

**Regular Meeting of the Mt. Pleasant City Commission**  
**Monday, May 8, 2023**  
**7:00 p.m.**

**AGENDA**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

LAND ACKNOWLEDGEMENT STATEMENT:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation recognizing Gamma Alpha Zeta Zeta Chapter to be received by Colleen Green and Ann Harmon.
2. Proclamation recognizing LGBTQ+ Pride Month (June 2023) to be received by Scott Ellis, Executive Director of Great Lakes Bay Pride.
3. Presentation of the 2022 Annual Comprehensive Financial Report.
4. Presentation on Drinking Water State Revolving Fund (DWSRF) project.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

5. Monthly report on police related citizen complaints received.
6. Minutes of the Brownfield Redevelopment Authority/Economic Development Corporation (November).
7. Minutes of the Downtown Development Authority (DDA) (February).
8. Minutes of the Airport Joint Operations and Management Board (March).
9. 2023/2024 Planning Commission Work Session Schedule.
10. Notice of Temporary Traffic Control Order #4-2023.
11. 2022 Comprehensive Annual Financial Report.
12. 2022 Component Unit Financial Reports.

CONSENT ITEMS:

13. Approval of the minutes from the regular meeting held April 24, 2023.

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

## City Commission Agenda

May 8, 2023

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14. Consider approval of a contract with C&I Building Maintenance for roof restoration (Sections 6 & 7) on the Public Safety building and approve payment for supplies through Tremco Manufacturing.
15. Consider approval of a contract with Rocky Ridge Development LLC for lime residuals removal.
16. Consider contract extension with Vredeveld Haefner for audit services.
17. Receive proposed amendment to Chapter 39: *Human Rights* of the Mt. Pleasant of the Code of Ordinances and set a public hearing for May 22, 2023, on the same.
18. Consider setting a public hearing for May 22, 2023, for public comment on the Drinking Water State Revolving Fund (DWSRF) final project plan for Water Treatment Plant improvements.
19. Consider updated Resolution for Development District License for China Master Restaurant, Inc.
20. Consider approval of Payrolls and Warrants.

### PUBLIC HEARINGS:

### NEW BUSINESS:

21. Consider whether a public hearing to adjust the 2023 millage rate should be held.

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

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

### RECESS:

### WORK SESSION:

22. Presentation and discussion on 2024-2029 Capital Improvement Plan.

### CLOSED SESSION:

### ADJOURNMENT:

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

TO: MAYOR AND CITY COMMISSION

MAY 8, 2023

FROM: AARON DESENTZ, CITY MANAGER

SUBJECT: CITY MANAGER REPORT ON AGENDA ITEMS

Proclamations and Presentations:

3. Presentation of the 2022 Annual Comprehensive Financial Report.
  - a. The ACFR/annual audit will be presented by our auditors at Vredevelde Haefner. The City Commission will be able to ask any questions related to the 2022 ACFR. Following the presentation, acceptance of the annual audit and ACFR will be done as part of the receipt of petitions and communications agenda.
4. Presentation on Drinking Water State Revolving Fund (DWSRF) project.
  - a. The City Commission will be provided with an update on the status of the City's Drinking Water State Revolving Fund (DWSRF) project. Fishbeck Engineering will provide an overview of the project and associated costs. The City Commission will be able to ask any questions about the project ahead of setting a public hearing as part of the consent agenda.

Receipt of Petitions and Communications:

9. 2023/2024 Planning Commission Work Session Schedule.
  - a. In your City Commission packet, you will find a copy of the Planning Commission 2023 work session schedule. Several of the items for review reflect feedback received from the City's Zoning for Economic Opportunity listening sessions. This is for the City Commission's information.
10. Notice of Temporary Traffic Control Order #4-2023.
  - a. TCO #4-2023 places a yield sign on the westerly segment of Glen Avenue, northbound at Hopkins Ave. intersection.

Consent Items:

14. Consider approval of a contract with C&I Building Maintenance for roof restoration (Sections 6 & 7) on the Public Safety building and approve payment for supplies through Tremco Manufacturing.
  - a. The City Commission is asked to approve a bid for the restoration of part of the roof at the Public Safety Building. Staff is recommending approval of a bid with C&I Building Maintenance for \$38,195 and \$29,025.40 with Tremco for supplies for a total of \$67,220.40 which is under the \$75,000 budgeted for this work.
15. Consider approval of a contract with Rocky Ridge Development LLC for lime residuals removal.
  - a. The City Commission is asked to approve a bid for the removal of lime residuals which are a byproduct of the water softening process at the City's water treatment plant. Rocky Ridge Development is the low bidder at a price of \$39.25 per 10,000 cubic yards. Using this contract price, the City Commission is asked to approve the contract for removal of \$429,000 of lime residual.
16. Consider contract extension with Vredevelde Haefner for audit services.
  - a. The City's required annual audit has been completed by Vredevelde Haefner for the last fifteen (15) years. The City has rebid auditing services every five (5) years. This year the

City will have some change to our finance team with the retirement of Finance Director Mary Ann Kornexl, promotion of Assistant Finance Director Chris Saladine to that position, and the onboarding of a new Assistant Finance Director/Treasurer. With these changes, staff feels it would be best not to change the auditing firm during this year. Therefore, the City Commission is asked to approve the proposed contract extension with Vredevelde Haefner for \$21,500 + optional services if needed.

17. Receive proposed amendment to Chapter 39: Human Rights of the Mt. Pleasant of the Code of Ordinances and set a public hearing for May 22, 2023, on the same.

- a. Recently, Governor Whitmer signed an amendment to the Michigan Elliot Larsen Act.

The amendment now applies the following protections:

*A person engaging in a real estate transaction, or a real estate broker or salesperson, shall not on the basis of religion, race, color, national origin, age, sex, sexual orientation, gender identity or expression, familial status, or marital status.*

Based on the modifications, staff reviewed the City's Human Rights Ordinance and has proposed the attached to match compliance with the changes in State law. While the City already put into place protections for gender identity, the ordinance lacked language protecting gender expression. The City's Labor Attorney has also made a recommendation based on religious freedoms. All the changes are noted in the redlined version of the City's ordinance in your City Commission packet.

If the City Commission finds the proposed ordinance amendment favorable, then a public hearing on the proposed ordinance amendment will need to be made before adoption. Approval of this item will set the public hearing for May 22, 2023.

18. Consider setting a public hearing for May 22, 2023, for public comment on the Drinking Water State Revolving Fund (DWSRF) final project plan for Water Treatment Plant improvements.

- a. The City Commission is asked to set a public hearing ahead of considering an application for \$38.4 million in funds from the Drinking Water State Revolving Fund (DWSRF). This program is similar to the program that the City applied to in 2022 for funding to support construction at the Water Resource Recovery Facility (WRRF).

19. Consider updated Resolution for Development District License for China Master Restaurant, Inc.

- a. The City Commission approved a Resolution authorizing China Master to seek a redevelopment liquor license in November of 2022. However, the State of Michigan is requiring a Resolution be adopted to correct the entity name which was found in the application provided to the City. Approval of this item will provide the State with the Resolution needed in order for China Master Restaurant, Inc. to proceed with their application.

Public Hearings:



New Business:

21. Consider whether a public hearing to adjust the 2023 millage rate should be held.
  - a. On November 28, 2022 the City Commission approved the 2023 Operating Budget and approved a total City millage rate of 16.25 mills. The City Commission reserves the right to review the rates each spring and consider adjustments based on changed conditions. Staff is recommending that the millage rate remain at 16.25 mills for 2023 given the current financial conditions of the City. The City Commission could consider setting a public hearing for May 22 to change the millage rate.

Recommended Action: No action is required to leave the millage rate at 16.25 mills.

Work Session:

22. Presentation and discussion on 2024-2029 Capital Improvement Plan.
  - a. Following discussion at the 04/24/2023 City Commission meeting, we will convene again to review discussion from the last meeting and to answer any questions that the City Commission may have regarding the CIP.

Closed Session:

# **PROCLAMATION**

WHEREAS, Zeta Phi Beta Sorority, Incorporated is an international community service driven organization that was founded on January 16, 1920, in Washington, D.C. on the campus of Howard University by five collegiate women; and

WHEREAS, Zeta Phi Beta Sorority, Incorporated members are college-educated, community service driven, diverse and professional women; and

WHEREAS, on January 28, 2018, six women of Zeta Phi Beta Sorority, Incorporated began the process of submitting a formal request to charter a new chapter in Mount Pleasant, Michigan; and

WHEREAS, the Gamma Alpha Zeta Zeta chapter was chartered on February 24, 2018, in West Bloomfield, Michigan, by Soror Tonia Jenkins, Michigan State Director; and

WHEREAS, the Gamma Alpha Zeta Zeta is the first four lettered chapter in the State of Michigan and is the first and only National Pan-Hellenic Council chapter in Mount Pleasant; and

WHEREAS, the professional and community engagement-orientated women of Gamma Alpha Zeta Zeta have proven to be a dedicated community partner for positive change that represents Mount Pleasant values at their best;

NOW, THEREFORE, I, Mayor of the City of Mount Pleasant, on behalf of the Mount Pleasant City Commission and the citizens of Mount Pleasant, do hereby recognize and congratulate the

## **GAMMA ALPHA ZETA ZETA CHAPTER**

for their commitment to bringing scholarship, service, sisterhood, and finer womanhood to Central Michigan University and the City of Mount Pleasant community.

In Witness Whereof, I hereunto set my hand and the Great Seal of the City of Mount Pleasant, Michigan, this 8<sup>th</sup> day of May 2023.

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Amy Perschbacher, Mayor  
City of Mount Pleasant, Michigan

# **PROCLAMATION**

**WHEREAS,** the movement toward equal rights for lesbian, gay, bisexual, and transgender (LGBTQ+) people, a historic turning point occurred on June 28, 1969, in New York City, with the onset of the Stonewall Riots. During these riots, LGBTQ+ citizens rose and fought against the discriminatory criminal laws that have since been declared unconstitutional; and

**WHEREAS,** LGBTQ+ Pride celebrations have taken place around the country every June to commemorate the beginning of the Stonewall Riots; and

**WHEREAS,** June is celebrated as LGBTQ+ Pride Month nationwide; and

**WHEREAS,** Great Lakes Bay Pride works to connect the LGBTQ+ and ally community to resources, education, networking opportunities, and advocates for LGBTQ+ rights in the Great Lakes Bay Region and beyond; and

**WHEREAS,** our nation was founded on the principle of equal rights for all people, but the fulfillment of this promise has been long in coming for many Americans. Some of the most inspiring moments in our history have arisen from the various civil rights movements that have brought one group after another from the margins to the mainstream of American society; and

**WHEREAS,** recognizing the contributions made by members of the LGBTQ+ community and to actively promote the principles of equality, liberty and justice;

**NOW, THEREFORE** I, Amy Perschbacher, Mayor of the City of Mount Pleasant, do hereby proclaim June 2022 as

## **LGBTQ+ PRIDE MONTH**

in Mt. Pleasant and urge residents to celebrate with our members of the LGBTQ+ community.

In Witness Whereof, I have hereunto set my hand and Great Seal of the City of Mount Pleasant, Michigan, this 8<sup>th</sup> day of June 2023.

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Amy Perschbacher, Mayor  
City of Mount Pleasant

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: May 3, 2023

SUBJECT: Annual Audit

The 2022 Annual Comprehensive Financial Report has been finalized. The report is available for viewing via the City's website at [www.mt-pleasant.org](http://www.mt-pleasant.org) in the Finance department section. A printed copy will be available to City Commissioners who would like a printed copy. Please let us know and we will have a printed copy delivered to you.

**Requested Action:**

Include the Annual Comprehensive Audit Report presentation by the Peter Haefner and receipt of the report on the May 8<sup>th</sup> City Commission agenda.

[illegible]

# City of Mt. Pleasant, Michigan



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

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

**November 10, 2022—3:30 P.M.**

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

The meeting was called to order by Chair Jeff Smith at 3:30 p.m.

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

Absent: Joshua Agardy, Jennifer Verleger

Also attending: (Staff): William Mrdeza  
(Guests): Breanna Knudsen (Saginaw Chippewa Indian Tribe)

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

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

#### **III. Approval of the June 1, 2022 Meeting Minutes**

It was moved by Wahr, seconded by Desentz, to approve the June 1, 2022 meeting minutes as presented. **The motion passed unanimously.**

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

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

##### **1. Recommend Approval of the Final 2022 Amended Budget for the Brownfield Redevelopment Authority**

Kornexl reviewed the final amended 2022 Brownfield Redevelopment Authority budget for the Board. She noted that captured taxes were less than originally projected and therefore there was less available to distribute to the Developer Working Capital line item. The final

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transfer to the Borden Debt Fund for remediation was higher than expected, which allowed for the retirement of that expense in 2022. Working capital at the end of 2022 was anticipated to be \$15,249. It was moved by Wahr, seconded by Krapohl, to recommend approval of the final 2022 amended budget to the City Commission. **The motion passed unanimously.**

## **B. EDC**

- 1. There was no business for the EDC to consider. This Board has been placed in dormant status to be reactivated at a future date if so needed.**

## **V. Other Business**

There was no other business to discuss.

## **VI. Public Comment**

Breanna Knudsen introduced herself as the Saginaw Chippewa Indian Tribe's Brownfield Coordinator and provided some background on her duties with the Tribe.

## **VII. Adjourn**

There being no other business, **the meeting adjourned at 3:33 p.m.**



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## Mission-Pickard Downtown Development Authority (DDA)

### MINUTES OF THE REGULAR MEETING February 9, 2023—10:00 AM

#### I. Call to Order

The two year term of the officers expired as of this meeting, necessitating elections to be held. As staff liaison and DDA Secretary, Mrdeza called the meeting to order at 10:01 am.

**Present:** Aaron Desentz, John Hunter, Jerry Jaloszynski, Tom Krapohl, Doug LaBelle II, Robby Roberts, Jeff Smith, Robert VanDorin

**Absent:** None

**Also attending:** (Staff): William Mrdeza, Manuela Powidayko, Michelle Sponseller  
(Guests): Jim Holton, Mountain Town Station

#### II. Approval of Agenda

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

#### III. Approval of the October 13, 2022 Meeting Minutes

It was moved by Krapohl, seconded by Jaloszynski, to approve the October 13, 2022 meeting minutes as presented. **The motion passed unanimously.**

#### IV. Old and New Business

##### A. Election of Officers (Chair and Vice-Chair) to Two Year Terms

Mrdeza opened nominations for Chair. Both John Hunter and Rob VanDorin were nominated for the office. Nominations were closed, a roll call vote was taken and **a unanimous vote was cast for John Hunter for Board Chair.** His term will expire in February, 2025. Mrdeza then turned the meeting over to Hunter.

Hunter asked for nominations for Vice-Chair and VanDorin received the only nomination. Nominations were closed, a roll call vote was taken and **a unanimous vote was cast for Rob VanDorin for Board Vice-Chair.** His term will also expire in February, 2025.



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Because of a time commitment on the part of Michelle Sponseller, Mrdeza requested the Board consider moving agenda item F (Update on Designating the DDA as an Obsolete Property Rehabilitation Act (OPRA) District) to the next item on the agenda. It was moved by VanDorin, seconded by Smith, to move the suggested item as the next topic to be discussed. **The motion passed unanimously.**

## **B. Update on Designating the DDA as an Obsolete Property Rehabilitation Act (OPRA) District**

Sponseller updated the Board that the City Commission created an Obsolete Property Rehabilitation Act (OPRA) District that encompasses the DDA boundary area. Building off of the interest in the concept by the Board when first presented in October, 2022, she reminded Board members that OPRA is another tool that could be used to incent qualified new developments in the District by freezing the taxable value of a redeveloped property at its current level for up to twelve years. This type of incentive results in no lost revenue to the taxing jurisdictions compared against current levels and increases the tax revenue generated by the new investment to its full value after the agreed-upon time period has elapsed. It is hoped that this tool might incent future investment in the corridor.

## **C. Consideration of Request to Fund Sidewalk Snowplowing in the DDA District**

Mrdeza presented a request by business owner Jim Holton for the DDA to consider paying for sidewalk snow removal for businesses located in the district. Mrdeza reminded the Board that they had rejected a similar request last year, citing:

- Reserving funds for general Mission Street design improvements
- Lack of City staffing capacity to clear sidewalks, necessitating the use of a contractor which was likely expensive (based on contracted services in downtown)
- Concern that such action would set a precedent for other commercial business, all of which are currently required by ordinance to clear sidewalks in front of their businesses within 18 hours of a snow event

Holton addressed the Board and discussion followed. As a result, the Board requested staff get a quote from a private contractor to see what it would cost to provide snow removal services for businesses in the district. It was also suggested to contact Union Township to see what their policy and procedures were for sidewalk clearing. Once a quote was received, the Board would revisit the request of contracting for this service for the 2023/2024 winter season.

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## **D. Mission Street Corridor Plan Update**

Mrdeza provided a brief update on the Mission Street corridor project. He indicated that the MDOT staff agreed to evaluate a series of smaller sections of Mission Street using traffic safety modelling to prioritize areas of the corridor most in need of further study, then consider design options with the stakeholder group to evaluate these in more detail. Powidayko discussed challenges the City was having with MDOT regarding consistency with driveway width permitting on Mission Street and also discussed the work she was doing to address areas of the zoning ordinance that could be amended to be more business friendly.

## **E. 2022 Draft Mission Street Occupancy Inventory Results**

Mrdeza presented the draft Mission Street occupancy/vacancy map that was prepared in cooperation with CMU, based on data gathered in October, 2022. The occupancy was depicted by parcel and not by tenant or unit and was therefore skewed when considering “partially vacant” larger parcels. After some discussion, staff suggested working with CMU for the 2023 mapping effort to better define vacancy and occupancy for the larger “partially vacant” parcels in order to make that reporting more meaningful. Mrdeza indicated he was working with CMU to better clarify the four types of occupancy status as depicted in the legend prior to finalizing the 2022 map and would send the revised map out to the Board when completed.

## **F. Proposed Allocation for Driveway Closure and Consolidation Per the Access Management Plan**

Mrdeza recommended the Board consider allocating \$60,000 from the Pedestrian and Traffic Safety line item to reinstate incentives to businesses in the corridor to close, relocate, or consolidate driveways under conditions where they were recommended by the Access Management Plan. He explained that the City was still referencing that document for projects seeking site plan or special use permit approval from the Planning Commission. Powidayko discussed challenges the City was having with MDOT regarding consistency with driveway width permitting on Mission Street and also discussed examples of where a program for assisting projects comply with the Access Management Plan recommendations would have helped certain projects during the application process with the Planning Commission. The DDA used to have traffic safety funds allocated to assist businesses with meeting these requirements in the corridor. If approved, staff would create eligibility requirements and program criteria for participation. It was moved by Labelle, seconded by Smith to amend the budget and allocate \$60,000 for driveway closure, relocation, and/or



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consolidation per the Access Management Plan, with guidelines developed by staff for using the program. **The motion passed unanimously.**

## V. Public Comments

There were no public comments received or offered.

## VI. Other Business

There was no Other Business to come before the Board.

## VII. Adjourn

There being no other business, **the meeting was adjourned at 11:35 am.**

# **AIRPORT JOINT OPERATIONS AND MANAGEMENT BOARD**

Meeting Minutes

**Thursday, March 16, 2023**

**3:30 – 5:00 p.m.**

**Airport Terminal Building**

I. Call to Order

II. Roll Call

Member	Present
Aaron Desentz	Yes
James McBryde	Yes (arrived 3:33 p.m.)
Rodney Nanney	Yes
Tim Nieporte	Yes
Gayle Ruhl	No

Staff present: Bill Brickner

III. Additions/Deletions to Agenda

Motion by Desentz, support by Nieporte, to approve agenda

Motion passed unanimously

IV. Public Input on Agenda Items

None

V. Approval of Meeting Minutes – February 2023 - Attachment

Motion by McBryde, support by Desentz, to approve the minutes as written

Motion passed unanimously

VI. Airport Manager's Report – February 2023 - Attachment

Brickner gave the Manager's report

VII. Old Business

**a. Airport courtesy car vinyl wrap**

i. Review proposed design option(s) and cost proposal(s)

ii. Discuss display of logos for agencies that have provided operational funding for the courtesy car

iii. Actions

Motion by McBryde, support by Nieporte, to approve the design provided by Just Fab Graphics, with the addition of the AJOMB member's logos

Motion passed unanimously

Motion by McBryde, support by Nieporte, to allow placement of removable stickers on courtesy car if independent donors provide funding

Motion passed unanimously

**b. Discuss project ideas for 2023 CVB Destination Marketing Grant**

(Deadline is Sept. 2023)

i. Develop a destination event at the Airport for 2024

Discussion held about helping the Wings and Wheels event and hosting Business after Hours at the airport

ii. Annual operational funding for airport courtesy car

iii. Other ideas?

VIII. New Business

**a. Airport governance - review scope of the Joint Operations and Management Agreement** (excerpts below):

i. (Recitals, E.) *"The parties believe an agreement for joint operation may aid in funding Airport operations, provide all parties a role in its operations, and, thereby enhance the Airport's long-term viability and vitality."*

ii. (1.F.) *"The parties intend that the Board guide, set policy for, plan, approve applications for grants and other funding for, and otherwise oversee Airport operations and management in accordance with applicable law."*

iii. (1.F.1.) *"Accordingly, the Board may consider any matter related to the Airport including, for illustration and not for limitation, current or future Airport ownership, maintenance, repair, replacement, improvement, licensing, regulation, occupancy, funding, Airport user rules and regulations, Airport fees, Airport service contracts, FBO agreements, and assistance generating revenues."*

**b. How can we as a Board make best use of the authority provided to "aid in funding Airport operations (and) enhance the Airport's long-term viability and vitality"?**

i. Near-term priorities to focus on for 2023 – 2024  
Solvency and infrastructure

- ii. What is our long-term big project priority?
  - De-icing equipment/operations
  - Expanded or new hanger for larger aircraft – Get estimated set cost for hangar
  - Other ideas?

c. **What are we missing?**

IX. Announcements on Airport Related Issues and Concerns

- Local contractor proposal to mine 30,000 – 50,000 cubic yards of sand from Airport property  
Board discussed the proposal

Brickner provided an update on the taxiway project

X. Public Comment on Non-Agenda Items  
None

XI. Adjournment  
Chairman Nanney adjourned the meeting at 4:39 p.m.

# Memorandum



TO: Aaron Desentz  
City Manager

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

FROM: Manuela Powidayko  
Director of Planning & Community Development

DATE: April 17, 2023

SUBJECT: 2023 & 2024 Planning Commission's Work Session Schedule

The Planning Commission approved the 2023 & 2024 Work Session Schedule on April 6, 2023. The approved Schedule reflects the prioritization discussion that the Planning Commission had in March when reviewing ideas that had been identified by staff, commissioners and community members, as well as ideas that had been identified within the Master Plan, during the years of 2021, 2022 and 2023.

During that meeting, the Planning Commission identified *Zoning for Economic Opportunity* as the first priority item. Therefore, all items that were identified as being as part of that effort were included first in the Work Session Schedule.

Considering the long list of items to be discussed and their complexity, staff suggested that the Planning Commission established a two-year work plan (2023 and 2024).

**Attachments:**

- 2023 & 2024 Work Session Schedule
- Zoning for Economic Opportunity (ZEO): Summary of Feedback

**Requested Action:**

Receive the 2023 & 2024 Work Session Schedule and Zoning for Economic Opportunity's Summary of Feedback.

# Memorandum



## ATTACHMENT 1

### 2023 Work Session Schedule:

#### July

- Applications requiring Planning Commission approval
- Alterations/enlargements of existing buildings

August: No work session (regular meeting & action on previous discussion)

#### September

- Floating overlay district to permit departures from the form-based code for certain auto-oriented or large format uses such as drive-through businesses, gas stations, or big box retailers
  - Required stacking for drive through establishments
- Building standard requirements in commercial districts
- Driveway widths

October: No work session (regular meeting & action on previous discussion)

#### November

- Multiple uses within a single lot
- Home occupation standards
- Open uses

December: No work session (regular meeting & action on previous discussion)

### 2024 Work Session Schedule:

January: No work session (regular meeting & action on previous discussion)

#### February:

- E-commerce fulfillment centers
- Wholesale vs retail uses

March: No work session (regular meeting & action on previous discussion)

#### April:

- Attached Residential + other rezonings consistent with the Future Land Use Map
- Industrial transitioning district along Isabella Road
- Other potential applicant-driven rezonings

May: No work session (regular meeting & action on previous discussion)

#### June:

- Non-conforming uses

July: No work session (regular meeting & action on previous discussion)

August:



# Memorandum



- Residential subdivisions
- Dwelling/family definition
- Setbacks
- Roof pitches
- Ratio of house versus garage at frontage

September: No work session (regular meeting & action on previous discussion)

October:

- Bicycle Parking Requirements
- Tree & Landscaping Requirements
- Signage Rule

November: No work session (regular meeting & action on previous discussion)

December:

- EV chargers and renewable energy sources such as wind and solar
- Master Plan updates

## ATTACHMENT 2

### **Zoning for Economic Opportunity (ZEO): Summary of Feedback**

ZEO aims to identify and address zoning barriers to:

- ✓ Encourage development and redevelopment of underutilized buildings and lots;
- ✓ Attract new businesses and more easily enable business expansion; and
- ✓ Encourage a greater variety, and a greater mix of uses.

It will do this by balancing the goals in the master plan and the current zoning ordinance with existing development patterns, ultimately attracting and encouraging more private investment in the city.

The list below encompasses the feedback received by over 20 participants who represent a wide range of stakeholders: from governmental and nonprofit organizations, to the technical community, lenders, brokers and property owners. These items reflect the feedback as it relates to Planning matters and does not encompass the full list of items that were brought up during the stakeholder engagement process.

#### 1. Policy

Stakeholders talked about the City's Master Plan (Mt. Pleasant 2050) and how they see a need for the document to better bridge current development trends with the long-term vision, especially regarding Mission Street's redevelopment plan. They also suggested that the City should consider working on a 10-year plan.

#### 2. Process Enhancement

Stakeholders suggested that on one hand, the City should reduce the types of applications that require Planning Commission's approval and that there should be more flexibility with alterations and enlargements of existing buildings. On the other hand, the City should create a mechanism that allows projects to deviate from the zoning ordinance (which could require special approvals), especially for those uses that do not seem to fit the current zoning framework.

#### 3. Zoning Ordinance

Overall, conversations covered all types of regulations: from use and bulk, to parking and site planning. They are summarized below:

##### a. District Designations

Stakeholders suggested that there should be more latitude for property owners/developers to propose rezonings, and that the City should contemplate allowing more commercial type uses in Industrial Park South, along Isabella Road.

##### b. Use Regulations

Stakeholders identified the need for the City to better enable a mix of uses within the same property (even if subdivisions become necessary for tax purposes). They also suggested that we look at adding flexibility with rules that regulate open uses (such as beer gardens), wholesale establishments, home occupation requirements, and look at the definition of a "dwelling/family" (especially in Downtown). They also advocated for more flexibility regarding non-conforming uses and when those can be enlarged or reconstructed.

##### c. Bulk Regulations

# Memorandum

*Mt. Pleasant*  
[meet here]

For commercial developments, several stakeholders asked the City to reconsider the front setback rules requiring buildings to be placed at the front lot line within the south portion of Mission Street, especially for certain types of uses such as drive-through establishments, gas stations and strip malls. They also recommended that zoning should not regulate the interior of buildings such as by requiring a minimum number of stories and minimum ceiling heights. Participants stated that there is a need for more flexibility with the rule that requires a minimum percentage of the lot frontage to be buildout, as to not add unnecessary costs or conflict with driveway entrances. For residential development, stakeholders also recommended that the City should look at setbacks, roof pitches and rules governing the ratio of house versus garage at frontage, to ensure that “starter homes” can be more easily constructed.

d. Site Design & Amenities

Participants recommended adding flexibility with driveway widths to allow for better truck access in certain situations. They also feel that generally, tree and landscape requirements, as well as bicycle parking within Industrial Zones are too onerous, and that signage regulations are too restrictive and do not match what the market dictates. One participant also suggested that the City should look at enabling subdivisions to allow for the construction of smaller single-family residences.



## City of Mt. Pleasant, Michigan Traffic Control Order

**TRAFFIC CONTROL ORDER NO.**

4-2023

Issued By:

Steve Trower

Traffic Engineer

Date:

3-23-23

Signs/work by:

Kevin Nelson

Street Department

Date:

4-17-23

Filed/ Attested:

City Clerk

Date:

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

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

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: May 3, 2023

SUBJECT: Annual Audit

The 2022 Annual Comprehensive Financial Report has been finalized. The report is available for viewing via the City's website at [www.mt-pleasant.org](http://www.mt-pleasant.org) in the Finance department section. A printed copy will be available to City Commissioners who would like a printed copy. Please let us know and we will have a printed copy delivered to you.

**Requested Action:**

Include the Annual Comprehensive Audit Report presentation by the Peter Haefner and receipt of the report on the May 8<sup>th</sup> City Commission agenda.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: April 27, 2023

SUBJECT: Component Unit Financial Statements

Attached please find the yearend financial statements for the various component units of the City. All of these have been received by the various boards, except the TIFA Board that will meet later in May & the LDFA Board that was disbanded in 2022. The component units were a part of the annual audit completed in March.

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

**Requested Action:**

Include the yearend financial statements for the various component units with the May 8th City Commission petitions and communications.

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL REPORT  
UNIVERSITY PARK - LDFA  
DECEMBER 31, 2022

**Financial Statements**

Balance Sheet

Assets

Cash	\$ -
Total Assets	<u>\$ -</u>

Liabilities & Retained Earnings

Retained Earnings

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

Income Statement

Revenue

Investment Earnings	\$ 739
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Expenditures

Administration	2,336
CMURC Contract	60,000
MMDC Contract	<u>91,500</u>
Total Expenditures	<u>153,836</u>
Excess Revenue Over Expenditures	(153,097)
Retained Earnings January 1, 2022	<u>153,097</u>
Retained Earnings December 31, 2022	<u>\$ -</u>

**Taxable Value**

Established 2000

Initial Taxable Value

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

**2022 Taxable Value**

Advolorem	\$ 9,999,840
Advolorem - Industrial Personal	59,500
Advolorem - Commercial Personal	643,400
IFT Post 1994	<u>398,100</u>
Total Current Taxable Value	<u>\$ 11,100,840</u>

**2022 Tax Capture 0%**

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL REPORT  
MISSION STREET - DDA  
DECEMBER 31, 2022

**Financial Statements**

Balance Sheet

Assets

Cash	\$ 1,158,598	
TIFA/DDA Captured Taxes Receivable	51,656	
Land	6,100	
Fixed Assets net of Depreciation	14,100	
Total Assets		<u>\$ 1,230,454</u>

Liabilities & Retained Earnings

Accounts Payable	\$ 338	
Total Liabilities		\$ 338

Retained Earnings

Net Invested in Fixed Assets	20,200	
Assigned for Traffic & Pedestrian Safety	1,209,916	
Total Retained Earnings		<u>1,230,116</u>

Total Liabilities & Retained Earnings		<u>\$ 1,230,454</u>
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Income Statement

Revenue

TIFA/DDA Captured Taxes	\$ 340,656
MTT Judgement	\$ (3,627)
State Reimbursement PPT Loss	-
Investment Earnings	<u>12,287</u>

Total Revenue	349,316
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Expenditures

Operations	49,777
Traffic & Pedestrian Safety	2,396
Depreciation	5,640
Administration	7,900
Total Expenditures	<u>65,713</u>

Excess Revenue Over Expenditures	283,603
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Retained Earnings January 1, 2022	<u>946,513</u>
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Retained Earnings December 31, 2022	<u>\$ 1,230,116</u>
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## MISSION STREET - DDA

### **Taxable Value**

Established 1990

Initial Taxable Value

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

### **2022 Taxable Value**

Advolorem - Real Non Principal Residence	\$ 70,126,142
Advolorem - Real Principal Residence	-
Advolorem - Commercial Personal	8,417,400
Total Current Taxable Value	<u>\$ 78,543,542</u>

### **2022 Tax Capture 28% Non-school Tax**

City of Mt. Pleasant	\$ 201,191
Chippewa River District Library	-
Mid-Michigan College	15,563
Isabella County Operating	84,436
Isabella County Medical Care Facility	12,774
Isabella County Commission on Aging	11,210
Isabella County Parks	4,471
I-Ride	11,011
Total 2022 Capture	<u>\$340,656</u>

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

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL FINANCIAL REPORT  
CENTRAL BUSINESS DISTRICT - TIFA  
DECEMBER 31, 2022

**Financial Statements**

Balance Sheet

Assets

Cash	\$ 163,659	
Fixed Assets net of Depreciation	199,293	
Total Assets		<u>\$ 362,952</u>

Liabilities & Retained Earnings

Liabilities

Retained Earnings

Net Invested in Fixed Assets	199,293	
Restricted for Tribal Donation	42,437	
Assigned for Cascade Improvements	71,222	
Assigned for Fire Protection Grants	50,000	
Total Retained Earnings		<u>\$ 362,952</u>

Income Statement

Revenue

Investment Earnings	\$ 2,234
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Expenditures

Parking Lot Design	32,819
Blade Sign Match	500
Marketing	9,978
Transfer Parking Lot Ownership to City	926,646
Depreciation	35,777
Administration	<u>2,800</u>
Total Expenditures	<u>1,008,520</u>
Excess Revenue over Expenditures	(1,006,286)
Retained Earnings January 1, 2022	<u>1,369,238</u>
Retained Earnings December 31, 2022	<u>\$ 362,952</u>

## CENTRAL BUSINESS DISTRICT - TIFA

### **Taxable Value**

Established 1984

Initial Taxable Value

Advolorem - Real Non Principal Residence	\$ 4,736,135
Advolorem - Real Principal Residence	388,065
Advolorem - Commercial Personal Property	896,100
Advolorem - Industrial Personal Property	31,350
Total Initial Taxable Value	<u>\$ 6,051,650</u>

### **2022 Taxable Value**

Advolorem - Real Non Principal Residence	\$ 19,370,211
Advolorem - Real Principal Residence	792,763
Advolorem - Commercial Personal Property	902,000
Total Current Taxable Value	<u>\$ 21,064,974</u>

### **2022 Tax Capture 0%**

CITY OF MT. PLEASANT TIFA/DDA  
ANNUAL REPORT  
INDUSTRIAL PARK NORTH - TIFA  
DECEMBER 31, 2022

**Financial Statements**

Balance Sheet

Assets

Cash		\$ 96,181
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Liabilities & Retained Earnings

Retained Earnings

Assigned for Maintenance	\$ 40,000	
Assigned for Park Incentive	50,000	
Unassigned	6,181	
Total Retained Earnings		\$ 96,181

Income Statement

Revenue

Investment Earnings	\$ 1,052	
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Expenditures

Maintenance		-
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Excess Revenue Over Expenditures		1,052
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Retained Earnings January 1, 2022		95,129
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Retained Earnings December 31, 2022		\$ 96,181
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**Taxable Value**

Established 1990

Initial Taxable Value

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

**2022 Taxable Value**

Advolorem - Real Non Principal Residence	\$ 3,246,500	
Advolorem - Commercial Personal Property	343,500	
Total Current Taxable Value		\$ 3,590,000

**2022 Tax Capture 0%**

City of Mt Pleasant  
Brownfield Redevelopment Authority  
Statement of Changes in Working Capital  
December 31, 2022

	<u>2021 Actual</u>	<u>2022 Final Amended Budget</u>	<u>2022 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at Janauary 1,</b>	<b>\$14,903</b>	<b>\$14,949</b>	<b>\$14,949</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
BRDA Captured Taxes	144,895	175,040	175,034	(6)
State Reimbursement PPT Loss	2,274	-	-	-
Investment Earnings	47	300	230	(70)
	<u>147,216</u>	<u>175,340</u>	<u>175,264</u>	<u>(76)</u>
Total Working Capital Sources	<b>147,216</b>	<b>175,340</b>	<b>175,264</b>	<b>(76)</b>
<b>Working Capital Uses:</b>				
Expenses				
Developer	102,662	52,040	52,010	30
Administration	(741)	8,750	8,750	-
Transfer Remediation to Borden Debt Fund	45,249	114,250	114,180	70
	<u>147,170</u>	<u>175,040</u>	<u>174,940</u>	<u>100</u>
Total Working Capital Uses	<b>147,170</b>	<b>175,040</b>	<b>174,940</b>	<b>100</b>
<b>Increase in Working Capital</b>	<b>46</b>	<b>300</b>	<b>324</b>	<b>24</b>
<b>Working Capital at December 31,</b>				
Assigned for Developer	48	48	142	94
Assigned for Remediation	14,110	14,110	14,110	-
Unassigned - GF Contribution	791	1,091	1,164	73
Total Working Capital at December 31	<u><b>\$14,949</b></u>	<u><b>\$15,249</b></u>	<u><b>\$15,273</b></u>	<u><b>\$24</b></u>

City of Mt Pleasant  
Central Business District  
Statement of Changes in Working Capital  
December 31, 2022

	<u>2021 Actual</u>	<u>2022 Final Amended Budget</u>	<u>2022 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at January 1,</b>	<b>\$664,908</b>	<b>\$207,522</b>	<b>\$207,522</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
Billboard Match	-	-	-	-
Investment Earnings	2,079	1,150	2,234	1,084
Transfer From General Fund	16,260	-	-	-
Other Sources/Adjustments:				
Façade Improvement Loan Payments	1,906	-	-	-
<b>Total Working Capital Sources</b>	<b>20,245</b>	<b>1,150</b>	<b>2,234</b>	<b>1,084</b>
<b>Working Capital Uses:</b>				
Expenses				
Fascade Improvement Program	-	61,222	-	61,222
Blade Sign Match	-	10,000	500	9,500
Fire Protection Grants	-	50,000	-	50,000
Interactive Murals	-	-	-	-
Marketing	27,136	9,387	9,978	(591)
Transfer to General Fund	-	32,826	32,819	7
Transfer Parking Lots to General Fund	-	926,646	926,646	-
Depreciation	45,827	35,777	35,777	-
Administration	2,800	2,800	2,800	-
Total Expenses	75,763	1,128,658	1,008,520	(584)
Other Uses/Adjustments				
Capital Improvements	447,695	-	-	-
Depreciation/Parking Lot Transfer	(45,827)	(962,423)	(962,423)	-
<b>Total Working Capital Uses</b>	<b>477,631</b>	<b>166,235</b>	<b>46,097</b>	<b>(584)</b>
<b>Increase (Decrease) In Working Capital</b>	<b>(457,386)</b>	<b>(165,085)</b>	<b>(43,863)</b>	<b>500</b>
<b>Working Capital at December 31,</b>				
Restricted for 2% Allocation - Interactive Murals	42,437	42,437	42,437	-
Assigned for Fascade Improvement Program	71,222	-	71,222	71,222
Assigned for Fire Protection Grants	50,000	-	50,000	50,000
Assigned for Marketing	12,867	-	-	-
Assigned for Capital Budget Projects	30,996	-	-	-
<b>Total Working Capital at December 31</b>	<b>\$207,522</b>	<b>\$42,437</b>	<b>\$163,659</b>	<b>\$121,222</b>

Plan expires 2025

City of Mt Pleasant  
Industrial Park North  
Statement of Changes in Working Capital  
December 31, 2022

	<u>2021 Actual</u>	<u>2022 Final Amended Budget</u>	<u>2022 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at Janauary 1,</b>	<b>\$96,118</b>	<b>\$95,129</b>	<b>\$95,129</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
Investment Earnings	311	550	1,052	502
<b>Working Capital Uses:</b>				
Expenses				
Operations	<u>1,300</u>	<u>3,770</u>	<u>-</u>	<u>3,770</u>
<b>Decrease In Working Capital</b>	<b><u>(989)</u></b>	<b><u>(3,220)</u></b>	<b><u>1,052</u></b>	<b><u>4,272</u></b>
<b>Working Capital at December 31,</b>				
Assigneed for Maintenance	40,000	40,000	40,000	-
Assigned for Park Incentives	50,000	50,000	50,000	-
Unassigned	<u>5,129</u>	<u>1,909</u>	<u>6,181</u>	<u>4,272</u>
<b>Total Working Capital at December 31</b>	<b><u>\$95,129</u></b>	<b><u>\$91,909</u></b>	<b><u>\$96,181</u></b>	<b><u>\$4,272</u></b>

Plan expires 2027

City of Mt Pleasant  
Mission Street DDA  
December 31, 2022

	<u>2021 Actual</u>	<u>2022 Final Amended Budget</u>	<u>2022 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at January 1,</b>	<b>\$ 649,967</b>	<b>\$ 920,673</b>	<b>\$ 920,673</b>	<b>\$ -</b>
<b>Working Capital Sources:</b>				
Revenue:				
TIFA/DDA Captured Taxes	331,802	344,000	340,656	(3,344)
MTT Judgement	-	(10,000)	(3,627)	6,373
State Reimbursement PPT Loss	2,086	4,000	-	(4,000)
Investment Earnings	<u>2,742</u>	<u>3,000</u>	<u>12,287</u>	<u>9,287</u>
<b>Total Working Capital Sources</b>	<b>336,630</b>	<b>341,000</b>	<b>349,316</b>	<b>8,316</b>
<b>Working Capital Uses:</b>				
Expenses				
Operations	25,028	30,500	24,477	6,023
Management Fee City	25,300	25,300	25,300	-
Pedestrian and Traffic Safety	-	15,000	2,396	12,604
Master Plan	3,915	-	-	-
Depreciation	5,640	5,640	5,640	-
Refund of County Debt Capture	3,781	4,160	-	4,160
Administration	<u>7,900</u>	<u>7,900</u>	<u>7,900</u>	<u>-</u>
Total Expenses	<u>71,564</u>	<u>88,500</u>	<u>65,713</u>	<u>22,787</u>
Other Uses/Adjustments				
Depreciation	<u>(5,640)</u>	<u>(5,640)</u>	<u>(5,640)</u>	<u>-</u>
<b>Total Working Capital Uses</b>	<b>65,924</b>	<b>82,860</b>	<b>60,073</b>	<b>22,787</b>
<b>Increase (Decrease) in Working Capital</b>	<b>270,706</b>	<b>258,140</b>	<b>289,243</b>	<b>31,103</b>
<b>Working Capital at December 31,</b>				
Assigned for Pedestrian and Traffic Safety	<u>924,588</u>	<u>1,178,813</u>	<u>1,209,916</u>	<u>31,103</u>
<b>Total Working Capital at December 31</b>	<b><u>\$920,673</u></b>	<b><u>\$1,178,813</u></b>	<b><u>\$1,209,916</u></b>	<b><u>\$31,103</u></b>

Plan expires 2025



City of Mt Pleasant  
University Park LDFA  
Statement of Changes in Working Capital  
December 31, 2022

	<u>2021 Actual</u>	<u>2022 Final Amended Budget</u>	<u>2022 Actual</u>	<u>Variance with Budget Positive (Negative)</u>
<b>Working Capital at Janauary 1,</b>	<b>\$ 229,218</b>	<b>\$153,097</b>	<b>\$153,097</b>	<b>\$0</b>
<b>Working Capital Sources:</b>				
Revenue:				
State Reimb PPT Loss	(2,587)	-	-	-
Investment Earnings	766	750	740	(10)
<b>Total Working Capital Sources</b>	<b>(1,821)</b>	<b>750</b>	<b>740</b>	<b>(10)</b>
<b>Working Capital Uses:</b>				
Expenses				
CMURC Partnership	50,000	60,000	60,000	-
MMDC Management Fee	22,800	91,200	91,500	(300)
Administration	1,500	2,647	2,337	310
<b>Total Working Capital Uses</b>	<b>74,300</b>	<b>153,847</b>	<b>153,837</b>	<b>10</b>
<b>Increase in Working Capital</b>	<b>(76,121)</b>	<b>(153,097)</b>	<b>(153,097)</b>	<b>-</b>
<b>Working Capital at December 31,</b>				
Assigned for Plan Close Out	153,097	-	-	-
<b>Total Working Capital at December 31</b>	<b>\$153,097</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Plan closed out 2022

School capture expires 2020 and plan expires 2025

Minutes of the regular meeting of the City Commission held Monday, April 24, 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 and Vice Mayor Mary Alsager; Commissioners Brian Assmann, Liz Busch, Maureen Eke & Boomer Wingard

Commissioners Absent: Bryan Chapman

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

#### Proclamations and Presentations

Public Works Director Jason Moore introduced Zoe DeFeyter, Water Resource Recovery Facility (WFRF) Operator.

City Planner Manuela Powidayko gave a presentation recognizing 2023 Mt. Pleasant Citizens' Academy participants and Mayor Perschbacher handed out certificates.

Mayor Perschbacher read and presented a Proclamation to Director Moore recognizing Workers Memorial Day April 28, 2023.

Mayor Perschbacher read and presented a Proclamation to Director Moore recognizing Public Works Week May 21 – 27, 2023.

Middle Michigan Development Corporation's CEO/President Jim McBryde presented the 2022 Annual Report.

Moved by Commissioner Eke and seconded by Commissioner Wingard to approve the Agenda as presented. Motion unanimously adopted.

#### Public Input on Agenda Items

Eric Urbaniak, 920 Appian Way, Apt 4, Founding Member of Central Sustainability, spoke in regard to the cities goals and objectives. He offered to assist the City in having a sustainability plan to address climate change and expand sustainability goals.

#### Receipt of Petitions and Communications

Received the following petitions and communications:

6. First Quarter Investment Report.

7. Planning Commission March Meeting Minutes.

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

8. Minutes of the regular meeting of the City Commission held April 10, 2023.
9. Enhanced Access to Public Records Policy and resolution setting fees for same:

WHEREAS pursuant to the authority of the Enhanced Access to Public Records Act, 1996 P.A.462, the City Commission adopted an "Enhanced Access to Public Records Policy" on April 24, 2023; and

WHEREAS the City Commission shall extend the coverage of this policy to specific public record by adopting, by resolution, a fee schedule for enhanced access to a public record;

NOW, THEREFORE, BE IT RESOLVED, that the following schedule of fees for GIS products and services be approved, effective immediately:

Printed Maps

Standard color maps – 24" x 36" - \$25.00/system

Parcel maps – ¼ section x ¼ section map set – 1,500.00

Additional system maps printed on ¼ section x ¼ section base map - \$200/system

Digital Maps

Parcel map -\$2,000

Additional map layers -\$1,000/system

Specialized custom maps - \$65.00/hour with a minimum charge of \$200.

NOW, THEREFORE, BE IT RESOLVED, that the following schedule of fees for other electronic data bases maintained by the City, such as BS&A, Cemetery & ESO, be approved, effective immediately:

Parcel data (city wide) \$1,500.00

Additional systems \$1,000/system

10. Payrolls and Warrants dated April 14 & 20, 2023 all totaling \$539,610.40.

Motion unanimously adopted.

Held a public hearing on the Michigan Economic Development Corporation (MEDC) Public Gathering Spaces Initiative grant application. Communication from Annessa Haist, Executive Director of Mt. Pleasant Housing Commission, 1 W. Mosher St. questioning aspects of the project. There being no other public comments or communications received, the Mayor closed the public hearing.

Moved by Commissioner Eke and seconded by Commissioner Busch to approve the following resolution in support of Public Gathering Spaces Initiative grant application:

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Public Gathering Spaces Initiative (PGSI) Competitive Funding Round; and

WHEREAS, the City of Mt. Pleasant desires to request \$1,568,462 in CDBG funds for a Town Center Civic Space project; and

WHEREAS, the City of Mt. Pleasant commits local funds from its General Fund in the amount of \$710,000; and

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

WHEREAS, the proposed project will benefit all residents of the project area and 63.57 percent of the residents of the City of Mt. Pleasant are low and moderate income persons as determined by census data provided by the U.S. Department of Housing and Urban Development OR an income survey approved by the Michigan Economic Development Corporation; and

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

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

AYES: Commissioners Alsager, Assmann, Busch, Eke, Perschbacher & Wingard

NAYS: None

ABSENT: Commissioner Chapman

Motion carried.

Moved by Commissioner Wingard and seconded by Commissioner Busch to adopt the proposed 2024 goals and objectives with the addition of adopting a climate change plan. Motion unanimously adopted.

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

Commissioner Busch reminded residents that the month of May is “No Mow May”; May 20<sup>th</sup> is household hazardous waste collection at the Isabella County Fairgrounds; and free paper shredding is available through Isabella Bank May 15<sup>th</sup> from 10 – noon at the South Mission Street location.

Commissioner Wingard reminded residents of the City Ordinance prohibiting grass longer than 12” high. He thanked the Commission for their cooperation with goals and for including climate change language. He would like to extend his appreciation to City staff for the placement of GI-TEC students with workers in the City.

Mayor Perschbacher announced that a few Commissioners attended the MML CAPCON Conference in Lansing last week. The Mayor attended a session on diversity, equity and inclusion in the workplace and a session on the implementation of Prop 2.

Vice Mayor Alsager commented that she attended a conference session on hiring practices. Retirements are high and encouragement of young people to get involved is important. She also attended a session on homelessness.

Manager Desentz commented that he attended a conference session on new housing tools in your community which presented ideas such as PILOT and NEZ and the like. There is new legislation pending to allow a TIFA Zone for infrastructure to provide affordable housing. He also attended a session on transportation in your community and related programs in relation to an active AMTRAK line. Overall, he remains optimistic.

The commission recessed at 8:06 p.m. and when into a work session at 8:16 p.m.

WORK SESSION – Presentation and discussion on 2024-2029 Capital Improvement Plan.

Assistant Finance Director/IT Director Chris Saladine led a discussion on the 2024-2029 Capital Improvement Plan.

Moved by Commissioner Eke and seconded by Commissioner Busch to adjourn the meeting at 9:15 p.m. Motion unanimously adopted.

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Amy Perschbacher, Mayor

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Heather Bouck, City Clerk

# Memorandum



**TO:** Aaron Desentz, City Manager  
Paul Lauria, Director of Public Safety  
Bill Mrdeza, Director of Community Services & Economic Development

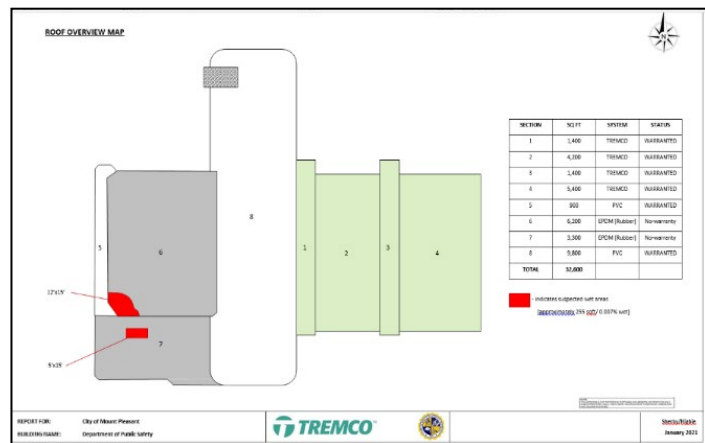
**FROM:** Brian Kench, Building Official

**DATE:** Monday, April 24, 2023

**SUBJECT:** 2023 Department of Public Safety Roof Restoration Project – Sections 6&7

Staff issued a request for proposals in April to complete the roof restoration work on sections 6 and 7 of the Public Safety Building. Updates to address leaking conditions and to replace damaged insulation occurred in 2021 in preparation for the final work in these areas.

To date, we have completed sections 1-4 and will issue the final RFP in early 2025 to complete sections 5 and 8. All restoration work is covered under a 12-year Tremco warranty and is inspected annually by a Tremco representative.



A pre-bid was held on April 11, 2023, with 4 contractors in attendance. We received two bids back for the project on April 18, 2023. References were contacted on the low bidder with positive feedback received. Staff is recommending that the Commission enter an agreement with the low bidder, C&I Building Maintenance in the amount of \$38,195.00 to cover labor cost, and \$29,025.40 to Tremco, who is allowing the city to purchase products directly from the manufacturer. As a result, the total project cost will come in under budget at \$67,220.40, with \$75,000.00 allocated for the work.

PREBID	COMPANY	BID BOND	TOTAL BASE BID	TOTAL ALT BID
x	C&I Bldg. Maint	YES	\$ 84,728.59	\$ 67,220.40
x	Shain Roofing	YES	\$ 133,610.59	\$ 112,825.40
x	American Restoration		no-bid	
x	MidMichigan Roofing		no-bid	

## REQUESTED ACTION:

Recommend the City Commission enter an agreement with C&I Building Maintenance to complete the roof restoration work in sections 6 and 7 on the Department of Public Safety Building in the amount of \$38,195.00 and to approve payment of \$29,025.40 to cover cost for supplies through Tremco Manufacturing.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Tim Middleton, Deputy DPW Director

DATE: April 21, 2023

SUBJECT: Award Contract for the 2023 Lime Residuals Removal Bid

## Request

The City Commission is requested to award the contract for the 2023 Lime Residuals Removal bid to Rocky Ridge Development, of Toledo, Ohio, for \$39.25 per cubic yard, and a not-to-exceed contract amount of \$429,000.

## Reason

The water treatment plant softens well water using a lime/caustic softening method. The softening process produces spent lime residuals that is stored in one of two storage lagoons. These lime residuals are removed periodically from the lagoons and used in many different applications, although most typically as an agricultural soil conditioner.

Bids were sought for the removal of an estimated 5,000 to 20,000 cubic yards of residuals from the west lagoon, though we anticipate removing 10,000 cubic yards this year. On April 11, 2023, the following bids were received.

<u>Bidder</u>	<u>Price/CYD</u> <u>10,000 CYDS</u>	<u>Total Bid</u>
Rocky Ridge Development, LLC – Toledo, OH	\$39.25	\$392,500
Prolime Corporation – Washington, MI	\$45.00	\$450,000

Rocky Ridge Development, LLC is the low bidder. Their bid price reflects a savings of \$3.65 per cubic yard from Prolime's 2022 contract price of \$42.90 per cubic yard. The City previously contracted with Rocky Ridge in 2019.

## Recommendation

I recommend the City Commission award the contract for the 2023 Lime Residuals Removal bid to Rocky Ridge Development, LLC for \$39.25 per cubic yard and a not-to-exceed contract amount of \$429,000. Funds are available in the Water Reserve Fund.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director  
Chris Saladine, Assistant Finance Director

DATE: May 3, 2023

SUBJECT: Auditor Contact Extension

The five-year contract with Vredeveld Haefner (VH) expires with completion of the 2022 audit. They have been the auditors for the past fifteen years. Due to the change in Finance staff for the 2023 audit, we believe it is appropriate to extend the contract for another year and bid in 2024 for the completion of the 2025 audit. We asked VH for a quote to extend the contract. They quoted the following:

Annual Audit \$21,500 (\$1,000 increase)

Optional Services:

Preparation of Financial Statements \$5,000

Single Audit (if federal grants greater than \$750,000) \$4,250 (\$1,000 increase)

Assistance with journal entries for pension, OPEB & leases \$2,400

We feel this is a reasonable quote. The audit committee concurs with this recommendation.

**Requested Action:**

We request the City Commission approve a one-year extension with Vredeveld Haefner for the above stated rates.



## Human Rights Complaints

The City of Mount Pleasant intends that no individual be denied the equal protection of the laws or the enjoyment of his or her civil rights.

In accordance with Chapter 39 of the City code, the City protects against discrimination based on race, religion, color, national origin, gender, sex, age, marital status, physical or mental disability, family status, sexual orientation, ~~gender identity~~ **or expression**. The incident must have occurred within the City limits and must be within the context of housing, employment or public accommodations and services.

### What do I do if I am discriminated against?

- Record the facts of the incident: date(s), place, names, known witnesses, other pertinent facts.
- Fill out the attached Human Rights Initial Inquiry Form and return it to the City Manager's office in City Hall by mail or in person. Complaints must be filed within 180 days of the alleged violation.

### What happens after I file?

- The City Manager's office will contact you to discuss your concerns and schedule a conference.
- The City Manager shall review the complaint and in his or her reasonable discretion do any of the following:
  - Undertake, or refer to City staff or City Attorney to undertake an investigation of the alleged violation.
  - Refer the matter to an authorized city official or the City Attorney to issue a municipal civil infraction citation and prosecute the violation as a municipal civil infraction.
  - Refer the matter to the Isabella County Trial Court Alternative Program for Dispute Resolution, or other organization for conciliation or facilitative mediation services.
  - Notify the complainant that no city action will be taken related to the complaint.
- For any complaint alleging a violation of state or federal law, the City Manager shall refer the complainant to the appropriate state or federal agency responsible for investigation and enforcement of such alleged violations.

Find the Human Rights Ordinance language [here](#).

**Human Rights Initial Inquiry Form** (PDF)

## CHAPTER 39: HUMAN RIGHTS

### Section

- 39.01 Purpose
- 39.02 Definitions
- 39.03 Employment practices
- 39.04 Housing practices
- 39.05 Public accommodations
- 39.06 General prohibited practices
- 39.07 Exceptions
- 39.08 Investigation and enforcement procedure
- 39.09 Violators operating under license issued by the city
- 39.10 Severability

39.98 Private cause of action for damages or injunctive relief

39.99 Penalty

#### **§ 39.01 PURPOSE.**

(A) The city intends that no individual be denied the equal protection of the laws; nor shall any person be denied the enjoyment of his or her civil rights or be discriminated against because of his or her race, religion, color, national origin, gender, sex, age, marital status, physical or mental disability, family status, sexual orientation, ~~or~~ gender identity or expression.

(B) The prohibitions against discrimination in this chapter are intended to supplement federal and state civil rights law prohibiting discrimination in the areas of employment, housing and public accommodations. However, this chapter shall be construed and applied in a manner consistent with jurisprudence regarding the freedom of speech and exercise of religion under the First Amendment to the United States Constitution.

(C) Nothing in this chapter is intended to require or shall be construed to require preferential treatment of any individual or group identified in division (A).

(Ord. 973, passed 7-9-12)

#### **§ 39.02 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**AGE.** Chronological age.

**AUTHORIZED CITY OFFICIAL.** A police officer, code enforcement personnel or any other personnel of the city designated and authorized by the City Manager, this code or any ordinance to investigate or issue municipal civil infraction citations or municipal civil infraction violation notices.

**CITY MANAGER.** The City Manager of the City, or his or her designee.

**COMPLAINANT.** An individual or other person who files a complaint alleging a violation of this chapter.

**DISCRIMINATE, DISCRIMINATION.** To make a decision, offer to make a decision or refrain from making a decision based in whole or in part on the race, religion, color, national origin, gender, sex, age, marital status, physical or mental disability, family status, sexual orientation, ~~or~~ gender identity or expression of an individual.

**EDUCATIONAL INSTITUTION.** A public or private institution, or a separate school or department thereof, including an academy, college, elementary or secondary school, extension course, kindergarten, nursery, local school system, or a business, nursing, professional, secretarial, technical, or vocational school. For the purposes of this chapter, **EDUCATIONAL INSTITUTION** includes an agent of the institution.

**EMPLOYEE.** An individual who is hired for a wage, salary, fee, payment or other remuneration to perform work for an employer.

**EMPLOYER.** A person who has one or more employees, and includes an agent of that person.

**EMPLOYMENT AGENCY.** A person regularly undertaking, with or without compensation, to procure, refer, recruit, or place an individual in an employment relationship with an employer.

**FAMILY STATUS.** One or more individuals related by blood within three degrees of consanguinity, marriage, adoption, in a foster care relationship or other legal custody relationship. For the purposes of this definition, **FAMILY STATUS** shall include an individual who is pregnant.

**GENDER.** The actual biological state of being male or female as of birth, or subsequent alteration through surgical procedure, and without regard to any outward physical display or expression of gender identity.

**GENDER IDENTITY OR EXPRESSION.** An individual's appearance, expression, identity or behavior as being either male or female, whether or not that appearance, expression, identity or behavior is different from that which is traditionally associated with the individual's designated gender at birth.

**HOUSING ACCOMMODATION.** Any improved or unimproved real property or part thereof, dwelling unit or facility used or intended, arranged, or designed to be used or occupied as a home, domicile, or residence of one or more individuals.

**INDIVIDUAL.** A single human being.

**LABOR ORGANIZATION.** An organization of any kind, an agency or employee representation committee, group, association, or plan in which employees participate in or are members of, which exists for the purpose, in whole or in part, of dealing with employers concerning collective bargaining, grievances, labor disputes, wages, rates of pay, hours, or other terms or conditions of employment. For purposes of this definition, a **LABOR ORGANIZATION** need not be subordinate to or affiliated with a national or international labor organization.

**MARITAL STATUS.** The state of being married, unmarried, divorced or widowed.

**PERSON.** An individual, agent, association, corporation, labor organization, legal representative, partnership, receiver, trust or any other legal or commercial entity.

**PHYSICAL OR MENTAL DISABILITY.** A determinate physical or mental characteristic of an individual, which may result from disease, injury, congenital condition of birth, or functional disorder, if the characteristic substantially limits a major life activity of that individual and is unrelated to the individual's ability to perform the duties of a particular job or position, is unrelated to the individual's ability to utilize and benefit from a place of public accommodation, or is unrelated to the individual's ability to acquire, rent, or maintain property. For the purposes of this definition, **PHYSICAL OR**

**MENTAL DISABILITY** does not include any condition caused by the current illegal use of a controlled substance or the use of intoxicating liquors by an individual.

**PLACE OF PUBLIC ACCOMMODATION.** A business, educational, refreshment, entertainment, recreation, health or transportation facility, organization or institution of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages, or accommodations are extended, offered, sold, or otherwise made available to the public.

**PRIVATE CLUB.** An establishment that is not open to the public. A **PRIVATE CLUB** is one whose members' association with each other and the club is sufficiently intimate, small and exclusive that it is not open to the public.

**RELIGIOUS ORGANIZATION OR INSTITUTION.** A religious corporation, association, educational institution or society, which is, in whole or substantial part, owned, supported, controlled or managed by a particular religion whose purpose or character is directed toward the propagation of that particular religion and that has the inculcation of religious values or the provision of charity as its purpose; primarily employs persons who share its religious tenets; and primarily serves persons who share its religious tenets or, on a charitable basis, the broader community. **RELIGIOUS ORGANIZATION OR INSTITUTION** includes, for illustration and not limitation: churches, mosques, synagogues and other houses of worship; any subsidiary organizations; educational institutions affiliated with, controlled, or managed by those houses of worship or with articles of incorporation, bylaws and other documents stating an intention to inculcate its religious tenets in students; and, faith-based organizations that, due to a sense of duty based on particular religious tenets, provide charitable services to the public.

**RESPONDENT.** A person against whom a complaint is filed under this chapter.

**SEX.** Includes, but is not limited to pregnancy, childbirth, or a medical condition related to pregnancy or childbirth. Discrimination based on sex includes sexual harassment. **SEXUAL HARASSMENT** means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communication of a sexual nature under the following conditions:

- (1) Submission to the conduct or communication is made a term or condition, either explicitly or implicitly, to obtain employment, housing, or public accommodations.
- (2) Submission to or rejection of the conduct or communication by an individual is used as a factor in decisions affecting the individual's employment, housing, or public accommodations.
- (3) The conduct or communication has the purpose or effect of substantially interfering with an individual's employment, public accommodations or public services, or housing, or creating an intimidating, hostile, or offensive employment, housing, or public accommodations.

**SEXUAL ORIENTATION.** Male or female homosexuality, heterosexuality or bisexuality, whether by orientation or practice. **SEXUAL ORIENTATION** does not include any sexual activity or attempted activity otherwise prohibited by law.

(Ord. 973, passed 7-9-12)

#### **§ 39.03 EMPLOYMENT PRACTICES.**

Except as otherwise provided in § 39.07:

(A) An employer shall not discriminate in the employment, compensation, work classifications, conditions or terms, promotion or demotion, or termination of employment of any individual.

(B) A labor organization shall not exclude or expel from membership a member or applicant for membership, or otherwise discriminate in a manner prohibited by this chapter when dealing with employers concerning collective bargaining, member grievances, labor disputes, wages, rates of pay, hours or other terms or conditions of employment.

(C) An employment agency shall not discriminate in the procurement, referral, recruitment, or placement of an individual in an employment relationship with an employer.

(Ord. 973, passed 7-9-12) Penalty, see § 39.99

#### **§ 39.04 HOUSING PRACTICES.**

Except as otherwise provided in § 39.07:

(A) A person shall not discriminate in leasing, selling, or otherwise making available any housing accommodation.

(B) A person shall not discriminate in the terms, conditions, or privileges of a real estate transaction or in the furnishing of facilities or services in connection with any housing accommodation.

(C) A person shall not discriminate in providing financing for the purchase, repair, or remodeling of any housing accommodations.

(D) A person shall not discriminate in making referrals, listings or otherwise providing information regarding housing accommodations.

(Ord. 973, passed 7-9-12) Penalty, see § 39.99

#### **§ 39.05 PUBLIC ACCOMMODATIONS.**

Except as otherwise provided in § 39.07, a person shall not discriminate in making available full and equal access to all goods, services, privileges, advantages, or accommodations of any place of public accommodation.

(Ord. 973, passed 7-9-12) Penalty, see § 39.99

#### **§ 39.06 GENERAL PROHIBITED PRACTICES.**

Except as otherwise provided in § 39.07:

(A) A person shall not adopt, enforce, or employ any policy or requirement, publish, post, circulate or otherwise broadcast any advertisement, sign, solicitation or notice which discriminates or suggests discrimination in providing employment, housing or public accommodations.

(B) A person shall not coerce, threaten or retaliate against another for making a complaint or assisting in any investigation regarding a violation or alleged violation of this chapter. A person shall not require, request, conspire with, coerce or otherwise assist a person to retaliate against a person for making a complaint or assisting in an investigation.

(C) A person shall not conspire with, assist, coerce, or request another to discriminate in any manner prohibited by this chapter.

(D) A person shall not adopt, enforce, or employ any policy, practice or requirement which, while facially neutral, has the effect of discriminating in a manner prohibited by this chapter, except when there is a bona fide business necessity for such a policy, practice or requirement. For the purposes of this chapter, **BONA FIDE BUSINESS NECESSITY** means that the policy, practice or requirement is reasonably necessary to the normal operation of the person's business. A bona fide business necessity does not arise due to a mere inconvenience or because of suspected or actual objection by neighbors, customers, or other persons.

(Ord. 973, passed 7-9-12) Penalty, see § 39.99

#### **§ 39.07 EXCEPTIONS.**

Any other provision of this chapter notwithstanding:

(A) The provisions of this chapter do not apply to any religious organization or institution with respect to its employment of individuals.

(B) A religious organization or institution may restrict the occupancy of any of its housing facilities or place of public accommodations operated as a part of its religious activities to persons of its denomination or those who conform to the moral tenets of that religious organization or institution. This exception shall apply to a religious organization or institution that allows persons other than its members to use its facilities if its facilities remain exempt from Michigan property taxation pursuant to section 7s of 1893 PA 206, as amended, M.C.L.A. § 211.7s.

(C) The owner of a housing facility or accommodation devoted entirely to the housing of individuals of one gender may restrict the occupancy of such a facility or accommodation on the basis of gender.

(D) The provisions of this chapter do not apply to the rental of a housing accommodation in a building that contains housing accommodations for not more than two families living independently of each other if the owner or a member of the owner's immediate family resides in one of the housing accommodations, or to the rental of a room or rooms in a single family dwelling by a person if the lessor or a member of the

lessor's immediate family resides in the dwelling. This exception shall extend to advertisements, postings, notices or other solicitations for such a rental arrangement.

(E) The provisions of this chapter do not apply to any arrangement for shared ownership, lease or residency of a dwelling unit.

(F) An educational institution may limit the use of its facilities to those affiliated with such institution.

(G) A governmental institution may restrict any of its facilities or restrict employment opportunities based on duly-adopted institutional policies that conform to state and federal laws and regulations.

(H) A person may discriminate based on an individual's age when such discrimination is required by other local, state or federal laws.

(I) A person may provide discounts on products or services to students, or on the basis of age.

(J) A person may refuse to enter into a contractual relationship with an unemancipated minor.

(K) A person may restrict the use of restrooms, lavatories, locker room facilities or changing rooms on the basis of gender. Restrictions for the use of restrooms, lavatories, locker room facilities or changing rooms as provided in this section shall not be considered a violation of this chapter's prohibitions on discrimination based on gender identity or expression.

(L) A person may restrict participation in an instructional program, athletic event or on an athletic team on the basis of age or gender.

(M) A person may restrict membership in a private club that is not open to the public.

(N) An employer may restrict employment opportunities to members of one's family.

(O) An employer offering health or pension plans may provide for marital or family status limitations in such plans provided those limitations conform to state and federal laws, rules and regulations. Further, nothing in this chapter shall be construed or interpreted to either require, nor prohibit a private employer from offering employment benefits to the same-sex partner of an employee.

(P) This chapter shall not prohibit the city from allowing use of its facilities or services by persons that may be affiliated with, or otherwise supported by a religious organization or institution, which may espouse policies or practices inconsistent with the general intent of this chapter. Further, this chapter shall not prohibit the city from allowing use of its facilities or services by persons not generally affiliated with or supported by a particular religious organization or institution, but who may espouse policies or practices inconsistent with the general intent of this chapter.

(Q) This chapter shall not be construed to prohibit a city employee from exercising his or her First Amendment rights to donate to a charitable organization of his or her choosing through the use of the city's automatic payroll deduction program. This

chapter shall not be construed to limit the availability of the city's automatic payroll deduction program only to charitable organizations that support or conform to the general intent and purposes of this chapter. Except as otherwise provided by law, the city retains the discretion to determine whether or not to participate in or allow any payroll deduction.

(R) This chapter is not intended to and shall not be construed to require an educational institution to, and an educational institution shall not use this chapter as a justification to, suspend, expel or otherwise discipline a student enrolled in a medical, pharmaceutical, nursing, counseling, social work, or psychology program because the student refuses to counsel or serve a client or patient in a manner that conflicts with a sincerely held religious belief of the student. However, this provision is not intended to alter or affect any professional ethics or academic standards or codes of conduct.

(S) This chapter is not intended to and shall not be construed to require an employer to, and an employer shall not use this chapter as a justification to, take any employment, promotion, compensation, benefits, termination or extension of employment action against, or alter the employment privileges of a professional employee, because that professional employee refuses to provide medical, social work, psychological or other professional counseling services when that counseling would reasonably conflict with that employee's sincerely held religious beliefs. However, this provision is not intended to alter or affect any professional ethics standards or codes of conduct.

(T) This chapter is not intended to prohibit or interfere with a person's, or religious institution's, free exercise of religion as protected by the First Amendment to the United States Constitution and Article 1, Section 4, of the Michigan Constitution.

(Ord. 973, passed 7-9-12)

#### **§ 39.08 INVESTIGATION AND ENFORCEMENT PROCEDURE.**

(A) Any person claiming to be discriminated against in a manner prohibited by this chapter, and not otherwise prohibited by state or federal law, may, within 180 days of the alleged violation, file a signed, written complaint with the City Manager, specifying, in detail, the names, dates, known witnesses and other pertinent facts relevant to the alleged violation. For any complaint alleging a violation of state or federal law, the City Manager shall refer the complainant to the appropriate state or federal agency responsible for investigation and enforcement of such alleged violations.

(B) After receiving a complaint, the City Manager shall review the complaint and may, in his or her reasonable discretion, do any of the following:

(1) Undertake, or refer to city staff or the City Attorney to undertake an investigation of the alleged violation.

(2) Refer the matter to an authorized city official or the City Attorney to issue a municipal civil infraction citation and prosecute the violation as a municipal civil infraction.



(3) Refer the matter to the Isabella County Trial Court Alternative Program for Dispute Resolution, or other organization for conciliation or facilitative mediation services. A complainant or respondent failing to appear for a scheduled conciliation or mediation shall pay any costs resulting from such failure to appear. If a conciliation or mediation agreement is entered into under this section, the parties shall be bound to its terms. A breach of such an agreement by the respondent shall be considered a violation of this chapter.

(4) Notify the complainant that no city action will be taken related to the complaint. Such a determination shall not be evidence of non-violation should the complainant choose to initiate a private civil action against the alleged violator as provided in this section.

(C) Nothing in this section shall be construed to limit a person's right to initiate a private civil action for an alleged violation as provided in § 39.09 of this chapter.

(Ord. 973, passed 7-9-12)

#### **§ 39.09 VIOLATORS OPERATING UNDER LICENSE ISSUED BY CITY.**

The City Manager may suspend the license of any person operating under a license issued by the city, or any agency thereof, found to be in violation of this chapter and provide opportunity for a hearing conducted in accordance with the provisions of the City Code under which that person is licensed to determine whether such license should be revoked. The provisions of this section are not applicable to violations which are remedied through either conciliation or mediation services. However, a violation of a conciliation or mediation agreement shall be grounds for the revocation of a license as provided under this section.

(Ord. 973, passed 7-9-12)

#### **§ 39.10 SEVERABILITY.**

If any section, subsection, sentence, clause, phrase or portion of this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this chapter.

(Ord. 973, passed 7-9-12)

#### **§ 39.98 PRIVATE CAUSE OF ACTION FOR DAMAGES OR INJUNCTIVE RELIEF.**

A person alleging a violation of this chapter may bring a civil action within 180 days of the alleged violation, or 180 days after the end of an actions taken by the city under § 39.08, whichever is later, for appropriate injunctive relief or damages, or both, in a court of competent jurisdiction.

(Ord. 973, passed 7-9-12)

#### **§ 39.99 PENALTY.**

(A) If a violation of this chapter is prosecuted as a municipal civil infraction under the §§ 36.01 *et seq.*, fines of up to \$2,500 may be assessed. In addition to the penalties provided in this section, a court shall have equitable jurisdiction to enforce any judgment, writ, or order necessary to enforce any provision of this chapter, including, but not limited to, abatement of the violating condition or the granting of injunctive relief.

(B) A court rendering judgment in a private civil action brought pursuant to § 39.09 of this chapter may order any remedy authorized by Article 8 the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, M.C.L.A. §§ 37.2101 *et seq.*

(C) Each day upon which a violation occurs shall constitute a separate and new violation.

(Ord. 973, passed 7-9-12)

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# Memorandum



TO: Aaron Desentz, City Manager  
FROM: Tim Middleton, Deputy DPW Director  
DATE: April 27, 2023  
SUBJECT: Public Hearing for DWSRF Final Project Plan for  
Water Treatment Plant Improvements

## Request

The City Commission is requested to set a public hearing for May 22, 2023.

## Reason

Public Works is seeking approximately \$38,410,000 in State Revolving Funds for infrastructure upgrades at the water treatment plant and in the distribution system. As part of the grant application process, the City is required to hold a public hearing to receive comments concerning the final plan, approve a resolution in support of adopting the final project plan, and designate an authorized project representative. If the public hearing is scheduled for May 22, any comments received can be included in the June 1 DWSRF grant submittal.

Brian Van Zee, Senior Water and Wastewater Engineer from Fishbeck Engineering, will attend the May 22 meeting and present the final project plan.

## Recommendation

I recommend the City Commission set a public hearing for May 22, 2023.

# Memorandum



TO: Aaron Desentz, City Manager

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

FROM: Michelle Sponseller, Downtown Development Director

DATE: May 1, 2023

SUBJECT: Development District (DDA) License Application – China Master Restaurant, Inc.

The Michigan Liquor Control Commission (MLCC) has requested clarification on the Development District Liquor License resolution regarding the corporation name requiring approval of an updated resolution.

The original application, dated October 19, 2022 listed “China Master” as the applicant name. The correct corporation name is “China Master Restaurant, Inc.”

An updated resolution, along with the information from the October 24, 2022 City Commission meeting, is included on the following pages.

## **Recommended Action**

Review and approve the updated resolution and direct staff to conduct all necessary steps required for MLCC approval of a Development District (DDA) License for China Master Restaurant, Inc. as stated in MCLA 436.1521a(1)(b).

## **Attachments**

- China Master Liquor License Application (updated)
- China Master Liquor License Application (original)
- Resolution (updated)
- October 24, 2022 Memo



## New On-Premises Redevelopment or Development District License Questionnaire

Complete and submit this questionnaire along with a fully completed Retailer License & Permit Application (LCC-100) 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): <u>China Master Restaurant, Inc.</u>		
Address to be licensed: <u>1216 S Mission</u>		
City: <u>Mt Pleasant, MI</u>	Zip Code: <u>48858</u>	
City/township/village where license will be issued: <u>City of Mt Pleasant</u>		County: <u>Isabella County</u>
Contact Name: <u>Mary Hsia</u>	Phone: <u>989-400-8257</u>	Email: <u>maryhsia64@icloud.com</u>
Mailing address (if different from above): <u>1024 Sweeney St</u>		
City: <u>Mt Pleasant, MI</u>	Zip Code: <u>48858</u>	

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 shall be a restoration or rehabilitation of an existing building and **cannot be a brand new building**
- The building that will house the proposed licensed premises must have at least \$75,000.00 expended for 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

- ☐ Resolution from local governmental unit establishing the redevelopment project area
- ☐ Affidavit from the assessor, certified by the city, township, or village clerk, which states the following:
  - 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.
- ☐ 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

- ☒ Resolution from local governmental unit establishing the development district or area which specifically references the statute under which the area was established:
  - 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
- ☒ Affidavit from the assessor, certified by the city, township, or village clerk, which states the following:
  - 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).
- ☒ 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](#).

- ☒ 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.
  - 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.
- ☒ There are no readily available on-premises licenses in escrow in the county where the proposed licensed business will be located.
- ☒ 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.

Mary Hsia, president  
Print Name of Applicant & Title

[Signature]  
Signature of Applicant

10/19/22  
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 or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059





## New On-Premises Redevelopment or Development District License Questionnaire

Complete and submit this questionnaire along with a fully completed Retailer License & Permit Application (LCC-100) 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): <u>China Master</u>	
Address to be licensed: <u>1216 S Mission</u>	
City: <u>Mt Pleasant, MI</u>	Zip Code: <u>48858</u>
City/township/village where license will be issued: <u>City of Mt Pleasant</u>	County: <u>Isabella County</u>
Contact Name: <u>Mary Hsia</u>	Phone: <u>989-400-8257</u> Email: <u>maryhsia64@icloud.com</u>
Mailing address (if different from above): <u>1024 Sweeney St</u>	
City: <u>Mt Pleasant, MI</u>	Zip Code: <u>48858</u>

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)
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- 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 shall be a restoration or rehabilitation of an existing building and **cannot be a brand new building**
- The building that will house the proposed licensed premises must have at least \$75,000.00 expended for 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
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- The licensed business must be open to the general public and have a seating capacity of not less than 25 persons
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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**

- ☐ Resolution from local governmental unit establishing the redevelopment project area
- ☐ Affidavit from the assessor, certified by the city, township, or village clerk, which states the following:
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  - 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.
- ☐ 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**

- ☒ Resolution from local governmental unit establishing the development district or area which specifically references the statute under which the area was established:
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  - 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
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- ☒ 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.

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- ☒ 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.
  - Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available on-premises license.
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  - 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.
- ☒ There are no readily available on-premises licenses in escrow in the county where the proposed licensed business will be located.
- ☒ 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.

Mary Hsia, president  
Print Name of Applicant & Title

[Signature]  
Signature of Applicant

10/19/22  
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 or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

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 China Master Restaurant, Inc. 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 China Master Restaurant, Inc., "ABOVE ALL OTHERS" for a new Class C license under **436.1521a(1)(b)**, to be permitted at 1216 South Mission, Mt. Pleasant, Isabella County, Michigan.

# Memorandum



TO: Aaron Desentz, City Manager

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

FROM: Michelle Sponseller, Downtown Development Director

DATE: October 26, 2022

SUBJECT: Development District (DDA) License Application – China Master

China Master 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 1216 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 November 4, 2022 the Planning Commission approved the Special Use Permit and Site Plan.

China Master 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 = \$16,537,969 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**

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

05/04/2023

CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 05/04/2023 - 05/04/2023

Check Date	Check	Vendor Name	Description	Amount
Bank COMM				
05/04/2023	51822	AIRGAS USA, LLC	CONTRACT SVCS	61.14
05/04/2023	51823	AKTIVOV LLC	INITIAL SOFTWARE LICENSE FEE	37,962.00
05/04/2023	51824	ANN GROSS	WINNING PHOTO COMMUNITY IMPROVEMENT AWAR	125.00
05/04/2023	51825	AVFUEL CORPORATION	EQUIPMENT RENTAL	20.00
05/04/2023	51826	BERRY DUNN	CONTRACTED SERVICES	6,612.00
05/04/2023	51827	NATHAN BEUTLER	YOUTH SPRING SOCCER REFREREE	90.00
05/04/2023	51828	BLOCK ELECTRIC COMPANY	CONTRACTED SERVICES	6,695.00
05/04/2023	51829	BLUESTONE PSYCH	CONTRACTED SERVICES	465.00
05/04/2023	51830	BS&A SOFTWARE	PERMIT APPLICATIONS	1,026.00
05/04/2023	51831	C & O SPORTSWEAR	SUPPLIES	337.20
05/04/2023	51832	CARLSON - DIMOND & WRIGHT, INC.	SUPPLIES	149.64
05/04/2023	51833	CAR WASH PARTNERS, INC.	CONTRACTED SERVICES	396.00
05/04/2023	51834	CDW GOVERNMENT, INC	CONTRACTED SERVICES	9,242.51
05/04/2023	51835	CHARTER COMMUNICATIONS	UTILITIES	164.50
05/04/2023	51836	HELEN CHASE	MATCHING GRANT	2,582.24
05/04/2023	51837	RACHEL CHESSE	YOUTH SPRING SOCCER REFREREE	75.00
05/04/2023	51838	CINTAS CORP	SUPPLIES	223.94
05/04/2023	51839	CINTAS CORP	CONTRACTED SERVICES	62.77
05/04/2023	51840	CLARK HILL P.L.C.	CONTRACTED SERVICES	1,225.00
05/04/2023	51841	CENTRAL MICH UNIV - MAILROOM	POSTAGE PROCESSING	1,022.74
05/04/2023	51842	COINS WITH PRIDE	CONTRACTED SERVICES	200.00
05/04/2023	51843	CORE TECHNOLOGY CORPORATION	CONTRACTED SERVICES	36,673.00
05/04/2023	51844	THEO CRAIN	YOUTH SPRING SOCCER REFREREE	45.00
05/04/2023	51845	CUMMINS SALES AND SERVICE	CONTRACTED SERVICES	1,394.61
05/04/2023	51846	AARON DESENTZ	REIMBURSEMENT FOR APRIL SPECTRUM INTERNE	124.99
05/04/2023	51847	BEN DVORAK	YOUTH SPRING SOCCER REFREREE	105.00
05/04/2023	51848	ELECTIONSOURCE	MAY ELECTION CODING	1,615.00
05/04/2023	51849	ESO SOLUTIONS, INC.	CONTRACTED SERVICES	2,842.18
05/04/2023	51850	LUCAS FINCH	YOUTH SPRING SOCCER REFREREE	75.00

05/04/2023	51851	FOR ARTS SAKE	SUPPLIES	1,800.00
05/04/2023	51852	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACTED SERVICES	7,506.00
05/04/2023	51853	FRONT LINE SERVICES, INC	UNIFORM	399.00
05/04/2023	51854	GALLS, LLC	SUPPLIES	390.53
05/04/2023	51855	SARAH GOWARD	YOUTH SPRING SOCCER REFREREE	90.00
05/04/2023	51856	GRAINGER	SUPPLIES	145.50
05/04/2023	51857	GREEN SCENE LANDSCAPING, INC.	CONTRACTED SERVICES	746.85
05/04/2023	51858	HEADLINERS	MATCHING GRANT	1,210.12
05/04/2023	51859	INDUSTRIAL CRYOGENIC ENGINEERING	EQUIPMENT SUPPLIES	41.00
05/04/2023	51860	MARK KARIMI	YOUTH SPRING SOCCER REFREREE	90.00
05/04/2023	51861	ANDY KEEHBAUCH	TRAVEL REIMBURSEMENT	97.59
05/04/2023	51862	ADIA KISTE	SOCCER REFEREE	90.00
05/04/2023	51863	KOPY KORNER	BUSINESS CARDS	21.34
05/04/2023	51864	KUSSMAUL ELECTRONICS, LLC	SUPPLIES	112.16
05/04/2023	51865	LOGOS GALORE/MORDICA SALES	UNIFORM	156.00
05/04/2023	51866	JOSH LOUDENSLAGER	TRAVEL REIMBURSEMENT	82.00
05/04/2023	51867	MAEDER BROS, INC	SUPPLIES	120.00
05/04/2023	51868	SAM MEASE	YOUTH SPRING SOCCER REFREREE	75.00
05/04/2023	51869	MICHIGAN SECTION-AWWA	UP SPRING WATER CONFERENCE	145.00
05/04/2023	51870	MICHIGAN STATE POLICE	CONTRACTED SERVICES	165.00
05/04/2023	51871	MID MICHIGAN AREA CABLE	VIDEO PRODUCTION	900.00
05/04/2023	51872	MML WORKERS' COMPENSATION FUND	POLICY PREMIUM	96,508.00
05/04/2023	51873	MAP	MEMBERSHIP	1,055.00
05/04/2023	51874	MITCHART, INC.	SUPPLIES	1,128.83
05/04/2023	51875	MOREY'S LOGO	SUPPLIES	195.00
05/04/2023	51876	MPPS	COMMUNITY IMPROVEMENT PHOTOS	250.00
05/04/2023	51877	ALMA TIRE SERVICE INC	CONTRACTED SERVICES	1,063.69
05/04/2023	51878	AIMEE MURPHY	TRAVEL REIMBURSEMENT	183.46
05/04/2023	51879	JUSTIN NAU	TRAVEL REIMBURSEMENT	328.86
05/04/2023	51880	ODP BUSINESS SOLUTIONS LLC	SUPPLIES	155.26
05/04/2023	51881	OTIS ELEVATOR COMPANY	CONTRACTED SERVICES	453.12
05/04/2023	51882	THOMAS PACKARD	YOUTH SPRING SOCCER REFREREE	90.00
05/04/2023	51883	PETTY CASH - ANGIE MCCANN	PETTY CASH	218.04



05/04/2023	51884	ELIZABETH PROUT	YOUTH SPRING SOCCER REFREREE	30.00
05/04/2023	51885	PVS TECHNOLOGIES, INC	CONTRACTED SERVICES	9,650.51
05/04/2023	51886	BANNER REID	YOUTH SPRING SOCCER REFREREE	90.00
05/04/2023	51887	CAIDEN ROBINSON	YOUTH SPRING SOCCER REFREREE	90.00
05/04/2023	51888	ROBBIN HARSH EXCAVATING INC	CONTRACTED SERVICES	1,553.23
05/04/2023	51889	ROMANOW BUILDING SERVICES	SUPPLIES	497.39
05/04/2023	51890	ROTARY CLUB OF MT. PLEASANT	MEMBERSHIP	156.00
05/04/2023	51891	PIYUSH SARAIYA	YOUTH SPRING SOCCER REFREREE	90.00
05/04/2023	51892	BERNARD SCHAFER	TRAINING	91.00
05/04/2023	51893	SCHICHTEL'S NURSERY, INC	SPRING TREE ORDER	9,327.00
05/04/2023	51894	STERICYCLE, INC.	CONTRACTED SERVICES	326.70
05/04/2023	51895	SPECTRUM PRINTERS, INC.	SUPPLIES	144.00
05/04/2023	51896	JONATHON STRAUS	TRAVEL REIMBURSEMENT	56.00
05/04/2023	51897	SUMMIT FIRE PROTECTION	CONTRACTED SERVICES	925.81
05/04/2023	51898	AUDRA SZELAG	YOUTH SPRING SOCCER REFREREE	75.00
05/04/2023	51899	T.H. EIFERT, LLC	CONTRACTED SERVICES	2,108.41
05/04/2023	51900	THIELEN TURF IRRIGATION, INC	EQUIPMENT	291.50
05/04/2023	51901	KEIRAGH THOMPSON	COMMUNITY IMPROVEMENT AWARD	125.00
05/04/2023	51902	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACTED SERVICES	254.00
05/04/2023	51903	TRUGREEN	CONTRACTED SERVICES	47.82
05/04/2023	51904	UNIFIRST CORPORATION	SUPPLIES	60.88
05/04/2023	51905	USABUEBOOK	CONTRACTED SERVICES	476.34
05/04/2023	51906	STEVE WASSEGIJG	TRAVEL REIMBURSEMENT	201.09
05/04/2023	51907	WAVETRONIX	SUPPLIES	3,598.75
05/04/2023	51908	MEGHAN WHITE	REFUND OF PEAK DAYCAMPS	615.00
05/04/2023	51909	YEO & YEO CONSULTING, LLC	CONTRACTED SERVICES	900.00
05/04/2023	51910	SCOTT ZAMARRON	TRAINING	153.26
05/04/2023	690(E)	CITY TREASURER - UTILITIES	CITY HALL WATER/SEWER DUE	3,164.95
COMM TOTALS:				
Total of 91 Checks:				262,724.45
Less 1 Void Checks:				0.00
Total of 90 Disbursements:				262,724.45



Wright Express4/29/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
ABC APPLIANCE #A26 MT	SUPPLIES	\$1,613.00	2
ADOBE SYSTEMS, INC	CONTRACTED SERVICES	19.99	1
ADOBE SYSTEMS, INC	SUPPLIES	20.99	1
ADOBE SYSTEMS, INC	SUPPLIES	54.99	1
ADVANCE AUTO PARTS	SUPPLIES	129.97	4
AIRGAS GREAT LAKES	SUPPLIES	468.56	3
AIS CONSTRUCTION EQUIPMENT	SUPPLIES	2018.23	1
ALLIED HEARING	CONTRACTED SERVICES	75.00	1
ABC FASTENER GROUP, INC Total	SUPPLIES	91.28	1
AMAZON.COM Total	SUPPLIES	6703.73	41
AMERICAN RED CROSS	CONTRACTED SERVICES	111.00	3
APWA, MICHIGAN CHAPTER	CONTRACTED SERVICES	375.00	1
AUTOZONE #2199	SUPPLIES	26.70	1
BATTERIES PLUS	SUPPLIES	167.41	3
BELL EQUIPMENT COMPANY	SUPPLIES	300.51	1
BILLS CUSTOM FAB, INC	SUPPLIES	437.14	1
BILL'S CUSTOM FAB, INC	UNIFORM	169.91	1
BLACKBURN MFG. CO	SUPPLIES	946.21	3
BRASS CAFE & SALOON	SUPPLIES	18.90	1
BUFFALO WILD WINGS	SUPPLIES	31.20	1
BUSHEY AUTOMOTOVE	SUPPLIES	122.30	1
C & C ENTERPRISES, INC	SUPPLIES	-17.69	1
C & C ENTERPRISES, INC	UNIFORM	127.67	3
CANVA PTY LTD.	CONTRACTED SERVICES	119.99	1
CENTRAL MICHIGAN CATERING	CITIZENS ACADEMY	226.00	2
CENTRAL MICHIGAN LIFE	CONTRACTED SERVICES	25.00	1
CHARTER COMMUNICATIONS	CONTRACT SVCS	304.03	1
CHARTER COMMUNICATIONS	CONTRACTED SERVICES	164.50	1
CHATGPT SUBSCRIPTION	SUPPLIES	20.00	1
COMFORT INN MI306	TRAINING	363.80	2
CONSUMERS CONCRETE CORPORATION	SUPPLIES	195.00	1
COP STOP	SUPPLIES	89.99	1
COURSQRAGQFDVU15DU5650	SUPPLIES	39.00	1
COURTYARD BY MARRIOTT	TRAINING	328.00	1
COYNE OIL CORPORATION	SUPPLIES	213.68	2
CRICUT.COM	CONTRACTED SERVICES	10.59	1
DEWITT LUMBER COMPANY	SUPPLIES	38.36	1
DOLLAR GENERAL #22723	SUPPLIES	39.35	1
DOLLARTREE	SUPPLIES	17.63	2
DREAMSTIME.COM	SUPPLIES	39.00	1
EBAY	SUPPLIES	1141.57	5
ETNA SUPPLY	SUPPLIES	953.03	5
FACEBOOK ADS	CONTRACTED SERVICES	15.00	1
FASTENAL COMPANY	SUPPLIES	50.82	1
FASTENAL COMPANY 01MIM	SUPPLIES	105.62	2

Wright Express4/29/2023# ofMerchant NameDescriptionAmountInvoices

FIVE BELOW	SUPPLIES	28.50	1
FLEETPRIDE	SUPPLIES	10.32	1
FORESTRY SUPPLIERS, INC.	SUPPLIES	46.90	1
FREDRICKSON SUPPLY, LLC	SUPPLIES	3477.10	1
FSP QT PETROLEUM ON DE	SUPPLIES	227.07	1
GILL-ROY'S HARDWARE	SUPPLIES	170.50	8
GILLROYS HARDWARE 6743	SUPPLIES	59.30	5
GORDON FOOD SERVICE	CONTRACTED SERVICES	142.42	2
GORDON FOOD SERVICE	SUPPLIES	241.83	1
GOTOMYPC.COM	CONTRACTED SERVICES	88.00	2
GRAINGER	SUPPLIES	185.06	2
GRAND AVENUE PARKING	TRAINING	33.75	1
GT RUBBER SUPPLY	SUPPLIES	382.62	3
HAMPTON INN	TRAINING	90.95	1
HARBOR FREIGHT TOOLS	SUPPLIES	164.95	2
HOBBY LOBBY	SUPPLIES	108.58	2
HOME BUILDERS ASSOC OF CENTRAL MI	CONTRACTED SERVICES	200.00	1
HOME DEPOT	SUPPLIES	2716.86	31
HONEYWELL ANALYTICS, INC.	CONTRACTED SERVICES	950.00	1
HUTSON, INC	SUPPLIES	58.30	1
HYATT PLACE GRAND RAPI	TRAINING	389.13	1
IDENTOGO	CONTRACTED SERVICES	64.25	1
IGNITE DONUTS	CONTRACTED SERVICES	261.98	3
INT'L CODE COUNCIL INC	SUPPLIES	396.40	2
JET'S PIZZA MT PLEASANT	SUPPLIES	105.99	1
JIMMY JOHN'S	SUPPLIES	219.93	1
JUST FAB GRAPHICS	SUPPLIES/VEHICLE MAINT	200.00	1
KENT EQUIPMENT SPARTA	SUPPLIES	4850.00	8
KOPY KORNER	CONTRACTED SERVICES	304.20	1
KRAPOHL FORD LINCOLN MERC	SUPPLIES	78.08	1
MACEO	SUPPLIES	235.00	2
MAX & EMILY'S EATERY	SUPPLIES	62.70	1
MAX & EMILY'S EATERY	SUPPLIES	363.00	1
MCMASTER-CARR SUPPLY CO.	SUPPLIES	251.93	2
MEDLER ELECTRIC MT PLE	SUPPLIES	120.59	3
MEIJER INC	SUPPLIES	52.98	2
MEIJER INC	SUPPLIES	119.82	4
MENARDS - MT. PLEASANT	SUPPLIES	3279.79	16
MENARDS MT. PLEASANT M	SUPPLIES	831.34	8
MI PERMIT LIC PLAN REV	TRAINING	150.00	1
MICHIGAN ASSOC. OF PLANNING	TRAINING	85.00	1
MICHIGAN ASSOC. OF PLANNING	EQUIPMENT RENTAL	335.00	1
MICHIGAN ASSOCIATION O	TRAINING	40.00	1
MICHIGAN CAT	SUPPLIES	80.28	1
MICHIGAN ECONOMIC DEVELOPERS ASSOC	TRAINING	30.00	1

Wright Express4/29/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
MICHIGAN FARMERS MARKET ASSOC	SUPPLIES	-200.00	1
MICHIGAN FIRE INSPECT SOCIETY	TRAINING	390.00	1
MICHIGAN KENWORTH	SUPPLIES	884.81	1
MICHIGAN MUNICIPAL LEAGUE	TRAINING	715.00	2
MICHIGAN REC & PARK ASSN	TRAINING	-465.00	1
MICHIGAN RURAL WATER ASSN	TRAINING	680.00	2
MICHIGAN TACTICAL OFFI	TRAINING	250.00	1
MIREGISTRY.ORG	CONTRACTED SERVICES	10.00	1
MIRION TECHNOLOGIES (CANBERRA), INC	CONTRACTED SERVICES	606.87	1
MLIVE	SUPPLIES	1.00	1
MLIVE	CONTRACTED SERVICES	445.00	1
MMTA	TRAINING	379.00	1
MOBILE MEDICAL RESPONS	TRAINING	100.00	1
MRWA	CONTRACTED SERVICES	99.00	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	507.15	2
MT PLEASANT TIRE SERVICE, INC	SUPPLIES	865.06	1
MWEA	TRAINING	325.00	1
NAPA AUTO PARTS	SUPPLIES/VEHICLE MAINT	40.72	1
NAPA AUTO PARTS	CONTRACTED SERVICES	186.84	1
NAPA AUTO PARTS	SUPPLIES	810.20	7
NATIONAL BUSINESS FURNITURE	CONTRACTED SERVICES	2458.56	1
NATIONAL NOTARY ASSOCIATION	CONTRACTED SERVICES	217.49	1
OFFICE DEPOT	SUPPLIES	283.35	6
OLSON TIRE SERVICE	CONTRACTED SERVICES	28.00	1
PAGERTEC	SUPPLIES	853.00	1
PAPA JOHN'S PIZZA	SUPPLIES	44.47	1
PAYPAL ARBINGERINS	TRAINING	141.18	1
PAYPAL EPPLEY	TRAINING	120.00	1
PAYPAL VIONICSHOES	SUPPLIES	52.95	1
PESTEDCOMLL	TRAINING	\$95.00	1
PISANELLO'S PIZZA	SUPPLIES	\$88.40	1
PIZZA KING	SUPPLIES	209.49	2
PRO-SEAL INC	SUPPLIES	610.84	1
PURITY CYLINDER GASES	SUPPLIES	2415.70	11
REPUBLIC SERVICES #239	CONTRACTED SERVICES	25831.80	4
RIC'S FOOD CENTER	SUPPLIES	11.67	1
RITE AID	SUPPLIES	3.95	1
RJ THOMAS MFG PILOT RO	SUPPLIES	3246.00	1
SAM'S CLUB #4982	SUPPLIES	372.56	3
SCHEELS	SUPPLIES	107.56	1
SCHOOLCRAFT COLLEGE	CONTRACTED SERVICES	390.00	2
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	56.78	4
SHARE CORPORATION - CC	SUPPLIES	202.23	1
SHERWIN WILLIAMS	SUPPLIES	123.44	2
SHERWIN WILLIAMS 70131	SUPPLIES	430.67	3

Wright Express4/29/2023

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
SIG SAUER INC	TRAINING	330.00	1
SINGLESOURCE	SUPPLIES	300.65	1
SOARING EAGLE WATERPARK & HOTEL	CONTRACTED SERVICES	1800.00	1
SOUTH GRAND RAMP	TRAINING	40.00	1
SPARTAN DISTRIBUTORS	SUPPLIES	274.08	1
SPORTSENGINE, INC - CC	CONTRACTED SERVICES	749.00	1
STANDARD ELECTRIC COMP	SUPPLIES	249.81	1
STANDARD ELECTRIC COMPANY	SUPPLIES	595.24	1
STAPLES 00103101	SUPPLIES	109.98	1
STAPLES - MP	SUPPLIES	1742.05	17
STATE OF MICHIGAN EGLE	TRAINING	350.00	5
STATE OF MICHIGAN ICHAT LOOK UP	CONTRACTED SERVICES	20.00	2
TARGET	SUPPLIES	114.27	5
THE HOME DEPOT #2732	SUPPLIES	450.16	9
THE JUMP STATION	CONTRACTED SERVICES	200.00	1
THE UPS STORE	POSTAGE	18.40	1
THE UPS STORE	SUPPLIES	19.21	1
THE UPS STORE	CONTRACTED SERVICES	239.10	3
THE WALL STREET JOURNAL	SUBSCRIPTION	38.99	1
THE WEBSTAUANT STORE	SUPPLIES	411.55	1
TIGERSUPPLIES - CC	SUPPLIES	1082.40	3
TLO ONLINE	CONTRACTED SERVICES	75.00	1
TRACTOR SUPPLY	SUPPLIES	259.90	4
U S POSTMASTER	SUPPLIES	9.55	1
ULINE SHIP SUPPLIES	SUPPLIES	594.83	2
USPS.COM	CONTRACTED SERVICES	28.75	1
VERIZON WIRELESS	COMMUNICATIONS	4060.24	44
VOLGISTICS, INC	CONTRACTED SERVICES	98.00	1
WALGREENS	SUPPLIES	6.98	1
WAL-MART	SUPPLIES	30.33	2
WAL-MART COMMUNITY	SUPPLIES	20.06	1
WINN TELECOM	CONTRACTED SERVICES	300.00	1
WINN TELECOM	TELEPHONE	1812.08	5
YOURMEMBERSHIP.COM, INC	CONTRACTED SERVICES	624.00	2
ZOOM, INC.	CONTRACTED SERVICES	15.99	1
	TOTALS	\$102,898.70	452

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director  
Chris Saladine, Assistant Finance Director

DATE: April 27, 2023

SUBJECT: 2023 Millage Rate

On November 28, 2022 the City Commission approved the 2023 Operating Budget and approved a total City millage rate of 16.25 mills, the same rate since 2014. The resolution approving the millage rate states the Commission reserves the right to review the rates in spring 2023 and consider adjustments based on changed conditions.

Since the budget was prepared last year a few items in the General Fund have changed. Beginning Unassigned Fund Balance for the year is \$2 million more than anticipated due to Marijuana Excess Tax received, additional Fire Protection funds from the State and overall savings by divisions. Property tax revenue, after Board of Review, is expected to increase by 4.3% based on the increase in multiplier due to the inflation factor in Proposal A. It is also expected that the 2023 Marijuana Excess Tax will be even greater than 2022 due to the number of retailers licensed increasing.

The City Commission has two options for the 2023 millage rate:

1. Leave it as set in December at 16.25 mills, in which case no action is required by the City Commission, or
2. Set a public hearing for May 22 or Jun 12 to receive public input on the millage rate and then take action to set a different rate for 2023.

Our recommendation is to leave the millage rate as it was set in December at 16.25 mills, in which case, no action is required by the City Commission regarding the millage rate. The better than anticipated financial position for the 2023 budget will be reviewed more fully with the September amended budget.

## Requested Action

Please put this item on the May 8, 2023 agenda for consideration by the City Commission with the following recommendation:

- Leave the millage as set in December at 16.25 mills, in which case no action is required by the City Commission