

**Regular Meeting of the Mt. Pleasant City Commission**  
**Monday, June 13, 2022**  
**7:00 p.m.**

**AGENDA**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Introduce and swear in Mt. Pleasant Police Officers Mason Nash and David Wheaton.
2. Proclamation recognizing Juneteenth Celebration Day (June 19, 2022).
3. Proclamation recognizing LGBTQ+ Pride Month (June).
4. Presentation by Jim McBryde of Middle Michigan Development Corporation (MMDC) on annual Industrial Facilities Tax (IFT) Abatement Report.
5. Presentation on the 2021 Annual Comprehensive Financial Report.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

6. City Manager report on pending items.
  - a. Monthly report on police related citizen complaints received.
7. Minutes of the Brownfield Redevelopment Authority/Economic Development Corporation (BRA/EDC) (April).
8. Minutes of the Traffic Control Committee (May).
9. Minutes of the Planning Commission (May).
10. Receipt of 2021 Annual Comprehensive Financial Report.
11. Receipt of 2021 Component Unit Financial Reports.

CONSENT ITEMS:

12. Approval of the minutes from the regular meeting held May 23, 2022.
13. Consider approval of the proposed 2023-2028 Capital Improvement Plan.
14. Consider award of contract to Revize for website redesign.

*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

June 13, 2022

Page 2

15. Consider resolution in support of recommended fees associated with the airport courtesy vehicle.
16. Receive an ordinance to amend section 154.410.B.4 and table 154.410.A of the Mt. Pleasant Code of Ordinances regarding child care centers and group day care homes and set a public hearing for July 11, 2022 on the same.
17. Consider approval of Payrolls and Warrants.

### PUBLIC HEARINGS:

### NEW BUSINESS:

18. Consider restrictive covenants associated with city property.
19. Consider contract amendment to Water Resource Recovery Facility (WRRF) rehabilitation contract with Fishbeck engineering.
20. Presentation by City Attorney Mike Homier on Charter Amendment related to City Commission terms.

### ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

### PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

### RECESS:

### CLOSED SESSION:

### RECESS:

### WORK SESSION:

### ADJOURNMENT:

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

TO: MAYOR AND CITY COMMISSION

JUNE 9, 2022

FROM: AARON DESENTZ, CITY MANAGER

SUBJECT: CITY MANAGER REPORT ON AGENDA ITEMS

Proclamations and Presentations:

- 4) Presentation by Jim McBryde of Middle Michigan Development Corporation (MMDC) on annual Industrial Facilities Tax (IFT) Abatement Report.
  - a) Jim McBryde will be at the City Commission meeting to provide an update on the latest MMDC annual report.
- 5) Presentation on the 2021 Annual Comprehensive Financial Report.
  - a) The ACFR/annual audit will be presented by our auditors at Vredevelde Haefner. Following the presentation, acceptance of the annual audit and ACFR will be done as part of the consent agenda.

Receipt of Petitions and Communications:

Consent Items:

- 13) Consider approval of the proposed 2023-2028 Capital Improvement Plan.
  - a) Following review of the City Commission and opportunity for input at a public hearing, the City Commission is asked to approve the CIP. The CIP contains \$36.8 million in total projects over the six (6) year term. The plan proposes use of \$1 million in ARPA funding and reallocates the 0.5 mills from the Borden Building debt schedule to fund storm sewer improvements. The City Commission is asked to approve the plan at this time.
- 14) Consider award of contract to Revize for website redesign.
  - a) The City's current website was created more than 10 years ago. As part of our 2022 goals and objectives and as planned in our 2022 budget, the City has requested proposals for the redesign of our website. A website redesign will provide improved access to information, ease of use for employees to edit, American Disability Act compliance and improved accessibility/layout for tablets/mobile users.

The City received eight (8) proposals for the website project. Staff is proposing to approve the proposal from Revize. Revize has provided websites for over 2,500 governments nationwide. Staff found the training, customer service, pricing, and experience offered by this firm to be superior to other bidders. While Revize is not the lowest price, the combination of other attributes made Revize the top selection for staff.

We are asking the City Commission to approve the proposal from Revize for \$79,100 for the website redesign.
- 15) Consider resolution in support of recommended fees associated with the airport courtesy vehicle.
  - a) The Airport Joint Operations and Management Board (AJOMB) and City Attorney have reviewed and approved the use of an agreement to offer a courtesy car at the Mount Pleasant airport. The car will be available to pilots for quick trips from the airport into town while their passengers are away on business. This service is offered at many other airports and has been requested of us many times. The use of the car is free. At this time the City Commission is asked to approve a list of penalties associated if the with the use of the courtesy car not in accordance with the use agreement.

16) Receive an ordinance to amend section 154.410.B.4 and table 154.410.A of the Mt. Pleasant Code of Ordinances regarding child care centers and group day care homes and set a public hearing for June 27, 2022 on the same.

- a) The proposed zoning ordinance amendment would allow for group day care homes and child care centers to be permitted in more zoning districts within the City. The ordinance will also change the process for obtaining zoning approval from a special use circumstance to a permitted use making it easier for an applicant to move forward with a request for approval for such facilities. The State of Michigan still maintains strict regulation of these facilities and the proposed amendment does not affect those regulations. The City Commission is asked to set a public hearing for July 11, 2022.

#### Public Hearings

#### New Business

18) Consider restrictive covenants associated with city property.

- a) The former Roosevelt Refinery located at 600 W. Pickard in Mount Pleasant was a crude oil refinery that operated from 1930 to 1971 until it was decommissioned. The site is host to a number of contaminants from the previous operation of the refinery. To this date contamination remains at the site though it is unlikely that the contamination will migrate due to some of the mitigation put in place by the site operators MRP.

The City owns 305 W. Pickard Street near the site which has been subject to residual impacts of the initial contamination. The City owns and operates a lift station at this address. The City also owns underground utilities in the area. Reconstruction of these utilities or nearby streets could be impacted by the contamination.

MRP is requesting approval from the City of restrictive covenants on 305 W. Pickard. The restrictive covenants would not allow residential uses on the property, would not allow for use of the groundwater on this property, and requires extra mitigation when soils are extracted from the property. This is one step MRP is seeking in an eventual closeout of the property which would allow them to cease monitoring of the site as part of EGLE requirements.

The City agreed to work with MRP on a set of conditions related to this restrictive covenant. The City has negotiated that MRP would pay up to \$900,000 for any increased costs related to utilities/street work which MRP has agreed to. The initial condition of a 20-year term is one that staff found unfavorable. After pushing back on MRP it was agreed that this financial promise would need to cover a term of 40 years which MRP has now agreed to.

The issue at hand is that MRP has changed the backing of their financial promise from a guaranteed performance bond to a financial solvency measure. The EPA allows for use of the financial solvency measure in these cases however, final approval is up to the City. Staff does not recommend the financial solvency test as a means to support this agreement as it does not provide any guarantee should the company close or go bankrupt.

The decision before the City Commission is twofold:

Should the City enter into agreement with MRP which will place restrictive covenants on the City's property in exchange for a financial commitment from MRP for contamination mitigation during future construction?

To this my recommendation is yes. While the agreement limits the exposure to MRP for 40 years and contamination can/likely will live beyond this length of time, it provides the greatest amount of assurance during that time. If MRP were to close during this time it would be difficult for the City to recoup added expenses for future costs. I believe that engagement in the agreement provides the City the greatest assurance for pollution mitigation in the future.

Another option is rejecting entering into any agreement. In doing so MRP is unable to limit liability and would be held to the full amount of liability for as long as they exist. The drawback to this is the risk that MRP may not exist in to the future leaving the City with no future assurance.

The second question is if the City should agree to the terms outlined in the proposed agreement from MRP.

My answer here is no. I believe that the City should reject MRP's proposal and instead insist that MRP use a performance bond over the 40-year term of the agreement. The financial solvency test provides more work for staff to learn, track, and understand year to year. It is unclear to us what happens should MRP fail the test and how the City would obtain the financial support in the future.

The other option is to approve the proposed agreement with MRP. The agreement would provide some assurance however, it is unclear what sort of assurance is provided in the event MRP is unable to pass the financial solvency test.

- i) Recommended Action: A motion to reject the offer from MRP and to have the City Attorney continue negotiations with guidance provided by the City Commission.

19) Consider contract amendment to Water Resource Recovery Facility (WRRF) rehabilitation contract with Fishbeck engineering.

- a) Since starting the WRRF rehabilitation, the initial plan related to the rehabilitation has changed. With these changes comes an increase in cost for engineering services. Phase II has been amended by engagement in the Clean Water State Revolving Loan (CWSRF) process which requires more engineering service. However, engagement in this program is offset by the programs loan forgiveness of 10-48% of the project principal (currently estimated at a minimum of \$1.8 million). Other changes to the project include removal and replacement of the grit system to a newly constructed building, additional HVAC, digester work, and electrical controls. The City's engineering firm Fishbeck Engineering, has proposed a contract amendment with an estimated \$430,000 in additional costs. This will increase the current contract from \$1.04 million to just under \$1.5 million. That amount is 5% of the estimated contract price and is under the industry average of 15%.

- i) Recommended Action: A motion to approve an amendment to the WRRF Rehabilitation contract with Fishbeck Engineering for \$430,000.

20) Presentation by City Attorney Mike Homier on Charter Amendment related to City Commission terms

- a) City Attorney Mike Homier will be at our next City Commission meeting to provide an update on the Charter Amendment which seeks to change City Commissioner terms from 3-year to 4-year terms.

# PROCLAMATION

**WHEREAS,** Juneteenth, or Juneteenth Independence Day, commemorates the traditional observance of the end of slavery in the United States and is observed annually on June 19; and

**WHEREAS,** President Abraham Lincoln signed the Emancipation Proclamation on January 1, 1863, declaring the slaves in Confederate territory free, paving the way for the passing of the 13<sup>th</sup> Amendment which formally abolished slavery in the United States of America; and

**WHEREAS,** More than two years would pass before the news reached Texas, when on June 19, 1865, Union Major General Gordon Granger and his regiment arrived in Galveston and spread the word that slavery had been abolished; and,

**WHEREAS,** The following year, the first official Juneteenth celebrations took place in Texas and have continued across the United States throughout the years; and

**WHEREAS,** June 19<sup>th</sup> has a special meaning and is called “JUNETEENTH” combining the words June and nineteenth, and has been celebrated by the African American community for over 150 years; and

**WHEREAS,** The City of Mt. Pleasant supports our Nation’s Declaration of Independence which provides that “all men are created equal” and acknowledges that we should celebrate and enjoy liberty and justice for every citizen;

**NOW, THEREFORE** I, Amy Perschbacher, Mayor of the City of Mount Pleasant, do hereby proclaim June 19<sup>th</sup>, 2022 as **JUNETEENTH CELEBRATION DAY** in Mt. Pleasant, and

**FURTHER** Resolve to support the education and informational outreach by Central Michigan University on June 17<sup>th</sup> to involve our larger community in this celebration.

In Witness Whereof, I have hereunto set my hand and Great Seal of the City of Mount Pleasant, Michigan, this 13<sup>th</sup> day of June 2022.

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Amy Perschbacher, Mayor  
City of Mount Pleasant

# **PROCLAMATION**

- WHEREAS,** in the movement toward equal rights for lesbian, gay, bisexual, and transgender (LGBTQ+) people, a historic turning point occurred on June 28, 1969, in New York City, with the onset of the Stonewall Riots. During these riots, LGBTQ+ citizens rose and fought against the discriminatory criminal laws that have since been declared unconstitutional; and
- WHEREAS,** LGBTQ+ Pride celebrations have taken place around the country every June to commemorate the beginning of the Stonewall Riots; and
- WHEREAS,** June is celebrated as LGBTQ+ Pride Month nationwide; and
- WHEREAS,** Great Lakes Bay Pride, a local LGBTQ+ non-profit, is celebrating its 20th anniversary in 2022; and
- WHEREAS,** Great Lakes Bay Pride works to connect the LGBTQ+ and ally community to resources, education, networking opportunities, and advocates for LGBTQ+ rights in the Great Lakes Bay Region and beyond; and
- WHEREAS,** our nation was founded on the principle of equal rights for all people, but the fulfillment of this promise has been long in coming for many Americans; and
- WHEREAS,** recognizing the contributions made by members of the LGBTQ+ community and to actively promote the principles of equality, liberty and justice;
- NOW, THEREFORE** I, Amy Perschbacher, Mayor of the City of Mount Pleasant, do hereby proclaim June 2022 as

## **LGBTQ+ PRIDE MONTH**

in Mt. Pleasant, and urge residents to celebrate Great Lakes Bay Pride's 20<sup>th</sup> Anniversary with our members of the LGBTQ+ community.

In Witness Whereof, I have hereunto set my hand and Great Seal of the City of Mount Pleasant, Michigan, this 13<sup>th</sup> day of June 2022.

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Amy Perschbacher, Mayor  
City of Mount Pleasant





## **MIDDLE MICHIGAN DEVELOPMENT CORPORATION**

### 2021 IFT Memo

To: Mt. Pleasant City Commission

From: James McBryde, President/CEO  
Middle Michigan Development Corporation

Date: May 20, 2022

Subject: 2021 IFT Report

I am forwarding this 2021 IFT Report showing job creation and retention for companies that received tax abatements from the City of Mt. Pleasant. These tax abatements were approved for the construction of buildings or additions to existing buildings either classified as real property or the purchase of non-real estate assets that would be classified as personal property. Non-real estate assets were primarily for machinery and equipment or assets of similar status.

In addition to the 30 jobs created by the companies that received these tax abatements, another 163 jobs were retained due to these tax abatements. Please note that the job numbers in this year's IFT Report are lower than what has appeared in prior reports, which is primarily due to the removal of expired tax abatements from the report.

The actions by the City Commission to approve these tax abatements was instrumental to the decisions these companies made to remain here and further invest in our local economy. As a result, these abatements have demonstrated the City Commission's ongoing commitment to the strengthening of our local economy.

2021 Middle Michigan Development Corporation  
Industrial Facilities Tax Abatement (IFT) Report 2021

<u>Company</u>	<u>Cert. Number</u>	<u>Parcel ID</u>	<u>Start Date</u>	<u>Ending Date</u>	<u>Certificate Value</u>	<u>Beginning Tax Val.</u>	<u>Current Tax Value</u>	<u>Number of Jobs Retained</u>	<u>Number of Jobs Created</u>	<u>Purpose of Abatement</u>	<u>Project Status</u>
American Mitsuba (formerly CME Corporation) 2945 Three Leaves Drive Mt. Pleasant, MI 48858	2010-260	17-992-00042-00	Year 2010	Year 2016*	\$4,000,000	\$912,390	\$742,500	6.0	0.0	New personal property consisting of machinery and ancillary equipment.	Completed: 2010
	2010-260	17-992-00043-00	Year 2010	Year 2022	\$200,000	\$100,000	\$99,400	6.0	0.0	Real Property Improvements to support machinery and ancillary equipment.	Completed: 2010
	2018-182	17-992-00055-00	Year 2019	Year 2031	\$900,000	\$219,800	\$212,900	9.0	27.0	Real Property: 5,940 square foot addition.	Completed: 2019
Q-SAGE Inc. 2150 JBS Trail Mt. Pleasant, MI 48858	2010-232	17-992-00045-00	Year 2010	Year 2022	\$90,084	\$45,000	\$44,800	0.0	0.0	Real Property-Construction of addition to existing building.	Completed 2010
	2014-063	17-992-00049-00	Year 2015	Year 2027	\$450,000	\$225,000	\$223,600	0.0	0.0	Real Property - Construction of a 11,000 s.f. addition to existing facility.	Completed 2014
	2014-228	17-992-00051-00	Year 2015	Year 2025	\$ 1,765,000	\$ 882,500	\$ 876,900	115.0	0	Real Property - construction of a 40,000 s.f. addition to existing facility.	Completed 2014
J & J Land Management LLC 1900 Gover Parkway Mt. Pleasant, MI 48858	2014-350	17-992-00053-00	Year 2015	Year 2027	\$ 288,077	\$ 144,000	\$ 143,100	21.0	3.0	Real Property - construction of addition to existing	Completed 2014
	2014-350	17-992-00054-00	Year 2015	Year 2021	\$ 26,691	\$ 11,878	\$ 6,000	6.0	0.0	PP - New personal property consisting of machinery and ancillary equipment.	Completed 2014
Totals					\$ 7,719,852	\$ 2,540,568	\$ 2,349,200	163	30		

\* Required by State to keep expired certificates until eligible for EMPP exemption.  
State reimburses for loss in taxes for expired certificates.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: June 6, 2022

SUBJECT: Annual Audit

The 2021 Annual Comprehensive Financial Report has been finalized. The report is available for viewing via the City's website at [www.mt-pleasant.org](http://www.mt-pleasant.org) in the Finance department section. A printed copy 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.

**Requested Action:**

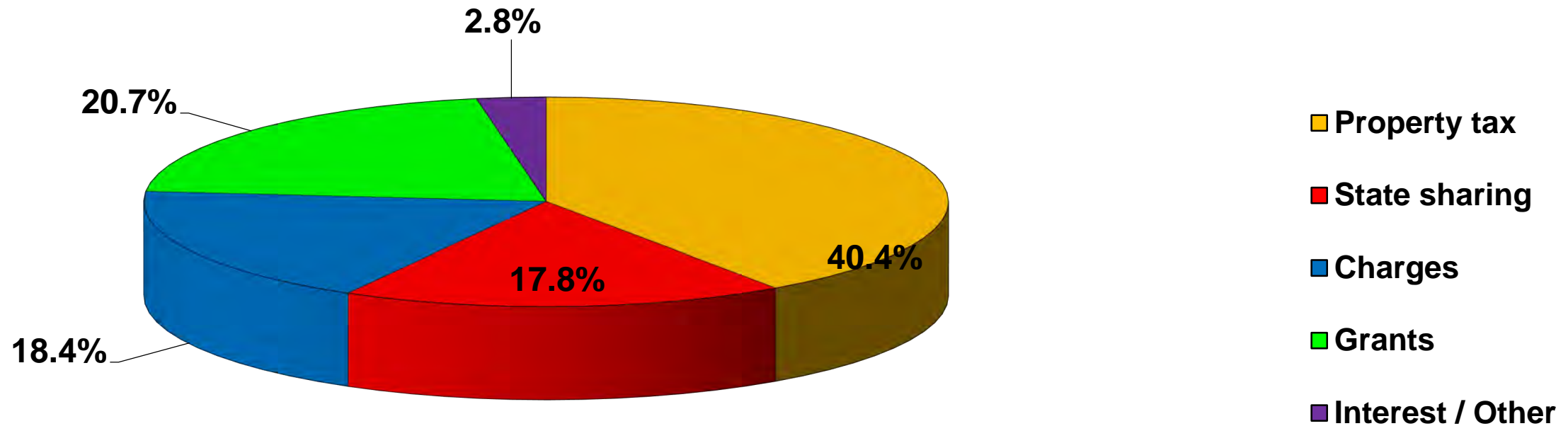
Include the Annual Comprehensive Audit Report presentation by the Peter Haefner and receipt of the report on the June 13<sup>th</sup> City Commission agenda.

# **CITY OF MT. PLEASANT YEAR ENDED DECEMBER 31, 2021**

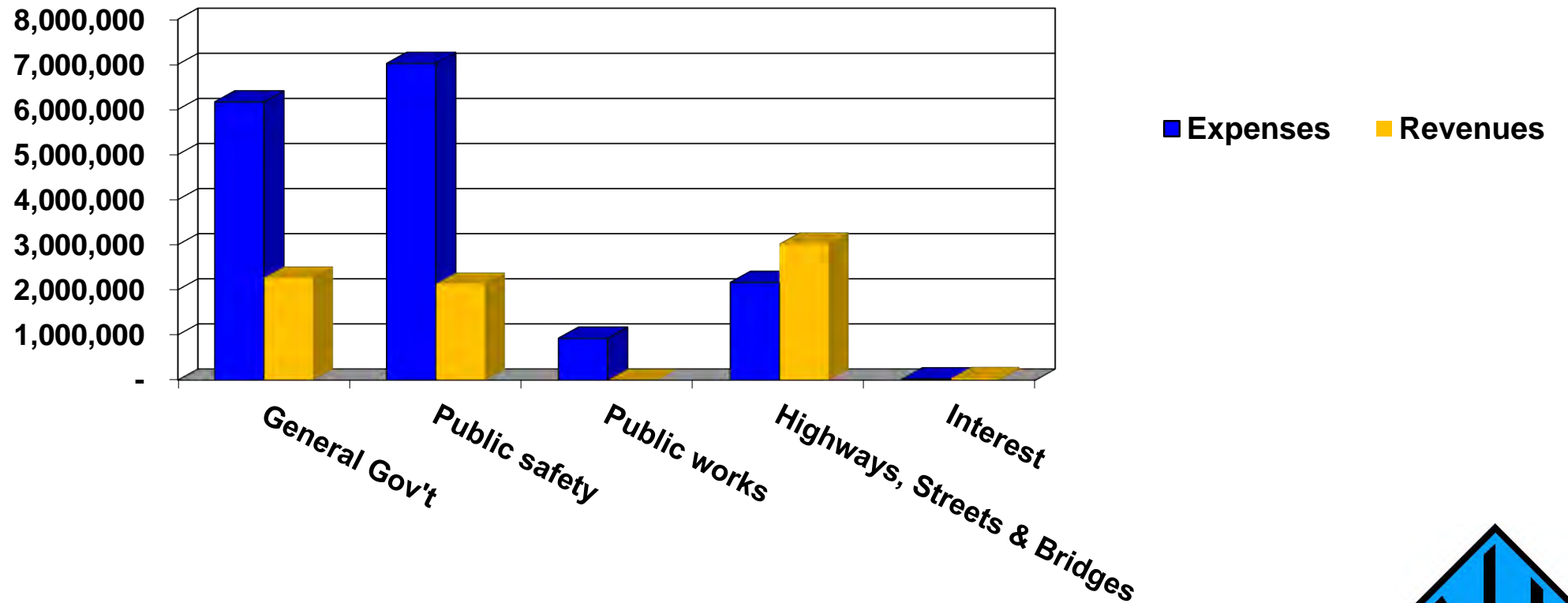
**VREDEVELD HAEFNER LLC**  
CPAS AND CONSULTANTS



# REVENUES BY TYPE GOVERNMENTAL ACTIVITIES

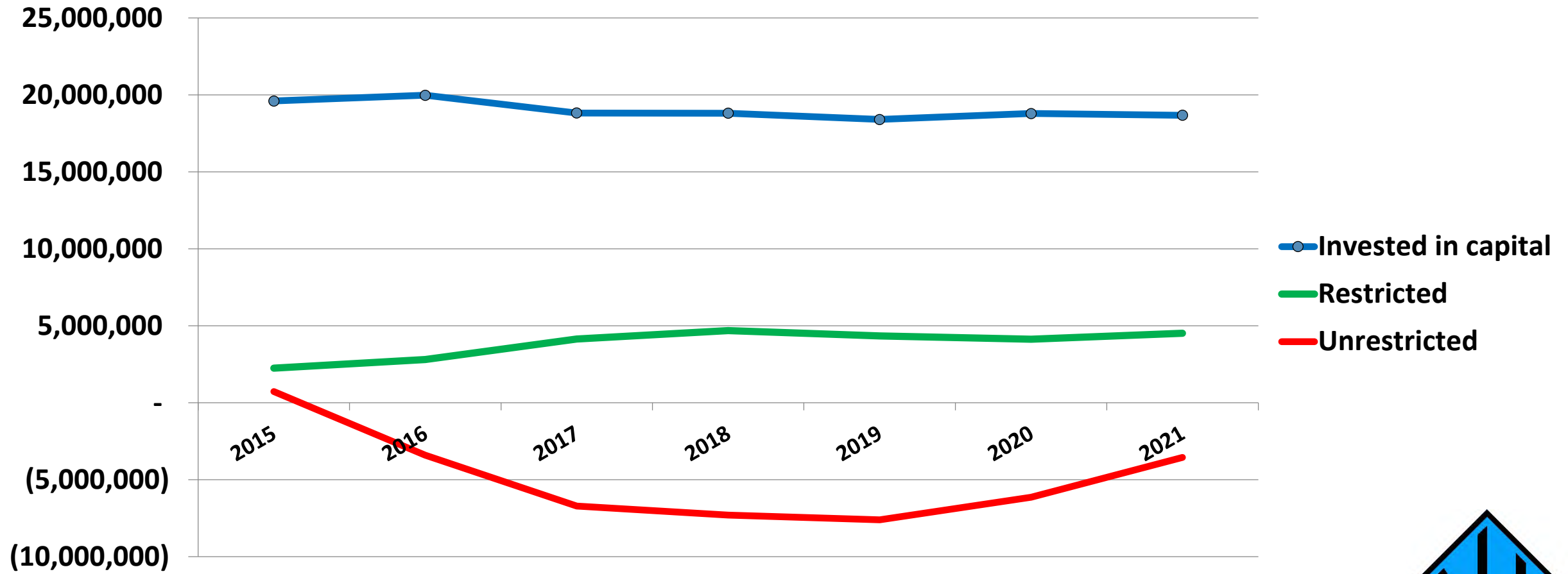


# EXPENSES AND PROGRAM REVENUES FOR GOVERNMENTAL ACTIVITIES

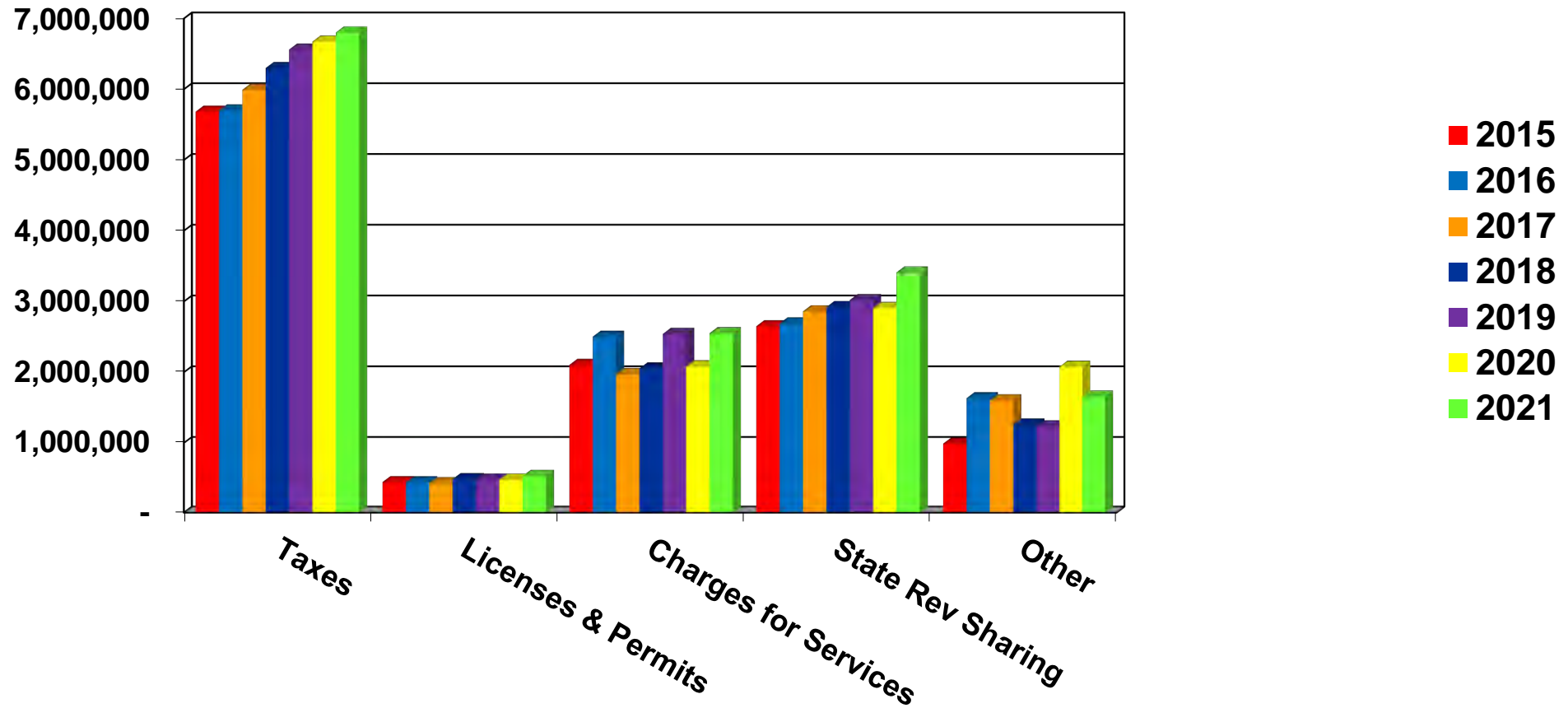


# NET ASSETS

## GOVERNMENTAL ACTIVITIES

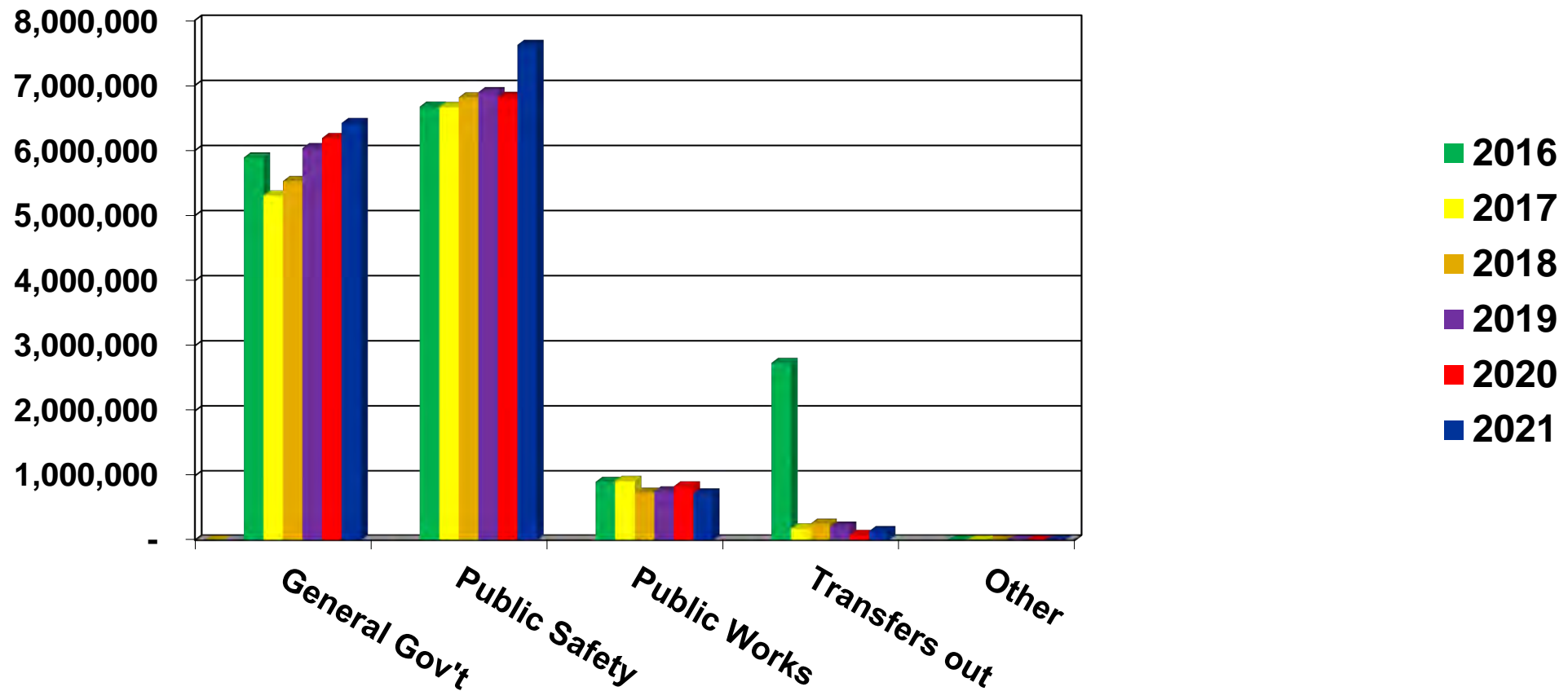


# GENERAL FUND REVENUES

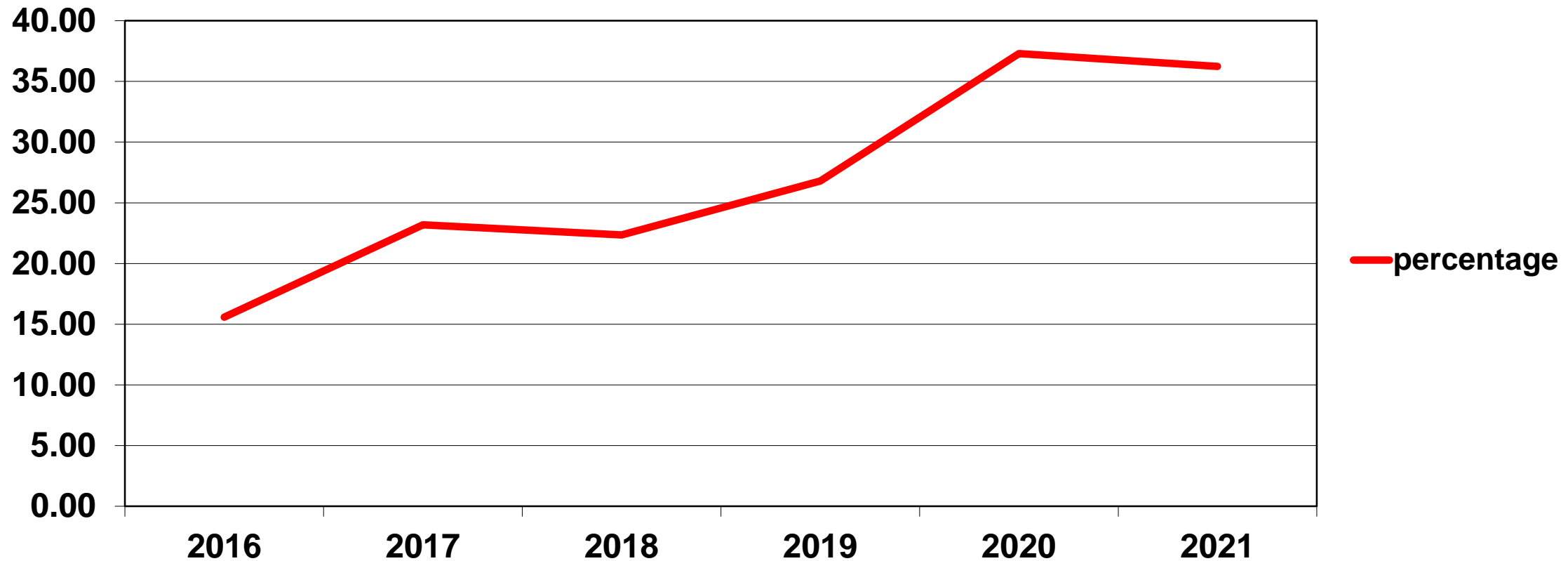




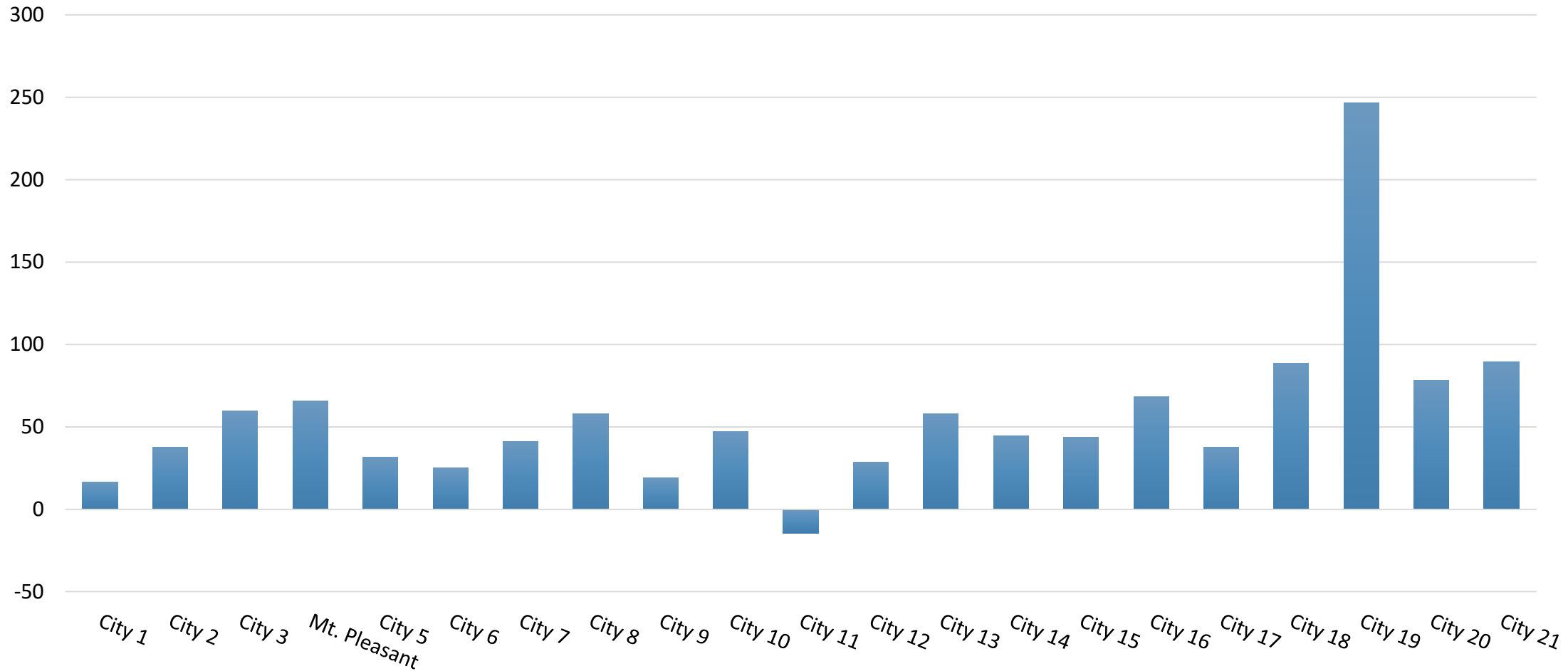
# EXPENDITURES BY FUNCTION GENERAL FUND



# GENERAL FUND UNASSIGNED FUND BALANCE AS A PERCENT OF EXPENDITURES AND TRANSFERS OUT

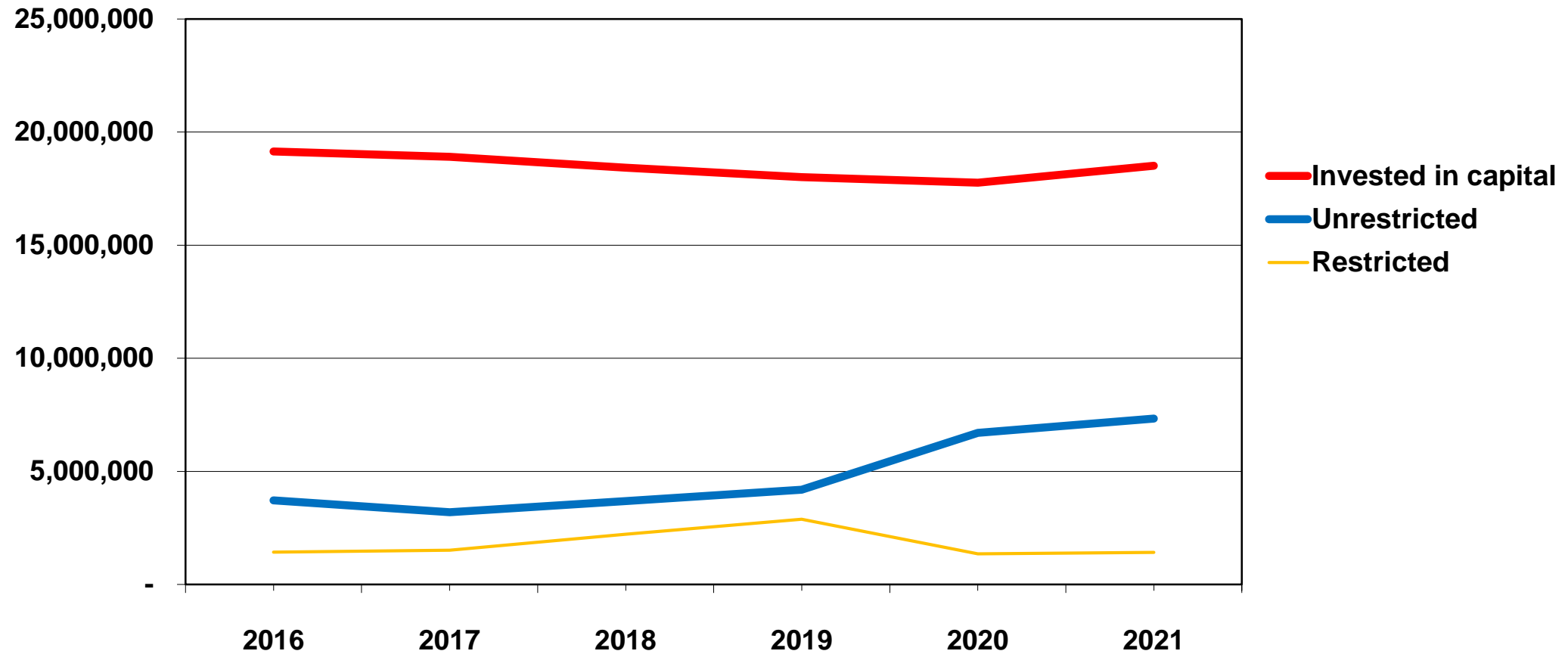


# GENERAL FUND UNRESTRICTED FUND BALANCE AS A PERCENT OF EXPENDITURES AND TRANSFERS



# NET POSITION

## BUSINESS-TYPE ACTIVITIES



# CONTACT US!

**Douglas J. Vredeveld, CPA, CGFM**

**Partner**

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**[dvredeveld@vh-cpas.com](mailto:dvredeveld@vh-cpas.com)**

**Peter Haefner, CPA**

**Partner**

**(616) 460-9388**

**[phaefner@vh-cpas.com](mailto:phaefner@vh-cpas.com)**

**Vredeveld Haefner LLC**



TO: MAYOR AND CITY COMMISSION

JUNE 7, 2022

FROM: AARON DESENTZ, 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.

**1. Task Related Issues:**

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 6-7-2022
<b>Charter Amendment</b> Provide resolution language for changing 3-year terms to 4-year terms in 2022 election	August 9, 2021	ASAP	Attorney General's Office reviewed the proposed charter amendment and now disputes the need for a Charter amendment. City Attorney's office is providing a reasoning behind the needed amendment. Assuming the AG's Office signs off on the language, we assume a 2022 ballot question on the proposed amendment. Communication with the AG's office continues. It is currently believed that this will need to be on the November 2022 ballot. The City Attorney will present this to the Commission at our June 13 <sup>th</sup> meeting. After that we will close out this item.

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

[illegible]

# City of Mt. Pleasant, Michigan



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

### **MINUTES OF THE REGULAR MEETING**

**April 19, 2022—11:30 A. M.**

#### **I. Call to Order**

The meeting was called to order by Chair Jeff Smith at 11:30 a.m.

Present: Aaron Desentz, Nicole Frost, Mary Ann Kornexl, Amy Perschbacher, Jeff Smith (Chair), Jennifer Verleger, Bradley Wahr (Vice Chair)

Absent: Joshua Agardy, Tom Krapohl

Also attending: (Staff): William Mrdeza

(Guests): Breanna Knudsen (Saginaw Chippewa Indian Tribe)

#### **II. Approval of Agenda**

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

#### **III. Approval of the November 10, 2021 Meeting Minutes**

It was moved by Verleger, seconded by Wahr, to approve the November 10, 2021 meeting minutes as presented. **The motion passed unanimously.**

#### **IV. Old and New Business:**

##### **A. BRA**

##### **1. Receive and Accept the 2021 Year End Financial Statements for the Brownfield Redevelopment Authority**

Kornexl summarized the final 2021 Brownfield Redevelopment Authority budget for the Board. She indicated that the City only has five active Brownfield plans and that the 612 W. Pickard plan is in its last year of capture. Overall, there was little variation between the final



# City of Mt. Pleasant, Michigan



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2021 amended budget and the 2021 actual budget at the end of the year. It was moved by Verleger, seconded by Wahr, to accept the 2021 year-end financial statements for the Brownfield Redevelopment Authority. **The motion passed unanimously.**

## **B. EDC**

### **1. Receive and Accept the 2021 Year End Financial Statement for the Economic Development Corporation**

Kornexl summarized the EDC budget for Board consideration. She indicated that the budget reflects the EDC land transfers to the City's General Fund that were made during 2021. The actual and amended budgets showed little variation at the end of the year. Kornexl noted that the 2022 budget will need to be amended to show a zero balance for the EDC now that they no longer own property and are currently dormant as an active board. The City intends to keep the Board on the books in the event they are needed in the future. It was moved by Wahr, seconded by Desentz, to accept the 2021 year-end financial statement for the Economic Development Corporation. **The motion passed unanimously.**

## **V. Other Business**

There was no other business to discuss.

## **VI. Public Comment**

There were no public comments given or received.

## **VII. Adjourn**

There being no other business, **the meeting adjourned at 11:40 a.m.**

## Traffic Control Committee Minutes

Thursday, May 26, 2022 at 8:30 a.m. – on ZOOM

Present: Stacie Tewari, Jacob Kain, Jason Moore, Andy Latham, Matt Weaver

- Approve minutes of March 24, 2022 meeting
  - Approved no comments
- Review issue of people parking in no parking areas on north side of Broadway in front of 410 E. Broadway (in front of the hydrant)
  - No issues observed. No changes to be made.
- Discuss request for “No Parking” signs on the west side of Deming and north side of Edgewood in front of 1815 Deming and around the corner
  - Stacie to prepare a TCO. No parking areas to be just around the corner area to allow for buses and snow plowing to get around corner. No parking on west and north side of the corner as requested.
- City Hall Parking Lot Entrance and Drive Issues
  - Discuss placing stop signs at north lot T with Green Tree back(north) driveway
    - Streets to install smaller parking-lot-sized stop signs on both sides of T. TCO not needed. Not a regulatory measure.
    - Bill Mrdeza to get permission from adjacent property owner to install the stop sign on their side/property.
  - Discuss entry drive concept by engineering – possible 2025 project coordinated with parking lot mill and overlay project
    - No comments. Any future comments can be provided to Stacie by e-mail.
  - Discuss short term options for side driveway to employee parking/loading area
    - Portable rubber speed bump?
    - Portable pedestrian sign?
    - Costs?
      - Stacie to research costs for removable speed bumps to be removed during winter months for plowing. Costs to be given to Jason to review with the senior management team.

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Next meeting scheduled for Thursday, July 28<sup>th</sup> on Zoom

**Mt. Pleasant Planning Commission  
Minutes of the Regular Meeting  
May 5, 2022**

- I.** Hoenig called the meeting to order at 7:00 p.m.

Present: Corey Friedrich, Yannis Haveles, Lesley Hoenig, Glen Irwin, David Kingsworthy, Matt Liesch, Christine Ortman  
Absent: None

Staff: Jacob Kain, Laura Delamater

- II. Approval of the Agenda:**

Motion by Liesch, support by Friedrich to approve the agenda.

Motion approved unanimously.

- III. Approval of the Minutes:**

**A. April 7, 2022 Regular Meeting**

Motion by Ortman, support by Friedrich to approve the minutes from the April 7, 2022 regular meeting.

Motion approved unanimously.

- IV. Zoning Board of Appeals report for April:**

Commissioner Friedrich reported that the Zoning Board of Appeals did meet in April and had one case. The property was located at 931 South Fancher Street and 505 East Gaylord. The applicant was asking for a variance from Section 154.608.B to permit a lot split that would result in a lot width of less than 50 feet. The Zoning Board found that the property met all the qualifications for a variance. The existing lot is considerably larger than other lots in the immediate vicinity so splitting the lot would make it more consistent with the neighborhood. Also, there are nearby lots that are currently less than 50 feet wide so the creation of another such lot would also be consistent with the neighborhood. Splitting the lot in any other location, other than the one proposed, would either increase non-conformities or necessitate the demolition of the pre-existing garage. Therefore, the variance was granted.

- V. Communications:**

Kain reported that there were no communications.

## **VI. Public Hearings:**

### **A. SUP-22-04 & SPR-22-07 – 1811 W. Pickard – Bryan Chapman - Request for Special Use Permit and Site Plan Review to expand the parking area at an existing short-term rental.**

Kain introduced SUP-22-04 & SPR-22-07, a request for Special Use Permit and Site Plan Review to expand the parking area at an existing short-term rental.

Kain reviewed the current and prior uses of the property. Kain provided an overview of the property including current zoning, future, current and prior land use. Kain reviewed photos showing current conditions of the property.

Kain reviewed Special Use Conditions regarding the use as a short-term rental. A Special Use Permit was approved in February 2018 for the use of a short-term rental. The primary purpose of this hearing is to review the proposed expansion of the parking area since it directly relates to the special use permit conditions imposed on the use.

Kain reviewed the site plan.

Kain closed his presentation with recommendation to approve SUP-22-04 and SPR-22-07 subject to condition.

Discussion took place.

Bryan Chapman, owner of 1811 W. Pickard, was on hand to address the board and answer questions.

Discussion took place.

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

Discussion took place.

Motion by Liesch, support by Friedrich to approve SUP-22-04 and SPR-22-07 subject to the following conditions:

1. Compliance with the requirements of Public Works.

Discussion took place.

Ayes: Friedrich, Haveles, Hoenig, Irwin, Kingsworthy, Liesch, Ortman

Nays: None

Motion approved unanimously.

**VII. Public Comments:**

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

**VIII. Site Plan Reviews:**

A. None

**IX. Unfinished Business:**

A. None

**X. New Business:**

**A. 2023-2028 Capital Improvement Plan**

Kain introduced the topic of the 2023-2028 Capital Improvement Plan. Kain introduced Chris Saladine, Assistant Finance Director who was in attendance and Stacie Tewari, City Engineer, joining the meeting via zoom. Saladine provided a presentation of the proposed 2023-2028 Capital Improvement Plan.

Discussion took place.

Motion by Ortman, support by Haveles to recommend the City Commission adopt the 2023-2028 Capital Improvement Plan as presented.

Ayes: Friedrich, Haveles, Hoenig, Irwin, Kingsworthy, Liesch, Ortman

Nays: None

Motion approved unanimously.

**B. Discuss amendment to Section 154.410.B.4 and Table 154.410.A of the zoning ordinance regarding child care centers and group day care homes and consider setting a public hearing on this issue at the June 2, 2022 regular meeting**

Kain introduced the topic of child care organizations. Kain provided an overview of the city's regulatory history. Kain noted that the State of Michigan has comprehensive regulations applying to child care organizations administered by the Department of Licensing and Regulatory Affairs. Many of these regulations mirror

existing special use permit standards. The state also conducts annual inspections to ensure compliance with state regulations.

Discussion took place.

Motion by Friedrich, support by Haveles to set a public hearing to consider the proposed text change at the June 2, 2022 regular meeting.

Motion approved unanimously.

**XI. Other:**

**A. Staff report.**

Kain provided an overview of three administrative site plan approvals as well as anticipated upcoming agenda items.

**XII. Adjournment to work session:**

Motion by Ortman, support by Haveles to adjourn to work session.

Motion approved unanimously.

Meeting adjourned at 7:31 p.m.

lkd

**Mt. Pleasant Planning Commission  
Minutes of the Work Session Meeting  
May 5, 2022**

**I.** Hoenig called the meeting to order at 7:31 p.m.

Present: Corey Friedrich, Yannis Haveles, Lesley Hoenig, Glen Irwin, David Kingsworthy, Matt Liesch, Christine Ortman

Absent: None

Staff: Jacob Kain, Laura Delamater

**II. Registered Student Organization dwelling location requirements:**

Kain introduced the topic of Registered Student Organization (RSO) dwellings. Kain reviewed the history of RSO dwellings and rooming dwellings discussing how they are regulated by the City, their similarities and differences.

Kain provided three (3) recommended discussion items:

1. Would the Planning Commission be willing to consider a text amendment that would amend the location regulations for RSOs to mirror those of rooming dwellings?
2. Would the Planning Commission be willing to consider allowing for RSO dwellings to become rooming dwellings by default in the event that an RSO vacates a home or loses its recognition by the university?
3. Would the Planning Commission be interested in further discussions with the university and RSO representatives about opportunities for RSO housing in the community?

Discussion took place.

The consensus of the group was to have staff draft a proposed text amendment reflecting items 1 and 2 for introduction at the June 2, 2022 regular meeting.

**III. Special Regulated Uses:**

Kain introduced the topic of Special Regulated Uses and provided some history on how the City adopted the standards regulating certain land uses as special regulated uses. Kain gave an overview of the current sixteen (16) businesses operating as special regulated uses.

Discussion took place on potential amendments to the uses classified as special regulated uses.

The consensus of the group was to have staff draft a proposed text amendment removing pool and billiard halls and fortune tellers from the list of special regulated uses for introduction at the June 2, 2022 regular meeting.

#### **IV. Adjournment**

Motion by Friedrich, support by Haveles to adjourn.

Motion passed unanimously.

Meeting adjourned at 8:14 p.m.

lkd



# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: June 6, 2022

SUBJECT: Annual Audit

The 2021 Annual Comprehensive Financial Report has been finalized. The report is available for viewing via the City's website at [www.mt-pleasant.org](http://www.mt-pleasant.org) in the Finance department section. A printed copy 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.

**Requested Action:**

Include the Annual Comprehensive Audit Report presentation by the Peter Haefner and receipt of the report on the June 13<sup>th</sup> City Commission agenda.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: June 6, 2022

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 completed in March.

Public ACT 57 of 2018 requires uniform reporting requirements for the tax capture authorities. The requirements are to hold two informational meetings annually, post 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 June 13<sup>th</sup> City Commission petitions and communications.

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL REPORT  
ECONOMIC DEVELOPMENT CORPORATION  
DECEMBER 31, 2021

**Financial Statements**

Balance Sheet

Assets

Cash	\$ -	
Accounts Receivable	-	
Land	-	
Fixed Assets net of Depreciation	-	
	<hr/>	
Total Assets		\$ -

Liabilities & Retained Earnings

Retained Earnings

Net Invested in Fixed Assets	\$ -	
Assigned for Parking Lot Maintenance	-	
Unassigned	-	
	<hr/>	
Total Retained Earnings		\$0

Income Statement

Revenue

Interest on Investments	\$183
Sale of Land	<hr/> 34,832
Total Revenue	35,015

Expenditures

Transfer Proceeds to General Fund	109,162
Transfer Land to General Fund	206,796
Depreciation	<hr/> 4,350
Total Expenditures	<hr/> 320,308

Excess Revenue Over Expenditures	(285,293)
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Retained Earnings January 1, 2021	<hr/> 285,293
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Retained Earnings December 31, 2021	<hr/> \$ -
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All Assets tranfered to General Fund

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL REPORT  
UNIVERSITY PARK - LDFA  
DECEMBER 31, 2021

**Financial Statements**

Balance Sheet

Assets

Cash	\$ 153,097
Total Assets	<u>\$ 153,097</u>

Liabilities & Retained Earnings

Retained Earnings

Assigned for Plan Close Out	153,097
Total Liabilities & Retained Earnings	<u>\$ 153,097</u>

Income Statement

Revenue

MTT Judgement	(2,587)
Investment Earnings	<u>766</u>
Total Revenue	\$ (1,821)

Expenditures

Administration	1,500
CMURC Contract	50,000
MMDC Contract	<u>22,800</u>
Total Expenditures	<u>74,300</u>
Excess Revenue Over Expenditures	(76,121)
Retained Earnings January 1, 2021	<u>229,218</u>
Retained Earnings December 31, 2021	<u>\$ 153,097</u>

**Taxable Value**

Established 2000	
Initial Taxable Value	
Advolorem	\$ 6,597,991
Advolorem - Industrial Property Exempt	<u>6,798,426</u>
Total Initial Taxable Value	<u>13,396,417</u>

**2021 Taxable Value**

Advolorem	\$ 9,680,390
Advolorem - Industrial Personal	63,500
Advolorem - Commercial Personal	638,400
IFT Post 1994	<u>1,054,800</u>
Total Current Taxable Value	<u>\$ 11,437,090</u>

**2021 Tax Capture 0%**

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL REPORT  
MISSION STREET - DDA  
DECEMBER 31, 2021

**Financial Statements**

Balance Sheet

Assets

Cash	\$ 872,028	
TIFA/DDA Captured Taxes Receivable	52,802	
Land	6,100	
Fixed Assets net of Depreciation	19,740	
Total Assets		<u>\$ 950,670</u>

Liabilities & Retained Earnings

Accounts Payable	\$ 376	
Due to County Debt Capture	3,781	
Total Liabilities		4,157

Retained Earnings

Net Invested in Fixed Assets	25,840	
Assigned for Traffic & Pedestrian Safety	920,673	
Total Retained Earnings		<u>946,513</u>

Total Liabilities & Retained Earnings		<u>\$ 950,670</u>
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Income Statement

Revenue

TIFA/DDA Captured Taxes	\$ 331,802	
State Reimbursement PPT Loss	2,086	
Investment Earnings	2,743	

Total Revenue		336,631
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Expenditures

Operations		50,329
Master Plan		3,915
Depreciation		5,640
Refund of County Debt Capture		3,781
Administration		7,900
Total Expenditures		<u>71,565</u>

Excess Revenue Over Expenditures		265,066
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Retained Earnings January 1, 2021		<u>681,447</u>
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Retained Earnings December 31, 2021		<u>\$ 946,513</u>
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## MISSION STREET - DDA

### **Taxable Value**

Established 1990

Initial Taxable Value

Advolorem - Real Non Principal Residence	\$ 26,965,000
Advolorem - Real Principal Residence	121,750
Advolorem - Commercial Personal	4,961,100
Total Initial Taxable Value	<u>\$ 32,047,850</u>

### **2021 Taxable Value**

Advolorem - Real Non Principal Residence	\$ 67,693,655
Advolorem - Real Principal Residence	-
Advolorem - Commercial Personal	9,195,248
Total Current Taxable Value	<u>\$ 76,888,903</u>

### **2021 Tax Capture 28% Non-school Tax**

City of Mt. Pleasant	\$ 196,098	
Chippewa River District Library	-	
Mid-Michigan College	15,192	
Isabella County Operating	82,299	
Isabella County Medical Care Facility	12,196	\$3,781 Due to County
Isabella County Commission on Aging	10,927	
Isabella County Parks	4,358	
I-Ride	10,732	
Total 2021 Original Capture	331,802	
Less Debt to County	(3,781)	
Total 2021 Adjusted Capture	<u>\$ 328,021</u>	

### **Jobs Created - Not Available**

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL FINANCIAL REPORT  
CENTRAL BUSINESS DISTRICT - TIFA  
DECEMBER 31, 2021

**Financial Statements**

Balance Sheet

Assets

Cash	\$ 210,702	
Land	275,000	
Fixed Assets net of Depreciation	886,716	
Total Assets		<u>\$ 1,372,418</u>

Liabilities & Retained Earnings

Liabilities

Accounts Payable	\$ 3,180	
Total Liabilities		\$ 3,180

Retained Earnings

Net Invested in Fixed Assets	1,161,716	
Restricted for Tribal Donation	42,437	
Assigned for Fascade Improvements	71,222	
Assigned for Fire Protection Grants	50,000	
Assigned for Marketing	12,867	
Assigned for Capital Improvements	30,996	
Total Retained Earnings		<u>1,369,238</u>
Total Liabilities & Retained Earnings		<u>\$ 1,372,418</u>

Income Statement

Revenue

Contribution from General Fund	\$16,260	
Investment Earnings	2,079	
Total Revenue		\$ 18,339

Expenditures

Parking Lot Design	272	
Marketing	27,137	
Depreciation	45,827	
Administration	2,800	
Total Expenditures		<u>76,036</u>
Excess Revenue over Expenditures		(57,697)
Retained Earnings January 1, 2021		<u>1,426,935</u>
Retained Earnings December 31, 2021		<u>\$ 1,369,238</u>

CENTRAL BUSINESS DISTRICT - TIFA

**Taxable 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	<u>\$ 6,051,650</u>

**2021 Taxable Value**

Advolorem - Real Non Principal Residence	\$ 16,563,464
Advolorem - Real Principal Residence	736,291
Advolorem - Commercial Personal Property	293,000
Total Current Taxable Value	<u>\$ 17,592,755</u>

**2021 Tax Capture 0%**



CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL REPORT  
INDUSTRIAL PARK NORTH - TIFA  
DECEMBER 31, 2021

**Financial Statements**

Balance Sheet

Assets

Cash		\$	95,129
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Liabilities & Retained Earnings

Retained Earnings

Assigned for Maintenance	\$	40,000	
Assigned for Park Incentive		50,000	
Unassigned		5,129	
Total Retained Earnings		\$	95,129

Income Statement

Revenue

Investment Earnings	\$	311	
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Expenditures

Maintenance		1,300	
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Excess Revenue Over Expenditures		(989)	
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Retained Earnings January 1, 2021		96,118	
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Retained Earnings December 31, 2021	\$	95,129	
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**Taxable Value**

Established 1990

Initial Taxable Value

Advalorem - Real Non Principal Residence	\$	1,562,750	
IFT - Pre 1994		74,000	
Total Initial Taxable Value		\$	1,636,750

**2021 Taxable Value**

Advalorem - Real Non Principal Residence	\$	2,138,540	
Advalorem - Commercial Personal Property		1,073,045	
Total Current Taxable Value		\$	3,211,585

**2021 Tax Capture 0%**

City of Mt Pleasant  
Central Business District  
Statement of Changes in Working Capital  
For the year ended December 31, 2021

	<u>2020 Actual</u>	<u>2021 Final Amended Budget</u>	<u>2021 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at January 1,</b>	<b>\$803,109</b>	<b>\$664,908</b>	<b>\$664,908</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
Billboard Match	3,150	-	-	-
Investment Earnings	9,464	1,900	2,079	179
Transfer From General Fund *	40,000	16,260	16,260	-
				-
Other Sources/Adjustments:				-
Façade Improvement Loan Payments	11,438	1,906	1,906	-
Increase (Decrease) in Current Portion of Land Contr	-	(1,906)	-	1,906
<b>Total Working Capital Sources</b>	<b>64,052</b>	<b>18,160</b>	<b>20,245</b>	<b>2,085</b>
<b>Working Capital Uses:</b>				
Expenses				
Marketing	19,910	25,800	27,136	(1,336)
Depreciation	32,531	32,530	45,827	(13,297)
Administration	3,000	2,800	2,800	-
Total Expenses	55,441	61,130	75,763	(14,633)
Other Uses/Adjustments				
Capital Improvements **	173,625	451,700	447,695	4,005
Depreciation	(32,531)	(32,530)	(45,827)	13,297
<b>Total Working Capital Uses</b>	<b>196,535</b>	<b>480,300</b>	<b>477,631</b>	<b>2,669</b>
<b>Increase (Decrease) In Working Capital</b>	<b>(132,483)</b>	<b>(462,140)</b>	<b>(457,386)</b>	<b>4,754</b>
<b>Working Capital at December 31,</b>				
Restricted for 2% Allocation - Interactive Murials	42,437	42,437	42,437	-
Assigned for Fascade Improvement Program	69,315	73,127	71,222	(1,905)
Assigned for Fire Protection Grants	50,000	50,000	50,000	-
Assigned for Economic Initiatives *	23,743	14,200	12,867	(1,333)
Assigned for Capital Budget Projects	479,413	23,004	30,996	7,992
<b>Total Working Capital at December 31</b>	<b>\$664,908</b>	<b>\$202,768</b>	<b>\$207,522</b>	<b>\$4,754</b>

\* - 2021 \$40,000 contribution reduced by carried over funds .. Must submit plan to CC for approval to carryover to 2022

\*\* - 2021 parking lot 6 & 8 reconstruction. Also CIP \$142680 Lot 8 amenities & \$45500 cost overrun

Plan expires 2025

City of Mt Pleasant  
Economic Development Corporation  
Statement of Changes in Working Capital  
For the year ended December 31, 2021

	<b>2020 Actual</b>	<b>2021 Final Amended Budget</b>	<b>2021 Actual</b>	<b>Variance with Budget Positive (Negative)</b>
<b>Working Capital at January 1,</b>	<b>\$26,661</b>	<b>\$74,147</b>	<b>\$74,147</b>	<b>\$ -</b>
<b>Working Capital Sources:</b>				
Revenue:				
Parking Lot Rent	1,950	-	-	-
Investment Earnings	462	180	183	3
Sale of Land	47,228	34,833	34,832	(1)
<b>Total Working Capital Sources</b>	<b>49,640</b>	<b>35,013</b>	<b>35,015</b>	<b>2</b>
<b>Working Capital Uses:</b>				
Expenses				
Transfer proceeds to General Fund	-	109,160	109,162	(2)
Property Maintenance	2,154	-	-	-
Cost of Land Sold	66,000	-	-	-
Land Transfer to General Fund	-	206,800	206,796	4
Depreciation	8,700	4,350	4,350	-
<b>Total Expenses</b>	<b>76,854</b>	<b>320,310</b>	<b>320,308</b>	<b>2</b>
Other Uses/Adjustments				
Cost of Land Sold	(66,000)	-	-	-
Land Transfer	-	(206,800)	(206,796)	4
Depreciation	(8,700)	(4,350)	(4,350)	-
<b>Total Working Capital Uses</b>	<b>2,154</b>	<b>109,160</b>	<b>109,162</b>	<b>(2)</b>
<b>Increase (Decrease) in Working Capital</b>	<b>47,486</b>	<b>(74,147)</b>	<b>(74,147)</b>	<b>-</b>
<b>Working Capital at December 31</b>				
Unassigned	56,651	-	-	-
Assigned for Parking Lot Maintenance	17,496	-	-	-
<b>Total Working Capital at Decmeber 31</b>	<b>\$74,147</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

All Assets transferred to City General Fund

City of Mt Pleasant  
Mission Street DDA  
Statement of Changes in Working Capital  
For the year ended December 31, 2021

	<u>2020 Actual</u>	<u>2021 Final Amended Budget</u>	<u>2021 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at January 1,</b>	<b>\$ 510,959</b>	<b>\$ 649,967</b>	<b>\$ 649,967</b>	<b>\$ -</b>
<b>Working Capital Sources:</b>				
Revenue:				
TIFA/DDA Captured Taxes	306,377	331,800	331,802	2
MTT Judgement	(1,097)	(10,000)	-	10,000
State Reimbursement PPT Loss	-	2,000	2,086	86
Investment Earnings	6,116	2,700	2,742	42
<b>Total Working Capital Sources</b>	<b>311,396</b>	<b>326,500</b>	<b>336,630</b>	<b>10,130</b>
<b>Working Capital Uses:</b>				
Expenses				
Operations	26,697	30,500	25,028	5,472
Management Fee City	25,300	25,300	25,300	-
Pedestrian and Traffic Safety	8,106	-	-	-
Master Plan	1,320	5,000	3,915	1,085
Alley Maintenance	99,727	-	-	-
Depreciation	5,640	5,640	5,640	-
Refund of County Debt Capture	3,658	3,800	3,781	19
Administration	7,580	8,300	7,900	400
Total Expenses	178,028	78,540	71,564	6,976
Other Uses/Adjustments				
Depreciation	(5,640)	(5,640)	(5,640)	-
<b>Total Working Capital Uses</b>	<b>172,388</b>	<b>72,900</b>	<b>65,924</b>	<b>6,976</b>
<b>Increase (Decrease) in Working Capital</b>	<b>139,008</b>	<b>253,600</b>	<b>270,706</b>	<b>17,106</b>
<b>Working Capital at December 31,</b>				
Assigned for Pedestrian and Traffic Safety	649,967	903,567	920,673	17,106
<b>Total Working Capital at December 31</b>	<b>\$649,967</b>	<b>\$903,567</b>	<b>\$920,673</b>	<b>\$17,106</b>

Plan expires 2025

City of Mt Pleasant  
Industrial Park North  
Statement of Changes in Working Capital  
For the year ended December 31, 2021

	<u>2020 Actual</u>	<u>2021 Final Amended Budget</u>	<u>2021 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at Janauary 1,</b>	<b>\$96,306</b>	<b>\$96,118</b>	<b>\$96,118</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
Investment Earnings	712	200	311	111
<b>Working Capital Uses:</b>				
Expenses				
Operations	<u>900</u>	<u>2,420</u>	<u>1,300</u>	<u>1,120</u>
<b>Decrease In Working Capital</b>	<b><u>(188)</u></b>	<b><u>(2,220)</u></b>	<b><u>(989)</u></b>	<b><u>1,231</u></b>
<b>Working Capital at December 31,</b>				
Assigneed for Maintenance	40,000	40,000	40,000	-
Assigned for Park Incentives	50,000	50,000	50,000	-
Unassigned	<u>6,118</u>	<u>3,898</u>	<u>5,129</u>	<u>1,231</u>
<b>Total Working Capital at December 31</b>	<b><u>\$96,118</u></b>	<b><u>\$93,898</u></b>	<b><u>\$95,129</u></b>	<b><u>\$1,231</u></b>

Plan expires 2027

**City of Mt Pleasant**  
**Brownfield Redevelopment Authority**  
**Statement of Changes in Working Capital**  
**For the year ended December 31, 2021**

	<u>2020 Actual</u>	<u>2021 Final Amended Budget</u>	<u>2021 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at Janauary 1,</b>	<b>\$14,644</b>	<b>\$14,903</b>	<b>\$14,903</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
BRDA Captured Taxes	156,103	152,290	144,895	(7,395)
State Reimbursement PPT Loss	3,144	2,270	2,274	4
Investment Earnings	<u>252</u>	<u>50</u>	<u>47</u>	<u>(3)</u>
Total Working Capital Sources	<b>159,499</b>	<b>154,610</b>	<b>147,216</b>	<b>(7,394)</b>
<b>Working Capital Uses:</b>				
Expenses				
Developer	107,150	97,970	102,662	(4,692)
Administration	7,820	7,620	(741)	8,361
City Plan Development	2,000	-	-	-
Transfer Remediation to Borden Debt Fund	<u>42,270</u>	<u>48,970</u>	<u>45,249</u>	<u>3,721</u>
Total Working Capital Uses	<b>159,240</b>	<b>154,560</b>	<b>147,170</b>	<b>7,390</b>
<b>Increase in Working Capital</b>	<b><u>259</u></b>	<b><u>50</u></b>	<b><u>46</u></b>	<b><u>(4)</u></b>
<b>Working Capital at December 31,</b>				
Assigned for Developer	55	55	48	(7)
Assigned for Remediation	14,105	14,105	14,110	5
Unassigned - GF Contribution	<u>743</u>	<u>793</u>	<u>791</u>	<u>(2)</u>
Total Working Capital at December 31	<b><u>\$14,903</u></b>	<b><u>\$14,953</u></b>	<b><u>\$14,949</u></b>	<b><u>(\$4)</u></b>

City of Mt Pleasant  
University Park LDFA  
Statement of Changes in Working Capital  
For the year ended December 31, 2021

	<u>2020 Actual</u>	<u>2021 Final Amended Budget</u>	<u>2021 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at Janauary 1,</b>	<b>\$ 225,026</b>	<b>\$229,218</b>	<b>\$229,218</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
TIFA/DDA Captured Taxes	109,947	-	-	-
MTT Judgement	-	(2,600)	(2,587)	13
State Reimb PPT Loss	15,244	-	-	-
Investment Earnings	<u>2,373</u>	<u>700</u>	<u>766</u>	<u>66</u>
<b>Total Working Capital Sources</b>	<b>127,564</b>	<b>(1,900)</b>	<b>(1,821)</b>	<b>79</b>
<b>Working Capital Uses:</b>				
Expenses				
CMURC Partnership	86,500	50,000	50,000	-
MMDC Management Fee	33,500	22,800	22,800	-
Refund of County Debt Capture	642	-	-	-
Administration	<u>2,730</u>	<u>1,500</u>	<u>1,500</u>	<u>-</u>
<b>Total Working Capital Uses</b>	<b>123,372</b>	<b>74,300</b>	<b>74,300</b>	<b>-</b>
<b>Increase in Working Capital</b>	<b>4,192</b>	<b>(76,200)</b>	<b>(76,121)</b>	<b>79</b>
<b>Working Capital at December 31,</b>				
Assigned for Plan Close Out	<u>229,218</u>	<u>153,018</u>	<u>153,097</u>	<u>79</u>
<b>Total Working Capital at December 31</b>	<b><u>\$229,218</u></b>	<b><u>\$153,018</u></b>	<b><u>\$153,097</u></b>	<b><u>\$79</u></b>

Maximum Unassigned Balance per MEDC 15% of capture

School capture expires 2020 and plan expires 2025

Minutes of the regular meeting of the City Commission held Monday, May 23, 2022, at 7:00 p.m., in the City Commission Room, 320 W. Broadway St., Mt. Pleasant, Michigan with virtual options.

Mayor Perschbacher called the meeting to order.

The Pledge of Allegiance was recited.

Commissioners Present: Mayor Amy Perschbacher and Vice Mayor Olivia Cyman; Commissioners Mary Alsager, Brian Assmann, Liz Busch, Maureen Eke & George Ronan

Commissioners Absent: None

Others Present: City Manager Aaron Desentz and City Clerk Heather Bouck

#### Proclamations and Presentations

Marie Koper of the Citizens' Climate Lobby Mt. Pleasant Chapter provided a presentation on the organization.

#### Additions/Deletions to Agenda

Item #15 "Board and Commission Appointments as recommended by the Appointments Committee" was added to the agenda under New Business.

Moved by Commissioner Eke and seconded by Commissioner Busch to approve the Agenda with the addition of Item #15. Motion unanimously adopted.

#### Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items.
2. Minutes of the Downtown Development Authority Meeting. (November)
3. Minutes of the Planning Commission Meeting. (April)
4. Communication from the Planning Commission on the proposed 2023-2028 Capital Improvement Plan.

Moved by Commissioner Alsager and seconded by Commissioner Eke to approve the following items on the Consent Calendar:

5. Minutes of the regular meeting of the City Commission held May 9, 2022.
6. Bid of Krapohl Ford of Mt. Pleasant, Michigan in the amount of \$85,640 for the purchase of two (2) 2023 Ford Police Interceptor Utility Vehicles.
7. Resolution in support of pedicab business licensing fees as follows:

WHEREAS, Title 11, Chapter 110 of the Code of Ordinances of the City of Mt Pleasant requires that the City Commission set by resolution the annual fees for businesses, activities or things requiring licenses under this Chapter,



NOW, THEREFORE, BE IT RESOLVED, that the annual fee for pedicab business licenses under Section 110.11 of the Code of Ordinances of the City of Mt Pleasant be set as follows:

Calendar year license \$1,000

Temp 14-day license \$ 250

ICHAT fee\* \$ 10

\*All business licenses require ICHAT Look-up Fee.

8. Renewal of Facility Agreement with Girl Scouts Heart of Michigan for cabin located in Chipp-A-Waters Park until midnight on May 31, 2027.
9. Budget amendment of \$37,480 from carryover funds for groundskeeping and signage for the downtown parking lots.
10. Acceptance of \$40,000 from the Michigan State Housing Development Authority (MSHDA) for a neighborhood enhancement grant; authorize the Mayor to execute the necessary documents and allocate an additional \$30,000 from the HODAG funds.

11. Warrants dated May 5, 12 & 19, 2022 and Payrolls dated May 13, 2022 all totaling \$990,567.68.

Motion unanimously adopted.

A public hearing was held on the proposed 2023-2028 Capital Improvement Plan (CIP). There being no public comments or communications, the Mayor closed the public hearing. No action required at this time.

Public hearing on proposed ordinance to amend §154.410.B.4. of the Mt. Pleasant Zoning Ordinances to reference numeric limits for adult-use marihuana establishments and medical marihuana facilities.

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

Moved by Commissioner Alsager and seconded by Commissioner Ronan that Ordinance 1081, an Ordinance to amend §154.410.B.4. of the Mt. Pleasant Zoning Ordinances to reference numeric limits for adult-use marihuana establishments and medical marihuana facilities having been introduced and read, now be passed, ordained and ordered published.

AYES: Commissioners Alsager, Assman, Busch, Cyman, Eke, Perschbacher & Ronan

NAYS: None

ABSENT: None

Motion unanimously adopted.

A public hearing on Phase II Project Plan for upgrades at the Water Resource Recovery Facility (WRRF).

Brian Vancee from Fishbeck gave a presentation on the project. There being no public comments or communications received, the Mayor closed the public hearing.

Moved by Commissioner Eke and seconded by Commissioner Busch to approve Resolution adopting a final project plan for water and wastewater system improvements and designate an authorized project representative for the Clean Water State Revolving Fund (CWSRF) application as follows:

WHEREAS, the City of Mt. Pleasant recognizes the need to make improvements to its existing water and wastewater treatment systems (selected alternatives); and

WHEREAS, the City of Mt. Pleasant authorized Fishbeck to prepare a Project Plan, which recommends the improvements to its existing wastewater treatment systems (selected alternatives); and

WHEREAS, said Clean Water State Revolving Fund (CWSRF) Project Plan was presented at a Public Hearing meeting that was held on May 23rd, 2022, and all public comments have been considered and addressed;

NOW, THEREFORE BE IT RESOLVED, that the City of Mt. Pleasant formally adopts said combined Project Plan and agrees to implement the selected alternatives;

BE IT FURTHER RESOLVED, that the Manager of the City of Mt. Pleasant, a position currently held by Aaron Desentz, is designated as the authorized representative for all activities associated with the improvements referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternatives.

Motion unanimously adopted.

#### New Business

Moved by Commissioner Ronan and seconded by Commissioner Busch to make the following appointments to boards and commissions as recommended by the Appointments Committee:

	<u>Term Expires</u>
<u>Planning Commission</u>	
Andrew Devenney	12/31/2023
Kelli Nicholas	12/31/2024

<u>Parks and Recreation Commission</u>	
Easton Thomas Hamel	12/31/2024

Motion unanimously adopted.

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

Commissioner Busch announced that "For Arts Sake" is holding an event from 6 - 8 to send letters of support to victims of the Ukraine War.

Commissioner Eke encouraged residents to visit the "Birds Doing Stuff" Photography Exhibit at CMU's Bader Room Gallery May 20 thru August 14<sup>th</sup>.

Clerk Bouck announced that Nominating Petition Packets for the November Election of two City Commission seats with terms ending December 31, 2022 are available in the Clerk's office. Petitions can be filed beginning Monday, June 27, 2022 with the

deadline being 4:00 p.m. on Tuesday, July 26, 2022. New Voter Identification Cards are being printed and will be mailed out precinct by precinct. If you receive a card for someone not in your household, please mark it “UNKNOWN” and return via the US Postal Service.

Public Comment on Agenda and Non-Agenda Items

Bree Moeggenberg raised concerns over the City’s vetting of new hires.

Moved by Commissioner Alsager and seconded by Commissioner Eke to adjourn the meeting at 8:09 p.m. Motion unanimously adopted.

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Amy Perschbacher, Mayor

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Heather Bouck, City Clerk

# Memorandum



MEMO TO: Aaron Desentz, City Manager

FROM: Chris Saladine, Assistant Finance Director

DATE: June 13, 2022

SUBJECT: Consider Approval of the Proposed 2023-2028 Capital Improvement Plan

The proposed 2023-2028 Capital Improvement Plan was provided to the City Commission at the April 11 meeting. Since that time, a presentation on the plan was provided and a public hearing on the plan occurred on May 23. It is recommended the City Commission approve the plan as presented.

## Recommended Motion:

Move to approve the 2023-2028 Capital Improvement Plan as presented.

**TO:** Aaron Desentz, City Manager  
**FROM:** Darcy Orlik, Director of Public Relations  
**DATE:** May 27, 2022  
**SUBJECT:** Website Redesign

**Request:**

The city recently requested bid proposals seeking a creative, experienced, qualified and professional organization to design, complete content migration, and potentially host a new website for [www.mt-pleasant.org](http://www.mt-pleasant.org).

**Reason:**

The current website, designed more than ten years ago is cumbersome, challenging for users to navigate, has limited graphic and design capabilities, and is difficult to edit. The city is seeking a redesign that is informative, easy to navigate, mobile/tablet friendly and ADA accessible. The design must also feature robust video capabilities, ease of sharing on social media platforms, and the ability to easily make content edits.

**Process:**

Over the course of several months a work group consisting of 16 city staff members completed an inventory of what features and capabilities would be required of a new website. This work group also identified other websites whose designs they considered effective and informative.

On May 17, 2022, eight bidders responded to the RFP. Bids received were as follows:

<b><u>Bidder</u></b>	<b><u>Base Bid &amp; 5 Year Annual Fee</u></b>	<b><u>Additional Fees</u></b>
<b>Emberly</b>	\$38,800	\$100-\$80/hr.
<b>Granicus*</b>	\$109,923.51	
<i>*Bid specified up to 5% annual increase during length of contract.</i>		
<b>Jesse James</b>	\$79,500	Agency Rate Card/Travel expenses
<b>Metroit Media</b>	\$67,645.88+	
<b>Red Elephant</b>	\$11,640	Hourly rates
<b>Revize</b>	\$79,100	
<b>Thinkbox 312</b>	\$221,700	
<b>Worldwise</b>	\$57,400	\$ 1,598 + hourly rates

**Recommended Design Group:**

Revize

**Justification:**

Revize, based in Troy, Michigan has launched more than 2,500 government websites nationwide. They are compatible with and have extensive experience working with BS&A, as well as WordPress, Constant Contact and other applications the City is currently using. Revize addressed all questions the city posed and possesses the ability to deliver the items identified by the city staff work group.

Throughout the project the city would have a designated Revize Accounts Manager and Project Manager and the ability to select the web designer. An unlimited amount of revisions are allowed, and the project does not move forward until all designs are approved by the city.

City staff training and re-training is offered at no additional cost and technical support is available 24/7. Staff training is conducted before the site launches.

Pricing is locked in for the duration of the contract and a free website redesign is offered in year 4 of service. In addition, 4 software updates are provided per year.

Extensive expertise, a history of strong customer service and an attractive pricing structure identified Revize as the preferred vendor for the city's website redesign project.

Bids that were at a slightly lower cost than Revize were either template based, utilized a third-party application and/or did not offer the level of service or expertise during pre and post website launch.

**Recommendation:**

After thorough review, it is recommended the City Commission authorize the city to enter into a contract with Revize to redesign the city's website.

# Memorandum



TO: Aaron Desentz, City Manager  
FROM: Bill Brickner, Airport Manager  
DATE: June 1, 2022  
SUBJECT: Airport Courtesy Vehicle - Fees

## Request:

That the city commission adopts the attached resolution setting fees associated with an airport courtesy vehicle.

## Reason:

A courtesy vehicle is a common amenity that airports of our size provide. Over the years it has been a common request of pilots and travelers at the airport. With the help of the public safety division, we have procured an appropriate vehicle and with the approval of the Airport Joint Operations Board and review by the city attorney, created a use agreement that offers this service while protecting our liabilities.

The fees requiring adoption are needed to provide penalties for breaking the rules of the agreement and are as follows:

- \$25 if the courtesy vehicle is not returned within the 2-hour window and \$25 for each hour of additional use (if not set up for overnight).
- \$85 fee if the courtesy vehicle is not refueled.
- \$50 fee for exceeding the 7-mile radius from the Mt. Pleasant Airport.
- If the vehicle is returned with mud on the inside or outside of the vehicle, or if there is trash in the vehicle, the driver will be responsible for a min. \$85 fee.

## Recommendation:

It is the recommendation of staff and the Airport Joint Operations Board that the city commission adopts the attached resolution setting fees associated with a courtesy vehicle being offered at the airport.

## **RESOLUTION**

At a regular meeting of the City of Mt. Pleasant, Michigan, on June 13, 2022, held at City Hall, 320 W. Broadway Street:

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

WHEREAS, the Airport has acquired a courtesy vehicle as it is a common amenity that airports our size provide;

WHEREAS, the user of the vehicle will sign a use agreement to protect the City's, there will be no fee to the user;

**WHEREAS**, the Airport Joint Operations Board recommends penalties for the misuse of the airport courtesy car:

**NOW, THEREFORE, BE IT RESOLVED** that the following fees set to begin immediately, are hereby adopted:

- \$25 if the courtesy vehicle is not returned within the 2-hour window and \$25 for each hour of additional use (if not set up for overnight).
- \$85 fee if courtesy vehicle is not refueled.
- \$50 fee for exceeding the 7-mile radius from the Mt. Pleasant Airport.
- \$85 minimum fee if the vehicle is returned with mud on the inside or outside of the vehicle, or if there is trash in the vehicle



# Memorandum



TO: Aaron Desentz  
City Manager

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

FROM: Jacob Kain  
City Planner

DATE: June 3, 2022

SUBJECT: Text Change 22-05

As explained in the attached staff memorandum, the proposed ordinance would make the following changes to the manner in which child care organizations are regulated:

1. Classify group day care homes as a permitted use in the CD-3L, CD-3, and CD-4 zoning districts.
2. Classify child care centers as a permitted use in the CD-3L, CD-3, CD-4, CD-5, SD-RC, and CZ zoning districts.

The Planning Commission held a public hearing on the proposed ordinance on June 2, 2022. There were no public comments on the subject. Following the public hearing, the Planning Commission recommended that the City Commission adopt Text Change 22-05.

## **REQUESTED ACTION:**

The City Commission receive the Planning Commission recommendation and set a public hearing on the proposed text change for July 11, 2022.

## **Attachments:**

1. Draft ordinance
2. Staff memorandum from June 2, 2022

**CITY COMMISSION  
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner \_\_\_\_\_, supported by Commissioner \_\_\_\_\_, moved adoption of the following ordinance:

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO AMEND SECTION 154.410.B.4 AND TABLE 154.410.A OF THE  
MOUNT PLEASANT ZONING ORDINANCES REGARDING CHILD CARE CENTERS  
AND GROUP DAY CARE HOMES.**

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

Section 1. Deletion. Subsection 154.410.B.4.f of the Mount Pleasant Zoning Ordinances is deleted in its entirety.

Section 2. Deletion. Subsection 154.410.B.4.l of the Mount Pleasant Zoning Ordinances is deleted in its entirety.

Section 3. Renumbering. The subsection currently labeled 154.410.B.4.g, which provides special use permit standards for Class I restaurants, and all subsequent subsections within subsection 154.410.B.4 are renumbered (f through z) as a result of the deletions above.

Section 4. Amendment to Table. The portion of Table 154.410.A pertaining to "Child Care Center" shall be amended to indicate that such uses are permitted in the CD-3L, CD-3, CD-4, CD-5, SD-RC and CZ district. Accordingly, that portion of the table shall appear as follows:

District	CD-3L	CD-3	CD-4	CD-5	SD-H	SD-I	SD-RC	SD-A	CZ
Child Care Center	P	P	P	P			P		P

Section 5. Amendment to Table. The portion of Table 154.410.A pertaining to "Group Day Care Home" shall be amended to indicate that such uses are permitted in the CD-3L, CD-3, and CD-4 district. Accordingly, that portion of the table shall appear as follows:

District	CD-3L	CD-3	CD-4	CD-5	SD-H	SD-I	SD-RC	SD-A	CZ
Group Day Care Home	P	P	P						

Section 6. 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 \_\_\_\_\_, 2022.

\_\_\_\_\_  
Amy Perschbacher, Mayor

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Heather Bouck, City Clerk

PC Hearing: \_\_\_\_\_, 2022  
Introduced: \_\_\_\_\_, 2022  
Adopted: \_\_\_\_\_, 2022  
Published: \_\_\_\_\_, 2022  
Effective: \_\_\_\_\_, 2022

DRAFT

# Memorandum



TO: Planning Commission

FROM: Jacob Kain  
City Planner

DATE: June 2, 2022

SUBJECT: Text Change 22-05 – Child care organizations

At your May 5, 2022 regular meeting, the Planning Commission discussed and set a public hearing on a proposed ordinance to amend regulations for child care organizations. The proposed ordinance would do the following:

1. Classify group day care homes as a permitted use in the CD-3L, CD-3, and CD-4 zoning districts.
2. Classify child care centers as a permitted use in the CD-3L, CD-3, CD-4, CD-5, SD-RC, and CZ zoning districts.

The City has had specific regulations applying to child care organizations since 1984. Current regulations for group day care homes and child care centers are attached. The regulatory history is as follows:

Pre-1984: Child care organizations are not referenced in any zoning ordinance.

1984-1991: *Day nurseries* were permitted as special uses in the City's residential districts and multiple family districts, and as a permitted use in office districts. These were subject to on-site parking requirements of 1 space per employee plus 1 space per 300 square feet of usable floor area.

1991-2018: New definitions and special use permit standards are adopted for various types of child care organizations, including *group day care homes* and *child care centers*. The districts that permitted child care organizations remained unchanged from 1984.

2018-present: The consolidation of zoning districts results in a significant increase in geographic area where child care organizations are permitted, with the areas formerly zoned as C-1, C-2, and C-3 commercial districts now eligible child care organization locations. The definitions and special use permit regulations for the various child care organizations carried over unchanged.

The State of Michigan has comprehensive regulations applying to child care organizations administered by the Department of Licensing and Regulatory Affairs. Many of these regulations mirror existing special use permit standards. The state also conducts annual inspections to ensure compliance with state regulations.

## **REQUESTED ACTION:**

Recommend that the City Commission adopt Text Change 22-05.

## Attachment

1. Current regulations
2. Draft ordinance

## Current Regulatory Framework – Group Day Care Home

Definition	Districts permitted by special use permit	Special use standards
<p>a Private Home in which more than six but not more than 12 minor children are given care and supervision for periods of less than 24 hours a day unattended by a parent or legal guardian, except children related to an adult member of the family by blood, marriage, or adoption. Group Day Care Home includes a home that gives care to an unrelated minor child for more than four weeks during a calendar year.</p>	<p>CD-3L CD-3 CD-4</p>	<p>Group day care homes as defined by Public Act 116 of 1973, being MCL §§ 722.111 - 722.128, as amended, must comply with the following:</p> <ul style="list-style-type: none"> <li>I. The Group Day Care Home may not be located closer than 300 feet, measured from Lot Line to Lot Line, from any of the following: <ul style="list-style-type: none"> <li>I. Licensed Group Day Care Home.</li> <li>II. Foster Family Group Home.</li> <li>III. Licensed Child Care Center.</li> <li>IV. An adult foster care small group home or large group home licensed under the Adult Foster Care Licensing Act, Public Act 218 of 1979, being MCL §§ 400.701 et seq., as amended.</li> <li>V. A facility offering substance abuse treatment and rehabilitation service to seven or more people licensed under Article 6 of the Public Health Code, Public Act 368 of 1978, being MCL §§ 333.6101 et seq., as amended.</li> <li>VI. A community correction center, resident home, halfway house or other similar facility that houses an inmate population under the jurisdiction of the Michigan Department of Corrections.</li> </ul> </li> <li>ii. A minimum of 35 square feet of habitable indoor play area shall be provided for each child. Play area shall be computed exclusive of hallways, bathrooms, reception and office areas, kitchens, storage areas and closets, and areas used exclusively for rest or sleep.</li> <li>iii. A minimum of 150 square feet of fenced outdoor play area shall be provided in the Third Lot Layer for each child. The fence shall be a minimum of 30 inches high. This outdoor area shall not be in any required front or side yard. This outdoor area may be waived by the Planning Commission if public park or school play area is available within 500 feet of the subject property.</li> <li>iv. All outdoor playground equipment shall be located at least 12 feet from Residential Dwellings on Adjacent property.</li> <li>v. The applicable Special Use Permit application must include a floor plan drawn to scale and a Site Plan drawn to scale and showing without limitation the location of all fences, permanent, stationary outdoor play equipment, parking spaces and all Structures on abutting parcels.</li> <li>vi. All Group Day Care Homes must be inspected annually by the Building Official or Fire Marshal for compliance with current codes and be issued a certificate of occupancy prior to operation.</li> </ul>

## Current Regulatory Framework – Child Care Center

Definition	Districts permitted by special use permit	Special use standards
<p>a facility, other than a private residence, receiving one or more preschool or school age children for care for periods of less than 24 hours a day, and where the parents or guardians are not immediately available to the child. Child Care Center or Day Care Center includes a facility that provides care for not less than two consecutive weeks, regardless of the number of hours of care per day. The facility is generally described as a child care center, day care center, day nursery, nursery school, parent cooperative preschool, play group, or drop-in center. Child Care Center or Day Care Center does not include any of the following:</p> <ol style="list-style-type: none"> <li>a Sunday school, a vacation bible school, or a religious instructional class that is conducted by a religious organization where children are in attendance for not more than three hours per day for an indefinite period, or not more than eight hours per day for a period not to exceed four weeks during a 12-month period.</li> <li>a facility operated by a religious organization where children are cared for not more than three hours while Persons responsible for the children are attending religious services.</li> </ol>	<p>CD-3L CD-3 CD-4 CD-5</p>	<p>Child Care Centers as defined by Public Act 116 of 1973, being MCL. §§ 722.111 - 722.128, as amended, must comply with the following:</p> <ol style="list-style-type: none"> <li>A minimum of 35 square feet of habitable indoor play area shall be provided for each child. Play area shall be computed exclusive of hallways, bathrooms, reception and office areas, kitchens, storage areas and closets, and areas used exclusively for rest or sleep.</li> <li>A minimum of 200 square feet of fenced outdoor play area shall be provided for each child. The fence shall be a minimum of 30 inches high. This outdoor area shall be in the Third Lot Layer. This outdoor area may be waived by the Planning Commission if public park or school play area is available within 500 feet of the subject property.</li> <li>All outdoor playground equipment shall be located at least 20 feet from Residential Dwellings in Adjacent CD-3L or CD-3 Districts.</li> <li>All requests for the Special Use Permit must include a floor plan drawn to scale and a Site Plan drawn to scale showing the location of all fences, permanent, stationary outdoor play equipment, parking spaces, and other Improvements, as well as all Structures on Adjacent parcels.</li> </ol> <p>All Child Care Centers shall be inspected annually by the Building Official or Fire Marshal for compliance with current codes and be issued a certificate of occupancy prior to operation.</p>

CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 05/20/2022-06/03/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
05/15/2022	CITY TREASURER - UTILITIES	UTILITIES	\$2,469.92
06/02/2022	410 BROADWAY, LLC	MAKE IT PLEASANT GRANT	400.00
06/02/2022	ABC FASTENER GROUP, INC	SUPPLIES	536.93
06/02/2022	ASSMANN'S INC	CAPITAL ACQUISITIONS	19,853.37
06/02/2022	ATI GROUP	CONTRACT SVCS	4,369.90
06/02/2022	AVFUEL CORPORATION	AIRPORT FUEL	20.00
06/02/2022	AXIOM WIRING SERVICE, LLC	CONTRACT SVCS	285.00
06/02/2022	AUTUME BALCOM	REIMBURSEMENT	140.00
06/02/2022	BENDZINSKI & CO.	CONTRACT SVCS	11,025.00
06/02/2022	BLOCK ELECTRIC COMPANY	CONTRACT SVCS	426.09
06/02/2022	C & O SPORTSWEAR	SUPPLIES	2,124.00
06/02/2022	TINA CAPUSON	FARMERS MKT	59.10
06/02/2022	CARMEUSE AMERICAS	CHEMICALS	7,574.80
06/02/2022	CDW GOVERNMENT, INC	SUPPLIES	715.32
06/02/2022	CINTAS CORPORATION	SUPPLIES/CONTRACT SVCS	150.25
06/02/2022	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	1,296.68
06/02/2022	CMP DISTRIBUTORS, INC.	SUPPLIES	140.00
06/02/2022	CMS INTERNET LLC	CONTRACT SVCS	121.40
06/02/2022	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	1,051.04
06/02/2022	CONSUMERS ENERGY	UTILITIES	16,361.13
06/02/2022	COYNE OIL CORPORATION	FUEL	2,275.79
06/02/2022	BRANDON CRAWFORD	REIMBURSEMENT	140.00
06/02/2022	DENALI CONSTRUCTION & ENGINEERING	CONTRACT SVCS	425.00
06/02/2022	DORNBOS SIGN & SAFETY, INC.	SUPPLIES	75.09
06/02/2022	RENEE EARLE	FARMERS MKT	409.70
06/02/2022	ESO SOLUTIONS, INC.	CONTRACT SVCS	2,759.40
06/02/2022	ETNA SUPPLY	SUPPLIES	615.00
06/02/2022	CHRISTOPHER FERRARA	REIMBURSEMENT	371.21
06/02/2022	FERGUSON WATERWORKS #3386	METER REPLACEMENT	4,674.36
06/02/2022	FISHBECK, THOMPSON, CARR & HUBER	CONTRACT SVCS	10,155.54
06/02/2022	ALL PRO EXERCISE	SUPPLIES/CONTRACT SVCS	3,399.99
06/02/2022	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	252.00
06/02/2022	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	11,520.73
06/02/2022	GALLS, LLC	UNIFORMS	43.05
06/02/2022	GALGOCI OIL COMPANY	AIRPORT FUEL	486.06
06/02/2022	GBS	SUPPLIES	479.59
06/02/2022	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	114.48
06/02/2022	DAVID GROTHAUSE	FARMERS MKT	68.60
06/02/2022	HACH COMPANY	SUPPLIES	367.30
06/02/2022	JASON HAINES	REIMBURSEMENT	608.99
06/02/2022	HAMILTON ELECTRIC CO	CONTRACT SVCS	2,025.00
06/02/2022	HCC LIFE INS. CO	ADMIN - STOP LOSS	20,209.28
06/02/2022	HIRERIGHT	CONTRACT SVCS	151.35

CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 05/20/2022-06/03/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
06/02/2022	HYDROCORP, INC.	INSPECTION/REPORTING SVCS	4,829.50
06/02/2022	IDEXX DISTRIBUTION, INC.	CHEMICALS	20.59
06/02/2022	THE ISABELLA CORPORATION	CONTRACT SVCS	30,004.72
06/02/2022	ISABELLA COUNTY	SUPPLIES	1,715.53
06/02/2022	ISABELLA COUNTY TREASURER	MI TAX TRIBINAL	32,170.45
06/02/2022	JBS CONTRACTING, INC	CONTRACT SVCS	160.00
06/02/2022	JOHN JOHNSON	FARMERS MKT	43.70
06/02/2022	BILL KEHOE	FARMERS MKT	30.40
06/02/2022	KENNEDY INDUSTRIES, INC	SUPPLIES	3,860.55
06/02/2022	KERR PUMP AND SUPPLY	SUPPLIES	236.14
06/02/2022	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	1,217.23
06/02/2022	KUSSMAUL ELECTRONICS, LLC	SUPPLIES	395.00
06/02/2022	ROBERT W LAMSON, PHD	CONTRACT SVCS	465.00
06/02/2022	MANNIK SMITH GROUP	CONTRACT SVCS	34,118.00
06/02/2022	MASTER ELECTRIC, INC	CONTRACT SVCS	130.00
06/02/2022	JENNIFER MAYER	FARMERS MKT	51.95
06/02/2022	MCKENNA	CONTRACT SVCS	675.00
06/02/2022	MCLAREN CORPORATE SERVICES	CONTRACT SVCS	2,052.00
06/02/2022	MCMASTER-CARR SUPPLY CO.	SUPPLIES	37.32
06/02/2022	MEDLER ELECTRIC COMPANY	SUPPLIES	85.64
06/02/2022	TYLER BROWN	REIMBURSEMENT	11.05
06/02/2022	METRON-FARNIER, LLC	METER REPLACEMENT	605.03
06/02/2022	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
06/02/2022	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	46.00
06/02/2022	TIMOTHY MIDDLETON	REIMBURSEMENT	1,410.00
06/02/2022	MICHIGAN PIPE & VALVE	SUPPLIES	790.00
06/02/2022	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	848.68
06/02/2022	MUNICIPAL EMPLOYEE RETIRE SYSTEMS	SURPLUS FUND	1,000,000.00
06/02/2022	JUSTIN NAU	REIMBURSEMENT	223.65
06/02/2022	DOUG NEFF	CONTRACT SVCS	200.00
06/02/2022	NELSON TANK ENGINEERING &	CAPITAL ACQUISITIONS	4,500.00
06/02/2022	NCL OF WISCONSIN	CHEMICALS	809.71
06/02/2022	NYE UNIFORM COMPANY	UNIFORMS	1,185.77
06/02/2022	NYLEA'S GARDEN	FARMERS MKT	100.85
06/02/2022	O'BRIEN & BAILS	CONTRACT SVCS	347.25
06/02/2022	O'BOYLE COWELL BLALOCK & ASSOC.	CONTRACT SVCS	612.96
06/02/2022	OFFICE DEPOT	SUPPLIES	36.69
06/02/2022	ODP BUSINESS SOLUTIONS, LLC	SUPPLIES	178.91
06/02/2022	ON DUTY GEAR, LLC	UNIFORMS	2,111.72
06/02/2022	ORKIN	CONTRACT SVCS	107.00
06/02/2022	PETE'S AUTO BODY, INC	SUPPLIES/VEHICLE MAIN	227.30
06/02/2022	LOGAN PINES	FARMERS MKT	9.20
06/02/2022	PREIN & NEWHOF	CONTRACT SVCS	245.00



CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 05/20/2022-06/03/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
06/02/2022	PRSA	DUES	370.00
06/02/2022	PURITY CYLINDER GASES INC	CHEMICALS	3,755.26
06/02/2022	PVS TECHNOLOGIES, INC	CHEMICALS	6,574.74
06/02/2022	KIMBER BADERTSCHER	REFUND	150.00
06/02/2022	LISA DEARING	REFUND	240.00
06/02/2022	RISE MACHINE	CONTRACT SVCS	600.00
06/02/2022	SHERWIN INDUSTRIES, INC	SUPPLIES	15,750.00
06/02/2022	STERICYCLE, INC	CONTRACT SVCS	296.29
06/02/2022	JUDY SMITH	MAKE IT PLEASANT GRANT	400.00
06/02/2022	DAN SODINI	FARMERS MKT	57.95
06/02/2022	KURT SOLMONSON	REIMBURSEMENT	224.00
06/02/2022	SPACE	CONTRACT SVCS	11,764.59
06/02/2022	GEORGE SPONSELLER	CONTRACT SVCS	1,000.00
06/02/2022	TIMOTHY STANDEN	REIMBURSEMENT	169.11
06/02/2022	STATE WIRE AND TERMINAL, INC.	SUPPLIES	272.58
06/02/2022	SUMMIT FIRE PROTECTION	CONTRACT SVCS	357.50
06/02/2022	SUN VALLEY BASKETS & GIFTS	SUPPLIES	2,335.00
06/02/2022	STEVIE SWAREY	FARMERS MKT	15.70
06/02/2022	TERMINIX PROCESSING CENTER	CONTRACT SVCS	145.00
06/02/2022	JOSHUA THEISEN	REIMBURSEMENT	356.00
06/02/2022	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	573.75
06/02/2022	TRUGREEN	CONTRACT SVCS	44.91
06/02/2022	MT. PLEASANT ABSTRACT	UB REFUND	59.15
06/02/2022	MI REINVESTMENTS	UB REFUND	26.65
06/02/2022	RENTWOOD	UB REFUND	23.47
06/02/2022	BEEBE, DENNIS	UB REFUND	8.58
06/02/2022	WIESE, BRIAN	UB REFUND	40.80
06/02/2022	SCHAFER, TERRY & BARBARA	UB REFUND	52.00
06/02/2022	KAYLYN KING	UMPIRE	26.00
06/02/2022	CAIDEN ROBINSON	UMPIRE	13.00
06/02/2022	TITUS KEYES	UMPIRE	39.00
06/02/2022	AUDRA SZELAG	UMPIRE	39.00
06/02/2022	THEO CRAIN	UMPIRE	78.00
06/02/2022	JACK CULLEN	UMPIRE	39.00
06/02/2022	BEN DVORAK	UMPIRE	39.00
06/02/2022	AMY RATKOS	UMPIRE	26.00
06/02/2022	GISELLE WITANNEN	UMPIRE	52.00
06/02/2022	MICAH SPRINGER	UMPIRE	39.00
06/02/2022	SILAS SPRINGER	UMPIRE	39.00
06/02/2022	THOMAS PACKARD	UMPIRE	13.00
06/02/2022	LUCAS FINCH	UMPIRE	26.00
06/02/2022	NATHAN BEUTLER	UMPIRE	13.00
06/02/2022	RACHEL CHESS	UMPIRE	44.00

CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 05/20/2022-06/03/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
06/02/2022	ADIA KISTE	UMPIRE	52.00
06/02/2022	VAN BRAKENBERRY	UMPIRE	26.00
06/02/2022	MORGAN BRANDENBERRY	UMPIRE	52.00
06/02/2022	USABUEBOOK	SUPPLIES	190.86
06/02/2022	USA SOFTBALL OF MICHIGAN	CONTRACT SVCS	225.00
06/02/2022	CODY UTTERBACK	BLADE MATCHING GRANT	500.00
06/02/2022	VEGA AMERICAS, INC	SUPPLIES	90.41
06/02/2022	LATITUDE MEDIA LLC WCZY/WMMI	CONTRACT SVCS	692.00
06/02/2022	SARAH WILBER	FARMERS MKT	94.10
06/02/2022	ERNEST WOLF	FARMERS MKT	23.30
06/02/2022	WOLVERINE SEALCOATING LLC	CONTRACT SVCS	15,182.90
06/02/2022	YEO & YEO CONSULTING, LLC	CONTRACT SVCS	5,196.00
06/03/2022	TRAVIS WELSH	REIMBURSEMENT	29.25
COMM TOTALS:			
Total of 142 Checks:			\$1,326,644.78
Less 0 Void Checks:			0.00
Total of 142 Disbursements:			\$1,326,644.78

# Memorandum



TO: Aaron Desentz, City Manager  
FROM: Jason Moore, DPW Director  
DATE: June 2, 2022  
SUBJECT: Restrictive Covenants Over City Property

## Request

MRP Properties Company is requesting that the city consider terms for restrictive covenants regarding city-owned property across the street from 510 W Pickard containing city utilities, and a sewer lift station.

## Reason:

In 2016 MRP Properties Company asked that the city consider signing restrictive covenants to allow them to continue their closeout process with the state Department of Environment Great Lakes and Energy (EGLE) for the former site of the Roosevelt refinery. To that end, they have negotiated terms with city staff, and, from a staff perspective, we have come close to an agreement. I have attached a two-page explainer published by EGLE for some background on restrictive covenants.

Because the city needs to maintain the utilities on this property there may be incremental costs associated with the contamination present on the property. Use of special materials or construction techniques may be required. One benefit to the city of the negotiation process is that we have the opportunity to define the responsibility of MRP upfront before work in this area is required. Not only the financial responsibility but also the financial assurances that go along with that into the future.

Some details have been settled. The city engineer has established estimated costs for the potential incremental work that may be required at a maximum of \$900,000. MRP has agreed to this amount along with inflationary increases over time. DPW staff have determined that this obligation should extend at least forty (40) years due to the life cycle associated with underground utilities. MRP has agreed to this time frame. Since MRP would likely be held liable for incremental costs regardless of there being an agreement, these details are not necessarily of primary concern.

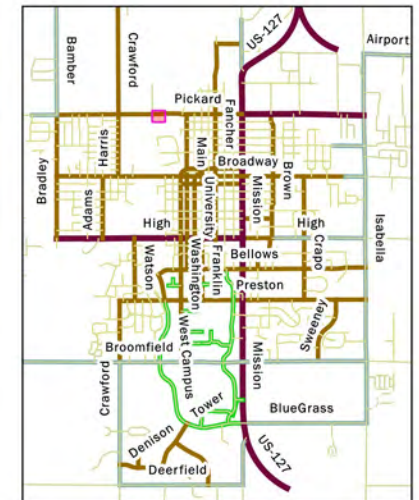
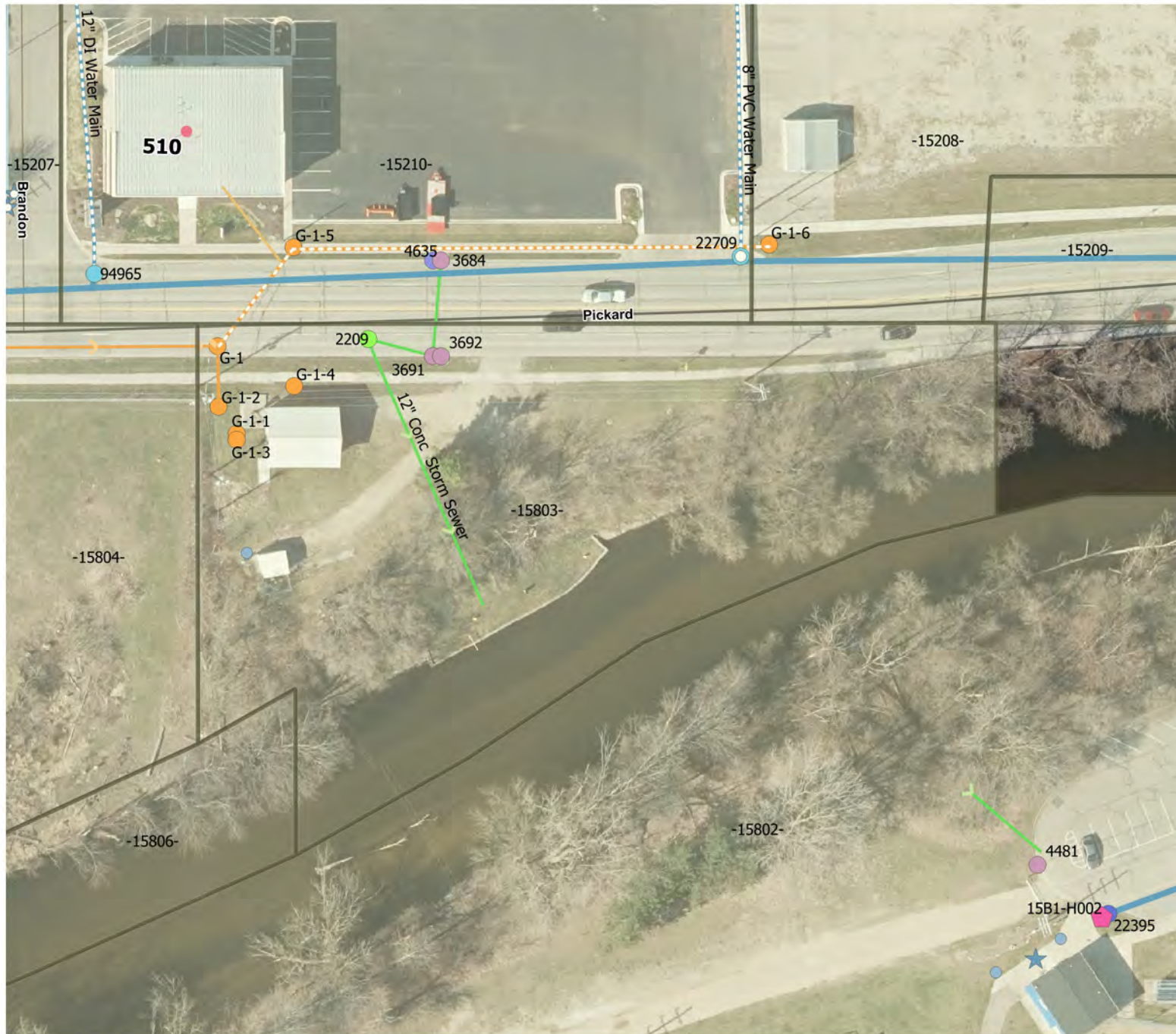
A detail that has not been agreed upon is the type of financial assurances. The staff has asked that MRP provide a bond to cover the possible costs. MRP has indicated that they are not willing to provide a forty (40) year bond and have proposed an annual financial assurance test be provided instead.

## Recommendation:

We recommend that the city commission, contingent upon financial assurances satisfactory to staff and the city attorney, authorize the mayor to sign restrictive covenants associated with city property across from 510 W Pickard containing city utilities, and a sewer lift station.



# City of Mt. Pleasant GIS



Information Accuracy Disclaimer - The materials and information contained on or obtained from the city of MtPleasant GIS maps, are distributed and transmitted "as is" without warranties of any kind, either expressed or implied, including without limitations, warranties of title or implied warranties of merchantability or fitness for a particular purpose. Information on these GIS maps is provided without any representation of any kind as to accuracy and should be verified by the user. The City of MtPleasant is not responsible for any special, indirect, incidental or consequential damages that may arise from the use of, or the inability to use, the GIS maps whether they are provided by the city, or a third party

# PROPERTY OWNER'S GUIDE TO RESTRICTIVE COVENANTS IMPOSED AT SITES OF ENVIRONMENTAL CONTAMINATION

## Guidance

### What is a Restrictive Covenant?

Restrictive covenants or deed restrictions are legal instruments recorded with the county register of deeds and are used to impose land use or resource use restrictions where environmental contamination is present at a particular property. Restrictive covenants serve three purposes: 1) inform prospective owners or tenants of the environmental conditions of the property 2) ensure the long-term compliance with use restrictions that are necessary to prevent unacceptable exposure to environmental contamination and 3) maintain the integrity of the remedy over time. Restrictive covenants may only be placed on a property deed with written consent of the property owner.

Restrictive covenants may be used in conjunction with engineering controls, which are physical controls that prevent human exposure to, or migration of, contamination. These controls limit direct contact with contaminated areas, reduce exposures, and control migration of contaminants through environmental media. Examples of engineering controls include capping (pavement, clean soil, gravel, etc.), vapor mitigation systems, containment, slurry walls, extraction wells, and treatment methods that minimize the spread of contamination.

### Why are Restrictive Covenants Necessary?

Michigan's environmental remediation programs authorize the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to set cleanup standards by considering how the contaminated land will be used in the future. Michigan's cleanup standards are risk-based and reflect the potential for human health or ecological risks from exposure to hazardous or regulated substances at contaminated sites. Thus, a person may rely upon the imposition of land use or resource use restrictions, through instruments such as restrictive covenants, to manage risk by preventing exposure to environmental contamination left in-place at a property. For example, if corrective action has been completed at a property and the level of contaminants in the groundwater are in excess of drinking water cleanup criteria, the responsible party may prepare and record a restrictive covenant which prohibits the use of potable water wells on the property, thus preventing the risk of potential exposure to contamination remaining in the groundwater.



*Construction of a soil cover (exposure barrier) over the former Linden Road Landfill in Flint Charter Township (Genesee Co.).*



*Saturday morning soccer games are played on the site of the former Linden Road Landfill. A restrictive covenant is recorded on the property deed to prohibit excavation or other soil disturbance activities below the cover.*



### **What are the Benefits of Restrictive Covenants?**

Restrictive covenants help reduce or eliminate the risks of people coming in contact with contamination, and may also protect expensive cleanup equipment from damage. A restrictive covenant remains in the “chain of title” for the particular property forever, or until it is determined that the hazardous or regulated substances no longer present an unacceptable risk to the public health, safety, or welfare, or the environment. With this benefit of “running with the land,” the instrument reliably provides knowledge of the environmental conditions and restrictions to current and future persons who own or have an interest in the property through property transactions. Finally, the use of restrictive covenants can allow and promote a previously undeveloped or abandoned property to be returned to a safe and productive reuse.

### **What Types of Land or Resource Use Restrictions May be Imposed by Restrictive Covenants?**

Restrictions commonly imposed in restrictive covenants to reduce or eliminate unacceptable exposure risk to hazardous or regulated substances include:

- Restrict land use to nonresidential (e.g. commercial or industrial) uses.
- Prohibit the construction or use of drinking water wells on the property.
- Prohibit or limit excavation activities on the property.
- Prohibit the construction or use of buildings or allow construction of a building after an evaluation is made to determine if a vapor mitigation system is necessary or, if installed, to ensure it is being maintained.

### **What Does it Mean to Me as a Property Owner?**

If you have knowledge that the property you own or operate is contaminated, you have “due care” obligations, even if you aren’t responsible for the contamination. “Due care” means that an owner or operator of contaminated property must take steps to prevent unacceptable exposures to the contamination, or doing things that worsen the contamination. Under a restrictive covenant, you are obligated to:

- Comply with any land use or resource use restrictions created or relied upon in connection with the response or corrective action activities at the property.
- Do nothing to hinder those restrictions as applied to the response or corrective activities at the property.

### **Where Can I Find More Information?**

Multiple sources of information are available if you have questions about restrictive covenants related to your property, your neighbor’s property, or other property in your community. Your county Register of Deeds office holds all documents, including restrictive covenants, recorded on a particular property.

The Michigan Environmental Mapper ([www.mcgi.state.mi.us/EnvironmentalMapper](http://www.mcgi.state.mi.us/EnvironmentalMapper)) allows you to view sites of contamination and underground storage tank sites, and any land use or resource use restrictions (including restrictive covenants), that EGLE is aware of, imposed on a property. The user can display the sites based on search criteria by city, county, EGLE district, and Michigan legislative district. In addition the user can view sites within a certain distance of a location, a land lot, or a stream segment. The results can be printed, with the map, or exported to an Excel spreadsheet.

In addition, Remediation and Redevelopment Division field staff located at EGLE offices statewide can provide information regarding specific properties. The field staff are the first line of contact with citizens, the business community, industry, and local units of government for prompt customer service about the Environmental Remediation and Leaking Underground Storage Tank programs.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Tim Middleton, Assistant DPW Director

DATE: June 03, 2022

SUBJECT: Approve Contract Amendment for WRRF Rehabilitation Project Engineering

## Request

The City Commission is requested to approve a contract amendment of \$430,000 with Fishbeck Engineering.

## Reason

At the August 9, 2021 meeting, the Commission approved a contract with Fishbeck Engineering for \$1,060,000 to provide design work for the Water Resource Recovery Plant upgrade. Throughout the design process, staff and Fishbeck engineers have identified additional work and process changes that we feel are the best value and return on investment for the City. Staff is requesting that Fishbeck perform additional engineering work to complete those designs and add additional construction oversight. These modifications include a replacement of the existing grit removal system instead of rehabilitation, additional electrical work, HVAC work to complement the digester upgrades, septage receiving changes to protect new infrastructure, and changes to the secondary treatment scope of work. In addition, Staff has requested Fishbeck to provide administrative services for the State Revolving Fund application which will save interest expense and may result in 10-48% loan forgiveness.

## Recommendation

I recommend the City Commission approve an amendment to the WRRF Rehabilitation contract with Fishbeck engineering for \$430,000.00.