

Regular Meeting of the Mt. Pleasant City Commission
Monday, July 24, 2023
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

LAND ACKNOWLEDGEMENT STATEMENT:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Presentation on energy efficiency by Community Services Department intern Mason Squillets-Peterson.
2. Presentation on 2023 mid-year goals and objective progress.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

3. Minutes of the Planning Commission (June).
4. Second Quarter Investment Report.
5. Resignation of Aaron White of the Zoning Board of Appeals term to expire December 31, 2023.

CONSENT ITEMS:

6. Approval of the minutes from the regular meeting held July 10, 2023.
7. Consider contract renewal with Brown & Brown for insurance broker services.
8. Consider approval of a trade-in through the Purchase-Buyback Program and approve the purchase of a vehicle for the police department.
9. Consider resolution in support of Michigan Arts & Culture Council 2024 Arts Project Mini-Grant-Paint the Pavement application.
10. Receive an ordinance to amend City Code regarding International Property Maintenance Code (IPMC) and consider setting a public hearing for August 14, 2023, on the same.
11. Consider approval of Payrolls and Warrants.

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

July 24, 2023

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PUBLIC HEARINGS:

12. Public hearing on Development District (DDA) License for JCB Entertainment (Valhalla Indoor Axe Throwing) and approve resolution for the same.

NEW BUSINESS:

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

WORK SESSION:

13. Discussion on Payment in lieu of Taxes (PILOT) programs.

CLOSED SESSION:

14. Consider closed session pursuant to subsection 8(c) of the Open Meetings Act to discuss the strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.

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
FROM: AARON DESENTZ, CITY MANAGER
SUBJECT: CITY MANAGER REPORT ON AGENDA ITEMS

JULY 24, 2023

Proclamations and Presentations:

1. Presentation on energy efficiency by Community Services Department intern Mason Squilletts-Peterson.
 - a. The City has hosted an intern focused on researching sustainability incentives for the community. Our intern Mason Squilletts-Peterson will be at the City Commission meeting to present his findings.
2. Presentation on 2023 mid-year goals and objective progress.
 - a. City Manager Aaron Desentz will present a mid-year update on the City's 2023 goals and objectives.

Receipt of Petitions and Communications:

Consent Items:

7. Consider contract renewal with Brown & Brown for insurance broker services.
 - a. Brown and Brown have served as the City's insurance broker for employee health insurance. The City has worked with Brown and Brown since 2017. The City Commission is asked to approve a three (3) year contract renewal with Brown and Brown that includes a rate escalating from \$50,000 per year in 2024 to \$52,500 per year in 2025, to \$55,000 per year in 2026.
8. Consider approval of a trade-in through the Purchase-Buyback Program and approve the purchase of a vehicle for the police department.
 - a. Staff is requesting approval from the City Commission to purchase a Ford Edge and to buy out a truck that was in the vehicle buyback program. The Ford Edge will cost \$38,000 and will be used by the Police Department. The truck is an F-250 currently used by the Police Department and the buyout price is \$4,800. Both items have been budgeted for in the 2023 budget.
9. Consider resolution in support of Michigan Arts & Culture Council 2024 Arts Project Mini-Grant-Paint the Pavement application.
 - a. The City Commission is asked to approve a resolution approving submittal of a grant in partnership with Art Reach of Mid-Michigan. The \$4,000 grant supports the annual paint the pavement program for art at the intersections of Broadway and University and Broadway and Franklin. The City contributes \$1,000 annually in in-kind services toward the program which includes staff time for logistics and planning.
10. Receive an ordinance to amend City Code regarding International Property Maintenance Code (IPMC) and consider setting a public hearing for August 14, 2023, on the same.
 - a. The City Commission will need to set a public hearing in order to consider adopting the International Property Maintenance Code (IPMC).

Public Hearings:

12. Public hearing on Development District (DDA) License for JCB Entertainment (Valhalla Indoor Axe Throwing) and approve resolution for the same.
 - a. Valhalla Indoor Axe Throwing (1711 S. Mission Street) is seeking a redevelopment liquor license through the State of Michigan. Per the process, the City Commission will need to hold a public hearing on the proposed application. The applicant meets all of the requirements necessary in order to pursue a license.
 - i. Recommended Action: After holding the public hearing the City Commission is asked for a motion to approve the attached Resolution approving the request from JCB Entertainment, LLC.

New Business:

Work Session:

13. Discussion on Payment in lieu of Taxes (PILOT) programs.
 - a. The City received two (2) PILOT proposals as part of the City's Request for Proposals for PILOT projects. Spire is a development group that is interested in developing a parcel in downtown Mt. Pleasant as part of the PILOT program. Representatives from Spire will be in attendance to provide information on their proposal. Staff has included the attached report on the highlights of the proposal. The City Commission will be able to ask questions of the developer. The City Commission will then be asked to make a final consideration of the proposed development at the August 14th, 2023 regular meeting.

Closed Session:

14. Consider closed session pursuant to subsection 8(c) of the Open Meetings Act to discuss the strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.
 - a. The City Commission is asked to go into closed session to discuss strategy in negotiations connected with the negotiation of a collective bargaining agreement.
 - i. Recommended Action: A motion to enter closed session pursuant to subsection 8(c) of the Open Meetings Act to discuss the strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.



Mt. Pleasant

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Energy Efficiency in Mt. Pleasant

Mt. Pleasant
[meet here]

The Need for Energy Efficiency



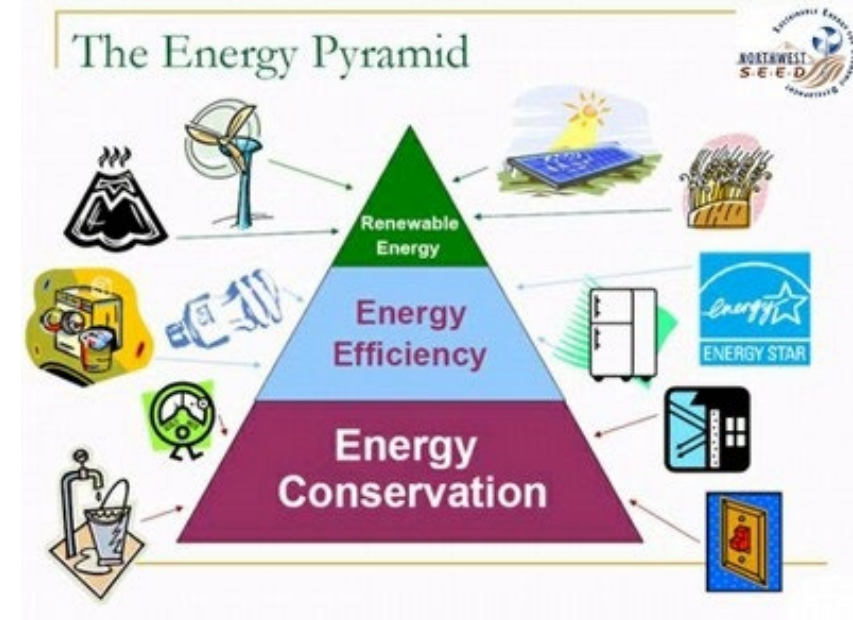
There is a growing need for energy efficiency programs for several reasons:

- Increasing utility costs statewide
- Better prepares us for the threat of climate change in Michigan
 - Droughts, stress on the Great Lakes, extreme weather events, crop failures, loss of native plants and animals
- Promotes sustainable and more efficient use of pre-existing infrastructure and technologies
- Supports economic development from national down to local level
- Younger generations increasingly support programs and initiatives that help address climate change

Mt. Pleasant
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Ways to Address Energy Efficiency

- Catalog and benchmark the energy consumption of buildings Mt. Pleasant
- Make changes to energy consumption behavior
- Educate public on ways to make energy efficient changes
- Make energy efficient building improvements to residential, commercial, and municipal buildings
- Fix/upgrade aging infrastructure and equipment
- Invest in renewable energy sources (solar, geothermal, wind, bioenergy)



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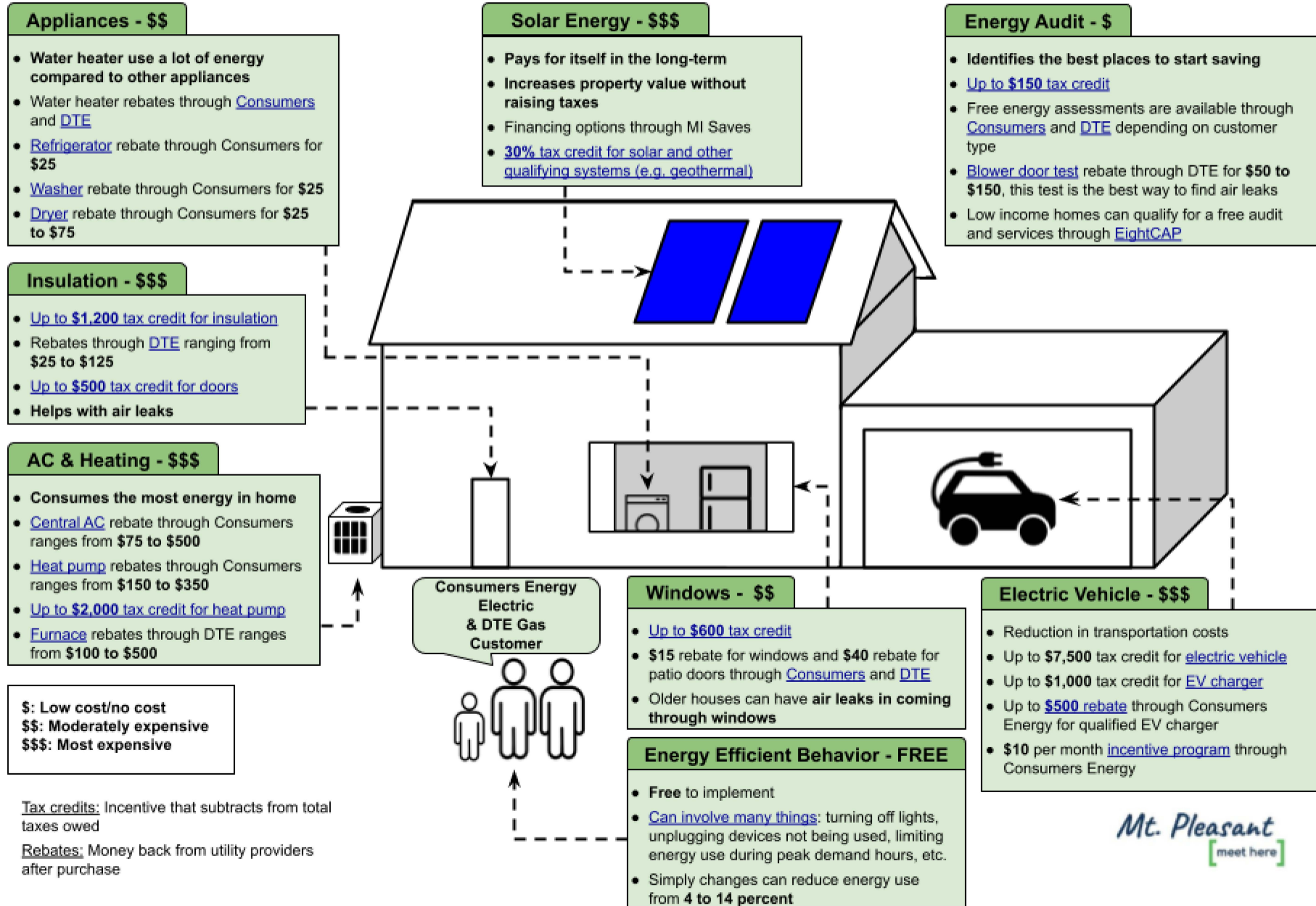
What Can We Do That Helps

Providing information for the public to access is one of the best ways Mt. Pleasant can help. There are many incentives that would come at zero cost to the city that everyone can utilize to become more energy efficient. It can be overwhelming to sort through all the rebates, tax credits, and programs that help pay for energy efficiency changes.

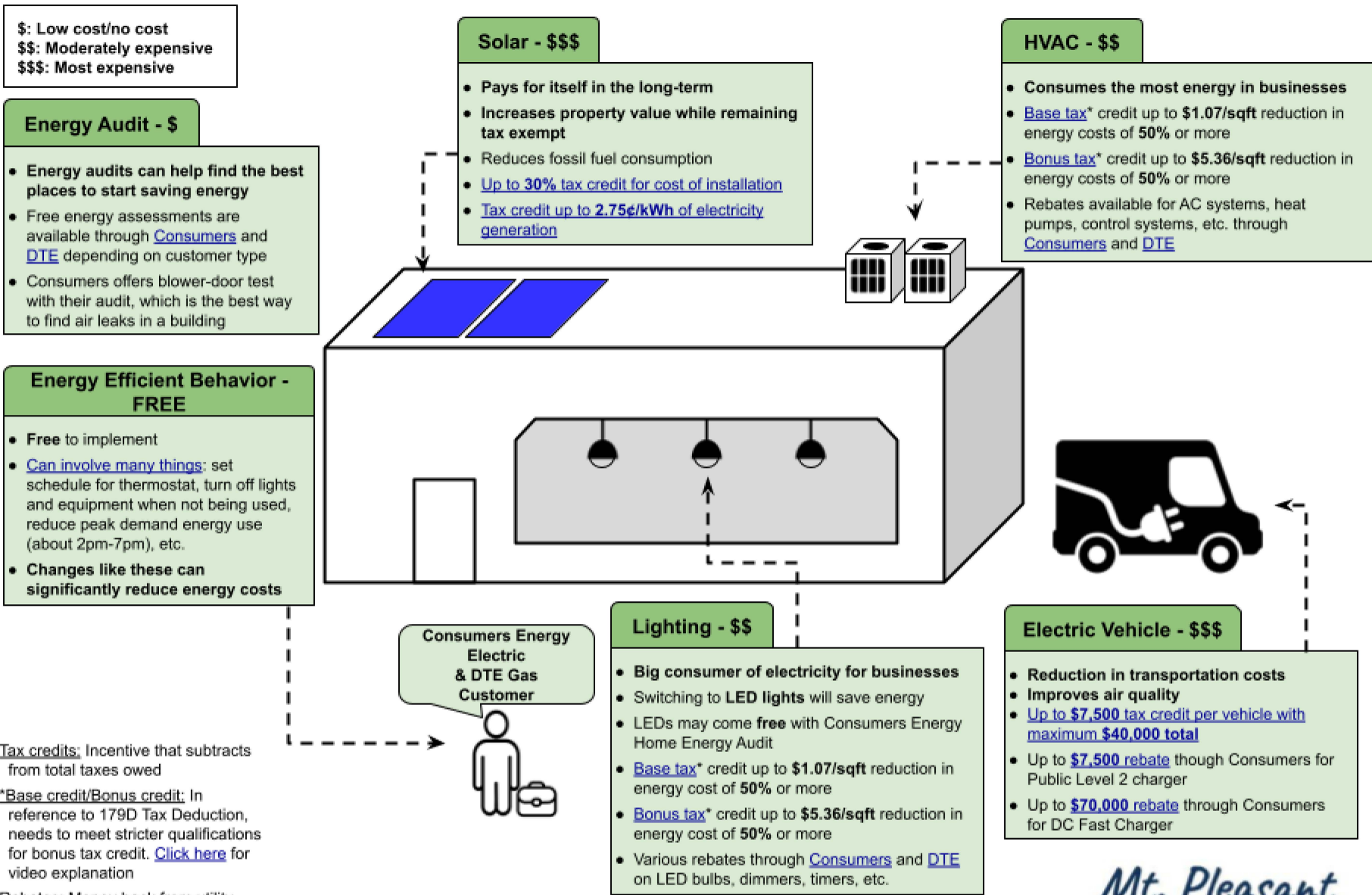


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Top Ways to Advance Energy Efficiency - Residential Buildings



Top Ways to Advance Energy Efficiency - Commercial Buildings



Tax credits: Incentive that subtracts from total taxes owed

***Base credit/Bonus credit:** In reference to 179D Tax Deduction, needs to meet stricter qualifications for bonus tax credit. [Click here](#) for video explanation

Rebates: Money back from utility providers after purchase

Financial Incentives

Residential

- Energy Efficient Home Improvement: Tax credit up to \$3,200 for qualified improvements made to a home
- Electric vehicle tax credit up \$7,500
- Free home energy audit services through Consumers Energy and DTE
- \$500 rebate for EV charger through Consumers Energy

Commercial

- 179D Commercial Buildings Tax Deduction: Tax credits for energy audits, and installation of qualifying energy efficient products
- Electric vehicle tax credit up to \$40,000 with \$7,500 per vehicle
- DC Fast Electric Vehicle Charger rebate through Consumers Energy up to \$70,000
- Tax credit up to 2.75¢ per kWh of electricity generation on property

Both

- 30% Tax Credit for the installation solar or other renewables like geothermal
- Numerous rebates through Consumers Energy and DTE on: HVAC, insulation, windows, appliances, lighting, etc.

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Solarize

- Solarize is a program through the Great Lake Renewable Energy Association to reduce the cost of solar with a group-buy discount
- GLREA works out a discount with a solar installer to apply a discount to groups of people or businesses who want to install solar
- Helps achieve MI Green Communities Action Items and Metrics



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C-PACE in Mt. Pleasant

- C-PACE or Commercial Property Assessed Clean Energy is a financing tool that businesses can use for energy efficient building upgrades/construction, renewable energy projects, water efficiency upgrades, and soon to be environmental hazard mitigation. Michigan is one of 38 states with PACE legislation, our PACE group is called Lean & Green Michigan.
- Benefits of PACE funding
 - No upfront cost
 - Increases property value
 - Fixed interest rates with long loan terms to keep monthly payment low
 - Loan runs with the land
 - Helps locate contractors for projects
- How to get PACE in Mt. Pleasant:
 - Pass a Resolution of Intent (draft provided by LAGM)
 - Publish a PACE report, including who the “Authorized Official” will be (draft provided by LAGM)
 - Hold a hearing and vote on Resolution to Establish (draft provided by LAGM)
- Helps achieve one of the MI Green Communities challenges



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Including Everyone

- It is crucial to remember most people can not afford energy efficiency upgrades or solar PV installation
 - EightCAP provides free energy audit and weatherization services to low-income households
 - City can consider some level of support for working class households to make these changes
- Collaborate with important people/groups
 - Saginaw Chippewa Indian Tribe
 - Central Michigan University
 - Commercial and Residential property owners
 - Renters
 - County
- In order to be more energy efficient and fight climate change, we all have to contribute to the work
- Achieves MI Green Communities challenges

2023 Income Guidelines	
Family Size	Income
1	\$ 29,160
2	\$ 39,440
3	\$ 49,720
4	\$ 60,000
5	\$ 70,280
6	\$ 80,560
7	\$ 90,840
8	\$ 101,120

For families with more than 8 persons, add \$10,280 for each additional person.

Mt. Pleasant
[meet here]

Next Steps

There are several things that we can do going forward:

- Provide concise and easy to understand energy efficiency information that will be seen by the most people
- Make energy efficiency improvements to all municipal buildings/properties
- Gather group of people interested in solarize
- Start a C-PACE district in Mt. Pleasant
- Reach out to Saginaw Chippewa Tribe and Central Michigan University once program is started

The Michigan Green Communities Challenge is something that the city is looking into and much of what was presented here can help us achieve those goals

Energy efficiency will be the focus of the City's Sustainability Plan

Mt. Pleasant
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**Mt. Pleasant Planning Commission
Minutes of the Regular Meeting
June 1, 2023**

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

Present: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Nicholas, Ortman
Absent: Irwin, Liesch

Staff: Manuela Powidayko, Laura Delamater

II. Approval of Agenda:

Motion by Friedrich, support by Haveles to approve the Agenda as presented.

Motion passed unanimously.

III. Approval of the Minutes:

A. May 4, 2023 Regular Minutes

Motion by Friedrich support by Haveles to approve the May 4, 2023 minutes as presented.

Motion passed unanimously.

IV. Zoning Board of Appeals report for May:

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

V. Communications:

Powidayko reported that there were no communications received.

VI. Public Hearings:

A. SUP-23-07 & SPR-23-13 – 2207 S. Mission – Compassionate Advisors, LLC – Request for Special Use Permit & Site Plan Review for a Marihuana Provisioning Center and Adult-Use Retail Establishment.

Powidayko introduced SUP-23-07 & SPR-23-13, a request for a Request for Special Use Permit & Site Plan Review for a Marihuana Provisioning Center and Adult-Use Retail Establishment.

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

Powidayko reviewed Special Use conditions regarding adult-use marihuana. Powidayko reviewed the Specific Retailer and Provisioning Center standards.

Powidayko reviewed the Site Plan requirements.

Powidayko closed her presentation with the recommendation to approve SUP-23-07 and SPR-23-13 subject to conditions.

Discussion took place.

Chair Hoenig invited the applicant to speak.

Martin Stoneman, an officer and owner of Pincanna was on hand to address the board and answer any questions.

Discussion took place.

Chair Hoenig opened the public comment.

Powidayko noted that there was no one on Zoom who wished to speak and no emails regarding this case.

Hoenig closed the public hearing.

Discussion took place.

Motion by Haveles, support by Friedrich to approve SUP-23-07 & SPR-23-13 subject to the following conditions:

1. The applicant must obtain the adult-use and the medical marihuana state licenses from the State and maintain compliance with all the applicable state statutes and rules at all times.
2. The applicant shall:
 - a. Install four bicycle parking spaces on the premise;
 - b. Repair or replace the existing light pole located west of the existing paring lot, facing Mission Street.

3. The county's mechanical inspector shall approve the building's air handling system and finds it in compliance with Section 154.410.B.4(b)(vii).
4. The applicant shall comply with the requirement of Public Works, Public Safety and Building Safety.

Discussion took place.

Ayes: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Nicholas, Orton.

Nays: None

Motion passed unanimously.

B. SUP-23-08 & SPR-23-14 – 2336 S. Mission – Konwinski Construction for Wood Shop Social – Request for Special Use Permit and Site Plan Review for the expansion of a Class I Restaurant (outdoor patio and rooftop lounge).

Powidayko introduced SUP-23-08 & SPR-23-14 – 2336 S. Mission, a request for Special Use Permit & Site Plan Review for the expansion of a Class I Restaurant (outdoor patio and rooftop lounge).

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

Powidayko reviewed Special Use Conditions regarding Class I Restaurants.

Powidayko reviewed the Site Plan requirements.

Powidayko closed her presentation with the recommendation to approve SUP-23-08 and SPR-23-14 subject to conditions.

Discussion took place.

Chair Hoenig invited the applicant to speak.

Jim Wood, Chef & Owner of Wood Shop Social was on hand to address the board and answered any questions the board had.

Discussion took place.

Chair Hoenig opened the public comment.

Powidayko noted that there was no one on Zoom who wished to speak and no emails regarding this case.

Hoening closed the public hearing.

Discussion took place.

Motion by Friedrich, support by Haveles to approve SUP-23-08 & SPR-23-14 subject to the following conditions:

1. The applicant complies and maintains compliance with all specific special use standards for Class I restaurants set forth in Section 154.410.B.4.g.
2. Any subsequent changes to the lighting on the premises shall conform with Section 96.13 of Mt. Pleasant City Code.
3. The applicant complies with the attached comments from the Department of Building Safety and Public Safety.

Discussion took place

Ayes: Devenney, Friedrich, Haveles, Hoening, Kingsworthy, Nicholas, Orton.

Nays: None

Motion passed unanimously.

VII. Site Plan Reviews:

- A. SPR-23-12 – 1836 Gover Parkway – Bill’s Custom Fab (J.E.M.) – Request for a Site plan Review for a new 12,000 s.f. addition to an existing building for a fabrication business.**

Powidayko introduced SPR-23-12 – 1836 Gover Parkway, request for a Site Plan Review for a new 12,000 s.f. addition to an existing building for a fabrication business.

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

Powidayko reviewed the Site Plan requirements.

Powidayko closed her presentation with the recommendation to approve SPR-23-12 subject to conditions.

Discussion took place.

Chair Hoening invited the applicant to speak.

Bill Quackenbush, owner of Bill's Custom Fab was on hand to address the board and answer any questions.

Discussion took place.

Motion by Friedrich support by Haveles to approve SPR-23-12 subject to the following conditions:

1. The applicant complies with the following requirements for SD-I Industrial Special District as set forth in Table 154.405.A;
 - a. Screening in the form of a hedge, wall or fence, must be placed along the new Frontage at Gover Parkway;
 - b. At least one bicycle parking space shall be provided on the property;
 - c. Three additional trees must be planted along the aggregated Frontages;
 - d. Dumpsters and/or trash receptacles in the property must be enclosed or screened.
2. The applicant must bring the Frontage along Trenton Drive into compliance with current screening requirements once the Thoroughfare is extended along the south property line.
3. The applicant shall comply with the requirements of Building Safety, Public Safety and Public Works

Discussion took place

Ayes: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Nicholas, Orton.
Nays: None

Motion passed unanimously.

VIII. Public Comments:

Hoenig opened the public comment.

Powidayko noted that there were no public comments submitted via email or on Zoom. There being no one else who wished to speak, public comment was closed.

IX. Unfinished Business:

A. None

X. New Business: - None

Discussion took place.

XI. Other:

A. Staff Report

Powidayko reviewed the administrative site plan reviews that staff had approved in May.

Discussion took place.

XII. Adjournment to work session:

Motion by Devenney support by Haveles to adjourn to work session.

Motion approved unanimously.

Meeting adjourned to work session at 7:36 p.m..

lkd

**Mt. Pleasant Planning Commission
Minutes of the Work Session Meeting
June 1, 2023**

- I.** Hoenig called the meeting to order at 7:36 p.m.

Present: Devenney, Friedrich, Haveles, Hoenig, Kingsworthy, Nicholas, Ortman
Absent: Irwin, Liesch

Staff: Manuela Powidayko, Laura Delamater

II. Institutional Uses:

Powidayko presented the topic of Institutional Uses and provided information regarding institutional uses that are currently not permitted in the City (or not fully reflected in the Zoning Ordinance). Powidayko provided some examples that had resulted from discussion with possible applicants. The top three (3) uses are Homeless Shelters, Drug Treatment Facilities and Group Day Care Homes.

Discussion took place.

It was the general consensus to proceed to look at options for possible text changes.

III. Driveway widths:

Powidayko presented information regarding driveway widths and noted that MDOT has jurisdiction on Mission Street. MDOT requires 30-foot wide driveways and the current Mt. Pleasant Zoning Ordinance only allows 24-foot wide driveways.

Discussion took place.

It was the general consensus to allow the 30-foot width with MDOT controlled streets.

IV. Adjournment

Motion by Friedrich support by Haveles to adjourn.

Motion passed unanimously.

Meeting adjourned at 8:13 p.m.

lkd

**CITY OF MT. PLEASANT
INVESTMENT REPORT
JUNE 30, 2023**

PORTFOLIO SUMMARY

All investments were made in accordance with the investment policy updated September 14, 2009 and Public Act 20 of 1943.

The investment portfolio for all funds, other than the pension and OPEB plans and WRRF bond proceeds, has a cost basis of \$27.6 million. The portfolio has a weighted average yield of 3.42% which is up from the previous quarter of 3.13%

Meeder Investments is the advisor for the Fixed Income Portfolio. This portion of the portfolio is invested for longer-terms to maximize yields. The remainder of the portfolio is kept liquid to provide cash flow and diversification the portfolio

PORTFOLIO BY INVESTMENT TYPE:

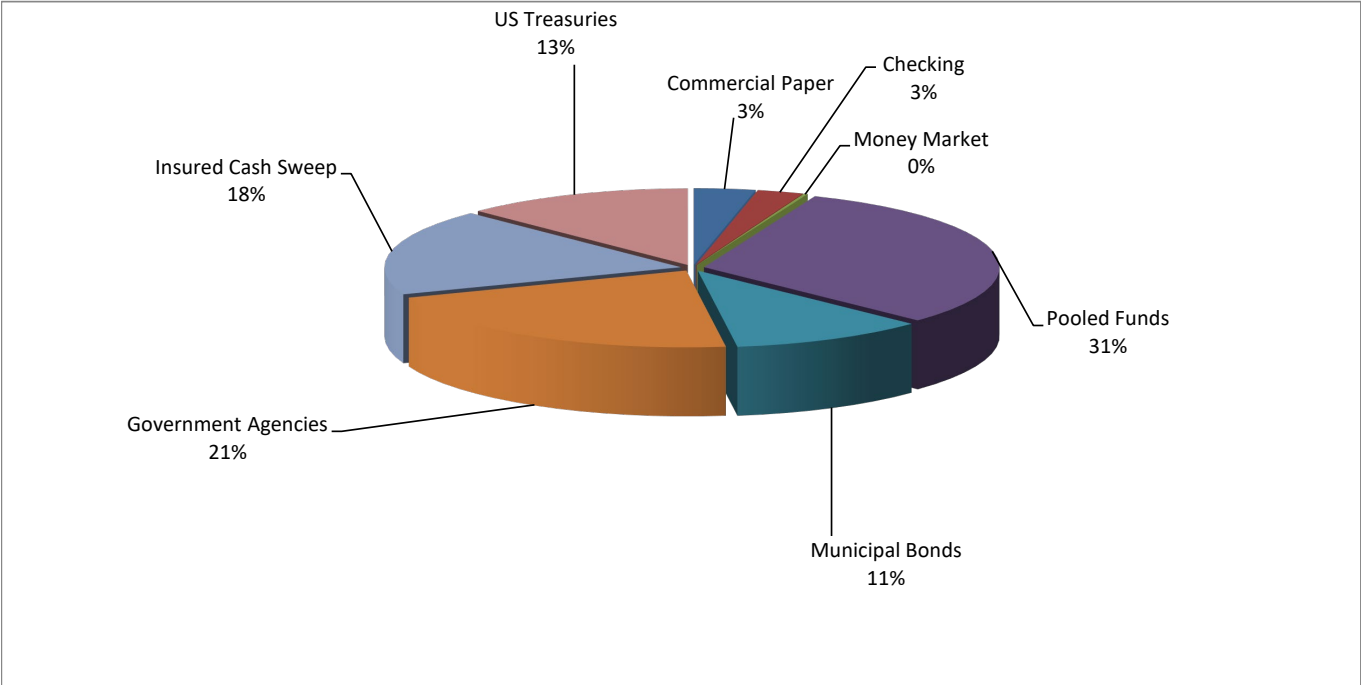
<u>Investment Type</u>	<u>JUNE 30, 2023 Balance</u>	<u>Interest Rate</u>	<u>Percentage of Portfolio</u>
Demand Deposits:			
Isabella Bank Checking	\$ 792,764.41	0.1200%	2.8709%
Federated Government Obligations	1,518,030.65	4.9200%	5.4974%
MBIA CLASS Investment Pool	9,074,597.02	4.9975%	32.8627%
Isabella Bank -Insured Cash Sweep	3,242,929.54	2.2500%	11.7439%
Independent Bank -Insured Cash Sweep	503,720.43	1.7500%	1.8242%
Fixed Income:			
Commercial Paper	-	0.0000%	0.0000%
Municipal Bonds	1,543,531.00	0.6350%	5.5897%
Government Agencies	6,369,609.57	2.8900%	23.0669%
US Treasuries	4,568,505.67	3.4300%	16.5444%
Portfolio Total	<u>\$27,613,688.29</u>		<u>100.00%</u>

PORTFOLIO BY FINANCIAL INSTITUTION/BROKER:

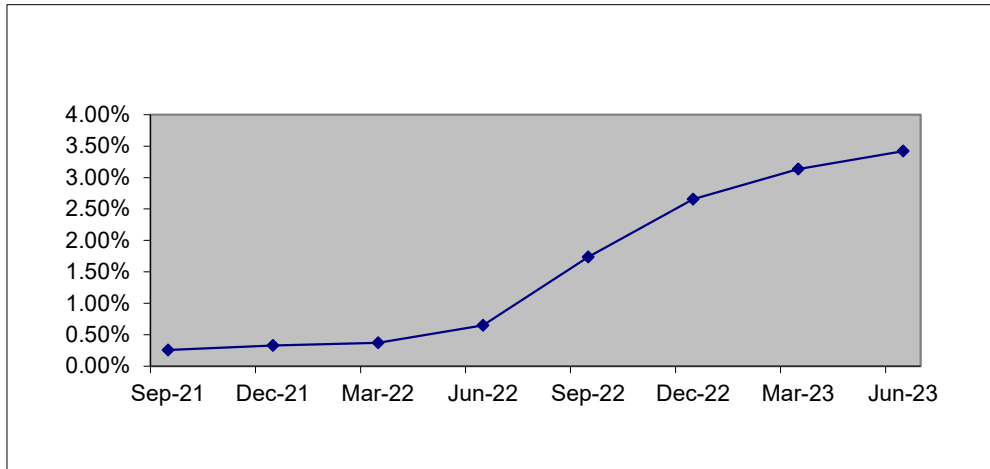
	<u>JUNE 30, 2023 Balance</u>	<u>Percentage of Portfolio</u>
Meeder Investment Management	\$13,999,676.89	50.70%
MBIA CLASS	9,074,597.02	32.86%
Isabella Bank	792,764.41	2.87%
Insured Cash Sweep	3,746,649.97	13.57%
Portfolio Total	<u>\$27,613,688.29</u>	<u>100.00%</u>

PORTFOLIO SUMMARY (Continued)

Portfolio by Investment Type



Interest Rates



FIXED INCOME PORTFOLIO - Balance June 30, 2023**Municipal Bonds:**

<u>Bank Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount / Premium Amount</u>
Chippewa Valley School	29-Sep-20	01-May-23	944	0.4780%	\$ -	\$ -
River Rouge School	13-Oct-20	01-May-23	930	0.5140%	-	-
River Rouge School	13-Oct-20	01-May-24	1296	0.7170%	495,000.00	495,000.00
Allegan Schools	20-Oct-20	01-May-23	923	0.3990%	-	-
Dexter Schools	24-Mar-21	01-May-23	768	0.2500%	-	-
Dexter Schools	24-Mar-21	01-May-24	1134	0.3800%	250,000.00	250,000.00
Elk Rapids Schools	25-Mar-21	01-May-25	1498	0.6500%	100,000.00	113,531.00
Lake Orion Schools	29-Jun-21	01-May-25	1402	0.8500%	250,000.00	250,000.00
Midland Public Schools	27-Jul-21	01-May-26	1739	1.1030%	135,000.00	135,000.00
Plymouth/Canton Schoc	08-Sep-21	01-May-26	1696	0.7910%	300,000.00	300,000.00
Total Municipal Bonds					\$ 1,530,000.00	\$ 1,543,531.00

Government Agencies:

<u>Issuer</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount Amount</u>
FHLB	09-Aug-19	16-Aug-24	1834	1.6100%	\$ 750,000.00	\$ 749,512.50
FHLB	15-Aug-19	15-Aug-24	1827	1.5500%	1,000,000.00	997,650.00
FFCB	05-Sep-19	05-Sep-24	1827	1.4900%	310,000.00	309,435.80
FNMA	26-Nov-19	15-Oct-24	1785	1.7600%	250,000.00	249,402.50
FFCB	05-Oct-20	05-Oct-23	1095	0.2700%	300,000.00	300,000.00
FHLB	01-Oct-21	12-Jun-26	1715	0.9500%	100,000.00	99,638.00
FFCB	19-May-22	16-May-24	728	2.7100%	100,000.00	99,842.00
FHLB	20-May-22	24-Feb-27	1741	3.0600%	100,000.00	91,038.20
FHLB	26-May-22	12-Feb-26	1358	2.8900%	100,000.00	92,312.70
FHLB	26-May-22	04-Mar-26	1378	2.8600%	100,000.00	92,689.00
FHLB	26-Oct-22	20-Jul-26	1363	4.5400%	125,000.00	112,065.00
FFCB	31-Oct-22	15-Sep-27	1780	4.2300%	140,000.00	134,799.00
FFCB	30-Jan-23	26-Jan-28	1822	3.6400%	245,000.00	248,936.17
FHLMC	30-Jan-23	15-Sep-25	959	4.0600%	250,000.00	228,062.50
FHLB	31-Jan-23	01-Dec-25	1035	4.3600%	250,000.00	224,852.50
FHLB	31-Jan-23	14-Oct-26	1352	4.2800%	250,000.00	222,187.50
FHLB	31-Jan-23	21-Oct-25	994	4.3300%	250,000.00	228,065.00
FHLB	31-Jan-23	11-Dec-26	1410	3.9100%	150,000.00	153,116.70
FHLB	31-Jan-23	30-Dec-26	1429	4.2400%	100,000.00	88,405.00
FHLB	31-Jan-23	28-Oct-27	1731	4.2600%	200,000.00	177,450.00
FHLMC	31-Jan-23	30-Dec-27	1794	4.0800%	255,000.00	218,672.70
FNMA	31-Jan-23	17-Nov-25	1021	4.1000%	250,000.00	226,915.00
FFCB	21-Mar-23	21-Mar-28	1827	3.7300%	300,000.00	298,630.80
FFCB	22-Mar-23	14-Feb-28	1790	4.1200%	300,000.00	275,757.00
FHLMC	29-Mar-23	29-Mar-27	1461	3.7300%	250,000.00	251,060.00
FHLB	09-Jun-23	09-Jun-28	1827	4.0000%	200,000.00	199,114.00
Total Government Agencies					\$ 6,625,000.00	\$ 6,369,609.57

FIXED INCOME PORTFOLIO - Balance June 30, 2023**Continued****US Treasuries:**

<u>Issuer</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount Amount</u>
US Treasury	29-Aug-19	31-Aug-23	1463	1.4300%	\$ 530,000.00	\$ 528,902.73
US Treasury	23-Sep-21	31-Jul-25	1407	0.6800%	100,000.00	98,382.81
US Treasury	23-Sep-21	31-Aug-25	1438	0.7000%	100,000.00	98,269.53
US Treasury	29-Sep-21	30-Jun-26	1735	0.9700%	100,000.00	99,558.59
US Treasury	30-Sep-21	30-Sep-26	1826	1.0100%	100,000.00	99,339.84
US Treasury	12-Oct-21	30-Jun-25	1357	0.7800%	100,000.00	98,050.78
US Treasury	20-May-22	30-Apr-27	1806	2.8400%	100,000.00	99,605.47
US Treasury	20-May-22	15-May-27	1821	2.8600%	100,000.00	97,765.63
US Treasury	27-May-22	30-Apr-26	1434	2.6800%	100,000.00	98,855.47
US Treasury	31-Oct-22	31-Jul-27	1734	4.1900%	135,000.00	126,694.34
US Treasury	30-Jan-23	31-Jan-27	1462	3.7400%	250,000.00	229,375.00
US Treasury	31-Jan-23	15-Nov-26	1384	3.8400%	250,000.00	233,896.48
US Treasury	31-Jan-23	30-Nov-27	1764	3.6900%	295,000.00	297,396.88
US Treasury	24-Mar-23	30-Jun-27	1559	3.5600%	300,000.00	296,355.47
US Treasury	24-Mar-23	31-Aug-27	1621	3.5300%	300,000.00	295,054.69
US Treasury	27-Mar-23	15-Aug-26	1237	3.5800%	250,000.00	233,525.39
US Treasury	30-Mar-23	15-Apr-25	747	4.1100%	300,000.00	291,363.28
US Treasury	31-Mar-23	15-Jan-26	1021	3.9300%	300,000.00	299,566.41
US Treasury	15-Jun-23	15-Nov-27	1614	2.2500%	200,000.00	185,562.50
US Treasury	15-Jun-23	15-May-27	1430	2.3750%	200,000.00	191,234.38
US Treasury	30-Jun-23	30-Jun-26	1096	0.8750%	200,000.00	189,914.06
US Treasury	30-Jun-23	30-Sep-26	1188	0.8750%	200,000.00	189,078.12
US Treasury	30-Jun-23	30-Apr-27	1400	2.7500%	200,000.00	194,410.16
US Treasury	30-Jun-23	30-Apr-28	1766	3.5000%	200,000.00	195,617.19
US Treasury	30-Jun-23	31-May-28	1797	3.6250%	200,000.00	197,000.00

Total US Treasuries**\$ 5,110,000.00 \$ 4,964,775.20****Commercial Paper**

<u>Issuer</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Par Amount</u>	<u>Discount Amount</u>
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Total Commercial Paper**\$ - \$ -****Total Fixed Income June 30, 2023****\$13,265,000.00 \$12,877,915.77****FIXED INCOME PORTFOLIO - Transactions During Quarter****PURCHASES:**

<u>Company Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount/ Carrying Amount</u>
FFCB	30-Jan-23	26-Jan-28	1822	3.6400%	\$ 245,000.00	\$ 248,936.17
FHLMC	30-Jan-23	15-Sep-25	959	4.0600%	250,000.00	228,062.50
US Treasury	30-Jan-23	31-Jan-27	1462	3.7400%	250,000.00	229,375.00
FHLB	31-Jan-23	11-Dec-26	1410	4.3600%	150,000.00	153,116.70
FNMA	31-Jan-23	17-Nov-25	1021	4.2800%	250,000.00	226,915.00
FHLB	31-Jan-23	01-Dec-25	1035	4.3300%	250,000.00	224,852.50
FHLB	31-Jan-23	30-Dec-26	1429	3.9100%	100,000.00	88,405.00
FHLB	31-Jan-23	14-Oct-26	1352	4.2400%	250,000.00	222,187.50
FHLB	31-Jan-23	14-Oct-26	1352	4.2600%	250,000.00	228,065.00
FHLB	31-Jan-23	28-Oct-27	1731	4.0800%	200,000.00	177,450.00
FHLMC	31-Jan-23	30-Dec-27	1794	4.1000%	255,000.00	218,672.70
US Treasury	31-Jan-23	15-Nov-26	1384	3.8400%	250,000.00	233,896.48
US Treasury	31-Jan-23	30-Nov-27	1764	3.6900%	295,000.00	297,396.88

FFCB	21-Mar-23	21-Mar-28	1827	3.7300%	300,000.00	298,630.80
FFCB	22-Mar-23	14-Feb-28	1790	4.1200%	300,000.00	275,757.00
US Treasury	24-Mar-23	30-Jun-27	1559	3.5600%	300,000.00	296,355.47
US Treasury	24-Mar-23	31-Aug-27	1621	3.5300%	300,000.00	295,054.69
US Treasury	27-Mar-23	15-Aug-26	1237	3.5800%	250,000.00	233,525.39
FHLMC	29-Mar-23	29-Mar-27	1461	3.7300%	250,000.00	251,060.00
US Treasury	30-Mar-23	15-Apr-25	747	4.1100%	300,000.00	291,363.28
US Treasury	31-Mar-23	15-Jan-26	1021	3.9300%	300,000.00	299,566.41

Total Purchases

\$ 5,295,000.00 \$ 5,018,644.47

MATURITIES:

<u>Company Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount/ Carrying Amount</u>
Allegan Schools	10-Oct-20	01-May-23	933		\$ 275,000.00	\$ 275,000.00
Chippewa Valley	29-Sep-20	01-May-23	944		255,000.00	255,000.00
Dexter Schools	24-Mar-21	01-May-23	768		250,000.00	250,000.00
River Rogue Sch.	13-Oct-20	01-May-23			765,000.00	765,000.00
Natixis	22-Aug-22	19-May-23			1,000,000.00	972,025.00
Total Maturities					<u>\$2,545,000.00</u>	<u>\$2,517,025.00</u>

INVESTMENT EARNINGS

SUMMARY:

Interest Earned on Fixed Income Maturities:	\$ 31,411.63
Interest on Demand Deposits	161,562.12
Interest on Fixed Income Investments	43,088.74
Investment Fees	(3,428.33)
Interest/Discount Accrual December 31, 2022	(4,178.00)
Interest/Discount Accrual June 30, 2023	78,900.00
Total Interest Earned for Quarter	<u>\$ 307,356.16</u>

INTEREST EARNINGS BY FUND:

<u>Fund</u>	<u>Quarterly Interest</u>	<u>Year to Date Interest</u>	<u>Original Budget</u>
General	\$138,176	\$239,755	\$ 43,000
Cemetery Trust	2,879	4,792	-
Major Street	16,707	27,325	19,200
Local Street	11,483	18,523	8,250
BRDA	1,096	1,186	50
Downtown Special Assessment	184	1,128	620
TIFA	3,091	5,187	300
Mission Street DDA	14,537	24,174	3,000
Airport	6,329	10,044	2,140
Water Resource Recovery *	53,244	90,082	30,170
Water	45,037	72,264	24,730
Solid Waste	13,552	22,585	9,370
Restricted Donations	1,042	1,744	-
	<u>\$307,356</u>	<u>\$518,787</u>	<u>\$140,830</u>

Note: Budget was prepared in June 2022, before several interest rate increases. Budget will be amended in September to reflect current interest rates.

* - budget includes interest on bond issue proceeds not in investment pool

From: [Aaron White](#)
To: [Pritchard, Addie](#)
Cc: [Kench, Brian](#)
Subject: ZBA Resignation (Aaron White)
Date: Friday, July 14, 2023 4:21:21 PM

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.

Addie,

I am sending you this email to notify you that I can no longer serve on the ZBA effective immediately. We sold our home in Mt. Pleasant and will be moving outside of the city limits. I want to thank you and the city staff for the opportunity to service and I wish everyone the best of luck.

Thank you!



Minutes of the regular meeting of the City Commission held Monday, July 10, 2023, 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.

Land Acknowledgement statement was recited.

Commissioners Present: Mayor Amy Perschbacher, Vice Mayor Mary Alsager; Commissioners Brian Assmann, Liz Busch, Bryan Chapman, & Boomer Wingard

Commissioners Absent: Commissioner Maurene Eke

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

Proclamations and Presentations

1. Jennifer Morse of the Central Michigan District Health Department gave a presentation on air quality and recommended individuals visit www.airnow.gov .

Moved by Vice Mayor Alsager and seconded by Commissioner Busch to approve the agenda as presented. Motion unanimously adopted.

Receipt of Petitions and Communications

Received the following petitions and communications:

2. Monthly report on police related citizen complaints received.
3. Downtown Development Authority April meeting minutes.
4. Airport Joint Operations and Management Board May meeting minutes.
5. Parks and Recreation Commission May meeting minutes.

Moved by Commissioner Wingard and seconded by Commissioner Busch to approve the following items on the Consent Calendar:

6. Minutes of the regular meeting of the City Commission held June 26, 2023.
7. Minutes of the closed session of the City Commission held June 26, 2023.
8. Resolution in support of final approval of Temporary Traffic Control Order #4-2023 as follows:

WHEREAS, under the date of March 23, 2023 the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 4-2023:

Place a yield sign on the westerly segment of Glen Avenue, northbound at Hopkins Ave intersection.

Said temporary traffic control order was presented to the City Commission on July 10, 2023, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 4-2023 a permanent traffic control order.

9. Extension to the contract with Nutrigo Environmental Solutions, Inc. of Olivet, Michigan for biosolids services until July 11, 2024 with the option to renew annually. The price per gallon will increase from \$0.041 to \$0.048.
 10. Set a public hearing for July 24, 2023 at 7:00 p.m. for Development District (DDA) License for Valhalla Indoor Axe Throwing at 1711 S. Mission St.
 11. Act as pass-through entity for MEDC funding for architectural and engineering services for Broadway Land Management and authorize the City Manager to sign the necessary documentation.
 12. Payrolls and Warrants dated June 23 & 29, 2023 all totaling \$809,173.47.
- Motion unanimously adopted.

Moved by Commissioner Assmann and supported by Commissioner Wingard to approve the buyout of 18 vehicles in the purchase-buyback program with Krapohl Ford for \$79,000. Motion unanimously adopted.

Moved by Commissioner Chapman and supported by Commissioner Busch to approve the resolution to authorize the issuance of Water Resource Recovery System Revenue Bonds for Phase II Water Resource Recovery Facility (WRRF) upgrades as follows:

**CITY OF MT. PLEASANT
(Isabella County, Michigan)**

**RESOLUTION TO AUTHORIZE ISSUANCE OF
WATER RESOURCE RECOVERY SYSTEM REVENUE BONDS**

Minutes of a regular meeting of the City Commission of the City of Mt. Pleasant, Isabella County, Michigan, held in the City Hall on July 10, 2023, at 7:0 p.m., local time.

PRESENT: Commissioners Alsager, Assmann, Busch, Chapman, Perschbacher & Wigard
 NAYS: None
 ABSENT: Commissioner Eke

The following Resolution was offered by Commissioner Chapman and supported by Commissioner Busch:

WHEREAS, pursuant to Act 94, Public Acts of Michigan, 1933, as amended (the “Act”), the City Commission of the City of Mt. Pleasant (the “City”) has determined to make improvements to the City’s Water Resource Recovery System; and

WHEREAS, the improvements will enable the City to provide more efficient and better quality public services to the users of the Water Resource Recovery System; and

WHEREAS, the improvements shall be financed in part by the issuance of revenue bonds or other evidences of indebtedness in accordance with the Act; and

WHEREAS, the Act permits the City to authorize, within limitations that shall be contained in the authorizing resolution, an officer to sell, deliver, and receive payment for obligations, and to approve interest rates or methods for fixing interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, optional or mandatory redemption rights, place of delivery and payment, and other matters and procedures necessary to complete an authorized transaction.

NOW, THEREFORE, BE IT RESOLVED as follows:

DEFINITIONS. Whenever used in this Resolution except when otherwise indicated by context, the following definitions shall apply:

“Act” means Act 94, Public Acts of Michigan, 1933, as amended.

“Additional First Lien Bonds” means any additional First Lien bonds issued in the future.

“Additional Junior Lien Bonds” means any additional Junior Lien Bonds issued in the future.

“Adjusted Net Revenues” means for any operating year the Net Revenues to which may be made the following adjustments:

Revenues may be augmented by the amount of any rate increase adopted prior to the issuance of additional Bonds or to be placed into effect before the time principal or interest on the additional Bonds becomes payable from Revenues as applied to quantities of service furnished during the operating year or portion thereof that the increased rates were not in effect.

Revenues may be augmented by amounts that may be derived from rates and charges to be paid by new customers of the System.

“Authority” means the Michigan Finance Authority created by Executive Order 2010-2, which, among other things, transferred to the Michigan Finance Authority the powers, duties, and functions of the Michigan Municipal Bond Authority created and established pursuant to Act 227, Public Acts of Michigan, 1985, as amended.

“Authorized Officer” means the Mayor, the City Manager, the Clerk, and the Finance Director of the City, or any one of them acting alone or any number of them acting together.

“Bondholder” or “Bondholders” means the holder or holders of the Bonds.

“Bond Reserve Account” means a subaccount established within the Redemption Account pursuant to Section 15(b)(ii)(B).

“Bonds” means the Series 2023 Bonds and any Additional Junior Lien Bonds and any Additional First Lien Bonds authorized pursuant to this Resolution or any resolution supplemental to this resolution.

“City” means the City of Mt. Pleasant, Isabella County, Michigan.

“Code” means the Internal Revenue Code of 1986, as amended, and the rules and regulations promulgated thereunder.

“Commission” means the City Commission of the City, the legislative and governing body thereof.

“Construction Fund” shall mean the 2023 Water Resource Recovery System Junior Lien Revenue Bonds Construction Fund created pursuant to Section 15(a).

“Contract Documents” means the Purchase Contract between the City and the Authority, the Supplemental Agreement by and among the City, the Authority, and the State of Michigan acting through the Department of Environment, Great Lakes, and Energy, and the Issuer’s Certificate for the Series 2023 Bonds and such other closing documents required by the Authority for the issuance of the Series 2023 Bonds.

“First Lien Bonds” shall mean any bonds or other obligations that may be issued or incurred by the City in the future payable from the Revenues of the System secured by a lien that is a first lien on the Net Revenues of the System, senior in standing and priority of lien with respect to the Net Revenues to the claim of the Junior Lien Bonds.

“First Lien Redemption Account” means the First Lien Bond and Interest Redemption Account created as a subaccount of the Redemption Account pursuant to Section 15(b)(ii)(A).

“G. O. Fund” means the General Obligation Debt Fund created pursuant to Section 15(b)(iii).

“Improvements” means the design, purchase, acquisition and construction certain improvements to the 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 improvements to the Water Resource Recovery System as the City may determine to make.

“Junior Lien Bonds” shall mean any bonds or other obligations that may be issued or incurred by the City payable from the Revenues of the System secured by a lien on the Net Revenues of the System that is subordinate to a first lien on the Net Revenues of the System created for the benefit of any First Lien Bonds and shall include the Series 2023 Bonds.

“Junior Lien Redemption Account” shall mean the Junior Lien Bond and Interest Redemption Account created as a subaccount of the Redemption Account pursuant to Section 15(b)(ii)(C).

“Net Revenues” shall have the same meaning as defined in Section 3 of the Act.

“Operation and Maintenance Fund” means the Operation and Maintenance Fund created pursuant to Section 15(b)(i).

“Paying Agent” shall mean the paying agent as provided in Section 8.

“Receiving Fund” shall mean the Water Resource Recovery System Receiving Fund created pursuant to Section 15(b).

“Redemption Account” shall mean the Bond and Interest Redemption Account created pursuant to Section 15(b)(ii).

“Resolution” means this Resolution and all amendments hereto.

“Revenues” shall have the same meaning as defined in Section 3 of the Act and shall include all earnings on investment of funds of the System and all other revenues derived from or pledged to operation of the System.

“Series 2023 Bonds” means the City’s the Water Resource Recovery System Junior Lien Revenue Bonds, Series 2023 issued pursuant to this resolution.

“System” means the City’s complete Water Resource Recovery System, both inside and outside the City, including all collection and treatment facilities for sanitary sewage disposal and all appurtenances thereto now owned by the City and those acquired pursuant to this Resolution and all extensions and improvements thereto hereafter made.

NECESSITY; PUBLIC PURPOSE. It is hereby determined to be necessary for the public health, safety, and welfare of the City to acquire and construct the Improvements to the System in accordance with the maps, plans, and specifications therefor prepared by the City’s engineers, which are hereby approved.

ESTIMATED COST; PERIOD OF USEFULNESS. The cost of the Improvements has been estimated by the engineers not to exceed \$27,000,000, including the payment of legal, engineering, financial, and other expenses, which estimate of cost is approved and confirmed, and the period of usefulness of the Improvements is estimated to be greater than forty (40) years.

ISSUANCE OF BONDS. To pay a portion of the cost of designing, acquiring, and constructing the Improvements and to pay the legal and financial expenses and all other expenses incidental to the issuance of the Series 2023 Bonds, the City shall issue its revenue bonds pursuant to the provisions of the Act. The Series 2023 Bonds shall be issued in the aggregate principal sum of not to exceed \$18,000,000, as finally determined by the Authorized Officer at the time of sale, or such lesser amount thereof as shall have been advanced to the City pursuant to the Contract Documents.

During the time funds are being drawn down by the City under the Series 2023 Bonds, the Authority will periodically provide the City a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the City of its obligation to repay the outstanding principal amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of the Series 2023 Bonds.

SERIES 2023 BOND TERMS. The Series 2023 Bonds shall be issued as one fully registered manuscript bond, shall be sold and delivered to the Authority in any denomination. The Series 2023 Bonds shall be dated the date of delivery to the Authority, or such other date approved by the Authorized Officer, and shall be payable on the dates and in the amounts determined by the Authorized Officer at the time of sale provided the final maturity shall be no later than forty (40) years after the date of issuance. The Series 2023 Bonds shall bear interest at a rate as provided in the Contract Documents, payable semiannually on the dates determined by the Authorized Officer at the time of sale. Within the limitations provided above, the final amount of any maturity and the terms of the Series 2023 Bonds shall be as provided in the Contract Documents and will be finally determined by the Authorized Officer.

PAYMENT OF BONDS; PLEDGE OF NET REVENUES. Principal of and interest on the Bonds shall be payable in lawful money of the United States of America to the person appearing on the Bond registration books as the registered owner thereof. Payment of principal on the Bonds shall be made at the principal office of the Paying Agent, upon surrender of the Bonds. Payment of interest on the Bonds shall be paid to the registered owner at the address as it appears on the registration books. The principal of and interest on the Bonds shall be payable from the Net Revenues derived from the operation of the System, including future improvements, enlargements and extensions thereof, after provision has been made for the payment of expenses of administration, operation and maintenance thereof. The Net Revenues of the System, including future enlargements, improvements, and extensions thereto, are hereby pledged to the payment of the principal of and interest on the Bonds. To secure the payment of the principal of and interest on the Bonds, including the Series 2023 Bonds, there is hereby created a lien, which shall be a statutory lien pursuant to the Act, to and in favor of the Bondholders of the Bonds upon the Net Revenues of the System, including future enlargements, improvements, and extensions thereof. The statutory lien on the Net Revenues securing any First Lien Bonds shall be a first lien as provided in the Act and shall at all times and in all respects be and remain superior to the lien on the Net Revenues securing any Junior Lien Bonds, including the Series 2023 Bonds. The Net Revenues so pledged shall be and remain subject to such lien until the payment in full of the principal of and interest on the Bonds or until Bonds are defeased as provided in Section 23.

The Series 2023 Bonds, including both principal and interest thereon, shall not be a general obligation of the City and shall not constitute an indebtedness of the City for the purpose of any debt limitations imposed by any constitutional, statutory, or charter provisions.

PRIOR REDEMPTION. The Series 2023 Bonds issued and sold to the Authority shall be subject to redemption prior to maturity by the City only with the prior written consent of the Authority and on such terms as may be required by the Authority.

PAYING AGENT AND REGISTRATION.

(a) Appointment of Paying Agent. From time to time the Authorized Officer shall designate and appoint a Paying Agent, which shall also act as transfer agent and bond registrar. The initial Paying Agent shall be the City Treasurer. The Authorized Officer shall also have the authority to remove the Paying Agent and appoint a successor Paying Agent. In the event of a change in the Paying Agent, notice shall be given in writing, by certified mail, to each Registered Owner not less than sixty (60) days prior to the next interest payment date. The Paying Agent shall keep the official books for the recordation of the Registered Owners of the Bonds.

(b) Registration of Bonds. Registration of the Bonds shall be recorded in the registration books of the City to be kept by a Paying Agent. Bonds may be transferred only by submitting the same, together with a satisfactory instrument of transfer signed by the Registered Owner or the Registered Owner's legal representative duly authorized in writing, to the Paying Agent, after which a new Bond or Bonds shall be issued by the Paying Agent to the transferee (new registered owner) in any denomination, in the same aggregate principal amount as the Bond submitted for transfer. No transfer of Bonds shall be valid unless and until recorded on the bond registration books in accordance with the foregoing. The person in whose name any Bond is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the City and the Paying Agent as the absolute owner

thereof, and any payment of principal and interest on any Bond to the Registered Owner thereof shall constitute a valid discharge of the City's liability upon such Bond to the extent of such payment. No Bond shall be transferred less than fifteen (15) days prior to an interest payment date nor after the Bond has been called for redemption.

(c) Authority's Depository. Notwithstanding any other provision of this Resolution, so long as the Authority is the owner of the Series 2023 Bonds, (a) the Series 2023 Bonds are payable as to principal, premium, if any, and interest in lawful money of the United States of America at U.S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the City by the Authority (the "Authority's Depository"); (b) the City agrees that it will deposit with the Authority's Depository payments of the principal of, premium, if any, and interest on the Series 2023 Bonds in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the City's deposit by 12:00 noon on the scheduled day, the City shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment; and (c) written notice of any redemption of the Series 2023 Bonds shall be given by the City and received by the Authority's Depository at least forty (40) days prior to the date on which such redemption is to be made.

SALE OF BONDS. The Series 2023 Bonds shall be sold to the Authority. The City determines that a negotiated sale to the Authority is in the best interest of the City because the terms offered by the Authority are more favorable than those available from other sources of funding.

BOND FORM. The Series 2023 Bonds shall be in substantially the following form with such completions, changes, and additions as may be required by the Authority or as recommended by the City's Bond Counsel and approved by the officers of the City signing the Series 2023 Bonds:

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
ISABELLA COUNTY
CITY OF MT. PLEASANT**

WATER RESOURCE RECOVERY SYSTEM JUNIOR LIEN REVENUE BONDS, SERIES 2023

<u>Interest Rate</u> [Insert Rate]	<u>Maturity Date</u> See Schedule I	<u>Date of Original Issue</u> [Insert Date]
--	---	---

Registered Owner: Michigan Finance Authority
Principal Amount: [Insert Principal Amount]

The City of Mt. Pleasant, Isabella County, Michigan (the "Issuer"), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, out of the net revenues of the Water Resource Recovery System of the Issuer (the "System"), including all appurtenances, additions, extensions, and improvements thereto after provision has been made for reasonable and necessary expenses of operation, maintenance, and administration of the System (the "Net Revenues") the amounts and on the Dates of Maturity set forth on Schedule I hereto, together with interest thereon from the dates of receipt of such funds, or such later date to which interest has been paid, at the Interest Rate per annum specified above, payable on the first day of April and October of each year, beginning April 1, 2024, except as the provisions hereinafter set forth with respect to redemption of this Bond prior to maturity may become applicable hereto.

The Issuer promises to pay to the Michigan Finance Authority (the "Authority") the principal amount of this Bond or so much thereof as shall have been advanced to the Issuer pursuant to a Purchase

Contract between the Issuer and the Authority and a Supplemental Agreement by and among the Issuer, the Authority, and the State of Michigan acting through the Department of Environment, Great Lakes, and Energy.

During the time funds are being drawn down by the Issuer under this Bond, the Authority will periodically provide the Issuer a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the Issuer of its obligation to repay the outstanding principal amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of this Bond.

Notwithstanding any other provision of this Bond, so long as the Authority is the owner of this Bond, (a) this Bond is payable as to principal, premium, if any, and interest at U.S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the Issuer by the Authority (the "Authority's Depository"); (b) the Issuer agrees that it will deposit with the Authority's Depository payments of the principal of, premium, if any, and interest on this Bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the Issuer's deposit by 12:00 noon on the scheduled day, the Issuer shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment; and (c) written notice of any redemption of this Bond shall be given by the Issuer and received by the Authority's Depository at least forty (40) days prior to the date on which such redemption is to be made.

This Bond, being one fully registered manuscript bond, is issued in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended and a resolution adopted by the City Commission of the Issuer on July 10, 2023 (the "Resolution"), for the purpose of paying the cost of acquiring and constructing improvements to the System. This Bond is a self-liquidating Bond, and is not a general obligation of the Issuer within any constitutional, statutory or charter limitation, but is payable, both as to principal and interest, solely from the Net Revenues of the System. The principal of and interest on this Bond are secured by a statutory lien on the Net Revenues.

The Issuer hereby covenants and agrees to fix, and maintain at all times while any of the Bonds shall be outstanding, such rates for service furnished by the System as shall be sufficient to provide for payment of the principal of and interest upon all such Bonds as and when the same become due and payable, to maintain a bond and interest redemption account, and to provide for the payment of expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the same in good repair and working order, and to provide for such other expenditures and funds for the System as are required by the Resolution. The statutory liens securing any First Lien Bonds (as defined in the Resolution) issued by the Issuer will be first liens that shall be and shall remain superior to the lien on the Net Revenues securing this Bond and any Additional Junior Lien Bonds (as defined in the Resolution), that may be issued pursuant to the Resolution. The Bonds of this series shall have equal standing with any Additional Junior Lien Bonds that may be issued pursuant to the Resolution, and Additional First Lien Bonds of superior standing to the bonds of this series may be issued pursuant to the Resolution. For a complete statement of the revenues from which, and the conditions under which, this Bond is payable, a statement of the conditions under which additional bonds of equal or superior standing may hereafter be issued, and the general covenants and provisions pursuant to which this Bond is issued, reference is made to the Resolution.

Bonds of this series may be subject to redemption prior to maturity by the Issuer only with the prior written consent of the Authority and on such terms as may be required by the Authority.

In the event of a default in the payment of principal or interest hereon when due, whether at maturity, by redemption or otherwise, the amount of such default shall bear interest (the "additional interest") at a rate equal to the rate of interest which is two percent above the Authority's cost of providing

funds (as determined by the Authority) to make payment on the bonds of the Authority issued to provide funds to purchase this Bond but in no event in excess of the maximum rate of interest permitted by law. The additional interest shall continue to accrue until the Authority has been fully reimbursed for all costs incurred by the Authority (as determined by the Authority) as a consequence of the Issuer's default. Such additional interest shall be payable on the interest payment date following demand of the Authority. In the event that (for reasons other than the default in the payment of any municipal obligation purchased by the Authority) the investment of amounts in the reserve account established by the Authority for the bonds of the Authority issued to provide funds to purchase this Bond fails to provide sufficient available funds (together with any other funds which may be made available for such purpose) to pay the interest on outstanding bonds of the Authority issued to fund such account, the Issuer shall and hereby agrees to pay on demand only the Issuer's pro rata share (as determined by the Authority) of such deficiency as additional interest on this Bond.

It is hereby certified and recited that all acts, conditions, and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the Issuer including this Bond, does not exceed any constitutional, statutory, or charter limitation.

[Signature page follows.]

IN WITNESS WHEREOF, the City of Mt. Pleasant, Isabella County, Michigan, by its City Commission, has caused this Bond to be signed, by the manual or facsimile signatures of its Mayor and its Clerk, all as of the Date of Original Issue specified above.

Amy Perschbacher, Mayor

Heather Bouck, Clerk

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____

(please print or type social security number or taxpayer identification number and name and address of transferee)
the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____ Signed: _____

In the presence of: _____

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his/her capacity to act must accompany the bond.

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

Signature Guaranteed: _____

Name of Issuer CITY OF MT. PLEASANT
 EGLE Project No: _____
 EGLE Approved Amount: \$ _____

SCHEDULE I

Based on the schedule provided below, unless revised as provided in this paragraph, repayment of principal of the Bond shall be made until the full amount advanced to the Issuer is repaid. In the event the Order of Approval issued by the Department of Environment, Great Lakes, and Energy (the "Order") approves a principal amount of assistance less than the amount of the Bond delivered to the Authority, the Authority shall only disburse principal up to the amount stated in the Order. In the event (1) that the payment schedule approved by the Issuer and described below provides for payment of a total principal amount greater than the amount of assistance approved by the Order or (2) that less than the principal amount of assistance approved by the Order is disbursed to the Issuer by the Authority, the Authority shall prepare a new payment schedule, which shall be effective upon receipt by the Issuer.

Due Date	Amount of Principal Installment Due

Interest on the Bond shall accrue on principal disbursed by the Authority to the Issuer from the date principal is disbursed, until paid, at the rate of ____% per annum, payable _____ 1, 20___, and semiannually thereafter. The Issuer agrees that it will deposit with U.S. Bank Trust Company, National Association, or at such other place as shall be designated in writing to the Issuer by the Authority (the "Authority's Depository") payments of the principal of, premium, if any, and interest on this Bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise. In the event that the Authority's Depository has not received the Issuer's deposit by 12:00 noon on the scheduled day, the Issuer shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Bond Authority's administrative costs and lost investment earnings attributable to that late payment.
 *Not to exceed amount. Loan reductions at close out will result in a proportional decrease.

[END OF BOND FORM]

EXECUTION OF BONDS. The Mayor or the Vice Mayor and the Clerk or Deputy Clerk of the City are hereby authorized and directed to sign the Series 2023 Bonds, either manually or by facsimile signature, on behalf of the City. Upon execution, the Series 2023 Bonds shall be delivered to the purchaser thereof.

RIGHTS OF BONDHOLDERS. The Bondholders representing in the aggregate not less than twenty percent (20%) of the entire amount of Bonds then outstanding may protect and enforce the statutory

lien, either at law or in equity, by suit, action, mandamus, or other proceedings, and enforce and compel the performance of all duties of the officials of the City, including the fixing of sufficient rates, the collection of revenues, the proper segregation of revenues, and the proper application thereof; provided, however, that such statutory lien shall not be construed to give any Registered Owner of any Bond authority to compel the sale of the System, the revenues of which are pledged thereto.

If there is any default in the payment of the principal of or interest on any of the Bonds, any court having jurisdiction in any proper action may appoint a receiver to administer and operate the System on behalf of the City and under the direction of such court, and by and with the approval of such court, to fix and charge rates and collect revenues sufficient to provide for the payment of any Bonds or other obligations outstanding against the revenues of the System and for the payment of the expenses of operating and maintaining the System and to apply the income and revenues of the System in conformity with the Act and this Resolution.

The owners or Bondholders, from time to time, of the Bonds, shall have all the rights and remedies given by law, and particularly by the Act, for the collection and enforcement of the Bonds and the security therefor.

MANAGEMENT OF SYSTEM. Except as provided in this Resolution, the construction, alteration, repair, and management of the System shall be under the supervision and control of the Commission. The City may employ such persons in such capacities as it deems advisable to carry on the efficient management and operation of the System. The Commission may make such rules, orders, and regulations as it deems advisable and necessary to assure the efficient management and operation of the System.

SUPERVISED ACCOUNTS. The Treasurer of the City shall be custodian of all funds belonging to and/or associated with the System and such funds shall be deposited in such banks, savings and loan associations, or credit unions, each of which has unimpaired capital and surplus of at least \$2,000,000, or which are each a member of the Federal Deposit Insurance Corporation the Federal Savings and Loan insurance Corporation, or the National Credit Union Share Insurance Fund or successor agencies.

FUNDS AND ACCOUNTS. The Treasurer is hereby directed to create and maintain the following funds, which shall be designated as follows, into which the Bond proceeds and the revenues and income from the System shall be deposited, which funds and accounts shall be established and maintained, except as otherwise provided, so long as any of the Bonds hereby authorized remain unpaid.

(a) Construction Fund. The proceeds of the Series 2023 Bonds shall be deposited in the Construction Fund. Such moneys shall be used solely for the purpose for which the Series 2023 Bonds were issued. Any unexpected balance in the Construction Fund remaining after completion of the Improvements may be used for such purposes as allowed by law. After completion of the Improvements and disposition of remaining Series 2023 Bond proceeds, if any, pursuant to the provisions of this Section, the Construction Fund shall be closed.

(b) Receiving Fund. The gross income and revenue of the System shall be set aside into the Receiving Fund. The moneys so deposited are pledged for the purpose of the following funds and accounts and shall be expended and used only in the manner and order as follows:

(i) Operation and Maintenance Fund. The City shall create and maintain the Operation and Maintenance Fund. Prior to the beginning of each fiscal year, the Commission shall prepare an annual budget of the System for the ensuing fiscal year. Out of the revenues in the Receiving Fund, there shall be set aside, quarterly and deposited into the Operation and Maintenance Fund a sum sufficient to pay the reasonable and necessary current expenses of administering, operating and maintaining the System for the ensuing three (3) months.

(ii) Redemption Account. The City shall create and maintain the Redemption Account.

First Lien Redemption Account. The First Lien Redemption Account shall be established as a subaccount within the Redemption Account to be used solely for the purpose of paying the principal of and interest on First Lien Bonds. After the transfers required above, there shall first be transferred quarterly from the Receiving Fund, and deposited in the First Lien Redemption Account, for

payment of principal of and interest on the First Lien Bonds, a sum equal to at least one-half (1/2) of the amount of interest due on First Lien Bonds on the next ensuing interest payment dates plus not less than one-fourth (1/4) of the principal maturing on First Lien Bonds on the next ensuing principal payment dates in each year. The moneys in the First Lien Redemption Account shall be accounted for separately.

Bond Reserve Account. The Bond Reserve Account shall also be established as a subaccount of the Redemption Account. Upon the issuance of any First Lien Bonds, the City shall deposit into the Bond Reserve Account such amounts determined by the City in the resolution authorizing such First Lien Bonds, to be used as provided in the resolution authorizing their issuance. No deposit to the Bond Reserve Account shall be required for the Series 2023 Bonds.

Junior Lien Redemption Account. The Junior Lien Redemption Account shall also be established as a subaccount within the Redemption Account to be used solely for the purpose of paying the principal of and interest on the Junior Lien Bonds. After the transfers required above, there shall be transferred quarterly from the Receiving Fund, and deposited in the Junior Lien Redemption Account for payment of principal of and interest on the Junior Lien Bonds, a sum equal to at least one-half (1/2) of the amount of interest on Junior Lien Bonds due on the next ensuing interest payment dates plus not less than one-fourth (1/4) of the principal maturing on Junior Lien Bonds on the next ensuing principal payment dates in each year. The monies in the Junior Lien Redemption Account shall be accounted for separately.

Additional Deposits. If for any reason there is a failure to make a required deposit to any of the subaccounts of the Redemption Account or for any reason there is a deficiency in any of the subaccounts, then an amount equal to the deficiency shall be set aside and deposited in the subaccount from the Net Revenues in the next succeeding period, which amount shall be in addition to the regular deposit required during such succeeding period.

No further payments need be made into a subaccount of the Redemption Account after the amount accumulated and held in the subaccount, or in the case of First Lien Bonds together with amounts held in the Bond Reserve Account, is sufficient to pay when due the entire amount of principal and interest that will be payable at the time of maturity or at an earlier redemption date of all the Bonds then remaining outstanding that are payable from the subaccount, or for Bonds that have been defeased as provided in Section 23.

General Obligation Debt Fund. The G. O. Fund is hereby established. After meeting the requirement of the foregoing funds, there may be transferred quarterly from remaining revenues in the Receiving Fund, or from other available monies, and deposited in the G. O. Fund, such sums as the City Commission in its sole discretion determines to be desirable to pay debt service on presently existing or future general obligation bond issues of the City or general obligation contractual obligations of the City incurred or to be incurred for System purposes. This section shall not be construed to create a lien on the Net Revenues in favor of any obligations the debt service on which may be paid from the G. O. Fund from time to time.

Improvement and Repair Fund. The City hereby establishes the Improvement and Repair Fund, into which there shall be placed, after meeting the requirements of the subsections set forth above, such sums as the Commission shall determine to be used by the City for the purpose of acquiring and constructing improvements, additions, and extensions to the System and for making repairs and replacements to the System.

Surplus Moneys. All moneys remaining in the Receiving Fund at the end of any operating year after satisfying the above requirements may be transferred to the Redemption Account and its subaccounts and used as authorized in this Resolution or, at the option of the City, transferred to the G. O. Found or the Improvement and Repair Fund and used for the purposes for which said funds were established. Provided, however, that if there should be a deficit in the Operation and Maintenance Fund, and any subaccount of the Redemption Account, a bond reserve account or the G. O. Fund on account of defaults in setting aside therein the amounts required in this Resolution, or a future resolution, then the City shall transfer the moneys remaining in the Receiving Fund at the end of any operating year to such funds in the priority and order named, to the extent of such deficits. Available surplus moneys may be used to retire

any outstanding obligations of the City incurred for construction, expansion or addition to the System, including additional bonds, the issuance of which is authorized by this Resolution, or if no other disposition has been provided for, such moneys may be used for such other purposes of the System as the Commission may deem to be for the best interest of the City.

Priority of Accounts. In the event the monies in the Receiving Fund are insufficient to provide for the current requirements of the Operation and Maintenance Fund or any subaccounts of the Redemption Account, any monies or securities in other funds of the System, except the Construction Fund, shall be credited or transferred, first, to the Operation and Maintenance Fund, second to the First Lien Redemption Account, third to the Junior Lien Redemption Account, and fourth to a bond reserve account, to the extent of any deficit therein.

INVESTMENT OF FUNDS. Moneys in the funds and accounts established herein may be invested by the City in bonds, notes, bills and certificates of, or guaranteed by, the United States of America, or in interest bearing time deposits or other investments as shall be determined by the City, subject to the provisions of Act 20, Public Acts of Michigan, 1943, as amended, or any statute subsequently adopted regulating investments by the City, and subject to the limitations imposed by arbitrage regulations and Section 148 of the Code. Profit realized or interest income earned on investment of funds in the various funds and accounts shall be deposited in or credited as received to the Receiving Fund.

DEPOSITORY AND FUNDS ON HAND. Monies in the several funds and accounts maintained pursuant to this Resolution, except monies in the Construction Fund and Redemption Account, which must be kept in a separate account, may be kept in one or more accounts at financial institutions designated by resolution of the City, and if kept in one account, the monies shall be allocated on the books and records of the City in the manner and at the times provided in this Resolution.

RATES AND CHARGES. Rates shall be fixed and revised from time to time by the Commission so as to produce amounts that are sufficient to pay the expenses of administration and the costs of operation and maintenance of the System, to provide an amount of revenues adequate for the payment of principal of and interest on the Bonds, reserve, replacement, and improvement requirements, if any, and to otherwise comply with all requirements and covenants provided herein; and such that are reasonably expected to yield annual Net Revenues of the System, in the current fiscal year equal to at least 100% of principal maturing and interest payable in the current fiscal year on the then outstanding Junior Lien Bonds and equal to such percentage of the annual principal and interest thereafter maturing in the current fiscal year on the then outstanding First Lien Bonds, if any, as is established by the resolution authorizing the issuance of the First Lien Bonds; and promptly upon any material change in the circumstances which were not contemplated at the time such rates and charges were most recently reviewed, but not less frequently than once in each fiscal year, review the rates and charges for its services and promptly revise such rates and charges as necessary to comply with the foregoing requirement, in which case the City will be in compliance with the requirements of this Section. The rates and charges for all services and facilities rendered by the System shall be reasonable and just, taking into consideration the costs and value of the System, the cost of maintaining, repairing, and operating the System, and the amounts necessary for the retirement of all Bonds and interest accruing on all Bonds, and there shall be charged such rates and charges as shall be adequate to meet the requirement of this and the preceding sections.

NO FREE SERVICE. No free service shall be furnished by the System to the City or to any individual, firm or corporation, public or private, or to any agency or instrumentality.

REVENUE BOND COVENANTS. The City covenants and agrees, so long as any of the Bonds hereby authorized remain unpaid, as follows:

(a) It will punctually perform all duties with reference to the System and comply with applicable State laws and regulations and continually operate and maintain the System in good condition.

(b) It will not sell, lease, mortgage or in any manner dispose of the System, or any substantial part of it, until all Bonds payable from the revenues of the System shall have been paid in full, defeased, or provision has been made or agreement

entered into for the payment of such Bonds. The City is explicitly authorized to enter into arrangements, including a lease of the system, with a regional authority in which the City is a participant if such arrangements require the authority to provide funds to make payments sufficient to pay the debt service on any of the bonds affected by the arrangement.

(c) It will cause an annual review of rates and charges to be made and based thereon will adjust such rates and charges to provide the amounts required by this Resolution.

(d) It will maintain complete books and records relating to the operation of the System and its financial affairs, will cause such books and records to be audited annually at the end of each fiscal year and an audit report prepared, and will furnish a Bondholder a copy of such report upon written request.

(e) It will maintain and carry insurance on all physical properties of the System, for the benefit of the Bondholders, of the kinds and in the amounts normally carried by municipalities engaged in the operation of similar systems. All moneys received for losses under any such insurance policies shall be applied solely to the replacement and restoration of the property damaged or destroyed, and to the extent not so used, shall be used for the purpose of calling Bonds.

ADDITIONAL BONDS. If the Series 2023 Bonds are issued in a principal amount that is less than \$18,000,000, an additional series of Bonds may be issued the par amount of which together with the par amount of the Series 2023 Bonds may not exceed \$18,000,000. Such additional series of bonds may be issued pursuant to a supplemental resolution as either First Lien Bonds or Junior Lien Bonds as provided in the supplemental resolution. Additional Bonds of equal standing with the Series 2023 Bonds may be issued in an amount of not to exceed 10% of the Bonds authorized herein, as may be necessary to complete construction of the Improvements.

Additional First Lien Bonds of equal standing and priority with any outstanding First Lien Bonds and superior to Junior Lien Bonds may be issued for repair, replacement, improvement, or extension of the System and to refund all or a portion of Bonds and paying the costs of issuing the Additional First Lien Bonds, but only if the average actual or Adjusted Net Revenues of the System for any consecutive twelve month period out of the 24 months preceding the adoption of the resolution authorizing the issuance of such Bonds shall be equal to at least one hundred percent (100%) of the average annual principal and interest thereafter maturing in any operating year on the then outstanding First Lien Bonds, Junior Lien Bonds and the Additional First Lien Bonds then being issued. In addition, Additional First Lien Bonds of equal standing and priority with any outstanding First Lien Bonds may be issued to refund all or a portion of outstanding Bonds if the refunding would provide a net present value debt service savings to the City. If the Additional First Lien Bonds are to be issued in whole or in part for refunding outstanding Bonds, the annual principal and interest requirements shall be determined by deducting from the principal and interest requirements for each operating year the annual principal and interest requirements of any Bonds to be refunded from the proceeds of the Additional First Lien Bonds.

Additional Junior Lien Bonds of equal standing and priority with any outstanding Junior Lien Bonds may be issued for repair, replacement, improvement, or extension of the System and to refund all or a portion of Bonds and paying the costs of issuing the Additional Junior Lien Bonds, but only if the average actual or Adjusted Net Revenues of the System for any consecutive twelve (12) month period out of the twenty four (24) months preceding the adoption of the resolution authorizing the issuance of such Bonds shall be equal to at least one hundred percent (100%) of the average annual principal and interest thereafter maturing in any operating year on the then outstanding First Lien Bonds, Junior Lien Bonds, and the Additional Junior Lien Bonds then being issued. In addition, Additional Junior Lien Bonds of equal standing and priority with any outstanding Junior Lien Bonds may be issued to refund all or a portion of outstanding Bonds if the refunding would provide a net present value debt service savings to the City. If the Additional Junior Lien Bonds are to be issued in whole or in part for refunding outstanding Bonds, the

annual principal and interest requirements shall be determined by deducting from the principal and interest requirements for each operating year the annual principal and interest requirements of any Bonds to be refunded from the proceeds of the Additional Junior Lien Bonds.

In addition, at any time that the Authority is the holder of all of the Bonds outstanding, Additional First Lien Bonds and Junior Lien Bonds may be issued if the Authority consents to the issuance by accepting delivery of such bonds.

In addition, Additional First Lien Bonds and Junior Lien Bonds may be issued without meeting any of the conditions and tests set forth above to pay: (i) the cost of acquisition and construction of any repairs, replacements, improvements, major renewals, or corrections of any damage or loss to the System necessary, in the opinion of the City engineer, to keep the System in good operating condition or to prevent a loss of Revenues therefrom to the extent that the cost thereof cannot reasonably be paid from the Repair Replacement and Improvement Fund or from insurance proceeds, or (ii) the cost of decommissioning, disposal, or termination of any part of the System.

Determination by the Commission as to existence of conditions permitting the issuance of additional Bonds shall be conclusive, provided this shall not eliminate any requirement for any other approval required herein.

Any additional Bonds shall be subject to the various funds herein established, and all revenue from any such extension or replacement constructed by the proceeds of any additional Bonds shall be paid into the Receiving Fund.

AUTHORIZED OFFICER: The Authorized Officer is hereby designated, for and on behalf of the City, to do all acts and to take all necessary steps required to effectuate the sale, issuance and delivery of the Series 2023 Bonds to the Authority. The Authorized Officer is hereby authorized to execute and deliver the Contract Documents in substantially the form presented by the Authority, with such changes, additions, and completions as are approved by the Authorized Officer. The City hereby approves the Contract Documents in the form presented by the Authority with such changes as are approved by the Authorized Officer. Notwithstanding any other provision of this Resolution, the Authorized Officer is authorized within the limitations of this Resolution to determine the specific interest rate or rates to be borne by the bonds, not exceeding the maximum rate allowed by law, the principal amount, interest payment dates, dates of maturities, and amount of maturities, redemption rights, the title of the Series 2023 Bonds, date of issuance, and other terms and conditions relating to the Series 2023 Bonds and the sale thereof provided, however, the last annual principal installment shall not be later than provided in the Contract Documents. The Authorized Officer is further authorized to alter or adjust the covenants made pursuant to this Resolution, including without limitation the covenants provided in Sections 18, 20 and 21. The Authorized Officer's approval of the terms shall be evidenced by his or her signature on the document or agreement stating such terms. The Authorized Officer is hereby authorized for and on behalf of the City, without further City Commission approval, to do all acts and take all necessary steps required to effectuate the sale, issuance, and delivery of the Series 2023 Bonds. The Authorized Officer is authorized to execute any orders, receipts, agreements, pledge agreements, documents, or certificates necessary to complete the transaction, including, but not limited to, any issuers certificate, any certificates relating to federal or state securities laws, rules or regulations, any applications to the Michigan Department of Treasury, and any revenue sharing pledge agreement and to make any elections or designations under the Code. The City hereby approves the Revenue Sharing Pledge Agreement in the form presented by the Authority, with such changes as are approved by the Authorized Officer, and authorizes the Authorized Officer to execute and deliver the Revenue Sharing Pledge Agreement if the Authorized Officer determines it is in the best interests of the City or if it is required by the Authority.

DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or mandatory redemption, the principal of, premium, if any, and interest on any of the Bonds, shall be deposited in trust, this Resolution shall be defeased with

respect to such Bonds (the “Defeased Bonds”), and the owners of the Defeased Bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein. Defeased Bonds shall be treated as if they have been redeemed for all purposes under this Resolution.

FISCAL YEAR OF SYSTEM. The fiscal year for operating the System shall coincide with the fiscal year of the City.

TAX COVENANT. The City covenants to comply with all requirements of the Code necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The Authorized Officer and other appropriate officials of the City are authorized to do all things necessary (including the making of such covenants of the City as shall be appropriate) to assure that the interest on the Series 2023 Bonds will be and will remain excludable from gross income for federal income tax purposes.

APPOINTMENT OF BOND COUNSEL. The firm of Dickinson Wright PLLC is hereby approved as bond counsel to the City.

MUNICIPAL ADVISOR. Bendzinski & Co., Municipal Finance Advisors is hereby employed as municipal advisor for the Bonds.

PUBLICATION AND RECORDATION. This Resolution shall be published once in full in a newspaper of general circulation in the City qualified under state law to publish legal notices, and the same shall be recorded in the records of the City and such recording authenticated by the signature of the Clerk.

RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

SECTION HEADINGS. The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

SEVERABILITY. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any of the other provisions of this Resolution.

CONFLICT. All Resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed to the extent of the conflict; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Bonds.

EFFECTIVE DATE OF RESOLUTION. Pursuant to Section 6 of the Act, this Resolution shall be approved on the date of first reading and this Resolution shall be effective immediately upon its adoption.

YEAS: Commissioners Alsager, Assmann, Busch, Chapman, Perschbacher & Wingard
NAYS: None
ABSENT: Commissioner Eke

RESOLUTION DECLARED ADOPTED.

Announcements on City-Related Issues and New Business

Clerk Bouck provided information on the availability of nominating packets for the City Commission and the deadline to file is Tuesday, July 25th at 4:00 p.m.

Commissioner Busch reminded everyone that the Isabella County Fair is July 22 - 30.

Public Comment on Agenda and Non-Agenda Items

Mike Kostrzewa, 1211 E. Chippewa St., spoke against the closure of Mosher Street in regard to the Town Center Project and provided survey results to support his opinion.

WORK SESSION - Property Maintenance Standards and International Property Management Code (IPMC)

Building Official Brian Kench provided a presentation on IPMC.

Discussion ensued.

Moved by Commissioner Wingard and seconded by Commissioner Chapman to adjourn the meeting at 7:39 p.m. Motion unanimously adopted.

Amy Perschbacher, Mayor

Heather Bouck, City Clerk

Memorandum



TO: Aaron Desentz, City Manager

FROM: Susanne Gandy, PHR, SHRM-CP
Director of Human Resources

DATE: June 20, 2023

SUBJECT: Brown & Brown Insurance Broker Contract Renewal

The City of Mt. Pleasant operates a self-insured health care plan and utilizes broker services for assistance. As a result of the bid process, we have been working with Brown and Brown of Central Michigan (Brown and Brown) since August 1, 2017. We continue to be impressed with their professional services as an Insurance Broker and their ability to guide and counsel us on the everchanging health insurance industry standards and regulations. They have established a strong relationship with our third-party claims administrator Trustmark and have consistently collaborated to enhance our relationship. In addition, their proven customer service team has benefited to our employees and retirees, focusing on plan services directly related to resolving network, claims and billing issues, all while improving communications with providers and vendors.

During our initial 4 years under contract with Brown and Brown there have been no rate increases. Brown and Brown agreed to work with us under a flat fee agreement and they do not profit off of commissions related to our vendors or third-party administrator. Their rates are below market comparisons, many of which include a commission-based plan and frequently see a 7% to 10% annual increase, on top of commission payments.

Our contract with Brown and Brown expires on December 31, 2023. They have proposed a three-year contract renewal and it includes an increase for each year of the new contract. We feel it is warranted and still remains a good value falling substantially below other brokerage fee structures. We recommend continuing our relationship with Brown and Brown for a three-year term, expiring December 31, 2026.

Current rate agreement: \$11,875.00 per quarter or \$47,500.00 annually

1. 2024 = \$12,500 per quarter or \$50,000 annually
2. 2025 = \$13,125 per quarter or \$52,500 annually
3. 2026 = \$13,750 per quarter or \$55,000 annually

Budget:

The City has sufficient funds within the Health Insurance Fund to fund the Brown & Brown contract.

Staff Recommendation:

I request the City Commission authorize the Mayor to sign a three-year contract renewal with Brown & Brown of Central Michigan for all Broker services related to the City of Mt. Pleasant's Section 125 benefit plans, retiree offerings, and fully insured plans, at the rates noted above.

Memorandum



TO: Aaron Desentz, City Manager
FROM: Brandon Bliss, Assistant Police Chief
Jason Moore, DPW Director
DATE: July 14, 2023
SUBJECT: Approve Trade-In of Purchase-Buyback Program Vehicle

Request

The City Commission is requested to approve the trade-in of an F-250 in the purchase-buyback program at Krapohl Ford for \$42,800.

Reason for Request

On July 10, 2023 the City Commission approved the purchase of 18 vehicles through the purchase-buyback program at Krapohl Ford. At that time the memorandum indicated that Police Administration was working with Krapohl Ford to purchase another vehicle and trade-in their F-250.

While retaining the F-250 was beneficial for the Police Lieutenant through the purchase-buyback program, it is not practical as a long term method of transportation. The 4 door F-250 is classified as a Super Duty Truck with a 6.2 liter V8 engine and is equipped as a "work truck". It is not an efficient vehicle for the method it will be used for in the future assigned to a Police Lieutenant.

If approved, the F-250 would be traded in to Krapohl Ford and a 2023 Ford Edge demo vehicle would be purchased. This particular vehicle is a 4 cylinder AWD passenger vehicle that would be much more suited and efficient for the Police Lieutenant.

Recommendation

We recommend the City Commission approve the purchase of the Ford Edge for the original purchase price of \$38,000 for the F-250 plus \$4,800 which was the additional amount approved by the Commission at their July 10th, 2023 meeting to purchase each of the F-250's. Total purchase price for the vehicle is \$42,800.

Memorandum



TO: Aaron DeSenz, City Manager

CC: Chris Saladine, Finance Director

FROM: Michelle Sponseller, Downtown Development Director

DATE: July 16, 2023

SUBJECT: Resolution Supporting Michigan Arts & Culture Council
2024 Arts Project Mini-Grant – Paint the Pavement Application

The Department of Downtown Development, along with Art Reach of Mid Michigan, is intending to apply for a Michigan Arts & Culture Council 2024 Arts Project Mini-Grant for “Paint the Pavement” for the summer of 2024. The grant application process for the Michigan Arts & Cultural Council requires the governing board approve a resolution as part of the completed grant package.

Started in 2013 at the intersection of Main and Broadway, Paint the Intersections, spearheaded by Art Reach of Mid Michigan, brings more than 400 people into downtown to participate in one of the most popular public art events offered each year. Since its inception, Paint the Intersections has added the intersections of Broadway and University and Broadway and Franklin, and has been rebranded to “Paint the Pavement”.

Art Reach has asked that the City apply for a Michigan Arts & Cultural Council mini-grant to help cover additional costs for materials, as Art Reach is already applying for operational funds through the same agency and is limited to one application. The City was asked to apply as the lead organization with the mini-grant.

The application will request \$4,000 from the Michigan Arts & Cultural Council using matching funds from Art Reach with an in-kind match from the City, valued at \$1,000. The \$1,000 in-kind match would be for staff time (event logistics and planning). Aside from the in-kind donation, the City is not committing any additional funds to the project should the grant not be funded.

REQUESTED ACTION

Consider adoption of resolution approving submittal of the Michigan Arts & Cultural Council 2024 Arts Project Mini-Grant – Paint the Pavement Application.

Attachment:

- Resolution

City of Mt. Pleasant
Michigan Arts & Culture Council
2024 Arts Project Mini-Grant – Paint the Pavement
Resolution of Adoption

Whereas, the City of Mt. Pleasant working with community partners wishes to expand the Paint the Pavement public art project in downtown to help serve the community’s arts for the fiscal year 2024, and;

Whereas, the proposed Paint the Pavement project is consistent with the goals and objectives of the City’s current Master Plan, and;

Whereas the proposed 2024 Paint the Pavement project and grant application were discussed at a public meeting of the Mt. Pleasant City Commission held July 22, 2023 at 7:00 p.m. , and;

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

Now therefore, be it that the Mt. Pleasant City Commission hereby approves submittal of a 2024 Michigan Arts and Cultural Council grant application for the 2024 Paint the Pavement project.

Yeas:
Nays:
Absent:

I, _____ City Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City of Mt. Pleasant at a Regular Meeting thereof held the 22nd day of July, 2023.

Signature

Clerk’s name

_____ City Clerk

CITY SEAL HERE

City of Mt. Pleasant, Michigan




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

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

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

MEMORANDUM

TO: Aaron Desentz, City Manager
Paul Lauria, Director of Public Safety
Doug Lobsinger, Fire Chief

FROM: Brian Kench, Building Official 

DATE: July 14, 2023

SUBJECT: International Property Maintenance Code – Public Hearing

As you know, staff completed our review of the City Code ahead of the adoption of the International Property Maintenance Code. Following the work session held on July 10th, the City Commission noted they are ready to schedule a public hearing to adopt the 2021 IPMC, along with the recommended amendments to the City Code.

Recommendations for deletions and/or amendments were compiled and reviewed by the City Attorney's office. The draft ordinance prepared by the City Attorney, along with the redline version outlining the changes to chapter 96, 150 and 152 for your review.

Many of the recommendations to remove items from chapter 152, taking into consideration the housing and licensing standards, are items that are provided for under the property maintenance code or other state or local codes related to definitions, noticing, etc. as noted in the attachment.

RECOMMENDED ACTION

Set a public hearing on July 24, 2023, for the hearing to be held on August 14, 2023, to adopt the 2021 International Property Maintenance Code and amend Chapters 96, 150 and 152 of the City Code. Following the hearing, approve the adoption of the IMPC and pertinent sections of the City Code.

**CITY COMMISSION
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CITY CODE REGARDING INTERNATIONAL
PROPERTY MAINTENANCE CODE**

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF MOUNT PLEASANT:

Section 1. Amendment of Chapter 96 of City Code.

The City of Mount Pleasant hereby amends chapter 96 of the City Code entitled "Nuisances" is hereby amended to remove section 96.02 titled "Dangerous Structures Prohibited" in its entirety.

Section 2. Amendment of Chapter 150 of City Code.

The City of Mount Pleasant hereby amends chapter 150 of the City Code entitled "Building Regulations" to as follows:

Section 150.30 shall be amended to read, in its entirety, as follows:

§150.30 ADOPTION OF 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended by the City Code.

Sections 150.32 entitled "Definitions" and 150.34 entitled "Exterior and Maintenance Requirement of Property" shall be removed in their entirety.

Section 150.36 entitled "Appeals" shall be amended to read, in its entirety, as follows:

§150.30 APPEALS

Any person issued a notice or municipal civil infraction pursuant to this subchapter may appeal to the Building, Fire, and Sanitary Sewer Board of Appeals or its designee.

Section 3. Amendment of Chapter 152 of City Code.

The City of Mount Pleasant hereby amends chapter 152 of the City Code entitled "Housing Licensing Code" to read, in its entirety, as follows:

§ 152.001 TITLE.

This code shall be known as the “Housing Licensing Code” and may be cited as such, and will be referred to herein as “this Code.”

§ 152.002 PURPOSE.

The purpose of this Code is to provide minimum requirements for the health, safety and welfare of the general public and the owners and occupants of certain residential buildings.

§ 152.003 SCOPE.

(A) Application. This Code shall apply to all rented or leased buildings, including manufactured homes, or any portions thereof, that are used or intended to be used for human habitation as a two-family dwelling, a multi-family dwelling, a rooming dwelling, a boarding dwelling, a lodging dwelling, or a hotel or motel. This Code shall also apply to single-family dwellings which are leased or rented by the owner for more than 180 days during any 12-month period. In addition, if a building that is licensed under this Code but does not comply with all of the provisions of the Code is thereafter unlicensed for one year or more, the building must thereafter comply with this Code before it acquires a new license.

(B) Alterations. Existing licensed buildings that are subject to this Code, but that do not comply with this Code shall, at the time of alteration or repair, and with respect to this new work, be altered or repaired to conform to this Code, the City Building Code (Chapter 150 of the Code of Ordinances), and the laws of the state of Michigan.

(C) Relocation. Buildings which are moved or relocated shall be considered new buildings and shall comply with all of the requirements of this Code.

(D) Exception. This Code shall not apply to a single-family dwelling that is leased or rented for less than 180 days annually if the owner of the single-family dwelling receives a principle home exemption from the city, and the owner resides at least 180 days in the dwelling during the annual time period in which the dwelling is leased or rented.

(E) Severability. If a section, subsection, sentence, clause or phrase of this Code is, for any reason, held to be unconstitutional or a violation of the laws of the State of Michigan, such decision shall not affect the validity of the remaining portions of this Code.

§ 152.004 DEFINITIONS.

The definitions in Chapter 2 of the 2021 Edition of the International Property Maintenance Code are adopted as part of this Code. The following definitions shall also apply unless the context clearly indicates or requires a different meaning.

~~BOARDING DWELLING. A rooming dwelling where meals are provided.~~

~~BUILDING, EXISTING. A building constructed prior to this Code or one which was built pursuant to a valid building permit.~~

~~CEILING HEIGHT. The clear vertical distance from finished floor to the finished ceiling.~~

DESIGNATED AGENT. A person, firm or corporation acting on behalf of, representing, or caring for the property on behalf of the owner.

~~DWELLING. A building including manufactured homes, used in whole or in part for human habitation.~~

DWELLING: a Building used in whole or part for human habitation. Dwellings are divided into the following categories:

1. Dwelling, One-Family: a Building used exclusively or designed for one-family occupancy.
2. Dwelling, Two-Family: a Building used exclusively or designed for the occupancy of two individual families living independently of each other.
3. Dwelling, Multiple-Family: a Building containing three or more Dwelling Units.
4. Dwelling, Rooming: a Building containing one or more Dwelling Units that is approved for use by three or more Persons, not meeting the definition of a Family, per Dwelling Unit. This is also known as a Rooming House.
5. Dwelling, Boarding: a Rooming Dwelling where meals are provided.
6. Dwelling, Registered Student Organization: a Building or Rooming Dwelling used to house three or more unrelated individuals, which is owned, rented, leased or purchased by or on behalf of a student organization registered by the Central Michigan University Office of Student Life, in the name of:
 - a. the Registered Student Organization.
 - b. a housing corporation or partnership affiliated with the registered organization; or
 - c. one or more members of the Registered Student Organization (RSO) when membership in the RSO is required to live at the Rooming Dwelling and/or the Rooming Dwelling is identified by Signs or other symbols as being affiliated with the RSO.

~~—EXIT. A continuous and unobstructed means of egress to a public way, and shall include intervening doorways, corridors, ramps, stairways, smoke proof enclosures, horizontal exits, exit courts, and yards.~~

FAMILY OR FUNCTIONAL FAMILY as defined UNDER THE CITY'S ZONING ORDINANCE ~~as one of the following:~~

~~(1) One or more persons related by blood, marriage, adoption or guardianship, plus not more than one person not so related, living as a single housekeeping unit in all zoning districts of the city.~~

~~—(2) Two persons plus their offspring living as a single housekeeping unit in all residential zoning districts in the city.~~

~~—(a) One professional caregiver such as a nurse, nanny, physical therapist, and the like, caring for either of the persons or their offspring may also reside in the dwelling.~~

~~— (b) OFFSPRING means descendants, including biological offspring, adopted children, foster, and legal wards.~~

~~— (3) A functional family living as a single housekeeping unit which has received a permit pursuant to the Mount Pleasant Zoning Ordinance.~~

FIRE OFFICIAL. The duly appointed city Fire Official or a regularly authorized assistant.

~~FUNCTIONAL FAMILY. A group of people plus their offspring having a relationship which is functionally equivalent to a family. The relationship must be of a permanent and distinct character with a demonstrable and recognizable bond characteristic of a cohesive unit.~~

~~FUNCTIONAL FAMILY does not include any society, club, fraternity, sorority, association, lodge, organization or group of students or other individuals where a common living arrangement or basis for establishment of a housekeeping unit is temporary.~~

~~GOOD REPAIR. Suitable general condition after repair.~~

GUEST ROOM. Any room or rooms used, or intended to be used by a guest which is a person sharing a rooming or dwelling unit in a non-permanent status for not more than 72 hours, for sleeping purposes. Every 100 square feet of superficial floor area in a dormitory is a guest room.

~~HABITABLE ROOM. Any room meeting the requirements of this Code for sleeping, living, cooking or dining purposes excluding such enclosed places as closets, pantries, bath or toilet rooms, service rooms, connecting corridors, laundries, foyers, storage spaces, unfinished attics, utility rooms, cellars and similar spaces.~~

HOTEL: an establishment where short-term Lodging is offered for compensation and Lodging units are accessed from interior hallways.

MOTEL: an establishment where short-term Lodging is offered for compensation and one or more Lodging units ae access by exterior doors opening directly to the exterior Parking Areas, Passageways, or the outdoors.

~~HOTEL and MOTEL. A building containing six or more guest rooms used for the accommodation of transient guests, whether rented or hired out to be occupied or are occupied for sleeping purposes by guests whether rent is paid in money, goods, labor, or otherwise. If used or intended to be used or designed primarily for accommodation of transient or non-transient guests, the designation given by the owner (such as hotel, motel, motor inn, or similar) may (but is not required) be used in determining its classification. It does not include any jail, hospital, or institution in which human beings are housed and detained under legal restraint.~~

~~HUMAN HABITATION. Living quarters used by people whether for a portion of a day or longer, containing certain provisions for sleeping and may include provisions for living, cooking, dining, and sanitation.~~

~~MANUFACTURED HOME. (Refer to the Michigan Residential Code Definitions)A structure, transportable in one or more sections, which, in the traveling mode, is eight body ft. (2.4 m) or more in width or 40 body ft. (12.2 m) or more in length or, when erected on site, is 320 ft² (29.7 m²) or more and which is built on a permanent chassis and designed to be used as a dwelling,~~

with or without a permanent foundation, when connected to the required utilities, and includes plumbing, heating and electrical systems contained therein; except that such terms shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the regulatory agency. Calculations used to determine the number of square feet in a structure are based on the structure's exterior dimensions, measured at the largest horizontal projections when erected on-site. These dimensions include all expandable rooms, cabinets, and other projections containing interior space, but do not include bay windows.

MULTI FAMILY DWELLING. A building containing three or more dwelling units.

—**OCCUPANT.** A person residing in a rented or leased building to which this Code applies.

—**OWNER.** The record title owner of a parcel that is the site of a rented or leased building to which this Code applies.

—**ROOMING DWELLING.** A building containing one or more units that is approved for use by three or more persons, not meeting the definition of a family, per dwelling unit. This is also known as a **ROOMING HOUSE.**

SUPERFICIAL FLOOR AREA. Is the net floor area within the enclosing walls of the room in which the ceiling height is not less than five feet excluding built-in equipment such as wardrobes, cabinets, kitchen units, or fixtures.

TWO FAMILY DWELLING. A building used exclusively or designed for occupancy of two individual families living independently of each other.

§ 152.005 RESPONSIBILITIES OF OWNERS.

Every owner shall comply with the following provisions:

(A) At the time a new tenant occupies a vacant dwelling unit, the new tenant shall be provided with a clean, healthful and safe dwelling unit, free of visible mold and mildew.

(B) Maintain the public or shared areas of a dwelling or the premises in a clean, safe, and sanitary condition.

(C) Maintain in good repair every dwelling and premises and all parts thereof, including, but not limited to, plumbing, heating, ventilating, and electrical systems, and the interiors and exteriors of dwellings and dwelling units.

(D) Maintain all fixtures, furniture, and furnishings that are furnished by the owner in a safe condition and in good repair.

(E) Display in a conspicuous place in the common way of the dwelling or dwelling unit a copy of the housing license or attach a copy of the then current housing license to the lease at the time of execution of the lease, or include the following provision in the lease:

The City of Mt. Pleasant regulates rental properties within the city. Your Landlord will provide you a copy of the current housing license for your property without charge upon your

written request to the Landlord. You may also acquire a copy of the current housing license for your property by contacting the Mt. Pleasant Fire Department at 989-779-5100.

(F) Include within the terms of every written lease the provisions set forth in § 96.04.

(G) Cooperate with and assist the city in the enforcement of § 96.04.

(H) An owner or agent shall not allow a dwelling unit to be occupied by more persons than such dwelling unit is licensed for or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(I) Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions.

(J) Equipment, systems, devices and safeguards required by this Code or a previous regulation or Code under which the building was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required by applicable law to be removed from or shut off for any occupied dwelling or dwelling unit, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this Code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing buildings.

(K) All water leaks shall be properly repaired.

(L) All locations within the building for which the Landlord is responsible for under the lease, shall be kept free of visible mold and mildew.

(M) Comply with other applicable provisions of this Code.

(N) Owners shall provide tenants with all applicable City requirements for vehicle parking.

§ 152.006 RESPONSIBILITIES OF OCCUPANTS.

Every occupant shall cooperate with and assist the owner to keep and maintain the building, dwelling unit and premises to meet the minimum requirements of this Code. In addition:

(A) Every occupant shall notify the owner or his/her agent in writing of any water leaks or of any condition believed to be in violation of this Code which directly affects the dwelling unit within a reasonable time of discovery of any leaks or condition.

(B) Every occupant may at any time notify the Fire Official of any condition believed to be in violation of this Code.

(C) Every occupant shall properly use all facilities, including bathroom and kitchen facilities, and shall maintain them in a manner that is sufficiently clean and sanitary so as not to place other occupants within that building at risk for safety or health reasons.

(D) An occupant shall not sublet or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(E) Every occupant shall properly use the designated parking area provided by the applicable lease and shall not park across sidewalks or lawns.

(F) Occupants of any dwelling unit shall be responsible jointly and/ or severally for any violation of this section of this Code.

(G) Every occupant shall assist the owner and cooperate with the City in compliance with and enforcement of the § 96.04.

(H) Occupants shall not place any article of furniture and/ or an appliance manufactured for and intended primarily for indoor use out of doors, in yards, on open porches, or patios.

(I) No occupant of any dwelling unit or building shall cause intentional destruction nor allow the intentional destruction by others to the dwelling unit or building or any part thereof.

(J) No occupant shall access, nor permit access by others, to the rooftop of any structure. Exception: access by property maintenance personnel shall be permitted for necessary repairs.

(K) Every occupant shall properly use all facilities and maintain them in a clean and sanitary manner free of excessive accumulations of waste product or clutter, unwashed clothing and unclean dishware or cookware. All areas for which the tenant is responsible for under the lease, shall be kept free of visible mold or mildew.

(L) No occupant of any dwelling unit or building shall allow any refuse, debris or other substance to accumulate in the dwelling unit or building or any other area, which said occupant has use or possession thereof, which puts other occupants of that building at risk for health or safety reasons.

(M) Occupants shall comply with all applicable parking requirements of the City including, but not limited to parking permit requirements.

§ 152.007 REFERENCED CODES AND STANDARDS.

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended below and otherwise in this Code:

~~—Chapters 3 through 8 of the 2012 edition of the International Property Maintenance Code are hereby adopted as part of this Code and shall apply to all buildings subject to the Code except as added, amended or deleted, as follows:~~

~~—Add 301.4 Owner-occupied rental. Owner-occupied portions of residential dwelling buildings shall be inspected annually to insure that a non-owner occupant of that residential dwelling building will not be subject to risk because of safety or sanitary conditions existing in the owner-occupied portion of the residential dwelling building.~~

Add 301.5 New rental properties. Each dwelling added to the housing licensing program after the adoption date of this Code, shall be considered as new construction with respect to fire resistance rate construction, fire protection systems and means of egress and shall comply with all sections of this Code and all other applicable codes.

Amend 302.4 Weeds. The regulation of noxious weeds shall be enforced in accordance with Section 96.05 of the Mt. Pleasant Code of Ordinances, entitled Lawn Maintenance; Height; Removal of Noxious Weeds.

Amend 304.14 Insect screens. Every door, window and other outside opening required for ventilation (see § 403.1) of habitable rooms, food preparation areas, food service areas or any area where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm) and every swinging screen or storm door shall have a self-closing device in good working condition.

~~Amend 304.18.1 Doors. Each dwelling added to the housing licensing program after the adoption date of this Code, shall provide all doors providing access to a dwelling unit that is rented, leased or let shall be equipped with a deadbolt lock meeting specifications set forth herein. Such deadbolt locks shall be operated only by the turning of a knob or a key and shall have a lock throw of not less than one inch. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock. Such deadbolt locks shall be installed according to manufacturer's specifications and maintained in good working order. All deadbolt locks required by this section shall be designed and installed in such a manner so as to be operable inside of the dwelling unit without the use of a key, tool, combination thereof or any other special knowledge or effort.~~

~~Add 304.18.4 Room security. Each rooming dwelling added to the housing licensing program after the adoption date of this Code, shall have positive latching, lockable door hardware, on each sleeping room.~~

~~Delete 308.2.1~~

~~Delete 308.3.1~~

~~Delete 308.3.2~~

Add 308.4 Garbage facilities shall be constructed and maintained in compliance with the City of Mt. Pleasant zoning requirements and Chapter 50 of the City Code of Ordinances.

Add 308.5 Occupant responsibility. Occupants of all dwellings are required to comply with Chapter 50 of the City Code of Ordinances.

~~Amend 403.1 Habitable spaces. Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 402.1.~~

~~Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m²). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.~~

~~Exception: Where rooms and spaces without openings to the outdoors comply with the Michigan Residential Code for light and ventilation in habitable rooms.~~

~~—Add 403.6 Sleeping rooms with two doors. Sleeping rooms with an exterior door in lieu of a window, shall be provided with a screen door at the exterior for ventilation.~~

Add 404.3.2 Elevated sleeping surface. Lofts, bunk beds or other elevated sleeping surfaces shall be installed not closer than 30 inches from the top of the sleeping surface to the ceiling of the room. Lofts, bunk beds or other elevated sleeping surfaces shall not block any opening or window that is a required means of egress by any applicable code.

Amend 404.3 Minimum ceiling heights for rentals added to the housing licensing program after the adoption date of this code. Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas may be approved to be less than 7 feet if the following conditions are met:

1. Ceiling height shall not be less than 6 feet 8 inches and the ceiling must be at least 3 feet 6 inches in width at that height across the length of the room.

~~2. Bedrooms must have at least one window which meets the current minimum egress size requirements of the local adopted building code.~~

~~3. The smoke detectors must meet the minimum requirements of the local adopted building code.~~

~~4. In habitable spaces where the ceiling height is less than 8 feet, ceiling paddle fan blades shall have a clearance height of 7 feet to the floor.~~

~~—Delete Exceptions to Section 404.3~~

~~—Amend 404.4.2 Access from bedrooms. Each dwelling added to the housing licensing program after the adoption date of this Code shall not have bedrooms which constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.~~

~~—Add 404.8 Minimum floor area. Each dwelling subject to this Code shall have the minimum number of square feet of total floor area as set forth in Chapter 154 of the City Code of Ordinances, except as provided in § 154.007.~~

~~—Amend 602.3 Heat Supply. Heat shall be supplied so as to maintain a minimum temperature of 68° F (20°) in all habitable rooms, bathrooms, and toilet rooms.~~

~~—Exceptions:~~

~~1. When outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in the Michigan Plumbing Code.~~

~~2. In areas where the average monthly temperature is above 30° F (-1° C) a minimum temperature of 65° F (18° C) shall be maintained.~~

~~—Add 702.5 Emergency escape. Emergency escape and rescue openings shall be provided and installed in accordance with this Code, as follows:~~

~~702.5.1 Emergency escape and rescue openings for existing rental dwellings shall be provided and installed in accordance with the Michigan Rehabilitation Code for Existing Buildings.~~

702.5.2 Emergency escape and rescue openings for each dwelling added to the housing licensing program after the adoption date of this Code shall be provided and installed in accordance with the Michigan Residential Building Code.

Add 703.3 Under-stair protection. Enclosed accessible spaces under stairs shall have the walls, under stair surface and any soffit protected on the enclosed side with minimum 1/2 inch gypsum wallboard, taped and finished. Use of under stair storage areas, which pose difficulty for compliance with this Code, shall be discontinued and permanently sealed from future use. Under stair mechanical areas, which pose difficulty for compliance with this Code, may be protected by the installation of domestic water sprinkler head(s) to completely protect the area.

Add 703.4 Separation required. Each dwelling subject to this Code with attached garage or storage areas shall have a fire separation extending the full width and height of the common wall(s) with the living portion of the structure. All separations shall be designed and installed in accordance with the Michigan Residential Building Code. If the living space of the structure is located above a garage space, the common floor/ceiling between the two spaces shall be separated in accordance with the garage separation section of this and all applicable codes. Fire resistance-rated floor-ceiling and wall assemblies shall extend to and be tight against the exterior wall, and wall assemblies shall extend tight to and be sealed to the underside of the roof sheathing.

Amend 704.2 Smoke alarms. Each dwelling added to the housing licensing program after the adoption date of this Code shall have smoke alarms installed in accordance with the Michigan Residential Building Code. Dwellings licensed on or before the adoption date of the Code shall comply with State of Michigan law as amended for the Michigan Building Code (R408.30446), the Michigan Residential Building Code (R408.30546) and the Michigan Rehabilitation Code (R408.30566). In addition, existing buildings constructed after November 6, 1974, that do not comply with state law shall conform to state law when battery operated smoke alarms expire. Finally, when any new smoke alarm is installed in any dwelling licensed under this Code after this date, the smoke alarm shall comply with the following provisions:

704.2.1 A smoke alarm shall receive its primary power from the building wiring (provided that such wiring is served from a commercial source) and shall be equipped with a back-up battery.

704.2.2 A smoke alarm shall be sealed and have a non-removable, non-rechargeable battery which will last ten (10) years.

~~704.3~~

~~704.4~~

Add 704.5 Early detection with elevated sleeping surfaces. Sleeping rooms or areas with elevated sleeping surfaces such as bunk beds or lofts shall require the installation of a smoke detector in said sleeping room. It shall be the responsibility of the provider of the loft or bunk to provide a smoke detector that is sealed and has a non-removable, non-rechargeable battery that is

capable of operating the smoke alarm in the normal condition for a life of at least 10 years. This smoke detector must be mounted on the ceiling surface in accordance with manufacturers requirements.

~~—Add—704.6 Smoke alarm maintenance. Smoke alarms shall be maintained in good working condition and shall be replaced in accordance with the manufacturer's recommendations and the detector listing. Smoke alarms shall be maintained free of accumulations of dirt, dust and other materials that may impede operation. Covers shall be maintained on all alarm units for proper testing.~~

~~(Ord. 927, passed 5-14-07; Am. Ord. 1017, passed 10-12-16) Penalty, see § 152.999~~

§ 152.008 HOUSING LICENSE APPLICATION; FEE.

(A) No person shall occupy a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific named dwelling.

(B) No person shall operate or permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(C) No person who manages a property on behalf of an owner shall permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(D) The following shall apply to the issuance of any housing license:

(1) Application for a housing license or for renewal shall be made in writing by the owner to the Fire Official, on forms furnished by the Fire Official, and shall be accompanied by an inspection fee established pursuant to division (E) below. The owner's signature is required on the form.

(a) If after inspection(s) by the Fire Official, or designee, the dwelling is found to be in accordance with all provisions of this Code, and all applicable fees have been paid, a housing license will be issued.

(b) An initial housing license shall be valid for a period of one year from the date of issuance (unless sooner revoked). Any successive renewal of the housing license shall be valid for a one-year period from the date of expiration of the initial or any successive license renewal, except the Fire Official is authorized, for the initial housing license issued for a dwelling, to issue the housing license for a period of up to one year and nine months for the purpose of adjusting the time when such housing license expires.

(2) A violation of this Code shall not prevent the issuance of a housing license, unless the Fire Official determines existing conditions constitute either: (a) a hazard to the health, safety, or welfare of those who may occupy the dwelling; or (b) a hazard to the health, safety, or welfare of the community.

(3) Applicants shall designate in writing with each application or renewal, an agent upon whom service or notice under this Code and service or process for violation of this Code may be

made in the absence of the owner. The agent designated must reside in the county to receive such notice. This designated agent must give written approval for the use of his/her name as the designated agent. A violation of this section is a misdemeanor MUNICIPAL CIVIL INFRACTION

(4) Every person holding a housing license shall provide in the written lease a provision that the tenant or roomer will allow the Fire Official, or his/her designee, access to the dwelling and/or dwelling unit for the purpose of inspection required as a prerequisite to granting or renewal of a housing license, or for the purpose of investigating a complaint.

(5) No housing license is transferable to another dwelling, and each person issued a housing license shall give notice in writing to the Fire Official within seven days after having conveyed title, or assigned, transferred, or otherwise disposed of legal control of any licensed dwelling. Such notice shall include the name and address of persons succeeding to the ownership or control of such dwelling, and to whom the housing license is to be transferred. Within ten days of any transfer of ownership, the assigned shall comply with division (D)(3) above.

(6) Application for the renewal of a housing license shall be made at least 30 days prior to the expiration date of the existing housing license. Late applications will be charged a late fee.

(7) A record of all housing licenses issued shall be kept on file in the offices of the Fire Official, and copies will be furnished upon request. The Commission shall set this fee by resolution from time to time.

(E) Housing license fees shall be set by resolution of the Commission.

(Ord. 927, passed 5-14-07; Am. Ord. 966, passed 4-25-11; Am. Ord. 1022, passed 3-27-17)
Penalty, see § 152.999

§ 152.009 TEMPORARY LICENSE.

The Fire Official may issue a temporary housing license for all or part of a dwelling in the process of erection or alteration if the dwelling or part thereof to be occupied complies with the provisions of this Code. No temporary housing license may be issued for longer than six months, and no temporary housing license shall be effective more than five days after the erection or alteration of the dwelling is completed.

(Ord. 927, passed 5-14-07)

§ 152.010 ENFORCEMENT.

(A) General. The Fire Official shall enforce the provisions of this Code.

~~(B) Inspections. The Fire Official, or designee, shall make all required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible Officer of such approved agency or by the responsible individual. The Fire Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise.~~

~~(C) Right of entry. The Fire Official, or designee, is authorized to enter all buildings or structures subject to this Code at reasonable times in order to inspect the buildings or structures,~~

~~subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Fire Official is authorized to pursue recourse as provided by law.~~

(Ord. 927, passed 5-14-07)

§ 152.011 HOUSING BOARD OF APPEALS.

(A) Creation. A Housing Board of Appeals is hereby created to provide a reasonable interpretation of the provisions of this Code and to give relief where unnecessary hardship would result from carrying out the strict letter of this Code. The duty of the Board shall be to consider appeals from decisions of officials charged with the enforcement of this Code and to determine in particular cases whether any deviation from the strict enforcement of this Code will violate the intent of this Code or jeopardize the public health, safety and welfare.

(B) Membership and appointment. The Building Fire and Sanitary Sewer Board of Appeals shall perform the duties of the Housing Board of Appeals.

(C) Public meetings.

(1) The Housing Board of Appeals shall meet in a fixed place, and all meetings shall be open to the public.

(2) When an appeal has been properly filed and is to be considered, the Housing Board of Appeals shall give at least ten days' notice of the time and place of the hearing in a daily newspaper of general circulation in the city. The Housing Board of Appeals shall also give five days' notice by personal service or by mail to the applicant, and Fire Official, and, when an appeal applies to the condition or appearance of the outside of a building or to conduct by an occupant which the Housing Board of Appeals reasonably believes may adversely impact neighboring properties, to any person to whom real property is assessed that is within 100 feet of the premises of the appeal, and such notice will be addressed to the respective owners at the address given on the last assessment roll. Any party may appear at such hearings in person or by agent.

(D) Rules, minutes and records. The Housing Board of Appeals shall adopt its own rules or procedure and keep a record of its proceedings, showing the action of the Board. Such records shall be considered public records.

(E) Appeal cases. Any person affected by any notice and order which has been issued in connection with the enforcement of this Code who has not otherwise been offered a hearing under this Code may request and shall be granted a hearing on the matter before the Housing Board of Appeals, provided that such person shall file in the office of the Fire Official a written petition requesting such hearing and setting forth the name, address, and phone number of the petitioner and a brief statement of the grounds for such hearing. Petition shall be filed within ten days after the day the notice of order is served. Upon receipt of such a petition, the Fire Official shall set a time for the hearing before the Housing Board of Appeals and shall give the petitioner written notice thereof.

(F) Fee for appeal cases. A fee shall be paid to the City Treasurer before filing a petition as set forth in division (E) above. The Commission shall set this fee by resolution.

(G) Stay of order. Any determination made by the Fire Official which is appealed to the Housing Board of Appeals under division (E) above shall be stayed until a disposition of the appeals is made by the Housing Board of Appeals.

(H) Action of Board. After a hearing, the Housing Board of Appeals shall sustain, modify, or withdraw the notice and order depending upon its findings. If it clearly appears that, by reason of special conditions, undue hardship would result from the strict application of any section of this Code, the Housing Board of Appeals may permit a variance from the mandatory provisions thereof in such a manner that the public safety shall be secured, substantial justice done, and the spirit of the provisions of this Code upheld. All decisions to permit a variance under this section shall be by a majority vote of the total membership of the Board, excluding the alternate member.

(Ord. 927, passed 5-14-07)

§ 152.012 DETERMINATION AND NOTICE OF VIOLATION.

(A) If upon inspection the Fire Official finds a violation of this Code, he/she shall issue a notice and order directed to the owner of record ~~in accordance with the 2021 International Property Maintenance Code. -stating the date of inspection, the name of the inspector, the nature of the violation, and the time within which the correction shall be completed.~~

(B) A violation which is determined by the Fire Official to constitute a hazard to health or the occupants or the community as a whole, shall be ordered corrected within the shortest reasonable time, and notice of having begun compliance shall be given to the Fire Official by the owner within 48 hours. All other violations shall be corrected within 30 calendar days from the date of notice.

(C) At the end of the period of time the Fire Official has allowed for the correction of any violation notice as provided, the Fire Official shall reinspect the licensed dwelling, and if he/she determines that the conditions requiring corrections set forth in the notice sent have not been corrected, the Fire Official may issue an order notifying the owner of the continuing violation(s) and schedule a hearing to suspend the housing license ~~under the procedure as outlined in the 2021 International Property Maintenance Code.~~

~~— (1) The hearing will be held before the Building Official, the Department of Public Works Director, and the Planning and Economic Development Director.~~

~~— (2) Notice of the continuing violation(s) and the date and place of the hearing will be provided to the owner at least five days before the hearing.~~

~~— (3) At the hearing, the Fire Official, or designee, shall present evidence to establish that a violation of the Code exists.~~

~~— (4) The owner shall have the right to present evidence and ask questions of the Fire Official, or designee.~~

~~— (5) The Fire Official, or designee, shall have the right to ask questions of the owner.~~

~~— (6) The hearing panel shall determine, by a preponderance of the evidence, if a violation of the Code exists and if the housing license is suspended.~~

~~(7) Within seven days after the hearing, the hearing panel shall present a written decision to the Fire Official and the owner.~~

(D) Any person whose housing license under this section has been suspended shall be entitled to an appeal to the Housing Board of Appeals. If no appeal is properly presented within 21 days following the issuance of the order of suspension, the housing license shall be revoked except that if prior to the revocation of the housing license any person whose housing license has been ordered suspended may request reinspection, upon a showing that the violation or violations cited in the notice have been corrected.

(E) If, upon reinspection pursuant to the request of the person whose housing license has been ordered suspended but not yet revoked, the Fire Official finds the dwelling in connection with which notice was issued is now in compliance with this Code and with applicable rules and regulations issued pursuant thereto, he/she shall reinstate the housing license. A request for reinspection shall not extend the suspension period.

(F) If an appeal to the Housing Board of Appeals is taken, and if the Housing Board of Appeals does not reverse the decision, the housing license shall be revoked within ten days following the denial of the appeal by the Housing Board of Appeals.

(G) If an owner or occupant fails to comply with an order of suspension which has not been appealed, or which the Housing Board of Appeals has sustained, the Fire Official or his/her agent may take action to abate or enjoin the violation and enforce the provisions of this Code.

(H) When an uncorrected violation creates an imminent danger to the health and safety of the occupants of the dwelling or premises, the city may file an action seeking a preliminary injunction or other temporary relief appropriate to remove such danger during the pendency of any action.

§ 152.013 NOTICE.

(A) Service and terms. All notices shall be in writing and shall be deemed given when one of the following is done:

(1) Personal service.

(2) A copy of such notice is sent by certified mail, postage prepaid, return receipt requested.

(3) If no address so appears nor is known to the Fire Official, a copy of the notice shall be mailed to the owner at the address of the building or structure and a copy of the notice and order shall be posted in a conspicuous place on the building or structure.

(4) Service by certified mail in the manner herein provided shall be effective on the date of mailing; proof of service of the notices and the manner of such service shall be made by affidavit sworn to by the person affecting such service, declaring time, date, and the manner in which the service was made. The affidavit, together with any receipt for mailing and any receipt card returned in acknowledgment of receipt by certified mail, shall be affixed to the copy of the notice retained by the Fire Official.

(B) Notice. The failure of any person to receive notice as provided for above shall not affect the validity of any proceedings taken under this Code.

§ 152.999 PENALTY.

(A) Except as provided in the sections above, any person violating a provision of this Code shall be responsible for a municipal civil infraction and subject to a fine set by the court.

(B) Fines for permitting occupancy of unlicensed dwellings, in violation of divisions (B) and (C) of § 152.008, shall be as follows:

(1) First offense \$50.

(2) Second offense, or offense by an individual who knew or should have known about the city's housing licensing requirements. An individual who owns, manages, or is an employee or principal of an entity that owns or manages a licensed rental dwelling in the city is presumed to know about the city's licensing requirements
\$2,500.

(3) Each subsequent offense \$5,000.

Section 4. Publication and Effective Date. The City Clerk will cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance will take effect 30 days after its adoption.

YEAS: Commissioner(s) _____

NAYS: Commissioner(s) _____

ABSTAIN: Commissioner(s) _____

ABSENT: Commissioner(s) _____

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2023.

Date: _____, 2023

Amy Perschbacher, Mayor

Date: _____, 2023

Heather Bouck, City Clerk

Introduced: _____, 2023

Adopted: _____, 2023

Published: _____, 2023

Effective: _____, 2023

85714:00004:7049559-1

**CITY COMMISSION
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CITY CODE REGARDING INTERNATIONAL
PROPERTY MAINTENANCE CODE**

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF MOUNT PLEASANT:

Section 1. Amendment of Chapter 96 of City Code.

The City of Mount Pleasant hereby amends chapter 96 of the City Code entitled "Nuisances" is hereby amended to remove section 96.02 titled "Dangerous Structures Prohibited" in its entirety.

Section 2. Amendment of Chapter 150 of City Code.

The City of Mount Pleasant hereby amends chapter 150 of the City Code entitled "Building Regulations" to as follows:

Section 150.30 shall be amended to read, in its entirety, as follows:

§150.30 ADOPTION OF 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended by the City Code.

Sections 150.32 entitled "Definitions" and 150.34 entitled "Exterior and Maintenance Requirement of Property" shall be removed in their entirety.

Section 150.36 entitled "Appeals" shall be amended to read, in its entirety, as follows:

§150.30 APPEALS

Any person issued a notice or municipal civil infraction pursuant to this subchapter may appeal to the Building, Fire, and Sanitary Sewer Board of Appeals or its designee.

Section 3. Amendment of Chapter 152 of City Code.

The City of Mount Pleasant hereby amends chapter 152 of the City Code entitled "Housing Licensing Code" to read, in its entirety, as follows:

§ 152.001 TITLE.

This code shall be known as the “Housing Licensing Code” and may be cited as such, and will be referred to herein as “this Code.”

§ 152.002 PURPOSE.

The purpose of this Code is to provide minimum requirements for the health, safety and welfare of the general public and the owners and occupants of certain residential buildings.

§ 152.003 SCOPE.

(A) Application. This Code shall apply to all rented or leased buildings, including manufactured homes, or any portions thereof, that are used or intended to be used for human habitation as a two-family dwelling, a multi-family dwelling, a rooming dwelling, a boarding dwelling, a lodging dwelling, or a hotel or motel. This Code shall also apply to single-family dwellings which are leased or rented by the owner for more than 180 days during any 12-month period. In addition, if a building that is licensed under this Code but does not comply with all of the provisions of the Code is thereafter unlicensed for one year or more, the building must thereafter comply with this Code before it acquires a new license.

(B) Alterations. Existing licensed buildings that are subject to this Code, but that do not comply with this Code shall, at the time of alteration or repair, and with respect to this new work, be altered or repaired to conform to this Code, the City Building Code (Chapter 150 of the Code of Ordinances), and the laws of the state of Michigan.

(C) Relocation. Buildings which are moved or relocated shall be considered new buildings and shall comply with all of the requirements of this Code.

(D) Exception. This Code shall not apply to a single-family dwelling that is leased or rented for less than 180 days annually if the owner of the single-family dwelling receives a principle home exemption from the city, and the owner resides at least 180 days in the dwelling during the annual time period in which the dwelling is leased or rented.

(E) Severability. If a section, subsection, sentence, clause or phrase of this Code is, for any reason, held to be unconstitutional or a violation of the laws of the State of Michigan, such decision shall not affect the validity of the remaining portions of this Code.

§ 152.004 DEFINITIONS.

The definitions in Chapter 2 of the 2021 Edition of the International Property Maintenance Code are adopted as part of this Code. The following definitions shall also apply unless the context clearly indicates or requires a different meaning.

~~BOARDING DWELLING. A rooming dwelling where meals are provided.~~

~~BUILDING, EXISTING. A building constructed prior to this Code or one which was built pursuant to a valid building permit.~~

~~CEILING HEIGHT. The clear vertical distance from finished floor to the finished ceiling.~~

DESIGNATED AGENT. A person, firm or corporation acting on behalf of, representing, or caring for the property on behalf of the owner.

~~DWELLING. A building including manufactured homes, used in whole or in part for human habitation.~~

DWELLING: a Building used in whole or part for human habitation. Dwellings are divided into the following categories:

1. Dwelling, One-Family: a Building used exclusively or designed for one-family occupancy.
2. Dwelling, Two-Family: a Building used exclusively or designed for the occupancy of two individual families living independently of each other.
3. Dwelling, Multiple-Family: a Building containing three or more Dwelling Units.
4. Dwelling, Rooming: a Building containing one or more Dwelling Units that is approved for use by three or more Persons, not meeting the definition of a Family, per Dwelling Unit. This is also known as a Rooming House.
5. Dwelling, Boarding: a Rooming Dwelling where meals are provided.
6. Dwelling, Registered Student Organization: a Building or Rooming Dwelling used to house three or more unrelated individuals, which is owned, rented, leased or purchased by or on behalf of a student organization registered by the Central Michigan University Office of Student Life, in the name of:
 - a. the Registered Student Organization;
 - b. a housing corporation or partnership affiliated with the registered organization; or
 - c. one or more members of the Registered Student Organization (RSO) when membership in the RSO is required to live at the Rooming Dwelling and/or the Rooming Dwelling is identified by Signs or other symbols as being affiliated with the RSO.

~~—EXIT. A continuous and unobstructed means of egress to a public way, and shall include intervening doorways, corridors, ramps, stairways, smoke-proof enclosures, horizontal exits, exit courts, and yards.~~

FAMILY OR FUNCTIONAL FAMILY as defined UNDER THE CITY'S ZONING ORDINANCE ~~as one of the following:~~

~~(1) One or more persons related by blood, marriage, adoption or guardianship, plus not more than one person not so related, living as a single housekeeping unit in all zoning districts of the city.~~

~~—(2) Two persons plus their offspring living as a single housekeeping unit in all residential zoning districts in the city.~~

~~—(a) One professional caregiver such as a nurse, nanny, physical therapist, and the like, caring for either of the persons or their offspring may also reside in the dwelling.~~

~~—(b) OFFSPRING means descendants, including biological offspring, adopted children, foster, and legal wards.~~

~~—(3) A functional family living as a single housekeeping unit which has received a permit pursuant to the Mount Pleasant Zoning Ordinance.~~

FIRE OFFICIAL. The duly appointed city Fire Official or a regularly authorized assistant.

~~FUNCTIONAL FAMILY. A group of people plus their offspring having a relationship which is functionally equivalent to a family. The relationship must be of a permanent and distinct character with a demonstrable and recognizable bond characteristic of a cohesive unit.~~

~~FUNCTIONAL FAMILY does not include any society, club, fraternity, sorority, association, lodge, organization or group of students or other individuals where a common living arrangement or basis for establishment of a housekeeping unit is temporary.~~

~~GOOD REPAIR. Suitable general condition after repair.~~

GUEST ROOM. Any room or rooms used, or intended to be used by a guest which is a person sharing a rooming or dwelling unit in a non-permanent status for not more than 72 hours, for sleeping purposes. Every 100 square feet of superficial floor area in a dormitory is a guest room.

~~HABITABLE ROOM. Any room meeting the requirements of this Code for sleeping, living, cooking or dining purposes excluding such enclosed places as closets, pantries, bath or toilet rooms, service rooms, connecting corridors, laundries, foyers, storage spaces, unfinished attics, utility rooms, cellars and similar spaces.~~

HOTEL: an establishment where short-term Lodging is offered for compensation and Lodging units are accessed from interior hallways.

MOTEL: an establishment where short-term Lodging is offered for compensation and one or more Lodging units ae access by exterior doors opening directly to the exterior Parking Areas, Passageways, or the outdoors.

~~HOTEL and MOTEL. A building containing six or more guest rooms used for the accommodation of transient guests, whether rented or hired out to be occupied or are occupied for sleeping purposes by guests whether rent is paid in money, goods, labor, or otherwise. If used or intended to be used or designed primarily for accommodation of transient or non-transient guests, the designation given by the owner (such as hotel, motel, motor inn, or similar) may (but is not required) be used in determining its classification. It does not include any jail, hospital, or institution in which human beings are housed and detained under legal restraint.~~

~~HUMAN HABITATION. Living quarters used by people whether for a portion of a day or longer, containing certain provisions for sleeping and may include provisions for living, cooking, dining, and sanitation.~~

~~MANUFACTURED HOME. (Refer to the Michigan Residential Code Definitions)A structure, transportable in one or more sections, which, in the traveling mode, is eight body ft. (2.4 m) or more in width or 40 body ft. (12.2 m) or more in length or, when erected on site, is 320 ft² (29.7 m²) or more and which is built on a permanent chassis and designed to be used as a dwelling,~~

~~with or without a permanent foundation, when connected to the required utilities, and includes plumbing, heating and electrical systems contained therein; except that such terms shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the regulatory agency. Calculations used to determine the number of square feet in a structure are based on the structure's exterior dimensions, measured at the largest horizontal projections when erected on-site. These dimensions include all expandable rooms, cabinets, and other projections containing interior space, but do not include bay windows.~~

~~MULTI FAMILY DWELLING. A building containing three or more dwelling units.~~

~~—OCCUPANT. A person residing in a rented or leased building to which this Code applies.~~

~~—OWNER. The record title owner of a parcel that is the site of a rented or leased building to which this Code applies.~~

~~—ROOMING DWELLING. A building containing one or more units that is approved for use by three or more persons, not meeting the definition of a family, per dwelling unit. This is also known as a ROOMING HOUSE.~~

~~SUPERFICIAL FLOOR AREA. Is the net floor area within the enclosing walls of the room in which the ceiling height is not less than five feet excluding built-in equipment such as wardrobes, cabinets, kitchen units, or fixtures.~~

~~TWO FAMILY DWELLING. A building used exclusively or designed for occupancy of two individual families living independently of each other.~~

§ 152.005 RESPONSIBILITIES OF OWNERS.

Every owner shall comply with the following provisions:

(A) At the time a new tenant occupies a vacant dwelling unit, the new tenant shall be provided with a clean, healthful and safe dwelling unit, free of visible mold and mildew.

(B) Maintain the public or shared areas of a dwelling or the premises in a clean, safe, and sanitary condition.

(C) Maintain in good repair every dwelling and premises and all parts thereof, including, but not limited to, plumbing, heating, ventilating, and electrical systems, and the interiors and exteriors of dwellings and dwelling units.

(D) Maintain all fixtures, furniture, and furnishings that are furnished by the owner in a safe condition and in good repair.

(E) Display in a conspicuous place in the common way of the dwelling or dwelling unit a copy of the housing license or attach a copy of the then current housing license to the lease at the time of execution of the lease, or include the following provision in the lease:

The City of Mt. Pleasant regulates rental properties within the city. Your Landlord will provide you a copy of the current housing license for your property without charge upon your

written request to the Landlord. You may also acquire a copy of the current housing license for your property by contacting the Mt. Pleasant Fire Department at 989-779-5100.

(F) Include within the terms of every written lease the provisions set forth in § 96.04.

(G) Cooperate with and assist the city in the enforcement of § 96.04.

(H) An owner or agent shall not allow a dwelling unit to be occupied by more persons than such dwelling unit is licensed for or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(I) Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions.

(J) Equipment, systems, devices and safeguards required by this Code or a previous regulation or Code under which the building was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required by applicable law to be removed from or shut off for any occupied dwelling or dwelling unit, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this Code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing buildings.

(K) All water leaks shall be properly repaired.

(L) All locations within the building for which the Landlord is responsible for under the lease, shall be kept free of visible mold and mildew.

(M) Comply with other applicable provisions of this Code.

(N) Owners shall provide tenants with all applicable City requirements for vehicle parking.

§ 152.006 RESPONSIBILITIES OF OCCUPANTS.

Every occupant shall cooperate with and assist the owner to keep and maintain the building, dwelling unit and premises to meet the minimum requirements of this Code. In addition:

(A) Every occupant shall notify the owner or his/her agent in writing of any water leaks or of any condition believed to be in violation of this Code which directly affects the dwelling unit within a reasonable time of discovery of any leaks or condition.

(B) Every occupant may at any time notify the Fire Official of any condition believed to be in violation of this Code.

(C) Every occupant shall properly use all facilities, including bathroom and kitchen facilities, and shall maintain them in a manner that is sufficiently clean and sanitary so as not to place other occupants within that building at risk for safety or health reasons.

(D) An occupant shall not sublet or allow any portion of the dwelling unit to be occupied in such a manner that any of the provisions of this Code are violated.

(E) Every occupant shall properly use the designated parking area provided by the applicable lease and shall not park across sidewalks or lawns.

(F) Occupants of any dwelling unit shall be responsible jointly and/ or severally for any violation of this section of this Code.

(G) Every occupant shall assist the owner and cooperate with the City in compliance with and enforcement of the § 96.04.

(H) Occupants shall not place any article of furniture and/ or an appliance manufactured for and intended primarily for indoor use out of doors, in yards, on open porches, or patios.

(I) No occupant of any dwelling unit or building shall cause intentional destruction nor allow the intentional destruction by others to the dwelling unit or building or any part thereof.

(J) No occupant shall access, nor permit access by others, to the rooftop of any structure. Exception: access by property maintenance personnel shall be permitted for necessary repairs.

(K) Every occupant shall properly use all facilities and maintain them in a clean and sanitary manner free of excessive accumulations of waste product or clutter, unwashed clothing and unclean dishware or cookware. All areas for which the tenant is responsible for under the lease, shall be kept free of visible mold or mildew.

(L) No occupant of any dwelling unit or building shall allow any refuse, debris or other substance to accumulate in the dwelling unit or building or any other area, which said occupant has use or possession thereof, which puts other occupants of that building at risk for health or safety reasons.

(M) Occupants shall comply with all applicable parking requirements of the City including, but not limited to parking permit requirements.

§ 152.007 REFERENCED CODES AND STANDARDS.

The city hereby adopts by reference the 2021 International Property Maintenance Code issued by International Code Council, Inc., except those sections otherwise deleted or amended below and otherwise in this Code:

~~—Chapters 3 through 8 of the 2012 edition of the International Property Maintenance Code are hereby adopted as part of this Code and shall apply to all buildings subject to the Code except as added, amended or deleted, as follows:~~

~~—Add 301.4 Owner-occupied rental. Owner-occupied portions of residential dwelling buildings shall be inspected annually to insure that a non-owner occupant of that residential dwelling building will not be subject to risk because of safety or sanitary conditions existing in the owner-occupied portion of the residential dwelling building.~~

Add 301.5 New rental properties. Each dwelling added to the housing licensing program after the adoption date of this Code, shall be considered as new construction with respect to fire resistance rate construction, fire protection systems and means of egress and shall comply with all sections of this Code and all other applicable codes.

Amend 302.4 Weeds. The regulation of noxious weeds shall be enforced in accordance with Section 96.05 of the Mt. Pleasant Code of Ordinances, entitled Lawn Maintenance; Height; Removal of Noxious Weeds.

Amend 304.14 Insect screens. Every door, window and other outside opening required for ventilation (see § 403.1) of habitable rooms, food preparation areas, food service areas or any area where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm) and every swinging screen or storm door shall have a self-closing device in good working condition.

~~—Amend 304.18.1 Doors. Each dwelling added to the housing licensing program after the adoption date of this Code, shall provide all doors providing access to a dwelling unit that is rented, leased or let shall be equipped with a deadbolt lock meeting specifications set forth herein. Such deadbolt locks shall be operated only by the turning of a knob or a key and shall have a lock throw of not less than one inch. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock. Such deadbolt locks shall be installed according to manufacturer's specifications and maintained in good working order. All deadbolt locks required by this section shall be designed and installed in such a manner so as to be operable inside of the dwelling unit without the use of a key, tool, combination thereof or any other special knowledge or effort.~~

~~—Add 304.18.4 Room security. Each rooming dwelling added to the housing licensing program after the adoption date of this Code, shall have positive latching, lockable door hardware, on each sleeping room.~~

~~—Delete 308.2.1~~

~~—Delete 308.3.1~~

~~—Delete 308.3.2~~

Add 308.4 Garbage facilities shall be constructed and maintained in compliance with the City of Mt. Pleasant zoning requirements and Chapter 50 of the City Code of Ordinances.

Add 308.5 Occupant responsibility. Occupants of all dwellings are required to comply with Chapter 50 of the City Code of Ordinances.

~~—Amend 403.1 Habitable spaces. Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 402.1.~~

~~———Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m²). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.~~

~~———Exception: Where rooms and spaces without openings to the outdoors comply with the Michigan Residential Code for light and ventilation in habitable rooms.~~

~~—Add 403.6 Sleeping rooms with two doors. Sleeping rooms with an exterior door in lieu of a window, shall be provided with a screen door at the exterior for ventilation.~~

Add 404.3.2 Elevated sleeping surface. Lofts, bunk beds or other elevated sleeping surfaces shall be installed not closer than 30 inches from the top of the sleeping surface to the ceiling of the room. Lofts, bunk beds or other elevated sleeping surfaces shall not block any opening or window that is a required means of egress by any applicable code.

Amend 404.3 Minimum ceiling heights for rentals added to the housing licensing program after the adoption date of this code. Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas may be approved to be less than 7 feet if the following conditions are met:

1. Ceiling height shall not be less than 6 feet 8 inches and the ceiling must be at least 3 feet 6 inches in width at that height across the length of the room.

~~———2. Bedrooms must have at least one window which meets the current minimum egress size requirements of the local adopted building code.~~

~~———3. The smoke detectors must meet the minimum requirements of the local adopted building code.~~

~~———4. In habitable spaces where the ceiling height is less than 8 feet, ceiling paddle fan blades shall have a clearance height of 7 feet to the floor.~~

~~—Delete Exceptions to Section 404.3~~

~~—Amend 404.4.2 Access from bedrooms. Each dwelling added to the housing licensing program after the adoption date of this Code shall not have bedrooms which constitute the only means of access to other bedrooms or habitable spaces and shall not serve as the only means of egress from other habitable spaces.~~

~~—Add 404.8 Minimum floor area. Each dwelling subject to this Code shall have the minimum number of square feet of total floor area as set forth in Chapter 154 of the City Code of Ordinances, except as provided in § 154.007.~~

~~—Amend 602.3 Heat Supply. Heat shall be supplied so as to maintain a minimum temperature of 68° F (20°) in all habitable rooms, bathrooms, and toilet rooms.~~

~~———Exceptions:~~

~~———1. When outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in the Michigan Plumbing Code.~~

~~———2. In areas where the average monthly temperature is above 30° F (1° C) a minimum temperature of 65° F (18° C) shall be maintained.~~

~~—Add 702.5 Emergency escape. Emergency escape and rescue openings shall be provided and installed in accordance with this Code, as follows:~~

~~702.5.1 Emergency escape and rescue openings for existing rental dwellings shall be provided and installed in accordance with the Michigan Rehabilitation Code for Existing Buildings.~~

702.5.2 Emergency escape and rescue openings for each dwelling added to the housing licensing program after the adoption date of this Code shall be provided and installed in accordance with the Michigan Residential Building Code.

Add 703.3 Under-stair protection. Enclosed accessible spaces under stairs shall have the walls, under stair surface and any soffit protected on the enclosed side with minimum 1/2 inch gypsum wallboard, taped and finished. Use of under stair storage areas, which pose difficulty for compliance with this Code, shall be discontinued and permanently sealed from future use. Under stair mechanical areas, which pose difficulty for compliance with this Code, may be protected by the installation of domestic water sprinkler head(s) to completely protect the area.

Add 703.4 Separation required. Each dwelling subject to this Code with attached garage or storage areas shall have a fire separation extending the full width and height of the common wall(s) with the living portion of the structure. All separations shall be designed and installed in accordance with the Michigan Residential Building Code. If the living space of the structure is located above a garage space, the common floor/ceiling between the two spaces shall be separated in accordance with the garage separation section of this and all applicable codes. Fire resistance-rated floor-ceiling and wall assemblies shall extend to and be tight against the exterior wall, and wall assemblies shall extend tight to and be sealed to the underside of the roof sheathing.

Amend 704.2 Smoke alarms. Each dwelling added to the housing licensing program after the adoption date of this Code shall have smoke alarms installed in accordance with the Michigan Residential Building Code. Dwellings licensed on or before the adoption date of the Code shall comply with State of Michigan law as amended for the Michigan Building Code (R408.30446), the Michigan Residential Building Code (R408.30546) and the Michigan Rehabilitation Code (R408.30566). In addition, existing buildings constructed after November 6, 1974, that do not comply with state law shall conform to state law when battery operated smoke alarms expire. Finally, when any new smoke alarm is installed in any dwelling licensed under this Code after this date, the smoke alarm shall comply with the following provisions:

704.2.1 A smoke alarm shall receive its primary power from the building wiring (provided that such wiring is served from a commercial source) and shall be equipped with a back-up battery.

704.2.2 A smoke alarm shall be sealed and have a non-removable, non-rechargeable battery which will last ten (10) years.

~~704.3~~

~~704.4~~

Add 704.5 Early detection with elevated sleeping surfaces. Sleeping rooms or areas with elevated sleeping surfaces such as bunk beds or lofts shall require the installation of a smoke detector in said sleeping room. It shall be the responsibility of the provider of the loft or bunk to provide a smoke detector that is sealed and has a non-removable, non-rechargeable battery that is

capable of operating the smoke alarm in the normal condition for a life of at least 10 years. This smoke detector must be mounted on the ceiling surface in accordance with manufacturers requirements.

~~—Add 704.6 Smoke alarm maintenance. Smoke alarms shall be maintained in good working condition and shall be replaced in accordance with the manufacturer's recommendations and the detector listing. Smoke alarms shall be maintained free of accumulations of dirt, dust and other materials that may impede operation. Covers shall be maintained on all alarm units for proper testing.~~

~~(Ord. 927, passed 5-14-07; Am. Ord. 1017, passed 10-12-16) Penalty, see § 152.999~~

§ 152.008 HOUSING LICENSE APPLICATION; FEE.

(A) No person shall occupy a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific named dwelling.

(B) No person shall operate or permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(C) No person who manages a property on behalf of an owner shall permit occupancy of a dwelling subject to this Code unless a current, unrevoked housing license has been issued by the Fire Official, or designee, for the specific dwelling in the name of the owner.

(D) The following shall apply to the issuance of any housing license:

(1) Application for a housing license or for renewal shall be made in writing by the owner to the Fire Official, on forms furnished by the Fire Official, and shall be accompanied by an inspection fee established pursuant to division (E) below. The owner's signature is required on the form.

(a) If after inspection(s) by the Fire Official, or designee, the dwelling is found to be in accordance with all provisions of this Code, and all applicable fees have been paid, a housing license will be issued.

(b) An initial housing license shall be valid for a period of one year from the date of issuance (unless sooner revoked). Any successive renewal of the housing license shall be valid for a one-year period from the date of expiration of the initial or any successive license renewal, except the Fire Official is authorized, for the initial housing license issued for a dwelling, to issue the housing license for a period of up to one year and nine months for the purpose of adjusting the time when such housing license expires.

(2) A violation of this Code shall not prevent the issuance of a housing license, unless the Fire Official determines existing conditions constitute either: (a) a hazard to the health, safety, or welfare of those who may occupy the dwelling; or (b) a hazard to the health, safety, or welfare of the community.

(3) Applicants shall designate in writing with each application or renewal, an agent upon whom service or notice under this Code and service or process for violation of this Code may be

made in the absence of the owner. The agent designated must reside in the county to receive such notice. This designated agent must give written approval for the use of his/her name as the designated agent. A violation of this section is a misdemeanor MUNICIPAL CIVIL INFRACTION

(4) Every person holding a housing license shall provide in the written lease a provision that the tenant or roomer will allow the Fire Official, or his/her designee, access to the dwelling and/or dwelling unit for the purpose of inspection required as a prerequisite to granting or renewal of a housing license, or for the purpose of investigating a complaint.

(5) No housing license is transferable to another dwelling, and each person issued a housing license shall give notice in writing to the Fire Official within seven days after having conveyed title, or assigned, transferred, or otherwise disposed of legal control of any licensed dwelling. Such notice shall include the name and address of persons succeeding to the ownership or control of such dwelling, and to whom the housing license is to be transferred. Within ten days of any transfer of ownership, the assigned shall comply with division (D)(3) above.

(6) Application for the renewal of a housing license shall be made at least 30 days prior to the expiration date of the existing housing license. Late applications will be charged a late fee.

(7) A record of all housing licenses issued shall be kept on file in the offices of the Fire Official, and copies will be furnished upon request. The Commission shall set this fee by resolution from time to time.

(E) Housing license fees shall be set by resolution of the Commission.

(Ord. 927, passed 5-14-07; Am. Ord. 966, passed 4-25-11; Am. Ord. 1022, passed 3-27-17)
Penalty, see § 152.999

§ 152.009 TEMPORARY LICENSE.

The Fire Official may issue a temporary housing license for all or part of a dwelling in the process of erection or alteration if the dwelling or part thereof to be occupied complies with the provisions of this Code. No temporary housing license may be issued for longer than six months, and no temporary housing license shall be effective more than five days after the erection or alteration of the dwelling is completed.

(Ord. 927, passed 5-14-07)

§ 152.010 ENFORCEMENT.

(A) General. The Fire Official shall enforce the provisions of this Code.

~~(B) Inspections. The Fire Official, or designee, shall make all required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing and be certified by a responsible Officer of such approved agency or by the responsible individual. The Fire Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise.~~

~~(C) Right of entry. The Fire Official, or designee, is authorized to enter all buildings or structures subject to this Code at reasonable times in order to inspect the buildings or structures,~~

~~subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Fire Official is authorized to pursue recourse as provided by law.~~

(Ord. 927, passed 5-14-07)

§ 152.011 HOUSING BOARD OF APPEALS.

(A) Creation. A Housing Board of Appeals is hereby created to provide a reasonable interpretation of the provisions of this Code and to give relief where unnecessary hardship would result from carrying out the strict letter of this Code. The duty of the Board shall be to consider appeals from decisions of officials charged with the enforcement of this Code and to determine in particular cases whether any deviation from the strict enforcement of this Code will violate the intent of this Code or jeopardize the public health, safety and welfare.

(B) Membership and appointment. The Building Fire and Sanitary Sewer Board of Appeals shall perform the duties of the Housing Board of Appeals.

(C) Public meetings.

(1) The Housing Board of Appeals shall meet in a fixed place, and all meetings shall be open to the public.

(2) When an appeal has been properly filed and is to be considered, the Housing Board of Appeals shall give at least ten days' notice of the time and place of the hearing in a daily newspaper of general circulation in the city. The Housing Board of Appeals shall also give five days' notice by personal service or by mail to the applicant, and Fire Official, and, when an appeal applies to the condition or appearance of the outside of a building or to conduct by an occupant which the Housing Board of Appeals reasonably believes may adversely impact neighboring properties, to any person to whom real property is assessed that is within 100 feet of the premises of the appeal, and such notice will be addressed to the respective owners at the address given on the last assessment roll. Any party may appear at such hearings in person or by agent.

(D) Rules, minutes and records. The Housing Board of Appeals shall adopt its own rules or procedure and keep a record of its proceedings, showing the action of the Board. Such records shall be considered public records.

(E) Appeal cases. Any person affected by any notice and order which has been issued in connection with the enforcement of this Code who has not otherwise been offered a hearing under this Code may request and shall be granted a hearing on the matter before the Housing Board of Appeals, provided that such person shall file in the office of the Fire Official a written petition requesting such hearing and setting forth the name, address, and phone number of the petitioner and a brief statement of the grounds for such hearing. Petition shall be filed within ten days after the day the notice of order is served. Upon receipt of such a petition, the Fire Official shall set a time for the hearing before the Housing Board of Appeals and shall give the petitioner written notice thereof.

(F) Fee for appeal cases. A fee shall be paid to the City Treasurer before filing a petition as set forth in division (E) above. The Commission shall set this fee by resolution.

(G) Stay of order. Any determination made by the Fire Official which is appealed to the Housing Board of Appeals under division (E) above shall be stayed until a disposition of the appeals is made by the Housing Board of Appeals.

(H) Action of Board. After a hearing, the Housing Board of Appeals shall sustain, modify, or withdraw the notice and order depending upon its findings. If it clearly appears that, by reason of special conditions, undue hardship would result from the strict application of any section of this Code, the Housing Board of Appeals may permit a variance from the mandatory provisions thereof in such a manner that the public safety shall be secured, substantial justice done, and the spirit of the provisions of this Code upheld. All decisions to permit a variance under this section shall be by a majority vote of the total membership of the Board, excluding the alternate member.

(Ord. 927, passed 5-14-07)

§ 152.012 DETERMINATION AND NOTICE OF VIOLATION.

(A) If upon inspection the Fire Official finds a violation of this Code, he/she shall issue a notice and order directed to the owner of record in accordance with the 2021 International Property Maintenance Code. ~~stating the date of inspection, the name of the inspector, the nature of the violation, and the time within which the correction shall be completed.~~

(B) A violation which is determined by the Fire Official to constitute a hazard to health or the occupants or the community as a whole, shall be ordered corrected within the shortest reasonable time, and notice of having begun compliance shall be given to the Fire Official by the owner within 48 hours. All other violations shall be corrected within 30 calendar days from the date of notice.

(C) At the end of the period of time the Fire Official has allowed for the correction of any violation notice as provided, the Fire Official shall reinspect the licensed dwelling, and if he/she determines that the conditions requiring corrections set forth in the notice sent have not been corrected, the Fire Official may issue an order notifying the owner of the continuing violation(s) and schedule a hearing to suspend the housing license under the procedure as outlined in the 2021 International Property Maintenance Code.

~~—(1) The hearing will be held before the Building Official, the Department of Public Works Director, and the Planning and Economic Development Director.~~

~~—(2) Notice of the continuing violation(s) and the date and place of the hearing will be provided to the owner at least five days before the hearing.~~

~~—(3) At the hearing, the Fire Official, or designee, shall present evidence to establish that a violation of the Code exists.~~

~~—(4) The owner shall have the right to present evidence and ask questions of the Fire Official, or designee.~~

~~—(5) The Fire Official, or designee, shall have the right to ask questions of the owner.~~

~~—(6) The hearing panel shall determine, by a preponderance of the evidence, if a violation of the Code exists and if the housing license is suspended.~~

~~—(7) Within seven days after the hearing, the hearing panel shall present a written decision to the Fire Official and the owner.~~

(D) Any person whose housing license under this section has been suspended shall be entitled to an appeal to the Housing Board of Appeals. If no appeal is properly presented within 21 days following the issuance of the order of suspension, the housing license shall be revoked except that if prior to the revocation of the housing license any person whose housing license has been ordered suspended may request reinspection, upon a showing that the violation or violations cited in the notice have been corrected.

(E) If, upon reinspection pursuant to the request of the person whose housing license has been ordered suspended but not yet revoked, the Fire Official finds the dwelling in connection with which notice was issued is now in compliance with this Code and with applicable rules and regulations issued pursuant thereto, he/she shall reinstate the housing license. A request for reinspection shall not extend the suspension period.

(F) If an appeal to the Housing Board of Appeals is taken, and if the Housing Board of Appeals does not reverse the decision, the housing license shall be revoked within ten days following the denial of the appeal by the Housing Board of Appeals.

(G) If an owner or occupant fails to comply with an order of suspension which has not been appealed, or which the Housing Board of Appeals has sustained, the Fire Official or his/her agent may take action to abate or enjoin the violation and enforce the provisions of this Code.

(H) When an uncorrected violation creates an imminent danger to the health and safety of the occupants of the dwelling or premises, the city may file an action seeking a preliminary injunction or other temporary relief appropriate to remove such danger during the pendency of any action.

§ 152.013 NOTICE.

(A) Service and terms. All notices shall be in writing and shall be deemed given when one of the following is done:

(1) Personal service.

(2) A copy of such notice is sent by certified mail, postage prepaid, return receipt requested.

(3) If no address so appears nor is known to the Fire Official, a copy of the notice shall be mailed to the owner at the address of the building or structure and a copy of the notice and order shall be posted in a conspicuous place on the building or structure.

(4) Service by certified mail in the manner herein provided shall be effective on the date of mailing; proof of service of the notices and the manner of such service shall be made by affidavit sworn to by the person affecting such service, declaring time, date, and the manner in which the service was made. The affidavit, together with any receipt for mailing and any receipt card returned in acknowledgment of receipt by certified mail, shall be affixed to the copy of the notice retained by the Fire Official.

(B) Notice. The failure of any person to receive notice as provided for above shall not affect the validity of any proceedings taken under this Code.

§ 152.999 PENALTY.

(A) Except as provided in the sections above, any person violating a provision of this Code shall be responsible for a municipal civil infraction and subject to a fine set by the court.

(B) Fines for permitting occupancy of unlicensed dwellings, in violation of divisions (B) and (C) of § 152.008, shall be as follows:

(1) First offense \$50.

(2) Second offense, or offense by an individual who knew or should have known about the city's housing licensing requirements. An individual who owns, manages, or is an employee or principal of an entity that owns or manages a licensed rental dwelling in the city is presumed to know about the city's licensing requirements
\$2,500.

(3) Each subsequent offense \$5,000.

Section 4. Publication and Effective Date. The City Clerk will cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance will take effect 30 days after its adoption.

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

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2023.

Date: _____, 2023

Amy Perschbacher, Mayor

Date: _____, 2023

Heather Bouck, City Clerk

Introduced: _____, 2023

Adopted: _____, 2023

Published: _____, 2023

Effective: _____, 2023

85714:00004:7049559-1

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 06/30/2023 THRU 07/13/2023

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
07/10/2023	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	\$88,626.50
07/13/2022	AARON DESENTZ	REIMBURSEMENT	124.99
07/13/2023	ABC FASTENER GROUP, INC	SUPPLIES	8.84
07/13/2023	ACME SPORTS INC	SUPPLIES	5,378.00
07/13/2023	AIMEE MURPHY	REIMBURSEMENT	100.00
07/13/2023	AIRGAS USA, LLC	CONTRACT SVCS	69.90
07/13/2023	ALAN CLARK	FARMER MKT	129.25
07/13/2023	ALBAUGH EXCAVATING	REFUND	30.00
07/13/2023	AMERICAN LEGAL	CONTRACT SVCS	202.65
07/13/2023	ANDERSON & GIRLS	CONTRACT SVCS	444.00
07/13/2023	ANDREW CURTISS	FARMER MKT	338.80
07/13/2023	ANDREW PATTERSON PLUMBING, INC	CONTRACT SVCS	910.00
07/13/2023	ANGEL REINSHUTTLE	FARMER MKT	9.20
07/13/2023	BILL KEHOE	FARMER MKT	52.85
07/13/2023	BROWN & BROWN OF CENTRAL MI	CONTRACT SVCS	11,875.00
07/13/2023	BRUCE JORCK	FARMER MKT	33.25
07/13/2023	BRUCE KELLO	REFUND	5,000.00
07/13/2023	CDW GOVERNMENT, INC	SUPPLIES	2,259.37
07/13/2023	CENTRAL ASPHALT, INC	SUPPLIES	296.31
07/13/2023	CENTRAL CONCRETE INC	SUPPLIES	1,118.00
07/13/2023	CHARTER TOWNSHIP OF UNION	UTILITIES	342.72
07/13/2023	CINTAS CORP	SUPPLIES/CONTRACT SVCS	158.02
07/13/2023	CINTAS CORP	SUPPLIES/CONTRACT SVCS	59.29
07/13/2023	CLARK HILL P.L.C.	CONTRACT SVCS	416.50
07/13/2023	CONSOLIDATED FLEET SERVICES, INC	CONTRACT SVCS	1,793.65
07/13/2023	CONSUMERS ENERGY	UTILITIES	31,427.06
07/13/2023	COREY DION WALTHER	FARMER MKT	83.05
07/13/2023	COYNE OIL CORPORATION	FUEL	4,650.00
07/13/2023	CULLIGAN	CONTRACT SVCS	51.00
07/13/2023	CUMMINS SALES AND SERVICE	CONTRACT SVCS	1,528.40
07/13/2023	DAVID GROTHAUSE	FARMER MKT	108.20
07/13/2023	DENALI CONSTRUCTION	CONTRACT SVCS	16,969.92
07/13/2023	DINGES FIRE COMPANY	TRAINING	3,995.00
07/13/2023	DTE ENERGY	UTILITIES	6,298.93
07/13/2023	ENDRESS+ HAUSER, INC	SUPPLIES	188.32
07/13/2023	ERNEST WOLF	FARMER MKT	85.20
07/13/2023	ETNA SUPPLY	SUPPLIES	440.96
07/13/2023	FERGUSON WATERWORKS #3386	SUPPLIES	21.18
07/13/2023	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	247.80
07/13/2023	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	7,006.50
07/13/2023	FREDRICKSON SUPPLY, LLC	SUPPLIES	35.44
07/13/2023	FRONT LINE SERVICES, INC	CONTRACT SVCS	4,976.48
07/13/2023	GALLS, LLC	SUPPLIES	108.00
07/13/2023	GARY BRANDT	FARMER MKT	638.45
07/13/2023	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	4,169.00
07/13/2023	HACH COMPANY	SUPPLIES	688.01
07/13/2023	HAVILAND PRODUCTS COMPANY	CHEMICALS	2,475.00
07/13/2023	HCC LIFE INS. CO	ADMIN - STOP LOSS INS	21,238.35

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 06/30/2023 THRU 07/13/2023

Check Date	Vendor Name	Description	Amount
Bank COMM	COMMON CASH		
07/13/2023	HEATHER BOUCK	REIMBURSEMENT	288.29
07/13/2023	HIRERIGHT	CONTRACT SVCS	199.60
07/13/2023	HURST MECHANICAL	CONTRACT SVCS	3,718.51
07/13/2023	INFOSEND, INC	CONTRACT SVCS	8,463.89
07/13/2023	I-RIDE	CONTRACT SVCS	7.50
07/13/2023	ISABELLA COUNTY COMMUNITY DEV.	CONTRACT SVCS	231.00
07/13/2023	JACK DOHENY COMPANIES, INC	SUPPLIES	1,201.73
07/13/2023	JANENE CHISEK	REIMBURSEMENT	15.58
07/13/2023	JASON HAINES	REIMBURSEMENT	91.00
07/13/2023	JENNIFER MAYER	FARMER MKT	17.05
07/13/2023	JONATHON STRAUS	REIMBURSEMENT	91.00
07/13/2023	JOSH LOUDENSLAGER	REIMBURSEMENT	80.00
07/13/2023	KAREN FENTON	FARMER MKT	77.35
07/13/2023	KATHERINE BUGBEE	FARMER MKT	33.25
07/13/2023	MARKSMANSHIP TRAINING CENTER	TRAINING	3,750.00
07/13/2023	MERCANTILE BANK OF MICHIGAN	BOND PMT	5,681.87
07/13/2023	MICHELLE SPONSELLER	REIMBURSEMENT	573.77
07/13/2023	MICHIGAN PIPE & VALVE	SUPPLIES	225.20
07/13/2023	MICHIGAN RURAL WATER ASSOCIATION	MEMBERSHIP DUES	960.00
07/13/2023	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	8,758.80
07/13/2023	MIRANDA LEY	FARMER MKT	20.90
07/13/2023	NCL OF WISCONSIN	CHEMICALS	831.36
07/13/2023	NICHOLAS MOFFATT	FARMER MKT	37.45
07/13/2023	NYE UNIFORM COMPANY	UNIFORMS	270.00
07/13/2023	ODP BUSINESS SOLUTIONS, LLC	SUPPLIES	49.53
07/13/2023	O'NEIL & DUSO PLLC	PROSECUTORIAL SVCS	7,785.98
07/13/2023	ORKIN	CONTRACT SVCS	119.99
07/13/2023	PAPAS PUMPKIN PATCH	FARMER MKT	843.45
07/13/2023	PETERSON MCGREGOR OF CADILLAC	CONTRACT SVCS	8,599.00
07/13/2023	PHOENIX SAFETY OUTFITTERS	UNIFORMS	42.73
07/13/2023	PLANIT GEO, INC.	CONTRACT SVCS	7,857.85
07/13/2023	PRO COMM, INC	SUPPLIES/VEHICLE MAINT	15.00
07/13/2023	RAY BROWERS	FARMER MKT	120.05
07/13/2023	RENEE EARLE	FARMER MKT	130.20
07/13/2023	RON WIGGINS	REIMBURSEMENT	100.00
07/13/2023	SHERWIN INDUSTRIES, INC	EQUIPMENT RENTAL	5,250.00
07/13/2023	STATE OF MICHIGAN	CONTRACT SVCS	1,401.85
07/13/2023	STEVIE SWAREY	FARMER MKT	4.60
07/13/2023	SUNRISE ASSESSING SERVICES, LLC	CONTRACT SVCS	7,955.00
07/13/2023	T.H. EIFERT, LLC	CONTRACT SVCS	18,168.53
07/13/2023	THIELEN TURF IRRIGATION, INC	CONTRACT SVCS	152.50
07/13/2023	TIMOTHY STANDEN	REIMBURSEMENT	80.00
07/13/2023	TINA CAPUSON	FARMER MKT	105.95
07/13/2023	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	1,374.50
07/13/2023	TRUGREEN	CONTRACT SVCS	47.82
07/13/2023	UNIFIRST CORPORATION	CONTRACT SVCS	396.76
07/13/2023	USABLUEBOOK	CHEMICALS	3,176.52
07/13/2023	VANCE OUTDOORS, INC.	SUPPLIES	2,879.63

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 06/30/2023 THRU 07/13/2023

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
07/13/2023	VORTEX AQUATIC STRUCTURES	SUPPLIES	1,295.00
07/13/2023	WOMEN'S AID SERVICES	CONTRACT SVCS	6,674.40
07/13/2023	YEO & YEO TECHNOLOGY	CONTRACT SVCS	1,170.00
COMM TOTALS:			
Total of 99 Checks:			\$338,629.28
Less 0 Void Checks:			0.00
Total of 99 Disbursements:			<u>\$338,629.28</u>

Wright Express7/10/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
4IMPRINT, INC.	SUPPLIES	\$257.73	1
ADOBE SYSTEMS, INC	CONTRACT SVCS	19.99	1
ADOBE SYSTEMS, INC	SUPPLIES	75.98	2
AMAZON.COM	SUPPLIES	4,632.69	46
AMAZON.COM	TRAINING	32.12	3
AMERICAN RED CROSS	TRAINING	481.00	1
APPLE	SUPPLIES	38.00	1
APWA, MICHIGAN CHAPTER	DUES	864.00	1
AUDIOBOOKS.COM	TRAINING	14.95	1
AUTO VALUE/BUMPER TO BUMPER	SUPPLIES	22.57	1
AUTO-OWNERS INSURANCE	SUPPLIES/VEHICLE MAINT	1,001.51	1
AUTOZONE, INC.	SUPPLIES	58.59	1
AUTOZONE, INC.	SUPPLIES/VEHICLE MAINT	172.96	2
BATTERIES PLUS	SUPPLIES	270.72	1
BENOIT'S GLASS & LOCK	SUPPLIES	325.42	1
BRASS CAFE & SALOON	SUPPLIES	18.90	1
BUSHEY AUTOMOTOVE	SUPPLIES	447.00	1
C & C ENTERPRISES, INC	SUPPLIES	68.27	2
CAMPUS INK PRINTING	SUPPLIES	4,395.21	2
CAR WASH PARTNERS, INC. (DBA MISTER CAR \	CONTRACT SVCS	(560.00)	1
CAR WASH PARTNERS, INC. (DBA MISTER CAR \	SUPPLIES	16.00	1
CARROT-TOP INDUSTRIES, INC.	SUPPLIES	110.29	1
CELEBRATION CINEMA MP	CONTRACT SVCS	900.00	1
CENTRAL MOTOR SPORTS	SUPPLIES	19.90	1
CHALLENGE TARGETS LLC	SUPPLIES	40.75	1
CHARTER COMMUNICATIONS	CONTRACT SVCS	164.44	1
CITGO CREDIT CARD	SUPPLIES	46.50	2
COMMUNITY CATS PODCAST	TRAINING	10.00	1
COPS & DOUGHNUTS LLC	SUPPLIES	105.80	1
COURTYARD BY MARRIOTT	TRAINING	330.00	2
COYNE OIL CORPORATION	SUPPLIES	12.80	1
CRICUT.COM	SUPPLIES	3.39	13
DAVID GROTHAUSE, THE CHEESE PEOPLE	SUPPLIES	28.56	1
DEWITT LUMBER	SUPPLIES	270.42	4
DICKS SPORTING GOODS	SUPPLIES	143.95	2
DOCUSIGN	CONTRACT SVCS	2,630.47	2
DOG CENTRAL	SUPPLIES	97.91	1
DOLLARTREE	SUPPLIES	134.15	3
DOUBLETREE CREDIT CARD	TRAINING	135.45	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	1,087.87	3
DREAMSTIME.COM	SUPPLIES	39.00	1
DROPBOX INC.	CONTRACT SVCS	119.88	1
DRURY HOTELS-CREDIT CARDS	TRAINING	347.73	1
EBAY	SUPPLIES	(149.97)	2

Wright Express7/10/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
EDUCATION.COM	SUPPLIES	119.88	1
ELM CREEK LTD	SUPPLIES	99.89	1
ETNA SUPPLY	SUPPLIES	2,556.38	8
EVENTBRITE	TRAINING	35.00	1
FACTORY OUTLET STORE	SUPPLIES	6,570.00	1
FASTENAL COMPANY	SUPPLIES	36.59	3
FIVE BELOW	SUPPLIES	90.75	2
FLEETPRIDE	SUPPLIES	9.12	1
FRONTIER COMMUNICATONS	COMMUNICATIONS	70.98	1
GILL-ROY'S HARDWARE	SUPPLIES	1,082.36	22
GLO EFFEX	SUPPLIES	84.98	1
GONGWER NEWS SERVICE MI	SUBSCRIPTION	650.00	1
GORDON FOOD SERVICE	SUPPLIES	685.90	17
GOTOMYPC.COM	CONTRACT SVCS	88.00	2
GOVERNMENT FINANCE OFF ASSN	DUES	150.00	1
GRAINGER	SUPPLIES	727.15	3
GREENTREE COOPERATIVE GROCERY	SUPPLIES	16.95	3
GT RUBBER SUPPLY	SUPPLIES	93.78	1
HACH COMPANY	SUPPLIES	(219.22)	1
HARBOR FREIGHT TOOLS	SUPPLIES	200.13	5
HIDDEN HAVEN COTTAGES	SUPPLIES	1,184.04	1
HILL TOP TOWING, LLC	CONTRACT SVCS	40.00	1
HOME DEPOT	SUPPLIES	1,703.54	30
IDENTOGO	CONTRACT SVCS	706.75	11
IDLHTE TECHNOLOGY LLC	SUBSCRIPTION	12.00	1
IFIT.COM	SUPPLIES	(41.34)	1
INTERNATIONAL CRITICAL INCIDENT STRESS FO TRAINING		498.00	1
JACK DOHENY COMPANIES, INC	SUPPLIES	809.74	1
JAY'S SPORTING GOODS	SUPPLIES	134.99	1
JIMMY JOHN'S	SUPPLIES	180.48	1
JO-ANN FABRICS & CRAFTS	SUPPLIES	68.02	2
JOTFORM INC.	CONTRACT SVCS	390.00	1
JUST FAB GRAPHICS - CC	SUPPLIES/VEHICLE MAINT	45.00	1
KRAPOHL FORD LINCOLN MERC	CONTRACT SVCS	78.08	1
KRAPOHL FORD LINCOLN MERC	SUPPLIES	9.52	1
LITTLE CAESARS	SUPPLIES	51.70	1
LOGOS GALORE/MORDICA SALES	SUPPLIES	196.00	1
LYNN PEAVEY COMPANY	SUPPLIES	28.22	1
MADD	TRAINING	50.00	1
MAPLE LEAF FAS, LLC	SUPPLIES	70.31	1
MARRIOTT HOTELS	SUPPLIES	23.08	1
MARRIOTT HOTELS	TRAINING	983.40	1
MCGUIRK SAND & GRAVEL	SUPPLIES	556.50	1
MCMASTER-CARR SUPPLY CO.	SUPPLIES	525.47	4

Wright Express7/10/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
MEDLER ELECTRIC COMPANY	SUPPLIES	615.11	5
MEIJER INC	SUPPLIES	676.79	16
MENARDS - MT. PLEASANT	SUPPLIES	2,240.25	23
MICHIGAN ASSESSORS ASSOCIATION	TRAINING	42.00	1
MICHIGAN MUNICIPAL LEAGUE	TRAINING	485.00	1
MIDWEST BARCODING SOLUTIONS-MBS	COMMUNICATIONS	535.42	1
MILAN SUPPLY COMPANY	SUPPLIES	771.58	2
MIREGISTRY.ORG	TRAINING	60.00	6
MOREY COURTS	SUPPLIES	16.00	1
MP TIRE COMMERCIAL TRUCK CENTER	CONTRACT SVCS	3,495.00	1
MP TIRE COMMERCIAL TRUCK CENTER	CONTRACT SVCS	872.00	1
MT PLEASANT DISCOVERY MUSEUM	SUPPLIES	10.00	1
MT PLEASANT FARMERS MARKET	SUPPLIES	190.00	6
MUMFORD OIL & GAS SUPPLY, LLC	SUPPLIES	85.68	1
NAPA AUTO PARTS	SUPPLIES	987.97	9
NATIONAL TARGET COMPANY	SUPPLIES	52.50	1
NORTH MISSION DOOR	SUPPLIES	66.04	1
OFFICE DEPOT	SUPPLIES	81.97	1
OLSON TIRE SERVICE	CONTRACT SVCS	130.00	1
OLSON TIRE SERVICE	SUPPLIES	80.00	1
OPENAI	CONTRACT SVCS	20.00	1
PAYROLLORG	TRAINING	398.00	1
PESI, INC	TRAINING	551.72	1
PICKARD STREET CITGO	SUPPLIES	8.68	1
PIONEER ATHLETICS	SUPPLIES	612.73	1
POTTER PARK ZOO SOCIETY	CONTRACT SVCS	678.00	1
PRINTING SYSTEMS, INC	SUPPLIES	84.46	1
PUMP PRODUCTS	SUPPLIES	166.26	1
PURITY CYLINDER GASES	SUPPLIES	173.26	2
QUALITY PUNCH INC	UNIFORM	155.00	1
RADISSON HOTEL	TRAINING	344.88	3
RIC'S FOOD CENTER	SUPPLIES	24.96	2
S & S WORLDWIDE, INC.	SUPPLIES	340.05	1
SAM'S CLUB #4982	SUPPLIES	3,223.45	12
SAVE-A-LIFE CPR & TRAINING	CONTRACT SVCS	(5.40)	1
SAVE-A-LIFE CPR & TRAINING	SUPPLIES	95.40	1
SAVE-A-LIFE CPR & TRAINING	TRAINING	169.20	3
SCHOLASTIC TEACHER INC	SUPPLIES	1,836.77	1
SCHOOLCRAFT COLLEGE	CONTRACT SVCS	195.00	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	765.81	4
SIGN BRACKET STORE	SUPPLIES	388.76	1
SINGLESOURCE	SUPPLIES	73.98	1
SMARTSIGN - CC	SUPPLIES	113.82	1
SOLDAN'S FEED & PET SUPPLIES	SUPPLIES	317.14	3

Wright Express7/10/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
SPORTS ENGINE	CONTRACT SVCS	749.00	1
STANDARD ELECTRIC COMPANY	SUPPLIES	4,750.00	1
STAPLES - MP	SUPPLIES	1,175.30	16
STAPLES - MP	SUPPLIES/VEHICLE MAINT	74.95	1
STATE OF MICHIGAN ICHAT LOOK UP	CONTRACT SVCS	40.00	4
SWEENEY SEED COMPANY	SUPPLIES	84.46	1
SYSTEM SPECIALTIES	SUPPLIES	3,976.78	1
TARGET	SUPPLIES	624.70	11
TEACHERS PAY TEACHERS	SUPPLIES	2.50	1
THE UPS STORE	CONTRACT SVCS	30.61	2
THE WALL STREET JOURNAL	SUBSCRIPTION	38.99	1
TLO ONLINE	CONTRACT SVCS	75.00	1
TOMAHAWK LIVE TRAP	SUPPLIES	1,560.88	1
TRACTOR SUPPLY	SUPPLIES	349.21	6
U S POSTMASTER	CONTRACT SVCS	20.60	1
US PLASTIC CORPORATION	SUPPLIES	294.65	1
VERIZON WIRELESS	COMMUNICATIONS	2,969.46	31
VISUALZ - CC	SUPPLIES	8.95	1
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
W S DARLEY & CO.	SUPPLIES	374.25	1
W.S. DARLEY & CO	SUPPLIES	1,490.36	1
WAL-MART	SUPPLIES	1,977.78	11
WAL-MART COMMUNITY	SUPPLIES	11.42	1
WASTE MANAGEMENT	CONTRACT SVCS	1,246.73	3
WEBSTaurant STORE	SUPPLIES	435.09	1
WINN TELECOM	COMMUNICATIONS	1,811.68	5
WINN TELECOM	CONTRACT SVCS	300.00	1
YOURMEMBERSHIP.COM, INC	CONTRACT SVCS	150.00	1
ZIPRECRUITER, INC.	CONTRACT SVCS	779.00	1
ZOOM, INC.	CONTRACT SVCS	165.89	2
	TOTALS	<u>\$88,626.50</u>	<u>499</u>

Memorandum



TO: Aaron Desentz, City Manager

FROM: Michelle Sponseller, Downtown Development Director

DATE: July 12, 2023

SUBJECT: Development District (DDA) License Application – JCB Entertainment, LLC.
(Valhalla Indoor Axe Throwing)

JCB Valhalla Indoor Axe Throwing is requesting City Commission approval for a Development District (DDA) License pursuant to Public Act 501 of 2006 in order to provide alcohol service for their new business, located at 1711 South Mission.

PA 501 of 2006 is designed to make on-site premises licenses more readily available in downtowns and other redevelopment areas, as a tool for economic development. This request comes to the City subsequent to the City Commission actions below:

- Initial establishment of the development district (DDA) liquor license district and policy on January 24, 2011;
- revisions to the on-premise liquor license policy on July 26, 2021;
- expansion of the development district (DDA) liquor license district on October 10, 2022 and revision to the City's on-premise liquor license policy pertaining to the district expansion.

As part of the City's on-premise liquor license approval process both a special use permit (SUP) and a public hearing are required. On July 6, 2023 the Planning Commission approved the Special Use Permit and Site Plan.

JCB Entertainment, LLC. meets the requirements for consideration by the State of Michigan Liquor Control Commission per MCLA 436.1521a(1)(b) as follows:

- Is located within the Mission/Pickard Downtown Development Authority (DDA) district;
- Is engaged in dining, entertainment or recreation and open to the general public;
- Will have a seating capacity of more than 25 people;
- Investment greater than \$75,000 in the rehabilitation or restoration of the building where the license will be housed over the next five years.

Additionally, MCLA 436.1521a(1)(b) requires a minimum level of private and public investment in the development district be at least \$200,000 in the preceding five years. Staff has verified the amount of investment over the past five years:

- Private investment = \$14,604,118 based on commercial building permits;
- Public investment = \$572,369 based on completed capital improvement projects.

Memorandum



Recommended Action

Review and approve the attached resolution and direct staff to conduct all necessary steps for Development District (DDA) License as stated in MCLA 436.1521a(1)(b).

Attachments

- JCB Entertainment, LLC Liquor License Application
- Resolution
- Map of DDA District w/ JCB Entertainment, LLC Location
- Special Use Permit Approval Letter
- Affidavit of Public and Private Investment in Development District Area
- Affidavit for Development District (DDA) Liquor License



New On-Premises Redevelopment or Development District License Questionnaire

Complete and submit this questionnaire along with a fully completed [On-Premises Retailer License & Permit Application \(LCC-100a\)](#) with the documents required to be submitted with that form and any other documents required as listed below.

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): JCB Entertainment, LLC			
Address to be licensed: 1711 South Mission			
City: Mt. Pleasant		Zip Code: 48858	
City/township/village where license will be issued: Mt. Pleasant			County: Isabella
Contact Name: Julia Becker	Phone: 989-400-8183	Email: lily2cats@gmail.com	
Mailing address (if different from above): 2800 Weatherwood			
City: Mt. Pleasant		Zip Code: 48858	

I am applying for the following on-premises redevelopment or development district license:

MCL 436.1521a(1)(a) - Redevelopment (RDA) License - Complete Parts 2a, 3, 4, & 5

Select one: Class C B-Hotel Tavern A-Hotel

- The proposed licensed premises must be located in a redevelopment project area defined by the local governmental unit and the investment in the redevelopment project area must meet one (1) of following requirements:
 - Investment of not less than \$50 million in cities, townships, or villages having a population of 50,000 or more
 - Investment of not less than \$1 million per 1,000 people in cities, townships, or villages having a population of less than 50,000
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five (5) days per week
- The licensed business must be open to the public not less than ten (10) hours per day, five (5) days per week
- The initial enhanced license fee for a license issued under this section is \$20,000.00

MCL 436.1521a(1)(b) - Development District (DDA) License - Complete Parts 2b, 3, 4, & 5

Select one: Class C B-Hotel Tavern A-Hotel

- The proposed licensed premises must be located in one of the development districts or areas listed in MCL 436.1521a(1)(b):
 - Tax Increment Finance Authority District Under Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980)
 - Corridor Improvement Authority Act Development Area under Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005)
 - Downtown Development Authority (DDA) District under Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975)
 - Principal Shopping District under Public Act 120 of 1961
- The total investment in real and personal property within the development district or area shall not be less than \$200,000.00 over a period of the preceding five (5) years.
- The building may be new construction or the restoration or rehabilitation of an existing building.
- The building that will house the proposed licensed premises must have at least \$75,000.00 expended for new construction or the rehabilitation or restoration of the building over the preceding five (5) years or a commitment for a capital investment of at least \$75,000.00 in the building that must be expended before the license is issued.
- The licensed business must be engaged in activities related to dining, entertainment, or recreation.
- The licensed business must be open to the general public and have a seating capacity of not less than 25 persons.
- The initial enhanced license fee for a license issued under this section is \$20,000.00.

Please Note: Pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Part 2a - MCL 436.1521a(1)(a) - Redevelopment (RDA) License Required Documents

<input type="checkbox"/> Resolution from local governmental unit establishing the redevelopment project area
<input type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none">• The amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area during the preceding three (3) years (must specifically state start and end dates for the investment, i.e. January 1, 2013, to December 31, 2015).• Statement that the amount of commercial investment in the redevelopment project area constitutes not less than 25% of the total investment in real and personal property in the area.
<input type="checkbox"/> Legible map of the redevelopment project area which clearly labels all street names

Part 2b - MCL 436.1521a(1)(b) - Development District (DDA) License Required Documents

<input checked="" type="checkbox"/> Resolution from local governmental unit establishing the development district or area which specifically references the statute under which the area was established: <ul style="list-style-type: none">• Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980) for Tax Increment Finance Authorities• Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005) for Corridor Improvement Authorities• Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975) for Downtown Development Authorities• Public Act 120 of 1961 for Principal Shopping Districts
<input checked="" type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none">• The total amount of public and private investment in real and personal property within the development district or area over a period of the preceding five (5) years (must specifically state start and end dates for the investment, i.e. January 1, 2011, to December 31, 2015).
<input checked="" type="checkbox"/> Legible map of the development district or area which clearly labels all street names

Part 3 - Available License Search

MCL 436.1521a(9) requires any person signing an application for an on-premises Redevelopment or Development District license to verify that he or she attempted to purchase any of the on-premises licenses that are in escrow that do not have a pending transfer on file with the MLCC within the county in which the applicant for the on-premises Redevelopment or Development District license proposes to operate.

You should not apply for an on-premises Redevelopment or Development District license if there is an available quota license in the local governmental unit in which the proposed licensed business will be located. You may verify the availability of quota licenses on the Commission's website using the [Local Government Quota search page](#).

<input type="checkbox"/> I verify that I have attempted to purchase any readily available on-premises escrowed licenses that do not have pending transfers on file with the MLCC in the county where the proposed licensed business will be located. <ul style="list-style-type: none">• Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available on-premises license.• Applicant should send certified letters of inquiry as to the availability of the license to each licensee at the address listed on the licensee listing report provided by the MLCC.• Applicant should submit copies of the letters sent, certified tags, signed certified return receipts, copies of any envelopes returned by the USPS, and copies of any correspondence received from the licensees.• Applicant should provide dates, the name of the person contacted, and a synopsis of the conversation if escrowed licensees are contacted by telephone.• Applicant should provide documentation regarding the fair market value of the license based on where the applicant will be located, if determinable, the size and scope of the proposed operation, and/or the existence of mandatory contractual restrictions or inclusion attached to the sale of the license when indicating to the MLCC that purchase of a license is not economically feasible or the license is not readily available.
<input checked="" type="checkbox"/> There are no readily available on-premises licenses in escrow in the county where the proposed licensed business will be located.
<input checked="" type="checkbox"/> There are no unissued, on-premises quota licenses readily available in the local governmental unit where the proposed licensed business will be located.

Part 4 - Local Governmental Approval

An applicant for a new on-premises Redevelopment or Development District license requires approval by the legislative body of the local governmental unit in which the licensed premises will be located. Applicants for a license in a city that has a population of 600,000 or more do not require local governmental approval. Please use the [Local Governmental Unit Approval Form \(LCC-106\)](#) or obtain a resolution from the local governmental unit that contains the same information required on the form. The form or a resolution from the city, village, or township must specifically state the applicant's legal name, if an individual person, or the corporate name of the business, the proposed licensed address, and contain a recommendation for the issuance of a license under one of the two following options:

- New Class C* license issued under the provisions of MCL 436.1521a(1)(a)
- New Class C* license issued under the provisions of MCL 436.1521a(1)(b)

**May substitute other license types such as Tavern, A-Hotel, or B-Hotel licenses*

Part 5 - Signature of Applicant

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

I certify that I understand that pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and that if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Julia Becker, Owner



7/14/2023

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Overnight packages: 2407 N. Grand River Ave., Lansing, MI 48906
 Fax to: 517-763-0059

RESOLUTION

WHEREAS, the City Commission has established a Development District (DDA) License Development District pursuant to Act 501 of Public Acts 2006 **436.1521a(1)(b)**, and;

WHEREAS, the City of Mt. Pleasant Mission/Pickard Downtown Development Authority (DDA) will realize considerable public and private investment within the next five years, and;

WHEREAS, the Mission/Pickard DDA was established under Public Act 197 of 1975 under appropriate statutory provision, and;

WHEREAS, the City of Mt. Pleasant shall provide the Michigan Liquor Control Commission a map clearly outlining the boundaries of the Development District (DDA) License Development District, and;

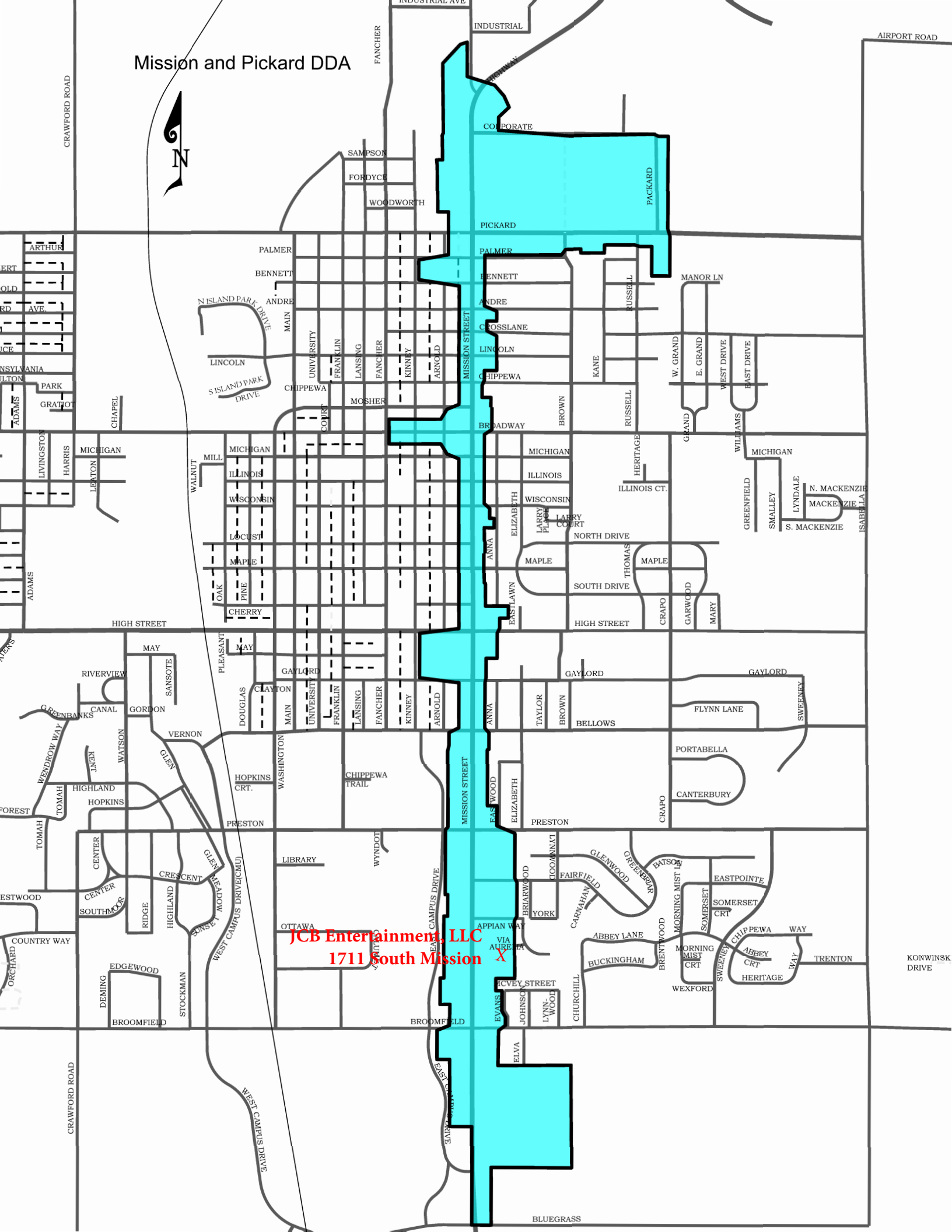
Whereas, the City Commission finds that JCB Entertainment, LLC meets the provisions of Public Act 501 of 2006, including:

- Is engaged in dining, entertainment or recreation and open to the general public;
- Have a seating capacity of at least 25 people;
- Investment of more than \$75,000 in the rehabilitation or restoration of the building where the license will be housed in the next five years;

WHEREAS, the City of Mt. Pleasant shall provide to the Michigan Liquor Control Commission an affidavit from the City Assessor, as certified by the City Clerk, stating the total amount of public and private investment in real and personal property with the selected portion of Mission/Pickard DDA district, which shall not be less than \$200,000 for each license requested, over the preceding time periods, and,

NOW BE IT THEREFORE RESOLVED, the City Commission hereby approves the request from JCB Entertainment, LLC, "ABOVE ALL OTHERS" for a new Class C license under **436.1521a(1)(b)**, to be permitted at 1711 South Mission, Mt. Pleasant, Isabella County, Michigan.

Mission and Pickard DDA



JCB Entertainment, LLC
1711 South Mission X

City of Mt. Pleasant, Michigan



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

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

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

July 7, 2023

JCB Entertainment, LLC
Attn: Julia Becker
2800 Weatherwood Street
Mt. Pleasant, MI 48858

Re: Special Use Permit 23-09 – 1711 S. Mission

Dear Ms. Becker,

At their July 6, 2023 meeting, the Planning Commission approved Special Use Permit 23-09 for a bar, axe throwing business and catering services subject to the following conditions:

1. The applicant shall comply with the Michigan Food Law, Act 92 of 2000 and maintain compliance with all applicable statutes and rules for bars at all times.
2. The applicant shall comply with the requirements of Public Works, Public Safety and Building Safety.

Questions regarding DPW requirements may be directed to Stacie Tewari at (989) 779-5404. Questions regarding DPS requirements may be directed to Brad Doepker at (989) 779-5122. Questions regarding Building Safety may be directed to Brian Kench at (989) 779-5301. If you have any other questions, please call the Planning and Community Development office at (989) 779-5347.

Sincerely,

Manuela Powidayko
Director of Planning & Community Development

cc: Building Safety (via email)
Fire Department (via email)
Engineering Department (via email)

**AFFIDAVIT OF PUBLIC AND PRIVATE INVESTMENT
DEVELOPMENT DISTRICT AREA**

I, Heather Bouck, am the Deputy Assessor for the City of Mt. Pleasant, Michigan. I have examined the records for the City of Mt. Pleasant and made the following determination as to the public and private investment in the City of Mt. Pleasant qualified development district. Based on my review of these records, I have determined that the total amount of public and private investment in real property within the qualified development district over the preceding five (5) year period, July 12, 2018 through July 12, 2023 is \$15,176,487 an amount that exceeds the \$200,000 determination to the best of my knowledge and ability on this day July 12, 2023, in Isabella County, Michigan.



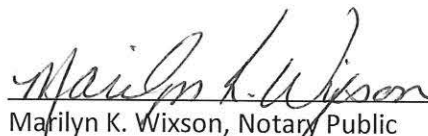
Heather Bouck, City of Mt. Pleasant
Deputy Assessor
320 W. Broadway, Mt. Pleasant, MI 48858

July 13, 2023

State of Michigan

County of Isabella

On this 13th day of July 2023, before me, a Notary Public in and for said county and state, personally appeared the above named, on behalf of the City of Mt. Pleasant, and made oath that she has read the foregoing Affidavit, by her subscribed, and know the contents thereof, and that the same is true of her own knowledge, expect as to those matters which are stated to be upon information and belief, and as to those matters, she believes them to be true.



Marilyn K. Wixson, Notary Public
Isabella County, Michigan
Expires: September 25, 2028

AFFIDAVIT FOR DEVELOPMENT DISTRICT (DDA) LIQUOR LICENSE

Now comes Heather Bouck, and being first duly sworn, deposes and states as follows:

1. That I am the City Clerk for the City of Mt. Pleasant, Isabella County, Michigan and make this Affidavit to the Michigan Liquor Control Commission pursuant to Section 436.1521a(1)(b) of the Michigan Liquor Control Act and pursuant to the application by JCB Entertainment, LLC, for a new Class C license under section 436.1521a(1)(b) of the Act to be located at 1711 South Mission, City of Mt. Pleasant, Isabella County, Michigan.
2. That the City of Mt. Pleasant established a Development District (DDA) Liquor License Development District defined in MCLA 436.1521a(1)(b) by a resolution of the City Commission adopted January 24, 2011 and expanded by resolution on October 10, 2022.
3. That the proposed location of the Class C license, at 1711 South Mission, in the City of Mt. Pleasant is within the Development District (DDA) Development District.
4. That further, I have reviewed the Affidavit of Heather Bouck, the City's Deputy Assessor, which Affidavit has been submitted to the Michigan Liquor Control Commission and I certify that the information contained in the Affidavit is true and accurate.



Heather Bouck, City of Mt. Pleasant Clerk
320 W. Broadway, Mt. Pleasant, MI 48858

July 13, 2023

State of Michigan

County of Isabella

On this 13th day of July 2023 before me, a Notary Public in and for said county and state, personally appeared the above named, on behalf of the City of Mt. Pleasant, and made oath that she has read the foregoing Affidavit, by her subscribed, and know the contents thereof, and that the same is true of her own knowledge, except as to those matters which are stated to be upon information and belief, and as to those matters, she believes them to be true.



Marilyn K. Wixson, Notary Public
Isabella County, Michigan
Expires: September 25, 2028

INFORMATION SUBMITTED BY THE APPLICANT

	Mill Street Landing
Applicant	Spire
Address	200 Walnut St & 410 Mill St
Parcel	17-000-15-902-00; 17-000-15-859-00; 17-000-15-860-00; 17-000-15-873-00
Property Owner	McGuire Family Investments LLC
Acreage	1.1
Zoning	CD-5: allows for the highest density in the city
PILOT Rate (total)	4 (municipal service fee must be determined by City)
PILOT Term	30 years (however the project will remain affordable for 45 years)
Owner vs. Rental	Rentals
Target population	Workforce housing offering a mix of income levels and unit types, which can accommodate single-individuals, seniors and families.
Building type	Multi-family (One 4-story building with 38 units and one 2-story building with 11 units)
Proposed units (total)	Approximately 49 units
Unit Breakdown	22 one-bedroom units; 15 two-bedroom units; 12 three-bedroom units
Average Median Income (AMI)	12 units: 30% AMI; 05 units: 40% AMI; 10 units: 60% AMI; 22 units: 80% AMI

CITY STAFF ASSESSMENT

	Mill Street Landing
Affordability Level	Units reach a wide range of AMIs and provide the opportunity for individuals with different income levels to live on the same premises.
Target population	The Housing Commission shared that this project could serve well ALICE families ¹ . There also seem to be a market in the community for more housing options for Seniors who may like this option in Downtown. With cheaper housing options, there will be more expendable income in the area.
Location	Likely to score high with the State within the walkability score category (access to basic services by foot). However, this location already has an abundance of affordable housing and the City would like to see low-income housing spread around the community. However, the proposal would be consistent with the Master Plan which calls for higher density development in the area and gives a preference for infill development, which is more sustainable as it uses current infrastructure.
Building Typology	Missing middle housing typology (low-rise apartments) matches the community needs/Master Plan. More sustainable proposal (LEED Zero energy) will bring up the standard for housing construction in the city, helping further the City's sustainability goals.
Unit breakdown	The proposed unit breakdown better matches existing affordable housing needs in the community (shared by the Housing Commission). Three-bedroom units will nicely accommodate ALICE families.
Owner vs. Rental	Only rentals, however it offers a good option to a variety of individuals.
Requested PILOT	Rate seems low for a proposal that also targets 80% AMI, and because the proposed building type is more efficient (apartment building). However, the applicant stated that City revenue will still increase when comparing to what the properties currently generate.
Timeline	Applicant aims to apply to the State on December 2023 with new residents being able to live in Downtown by the Fall of 2025.

¹ ALICE is an acronym for Asset Limited, Income Constrained, Employed, and represents the growing number of families who are unable to afford the basics of housing, child care, food, transportation, health care, and technology. These workers often struggle to keep their own households from financial ruin, while keeping our local communities running.

**SPIRE MOUNT
PLEASANT**

410 MILL/200 WALNUT/120 WALNUT

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PROPERTY OF BERARDI + PARTNERS, LLC.
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BUILDING A SITE
29,464 SF SITE = 0.67 ACRES

BUILDING B SITE
17,168 SF SITE = 0.39 ACRES

TOTAL SITE AREA
46,632 SF SITE = 1.07 ACRES

MULTI-FAMILY BLDGS
37,296 GSF BUILDING A
12,012 GSF BUILDING B
49,308 GSF TOTAL

4 STORY BUILDING A
(23) 1BR UNITS
(7) 2BR UNITS
(8) 3BR UNITS
(38) UNITS TOTAL

2 STORY BUILDING B
(3) 1BR UNITS
(4) 2BR UNITS
(4) 3BR UNITS
(11) UNITS TOTAL

TOTAL UNIT COUNT
(26) 1BR UNITS
(11) 2BR UNITS
(12) 3BR UNITS
(49) UNITS TOTAL

PARKING
BUILDING A SITE
29 PARKING SPACES

BUILDING B SITE
21 PARKING SPACES

TOTAL
50 PARKING SPACES

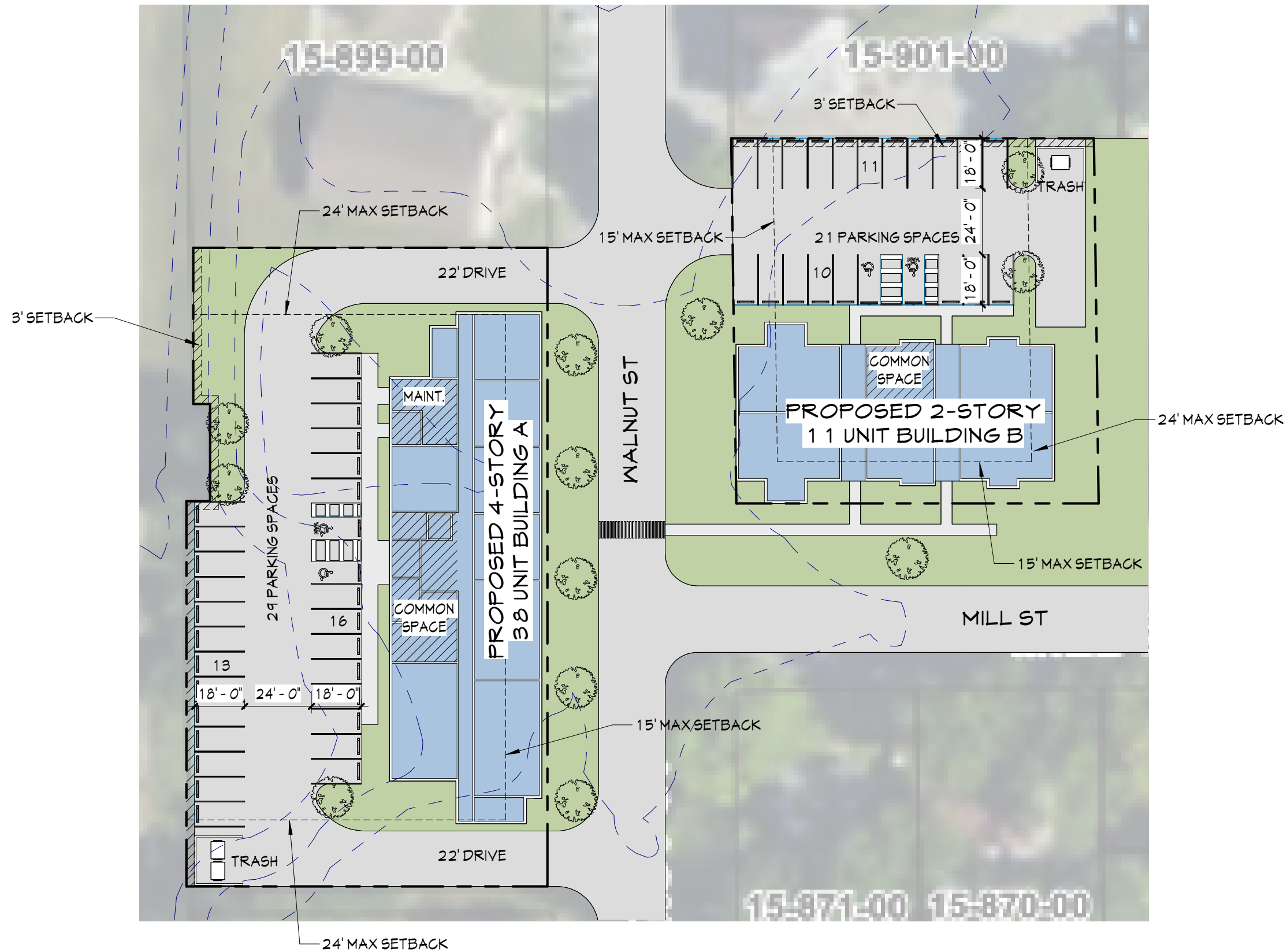
SCHEMATIC

DATE: 07.12.2023
PROJECT #: 23149

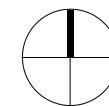
**PRELIMINARY
SITE PLAN**

SD-100

BERARDI+
ARCHITECTURE | INTERIOR DESIGN | ENGINEERING
1398 GOODALE BOULEVARD, COLUMBUS, OHIO 43212
P 614.221.1110 berardipartners.com



preliminary site plan 1" = 40'-0"





Mill Street Landing



410 Mill Street & 200 Walnut Street
Mt. Pleasant, MI 48858
Affordable Housing Development Proposal

Submitted by Spire Development, Inc.
July 12, 2023



Sean McMickle, 614-350-0391
Spire Development, Inc.



330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
www.livespired.com

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1. Cover Letter
2. Proposed Development
3. Financial Structure and Conceptual Pro-Forma
4. Affordable Housing PILOT Scoring Matrix
5. Appendix: Development Team Resumes
 - a. Spire Development, Inc.
 - b. Berardi & Partners
 - c. Three Rivers Corporation
 - d. KMG Prestige

July 12, 2023

Ms. Manuela Powidayko
Director of Planning & Community Development
City of Mount Pleasant
320 W Broadway St
Mount Pleasant, MI 48858



RE: City of Mt. Pleasant Affordable Housing Proposal
Mill Street Landing
410 Mill Street & 200 Walnut Street, Mt. Pleasant, MI 48858

Ms. Powidayko,

On behalf of Spire Development, Inc. and Spire Real Estate Holdings, LLC (“Spire”), please accept this proposal in response to the City of Mt. Pleasant Request for Affordable Housing Development (the “RFP”). Please also accept this proposal as an introduction to Mill Street Landing (the “Project”), a 40-50-unit general occupancy workforce housing development to-be-located at 410 Mill Street & 200 Walnut Street near downtown Mount Pleasant.

Project Introduction

Mill Street Landing is a workforce, missing-middle, multifamily development affordable to low and moderate-income individuals that will directly fulfill needs identified in the recently completed *2019 City of Mount Pleasant Housing Report* (the “Report”) and *2050 Mount Pleasant Master Plan* (the “Master Plan”). Specifically, the Project will provide 40-50 units of missing-middle housing on an under-utilized infill lot near downtown within walkable distances from essential services, jobs, and recreation. The Project will feature multiple resident amenities as detailed in this proposal and will be built to LEED zero energy or equivalent energy efficiency standards.

Mill Street Landing will benefit the city in multiple ways. The Project will re-develop a vacant infill lot in a manner consistent with the Master Plan, which will further encourage redevelopment near downtown. The Project will create jobs and support local businesses by employing numerous local subcontractors and tradesmen who will construct and consume in the vicinity. Working families will benefit from the Project’s proximity to major employers and seniors looking to downsize from single family homes will have a new housing option built to modern accessibility standards. Finally, residents will be able to live in an environment where they are not rent burdened and therefore will have disposable income to support the local economy.

Request for PILOT

Spire will be requesting a 30-year Payment in Lieu of Taxes tax abatement as part of this Proposal, so that Mill Street Landing can competitively pursue funding consideration through the Michigan State Housing Development Authority (“MSHDA”).

The construction of Mill Street Landing will be financed in part using federal tax credits administered through MSHDA. It is a competitive application process and MSHDA essentially requires a PILOT for an application to score competitively. Tax credit financing is used to attract private investment to offset hard construction costs associated with new housing development. In turn, the Project is capped on the rent it can charge to ensure high-quality housing may be newly constructed yet remain affordable to moderate income individuals. Since a fluctuating rent ceiling tied to the area’s median income is required for funding, a PILOT agreement ties property tax liability to actual collected rents so the Project can successfully operate long-term.

Granting a PILOT for the Project will ultimately increase realized tax revenue for the city as the PILOT will provide an increase in net taxes relative to what is currently realized by the properties. Spire expects the Project to have minimal impact on city services relative to its economic benefit for the city due to the Project's strategic infill location near downtown; a sustainable land use goal specifically identified in the Master Plan. Developing additional housing in an established residential and commercial district will create economies of scale for city services in an area they are already being provided.

Should the commission select the Project for this RFP, Spire will seek to work with the city on developing a PILOT for the Project so that it can competitively apply for funding consideration. It is our goal to create a PILOT that is mutually beneficial for the city, the Project, and its future residents so that Mill Street Landing may serve as an asset to Mount Pleasant for years to come.

Development Team

The applicant behind this proposal, Spire Development, Inc., is an affordable housing developer based out of Columbus, Ohio. Spire has successfully secured twenty-nine (29) tax credit awards for over 1,300 affordable housing units across the Midwest. Spire Development, Inc. will serve as the developer and Spire Real Estate Holdings, LLC will serve as the long-term owner of the Project through MSHDA compliant project-specific subsidiary. Spire anticipates the Project will be managed by KMG Prestige. KMG Prestige, based out of Mount Pleasant, is one of the largest affordable housing management companies in the state of Michigan and has partnered with Spire on prior projects, the most recent being Center City Lofts, a 55-unit workforce housing development in Midland, Michigan. The project will be designed by Berardi + Partners and is anticipated to be constructed by Three Rivers Corporation out of Midland, MI. Resumes and contact information for the development team are included in the attached Appendix of this Proposal.

Project Pro Forma and Applicant Guarantors

A detailed preliminary pro forma and description of Project finances is included in Exhibit 3 of this proposal. Financial guarantees for Project completion will be provided by Spire Development, Inc., the principals of which are Thomas Grywalski and Scott Harrold.

Project Timeline

Should Spire be selected for the RFP, we will immediately engage with city staff to refine the enclosed concept plans. The goal will be to determine the ideal architectural design and site plan layout to best serve the needs of the community. Spire has a history of welcoming and incorporating stakeholder input to deliver projects that enhance the communities in which they are located.

After city staff's input has been received, Spire will plan to apply for tax credits in the December 2023 funding round, as well as future October and April rounds if necessary. A copy of the completed MSHDA application for Low Income Housing Tax Credits will be provided to city staff within thirty (30) days of submittal to MSHDA. Should Spire successfully receive a funding award in the December 2023 funding round, groundbreaking will occur in the summer or fall of 2024 with an anticipated completion in the fall of 2025.

Sincerely,



Sean McMickle
Vice President of Development
Spire Development, Inc.



330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
www.livespired.com

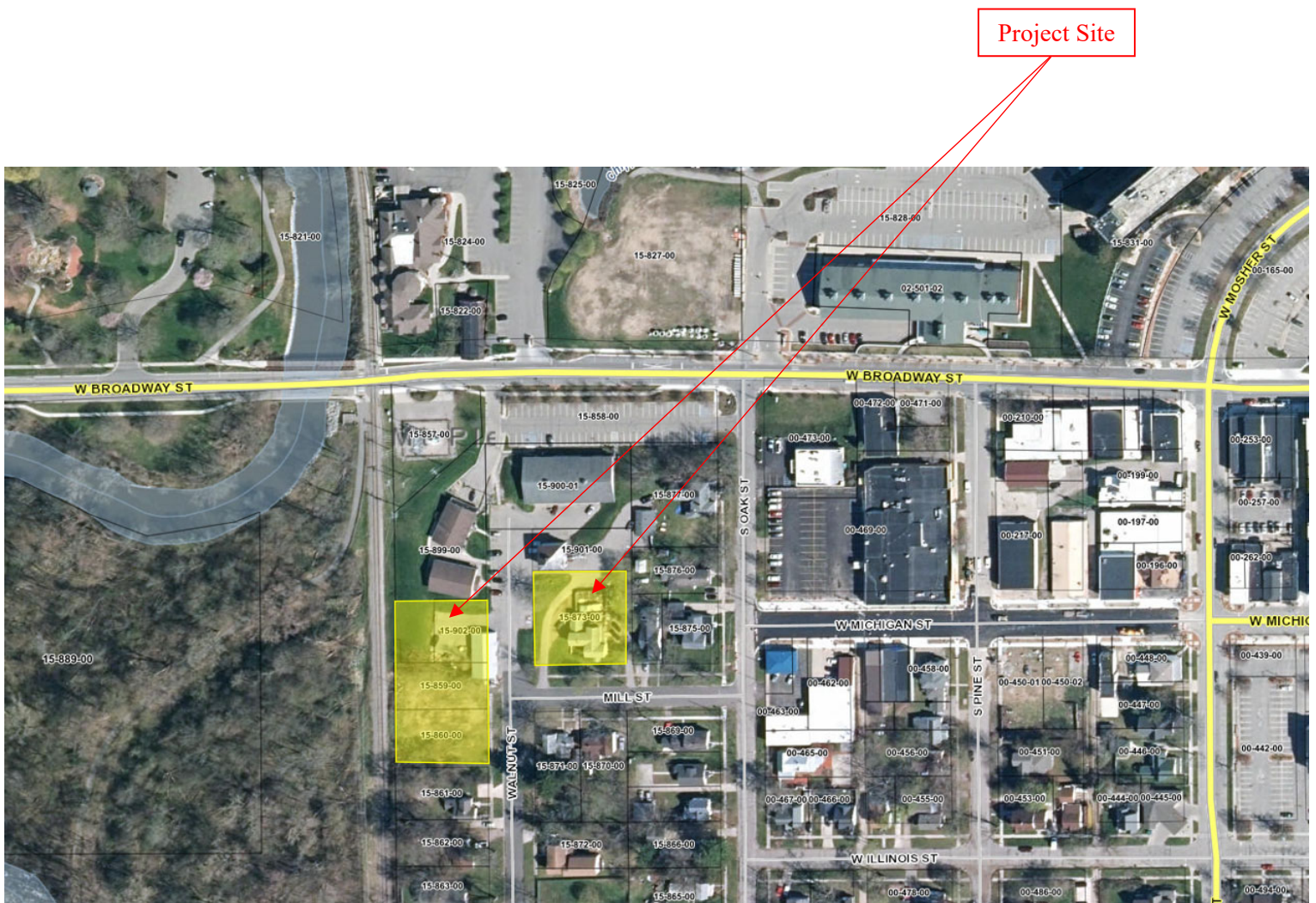
Section 2

PROPOSED DEVELOPMENT

PROJECT OVERVIEW | PROJECT LOCATION

Site Location: 410 Mill Street & 200 Walnut Street, Mount Pleasant, MI, 48858

Mill Street Landing will be located on approximately 1.1 acres of infill land near downtown. The site serves as a natural location for new construction missing middle multi-family housing as it is bordered by multifamily housing and commercial uses to the north, residential uses to the south and east, and green space to the west. Future residents will benefit from the Project's proximity to multiple amenities including grocery stores, pharmacies, banks, doctor's offices, a public library and retail establishments, while the City of Mount Pleasant will benefit from increased density near commercial establishments on under-utilized properties slated for increased density in the future land use plan.



Legal Description

The below legal descriptions represent the parcels Mill Street Landing will be located on. Please note, the Project will be acquiring approximately 0.11 acres of a parent parcel located at 501 W Broadway Street. If the project is selected for the RFP and awarded funding, a lot split will occur for this portion of the property and an updated legal description will be provided.

Legal Description: 410 Mill Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-873-00)

M & B DESCRIPTION COM 8 RDS W OF NW COR OF OAK & MILL ST N 8 RDS W 8 RDS TO WALNUT ST S 8 RDS E TO BEGINNING SECTION 15. NOTE: TIFA DIST #1 (CBD)

Legal Description: Walnut Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-860-00)

M & B DESCRIPTION COM AT SW COR OF MILL & WALNUT STS W 8 RDS S 5 RDS E 8 RDS N 5 RDS SECTION 15 EXCEPT S 8 FT OF ABOVE DESC. NOTE: TIFA DIST #1 (CBD)

Legal Description: 200 Walnut Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-859-00)

M & B DESCRIPTION COM AT SW COR OF MILL & WALNUT ST W 8 RDS N 4 RDS E 8 RDS S 4 RDS SECTION 15. NOTE: TIFA DIST #1 (CBD)

Legal Description: 120 Walnut Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-902-00)

PART OF THE NE 1/2 OF SW 1/4 OF SEC 15, T14N-R4W, BEG AT PT ON N LINE OF MILL ST WHICH IS WEST 313.5 FT FROM THE INTERSECTION OF THE N LINE OF MILL ST WITH THE WEST LINE OF OAK ST, TH N 90 FT, W 75 FT, TH S 90 FT, TH E 75 FT TO POB. INCLUDING THE USE OF A NON-EXCLUSIVE INGRESS-EGRESS EASEMENT DESCRIBED AS BEGINNING AT POINT ON THE N LINE OF MILL ST WHICH IS W 264 FT FROM THE INTERSECTION OF N LINE OF MILL ST AND THE WEST LINE OF OAK ST, TH W 49.5 FT ALONG N LINE MILL ST, TH N 192 FT, TH E 49.5 FT, TH S 192 FT TO THE POB.

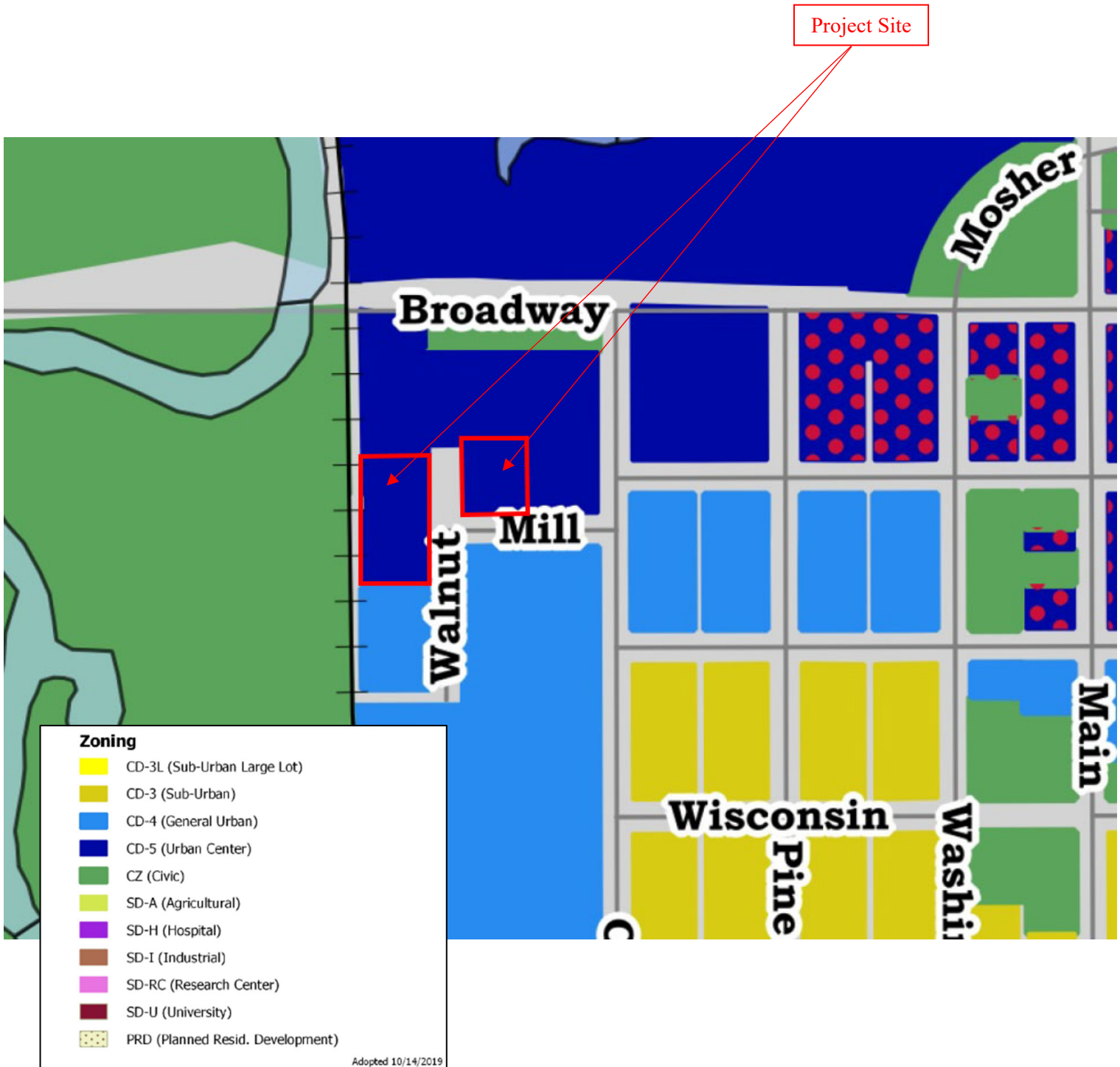
Legal Description: 501 W Broadway Street, Mt. Pleasant, MI 48858 (PIDN: 17-000-15-899-00)

PART OF NE 1/4 OF SW 1/4 SEC 15, T14N-R4W, COM AT INTERSECTION E LINE AARR AND S LINE BROADWAY ST, TH E ALONG S LINE BROADWAY TO WEST LINE OAK ST, TH S 75 FT M/L TO A PT WHICH IS N 214.5 FT FROM INTERSECTION OF W LINE OAK AND N LINE MICHIGAN EXTENDED WEST, TH W 123 FT, TH S TO PT WHICH IS 132 FT N OF N LINE MILL, TH W, 141 FT, TH S 132 FT TO N LINE MILL, TH W 49.5 FT, TH N 90 FT, TH W 75 FT, TH S 90 FT, TH W TO E ROW LINE RR, TH N TO POB, EXC COM AT INTER OS E ROW LINE RR AND NWLY BANK OF CHANNNEL, TH N ALONG RR ROW 181.95 FT TO S LINE BROADWAY, TH E ALONG S LINE 139 FT, TH S 65 FT TO NWLY BANK OF CHANNEL, TH SWLY ALONG THE NLY SIDE OF CHANNEL TO POB, ALSO EXC BEG AT PT WHICH IS N 132 FT FROM N LINE MILL ST AND W 123 FT FROM W LINE OAK ST, TH W 141 FT, TH N 60 FT, TH W 49.5 FT, TH NLY 121.55 FT, S S 89D59M E 194 FT, TH S 181.50 FT TO POB, ALSO EXC THAT PART LYING N OF LINE DESC AS BEG AT PT ON W LINE OAK ST WHICH IS 214.5 FT FROM INTERSECTION W LINE OAK AND N LINE MICHIGAN, EXTD WEST, SAID PT OF BEG BEING S 82.5 FT FROM INTER OF W LINE OAK WITH E & W 1/4 LINE, TH N 89D59M W PARALLEL WITH E & W 1/4 LINE, INCLUDING USE OF INGRESS-EGRESS EASEMENT OVER W 30 FT THEREOF. SUBJECT TO USE FOR NON-EXCLUSIVE INGRESS-EGRESS EASEMENT THAT PART DESCRIBED AS BEGINNING AT A PT ON N LINE MILL ST WHICH IS WEST 264 FT FROM THE INTERSECTION OF N LINE MILL ST WITH THE WEST LINE OF OAK ST, TH W 49.50 FT ALONG THE N LINE OF MILL ST, TH N 192 FT, TH E 49.5 FT, TH S 192 FT TO POB. . DESCRIPTION EDITED PER ASSR 04-10-08

PROJECT OVERVIEW | ZONING INFORMATION

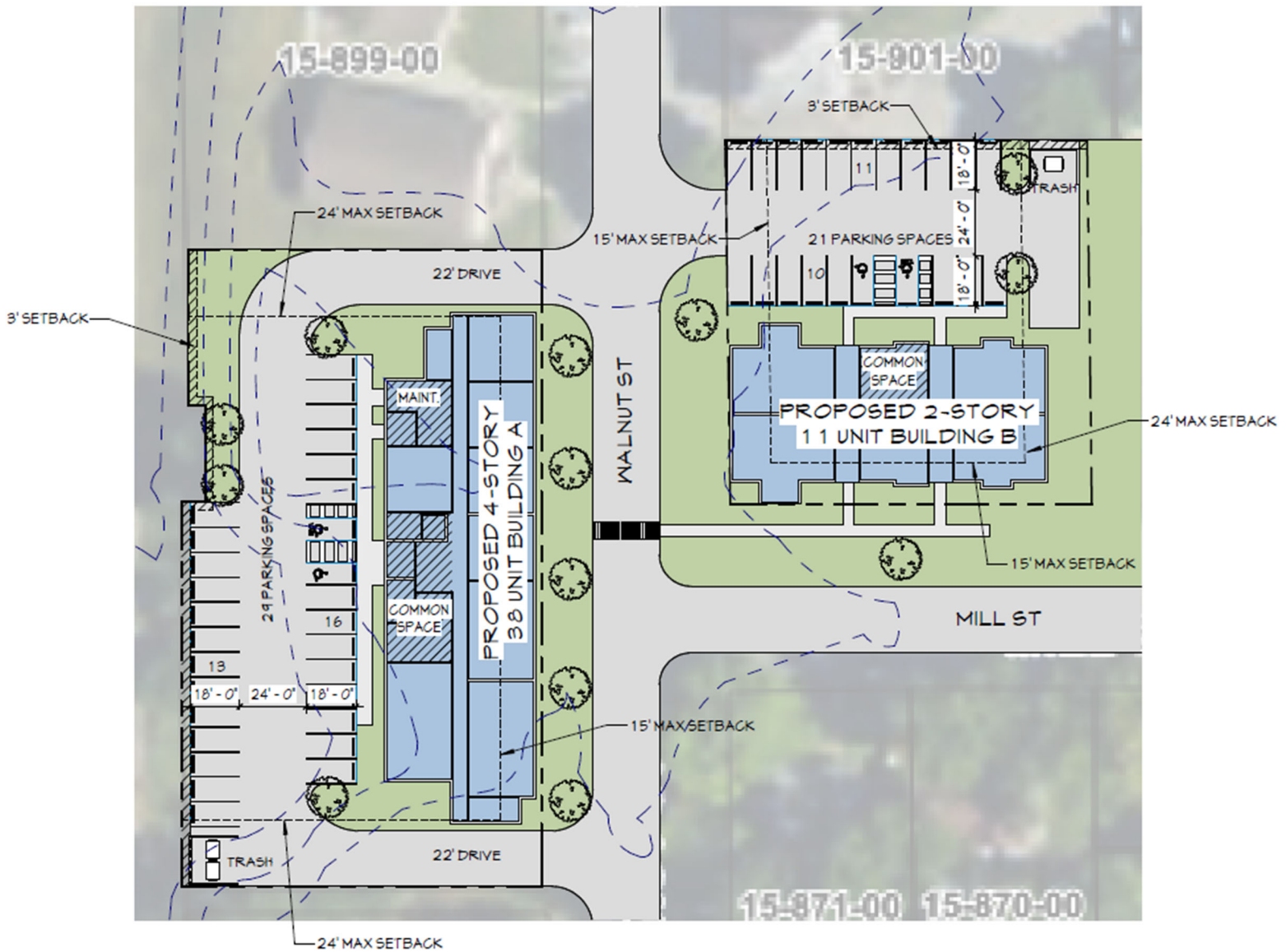
Current Zoning: CD-5 (Urban Center)

The Project is consistent with the current zoning of the property. Specifically, multi-family units are permitted by right within the CD-5 Urban Center district at a density of 96 units per acre.



PROJECT OVERVIEW | CONCEPTUAL SITE PLAN

The below conceptual site plan for 49 units is meant to serve as a starting point and example of the size and scale of the proposed Project. Should the Project be selected for the RFP, Spire will engage with city staff to refine the site plan and determine the ideal Project layout and design.



preliminary site plan 1" = 40'-0"



CONCEPT DESIGN | EXAMPLE PROJECTS

Mill Street Landing will provide 40-50 units of workforce general occupancy housing. Project amenities will include community space, interior bicycle parking, supportive services and leasing offices, business center, and community laundry facilities. The Project will be built to LEED Zero energy or equivalent energy efficiency rating. Should the Project be selected for the RFP, Spire will engage with city staff to determine the ideal site plan layout.

Center City Lofts
Midland, Michigan
General Occupancy



Campbell Landing
Bellefontaine, Ohio
General Occupancy









The Lofts at Milnes Plaza
Coldwater, Michigan
General Occupancy





Residences at Courtyard Crossing
Independence, Kentucky
Senior, 55+



Glenns Creek Manor
Frankfort, Kentucky
Senior, 55+







Newberry Apartments
Parkersburg, WV
Senior, 55+







330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
www.livespired.com

Section 3

FINANCIAL STRUCTURE AND CONCEPTUAL PRO-FORMA

FINANCIAL STRUCTURE

PROJECT SOURCES & USES

Uses:

Acquisition & Pre-Development	755,794
Construction	9,591,574
Interim Costs During Construction	808,046
Soft Costs	1,843,803
Reserves	177,204
Total Uses	\$13,176,421

Sources:

First Mortgage	1,070,000
Tax Credit Equity	11,994,850
Deferred Fee	111,571
Total Sources	\$13,176,421

UNIT MIX

Unit type	Number of Units	% of Total
1-BR / 1-BA	22	45%
2-BR / 1.5-BA	15	31%
3-BR / 1.5-BA	12	24%
	49	100%

UNIT AMI MIX

AMI	Units	2023 Household Income to Qualify				
		1 person/ household	2 people/ household	3 people/ household	4 people/ household	5 people/ household
30%	12	\$15,900	\$18,180	\$20,460	\$22,710	\$24,540
40%	5	\$21,200	\$24,240	\$27,280	\$30,280	\$32,720
60%	10	\$31,800	\$36,360	\$40,920	\$45,420	\$49,080
80%	22	\$42,400	\$48,480	\$54,560	\$60,560	\$65,440
	49					

Estimated Rents: Estimated rents as of July 2023, depending on a resident's income, will range from \$245-\$850 for 1-bedroom units, \$290-\$950 for 2-bedroom units, and \$330-\$1,050 for 3-bedroom units.

FINANCING

Equity: Spire anticipates applying for housing Tax Credits through the Michigan State Housing Development Authority in the December 2023 9% funding round. If the Project does not receive an award, it will reapply in subsequent October and April funding rounds.

Debt: Spire Development will secure first mortgage debt after an award of tax credits.

PILOT: The project is requesting a 30-year 4% PILOT from the City of Mount Pleasant.

PROJECT TIMELINE

Spire Development anticipates applying for Housing Tax Credits in December of 2023, which will allow ample time for municipal entitlements and stakeholder buy-in. If the Project is awarded tax credits in the December 2023 funding round, we anticipate commencement of construction by summer of 2024, with occupancy approximately fall of 2025. The schedule below shows major milestones for the project:

RFP Submittal	July 2023
RFP Awarded	August 2023
PILOT Approval	August 2023
Site Plan Approval	August 2023
MSHDA Application	December 1, 2023
MSHDA Award Announcements	April 2023
Construction commencement	August 2024
Construction Completion	October 2025
Resident Move-In	October 2025

Financial Capacity: Spire Development, Inc., the principals of which are Thomas Grywalski (614-350-0391, tom@livespired.com) and Scott Harrold (614-350-0391, scott@livespired.com), will guarantee construction completion, provide guarantees to the tax credit investor, and fund predevelopment costs.

CONCEPTUAL OPERATING PRO FORMA

Cash Flow - Mill Street Landing

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Effective Gross Income	\$373,246	\$380,711	\$388,325	\$396,092	\$404,014	\$412,094	\$420,336	\$428,743	\$437,317	\$446,064	\$454,985	\$464,085	\$473,366	\$482,834	\$492,490
Administrative Expenses	\$91,410	\$94,152	\$96,977	\$99,886	\$102,883	\$105,969	\$109,148	\$112,423	\$115,795	\$119,269	\$122,847	\$126,533	\$130,329	\$134,239	\$138,266
Utility Expenses	\$30,030	\$30,931	\$31,859	\$32,815	\$33,799	\$34,813	\$35,857	\$36,933	\$38,041	\$39,182	\$40,358	\$41,569	\$42,816	\$44,100	\$45,423
Operating/Maintenance Expenses	\$95,595	\$98,463	\$101,417	\$104,459	\$107,593	\$110,821	\$114,145	\$117,570	\$121,097	\$124,730	\$128,472	\$132,326	\$136,296	\$140,384	\$144,596
Payment in Lieu of Taxes	\$13,729	\$14,141	\$14,565	\$15,002	\$15,452	\$15,916	\$16,393	\$16,885	\$17,391	\$17,913	\$18,451	\$19,004	\$19,574	\$20,161	\$20,766
Taxes and Insurance Expenses	\$14,765	\$15,208	\$15,664	\$16,134	\$16,618	\$17,117	\$17,630	\$18,159	\$18,704	\$19,265	\$19,843	\$20,438	\$21,051	\$21,683	\$22,333
Replacement Reserve (\$400/unit)	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600
Total Operating Expenses	\$265,129	\$272,495	\$280,082	\$287,896	\$295,945	\$304,235	\$312,774	\$321,570	\$330,629	\$339,960	\$349,570	\$359,470	\$369,666	\$380,168	\$390,985
Net Operating Income	\$108,117	\$108,216	\$108,244	\$108,196	\$108,069	\$107,859	\$107,561	\$107,173	\$106,689	\$106,104	\$105,415	\$104,615	\$103,701	\$102,666	\$101,506
Permanent DSCR	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.21	\$89,278 1.20	\$89,278 1.20	\$89,278 1.20	\$89,278 1.19	\$89,278 1.18	\$89,278 1.17	\$89,278 1.16	\$89,278 1.15	\$89,278 1.14
Cash Flow	\$18,839	\$18,938	\$18,966	\$18,918	\$18,791	\$18,581	\$18,283	\$17,895	\$17,411	\$16,826	\$16,137	\$15,337	\$14,423	\$13,388	\$12,228
	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	Year 26	Year 27	Year 28	Year 29	Year 30
Effective Gross Income	\$503,571	\$514,902	\$526,487	\$538,333	\$550,446	\$562,831	\$575,494	\$588,443	\$601,683	\$615,221	\$629,063	\$643,217	\$657,690	\$672,488	\$687,618
Administrative Expenses	\$142,414	\$146,686	\$151,087	\$155,619	\$160,288	\$165,097	\$170,050	\$175,151	\$180,406	\$185,818	\$191,392	\$197,134	\$203,048	\$209,139	\$215,414
Utility Expenses	\$46,786	\$48,189	\$49,635	\$51,124	\$52,658	\$54,238	\$55,865	\$57,541	\$59,267	\$61,045	\$62,876	\$64,762	\$66,705	\$68,706	\$70,768
Operating/Maintenance Expenses	\$148,934	\$153,402	\$158,004	\$162,744	\$167,626	\$172,655	\$177,835	\$183,170	\$188,665	\$194,325	\$200,155	\$206,159	\$212,344	\$218,714	\$225,276
Payment in Lieu of Taxes	\$21,389	\$22,031	\$22,692	\$23,373	\$24,074	\$24,796	\$25,540	\$26,306	\$27,095	\$27,908	\$28,745	\$29,608	\$30,496	\$31,411	\$32,353
Taxes and Insurance Expenses	\$23,003	\$23,693	\$24,404	\$25,136	\$25,891	\$26,667	\$27,467	\$28,291	\$29,140	\$30,014	\$30,915	\$31,842	\$32,797	\$33,781	\$34,795
Replacement Reserve (\$400/unit)	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600	\$19,600
Total Operating Expenses	\$402,126	\$413,602	\$425,422	\$437,597	\$450,137	\$463,053	\$476,356	\$490,059	\$504,173	\$518,710	\$533,683	\$549,106	\$564,991	\$581,353	\$598,205
Net Operating Income	\$101,445	\$101,300	\$101,065	\$100,736	\$100,309	\$99,778	\$99,138	\$98,384	\$97,510	\$96,511	\$95,380	\$94,111	\$92,699	\$91,135	\$89,413
Permanent DSCR	\$89,278 1.14	\$89,278 1.13	\$89,278 1.13	\$89,278 1.13	\$89,278 1.12	\$89,278 1.12	\$89,278 1.11	\$89,278 1.10	\$89,278 1.09	\$89,278 1.08	\$89,278 1.07	\$89,278 1.05	\$89,278 1.04	\$89,278 1.02	\$89,278 1.00
Cash Flow	\$12,167	\$12,022	\$11,787	\$11,458	\$11,031	\$10,500	\$9,860	\$9,106	\$8,232	\$7,233	\$6,102	\$4,833	\$3,421	\$1,857	\$135
Operating Income Increase	2%														
Operating Expenses Increase	3%														



330 W Spring Street, Ste. 430
Columbus, OH 43215
614-350-0391
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Section 4

AFFORDABLE HOUSING PILOT SCORING MATRIX

Affordable Housing / PILOT Scoring Matrix

Point Scoring: N/A, 1, 2 or 3. N/A = either not applicable or no information supplied. 1 = poor, or below expectations. 2 = average or meets minimum standards. 3 = exceeds standards.			
Building Type / Design			
The City places a high value on land efficiency, a maximization of limited housing credits, and high-quality construction.		Possible Points	Points Scored
[1]	Maximize Land Utilization	3	3
[2]	Green Infrastructure	3	3
	Universal Accessibility (i.e., ADA, Aging in Place)	3	3
[3]	Quality & Durability of Exterior Construction, Efficiency	3	3
Location / Connectivity			
The City places a high value on integrating affordable housing throughout the community and locating housing near services and places of employment.			
	Access to Transportation Choices (Transit/Trail Orientated)	3	3
	Walk Accessible Services (Grocery, Schools, Employment)	3	3
	Serves Corridor Redevelopment	3	3
[4]	Quality of Site Improvements, Place Making	3	3
Context / Need			
The City places a high value on PILOT requests that appeal to a broad range of demographic groups.			
	Unit Diversity (i.e., studio, 1, 2 bedroom)	3	3
	Meets minimum state housing authority thresholds of at least 20% of units for residents whose incomes do not exceed 50% of AMI or 40% of units for residents whose incomes do not exceed 60% of AMI	3	3
	Provides higher percentage of affordable units and/or reaches a lower percentage of AMI than the minimum state housing authority thresholds	3	3
	Demographic Groups Served	3	3
Total Points: Possible / Received		36	

Interpretation	Total Score	Total Points
Poor	< 23	
Acceptable	24-28	
Excellent	29-36	36

Notes

- [1] To encourage efficiencies in land use and cost of services, the City awards maximum points to projects that use space most efficiently in compliance with the City's zoning ordinance within applicable zoning districts.
- [2] Green infrastructure is utilized to reduce impacts on stormwater infrastructure. Green infrastructure may include, but not be limited to green roof technology, rain gardens, permeable pavements, maintaining existing or increasing tree canopy.
- [3] Quality & Durability Definitions: *Exterior construction* shall be of durable materials (i.e. wood, composite, brick, concrete or steel siding). *Efficiencies* refers to energy efficiencies that meet Energy Star standards.
- [4] Place making promotes people's health, happiness, and well-being. Points are awarded based on the quality of improvements made to the common space surrounding the proposed development. Those improvements may include, but not be limited to improved sidewalk access, covered bike parking, increased tree sizes.

APPENDIX

Development Team Resumes & Experience

Developer – Spire Development, Inc.

Architect – Berardi + Partners

General Contractor – Three Rivers Corporation

Property Management – KMG Prestige

Spire Development, Inc.
Project Developer

Contact
Sean McMickle
614-350-0391
sean@livespired.com

Overview



Spire Development is a niche real estate development company committed to building and owning meaningful communities for working families and seniors. Above all, our developments enhance the lives of our residents and enrich the communities we serve.

Services

Spire Development partners with select municipalities, government agencies, non-profit organizations, and like-minded developers to build and own meaningful rental housing communities for working families and seniors. With each project, Spire engages stakeholders and focuses on the unique aspects of each community to create enriched housing developments that empower residents and neighborhoods alike. Spire leads all aspects of the development process including site selection, due diligence, zoning and entitlements, design, site planning and engineering, financial projections and budgeting, syndicator and investor selection, construction and permanent loan structuring, application assembly, and construction monitoring.

Leadership

Spire Development, Inc. and Spire Real Estate Holdings, LLC (collectively "Spire") are the majority developer and majority general partner, respectively, on 29 9% LIHTC projects that have been awarded in Ohio, West Virginia, Kentucky, and Michigan. A summary of the developments follows: (i) Hopewell Cottages, a 50-unit new construction family workforce housing project, located in Hebron, Ohio; (ii) Arlington Ridge Townhomes, a 46-unit new construction family workforce housing project, located in Green, Ohio; (iii) Newberry Apartments, a 32-unit new construction seniors housing project, located in Parkersburg, West Virginia; (iv) Three Springs Townhomes, a 40-unit new construction family workforce housing project, located in Crescent Springs, Kentucky; (v) Swan Creek Crossing, a 28-unit new construction seniors housing project, located in Swanton, Ohio; (vi) Arrowleaf Apartments, a 28-unit new construction family workforce housing project, located in Grove City, Ohio; (vii) The Lofts at Milnes Plaza, a 50-unit new construction family workforce housing project, located in Coldwater, Michigan; (viii) Rowan Apartments, a 36-unit new construction family workforce housing project, located in Parkersburg, West Virginia; (ix) Campbell Landing, a 52-unit new construction general occupancy workforce housing project, located in Bellefontaine, Ohio; (x) Hawthorn Landing, a 68-unit new construction family workforce housing project, located in Fairborn, Ohio; (xi) Thurston Landing, a 36-unit new construction seniors housing project, located in Charleston, West Virginia; (xii) Residences at Courtyard Crossing, a 47-unit new construction seniors housing project, located in Independence, Kentucky; (xiii) Hempstead Landing, a 40-unit new construction family workforce housing project, located in Kettering, Ohio; (xiv) Resolution Family Apartments, a 51-unit new construction family workforce housing project, located in Ashtabula, Ohio; (xv) Thurston Landing II, a 40-unit new construction seniors housing project, located in Charleston, West Virginia; (xvi) Glenss Creek Manor, a 80-unit new construction seniors housing project, located in Frankfort, Kentucky; (xvii) Austin Commons, a 47-unit new construction family workforce housing project, located in Miami Township, Ohio; (xviii) Darby Run, a 50-unit new construction family workforce housing project, located in Kettering, Ohio; (xix) Resolution Senior Apartments, a 28-unit seniors housing project, located in Ashtabula, Ohio; (xx) Barnett Commons, a 32-unit new construction seniors housing project, located in Huntington, West Virginia; (xxi) Center City Lofts, a 55-unit new construction family workforce housing project, located in Midland, Michigan; (xxii) Residences at Courtyard Crossing II, a 50-unit new construction seniors housing project, located in Independence, Kentucky; (xxiii) Canal Crossing, a 42-unit new construction family workforce housing project, located in Hebron, Ohio; (xxiv) Walnut Woods, a 53-unit new construction family workforce housing project, located in Massillon, Ohio; (xxv) Imperial Lofts, a 36-unit new construction seniors housing project, located in Huntington, West Virginia; (xxvi) Patriot Point, a 36-unit new construction seniors housing project, located in Parkersburg, West Virginia; (xxvii) Bee Creek Crossing, a 80-unit new construction seniors housing project, located in Murray, Kentucky; (xxviii) 65 Nickel, a 43-unit new construction general occupancy workforce housing project located in Akron, Ohio; and (xxix) Parkway Lofts, a 43-unit new construction general occupancy workforce housing project located in Canton, Ohio.

The principals of Spire Development possess a combined 24-years of experience in the development and financing of real estate in the market rate, affordable, assisted living, and seniors housing sectors. The principals have been involved in the acquisition, pre-development, and development of over 2,300 multifamily housing units and over \$350 million of mixed-use real estate assets. Furthermore, they have been involved in the underwriting, structuring, and advisory of real estate transactions totaling over \$700 million.

Thomas Grywalski, CEO



Tom Grywalski is a co-founder and the president and chief executive officer of Spire Development, Inc., as well as a principal of Spire Real Estate Holdings, LLC.

Previously Tom worked for a mortgage banking and investment banking firm that specializes in providing financial solutions to the affordable housing and senior living sectors. While at that firm, Tom developed expertise in underwriting bonds as well as originating and structuring USDA, Fannie Mae, and HUD/FHA-insured debt solutions. Tom also possesses experience in sell-side advisory and direct investment transactions and has worked as an analyst for a Midwest private equity firm.

Tom served on active duty for six years as an infantry officer in the U.S. Army, where he earned the following qualifications: ranger tab, combat infantryman badge, expert infantryman badge, airborne wings, and air assault wings. Tom is a combat veteran of the wars in Afghanistan and Iraq.

Tom holds a master's degree in business administration from The Ohio State University and a bachelor's degree in philosophy from the United States Military Academy at West Point. He holds general securities representative licenses (Series 7, 63, and 79).

Scott Harrold, COO



Scott Harrold is a co-founder and the executive vice president and chief operating officer of Spire Development, Inc., as well as a principal of Spire Real Estate Holdings, LLC.

Previously Scott was a development executive for Steiner + Associates, a real estate developer and master-planner providing development, leasing, management, and third-party services. While at Steiner, Scott was part of the development team responsible for the development of Liberty Center, a 1.3 million square foot mixed-use center located in Cincinnati, Ohio.

Prior to joining Steiner + Associates, Scott was a vice president with a mortgage banking and investment banking firm that specializes in providing financial solutions to the affordable

housing and senior living sectors. While at that firm, Scott was responsible for all aspects of the structuring, underwriting, and closing processes. Prior to that, Scott worked as a development manager for a regional market-rate apartment developer.

Scott earned dual master's degrees in accountancy and city and regional planning from the Fisher College of Business and Knowlton School of Architecture at The Ohio State University. Scott also earned a bachelor's degree in finance from the University of Dayton, where he was awarded membership to the National Society of Collegiate Scholars.

Michael Hanagan, JD, CPA, Vice President of Finance

Michael Hanagan is vice president of finance with Spire Development and Spire Consulting.

Mike spent the last 10 years as a tax consultant with a large commercial and market rate developer. Most recently in this role, Mike served as the leader of complex tax transaction planning and analysis. Additionally, Mike worked cross functionally with accounting, legal, development, asset management, and executive leadership on a variety of significant operational and transactional matters.

Mike earned a bachelor's degree in financial services from Wright State University and a law degree from the University of Dayton School of Law. He is a licensed attorney and certified public accountant.

Amanda Northrup, Vice President of Asset Management

Amanda Northrup is vice president of asset management with Spire Development and Spire Consulting.

Previously Amanda worked as a regional manager for a full-service development and property management company specializing in affordable housing. In this role, Amanda was responsible for all aspects of the day-to-day operations of a portfolio of rental communities, including capital improvements and inspection readiness and response. Additionally, Amanda was responsible for the lease-up and stabilization of 13 affordable housing communities. Prior to her experience in the affordable housing industry, Amanda worked for 10 years as the operations manager for a residential custom home builder.

Amanda earned a bachelor's degree in human services and communication from Ohio University.

Sean McMickle, Vice President of Development

Sean is a vice president of development with Spire Development.

Previously Sean worked in The Ohio State University Department of Athletics, serving as the head nutritionist for Ohio State's football program for five seasons under head coach Urban Meyer. While with Ohio State, Sean created nutritional programming procedures and established standards of practice to promote athletic performance and development.

Sean holds a master's degree in business administration from The Ohio State University and a bachelor's degree in dietetics from The Ohio State University.

Ryan Laber, Development Associate

Ryan is a development associate with Spire Development.

Previously Ryan worked for Level Agency for Infrastructure, a planning and sustainability consultancy headquartered in Brooklyn, New York, where he served as Senior Engineer. In this role, Ryan provided services in sustainable infrastructure planning, risk assessment & resiliency planning, project implementation advice, and public policy analysis and design.

Prior to Level Agency for Infrastructure, Ryan worked as a Project Site-Civil Engineer for Bayer Becker, Inc., headquartered in Cincinnati. While at Bayer Becker, Inc., Ryan served as a client-facing project manager for multiple private multifamily and mixed-use real estate developments, where he collaborated with owners, design partners, and construction teams on due diligence, schematic design, and permitting during feasibility and pre-construction phases of development.

Ryan earned dual bachelor's degrees in Civil Engineering and City & Regional Planning from the Ohio State University and is a licensed Professional Engineer (P.E.).

Carson Showe, Development Associate

Carson is a development associate with Spire Development.

Previously Carson worked as an acquisitions associate for Urban Land Co., a multifamily investment and development company headquartered in Columbus, Ohio. In this role, Carson was involved in the identification, underwriting, due diligence, and closing of multifamily acquisitions. Prior to Urban Land Co., Carson worked as a real estate market analyst for Vogt Strategic Insights where he was involved in over 50 real estate market studies across 15 states.

Carson holds a master's degree in real estate development from Arizona State University and a bachelor's degree in economics from The Ohio State University.

Mrunal Matadar, Development Analyst

Mrunal Matadar is a development analyst with Spire Development and Spire Consulting.

While completing his undergraduate coursework, Mrunal was a development intern with Spire Development. Prior to that, he was a project engineer co-op with a large commercial general contractor in Louisville, KY. As a project engineer co-op, Mrunal worked on multifamily and healthcare projects, assisting with subcontractor coordination, quality control, submittal reviews, and other construction management procedures.

Mrunal earned a bachelor's degree in civil engineering from The Ohio State University.



HOPEWELL
COTTAGES

Hopewell Cottages is a general occupancy workforce housing community in the Village of Hebron, Licking County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





HOPEWELL
COTTAGES

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



Newberry Apartments is an age-restricted senior housing community in Parkersburg, Wood County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





NEWBERRY
APARTMENTS

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



ARLINGTON RIDGE
T O W N H O M E S

Arlington Ridge Townhomes is a general occupancy workforce housing community in the City of Green, Summit County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.






ARLINGTON RIDGE
TOWNHOMES

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



Three Springs Townhomes is a general occupancy workforce housing community in the City of Crescent Springs, Kenton County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation.





THREE SPRINGS
TOWNHOMES

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



THE LOFTS
AT MILNES PLAZA

The Lofts at Milnes Plaza is a general occupancy workforce housing community in the City of Coldwater, Branch County, Michigan. The community received 9% housing tax credits from the Michigan State Housing Development Authority.





THE LOFTS
AT MILNES PLAZA

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



ARROWLEAF
APARTMENTS

Arrowleaf Apartments is a general occupancy workforce housing community in the City of Grove City, Franklin County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.



Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



Swan Creek Crossing is an age-restricted senior housing community in the Village of Swanton, Fulton County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



ROWAN
APARTMENTS

Rowan Apartments is a general occupancy housing community in Parkersburg, Wood County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





ROWAN
APARTMENTS

Spire Development | 330 West Spring Street, Suite 430, Columbus, Ohio 43215 | (614) 350-0391



HAWTHORN LANDING
A P A R T M E N T S

Hawthorn Landing is a general occupancy workforce housing community in Fairborn, Greene County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.







Campbell Landing is a general occupancy workforce housing community in Bellefontaine, Logan County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.







The Residences at Courtyard Crossing is an age-restricted senior housing community in Independence, Kenton County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation.







Thurston Landing is a general occupancy and age-restricted senior housing community near St. Albans, Kanawha County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





HEMPSTEAD
LANDING

Hempstead Landing is a general occupancy workforce housing community in Kettering, Montgomery County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





Resolution Apartments is a general occupancy workforce housing community in Ashtabula Township, Ashtabula County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





THURSTON
LANDING II

Thurston Landing II is a general occupancy and age-restricted senior housing community near St. Albans, Kanawha County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.





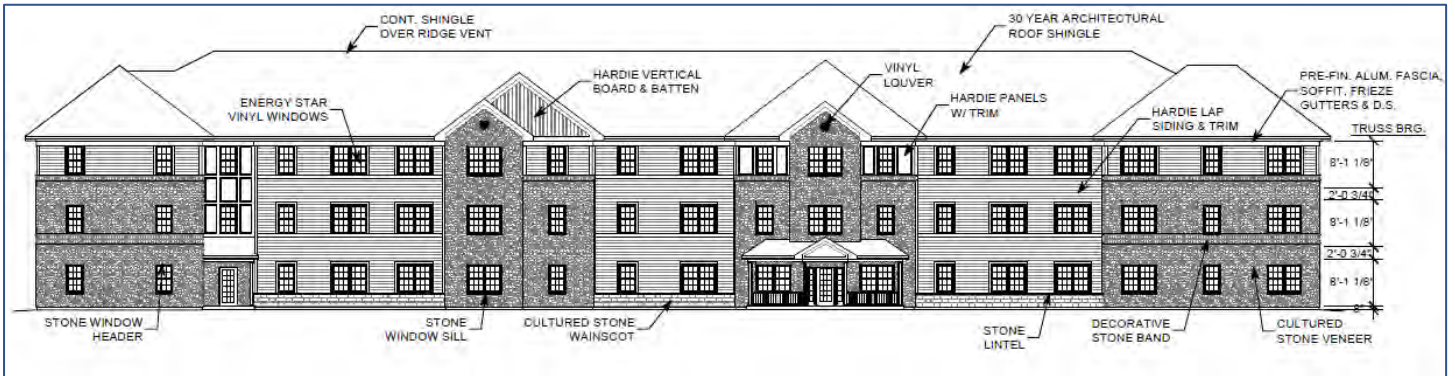
GLENN'S CREEK MANOR

Glenns Creek Manor is an age-restricted senior housing community in Frankfort, Franklin County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation.





Darby Run is a general occupancy workforce housing community in Kettering, Montgomery County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.



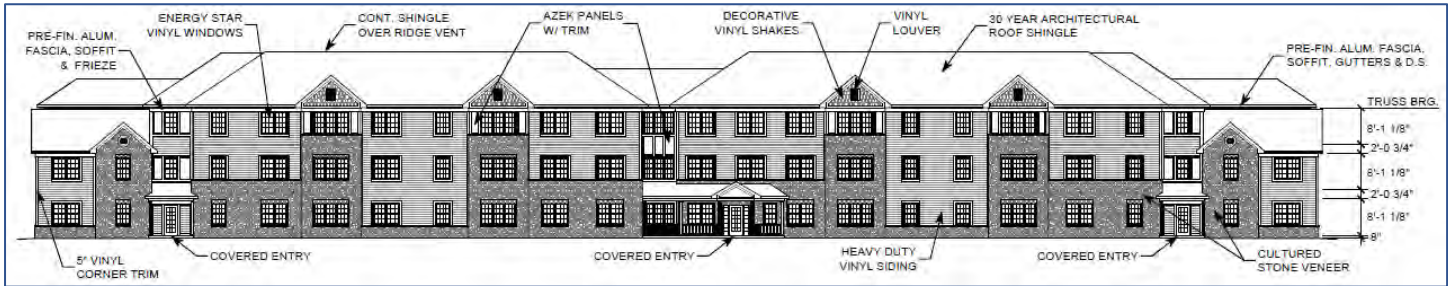


Austin Commons is a general occupancy workforce housing community in Miami Township, Montgomery County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.



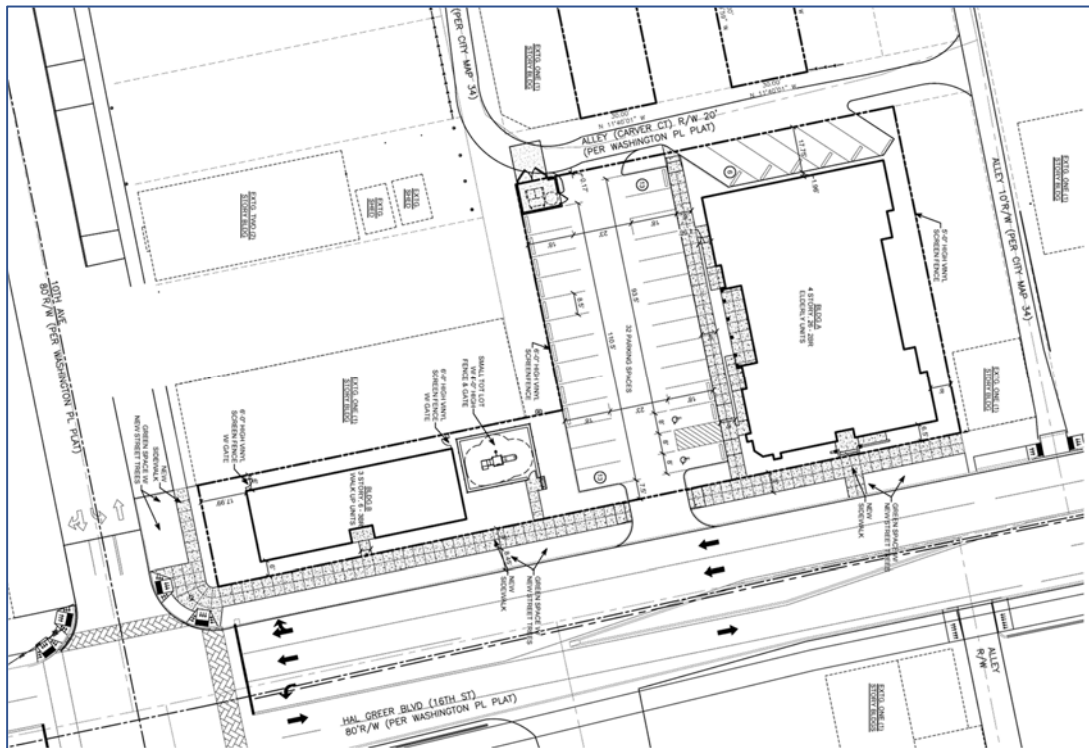


Resolution Senior Apartments is an age-restricted senior housing community in Ashtabula, Ashtabula County, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency.





Barnett Commons is a general occupancy and age-restricted senior housing community in Huntington, Cabell County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund.



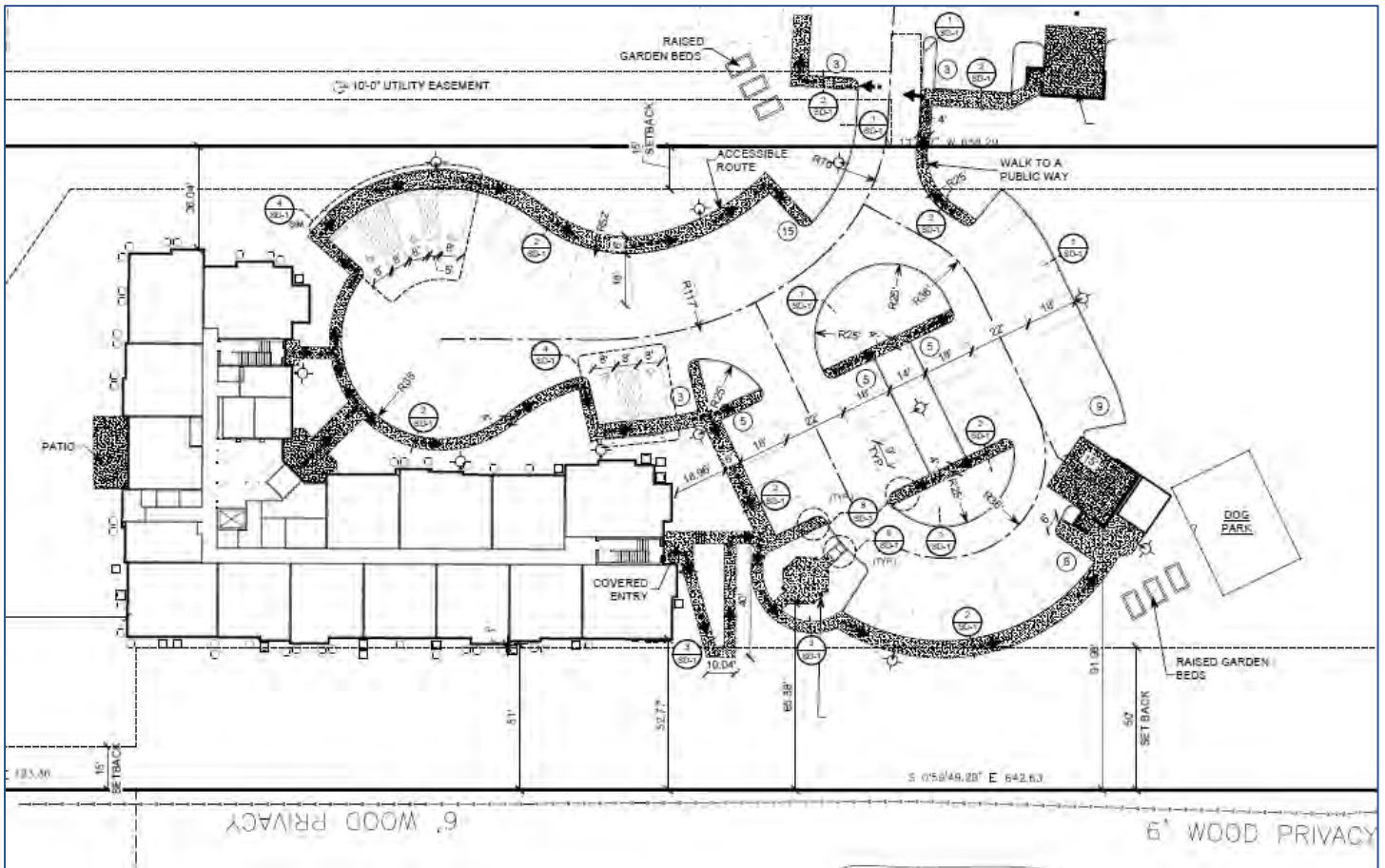


Center City Lofts is a general occupancy family housing community in Midland, Michigan. The community received 9% housing tax credits from the Michigan State Housing Development Authority.



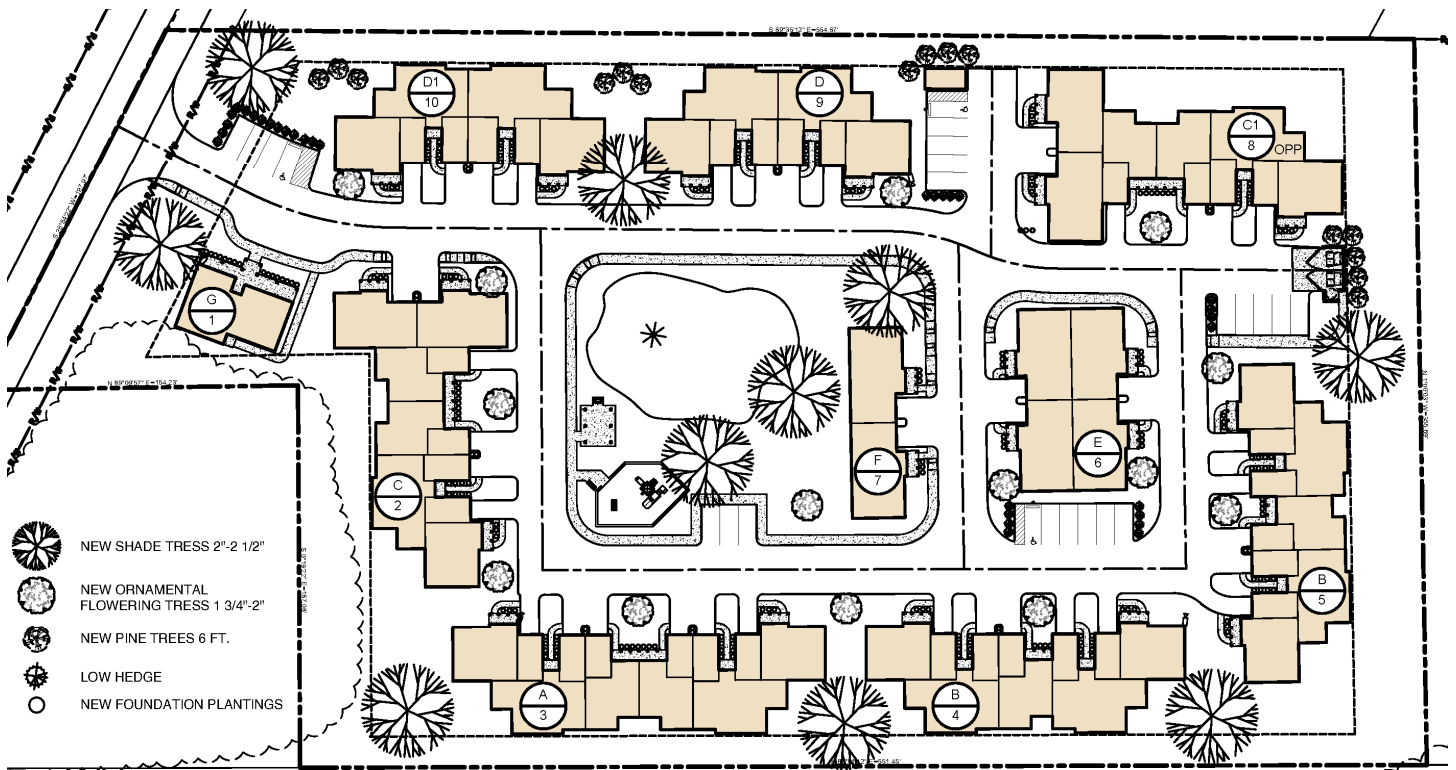
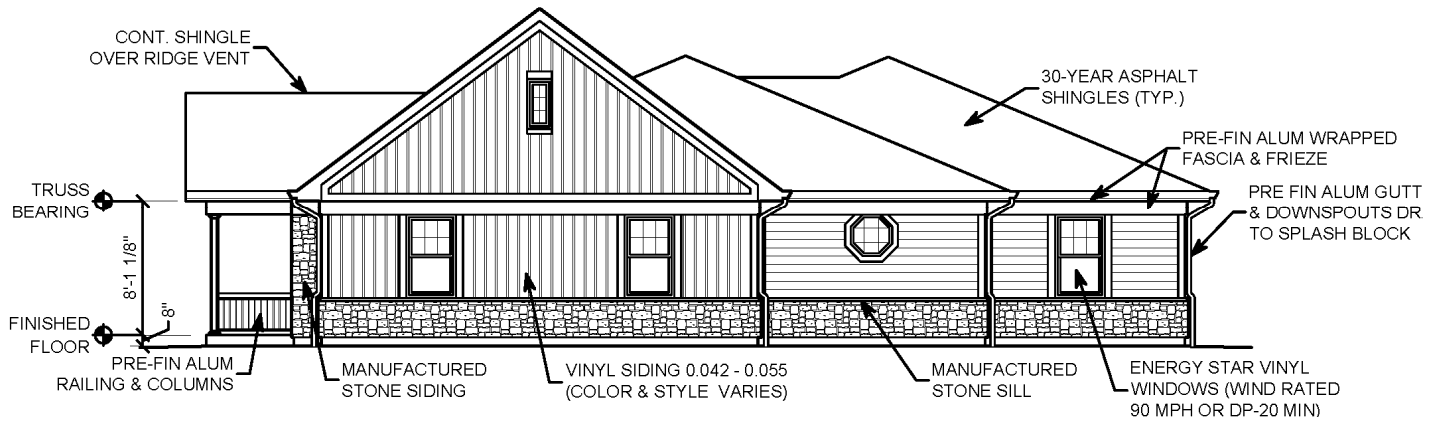
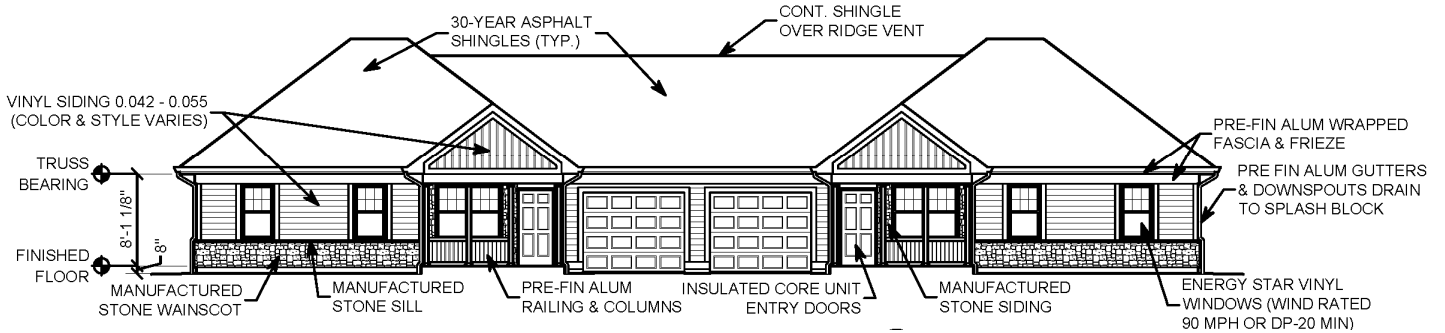


The Residences at Courtyard Crossing is an age-restricted senior housing community in Independence, Kenton County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation in 2022 and will open in 2024.



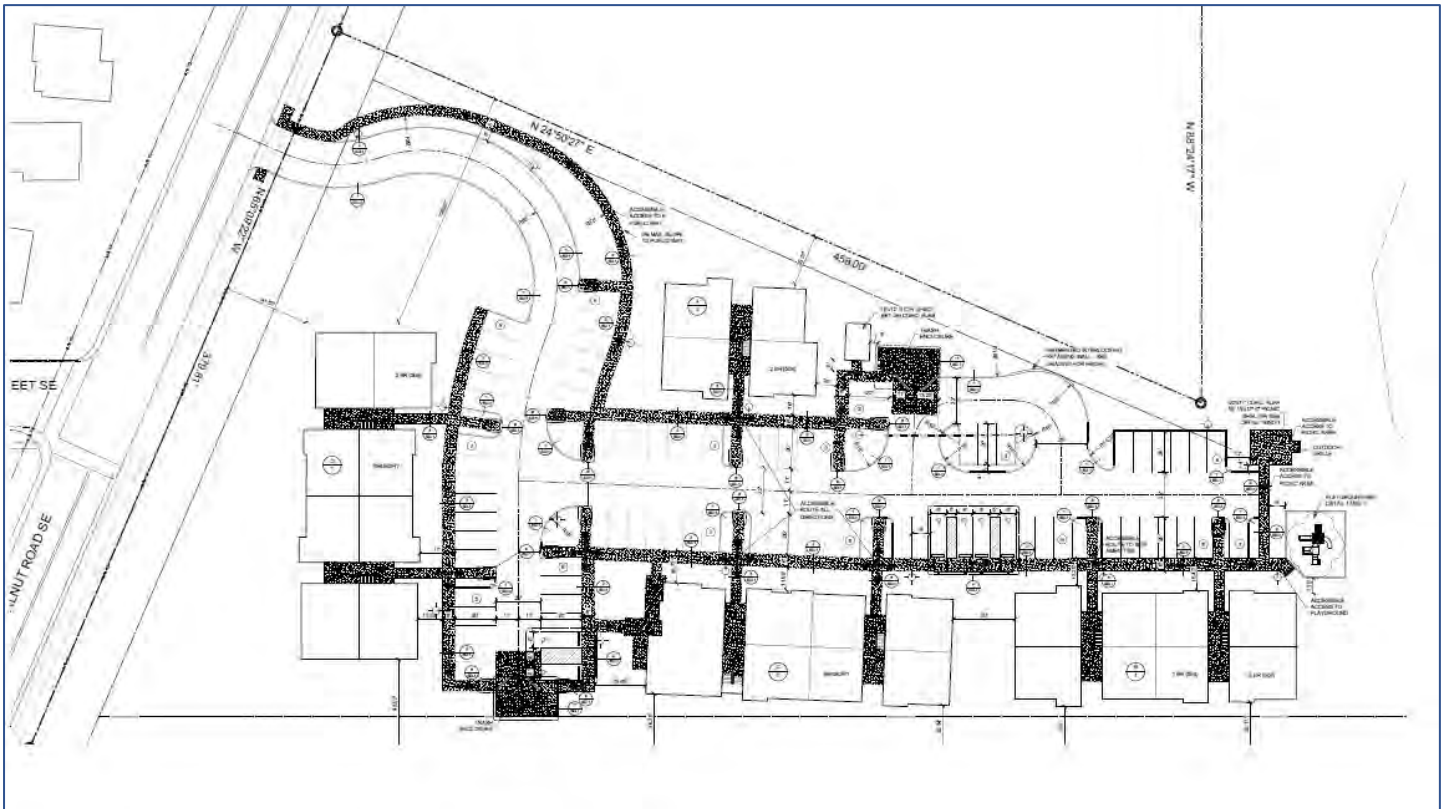


Canal Crossing is a general occupancy family housing community in Hebron, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2022 and will open in 2024.





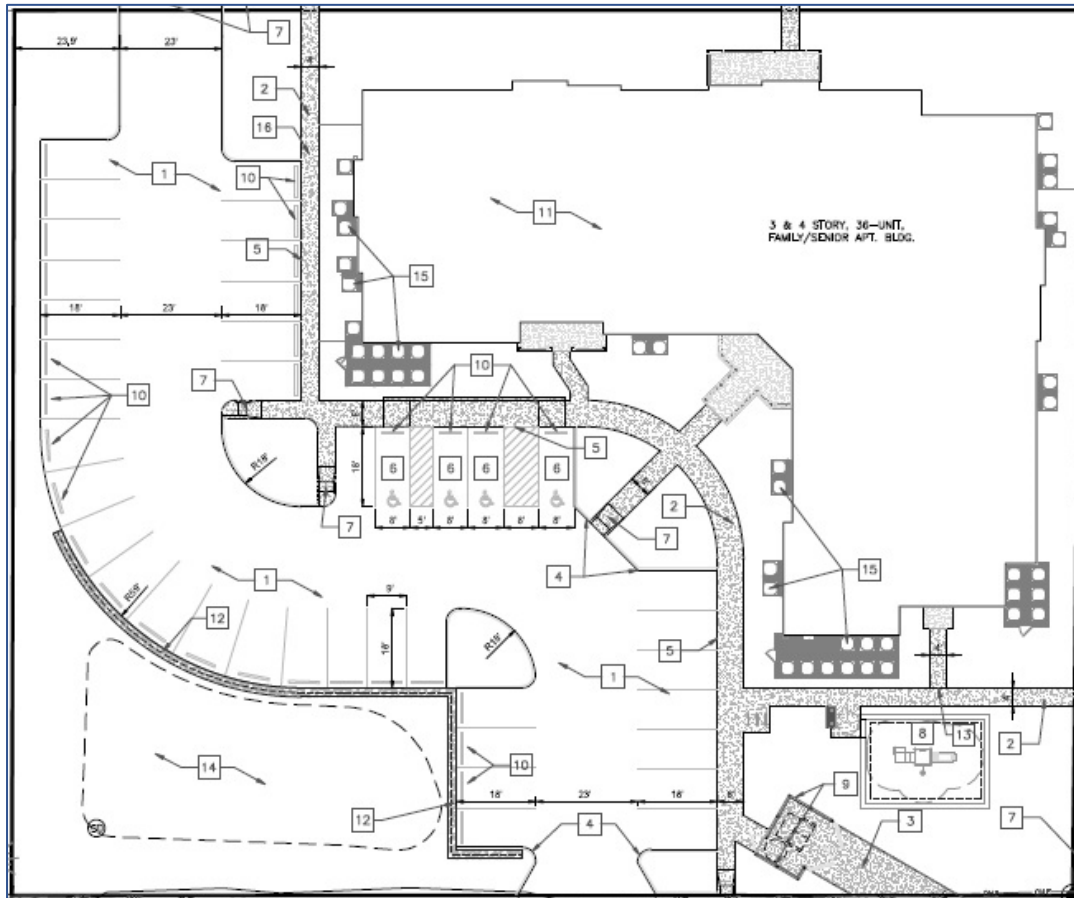
Walnut Woods is a general occupancy family housing community in Massillon, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2022 and will open in 2024.





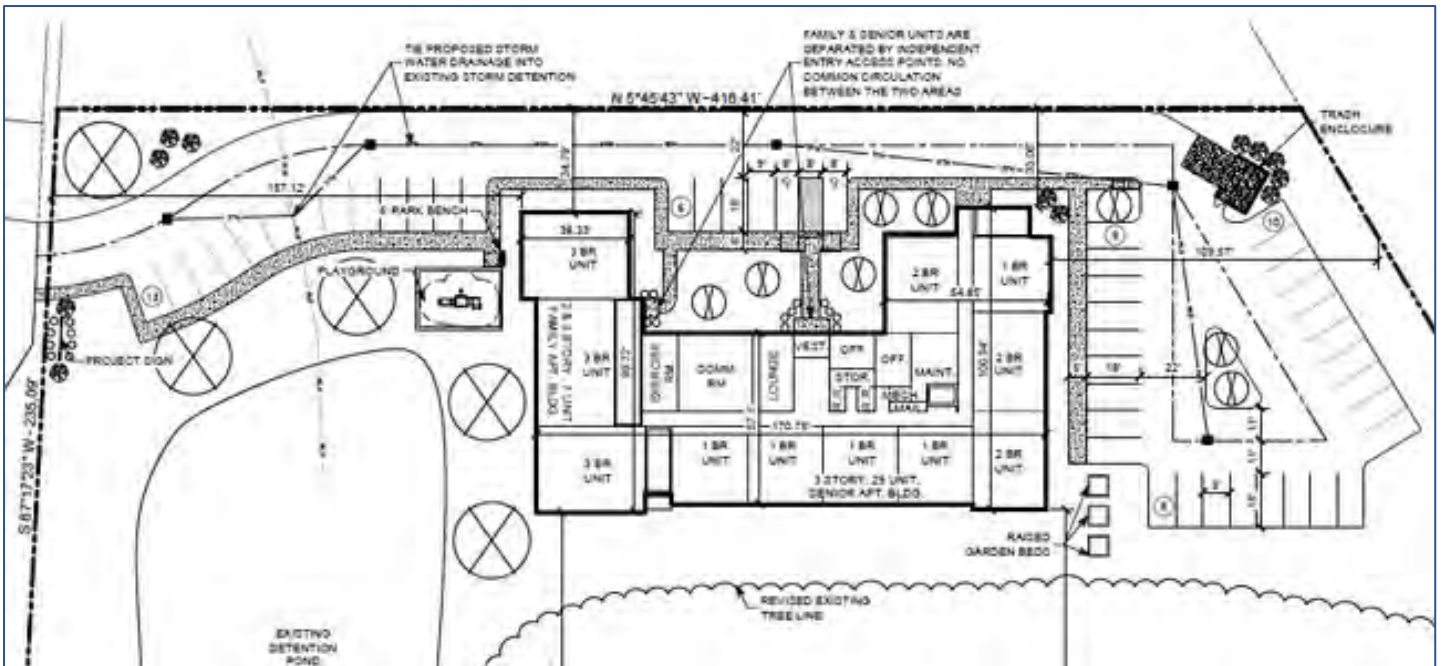
IMPERIAL LOFTS

Imperial Lofts is a general occupancy and age-restricted senior housing community in Huntington, Cabell County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund in 2022 and will open in 2024.





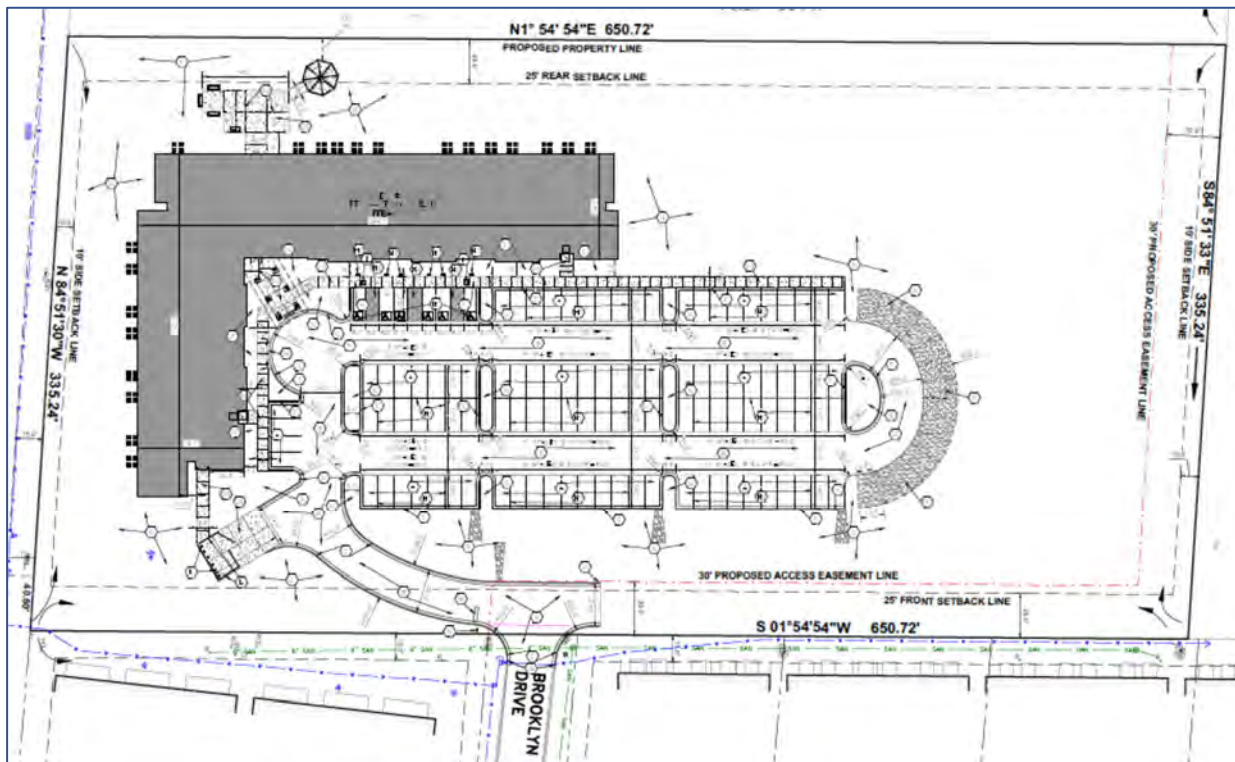
Patriot Point is a general occupancy and age-restricted senior housing community in Parkersburg, Wood County, West Virginia. The community received 9% housing tax credits from the West Virginia Housing Development Fund in 2022 and will open in 2024.





**BEE
CREEK
CROSSING**

Bee Creek Crossing is an age-restricted senior housing community in Murray, Calloway County, Kentucky. The community received 9% housing tax credits from the Kentucky Housing Corporation in 2023 and will open in late 2024.



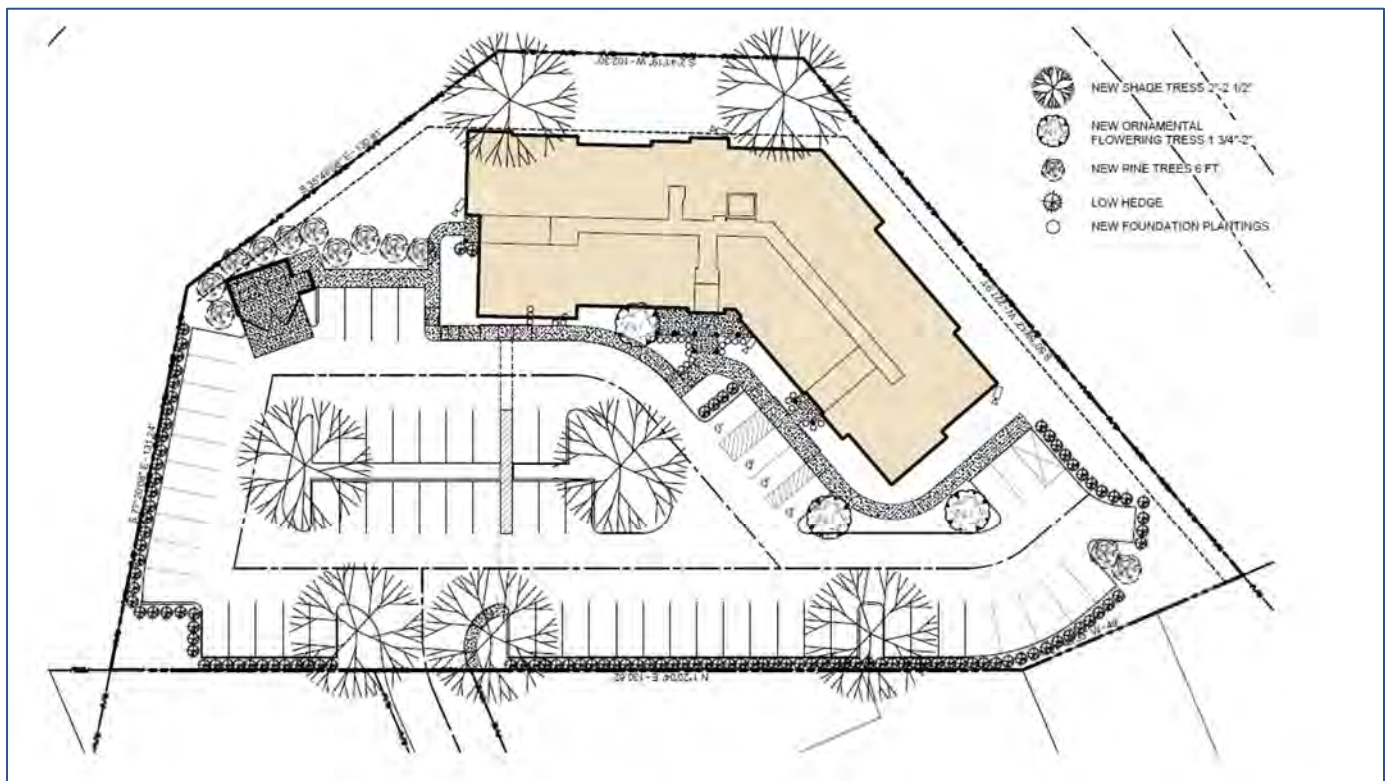


65 Nickel is a general occupancy family housing community in Akron, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2023 and will open in 2025.





Parkway Lofts is a general occupancy family housing community in Canton, Ohio. The community received 9% housing tax credits from the Ohio Housing Finance Agency in 2023 and will open in 2025.



Berardi + Partners
Project Architect

Contact

Chris Bruzzese

614-221-1110

cbuzzese@berardipartners.com



BERARDI+

ARCHITECTURE | INTERIOR DESIGN | ENGINEERING

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OUR MISSION

*Our craft is architecture.
But our passion is people.*

FIRM HISTORY & BACKGROUND

Berardi+ was established in 1979 as Berardi/Plaisted Architects. Founding Partner George Berardi always planned the founding of a Design Firm that serves and satisfies the specialized needs of our Clients, with a focus toward effective design and planning solutions for the varied housing needs, with a good sense of cost controls, through the most effective integration of the built environment. Our firm culture is grounded in family values and respect, both with our associates and our clients. For this very reason, we view our firm as an extension of our family, and those communities we serve. And for greater than 42 years, we have maintained consistent growth, while adding Chris Bruzzese in 1981 as our first associate, and Partner since 1992. With our focus on service to our clients and communities, we have grown to over 50 associates completing several thousand varied projects, including several hundred thousand housing units....each project and unit type with their own complexities and for very diverse user populations, from populations in need to populations at the highest levels of custom market drive product.

Since our early days Berardi+ has evolved as a full service, multi-disciplinary firm providing distinct design through Architecture, Interior Design, and Building Engineering Systems, always committed to the highest level of professional service. And since our founding, we at Berardi+ have successfully managed that broad range of work including historic rehabilitation, all manner of multi-family housing, commercial and industrial development, institutional and educational environments, adaptive reuse, and master planning...the latter assisting site selections through our visualization process.

Our collaborative team strives to enhance our client's objectives, always with unique design tailored for each project. Our diversified staff, which includes 18 licensed professionals, continues to effectively manage a broad range of work. And our offering of multi-disciplinary services provides seamless coordination between architecture, interior design, and engineering, ensuring cost effective solutions in design operations, ease of project maintenance, and sustainability. As Managing Partner and Design Strategist, George Berardi continues to foster growth and new opportunities for the firm working collaboratively with each professional association to enhance the client's vision.

Ultimately, our mission statement is the embodiment of why we exist: Our profession is architecture and design, but our passion is people. We strive to develop functional, cost effective and sustainable environments for all as we serve through our talents for responsive planning. And we learn about 'what's next' through the continued study of current and 'imagined' future trends, broadened in many respects, by our reach throughout the United States, from coast to coast. Our values, culture and time are all centered on relationships with people. Perhaps that somewhat lends to our unique quality, because at the center of what we do, exists our passion for others. For us, it's more than a statement, it's a vision that is manifest in our daily lives and interactions with those we seek to empower. Most of our client partnerships are long-lasting, and have been a reward to Berardi+, for striving to honor individual client's values through the realization of their goals and visions.

PROJECT TEAM



BERARDI + PARTNERS, INC.

GEORGE BERARDI, RA

Managing Partner, Design Strategist

EDUCATION

1974 BS in Architecture
The Ohio State University

1970-1973 Civil Engineering
The Ohio State University

PROFESSIONAL AFFILIATIONS

American Institute of Architects

National Council of Architectural
Registration Boards

REGISTERED ARCHITECT

Ohio	Wisconsin
West Virginia	Arizona
South Carolina	Michigan
North Carolina	Illinois
New York	Utah
Iowa	Georgia
Massachusetts	Nebraska
Tennessee	Florida
Missouri	New Jersey
Kansas	Louisiana
Texas	Indiana



As Managing Partner and Design Strategist, George listens to clients' expressions of need for their new environments, and through those interpretations, creates a vision. He brings to each project a clear understanding of function and aesthetic appropriateness as it relates to creating a thoughtful, responsible solution that meets the clients' program, and becomes an integral form within the fabric of our communities.

George's continuous client involvements and attention to project details throughout the life of each project assures that client-directed programmatic requirements, as well as design intent, are maintained throughout the design and development process. His experience is quite varied and includes housing, educational, medical, research, and mixed use office and retail development. But, his most significant body of work however is that demonstrated by the completion of several hundred thousand specialized housing units throughout the United States. A portion of this housing was completed in concert with specialized State and Federal funding sources and housing programs available through the US Department of Housing and Urban Development.

Finally, as Design Strategist for the Firm, George has been responsible for creating architecture that is functional, contextual, dignified and inspirational. He has designed a wide variety of building types, all based solidly on a foundation of quality and integration of specific Owner needs. His work has received widespread professional and public acclaim, and fulfills the promise of illustrating quality architecture for the public.

George Berardi has a quite simple philosophy about his life in architecture...he truly looks forward to 'his next '50' years' in a most rewarding profession, with great anticipation for changes in building technology, as they may expand the breadth of the creative process.

BERARDI + PARTNERS, INC.

CHRIS BRUZZESE, RA

Partner, Company Integrator

EDUCATION

1979 BS in Architecture
The Ohio State University

PROFESSIONAL AFFILIATIONS

American Institute of Architects
National Council of Architectural
Registration Boards
U.S. Green Building Council

REGISTRATIONS

LEED AP

REGISTERED ARCHITECT

Ohio
Michigan
Alabama
Pennsylvania
Kentucky
Georgia

PUBLIC ENGAGEMENT

2021: Dana Ave Duplex Renovation
Franklinton Rising

2020: Open Air Structure
Dwell Community Church

2021: Skills Center and Auto Sales
Luke's Auto

2016: The Warehouse
Dwell Community Church

1992-Present: Church Deacon
Dwell Community Church



As Partner and Company Integrator, Chris' responsibilities include overall management of office operations, production controls and development of design, systems implementation and firm quality control. Chris remains directly involved with projects through all phases for a variety of clients and building types. Other responsibilities include management of human resources.

Chris received his Bachelor of Science degree in Architecture from The Ohio State University in 1979. He has been a Registered Architect in Ohio for more than 30 years and is currently registered in multiple states. Through his years of service, Chris has been involved with virtually every housing project type and every funding type for healthcare, independent living, and assisted living.

In 1983, Chris implemented the firm's first AutoCAD drafting system, and implementation to all document development. He manages select critical projects and oversees a variety of others projects with a primary emphasis on development of construction documents and quality control. He is responsible for coordination and standardization of working drawings and specifications.

The tenure and experience acquired to date has enabled Chris to successfully complete a wide range of projects types including new build, historic, restoration and preservation while establishing a commitment to the client. Notable accomplishments include completion of the largest HUD multi-family rehabilitation project in the country for the Villages at Roll Hill in Cincinnati; and as a LEED Accredited Professional he successfully managed the country's first Mid Rise LEED for Homes housing project.

BERARDI + PARTNERS, INC.

JOE YOUST

Project Executive, Director of Operations

EDUCATION

2013 PMP Boot Camp
Project Management Institute

2005 Associates of Applied Science in Architecture
Columbus State Community College

PROFESSIONAL HIGHLIGHTS

Wade Park
Cuyahoga MHA

Carnegie Tower
National Church Residences

Boys and Girls Club Milo Grogan
Boys and Girls Club

Stygler Village
National Church Residences

Bennett Point
Cincinnati MHA



As the Director of Operations, Joe works with the client to ensure project expectations are met and exceeded. With 20+ years of experience in the field of architecture, he has developed an expansive knowledge base in all aspects of project development, from schematic design through construction administration. Joe's responsibilities include coordinating all aspects of the project including schematic design, building codes, permits, schedules, consultants, cost estimates, drawings, specifications, bidding, construction administration, submittals, and site observation. His attention to detail reflects the firm's mission to ensure the Client's vision and goals are a successful reality. He has worked on projects spread across dozens of states and various architectural types including hospitality, retail, office, restaurant and multifamily.

Joe has spent many years overseeing the management of projects and works efficiently to coordinate the efforts of multiple disciplines to produce quality work that is presented on time and on budget. His dedication to the profession is evidenced by his accomplishments and the performance awards he has received over the years. Joe currently is heavily involved in project implementation and construction administration to ensure that projects are constructed in full compliance with required development and established code standards, as well as the firm's standard for quality and client satisfaction.

BERARDI + PARTNERS, INC.

JOE BERARDI, RA

Director of Historic Rehabilitation,
Project Executive

EDUCATION

2009 Master of Architecture
Boston Architectural College

2002 BS in Architecture
The Ohio State University

PROFESSIONAL AFFILIATIONS

American Institute of Architects

U.S. Green Building Council

REGISTRATIONS

Registered Architect

LEED AP - BD + C and HOMES

PUBLIC ENGAGEMENT

2018-Present: Board Member
Knowlton Alumni Society

2014-Present: Speaker and Volunteer
Camp Architecture

2015: Panel Speaker
Cleveland State University



As Director of Historic Rehabilitation, Joe has become the office liaison with the State Historic Preservation Office (SHPO) and the National Park Service (NPS). As a result, our office has been able to sustain a continuous workflow focused on Historic Preservation. Joe's involvement has resulted in an excess of \$320,000,000 worth of historic preservation construction costs. By having an open line of communication with the governing historic entities, we are able to propose creative and innovative solutions to meet our client's programmatic needs.

Joe has been working in the field of Architecture for nearly two decades, joining Berardi+ in 2008 alongside the firm's founding Partner and Uncle, George Berardi. Joe's primary focus includes project management of various building types, conceptual design planning, program development, project quality control, historic renovations and green/energy efficient design methodologies.

Since joining the firm, Joe has become involved in ensuring associates are receiving the mentoring and guidance to help them improve as aspiring Architects and Project Managers. Joe is also instrumental in the evolution of the firm's practice, implementing BIM protocols and standards.

BERARDI + PARTNERS, INC.

MISSY SPIRES

Project Manager

EDUCATION

1998 BS in Architectural Engineering
University of Cincinnati

REGISTRATIONS

LEED AP

PROFESSIONAL HIGHLIGHTS

Columbus Road
Realife Realty

Erievue Tower
Erievue LLC

The City
Prospect Wango LLC



Melissa has 18 years of experience in the Architecture field with an extensive knowledge in hospitality, corporate, education, retail and multi-family architecture. A seasoned leader in multi-million dollar projects, Melissa's focus is coordinating projects from start to finish including design, documentation and construction. Her projects span from large mixed-use, multi-family residential projects to small renovations and additions.

Throughout her career, Melissa has been focused on providing creative design solutions and providing the best product for the end users.

As a Project Manager, she coordinates all aspects of the project including schematic design, building codes, permits, schedules, consultants, cost estimates, drawings, specifications, bidding, construction administration, submittals, and site observation. With 18 years of experience in the field of architecture, she has developed an expansive knowledge base in all aspects of project development, from schematic design through construction administration.

TEAM STRUCTURE

Berardi+ provides a collaborative Project Studio that supports our clients throughout the entire project. Within the primary studio arrangement, a pair of teams which includes a Project Manager, Project Leader, and Project Designer work together seamlessly to provide consistent service. The Project Managers shift the teams to accommodate the ebb and flow of the studio work to ensure each associate is informed on all projects within the studio. This allows successful work/life balance for our associates and maintains quality work throughout the project.

Each studio has a Lead Designer who works directly with George Berardi, the Managing Partner and the Firm's Design Strategist on development of the design. The Lead Designer maintains the design intent throughout the entire project. There is consistent synergy between the Project Manager, the Lead Designer, and the Design Strategist to ensure an efficient, quality design that encompasses the Client's vision.

The entire Project Studio is managed by the Project Executive in order to ensure the Client's expectations are exceeded by managing the project schedule, budget, design approach, and consultants. The Project Executive is consistently involved with all aspects of the design process.

DISCOVERY	
01	The preliminary step of the design process is to discover goals and potential barriers.

ENHANCE	
03	This is where refinement meets resolution as our team enhances the design using proven organizational strategies.

EVALUATE	
05	Our team works to provide thoughtful evaluation of the project to ensure it's completed on time and on budget.

VISUALIZE	
02	The most important step is to understand the client's and occupant's needs. We help the client visualize the potential.

COMPOSE	
04	The composition of detailed drawings and specifications reinforces the initial project goals, program and priorities.

MATERIALIZE	
06	We work diligently with the contractor during construction in order to provide a seamless realization of the project.

DISCOVERY

Through research and documentation of existing site conditions, we analyze the project scope, site constraints, local jurisdictional requirements, and recognize potential challenges. We collaborate with the client to define the project parameters to optimize the project potential.

VISUALIZE

The most creative step in the design process, we generate imagery to drive conversations with the client to help them visualize the potential and aesthetics of the project. With the use of site plans, floor plans, elevations, and renderings, our team strives to create designs that exceed expectations.

ENHANCE

With a successful design concept, our team takes the design to the next level with in-depth refinement and continued resolution to site, building and jurisdictional challenges. The enhancement of the design through organizational strategies enables the program and scope of the project to be finalized and proceed with final documentation.

COMPOSE

Our team works diligently to compose final documentation of the building prior to construction. The refinement of the enhanced design is completed with detailed drawings and associated specifications to effectively provide instructions to the contractor. The final iteration reinforces the initial project program, scope, and priorities.

EVALUATE

Completion of the construction documentation and design allows thoughtful evaluation of the project as it applies to the client's budget, the permitting process, and contractor bidding to ensure all steps have been taken to enhance the client's vision and produce a quality environment.

MATERIALIZER

As the client's vision begins to materialize in construction, our team partners with the contractor to ensure the success of the project. Attentive and concise responsiveness to the field conditions is critical and we take pride in our ability to service the client and contractor in that manner.

FEATURED PROJECTS





ARLINGTON RIDGE

GREEN, OHIO

Client: Spire Development

The project consists of a 46 unit multi-family townhouse project with five buildings situated on 11.6 acres at 681 Moore Road, Green, Ohio. The project will include 8 – 1 bedroom garden units; 2 - 2 bedroom garden units, 28 - 2 bedroom townhome units, 2 – 3 bedroom garden units and 6 – 3 bedroom townhome units. Also included is a one story 2262 sf. Community Center. Other details of the project program are depicted in the OHFA submission drawings. Scope of work includes design for all on-site proposed development work.





ARROWLEAF GROVE CITY, OHIO

Client: Spire Development

Arrowleaf Apartments is situated on a 4.773 acre site located in Grove City, Ohio. The project will be developed under the 2015 Green Enterprise Green Communities Criteria on land with existing infrastructure including water, sewer, electric and communication utilities, and existing sidewalks and roads. Arrowleaf is comprised of one, two, and three bedroom units, amenities fitness room office space. The project has been awarded Housing Tax Credits and will therefore be subject to the requirements and commitments made to the Ohio Housing Finance Agency.





SWAN CREEK CROSSING SWANTON, OHIO

Client: Spire Development

Swan Creek Crossing is situated on a 7.1969 acre site located in the Village of Swanton Ohio. The project will be developed under the 2015 Green Enterprise Green Communities Criteria on land with existing infrastructure including water, sewer, electric and communication utilities, and existing sidewalks and roads. Swan Creek Crossing is comprised of a single two story 28 unit building for senior housing. Units are comprised of one and two bedroom units, amenities including a management office, first floor community space with warming kitchen, library/lounge space, activities/fitness room, laundry room and socialization spaces. The project has been awarded Housing Tax Credits and will therefore be subject to the requirements and commitments made to the Ohio Housing Finance Agency.





THE LOFTS AT MILNES PLAZA COLDWATER, MICHIGAN

Client: Spire Development

The Lofts at Milnes Plaza is situated on a 1.44 acre site located at 20 North Hanchett Street, Coldwater, Michigan 49036. The project will be developed under 2015 Green Enterprise Green Communities criteria on land with access to existing infrastructure including water, sewer, electric, communication utilities, and existing sidewalks and roads. The project is comprised of a single four story multi-family 50 unit residential building. Units are made up of one, two, and three bedrooms. Three bedroom amenities include a management office, first floor community space with warming kitchen, library, unit storage rooms and socialization spaces. The project has been awarded Housing Tax Credits and will therefore be subject to the requirements and commitments made to the Michigan State Housing Development.



LAUREL GREEN COLUMBUS, OHIO

Client: Community Housing Network

Laurel Green was constructed in 2018 as a 3 story / 40 unit, affordable, permanent, supportive housing project in Columbus Ohio, specifically designed for residents with mental illness, poverty or other disabilities. Funded through federal tax credits, Laurel Green is located in northern Columbus on an urban infill site, designed with a rear courtyard for resident outdoor socialization complete with a patio, gazebo, outdoor dining space and walking path. Interior amenities include a full size community room with a warming kitchen, fitness room and training space for on site vocational training. The design team successfully integrated these programmatic features within the modest available project budget.





TERRACE PLACE COLUMBUS, OHIO

Client: Community Housing Network

Terrace Place is a permanent supportive housing development that has homes for 60 formerly homeless individuals or individuals that are at risk of homelessness. Terrace Place is located on E. Ninth Avenue in Columbus' Weinland Park neighborhood and is part of the 7-acre South Gateway II redevelopment facilitated by Campus Partners for Urban Redevelopment. Terrace Place provides office space to The Ohio State University Extension offices, which increases the availability of employment and financial counseling services offered to both Terrace Place and Weinland Park residents. This 4-story project features an activity room, community room and is within close proximity to a park, a library, safety services, public transportation and employment opportunities.





COMMONS AT GARDEN LAKE TOLEDO, OHIO

Client: National Church Residences

National Church Residences received a special allocation from the Ohio Housing Finance Agency for Low Income Housing Tax Credits to assist in the development of The Commons at Garden Lake located in Toledo, Ohio. NCR and Berardi+ were selected to produce the 75 unit development designed with 540 square foot one-bedroom units along with common area spaces and accommodations associated with counseling and education.



Commons at Garden Lake is a community for formerly homeless and disabled veterans. The building was specifically designed with the special needs of its residents in mind. In addition, supportive services are provided right in the building. Residents receive the services they need that improve mental, emotional, physical, and financial stability including work readiness and employment services to help them gain economic independence.

PASSIONS AND VALUES



WE VALUE SUSTAINABILITY



RENAISSANCE SENIOR APARTMENTS

TOLEDO, OHIO

Client: National Church Residences

Cost: \$10.5 million

The Renaissance project was one of the first LEED Platinum Certifications in the State of Ohio for a Historic Tax Credit Project. The 'Renaissance Building' was originally developed at the turn of the last century as part of the Valentine Theater complex in downtown Toledo. The building was redeveloped as part of a program to revitalize downtown Toledo while providing cost effective housing for the elderly.

VILLAGES AT ROLL HILL

CINCINNATI, OHIO

Client: Fay Limited Partnership

Cost: \$21 million

This project, at one time, was the largest LEED Certified affordable housing project in the United States. The Villages at Roll Hill initially consisted of 108 two-story buildings containing 892 dwelling units on 76 acres, all constructed in 1962. The 2010 renovation modified the multi-family project into 703 dwelling units. The redevelopments renewed the interiors and ultimately enhanced the community setting.

COMMONS AT BUCKINGHAM

COLUMBUS, OHIO

Client: National Church Residences

Cost: \$7 million

Building design, material specification and construction methods permitted The Commons at Buckingham to be the first LEED Platinum Certified project in the state of Ohio, the first LEED Platinum designation for any multi-family housing project funded through the Ohio Housing Finance Agency, and the first LEED for Homes Mid-rise Affordable Housing Project developed in the United States.

BY THE NUMBERS

40+ HISTORIC PRESERVATION PROJECTS

30+ LEED PROJECTS

220,000 HOUSING UNITS CONSTRUCTED

18 LICENSED PROFESSIONALS

COMPLETED PROJECTS IN 32 STATES

"We strive to serve the needs of our clients and occupants of our designs, and society as a whole by creating quality environments through effective design and planning."

FAMILY-ORIENTED. SERVICE. NON-CORPORATE. PARTNERSHIPS THAT FORM RELATIONSHIPS.

WE VALUE OUR COMMUNITY

SUSTAINABILITY

Berardi+ has completed over 30 LEED projects and believes that buildings should be designed to be socially and environmentally responsible and ultimately improve the quality of life.



LIFE REMODELED

Berardi+ is dedicated to supporting Life Remodeled through pro-bono services, volunteer hours and financially in support of the work they do to strengthen Detroit communities.



OFFICE ASSOCIATESHIP

Berardi+ sponsors the tuition for two students each year at the Austin E. Knowlton School of Architecture.



PELOTONIA

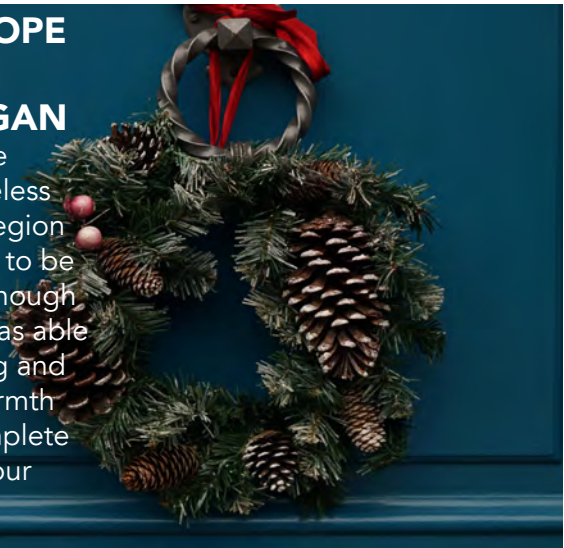
In 2015 and 2016, Berardi+ has raised \$16,860.17 dollars to help with cancer research.





HOLIDAYS FOR HOPE VOLUNTEERS OF AMERICA, MICHIGAN

The VOA-Michigan is the largest provider of homeless services in the Capital Region and Berardi+ is honored to be an Advocacy Sponsor. Through our sponsorship, VOA was able to provide warm clothing and a toy for 31 children, warmth for six seniors and a complete holiday experience for four families.



STUDENT OUTREACH GUEST LECTURES

Several Berardi+ employees have been invited to guest lecture and teach at the following universities:
The Ohio State University
Bowling Green State University
Columbus State University
Boston Architectural College



STUDENT OUTREACH MENTOR PROGRAM

Every year, professionals have the opportunity to engage with students through the Knowlton Alumni Society Mentor Program. Berardi+ has actively engaged with and mentored over 20 students.



BERARDI+

ARCHITECTURE | INTERIOR DESIGN | ENGINEERING

Three Rivers Corporation
Project General Contractor

Contact

Shannon Tait

989-631-9726

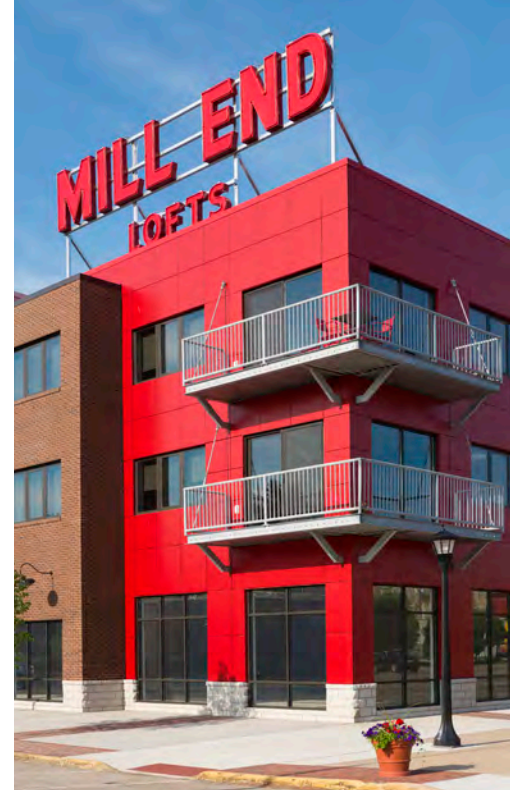
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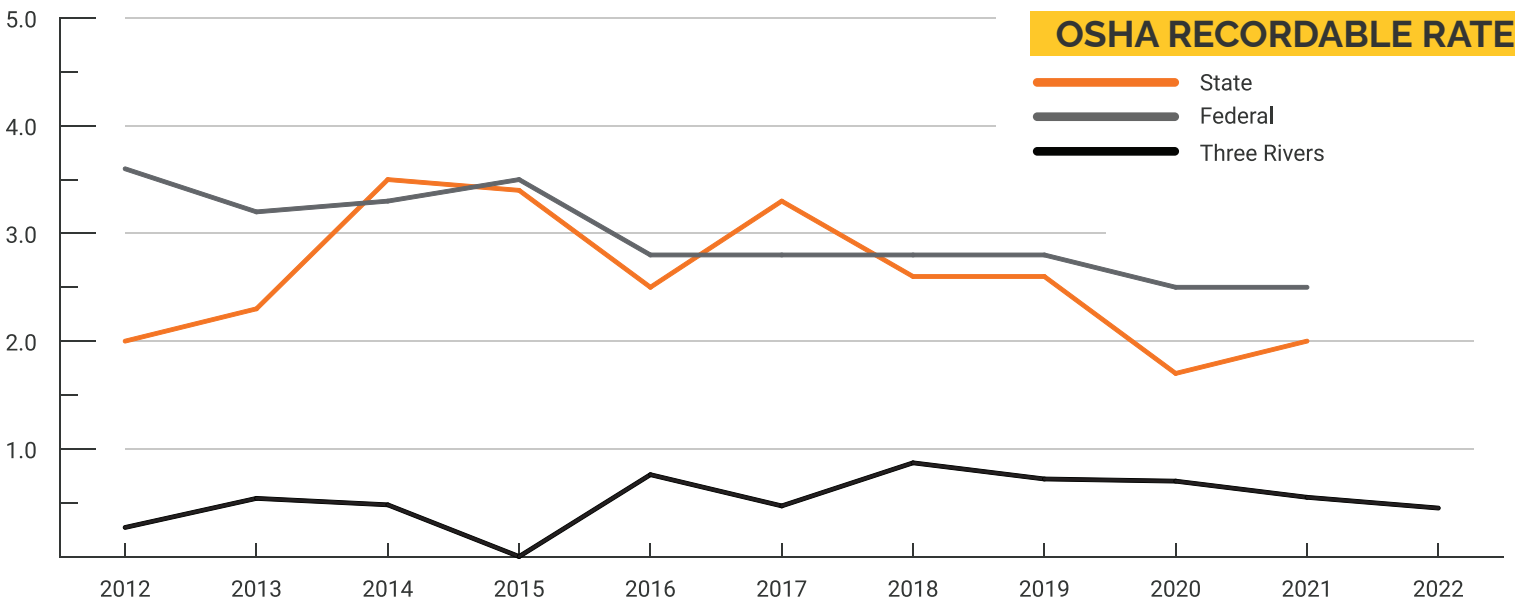
PUTTING OUR EXPERTISE TO WORK FOR YOU

At Three Rivers Corporation, we believe that proper planning leads to successful execution. That’s why our team brings a unique blend of experience and knowledge in construction, safety, and project efficiency to every project. Whether you need a general contractor, design/build partner, or construction manager, we’ve got you covered. We approach every project with a problem-solving mindset and a willingness to learn, evolve, and adapt to meet your needs.

Three Rivers Corporation is a multidisciplinary construction firm based in Midland, MI, with over 45 years of experience and a team of over 350 professionals and craftspeople. We’ve built long-standing relationships with our valued customers statewide and have a solid track record of performance. Our depth and experience make us confident we can deliver your project on time and within budget.



SETTING THE STANDARD FOR SAFETY: OUR PROVEN TRACK RECORD



*The National Pinnacle Award is Associated Builders and Contractors’ most significant safety honor and is awarded based on self-evaluation scores, lost workday case rates, total recordable incident rates, leading indicator use, and process and program innovations. **Three Rivers Corporation was one of ten general contracting companies to receive this honor nationally in 2022.***





Proud to Be a 2022 Accredited Quality Contractor

Three Rivers Corporation has been recognized by Associated Builders and Contractors, Inc. (ABC) as a 2022 Accredited Quality Contractor (AQC).

AQC Members proudly set the construction-industry standard as highly performing, ethical contractors and members of their communities.

AQC status is determined by a stringent and thorough set of criteria that demonstrate commitment to five key areas of corporate responsibility:

1. Quality
2. Safety
3. Talent Management
4. Craft & Management Education
5. Community Relations



FROM PLANNING TO COMPLETION HOW WE DELIVER SUCCESSFUL RESULTS

DESIGN/BUILD

Some construction companies may choose to outsource their Design/Build teams, but we pride ourselves on being a true Design/Build company with an exceptional in-house team. Our team includes AIA architects, experienced designers, skilled project managers, and detail-oriented estimators who work together to deliver outstanding results.

Our approach to Design/Build allows us to offer our customers single-source accountability for every aspect of their project. From the earliest stages of design to the final construction, we are fully involved in the project, ensuring clear communication, accurate budgets and schedules, and a smoother overall process.

CONSTRUCTION MANAGEMENT

The most efficient path to success for large, complex projects is through a collaborative effort that includes owners, architects, engineers, and construction management professionals. By involving all parties from the outset of the project, with early contractor input, we can reduce costs and move forward quickly without sacrificing attention to detail.

We place great value on building long-term relationships with our clients, and we understand that trust is a critical component of any successful partnership. We also place a premium on our pre-qualified subcontractors, who demonstrate excellent safety management and share our commitment to delivering exceptional results. Through teamwork, expertise, and attention to detail, we can consistently exceed our client's expectations and deliver successful projects.

GENERAL CONTRACTING

General contracting is a highly complex endeavor, requiring expertise in managing multiple subcontracting partners, countless details, and numerous critical decisions. Success in this field comes from building experience and relationships over time, and it's only through this hard-earned knowledge that exceptional results can be achieved.

We understand the importance of building long-term relationships with our clients. We're proud to say that over 70 percent of our clients choose to work with us again, which is a testament to the care and attention we bring to every project. We deliver exceptional results that exceed expectations by placing our client's needs and goals at the forefront of everything we do. Our commitment to quality and customer satisfaction is unwavering, and we work tirelessly to ensure that each project we undertake is successful.

KMG Prestige
Property Management

Contact

Karen Mead

989-772-3261

karen@kmgprestige.com



KMG PRESTIGE

Strategic Property Management Solutions

Company Biography

Company Overview

KMG Prestige is a fee-based property management firm specializing in the management of multi-family residential housing. Established in 2006, KMG Prestige's expertise includes the management of Market Rate, Affordable, Senior and mixed-use properties.

Although KMG Prestige was established in 2006, as a newly formed entity, its origin dates back to 1975 when the company originated in Mt. Pleasant, Michigan. Morphing from a small startup, KMG Prestige now manages over one billion dollars in assets, consisting of over 29,000 dwelling units spread across a six-state area. Current ownership brings more than 50 years combined experience in the property management industry.

KMG Prestige attributes its continued growth to strong industry relationships, with a focus on operational excellence.

Our economies of scale bring an added benefit to ownership by reducing daily expenses via our ability to obtain master contracts in the area of energy consumption, service providers, insurance and product purchasing.

KMG Prestige is committed to excellence and the continuous improvement in the delivery of property management. An ever-evolving industry, KMG Prestige continues to incorporate the newest technologies in order to provide the most up to date services.

Management Philosophy

KMG Prestige is a client driven organization, and it is our goal to deliver the highest caliber of management services to our clients at the lowest cost possible.

We believe that our job is to do anything we can to help our Employees be successful in their job of serving the Residents and the needs of the Owners. The Employees' goal then, is to do anything possible to ensure our Residents have a fantastic housing experience. To this end, we endeavor to live and breathe our mission statement and our core values. We also recognize and reward our employees who do this. We realize that our success is predicated on active and continuous improvement in our processes.

Client Base

KMG Prestige ownership's former and current clientele is broad based, and although most are for-profit entities a significant minority are non-profit organizations. As a third party fee management company, KMG Prestige aims to create partnerships with clientele, not competition. The typical organizational structure of the client is that of a limited partnership or limited liability company.

A thread that is common to most of the KMG Prestige clients is that they have their roots in the field of real estate development either creating new communities or acquiring and rehabilitating existing housing properties.

KMG Prestige is proud of the quality of the relationships it maintains with its clients, most of which have endured over a long period of time.

Affordable Housing Program Knowledge

Many rental programs have been developed and have seen significant growth in the past 30 years coinciding with KMG Prestige's earliest affiliate's entry into the market. KMG Prestige has developed expertise in the administration of the HUD 202, 221 (d4), 236, Section 8, and the Low Income Housing Tax Credit (LIHTC) Rental Housing Programs as well as the Rural Development 515 and a number of tailor-made rental programs developed through the auspices of the Michigan State Housing Development Authority.

Construction

KMG Prestige's extensive knowledge of multi-family housing has always been a beneficial resource for Owners and Developers during the planning and construction and/or rehabilitation phases of their property. KMG Prestige has worked with many Owners providing insight into design, amenities, and creation of the operating budget, staffing needs, and recommendation of marketing tools, while assisting the Owner to manage the process from lease up to management of the completed project.

Receivership Management Experience

KMG Prestige has served as the court appointed receiver for several communities located in Michigan, Indiana and Wisconsin. In addition, KMG Prestige has also been named as managing agent for independent receivers. Our extensive knowledge and experience in full-service management allows our team to quickly evaluate and identify key areas requiring immediate attention. This approach allows for the implementation of a strategic plan to rapidly market and improve a distressed community in order to transform the asset into a viable resale opportunity.

Mission Statement – “Do the Right Thing”

KMG Prestige Values

We Hire and Reward people who everyday display INTEGRITY, HONESTY, and CARING behaviors in dealing with others.

We Foster quality relationships. We treat each other, our Clients (owners and developers), our Customers (residents), and our Lenders and Suppliers with respect, open, honest communication, fairness, and politeness.

We Teach, encourage and model teamwork and tolerance.

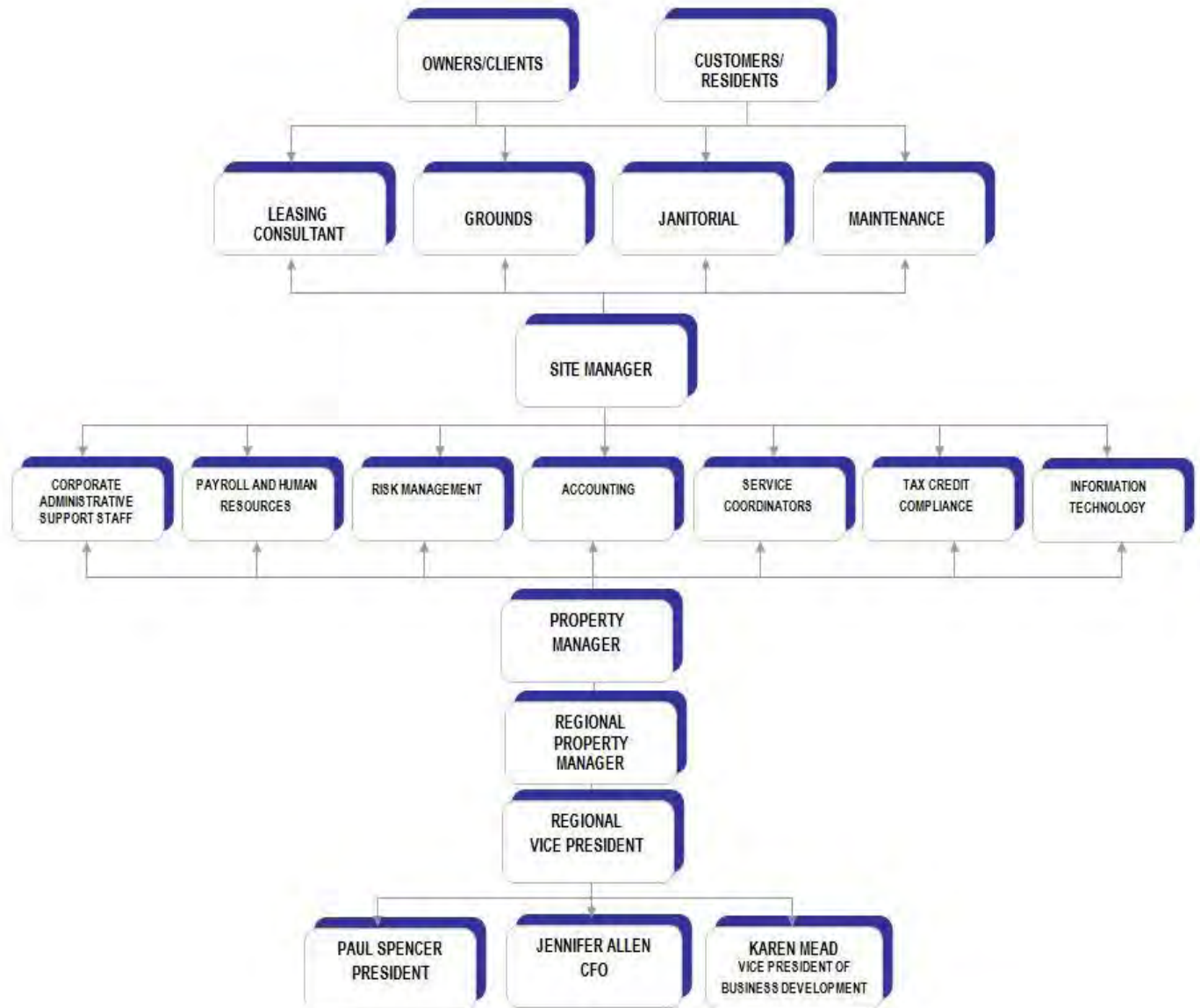
We Seek to continuously improve by sharing knowledge, and improving the quality of the systems.

We Strive to be good stewards of our corporate resources.

We Leverage our individual and collective gifts with the intention of developing a harmonious and satisfying living and working environment.

We Do What Is Right even when that is in conflict with doing what is easy or more profitable.

Organizational Chart



References

Client

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KMG PRESTIGE

Strategic Property Management Solutions

The Leadership Team

PAUL SPENCER
PRESIDENT & CEO



Paul Spencer began his 27-year property management career with Oakwood Apartments, a developer, owner and Management Company that specializes in short-term corporate housing. Paul supervised a portfolio of 3,500 units with an asset value of almost four hundred million dollars. In 1995 Paul entered the affordable housing field when he joined Related Management and was responsible for the supervision of properties in a seven-state area. His portfolio was very diverse, and included conventional, project-based Section 8, 236, RAP, Rent Sup, Tax Credit, Bond Financed and Hope VI communities. During his tenure with Related Management, Paul became very familiar with the Americans with Disabilities Act and specifically Section 504. Paul is currently President of KMG Prestige.

KAREN MEAD
VICE PRESIDENT OF BUSINESS DEVELOPMENT



Karen Mead is the Vice President of Business Development for KMG Prestige. For over 37 years she has been intensively involved in the property management industry. Karen is currently responsible for growth associated with third party real estate investment management and consulting of our current and future clients. Previously Karen held the position of Vice President of Property Management with Keystone Management Group where she was responsible for supervision of eight Regional Property Managers, consisting of over 8000 units. In 2007, she acquired an ownership interest in that company and was instrumental in its growth. During the course of her career, she has been involved in virtually every aspect of the property management industry. Karen's experience includes a full spectrum of operations with all programs associated with the affordable housing arena, as well as market rate developments. Karen specializes in assisting and directing ownerships with new construction, including underlying financial strategies. And has an extensive understanding of real estate finance and the LIHTC program. Karen is a high-energy individual who is committed to providing unparalleled customer service and maintaining exceptional client relationships.

JENNIFER ALLEN

VICE PRESIDENT OF FINANCIAL SERVICES & CFO



Jennifer Allen is the Vice President of Financial Services and CFO for KMG Prestige. Her career in property management began in 1998 when she joined Boston Financial Group as an Accounting Manager, and continued with Keystone Management Group, where she served as Controller from 2000 through 2006. As a graduate with honors from Alma College, Jennifer holds a Bachelor of Arts degree in Business Administration, with an Emphasis in Accounting. In her current capacity as VP of Financial Services, Jennifer is directly responsible for managing and directing the support center operations within the Accounting, Accounts Payable Payroll and Risk Management departments. This includes reviewing and implementing policies and procedures related to these areas, as well as overseeing all financial reporting requirements and compliance reporting requirements for the entities managed by KMG Prestige. Throughout her career in property management, she has had the opportunity to work closely with various owners and tax credit syndicators, including Great Lakes Capital Fund, Centerline, MMA Financial, PNC Multifamily, Boston Capital and National Equity Fund, as well as develop strong working relationships with several public accounting firms specializing in real estate management.