Regular Meeting of the City Commission Monday, May 24, 2021 7:00 p.m.

<u>Agenda</u>

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Presentation on the 2020 Comprehensive Annual Financial Report.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

- 2. City Manager report on pending items.
- 3. Minutes of the Planning Commission (April).
- 4. Minutes of the Downtown Development Authority (April).
- 5. Communication from the Planning Commission on the proposed 2022-2027 Capital Improvement Plan.
- 6. Receipt of 2020 Comprehensive Annual Financial Report.
- 7. Receipt of 2020 Component Unit Financial Reports.
- 8. Notice of Temporary Traffic Control Order #3-2021.
- 9. Notice of Temporary Traffic Control Order #4-2021.
- Correspondence received regarding ordinance to amend chapters 10 and 91 of the Mt. Pleasant City Code.

CONSENT CALENDAR: DESIGNATED (*) ITEMS

CITY COMMISSION MINUTES

- * 11. Approval of the minutes of the regular meeting held May 10, 2021.
- * 12. Approval of the minutes of the closed session held May 10, 2021.

PUBLIC HEARINGS:

- 13. Public hearing on proposed 2022-2027 Capital Improvement Plan.
- Public hearing (additional) on rezoning request from CD-3 (Sub-Urban) to CD-4 (General Urban) for 1024 & 1026 S. University and consider confirmation of approval of the same.
- 15. Public hearing on revocation of the Dayco Industrial Facilities Tax (IFT) abatement effective with the 2022 tax year and consider resolution on the same.

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.

City Commission Agenda May 24, 2021 Page 2

- 16. Public hearing on Community Development Block Grant (CDBG) for Water Resource Recovery Facility (WRRF) and consider resolution on the same.
- 17. Public hearing on Obsolete Property Rehabilitation Act (OPRA) District to include the Central Business District TIFA boundaries and consider resolution of the same.

STAFF RECOMMENDATIONS AND REPORTS:

- 18. Consider financial support for Hannah's Bark Park/Mission Creek Park lighting project as recommended by the Parks and Recreation Commission.
- * 19. Consider amendments to the Demand Response Program with Consumers Energy.
- * 20. Consider budget amendment for the Mission/Pickard Downtown Development Authority.
- * 21. Consider contracts for water resource recovery bond issue:
 - a. Financial Advisor
 - b. Bond Counsel
- * 22. Consider appointment of Interim City Assessor.
 - 23. Consider sale of City-owned land as recommended by the Property Committee.
- * 24. Approval of payrolls and warrants.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

CLOSED SESSION:

RECESS:

WORK SESSION:

- 25. Discussion on 2022-2027 Capital Improvement Plan (CIP).
- 26. Discussion on amendments to Chapter 10 and 91 regarding harboring of animals.

ADJOURNMENT:

COMMISSION LETTER #087-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

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 5-19-2021
Website Content Policy Develop draft policy regarding purpose of website and what information should/should not be posted	May 28, 2019	Anytime in the next year.	
Principal Shopping District Investigate for next assessment roll whether new businesses can be granted a lower special assessment amount in first years of business	July 8, 2019	None	Will be evaluated by Principal Shopping District as recommended special assessment is developed in 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	In process-Will work with Dr. Colarelli on possibility of coordinating fall focus groups on owner-occupied incentive follow- up.
Charter Changes Staff to work with City Attorney to draft language for 4- year City Commission terms and 2-year Mayor and Vice Mayor terms	February 8, 2021	None	Based on work session of February 8, 2021, City Attorney and City Manager will redraft resolution on 4-year terms and recommend date for consideration.
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	In process. OPRA policy approved. OPRA district public hearing scheduled for May 24.

COMMISSION LETTER #087-21 MEETING DATE: MAY 24, 2021 Page 2

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 5-19-2021
PILOT Ordinances Staff to provide a summary of end dates and if there are options for closing out any.	October 12, 2020	None	
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	First meeting with 3 City Commissioners, economic development partners and City staff has been held. In process for planning second meeting.

2. Tentative Work Session Schedule:

- May 24 Capital Improvement Plan Animal Ordinance Amendment
- June 14 American Rescue Plan options? (dependent on Treasury guidance received)
- June 28 Principal Shopping District Special Assessment?

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

Mt. Pleasant Planning Commission Minutes of Virtual Work Session April 8, 2021

I. Chair Hoenig called the work session to order at 7:42 p.m.

Member	Present	City, County, State
Bill Dailey	Yes	Mt. Pleasant, Isabella, Michigan
Corey Friedrich	Yes	Mt. Pleasant, Isabella, Michigan
Lesley Hoenig	Yes	Mt. Pleasant, Isabella, Michigan
Glen Irwin	Yes	Mt. Pleasant, Isabella, Michigan
David Kingsworthy	Yes	Mt. Pleasant, Isabella, Michigan
Mike Kostrzewa	No	
Matt Liesch	Yes	Mt. Pleasant, Isabella, Michigan
Christine Ortman	Yes	Mt. Pleasant, Isabella, Michigan
Kathy Rise	No	

Staff: Jacob Kain, Laura Delamater

II. Mission middle housing

Kain reminded the commission that Missing Middle Housing refers to the *type* of housing unit, not the purchase price/rental rate, nor the income of the occupant. Kain provided some background information regarding the ordinance changes.

Kain presented some possible areas to consider amending the special use permit criteria for accessory dwelling units and/or two-family dwellings in the CD-3L and CD-3 districts to increase the opportunity for the development of these housing types and under what circumstances the commission would be willing to permit those housing types.

Discussion took place.

Staff will bring back additional information to discuss at next month's work session.

III. Adjournment

Motion by Dailey, support by Friedrich to adjourn.

Roll call vote: Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman Nays: None

Motion passed unanimously.

Work session adjourned at 8:33 p.m.

lkd

City of Mt. Pleasant, Michigan

Mt. Pleasant

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Mission-Pickard Downtown Development Authority (DDA)

AMENDED MINUTES OF THE REGULAR MEETING April 8, 2021 10:00 AM ELECTRONICALLY CONDUCTED

I. Call to Order

The meeting was called to order by Chair Jeff Smith at 10:00 am.

<u>**Present:</u>** Tom Krapohl, Doug LaBelle II, Margaret McAvoy, Nancy Ridley, Robby Roberts, Jeff Smith (Chair), Robert VanDorin</u>

Absent: John Hunter (Vice Chair), Lisa Orlando

Also attending: (Staff): William Mrdeza, Michelle Sponseller (Host) (Guests): Paul Lippens, McKenna Associates

In accordance with state law governing the ability to conduct meetings virtually, all members listed as present identified Michigan as the state from which they were participating. Krapohl, Labelle, Ridley, Roberts, and Smith identified the city and county from which they were participating as Mt. Pleasant, Isabella County. McAvoy identified Owosso, Shiawassee County as her location of participation. VanDorin identified Union Township, Isabella County as his location of participation.

II. Approval of Agenda

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

III. Approval of the March 11, 2021 Meeting Minutes

It was moved by Ridley, seconded by Krapohl, to approve the March 11, 2021 meeting minutes as presented. **The motion passed unanimously.**

IV. Old and New Business

A. Receive and Accept the 2020 Year End Financial Statements

Mrdeza presented the 2020 year-end financial report to the Board. He indicated that the actual tax capture was slightly more than budgeted and that the Michigan Tax Tribunal

City of Mt. Pleasant, Michigan

Mt. Pleasant

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judgement was less than anticipated, resulting in approximately \$7,300 more in available Working Capital than originally budgeted. The uses of Working Capital were basically consistent with the budgeted amount, except that there was less spent in Operations, resulting in a savings of almost \$4,000. The \$11,688 of revenue over budgeted amount was added to the Pedestrian and Traffic Safety line item, leaving a total available working capital amount at the end of the year of \$649,967.

Mrdeza also briefly reviewed the DDA Annual Report with the Board. He noted that the taxable value in the district when established in 1990 was about \$32 million, while the 2020 taxable value had grown to about \$76.3 million. Mrdeza also noted that there appeared to be a typo under the 2020 Tax Capture reporting, indicating 2019 Original and Adjusted capture values. Mrdeza will verify with Kornexl that the reporting year should be 2020 instead of 2019. It was moved by McAvoy, seconded by VanDorin, to receive and accept the corrected 2020 year-end financial statement as noted. **The motion passed unanimously**.

B. Consider McKenna Contract Addendum for Next Steps in Mission Street Project Planning

Mrdeza presented a proposed addendum to the planning contract with McKenna Associates seeking to engage the firm's assistance in implementing elements of the Mission Street design philosophy as outlined in the City's Master Plan. Staff felt the advantages of the proposal included: 1) it involves the consultant that is familiar with the Master Plan, input received, and the philosophy behind it; 2) it brings an advocate to the stakeholder table that is familiar with working with MDOT on similar corridor projects around the state; and 3) it would help identify the most appropriate next steps in the implementation process at a reasonable initial cost. The proposed total cost of the proposal was \$10,000-15,000 over a two-year period.

Some members of the Board felt that the deliverables outlined needed to be further detailed. It was also suggested that the revised proposal should clarify the ability of the City to end the contract early if the quarterly meetings are not as productive as anticipated. Finally, it was suggested that a member of the DDA participate in the quarterly meetings. Doug LaBelle and Jeff Smith were designated to represent the Board in the quarterly meetings, with LaBelle to serve as the primary representative. McAvoy moved, seconded by Roberts, to table action on the proposal until the May DDA meeting, at which time a revised proposal detailing the deliverables expected from the quarterly meetings would be considered. The **motion passed unanimously**.

V. Public Comments



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There were no public comments received or offered.

VI. Adjourn

There being no other business, the meeting was adjourned at 11:03 am.

Memorandum



TO: Nancy Ridley City Manager
CC: William R. Mrdeza Director of Community Services and Economic Development
FROM: Jacob Kain City Planner
DATE: May 7, 2021
SUBJECT: 2022-2027 Capital Improvement Plan

Each year, the Planning Commission is afforded an opportunity to review and provide feedback on the City's Capital Improvement Plan. This year, that review took place at the May 6, 2021 meeting.

Assistant Finance Director Chris Saladine provided a presentation on the proposed plan and answered additional questions from the commission. An excerpt of the meeting minutes is attached. The Planning Commission recommended 6-2 that the City Commission adopt the 2022-2027 Capital Improvement Plan as presented.

REQUESTED ACTION:

The City Commission receive the Planning Commission's recommendation on the Capital Improvement Plan.

Attachment:

1. Draft minutes - May 6, 2021 Planning Commission meeting (excerpt)

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 approve SUP-21-07 and SPR-21-06 subject to the following conditions:

- 1. Remove parking spaces 15 and 16 and sod or seed the area.
- 2. Provide twelve bicycle parking spaces and a specification for those spaces on the final site plan.
- 3. Provide a specification for the solid waste screening on the final site plan.
- 4. Provide a final landscaping plan with the species and size at time of planting for all trees and shrubs.
- 5. Comply with the requirements of Public Works and Public Safety.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise 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. 2022-2027 Capital Improvement Plan

Kain introduced the 2022-2027 Proposed Capital Improvement Plan. Chris Saladine, Assistant Finance Director and Stacie Tewari, City Engineer, were on-hand to answer any questions regarding the proposed Capital Improvement Plan. Saladine provided a pre-recorded presentation of the proposed 2022-2027 Capital Improvement Plan.

Mt. Pleasant Planning Commission May 6, 2021 Page 4

> Discussion took place with questions regarding the Mid-Michigan Community Pathways project, the Town Center redevelopment and Mt. Pleasant Center infrastructure.

> Motion by Friedrich, support by Ortman to recommend the City Commission adopt the 2022-2027 Capital Improvement Plan to the City Commission.

Discussion took place.

Roll Call Vote: Ayes: Dailey, Friedrich, Hoenig, Kingsworthy, Liesch, Ortman Nays: Irwin, Rise Abstained: Kostrzewa

Motion approved 6-2.

XI. Other:

A. Staff report.

Kain reviewed potential June agenda items, including discussion of green infrastructure and the bylaws update in work session.

XII. Adjournment:

Motion by Friedrich, support by Irwin to adjourn.

Roll Call Vote: Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise Nays: None

Meeting adjourned at 7:47 p.m.

lkd

COMMISSION LETTER #088-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: RECEIPT OF 2020 COMPREHENSIVE ANNUAL FINANCIAL REPORT

The 2020 Comprehensive Annual Financial Report has been finalized and will be presented to the City Commission by the audit firm Monday evening. The report is available for viewing via the City's website at <u>www.mt-pleasant.org</u> under the "City Updates" section. A printed copy of this report will be available to City Commissioners who would like a printed copy. Please let us know and we will have a printed copy delivered to you.

NJR/ap



Mt. Pleasant meet here

TO:	Nancy Ridley, City Manager
FROM:	Mary Ann Kornexl, Finance Director
DATE:	May 6, 2021
SUBJECT:	Component Unit Financial Statements

Attached please find the yearend financial statements for the various component units of the City. All of these have been received by the various boards. The component units were a part of the annual audit conducted in April.

Public Act 57 of 2018 effective January 1, 2019, requires uniform reporting requirements for tax capture authorities. The requirements are to hold two informational meetings annually, post tif information on the website and send annual report to Treasury and the governing board. All of these requirements have been met.

Requested Action:

Include the yearend financial statements for the various component units with the May 24th City Commission petitions and communications.

CITY OF MT. PLEASANT TIFA/DDA ANNUAL REPORT ECONOMIC DEVELOPMENT CORPORATION DECEMBER 31, 2020

Financial Statements

Balance Sheet

Assets Cash Accounts Receivable Land Fixed Assets net of Depreciation Total Assets	\$ 72,197 1,950 163,296 47,850	\$ 285,293
<u>Liabilities & Retained Earnings</u> <u>Retained Earnings</u> Net Invested in Fixed Assets Assigned for Parking Lot Maintenance Unassigned	\$ 211,146 17,496 56,651	*
Total Retained Earnings <u>Income Statement</u>		 \$285,293
Revenue		
Interest on Investments Sale of Land Parking Lot Rent		\$462 47,228 1,950
Total Revenue		49,640
Expenditures Cost of Land Sold Contracted Services Depreciation		 66,000 2,154 8,700
Total Expenditures		 76,854
Excess Revenue Over Expenditures		(27,214)
Retained Earnings January 1, 2020		 312,507
Retained Earnings December 31, 2020		\$ 285,293

CITY OF MT. PLEASANT TIFA/DDA ANNUAL REPORT UNIVERSITY PARK - LDFA DECEMBER 31, 2020

Financial Statements

Financial Statements Balance Sheet			
<u>Assets</u> Cash TIFA/DDA Captured Taxes Receivable	\$ 204,418 25,442	-	
Total Assets		\$	229,860
Liabilities & Retained Earnings Due to County		\$	642
<u>Retained Earnings</u> Assigned for Plan Close Out			229,218
Total Liabilities & Retained Earnings		\$	229,860
Income Statement			
Revenue			
LDFA Captured Taxes State PPT Loss Reimbursement Investment Earnings	\$ 109,947 15,244 2,373	-	
Total Revenue		\$	127,564
Expenditures Administration			2,730
CMURC Contract			86,500
MMDC Contract			33,500
Refund of County Debt Capture			642
Total Expenditures			123,372
Excess Revenue Over Expenditures			4,192
Retained Earnings January 1, 2020			225,026
Retained Earnings December 31, 2020		\$	229,218
Subject to tifa capture audit.			

Taxable Value

Taxable Value	
Established 2000	
Initial Taxable Value	
Advolorem	\$ 6,597,991
Advolorem - Industrial Property Exempt	6,798,426
Total Initial Taxable Value	13,396,417
2020 Taxable Value	
Advolorem	\$ 9,661,284
Advolorem - Industrial Personal	70,000
Advolorem - Commercial Personal	732,300
IFT Post 1994	1,301,300
Total Current Taxable Value	\$ 11,764,884
2020 Captured Value	
Advolorem	\$ 4,245,616
Advolorem - Industrial Personal	(22,602)
Advolorem - Commercial Personal	410,790
IFT Post 1994	1,301,300
Total Captured Value	\$ 5,935,104
•	
2020 Tax Capture 40%	
City of Mt. Pleasant	\$ 33,292
Mt. Pleasant Public Schools	31,554
State Education Tax	11,175
Gratiot Isabella RESD	10,128
Chippewa River District Library	-
State IFT School Taxes	3,338
Isabella County Operating	13,972
Commission on Aging	1,855
Medical Care Facility	2,071 \$642 Due to County
County Parks	740
I-Ride	1,822
Total 2020 Capture	109,947
Less Debt to County	(642)
Total 2020 Adjusted Capture	\$ 109,305

Jobs Created - Not Available

CITY OF MT. PLEASANT TIFA/DDA ANNUAL REPORT MISSION STREET - DDA DECEMBER 31, 2020

Financial Statements

Balance Sheet

<u>Assets</u> Cash TIFA/DDA Captured Taxes Receivable Land Fixed Assets net of Depreciation Total Assets	\$	600,578 53,377 6,100 25,380	\$	685,435
<u>Liabilities & Retained Earnings</u> Accounts Payable Due to County Debt Capture Total Liabilities	\$	300 3,688		3,988
Retained Earnings Net Invested in Fixed Assets Assigned for Traffic & Pedestrian Safety Total Retained Earnings		31,480 649,967		681,447
Total Liabilities & Retained Earnings			\$	685,435
Income Stateme	Income Statement			
<u>Revenue</u> TIFA/DDA Captured Taxes Michigan Tax Tribunal Investment Earnings	\$	306,377 (1,097) 6,116		
Total Revenue				311,396
Expenditures Operations Light Upgrades Alley Paving Depreciation Refund of County Debt Capture Administration Total Expenditures				53,317 8,106 99,727 5,640 3,658 7,580 178,028
Excess Revenue Over Expenditures				133,368
Retained Earnings January 1, 2020				548,079
Retained Earnings December 31, 2020		:	\$	681,447

Taxable ValueEstablished 1990Initial Taxable ValueAdvolorem - Real Non Principal ResidenceAdvolorem - Real Principal ResidenceAdvolorem - Commercial PersonalTotal Initial Taxable Value	\$ 26,965,000 121,750 <u>4,961,100</u> \$ 32,047,850	
2020 Taxable Value		
Advolorem - Real Non Principal Residence	\$ 66,704,344	
Advolorem - Real Principal Residence	-	
Advolorem - Commercial Personal	9,611,772	
Total Current Taxable Value	\$ 76,316,116	
2020 Tax Capture 28% Non-school Tax		
City of Mt. Pleasant	\$ 189,760	
Chippewa River District Library	-	
Isabella County Operating	79,639	
Isabella County Medical Care Facility	11,801	\$3,658 Due to County
Isabella County Commission on Aging	10,574	
Isabella County Parks	4,217	
I-Ride	10,386	
Total 2020 Original Capture	306,377	
Less Debt to County	(3,658)	
Total 2020 Adjusted Capture	\$ 302,719	

Jobs Created - Not Available

CITY OF MT. PLEASANT TIFA/DDA ANNUAL FINANCIAL REPORT CENTRAL BUSINESS DISTRICT - TIFA DECEMBER 31, 2020

Financial Statements

Balance She				
<u>Assets</u> Cash	\$	703,840		
Fascade Loan Receivable Due in more than one year Land		1,908 275,000		
Fixed Assets net of Depreciation		485,119	-	
Total Assets			\$	1,465,867
Liabilities & Retained Earnings Liabilities				
Accounts Payable Contractor Retainage Payable	\$	24,098 14,399		
Accrued Salaries Total Liabilities		435	\$	38,932
Retained Earnings Net Invested in Fixed Assets		760,119		
Restricted for Tribal Donation		42,437		
Assigned for Fascade Improvements Assigned for Fire Protection Grants		69,315 50,000		
Assigned for Marketing Assigned for Capital Improvements		23,743 481,321	_	
Total Retained Earnings				1,426,935
Total Liabilities & Retained Earnings			\$	1,465,867
Income Staten	nent			
Revenue				
Contribution from General Fund Reimbursements Investment Earnings		\$40,000 3,150 9,464	<u>.</u>	
Total Revenue			\$	52,614
Expenditures				
Parking Lot Design				
				4,771
Marketing				4,771 19,910
Marketing Depreciation				·
-				19,910
Depreciation				19,910 32,531
Depreciation				19,910 32,531 <u>3,000</u>
Depreciation Administration Total Expenditures				19,910 32,531 <u>3,000</u> 60,212

CENTRAL BUSINESS DISTRICT - TIFA

Taxable Value

Tuxuble Value	
Established 1984	
Initial Taxable Value	
Advolorem - Real Non Principal Residence	\$ 4,736,135
Advolorem - Real Principal Residence	388,065
Advolorem - Commercial Personal Property	896,100
Advolorem - Industrial Personal Property	 31,350
Total Initial Taxable Value	\$ 6,051,650
2020 Taxable Value	
Advolorem - Real Non Principal Residence	\$ 15,140,953
Advolorem - Real Principal Residence	1,660,857
Advolorem - Commercial Personal Property	 392,349
Total Current Taxable Value	\$ 17,194,159

2020 Tax Capture 0%

Jobs Created - Not Available

CITY OF MT. PLEASANT TIFA/DDA ANNUAL REPORT INDUSTRIAL PARK NORTH - TIFA DECEMBER 31, 2020

Financial Statements

Balance Sheet		
<u>Assets</u> Cash		\$ 96,118
Liabilities & Retained Earnings		
Retained Earnings Assigned for Maintenance Assigned for Park Incentive Unassigned Total Retained Earnings	\$ 40,000 50,000 6,118	\$ 96,118
Income Statement		
Revenue		
Investment Earnings		\$ 712
Expenditures		

Revenue			
Investment Earnings		\$	712
Expenditures			
Maintenance			900
Excess Revenue Over Expenditures			(188)
Retained Earnings January 1, 2020			96,306
Retained Earnings December 31, 2020		\$	96,118
Taxable Value Established 1990 Initial Taxable Value Advolorem - Real Non Principal Residence IFT - Pre 1994 Total Initial Taxable Value	\$ 1,562,750 74,000 \$ 1,636,750	-	
2020 Taxable Value Advolorem - Real Non Principal Residence Advolorem - Commercial Personal Property	\$ 2,109,018 1,051,700	_	

\$ 3,160,718

2020 Tax Capture 0%

Jobs Created - Not Available

Total Current Taxable Value

Central Business District Statement of Changes in Working Capital For the year ended December 31, 2020

Statement of Changes in Working Capital For the year ended December 31, 2020	2019 <u>Actual</u>	2020 Final Amended <u>Budget</u>	2020 <u>Actual</u>	Variance with Budget Positive (Negative)
Working Capital at Janauary 1,	\$821,916	\$803,109	\$803,109	\$0
Working Capital Sources:				
Revenue: TIFA/DDA Captured Taxes	-	-	-	-
MTT Loss	-	-	-	-
Billboard Match	-	3,150	3,150	-
Reimbursement - Fascade Improvements	1,700	-	-	-
Investment Earnings	15,867	8,140	9,464	1,324
Interest on Land Contract Transfer From General Fund *	1,102	40,000	40,000	-
		40,000	40,000	-
Other Sources/Adjustments:				-
Land Contract Payments	114,542		-	-
Façade Improvement Loan Payments	2,860	11,440	11,438	(2)
Increase (Decrease) in Current Portion of Land Contra	(4,191)	-	(5,718)	(5,718)
Total Working Capital Sources	131,880	62,730	58,334	(4,396)
Working Capital Uses:				
Expenses				
Fire Protection Grants	25,000	-	-	-
Marketing Depreciation	- 56,002	25,000 56,000	19,910 32,531	5,090 23,469
Administration	3,0002	3,000	3,000	- 23,409
Total Expenses	84,002	84,000	55,441	28,559
Other Uses/Adjustments	o 17			
Capital Improvements **	247	215,000	173,625	41,375
Return Land Contract Payments to General Fund Depreciation	122,440 (56,002)	- (56,000)	- (32,531)	- (23,469)
	(00,002)	(00,000)	(02,001)	(20,100)
Total Working Capital Uses	150,687	243,000	196,535	46,465
Increase (Decrease) In Working Capital	(18,807)	(180,270)	(138,201)	42,069
Working Capital at December 31,				
Restricted for 2% Allocation - Interactive Murials	42,437	42,437	42,437	-
Assigned for Fascade Improvement Program	57,876	69,316	69,315	(1)
Assigned for Fire Protection Grants	50,000	50,000	50,000	-
Assigned for Economic Initatives *	-	-	23,743	23,743
Assigned for Capital Budget Projects Unassigned	652,796	461,086	479,413	18,327
Total Working Capital at December 31	- \$803,109	\$622,839	- \$664,908	\$42,069
	·	·		· · · · · · · · · · · · · · · · · · ·

* - Funds unspent from 2020 \$40,000. 2021 \$40,000 contribution reduded by carried over funds ** - Lot 7 redo & Lot 6&8 design

City of Mt Pleasant Economic Development Corporation Statement of Changes in Working Capital For the year ended December 31, 2020

Economic Development Corporation Statement of Changes in Working Capital For the year ended December 31, 2020	2019 <u>Actual</u>	2020 Final Amended <u>Budget</u>	2020 <u>Actual</u>	Variance with Budget Positive <u>(Negative)</u>
Working Capital at January 1,	\$38,632	\$26,661	\$26,661	\$0
Working Capital Sources:				
Revenue:				
Parking Lot Rent	1,950	1,950	1,950	-
Investment Earnings	658	200	462	262
Land Contract Interest	1,102	-	-	-
Miscellaneous	314	-	-	-
Sale of Land	65,000	-	47,228	47,228
Other Sources/Adjustments				-
Land Contract Payments	114,542	-	-	-
Increase (Decrease) in Current Portion of Land Contract Receivab	(6,097)	-	-	-
Total Working Capital Sources	177,469	2,150	49,640	47,490
Working Capital Uses: Expenses	404 440			
Return Land Contract Payments to General Fund	124,440	-	-	- (AEA)
Property Maintenance	-	1,700	2,154	(454)
Cost of Land Sold	35,370	-	66,000	(66,000)
Transfer to Borden Debt Service	65,000	-	-	-
Depreciation	8,700	8,700	8,700	-
Total Expenses	233,510	10,400	76,854	(66,454)
Other Uses/Adjustments				
Cost of Land Sold	(35,370)	_	(66,000)	(66,000)
Depreciation	(8,700)	(8,700)	(8,700)	(00,000)
	(8,700)	(8,700)	(8,700)	
Total Working Capital Uses	189,440	1,700	2,154	(454)
Increase (Decrease) in Working Capital	(11,971)	450	47,486	47,036
Working Capital at December 31				
Unassigned	9,711	8,211	56,651	48,440
Assigned for Parking Lot Maintenance	16,950	18,900	17,496	(1,404)
Total Working Capital at Decmeber 31	\$26,661	\$27,111	\$74,147	\$47,036
	Ψ20,001	Ψ21,111	ΨI,ITI	ψτ1,000

City of Mt Pleasant Mission Street DDA Statement of Changes in Working Capital For the year ended December 31, 2020

For the year ended December 31, 2020	2019 <u>Actual</u>	2020 Final Amended <u>Budget</u>	2020 <u>Actual</u>	Variance with Budget Positive <u>(Negative)</u>
Working Capital at Janauary 1,	\$ 332,246	\$ 510,959	\$ 510,959	\$-
Working Capital Sources: Revenue:				
TIFA/DDA Captured Taxes	296,014	303,000	306,377	3,377
MTT Judgement Investment Earnings	- 7,180	(5,000) 6,000	(1,097) 6,116	3,903 116
Total Working Capital Sources	303,194	304,000	311,396	7,396
Working Capital Uses:				
Expenses Operations	21,829	30,500	26,697	3,803
Management Fee City	25,300	25,300	25,300	-
Pedestrian and Traffic Safety	63	8,110	8,106	4
Economic Incentives	6,546	-	-	-
Master Plan	59,400	1,320	1,320	-
Alley Maintenance	-	99,710	99,727	(17)
Depreciation	5,640	5,640	5,640	-
Refund of County Debt Capture	3,943	4,160	3,658	502
Administration	7,400	7,580	7,580	4,292
Total Expenses	130,121	182,320	178,028	4,292
Other Uses/Adjustments		/		
Depreciation	(5,640)	(5,640)	(5,640)	-
Total Working Capital Uses	124,481	176,680	172,388	4,292
Increase (Decrease) in Working Capital	178,713	127,320	139,008	11,688
Working Capital at December 31,				
Assigned Economic Incentives	50,000	-	-	-
Assigned for Alley Maintenance	74,000	-	-	-
Assigned for Pedestrian and Traffic Safety	300,000	638,279	649,967	11,688
Unassigned	86,959	-	-	-
Total Working Capital at December 31	\$510,959	\$638,279	\$649,967	\$11,688

Plan expires 2025

City of Mt Pleasant Industrial Park North Statement of Changes in Working Capital For the year ended December 31, 2020

For the year ended December 51, 2020	2019 <u>Actual</u>	2020 Final Amended <u>Budget</u>	2020 <u>Actual</u>	Variance with Budget Positive <u>(Negative)</u>
Working Capital at Janauary 1,	\$96,712	\$96,306	\$96,306	\$0
Working Capital Sources: Revenue: Investment Earnings	1,194	960	712	(248)
Working Capital Uses: Expenses Operations	1,600	2,420	900	1,520
Decrease In Working Capital	(406)	(1,460)	(188)	1,272
Working Capital at December 31, Assigneed for Maintenance Assigned for Park Incentives Unassigned	40,000 50,000 6,306	40,000 50,000 <u>4,846</u>	40,000 50,000 6,118	1,272
Total Working Capital at December 31	\$96,306	\$94,846	\$96,118	\$1,272

Plan expires 2027

City of Mt Pleasant Brownfield Redevelopment Authority Statement of Changes in Working Capital For the year ended December 31, 2020

For the year ended December 31, 2020	2019 <u>Actual</u>	2020 Final Amended <u>Budget</u>	2020 <u>Actual</u>	Variance with Budget Positive <u>(Negative)</u>
Working Capital at Janauary 1,	\$9,811	\$14,644	\$14,644	\$0
Working Capital Sources: Revenue:				
BRDA Captured Taxes	164,235	154,000	156,103	2,103
State Reimbursement PPT Loss	3,144	3,150	3,144	(6)
Investment Earnings	214	250	252	2
Total Working Capital Sources	167,593	157,400	159,499	2,099
Working Capital Uses:				
Expenses	440.040		407.450	(1.000)
Developer Administration	113,640	105,550	107,150	(1,600)
City Plan Development	8,210	7,700 2,000	7,820 2,000	(120)
Transfer Remediation to Borden Debt Fund	40,910	41,910	42,270	(360)
Total Working Capital Uses	162,760	157,160	159,240	(2,080)
Increase in Working Capital	4,833	240	259	19
Working Capital at December 31,				
Assigned for Developer	48	38	55	17
Assigned for Remediation	14,105	14,105	14,105	-
Unassigned - GF Contribution	491	741	743	2
Total Working Capital at December 31	\$14,644	\$14,884	\$14,903	\$19

City of Mt Pleasant University Park LDFA Statement of Changes in Working Capital For the year ended December 31, 2020

For the year ended December 31, 2020	2019 <u>Actual</u>	2020 Final Amended <u>Budget</u>	2020 <u>Actual</u>	Variance with Budget Positive <u>(Negative)</u>
Working Capital at Janauary 1,	\$ 227,181	\$225,026	\$225,026	\$0
Working Capital Sources: Revenue:				
TIFA/DDA Captured Taxes	102,452	109,000	109,947	947
State Reimb PPT Loss	14,702	15,000	15,244	244
Investment Earnings	3,930	2,500	2,373	(127)
Total Working Capital Sources	121,084	126,500	127,564	1,064
Working Capital Uses:				
Expenses				
CMURC Partnership	86,500	86,500	86,500	-
MMDC Management Fee	33,500	33,500	33,500	-
Refund of County Debt Capture	689	710	642	68
Administration	2,550	2,730	2,730	-
Total Working Capital Uses	123,239	123,440	123,372	68
Increase in Working Capital	(2,155)	3,060	4,192	1,132
Working Capital at December 31,				
Unassigned	16,205	-	-	-
Assigned for Plan Close Out		228,086	229,218	1,132
Assigned for Infrastructure Future Development	158,821	-	-	-
Assigned for Utility Connections	50,000	-		-
Total Working Capital at December 31	\$225,026	\$228,086	\$229,218	\$1,132

Maximum Unassigned Balance per MEDC 15% of capture

School capture expires 2020 and plan expires 2025

COMMISSION LETTER #089-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: NOTICE OF TEMPORARY TRAFFIC CONTROL ORDER #3-2021

The City Commission will be asked for final consideration of the following Temporary Traffic Control Order at the City Commission meeting of July 26, 2021.

<u>#3-2021</u>- 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.

NJR/ap



City	of Mt.	Pleasant,	Michigan
	Traffic	Control	Order

TRAFFIC CONTROL ORDER NO.

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Issued By:	Stone	lurin
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Signs/work by:	1. 1	lovara
Olghis work by.	StreetDong	tmont
	Slieel Depai	UNGIIL

Filed/ Attested:		
	City Clerk	

Date:	3-25-202

TCO 3-2021

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Zatar Z	5-10	-21
Date:		

Date:		
Dale	_	

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 "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.



COMMISSION LETTER #090-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: NOTICE OF TEMPORARY TRAFFIC CONTROL ORDER #4-2021

The City Commission will be asked for final consideration of the following Temporary Traffic Control Order at the City Commission meeting of July 26, 2021.

<u>#4-2021</u>- 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.

NJR/ap



Filed/ Attested:

City of Mt. Pleasant, Michigan Traffic Control Order

TRAFFIC CONTROL ORDER NO.

Issued By:	Starre Jewani
	Traffic Engineer
	Horan Guiss
Sians/work b	

Street Department

City Clerk

Date: 3-25-202

TCO 4-2021

Date: 5-10-21

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 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.



May 17, 2021

To: Mt. Pleasant City Commission From: 25+ years residents/tax payers/homeowners of 312 N. Arnold St.

I am writing to request the city commission adopt the ordinance to amend chapters 10 and 91 of the Mt Pleasant City Code. I am overjoyed that, FINALLY, after working with several people at the city for at least 15 years to take care of the egregious cat problem in our neighborhood, I have recently been told that the city commission has before it a solution that will allow city workers to solve the 40+ cats being harbored in our neighborhood. I implore the city commission to make these amendments.

A brief history: about 15-18 years ago, I noticed a shocking odor when standing in our yard. It took a while, but I learned that the smell came from 402 N. Arnold St. I tried tracking the issue and learned that the resident fed as many as 20+ cats at any given time. I assumed that the cats were feral back then. In 2005, when our daughter began to have allergy problems connected to cat hair (we do not own any cats) I began to research the problem in our neighborhood more aggressively. We were forced to remove her sandbox, her kiddie pool, and clean our yard with a fine-tooth comb for her to play in a feces free yard. In those early years I also learned that the building from the alley. One day I approached him and asked him to stop after carefully explaining how these cats were decreasing our quality of life. He told me that he was feeding them so that he could trap and neuter them at his expense. I did not believe him. There has never been a letdown of screeching cats in heat in the middle of the night nor has there been a season with no kittens roaming the neighborhood. It was during this time that I contacted the city to find out why the resident of 402 was not being ticketed for breaking the ordinance regarding pet ownership.

That was the beginning! Since then I have worked tirelessly to solve this problem in our neighborhood to no avail. It is high time the city commission did its part to solve this problem. On top of the hundreds of dollars I have spent for metal fencing that I must lay on our grass (and move every time I mow) to keep the cats from defecating on our yard, the money I have spent on pounds and pounds of cayenne pepper, coffee grounds, and orange peels (the only things short of poison that seem to deter the cats from our yard), I have also spent countless hours researching the problem, making phone calls, and meeting with everyone at the city who has tried to help. In no particular order: Paul Rocheleau (Code Enforcement Officer), Mike Dunham (Retired -Former Assistant Fire Chief and manager of Code Enforcement), Jeff Pickler (former Code Enforcement Officer - Retired), LuAnn Puhlman (former Code Enforcement Officer - Retired), Brian Kench (current Building Official / former manager of Code Enforcement), and most recently Doug Lobsinger and Jacob Kain have all not only attempted to solve this problem with the minimal resources the city has afforded them. They have worked with some neighbors to secure their building so animals cannot get access. They have coordinated with Isabella County Humane Animal Treatment to trap and find good homes for these animals. Most important they have continued to communicate with us over the years.

Our neighborhood has been handicapped by this problem that the city has neglected for years. The city has an opportunity to do the right thing and we hope that this issue will *finally* be resolved.

I support the NRU and all their efforts.

Sincerely, Tracy Collins and John Pfeiffer Minutes of the electronically conducted regular meeting of the City Commission held Monday, May 10, 2021, at 7:00 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, Lori Gillis, George Ronan and Petro Tolas. All Commissioners present indicated they were in Mt. Pleasant, Isabella County, Michigan.

Commissioners Absent: None

Others Present: City Manager Nancy Ridley, City Clerk Heather Bouck and City Attorney Michael Homier

All present attended virtually via Zoom video conference.

Proclamations and Presentation

City employees Tom Kirchofer and Alan Tillotson were recently promoted to Fire Equipment Operators.

Mayor Joseph read a proclamation recognizing May 16 thru 22, 2021 as National Public Works Week.

Public Input on Agenda Items

Micah Focken, 910 E. Chippewa St., addressed the Commission regarding his letter requesting a recreational marijuana ordinance amendment.

Caleb Cary, 214 S. Pine St., expressed his support of a free market for marijuana sales and distribution.

Receipt of Petitions and Communications

Received the following petitions and communications:

- 1. City Manager report on pending items;
 - a. Monthly report on police related citizen complaints received.
- 2. Parks and Recreation Commission Meeting Minutes. (March)
- 3. Correspondence received from Micah Focken, 910 E. Chippewa St., regarding recreational marijuana ordinance amendment.

Moved by Commissioner Tolas and seconded by Commissioner Gillis to approve the following items on the Consent Calendar:

- 1. Minutes of the electronically conducted regular meeting of the City Commission held April 26, 2021.
- 2. Set a public hearing for Monday, May 24, 2021 at 7:00 p.m. on the CDBG Water Related Infrastructure Grant for the Water Resource Recovery Facility (WRRF).

- 3. Set a public hearing for Monday, May 24, 2021 at 7:00 to consider revocation of the Dayco Industrial Facilities Tax (IFT) abatement effective January 1, 2022.
- 4. Authorize the Mayor to sign a contract extension with RBS for custodial services at the current rates, retroactive to January 1, 2021 through December 31, 2022.
- 5. Warrants dated April 28, May 4 & 5, 2021 and Payrolls dated April 30, 2021 all totaling \$839,411.26

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & TolasNAYS: NoneABSENT: NoneMotion unanimously adopted.

A Public Hearing was held on proposed ordinance to amend Chapter 97: PARKS and RECREATION, of the Mt. Pleasant City Code of Ordinances to make various changes which include: 1) Bicycle use in Parks and Cemetery; 2) Removal of wording referring to the Nelson Park Zoo; 3) Prohibition of animals in the cemetery and designated sports fields; 4) Use of unmanned aircraft in parks (drones) and various minor updates. There being no public comment, the Mayor closed the Public Hearing.

Moved by Commissioner Alsager and seconded by Commissioner Tolas that Ordinance 1068, an Ordinance to amend Chapter 97: PARKS and RECREATION, of the Mt. Pleasant City Code of Ordinances to make various changes which include 1) Bicycle use in Parks and Cemetery; 2) Removal of wording referring to the Nelson Park Zoo; 3) Prohibition of animals in the cemetery and designated sports fields; 4) Use of unmanned aircraft in parks (drones) and various minor updates having been introduced and read, now be passed, ordained and ordered published.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & TolasNAYS: NoneABSENT: NoneMotion unanimously adopted.

Mayor Joseph appointed Commissioners Alsager, Joseph and Tolas to the ad hoc committee for preliminary review of executive search firm proposals.

Moved by Commissioner Tolas and seconded by Commissioner Alsager to approve a budget amendment of \$7,200 for a Neighborhood Enhancement Program intern.

AYES:Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & TolasNAYS:NoneABSENT:NoneMotion unanimously adopted.

Moved by Commissioner Alsager and seconded by Commissioner Tolas to approve closed session pursuant to subsection 8(e) of the Open Meetings Act to consult with counsel regarding pending litigation Cedjo Services, LLC and N-East Services, LLC (Case No. 20-

16504-AA), Pure Releaf N Union LLC (Case No. 20-16511-CZ), and Cary Investments, LLC (Case No. 20-16662-CZ, 20-356707-CZ, 20-356740-CZ and 20-357072-CZ).

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & TolasNAYS: NoneABSENT: NoneMotion unanimously.

Announcements on City-Related Issues and New Business

Commissioner Gillis announced availability on City Board and Commission seats, (applications are available at <u>www.mt-pleasant.org</u>); she encouraged vaccination against COVID 19, (appointments can be made at <u>www.CMDHD.org</u>), and she thanked the Mt. Pleasant Police Department for their service to the community.

Mayor Joseph encouraged social distancing and vaccination to curb the spread of COVID 19 and expressed his congratulations to the recent graduating class at CMU.

The Commission recessed at 7:52 p.m. and went into a closed session at 7:52 p.m. A separate set of minutes was taken for the closed session.

The Commission recessed at 8:45 p.m. and went into a work session at 8:52 p.m.

WORK SESSION - Discussion on 2022-2027 Capital Improvement Plan (CIP).

Mayor Joseph and City Manager Ridley led a discussion on 2022-2027 Capital Improvement Plan (CIP).

Mayor Joseph adjourned the meeting without objection at 10:11 p.m.

William L. Joseph, Mayor

Heather Bouck, City Clerk
COMMISSION LETTER #091-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: PUBLIC HEARING ON PROPOSED 2022-2027 CAPITAL IMPROVEMENT PLAN

The City Commission received the proposed 2022-2027 Capital Improvement Plan at the first meeting in April and a presentation was provided during the April 26 work session. Upon receipt of the plan, the City Commission set a public hearing for May 24 for public comment. In addition to the presentation and two work sessions already held, an additional work session is planned for May 24. It is recommended the City Commission hold the public hearing as published.

<u>Recommended Motion:</u> No action is required after the hearing.

COMMISSION LETTER #092-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: PUBLIC HEARING (ADDITIONAL) ON REZONING REQUEST FROM CD-3 (SUB-URBAN) TO CD-4 (GENERAL URBAN) FOR 1024 & 1026 S. UNIVERSITY AND CONSIDER CONFIRMATION OF APPROVAL OF THE SAME

You will recall that the City Commission took action at their April 12 meeting to approve the re-zoning for 1024 and 1026 S. University. After the approval of the rezoning it was determined that an administrative step with the required public notices was missed. Therefore, to ensure the appropriate public notices occurred for the public hearing required by the ordinance, an additional public hearing for May 24, 2021 was set. After holding the additional public hearing, it is recommended the City Commission reconfirm the approval of the rezoning. Attached for your reference are the materials from the prior agenda regarding this matter.

<u>Recommended Motion:</u> Move to reconfirm the approval of the rezoning of 1024 and 1026 S. University.

COMMISSION LETTER #055-21 MEETING DATE: APRIL 12, 2021

TO: MAYOR AND CITY COMMISSION

APRIL 7, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: PUBLIC HEARING ON RECOMMENDED REZONING REQUEST FROM CD-3 (SUB-URBAN) TO CD-4 (GENERAL URBAN) FOR 1024 & 1026 S. UNIVERSITY AND CONSIDER APPROVAL OF ORDINANCE ON THE SAME

Attached are the materials from the March 22, 2021 agenda packet when the request to rezone 1024 and 1026 South University from CD-3(Sub Urban) to CD-4 (General-Urban) was introduced and set for public hearing.

As indicated in the prior memo and by City Planner Jacob Kain's verbal response at the March 22 meeting, the CD-4 zoning includes specific character-based building standards that are intended to result in development that is consistent with the surrounding neighborhood and that would provide for an appropriate transition to the existing, higher intensity districts to the immediate east, west and south.

After holding the public hearing, it is recommended the City Commission approve the ordinance to rezone 1024 and 1026 South University as unanimously recommended by the Planning Commission.

Recommended Motion:

Move to approve the rezoning request from CD-3 to CD-4 for 1024 & 1026 South University and ordinance on the same.

COMMISSION LETTER #047-21 MEETING DATE: MARCH 22, 2021

TO: MAYOR AND CITY COMMISSION

MARCH 17, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: RECEIVE RECOMMENDED REZONING REQUEST FROM CD-3 (SUB-URBAN) TO CD-4 (GENERAL URBAN) FOR 1024 & 1026 S. UNIVERSITY AND CONSIDER SETTING A PUBLIC HEARING FOR APRIL 12, 2021 ON THE SAME

The attached memo from City Planner Jacob Kain provides the background and recommendation from the Planning Commission regarding a request to rezone 1024 and 1026 South University from CD-3(Sub Urban) to CD-4 (General-Urban).

This rezoning would allow for the demolition of the existing building and the construction of one triplex building on each lot. Due to the current non-conforming structures, the rezoning will reduce the number of licensed tenants across the two properties from 19 to 12. It would also allow for a mixed-use development but that is not what the current owner intends to do. Any structures would need to comply with the form-based code which assures the design would fit with the surrounding properties.

In addition to his memo, attached is the draft ordinance and draft Planning Commission minutes from when the public hearing on this matter was held. It is recommended the City Commission accept the rezoning request as recommended by the Planning Commission and set a public hearing for April 12, 2021 on the same.

Recommended Motion:

Move to set a public hearing for April 12, 2021 on the rezoning request for 1024 and 1026 South University as presented.

TO:	Nancy Ridley City Manager
CC:	William R. Mrdeza Director of Community Services and Economic Development
FROM:	Jacob Kain City Planner
DATE:	March 9, 2021
SUBJECT:	Z-21-01 – 1024 & 1026 S. University – Request to rezone from CD-3 (Sub-Urban) to CD-4 (General Urban)

A public hearing on the proposed rezoning was held on March 4, 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 Rezoning 21-01.

REQUESTED ACTION:

The City Commission receive the Planning Commission recommendation and set a public hearing on the proposed rezoning for April 12, 2021.

Attachments:

- 1. Draft ordinance
- 2. Staff memorandum from March 4, 2021
- 3. Draft minutes March 4, 2021 Planning Commission meeting (excerpt)

CITY COMMISSION CITY OF MOUNT PLEASANT

Isabella County, Michigan

_____, supported by Commissioner _____, moved adoption of Commissioner

the following ordinance:

ORDINANCE NO.

AN ORDINANCE TO AMEND THE ZONING MAP OF CHAPTER 154: ZONING ORDINANCES OF THE CODE OF ORDINANCES.

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

Section 1. That Chapter 154: Zoning Ordinances, is hereby amended as follows:

Rezone the properties described below from CD-3, Sub-Urban to CD-4, General Urban. The properties are legally described as:

MARTIN ADD LOTS 9 & 10.

Section 2. That the Zoning Map be corrected to reflect the change in Section 1 above.

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

March 4, 2021
, 2021
, 2021
, 2021
, 2021

Excerpt from E-Packet of April 12, 2021 Planning Commission Staff Report March 4, 2021 Reviewer: Jacob Kain, AICP, City Planner



Rezoning 21-01

Location:	1024 & 1026 S. University
Tax parcel number:	17-000-09-509-00 & 17-000-09-510-00
Zoning district:	CD-3 (Sub-Urban)
Special requirement(s):	None
Future land use:	Mixed Use Medium & Residential
Request:	Rezone from CD-3 (Sub-Urban) to CD-4 (General Urban)
Current/prior use:	Rooming dwelling (10 occupants – 1024; 9 occupants – 1026)
Applicant:	United Apartments – RCS, LLC
Property owner:	United Apartments – RCS, LLC
Site area:	0.28 acres
Staff recommendation:	Recommend that the City Commission approve Z-21-01

ZONING AND OVERVIEW MAP



CURRENT CONDITIONS



Subject properties viewed from S. University looking southwest.

BACKGROUND:

1024 S. University is a 1,722 square foot house that was built in 1900 and is currently licensed as a rooming dwelling for 10 occupants. 1026 S. University is a 1,590 square foot house that was built in 1895 and is currently licensed as a rooming dwelling for 9 occupants. The use of both properties as rooming dwellings is a legal non-conforming use in the CD-3 district. The applicant intends to remove the existing dwellings and construct a new three-unit multiple-family dwelling on each lot if the rezoning is approved.

	Current Use	Future Land Use	Zoning
North	Rooming dwelling	Urban Residential	CD-3 (Sub-Urban)
East	Vacant commercial building	Mixed Use Medium	CD-5 (Urban Center)
South	Vacant commercial building	Mixed Use Medium	CD-5 (Urban Center)
West	Rooming dwellings	Mixed Use Medium	CD-4 (General Urban)

Land uses and zoning on the surrounding properties are as follows:

EXISTING AND PROPOSED ZONING:

The current CD-3 (Sub-Urban) zoning consists primarily of a low density single family detached Residential area in which the House is the predominant Building Type. It has medium front Setbacks and medium side Setbacks. Its Thoroughfares have curbs and may include Sidewalks and/or street trees, and form medium to large blocks. Permitted uses are primarily residential in nature, including single family dwellings. A variety of uses are permitted as special uses in the district including but not limited to two-family dwellings, bed and breakfast dwellings, short term rentals, and child care centers.

The proposed CD-4 (General Urban) zoning consists of a medium density area that has a mix of Building Types and Residential, Retail/Personal Service, Office and Business/Commercial Uses; there are medium, shallow or no front Setbacks and narrow to medium side Setbacks; it has variable private landscaping; and it has streets with curbs, Sidewalks, and Thoroughfare Trees that define medium-sized blocks. Permitted uses include a variety of commercial, office, and residential uses, including single family dwellings, two-family dwellings, and multiple family dwellings. Rooming dwellings are not permitted in the CD-4 zoning district unless the Student Organization Dwelling & Rooming Dwelling Restriction Special Requirement is designated. Such designation is not proposed or recommended in this instance.

The rezoning request, if approved, will not change the non-conforming status of the current use of each property as a rooming dwelling. In accordance with Section 154.114 (Nonconforming lots, uses, structures & improvements) of the zoning ordinance, that use will be permitted to continue unless it is discontinued or ceases for a period of one year subject to the conditions and limitations outlined in that section.

CRITERIA FOR AMENDMENT OF THE OFFICIAL ZONING MAP:

Section 154.616 (Zoning Amendments & Map Changes) offers the following direction on rezoning applications:

In considering any petition for an amendment to the official zoning map, the Planning Commission and City Commission shall consider the following criteria in making their respective findings, recommendations and decisions:

- 1. Consistency with the goals, policies, and future land use map of the City's Master Plan, including any subarea or corridor studies. If conditions have changed since the Master Plan was adopted, consistency with recent Development trends in the area shall be considered.
- 2. Compatibility of the site's physical, geological, hydrological and other environmental features with the host of Uses permitted in the proposed zoning District or Civic Zone.
- *3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with one of the Uses permitted under the current zoning.*
- 4. The compatibility of all the potential Uses allowed in the proposed District with surrounding Uses and zoning in terms of land suitability, impacts on the environment, density, nature of Use, traffic impacts, aesthetics, infrastructure and potential influence on property values.
- 5. The capacity of City utilities and services sufficient to accommodate the Uses permitted in the requested District without compromising the health, safety and welfare of the City.
- 6. The apparent demand for the types of Uses permitted in the requested District in the City in relation to the amount of land in the City currently zoned and available to accommodate the demand.

- 7. The boundaries of the requested rezoning District are reasonable in relationship to surroundings and construction on the site will be able to meet the dimensional regulations for the District listed in the schedule of regulations.
- 8. If a rezoning is appropriate, the requested District is considered to be more appropriate from the City's perspective than another District.
- 9. If the request is for a specific Use, is rezoning the land more appropriate than amending the list of permitted Uses or Special Permitted Uses in the current District to allow the Use?
- 10. The requested rezoning will not create an isolated and unplanned spot zone.
- 11. The request has not previously been submitted within the past one year unless conditions have changed or new information has been provided.
- 12. Other factors deemed appropriate by the Planning Commission and the City Commission.

MASTER PLAN:

The subject properties are designated as Mixed Use Medium and Residential on the Future Land Use map.



Book 1 of the Master Plan, *Sustainable Land Use*, states "The Future Land Use Plan for Mt. Pleasant places an importance on neighborhood improvements and creating housing which meets the needs of households today and in the future." It further states that "Missing Middle housing' is a range of medium-density housing types. Areas of Mt. Pleasant, such as the Mission St. corridor and *neighborhoods adjacent to Central Michigan University* [emphasis added], present opportunities for Missing Middle housing development."

The proposed CD-4 zoning designation would permit missing middle housing construction, consistent with the existing land uses in the immediate area.

REVIEW COMMITTEE COMMENTS:

Public Works – No comments.

Public Safety – No comments.

ANALYSIS:

Applications for rezoning are subject to meeting the criteria for amendments listed in Section 154.616.C of the zoning ordinance. The applicant has provided the attached written response to the criteria. The Planning Commission's recommendation to the City Commission should be based upon evaluation of these criteria.

Staff finds that the proposed conditions are consistent with the character of the area and with the future land use identified in the Master Plan.

With the findings and analysis stated in this report, the following actions are offered for consideration by the Planning Commission.

STAFF RECOMMENDATION:

Recommend that the City Commission approve Z-21-01.

B. February 4, 2021 Work Session

Motion by Liesch, support by Kostrzewa to approve the minutes from the February 4, 2021 work session meeting with the correction of Susan Horgan being replaced by David Kingsworthy.

Roll Call Vote: Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman Nays: None

IV. Zoning Board of Appeals report for February:

Commissioner Friedrich reported that the Zoning Board of Appeals did not meet in February.

V. Communications:

No communications were included in the packet. A communication from Andy Theisen, Konwinski Construction Inc. was received after the completion of the packet regarding item TC-21-02 on tonight's agenda. This communication was emailed to commissioners earlier today.

VI. Public Hearings:

A. Z-21-01 – 1024 & 1026 S. University – United Apartments – RCS, LLC – Request to rezone from CD-3, Sub-Urban to CD-4, General Urban.

Kain introduced the application submitted by United Apartments, with a request to rezone from CD-3, Sub-Urban to CD-4, General Urban.

Kain gave an overview of the property including current zoning, future, current and prior land use.

Kain shared photos of the site, current conditions and surrounding area.

Kain provided information regarding the 13 specific criteria responses that should be considered for any amendment to the official zoning map. The applicant's responses are included in the packet.

Kain provided some background on the property as well as land uses and zoning on the surrounding properties of the proposed site.

Kain concluded his report with recommending that the Planning Commission recommend that the City Commission approve Z-21-01.

Commissioner Rise has entered the meeting at 7:13 p.m.

Discussion took place.

It was noted that the applicant was not in attendance.

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 Friedrich to recommend the City Commission approve Z-21-01.

Roll Call Vote: Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise Nays: None

Motion approved unanimously.

B. SUP-21-04 & SPR-21-04 – 1110 N. Fancher – MI Operations LLC – Request for a Special Use Permit and Site Plan Review for a Class A medical marihuana grower.

Kain introduced the application submitted by MI Operations LLC, with a request for Special Use Permit and Site Plan Review for a medical marihuana facility – Class A grower.

Kain provided an overview of the site and reviewed the property's zoning and other characteristics as well as the current use, and future land use.

Kain shared photos of the current site conditions and surrounding area.

Kain noted that the applicant's request for a Class A license would allow up to 500 medical marihuana plants and that Class A licenses may not be stacked. Kain reviewed the Special Use criteria for medical marihuana growers.

Kain reviewed the proposed site plan and the proposed changes to bring the property into compliance with code.

Kain concluded his report recommending approval subject to the following conditions:

- 1. The applicant shall comply with all special use permit criteria for Medical Marihuana Facilities as well as the specific criteria applying to Growers.
- 2. The applicant shall provide two trees in the front lawn and include specifications for those trees on the site plan.

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: PUBLIC HEARING ON REVOCATION OF THE DAYCO INDUSTRIAL FACILITIES TAX (IFT) ABATEMENT EFFECTIVE WITH THE 2022 TAX YEAR AND CONSIDER RESOLUTION ON THE SAME

Attached are the materials from the May 10, 2021 City Commission meeting when the public hearing for this matter was set. A public hearing to consider revocation of Dayco's tax abatement for tax years beginning January 1, 2022 through December 31, 2024 was recommended as their Mt. Pleasant location is set to close by November 2021.

It is recommended the City Commission hold the public hearing and consider the attached resolution on the revocation of the IFT abatement effective with the 2022 tax year.

Recommended Motion:

Move to approve the resolution on the revocation of the IFT abatement effective with the 2022 tax year as presented.

COMMISSION LETTER #083-21 MEETING DATE: MAY 10, 2021

TO: MAYOR AND CITY COMMISSION

MAY 5, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER SETTING A PUBLIC HEARING FOR MAY 24, 2021 TO CONSIDER REVOCATION OF THE DAYCO INDUSTRIAL FACILITIES TAX (IFT) ABATEMENT UPON CLOSURE OF THE LOCAL FACILITY

The attached memo from Community Services and Economic Development Director Bill Mrdeza outlines the background of the Industrial Facilities Tax Abatement (TIFA) granted to Dayco. As mentioned in the memo, the Mt. Pleasant location is expected to close by November 2021. We are therefore recommending that a public hearing be held to consider revocation of the tax abatement for tax years January 1, 2022 through December 31, 2024.

Based on the intent of the agreement with Dayco, we are recommending that a public hearing be set prior to consideration of recommending revocation of the tax abatements. As indicated, the final decision on any revocation rests with the State of Michigan Tax Commission.

Recommended Motion:

Move to set a public hearing for May 24, 2021 on the proposed revocation of the Industrial Facilities Tax Abatement for Dayco effective January 1, 2022.

Excerpt from E-Packet of May 10, 2021

Memorandum

Mt. Pleasant

Nancy Ridley
William R. Mrdeza Community Services & Economic Development Director
May 3, 2021
Set a Public Hearing to Revoke the DAYCO IFT

Background

In 2014, DAYCO was granted an Industrial Facilities Tax Abatement (IFT) based on an investment of \$1,765,000 for the expansion of 40,000 square feet of manufacturing space and the retention of 115 jobs. Per the agreement, the IFT will expire at the beginning of 2025. Recently DAYCO announced that they were relocating much of their manufacturing operations to Mexico and would be closing a number of their U.S. plants. As a result, the Mt. Pleasant plant is scheduled to close by November 2021. This early closure violates the terms of the Industrial Facilities Exemption Certificate Agreement of Understanding with DAYCO; because of this it is the recommendation of both City and MMDC staff that the IFT be revoked effective with the 2022 tax year. Representatives of DAYCO have been informed of this recommendation. While the terms of the agreement allow DAYCO the right to request a public hearing with the City Commission prior to a proposed revocation, there has been no formal request from the company to do so as of this time. For the purposes of consistency with the intent of the agreement, staff recommends the Commission schedule and hold a public hearing regarding revocation of the DAYCO IFT.

The current IFT agreement with DAYCO does not contain a "claw back" provision which would enable the City to recover some of the previously abated taxes should the company fail to live up to the terms of the agreement. Without such a provision, termination of the remaining years left on the Industrial Facilities Tax Certificate allows the City to obtain the value of future abated taxes for those remaining years rather than continuing the abatement to the company as originally agreed. Both City and MMDC staff recommend that future IFT agreements contain claw back language that would give the City Commission the opportunity to consider requesting the payback of prior abated taxes under certain circumstances.

Requested Action

At the May 10, 2021 meeting, it is requested the City Commission set the date of a public hearing on the revocation of DAYCO's Industrial Facilities Tax Certificate for their May 24, 2021 meeting. After the public hearing, the City Commission should consider recommending to the State Tax Commission that DAYCO's current Industrial Facilities Exemption Certificate be revoked effective with the 2022 tax year for the reasons described above. The attached resolution related to this request provides additional information.

CITY OF MOUNT PLEASANT

RESOLUTION SETTING PUBLIC HEARING TO CONSIDER REVOKING INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR DAYCO PROPERTY

At a regular meeting of the City Commission of City of Mount Pleasant, held on May 10, 2021 at 7:00 p.m. the following action was taken:

PRESENT:

ABSENT:

WHEREAS, pursuant to P.A. 198 of 1974, as amended, after a duly noticed public hearing held on June 8, 1992, the City Commission of the City of Mount Pleasant by resolution established Industrial Park South as an Industrial Development District; and

WHEREAS, following a public hearing, the City Commission approved an Industrial Facilities Exemption Certificate for DAYCO in 2014, effective for the 2015 tax year, for new real property to be constructed within the Industrial Park South, at property located at:

T14N, R4W, CITY OF MT. PLEASANT, MICHIGAN, PART OF THE SW 1/4, SECTION 24, MT PLEASANT INDUSTRIAL PARK SOUTH LOT 3 (the "Property")

in the amount of \$5,442,411, which is comprised of \$1,765,000 in real property and \$3,677,411 in personal property; and

WHEREAS, the City has been informed that DAYCO is closing its facility on the Property in November 2021; and

WHEREAS, due to DAYCO's closure, the City wishes to consider revoking the Industrial Facilities Exemption Certificate for the Property effective with the 2022 tax year pursuant to the Industrial Facilities Exemption Certificate Agreement of Understanding; and

WHEREAS, the Industrial Facilities Exemption Certificate Agreement of Understanding with DAYCO provides that DAYCO shall have the right to request a public hearing with the City Commission prior to a proposed revocation.

NOW, THEREFORE, BE IT RESOLVED BY the City Commission of the City of Mount Pleasant:

- 1. The City Commission hereby sets a public hearing on the revocation of the DAYCO Industrial Facilities Exemption Certificate effective with the 2022 tax year.
- 2. A public hearing on the revocation shall be held on May 24, 2021 at 7:00 p.m.
- 3. The City Clerk is directed to publish a notice setting the time and place for a public hearing on the revocation.
- 4. Any and all resolutions that are in conflict with this resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

ADOPTED:

YEAS:	

NAYS: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF ISABELLA)

I, the undersigned, the duly qualified and acting City Clerk of the City of Mt. Pleasant, Isabella County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Commission of said City at a meeting held on May 10, 2021.

Heather Bouck, City Clerk

85714:00001:5403818-1

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: PUBLIC HEARING ON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR WATER RESOURCE RECOVERY FACILITY (WRRF) AND CONSIDER RESOLUTION ON THE SAME

Attached are the materials from the May 10, 2021 agenda packet when the public hearing for this matter was set. The public hearing was set as part of the process for the City's application for an Infrastructure and Resiliency (IR) Community Development Block Grant (CDBG) through the Michigan Economic Development Corporation.

As the attached memo from Deputy DPW Director Tim Middleton indicates, there are two grant application requirements the City Commission should consider after holding the public hearing. The first requirement is the approval of the attached resolution which authorizes the submission of the grant application. The second requirement is that application submitted includes documentation of the Community Development Plan (CDP). An updated Community Development Plan related to this project is attached.

It is therefore recommended the City Commission hold the public hearing and approve the resolution and Community Development Plan as presented.

Recommended Motion:

Move to approve the resolution and Community Development Plan as part of the application for the CDBG Infrastructure and Resiliency grant as presented.

COMMISSION LETTER #082-21 MEETING DATE: MAY 10, 2021

TO: MAYOR AND CITY COMMISSION

MAY 5, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER SETTING A PUBLIC HEARING FOR MAY 24, 2021 ON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR WATER RESOURCE RECOVERY FACILITY (WRRF)

As previously discussed, there are a number of replacement and improvement projects needed and planned at the Water Resource Recovery Facility (WRRF). One such project is the replacement of the digesters at the plant.

The attached memo from DPW Deputy Director Tim Middleton outlines grant availability through the Community Development Block Grant (CDBG) Water Related Infrastructure (WRI) grant program. We are in the process of completing the grant application and a public hearing is required to obtain public input before submitting the grant.

It is recommended the City Commission set a public hearing for May 24, 2021 on the proposed grant submission. It is expected that award of the grants will occur by mid-June and any work under the grant, if awarded, would be completed December 31, 2023 which fits in well with our planned replacement projects.

Recommended Motion:

Move to set a public hearing for May 24, 2021 on the CDBG Water Related Infrastructure grant for the Water Resource Recovery Facility.

Memorandum

Mt. Pleasant

TO:	Nancy Ridley, City Manager
FROM:	Tim Middleton, Deputy DPW Director
DATE:	April 30, 2021
SUBJECT:	Request to Set Public Hearing for CDBG (WRI) Grant

Request:

The City Commission is requested to set a public hearing for May 24, 2021 for the WRI Grant.

Reason:

In April 2021, the City was notified of the availability of a Community Development Block Grant (CDBG) for a Water Related Infrastructure (WRI) Grant through the Michigan Economic Development Corporation. As part of the grant application process, a public hearing must be set to receive public comments concerning the proposed project.

Public Works is seeking up to \$2.0 M in grant funding for a proposed rehabilitation at the wastewater treatment plant. In order for the application to be more competitive in the award phase, the grant will include a 25% funding match from the City. This match would be up to \$500,000 plus 100% of the project remainder in order to receive the maximum grant amount. A portion of the required match is currently available in the current approved operating budget for the design of various replacement projects previously discussed and the remaining required match is readily available in the existing plant reserves.

The grant application will require the Commission to pass an authorizing resolution after the public hearing.

Recommendation:

I recommend the City Commission set a public hearing for May 24, 2021 for the WRI Grant.



Mt. Pleasant meet here

TO:	Nancy Ridley, City Manager
FROM:	Tim Middleton, Deputy DPW Director
DATE:	May 17, 2021
SUBJECT:	Approve Resolution and Community Development Plan for Community Development Block Grant Application

Request:

The City Commission is requested to approve a resolution and Community Development Plan for inclusion in a 2021 Community Development Block Grant application.

Reason:

In April, the City was notified of the availability of a Community Development Block Grant (CDBG) for an Infrastructure and Resiliency (IR) Grant through the Michigan Economic Development Corporation. One of the requirements of the grant application is that the local unit of government pass an authorizing resolution in support of the application.

Public Works is seeking up to \$2,000,000 in grant funding for proposed rehabilitation of the Water Resource Recovery Facility (WRRF) east and west digesters. According to estimates, a match of \$1,433,800 will be required in order complete the project. These funds are available in the Water Resource Recovery Fund, but will require a budget amendment if grant funding is awarded.

Another requirement of the application is that we include documentation the City Commission approved the Community Development Plan (CDP). The CDP states the City has assessed the needs and problems of the community as it pertains to the WRRF and created strategies to address those needs. The CDP, which is part I of Attachment F, was previously adopted by the Commission in 2010 and 2019 for inclusion with the CDBG grant application for the Pickard-Harris Sewer Relining Project. The 2021 version has changed to more closely align with the needs of the WRRF. Parts II through V list additional information that is required for the 2021 application.

Recommendation:

I recommend the City Commission approve the attached resolution and Community Development Plan for inclusion in the 2021 CDBG grant application.

AUTHORIZING RESOLUTION

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Water-Related Infrastructure (WRI) Competitive Funding Round; and

WHEREAS, the City of Mt Pleasant desires to request 2,000,000 in CDBG funds to rebuild the primary and secondary digester; and

WHEREAS, the (UGLG) commits local funds from its Water Resource Recovery Reserve Fund in the amount of \$1,433,800; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and 63.3 percent of the residents of the City of Mt Pleasant are low and moderate income persons as determined by an income survey approved by the Michigan Economic Development Corporation; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

NOW, THEREFORE, BE IT RESOLVED that the City of Mt Pleasant hereby designates the City Manager as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

Resolution duly adopted.

William Joseph, Mayor

Certified to be a true copy,

(Date)

Heather Bouck, City Clerk

ATTACHMENT F – COMMUNITY DEVELOPMENT PLAN FOR WATER RESOURCE RECOVERY FACILITIES



I. ASSESSING THE NEEDS AND PROBLEMS OF THE COMMUNITY

The City of Mt. Pleasant, located in Isabella County, is primarily a residential community interspersed with service-oriented businesses and a small industrial presence. The City is home to Central Michigan University (CMU), whose partnership and presence account for a significant portion of the population during the school term. CMU has a direct relationship to the proliferation of multiple-family and rental housing units in the city, as well as corresponding wastewater flows. Like many municipalities, the City of Mt Pleasant's Water Resource Recovery Facility (WRRF) was constructed in the mid-1950s. With the passage of the Clean Water Act, the facility was upgraded in the late 1970s to include secondary treatment, and upgraded again in the early 2000s with additional secondary treatment to address ammonia violations. It is now approaching a fourth major infrastructure milestone requiring a multi-million dollar investment to remain technologically current and structurally stable. With the award of a SAW grant in 2016, the City of Mt Pleasant completed an asset management plan for the water recovery facility. This plan called for a \$15M investment over several years. In 2020, a master plan was developed to address the highest priority needs of the facility, and recommended a similar investment of nearly \$17M to rehabilitate and replace major infrastructure and processes. Those recommendations include the following work:

- Rehabilitate and upgrade the east and west digesters
- Replace retention basin liner and controls
- Install a septage receiving station
- Grit removal upgrade
- Oxidation tower rebuild and upgrade
- Repurpose secondary clarifiers to primary clarifiers
- Remove RBC's and replace w/MBR or similar technology
- HVAC upgrades
- Building and electrical repairs

At this time, the WRRF is currently operating under an Administrative Order on Consent from the USEPA which required several small repairs and minor operational changes to the facility as well as major repairs to the retention basin. In addition, the WRRF has recorded NPDES violations 11 of the last 12 quarters, the majority of which were for coliforms, ammonia, and total phosphorous. Aging infrastructure and inability to consistently meet NPDES requirements is compelling the City to take action and address deficiencies before they become more regulatorily, environmentally and financially punitive, and endanger the safety and health of WRRF staff and nearby residents. The infrastructure with the greatest need, and the largest potential for catastrophic failure, are the anaerobic digesters. In 2019, plant staff inspected the interior of the west (secondary) digester and found delaminating surface coatings on the interior walls and superstructure of the lid. Staff also found damaged supports and welded them back into place. Packing and seals at aperture points in the tank walls are intermittently seeping. In spite of multiple attempts to prevent degradation, the cement chime around the circumference of the tank continues to crack and spall, allowing water to enter the concentric space between the brick covering and insulated tank wall. This appears to be accelerating the damage to brickwork through freeze and thaw cycles. Portions of the internal superstructure of the west cover appear to be pushing up and causing deformation of the cover. Continued degradation will require the secondary digester to be removed from operation and a significant portion of the bio-solids treatment process will be lost until repairs can be implemented. The WRRF master plan, developed by a third-party engineering firm, indicates the need for "immediate replacement" of these covers and associated equipment.

II. SUMMARY LIST OF POSSIBLE LONG-TERM ACTIVITIES TO ADDRESS THE IDENTIFIED NEEDS AND PROBLEMS

The City of Mt. Pleasant annually prepares a capital improvement plan to identify specific projects within a six-year period to meet the community's objectives and infrastructure needs. Projects included in the current capital improvement plan and operating budget for 2022 to 2027 include the following:

- Rehabilitate and upgrade the east and west digesters
- Replace retention basin liner and controls
- Install a septage receiving station
- Grit removal upgrade
- Oxidation tower rebuild and upgrade
- Repurpose secondary clarifier to primary clarifiers
- Remove RBC's and replace w/MBR or similar technology
- HVAC upgrades
- Building and electrical repairs
- Repurpose existing primary clarifier for sodium bicarbonate storage and dosing

The largest and last component of the AOC is the replacement of the retention basin liner and included in the 2022 capital improvement plan. Once this is completed, we anticipate closure of the consent order.

III. SUMMARY LIST OF POSSIBLE SHORT-TERM ACTIVITIES TO ADDRESS THE IDENTIFIED NEEDS AND PROBLEMS

The WRRF staff is taking short term actions to address existing infrastructure issues to keep them operational until funding can be achieved to make long term repairs or upgrades. Most of the processes, with the exception of the digesters, are stable enough that preventative and reactive maintenance will keep them operational until funding for the master plan can be secured. Listed below are the actions being taken or that could be taken to maintain operational stability until that time.

Digesters

Haul untreated primary sludge to another treatment facility Haul treated sludge from either digester directly to landfill Rent or lease dewatering equipment Rent equipment to lime stabilize sludge prior to storage

<u>All Other Recommended Repairs</u> Continue maintenance and repair as necessary

NPDES Violations

Ammonia

Through rigorous lab analysis, installation of inline pH and ammonia probes, and SCADA upgrades, WRRF staff was able to identify a lack of alkalinity as a major contributor to ammonia violations. To alleviate the delinquency in the short-term, staff is able to feed sodium bicarbonate to the plant by utilizing one of the primary clarifiers as a holding tank for bicarb solution, adding bicarb directly to the incoming influent stream as a dry product, and/or by utilizing spent lime from the water treatment plant during high ammonia periods. All of these actions require considerable staff hours, are chemically inefficient, and, in the case of using the primary clarifier for solution storage, compromises a portion of the treatment train.

Phosphorous

Total Phosphorous violations that occur are generally attributable to a matrix of issues, including loss of alkalinity, pH imbalance, inability to control solids, and inability to dose metal salts in proportion to incoming ortho-phosphate. In the short term, a new chemical storage building with new storage tanks and flow proportional dosing system has been installed, and a change from ferrous chloride to ferric chloride has been implemented to reduce alkalinity consumption and improve phosphorous removal rates. These actions facilitate better phosphorous removal, but infrastructure addressed by the 2020 master plan will provide a much better solution.

Chlorine and Coliform Violations

In 2020, the WRRF completed the installation of an ultraviolet disinfection system to replace the sodium hypochlorite system that had begun to leak and was difficult to control and maintain. The plant has been operating on this system since mid-March 2021 and appears to be functioning satisfactorily. The cost of the UV disinfection system and the primary chemical replacement represented the City's investment of \$1.3M over the last two years.

IV. DESCRIPTION OF THE AFFECT THE PROPOSED CDBG PROJECT WILL HAVE ON THE COMMUNITY

Since the continued degradation of the digesters could rapidly become emergent, this grant application is strictly aimed at the rebuilding the digesters to reduce the risk associated with digester failure and the ensuing destruction and loss of life that could occur from a methane explosion. The cost of these repairs is spread evenly across all rate payers and benefit users of the system equally. In addition, as a state approved septage receiving facility, the Water Resource Recovery Facility works closely with residents from Isabella County, private business, and the surrounding communities to provide a discharge point for septage haulers. This program captured and provided additional treatment of 5.1MG of septage in 2020, and all of the solids received underwent digestion to be beneficially reused and applied to surrounding fields. This helps to prevent illegal dumping and reduces the amount of waste and pathogens entering the environment. It also reduces the number of miles travelled by septage haulers, resulting in reduced carbon emissions, and generates significant revenue for the WRRF, keeping rates low for the users of the system. The WRRF's capability to receive septage is dependent on fully functional digesters.

Isabella County requires that septage systems be inspected prior to home sales. Failure of the digester would surely interrupt the acceptance of septage receiving, slowing real estate transactions and grease trap cleaning in the surrounding community, causing detrimental economic effects.

In conjunction with the City's master plan, and in the spirit of being a Redevelopment Ready Community, the WRRF's master plan is able to identify several goals and opportunities that align with the City's master plan and RRC vision.

These goals include the following:

- Improve neighborhood services and encourage creation of neighborhood organizations
- Improve environmental services and regulations in the City, particularly recycling opportunities
- Continue to develop public facilities and infrastructure to serve the needs of city residents and visitors
- Strengthen cooperation between the City, Isabella County, Union Township, CMU, the Chippewa River District Library and the Saginaw Chippewa Indian Tribe
- Evaluate City operations to identify opportunities to reduce environmental impact

Although secondary to maintaining the existing system at this point, rehabilitation and optimization of the anaerobic digester process will generate an opportunity to create programs with our local community partners that will direct food waste away from the incoming wastewater stream and place it directly into the digestion process, where it can be converted into additional bio-gas. In 2020, 9.9 million cubic feet of bio-gas from this process was used to heat plant facilities and the digestion process. The WRRF is working with Central Michigan University and other community partners to study the feasibility of generating enough bio-gas through waste management to operate a combined heat and power system.

V. PLAN FOR MINIMIZING THE DISPLACEMENT OF PERSONS AS A RESULT OF GRANT-ASSISTED ACTIVITIES

The proposed WRRF improvement project will not result in the displacement of any persons.

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: PUBLIC HEARING ON OBSOLETE PROPERTY REHABILITATION ACT (OPRA) DISTRICT TO INCLUDE THE CENTRAL BUSINESS DISTRICT TIFA BOUNDARIES AND CONSIDER RESOLUTION OF THE SAME

Attached are the materials from the April 26 agenda packet when the public hearing was set regarding the establishment of an OPRA district using the Central Business District TIFA boundary. The approval of the district is the first step of the process to make a property eligible for consideration under the Public Act. The purpose of establishing the district is to reduce the overall timeframe for the approval of an OPRA application for eligible properties, and therefore supports the City's goal of being more development friendly. Each individual property request will have its own application and public hearing before consideration by the City Commission to determine if the individual property is eligible under the Act and is in compliance with the City OPRA Policy.

It is recommended the City Commission hold the public hearing and approve the resolution as presented.

Recommended Motion:

Move to approve the resolution to establish an Obsolete Property Rehabilitation Act (OPRA) District consistent with the Central Business District Tax Increment Finance Authority boundary as presented.

COMMISSION LETTER #072-21 MEETING DATE: APRIL 26, 2021

TO: MAYOR AND CITY COMMISSION

APRIL 21, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: RECEIVE REQUEST TO CREATE AN OBSOLETE PROPERTY REHABILITATION ACT (OPRA) DISTRICT TO INCLUDE THE CENTRAL BUSINESS DISTRICT TIFA BOUNDARIES AND SET A PUBLIC HEARING FOR MAY 24, 2021 ON THE SAME

The first step in the creation of an Obsolete Property Rehabilitation Act (OPRA) tax abatement is that a district must be created. Once a district is created, then property owners within that district can apply for a tax abatement for a specific property.

During the April 12 work session, it was discussed that the advantage of creating a district proactively is to send a message about the commitment to rehabilitation, as well as saving a step in the approval process. The attached memo from Downtown Development Director Michelle Sponseller therefore recommends a public hearing be set on creating a district that would be consistent with the boundaries of the Central Business District Tax Increment Finance Authority.

It is recommended a public hearing on this proposed district be set for May 24, 2021 so that adequate time exists to provide all of the appropriate notices. Although the resolution to establish the district is included in this packet, that resolution would not be acted upon until after the public hearing is held.

Recommended Motion:

Move to set a public hearing for May 24, 2021 on the creation of an OPRA District comprised of the Central Business District Tax Increment Finance boundary as presented.

TO:	Nancy Ridley, City Manager
CC:	William R. Mrdeza, Director of Community Services and Economic Development Mary Ann Kornexl, Director of Financial Services and Treasurer
FROM:	Michelle Sponseller, Downtown Development Director
DATE:	April 14, 2021

SUBJECT: Set Public Hearing - Obsolete Property Rehabilitation Act (OPRA) Downtown District

At the April 12, 2021 City Commission work session a consensus was reached on developing an OPRA policy and downtown district for the ongoing improvement of our business community and the quality of life for its citizens.

Establishment of an OPRA district requires a public hearing be held, along with written notification for all property owners within the proposed district, per Public Act 146 of 2000.

Staff is requesting a public hearing be set for May 24, 2021 to receive public comment on the establishment of an OPRA district using the Central Business District TIFA boundary.

RECOMMENDED ACTION

Consider setting a public hearing on May 24, 2021 on the creation of a downtown OPRA district.

Attachment:

- Downtown OPRA Resolution
- CBD TIFA Map

RESOLUTION TO ESTABLISH AN OBSOLETE PROPERTY REHABILITATION DISTRICT

Minutes of a regular meeting of the city commission of the City of Mt. Pleasant, held virtually on May 24, 2021, at Mt. Pleasant City Hall, 320 West Broadway, Mt. Pleasant, MI 48858, at 7:00pm.

PRESENT:

ABSENT:

The following preamble and resolution were offered by ______, and supported by ______.

Resolution Establishing an Obsolete Property Rehabilitation (OPRA) District for Downtown Mt. Pleasant

WHEREAS, pursuant to PA 146 of 2000, the City of Mt. Pleasant has the authority to establish "Obsolete Property Rehabilitation Districts" within the City of Mt. Pleasant; and

WHEREAS, a written request has been made with the clerk of the City of Mt. Pleasant requesting the establishment of the Obsolete Property Rehabilitation District for an area in the vicinity of Central Business District Tax Increment Finance Authority located in the City of Mt. Pleasant hereinafter described; and

WHEREAS, the City of Mt. Pleasant determined that the district meets the requirements set forth in section 3(1) of PA 146 of 2000; and

WHEREAS, written notice has been given by mail to all owners of real property located within the proposed district and to the public by public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on May 24, 2021 a public hearing was held and all residents and taxpayers of the City of Mt. Pleasant were afforded an opportunity to be heard thereon; and

WHEREAS, the City of Mt. Pleasant deems it to be in the public interest of the City of Mt. Pleasant to establish the Obsolete Property Rehabilitation District as proposed.

NOW, THEREFORE, BE IT RESOLVED by the City of Mt. Pleasant that the following described parcel(s) of land situated in the City of Mt. Pleasant, Isabella County, and State of Michigan, to wit:

Central Business District Tax Increment Finance District Legal Description

Commencing at intersection of Oak and Illinois Streets, thence E along Illinois St. to intersection of Illinois and Franklin Streets, thence N along Franklin to intersection of Franklin and Michigan, thence E along Michigan to intersection of Michigan and Fancher, thence N along Fancher to intersection of Fancher and Mosher St., thence W along Mosher to alley in Block 12, Original Plat, between Lansing and Franklin Streets, thence N along alley to intersection with Chippewa Street, thence W along Chippewa Street to intersection of Chippewa and Court Streets, thence S on Court Street to intersection of Court and Mosher, thence W along Mosher to intersection of Mosher and Main, thence N along Main Street to intersection of Main and Pickard Streets, thence W along Pickard approx. 398.5 ft., thence S 280.5 ft., W 20 ft., S 132 Ft., W 181.5 ft., S 181.5 ft., E 313.5 ft. to Washington Street, thence S along Washington Street approx. 485.5 ft., thence W approx. 165 ft. to intersection of Chippewa River and the Ann Arbor Railroad, thence S along Ann Arbor Railroad to intersection with Gorham Road, thence E along Gorham Road to intersection of Gorham and Walnut Streets, thence N along Walnut to intersection of Walnut and Mill, thence E along Mill Street to intersection of Mill and Oak Streets, thence S on Oak to intersection of Oak and Illinois, which is the P.O.B.

be and hereby is established as an Obsolete Property Rehabilitation District pursuant to the provisions of PA 146 of 2000 to be known as Downtown Obsolete Property Rehabilitation District No. 21-01.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City of Mt. Pleasant, of Isabella County, Michigan at a regular meeting held on May 24, 2021.

Clerk



COMMISSION LETTER #096-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER FINANCIAL SUPPORT FOR HANNAH'S BARK PARK/MISSION CREEK PARK LIGHTING PROJECT AS RECOMMENDED BY THE PARKS AND RECREATION COMMISSION

Attached for your reference is the April 26 agenda packet information regarding the recommended referral to the Parks and Recreation Commission. Also included is the public comment received at that meeting from John Dinse on behalf of the Friends of the Dog Park.

The Parks and Recreation Commission discussed the request from the Friends of the Dog Park and the recommendation documented by Recreation Director Ryan Longoria is attached for your reference.

The Union Township Board has committed to contribute \$1,500 toward the lighting project. Based on the commitment of the other two partners and the recommendation from the Parks and Recreation Commission, we recommend the City Commission authorize a contribution of \$1,500 to the Hannah's Bark Park/Mission Creek lighting project and the appropriate budget amendment from the Unassigned Fund Balance.

Recommended Motion:

Move to approve a contribution of \$1,500 towards the lighting project at Mission Creek/Hannah's Bark Park and a budget amendment for the same from the Unassigned Fund Balance.
COMMISSION LETTER #079-21 MEETING DATE: APRIL 26, 2021

TO: MAYOR AND CITY COMMISSION

APRIL 21, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER REFERRAL TO PARKS AND RECREATION COMMISSION REGARDING POTENTIAL FUNDING TO ASSIST WITH INSTALLATION OF LIGHTING AT HANNAH'S BARK PARK

Hannah's Bark Park at Mission Creek Park was constructed as a collaborative joint effort in 2015 with funds provided by the City of Mt. Pleasant, Charter Township of Union and the Friends of the Dog Park. In 2019, the City constructed a new restroom facility and concession area at Mission Creek and Charter Township of Union contributed funds toward that construction. The Friends of the Dog Park are now in the process of raising funds to add lighting at Hannah's Bark Park.

In recent years, there has been a general philosophy to prioritize investment of the City's capital funds into the maintenance of existing facilities, as opposed to adding additional amenities. It is my understanding that there may be some interest amongst the City Commission and the Union Township Board to consider making a financial contribution toward the lighting project at Hannah's Bark Park.

It was suggested that this matter be referred to the Parks and Recreation Commission for a recommendation to the City Commission regarding their perspective of the priority for contributing funds for lighting at Hannah's Bark Park compared to other improvement projects that could be considered. Also, it is important to consider the potential impact on other park amenities that have been constructed with donated funds. It is therefore suggested the City Commission consider a referral to the Parks and Recreation Commission for their input into this matter before making a final decision.

Recommended Motion:

Move to refer the proposed request for contributing funds for lighting at Hannah's Bark Park to the Parks and Recreation Commission for review and recommendation.

April 26, 2021 John Dinse 1206 E. High Mt. Pleasant, MI

I would like to use public comment in support of the City's help in funding lighting at Hannah's Bark Park located in Mission Creek Park. As an original member of the Mt. Pleasant Friends of the Dog Park Board and as a current Union Township representative on the City's Dog Park Advisory Board, I am well aware of the origins, construction, and operations of Hannah's Bark Park.

Although the dog park has been a success, with over 230 fee paying members (pre-Covid) who help fund support for park maintenance, there always has been two major concerns about the lack of lighting at the park. First, there are obvious safety concerns about myriad negative consequences that can occur if dogs and their owners are subjected to darkened conditions immediately before and after sundown. Secondly, many users of the park are working individuals who would like to have playtime with their dogs in the evening hours. Increased use of the dog park likely would increase membership and enhance the overall amenities already offered to area residents via the City's great park system.

The initial estimate from Block Electric for a minimal lighting plan \$12,196. This includes 8 LED lights with motion dimming. The Friends of the Dog Park Board has set a fund raising goal of \$12,500 for the project. We have raised \$8,000 up to this point. We had hoped to have lighting by this fall, 2021 as the days shorten. Our proposal for the remaining \$4,500 is to return to the original funding formula for construction of Hannah's Bark Park, namely, 1/3 cost sharing by FDP, the City, and Union Township. In other words, the three partners would each provide an additional \$1,500 for a total of \$4,500 to add to the already \$8,000 raised.

Friends of the Dog Park will be presenting our proposal to the Union Township Board in May. We ask that the City Commission act positively by referring our request to the City Parks and Recreation Commission. If needed, we are very willing to go before the MPPRC for further discussion of our project.

Memorandum

Mt. Pleasant meet here

TO: Nancy Ridley, City Manager Bill Mrdeza, Community Services Director

FROM: Ryan Longoria, Recreation Director

DATE: May 10, 2021

SUBJECT: Hannah's Bark Park/Mission Creek Lighting Project

Hannah's Bark Park at Mission Creek Park was constructed as a collaborative joint effort in 2015 with funds provided by the City of Mt. Pleasant, Charter Township of Union and the Friends of the Dog Park. In 2019, the City constructed a new restroom facility and concession area at Mission Creek with Charter Township of Union contributing funds toward that construction. The Friends of the Dog Park are now in the process of raising funds to add lighting at Hannah's Bark Park.

In a receipt of communication to the City Manager's office dated April 26th, 2021, the following overview of the project was provided by Friends of the Dog Park original member and Dog Park Advisory Board member John Dinse: "The initial estimate from Block Electric for a minimal lighting plan is \$12,196. This includes 8 LED lights with motion dimming. The Friends of the Dog Park Board has set a fund raising goal of \$12,500 for the project. We have raised \$8,000 up to this point. We had hoped to have lighting by this fall, 2021 as the days shorten. Our proposal for the remaining \$4,500 is to return to the original funding formula for construction of Hannah's Bark Park, namely, 1/3 cost sharing by FDP, the City, and Union Township. In other words, the three partners would each provide an additional \$1,500 for a total of \$4,500 to add to the already \$8,000 raised."

It was suggested that this matter be referred to the Parks and Recreation Commission for a recommendation to the City Commission regarding their perspective of the priority for contributing funds to this project. On Tuesday, April 27th, the Parks and Recreation Commission unanimously voted in favor of recommending that the City Commission positively support the cost-sharing proposal between the City, Union Township, and the Friends of the Dog Park for installation of lights at Hannah's Bark Park. Support for this was overwhelmingly positive, with commission members commenting that the lighting would not only be a positive addition to the dog park, but that it would add to the overall health and safety of Mission Creek Park, as a whole. There was also comment on how Hannah's college fund was used to initiate funding for the park and how the City of Mt. Pleasant and Union Township, along with a local non-profit, working in cooperation made the project a success and that it was a good idea to do continue in that spirit – especially at such a low cost.

Recommended Motion:

The Mt. Pleasant Parks and Recreation Commission recommends that the Mt. Pleasant City Commission move to approve the \$1,500 of funding to support completion of the lighting project at Hannah's Bark Park/Mission Creek Park.

RML/lmw

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER AMENDMENTS TO THE DEMAND RESPONSE PROGRAM WITH CONSUMERS ENERGY

The attached memo from DPW Director Jason Moore provides the background on the City's participation with the Consumers Energy Demand Response Program. As Mr. Moore indicates, Consumers Energy has requested an amendment to the program.

Currently, Consumers Energy could request the City reduce demand at the participating facilities up to five times during the summer months. We have not had to reduce our demand at all during the two years we have participated in the program and have still received the credit of \$11,635. The requested amendment will allow for an increase in the amount of times they can request a reduction in demand as well as decrease the amount of time to prior warning of a reduction in demand. We do not anticipate that these changes will be problematic.

As the program has been successful and creates a savings of \$11,635 annually, staff recommends the City Commission approve the contract amendment and authorize the mayor to execute the appropriate documents regarding the same.

Recommended Motion:

Move to approve amendments to the Demand Response Agreement with Consumers Energy and authorize the Mayor to sign the appropriate documents.





TO:	Nancy F	Ridlev, (City N	/lanager

FROM: Jason Moore, DPW Director

DATE: May 13, 2021

SUBJECT: Approve Amendment to Consumers Energy Demand Response Agreement

Request:

The City Commission is requested to approve an amendment to the Consumers Energy Demand Response Agreement for continuation in the program, and authorize the mayor to sign the agreement.

Reason:

For the past two years, the City has participated in Consumers Energy's Demand Response Program. The program was created to alleviate the challenges that peaks in power demand cause in their generation and distribution systems. Contracting with industrial and commercial users around the state to reduce load during peak times in the summer months allows Consumers to better plan and reduce the amount of generation capacity they need to have available.

As part of the program, the City committed to reduce our power demand at four facilities: City Hall, Public Safety, Water Resource Recovery Facility, and at 1775 East Broomfield (water system high service pumps, Ranney[®] well, etc.) Under the current agreement, Consumers may request the City reduce demand at these facilities up to five times in the summer months. To date, they have not needed to do so. The power reduction would have been made by switching over to permanent backup generators.

Consumers Energy is requesting an amendment to the contract for the 2022 season and beyond. The amendment will increase the number of times Consumers may request power reduction from five to 10, and reduce the maximum warning time given from 12 hours to six. City staff recommends approval of the amendment, as these changes are not significant enough to change our desire to partipate in the program. The energy credits will remain the same and provide \$11,635 annually toward the electricity bill for these facilities, regardless if Consumers requests we reduce demand.

Credit Breakdown

City Hall - \$2,295 Public Safety - \$1,890 Water - \$2,970 WRRF - \$4,480

Recommendation:

I recommend the City Commission approve an amendment to the Consumers Energy Demand Response Agreement for continuation in the program, and authorize the mayor to sign the agreement.

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER BUDGET AMENDMENT FOR THE MISSION/PICKARD DOWNTOWN DEVELOPMENT AUTHORITY

The attached memo from Economic Development Director Bill Mrdeza provides the background on a contract that has been unanimously approved between the Mission/Pickard Downtown Development Authority (DDA) and Mckenna and Associates. This contract will provide the next steps that are recommended in the Master Plan to work toward implementing a design concept that is supportable by the stakeholders.

The Mission/Pickard DDA has an Assigned Fund Balance for pedestrian and traffic safety. The DDA Board is recommending that a budget amendment be approved for \$15,000 to allocate funds from the Assigned Fund Balance in the 2021 fiscal year budget to support the contract with McKenna and Associates.

As mentioned in the memo, both MDOT and CMU have indicated support for these ongoing discussions and the initial feasibility study that are covered by the contract.

Recommended Motion:

Move to approve a budget allocation of \$15,000 from Mission/Pickard Downtown Development Authority Assigned for Pedestrian and Traffic Safety for 2021.

Memorandum

Mt. Pleasant meet here

TO: Nancy Ridley, City Manager
FROM: William R. Mrdeza Community Services & Economic Development Director D. P. M.
DATE: May 14, 2021
SUBJECT: DDA Budget Amendment

Background:

In November 2020, the City Commission adopted a new City Master Plan. A major component of that plan focused on obtaining stakeholder input into future design improvements in the Mission Street corridor that accomplished a number of community goals. Those goals included slowing traffic speeds along the corridor, making the corridor safer for pedestrians and other roadway users, and improving the focus on the business nature of the corridor as opposed to promoting designs that emphasize transportation and vehicle movement. Another goal considered corridor designs that supported elements of the CMU Master Plan which rely on such improvements in order to make elements of their plan feasible. The corridor plan featured in the Master Plan illustrates one design concept that addresses the above goals, but will need additional study and possible revision before all stakeholders can support a final design.

Stakeholder meetings have been identified as the next step in the process of implementing a supportable design concept. Staff solicited a proposal from McKenna Associates to assist with this next step and presented that proposal to the DDA Board for funding consideration in April. As a result of those discussions, details on the deliverables expected from the contract were added and an amended proposal was presented to the Board for consideration at their May meeting. At that meeting the Board unanimously approved the revised proposal and recommended a request to the City Commission to revise the 2021 DDA budget to allocate funding.

The proposed work will consist of two areas of emphasis, the first being providing technical support to City staff by facilitating quarterly coordination and planning meetings for a period of two-years. This facilitation includes participation in the meetings as well as preparing packets, agendas, presentations, and meeting minutes, and conducting and transmitting key research and analysis vital to decision making between meetings.

The second area of emphasis consists of working with MDOT and CMU to scope a traffic feasibility analysis that includes an RFP for feasibility analysis and construction document development for a Mission Street reconstruction project. As a result of staff outreach, MDOT and CMU have indicated support for the above concept and welcome this multi-stakeholder approach to problem solving appropriate design considerations for future corridor projects. Additional corridor stakeholders will be brought in as appropriate in order to provide input,

Memorandum

Mt. Pleasant meet here

test assumptions, and provide meaningful feedback before project designs are finalized.

Requested Action:

The DDA Board voted unanimously to request the City Commission amend the 2021 DDA Budget to reallocate \$15,000 from the *Assigned to Pedestrian and Traffic Safety* to the *Master Plan* line item in order to allow the Board to work with McKenna Associates for the next steps in implementing the City's Master Plan as described above.

COMMISSION LETTER #099-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER CONTRACTS FOR WATER RESOURCE RECOVERY BOND ISSUE:

The attached communication from Finance Director Mary Ann Kornexl outlines the proposals that were received from firms to provide municipal advising services and bond counsel services for the upcoming issuance of bonds for the Water Resource Recovery Facility.

As these are two separate contracts we recommend the City Commission take separate action on each. The payment for these services occurs at the time the bonds are sold and are paid for out of the bond proceeds.

a. Financial Advisor

Based on a quality-based selection process of the professional services offered by each of the entities, the recommendation is to contract with Bendzinski & Co at a not-to-exceed of \$21,250 for the municipal financial advising services.

Recommended Motion:

Move to authorize award of the municipal advising services to Bendzinski & Co for \$21,250 for the water resource recovery bonds.

b. Bond Counsel

The quality-based selection process results in a recommendation to contract with Dickinson Wright at a not-to-exceed cost of \$41,500 for the bond counsel services.

Recommended Motion:

Move to approve Dickinson Wright's proposal for bond counsel services at \$41,500 for the water resource recovery bond issues.



Mt. Pleasant

TO:	Nancy Ridley, City Manager
FROM:	Mary Ann Kornexl, Finance Director
DATE:	May 13, 2021
SUBJECT:	Bond Counsel and Municipal Financial Advising Services

As was presented in the April 12th worksession, we have begun the process to finance upgrades to the Water Resource Recovery Facility through a bond issue. The first step is to enter into contracts with an Attorney to serve as bond counsel and a municipal financial advisor. The next step will be to hire an engineering firm to complete the team, along with City staff, to execute the bond sale.

The bond counsel provide specialized legal services for the planning and development of the proposed municipal securities and the tax implications of the use of proceeds of those issuances. The Municipal Financial Advisor represents and advises the City on structure, marketing, issuance and delivery of the bonds. Requests for proposals for both of these services were posted in our standard bid locations and sent to all members of Michigan Government Finance Officers Association providing these services.

Bond Counsel		Advising Services	
Firm	Amount	Firm	Amount
Dickinson Wright	\$41,500	Bakertilly	\$29,500
Foster Swift	\$41,750	Bendzinski & Co	\$21,250
Miller Canfield	\$49,500	Municipal Financial	\$25,000
		Consultants	
		Northland Securities	\$34,000
		PFM	\$33,000

Based on a bond issue estimated at \$17,000,000, the following proposals were received:

All of the firms who submitted proposals have good reputations in the industry and meet the requirements of the request for proposals. Therefore, the proposals were evaluated based on the qualifications of the staff being proposed and the cost to the City. We have worked with Dickinson Wright as bond counsel for decades. We have not previously worked with Bendzinski & Co. I interviewed Robert Bendzinski and checked references. A committee of Chris Saladine, Nancy Ridley & I discussed the proposals and are recommending the lowest qualified bids of Dickinson Wright for bond counsel & Bendzinski & Co for financial advisor.

Requested Action:

Include the following recommendation on the May 24th City Commission agenda. Contract with Dickinson Wright for bond counsel in the amount not to exceed \$41,500 and with Bendzinski & Co for municipal financial advisor in the amount not to exceed \$21,250. Funding for these contracts will come from the proceeds of the Water Resource Recovery Facility Bonds.

COMMISSION LETTER #100-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER APPOINTMENT OF INTERIM CITY ASSESSOR

The attached memo from Finance Director Mary Ann Kornexl details the background on the City Assessor position. As indicated in her memo, our current contract with Coucke Property Services expires May 31, 2021. Mr. Coucke is in the process of exploring other career options and he has indicated that he does not wish to renew the contract for assessing services with the City.

Upon learning that the current contract for assessing services would not be renewed, a Request for Proposals (RFP) was sent out. Unfortunately, the RFP did not yield any bid submissions.

Our new City Clerk Heather Bouck has the proper certification as well as eight years of experience working in assessing. As we did not receive any bids for this work and the State of Michigan requires all jurisdictions to have an assessor of record and the City Charter requires the City Commission to authorize the Assessor; we are recommending the City Commission appoint Ms. Bouck temporarily as the Interim City Assessor until a more permanent solution can be found.

Recommended motion:

Move to appoint Heather Bouck as the Interim City Assessor.



Mt. Pleasant meet here

TO: Nancy Ridley, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: May 13, 2021

SUBJECT: Interim Assessor

In April 2017, Dave Rowley retired as the City Assessor after twenty years of service as an employee of the City of Mt. Pleasant. In June 2017, the City entered into a contract with Coucke Property Services and appointed Chris Coucke as Assessor. The contractual agreement has worked very well for the City. Chris has provided excellent service to the City. He has elected to not renew his contract as he will be sitting for the bar exam soon and plans a different career path.

Based on the city's State Equalized Value (SEV) the city is required by the Michigan State Tax Commission to have an assessor of record with a Michigan Advanced Assessing Officer Certification (MAAO 3). There are currently about 700 individuals in the state with this level of certification. We posted a Request for Proposals for Assessing Services in our standard bid locations, on the Michigan Assessors' Association website and an e-mail was sent to all the members of the Association. The bids were due on May 11th and no bids were received.

The State of Michigan requires all jurisdictions to have an assessor of record and the City Charter requires that the City Commission appoint the Assessor. Coucke Property Services contract ends on May 31st. We are fortunate that our City Clerk, Heather Bouck, holds the proper MAAO certification. She also has eight years of experience working in the Delta Township Assessing office. In order to provide additional time to evaluate possible options, we recommend appointing Heather as Interim Assessor to meet the State requirements. Since we hired Heather as the full-time City Clerk, we will temporarily shift some duties around to allow adequate time for what must be done for assessing at this time of year. Once additional options are identified and evaluated, we will report back with a longer term solution.

Requested Action:

Include the recommendation to appoint Heather Bouck, MAAO, as interim Assessor on the May 24th City Commission agenda.

COMMISSION LETTER #101-21 MEETING DATE: MAY 24, 2021

TO: MAYOR AND CITY COMMISSION

MAY 19, 2021

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER SALE OF CITY-OWNED LAND AS RECOMMENDED BY THE PROPERTY COMMITTEE

The City of Mt. Pleasant currently owns two parcels of land at the southeast corner of lsabella Road and Airport Road (see attached overview maps). The two parcels are approximately .68 acres. Based on current Union Township zoning, the lots are not buildable due to not being able to meet appropriate setback requirements. The property owner to the east of the parcels has presented an offer for the purchase of both parcels. The Property Committee, comprised of Commissioners Alsager and Tolas and Mayor Joseph, met last week to consider the offer and are unanimously recommending the City Commission authorize the sale of the parcels.

It appears that the ownership by the City was originally intended to protect the approach for the crosswind runway at the Airport. With appropriate avigation easements, that approach can appropriately be protected and ownership of the parcels is not necessary. The purchaser has agreed to remove the 6-8 trees that are required to be removed and has also committed to the recording of the appropriate avigation easement. This avigation easement will prevent future growth of trees which will be the responsibility of the property owner. The avigation easement will be recorded at no cost to the City. The purchaser has offered a price of \$4,000 for the property.

It is recommended the City Commission accept the Property Committee recommendation and authorize the Mayor to sign all of the appropriate paperwork to sell the two parcels to International Brotherhood of Electrical Workers Local 876 for \$4,000 with the conditions that the purchaser will agree to the permanent avigation easement and will remove the current tree protrusions at their cost.

<u>Recommended Motion:</u>

Move to authorize the Mayor to sign the appropriate documents to sell the two parcels to International Brotherhood of Electrical Workers Local 876 for \$4,000 as recommended.







CHECK REGISTER FOR CITY OF MT PLEASANT CHECK DATE FROM 5/06/2021 THRU 5/19/2021

Check Date	Vendor Name	Description	Amount
Bank COMM	COMMON CASH		
05/12/2021	CITY TREASURER-PAYROLL FUND	REG PAY #513	\$262,502.95
05/17/2021	CITY TREASURER - UTILITIES	UTILITIES	3,112.61
05/19/2021	21C ADVERTISING	CONTRACT SVCS	3,478.96
05/19/2021	AIRGAS USA, LLC	CONTRACT SVCS	45.83
05/19/2021	AMERICAN LEGAL	CONTRACT SVCS	39.00
05/19/2021	ANNUVIA, AN ALLIED 100, LLC COMPANY	SUPPLIES	1,376.00
05/19/2021	AVFUEL CORPORATION	AIRPORT FUEL	16,025.56
05/19/2021	MEGAN BAIR	CONTRACT SVCS	500.00
05/19/2021	BILL'S CUSTOM FAB, INC	CONTRACT SVCS	150.88
05/19/2021	CORBY BLEM	CONTRACT SVCS	500.00
05/19/2021	BLOCK ELECTRIC COMPANY	CONTRACT SVCS	900.00
05/19/2021	HEATHER BOUCK	REIMBURSEMENT	33.04
05/19/2021	BOUND TREE MEDICAL, LLC	SUPPLIES	24.29
05/19/2021	C & C ENTERPRISES, INC	SUPPLIES	91.50
05/19/2021	C & O SPORTSWEAR	SUPPLIES/UNIFORMS	357.75
05/19/2021	CARMEUSE AMERICAS	CHEMICALS	7,168.44
05/19/2021	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	170.00
05/19/2021	CDW GOVERNMENT, INC	SUPPLIES	846.17
05/19/2021	CENTRAL CONCRETE INC	SUPPLIES	2,381.50
05/19/2021	CENTURYLINK	COMMUNICATIONS	13.87
05/19/2021	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	5,977.90
05/19/2021	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	54.20
05/19/2021	CLARK HILL P.L.C.	CONTRACT SVCS	632.50
05/19/2021	CMP DISTRIBUTORS, INC.	SUPPLIES	291.90
05/19/2021	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	4,334.18
05/19/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
05/19/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
05/19/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
05/19/2021	COMPASS MINERALS AMERICA	SUPPLIES	7,283.51
05/19/2021	CONSUMERS ENERGY	UTILITIES	27,680.61
05/19/2021	MICHAEL COVARRUBIAS	REIMBURSEMENT	50.00
05/19/2021	COYNE OIL CORPORATION	FUEL	4,945.54
05/19/2021	CBC CREDIT SERVICES, INC.	CONTRACT SVCS	100.00
05/19/2021	CUMMINS SALES AND SERVICE	CONTRACT SVCS	1,511.85
05/19/2021	BRIANNA DELL	CONTRACT SVCS	500.00
05/19/2021	DENALI CONSTRUCTION & ENGINEERING	CONTRACT SVCS	56,742.00
05/19/2021	DORNBOS SIGN & SAFETY, INC.	SUPPLIES	298.56
05/19/2021	ELECTIONSOURCE	CONTRACT SVCS	1,290.00
05/19/2021	F & K TREE SERVICE & STUMP REMOVAL	CONTRACT SVCS	2,200.00
05/19/2021	F & M MECHANICAL SERVICES, LLP	CONTRACT SVCS	9,956.00
05/19/2021	FISHER TRANSPORTATION CO, INC	CONTRACT SVCS	7,602.42
05/19/2021	FLEX ADMINISTRATORS	FSA ADMIN FEE	231.00
05/19/2021	FRONT LINE SERVICES, INC	SUPPLIES	78.95
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CHECK REGISTER FOR CITY OF MT PLEASANT CHECK DATE FROM 5/06/2021 THRU 5/19/2021

Check Date	Vendor Name	Description	Amount
Bank COMM	COMMON CASH		
05/19/2021	GALLS, LLC	UNIFORMS	391.04
05/19/2021	GALGOCI OIL COMPANY	AIRPORT FUEL	248.31
05/19/2021	GOVERNMENTAL PRODUCTS INC	SUPPLIES	296.88
05/19/2021	GRANGER	CONTRACT SVCS	68.96
05/19/2021	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	4,128.92
05/19/2021	DAVID GROTHAUSE	FARMERS MKT	57.95
05/19/2021	HCC LIFE INS. CO	ADMIN - STOP LOSS	18,385.50
05/19/2021	HIRERIGHT	CONTRACT SVCS	156.41
05/19/2021	HYDROCORP, INC.	CONTRACT SVCS	4,829.50
05/19/2021	IDEXX DISTRIBUTION, INC.	CHEMICALS	6,072.92
05/19/2021	THE ISABELLA CORPORATION	CONTRACT SVCS	91,875.92
05/19/2021	ISABELLA COUNTY - COMMUNITY DEVELOP		132.00
05/19/2021	ISABELLA COUNTY TREASURER	STATE REVERSAL	62.43
05/19/2021	K&B ASPHALT SEALCOATING, INC	CONTRACT SVCS	51,335.63
05/19/2021	BRIAN KENCH	REIMBURSEMENT	148.96
05/19/2021	KOPY KORNER	SUPPLIES	196.00
05/19/2021	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	2,782.64
05/19/2021	MICHAEL LENTS	REIMBURSEMENT	350.00
05/19/2021	MICHIGAN ASSOCIATION OF COUNTIES	CONTRACT SVCS	75.00
05/19/2021	MCLAREN CORPORATE SERVICES	CONTRACT SVCS	1,300.00
05/19/2021	MICHIGAN DOWNTOWN ASSOCIATION	TRAINING	50.00
05/19/2021	MICHIGAN MUNICIPAL LEAGUE	CONTRACT SVCS	137.64
05/19/2021	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
05/19/2021	MIDLAND DAILY NEWS	CONTRACT SVCS	339.52
05/19/2021	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	7,757.50
05/19/2021	MIDDLE MICHIGAN DEVELOP CORP	LDFA MGT FEE	11,400.00
05/19/2021	MML WORKERS' COMP FUND	POLICY	98,124.00
05/19/2021	THE MORNING SUN	SUBSCRIPTION	1,540.00
05/19/2021	MP AREA COMMUNITY FOUNDATION	CONTRACT SVCS	2,500.00
05/19/2021	MT PLEASANT RENTAL CENTER, INC	EQUIPMENT RENTAL	100.44
05/19/2021	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	48.83
05/19/2021	NETSOURCE ONCE INC	CONTRACT SVCS	737.00
05/19/2021	NYE UNIFORM COMPANY	UNIFORMS	697.44
05/19/2021	ON DUTY GEAR, LLC	SUPPLIES/UNIFORMS	299.95
05/19/2021	PETTY CASH - ANGIE MCCANN	REIMBURSEMENT	157.87
05/19/2021	PLEASANT GRAPHICS, INC	SUPPLIES	178.00
05/19/2021	POLYDYNE INC.	CHEMICALS	1,397.25
05/19/2021	PRO COMM, INC	CAPITAL ACQU/SUPPLIES	20,560.60
05/19/2021	PRSA	DUES	370.00
05/19/2021	TRUGREEN	REFUND	110.00
05/19/2021	JENNIFER OLGER	REFUND	1,412.00
05/19/2021	LAURA MONTOYE	REFUND	24.50
05/19/2021	KAYLYN KING	CONTRACT SVCS	41.00
03/19/2021		CONTRACT SVCS	41.00

CHECK REGISTER FOR CITY OF MT PLEASANT CHECK DATE FROM 5/06/2021 THRU 5/19/2021

Check Date	Vendor Name	Description	Amount		
Bank COMM	Bank COMM COMMON CASH				
05/19/2021	KURT FRELING	CONTRACT SVCS	83.00		
05/19/2021	JACKSON PELESS	CONTRACT SVCS	78.00		
05/19/2021	CAIDEN ROBINSON	CONTRACT SVCS	78.00		
05/19/2021	COLLIN ROBINSON	CONTRACT SVCS	65.00		
05/19/2021	KEAGEN PAISLEY	CONTRACT SVCS	26.00		
05/19/2021	CALVIN KEYES	CONTRACT SVCS	39.00		
05/19/2021	TITUS KEYES	CONTRACT SVCS	75.00		
05/19/2021	JOSH WILSON	CONTRACT SVCS	96.00		
05/19/2021	KALE REID	CONTRACT SVCS	109.00		
05/19/2021	THOMAS PACKARD	CONTRACT SVCS	106.00		
05/19/2021	ELI SCHLICHT	CONTRACT SVCS	91.00		
05/19/2021	BURKE WEAVER	CONTRACT SVCS	65.00		
05/19/2021	RENT-RITE, INC	EQUIPMENT RENTAL	216.04		
05/19/2021	ROMANOW BUILDING SERVICES	CONTRACT SVCS	6,138.12		
05/19/2021	SHRED-IT USA LLC	CONTRACT SVCS	494.63		
05/19/2021	SEAN FLAHERTY	REFUND	45.00		
05/19/2021	JOSHUA THEISEN	REIMBURSEMENT	1,142.80		
05/19/2021	TRUGREEN	CONTRACT SVCS	42.77		
05/19/2021	LEASHER, MARK	REFUND	50.46		
05/19/2021	MT. PLEASANT ABSTRACT	REFUND	33.31		
05/19/2021	LEACH, JOSHUA	REFUND	105.00		
05/19/2021	ANDERSON, KRISTOPHER	REFUND	23.97		
05/19/2021	ARLT, M M	REFUND	92.55		
05/19/2021	HAUGHT, DEBORAH	REFUND	22.84		
05/19/2021	KIRBY, SARA	REFUND	23.59		
05/19/2021	CREM	REFUND	23.59		
05/19/2021	UNIFIRST CORPORATION	CONTRACT SVCS	40.66		
05/19/2021	VERIZON CONNECT NWF, INC.	CONTRACT SVCS	210.47		
05/19/2021	VICTOR STANLEY, INC.	SUPPLIES	972.00		
05/19/2021	VREDEVELD HAEFNER LLC	CONTRACT SVCS	8,400.00		
05/19/2021	WM CORPORATE SERVICES, INC.	CONTRACT SVCS	1,178.48		
05/19/2021	LATITUDE MEDIA LLC WCZY/WMMI	CONTRACT SVCS	1,492.00		
05/19/2021	TRAVIS WELSH	REIMBURSEMENT	57.79		
05/19/2021	THE W.W. WILLIAMS COMPANY, LLC	CONTRACT SVCS	700.01		
05/19/2021	WINN TELECOM	COMMUNICATIONS	19.95		
05/19/2021	SARA WOODRUFF	CONTRACT SVCS	500.00		
05/19/2021	YEO & YEO CONSULTING, LLC	CONTRACT SVCS	2,910.00		

COMM TOTALS:	
Total of 123 Checks:	\$789,756.01
Less 0 Void Checks:	0.00
Total of 123 Disbursements:	\$789,756.01