T	Taxable															
TE	Ad Volorem Tax Exempt															
grey shading-on spreadsheet twice due to split type										711,809.40	580,967.40	\$ 104,700.17	\$ 209,400.34	\$ 123,479.97	\$(18,779.80)	

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Parcel Number	Address	Owners Name	Mailing Address	Type	Class	%	Total Square Footage	Parking Credits 200 sq'	Sq. Foot.	Sq. Foot. Less 200 sq ft Pkg Credit	Annual Per Year Charge \$0.180217	Both Years 2022 & 2023 Charge	Prior Annual Charge 2020 & 2021	Increase (Decrease)
Exempt Properties														
Government/Principal Residence Exempt														
17-000-00069-00	401 E Broadway	Dahman, Daniel	401 E Broadway	P	201	100%	1,469	5						
17-000-00072-00	Mosher	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00080-00	121 N Lansing	Gross, Amylynn C	121 N Lansing, Mt Pleasant, MI 48858	P	401	100%	2,974	2						
17-000-00081-00	Mosher	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00082-00	207 N Lansing	Schelke, Robert	207 N Lansing #4	P	401	50%	1,742	6						
17-000-00083-00	211 N Lansing	Campbell, Charles & Elizabeth	211 N Lansing	P	401	100%	1,418	3						
17-000-00085-00	219 N Lansing	Erickson, John & McConnell Lauren	219 N Lansing	P	401	100%	1,942	2						
17-000-00086-00	302 E Chippewa	Pulver, Daniel & Kari	302 E Chippewa	P	201	42%	3,568	4						
17-000-00090-00	Mosher	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00091-00	Franklin	Mt. Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00092-00	301 E Broadway St	Mt Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00093-00	301 E Broadway St	Mt Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00165-00	W Broadway & Main	City of Mt, Pleasant	320 W Broadway	G	701	100%	-							
17-000-00188-00	201/205 N Main	Isabella County	200 N. Main	G	701	100%	10,080	27						
17-000-00190-00	N Main	Isabella County - parking	200 N. Main	G	701	100%	-	0						
17-000-00257-00	S Washington- park lot	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00322-00	E Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00361-00	E Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00362-00	E Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00363-00	E Broadway	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00364-00	E Broadway	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00396-00	S University	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00397-00	E Illinois	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00424-00	217 S Main	Molesworth, Zach	217 1/2 S Main	P	201	50%	3,960	2						
17-000-00438-00	204 S Main & Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00439-00	115 W Michigan	Mt Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00442-00	S Washington & Ill.	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00452-00	206 W Illinois	Ackerman, Jimmy & Sandra	206 W. Illinois St.	P	401	100%	660	2						
17-000-00466-00	310 W. Illinois	Thorntwaite, Gregory & Nicole	310 W Illinois, Mt Pleasant, MI 48858	P	401	100%	1,621	2						
17-000-00467-00	217 Oak	Cornett, Robert D	217 Oak	P	401	100%	1,261	2						
17-000-00483-00	318 S Washington	Stevenson, Blain W & Sharon	318 S Washington	P	401	100%	1,650	3						
17-000-00484-00	314 S Washington	Urban, Jill K	314 S Washington	P	401	60%	1,956	2						
17-000-00506-00	208 E Illinois	Chippewa River District Library	301 S. University	G	701	100%	-	48						
17-000-00511-00	301 S University	Chippewa River District Library	301 S. University	G	701	100%	-	0						
17-000-00546-00	409 S. University	Beehr, Terry	409 S. University	P	401	100%	2,468	4						
17-000-00552-00	404 S. University	Quick, Geoffrey & Mariana	404 S. University	P	401	100%	2,011	3						
17-000-00554-00	401 S. Main	Woelfert, Edward C Jr. & Penny L	401 S Main St, Mt Pleasant, MI 48858	P	401	100%	2,808	6						
17-000-00555-00	405 S. Main	Bechtold Brigitte	405 S Main St, Mt. Pleasant, MI 48858	P	401	100%	2,736	5						
17-000-00600-00	E Broadway & Franklin	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00604-00	Court & Franklin	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00613-00	200 N Main	Isabella County Courthouse	200 N. Main	G	701	100%	40,696	232						
17-000-08605-00	Mosher	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-08606-00	121 N Fancher	Niec, Larissa N	121 N Fancher	P	401	100%	2,616	5						
17-000-08607-00	117 N Fancher	Fornari Marco & Pastorelli Claudia	117 N Fancher	P	401	100%	2,160							
17-000-08672-00	412 E Broadway	Allen, Judith	412 E Broadway, Mt. Pleasant, MI 48858	P	201	100%	2,095	0						
17-000-15828-00	W Broadway	Economic Develop. Corp.	320 W Broadway	G	709	100%	-	0						
17-000-15831-00	1 Mosher	Riverview Apts-Mt Pleas Housing	320 W Broadway	G	701	100%	-							
17-000-15835-00	W Broadway	Mt. Pleasant Econ Devel Corp	320 W Broadway	G	709	100%	-							
17-000-15858-00	W Broadway- park lot	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-15875-00	116 Oak	Scott, Dyer L & Sharon Trust	116 S. Oak	P	401	100%	3,161	2						

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Residential Rentals Class 401														
17-000-00068-00	407 E Broadway St	Pleasant Butterfly Properties, LLC	407 E Broadway St, Mt. Pleasant, MI 48858	R	401	100%	1,435	1						
17-000-00070-00	114 N Lansing	DeCordova, Nancy	216 Chesterfield Ct, Midland, MI 48640	R	401	100%	1,450	2						
17-000-00073-00	206 N Lansing	206 North Lansing, LLC	PO BOX 70, Port Costa, CA 94569	R	401	100%	1,778	0						
17-000-00079-00	115 N Lansing	Finegan, Timothy & Ioana	1316 Watson, Mt Pleasant, MI 48858	R	401	100%	1,320	1						
17-000-00082-00	207 N Lansing	Schelke, Robert	207 N Lansing, #4	R	401	50%	1,742	6						
17-000-00084-00	215 N Lansing	GroCo, Inc	PO Box 83	R	401	100%	1,776	2						
17-000-00382-00	401 E Michigan	Grawburg, Larry G	1405 E Bennett Ave	R	401	100%	1,761	9						
17-000-00383-00	407 E Michigan	Grawburg, Larry G	1405 E Bennett Ave	R	401	100%	906	5						
17-000-00444-00	204 W Illinois	Castellon, Orlando & Joyce	943 Doe Trail, Mt Pleasant, MI 48858	R	401	100%	1,512	0						
17-000-00449-00	209 W Michigan	Duba, Dave	219 W. Cherry	R	401	100%	2,340	0						
17-000-00451-00	215 Pine	Lehr Barrett	3391 S Loomis Road	R	401	100%	1,910	2						
17-000-00453-00	221 Pine	Bestro LLC	49730 Verschave St, New Baltimore, MI 48047	R	401	100%	1,972	8						
17-000-00454-00	304 W. Illinois	Walchak, Karol	313 E Baldwin St., Alpena, MI 49707	R	401	100%	1,516	2						
17-000-00455-00	222 Pine	Fisher, Paul & Jodie Brookens	4851 S Vandecar Rd.	R	401	100%	2,001	3						
17-000-00456-00	214 Pine	Movein Properties LLC	4850 W Remus	R	401	100%	1,352	4						
17-000-00457-00	204 & 206 Pine	Central Mgmt & Leasing LLC	1933 Churchill, Mt Pleasant, MI 48858	R	401	100%	1,444	2						
17-000-00458-00	301 W Michigan	Central Mgmt & Leasing LLC	1933 Churchill, Mt Pleasant, MI 48858	R	401	100%	2,411	5						
17-000-00465-00	213 Oak	Bessheen Baker LLC	503 E Broadway St, Mt Pleasant, MI 48858	R	401	100%	2,392	6						
17-000-00484-00	314 S Washington	Urban, Jill K	314 S Washington	R	401	40%	1,956	2						
17-000-00485-00	304 S Washington	Mumford Mark & Kathleen	619 E Chippewa, Mt. Pleasant, MI 48858	R	401	100%	2,382	4						
17-000-00493-00	304 S Main	Pilot Family Properties LLC	1851 Hampden Rd, Flint, MI 48503	R	401	100%	3,574	4						
17-000-08604-00	207 N Fancher	Rocker, Janet E	PO Box 959, Bellaire, MI 49615	R	401	100%	1,448	0						
17-000-08673-00	E Michigan	Mt. Pleasant Investments	120 S. Fancher St.	R	402	100%	-	0						
17-000-15873-00	410 Mill	Sheffert, Lary & Sonya	3393 Hilltop Lane	R	401	100%	2,638	23						
17-000-15874-00	406 Mill	Curtiss, Norman III	1414 E Broadway, Mt Pleasant, MI 48858	R	401	100%	2,027	11						
17-000-15876-00	114 Oak	Curtiss, Norman III & Joanne	1414 E Broadway, Mt Pleasant, MI 48858	R	401	100%	1,301	7						
17-000-15877-00	108 Oak	Curtiss, Joanne	1414 E Broadway, Mt Pleasant, MI 48858	R	401	100%	3,236	4						
17-000-00071-00	122 N Lansing	Theisen, Timothy & Anylynn	121 N Lansing, Mt Pleasant, MI 48858	P	401	100%	1,467	2						


Exempt Property

G	Government Exempt by Statute
P	Principal Residence Exempt by Statute
R	Residential Rental Property "401"

All non-exempt propeties pay based on total square foot. Square foot is credited 200 square foot for each parking space provided.

COMMISSION LETTER #150-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER BUDGET AMENDMENT AND COMMITMENT TO PREPAY
ISABELLA COUNTY DRAIN COMMISSION FOR MISSION CREEK DRAIN
ASSESSMENT

In September 2020, the City granted an easement to the Isabella County Drain Commission for work needed for the Mission Creek Drain. In addition, an agreement was entered into for the Drain Commission to include the removal of the dam at the Mt. Pleasant Center Property as part of the drainage work. The drainage work includes improvements to the Crawford Road culvert near Mission Creek park which was not expected to be completed in the near term, but is needed to support the drainage improvements. The agreement limited the supplemental work (dam removal) to a cost of \$250,000 and the City's at-large assessment for the drainage project at 10%.

The Isabella County Drain Commissioner has issued bids and awarded the bid for the work to start this year. Some of the work will likely carry into 2022. Based on the bids received, the Drain Commissioner has notified us that the City's supplemental charge is \$250,000 and the at-large amount is \$355,100, for a total City assessment of \$605,100. The City received \$192,000 through a Tribal 2% allocation for the dam removal and \$26,600 is available through a Tribal 2% grant that was awarded for improvements to Crawford Road. The net amount from the City's Capital Improvement Fund is therefore \$386,500.

The amount of the City's assessment exceeds the preliminary estimates. The reasons provided by the Drain Commissioner's Office for the increase in cost is that the original estimates were prepared in 2019, there were some changes in the scope of the project due to additional requirements from the Michigan Department of Environment, Great Lakes, and Energy's (EGLE) and the increased cost of supplies and bid prices. Adequate funds exist within the Capital Improvement Fund to cover this increased cost and the amount of the City assessment is still likely lower than we would have incurred to do the dam removal and Crawford Road improvements ourselves.

Budget Amendment

The dam removal project was originally included in the 2020 budget for \$320,000. Since the dam removal was incorporated into the larger drainage project and we didn't have final numbers from the Drain Commission, nothing was budgeted in the original

budget for 2021 and it was anticipated an amendment to use the carryover funds would be made when the final numbers were known. We are therefore recommending a 2021 budget amendment for the full City cost as follows.

From Restricted Tribal 2% funds	\$218,500
From Capital Improvement Fund	<u>\$386,500</u>
Total	\$605,100

Payment Timeline

The Isabella County Drain Commissioner's office contacted us last week following the public review of the project with an inquiry regarding the City's interest in prepaying the assessment so that they could plan for bonding. The City's payments for the special assessment can be spread over 20 years if desired. The drain office charges an administrative fee for such a spread, which we have been told is estimated at .5% and also charges the interest rate equal to the interest rate being paid on the bonds. The bonds have not yet been sold but subject to board approval, the bonds will be at 2.51%.

Adequate funds exist for the City to prepay the entire amount if desired. City staff believes the interest and administrative fees saved by not spreading the payment out over 20 years is beneficial to the City and prepayment is recommended.

Should the City Commission not want to prepay the entire project cost, it seems appropriate the City would at least prepay a portion of the assessment (\$250,000), which is a supplemental benefit to the City (dam removal).

It should be noted that if the decision was instead made to spread the special assessment over multiple years, the option always exists to pay the assessment off at any point in time. However, it is beneficial to the drain project team to size the bond issue to the anticipated amount of funds needed for the duration of the payback period.

The City Commission has the following options available.

- Option 1- Prepay the entire \$605,100 for the special assessment.
- Option 2- Commit to prepay \$250,000 for the supplemental benefit (dam removal).
- Option 3- Do not prepay anything with the knowledge that payment in full of the outstanding special assessment can occur at any time.


Staff recommends the City prepay the full amount since we have funds available in the Capital Improvement Fund to do so and can avoid financing costs associated with the spread over 20 years.

Recommended Motion:

Move to prepay the full \$605,100 special assessment for the Mission Creek Drain Assessment and the appropriate 2021 budget amendments as recommended.

NJR/ap

COMMISSION LETTER #151-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: CONSIDER RESOLUTION IN SUPPORT OF FINAL APPROVAL OF
TEMPORARY TRAFFIC CONTROL ORDER #7-2021

Metered parking on the south side of Bellows Street was put in place in August of 2020 in accordance with an agreement with Central Michigan University. There is no record of a formal Traffic Control Order at that time. The following Temporary Traffic Control Order has therefore been in place for 90 days and is being recommended for final approval.

#7-2021- Place metered parking signs on the south side of Bellows Street for all on-street reverse angled parking spaces between Lansing Street and East Campus Drive.

No comments have been received regarding the meters other than CMU, which is in favor of the meters.

Recommended Motion:

Move to approve the resolution as drafted in support of final approval for Traffic Control Order #7-2021.

NJR/ap



City of Mt. Pleasant, Michigan Traffic Control Order

TRAFFIC CONTROL ORDER NO. 7-2021

Issued By: Steve Towner
Traffic Engineer

Date: 7-28-21

(installed by CMU staff)
Signs/work by: Steve Towner
Street Department

Date: 7-28-21

Filed/ Attested: _____
City Clerk

Date: _____


This Traffic Control Order shall be presented to the City Commission and may receive final approval not more than 90 days from the date the work was performed by the Street Department. It shall not be renewed or extended except upon action by the City Commission.

Content: Place metered parking signs on the south side of Bellows Street for all on-street reverse angled parking spaces between Lansing Street and East Campus Drive.

WHEREAS, under the date of July 28, 2021, the Traffic Engineer of the City of Mt. Pleasant issued traffic control order No. 7-2021 (Place metered parking signs on the south side of Bellows Street for all on-street reverse angled parking spaces between Lansing Street and East Campus Drive. Per Agreement with CMU dated July 26, 2010). Said temporary traffic control order was presented to the City Commission on August 9, 2021, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making traffic control order No. 7-2021 a permanent traffic control order.

COMMISSION LETTER #152-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: CONSIDER APPROVAL OF BUDGET AMENDMENT FOR BATTLE OF THE
LOCAL VOCALS

The City's recreation staff recently began working with the Morey Foundation to co-host the Battle of the Local Vocals event to be held in the Island Park Arts Pavilion on August 18, 2021. As outlined in the attached memo from Recreation Director Ryan Longoria, the Morey Foundation has requested the City handle the prizes for the event. Since this was not anticipated in the 2021 Operating Budget a budget amendment is necessary to accept the donation and award the prizes.

Recommended Motion:

Move to approve the appropriate budget amendment to accept the donation and award the prizes in the amount of \$8,000.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager
FROM: Ryan Longoria, Director of Recreation & Sports
DATE: August 2, 2021
SUBJECT: Morey Foundation Event Funds
CC: Bill Mrdeza, Community Services Division Director

On August 18th, 2021, the City of Mt. Pleasant will be hosting the Battle of the Local Vocals event in partnership with the Morey Foundation at the Island Park Arts Pavilion. The event is a singing contest open to residents of Isabella County and the goal is to showcase local talent while also putting on a fun community event and utilizing the amphitheater for its intended use.

The Morey Foundation is awarding \$8,000.00 to the event winners (\$5,000.00 for 1st place, \$2,000.00 for 2nd place, and \$1,000.00 for 1st place). However, because they are a foundation, they are unable to make cash payments directly to individuals without receiving a good or service in return. Payments for this type of event must be made to a charitable organization or governmental entity, such as the City of Mt. Pleasant. Because of this, the Morey Foundation is asking that the City of Mt. Pleasant take receipt of the \$8,000.00 to then be paid out to the contest winners.

Because this event was not originally budgeted for, staff is asking that the City Commission approve receipt of the \$8,000.00 from the Morey Foundation and then make payment back to the contest winners after they have been decided at the event on August 18th.

Thank you for considering this request.

RL/lmw

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 07/16/2021 THRU 07/29/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
07/21/2021	CITY TREASURER-PAYROLL FUND	REG PAY #518 7/23/21	\$1,147,369.43
07/29/2021	410 BROADWAY, LLC	CONTRACT SVCS	40,601.98
07/29/2021	AMERICAN LEGAL	CONTRACT SVCS	495.00
07/29/2021	ATI GROUP	CONTRACT SVCS	16,975.00
07/29/2021	AVFUEL CORPORATION	AIRPORT FUEL	16,009.22
07/29/2021	CHRIS BECK	FARMERS MKT REIMB	111.15
07/29/2021	BILL'S CUSTOM FAB, INC	CONTRACT SVCS	134.04
07/29/2021	BLOCK ELECTRIC COMPANY	CONTRACT SVCS	395.00
07/29/2021	RAY BROWERS	FARMERS MKT REIMB	132.75
07/29/2021	BS&A SOFTWARE	CONTRACT SVCS	6,317.00
07/29/2021	KATHERINE BUGBEE	FARMERS MKT REIMB	109.80
07/29/2021	CHRISTINE CARLEY	FARMERS MKT REIMB	29.00
07/29/2021	CARMEUSE AMERICAS	CHEMICALS	5,730.36
07/29/2021	CDW GOVERNMENT, INC	SUPPLIES	698.05
07/29/2021	CENTRAL ASPHALT, INC	CONTRACT SVCS	76,542.09
07/29/2021	CENTRAL CONCRETE INC	SUPPLIES	2,221.50
07/29/2021	CENTRAL PLUMBING, INC.	CONTRACT SVCS	132.23
07/29/2021	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	1,813.05
07/29/2021	CMS INTERNET LLC	COMMUNICATIONS	499.00
07/29/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
07/29/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
07/29/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
07/29/2021	COMPASS MINERALS AMERICA	SUPPLIES	3,883.89
07/29/2021	CONSUMERS ENERGY	UTILITIES	19,663.26
07/29/2021	COYNE OIL CORPORATION	FUEL	4,796.22
07/29/2021	CUMMINS SALES AND SERVICE	CONTRACT SVCS	1,673.62
07/29/2021	ANDREW CURTISS	FARMERS MKT REIMB	196.30
07/29/2021	D. CLARE SERVICES	CONTRACT SVCS	1,395.00
07/29/2021	ETNA SUPPLY	SUPPLIES	55.00
07/29/2021	KAREN FENTON	FARMERS MKT REIMB	30.25
07/29/2021	FIDELITY SECURITY LIFE INSURANCE CO	OPTICAL INSURANCE	1,104.42
07/29/2021	FLEIS & VANDENBRINK	CONTRACT SVCS	1,232.00
07/29/2021	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	5,104.50
07/29/2021	GALGOCI OIL COMPANY	AIRPORT FUEL	284.45
07/29/2021	GRANGER	CONTRACT SVCS	68.96
07/29/2021	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	139.06
07/29/2021	DAVID GROTHAUSE	FARMERS MKT REIMB	103.45
07/29/2021	HOME BUILDERS ASSOC OF CENTRAL MI	CONTRACT SVCS	1,000.00
07/29/2021	HOTSY OF MID MICHIGAN, INC.	CONTRACT SVCS	606.88
07/29/2021	IDEXX DISTRIBUTION, INC.	CHEMICALS	3,782.59
07/29/2021	INTEGRITY BLDRS AND LANDSCAPING	CONTRACT SVCS	10,525.00

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 07/16/2021 THRU 07/29/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
07/29/2021	THE ISABELLA CORPORATION	CONTRACT SVCS	99,519.70
07/29/2021	JOHN JOHNSON	FARMERS MKT REIMB	133.00
07/29/2021	J & W MACHINE	SUPPLIES	850.00
07/29/2021	BILL KEHOE	FARMERS MKT REIMB	45.00
07/29/2021	BRIAN KENCH	REIMBURSEMENT	157.92
07/29/2021	JENNIFER KIRK	FARMERS MKT REIMB	27.60
07/29/2021	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	1,610.79
07/29/2021	MAMC	TRAINING	101.00
07/29/2021	MANNIK SMITH GROUP	CONTRACT SVCS	3,767.43
07/29/2021	MHOK, PLLC	PROSECUTORIAL SVCS	7,483.64
07/29/2021	MCLAREN CENTRAL MICHIGAN	HEALTH STEPS	10,545.00
07/29/2021	MERCANTILE BANK OF MICHIGAN	WRRF BOND	11,136.00
07/29/2021	STATE OF MICHIGAN	CONTRACT SVCS	1,019.78
07/29/2021	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
07/29/2021	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	46.00
07/29/2021	MICHIGAN PIPE & VALVE	SUPPLIES	3,177.40
07/29/2021	JOHN MONAHAN	FARMERS MKT REIMB	30.40
07/29/2021	THE MORNING SUN	SUBSCRIPTION	425.50
07/29/2021	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	4,639.84
07/29/2021	DOUG NEFF	CONTRACT SVCS	500.00
07/29/2021	NYE UNIFORM COMPANY	UNIFORMS	736.00
07/29/2021	OFFICE DEPOT	SUPPLIES	150.87
07/29/2021	OTIS ELEVATOR COMPANY	CONTRACT SVCS	459.42
07/29/2021	PAINTED TURTLE	CONTRACT SVCS	1,340.00
07/29/2021	PAPAS PUMPKIN PATCH	FARMERS MKT REIMB	630.10
07/29/2021	PETTY CASH - ANGIE MCCANN	REIMBURSEMENTS	286.34
07/29/2021	PERCEPTIVE CONTROLS, INC.	CONTRACT SVCS	1,269.80
07/29/2021	PREIN & NEWHOF	CONTRACT SVCS	245.00
07/29/2021	PVS STEEL SERVICES, INC	CHEMICALS	5,021.17
07/29/2021	ALBAUGH EXCAVATING	REFUND	30.00
07/29/2021	CANDRA CLINE	REFUND	49.00
07/29/2021	SITA BASHYAL	REFUND	45.00
07/29/2021	RENT-RITE, INC - ALMA	EQUIPMENT RENTAL	23.15
07/29/2021	TYLOR SHORT	FARMERS MKT REIMB	7.60
07/29/2021	SHRED-IT USA LLC	CONTRACT SVCS	241.65
07/29/2021	DAN SODINI	FARMERS MKT REIMB	62.10
07/29/2021	STATE OF MICHIGAN	TAX COLLECTIONS	1,812.71
07/29/2021	STEVIE SWAREY	FARMERS MKT REIMB	69.15
07/29/2021	CORELOGIC CENTRALIZED REFUNDS	TAX REFUND	7,353.59
07/29/2021	Isabella Community Credit Union	TAX REFUND	991.45
07/29/2021	CORELOGIC CENTRALIZED REFUNDS	TAX REFUND	3,629.10

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 07/16/2021 THRU 07/29/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
07/29/2021	THIELEN TURF IRRIGATION, INC	CONTRACT SVCS	231.40
07/29/2021	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	668.00
07/29/2021	TWIN LAWN/TWIN CITY LANDSCAPE	CONTRACT SVCS	5,075.00
07/29/2021	CARRICO, ANAYA	UB REFUND	5.00
07/29/2021	SAFE CRACKER LLC	UB REFUND	8.83
07/29/2021	UNIFIRST CORPORATION	CONTRACT SVCS	40.66
07/29/2021	USABUEBOOK	SUPPLIES	128.64
07/29/2021	VALET AUTO CARE, INC	SUPPLIES/VEHICLE MAINT	2,405.00
07/29/2021	VANCE OUTDOORS, INC.	SUPPLIES	607.95
07/29/2021	JAKE WALRAVEN	FARMERS MKT REIMB	1,275.55
07/29/2021	KIERSTEN WASHBURN	FARMERS MKT REIMB	52.90
07/29/2021	DAVID WHITEHEAD	FARMERS MKT REIMB	15.85
07/29/2021	ERNEST WOLF	FARMERS MKT REIMB	20.30
07/29/2021	LOUISE WYMER	FARMERS MKT REIMB	344.45
07/29/2021	YEO & YEO CONSULTING, LLC	CONTRACT SVCS	900.00
07/29/2021	BRYAN ZUZGA	FARMERS MKT REIMB	38.00
COMM TOTALS:			
Total of 99 Checks:			\$1,554,998.23
Less 0 Void Checks:			0.00
Total of 99 Disbursements:			<u>\$1,554,998.23</u>

COMMISSION LETTER #152-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021
FROM: NANCY RIDLEY, CITY MANAGER *NJR*
SUBJECT: CONSIDER APPROVAL OF CANDIDATES TO OFFER PUBLIC INTERVIEWS
FOR THE CITY MANAGER POSITION

The City Commission must extend invitations for public interviews for City Manager in an open session of the City Commission. The candidates will be selected in closed session to allow for maintaining confidentiality, as requested by the candidates. The selected candidates will then be contacted for a public interview to be conducted August 21, 2021. Upon acceptance of the public interview, the slate of candidates will become public.

Recommended Motion:

Move to offer public interviews, to be conducted on August 21, 2021 to City Manager candidate #____, #____, #____, #____.

NJR/ap