

Regular Meeting of the Mt. Pleasant City Commission
Monday, January 10, 2022
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

ADMINISTER OATH OF OFFICE TO COMMISSIONERS ASSMANN, BUSCH, EKE AND
PERSCHBACHER:

ELECTION OF MAYOR AND VICE MAYOR:

SET TIME AND DAY OF REGULAR MEETINGS:

PROCLAMATIONS AND PRESENTATIONS:

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

1. City Manager report on pending items.
 - a. Monthly report on police related citizen complaints received.
 - b. Vehicle/Bicyclist and Vehicle/Pedestrian Accident Data for 2021.
2. Minutes of the Traffic Control Committee (September).
3. Minutes of the Zoning Board of Appeals (September).
4. Minutes of the Airport Joint Operations and Management Board (November).
5. Resignation of Kathy Rise from the Planning Commission term to expire (December 31, 2023).

CONSENT ITEMS:

6. Approval of the minutes of the regular meeting held December 13, 2021.
7. Consider award of contract to Fedewa, Inc. for the Claricone Interior Repainting and Minor Repairs Project.
8. Consider depository resolution.
9. Consider resolution in support of final approval of Temporary Traffic Control Order #1-2022.

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

January 10, 2022

Page 2

10. Consider resolution #1 and #2 to commence the proceedings for special assessment, tentatively determine the necessity, and set a public hearing for January 24, 2022, regarding the necessity of Special Assessment District #1-22.
11. Consider resolution #1 and #2 to commence the proceedings for special assessment, tentatively determine the necessity, and set a public hearing for January 24, 2022, regarding the necessity of Special Assessment District #2-22.

PUBLIC HEARINGS:

STAFF RECOMMENDATIONS AND REPORTS:

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

CLOSED SESSION:

12. Consider closed session pursuant to subsection 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute regarding Zoning Board of Appeals legislative standing.
13. Consider closed session pursuant to subsection 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute regarding waiver of legal conflict.

RECESS:

WORK SESSION: (None scheduled at this time)

ADJOURNMENT:

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

TO: MAYOR AND CITY COMMISSION

JANAUARY 6, 2022

FROM: AARON DESENTZ, CITY MANAGER

SUBJECT: ADMINISTER OATH OF OFFICE AND ELECTION OF MAYOR AND VICE
MAYOR

Administer Oath of Office

As the meeting begins, City Clerk Heather Bouck will administer the oath of office to newly-elected members.

Article II, Section 15 of the City Charter indicates that the City Clerk will preside at the beginning of the meeting until the Mayor is elected. After the Mayor is elected, the remainder of the meeting will be conducted by the Mayor.

Election of Mayor and Vice Mayor

The election will be conducted in accordance with the procedure outlined in Chapter 30.09 of the Code of Ordinances:

- Nominations
 - Called for from the chair
 - No seconds necessary
 - Closed after all nominations are made
- Voting
 - Voice vote for each Commissioner nominated
 - Candidates will be voted on in order nominated
 - One vote per commissioner per election
- Election
 - Position shall be filled by the nominee who receives a majority (4) votes
 - If there is a tie or no one receives a majority, voting continues until a candidate has a majority or a candidate withdraws

TO: MAYOR AND CITY COMMISSION

FROM: AARON DESENTZ, CITY MANAGER

SUBJECT: CITY MANAGER REPORT ON AGENDA ITEMS

JANUARY 6, 2022

Consent Items:

Set Time and Day of Regular Meetings: The City Commission is able to set the time and day of their regular meetings. In your packet you will find a Resolution proposing to keep the City Commission meetings on the second and fourth Monday of every month at 7:00pm. The City Commission is free to accept this or amend their schedule as they see fit.

7. Consider award of contract to Fedewa, Inc. for the Claricone Interior Repainting and Minor Repairs Project.
 - a. The City has budgeted for repairs to the Water Plant Claricone. Rehabilitation of these units is needed every 10 years. This Claricone is due for regular rehabilitation. The City received two (2) bids. Staff and our engineers are recommending the low bid from Fedewa, Inc. for \$108,890. We anticipate work to start at the beginning of March and last for 6 weeks.
8. Consider depository resolution.
 - a. The resolution sets signatories for bank accounts by position rather than name. This keeps continuity in the City's business with banks and eliminates the need to continually come to the Commission when people leave a position. The Resolution also gives the Treasurer the authority to determine which financial institutions the City uses consistent with State law and local ordinance.
9. Consider resolution in support of final approval of Temporary Traffic Control Order #1-2022.
 - a. Approval of the final TCO will make metered parking signs on the south side of Bellows Street for all on-street angled parking spaces between Lansing Street and East Campus Drive permanent. All reverse angled parking spaces have been converted to front-in angled parking spaces.
10. Consider resolution #1 and #2 to commence the proceedings for special assessment, tentatively determine the necessity, and set a public hearing for January 24, 2022, regarding the necessity of Special Assessment District #1-22.
11. Consider resolution #1 and #2 to commence the proceedings for special assessment, tentatively determine the necessity, and set a public hearing for January 24, 2022, regarding the necessity of Special Assessment District #2-22.
 - a. Both of the above Resolutions are part of the special assessment process in order to move forward with a planned special assessment for the reconstruction of two (2) alleys in our central business district. The Resolutions begin this process by establishing an estimate for the work to be assessed and by establishing a formula in which the assessment will be distributed. Lastly, it sets a public hearing at our next City Commission meeting on January 24th for the public to address the Commission on the proposed special assessment. Following that public hearing, another public hearing will be held on February 14th. After that public hearing, a proposal to adopt the special assessment will come before the City Commission for final consideration.

Resolution to Set Date and Time of Regular City Commission Meetings

NOW, THEREFORE, BE IT RESOLVED, that the City Commission shall meet during 2022 on the second and fourth Mondays of each month, at 7:00 p.m. (except for December in which the second meeting of the month will be held on the third Monday of the month) in the City Commission Room, City Hall, 320 W. Broadway beginning January 24, 2022.

2022 City Commission Calendar

January		February	
10	Inaugural Meeting, 7:00 p.m.	14	Regular Meeting
24	Regular Meeting	28	Regular Meeting
March		April	
14	Regular Meeting	11	Regular Meeting
28	Regular Meeting	25	Regular Meeting
May		June	
9	Regular Meeting	13	Regular Meeting
23	Regular Meeting	27	Regular Meeting
July		August	
11	Regular Meeting	8	Regular Meeting
25	Regular Meeting	22	Regular Meeting
September		October	
12	Regular Meeting	10	Regular Meeting
26	Regular Meeting	24	Regular Meeting
November		December	
14	Regular Meeting	12	Regular Meeting
28	Regular Meeting	19	Regular Meeting (Moved due to the holiday)

Regular Meetings of the City Commission begin at 7:00 p.m. in the Commission Chambers, City Hall, 320 West Broadway.

TO: MAYOR AND CITY COMMISSION

JANUARY 5, 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 1-5-2022
Housing Study Follow-Up Staff to work with Planning Commission and others to recommend ordinance amendments and programs as generally agreed to for implementation	July 13, 2020	None	Dr. Colarelli's graduate class held focus groups on November 5th to solicit input from local housing providers on: (1) Insights about the future of existing student housing in Mt. Pleasant (2) Creative solutions for improving housing and neighborhoods in the city (3) Collaborative partnerships to improve housing and help Mt. Pleasant become more economically and culturally vibrant. Initial feedback was that there was not a lot of engagement on items 2 and 3 even though the focus groups were well attended. Draft report will be available Jan 2022. Draft report is being reviewed and feedback given.
Downtown Analysis Follow-Up Staff to work with Planning Commission and complete additional research to recommend ordinance and programs/policies as generally agreed to for implementation	August 10, 2020	None	Last item of Town Center civic space will likely be 2022.
Charter Amendment 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.

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 1-5-2022
Local Economy Based on listening sessions, research options for downtown façade grants, downtown fire suppression grants, and rent subsidy programs. Revisit Broadway Central Closure in March 2022.	September 27, 2021	ASAP	Will move forward with summary direction documented in September 27 memo.

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

[illegible]

**2021
MOUNT PLEASANT POLICE DEPARTMENT
MOTOR VEHICLE/BICYCLIST(S)**

Crash Date	Crash Time	Case #	City/Township	Primary Road	Intersecting Road	No. of Units	Non-Traffic	Fatal	Injury K	Injury A	Injury B	Injury C	Injury O
6/2/2021	15:06	202101060	Mt. Pleasant	UNIVERSITY	MICHIGAN	2	No	0	0	0	0	0	2
7/9/2021	12:30	202101306	Mt. Pleasant	CROSSLANES	MISSION	2	No	0	0	0	0	1	1
9/21/2021	16:46	202101889	Mt. Pleasant	MISSION	OLYMPIC	2	No	0	0	0	0	0	2
11/18/2021	11:25	202102394	Mt. Pleasant	PRESTON	MISSION	2	No	0	0	0	0	0	2
12/18/2021	21:55	202102606	Mt. Pleasant	CRAWFORD	BROOMFIELD	2	No	0	0	0	0	0	1
12/28/2021	2:00	202102683	Mt. Pleasant	ADAMS	BELNAP	2	No	0	0	0	0	2	0

4-way stop. Special emphasis crosswalks all sides.

stop sign on Belnap only, t-intersection. No markings on Belnap - local street

**2021
MOUNT PLEASANT POLICE DEPARTMENT
MOTOR VEHICLE/PEDESTRIAN**

Crash Date	Crash Time	Case #	City/Township	Primary Road	Intersecting Road	No. of Units	Non-Traffic	Fatal	Injury K	Injury A	Injury B	Injury C	Injury O
2/2/2021	18:14	202100239	Mt. Pleasant	MISSION	PRESTON	2	No	0	0	0	0	1	1
6/13/2021	14:16	202101121	Mt. Pleasant	PICKARD	FANCHER	2	No	0	0	0	0	1	1
10/15/2021	15:29	202102072	Mt. Pleasant	CRAPO	PRESTON	2	No	0	0	0	0	1	1
10/15/2021	17:15	202102074	Mt. Pleasant	ADAMS	LYONS	2	No	0	0	1	0	0	0
11/10/2021	20:07	202102338	Mt. Pleasant	BELLOWS	DOUGLAS	2	No	0	0	0	0	1	1
12/5/2021	21:00	202102472	Mt. Pleasant	ELVA	BROOMFIELD	2	No	0	0	0	0	1	1
12/29/2021	19:58	202102705	Mt. Pleasant	MISSION	CENTRAL	2	No	0	0	0	0	1	1

stop signs on Fancher with crosswalks.

3-way stop. Crosswalk in ramp location. (ramps only on north side)

stop signs on Lyons. No markings on Lyons - local street.

stop sign on Douglas only, t-intersection. Special emphasis crosswalk at main crossing on west side of intersection. No markings on Douglas - local street.

Traffic Control Committee Minutes

Thursday, September 30, 2021 at 2:30 p.m. – on ZOOM

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

- Approve minutes of July 22, 2021 meeting
 - Approved, no changes
- Discuss additional handicap parking near the Isabella County administrative building
 - Presentation from Maragaret McAvoy, Isabella County Administrator, requesting 2 additional on-street barrier free parking spaces on Main Street. There are 2 currently.
 - Decision tabled for further research on cost/availability:
 - Use of existing 4 barrier free spaces on west side of Sheriff's department parking lot?
 - Review grades on angled parking spaces on Mosher. (Reviewed by Stacie – grades are currently too steep to meet ADA guidelines)
 - Main Street would require structural changes to sidewalk and curb on east side to accommodate additional barrier free spaces.
 - Costs by Isabella County? Cost sharing?
 - Stacie to research and present findings to TCC at future meeting.
 - Stacie to follow up with Maraget
- Discuss Bellows-Washington Street intersection restriping – CMU response
 - TCC supports restriping the intersection for one lane in all directions and removing the existing curb island on Bellows.
 - CMU supports removing the curb island but not the restriping plan.
 - Streets department to remove the island. Because the pavement marking was just completed in the existing condition, TCC to revisit the restriping next year for one lane in all directions. Jason to discuss with Jonathan at CMU.
- Pickard-Main Signal - Discuss signage options for eastbound right turn (south on Main) during red light/westbound left turn green arrow
 - Request from Sheriff to place a "No right turn on red signal" sign on eastbound Pickard at the intersection. Approved by TCC. Stacie to prepare TCO.
- Discuss No Parking striping on west side of Bradley in bump out parking in front of Mt. Pleasant Middle School
 - Mt. Pleasant Middle School hatched no parking on the west side of Bradley in the bumpout parking area in front of the school without city approval. TCC review and approved leaving the hatching in place. No signs to be added at this time. City to remark as part of future pavement marking projects.

- Discuss No Parking striping or signage on W. Michigan side of 122 South Washington (old Curt's Service Center building)
 - City will provide cross hatching pavement marking on Michigan Street in front of driveway. Streets Department will mark if paint is available (currently a supply issue). If not, city engineering will add to 2022 pavement marking project.
- Discuss changing allocation of parking spaces in lots 7, 8, 12 and 13
 - TCC approved revising lots 7 and 8 for all spaces to be 10 hour permit parking. Stacie to prepare TCO for sign changes/removals.
 - Lots 12 and 13 (city hall parking lot) snow plowing concern for overnight parking. Discuss alternating even/odd. Michelle tabled discussion to review parking agreements with other tenants and the Broadway Lofts for these lots.
- Follow up on outstanding items from Streets Department from July, 2021 Meeting
 - Streets working on Pango parking meter sign installations.
 - Streets received snow emergency signs this week. To be installed.
 - Pedestrian signs added at Elizabeth/Bellows intersection at Mt. Pleasant High School.
 - Removed 3-hour parking sign at Washington and Main in front of MJ Murphy Beauty College.

Update 10/18/21

- TCC voted by e-mail to create even and odd overnight permit parking spaces in the City Hall parking lot and Parking lot 12 to allow for snow clearing. This matches what is done in other downtown parking lots. Michelle confirmed no issues with other parking agreements. Stacie to prepare TCO.

Update 10/19/21

- TCC voted by e-mail in favor of restriping of the reverse angle parking on Bellows Street between Lansing Street and East Campus Drive for front-in angled parking to accommodate Pango parking car readers. This was a request from CMU. Streets department to restripe due to minimal cost for work.

Next Meeting scheduled for November 29, 2021 on Zoom

Mt. Pleasant Zoning Board of Appeals
Minutes of Electronically Conducted Regular Meeting
September 23, 2020

Kench called the meeting to order at 7:00 p.m.

I. Roll Call: Staff called roll.

Members Present: Assmann, Friedrich, Orlik, Raisanen, Stressman, White.

Staff: Kench, Murphy

II. Kench welcomed Commissioner Friedrich to the Board as the reappointed cross-over member from the Planning Commission

III. Election of Officers:

Staff opened the floor for nominations for Chair.

Motion by Orlik, support by Friedrich, to nominate Commissioner Raisanen as Chair. There were no other nominations.

Roll Call Vote:

Ayes: Assmann, Friedrich, Orlik, Raisanen, Stressman.

Nays: None

Motion approved unanimously.

Staff turned the meeting over to Chair Raisanen.

Motion by Raisanen, support by Friedrich, to nominate Orlik as Vice-Chair. There were no other nominations.

Ayes: Assmann, Friedrich, Orlik, Raisanen, Stressman.

Nays: None

Motion approved unanimously.

IV. Approval of Agenda:

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

Ayes: Assmann, Friedrich, Orlik, Raisanen, Stressman.

Nays: None

Motion approved unanimously.

V. Approval of Minutes: October 23, 2019 Meeting

Motion by Orlik, support by Friedrich, to approve the minutes from the October 23, 2019 meeting.

Ayes: Assmann, Friedrich, Orlik, Raisanen, Stressman.
Nays: None
Motion approved unanimously.

VI. Communications:

Staff reported that there were no communications to share at this time.

VII. Public Comments:

Chair Raisanen opened the floor for public comments.

Chair Raisanen recognized Becky Murphy on her valuable work with the City as it relates to the ZBA and congratulated her on her retirement.

There being no one who wished to address the Board, the Public Comments session was closed.

VIII. Public Hearings:

Chair Raisanen asked staff to introduce Case ZBA-01-2020.

Kench explained board proceedings, noting that a quorum was present.

A. ZBA-01-2020 – 910-914 W Pickard.

Kench introduced ZBA-01-2020 submitted by Mark Coyne requesting a variance from Section 154.410.B.4.v.iv of the Zoning Ordinance to allow the placement of an electric car charging station within the first lot layer at 910 W. Pickard.

Kench reviewed the property's zoning and other characteristics as well as the current use, zoning, and future land use of adjacent properties.

Kench shared a map of the area, showing the proposed location of the charging stations, noting that the applicant will be taking advantage of existing hard surface that was at one time used for pay phones. Kench further noted that the business has operated out of this location since 1990 under a Special Use Permit, with several updates to the site over the years to allow for fueling of larger vehicles at the rear of the site. The site also includes a car wash. Kench noted that with the updated vehicle technology the applicant is looking to add electrical charging stations.

Tim Bebee, Central Michigan Surveying and Development, addressed the Board as representative for the applicant. Mr. Bebee commented that the applicant wishes to install two new charging stations for cars and small trucks. Mr. Bebee indicated that they felt this location makes the most sense as it will keep cars away from semi-trucks, which are fueled

and serviced at the rear of the site. He also noted that the charging stations would not be any closer to the road than the existing equipment.

Commissioner Friedrich asked how long it takes to recharge a vehicle. Mr. Bebee responded around 20 minutes.

Vice-Chair Orlik asked for verification that all electrical wires would be underground. Mr. Bebee confirmed that was correct.

Vice-Chair Orlik asked if there would be any change in the footprint as the stations would be located in the area that was previously used for pay phones.

Mr. Coyne noted that there may be a slight enlargement of the concrete pads for the new transformers.

Chair Raisanen reviewed the findings of fact that are required for granting a variance, with the Board acknowledging that granting the variance would allow the existing use to continue with updated technology that would be a benefit to the community and that the existing impervious surface would be utilized for the charging stations. The Board noted that this would not be a hindrance and would in fact enhance the safety by not intermixing truck traffic with passenger vehicles.

Chair Raisanen opened the public hearing.

There being no one who wished to speak, the public hearing was closed.

Kench reported that no correspondence was received.

Board Discussion:

Motion by Orlik, support by Stressman, to approve the variance request, with a finding that the conditions outlined in Section 154.164 have been met to grant the variance in this case. The Board found that there will be no changes in the footprint of the building and the applicant is replacing the old technology of pay phones with the updated technology of electric car charging stations that will be of service to the community and will in no way negatively impact the community or the adjacent property.

Ayes: Assmann, Friedrich, Orlik, Raisanen, Stressman.

Nays: None

Motion approved unanimously.

IX. Old Business:

Kench reported there was no old business.

XI. New Business

A. October ZBA Meeting: No anticipated cases

Chair Raisanen asked if, in the event there were no cases, would there would be communication from our office with a proposed 2021 meeting schedule.

Kench acknowledged there would and also suggested that if there were no cases, the Board may still wish to meet in January to elect a Chair and Vice Chair.

XI. Adjournment

Motion by Friedrich, support by Assmann, to adjourn.

Ayes: Assmann, Friedrich, Orlik, Raisanen, Stressman.

Nays: None

Motion approved unanimously.

Meeting adjourned at 7:25 p.m.

bam

AIRPORT JOINT OPERATIONS AND MANAGEMENT BOARD

Meeting Minutes

Monday, November 18, 2021

3:30-5:00 p.m.

On Zoom

I. Call to Order

Vice-Chairman Nanney called the meeting to order at 3:33 p.m.

II. Roll Call

Member	Present	City, County, State
Margaret McAvoy	No	
Aaron Desentz	Yes	Mt. Pleasant, Isabella County, Michigan
James McBryde	Yes	Mt. Pleasant, Isabella County, Michigan
Rodney Nanney	Yes	Union Township, Isabella County, Michigan
Gayle Ruhl	No	

Staff: Bill Brickner, Jason Moore

III. Approval of Agenda

Motion by Nanney to move crew car, food truck and education from Old Business to New Business, and add Promote Growth under Old Business

Motion by McBryde, support by Desentz, to approve agenda as amended
Motion passed unanimously

IV. Public Input on Agenda Items

None

V. Approval of Meeting Minutes – October 25, 2021 - Attachment

Motion by McBryde, support by Desentz, to approve the minutes
Motion passed unanimously

VI. Airport Manager's Report

VII. Old Business

A. Promote Growth

- VIII. New Business
 - A. Crew car
 - B. Food Truck
 - C. Education

Discussion was held on all three topics

- IX. Announcements on Airport Related Issues and Concerns
Brickner announced the Aeronautics Commission would like to hold the January 2022 meeting at the airport, and take a tour of the facilities.
- X. Public Comment on Non-Agenda Items
None
- XI. Adjournment
Nanney adjourned the meeting at 4:44 p.m.

Kain, Jacob

Subject: FW: [External] January meeting / Community Improvement Awards

From: Rise, Kathy Lynn <kuhn1kl@cmich.edu>

Sent: Monday, December 13, 2021 2:09 PM

To: Kain, Jacob <jkain@mt-pleasant.org>

Subject: Re: [External] January meeting / Community Improvement Awards

EXTERNAL Message Warning

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Jacob,

I need to resign from the planning commission. I have enjoyed my 3 years on the commission but all good terms must come to an end. Thanks for being a great help.

Kind regards,

Kathy Rise

Sent from my iPhone

Minutes of the electronically conducted regular meeting of the City Commission held Monday, December 13, 2021, at 7:02 p.m.

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

Commissioners Present: Mayor Amy Perschbacher; Commissioners Mary Alsager, Olivia Cyman and George Ronan. All Commissioners present indicated they were in Mt. Pleasant, Isabella County, Michigan.

Commissioners Absent: Commissioners Lori Gillis and Petro Tolas

Others Present: City Manager Aaron Desentz, City Clerk Heather Bouck and City Attorney Michael Homier

All present attended virtually via Zoom video conference.

Proclamations and Presentations

Introduction of Kevin Thrusher as the City's newest paid on-call firefighter.

Moved by Commissioner Ronan and seconded by Commissioner Cyman to approve the agenda as presented.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items.
 - a. Monthly report on police related citizen complaints received.
 - b. Year-end report on citizen group and complaint process.
2. Report on review of medical and adult-use marijuana ordinances.
3. Tax Increment Finance Authority Meeting Minutes. (May)
4. Airport Joint Operations and Management Board Meeting Minutes. (October)
5. Resignation of Liz Busch from the Parks and Recreation Commission.
6. Notice of Temporary Traffic Control Order #4-2022.
7. Notice of Temporary Traffic Control Order #5-2022.

Item #21 "Consider motion to cancel City Commission meeting scheduled for December 20, 2021." was removed from the Consent Calendar.

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

1. Minutes of the electronically conducted regular meeting of the City Commission held November 22, 2021.

2. Bids for 2022 Water Treatment Plant treatment (bulk) chemicals as follows:

Anionic Polymer	Polydyne, Inc.	\$2460.00/ton
Caustic Soda	Alexander Chemical	\$1030.00/ton
Ferric Chloride	PVS Technologies, Inc.	\$ 748.00/ton
Lime	Carmeuse Lime, Inc.	\$ 145.00/ton
Liquid Polyphosphate	Elhorn Engineering Co.	\$ 13.50/gal
Sodium Hypochlorite	Alexander Chemical Corp.	\$ 1.595/gal

3. Resolution for 2021 Final Amended Budget:

WHEREAS, Article VII, Section 10 authorizes the City Commission to amend the annual operating budget by resolution, and

WHEREAS, the 2021 operating budget was originally adopted by resolution on December 14, 2020 and amended September 13, 2021 and

WHEREAS, the activities of the City since the budget was adopted have been such as to necessitate an amendment at this time,

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2021 operating budget be amended, effective immediately.

	Fund			Fund
	Balance	2021	2021	Balance
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
<u>GOVERNMENTAL FUNDS</u>				
GENERAL FUND				
Unassigned	\$5,196,104	\$14,366,691		
Legislative Division			\$1,252,660	
Finance Division			1,445,910	
Public Safety Division			7,318,630	
Community Services Division			3,314,290	
Public Works Division			785,360	
Amount from Fund Balance			0	
Total Unassigned	5,196,104	\$14,366,691	\$14,116,850	\$5,445,945
Assigned for Next Year's Budget	0	0	0	0
Assigned for Economic Development	849,564	40,000	112,000	777,564
Assigned for Projects/Programs	1,812,024	502,020	201,840	2,112,204
Restricted	427,070	242,769	319,750	350,089
Non-spendable	371,682	0	0	371,682
Total General Fund	\$8,656,444	\$15,151,480	\$14,750,440	\$9,057,484
SPECIAL REVENUE FUNDS				
MAJOR STREET FUND				
Restricted	\$2,301,431	\$2,237,450	\$1,846,460	\$2,692,421
Restricted for Donation	42,035	0	26,640	15,395
Total Major Street Fund	2,343,466	2,237,450	1,873,100	2,707,816

LOCAL STREET FUND				
Restricted	1,175,790	1,363,660	1,546,670	992,780
Restricted for Donation	15,209	0	0	15,209
Total Local Street Fund	1,190,999	1,363,660	1,546,670	1,007,989
SPECIAL ASSESSMENT COMMITTED	334,738	23,070	0	357,808
DOWNTOWN IMPROVEMENT & PARKING FUND				
Restricted from Special Assessment	101,390	124,100	88,173	137,317
Assigned from General Fund/Parking	34,097	0	34,097	0
Total Downtown Fund	135,487	124,100	122,270	137,317
PARKS & RECREATION FUND				
Restricted for PEAK	0	130,090	130,090	0
Assigned for PEAK	487,077	286,280	433,840	339,517
Restricted for Recreation	34,045	16,920	30,965	20,000
Assigned for Recreation	95,264	503,020	525,305	72,979
Total Parks & Recreation Fund	616,386	936,310	1,120,200	432,496
BLOCK GRANT FUND				
Assigned for Owner Occupied - Hsg.	28,491	0	0	28,491
Assigned	294,170	41,800	118,000	217,970
Total Block Grant Fund	322,661	41,800	118,000	246,461
Cemetery Fund Committed	223,005	8,150	0	231,155
Total Governmental Funds				
Appropriated Budget	\$13,823,186	\$19,886,020	\$19,530,680	\$14,178,526

FURTHER, BE IT RESOLVED, that the following informational summaries be approved for the Capital Project, Debt Service, Component Units, and Property Funds for the year Beginning January 1, 2021 and ending December 31, 2021

	Fund			Fund
	Balance	2021	2021	Balance
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
CAPITAL PROJECT FUNDS				
CAPITAL IMPROVEMENT FUND				
Committed for Projects	\$409,300	\$0	\$80,000	\$329,300
Committed	2,072,639	756,710	972,570	1,856,779
Total Capital Improvement Fund	2,481,939	756,710	1,052,570	2,186,079

DEBT SERVICE FUNDS				
Borden Building Debt Restricted	31,969	364,530	363,460	33,039
Capital Project and Debt Service Funds				
Informational Summaries	\$2,513,908	\$1,121,240	\$1,416,030	\$2,219,118
	Working	Sources of	Uses of	Working
	Capital	Working	Working	Capital
	<u>January 1</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>
Component Units				
MISSION STREET DDA FUND				
Assigned	649,967	326,500	72,900	903,567
TAX INCREMENT FIN AUTH FUND				
Central Business District Restricted	42,437	0	0	42,437
Central Business District Assigned	622,471	18,160	480,300	160,331
Ind Park North Assigned	90,000	0	0	90,000
Ind Park North Unassigned	6,118	200	2,420	3,898
Total TIFA	761,026	18,360	482,720	296,666
LOCAL DEVELOPMENT FIN AUTHORITY				
Assigned	229,218	0	76,200	153,018
BROWNFIELD REDEVELOPMENT FUND				
Assigned	14,160	154,560	154,560	14,160
Unassigned	743	50	0	793
Total Brownfield	14,903	154,610	154,560	14,953
ECONOMIC DEVELOPMENT CORPORATION				
Assigned Parking Lot	17,496	0	17,496	0
Unassigned	56,651	35,013	91,664	0
Total EDC	74,147	35,013	109,160	0
Total Component Unit Funds				
Informational Summaries	\$1,729,261	\$534,483	\$895,540	\$1,368,204
	Working	Sources of	Uses of	Working
	Capital	Working	Working	Capital
	<u>January 1</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>
PROPRIETARY FUNDS				
Enterprise Funds				
LAND DEVELOPMENT FUND				

Restricted	\$242,000	0	192,000	\$50,000
Unassigned	74,206	428,800	501,900	1,106
Total Land Development	316,206	428,800	693,900	51,106
AIRPORT FUND				
Restricted	112,527	170,000	120,000	162,527
Assigned	82,519	0	0	82,519
Unassigned	173,565	461,900	395,480	239,985
Total Airport	368,611	631,900	515,480	485,031
WATER RESOURCE RECOVERY FUND				
Assigned	2,273,434	870,000	1,047,790	2,095,644
Restricted	175,583	190,500	25,000	341,083
Unassigned	1,586,345	1,829,780	1,794,160	1,621,965
Total Water Resource Recovery Fund	4,035,362	2,890,280	2,866,950	4,058,692
WATER FUND				
Restricted	590,800	240,000	0	830,800
Assigned	1,461,770	440,000	517,220	1,384,550
Unassigned	1,636,685	2,845,420	2,883,160	1,598,945
Total Water	3,689,255	3,525,420	3,400,380	3,814,295
SOLID WASTE FUND				
Restricted	235,970	0	18,270	217,700
Unassigned	941,610	657,550	728,380	870,780
Total Solid Waste	1,177,580	657,550	746,650	1,088,480
Internal Service Funds				
MOTOR POOL FUND				
Assigned	370,000	845,370	370,000	845,370
Unassigned	352,872	362,070	698,490	16,452
Total Motor Pool	722,872	1,207,440	1,068,490	861,822
SELF INSURANCE FUND				
	1,092,349	2,649,000	2,601,760	1,139,589
Total Proprietary Funds				
Informational Summaries	\$11,402,235	\$11,990,390	\$11,893,610	\$11,499,015

4. Resolution to waive the penalty and fees associated with Property Transfer Affidavits (PTA) as follows:

WHEREAS, MCL 211.27a(10) requires the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership, on a form prescribed by the State Tax Commission that states the parties to the transfer, the date of the transfer,

the actual consideration for the transfer, and the property's parcel identification number or legal description; and

WHEREAS, MCL 211.27b(1) requires that if the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property do not notify the appropriate assessing office of the transfer, than penalties as described in MCL 211.27b(1)(c) or (d) are levied; and

WHEREAS, MCL 211.27b(5) provides that the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under MCL 211.b(1)(c) or (d).

NOW THEREFORE BE IT RESOLVED that the City of Mt Pleasant waives the penalty for failure to file the Property Transfer Affidavit following a transfer of ownership pursuant to the local unit's authority contained in MCL 211.27b.

5. Resolution extending conditional approval of a Recreational Marihuana Class C Operation for Absolute Royale, Inc. as follows:

WHEREAS, Absolute Royale Inc. received a conditional authorization for a Class C Recreational Marihuana Grower on February 23, 2021; and

WHEREAS, Section 115.03(F) of the Mount Pleasant City Code of Ordinances requires the City Clerk to grant final authorization for conditionally authorized recreational marihuana establishments if the applicant: (1) Submits the paperwork for the establishment-specific step of the application for a state operating license (and all related applications for stacked licenses) to LARA within 30 days of receiving conditional authorization; (2) Submits an application for special use authorization pursuant to section 154.410(B)(4)(p) of the zoning ordinance within 30 days of receiving conditional authorization; (3) Obtains special use authorization within six months of receiving conditional authorization; and (4) Obtains a state operating license within 18 months of receiving conditional authorization; and

WHEREAS, Absolute Royale Inc. has not yet satisfied the requirements under Section 115.03(F)(1); and

WHEREAS, the conditional authorization granted to Absolute Royale Inc. will otherwise expire because the applicant has not submitted the paperwork for the establishment-specific step of the application for a state operating license (and all related applications for stacked licenses) to LARA within 30 days of receiving conditional authorization as specified under Section 115.03(F)(1); and

WHEREAS, Section 115.03(G) of the Mount Pleasant City Code of Ordinances authorizes the City Commission to extend any of the deadlines required by Section 115.03(F) upon a showing of good cause; and WHEREAS, Absolute Royale Inc. previously requested and the City Commission granted a nine (9) month extension to meet the requirement of Section 115.03(F)(1) for cause resulting in the current deadline of December 25, 2021; and

WHEREAS, Absolute Royale Inc. has requested an additional six (6) month extension to meet the requirement of Section 115.03(F)(1) for cause as outlined in their December 6, 2021 request for extension.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The City Commission of the City of Mount Pleasant finds that Absolute Royale Inc. has established good cause to extend the deadline to meet the requirements of Section 115.03(F)(1).

2. Absolute Royale Inc.'s request under Section 115.03(G) for an additional six-month extension to satisfy the requirements of Section 115.03(F)(1) for their Class C Recreational Marihuana Grower located at 801 Industrial is granted and the deadline date to satisfy such requirements shall be June 25, 2022.

3. Except as otherwise modified by this Resolution, all other deadlines established by Chapter 115 of the Mount Pleasant City Code of Ordinances shall remain in full force and effect.

6. Set first meeting of 2022 for Monday, January 10, 2022 at 7:00 p.m.

7. Authorize Finance Director Mary Ann Kornexl to approve the issuance of payrolls and warrants from December 13, 2021 through January 9, 2022.

8. Warrants dated November 23 & 30, 2021 and Payrolls dated November 24, 2021 and December 3 and 10, 2021 all totaling \$1,059,212.09.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Moved by Commissioner Ronan and seconded by Commissioner Cyman to approve the resolution to purchase, acquire and construct improvements and to publish notice of intent to issue municipal securities as follows:

WHEREAS, the City Commission deems it to be in the best interest of the City of Mt. Pleasant (the "City") to design, purchase, acquire, and construct certain capital improvements, including without limitation, improvements to the water resource recovery system and the wastewater treatment facility, including without limitation, equalization improvements, septage screen unit and building improvements, grit vortex tank improvements, grit handling building improvements, digester improvements, site grading and restoration work, upgrade and replace primary, biological, and final filtration treatment processes, encompassing the existing primary tanks, tertiary towers, rotating biological contactors, and final tanks with new treatment technology, design and implement new processes to better handle loading demands more efficiently, as well as all work, equipment, and appurtenances necessary or incidental to these improvements, and such other capital improvements as the City shall determine to make and to pay the costs of issuance of municipal securities (the "Improvements") and to finance the Improvements by the issuance of municipal securities which pledge the City's limited tax general obligation pursuant to Section 517 of Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"); and

WHEREAS, the City may proceed with the Improvements prior to the issuance of the municipal securities; and

WHEREAS, the City may incur substantial capital expenditures for the Improvements prior to the issuance of the municipal securities and desires to be reimbursed for such expenditures from the proceeds of the municipal securities; and

WHEREAS, pursuant to Section 517 of Act 34, it is necessary to publish a Notice of Intent to Issue Municipal Securities for the Improvements.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Commission hereby determines to purchase, acquire, and construct the Improvements and to pay for the cost through the issuance of one or more series of municipal securities, which pledge the City's limited tax full faith and credit, pursuant to Section 517 of Act 34, in an amount of not to exceed \$22,000,000 (the "Municipal Securities").

2. A Notice of Intent to Issue Municipal Securities be published in accordance with Section 517 of Act 34, and the City Clerk is authorized and directed to publish the Notice of Intent to Issue Municipal Securities in a newspaper of general circulation in the City, which Notice shall be substantially in the form as set forth on Exhibit A attached hereto with such changes as are approved by the City Manager, and shall be at least one-quarter (1/4) page size in the newspaper.

3. The City may proceed to acquire and construct the Improvements using available funds of the City from the water resource recovery fund, a fund for the operation and improvement of the Water Resource Recovery System, the general fund, a fund for the general operations of the City, and other funds of the City.

4. At such time as the City issues the Municipal Securities for the long-term financing of the Improvements, the City shall be reimbursed for its expenditures for the Improvements out of the proceeds of the Municipal Securities.

5. This resolution and the expression of intent to seek reimbursement from future proceeds of the Municipal Securities is intended to satisfy the requirements of Section 150 of the Internal Revenue Code of 1986, as amended.

6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

NOTICE OF INTENT TO ISSUE MUNICIPAL SECURITIES TO THE ELECTORS OF THE CITY OF MT. PLEASANT

PLEASE TAKE NOTICE that the City Commission of the City of Mt. Pleasant (the "City") intends to issue municipal securities in one or more series, in an amount of not to exceed \$22,000,000 (the "Municipal Securities").

The Municipal Securities shall be issued for the purpose of defraying the cost to design, purchase, acquire, and construct certain capital improvements, including without limitation, improvements to the water resource recovery system and the water resource recovery facility, including without limitation, equalization improvements, septage screen unit and building improvements, grit vortex tank improvements, grit handling building improvements, digester improvements, site grading and restoration work, upgrade and replace primary, biological, and final filtration treatment processes, encompassing the existing primary tanks, tertiary towers, rotating biological contactors, and final tanks with new treatment technology, design and implement new processes to better handle loading demands more efficiently, as well as all work, equipment, and appurtenances necessary or incidental to these improvements, and such other capital improvements as the City shall determine to make, and to pay the costs of issuance of municipal securities and capitalized interest, if any.

The Municipal Securities of this issue shall mature within the maximum terms permitted by law with interest on the unpaid balance at a rate not to exceed the maximum rate permitted by law. The Municipal Securities shall be issued pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34").

SOURCE OF PAYMENT

The City intends to pay the principal of and interest on the Municipal Securities from Revenues of the Water Resource Recovery System. In addition, the principal of and interest on the Municipal Securities will be limited tax full faith and credit general obligations of the City, payable from any available funds of the City. Pursuant to this pledge of its limited tax full faith and credit, the City will be obligated to levy such ad valorem taxes upon all taxable property in the City as shall be necessary to make the payments of principal and interest on the Municipal Securities, which taxes, however, will be limited by applicable constitutional, statutory and charter limitations on the taxing power of the City.

RIGHT OF REFERENDUM

This notice is given, by order of the City Commission of the City, to and for the benefit of the electors of the City in order to inform them of their right to petition for a referendum upon the question of the issuance of the Municipal Securities. The Municipal Securities will be issued, without submitting such a question to a vote of the electors, unless within 45 days after the date of publication of this notice a petition requesting a referendum upon such question, signed by not less than 10% or 15,000 of the registered electors residing within the City, whichever is the lesser, shall have been filed with the undersigned City Clerk. In the event that such a petition is filed, the Municipal Securities will not be issued unless and until the issuance thereof shall have been approved by the vote of a majority of the electors of the City qualified to vote and voting thereon at a general or special election.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Moved by Commissioner Alsager and seconded by Commissioner Ronan to approve the continuation of the purchase-buyback program with Krapohl Ford for 17 2022 model pickup trucks in the amount of \$573,866 and one Ford Expedition in the amount of \$44,553.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Moved by Commissioner Cyman and seconded by Commissioner Alsager to waive the fees to Nottawa Township for 113 fixed REU's starting January 1, 2022 and extend that deadline to June 1, 2022.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Moved by Commissioner Alsager and seconded by Commissioner Cyman to confirm the purchase of water meters from Ferguson Waterworks in the amount of \$27,664.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Moved by Commissioner Ronan and seconded by Commissioner Cyman to make the following appointments to various City Boards and Commissions as recommended by the Appointments Committee and correction to Local Officers Compensation Commission appointment:

<u>Dog Park</u> Easton Hamel	<u>Term Expires</u> December 31, 2023
<u>Planning Commission</u> Yannis Haveles	December 31, 2024
<u>Parks and Recreation Commission</u> Jennifer Jones	December 31, 2024
<u>Local Officers Compensation Commission</u> Andrew Devenney	December 31, 2028 (corrected expiration date)

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Moved by Commissioner Alsager and seconded by Commissioner Cyman to approve the appointment of Brian Assmann to fill the City Commission vacancy.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Moved by Commissioner Ronan and seconded by Commissioner Alsager to cancel the December 20, 2021 regularly schedule City Commission meeting.

AYES: Commissioners Alsager, Cyman, Perschbacher & Ronan

NAYS: None

ABSENT: Commissioners Gillis & Tolas

Motion unanimously adopted.

Announcements on City-Related Issues and New Business

Commissioners Alsager and Ronan extended a thank you to Commissioners Tolas and Gillis for their service to the City.

Commissioner Ronan expressed his appreciation to the Appointments Committee.

Mayor Perschbacher encouraged vaccination and booster shots and wished all a happy holiday.

Public Comment on Agenda and Non-Agenda Items

Maureen Eke extended her congratulations to the Mayor on her first meeting; thanked those that have served on the City Commission and wished all a happy holiday.

Mayor Perschbacher adjourned the meeting without objection at 7:47 p.m.

Amy Perschbacher, Mayor

Heather Bouck, City Clerk

Memorandum



TO: Aaron Desentz, City Manager
FROM: Tim Middleton, Assistant DPW Director
DATE: December 27, 2021
SUBJECT: Award Contract for 200,000-Gallon Claricone Interior Repainting and Minor Repairs Bid

Request

The City Commission is requested to award the contract for the 200,000-Gallon Claricone Interior Repainting and Minor Repairs bid to Fedewa, Inc., of Hastings, Michigan, for \$108,890.

Reason

As part of the City's Capital Improvement Plan, clarifier #1 is scheduled for rehabilitation. Clarifiers (Claricone) remove precipitates formed during the lime softening process. The "clarified" water is then sent onward for additional treatment before it is released to the water distribution system. Periodic rehabilitation is recommended every eight to 10 years to keep the clarifiers in optimum working condition. The project includes repairing the concrete at the base of the cone, blast cleaning and repainting of the interior surfaces, and the installation of cathodic protection hardware.

On December 14, 2021, the City received the following bids.

Fedewa, Inc.	, Hastings, MI	\$108,890
Dave Cole Decorators,	Sparta, MI	\$205,012

Nelson Tank Engineering and Consulting (NTEC), the City's engineering contractor for the project, prepared the bid documents, performed the bid letting, evaluation of the bids, and provided a recommendation of award. Upon review of the bids, NTEC recommends award of the project to Fedewa, Incorporated. NTEC stated they have no reservations in making this recommendation, as Fedewa has completed projects of similar size and scope for NTEC in the past.

Recommendation

I recommend the City Commission award the contract for the 200,000-Gallon Claricone Interior Repainting and Minor Repairs bid to Fedewa, Inc. for \$108,890. Funds are available in the Water Plant Reserve.

Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: December 13, 2021

SUBJECT: Depository Resolution

Article VII, Section 14 of the City Charter and Public Act 40 of 1932 require the City Commission designate the depository or depositories for City funds, including, but not limited to, tax money. The financial institutions further require the governing body designate the authorized signatures on the depository accounts.

The City Commission last adopted the depository resolution in 2009. Since that resolution, two of the four signatures have left (Nancy Ridley as Finance Director and Jeremy Howard). To make this an ongoing authorization, I'm suggesting the City Commission designate the depositories as any that meet the requirements of MCL 129,12-(2) which is a financial institution that maintains a principal office or branch office located in this state under the laws of this state or the United States. The signatures would be authorized by the office/title held with the City. This will eliminate the need for a new resolution to add a depository or when they change their name, or a change in who holds the office listed as authorized signers.

Requested Action

Please include the following resolution for consideration on the January 10th City Commission agenda:

BE IT RESOLVED, that the Treasurer for the City may deposit public money including, but not limited to, tax money, in any financial institution, provided such financial institution maintains a principal office or branch office in the State of Michigan and the financial institution used as a depository is consistent with best practices, including, but not limited to, the practices established by the Government Finance Officers Association or the Association of Public Treasurers of the United States and Canada,

BE IT FURTHER RESOLVED, that the Treasurer for the City shall decide how many depository accounts are necessary for the public monies of the City,

BE IT FURTHER RESOLVED, that funds deposited at said depositories may be withdrawn upon a check, draft, note or order of the City,

BE IT FURTHER RESOLVED, that all checks, drafts or orders drawn against said accounts be signed by any two of the following individuals holding these offices/titles, with exception of the flexible spending & health care checking, which are processed by a third party and don't require a counter signature:

Finance Director
Assistant Finance Director
Treasurer
City Clerk

WHEREAS, under the date of October 19, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 1-2022 (Place metered parking signs on the south side of Bellows Street for all on-street angled parking spaces between Lansing Street and East Campus Drive. Convert reverse angled parking spaces to front-in angled parking spaces). Said temporary traffic control order was presented to the City Commission on January 10, 2022, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 1-2022 a permanent traffic control order.



City of Mt. Pleasant, Michigan Traffic Control Order

TRAFFIC CONTROL ORDER NO. 1-2022

Issued By: Steve Tewari
Traffic Engineer

Date: 10-19-21

Signs
(installed by CMU staff)

Signs/work by: Steve Tewari
Street Department

Date: 10-19-21

Filed/ Attested: _____
City Clerk

Date: _____

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

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

Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: December 13, 2021

SUBJECT: Central Business District Alley Special Assessment

The 2022-2027 Capital Improvement Plan and the 2022 Operating Budget, call for the reconstruction of two central business district alleys. The alleys are the L shaped alley in the block of Michigan, Main, Broadway & University and the alley between Michigan and Broadway from University to 115.5 feet east of Franklin. Funding for these projects was included in the budgets based on the Capital Project Special Assessment Policy adopted by the City Commission on September 27, 2021. This policy is to special assess for 50% of the cost of reconstruction of commercial alleys. The remainder of the costs for alleys in the Central Business District is to be paid by the Capital Improvement Millage.

The alley project has been separated into two separate projects, as the L shaped alley is narrow with lots of utilities in it and therefore it expected to be more expensive due to it needing to be concrete rather than asphalt due to difficulty of getting paving equipment in the alley. The other alley will be a more traditional reconstruction of asphalt. This project will be bid in early 2022 with expected construction to be in the summer. It takes three City Commission meetings to approve a special assessment. Therefore, we suggest the process begin at the first meeting in 2022. There are five resolutions and two public hearings required for each district. The resolutions, roll and map are attached.

Requested Action

Please include the following on upcoming City Commission agenda for S/A 1-22 & 2-22

January 10, 2022 – Resolution 1 & 2

January 24, 2022 – Public Hearing & Resolutions 3 & 4

February 14, 2022 – Public Hearing & Resolution 5

SPECIAL ASSESSMENT DISTRICT 1-22
RESOLUTION NO. 1

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

WHEREAS, the City Commission has tentatively deemed it to be in the public interest, health and welfare to reconstruct the alley in the block between Michigan, Main, Broadway & University in the City Special Assessment District No. 1-22;

NOW, THEREFORE, BE IT RESOLVED, THAT:

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

SPECIAL ASSESSMENT DISTRICT 1-22
RESOLUTION NO. 2

WHEREAS, the City Manager has prepared a report concerning certain public improvements in Special Assessment District No. 1-22, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances; and,

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

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

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The City Commission hereby tentatively determines that the public improvements described more particularly hereinafter provided for are necessary.
2. The total cost of said improvements is estimated to be \$142,000.00. The amount of \$62,812.85 shall be spread over the special assessment district as hereinafter described because of benefits to be received by the affected properties in the special assessment district. \$79,187.15 shall be paid by the City-at-large.
3. Said special assessment district shall consist of all the lots and parcels of land as follows: in the block between Michigan, Main, Broadway & University in the City Special Assessment District No. 1-22.
4. Said estimated life of such public improvements is not less than fifteen (15) years.
5. The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.
6. The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.
7. The City Commission shall meet on January 24, 2022 at 7:00 p.m., for the purpose of hearing public input on the making of said public improvements. Notice of the meeting, including options to participate remotely, will be posted on the City's website at www.mt-pleasant.org.
8. The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.
9. All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

Total Project	\$142,000.00	
Estimated Front Foot Share 50%	\$71,000.00	
Estimated City's Per Front Foot Share Side Lots	(8,187.15)	
Owner Share	\$62,812.85	
Estimated City's Share 50%	\$71,000.00	
Estimated City Share Side Lots	8,187.15	
Total City Share	\$79,187.15	\$142,000.00

Parcel Number	Owner	Legal Description	Property Address	Faces Steet	Front Foot	Frontage Factor	Equivalent Front Feet	Rate Per Front Foot	Total Cost Per Front Foot Owner	Total Cost Per Front Foot City
17-000-00269-00	Basin Lofts LLC	ORIGINAL PLAT LOT 1 & 2 BLOCK 17	120 S University	Yes	132	1	132.00	\$134.22	\$17,716.45	\$0.00
17-000-00269-00	Basin Lofts LLC	ORIGINAL PLAT LOT 1 & 2 BLOCK 17	120 S University	No	122	0.5	61.00	\$134.22	\$8,187.15	\$8,187.15
17-000-00282-00	Richard R Swindlehurst	ORIGINAL PLAT E 1/3 LOT 4 BLOCK 17.	118 E Broadway	Yes	22	1	22.00	\$134.22	\$2,952.74	\$0.00
17-000-00290-00	Goodrich Smith on Main	ORIGINAL PLAT W 2/3 LOT 4 BLOCK 17	114 E Broadway	Yes	44	1	44.00	\$134.22	\$5,905.48	\$0.00
17-000-00297-00	Timothy Dreissnack Trust	ORIGINAL PLAT S 44 FT OF LOTS 5 & 6 AND N 1 FT OF LOTS 7 & 8 BLK 17	115 S Main	Yes	12	1	12.00	\$134.22	\$1,610.59	\$0.00
17-000-00308-00	TRQ LLC	ORIGINAL PLAT S 23 FT OF N 24 FT OF LOTS 7 & 8 BLK 17	117 S Main	Yes	23	1	23.00	\$134.22	\$3,086.96	\$0.00
17-000-00310-00	TRQ LLC	ORIGINAL PLAT S 22 FT OF N 46 FT LOT 7 & 8 BLOCK 17	121 S Main	Yes	22	1	22.00	\$134.22	\$2,952.74	\$0.00
17-000-00314-00	Martin Naumes	ORIGINAL PLAT S 22 FT OF N 68 FT LOT 7 & 8 BLOCK 17	123 & 125 S Main	Yes	22	1	22.00	\$134.22	\$2,952.74	\$0.00
17-000-00316-00	Goudreau Investments LLC	ORIGINAL PLAT S 64 FT LOT 7 & 8 BLOCK 17	127 & 131 S Main	Yes	64	1	64.00	\$134.22	\$8,589.79	\$0.00
17-000-05051-00	Smith J Asset Holdings LLC	COMMERCIAL BANK BLOCK CONDOMINIUM, UNIT 1-10	120 & 122 E Broadway Ste #1-10	Yes	66	1	66.00	\$134.22	\$8,858.22	\$0.00

Front Feet:	529		
Cost Per Front Foot:	\$134.22		
Total Cost	\$71,000.00	\$62,812.86	\$8,187.15

SPECIAL ASSESSMENT DISTRICT 2-22
RESOLUTION NO. 1

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

WHEREAS, the City Commission has tentatively deemed it to be in the public interest, health and welfare to reconstruct the alley between Broadway and Michigan from University to 115.5 feet east of Franklin in the City Special Assessment District No. 2-22;

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The City Manager is directed to cause to be prepared a report which shall include all analysis and information required by Section 33.20 "Survey and Report", of the Code of Ordinances.
2. The aforesaid report has been completed and included in the 2022-2027 Capital Improvement Plan page 33 & 34. The City Manager shall file the same with the City Clerk for presentation to the Commission.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

SPECIAL ASSESSMENT DISTRICT 2-22
RESOLUTION NO. 2

WHEREAS, the City Manager has prepared a report concerning certain public improvements in Special Assessment District No. 2-22, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances; and,

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

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

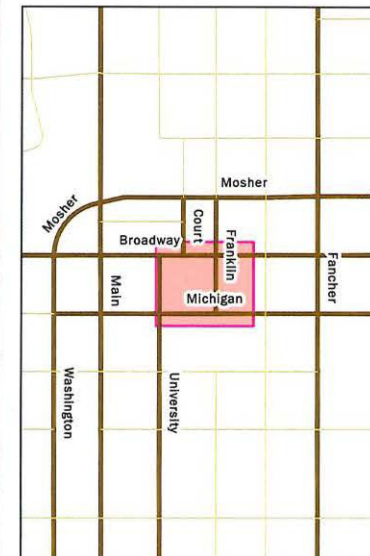
NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The City Commission hereby tentatively determines that the public improvements described more particularly hereinafter provided for are necessary.
2. The total cost of said improvements is estimated to be \$132,000.00. The amount of \$53,586.96 shall be spread over the special assessment district as hereinafter described because of benefits to be received by the affected properties in the special assessment district. \$78,413.04 shall be paid by the City-at-large.
3. Said special assessment district shall consist of all the lots and parcels of land as follows: between Broadway and Michigan from University to 115.5 feet east of Franklin in the City Special Assessment District No. 2-22.
4. Said estimated life of such public improvements is not less than fifteen (15) years.
5. The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.
6. The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.
7. The City Commission shall meet on January 24, 2022 at 7:00 p.m., for the purpose of hearing public input on the making of said public improvements. Notice of the meeting, including options to participate remotely, will be posted on the City's website at www.mt-pleasant.org.
8. The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.
9. All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

2022 Alley Assessment Properties - SA 2-22



Legend
 Alley Assessment Parcels



Total Project	\$132,000.00	
Estimated Front Foot Share 50%	\$66,000.00	
Estimated City Front Foot City Owned Lots	(12,413.04)	
Owner Share	<u>\$53,586.96</u>	
Estimated City's Share 50%	\$66,000.00	
Estimated City Front Foot City Owned Lots	<u>12,413.04</u>	
Total City Share	<u>\$78,413.04</u>	\$132,000.00

Parcel Number	Owner	Legal Description	Property Address	Faces Steet	Front Foot	Frontage Factor	Equivalent Front Feet	Rate Per Front Foot	Total Cost Per Front Foot Owner	Total Cost Per Front Foot City
17-000-00322-00	City of Mt Pleasant	ORIGINAL PLAT LOT 1 & 2 BLOCK 18	Parking Lot #1	Yes	132	1	132.00	\$86.96	\$0.00	\$11,478.26
17-000-00323-00	Household Appliances	ORIGINAL PLAT E 2/3 LOT 3 BLOCK 18	222 E Broadway	Yes	44	1	44.00	\$86.96	\$3,826.09	\$0.00
17-000-00326-00	Tammy Germain	ORIGINAL PLAT W 1/3 LOT 3 BLOCK 18	220 E Broadway	Yes	22	1	22.00	\$86.96	\$1,913.04	\$0.00
17-000-00328-00	Friends of the Broadway	ORIGINAL PLAT E 2/3 LOT 4 BLOCK 18	216 E Broadway	Yes	44	1	44.00	\$86.96	\$3,826.09	\$0.00
17-000-00330-00	Joseph Fiolek	ORIGINAL PLAT W 1/3 LOT 4 BLOCK 18	214 E Broadway	Yes	22	1	22.00	\$86.96	\$1,913.04	\$0.00
17-000-00332-00	Isabella Bank	ORIGINAL PLAT E 1/3 LOT 5 BLOCK 18	210 E Broadway	Yes	22	1	22.00	\$86.96	\$1,913.04	\$0.00
17-000-00340-00	Isabella Bank	ORIGINAL PLAT, W 2/3 OF LOT 5 & N 92 FT OF LOT 6, BLOCK 18	200 E Broadway	Yes	44	1	44.00	\$86.96	\$3,826.09	\$0.00
17-000-00345-00	Isabella Bank	ORIGINAL PLAT S 30 FT LOT 6 BLOCK 18	111 S University	Yes	66	1	66.00	\$86.96	\$5,739.13	\$0.00
17-000-00348-00	JJ&B	ORIGINAL PLAT N 17 FT LOT 7 & 8 BLOCK 18	115 S University	Yes	132	1	132.00	\$86.96	\$11,478.26	\$0.00
17-000-00364-00	City of Mt Pleasant	ORIGINAL PLAT LOT 4 BLK. 19 E 10.8 FT LOT 5 BLK 19	Parking Lot #8	Yes	10.75	1	10.75	\$86.96	\$0.00	\$934.78
17-000-00366-00	Petro Tolas	ORIGINAL PLAT W 47 FT LOT 5 BLK 19	306 E Broadway	Yes	47	1	47.00	\$86.96	\$4,086.96	\$0.00
17-000-00368-00	ERE Investments LLC	ORIGINAL PLAT LOT 6 BLOCK 19	304 E Broadway	Yes	57.75	1	57.75	\$86.96	\$5,021.74	\$0.00
17-000-00378-00	Dan C Dedloff Trust	ORIGINAL PLAT N 40 FT LOT 7 BLOCK 19	115 S Franklin	Yes	57.75	1	57.75	\$86.96	\$5,021.74	\$0.00
17-000-00381-00	Kurt & Julie Feight	ORIGINAL PLAT LOT 8 BLK 19	307 E Michigan	Yes	57.75	1	57.75	\$86.96	\$5,021.74	\$0.00

Front Feet:	759		
Cost Per Front Foot:	\$86.96		
Total Cost	\$66,000.00	\$53,586.96	\$12,413.04