

Regular Meeting of the City Commission
Monday, August 23, 2021
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Proclamation recognizing the 150th Anniversary of the Mt. Pleasant First Presbyterian Church.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

2. City Manager report on pending items.
 - a. Requested information on marihuana licensing.
3. Minutes of the Planning Commission (July).
4. Minutes of the Economic Development Corporation-Brownfield Redevelopment Authority (EDC/BRDA) (July).

CONSENT CALENDAR: DESIGNATED (*) ITEMS

CITY COMMISSION MINUTES

- * 5. Approval of the minutes of the regular meeting held August 9, 2021.
- * 6. Approval of the minutes of the closed session held August 9, 2021.

PUBLIC HEARINGS:

7. Public hearing on an ordinance to amend Chapter 97: Parks and Recreation and consider approval of the same.
8. Public hearing on the necessity of the public improvement; consider resolution #3 to proceed with improvements; consider resolution #4 to accept the special assessment roll and set a public hearing for September 13, 2021 regarding said roll for Special Assessment District #1-21 regarding pedestrian lighting.
9. Public hearing on the necessity of the public improvement; consider resolution #3 to proceed with improvements; consider resolution #4 to accept the special assessment roll and set a public hearing for September 13, 2021 regarding said roll for Special Assessment District #2-21 regarding Principal Shopping special assessment.

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.

STAFF RECOMMENDATIONS AND REPORTS:

- * 10. Bids and Quotations
 - a. Tree Trimming and Removal
 - b. Grounds Mowing
 - c. Plow Truck Equipment
 - d. Fume Hood
- * 11. Consider resolution in support of final approval of Temporary Traffic Control Order #5-2021.
- * 12. Consider resolution in support of final approval of Temporary Traffic Control Order #6-2021.
- * 13. Consider confirmation of appointment of a voting delegate and alternate for the Michigan Municipal League (MML) annual meeting.
- * 14. Consider reconfirmation of commitment to meeting with the Mt. Pleasant Area Diversity Group (MPADG) and Human Rights Committee (HRC).
- * 15. Receipt of application for transfer of Industrial Facilities Tax from MAC Liquid Truck Trailer and set a public hearing for September 13, 2021 on the same.
- * 16. Receipt of amendments to sewer ordinance and set a public hearing for September 27, 2021 on the Industrial Pretreatment Program (IPP) and the ordinance amendment.
- * 17. Consider setting a public hearing for September 13, 2021 on a redevelopment liquor license for TNC Holdings.
- * 18. Consider approval of lighting agreement with the Friends of the Dog Park for lighting at Hannah's Bark Park.
- 19. Review and discuss City Manager candidates and consider entering into contract negotiations with the top candidate.
- 20. Consider closed session pursuant to subsection 8(c) of the Open Meetings Act for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement.
- * 21. Approval of payrolls and warrants.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

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.

RECESS:

CLOSED SESSION: (A separate confidential Zoom link will be provided)

RECESS:

STAFF RECOMMENDATIONS AND REPORTS CONTINUED

22. Consider approval of labor agreements.

WORK SESSION: (None at this time)

ADJOURNMENT:

PROCLAMATION

WHEREAS, The First Presbyterian Church of Mt. Pleasant has been an active part of our community for 150 years, since September 10, 1871; and

WHEREAS, The Church has provided meaningful worship and music to God almighty; and

WHEREAS, The Church has shaped many disciples of Jesus Christ through its numerous Christian formation opportunities for all ages; and

WHEREAS, The Church has played an integral role in supporting the community by opening its doors to many groups and agencies and through outreach to the community; and

WHEREAS, The Church has been connected with Central Michigan University since its founding as Central Normal School and Business Institute; and

WHEREAS, The Church has been active in the community in three different locations and continues to strive to be a good neighbor;

NOW, THEREFORE, I, William Joseph, Mayor of the City of Mt. Pleasant, Michigan, on behalf of the City Commission and the citizens of Mt. Pleasant, do hereby extend congratulations to the

MOUNT PLEASANT FIRST PRESBYTERIAN CHURCH

on the celebration of 150 years in Mount Pleasant on September 10, 2021, and offer our sincere appreciation for their lasting contributions to the Mount Pleasant community.

In Witness Whereof, I hereunto set my hand and the Great Seal of the City of Mount Pleasant, Michigan, this 23rd day of August, 2021.

William L. Joseph, Mayor
City of Mount Pleasant, Michigan

COMMISSION LETTER #153-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER *Nes*

SUBJECT: CITY MANAGER REPORT ON PENDING ITEMS

This report on pending items reflects the current status of tasks that were previously agreed to. The listing of potential items for discussion will be kept separately for future reference based on the preferred direction to focus on local economic development type matters and programs first.

1. Task Related Issues:

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 8-18-2021
Housing Study Follow-Up Staff to work with Planning Commission and others to recommend ordinance amendments and programs as generally agreed to for implementation	July 13, 2020	None	Jacob Kain has drafted a plan with Dr. Colarelli for coordinating fall focus groups on owner-occupied incentive follow-up.
Downtown Analysis Follow-Up Staff to work with Planning Commission and complete additional research to recommend ordinance and programs/policies as generally agreed to for implementation	August 10, 2020	None	Last item of Town Center civic space will likely be 2022.
PILOT Ordinances Staff to provide a summary of end dates and if there are options for closing out any.	October 12, 2020	None	City Attorney review completed. Staff is reviewing existing documentation from PILOT holders and will provide a report at an upcoming meeting.
Local Economy Schedule listening sessions with economic development partners and some local businesses to discuss post pandemic needs and potential program/policy changes	February 22, 2021	ASAP	Meetings with both economic partners and local businesses have occurred. Website has been updated. Downtown meeting has occurred and ad hoc committee will summarize recommendations to the full City Commission


SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 8-18-2021
Charter Amendment Provide resolution language for changing 3-year terms to 4-year terms in 2022 election	August 9, 2021	ASAP	
Marijuana licensing Provide listing of all current and (final and conditional) licensing	August 9, 2021	None	Included in this agenda packet

2. Tentative Work Session Schedule:

August 23 None
September 13 Discussion on listening sessions on local post-pandemic business needs?

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

COMMISSION LETTER #154-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: REQUESTED INFORMATION ON MARIHUANA LICENSING

At the August 9 City Commission meeting, Commissioner Gillis requested a current listing of all conditional and final approved licenses for the various marihuana establishments. We maintain a licensing status list on the City website and the links to that information are as follows:

- Recreational (Adult-use) Marihuana Establishments - click [here](#) for Pending Applications and Existing Facilities List
- Medical Marihuana Facilities - click [here](#) for Pending Applications and Existing Facilities List

Copies of both lists as of August 18 are attached for your reference. You will note that the Recreational Marihuana Establishments listing also provides the applicants that are on the retailer waiting list.

An additional question was asked as to whether a microbusiness could split off their processor and retailer operations into two separate licenses. Neither our City ordinance nor the state regulations in place allow for the splitting of the microbusiness license to occur. If such an instance were desired, the owner of the license would need to apply for the new license types, as there is no overlap.

City of Mt. Pleasant
Recreational (Adult-Use) Marihuana Pending Applications and Existing Establishments

<u>Establishment Type</u>	<u>App. Date</u>	<u>Applicant</u>	<u>Establishment Location</u>	<u>Parcel #</u>	<u>Sup. App Date</u>	<u>Cond. Authorization Date</u>	<u>Waiting List Date / Order</u>	<u>Final Authorization Date</u>
<u>Grower - Class A</u>								
<u>Grower - Class B</u>								
<u>Grower - Class C</u>								
RM-GC-2020-02	9/22/2020	3967 Euclid LLC	1005 Corporate	17-000-15388-00	Not Applicable	9/23/2020		1/22/2021
RM-GC-2020-03	12/24/2020	Stash Ventures LLC	210 W. Pickard	17-000-15134-01	Not Applicable	12/29/2020		6/23/2021
RM-GC-2021-01	2/4/2021	Absolute Royale, Inc.	801 Industrial	17-000-10151-00	Not Applicable	2/23/2021		
<u>Microbusiness</u>								
RM-MB-2021-01	2/24/2021	ATC Central, Inc.	1014 Industrial	17-000-10155-01	Not Applicable	3/8/2021		
<u>Processor</u>								
RM-P-2021-01	8/6/2021	Stash Ventures LLC	210 W. Pickard	17-000-15134-01	Not Applicable	8/9/2021		
<u>Secure Transporter</u>								
<u>Safety Compliance</u>								
<u>Retailer</u>								
RM-R-2020-01	2/25/2020	Stash Ventures LLC	210 W. Pickard	17-000-15134-01	6/29/2020		8/21/2020 - #9	
RM-R-2020-02	2/26/2020	Cary Investments LLC	309 W. Michigan	17-000-00460-00;00461-00	6/22/2020		8/21/2020 - #7	
RM-R-2020-03	2/26/2020	Lume Cannabis Co	907 E. Broomfield	17-000-11435-02	6/29/2020	8/21/2020		
RM-R-2020-04	2/26/2020	Lume Cannabis Co	1207 N. Mission	17-000-18312-02	6/29/2020	8/21/2020		
RM-R-2020-05	2/27/2020	House of Fire Provisioning	1005 Corporate	17-000-15388-00	6/29/2020	8/21/2020		1/22/2021
RM-R-2020-06	2/27/2020	GC Flint, LLC	1207 E. Pickard	17-000-15338-00	6/29/2020		8/21/2020 - #5	
RM-R-2020-07	2/28/2020	N-East Services	1210 E. Pickard	17-000-15586-00	6/29/2020		8/21/2020 - #6	
RM-R-2020-08	2/28/2020	Cedjo Services, LLC	2157 S. Mission Ste D&E	17-000-08304-00	6/29/2020		8/21/2020 - #8	
RM-R-2020-09	2/28/2020	Green Peak Industries	502 N. Mission	17-000-09741-00	6/15/2020		8/21/2020 - #10	
RM-R-2020-10	2/28/2020	Pure Releaf N Union LLC	319 N. Mission	17-000-08561-00	6/29/2020		8/21/2020 - #4	
Updated 8/9/2021								

City of Mt. Pleasant
Medical Marihuana Pending Applications and Existing Facilities

<u>Facility Type</u>	<u>App Date</u>	<u>Applicant</u>	<u>Facility Location</u>	<u>Parcel #</u>	<u>Cond. Authorization Date</u>	<u>Final Authorization Date</u>
<u>Provisioning Center</u>						
MM-PC-2019-04	1/17/2019	Cary Investments, LLC	309 W. Michigan St.	17-000-00461-00	2/14/2019	6/21/2019
MM-PC-2019-15	1/31/2019	3967 Euclid, LLC	1005 Corporate Drive	17-000-15388-00	2/14/2019	1/22/2021
MM-PC-2019-57	2/1/2019	Cedjo Services, LLC	2157 S Mission	17-000-08304-00	2/14/2019	1/28/2020
<u>Grower - Class A</u>						
MM-GA-2021-02	7/12/2021	Lowkey Properties LLC	1110 N. Fancher	17-000-06422-00	7/12/2021	
<u>Grower - Class B</u>						
<u>Grower - Class C</u>						
MM-GC-2019-02	11/7/2019	Stash Ventures	210 W. Pickard	17-000-15134-01	11/7/2019	6/17/2021
MM-GC-2020-03	9/22/2020	3967 Euclid, LLC	1005 Corporate Drive	17-000-15388-00	9/23/2020	
MM-GC-2020-04	10/29/2020	Absolute Royale, Inc.	801 Industrial	17-000-10151-00	11/2/2020	
<u>Processor</u>						
MM-P-2021-08	8/6/2021	Stash Ventures	210 W. Pickard	17-000-15134-01	8/9/2021	
<u>Secure Transporter</u>						
<u>Safety Compliance</u>						
Updated 8/9/2021						

**Mt. Pleasant Planning Commission
Minutes of the Electronically Conducted Regular Meeting
July 1, 2021**

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

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

Staff: Jacob Kain, Laura Delamater

II. Approval of the Agenda:

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

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

III. Approval of the Minutes:

A. June 3, 2021 Regular Meeting

Motion by Ortman, support by Kostrzewa to approve the minutes from the June 3, 2021 regular meeting as presented.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

B. June 3, 2021 Work Session Meeting

Motion by Friedrich, support by Ortman to approve the minutes from the June 3, 2021 work session meeting as presented.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

IV. Zoning Board of Appeals report for June:

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

V. Communications:

Kain noted that there were no communications.

VI. Public Hearings:

A. SUP-21-09 – 1005 Corporate – 3967 Euclid LLC – Request for Special Use Permit to modify hours of operation for an existing medical marijuana provisioning center and adult-use marijuana retailer.

Kain introduced the application submitted by 3967 Euclid LLC, with a request for Special Use Permit to modify hours of operation at an existing medical marijuana provisioning center and adult-use marijuana retailer. The proposal from the applicant would extend the current hours of operation, 9 a.m. to 8 p.m., to 9 a.m. to 9 p.m. which is the maximum allowed under the special use permit criteria for the uses.

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

Kain reviewed the special use conditions associated with the uses.

Kain concluded his report by reviewing the staff recommendation to approve subject to conditions.

Discussion took place.

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

Motion by Friedrich, support by Kostrzewa to approve SUP-21-09 subject to the following conditions:

1. The applicant shall continue to comply with all special use permit criteria for medical marihuana facilities as well as the specific criteria applying to provisioning centers.
2. The applicant shall continue to comply with all special use permit criteria for adult-use establishments as well as the specific criteria applying to retailers.
3. With the exception of the modified hours of operation, the conditions imposed under Special Use Permit 19-03, 20-12, 20-13 and 20-14 and Site Plan 20-13 remain in full force and effect.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

B. SUP-21-10 & SPR-21-10 – 1416 E. Pickard – Isabella Bank – Request for Special Use Permit and Site Plan Review to reconstruct the parking lot at an existing bank with drive-through.

Kain introduced the application submitted by Isabella Bank with a request for Special Use Permit and Site Plan Review to reconstruct the parking lot at an existing bank with drive-through.

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

Kain reviewed the special use conditions associated with the uses.

Kain reviewed the site plan for the project. The applicant is not proposing any changes to the existing building. The applicant will be addressing existing deficiencies on the site by adding bicycle parking, a sidewalk connection from the building entrance to the Pickard Street sidewalk, a street screen and tree between the parking area and Pickard Street, and street trees along Russell Street. Kain noted that the applicant is proposing to maintain the existing evergreen screening between the drive-through and adjacent residential properties in lieu of a masonry wall. Kain also noted that staff is recommending waiving the street tree requirement along Pickard Street at this time due to pending reconstruction of that roadway by the Michigan Department of Transportation that would likely result in disruption of those plantings.

Kain concluded his report by reviewing the staff recommendation to approve subject to condition.

Discussion took place.

Timothy Slother, Facilities Manager and Security Officer for Isabella Bank, addressed the board.

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

Motion by Kostrzewa, support by Liesch to approve SUP-21-10 and SPR-21-10 subject to the following condition:

1. The applicant shall comply with the requirements of Public Works.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

C. TC-21-03 – A proposed ordinance to amend Section 154.410.B.4 of the zoning ordinance to update special use permit conditions and requirements for two-family dwellings.

Kain noted that TC-21-03 would modify the special use permit criteria for two-family dwellings in the CD-3L and CD-3 districts. It would eliminate the principal residence exemption requirement for two-family dwellings. It would also increase the minimum square footage of each unit within a two-family dwelling from the current 600 square feet to 1,000 square feet. As suggested last month, the proposed ordinance would exempt existing two-family dwellings from the proposed minimum unit sizes. Kain also reviewed the relationship of this text change to the proposed Text Change 21-04 involving accessory dwelling units.

Discussion took place.

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

Motion by Liesch, support by Friedrich to recommend that the City Commission adopt Text Change 21-03.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Liesch, Ortman

Nays: Kostrzewa

Motion approved 5-1.

- D. TC-21-04** – A proposed ordinance to amend Section 154.410.B.4 of the zoning ordinance to update special use permit conditions and requirements for accessory dwelling units.

Kain noted that TC-21-04 would modify the special use permit criteria for accessory dwelling units in the CD-3L and CD-3 districts. It would eliminate the current requirement that the property qualify for a principal residence exemption perpetually and instead require that qualification only at the time of initial special use permit application and approval.

Discussion took place.

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

Motion by Liesch, support by Friedrich to recommend that the City Commission adopt Text Change 21-04.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

- E. TC-21-05** – A proposed ordinance to amend Section 154.410.B.4 and Table 154.410.A of the zoning ordinance to add multiple-family dwellings as a special use in the CD-3 character district and to establish special use permit criteria for that use.

Kain noted that TC-21-05 would create renovation or redevelopment opportunities in the CD-3 district under a limited number of circumstances and subject to special use permit criteria intended to ensure compatibility with the surrounding neighborhood. This could help to facilitate the transition of existing, non-conforming uses in the CD-3 zoning district – including existing rooming dwellings and registered student organization dwellings – into conforming family uses within the district, and the rehabilitation or replacement of vacant, blighted or obsolete dwellings.

Discussion took place.

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

Motion by Ortman, support by Liesch to recommend that the City Commission adopt Text Change 21-05.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

VII. Public Comments:

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

VIII. Site Plan Reviews:

A. None.

IX. Unfinished Business:

A. None.

X. New Business:

A. Consider adoption of new bylaws.

Kain reviewed the proposed Planning Commission bylaws that would replace the current bylaws and rules of procedure documents.

Discussion took place.

Motion by Ortman, support by Kostrzewa to adopt the new bylaws as presented.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Motion approved unanimously.

XI. Other:

A. Staff report.

Kain reviewed anticipated August agenda items. Kain also noted that the planned topic for the August work session is green infrastructure and requested that if individual members have specific items related to green infrastructure that they wish to discuss that they share those with staff in advance if possible.

XII. Adjournment:

Motion by Friedrich, support by Liesch to adjourn.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Meeting adjourned at 7:49 p.m.

lkd

City of Mt. Pleasant, Michigan



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

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

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

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

MINUTES OF THE REGULAR MEETING July 1, 2021—1:00 P. M. ELECTRONICALLY CONDUCTED

I. Call to Order

The meeting was conducted electronically and was called to order by Chair Brad Wahr at 1:00 p.m.

Present: Mary Alsager (alternate for Lori Gillis), Mary Ann Kornexl, Tom Krapohl, Margaret McAvoy, Nancy Ridley, Jeff Smith (Vice Chair), Jennifer Verleger, Bradley Wahr (Chair)

Absent: Joshua Agardy

Also attending: (Staff): William Mrdeza, Michelle Sponseller (meeting host)

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

II. Approval of Agenda

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

III. Approval of the April 13, 2021 Meeting Minutes

It was moved by Ridley, seconded by McAvoy, to approve the April 13, 2021 meeting minutes as presented. **The motion passed unanimously.**

City of Mt. Pleasant, Michigan



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IV. Old and New Business:

A. BRA

1. Recommend Approval of the 2021 Amended and 2022 Proposed Budgets for the Brownfield Redevelopment Authority

Kornexl reviewed the budgets for the Brownfield Redevelopment Authority with the Board. She noted that Brownfield captured taxes for 2021 represented a partial capture while the 2022 captured amount was the full capture. Kornexl noted that the increased captured amount is shown in the Working Capital Uses as being paid to the developer, as used for administration, and as being transferred to the Borden Debt fund. She indicated that the Borden Debt is scheduled to be fully repaid in 2022 and capture for that plan will end. It was moved by Verleger, seconded by Smith, to recommend approval of the 2021 amended and 2022 proposed Brownfield budgets. **The motion passed unanimously.**

B. EDC

1. Recommend Approval of the 2021 Amended and 2022 Proposed Budgets for the Economic Development Corporation

Kornexl next reviewed the budgets for the Economic Development Corporation. She indicated that the 2021 amended budget included the sale of land in Industrial Park North earlier in the year. Kornexl also noted that the funds earmarked for Parking Lot Maintenance represented the City's share of the cost for the City Hall parking lot, the total of which is shared with the other condominium owner, Central Michigan Developers. It is projected that 2021 Working Capital will be \$19,997 at the end of the year, with no anticipated new costs identified for 2022. It was moved by McAvoy, seconded by Krapohl, to recommend approval of the 2021 amended and 2022 proposed Economic Development Corporation budgets. **The motion passed unanimously.**

2. Consider EDC Land Transfer to the City

Mrdeza presented a map which located each of the three remaining properties owned by the EDC in the City, with a recommendation that that Board consider transferring them from the EDC to City ownership. Aside from a small irregularly shaped remnant parcel in Industrial Park North, there is no significant development potential for any of the properties. Mrdeza also indicated that since the EDC is currently not capturing tax revenues from any of these properties, transferring the parcels to the City would have no effect on revenue generated from

City of Mt. Pleasant, Michigan



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tax capture. It was moved by Ridley, seconded by Verleger, to recommend the transfer of the properties, as presented, to the City and to direct staff to work with the City Attorney to prepare the transfer documents to be presented at a future EDC Board meeting for final approval. **The motion passed unanimously.**

V. Other Business

There was no other business to discuss.

VI. Public Comment

There were no public comments received or offered.

VII. Adjourn

There being no other comments or business, **the meeting adjourned at 1:29 p.m.**

Minutes of the electronically conducted regular meeting of the City Commission held Monday, August 9, 2021, at 7:00 p.m.

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

Commissioners Present: Mayor William Joseph and Vice Mayor Amy Perschbacher; Commissioners Mary Alsager, Olivia Cyman, Lori Gillis, George Ronan and Petro Tolas. All Commissioners present indicated they were in Mt. Pleasant, Isabella County, Michigan.

Commissioners Absent: None

Others Present: City Manager Nancy Ridley, City Clerk Heather Bouck and City Attorney Anne Seurynck

All present attended virtually via Zoom video conference.

Additions/Deletions to Agenda

Item #18: "Consider action to be taken regarding Charter Amendment Ballot Language to Change the Term of Office for Commission Members." was added to the agenda without objection.

Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items;
 - a. Monthly report on police related citizen complaints received.
2. Traffic Control Committee Meeting Minutes. (May)
3. Parks and Recreation Commission Meeting Minutes. (May)
4. Economic Development Corporation-Brownfield Redevelopment Authority (EDC/BRDA) Meeting Minutes. (April)

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

1. Minutes of the electronically conducted regular meeting of the City Commission held July 26, 2021.
2. Bid of R&T Murphy of Mt. Pleasant, Michigan for 2021-2022 leaf hauling and 2021-2023 snow hauling at a cost of \$118.00 per hour.
3. Bid of Topcon Solutions Store of Niles, Michigan in the amount of \$27,370 for the purchase of the robotic total station and approve a budget amendment to be divided equally between the DPW General Fund, Major Streets Fund and Local Street Fund.
4. Approve contract with Fishbeck of Grand Rapids, Michigan in the amount of \$1,060,000 for design and construction engineering for Water Resource Recovery Facility (WRRF) upgrades and the appropriate budget amendment.
5. Receive proposed ordinance to amend Chapter 97: Parks and Recreation and set a public hearing for Monday, August 23, 2021 at 7:00 p.m. on same.

6. Approve Resolutions #1 and #2 to commence proceedings to install pedestrian street lighting Special Assessment 1-21, tentatively determine the necessity and set public hearing for August 23, 2021 at 7:00 p.m. to receive public input on necessity.

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 1

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

WHEREAS, the City Commission has tentatively deemed it to be in the public interest, health and welfare to install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21;

NOW, THEREFORE, BE IT RESOLVED, THAT:

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

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 2

WHEREAS, the City Manager has prepared a report concerning certain public improvements in Special Assessment District No. 1-21, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances; and,

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

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

NOW, THEREFORE, BE IT RESOLVED, THAT:

- The City Commission hereby tentatively determines that the public improvements described more particularly hereinafter provided for are necessary.
- The total cost of said improvements is estimated to be \$100,000.00. The amount of \$24,871.03 shall be spread over the special assessment district as hereinafter described as a result of benefits to be received by the affected properties in the special assessment district. \$75,128.97 shall be paid by the City-at-large.

- Said special assessment district shall consist of all the lots and parcels of land as follows: install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21.
 - Said estimated life of such public improvements is not less than fifteen (15) years.
 - The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.
 - The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.
 - The City Commission shall meet virtually on August 23, 2021 at 7:00 p.m., Daylight Savings Time, as part of the regularly scheduled City Commission meeting for the purpose of hearing public input on the making of said public improvements.
 - The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.
 - All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.
7. Approve Resolutions #1 and #2 to commence proceedings for Principal Shopping District Special Assessment 2-21, tentatively determine the necessity and set public hearing for August 23, 2021 at 7:00 p.m. to receive public input on necessity.

Resolution No. 1
Principal Shopping District 2-21

WHEREAS, pursuant to provisions of the City Charter of the City of Mt. Pleasant; Chapter 33: TAXATION, Section 33.17 "Authority to Assess", of the Code of Ordinances, and Public Act 120 of 1961 "Redevelopment of Shopping Areas", the City Commission of the City of Mt. Pleasant may commence proceedings to provide funding for the operations of the Principal Shopping District within the City and determine the tentative necessity thereof,

AND, WHEREAS, the City Commission has tentatively deemed it to be in the public's interest, health and welfare to provide funding for the operations of the Principal Shopping District in the City, Special Assessment District No. 2-21
NOW, THEREFORE, BE IT RESOLVED, THAT:

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

Resolution No. 2
Principal Shopping District 2-21

WHEREAS, the City Manager has prepared a report concerning funding for the Principal Shopping District in Special Assessment District No. 2-21, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances;

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

AND, WHEREAS, the City Commission of the City of Mt. Pleasant determines that it is tentatively necessary to provide funding for the Principal Shopping District in the City of Mt. Pleasant more particularly hereinafter described in this resolution;

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The City Commission hereby tentatively determines that providing funding for the Principal Shopping District described more particularly hereinafter provided for are necessary.

2. The total funding for the Principal Shopping District for the next two years (2022 and 2023) is estimated to be \$104,700 per year. \$104,700 shall be spread over the special assessment district per year as hereinafter described as a result of benefits to be received by the affected properties in the special assessment district.

3. Said special assessment district shall consist of all the lots and parcels of land as follows: all lots in the Principal Shopping District as established by the City Commission at the February 24, 2003 meeting and amended at the November 14, 2005 meeting.

4. The duration of the special assessment shall be two years.

5. The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.

6. The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.

7. The City Commission shall meet virtually on August 23, 2021 at 7:00 p.m., Daylight Savings Time, as part of the regularly scheduled City Commission meeting for the purpose of hearing objections to providing funding to the "Principal Shopping District". The meeting link will be available on the City's website at <http://www.mt-pleasant.org>.

8. The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.

9. All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

8. Warrants dated July 21 & 29, 2021 and Payrolls dated July 23, 2021 all totaling \$1,804,677.45.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

A Public Hearing was held on proposed ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for two-family dwellings. There being no public comments or communications received, the Mayor closed the Public Hearing.

Moved by Commissioner Alsager and seconded by Commissioner Tolas that Ordinance 1070, an Ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for two-family dwellings having been introduced and read, now be passed, ordained and ordered published.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Ronan, Perschbacher & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

A Public Hearing was held on proposed ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for accessory dwelling units. There being no public comments or communications received, the Mayor closed the Public Hearing.

Moved by Commissioner Alsager and seconded by Commissioner Cyman that Ordinance 1071, an Ordinance to amend Section 154.410.B.4 of the Mt. Pleasant Zoning Ordinances to update special use permit conditions and requirements for accessory dwelling units having been introduced and read, now be passed, ordained and ordered published.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Ronan, Perschbacher & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

A Public Hearing was held on proposed ordinance to amend Section 154.410.B and table 154.410.A of the Mt. Pleasant Zoning Ordinances to permit multiple-family dwellings as a special use in the CD-3-character district. There being no public comments or communications received, the Mayor closed the Public Hearing.

Moved by Commissioner Tolas and seconded by Commissioner Ronan that Ordinance 1072, an Ordinance to amend section 154.410.B and table 154.410.A of the Mt.

Pleasant Zoning Ordinances to permit multiple-family dwellings as a special use in the CD-3-character district having been introduced and read, now be passed, ordained and ordered published.

AYES: Commissioners Alsager, Cyman, Joseph, Ronan, Perschbacher & Tolas

NAYS: Commissioner Gillis

ABSENT: None

Motion carried.

Moved by Commissioner Alsager and seconded by Vice Mayor Perschbacher to prepay the full \$605,100 special assessment for the Mission Creek Drain Assessment and the appropriate 2021 budget amendments as recommended.

AYES: Commissioners Alsager, Cyman, Joseph, Perschbacher & Ronan

NAYS: Commissioners Gillis and Tolas

ABSENT: None

Motion carried.

Moved by Vice Mayor Perschbacher and seconded by Commissioner Cyman to approve the resolution as drafted in support of final approval of Traffic Control Order 7-2021.

WHEREAS, under the date of July 28, 2021, the Traffic Engineer of the City of Mt. Pleasant issued traffic control order No. 7-2021 (Place metered parking signs on the south side of Bellows Street for all on-street reverse angled parking spaces between Lansing Street and East Campus Drive. Per Agreement with CMU dated July 26, 2010). Said temporary traffic control order was presented to the City Commission on August 9, 2021, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making traffic control order No. 7-2021 a permanent traffic control order.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Tolas and seconded by Vice Mayor Perschbacher to approve the appropriate budget amendment to accept the donation of the Morey Foundation and award the prizes to Battle of the Local Voices winners in the amount of \$8,000.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Vice Mayor Perschbacher and seconded by Commissioner Alsager to approve closed session pursuant to subsection 8(f) of the Open Meetings Act to review and consider the contents of an application for employment or appointment to public office if the candidate requests their application remain confidential.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously.

Moved by Commissioner Tolas and seconded by Commissioner Ronan to approve the Resolution to Rescind July 12, 2021 Resolution to Approve Charter Amendment Ballot Language to Change the Term of Office for Commission Members. (CC Exh 11-2021)

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously.

Announcements on City-Related Issues and New Business

Mayor Joseph commented that COVID-19 vaccinations are very important, especially now that the Delta variant is in our area.

Commissioner Gillis encouraged COVID-19 vaccinations. Isabella County is currently only at a 45% vaccination rate which is considered very low.

Commissioner Tolas announced that the City Parking Lot #8 reconstruction project is moving along; but an old stone foundation was discovered which could cause cost overruns.

The Commission recessed at 8:18 p.m. and went into a closed session at 8:27 p.m. A separate set of minutes was taken for the closed session.

The Commission recessed at 9:20 p.m. and went into open session at 9:26 p.m.

Moved by Commissioner Tolas and seconded by Commissioner Gillis to offer public interviews, to be conducted on August 21, 2021 to City Manager candidates #40, #49, #55, and #56.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None


Motion unanimously adopted.

Mayor Joseph adjourned the meeting without objection at 9:30 p.m.

William L. Joseph, Mayor

Heather Bouck, City Clerk

COMMISSION LETTER #155-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: PUBLIC HEARING ON AN ORDINANCE TO AMEND CHAPTER 97: PARKS
AND RECREATION AND CONSIDER APPROVAL OF THE SAME

Attached are the materials from the August 9 City Commission agenda packet when this matter was set for public hearing.

You will recall this ordinance amendment will correct the section of Chapter 97 that was omitted when it was brought to the City Commission for approval on May 10, 2021. The Parks and Recreation Commission has reviewed the correction to Chapter 97 and recommends the City Commission approve the ordinance amendment as presented.


After holding the public hearing, we recommend the Commission approve the ordinance amendment as recommended by the Parks and Recreation Commission.

Recommended Motion:

Move to approve ordinance amendments to Chapter 97 Parks and Recreation as presented.

NJR/ap

COMMISSION LETTER #147-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: RECEIVE AN ORDINANCE TO AMEND CHAPTER 97: PARKS AND
RECREATION AND SET A PUBLIC HEARING FOR AUGUST 23, 2021 ON
THE SAME

On May 10, 2021 the City Commission approved numerous amendments to Chapter 97: Parks and Recreation. After approval, it was noticed that the last section (97.99) which outlines the penalties for violations, was incomplete. Section B for misdemeanors did not include the appropriate sections of the ordinance that would be considered a misdemeanor if violated.

The City Attorney has provided the ordinance amendment to again include those appropriate designations in the approved ordinance.

Because this is an ordinance amendment, it is necessary to hold a public hearing on the proposed changes before considering approval. We therefore recommend a public hearing be set for August 23, 2021 on this matter.

The Parks and Recreation Commission reviewed the ordinance changes at their July 27 meeting and recommends approval.

Recommended Motion:

Move to set a public hearing for August 23, 2021 on the proposed changes to Section 97.99 of the Code of Ordinances as presented.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

FROM: Phil Biscorner, Director of Parks and Public Spaces

DATE: July 28, 2021

SUBJECT: Parks Ordinance Update (Revision)

CC: William Mrdeza,
Director of Community Services and Economic Development

In May 2021, the Parks and Recreation Commission approved changes to the existing Park Ordinances and made a recommendation to the City Commission. After a public hearing, the City Commission approved the revisions to the Parks Ordinance. Inadvertently, there was an omission of content from the legal team's final amendatory version.

Affected section:
Chapter 97, Section 97.99 Penalty

The Parks & Recreation Commission has reviewed the revision and made a recommendation at the July 27, 2021 meeting to accept the corrected revision to Chapter 97, Section 97.99 and request adoption of the amendment to add this section.

Requested City Commission Action:

Set a public hearing on the Parks Ordinance revision for August 23, 2021 and act on the amendment to the Parks Ordinance Section 97.99 after the public hearing is held.

PB/lmw

CITY OF MT. PLEASANT ISABELLA COUNTY, MICHIGAN

ORDINANCE NO. _

AN ORDINANCE TO AMEND CHAPTER 97 OF CITY CODE

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

SECTION 1. AMENDMENT OF CHAPTER 97, § 97.99(b)

Chapter 97 of the City's Code entitled "Parks and Recreation" is hereby amended to add a list to § 97.99(b) of provisions deemed misdemeanors that are punished pursuant to § 10.99. As amended, § 97.99 shall be read, in its entirety, as follows:

§ 97.99 PENALTY.

(A) *Municipal civil infraction.* Any person violating any provision of this chapter, with the exception of those specifically set forth in division (B) below shall be held responsible for a municipal civil infraction and prosecuted in accordance with the Municipal Civil Infractions Ordinance. The fine for violation of a municipal civil infraction under this chapter shall be \$50; the second violation, \$100; and the third or any subsequent violation within any one calendar year, \$250.

(B) *Criminal misdemeanor.* Any person violating the following designated provisions of this chapter shall be guilty of a misdemeanor and shall be punished as provided in § 10.99:

§ 97.15(A)(1) and (3) Park property
(C)(1) and (2)
§ 97.16(A) and (B) Sanitation
§ 97.17(B) All-terrain vehicles
§ 97.18(D) Recreational activities
§ 97.19(A) Behavior
(G)
(H)
(K)(2)

SECTION 2. REPEAL AND REPLACE.

Any and all ordinances inconsistent with this Ordinance are hereby repealed, but only to the extent necessary for this Ordinance to be in full force and effect.

SECTION 3. PUBLICATION AND EFFECTIVE DATE.

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

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

CERTIFICATION

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on _____, 2021.

Date: _____, 2021

William L. Joseph, Mayor

Date: _____, 2021

Heather Bouck, City Clerk

Introduced: _____, 2021


Adopted: _____, 2021

Published: _____, 2021

Effective: _____, 2021

COMMISSION LETTER #156-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: PUBLIC HEARING ON THE NECESSITY OF THE PUBLIC IMPROVEMENT;
CONSIDER RESOLUTION #3 TO PROCEED WITH IMPROVEMENTS;
CONSIDER RESOLUTION #4 TO ACCEPT THE SPECIAL ASSESSMENT
ROLL AND SET A PUBLIC HEARING FOR SEPTEMBER 13, 2021
REGARDING SAID ROLL FOR SPECIAL ASSESSMENT DISTRICT #1-21
REGARDING PEDESTRIAN LIGHTING

Attached are the materials from the August 9 City Commission agenda packet when the public hearing for this matter was set.

This public hearing is to hear comments on necessity of the installation of the pedestrian lighting on the north side of Illinois Street from Main to Fancher.

After holding the public hearing, the City Commission may consider the next two resolutions of the process which are attached. Resolution #3 indicates that the City Commission tentatively deems the public improvement necessary and directs that a special assessment roll be drafted. The assessment roll was previously provided and is again included in this agenda packet. Resolution #4 accepts the draft roll and directs that a public hearing be set on the cost of the project.

It is recommended that resolutions #3 and #4 be approved to provide the assessment roll and set a public hearing on the cost of the project for September 13, 2021.

If these resolutions are approved, individual letters will again be mailed to each of the property owners within the district.


Recommended Motion:

Move to approve resolutions #3 and #4 for Special Assessment District #1-21 regarding pedestrian lighting as presented.

NJR/ap

COMMISSION LETTER #148-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER RESOLUTIONS #1 AND #2 TO COMMENCE THE PROCEEDINGS FOR SPECIAL ASSESSMENT, TENTATIVELY DETERMINE THE NECESSITY, AND SET A PUBLIC HEARING FOR AUGUST 23, 2021, REGARDING THE NECESSITY OF SPECIAL ASSESSMENT DISTRICT #1-21 FOR PEDESTRIAN LIGHTING

Since 2014, the City has been installing pedestrian lighting in certain locations throughout the City. Pedestrian lighting provides an additional amenity in the areas where they are installed, increases safety and supports walkability.

The 2022 Capital Improvement Plan proposes pedestrian lighting installation for the north side of Illinois Street from Main to Fancher Street. This area was chosen to coordinate with the street work that will be accomplished at the same time.

During the approval of the Capital Improvement Plan, the City Commission had discussions regarding the allocation of special assessment for such projects. The updated policy approved June 14, 2021, provides that the special assessment for commercial areas is 40% property owner and 60% capital improvement millage.

The City Charter and ordinances outline a specific process for special assessments to ensure that affected property owners who will be billed for a share of the improvement, have adequate notice and opportunity to comment on the project. The process requires holding two public hearings. The process is started early to ensure approval of the assessment is in place before bids are awarded for the work. If bid prices are lower than the estimates, the lower actual bid price is what is allocated and billed to property owners.

Resolutions #1 and #2 have been prepared to initiate the process. Resolution #1 initiates the process indicating a desire for the public improvement. The 2022-2027 Capital Improvement Plan pages 80-81 provide the report that is referenced in that resolution (a copy of those pages from the approved plan is attached). Resolution #2 sets a public hearing to allow for comment on the need for the project.

It is recommended the City Commission approve Resolutions #1 and #2 as presented to start the process. Assuming they are both approved, individual notices will be mailed to

MEETING DATE: AUGUST 9, 2021

Page 2

each property owner in the assessment district informing them of the public hearing date. Although not required, the notice also includes the estimated assessment amount and potential repayment terms.

Although an assessment roll is not expected to be prepared until after the first public hearing according to our ordinance, we have found it beneficial to prepare the roll ahead of time and provide it during the beginning of the process. The draft roll is attached for your reference.

Recommended Motion:

Move to approve Resolutions #1 and #2 for Special Assessment District #1-2021 as presented.

NJR/ap

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 1

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

WHEREAS, the City Commission has tentatively deemed it to be in the public interest, health and welfare to install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21;

NOW, THEREFORE, BE IT RESOLVED, THAT:

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

Public Works Administrative Individual Project Description

Project Title Pedestrian Lighting

Source of Funding Capital Improvement Fund/Special Assessment

<i>Year Proposed</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>
<i>Capital Cost</i>	\$120,000	\$120,000	\$120,000	-0-	\$240,000	-0-

Description and Location

This project installs decorative pedestrian lights in neighborhoods in the City to provide illumination of the public sidewalks.

Michigan Street, Illinois Street and all public space lighting going forward will use the standard black direct bury concrete poles to match all other existing neighborhood pedestrian lighting.

History and Plans

At the goal setting retreat in 2013, the City Commission prioritized the installation of pedestrian lighting in additional areas of the city. Below is a list where additional street lighting was installed.

2015

Washington: North of High \$175,500

2016

S. Franklin, S. Lansing, S. University and Douglas \$201,600 (70/30 Special Assessment)

2017

Broadway: Bridge to Maxwell \$130,000

2018

Broadway: Maxwell to Bradley \$97,000 (Tribal 2%)

2019

May, Clayton, Pleasant and Gaylord (70/30 Special Assessment CD-4)

2020

⁵Michigan (both sides): Washington to Oak

2022

⁵Illinois (north side): Main to Fancher (70/30 Special Assessment CD-4)

2023

University (west side) (both sides between Illinois and Michigan): High to Michigan

2024

West Campus (west side): Bellows to Preston

2026

Preston (north side): Mission to Crapo

Need and Impact

The project will enhance walkability, safety and nighttime activity in city neighborhoods.

Linkage to Master Plan:

- *This project links to Master Plan Objective 2.4 because it retrofits the roadway network to provide safe accommodations for pedestrians.*

Related Cost Details

It will be necessary to budget for annual operating costs for electricity. Based on past projects energy costs are roughly \$75 per light or roughly 1% of the total project costs annually.

Future Funds Needed

There will be additional installation, maintenance and operational costs as lighting is added to more neighborhood blocks in future. LED lamps have a finite life span. Industry estimates vary widely from about 8 to 15 years. It will be necessary to budget future funds for these replacements. Current costs for lamp replacement are around \$900 each.

While black concrete poles were selected for the lighting project for their durability and low maintenance, it is anticipated that there will be long-term maintenance costs associated with the poles. Those costs are not known at this time.

^SCoordinated with street project

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 2

WHEREAS, the City Manager has prepared a report concerning certain public improvements in Special Assessment District No. 1-21, which includes all of the information to be included by Section 33.20 “Survey and Report” of the City’s Code of Ordinances; and,

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

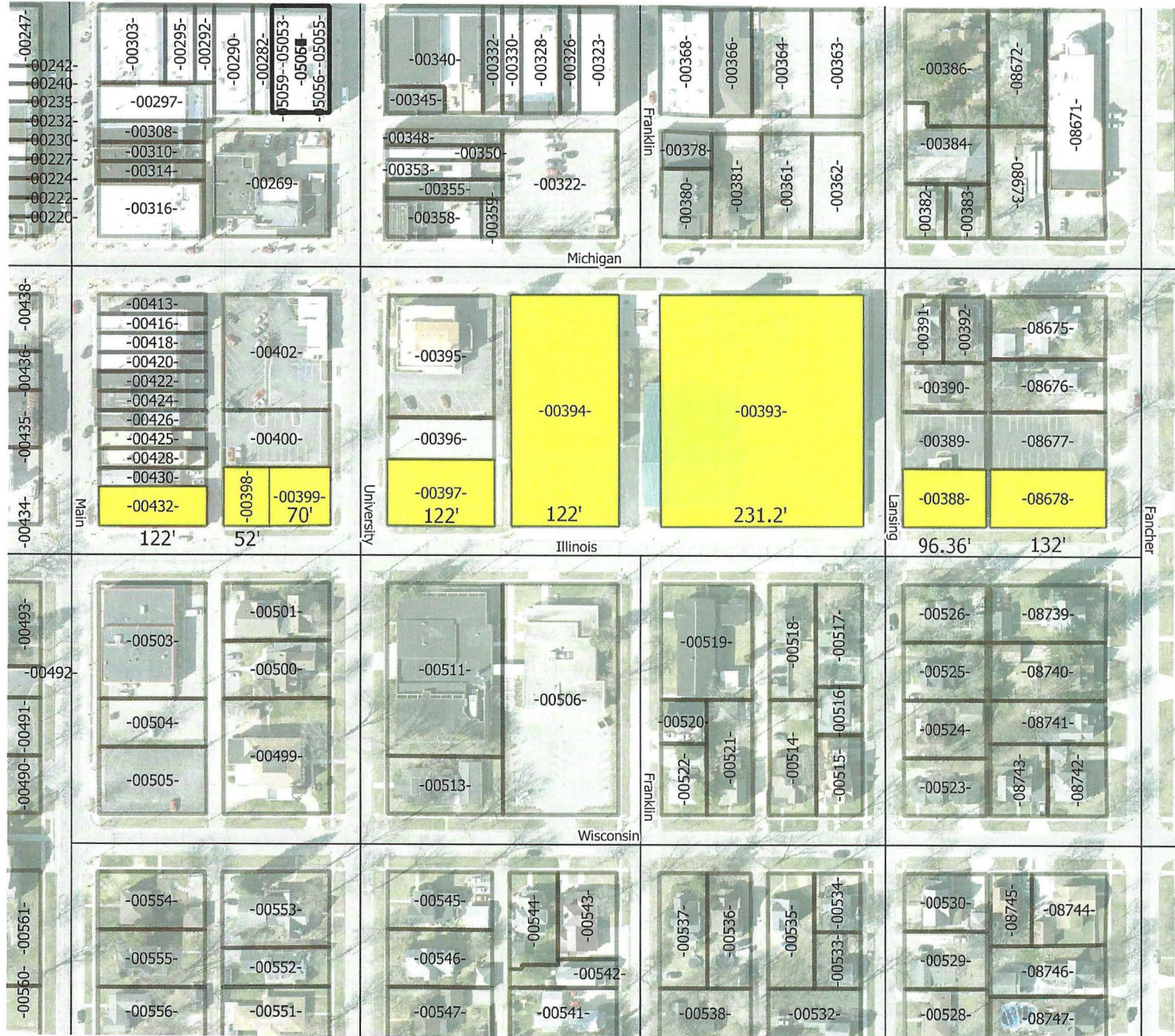
WHEREAS, the City Commission of the City of Mt. Pleasant determines that it is tentatively necessary to acquire and construct the public improvements in the City of Mt. Pleasant more particularly hereinafter described in this resolution;

NOW, THEREFORE, BE IT RESOLVED, THAT:

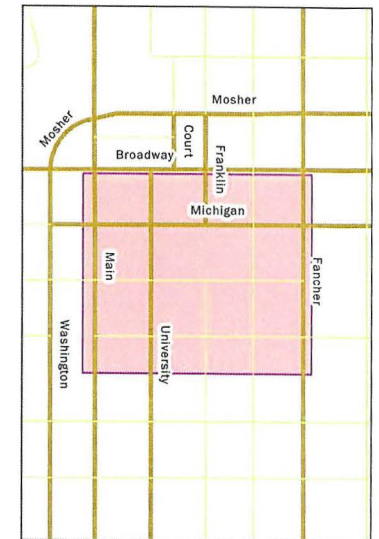
- The City Commission hereby tentatively determines that the public improvements described more particularly hereinafter provided for are necessary.
- The total cost of said improvements is estimated to be \$100,000.00. The amount of \$33,161.39 shall be spread over the special assessment district as hereinafter described as a result of benefits to be received by the affected properties in the special assessment district. \$66,838.61 shall be paid by the City-at-large.
- Said special assessment district shall consist of all the lots and parcels of land as follows: install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21.
- Said estimated life of such public improvements is not less than fifteen (15) years.
- The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.
- The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.
- The City Commission shall meet electronically on August 23, 2021 at 7:00 p.m., for the purpose of hearing public input on the making of said public improvements. The meeting link will be available on the City’s website at <http://www.mt-pleasant.org>.
- The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.
- All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

2022 Illinois Street Reconstruction Pedestrian Lighting

Excerpt from E-Packet of August 9, 2021



Legend
 Pedestrian Lighting Properties



Total CD-4	\$100,000.00	
Estimated Front Foot Share 40%	\$40,000.00	
Estimated City's Per Front Foot Share Side Lots	(6,838.61)	
Owner Share	\$33,161.39	
Estimated City's Share 60%	\$60,000.00	
Estimated City Share Side Lots	6,838.61	
Total City Share	\$66,838.61	\$100,000.00

Parcel Number	Owner	Legal Description	Property Address	Faces Steet	Front Foot	Frontage Factor	Equivalent Front Feet	Rate Per Front Foot	Total Cost Per Front foot Resident	Total Cost Per Front Foot Mt. Pleasant
17-000-00432-00	Listening Ear Crisis Center	ORIGINAL PLAT S 2/3 LOT 8 BLOCK 24	227 South Main	No	122	0.5	61.00	\$42.21	\$2,575.03	\$2,575.03
17-000-00398-00	Isabella Bank	ORIGINAL PLAT W 52 FT LOT 1 BLOCK 24	E Illinois	Yes	52	1	52.00	\$42.21	\$2,195.11	\$0.00
17-000-00399-00	Isabella Bank	ORIGINAL PLAT E 70 FT LOT 1 BLOCK 24	S University	No	70	0.5	35.00	\$42.21	\$1,477.48	\$1,477.48
17-000-00397-00	Isabella Bank	ORIGINAL PLAT S 9 FT OF LOT 7 BLK. 23 LOT 8 BLK 23	E Illinois	Yes	122	1	122.00	\$42.21	\$5,150.07	\$0.00
17-000-00394-00	Sacred Heart Parish of Mt Pleasant	ORIGINAL PLAT LOTS 1 TO 4 INCLUSIVE BLK 23.	200 South Franklin	Yes	122	1	122.00	\$42.21	\$5,150.07	\$0.00
17-000-00393-00	Sacred Heart Parish of Mt Pleasant	ORIGINAL PLAT BLOCK 22	316 East Michigan	Yes	231.2	1	231.20	\$42.21	\$9,759.80	\$0.00
17-000-00388-00	Sacred Heart Parish of Mt Pleasant	ORIGINAL PLAT LOT 1 BLOCK 21.	E Illinois	Yes	96.36	1	96.36	\$42.21	\$4,067.71	\$0.00
17-000-08678-00	Sacred Heart Parish of Mt Pleasant	KINNEY ADD LOT 4 BLOCK 20	222 South Fancher	No	132	0.5	66.00	\$42.21	\$2,786.10	\$2,786.10
					947.56		785.56	Totals:	\$33,161.37	\$6,838.61
									\$39,999.98	

Front Feet:	947.56
Cost Per Front Foot:	\$42.21
Total Cost	\$40,000.00

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 3

WHEREAS, the City Commission, after due and legal notice, has met and heard all interested persons to be affected by the proposed public improvements hereinafter described; and,

WHEREAS, the City Commission deems it advisable and necessary to proceed with Special Assessment No. 1-21;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Commission hereby determines to install public improvements as follows: install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21.
2. The plans, profiles and specifications previously prepared by the City Manager are hereby approved.
3. The Commission hereby approves the detailed estimates of cost and determines a total estimated cost of \$100,000.00. The amount of \$33,161.39 shall be spread by special assessments upon the City Special Assessment District No. 1-21, and the amount of \$66,838.61 shall be the obligation of the city-at-large.
4. The City Assessor is directed to prepare a special assessment roll in accordance with the Commission's determination.
5. When the Assessor has completed the assessment roll he shall file the roll with the City Clerk for presentation to the Commission.
6. All resolutions and parts of resolutions conflicting with the provisions of this resolution be and the same hereby are rescinded.

SPECIAL ASSESSMENT DISTRICT 1-21
RESOLUTION NO. 4

WHEREAS, the Assessor has prepared the special assessment roll for Special Assessment District No. 1-21 to special assess that portion of the cost of the public improvements to the properties specially benefited by said public improvements, and the same has been presented to the City Commission by the City Clerk; and,


WHEREAS, the Special Assessment District No. 1-21 is described as: install pedestrian street lights on Illinois St. between Main St. and Fancher St. in the City Special Assessment District No. 1-21;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is accepted and will be on file in the office of the City Clerk for public examination.
2. The City Commission shall meet electronically on September 13, 2021 at 7 p.m., to hear all persons interested in reviewing the special assessment roll, and shall be afforded an opportunity to be heard, and the City Clerk is directed to publish and mail, in accordance with applicable statutory and ordinance provisions, the notice of hearing. The meeting link will be available on the City's website at <http://www.mt-pleasant.org>.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

COMMISSION LETTER #157-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: PUBLIC HEARING ON THE NECESSITY OF THE PUBLIC IMPROVEMENT;
CONSIDER RESOLUTION #3 TO PROCEED WITH IMPROVEMENTS;
CONSIDER RESOLUTION #4 TO ACCEPT THE SPECIAL ASSESSMENT
ROLL AND SET A PUBLIC HEARING FOR SEPTEMBER 13, 2021
REGARDING SAID ROLL FOR SPECIAL ASSESSMENT DISTRICT #2-
21 REGARDING PRINCIPAL SHOPPING SPECIAL ASSESSMENT

Attached are the materials from the August 9 City Commission agenda packet when the public hearing for this matter was set.

This public hearing was set to hear comments on the necessity of providing funding through the special assessment for the Principal Shopping District activities.

After holding the public hearing, the next step is for the City Commission to consider resolutions #3 and #4. Resolution #3 confirms there is need for funding and requests the appropriate assessment roll be prepared. The assessment roll was previously provided and is again included in this agenda packet. Resolution #4 accepts the draft roll and directs that a public hearing be set on the cost of the assessment for September 13, 2021.

It is recommended that resolutions #3 and #4 be approved to provide the assessment roll and set a public hearing on the cost of the assessment.

Assuming the City Commission approves resolutions #3 and #4, another individual notice will be mailed to each property owner in the assessment district.


Recommended Motion:

Move to approve resolutions #3 and #4 as presented regarding Principal Shopping District Special Assessment #2-21.

NJR/ap

COMMISSION LETTER #149-21
MEETING DATE: AUGUST 9, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 4, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER RESOLUTIONS #1 AND #2 TO COMMENCE THE PROCEEDINGS FOR SPECIAL ASSESSMENT, TENTATIVELY DETERMINE THE NECESSITY, AND SET A PUBLIC HEARING FOR AUGUST 23, 2021, REGARDING THE NECESSITY OF SPECIAL ASSESSMENT DISTRICT #2-21 FOR PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT

The City has utilized Public Act 120 of 1961 for a Principal Shopping District (PSD) Board and the resulting special assessment to provide funding for certain activities unique to the downtown area since 2003. From 2003-2006 special assessment funds were used for both maintenance and promotions. Since 2007, special assessment funds have only been used for maintenance type activities.

The maintenance activities funded include the following:

- Maintenance and care of the grounds and hanging baskets
- Snow removal for the municipal parking lots and the adjacent sidewalks
- Utilities for parking lot lighting
- Power washing of the sidewalks (if snow removal is under budget)

The PSD Board must recommend a special assessment to the City Commission. The attached memo from Downtown Development Director Michelle Sponseller, which was included in your July 26 work session packet, outlines the recommendation from the PSD Board for the 2022 and 2023 special assessment. The information from Ms. Sponseller includes a map of the district and the history of the special assessment dating back to 2003. As indicated in the memo from Ms. Sponseller, the fund balance in the Downtown Fund as of December 31, 2020 was \$135,486. It is always important to have some funds in the fund balance due to the inability to predict the amount of snow removal costs each year. Staff and the PSD Board believe that adequate funds exist to cover any of those overages, as well as utilize some of the funds over the next two years for maintenance. Therefore, a reduction of 15% in the overall assessment amount for the next two years is recommended.

According to City Charter, the special assessment process requires five resolutions and two public hearings. Resolution #1 indicates the City Commission tentatively believes there is interest in creating a special assessment and requests that staff prepare a report.

The communication from Ms. Sponseller includes the information required for that report. Resolution #2 indicates the City Commission tentatively believes the level of funding is appropriate and asks staff to notify property owners of the need for the special assessment and sets a public hearing for August 23 to obtain input.

It has been our practice to include the specific calculations by property of how the assessment would be spread and that information is attached for your review. The fourth column from the right on the attached spreadsheet labelled "Annual Per Year Charge" is the annual amount estimated per property for each year (2022 and 2023) based on a spread by square footage of the building. The estimated dollar amounts for each property will be included in the notice of public hearing that is required to be mailed to all of the property owners in the district.

Recommended Motion:

Move to approve Resolutions #1 and #2 for Special Assessment District #2-2021 for the Principal Shopping District as presented and set a public hearing for August 23, 2021.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

CC: William R. Mrdeza, Community Services and Economic Development Director
Mary Ann Kornexl, Finance and Administration Director

FROM: Michelle Sponseller, Downtown Development Director

DATE: July 19, 2021

SUBJECT: Downtown Special Assessment Recommendation 2022-2023

In 2003 the City Commission created the Principal Shopping District Board (PSD) to create a Special Assessment District to fund particular expenses within in the downtown. Although the 2003-2006 special assessment included events and promotions, a change was requested by property owners in 2006 that subsequent special assessments would be focused on measureable expenses and no longer fund special events.

At the June 17, 2021 PSD meeting the vote from members was to continue to fund the following services, at their current service levels, for the upcoming 2022-2023 special assessment timeframe.

- Grounds Care (\$82,290 budgeted)
 - Mowing & weeding, trash pick-up, planting and installation and watering/fertilizing of the hanging baskets;
 - Power washing conducted only if snow removal is under budget;
- Parking Lot Care (\$47,530 budgeted)
 - Snow Removal – within the 12 municipal lots and sidewalks surrounding them;
 - Utilities for lighting within and surrounding the 12 municipal lots.

A budget was developed for the 2022-2023 special assessment with the current service levels which included minimum wage increases and an increase in the sidewalk snow removal contract based on bids received in the fall of 2020. However, with a strong reserve balance, staff recommended that we draw down the reserve funds and present a reduction in the special assessment for 2022-2023. The recommendation the PSD is presenting to the City Commission results in an annual decrease of the special assessment by \$18,800 (15%) in 2022-2023, and a reduction in the per square foot charge from \$.2286 to \$.1802. The PSD fund balance is \$135,486 as of December 31, 2020.

Please note that this calculation includes the additional square footage of the Broadway Lofts project, estimated at a 41,000 sq ft addition to the roll after the parking credit is calculated for the 50 parking spaces anticipated at the rear of the property.

Additionally, the PSD seriously considered the following concepts and questions:

REVIEW QUESTIONS/ANSWERS

- **What if anything can be done to assist businesses through the special assessment?**
 - The answer is dependent on whether or not the business owner is also the property owner. As the special assessment is billed via the property owner's tax bill, not to business owners, there is no direct way to assist business owners. Typically, the special

Memorandum



assessment is passed on to business owners through lease rates or the lease includes a clause stating the business owners will pay the special assessment.

A lower special assessment rate could be passed from property owner to business owner by lowering the monthly lease rate but it is not possible to verify or ensure that the savings would occur if the property and business owners are not the same.

However, for those business owners who also own their property, a lower special assessment would be beneficial.

- **Can the special assessment be calculated in “zones” with different rates depending on location within the downtown – core vs outlying areas?**
 - Yes, the PSD board could recommend to the City Commission there are different zones with different special assessment rates depending on proximity to amenities such as parking lots, lighting and grounds. Those closer to amenities would pay a higher rate than those who are located farther away.

However, the PSD board reviewed the locations of city services offered throughout the PSD district and found that they have been strategically placed so that all property within the PSD district are in close proximity to them. Due to this the PSD did not believe the recommendation of zones to have merit.

- **Review the possibility of eliminating the exemption for residential class rentals since State laws now allow for an exemption if desired.**
 - Although possible to include residential class rentals, when the properties were reviewed it was found:
 - They do not use the services funded by the special assessment. They offer their own parking, thus not using the municipal parking lots, sidewalks and lighting around them. They also maintain the right-of-way in front of their properties, so have no use of our groundskeeping services.
 - In addition to the above, when the parcels were reviewed by staff, it was found that the majority of residential parcels would likely provide more parking credits that would be assessed, effectively making the concept of including them in the special assessment irrelevant as they would not contribute to it.

On July 8, 2021 a mailing was sent to the property owners within the special assessment district so they could ask questions and provide comments to the PSD Board before the special assessment process began. Additionally, an email was sent with the same information to the property owners whose emails staff has on file. As of July 21, no comments or questions have been received.

If approved, the actual special assessment process, including two public hearings, could begin at the August 9th meeting.

Additionally, the PSD board requested staff include the following considerations to the City Commission with regard to the recommendation to continue with the special assessment and no change in service levels:

Memorandum



- Continue to remove barriers to new business start-ups whenever possible be it through new or updated policies and continued examination of ways to keep costs contained in the special assessment for property owners;
- Community members and visitors consider downtown as more than a place to do business and the return on investment is shown through both capital projects and day-to-day care and maintenance;
- Continued reinvestment through private investment, capital projects and special assessment annual maintenance stimulates growth.

Recommended Action

Review and consider the PSD recommendation to:

- Set the annual special assessment of \$104,700 at approximately \$.1802 per square feet for a two-year period (2022-2023) with no changes to any other formula portions.

Attachments

- Downtown Special Assessment Review 2003 – Proposed 2022-2023
- Principal Shopping District Map

Downtown Mt. Pleasant Special Assessment Historical Review

2015 – Proposed 2023

	2015	2016-17	2018-19	2020-2021	Proposed 2022-2023	Changes from 2020-2021 to 2022-2023 special assessment
Length of Special Assessment	1 years	2 years	2 years	2 years	2 years	No Change
Basis	Square Feet	Square Feet	Square Feet	Square Feet	Square Feet	No Change
Include All Floors Sq Ft	Yes	Yes	Yes	Yes	Yes	No Change
Include Basement Sq Ft	No	No	No	No	No	No Change
Include Parking Credits for Maintenance Part of Fee	Yes	Yes	Yes	Yes	Yes	No Change
Parking Credit Size	200 sq. ft per space	200 sq. ft per space	200 sq. ft per space	200 sq. ft per space	200 sq. ft per space	No Change
District Map	Same	Same	Same	Same	Same	No Change
Promotions Rate	0	0	0	0	0	No Change
Maintenance Rate	.160869	.218592	.221000	.228626	.1802	Decrease of .0484
Total Annual Rate	.160869	.218592	.221000	.228626	.1802	Decrease of .0484
Tax Exempt (701 class) entities	No change	No change	No change	No change	No change	No Change
Promotions Revenue	\$0	\$0	\$0	\$0	\$0	No Change
Maintenance Revenue	\$85,000	\$115,500	\$115,000	\$123,500	\$104,700	Details listed above
Total Annual Special Assessment	\$85,000	\$115,500	\$115,500	\$123,500	\$104,700	Decrease of \$18,800

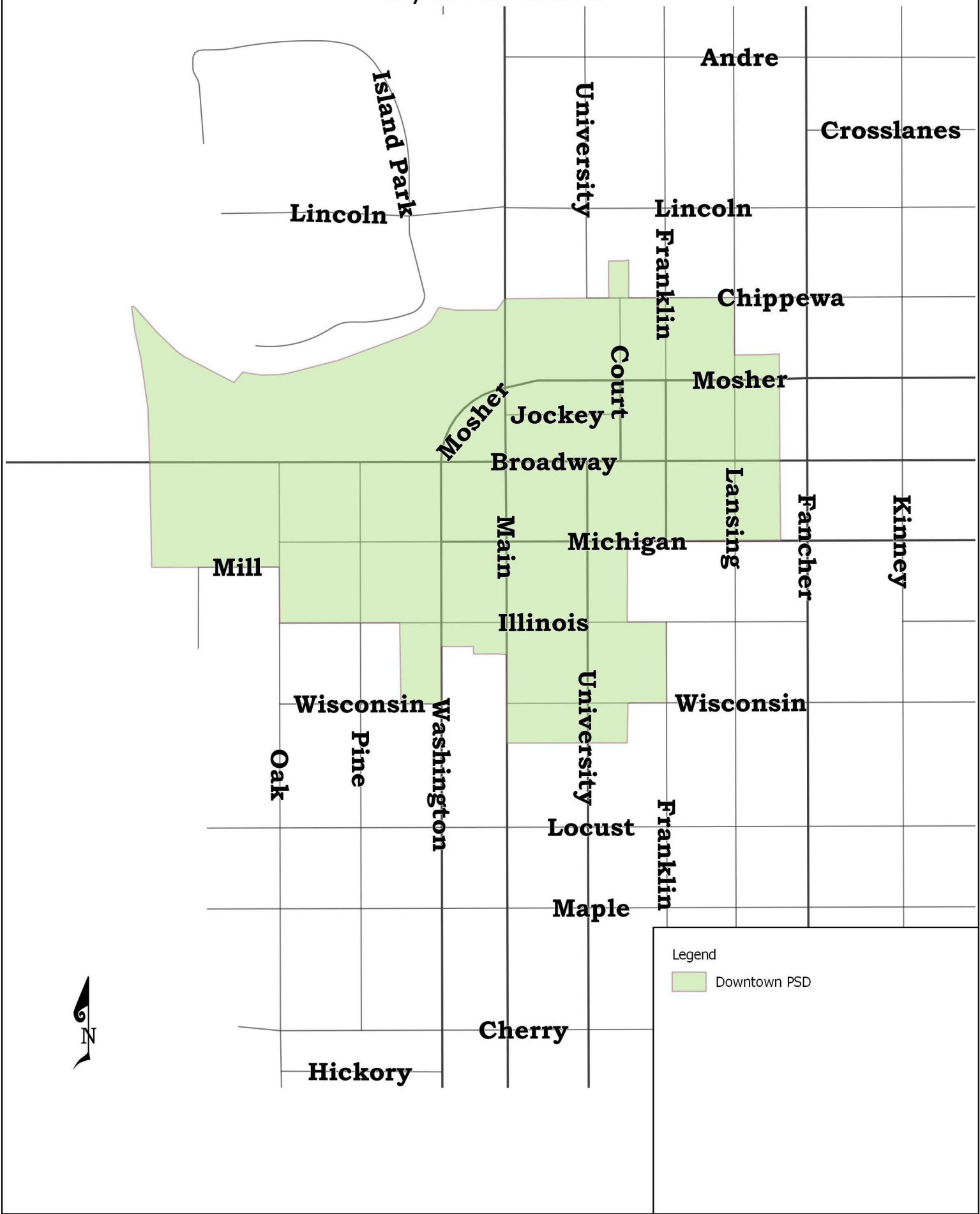
2003- 2014

	2003-2005	2006	2007-2008	2009-2011	2012-2014
Length of Special Assessment	3 years	1 year	2 years	3 years	3 years
Basis	Square Feet	Square Feet	Square Feet	Square Feet	Square Feet
Include All Floor Sq Ft	Yes	No (only calculated on 1 st two floors)	Yes	Yes	Yes
Include Basement Sq Ft	Yes	No	No	No	No
Include Parking Credits for maintenance part of fee	Yes	Yes	Yes	Yes	Yes
Parking Credit Size	200 sq. ft. per space	200 sq. ft. per space	200 sq. ft. per space	200 sq. ft. per space	200 sq. ft per space
District Map	As determined by City Commission	Same	Same	Same	Same
Promotions Rate	0.05	.0451	.0	0	0
Maintenance Rate	0.10	0.1075	0.1646	.1532	.1532
Total Annual Rate	0.15	0.1526	0.1646	.1532	.1532
Tax Exempt (701 class) entities	Calculate Special Assessment on Sq FT or cap at \$500 whichever is less.	Same.	Remove cap. Assess tax-exempt entities the same as all others.	No change	No change
Promotions Revenue	\$43,685.96	\$30,540.66	\$ 0	\$0	\$0
Maintenance Revenue	\$69,010.82	\$53,789.34	\$ 85,000	\$85,000	\$85,000
Total Annual Special Assessment	\$112,646.78	\$84,330	\$ 85,000	\$85,000	\$85,000

Downtown Principal Shopping District

Excerpt from E-Packet of August 9, 2021

City of Mt.Pleasant



Principal Shopping District 2-21

WHEREAS, pursuant to provisions of the City Charter of the City of Mt. Pleasant; Chapter 33: TAXATION, Section 33.17 "Authority to Assess", of the Code of Ordinances, and Public Act 120 of 1961 "Redevelopment of Shopping Areas", the City Commission of the City of Mt. Pleasant may commence proceedings to provide funding for the operations of the Principal Shopping District within the City and determine the tentative necessity thereof,

AND, WHEREAS, the City Commission has tentatively deemed it to be in the public's interest, health and welfare to provide funding for the operations of the Principal Shopping District in the City, Special Assessment District No. 2-21

NOW, THEREFORE, BE IT RESOLVED, THAT:

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

Principal Shopping District 2-21

WHEREAS, the City Manager has prepared a report concerning funding for the Principal Shopping District in Special Assessment District No. 2-21, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances;

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

AND, WHEREAS, the City Commission of the City of Mt. Pleasant determines that it is tentatively necessary to provide funding for the Principal Shopping District in the City of Mt. Pleasant more particularly hereinafter described in this resolution;

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The City Commission hereby tentatively determines that providing funding for the Principal Shopping District described more particularly hereinafter provided for are necessary.

2. The total funding for the Principal Shopping District for the next two years (2022 and 2023) is estimated to be \$104,700 per year. \$104,700 shall be spread over the special assessment district per year as hereinafter described as a result of benefits to be received by the affected properties in the special assessment district.

3. Said special assessment district shall consist of all the lots and parcels of land as follows: all lots in the Principal Shopping District as established by the City Commission at the February 24, 2003 meeting and amended at the November 14, 2005 meeting.

4. The duration of the special assessment shall be two years.

5. The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.

6. The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.

7. The City Commission shall meet virtually on August 23, 2021 at 7:00 p.m., Daylight Savings Time, as part of the regularly scheduled City Commission meeting for the purpose of hearing objections to providing funding to the "Principal Shopping District". The meeting link will be available on the City's website at <http://www.mt-pleasant.org>.

8. The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.

9. All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

Special Assessment Project Principal Shopping District 2022-2023

Updated July 29, 2021
S.A.. Prepared By: City Assessor's Office

A.. Prepared By: City Assessor's Office							Total	Parking					
Parcel							Square	Credits	Sq. Foot.	Annual	Both Years	Prior	
Number	Address	Owners Name	Mailing Address	Type	Class	%	Footage	200 sq'	Less 200 sq	Per Year	2022 & 2023	Annual	Increase
									ft Pkg Credit	Charge	Charge	Charge	(Decrease)
										\$0.180217		2020 & 2021	
17-000-00053-00	209 E Chippewa	EUNEEDA Services, Inc	209 East Chippewa, Mt. Pleasant, MI, 48858	T	201	100%	2,802	1					
17-000-00077-00	319 E Broadway	Independent Bank Facilities	231 W Main Street, Ionia, MI 48846	T	201	100%	3,202	18					
17-000-00086-00	302 E Chippewa	Pulver, Daniel & Kari	302 E Chippewa, Mt. Pleasant, MI, 48858	T	201	58%	3,568	4					
17-000-00087-00	214 N Franklin	Greentree Natural Grocery	214 N Franklin, Mt. Pleasant, MI, 48858	T	201	100%	2,520	2					
17-000-00088-00	206/208 N Franklin	K&M Property Holdings, LLC	3975 W. Monroe Road, Alma, MI 48801	T	201	100%	2,550	18					
17-000-00106-00	305 E Broadway St	Ryan Hills	305 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	2,964	0					
17-000-00108-00	139 E Broadway St	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	8,382	0					
17-000-00113-00	137 E Broadway St	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,923	0					
17-000-00117-00	133 E Broadway St	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,938	0					
17-000-00120-00	131 E Broadway	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	8,184	0					
17-000-00127-00	125 E Broadway St	Elizabeth Brockman Trust	1117 Wendrow Way, Mt. Pleasant, MI, 48858	T	201	100%	4,048	0					
17-000-00133-00	123 E Broadway St	Rediron LLC	1018 Sweeney St, Ste C, Mt Pleasant, MI 48858	T	201	100%	5,544	0					
17-000-00135-00	121 E Broadway	McCarthy Family Ltd Partnership	121 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	6,670	0					
17-000-00137-00	117 E Broadway St	MPJJ LLC	PO Box 919, Mt. Pleasant, MI, 48804-0919	T	201	100%	3,394	1					
17-000-00140-00	115 E Broadway St	Art Reach of Mid-Michigan	111 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	3,395	0					
17-000-00146-00	111 E Broadway St	Art Reach of Mid-Michigan	111 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	2,871	0					
17-000-00149-00	107/109 E Broadway	Choice Locations LLC	109 E Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	6,080	0					
17-000-00152-00	105 E Broadway St	RJ DOWNTOWN Invest LLC	106 Court St, Mt Pleasant, MI 48858	T	201	100%	3,344	0					
17-000-00154-00	101 E Broadway St	C & M Properties Norm Curtiss III	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	6,992	0					
17-000-00163-00	110 N Main	Jakeco LLC	1849 Woodland Drive, Mt Pleasant, MI 48858	T	201	100%	3,690	2					
17-000-00192-00	215 N Main	BW Investments	215 N Main, Mt. Pleasant, MI, 48858	T	201	100%	12,180	54					
17-000-00196-00	122 S Washington	McGuire Family Investments, LLC	416 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	2,996	8					
17-000-00197-00	118 S Washington	Mt Pleasant Dance Properties, LLC	118 S Washington, Mt. Pleasant, MI 48858	T	201	100%	6,528	0					
17-000-00198-00	206 W Michigan	Douglas & Daun Neff Trust	1033 Essex Dr, Weidman, MI 48893	T	201	100%	6,000	0					
17-000-00199-00	110 S Washington	Francis Sweeney Trust	110 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	3,887	6					
17-000-00201-00	201 W Broadway St	201 West Broadway LLC	201 W Broadway, Mt. Pleasant, MI, 48858	T	201	100%	5,576	0					
17-000-00205-00	205 W Broadway St	TNC Holdings LLC	205 W Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	990	0					
17-000-00207-00	207 W Broadway St	Joslin, Jon & Ed	1620 Orchard Dr, Mt Pleasant, MI 48858	T	201	100%	1,650	0					
17-000-00208-00	209 W Broadway St	SNS Investments LLC	C/O Jon Joslin, 320 E Illinois, Mt. Pleasant, MI, 48858	T	201	100%	3,300	0					
17-000-00210-00	217 W Broadway St	Ladybug Enterprises LLC	217 W Broadway St, Mt. Pleasant, MI, 48858	T	201	100%	4,374	0					
17-000-00211-00	215 W Broadway St	Mary Patrice Kaechele	721 Eastwood Drive, Clare, MI 48617	T	201	100%	2,376	0					
17-000-00215-00	109 Pine	Francis Sweeney Trust	110 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	1,800	13					
17-000-00217-00	220 W Michigan	Francis Sweeney Trust	110 S Washington, Mt. Pleasant, MI, 48858	T	201	100%	4,500	6					
17-000-00219-00	212 W Michigan	RJ DOWNTOWN Investments, LLC	105 East Broadway, Mt. Pleasant, MI 48858	T	201	100%	4,888	4					
17-000-00220-00	130 S Main	Swindlehurst, Richard & Lisa	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	4,532	0					
17-000-00222-00	128 S Main	Swindlehurst, Rick	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	2,604	0					
17-000-00224-00	126 S Main	Horgan Trust	PO Box 212, Mt. Pleasant, MI, 48804-0212	T	201	100%	3,570	0					
17-000-00227-00	122 S Main	Equity Investment Corp LTD	PO Box 212, Mt. Pleasant, MI, 48804-0212	T	201	100%	3,570	0					
17-000-00230-00	120 S Main	Big Country Fabrication and Storage	14026 92nd Avenue, Mecosta, MI 49332	T	201	100%	3,570	0					
17-000-00232-00	118 S Main	Michael & Jean Claus	3725 Riverbank Trail, Mt. Pleasant, MI 48858	T	201	100%	3,564	0					
17-000-00235-00	114 S Main	Keith Palmer	72 E Bluegrass Rd., Mt. Pleasant, MI 48858	T	201	100%	3,564	0					
17-000-00240-00	112 S Main	Curtiss, Norman III & Joanne	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	3,360	0					
17-000-00242-00	110 S Main	Prestige Real Est Holding VI LLC	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	3,360	0					
17-000-00247-00	102/104/106 S Main	Prestige Real Est Holding VI LLC	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	14,532	0					
17-000-00251-00	109 W Broadway	Property Mgt Solutions	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	2,376	0					
17-000-00253-00	113 W Broadway St	Property Mgt Solutions	PO Box 505, Mt. Pleasant, MI 48804-0505	T	201	100%	7,590	2					
17-000-00260-00	118 W Michigan	TIP Building LLC	118 W Michigan, Mt. Pleasant, MI, 48858	T	201	100%	2,904	1					
17-000-00262-00	116 W Michigan	DJK Land Company LLC	809 E Bennett St, Mt. Pleasant, MI 48858	T	201	100%	1,761	2					
17-000-00264-00	112/114 W Michigan	Thomas G. Minelli Trust	1203 Highland, Mt Pleasant, MI 48858	T	201	100%	3,730	2					
17-000-00269-00	120 S University	Basin Lofts LLC	120 S University, Mt Pleasant, MI 48858	T	201	100%	13,568	19					
17-000-00282-00	118 E Broadway St	Swindlehurst, Richard R.	105 E. Broadway, Mt. Pleasant, MI, 48858	T	201	100%	5,148	0					
17-000-00290-00	114 E Broadway St	Goodrich-Smith on Broadway	PO Box 281, 114 E. Broadway, Mt. Pleasant, MI, 48858	T	201	100%	10,296	0					
17-000-00292-00	112 E Broadway St	Utterback Properties, LLC	2667 S. Nottawa Road, Mt. Pleasant, MI 48858	T	201	100%	3,432	0					
17-000-00295-00	110 E Broadway St	Wieferich Properties Inc	110 E Broadway, Ste B, Mt Pleasant, MI 48858	T	201	100%	5,984	0					
17-000-00297-00	115 S Main	Timothy K. Driessnack Trust	1123 Country Way, Mt Pleasant, MI 48858	T	201	100%	9,630	1					
17-000-00303-00	100 E Broadway	IDGAF Invest LLC	PO Box 222, Mt. Pleasant, MI, 48804-0222	T	201	100%	11,210	0					
17-000-00308-00	117 S Main	TRQ LLC	121 S Main St, Mt Pleasant, MI 48858	T	201	100%	4,761	0					

Special Assessment Project Principal Shopping District 2022-2023

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S.A.. Prepared By: City Assessor's Office

Parcel Number	Address	Owners Name	Mailing Address	Type	Class	%	Total Square Footage	Parking Credits 200 sq'	Sq. Foot. Less 200 sq ft Pkg Credit	Annual Per Year Charge \$0.180217	Both Years 2022 & 2023 Charge	Prior Annual Charge 2020 & 2021	Increase (Decrease)
17-000-00310-00	121 S Main	TRQ LLC	121 S. Main St., Mt. Pleasant, MI, 48858	T	201	100%	3,696	2	3,696.0	3,296.0	594.00	1,188.00	753.55 (159.55)
17-000-00314-00	123 S Main	Martin Naumes	123 S. Main St., Mt. Pleasant, MI, 48858	T	201	100%	3,696	2	3,696.0	3,296.0	594.00	1,188.00	753.55 (159.55)
17-000-00316-00	127/131 S Main	Goudreau Investments LLC	131 S Main, Mt. Pleasant, MI, 48858	T	201	100%	7,488	0	7,488.0	7,488.0	1,349.46	2,698.92	1,711.95 (362.49)
17-000-00323-00	222 E Broadway	Household Appliances	222 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	14,476	0	14,476.0	14,476.0	2,608.82	5,217.64	3,309.59 (700.77)
17-000-00326-00	220 E Broadway	Tammy Germain	220 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,762	0	3,762.0	3,762.0	677.98	1,355.96	860.09 (182.11)
17-000-00330-00	214 E Broadway	Joseph & Tammy Fiolek	4960 S Winn Rd, Mt Pleasant, MI 48858	T	201	100%	4,567	0	4,567.0	4,567.0	823.05	1,646.10	1,044.13 (221.08)
17-000-00332-00	210/212 E Broadway	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,960	2	3,960.0	3,560.0	641.57	1,283.14	813.91 (172.34)
17-000-00340-00	200 E Broadway	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	23,550	24	23,550.0	18,750.0	3,379.07	6,758.14	4,286.73 (907.66)
17-000-00345-00	111 S University	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	3,960	19	3,960.0	160.0	28.83	57.66	36.58 (7.75)
17-000-00348-00	115 S University	J J & B Inc	115 S University, Mt. Pleasant, MI, 48858	T	201	100%	3,876	2	3,876.0	3,476.0	626.43	1,252.86	794.70 (168.27)
17-000-00350-00	117 S University	James & Rebecca Higgs	117 S University, Mt Pleasant, MI 48858	T	201	100%	3,400	0	3,400.0	3,400.0	612.74	1,225.48	777.33 (164.59)
17-000-00353-00	119 S University	Lavish Designs LLC	121 S University, Mt Pleasant, MI 48858	T	201	100%	1,764	2	1,764.0	1,364.0	245.82	491.64	311.85 (66.03)
17-000-00355-00	121 S University	Lavish Designs LLC	121 S University, Mt Pleasant, MI 48858	T	201	100%	3,828	0	3,828.0	3,828.0	689.87	1,379.74	875.18 (185.31)
17-000-00358-00	123/127 S University	Frank Ross	127 S University, Mt Pleasant, MI 48858	T	201	100%	3,610	6	3,610.0	2,410.0	434.32	868.64	550.99 (116.67)
17-000-00359-00	211 E Michigan	William & Joneil Cook	211 E Michigan, Mt. Pleasant, MI, 48858	T	201	100%	735	0	735.0	735.0	132.46	264.92	168.04 (35.58)
17-000-00366-00	306 E Broadway St	Petro Tolas	405 W. Grand, Mt. Pleasant, MI, 48858	T	201	100%	4,274	0	4,274.0	4,274.0	770.25	1,540.50	977.15 (206.90)
17-000-00368-00	304 E Broadway St	Schuette Investments, LLC	304 E. Broadway, Mt. Pleasant, MI, 48858	T	201	100%	13,688	0	13,688.0	13,688.0	2,466.81	4,933.62	3,129.43 (662.62)
17-000-00378-00	115/117 S Franklin	Dan C Dedloff Trust	9727 Cushman Ct, Williamsburg, MI 49690	T	201	100%	2,240	0	2,240.0	2,240.0	403.69	807.38	512.12 (108.43)
17-000-00380-00	119 S Franklin	Keith Feight Trust	119 S Franklin, Mt. Pleasant, MI, 48858	T	201	100%	6,343	0	6,343.0	6,343.0	1,143.12	2,286.24	1,450.17 (307.05)
17-000-00381-00	307 E Michigan	Kurt & Julie Feight	3213 Brittany Dr, Mt Pleasant, MI 48858	T	201	100%	1,006	6	1,006.0	-	-	-	-
17-000-00384-00	111 S Lansing	Central Mich Assoc of Realtors	111 S Lansing, Mt. Pleasant, MI, 48858	T	201	100%	1,344	10	1,344.0	-	-	-	-
17-000-00395-00	201 S University	G & P Investments LLC	201 S University, Mt. Pleasant, MI, 48858	T	201	100%	9,000	20	9,000.0	5,000.0	901.09	1,802.18	1,143.13 (242.04)
17-000-00398-00	E Illinois	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	202	100%	-	0	-	-	-	-	-
17-000-00399-00	S. University	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	202	100%	-	0	-	-	-	-	-
17-000-00400-00	206 S University-park lot	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	202	100%	2,031	2	2,031.0	1,631.0	293.93	587.86	372.89 (78.96)
17-000-00402-00	200 S University	Isabella Bank	139 E Broadway, Mt. Pleasant, MI, 48858	T	201	100%	625	4	625.0	-	-	-	-
17-000-00413-00	201 S Main - Land	Amy Lynne Motz Trust	6036 Madeira Drive, Lansing, MI 48917	T	202	100%	-	0	-	-	-	-	-
17-000-00416-00	205 S Main	J David Kerr Trust	205 S Main, Mt. Pleasant, MI, 48858	T	201	100%	4,276	2	4,276.0	3,876.0	698.52	1,397.04	886.15 (187.63)
17-000-00422-00	213/215 S Main	Zach Molesworth	217 1/2 S Main, Mt. Pleasant, MI, 48858	T	201	100%	3,960	2	3,960.0	3,560.0	641.57	1,283.14	813.91 (172.34)
17-000-00424-00	217 S Main	Zach Molesworth	217 1/2 S Main, Mt. Pleasant, MI, 48858	T	201	50%	3,960	2	1,980.0	1,780.0	320.79	641.58	406.95 (86.16)
17-000-00425-00	221 S Main	L & D Rentals Inc	PO Box 551, Mt. Pleasant, MI, 48804-0551	T	201	100%	3,732	2	3,732.0	3,332.0	600.48	1,200.96	761.78 (161.30)
17-000-00426-00	219 S Main	Curtiss, Norman III & Joanne	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	3,860	1	3,860.0	3,660.0	659.59	1,319.18	836.77 (177.18)
17-000-00428-00	223 S Main	Lois Ann Breidenstein	PO Box 551, Mt. Pleasant, MI, 48804-0551	T	201	100%	4,796	0	4,796.0	4,796.0	864.32	1,728.64	1,096.49 (232.17)
17-000-00430-00	225 S Main	Lois Ann Breidenstein	PO Box 551, Mt. Pleasant, MI, 48804-0551	T	201	100%	3,024	2	3,024.0	2,624.0	472.89	945.78	599.91 (127.02)
17-000-00434-00	226 S Main	McNeal LLC	226 S Main, Mt. Pleasant, MI, 48858	T	201	100%	2,000	10	2,000.0	-	-	-	-
17-000-00436-00	206/208 S Main	Walnut Apts LLC	118 S Main St, Mt Pleasant, MI 48858	T	201	100%	3,292	4	3,292.0	2,492.0	449.10	898.20	569.74 (120.64)
17-000-00445-00	222 S Washington	Ricky II LLC	222 S Washington, Mt Pleasant, MI 48858	T	201	100%	1,373	0	1,373.0	1,373.0	247.44	494.88	313.90 (66.46)
17-000-00446-00	218 S Washington	Bonnie Jean's Place LLC	916 South Drive, Mt Pleasant, MI 48858	T	201	100%	1,888	2	1,888.0	1,488.0	268.16	536.32	340.20 (72.04)
17-000-00447-00	214 S Washington	All American Enterprise Inc	PO Box 551, Mt Pleasant, MI 48804	T	201	100%	2,392	1	2,392.0	2,192.0	395.04	790.08	501.15 (106.11)
17-000-00448-00	204 S Washington	David Duba	219 W. Cherry, Mt. Pleasant, MI, 48858	T	201	100%	2,224	6	2,224.0	1,024.0	184.54	369.08	234.11 (49.57)
17-000-00450-01	221 W Michigan	Visio Clara LLC	1000 Enterprise Dr, Allen Park, MI 48101	T	201	100%	-	0	-	-	-	-	-
17-000-00450-02	W Michigan	Visio Clara LLC	1000 Enterprise Dr, Allen Park, MI 48101	T	201	100%	-	0	-	-	-	-	-
17-000-00459-00	307 W. Michigan	LaBrenz Properties, LLC	620 W Chippewa Ct, Sanford, MI 48657	T	201	100%	3,000	2	3,000.0	2,600.0	468.56	937.12	594.43 (125.87)
17-000-00460-00	W Michigan- land	Cary Investments, LLC	7434 Howard City/Edmore Rd, Vestaburg, MI 48891	T	202	100%	-	0	-	-	-	-	-
17-000-00461-00	309 W. Michigan	Cary Investments, LLC	7434 Howard City/Edmore Rd, Vestaburg, MI 48891	T	201	100%	2,002	0	2,002.0	2,002.0	360.79	721.58	457.71 (96.92)
17-000-00462-00	311 W. Mighigan	Donald Inman	311 W Michigan Mt Pleasant, MI 48858	T	201	100%	5,448	5	5,448.0	4,448.0	801.61	1,603.22	1,016.93 (215.32)
17-000-00464-00	313 W. Michigan	IDFC Investments LLC	1740 Leroy Ln, Mt Pleasant, MI 48858	T	201	100%	1,200	6	1,200.0	-	-	-	-
17-000-00469-00	300 W. Michigan,304-310	REDIRON LLC	1018 Sweeny, Unit C, Mt. Pleasant, MI 48858	T	201	100%	29,828	62	29,828.0	17,428.0	3,140.82	6,281.64	3,984.49 (843.67)
17-000-00471-00	W. Broadway	Span Properties LLC	1420 Batson Dr, Mt Pleasant, MI 48858	T	202	100%	-	8	-	-	-	-	-
17-000-00472-00	309 W. Broadway	Span Properties LLC	1420 Batson Dr, Mt Pleasant, MI 48858	T	201	100%	6,776	6	6,776.0	5,576.0	1,004.89	2,009.78	1,274.82 (269.93)
17-000-00473-00	311 W. Broadway	REDIRON LLC	1018 Sweeny, Unit C, Mt. Pleasant, MI 48858	T	201	100%	3,162	9	3,162.0	1,362.0	245.46	490.92	311.39 (65.93)
17-000-00494-00	109 W Illinois	Pilot Family Properties LLC	1851 Hampden Rd, Flint, MI 48503	T	201	100%	3,024	5	3,024.0	2,024.0	364.76	729.52	462.74 (97.98)
17-000-00499-00	330 S University	Sherman Rowley LLC	1407 North Dr, Mt Pleasant, MI 48858	T	201	100%	8,223	6	8,223.0	7,023.0	1,265.66	2,531.32	1,605.64 (339.98)
17-000-00501-00	300 S University	Klumpp Management LLC	1955 E Walton Rd, Shepherd, MI 48883	T	201	100%	4,311	5	4,311.0	3,311.0	596.70	1,193.40	756.98 (160.28)
17-000-00545-00	403 S. University	Joseph & Barbara BarberiTrust	2305 Hawthorne, Ste C, Mt Pleasant, MI 48858	T	201	100%	2,164	6	2,164.0	964.0	173.73	347.46	220.40 (46.67)
17-000-00553-00	402 S. University	GLPA Holdings LLC C/O Great Lakes Psychological As	1202 S Elizabeth, Mt Pleasant, MI 48858	T	201	100%	4,006	9	4,006.0	2,206.0	397.56	795.12	504.35 (106.79)
17-000-00588-00	209 / 207 E Broadway	Corporate Settlement Solutions	440 E Front St, Traverse City,MI 49686	T	201	100%	2,605	0	2,605.0	2,605.0	469.47	938.94	595.57 (126.10)
17-000-00594-00	201/203 E Broadway	Norm's Flower Petal	201 E. Broadway, Mt. Pleasant, MI 48858	T	201	100%	5,296	0	5,296.0	5,296.0	954.43	1,908.86	1,210.80 (256.37)

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Parcel Number	Address	Owners Name	Mailing Address	Type	Class	%	Total Square Footage	Parking Credits 200 sq'	Sq. Foot.	Sq. Foot. Less 200 sq ft Pkg Credit	Per Year Charge \$0.180217	Both Years 2022 & 2023 Charge	Annual Charge 2020 & 2021	Increase (Decrease)	
17-000-00596-00	106 Court/205 E Broadway	Sindlehurst, Rick (The Pub Bar)	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	3,241	0	3,241.0	3,241.0	584.08	1,168.16	740.98	(156.90)	
17-000-00599-00	108 Court St.	Swindlehurst, Richard	106 Court St., Mt. Pleasant, MI, 48858	T	201	100%	5,166	0	5,166.0	5,166.0	931.00	1,862.00	1,181.08	(250.08)	
17-000-00601-00	112 Court St	Court St Professional Bldg LLC	10700 Deer Ridge, Holly, MI 48442	T	201	100%	3,013	0	3,013.0	3,013.0	542.99	1,085.98	688.85	(145.86)	
17-000-00603-00	114 Court St	Alexander Limited Partnership	116 Court St., Mt. Pleasant, MI, 48858	T	201	100%	5,105	0	5,105.0	5,105.0	920.01	1,840.02	1,167.13	(247.12)	
17-000-00605-00	207 N Franklin	Thomas & Donna Murphy Trust	204 Court St., Mt. Pleasant, MI, 48858	T	201	100%	6,397	10	6,397.0	4,397.0	792.41	1,584.82	1,005.27	(212.86)	
17-000-00611-00	204 - 210 Court St	210 Court Street Group LLC	210 Court St., Mt. Pleasant, MI, 48858	T	201	100%	8,060	34	8,060.0	1,260.0	227.07	454.14	288.07	(61.00)	
17-000-02501-02	322/324 W Broadway	Central Michigan Developers	1550 E Virginia Dr, Midland, MI 48642	T	201	100%	9,087	5	9,087.0	8,087.0	1,457.41	2,914.82	1,848.90	(391.49)	
17-000-05051-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	694	0	694.0	694.0	125.07	250.14	158.67	(33.60)	
17-000-05052-00	108 S University	Laura F. Veldhuis Trust	3690 St Andrews Dr, Mt Pleasant, MI 48858	T	201	100%	629	0	629.0	629.0	113.36	226.72	143.81	(30.45)	
17-000-05053-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	643	0	643.0	643.0	115.88	231.76	147.01	(31.13)	
17-000-05054-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	618	0	618.0	618.0	111.37	222.74	141.29	(29.92)	
17-000-05055-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	1,314	0	1,314.0	1,314.0	236.81	473.62	300.41	(63.60)	
17-000-05056-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	383	0	383.0	383.0	69.02	138.04	87.56	(18.54)	
17-000-05057-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	1,227	0	1,227.0	1,227.0	221.13	442.26	280.52	(59.39)	
17-000-05058-00	128 E Broadway	Laural S. Perry	128 E Broadway St, Ste 8, Mt Pleasant, MI 48858	T	201	100%	2,824	0	2,824.0	2,824.0	508.93	1,017.86	645.64	(136.71)	
17-000-05059-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	1,739	0	1,739.0	1,739.0	313.40	626.80	397.58	(84.18)	
17-000-05060-00	120/122 E Broadway	Smith J Asset Holdings LLC	108 S. University St., Suite 6, Mt. Pleasant, MI, 48858	T	201	100%	898	0	898.0	898.0	161.83	323.66	205.31	(43.48)	
17-000-08608-00	411 E Broadway St- land	Kyle B Wieber	1105 Lincoln St, Mt Pleasant, MI 48858	T	402	100%	-	0	-	-	-	-	-	-	
17-000-15822-00	502 W. Broadway	Loche Raven LLC	502 W. Broadway, Mt Pleasant, MI 48858	T	201	100%	2,560	0	2,560.0	2,560.0	461.36	922.72	585.28	(123.92)	
17-000-15824-00	506 W. Broadway	Mountain Town Station-Holton Invest	506 W. Broadway, Mt Pleasant, MI 48858	T	201	100%	10,795	135	10,795.0	-	-	-	-	-	
17-000-15826-00	320 W Broadway	Central Michigan Developers	1550 E Virginia Dr, Midland, MI 48642	T	201	100%	-	0	-	-	-	-	-	-	
17-000-15827-00	410 W Broadway-Land	MCC Parcel B Title Holding Company	507 S. Grand Avenue, Lansing, MI 48933	T	709	100%	-	0	-	-	-	-	-	-	
17-000-15857-00	319 W Broadway	Consumers Power Co-regional control	One Energy Plaza, Jackson, MI 49201	T	301	100%	800	0	800.0	800.0	144.17	288.34	182.90	(38.73)	
17-000-15899-00	104 & 110 Walnut St	Walnut Apts LLC	118 S Main St, Mt Pleasant, MI 48858	T	201	100%	6,000	21	6,000.0	1,800.0	324.39	648.78	411.53	(87.14)	
17-000-15900-00	401 W. Broadway	Gratiot Real Estate LLC	2105 Mockingbird Ln, Midland, MI 48642	T	201	100%	7,936	0	7,936.0	7,936.0	1,430.20	2,860.40	1,814.37	(384.17)	
17-000-15900-01	105 Walnut St	McGuire Family Investment LLC	PO Box 262, Mt Pleasant, MI 48804-0262	T	701	100%	7,936	10	7,936.0	5,936.0	1,069.76	2,139.52	1,357.11	(287.35)	
17-000-15901-00	W Broadway	C&M Properties, Norm Curtiss III	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	1,056	9	1,056.0	-	-	-	-	-	
17-000-15902-00	120 Walnut	C&M Properties, Norm Curtiss III	1414 E Broadway, Mt Pleasant, MI 48858	T	201	100%	1,800	9	1,800.0	-	-	-	-	-	
17-992-00057-00	410 West Broadway-CFT	Michigan Community Capital	507 S. Grand Avenue, Lansing, MI 48933	T	201	100%	50,871	50	50,871.0	40,871.0	7,365.65	14,731.30	-	7,365.65	
17-000-00328-00	216 E Broadway	Friends of the Broadway	PO Box 823, Mt Pleasant, MI 48804-0823	TE	701	100%	5,192	0	5,192.0	5,192.0	935.69	1,871.38	1,187.03	(251.34)	
17-000-00386-00	408 E Broadway	Women's Aid Service Inc	PO Box 743, Mt Pleasant, MI 48804-0743	TE	701	100%	2,112	2	2,112.0	1,712.0	308.53	617.06	391.41	(82.88)	
17-000-00418-00	209 S Main	Crisis Center Inc.	107 E. Illinois St., Mt Pleasant, MI 48858	TE	701	100%	3,960	0	3,960.0	3,960.0	713.66	1,427.32	905.36	(191.70)	
17-000-00420-00	211 S Main	Crisis Center Inc.	107 E. Illinois St., Mt Pleasant, MI 48858	TE	701	100%	3,960	0	3,960.0	3,960.0	713.66	1,427.32	905.36	(191.70)	
17-000-00432-00	227 S Main	Listening Ear Crisis Center	107 E. Illinois St., Mt Pleasant, MI 48858	TE	701	100%	4,694	0	4,694.0	4,694.0	845.94	1,691.88	1,073.17	(227.23)	
17-000-00435-00	218 S Main	The Young Church	1217 S Mission St, Mt Pleasant, MI 48858	TE	701	100%	7,369	0	7,369.0	7,369.0	1,328.02	2,656.04	1,684.74	(356.72)	
17-000-00463-00	209 Oak	American Legion	209 Oak, Mt Pleasant, MI 48858	TE	701	100%	2,521	9	2,521.0	721.0	129.94	259.88	164.84	(34.90)	
17-000-00500-00	306 S University	Mt Pleasant Area Community Foundation	PO Box 1283, Mt Pleasant, MI 48804-1283	TE	701	100%	3,265	6	3,265.0	2,065.0	372.15	744.30	472.11	(99.96)	
17-000-00503-00	305 S Main	GTE Telephone Operations	401 Merritt 7, Norwalk, CT 06851	TE	701	100%	8,800	38	8,800.0	1,200.0	216.26	432.52	274.35	(58.09)	
17-000-00504-00	S Main	GTE Telephone Operations	401 Merritt 7, Norwalk, CT 06851	TE	701	100%	-	0	-	-	-	-	-	-	
17-000-00505-00	S Main- park lot	First United Methodist Church	400 S. Main, Mt Pleasant, MI 48858	TE	202	100%	-	0	-	-	-	-	-	-	
17-000-00513-00	319 S University	Unitarian Universalist Fellowship	PO Box 41, Mt Pleasant, MI 48804-0041	TE	701	100%	3,200	0	3,200.0	3,200.0	576.69	1,153.38	731.60	(154.91)	
17-000-00586-00	215 E Broadway	Gallagher Investments, LLC	PO Box 1800, East Lansing, MI 48826	TE	701	100%	2,960	0	2,960.0	2,960.0	533.44	1,066.88	676.73	(143.29)	
Exempt Property Types															
T	Taxable														
TE	Ad Volorem Tax Exempt														
grey shading-on spreadsheet twice due to split type															
										711,809.40	580,967.40	\$ 104,700.17	\$ 209,400.34	\$ 123,479.97	\$(18,779.80)

Special Assessment Project Principal Shopping District 2022-2023

Updated July 29, 2021

S.A.. Prepared By: City Assessor's Office

Parcel Number	Address	Owners Name	Mailing Address	Type	Class	%	Total Square Footage	Parking Credits 200 sq'	Sq. Foot.	Sq. Foot. Less 200 sq ft Pkg Credit	Annual Per Year Charge \$0.180217	Both Years 2022 & 2023 Charge	Prior Annual Charge 2020 & 2021	Increase (Decrease)
Exempt Properties														
Government/Principal Residence Exempt														
17-000-00069-00	401 E Broadway	Dahman, Daniel	401 E Broadway	P	201	100%	1,469	5						
17-000-00072-00	Mosher	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00080-00	121 N Lansing	Gross, Amylynn C	121 N Lansing, Mt Pleasant, MI 48858	P	401	100%	2,974	2						
17-000-00081-00	Mosher	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00082-00	207 N Lansing	Schelke, Robert	207 N Lansing #4	P	401	50%	1,742	6						
17-000-00083-00	211 N Lansing	Campbell, Charles & Elizabeth	211 N Lansing	P	401	100%	1,418	3						
17-000-00085-00	219 N Lansing	Erickson, John & McConnell Lauren	219 N Lansing	P	401	100%	1,942	2						
17-000-00086-00	302 E Chippewa	Pulver, Daniel & Kari	302 E Chippewa	P	201	42%	3,568	4						
17-000-00090-00	Mosher	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00091-00	Franklin	Mt. Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00092-00	301 E Broadway St	Mt Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00093-00	301 E Broadway St	Mt Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00165-00	W Broadway & Main	City of Mt, Pleasant	320 W Broadway	G	701	100%	-							
17-000-00188-00	201/205 N Main	Isabella County	200 N. Main	G	701	100%	10,080	27						
17-000-00190-00	N Main	Isabella County - parking	200 N. Main	G	701	100%	-	0						
17-000-00257-00	S Washington- park lot	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00322-00	E Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00361-00	E Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00362-00	E Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00363-00	E Broadway	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00364-00	E Broadway	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00396-00	S University	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00397-00	E Illinois	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00424-00	217 S Main	Molesworth, Zach	217 1/2 S Main	P	201	50%	3,960	2						
17-000-00438-00	204 S Main & Michigan	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00439-00	115 W Michigan	Mt Pleasant TIFA	320 W Broadway	G	701	100%	-	0						
17-000-00442-00	S Washington & Ill.	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-00452-00	206 W Illinois	Ackerman, Jimmy & Sandra	206 W. Illinois St.	P	401	100%	660	2						
17-000-00466-00	310 W. Illinois	Thorntwaite, Gregory & Nicole	310 W Illinois, Mt Pleasant, MI 48858	P	401	100%	1,621	2						
17-000-00467-00	217 Oak	Cornett, Robert D	217 Oak	P	401	100%	1,261	2						
17-000-00483-00	318 S Washington	Stevenson, Blain W & Sharon	318 S Washington	P	401	100%	1,650	3						
17-000-00484-00	314 S Washington	Urban, Jill K	314 S Washington	P	401	60%	1,956	2						
17-000-00506-00	208 E Illinois	Chippewa River District Library	301 S. University	G	701	100%	-	48						
17-000-00511-00	301 S University	Chippewa River District Library	301 S. University	G	701	100%	-	0						
17-000-00546-00	409 S. University	Beehr, Terry	409 S. University	P	401	100%	2,468	4						
17-000-00552-00	404 S. University	Quick, Geoffrey & Mariana	404 S. University	P	401	100%	2,011	3						
17-000-00554-00	401 S. Main	Woelfert, Edward C Jr. & Penny L	401 S Main St, Mt Pleasant, MI 48858	P	401	100%	2,808	6						
17-000-00555-00	405 S. Main	Bechtold Brigitte	405 S Main St, Mt. Pleasant, MI 48858	P	401	100%	2,736	5						
17-000-00600-00	E Broadway & Franklin	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00604-00	Court & Franklin	City of Mt, Pleasant	320 W Broadway	G	701	100%	-	0						
17-000-00613-00	200 N Main	Isabella County Courthouse	200 N. Main	G	701	100%	40,696	232						
17-000-08605-00	Mosher	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-08606-00	121 N Fancher	Niec, Larissa N	121 N Fancher	P	401	100%	2,616	5						
17-000-08607-00	117 N Fancher	Fornari Marco & Pastorelli Claudia	117 N Fancher	P	401	100%	2,160							
17-000-08672-00	412 E Broadway	Allen, Judith	412 E Broadway, Mt. Pleasant, MI 48858	P	201	100%	2,095	0						
17-000-15828-00	W Broadway	Economic Develop. Corp.	320 W Broadway	G	709	100%	-	0						
17-000-15831-00	1 Mosher	Riverview Apts-Mt Pleas Housing	320 W Broadway	G	701	100%	-							
17-000-15835-00	W Broadway	Mt. Pleasant Econ Devel Corp	320 W Broadway	G	709	100%	-							
17-000-15858-00	W Broadway- park lot	Mt Pleasant City of	320 W Broadway	G	701	100%	-	0						
17-000-15875-00	116 Oak	Scott, Dyer L & Sharon Trust	116 S. Oak	P	401	100%	3,161	2						

Special Assessment Project Principal Shopping District 2022-2023

Updated July 29, 2021

S.A.. Prepared By: City Assessor's Office

Parcel Number	Address	Owners Name	Mailing Address	Type	Class	%	Total Square Footage	Parking Credits 200 sq'	Sq. Foot. Less 200 sq ft Pkg Credit	Annual Per Year Charge \$0.180217	Both Years 2022 & 2023 Charge	Prior Annual Charge 2020 & 2021	Increase (Decrease)
Residential Rentals Class 401													
17-000-00068-00	407 E Broadway St	Pleasant Butterfly Properties, LLC	407 E Broadway St, Mt. Pleasant, MI 48858	R	401	100%	1,435	1					
17-000-00070-00	114 N Lansing	DeCordova, Nancy	216 Chesterfield Ct, Midland, MI 48640	R	401	100%	1,450	2					
17-000-00073-00	206 N Lansing	206 North Lansing, LLC	PO BOX 70, Port Costa, CA 94569	R	401	100%	1,778	0					
17-000-00079-00	115 N Lansing	Finegan, Timothy & Ioana	1316 Watson, Mt Pleasant, MI 48858	R	401	100%	1,320	1					
17-000-00082-00	207 N Lansing	Schelke, Robert	207 N Lansing, #4	R	401	50%	1,742	6					
17-000-00084-00	215 N Lansing	GroCo, Inc	PO Box 83	R	401	100%	1,776	2					
17-000-00382-00	401 E Michigan	Grawburg, Larry G	1405 E Bennett Ave	R	401	100%	1,761	9					
17-000-00383-00	407 E Michigan	Grawburg, Larry G	1405 E Bennett Ave	R	401	100%	906	5					
17-000-00444-00	204 W Illinois	Castellon, Orlando & Joyce	943 Doe Trail, Mt Pleasant, MI 48858	R	401	100%	1,512	0					
17-000-00449-00	209 W Michigan	Duba, Dave	219 W. Cherry	R	401	100%	2,340	0					
17-000-00451-00	215 Pine	Lehr Barrett	3391 S Loomis Road	R	401	100%	1,910	2					
17-000-00453-00	221 Pine	Bestro LLC	49730 Verschave St, New Baltimore, MI 48047	R	401	100%	1,972	8					
17-000-00454-00	304 W. Illinois	Walchak, Karol	313 E Baldwin St., Alpena, MI 49707	R	401	100%	1,516	2					
17-000-00455-00	222 Pine	Fisher, Paul & Jodie Brookens	4851 S Vandecar Rd.	R	401	100%	2,001	3					
17-000-00456-00	214 Pine	Movein Properties LLC	4850 W Remus	R	401	100%	1,352	4					
17-000-00457-00	204 & 206 Pine	Central Mgmt & Leasing LLC	1933 Churchill, Mt Pleasant, MI 48858	R	401	100%	1,444	2					
17-000-00458-00	301 W Michigan	Central Mgmt & Leasing LLC	1933 Churchill, Mt Pleasant, MI 48858	R	401	100%	2,411	5					
17-000-00465-00	213 Oak	Bessheen Baker LLC	503 E Broadway St, Mt Pleasant, MI 48858	R	401	100%	2,392	6					
17-000-00484-00	314 S Washington	Urban, Jill K	314 S Washington	R	401	40%	1,956	2					
17-000-00485-00	304 S Washington	Mumford Mark & Kathleen	619 E Chippewa, Mt. Pleasant, MI 48858	R	401	100%	2,382	4					
17-000-00493-00	304 S Main	Pilot Family Properties LLC	1851 Hampden Rd, Flint, MI 48503	R	401	100%	3,574	4					
17-000-08604-00	207 N Fancher	Rocker, Janet E	PO Box 959, Bellaire, MI 49615	R	401	100%	1,448	0					
17-000-08673-00	E Michigan	Mt. Pleasant Investments	120 S. Fancher St.	R	402	100%	-	0					
17-000-15873-00	410 Mill	Sheffert, Lary & Sonya	3393 Hilltop Lane	R	401	100%	2,638	23					
17-000-15874-00	406 Mill	Curtiss, Norman III	1414 E Broadway, Mt Pleasant, MI 48858	R	401	100%	2,027	11					
17-000-15876-00	114 Oak	Curtiss, Norman III & Joanne	1414 E Broadway, Mt Pleasant, MI 48858	R	401	100%	1,301	7					
17-000-15877-00	108 Oak	Curtiss, Joanne	1414 E Broadway, Mt Pleasant, MI 48858	R	401	100%	3,236	4					
17-000-00071-00	122 N Lansing	Theisen, Timothy & Anylynn	121 N Lansing, Mt Pleasant, MI 48858	P	401	100%	1,467	2					

Exempt Property

- GGovernment Exempt by Statute
- PPrincipal Residence Exempt by Statute
- RResidential Rental Property "401"

All non-exempt propeties pay based on total square foot. Square foot is credited 200 square foot for each parking space provided.

PRINCIPAL SHOPPING DISTRICT 2-21
RESOLUTION NO. 3

WHEREAS, the City Commission, after due and legal notice, has met and heard all interested persons to be affected by the proposed funding for the operations of the Principal Shopping District hereinafter described;

AND, WHEREAS, the City Commission deems it advisable and necessary to proceed with Special Assessment No. 2-21

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Commission hereby determines to provide funding for the Principal Shopping District, in the City, Special Assessment District No. 2-21.

2. The plans, profiles and specifications previously prepared by the City Manager are hereby approved.

3. The Commission hereby approves the detailed estimates of the special assessment district's cost to be \$104,700. \$104,700 shall be spread over the special assessment district as hereinafter described as a result of benefits to be received by the affected properties in the special assessment district.

4. The City Assessor is directed to prepare a special assessment roll in accordance with the Commission's determination.

5. When the Assessor has completed the assessment roll he shall file the roll with the City Clerk for presentation to the Commission.

6. All resolutions and parts of resolutions conflicting with the provisions of this resolution are and the same hereby are rescinded.

PRINCIPAL SHOPPING DISTRICT 2-21
RESOLUTION NO. 4

WHEREAS, the Assessor has prepared a revised special assessment roll for Special Assessment District No. 2-21 to special assess to provide funding for the operations of the Principal Shopping District, and the same has been presented to the City Commission by the City Clerk.


WHEREAS, the district is described as all the lots and parcels of land as follows: all lots in the Principal Shopping District, as established by the City Commission at the February 24, 2003 meeting, and amended at the November 14, 2005 meeting.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is accepted and will be on file in the office of the City Clerk for public examination.

2. The City Commission shall meet virtually at 7:00 p.m., Daylight Savings Time, on September 13, 2021, as part of the regularly scheduled City Commission meeting to hear all persons interested in reviewing the special assessment roll, and shall be afforded an opportunity to be heard. The City Clerk is directed to publish and mail, in accordance with applicable statutory and ordinance provisions, the notice of hearing.

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

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: BIDS AND QUOTATIONS

a. Tree Trimming and Removal

The attached memo from DPW Director Jason Moore details the bids received for the tree trimming and removal for 2022-2023. The bid prices are per hour and are likely to exceed a total cost over \$20,000 over the two-year contract. Based on the bids received, staff recommends a two-year contract with F & K Tree Service for tree trimming and removal services for trees that are located within the City's right-of-way.

Recommended Motion:

Move to approve a contract with F & K Tree Services for 2022 and 2023 tree trimming and removal services as presented.

b. Grounds Mowing

Bids were recently sent out for the mowing, trimming and weed whipping of street island/boulevard areas, drainage areas, Industrial Park South and the former Mt. Pleasant Center. The attached memo from DPW Director Jason Moore recommends a contract with the sole responder, Green Scene Landscaping, for 2022 and 2023 at the listed bid prices per week. It should be noted the contract is for 22 weeks of mowing per year and we anticipate it will be above the \$20,000 threshold over the two years.

Recommended Motion:

Move to approve the bid from Green Scene Landscaping for 2022 and 2023 grounds mowing in the amount of \$325 per week for street boulevards, islands and drain areas, and \$397 per week for the former Mt. Pleasant Center Property area.

c. Plow Truck Equipment

The attached memo from DPW Director Jason Moore details the bids received for the purchase and installation of plow truck equipment and lighting. We are recommending the low bid from Schults Equipment of Ithaca for \$74,997 and an additional \$1,740 for optional equipment as listed in Mr. Moore's memo.

Recommended Motion:

Move to approve the bid for the purchase and installation of plow truck equipment and lighting to Shults Equipment for \$76,737 which is within the budgeted amount.

d. Fume Hood

The attached memo from Assistant DPW Director Tim Middleton details the sole bid received for the replacement of the fume hood at the Water Resource Recovery Facility (WRRF). It is recommended the City Commission approve the bid from Thomas Scientific of Swedesboro, NJ for \$23,653.

Recommended Motion:

Move to approve the bid from Thomas Scientific for the replacement of the fume hood at the WRRF for \$23,653.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

FROM: Jason Moore, DPW Director

DATE: August 12, 2021

SUBJECT: Award Contracts for the 2022-2023 Grounds Mowing and Tree Trimming Bids

Request:

The City Commission is requested to award the contracts for the 2022-2023 bids for grounds mowing and tree trimming and removal for the bid prices stated. In order to obtain the best pricing, both bids were let as two-year contracts.

Background:

The City contracts with a private firm on an annual basis for grass mowing, weed whipping, and trimming in the following areas:

1. Street islands
 - A. Maple and Elizabeth Streets
 - B. Crescent and Center Streets
 - C. Hopkins and Highland Streets
2. Drainage Areas
 - A. Upton Drain area along Glen Street
 - B. City Outlot A (retention pond) near the southwest corner of Country Way and Orchard Lane
3. Industrial Park South - Island at entrance
4. Former Mt. Pleasant Center
 - A. Area along both sides of the sidewalk on the north side of Pickard Street from N. Crawford Road to Bamber Road, and the field area surrounding the emergency tower near the corner of Pickard and Bamber Road
 - B. 50' section adjacent to the property owned by the Saginaw Chippewa Tribe

The contract is based on an estimated 22 weeks of mowing between May 1 and September 30, subject to weather and growing conditions, and is managed by the Street Department superintendent.

The City also contracts with a private firm for tree trimming and removal services for trees located in the street rights-of-way. These services include routine trimming and removals, and emergency tree removal services on an as-needed basis. The Street Department will remove the stumps and complete ground restoration.

Bids were due on August 10, 2021. The bid results for both contracts are as follows. For reference, the previous contract pricing for both contracts is listed in parentheses.

2022-2023 Grounds Mowing Bid

<u>Work Location</u>	<u>Bid Price</u>
City boulevards, street islands, Outlot A, Industrial Park South island, and Upton Drain area	\$325.00/week (\$315.00/week)
Former Mt. Pleasant Center and the field surrounding the emergency tower	\$397.00/week (\$385.00/week)

2022-2023 Tree Trimming and Removal Bid

	<u>Tree Trimming per Hour</u>	<u>Tree Removal per Hour</u>	<u>Emergency Work per Hour</u>
F & K's Tree Service Mt. Pleasant	\$150.00 (\$100.00)	\$200.00 (\$140.00)	\$250.00 (\$150.00)
CHOP Tree Service Grand Rapids	\$220.00	\$330.00	\$450.00
Limb Walkers Tree & Snow Avoca	\$400.00	\$400.00	\$450.00

Bid Evaluations:

Green Scene was the sole bidder for the grounds mowing bid. The City has contracted with Green Scene for grounds mowing for the past several years, and they have completed the work in a satisfactory manner and according to City specifications.

F & K's Tree Service is the low bidder for the tree trimming and removal bid. They have been the City's awarded contractor since 2017, and proven to be a capable and experienced company.

Recommendation:

I recommend the City Commission award the 2022-2023 contracts for grounds mowing and tree trimming and removal to Green Scene Landscaping and F & K's Tree Service, respectively, at the bid prices stated. Funds for the work will be included as part of the 2022 and 2023 operating budgets.

Memorandum



TO: Nancy Ridley, City Manager
FROM: Jason Moore, DPW Director
DATE: August 13, 2021
SUBJECT: 2021 Plow Truck Equipment and Lighting Bid

Request:

The City Commission is requested to award the 2021 Plow Truck Equipment and Lighting bid to Shults Equipment, of Ithaca, for \$74,997, authorize the purchase of optional equipment for \$1,740, for a total of \$76,737.

Reason:

At the meeting held April 12, 2021, the Commission approved the purchase of a 2022 model International cab and chassis from Tri County International Equipment as part of the scheduled replacement of Unit 281, a 2006 plow truck. The snow plow-related equipment and lighting were bid separately from the cab and chassis.

The bid for the equipment and lighting included a chassis-mounted dump body, V-box spreader, underbody scraper, front plow hitch, safety lighting, and a hydraulic control system. On July 27, 2021, the following bids were received.

Shults Equipment – Ithaca	\$74,997.00
Knapheide Truck Equipment, Flint	\$92,463.00

Shults Equipment is the low bidder. They have provided snow plowing equipment to the City in the past, most recently on the two newest plow trucks in 2019. The quality of their work and customer service is outstanding.

In addition to the standard equipment as listed above, the Street Department is recommending the optional equipment as follows.

Poly fenders installed over the rear tires	\$ 850.00
Stainless steel light bar installed on the salt spreader	<u>\$ 890.00</u>
Total Optional Equipment	\$1,740.00

The plow truck equipment and lighting will be installed on the new cab and chassis as soon as it is received from Tri County International, which is anticipated in March 2022 due to supply shortage affecting the equipment industry as a whole. We expect the installation of the snow plow equipment and lighting to be completed by late spring or early summer 2022.

Recommendation:

I recommend the City Commission award the 2021 Plow Truck Equipment and Lighting bid to Shults Equipment for \$74,997, authorize the purchase of optional equipment for \$1,740, for a total of \$76,737. Funds for this purchase have been allocated in the Motor Pool Capital Outlay Budget.

Memorandum



TO: Nancy Ridley, City Manager
FROM: Tim Middleton, Assistant DPW Director
DATE: August 12, 2021
SUBJECT: 2021 Fume Hood Replacement Bid

The City Commission is requested to award the 2021 Fume Hood Replacement Bid to Thomas Scientific, of Swedesboro, New Jersey, for \$23,653.

The existing laboratory fume hood at the Water Resource Recovery Facility has exceeded its useful life and needs to be replaced. In a laboratory setting, a fume hood is used to protect workers by delivering air flow away from the user and remove the potential for build-up of harmful gases and explosions. Our current system consists of a bench top fume hood and a canopy hood located side by side. The bid specifications included the replacement of both hoods with one bench top fume hood and two storage cabinets as the support base.


On August 10, 2021, the City received the following bid. Thomas Scientific was the sole bidder.

Fume Hood Replacement	\$23,652.60
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Thomas Scientific provides laboratory equipment and supplies to various industries worldwide and has been in business since 1900.

I recommend the City Commission award the 2021 Fume Hood Replacement bid to Thomas Scientific for \$23,653. Tribal 2% grant funds of \$25,000 are available for this purchase.

COMMISSION LETTER #159-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: CONSIDER RESOLUTION IN SUPPORT OF FINAL APPROVAL OF
TEMPORARY TRAFFIC CONTROL ORDER #5-2021

The following Temporary Traffic Control Order has been in place for 90 days and is being recommended for final approval.

#5-2021- Place overnight permit parking signs for the City parking spaces in Parking Lot #10 downtown.

No comments were received during the 90-day temporary period.

Recommended Motion:

Move to approve the resolution as drafted in support of final approval for Traffic Control Order #5-2021.

NJR/ap

WHEREAS, under the date of May 28, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 5-2021 (Place overnight permit parking signs for the city parking spaces in parking lot 10 downtown.). Said temporary traffic control order was presented to the City Commission on August 23, 2021 for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 5-2021 a permanent traffic control order.



City of Mt. Pleasant, Michigan Traffic Control Order

TRAFFIC CONTROL ORDER NO.

TCO 5-2021

Issued By: Steve Terwin
Traffic Engineer

Date: 5-28-21

Signs/work by: [Signature]
Street Department

Date: 6-14-21


Filed/ Attested: _____
City Clerk

Date: _____

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

Content: Place overnight permit parking signs for the city parking spaces in parking lot 10 downtown.

COMMISSION LETTER #160-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: CONSIDER RESOLUTION IN SUPPORT OF FINAL APPROVAL OF
TEMPORARY TRAFFIC CONTROL ORDER #6-2021

The following Temporary Traffic Control Order has been in place for 90 days and is being recommended for final approval.

#6-2021 - Place "No Parking" signs at the turnaround at the end of Sansote Street.

No comments were received during the 90-day temporary period.

Recommended Motion:

Move to approve the resolution as drafted in support of final approval for Traffic Control Order #6-2021.

NJR/ap

WHEREAS, under the date of May 28, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 6-2021 (Place no parking signs at the turnaround at the end of Sansote Street.). Said temporary traffic control order was presented to the City Commission on August 23, 2021 for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 6-2021 a permanent traffic control order.



City of Mt. Pleasant, Michigan Traffic Control Order

TRAFFIC CONTROL ORDER NO. TCD 6-2021

Issued By: Steve Towns
Traffic Engineer

Date: 5-28-21

Signs/work by: [Signature]
Street Department

Date: 6-14-21

Filed/ Attested: _____
City Clerk


Date: _____

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

Content: Place no parking signs at the turnaround at the end of Sansote Street.

COMMISSION LETTER #161-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER CONFIRMATION OF APPOINTMENT OF A VOTING
DELEGATE AND ALTERNATE FOR THE MICHIGAN MUNICIPAL LEAGUE
(MML) ANNUAL MEETING

Each year the Michigan Municipal League (MML) holds a member's meeting during the annual fall conference for the purpose of reviewing policy positions to be supported by MML in the upcoming legislative session. Every member community is allowed to appoint a voting delegate for the meeting. At this time Commissioners Perschbacher, Alsager and Ronan have registered for the upcoming conference. Therefore, it is recommended the Commission appoint Vice Mayor Perschbacher as the voting delegate and Commissioner Alsager as an alternate.

The City's designation of voting delegates is due no later than August 20, 2021 to MML. Due to the timing of the City Commission meeting and the deadline, the City Commission is being asked to confirm the appointment which has already been communicated to MML.


Recommended Motion:

Move to confirm the appointment of Vice Mayor Amy Perschbacher as the voting delegate, representing the City of Mt. Pleasant at the Michigan Municipal League annual member's meeting and appoint Commissioner Mary Alsager as the alternate.

NJR/ap

COMMISSION LETTER #162-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER RECONFIRMATION OF COMMITMENT TO MEETING WITH
THE MT. PLEASANT AREA DIVERSITY GROUP (MPADG) AND HUMAN
RIGHTS COMMITTEE (HRC)

In December 2018, the City Commission passed a motion directing the Public Safety Director to meet with the Mt. Pleasant Area Diversity Group (MPADG) and Human Rights Committee (HRC) on a regular basis and report at the end of the year. At the end of the 2019 and 2020, Public Safety Director Paul Lauria provided a report to the City Commission summarizing the activity for the year. Director Lauria and the groups appreciate the opportunity for the two-way dialogue and have found the meetings to be productive and helpful.

Recently the MPADG requested that we ask the City Commission to reconfirm the support for these ongoing meetings and the annual report. Due to the positive outcomes, we are supportive of their request and recommend the City Commission adopt the motion which was drafted by the MPADG. You will note that the HRC has been added to the motion because we feel it is important to reconfirm the commitment to both groups. We recommend the City Commission approve the following motion.

Recommended Motion:

Move to support the reconfirmation of the regular meetings with the Director of Public Safety and the Mt. Pleasant Area Diversity Group and the Human Rights Committee to accomplish the activities as presented.

NJR/ap

From the Mt. Pleasant Area Diversity Group (as modified with the addition of HRC)


In December, 2018 the City Commission took action to require the Director of Public Safety to meet with the Mt. Pleasant Area Diversity Group (MPADG) and Human Rights Committee (HRC) and report back after a year. Those annual reports have outlined the discussions and accomplishments. This action will reconfirm the commitment to the ongoing dialogue.

For the purpose of continuing to strengthen community relations and promote equitable and non-discriminatory practices in public safety, the Director of Public Safety is encouraged to continue to meet regularly (normally once a month) with liaisons from the Mount Pleasant Area Diversity Group and the Human Rights Committee. The Director will receive advice from the MPADG and HRC and respond to reasonable requests for information, including but not limited to citizen complaints filed with the police and data regarding police activity. At least annually, the MPADG, HRC and the Director shall make a joint report on their activities through the City Manager to the City Commission, which may include recommendations for action by city officials.

Revised: August, 2021

COMMISSION LETTER #163-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: RECEIPT OF APPLICATION FOR TRANSFER OF INDUSTRIAL FACILITIES TAX
FROM MAC LIQUID TRUCK TRAILER AND SET A PUBLIC HEARING FOR
SEPTEMBER 13, 2021 ON THE SAME

During the recent report from the Middle Michigan Development Corporation, President Jim McBryde indicated that a new company was interested in the soon to be vacated DAYCO building located in Industrial Park South. The attached memo from Community Services and Economic Development Director Bill Mrdeza outlines the specifics of the company who is interested in locating at that site and the request for a transfer of the tax abatement to the new company.

As indicated in the memo, the request is to transfer the last three years of the previously approved tax abatement from DAYCO to MAC Liquid Truck Trailer (MAC LTT). The application indicates that MAC LTT expects to create 75 jobs at this facility.

Before considering the application, it is necessary for the City Commission to hold a public hearing on the request. We are recommending the public hearing be set for September 13, 2021. If the City Commission is interested in approving the transfer request after holding the public hearing, it will be necessary to rescind the recommendation for revocation of the tax abatement from DAYCO at this site. This can be done after the public hearing and prior to taking action on the transfer request.

Recommended Motion:

Move to set a public hearing for September 13, 2021 on the application to transfer the existing Industrial Facilities Tax from DAYCO to MAC LTT for the remaining three years.

NJR/ap

Memorandum

Mt. Pleasant
[meet here]

TO: Nancy Ridley, City Manager

FROM: William R. Mrdeza
Community Services & Economic Development Director *W.R.M.*

DATE: August 16, 2021

SUBJECT: Set a Public Hearing on Transferring DAYCO's Industrial Facilities Tax Abatement Certificate

Background

Earlier this year the City was notified that DAYCO, an automotive supplier located at 1799 Gover Parkway in the City's Industrial Park South, was relocating their North American operations to Mexico and would be closing operations at their Mt. Pleasant facility in November, 2021. In 2014, DAYCO was granted an Industrial Facilities Tax Abatement (IFT) based on an investment of \$1,765,000 for the expansion of 40,000 square feet of manufacturing space and the retention of 114 jobs. Per the agreement, this IFT will expire at the beginning of 2025.

Since the time of DAYCO's announcement, the Middle Michigan Development Corporation (MMDC) and City staff have been working on finding another tenant to fill the DAYCO building once it becomes vacant. As a result of negotiations with an interested company and the Michigan Economic Development Corporation (MEDC), MAC LTT has been identified as the new tenant for the facility once it has been vacated by DAYCO. Since this was a competitive attraction process, the State has committed approximately \$350,000 in grant funding toward retaining the company in Michigan, contingent upon participation by the local community. The State would accept, and staff supports, the transfer of the remaining three years of tax abatements previously approved by the City and approved for DAYCO by the State Tax Commission.

In order for the IFT transfer to occur, a public hearing on the transfer application is required. Once the public hearing is held, the City Commission will be asked to act on a resolution recommending the State Tax Commission transfer the remainder of the DAYCO IFT certificate to MAC LTT.

Requested Action

It is requested the City Commission set a public hearing for September 13, 2021 to consider an application to transfer the existing Industrial Facilities Tax Abatement certificate from DAYCO to MAC LTT for the remaining three years of the term of the certificate. A copy of the IFT transfer application is attached to this memo for reference.

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7460.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>H. Bouck</i>	Date Received by Local Unit <i>August 16, 2021</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) MAC LTT Stainless Division Inc.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3715	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1799 Gover Parkway; Mt. Pleasant, MI 48858		1d. City/Township/Village (Indicate which) City of Mt. Pleasant	1e. County Isabella
2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(10))		3a. School District where facility is located Mt. Pleasant	3b. School Code 37010
<input checked="" type="checkbox"/> Transfer <input type="checkbox"/> Rehabilitation (Sec. 3(8)) <input type="checkbox"/> Increase/Amendment		4. Amount of years requested for exemption (1-12 Years) 10	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Letter attached

6a. Cost of land and building improvements (excluding cost of land)	1,765,000.00
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	
6b. Cost of machinery, equipment, furniture and fixtures	3,677,411.00
* Attach itemized listing with month, day and year of beginning of installation, plus total	
6c. Total Project Costs	5,442,411.00
* Round Costs to Nearest Dollar	
Total of Real & Personal Costs	

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	06/01/2014	12/30/2014	<input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased
Personal Property Improvements	12/01/2013	12/30/2014	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No

9. No. of existing jobs at this facility that will be retained as a result of this project. 85	10. No. of new jobs at this facility expected to create within 2 years of completion. 75
----------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____

12a. Check the type of District the facility is located in:

☒ Industrial Development District ☐ Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)

1999

12c. Is this application for a speculative building (Sec. 3(8))?

☐ Yes ☒ No

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal



William R. Mrdeza
Director
Community Services & Economic Development
City of Mt. Pleasant
320 Broadway
Mt. Pleasant, Michigan 48858

August 6, 2021

Dear Bill,

As you were notified in a July 30, 2021 letter from Mr. Prout, MAC LTT will be moving in to their property at 1799 Gover Parkway which housed Dayco.

We are very excited to have the opportunity to move to this facility. As stated in Mr. Prout's letter MAC LTT is part of the MAC Trailer family of companies which employees over 1,300 employees currently. With the new facility in Mt. Pleasant our plan is to create 75 new jobs with many of them being employees that were displaced by Dayco leaving.

We are requesting a transfer of the original tax abatement that was awarded to Dayco. This would assist us in this transition and allow us to move forward with employing the needed workforce to make our Mt. Pleasant location a success for all involved.

Thank you in advance for your consideration and we are excited to work with you team!

Sincerely,



Jim Maiorana

President

MAC LTT, Inc.

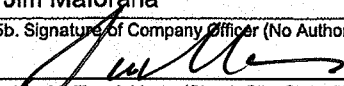
1400 Fairchild Ave

Kent, Ohio 44240

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name James McBryde	13b. Telephone Number (989) 772-2858	13c. Fax Number (989) 773-2115	13d. E-mail Address jmcbyrde@mmdc.org
14a. Name of Contact Person James McBryde	14b. Telephone Number (989) 772-2858	14c. Fax Number (989) 773-2115	14d. E-mail Address jmcbyrde@mmdc.org
▶ 15a. Name of Company Officer (No Authorized Agents) Jim Maiorana			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date 08/06/2021
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1400 Fairchild Ave.; Kent, OH 44240		15f. Telephone Number (330) 474-3795	15g. E-mail Address jmaiorana@macltt.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
16c. School Code		
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

For faster service, email the completed application and additional required documentation to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury
 State Tax Commission
 PO Box 30471
 Lansing, MI 48909

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

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INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7460.

To be completed by Clerk of Local Government Unit	
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		4. Amount of years requested for exemption (1-12 Years) 10	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Letter attached

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	1,765,000.00 Real Property Costs
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6c. Total Project Costs * Round Costs to Nearest Dollar	5,442,411.00 Total of Real & Personal Costs

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Personal Property Improvements	12/01/2013	12/30/2014	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No

9. No. of existing jobs at this facility that will be retained as a result of this project. **85**

10. No. of new jobs at this facility expected to create within 2 years of completion. **75**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)

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c. Total TV

12a. Check the type of District the facility is located in:


☒ Industrial Development District ☐ Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)
1999

12c. Is this application for a speculative building (Sec. 3(8))?
☐ Yes ☒ No

COMMISSION LETTER #164-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: RECEIPT OF AMENDMENTS TO SEWER ORDINANCE AND SET A PUBLIC HEARING FOR SEPTEMBER 27, 2021 ON THE INDUSTRIAL PRETREATMENT PROGRAM (IPP) AND THE ORDINANCE AMENDMENT

The attached memo from Deputy DPW Director Tim Middleton outlines the necessary steps to complete the required implementation of an Industrial Pretreatment Program. (IPP). As Mr. Middleton indicates, the program in compliance with the Department of Environmental Great Lakes and Energy (EGLE) requirements has been completed by Fleiss and Vanderbrink. The final step in the process is for the City to hold a public hearing on the IPP as well as consider the appropriate changes to our sewer use ordinance. City Attorney Mike Homier has drafted the required changes to the sewer use ordinance.

At this time there is only one facility within the City that may be required to adjust operations to meet the IPP requirements. Future industrial locations would be evaluated to determine if compliance is necessary based on EGLE requirements. The minor changes to the ordinance related to the grease trap inspections merely incorporate the current processes into the ordinance. Assuming the IPP is implemented and the ordinance changes are approved, we will bring a recommendation for the appropriate fee structure at a future meeting.

It is recommended the City Commission set a public hearing for September 27, 2021 on both the IPP and the sewer use ordinance amendments. This public hearing is two weeks later than what is typically scheduled for an ordinance amendment because the state requirements call for a 30-day notice of the public hearing on the IPP.

Recommended Motion:

Move to set a public hearing for September 27, 2021 on the Industrial Pretreatment Program and the proposed sewer use ordinance amendments.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

FROM: Tim Middleton, Deputy DPW Director

DATE: August 13, 2021

SUBJECT: Request to Set Public Hearing for Industrial Pretreatment Program and Sewer Use Ordinance Amendments

Request:

The City Commission is requested to set a public hearing for September 27, 2021 for the Industrial Pretreatment Program and sewer use ordinance amendments.

Reason:

On October 18, 2018, the State of Michigan's Department of Environment, Great Lakes, and Energy notified the City of the need to design and implement an Industrial Pretreatment Program (IPP) due to the presence of a categorically regulated facility within the City of Mt. Pleasant. In 2019, a contract with Fleis and Vandenbrink was awarded to complete the necessary testing and research, and create the IPP program. The final step in the process is a required public hearing to receive public comments concerning the proposed IPP and changes to the sewer use ordinance.

The proposed IPP provides the necessary framework to control non-domestic contributions to the city's sanitary sewer collection system and water resource recovery facility. Along with developing the IPP, the sewer use ordinance has been updated with necessary changes to implement the program. The proposed IPP is available for review at the Public Works office and the updated ordinance language is attached.

Recommendation:

I recommend the City Commission set a public hearing for September 27, 2021 for the Industrial Pretreatment Program and sewer use ordinance amendments.

CHAPTER 51: SEWERS

Section

General Provisions

- 51.001 Title
- 51.002 Definitions
- 51.003 Abbreviations
- 51.004 Operation, maintenance and control of system
- 51.005 Conditions of service
- 51.006 Deposit of objectionable waste prohibited
- 51.007 Discharge of untreated sewage into natural outlet
- 51.008 Privies, septic tanks and other facilities
- 51.009 Responsibility of owner to install suitable toilet facilities
- 51.009 Damaging or tampering with city equipment
- 51.011 Requirements for connection of private sanitary sewer

Private Sewage Disposal System

Connecting building sewer to private sewage disposal system;
compliance

- 51.26 Maintenance of private sewage disposal facilities
- 51.27 Connecting to public sewer; abandonment of private system

Building Sewers and Connections

- 51.40 Separate building sewer for each building
- 51.41 Installation costs to be borne by owner
- 51.42 Building sewer specifications
- 51.43 Inspector to be notified when work ready for inspection
- 51.44 Permit required for connection; fee
- 51.45 Connection regulations

Sewer Use Regulations

- 51.60 Mandatory connection requirement

- 51.61 Discharge of stormwater and other unpolluted drainage
- 51.62 Prohibited discharges to public sewers
- 51.63 Grease, oil and sand interceptors
- 51.64 Right of review by city; pretreatment may be required
- 51.65 Special ~~agreements~~Alternative Limits
- 51.66 Monitoring

Pretreatment Provisions

- 51.80 Compliance with state and federal pretreatment regulations
- 51.81 Dilution prohibited
- 51.82 Accidental discharges; notice requirements
- 51.83 Funding of pretreatment program
- 51.84 Wastewater discharges and contribution permits
- ~~51.84~~51.85 Reporting Requirements
- ~~51.85~~51.86 Publication of ~~violations~~Significant Non-Compliance
- ~~51.86~~51.87 Public records
- ~~51.87~~51.88 Enforcement provisions
- ~~51.88~~51.89 ~~By-pass~~Affirmative Defenses

Rates and Charges

- 51.100 Charges established
- 51.101 Table of unit factors
- 51.102 Deferring charges
- 51.103 Billing procedures
- 51.104 Enforcement of charges

Administration and Enforcement

- 51.125 Responsibility of Director of Public Works
- 51.126 Sanitary Sewer Board of Appeals
- 51.127 Right of entry of inspectors
- 51.128 Suspension of service
- 51.129 Fiscal year, records and funds
- 51.130 Violations; civil procedures
- 51.99~~79~~PenaltyCivil Penalties

[51.998 Criminal Penalties, Imprisonment](#)

[51.999 Supplemental Enforcement Action](#)

Appendix: Table of Unit Factors

Cross-reference:

Municipal Utilities, see Charter Art. XII

GENERAL PROVISIONS

§ 51.001 TITLE.

This chapter shall be known as the City of Mount Pleasant Municipal Sewer Use Ordinance. (Ord. 622, passed 3-4-85)

§ 51.002 DEFINITIONS.

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

ACT or **THE ACT**. The Federal Water Pollution Control Act, Pub. L. 92-500, also known as the Clean Water Act, being 33 USC 1251 *et seq.* as amended.

APPROVAL AUTHORITY. The Director of the Michigan Department of ~~Natural Resources~~Environment, Great Lakes, and Energy or its successor state department

ATTORNEY. The City Attorney of the City of Mount Pleasant, Isabella County, Michigan.

AUTHORIZED REPRESENTATIVE OF INDUSTRIAL USER.

(1) A principal executive officer of at least the level of vice-president, if the industrial user is a corporation;

(2) A general partner or proprietor if the industrial user is a partnership or proprietorship, respectively; or

(3) A duly authorized representative of the individual designated above if such representative is responsible for the overall operation of the facilities from which the indirect discharge originates.

AVAILABLE PUBLIC SANITARY SEWER SYSTEM. A public sanitary sewer system located in a right-of-way, easement, highway, or public way which crosses, adjoins, abuts, or is contiguous to the realty involved and passes not more than 200 feet at the nearest point from a structure in which sanitary sewage originates.

BEST MANAGEMENT PRACTICES (BMPs) means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Section 51.062 (A) through (P) and 40 CFR 403.(a)(1) and (b).—BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.

B.O.D. (denoting Biochemical Oxygen Demand). The quantity of oxygen utilized in the biological oxidation of organic matter under standard laboratory procedure in five days at 20° C., expressed in milligrams per liter.

BUILDING DRAIN. That part of the lowest horizontal piping of a drainage system which receives the discharge soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.

BUILDING SEWER. The extension from the building drain to the public sewer or other place of disposal.

BYPASS. The diversion of the waste stream from any or all treatment processes;

whether intentional or otherwise.

CAPACITY CHARGE. In addition to any other assessments, costs or levies hereunder, a charge for capacity utilization and/or reservation shall be levied for all connections to the sewer system; further and existing connections, where the use is increased, shall be charged a capacity charge based on the increased units.

CATEGORICAL PRETREATMENT STANDARD. Any regulation containing pollutant discharge limits promulgated by the EPA in accordance with section 307(b) and (c) of the Act (33 USC 1347) which applies to a specific category of industrial users.

CITY. The City of Mount Pleasant which has jurisdiction over the use and operation of the sewage treatment plant and sewage collection system.

CLASSES OF USERS. The division of sanitary sewer customers into classes by similar process or discharge flow characteristics, as follows:

- (1) **DOMESTIC USER.** Individual homes or dwelling units (including mobile homes, apartments, condominiums, or multi-family dwellings), or other structures, that discharge only segregated domestic wastes or wastes from sanitary conveniences.
- (2) **INDUSTRIAL USER.** Any user that is not considered a domestic user as defined above.
- (3) **SIGNIFICANT INDUSTRIAL USER.** Any industrial user that:
 - (a) Is subject to federal categorical pretreatment standards.
 - (b) Has an average daily discharge of more than 25,000 gallons of process wastewater to the POTW (excluding sanitary, non-contact cooling, and boiler blowdown wastewater).
 - (c) Provides more than 5% of the POTW organic or hydraulic dry weather loading.
 - (d) May have an adverse effect on the POTW, is designated as such by the Superintendent on the basis that it has a reasonable potential for adversely affecting the POTW's operation, or for violating any pretreatment standard or requirement.

COMPATIBLE POLLUTANT. Biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus any additional pollutants identified in the NPDES permit if the treatment works was designed to treat such pollutants, and in fact can remove such pollutants to a substantial degree. The term "substantial degree" generally means removals in the order of 80% or greater.

COMBINED SEWER. A sewer receiving both surface runoff and sewage.

DAILY MAXIMUM LIMIT. The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limits are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day. Where Daily Maximum Limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.

DEBT SERVICE CHARGE. A charge allocated to all users for the purpose of generating revenues for retirement of outstanding bond issues, collectible via property taxes and the sewer service surcharge.

DOMESTIC WASTES. Normal wastes from residential living units resulting from day-to-day activities such as but not limited to dishwater, laundry water, bath water, sink water,

shower water, and toilet water.

GARBAGE. Solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce.

INCOMPATIBLE POLLUTANT. Any pollutant that is not a compatible pollutant, as defined in this section.

INDIRECT DISCHARGE or DISCHARGE means the introduction of pollutants into a POTW from a non-domestic source regulated under Section 307(b), (c), or (d) of the Act.

INFILTRATION. Any waters entering the system from the ground, through such means as, but not limited to, defective pipes, pipe joints, connections or manhole walls. Infiltration does not include and is distinguished from inflow.

INFILTRATION/INFLOW. The total quantity of water from both infiltration and inflow.

INFLOW. Any waters entering the system through such sources as, but not limited to, building downspouts, footing or yard drains, cooling water discharges, seepage lines from springs and swampy areas and storm drain cross connections.

INSPECTOR. Any person or persons authorized by the city to inspect and approve the installation of building sewers and their connection to the public sewer system.

INTERFERENCE. A discharge that, alone or in conjunction with a discharge or discharges from other sources, causes the inhibition or disruption of the POTW treatment processes or operations which contributes to a violation of any requirement of the city's NPDES permit. The term includes prevention of sewage sludge use or disposal by the POTW in accordance with Section 405 of the Act, (33 USC 1345) or any criteria, guidelines, or regulations developed pursuant to the Solid Waste Disposal Act (SWDA), the Clean Air Act, the Toxic Substances Control Act, or more stringent state criteria (including those contained in any state sludge management plan prepared pursuant to Title IV of SWDA applicable to the method of disposal or use employed by the POTW.

LOCAL LIMIT. Specific discharge limits developed and enforced by the City upon industrial or commercial facilities to implement general and specific discharge prohibitions listed in 40 CFR 403.5(a)(1) and (b).

MAJOR CONTRIBUTION DISCHARGER. A discharger having a flow volume of 10,000 gallons or more per average work day or containing any of the prohibited discharges in § 51.062 of this chapter.

MANAGER. The Manager of the City of Mount Pleasant, or his/her authorized agent or representative.

MAXIMUM ALLOWABLE HEADWORKS LOADING (MAHL). The maximum loading of a pollutant that can be received at a POTW's headworks without causing pass through or interference.

MAXIMUM ALLOWABLE INDUSTRIAL LOADING (MAIL). The maximum loading of a pollutant that can be received at a POTW's headworks from all permitted industrial users and other controlled sources without causing pass through or interference.

MAY is permissive, (see "SHALL")

MONTHLY AVERAGE LIMIT.— The highest allowable average of "daily discharges" over a calendar month, calculated as the sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.

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NATURAL OUTLET. Any outlet into a watercourse, pond, ditch, lake or other body of surface or groundwater.

NEW SOURCE. ~~Any source of discharge to the sewer system that began or will begin after the effective date of the pretreatment standards applicable to that source; or any existing source that has been substantially modified so as to change the quantity or composition of its discharge.~~

(A) Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(c) of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:

(1) The building, structure, facility, or installation is constructed at a site at which no other source is located; or

(2) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or

(3) The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.

(B) Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Section (A) (2) or (3) above but otherwise alters, replaces, or adds to existing process or production equipment.

(C) Construction of a New Source as defined under this Paragraph has commenced if the owner or operator has:

(1) Begun, or caused to begin, as part of a continuous onsite construction program

i. any placement, assembly, or installation of facilities or equipment; or

ii. significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or

(2) Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

NORMAL STRENGTH SEWAGE. A sanitary wastewater flow containing an average daily B.O.D. of not more than 300 mg/l or an average daily suspended solids concentration of not more than 350 mg/l.

NPDES PERMIT. The permit issued pursuant to the National Pollution Discharge Elimination System for the discharge of wastewaters into the waters of the state.

OPERATION AND MAINTENANCE and REPLACEMENT COSTS. All costs, direct and indirect, (other than debt service) necessary to ensure adequate wastewater treatment on a continuing basis, conform with all related federal, state and local requirements, and assure optimal long term facility management (these O & M and R costs include replacement costs).

OPERATIONAL UPSET. An unintentional and temporary discharge from a pretreatment facility in noncompliance with standards of a wastewater contribution permit and beyond the reasonable control of the discharger. Operational upset does not include noncompliance due to operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventative maintenance, or careless or improper operation.

PASS-THROUGH. A discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of City's NPDES permit, including an increase in the magnitude or duration of a violation.

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PFAS. Per- and polyfluoroalkyl substances.

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pH. The logarithm of the reciprocal of the concentration of hydrogen ions in grams per liter of solution.

POLLUTANT. Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, and certain characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, BOD, COD, toxicity, or odor).

POTW. Publicly owned treatment works. A "treatment works," as defined by Section 212 of the Act (33 U.S.C. Section 1292). This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant.

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PRETREATMENT. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable pre-treatment standard. The treatment of extra-strength industrial wastewater flows in privately owned pretreatment facilities prior to discharge into the public sewer.

PRETREATMENT STANDARDS. Pretreatment Standards shall mean prohibited discharge standards, categorical Pretreatment Standards, and Local Limits.

PROHIBITED DISCHARGE STANDARDS. Absolute prohibitions against the discharge of certain substances; these prohibitions appear in Section 51.062 (A) through (P).

PRIVATE SEWAGE DISPOSAL SYSTEMS. Any septic tanks, lagoons, cesspools, or other facilities intended or used for the disposal of sanitary sewage other than via the public sanitary sewer.

PROPERLY SHREDDED GARBAGE. The wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than ½-inch in dimension.

PROPERTY OWNER. The person or persons having legal title to the premises according to the city's tax records and shall include in the case of a land contract sale the land contract vendee or vendees, provided that the city has been furnished with a copy of said land contract or assignment thereof.

PUBLIC SEWER. The main collector sewer system in which all owners of abutting properties have equal rights, and is controlled by the city.

RESIDENTIAL EQUIVALENTS or EQUIVALENT UNIT. The factor representing a ratio of the estimated sewage generated by each user class to that generated by the normal single-family residential user.

REPLACEMENT. Necessary expenditures made during the service life of the treatment works to replace equipment and plant appurtenances required to maintain the intended performance of the treatment works.

SANITARY SEWER. A sewer which carries sewage and to which storm, surface, and groundwaters are not intentionally admitted.

SEWAGE. A combination of the liquid and water carried wastes from residences, commercial buildings, institutions, and industrial establishments, (including polluted cooling water) together with such ground, surface, and storm waters as may be present. The three most common types of sewage are:

(1) **COMBINED SEWAGE.** Wastes including sanitary sewage industrial sewage, storm water, infiltration and inflow carried to the ~~wastewater treatment~~water resource recovery facilities by a combined sewer.

(2) **INDUSTRIAL SEWAGE.** A combination of liquid and water-carried wastes, discharged from any industrial establishment, and resulting from a trade or process carried on in that establishment (this shall include the wastes from pretreatment facilities and polluted cooling water).

(3) **SANITARY SEWAGE.** The combination of liquid and water carried wastes discharged from toilet and other sanitary plumbing facilities.

SEWAGE TREATMENT FACILITY. Any arrangement of devices and structures used for treating sewage.

SEWERAGE WORKS. All facilities for collecting, pumping, treating, and disposing of sewage.

SEWER. A pipe or conduit for carrying sewage.

SHALL is mandatory, (see "MAY")

SINGLE-FAMILY DWELLING. A residence in which only one family resides.

SLUG. Any discharge of water, sewage or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes more than five times the average 24 hours concentration or flows during normal operation.

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Special Alternative Limits (SAL) shall mean user-specific maximum limits for specific pollutants that may exceed the Local Limits specified in Section 51.062. SALs are developed in accordance with the POTW's IPP procedures and Section 51.065 of this Ordinance.

STANDARD INDUSTRIAL CLASSIFICATION (SIC). A classification pursuant to the Standard Industrial Classification Manual issued by the Executive Office of the President, Office of Management and Budget, 1972.

STORM DRAIN or STORM SEWER. A storm sewer which carries storm and surface water and drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

SURCHARGE. The additional charge which a user discharging wastewater having strength in excess of the limits set by the city of for transmission and treatment within the sanitary sewage system will be required to pay to meet the cost of treating such excessively strong wastewater.

SEWER SERVICE SURCHARGE. The charge collected from all non-taxable customers for the purpose of generating that portion of debt retirement of outstanding bond issues.

SUSPENDED SOLIDS. Solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering.

SYSTEM. The complete city wastewater collection and treatment system, including all sewers, pumps, lift stations, treatment facilities or other facilities and appurtenances used or useful in the collection, transportation, treatment and disposal of domestic, commercial or industrial wastes, and all easements, rights and land for same and including all extension and improvements thereto which may hereafter be acquired or constructed.

TABLE OF UNIT FACTORS. That table which shall be adopted by the city and utilized to identify the various classifications of sewer users and stating as "residential equivalents" the ratio of such use of the system to that of a single-family residence.

TREATMENT WORKS. All facilities for collecting, pumping, treating, and disposing of sewage, as defined above.

USER O & M & R CHARGE. The charge levied on all users of the treatment works for the cost of the operation and maintenance including replacement, of such treatment works.

WATERCOURSE. A channel in which a flow of water occurs, either continuously or intermittently.

WASTEWATER. Water which contains, or previous to treatment has contained, pollutants such as sewage and/or industrial wastes.

WASTEWATER CONTRIBUTION PERMIT. As set forth in § 51.084 of this chapter. (Ord. 622, passed 3-4-85; Am. Ord. 727, passed 4-29-91)

§ 51.002 ABBREVIATIONS.

The following abbreviations shall have the following meanings:

BOD - Biochemical Oxygen Demand

CFR - Code of Federal Regulations

COD - Chemical Oxygen Demand
EGLE – Michigan Department of Environment, Great Lakes, and Energy (formerly MDEQ)
EPA - Environmental Protection Agency
gpd – Gallons per day
L - Liter
LEL - Lower Explosive Limit
MAHL – Maximum Allowable Headworks Loading
MAIL – Maximum Allowable Industrial Loading
mg - Milligrams
mg/L - Milligrams Per Liter
NPDES - National Pollutant Discharge Elimination System
POTW - Publicly Owned Treatment Works, e.g., treatment plant as defined herein
RCRA - Resource Conservation and Recovery Act
SAL – Special Alternative Limits
SIC - Standard Industrial Classification
SWDA - Solid Waste Disposal Act, 42 use 6901, et seq.
TSS - Total Suspended Solids
USC - United States Code
WRRF - Water Resource Recovery Facility

§ 51.00~~43~~ OPERATION, MAINTENANCE AND CONTROL OF SYSTEM.

The operation and maintenance of the system shall be under the supervision and control of the city. The city retains the exclusive right to establish, maintain, and collect rates and charges for sewage collection, treatment, transmission and debt service, and in such capacity the Commission may employ such person or persons in such capacity or capacities as it deems advisable, and may make such rules or regulations as it deems advisable and necessary to assure the efficient establishment, operation and maintenance of the system to comply with the terms of the NPDES permit and to discharge its financial obligations.

(Ord. 622, passed 3-4-85)

§ 51.00~~54~~ CONDITIONS OF SERVICE.

(A) At the time of original construction of the public sewer, the city may install at its expense that portion of the service from the main to the back of curb in street right-of-way. The city shall maintain at its expense, the public sewer. Those customers making connections at the time of original construction of the public sewer, shall install at their expense, that portion of the service from back of curb on street right-of-way to their premises. The customer shall maintain, at his/her expense, the building drain and building sewer from the main to the building.

(B) Those customers making connections subsequent to the time of original construction of the public sewer shall install at their expense that portion of the service from the main to the back of curb in street right-of-way in addition to that portion of the service from said back of curb to their premises. The customer shall maintain at his/her expense the service line from the main to the building.

(C) The city shall, in no event, be held responsible for claims made against it by reason

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of the breaking of any mains or service pipes, or by reason of any other interruption of the service caused by the breaking of machinery or stoppage for necessary repairs; and no person shall be entitled to damage nor have any portion of a payment refunded for any interruption.

(D) The premises receiving sanitary sewer service shall at all reasonable hours be subject to inspection by duly authorized personnel of the city.

(Ord. 622, passed 3-4-85)

§ 51.00~~65~~ DEPOSIT OF OBJECTIONABLE WASTE PROHIBITED.

It shall be unlawful for any person to place, deposit, or permit to be deposited upon any public or private property within the city (or any area under its jurisdiction) any human excrement, garbage, or other objectionable waste.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.00~~76~~ DISCHARGE OF UNTREATED SEWAGE INTO NATURAL OUTLET.

It shall be unlawful to discharge to any natural outlet any sanitary sewage, industrial waste, or other polluted water except where suitable treatment has been provided in accordance with subsequent provisions of this chapter.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.00~~87~~ PRIVIES, SEPTIC TANKS AND OTHER FACILITIES.

Except as hereinafter provided, it shall be unlawful to construct any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage or industrial waste.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.00~~98~~ RESPONSIBILITY OF OWNER TO INSTALL SUITABLE TOILET FACILITIES.

The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes situated within the city or any other area under the jurisdiction of the city and abutting any street, alley, or right-of-way, in which, within 200 feet at the nearest point from the structure in which sewage originates, there is now located or may in the future be located a public sewer or combined sewer of the city is hereby required at his/her own expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provision of this ordinance when given official notice to do so, provided that such connection shall not be required to be made less than 90 days after the sewer so located is constructed and made available for connection thereto.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.0~~1009~~ DAMAGING OR TAMPERING WITH CITY EQUIPMENT.

No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with the system or any component thereof.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.01~~10~~ REQUIREMENTS FOR CONNECTION OF PRIVATE SANITARY SEWER.

Before any sanitary sewer system constructed by private, as distinguished from public funding, hereinafter referred to as the "private sanitary sewer", shall be permitted to connect to the system, the owner of said system, hereinafter referred to as the developer, shall do and provide the municipality with the following:

(A) Provide the city with the developer's plans and specifications for construction, an estimate of the cost of construction, and a performance bond and deposit with the city the estimated cost of review of construction plans covering the cost of hiring a registered professional engineer to review plans and specifications, which monies shall be placed by the city in an escrow account in the name of said developer.

(B) Obtain approval of the city of the plans and specifications.

(C) Secure all necessary permits for construction.

(D) Upon commencement of construction of the private sanitary sewer, deposit with the city in the escrow account referred to in division (A) of this section a sum of not less than 10% of the cost of construction of the wastewater system improvements to cover the anticipated cost of inspection of construction and payment of connection charges.

(E) Upon completion of connection of the private sanitary sewer to the system, the performance bond, upon recommendation of the Director of Public Works and approval of the Commission, shall be released and any monies remaining in the developer's escrow account shall be returned to the developer. Any additional expenses incurred by the city in assuring the city that the private sanitary sewer is properly operating shall be deducted therefrom or charged directly to the developer, at the option of the city. An accounting of expenditures shall be made to the developer by the city.

(F) Thereafter, in accordance with the subdivision ordinance, any accepted privately constructed main collector sewer system within a publicly dedicated right-of-way, shall become a public sewer.

(Ord. 622, passed 3-4-85)

PRIVATE SEWAGE DISPOSAL SYSTEM

§ 51.025 CONNECTING BUILDING SEWER TO PRIVATE SEWAGE DISPOSAL SYSTEM; COMPLIANCE.

Where a public sanitary sewer is not available under the provisions of § 51.060 of this chapter, the building sewer shall be connected to a private sanitary sewer disposal system

which shall be approved by the Central Michigan District Health Department.

(Ord. 622, passed 3-4-85)

§ 51.026 MAINTENANCE OF PRIVATE SEWAGE DISPOSAL FACILITIES.

All private sanitary sewage disposal systems maintained in compliance with this chapter shall be maintained in a sanitary manner at all times at the sole expense of the owner thereof.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.027 CONNECTING TO PUBLIC SEWER; ABANDONMENT OF PRIVATE SYSTEM.

(A) At such time as the public sanitary sewer system becomes available to premises served by a private sanitary sewage disposal system, connection to the public system shall be made in compliance with this chapter, and any septic tank cesspools, and similar private disposal facilities located thereon shall be abandoned and discontinued for sanitary sewage disposal use.

(B) All abandoned private sanitary sewage disposal systems shall be completely filled with earth, sand, gravel, concrete or other approved material. Upon the abandonment or discontinuation of use of a septic tank or privy, the sewage and sludge contents thereof shall be completely removed and disposed of by a septic tank cleaner who is duly licensed under provisions of Public Act 243 of 1951, being M.C.L.A. §§ 324.11701 *et seq.* The tank, or the pit in the instance of a privy, shall be treated with at least ten pounds of chlorinated lime or other chemical disinfectant acceptable to the Building Official. Then the tank or pit shall be completely backfilled with approved material and made safe from the hazard of collapse or entrapment.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

BUILDING SEWERS AND CONNECTIONS

§ 51.040 SEPARATE BUILDING SEWER FOR EACH BUILDING.

A separate and independent building sewer (lead) shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear through an adjoining alley, court, yard, or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer. Other exceptions will be allowed only by special permission granted by the Manager.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.041 INSTALLATION COSTS TO BE BORNE BY OWNER.

All costs and expenses incident to the installation of the building sewer and the connection of same to the public sewer shall be borne by the property owner.

(Ord. 622, passed 3-4-85)

§ 51.042 BUILDING SEWER SPECIFICATIONS.

(A) All building sewers (leads) shall meet or exceed the requirements of the ordinances of the city or the requirements of this chapter, whichever shall be most stringent.

(B) Building sewers hereinafter installed shall consist of pipes and fittings of the following types and sizes:

(1) Pipe must be of sufficient diameter to carry the estimated volume of discharge. Minimum pipe size permitted is four-inch inside diameter.

(2) Pipe must be one of the following materials and cannot be mixed in the connection lines to include the fittings:

- (a) Cast iron with rubber-type gaskets or leaded joint;
- (b) Cast iron no hub pipe with neoprene stainless couplings;
- (c) Ductile iron with rubber-type gaskets, slip joint or mechanical joint;
- (d) Vitrified clay tile with ASTM C425 joints;
- (e) Reinforced concrete with ASTM C443 joints;
- (f) PVC plastic, Schedule 40 or better;

(3) No tees, double tees, or crosses, or double hub pipes shall be permitted;

(4) Old building sewers or portions thereof may be used in connection with new buildings only when they are found on examination and tested by the Inspector to meet all requirements of this chapter; and

(5) All changes in grades or direction shall be made with appropriate fittings.

(C) Clean-outs shall be installed every 100 feet of straight run and at each 90-degree direction change, and all clean-outs shall be plugged.

(D) All lines shall be laid at a minimum slope of $\frac{1}{8}$ -inch per foot grade and a maximum slope of $\frac{1}{2}$ -inch per foot grade for four-inch lines and at a minimum of $\frac{1}{8}$ -inch per foot grade and a maximum $\frac{1}{2}$ -inch per foot grade for six-inch lines.

(E) The method to be used in excavating, placing of pipe, jointing, testing, and backfilling the trench, shall conform to the requirements of the Plumbing Code Rules (Part 7) issued by the Michigan Department of Labor Construction Code Commission and the regulations of the city where applicable.

(F) All joints and connections shall be gas tight and shall conform to the requirements of the current building and plumbing codes.

(G) Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. No building sewer shall be laid parallel to or within three feet of any bearing wall, which might thereby be weakened. The depth shall be sufficient to afford protection from frost. All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the Inspector. Pipe laying and backfill shall be performed in accordance with current ASTM Specifications except that no backfill shall be placed until the work has been inspected by the Inspector or his/her

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representative.

(H) In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such drain shall be lifted by an approved pumping system and discharged to the building sewer.

(I) All excavations for building sewer installation and connection shall be adequately guarded by barricades and lighting so as to protect the public from hazards. Streets, sidewalks, alleys, parkways and other public property disturbed in the course of the installation and connection work shall be restored in the manner set forth in Chapter 99 of this code.

(J) The connection of the building sewer into the public sewer shall be made at the "Y" branch designated for that property, if such branch is available at a suitable location. Any connection not made at the designated "Y" branch in the main sewer shall be made only as directed by the Inspector and approved by the Manager. All taps directly into the main require the use of a boring machine.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.043 INSPECTOR TO BE NOTIFIED WHEN WORK READY FOR INSPECTION.

The applicant for the building sewer shall notify the Inspector when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Inspector or his/her representative.

(Ord. 622, passed 3-4-85)

§ 51.044 PERMIT REQUIRED FOR CONNECTION; FEE.

(A) No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenances thereof without first obtaining a written permit from the city. Before a permit may be issued, any person other than utility companies doing excavation work in any city street or alley shall provide the city with a surety bond in the amount of \$1,000 per job or \$5,000 per year guaranteeing that the contractor will complete the work in accordance with all ordinances and the plans and specifications as approved by the Director of Public Works. This bond shall state that the persons will indemnify and save harmless the city and the owner of the premises against all damages, costs, expenses, outlays, and claims of every nature and kind arising out of unskillfulness or negligence on his/her part in connection with plumbing or excavating for plumbing as prescribed in this chapter. Such bond shall remain in force and must be executed for a period of one year except that on such expiration it shall remain in force as to all penalty claims, and demands that may have accrued thereunder prior to such expiration.

(B) The fee, if any, for the connection permit shall be an amount established by resolution of the Commission.

(C) The person applying for a connection permit will receive one copy of the permit; one copy will be retained by the issuing City Department; one copy will go to the City Treasurer; one copy will be retained by the Inspector. The copy retained by the Inspector shall be returned to the issuing department with a sketch of the actual installation on the

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back showing all dimensions, directions, and other pertinent information concerning the installation. The copy with the sketch shall bear the signature of the Inspector and the date the inspection was made.

(Ord. 622, passed 3-4-85)

§ 51.045 CONNECTION REGULATIONS.

(A) No connection to the system will be permitted unless there is capacity available in all downstream sewers, lift stations, force mains, and the sewage treatment plant, including capacity for treatment of B.O.D. and suspended solids.

(B) All connections to the system will be made by a licensed contractor or plumber provided, however, that a property owner may make his/her own installation and connection in accordance with the requirements of this chapter and law so long as he/she has secured a connection permit. This does not allow a property owner to hire an unlicensed contractor to do his/her work.

(C) All licensed contractors and plumbers making connections to the systems shall file with the city, a copy of their liability insurance prior to performing any connections to the system meeting city requirements.

(D) No person shall connect roof downspouts, foundation drains, area way drains, or any sources of surface or ground water to a building sewer which in turn is connected to the system.

(E) No building sewer shall be covered until after it has been inspected and approved by authorized personnel of the city or its designee. No building sewer shall be used until final approval after the trench is backfilled; an air test may be required at the owner's expense.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

SEWER USE REGULATIONS

§ 51.060 MANDATORY CONNECTION REQUIREMENT.

(A) *Mandatory connection requirement.* Each and every owner of property on which is located a structure in which sanitary sewage originates, shall, at his/her own expense, install suitable toilet facilities in said structure, and shall cause such facilities to be connected to the available public sanitary sewer system.

(B) *Connection procedure.*

(1) Such connection shall be completed promptly but in no case later than 90 days from the date of the occurrence of the last of the following events:

(a) Publication of a notice by the City Clerk of the availability of the public sanitary sewer system in a newspaper of general circulation within the city, and the mailing of written notice indicating the availability of the public sanitary sewer to the owner or any one of the owners in the case of co-ownership of the property in question.

(b) Modification of a structure so as to become a structure where sanitary

sewage originates.

(c) Improvement of land with building or structures from which sanitary sewage originates.

(2) If the owner of property on which is located a structure in which sanitary sewage originates does not complete connection to an available sanitary sewer within the 90-day period described in division (1) above, the City Clerk shall notify said person by written notice that connection to the system is required forthwith. The giving of said notice shall be made by first class mail to the owner of the property on which the structure is located and by posting such notice on the property. Notice shall provide the owner with the approximate location of the public sanitary sewer system which is available for connection of the structure involved and shall advise the owner of the requirements and the enforcement provisions of this chapter and M.C.L.A. §§ 333.12751 through 333.12758, as amended.

(3) *Adverse weather exception for late connection.* In the event the property owner is unable to connect to the system within the time prescribed by this chapter due to or on account of inclement or adverse weather conditions, said property owner may appeal to the Sanitary Sewer Board of Appeals established pursuant to § 51.126(A) of this chapter to allow said person additional time in which to connect without penalty and without civil and criminal proceedings being initiated against him/her. The foregoing notwithstanding, this appeal shall be made in writing within ten days of notice of sanitary sewer availability as hereinbefore set forth.

(C) *Enforcement of mandatory connection requirements - penalties for late connection.* Failure or refusal to connect to the system within the time prescribed herein shall result in the property being charged a penalty of \$100 for each single-family residential unit multiplied by the number of units and/or multiplying factors as established by the Table of Residential Equivalents. Each day that a violation of this chapter shall continue shall be construed to constitute a separate offense. Civil and/or criminal proceedings to compel connection are established under § 51.130.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.061 DISCHARGE OF STORMWATER AND OTHER UNPOLLUTED DRAINAGE.

(A) No person shall discharge or cause to be discharged any storm water, surface water, ground water, or roof water to any sanitary sewer.

(B) Storm water, ground water and all other unpolluted drainage shall be discharged into storm drains or to a natural outlet approved by the city.

(C) Industrial cooling water which is unpolluted and not contaminated with oil, algaecides or other pollutants, or unpolluted process waters may be discharged, upon application to and approval of the city, to a storm drain or natural outlet.

(D) Industrial cooling water containing only such pollutants as insoluble oils or grease or other suspended solids shall be pretreated for removal of the pollutants and then discharged to the storm water.

(Ord. 622, passed 3-4-85) Penalty, see § 51.999

§ 51.062 PROHIBITED DISCHARGES TO PUBLIC SEWERS.

The following are prohibited discharges:

(A) Any waste with a closed cup flash point of less than 140° F. or any liquids, solids, gases, vapors, or fumes, which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the POTW, the operation of the POTW, or the employees of the POTW. Prohibited materials include but are not limited to, gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides, and sulfides.

(B) Any waters or wastes having a pH lower than 6.0 or higher than 9.0 or having any other corrosive properties capable of causing damage or hazard to structures, equipment and personnel of the wastewater system.

(C) Any ashes, cinders, sand, mud, straw, metal shavings, glass, rags, feathers, tar, plastics, woods, paunch manure or any other solid or viscous substance capable of causing obstruction to flow in sewers or other interference with the proper operation of the sewage works.

(D) Any water or waste which may contain more than 100 milligrams per liter, by weight, of fat, oil or grease.

(E) Any garbage with particle size of ½-inch in any dimension.

~~(F)~~ The minimum temperature of the waste shall not be less than 32° F. at the point of discharge. The maximum temperature of the waste shall not be greater than 150° F. at the point

~~(F)~~ of discharge and shall not cause a wastewater temperature in excess of 104° F. at the entrance to the treatment facility, whichever is more restrictive, unless written authorization is received from the city.

(G) Any noxious or malodorous liquids, gases, or solids which either singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the sewers for maintenance and repair.

(H) Any wastewater with objectionable color not removed in the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions.

~~(I)~~ Radioactive wastes or isotopes of such half-life or concentration which may exceed limits established by applicable state and federal regulations shall not be allowed.

~~(J)~~ Any waste that is considered hazardous under RCRA regulations unless specifically exempted through a user contribution permit.

~~(K)~~ Any trucked or hauled waste except at specific locations that have been approved by the superintendent of the POTW.

~~(L)~~ Any trucked or hauled waste that would be considered a prohibited discharge under divisions (A) through (N) of this section.

~~—~~ Any trucked or hauled waste that has not been approved by the superintendent of the POTW.

~~(N)~~ Any wastewater which causes a hazard to human life or creates a public nuisance.

~~(O)~~ Any pollutants, including oxygen demanding pollutants (B.O.D., and the like) released at a flow rate and/or pollutant concentration which a user knows or has reason to

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know will cause interference to the POTW. In no case shall a slug load have a flow rate or contain quantities of pollutants that exceed for any period of time longer than 15 minutes, more than five times the average 24-hour concentration, quantities, or flow during normal operation.

~~(K)~~(P) (1) –Any waters or wastes containing compatible or toxic pollutants, which singly or by interaction with other pollutants, exceed limitations established by the city for the following reasons:

- (a) To prevent treatment process pass through of pollutants which violate water quality standards of the receiving stream.
- (b) To prevent injury or inhabitation of the treatment process or sludge handling facilities.
- (c) To prevent contamination of the wastewater sludge and interference with the sludge disposal process.
- (d) To comply with Federal EPA Categorical Pretreatment Standards.

(2) –Toxic pollutants shall include, but are not limited to, any substance identified on the Federal EPA Priority Pollutant and State of Michigan Critical Materials List. Methods used by the city to establish limitations shall be in accordance with the latest guidance of the Michigan Department of Natural Resources. Limitations may be adjusted to reflect the presence of pollutants in the users' intake water supply in accordance with part 403.15 of the U.S. Environmental Protection Agency General Pretreatment Regulations of January 28, 1981.

~~(L)~~(Q) Any waters or wastes exceeding the following characteristics: ~~300-430~~ mg/l BOD(S), ~~350-615~~ mg/l S.S., ~~40-8~~ mg/l P, ~~36-~~ mg/L ammonia nitrogen

~~(M) Any wastewater which causes a hazard to human life or creates a public nuisance.~~

~~(R)~~ Heavy metal discharge limits exceeding the following:

~~(N)~~ —

~~0.005 mg/l — Cadmium~~

~~0.620 mg/l — Total Chromium~~

~~0.140 mg/l — Copper~~

~~0.11 mg/l — Amenable~~

~~Cyanide 0.635 mg/l~~

~~— Lead~~

~~0.210 mg/l — Nickel~~

~~1.125 mg/l — Zinc~~

<u>POLLUTANT</u>	<u>Local Limit</u>
	<u>(Daily Max) --</u>
	<u>(mg/L)</u>

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<u>Arsenic</u>	<u>0.25</u>
<u>Cadmium</u>	<u>0.57</u>
<u>Chromium, Total</u>	<u>1.28</u>
<u>Copper</u>	<u>0.59</u>
<u>Cyanide</u>	<u>0.09</u>
<u>Lead</u>	<u>6.0</u>
<u>Mercury</u>	<u>ND*</u>
<u>Molybdenum</u>	<u>2.84</u>
<u>Nickel</u>	<u>1.60</u>
<u>Selenium</u>	<u>1.49</u>
<u>Silver</u>	<u>0.89</u>
<u>Zinc</u>	<u>0.4</u>

*Non-Detectable is defined as at or below the quantification level applicable under 40 CFR Part 136 as determined by the City ~~WWTPWRRF~~ Superintendent. Mercury sampling procedures, preservation and handling, and analytical protocol for compliance monitoring of a user's discharge shall be in accordance with the applicable US EPA method as determined by the Superintendent. The quantification levels shall be 0.2 µg/L or 0.5 ng/L, depending on the method required by the Superintendent, unless higher levels are approved by the Superintendent because of sample matrix interference. Any discharge of mercury at or above the required level of quantification is a specific violation of this Chapter.

~~(O)(N) Any waste that is considered hazardous under RCRA regulations unless specifically exempted through a user contribution permit.~~

~~(P)(N) Any trucked or hauled waste except at specific locations that have been approved by the superintendent of the POTW.~~

~~(Q)(N) Any trucked or hauled waste that would be considered a prohibited discharge under divisions (A) through (N) of this section.~~

~~(R)(N) Any trucked or hauled waste that has not been approved by the superintendent of the POTW.~~

(Ord. 622, passed 3-4-85) Penalty, see § 51.99~~79~~

§ 51.063 GREASE, OIL AND SAND INTERCEPTORS.

(A) Grease, oil and sand interceptors (traps) or any other method approved by the city shall be provided at the expense of the property owner when liquid wastes contain grease in excessive amounts, or other harmful ingredients. An interceptor shall be required for every food service establishment (restaurant and fast food outlets), automotive repair shop or garage, car wash, or any other type of establishment or use as determined necessary by the WWTPRRF Superintendent. ~~except An interceptor that such interceptors~~ shall not be required for single-family and multi-family dwelling units. All interceptors shall be of a type and capacity approved by the city and shall be located as to be readily and easily

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accessible for cleaning and inspection. Grease, oil and sand interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers which when bolted into place shall be gastight and watertight.

(B) Where installed, all grease, oil and sand interceptors (traps) or any other method approved by the city shall be maintained by the owner, at his/her expense, in continuously efficient operation at all times.

(Ord. 622, passed 3-4-85) Penalty, see § 51.99~~7~~⁹

§ 51.064 RIGHT OF REVIEW BY CITY; PRETREATMENT MAY BE REQUIRED.

(A) *Right of review by city.* Admission into the public sewers of wastewaters containing any prohibited discharges in § 51.062 or having an average daily flow rate of 10,000 gallons or more shall be subject to review by the city. All proposed discharges to the sanitary sewers shall be reviewed prior to connection. The discharge of an existing user shall be subject to review if a change in the contribution is anticipated or at the request of the city to demonstrate continued compliance with ordinance requirements. In support of this review, existing or potential users of the sewers shall provide all information necessary to complete the review. This information shall include, but is not limited to, the following:

(1) File a written statement setting forth the nature of the enterprise, the source and amount of water used, the amount of water to be discharged with its present or expected bacterial, physical, chemical, radioactive, or other pertinent characteristics of the wastes.

(2) Provide a report on raw materials entering the process or support system, intermediate materials, final product, and waste by-products as those factors may affect waste control.

(3) Provide a plan map of the building, works, or complex, with each outfall to the surface waters, sanitary sewer, storm sewers, natural watercourse, or groundwaters noted, described, and the waste stream identified.

(4) Records and reports on the final disposal of specific liquids, solids, sludges, oils, solvents, radioactive materials, and other wastes.

(5) In the case of existing discharges, sampling and test reports as may be required by the city.

(B) *Right to exclude or require pretreatment.* On direction of the city, an entity may be required to remove, exclude, or require pretreatment of any waste in whole or in part for any reasons deemed to be in the city's interest. Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained in satisfactory and effective operation at no expense to the city and shall be designed and operated to assure that wastewaters discharged meet the characteristics set forth in § 51.062. A wastewater contribution permit may be required for any discharge as provided in §§ 51.080 through 51.088.

(Ord. 622, passed 3-4-85)

§ 51.065 ~~SPECIAL AGREEMENTS.~~ SPECIAL ALTERNATIVE LIMITS (SAL)

No provision of this chapter shall be construed as preventing any special agreement or arrangement between the city and any user whereby sewage or wastes of unusual strength or character may be accepted by the sewage system for treatment, subject to the payment by such user of such additional charges as may be reasonable. However, federal and state prohibited discharge standards can never be waived. ~~If the waters or wastes discharged by an industry exhibit any of the characteristics identified in § 51.062 at anytime, the city may:~~

- ~~(A) Reject the wastes;~~
 - ~~(B) Require pretreatment to the level defined as "normal strength sewage";~~
 - ~~(C) Require pretreatment to an acceptable level for discharge to the public sewers;~~
- and

~~(A) Require control over the quantities and rates of discharge. (Ord. 622, passed 3-4-85)~~

Where authorized by the WWTWRRF Superintendent, Special Alternative Limit agreements shall be made such that the allocation to all industrial users in the City service area does not exceed the calculated Maximum Allowable Industrial Loading (MAIL) for any parameter and such that the allocation to all sewer users does not exceed the calculated Maximum Allowable Headworks Loading (MAHL) for any parameter summarized in this section.

(B) A non-domestic user may, at the time of application for a wastewater discharge permit, or by a special alternative limit application, request that permitted discharge limits be increased from the Standard Local Limits listed in Section 51.062. Such special alternative limits shall be expressed as total daily pounds of pollutant discharged. Special Alternative Limits (SALs) shall be developed in accordance with the procedure for Special Alternative Limits allocation as outlined in the Industrial Pretreatment Program manual for the City and approved by EGLE. The City's rules and regulations shall be available for inspection at 1301 N. Franklin St., Mt. Pleasant, MI 48858.

(C) The City reserves the right to reduce or deny special alternative limits if total pollutant discharges near or reach the MAHLs set forth in the table in this section. The City reserves the right to amend the MAHLs set forth in this section at its discretion. The Special Alternative Limit must not result in the POTW (including the collection system) receiving pollutants in excess of its ability to convey or treat.

(D) A user which requests a Special Alternative Limit through the permit application process must sign a written acknowledgment whereby the user consents to comply with all terms and conditions which may be imposed by the City. Such acknowledgment shall be in a form provided by the City, and must be executed by an authorized representative before any Special Alternative Limit is effective.

(E) In addition, the City reserves the right to institute a review of any previously permitted Special Alternative Limits at any time, pursuant to which the City, in its discretion, upon notice and the opportunity for hearing, may reduce or eliminate a user's previously permitted to approved Special Alternative Limit .

(F) Any discharge in excess of the amount permitted by the Special Alternative Limit is prohibited and is therefore a violation of this Section and the user's wastewater discharge permit.

(G) The EGLE approved (2020) MAHL and MAILs for parameters that may be considered for SALs are as follows:

<u>Parameter</u>	<u>MAHL (lb/day)</u>	<u>MAIL (lb/day)</u>
<u>BOD₅</u>	<u>5,764</u>	<u>645</u>

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<u>TSS</u>	<u>5.725</u>	<u>924</u>
<u>Phosphorus</u>	<u>114</u>	<u>13</u>
<u>Ammonia (as N)</u>	<u>918</u>	<u>54</u>

~~(D)~~—MAHL and MAIL values will be re-evaluated periodically as required by federal and state IPP regulations.

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§ 51.066 MONITORING.

(A) When required by the city to demonstrate compliance with this chapter, the owner of any property serviced by a building sewer shall install a suitable control manhole together with sampling equipment, flow meters, and other appurtenances as necessary in the building sewer to facilitate monitoring the control manhole shall be constructed in accordance with plans approved by the ~~Manager~~Superintendent. The manhole shall be installed by the owner at his/her expense, and shall be maintained by him/her so as to be safe and accessible at all times. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer from the point at which the building sewer is connected.

(B) All measurements, tests and analyses of the characteristic of waters and wastes to which reference is made in this ordinance shall be determined in accordance with 40 CFR Part 136, as amended, or as required by ~~the Michigan Department of Natural Resources~~EGLE. All measurements, tests, and analyses shall be determined as the control manhole and upon suitable samples taken at said manhole. It shall be the responsibility of the industrial customer to provide flow measuring sampling equipment for each control manhole.

~~(B)~~—

~~(Ord. 622, passed 3-4-85)~~ Penalty, see § 51.9979

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PRETREATMENT PROVISIONS

§ 51.080 COMPLIANCE WITH STATE AND FEDERAL PRETREATMENT REGULATIONS.

(A) *Introduction.* This subchapter sets forth uniform requirements for direct and indirect contributors into the wastewater collection and treatment system and enables the city to comply with all applicable state and federal pretreatment regulations (40 CFR Part 403).

(B) *Federal standards supersede.* Any existing or new federal categorical pretreatment standards shall immediately supersede the limitations imposed under this chapter if more stringent. In such a case, the ~~Manager-Superintendent~~ shall notify all affected users of the applicable reporting requirements under 40 CFR 403.12.

(C) *Modification of federal pretreatment standards.*

(1) Where the city's wastewater treatment system achieves consistent removal of

pollutants limited by federal pretreatment standards, the city may apply to the approval authority for modification of specific limits in the federal pretreatment standards. "Consistent Removal" shall mean reduction in the amount of a pollutant or alteration of the nature of the pollutant by the wastewater treatment system to a less toxic or harmless state in the effluent.

(2) The city reserves the right to establish as described in § 51.062(~~KP~~), more stringent limitations or requirements on discharges to the wastewater disposal system if deemed necessary.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)

§ 51.081 DILUTION PROHIBITED.

No user shall ever increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the federal categorical pretreatment standards, or in any other pollutant-specific limitation developed by the city or state. (Exception is made when applicable to dilution to meet the pH requirement.)

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)
Penalty, see § 51.99~~79~~

§ 51.082 ACCIDENTAL DISCHARGES; NOTICE REQUIREMENTS.

Each user shall provide protection from accidental discharge of prohibited materials or other substances regulated by this chapter and operational upset of pretreatment facilities. Facilities to prevent accidental discharge of prohibited materials and operational upsets shall be provided and maintained at the owner's or user's own cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the city for review, and shall be approved by the city before construction of the facility. All existing users shall complete such a plan by 180 days after the effective date of this chapter. No user who commences contribution to the POTW after the effective date of this chapter shall be permitted to introduce pollutants into the system until accidental discharge and operational upset procedures have been approved by the city. Review and approval of such plans and operating procedures shall not relieve the user from the responsibility to modify the user's facility as necessary to meet the requirements of this chapter. Copies of the user's spill prevention control and countermeasure (SPCC) plan and the pollution incidence prevention plan (PIPP) shall be filed with the city.

(A) *Immediate notice.* In the case of an accidental discharge or operational upset, it is the responsibility of the user to immediately telephone and notify the POTW of the incident. The notification shall include location of discharge, type of waste, concentration and volume, and corrective actions.

(B) *Written notice.* Within five days following an accidental discharge or operational upset, the user shall submit to the Manager a detailed written report describing the cause of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, fish kills, or any other damage to person or property; nor shall such notification relieve the user of any fines, civil penalties, or other liability which may be imposed by this chapter or other applicable

law.

(C) *Notice to employees.* A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees whom to call in the event of a dangerous discharge. Employers shall insure that all employees who may cause or suffer such a dangerous discharge to occur are advised of the emergency notification procedure.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)
Penalty, see § 51.99~~79~~

§ 51.083 FUNDING OF PRETREATMENT PROGRAM.

The pretreatment program shall be funded as provided by §§ 51.106 and 51.107 of this chapter. (Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)

§ 51.084 WASTEWATER DISCHARGES AND CONTRIBUTION PERMITS.

It shall be unlawful to discharge any wastewater to the municipal sanitary sewer collection system or other natural outlets within the jurisdiction of the city except as authorized by the city in accordance with this chapter.

(A) The discharge of all major contributing dischargers shall be subject to review by the city as provided in § 51.064 of this chapter.

(1) A wastewater contribution permit shall be obtained for any discharge from a major contributing discharger which is characterized by the city as any one of the following:

(a) A discharge with potential to cause violation of the municipal NPDES permit limitations or water quality standards of the stream receiving the effluent of the treatment works;

(b) A discharge with potential to cause interference with the treatment process or wastewater sludge disposal procedures;

(c) A discharge regulated by federal EPA categorical pretreatment standards;

(d) A discharge from any pretreatment facility;

(e) A discharge allowed under ~~a special agreement~~SAL as provided by § 51.065 of this chapter.

(f) A discharge from any "Significant Industrial User" as defined in § 51.002 of this chapter.

(2) A wastewater contribution permit shall be obtained within 180 days after the effective date of this chapter for existing major contributing dischargers required by the city to obtain a permit. All other permits shall be obtained prior to connection to the sewer system.

(B) Users required to obtain a wastewater contribution permit shall complete and file with the city, an application in the form prescribed by the city, and accompanied by a fee.

Existing users shall apply for a wastewater contribution permit within 30 days after the effective date of this chapter, and proposed new users shall apply at least 90 days prior to connecting to or contributing to the POTW. In support of the application, the user shall submit, in units and terms appropriate for evaluation, the information required in § 51.064, herein. The following information shall also be submitted:

(1) Where known, the nature and concentration of any pollutants in the discharge which are limited by any city, state, or federal pretreatment standards, and a statement regarding whether or not the pretreatment standards are being met on a consistent basis and if not, whether additional operation and maintenance (O & M) and/or additional pretreatment is required for the user to meet applicable pretreatment standards;

(2) If additional pretreatment and/or O & M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment shall be submitted to the ~~Manager~~ Superintendent. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard. The following conditions shall apply to this schedule:

(a) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards (e.g., hiring an engineer, completing preliminary plans, completing final plans, executing contract for major components commencing construction, completing construction and the like).

(b) No increment referred to in division (a) above shall exceed nine months.

(c) Not later than 14 days following each date in the schedule and the final date for compliance, the user shall submit a progress report to the ~~Manager~~ Superintendent including, as a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with this increment of progress, the reason for delay, and the steps being taken by the user to return the construction to the schedule established. In no event shall more than nine months elapse between such progress reports to the ~~Manager~~ Superintendent.

(3) Any other information as may be deemed by the city to be necessary to evaluate the permit application.

(C) Within nine months of the promulgation of a national categorical pretreatment standard, the wastewater contribution permit of users subject to such standards shall be revised to required compliance with such standards within the time frame prescribed by such standard. Where a user, subject to a national categorical pretreatment standard, has not previously submitted an application for a wastewater contribution permit as required by division (B) above of this section, the user shall apply for a wastewater contribution permit within 180 days after the promulgation of the applicable national categorical pretreatment standard. In addition, the user with an existing wastewater contribution permit shall submit to the ~~Manager~~ Superintendent within 180 days after the promulgation of an applicable federal categorical pretreatment standard the information required by divisions (B)(1) and (2) above.

(D) Permits may contain the following:

(1) The unit charge or schedule of user charges and fees for the wastewater to be discharged to a community sewer;

- (2) Limits on the average and maximum wastewater constituents and characteristics;
- (3) Limits on average and maximum rate and time of discharge or requirements for flow regulations and equalization.
- (4) Requirements for installation and maintenance of inspection and sampling facilities;
- (5) Specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types and standards of tests and reporting schedule;

(6) Compliance schedules;

(6)(7) Best Management Practices;

(7)(8) Requirements for submission of technical reports or discharge reports;

(8)(9) Requirements for maintaining and retaining records relating to wastewater discharge as specified by the city, and affording city access thereto. All records shall be retained for a minimum of three years or in the case of enforcement actions until all enforcement activities have concluded;

(9)(10) Requirements for notification of the city of any new introduction of wastewater constituents or any substantial change in the volume or character of the wastewater constituents being introduced into the wastewater treatment system;

(11) Requirements to control Slug Discharges, if determined necessary by the WWTWRRF Superintendent.

(10)(12) Requirements for notification of slug discharges;

(11)(13) Requirements placing the waste treatment facilities, process facilities, waste streams, or other potential waste problems under the specific supervision and control of persons who have been certified by an appropriate state agency as properly qualified to supervise such facilities;

(14) Other conditions as deemed appropriate by the city to ensure compliance with this chapter;

(12)(15) Statement of applicable civil and criminal penalties for violation of Pretreatment Standards and requirements, and any applicable compliance schedule. Such schedules may not extend the compliance date beyond applicable federal deadlines; and-

(13)(16) And s Shall contain at least the following: the term of the permit; a statement of non- transferability; specific discharge limitations; monitoring, sampling, recordkeeping, notification, and reporting requirements; as well as compliance schedules, and a statement of penalties.

(E) Permits shall be issued for a specified time period, not to exceed ~~three~~ five years. A permit may be issued for a period less than a year or may be stated to expire on a specific date. The user shall apply for permit reissuance a minimum of 90 days prior to the expiration of the user's existing permit. The terms and conditions of the permit may be subject to modification by the city during the term of the permit as limitations or requirements are modified, due to a change in contribution by the user, or other just cause exists. The user shall be informed of any proposed changes in his/her permit at least 30 days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.

(F) Wastewater contribution permits are issued to a specific user for a specific operation. A wastewater discharge permit shall not be reassigned or transferred or sold to a new owner, new user, different premises, or a new or changed operation without the approval of the city.

(G) Any user issued a wastewater discharge permit shall submit to the ~~Manager-Superintendent~~ during the month of June and December, unless required more frequently, a report indicating the nature and concentration of pollutants in the effluent and any other information the Manager deems necessary as listed in § 51.064.

(H) The ~~Manager-Superintendent~~ may impose mass limitations on users in cases where they are appropriate, in such cases, the report required by division (G) above of this section shall indicate the mass of pollutants regulated by pretreatment standards in the effluent of the user.

(I) Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the city for review, and shall be acceptable to the city before construction of the facility. The review of plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the city under the provisions of this chapter. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be acceptable to the city prior to the user's initiation of the changes.

(J) Wastewater Discharge Permit Revocation

The Plant Superintendent may revoke a wastewater discharge permit for good cause, including, but not limited to, the following reasons:

(1) Failure to notify the Plant Superintendent of significant changes to the wastewater prior to the changed discharge.

(2) Failure to provide prior notification to the Plant Superintendent of changed conditions;

(3) Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application;

(4) Falsifying self-monitoring reports;

(5) Tampering with monitoring equipment;

(6) Refusing to allow the Plant Superintendent timely access to the facility premises and records;

(7) Failure to meet effluent limitations;

(8) Failure to pay fines;

(9) Failure to pay sewer charges;

(10) Failure to meet compliance schedules;

(11) Failure to complete a wastewater survey or -wastewater discharge permit application;

(12) Failure to provide advance notice of the transfer of business ownership of a permitted facility; or

(13) Violation of any pre-treatment standard or requirement, or any terms of

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the wastewater discharge permit or these rules.

(K) Food establishments and other facilities required to install and maintain grease interceptors are required to obtain a ~~Grease Interceptor Permit~~. Grease Interceptor Permits may contain the following:

- (1) The unit charge or schedule of user charges and fees for the wastewater to be discharged to a community sewer;
- (2) Limits on the average and maximum wastewater constituents and characteristics;
- (3) Limits on average and maximum rate and time of discharge or requirements for flow regulations and equalization.
- (4) Requirements for installation and maintenance of inspection and sampling facilities;
- (5) Specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types and standards of tests and reporting schedule;
- (6) Compliance schedules;
- (7) Requirements for submission of interceptor cleaning, pump out, and maintenance records;
- (8) Requirements for maintaining and retaining records relating to wastewater discharge as specified by the city, and affording city access thereto. All records shall be retained for a minimum of three years or in the case of enforcement actions until all enforcement activities have concluded;
- (9) Other conditions as deemed appropriate by the city to ensure compliance with this chapter;
- (10) And shall contain at least the following: the term of the permit; a statement of non- transferability; specific discharge limitations; monitoring, sampling, recordkeeping, notification, and reporting requirements; as well as compliance schedules, and a statement of penalties.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)

§ 51.085 Reporting Requirements

(A) Baseline Monitoring Reports

(1) Within either one hundred eighty (180) days after the effective date of a categorical pre-treatment standard, or the final administrative decision on a category determination under 40 CFR 403.6(a) (4), whichever is later, existing categorical users currently discharging to or scheduled to discharge to the POTW shall submit to the Plant Superintendent a report which contains the information listed in paragraph 2 below. At least ninety (90) days prior to commencement of their discharge, new sources, and sources that become categorical users subsequent to the promulgation of an applicable categorical standard, shall submit to the Plant Superintendent a report which contains, the method of pre-treatment it intends to use to meet applicable categorical

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standards. A new source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.

(2) Users described above shall submit the information set forth below:

(a) Identifying Information. The name and address of the facility, including the name of the operator and owner

(b) Environmental Permits. A list of any environmental control permits held by or for the facility.

(c) Description of Operations. A brief description of the nature, average rate of production, and standard industrial classifications of the operations carried out by such user. This description should include a schematic process diagram which indicates points of discharge to the POTW from the regulated processes.

(d) Flow Measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined wastestream formula set out in 40 CFR 403.6(e).

(e) Measurement of Pollutants.

i. The categorical pre-treatment standards applicable to each regulated process.

ii. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the standard or by the Plant Superintendent, of regulated pollutants in the discharge from each regulated process. Instantaneous, daily maximum, and long-term average concentrations, or mass, where required, shall be reported. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in 40 CFR.

(f) Certification. A statement, reviewed by the user's authorized representative and certified by a qualified professional, indicating whether pre-treatment standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pre-treatment is required to meet the pre-treatment standards and requirements.

(g) Compliance Schedule. If additional pre-treatment and/or O&M will be required to meet the pre-treatment standards, the shortest schedule by which the user will provide such additional pre-treatment and/or O&M. The completion date in this schedule shall not be later than the compliance date established for the applicable pre-treatment standard. A compliance schedule pursuant to this Section must meet the requirements set out in Section 51.062 of this Chapter.

(h) Signature and Certification. All baseline monitoring reports must be signed and certified by an Authorized Representative in accordance with Section 51.002 of this Chapter.

(B) Compliance Schedule ~~Progress~~Progress Reports

The following conditions shall apply to the compliance schedule required by Section 51.085 (2) (g) of this Chapter.

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- (1) The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pre-treatment required for the user to meet the applicable pre-treatment standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);
- (2) No increment referred to above shall exceed nine (9) months;
- (3) The user shall submit a progress report to the Plant Superintendent no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and if appropriate, the steps being taken by the user to return to the established schedule; and
- (4) In no event shall more than nine (9) months elapse between such progress reports to the Plant Superintendent.

—
(C) Reports on Compliance with Categorical Pre-treatment Standard Deadlines

- (1) Within ninety (90) days following the date for final compliance with applicable categorical pre-treatment standards, or in the case of a new source following commencement of the introduction of wastewater into the POTW, any user subject to such pre-treatment standards and requirements shall submit to the Plant Superintendent a report containing the information described in Section 51.085 (G) of this Chapter. For users subject to equivalent mass or concentration, limits established in accordance with the procedures in 40 CFR 403.6(c) 1 this report shall contain a reasonable measure of the user's long-term production rate.
- (2) For all other users subject to categorical pre-treatment standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the user's actual production during the appropriate sampling period. All compliance reports must be signed and certified by an authorized representative as defined in Section 51.002 of this Chapter.

—
(D) Periodic Compliance Reports

- (1) All significant industrial users shall, at a frequency determined by the Plant Superintendent but in no case less than twice per year (in June and December), submit a report indicating the nature and concentration of pollutants in the discharge which are limited by pre-treatment standards and the measured or estimated average and maximum daily flows for the reporting period. All periodic compliance reports must be signed and certified by an authorized representative as defined in Section 51.002 of this Chapter.
- (2) All wastewater samples must be representative of the user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a user to keep its monitoring facility in good working order shall not be grounds for the user to claim that the sample results are

unrepresentative of its discharge.

- (3) If a user subject to the reporting requirement in this section monitors any pollutant more frequently than required by the Plant Superintendent, the results of this monitoring shall be included in the report.

(E) Reports of ~~Changed~~Changed Conditions

Each user must notify the Plant Superintendent of any planned significant changes to the user's operations or system, which might alter the nature, quality, or volume of its wastewater at least ten (10) days before the change.

- (1) The Plant Superintendent may require the user to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application as required by this Chapter.
- (2) The Plant Superintendent may issue a wastewater discharge permit under Section 51.084 of this Chapter or modify an existing wastewater discharge permit in response to changed conditions or anticipated changed conditions.
- (3) For purposes of this requirement, significant changes include, but are not limited to, flow increases of twenty percent (20%) or greater, and the discharge of any previously unreported pollutants.

(F) Reports of Potential Problems

- (1) In the case of any discharge, including, but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary batch discharge, or a slug load, that may cause potential problems for the POTW, the user shall immediately telephone and notify the Plant Superintendent of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the user.
- (2) Within five (5) days following such discharge, the user shall, unless waived by the Plant Superintendent, submit a detailed written report describing the causes of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, natural resources, or any other damage to person, or property; nor shall such notification relieve the user of any fines, penalties, or other liability which may be imposed pursuant to this Chapter.

(G) Reports from Un-permitted Users

All users not required to obtain a wastewater discharge permit shall provide appropriate reports to the Plant Superintendent as he may require.

(H) Notice of Violation/Repeat Sampling and Reporting

If sampling performed by a user indicates a violation, the user must notify the Plant Superintendent within twenty-four (24) hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to

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the Plant Superintendent within thirty (30) days after becoming aware of the violation. The user is not required to resample if the Plant Superintendent monitors at the user's facility at least once a month, or if the Plant Superintendent samples between the user's initial sampling and when the user receives the results of this sampling.

—
(l) Notification of the Discharge of Hazardous Waste

- (1) Any user who commences the discharge of hazardous waste shall notify the POTW, the EPA Regional Waste Management Division Director, and EGLE, in writing, of any discharge into the POTW of a substance which, if otherwise disposed of, would be hazardous waste under 40 CFR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR Part 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the user discharges more than one hundred (100) kilograms of such waste per calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the user: an identification of the hazardous constituents contained in the wastes, an estimation of the mass and concentration of such constituents in the wastestream discharged during that calendar month, and an estimation of the mass of constituents in the wastestream expected to be discharged during the following twelve (12) months. All notifications must take place no later than one hundred and eighty (180) days after the discharge commences. Any notification under this paragraph need be submitted only once for each hazardous waste discharged. However, notifications of changed conditions must be submitted under Section 51.085 (E) of this chapter. The notification requirement in this section does not apply to pollutants already reported by users subject to categorical pre-treatment standards under the self-monitoring requirements required by wastewater discharge permits.
- (2) Dischargers are exempt from the requirements of paragraph 51.085 (l) (1), above, during a calendar month in which they discharge no more than fifteen (15) kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e). Discharge of more than fifteen (15) kilograms of non-acute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e), requires a one-time notification. Subsequent months during which the user discharges more than such quantities of any hazardous waste do not require additional notification.
- (3) In the case of any new regulations under Section 3001 of RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the user must notify the Plant Superintendent, the EPA Regional Waste Management Waste Division Director, and State hazardous waste authorities of the discharge of such substance within ninety (90) days of the effective date of such regulations.
- (4) In the case of any notification made under this section, the user shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical.
- (5) This provision does not create a right to discharge any substance not

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otherwise permitted to be discharged by this chapter, a permit issued thereunder, or any applicable Federal or State law.

(J) Analytical Requirements

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136, unless otherwise specified in an applicable categorical pre-treatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by EPA.

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(K) Sample Collection

(1) Except as indicated in Section 51.085 (K) (2), below, the user must collect wastewater samples using flow proportional composite collection techniques. In the event flow proportional sampling is infeasible, the Plant Superintendent may authorize the use of time proportional sampling or a minimum of four (4) grab samples where the user demonstrates that this will provide a representative sample of the effluent being discharged. In addition, grab samples may be required to show compliance with instantaneous discharge limits.

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(2) Samples for oil and grease, temperature, pH, cyanide, phenols, sulfides, PFAS, and volatile organic compounds must be obtained using grab collection techniques.

(L) Timing

Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

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(M) Record Keeping

Users subject to the reporting requirements of this chapter shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this chapter, including documentation associated with Best Management Practices, and any additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements. Records shall include the date, exact place, method, and time of sampling, and the name of the persons taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the user or the City, or where the user has been specifically notified of a longer retention period by the Plant Superintendent.

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§ 51.0865 PUBLICATION OF VIOLATIONSUSERS IN SIGNIFICANT NONCOMPLIANCE.

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The city shall annually publish in the newspaper a list of the users which, during the

~~previous 12 months, were significantly violating applicable pretreatment standards or other pretreatment requirements. The notification shall also summarize any enforcement actions taken against the user(s) during the same 12 months. For purposes of this paragraph, a significant violation is a violation which:~~

- ~~(A) Remains uncorrected for 45 days after notification of noncompliance.~~
 - ~~(B) Is part of a pattern of non-compliance over a 12-month period.~~
 - ~~(C) Involves a failure to accurately report non-compliance.~~
 - ~~(D) Has endangered health or property, caused any interference or adverse effects to the POTW, or resulted in the city exercising its right to suspend service as pursuant to § 51.128, or § 51.087.~~
 - ~~(E) Involved the failure of the user to meet the requirements of its permit.~~
- ~~(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)~~

(A) Significant ~~Non-Compliance.~~— The Plant ~~Superintendent will~~Superintendent will provide at least annual public notification, in the area's largest newspaper, a list of significant industrial or non-domestic users which, during the previous 12 months, were in significant non-compliance of applicable ~~Pretreatment Standards or other pre-treatment~~ requirements and violations of this Ordinance.— A significant non-compliance is a violation which meets one or more of the following criteria:

- (1) Chronic violations of wastewater discharge limits, defined here as those in which 66 percent or more of all of the measurements taken during a six month period exceed, by any magnitude, the daily maximum limit or the average limit for the same pollutant parameter;
- (2) Technical Review Criteria (TRC) violations, defined as those in which 33 percent or more of all of the measurements for each pollutant parameter taken during a six month period equal or exceed the product of the daily maximum limit or the average limit multiplied by the applicable TRC. The TRG equals 1.4 for BOD, TSS, fats, oil and grease and 1.2 for all other pollutants except pH;
- (3) Any other discharge violation that the Superintendent believes has caused, alone or in combination with other discharges, interference or pass through, including endangering the health of City personnel or the general public;
- (4) Any discharge of a pollutant that has caused imminent the public or to the environment or has resulted in the Plant Superintendent to the exercise of its emergency authority to halt or prevent such a discharge;
- (5) Failure to meet, within 90 days of the schedule date, a compliance schedule milestone contained in a wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance;
- (6) Failure to provide, within 30 days after the due date, any required reports such as baseline monitoring reports, compliance monitoring reports, periodic self-monitoring reports, other reports as requested, and reports on compliance with compliance schedules;

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(7) Failure to accurately report non-compliance; or

(8) Any other violations which the Superintendent determines will adversely affect the operation or implementation of the local pretreatment program.

§ 51.08~~76~~ PUBLIC RECORDS.

(A) All information and data on a user obtained from reports, questionnaires, permit application, permits and monitoring programs and from inspection shall be available to the public without restriction, unless the user specifically requests the information be classified confidential on the basis of proprietary processes. When information is classified confidential, the ~~Manager~~ ~~WWTPWRRF~~ Superintendent shall provide proper and adequate facilities and procedures to safeguard the confidentiality of manufacturing proprietary processes, except that confidentiality shall not extend to waste products discharged to the waters of the state.

(B) All records relating to compliance with pretreatment standards shall be made available to officials of the EPA or approval authority upon request.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)
Penalty, see § 51.99~~79~~

§ 51.08~~87~~ ENFORCEMENT PROVISIONS.

(A) The city may suspend the wastewater treatment service and/or a wastewater contribution permit when such suspension is necessary, in the opinion of the city, to meet the provisions of this section or to protect the treatment system from threatened discharge that would jeopardize water quality standards, possibly damage the sewerage system, or cause a nuisance or unsafe condition.

(B) Any user who violates the following conditions of this section, or applicable state and federal regulations, is subject to having his/her permit revoked.

(1) Failure of a user to factually report the wastewater constituents and characteristics of his/her discharge;

(2) Failure of the user to report significant changes in operations, or wastewater constituents and characteristics;

(3) Refusal of reasonable access to the user's premises for the purpose of inspection or monitoring; or

(4) Violation of conditions of the permit.

(C) Whenever the city finds that any user has violated or is violating this chapter, wastewater contribution permit, or any prohibition, limitation of requirements contained herein, the city may serve upon such a person a written notice stating the nature of the violation. Within 30 days of the date of the notice, a plan for the satisfactory correction thereof shall be submitted to the city by the user.

(D) The city may bring legal action with civil and criminal penalties against anyone using the disposal system contrary to this section, in accordance with §§ 51.~~429~~128, 51.130 and 51.99~~79~~.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91)

§ 51.088 BY-PASS.

~~No user shall by-pass pretreatment processes, anticipated or unanticipated, without prior notification and approval of the manager. Such by-pass is prohibited unless unavoidable or justifiable.~~

~~(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 727, passed 4-29-91).
Penalty, see § 51.999~~

51.089 AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS.

(A) Upset

(1) For the purposes of this Section, upset means an exceptional incident in which there is unintentional and temporary noncompliance with categorical Pretreatment Standards because of factors beyond the reasonable control of the User. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventative maintenance, or careless or improper operation.

(2) An upset shall constitute an affirmative defense to an action brought for noncompliance with categorical Pretreatment Standards if the requirements of paragraph (3) below, are met:

(3) A User who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:

- a. An upset occurred and the User can identify the cause(s) of the upset;
- b. The facility was at the time being operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures; and
- c. The User has submitted the following information to the Superintendent within twenty-four hours of becoming aware of the upset. If this information is provided orally, a written submission must be provided within 5 days:
 - i. A description of the indirect discharge and cause of noncompliance;
 - ii. The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
 - iii. Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.

(4) In any enforcement proceeding, the User seeking to establish the occurrence of an upset shall have the burden of proof.

(5) Users shall have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical Pretreatment Standards.

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(6) Users shall control production of all discharges to the extent necessary to maintain compliance with categorical Pretreatment Standards upon reduction, loss, or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power to the treatment facility is reduced, lost, or fails.

(B) Prohibited Discharge Standards

A User shall have an affirmative defense to an enforcement action brought against it for noncompliance with the general prohibitions or the specific prohibitions in Section 51.062 of this ordinance if it can provide that it did not know, or have reason to know, that its discharge, alone or in conjunction with discharges from other sources, would cause pass through or interference and that either:

(1) A Local Limit exists for each pollutant discharged and the User was in compliance with each limit directly prior to, and during, the Pass Through or Interference; or

(2) No Local Limit exists, but the discharge did not change substantially in nature or constituents from the User's prior discharge when the City was regularly in compliance with its NPDES permit, and in the case of Interference, was in compliance with applicable sludge use or disposal requirements.

(C) Bypass

(1) For the purposes of this Section,

a. Bypass means the intentional diversion of wastestreams from any portion of the User's treatment facility.

b. Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of bypass. Severe property damage does not mean economic loss caused by delays in production.

(2) A User may allow any bypass to occur which does not cause Pretreatment Standards or Requirements to be violated, but only if it also is essential maintenance to assure efficient operation. These bypasses are not subject to the provision of Paragraph (3) or (4) of this Section.

(3) Bypass Notifications

a. If a User knows in advance of the need for a bypass, it shall submit prior notice to the Superintendent, at least ten (10) days before the date of the bypass, if possible.

b. A User shall submit oral notice to the Superintendent of an unanticipated bypass that exceeds applicable Pretreatment Standards within 24 hours from the time it becomes aware of the bypass. A written submission shall also be provided within 5 days of the time the User becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass.

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(4) Bypass

a. Bypass is prohibited, and the Superintendent may take an enforcement action against a User for a bypass, unless

- i. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
- ii. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance; and
- iii. The User submitted notices as required under paragraph (3) of this section.

b. The Superintendent may approve an anticipated bypass, after considering its adverse effects, if the Superintendent determines that it will meet the three conditions listed in Paragraph (4) a. if this Section

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RATES AND CHARGES

§ 51.100 CHARGES ESTABLISHED.

(A) It is recognized that use of the system requires payment of costs of providing the services of the system. Such costs include not only the day- to-day operation and maintenance costs, but also the costs incurred to construct and install the system components, the cost to undertake reasonably foreseeable repairs and replacement, the costs to treat wastes of extra strength or volume, and the like. When the system components were designed and constructed, they necessarily needed to be sized to accommodate all foreseeable possible usage of the system from a premises so the system is available to accommodate such reasonably foreseeable usage. Accordingly, certain charges are imposed regardless of actual usage, while other charges recognize that those who actually make more use of the system should pay more.

(B) Rates, fees and charges for connection to and use of the system shall be in amounts established from time to time by resolution of the City Commission, based on the following:

(1) All users within the city shall pay user rates and charges based on the cost of providing sanitary sewer service in accordance with the following:

(a) A service charge based on water meter size for each meter on the premises. The service charge shall be the minimum charge to a user, regardless of actual water or sanitary sewer use.

(b) Except as otherwise provided in division (G), a consumption charge per cubic gallon of water used from the city water system. This volume or commodity charge shall be in addition to the service charge.

(c) If a system user is not connected to the city water system, the City Commission

shall establish by resolution a flat rate commodity charge, based on a table of unit factors, upon the size of the water meter that would be installed if city water service was provided to the premises or using another methodology that, at the City Commission's discretion, provides a reasonable basis to roughly approximate the amount of water and, consequently, sanitary sewer usage for the premises.

(2) A debt service charge shall be paid by all users of the system for the purpose of generating revenues for retirement of bonds issued after January 1, 2000, for the construction of system improvements. Such debt service charge may be calculated on the same basis as and added to either the service charge provided in paragraph (B)(1)(a) of this section, or the consumption charge provided for in paragraph

(B)(1)(b) of this section, or as part of both such charges.

(3) For any premises not currently metered, there shall be a meter charge to defray the cost of the meter and its installation, which shall be the current charge established under the water ordinance provisions of the City Code.

(4) A connection fee or fees shall be levied for all connections to the sewer system. Such fees shall be based upon the table of equivalent units to be established from time to time by resolution of the City Commission. Services shall be inspected to insure acceptable connection to the public system. This inspection shall include, but not be limited to, the following:

(a) Direct connection. Direct connections are those which are made to an existing public sanitary sewer. (Refer to § 51.042(J).)

(i) Tap to main sewer.

(ii) Service line materials and installation.

(iii) Connection of service line within right-of-way to service line on private property.

(b) Indirect connection. The connection of service line within right-of-way to service line on private property shall be inspected. Indirect connections are those which are made to an existing service lead, which meets all chapter requirements.

(5) If the character of the sewage of any user imposes an unreasonable additional burden upon the sewage disposal and transmission system of the city, then an additional charge shall be made. Effluent in excess of the maximum limitations imposed by this chapter shall be deemed prima facie subject to surcharge. If necessary to protect the system or any part thereof, the city shall deny the right of any user to empty such sewage into the system. Surcharges required by this section shall be computed as a percentage of the annual cost of operation and maintenance, including replacement, multiplied by the ratio of weight of surchargeable excess of the discharged substance to the total weight of such substance that is treated in that year. This amount shall be collected, on the basis of estimated surchargeable amounts, with each periodic billing and shall be adjusted annually to reflect actual operation, maintenance and replacement costs. Surcharge rates shall be established by resolution of the Commission, and the amount necessity of surcharge may be appealed by the user to the Sanitary Sewer Board of Appeals hereinafter established.

(6) In addition to all other charges, individual users affected by the pretreatment requirements of this chapter may be assessed charges for recovery of cost incurred by the city for the following:

(a) A proportionate share of the cost to establish and administer the pretreatment program.

(b) Fees to cover the cost of preparing and reviewing wastewater contribution permits.

(c) The cost of inspecting construction of individual pretreatment facilities.

(d) The cost to monitor compliance with provisions of the wastewater contribution permit, including sampling, testing and analysis of the individual discharge, inspections of a user's monitoring and pretreatment facilities, inspections or sampling for users with a Grease Interceptor Permit, review of response submitted by the user, and any other surveillance activities.

(e) The cost of reviewing and inspecting spill containment and accidental discharge procedures and facilities.

(f) Fees for the consistent removal of a pollutant (by the city) which is otherwise subject to federal categorical pretreatment standards.

(g) Other charges as may be necessary to carry out the pretreatment requirements of the chapter.

(7) Nothing in this section shall be construed as prohibiting any special agreement or arrangement between the city and the users whereby the sanitary wastes of unusual flows, strength or character of such user or class of users may be accepted into the system, subject to payment therefor by such users or class of users.

(C) Rates shall be established by resolution of the City Commission and shall be revised from time to time as required to maintain the fiscal integrity of the system, and the same may be revised and taxed by resolution of the City Commission as may be necessary to produce the amounts required to pay such charges and expenditures and provide the fund necessary for the maintenance of the financial integrity of the system.

(D) Nothing in this section shall be construed as limiting, modifying or amending any special assessments levied against certain properties within the city in connection with the construction of sanitary sewers.

(E) For customers with multiple meters, each meter shall be treated as a separate customer for calculation of charges.

(F) The city may require metering of water and/or sewage flows for premises not connected to the city water system to determine the adequacy of charges.

(G) Sewer users in the city are charged based on their metered use of water. However, some users use water in such a way that does not result in return water flow to the sanitary sewer system, and therefore their sewage charge does not reflect actual sewer use. Accordingly, notwithstanding any other provision of this chapter, users meeting the following criteria may install a city-approved meter to calculate the amount of water used that is not discharged into the sewer system, and have their sewer charges reduced according to that amount:

(1) *Residential use.* A user may, at his or her sole expense, install a city-approved meter for lawn irrigation or landscaping purposes only. Users installing residential meters in accordance with this division shall be charged the service charge, defined in division (B)(1)(a) above, for the months of May to October only.

(2) *Commercial or industrial use.* For commercial or industrial manufacturing uses, the user shall:

(a) Submit an application to the ~~Director of Public Works~~ WWTPWRRF

~~Superintendent~~, in a form developed by the ~~Director of Public Works~~ ~~WWTPWRRF~~ ~~Superintendent~~, for approval, demonstrating that the proposed manufacturing use will not result in water being discharged into the sanitary sewer system. The ~~Director of Public Works~~ ~~WWTPWRRF~~ ~~Superintendent~~ shall develop a policy establishing the criteria to be considered for approving such requests.

(b) Pay the full cost of installation of a separate city-approved meter and appropriate lines that will meter the use of water for manufacturing purposes only. After installation, the city shall inspect and approve the meter and lines.

(c) Users shall provide reasonable access to the meters for ongoing inspections.

(d) Users shall not direct any water metered through a water-only meter to the sanitary sewer system.

(H) Users meeting the criteria under § 51.100(G) will be charged for all metered water at the rates set from time to time by the City Commission, and shall not be charged for sanitary sewer services on the meter readings made.

(I) If, through its inspections or meter readings, the city determines that a user authorized under § 51.100(G) diverts water metered by a water-only meter and into the sanitary sewer system, the city shall bill the user for the sanitary sewer use at the rates then established, as they may be amended from time to time by the City Commission, for all billing periods during which the unlawful diversion occurred. If the billing periods during which unlawful diversion occurred cannot be established, the sanitary sewer charges will be applied, based on the water usage of the meter for the preceding three years.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 850, passed 12-11-00; Am. Ord. 979, passed 5-28-13)

§ 51.101 TABLE OF UNIT FACTORS.

(A) *Table of unit factors.* For the purposes of rates, fees and charges as provided in § 51.100, the City Commission may adopt and amend from time to time by resolution a table of unit factors setting forth and identifying the user class and all applicable factors to be multiplied by the monthly charge established for single-family residential premises.

(B) *Rules for interpreting table of unit factors.*

(1) The minimum equivalent factor for commercial and industrial users shall be 1.0.

(2) Equivalent units for users contained in said table will be based upon the size of the water meter serving the facility.

(C) *Appeal.* A property owner having an equivalent unit factor of more than one may, upon written request, appeal to the Sanitary Sewer Board of Appeals established pursuant to this chapter.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 850, passed 12-11-00; Am. Ord. 866, passed 11-26-01)

Cross reference:

Sanitary Sewer Board of Appeals, see § 51.126

§ 51.102 DEFERRING CHARGES.

No free service shall be furnished to any user of the system, and there shall be no waiver or forgiveness of charges levied pursuant to this chapter. However, any resident eligible for deferment of payment of such fees pursuant to the laws of the state shall be permitted to request such deferment or partial payment in accordance with applicable laws, rules and regulations.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 850, passed 12-11-00)

§ 51.103 BILLING PROCEDURES.

(A) When utility charges are not timely paid, it is necessary to re-bill, to undertake other procedures required by this chapter, to prepare separate notices and accountings and undertake other tasks that are not needed if such charges are timely paid. In addition, the other system users essentially subsidize the non-paying or late paying user's use of the system. The system is not established, operated or well-adapted to provide financing services for its users. Accordingly, charges are made to compensate the system for the costs incurred due to untimely payments

(B) Billing for water and sewer charges shall be made monthly and bills shall be sent to consumers monthly. A late payment charge of 5% of the total monthly bill shall be added if the bill is not paid by the fifteenth day of the month. Each subsequent month an additional 1% will be added until payment is made.

(Ord. passed - - ; Am. Ord. 527, passed 8-15-77; Am. Ord. 558, passed 4-16-79; Am. Ord. 778, passed 10-9-95; Am. Ord. 850, passed 12-11-00)

§ 51.104 ENFORCEMENT OF CHARGES.

(A) *Nonpayment of special assessment and/or connection and operation maintenance, and replacement charges.* Nonpayment of any special assessment for sewer service or connection charges for connection to the system shall subject the property owner to a liability for such charges and penalties as provided for a late or delayed connection.

(B) *Nonpayment of service charge.*

(1) *Discontinuance of service.* If a service charge established pursuant to this chapter remains delinquent for a period of 45 days, the city may shut off and discontinue water and/or sewer service to such premises. Such service shall not be re-established until all delinquent charges, penalties and a charge for the re-establishment of such service shall be paid. The turn-on charge shall be established by resolution of the City Commission.

(2) *Collection by litigation.* In addition to discontinuing service, the city shall have the option of collecting all such delinquencies and penalties due pursuant to this chapter by legal proceedings in a court of competent jurisdiction.

(3) *Collection by enforcement of lien.* Service, installation, inspection, use and material charges and fees, including penalties and interest due thereon, shall constitute a

lien on the premises served from the date of such service, unless the city is served with written notice that a tenant is responsible for such charges. The city official or officials in charge of the collection annually, not later than May 1 of each year, shall certify to the tax assessing officer the fact and the amount of such delinquency. The charge shall then be entered by the tax assessing officer of the city upon the next tax roll as a charge against the premises, and shall be collected and the lien thereof enforced in the same manner as general taxes against such premises are collected and tax liens enforced. If the city is provided with notice in writing, including a copy of the lease of the affected premises, that a tenant is responsible for the sewer charge, the city may require, as a condition to rendering sewer services to such premises, a cash deposit equal to service charges at current rates for three months as security for the payment of service charges.

(4) *Collection of an administrative fee.*—The city may collect an administrative fee to offset the cost of attaching liens and collecting delinquent services charges pursuant to § 51.104(B)(3). Such fee shall be established from time to time by resolution of the City Commission, and shall not exceed the cost incurred administering and collecting such liens.

(C) *Disconnection for late payment.*

(1) It is the policy of the city to discontinue utility service to customers by reason of nonpayment of bills only after notice and a meaningful opportunity to be heard on disputed bills. The city's form for application for utility service and all bills shall contain, in addition to the title, address, room number, and telephone number of the official in charge of billing, clearly visible and easily readable provision to the effect:

(a) That all bills are due and payable on or before the date set forth on the bill.

(b) That if any bill is not paid by or before the date, a shut off notice will be mailed, containing a cutoff notice that if the bill is not paid within ten days of the mailing, service will be discontinued for nonpayment; and

(c) That any customer disputing the correctness of his/her bill shall have the right to a hearing, at which time he/she may be represented in person and by counsel or any other person of his/her choosing, and may present, orally or in writing, his/her complaint and contentions to the city official in charge of utility billing. This official shall be authorized to order that the customer's service not be discontinued, and shall have the authority to make a final determination of the customer's complaint.

(2) Requests for waiver of payment will not be entertained; only questions of proper and correct billing will be considered. In the absence of payment of the bill rendered or resort to the hearing procedure provided herein, service will be discontinued at the time specified, but in no event until the charge have been due and unpaid for at least 30 days.

(3) When it becomes necessary for the city to discontinue utility service to a customer for nonpayment of bills, service will be reinstated only after all bills for delinquent service have been paid, along with a turn-on charge to be established by resolution of the City Commission.

(Ord. 622, passed 3-4-85; Am. Ord. 704, passed 3-12-91; Am. Ord. 850, passed 12-11-00; Am. Ord. 979, passed 5-28-13)

ADMINISTRATION AND ENFORCEMENT

§ 51.125 RESPONSIBILITY OF DIRECTOR OF PUBLIC WORKS.

The Director of the Division of Public Works of the city, working with the WWTWWRRF Superintendent, is charged with the responsibility of administering the system and causing the enforcement of this chapter.

(Ord. 622, passed 3-4-85)

§ 51.126 SANITARY SEWER BOARD OF APPEALS.

(A) *Creation of Board.* A Sanitary Sewer Board of Appeals is hereby created to hear and consider all properly submitted appeals.

(B) *Meetings and membership of Board.* The Sanitary Sewer Board of Appeals shall meet as frequently as is necessary to hear all appeals properly submitted to it. All other matters relating to the meetings, qualifications for membership, appointment to office, term of office, and all other organizational matters of said Board shall be determined by resolution of the Commission.

(C) *Authority of Board.* The Sanitary Sewer Board of Appeals shall hear, consider, and make recommendations to the city of the following matters:

(1) Appeals pursuant to § 51.060(B) of this chapter to allow the property owner additional time in which to connect to the system, without penalty or legal action, because of adverse weather conditions.

(2) Appeals pursuant to § 51.101(C) of this chapter to review the equivalent unit factor assigned a property owner; and

(3) Applications for deferring partial or total payment of connection charges in the cases of undue hardship pursuant to § 51.102 of this chapter.

(D) *Final action.* After hearing and considering an appeal, the Sanitary Sewer Board of Appeals shall submit its recommendations as to the granting, denying, or modification of the decision appealed or relief being sought to the Commission, and the decision of the Commission on the matter shall be final.

(Ord. 622, passed 3-4-85; Am. Ord. 1019, passed 11-14-16)

§ 51.127 RIGHT OF ENTRY OF INSPECTORS.

~~(A) Right of entry.~~ Agents of the city, the Michigan Department of Natural Resources Environment, Great Lakes, and Energy or the

(A) U.S. Environmental Protection Agency shall have the right to enter all properties for the purpose of inspecting, measuring, sampling and testing the wastewater discharge as well as reviewing and copying all relevant records, and the performance of any additional duties.

(1) Where a user has security measures in force, which require proper identification and clearance before entry into its premises, the user shall make necessary arrangements

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with its security guards so that, upon presentation of suitable identification, the Plant Superintendent will be permitted to enter without delay for the purposes of performing specific responsibilities.

(2) The Plant Superintendent shall have the right to set up on the user's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user's operations.

(3) The Plant Superintendent may require the user to install, monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the user at its owner expense. All devices used to measure wastewater flow and quality shall be calibrated annually to ensure their accuracy.

(4) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the user at the written or verbal request of the Plant Superintendent and shall not be replaced. The costs of clearing such access shall be borne by the user.

(5) Unreasonable delays in allowing the Plant Superintendent access to the user's premises shall be a violation of this Chapter.

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(B) Power and authority of inspectors.

(1) Duly authorized employees of the city bearing proper credentials and identification shall be permitted to enter upon all properties for the purpose of inspection, observations, measurement, sampling and testing in accordance with the provisions of this chapter. Inspectors shall be allowed to inspect and copy all relevant records.

(2) Duly authorized employees of the city may enter at all reasonable times in or upon private or public property for the purpose of inspecting and investigating conditions or practices which may be in violation of this chapter or detrimental to the system.

(3) Duly authorized employees of the city shall inspect the on-site work occurring by reason of any system permit. Such person shall have the right to issue a cease and desist order on the site upon finding a violation of said permit or this chapter. The order shall contain a statement of the specific violation and the appropriate means of correcting the same and the time within which correction shall be made.

(C) Search Warrants

If the Plant Superintendent has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this chapter, State statutes, or regulations, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the City designed to verify compliance with this Chapter or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the City Manager may seek issuance of a search warrant from the Circuit Court for the County of Isabella.

~~(C)–~~

~~(Ord. 622, passed 3-4-85)~~

§ 51.128 SUSPENSION OF SERVICE.

The city reserves the right to immediately and effectively halt or prevent any discharge to the POTW (after informal notice to the discharger) which reasonably appears to present an imminent endangerment to the health or welfare of persons.

(Ord. 622, passed 3-4-85; Am. Ord. 689, passed 4-10-89; Am. Ord. 704, passed 4-11-91; Am. Ord. 727, passed 6-27-91)

§ 51.129 FISCAL YEAR, RECORDS AND FUNDS.

(A) *Fiscal year.* The fiscal year of the system shall commence on January 1 and end on December 31 in each year.

(B) *Records and accounts.* The city shall keep and maintain proper books and records and accounts separate from all other records and accounts of the city in which shall be made full and correct entries of all transactions relating to the system. The city shall cause an annual audit of such books and records and accounts of the preceding operating year to be made by a recognized independent certified public accountant and will supply such audit to authorized public officials upon proper request. The city shall use the results of the audit to make adjustments in funds, with deficiencies or surpluses. Any adjustments necessary for operation and maintenance costs shall be passed on to users of the systems

(C) *Establishment of funds.*

(1) *Receiving funds.* The revenues of the system shall be set aside as collected and deposited in a separate depository account at a bank qualified to do business in the state and designated by resolution of the Commission. Said account shall be designated as the "Receiving Fund" and the revenues so deposited shall be transferred from the receiving fund periodically in the manner and at the times hereinafter specified.

(2) *Operation and Maintenance Funds (O & M Funds).* Out of the revenues of the receiving fund there shall be first set aside a fund designated as the "Operation and Maintenance Fund" a sum sufficient to provide for the next succeeding period of all current expenses for maintenance thereof as may be necessary to preserve the system in good repair and working order.

(3) *Debt retirement fund.* Revenues from the system are not generally to debt retirement since the improvements are being financed from general obligation bonds. Due, however, to the inclusion of a debt retirement component on the charges to non-taxpaying users, there shall be established a debt retirement fund. There shall be deposited into this fund sufficient revenues to cover the pro-rata share of debt retirement allocated to non-taxpaying customers.

(4) *Replacement fund.* There shall be established and maintained a fund designated as "~~Wastewater Plant Replacement~~Water Resource Recovery Fund" which shall be used solely for replacement of equipment at the ~~wastewater plant~~water resource recovery facility and pumping stations. The amount set aside each year shall conform to the established schedule. The replacement fund shall be collected and deposited in a depository bank account separate from the receiving fund account.

(5) *Improvement fund.* There shall be next established and maintained a fund designated as the "Improvement Fund" which shall be used solely for the purpose of making improvements, extensions and enlargements to the system. There shall be deposited into said fund such revenues as collected from the Improvement Fund charges. Such charges shall be determined by the Commission.

(6) *Surplus fund.* Monies remaining in the receiving fund at the end of any operating year after full satisfaction of the foregoing funds, shall be hereafter used in connection with any other project of the city directly related to the purposes of the system. This shall not apply to all excess revenues collected from a class of users for operation and maintenance. Such excess revenues shall be applied to the cost of operation and maintenance attributable to that class for the next year, and that user class rate shall be adjusted accordingly.

(7) *Bank accounts.* All monies belonging to any of the foregoing funds or accounts may be kept in one bank account in which event the money shall be allocated on the books and records of the city within the single bank account in the manner set forth above.

(8) *Deficiencies in funds.* In the event the monies in the receiving fund are insufficient to provide the current requirements of the Operation and Maintenance Fund or Contract Payment Fund, any monies and/or securities or other funds of the system may be transferred to such fund, to the extent of any deficiency therein. All borrowed (transferred) funds shall be paid back to the funds or securities from which it was borrowed by raising the rates of that class, or classes, for which monies received were insufficient to provide for the current requirements of operation and maintenance.

(9) *Investment of funds.* Monies in any fund or account established by the provisions of this chapter may be invested or deposited in any lawful investments or deposits and may be invested in obligations of the United States of America in a manner and subject to any limitations set forth in the laws of the state. Income received from such investments shall be credited to the fund from which said investments were made, or pro rata in the case of a single bank account.

(10) *Insurance.* The city shall maintain and carry insurance on all physical properties of the system, of a kind and in the amounts normally carried by public utility companies and municipalities engaged in the operation of sanitary sewage disposal systems. All monies received from losses under such insurance policy shall be applied solely to the replacement and restoration of the property damaged or destroyed.

(D) *Signatures.* All reports and documents required of the user by the POTW must be signed by an authorized representative of the user and are subject to federal and state regulations governing fraud and false statements.

(Ord. 622, passed 3-4-85; Am. Ord. 727, passed 4-29-91)

§ 51.130 VIOLATIONS; CIVIL PROCEDURES.

(A) *What constitutes a violation.* Whenever, by the provisions of this chapter, the performance of any act is required or the performance of any act is prohibited, a failure to comply with such provisions shall constitute a violation of this chapter. In addition, the failure, neglect or refusal to comply with a cease and desist order of the enforcing agency shall constitute a violation of this chapter.

(B) *Civil proceedings to compel compliance.* When any violation of this chapter shall be deemed to be a nuisance per se, the city may bring a civil proceeding for a mandatory injunction or injunctive order or for such other remedial relief as will correct or remedy the violation, including damages for the costs or expenses thereof. The city may join in such action or actions any number of property owners or users of the system. The provision of such civil procedures shall be in addition to any criminal penalties provided herein above.

(1) Notification of Violation

When the Plant Superintendent finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder, or any other pre-treatment standard or requirement, the Plant Superintendent may serve upon that user a written Notice of Violation. Within ten (10) days of the receipt of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the user to the Plant Superintendent. Submission of this plan in no way relieves the user of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this section shall limit the authority of the Plant Superintendent to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

(2) Consent Orders

The City may enter into Consent Orders, assurances of voluntary compliance, or other similar documents establishing an agreement with any user responsible for non-compliance. Such documents will include specific action to be taken by the user to correct the non-compliance within a time period specified by the document.

(3) Show Cause Hearing

The Superintendent may order a user which has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder, or any other pre-treatment standard or requirement, to appear before the City and show cause why the proposed enforcement action should not be taken. Notice shall be served on the user specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the user show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days prior to the hearing. Such notice may be served on any authorized representative of the user. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the user.

(4) Compliance Orders

When the City finds that a user has violated, or continues to violate, any provision of this chapter a wastewater discharge permit or order issued hereunder, or any other pre-treatment standard or requirement, the City may issue an order to the user responsible for the discharge directing that the user come into compliance within a specified time. If the user does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders may contain other requirements to address the non-compliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a pre-treatment standard or requirement, nor does a compliance order relieve the user of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the user.

(5) Cease and Desist Orders

When the City finds that a user has violated, or continues to violate, any provision

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of this chapter a wastewater discharge permit or order issued hereunder, or any other pre- treatment standard or requirement, or that the user's past violations are likely to recur, the City may issue an order to the user directing it to cease and desist all such violations and directing the user to:

(a) Immediately comply with all requirements; and

(b) Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.

Issuance of a cease and desist order shall not be a bar against or a prerequisite for, taking any other action against the user.

(6) Emergency Suspensions

The Plant Superintendent may immediately suspend a user's discharge, after informal notice to the user, whenever such suspension is necessary to stop an actual or threatened discharge, which reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. The Plant Superintendent may also immediately suspend a user's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

(a) Any user notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a user's failure to immediately comply voluntarily with the suspension order, the Plant Superintendent may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The Plant Superintendent may allow the user to recommence its discharge when the user has demonstrated to the satisfaction of the Plant Superintendent that the period of endangerment has passed, unless termination proceedings are initiated against the user.

(b) A user that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the Plant Superintendent prior to the date of any show cause or termination hearing.

Nothing in this section shall be interpreted as requiring hearing prior to any emergency suspension under this section.

(7) Termination of Discharge

In addition to the provisions in Section 51.084 (J) of this Chapter, any user who violates the following conditions is subject to discharge termination:

(a) Violation of wastewater discharge permit conditions;

(b) Failure to accurately report the wastewater constituents and characteristics of its discharge;

(c) Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;

(d) Refusal of reasonable access to the user's premises for the purpose of inspection.

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monitoring, or sampling; or

(e) Violation of the pre-treatment standards in Section 51.062 of this Chapter.

Such user will be notified of the proposed termination of its discharge and be offered an opportunity to show cause why the proposed action should not be taken. Exercise of this option by the Plant Superintendent shall not be a bar to, or a prerequisite for, taking any other action against the user.

(B)

(Ord. 622, passed 3-4-85; Am. Ord. 727, passed 4-29-91)

§ 51.999-997. PENALTY/CIVIL PENALTIES.

Any person violating any of the provisions of this chapter shall be held responsible for a municipal civil infraction and prosecuted in accordance with the Municipal Civil Infractions Ordinance. The fine for violation of a municipal civil infraction under this chapter shall be not less than \$300 and costs of prosecution. Each day that a violation of this chapter is continued or is permitted to continue to exist shall constitute a separate offense.

(Ord. 622, passed 3-4-85; Am. Ord. 727, passed 4-29-91)

(A) A user who has violated, or continues to violate, any provision of this Chapter, a wastewater discharge permit, or order issued hereunder, or any other pre-treatment standard or requirement shall be liable to the City for a maximum civil penalty of

(B) \$1,000.00 per violation, per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.

(C) The City may recover reasonable attorneys' fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the City.

(D) In determining the amount of civil liability, the Court shall take into account all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the user's violation, corrective actions by the user, the compliance history of the user, and any other factor as justice requires.

(E) Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, taking any other action against a user.

Cross-reference:

Municipal civil infractions, see Chapter 36

§ 51.998. CRIMINAL PENALTIES, IMPRISONMENT

In addition to any applicable state and federal penalties, any person who:

(A) At the time of a violation knew or should have known that a pollutant or substance was discharged contrary to any provision of this article, or contrary to any notice, order, permit, decision or determination promulgated, issued or made by the -

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POTW under this ~~article~~;

- (B) Intentionally makes a false statement, representation or certification in an application for, or form- pertaining to a permit, -or in a notice, -report -or ~~record-~~ ~~required~~record required by this article,- or in any -other correspondence -or communication, written- or oral, with -the POTW regarding matters regulated by this article;
- (C) Intentionally falsifies, tampers with, or renders inaccurate any sampling or monitoring device or record required to be maintained by this Chapter; or
- (D) Commits any other act that is punishable under state law by imprisonment for more than 90 days;

shall, upon conviction, be guilty of a misdemeanor punishable by a fine of \$500.00 per violation, per day, or imprisonment for up to 90 days, or both in the discretion of the court,

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§ 51.999 SUPPLEMENTAL ENFORCEMENT ACTION

(A) Performance Bonds

The Plant Superintendent may decline to issue or reissue a wastewater discharge permit to any user who has failed to comply with any provision of this chapter, a previous wastewater discharge permit, or order issued hereunder, or any other pre-treatment standard or requirement, unless such user first files a satisfactory bond, payable to the City, in a sum not to exceed a value determined by the Plant Superintendent to be necessary to achieve consistent compliance.

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(B) Water Supply Severance

Whenever a user has violated or continues to violate any provision of this Chapter, a wastewater discharge permit, or order issued hereunder, or any other pre-treatment standard or requirement, water service to the user may be severed. Service will only recommence, at the user's expense, after it has satisfactorily demonstrated its ability to comply.

(C) Public Nuisances

A violation of any provision of this chapter, a wastewater discharge permit, or order issued hereunder, or any other pre-treatment standard or requirement, is hereby declared a public nuisance and shall be corrected or abated as directed by the Plant Superintendent. Any person(s) creating a public nuisance shall be subject to the provisions of applicable city or township ordinance or State law governing such nuisances, including reimbursing the ~~C ty~~City for any costs incurred in removing, abating, or remedying said nuisance,

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APPENDIX: TABLE OF UNIT FACTORS

<i>Meter Size Inches</i>	<i>Maximum Range Gallons Per Minute</i>	<i>Dwelling Unit Equivalents</i>
5/8	20	1
3/4	50	2.5
1-1/2	100	5
2	160	8
3	320	16
4	500	25
6	1,000	50
8	1,600	80

(Ord. 622, passed 3-4-85; Am. Ord. 866, passed 11-26-01)

[85714:00024:5641296-1](#)

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COMMISSION LETTER #165-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: CONSIDER SETTING A PUBLIC HEARING FOR SEPTEMBER 13, 2021 ON
A REDEVELOPMENT LIQUOR LICENSE FOR TNC HOLDINGS

The attached memo from Downtown Development Director Michelle Sponseller provides a recommendation to set a public hearing on a Redevelopment Liquor License request for 203/205 W. Broadway Street.

The supporting application and documents provide confirmation that this location meets the state requirements for the requested Redevelopment Liquor License. Before considering the resolution to send to the State of Michigan Liquor Control Commission, it is necessary to conduct a public hearing. We are recommending the public hearing be set for September 13, 2021.

Recommended Motion:

Move to set a public hearing for September 12, 2021 on the request from TNC Holdings for a Redevelopment Liquor License at 203/205 W. Broadway.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

CC: William R. Mrdeza, Community Services and Economic Development Director
Paul Lauria, Public Safety Director

FROM: Michelle Sponseller, Downtown Development Director

DATE: August 16, 2021

SUBJECT: Redevelopment Liquor License Application – TNC Holdings, LLC

TNC Holdings, LLC. is requesting City Commission approval for a Redevelopment Liquor License pursuant to Public Act 501 of 2006 in order to provide liquor service for the existing business, Pleasant City Coffee, located at 203/205 West Broadway, in downtown Mt. Pleasant.

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 action on January 24, 2011, establishing the Redevelopment Liquor License Development District and approval of the updated permanent liquor license policy on July 26, 2021. On August 5, 2021 the Planning Commission approved the Special Use Permit.

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

- Is engaged in dining, entertainment or recreation and open to the general public;
- Will have a seating capacity of 41 people;
- Investment by TNC Holdings, LLC of \$116,158 in the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years;

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

- Private investment = \$10,093,570 based on commercial building permits;
- Public investment = \$1,292,657, based on completed capital improvement projects.

Recommended Action

Set a public hearing on September 13, 2021, and if approved, pass the attached resolution and direct staff to conduct all necessary steps for Redevelopment Liquor License as stated in MCLA 436.1521a(1)(b).

Attachments

- TNC Holdings, LLC Liquor License Application
- Resolution
- MEDC Redevelopment Liquor License Overview
- Map of Redevelopment Liquor License District w/ TNC Holdings, LLC Location
- Special Use Permit Approval Letter
- Affidavit of Public and Private Investment in Redevelopment District Area
- Affidavit for Redevelopment Liquor License



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

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): TNC Holdings, LLC		
Address to be licensed: 203 & 205 W. Broadway Street		
City: Mount Pleasant	Zip Code: 48858	
City/township/village where license will be issued: City of Mount Pleasant		County: Isabella
Contact Name: Rachael Agardy	Phone: 979-764-7670	Email: pleasantcitycoffee@gmail.com
Mailing address (if different from above): same as above		
City:	Zip Code:	

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

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

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

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

Part 3 - Available License Search

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

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

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

Part 4 - Local Governmental Approval

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

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

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

Part 5 - Signature of Applicant

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

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

Rachael V. Agardy

Print Name of Applicant & Title

Rachael V. Agardy

Signature of Applicant

08/16/2021

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 Redevelopment Liquor License Development District pursuant to Act 501 of Public Acts 2006 **436.1521a(1)(b)**, and;

WHEREAS, the City of Mt. Pleasant Central Business District Tax Finance Authority (CBD TIFA) and Mission/Pickard Street Downtown Development Authority (DDA) have realized considerable public and private investment within the past five years, and;

WHEREAS, the CBD TIFA and DDA districts were established 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 Redevelopment Liquor License Development District, and;

Whereas, the City Commission finds that TNC Holdings, LLC. meets the provisions of Public Act 501 of 2006, including:

- Is engaged in dining, entertainment or recreation and open to the general public;
- Have a seating capacity of at least 25 people;
- Investment by TNC Holdings, LLC of \$116,158 in the rehabilitation or restoration of the building where the license will be housed over a period of the preceding 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 CBD TIFA and DDA districts, 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 TNC Holdings, LLC, "ABOVE ALL OTHERS" for a new Class C license under **436.1521a(1)(b)**, to be permitted at 203/205 West Broadway, Mt. Pleasant, Isabella County, Michigan.

REDEVELOPMENT LIQUOR LICENSES

Through the provisions of [Public Act 501 of 2006](#), the Liquor Control Commission (LCC) may issue new public on-premises liquor licenses to local units of government. In order to allow cities to enhance the quality of life for their residents and visitors to their communities, the LLC may issue public on-premises licenses in addition to those quota licenses allowed in cities under Section 531 (L) of the Michigan Liquor Control Code, [Public Act 58 of 1998](#) as amended.

Note: This document is offered as a general guide only and the legislation should be reviewed by local officials.

WHO IS ELIGIBLE?

A business must be located in either a business district listed below or in a city redevelopment area, as defined in Sec. 521a (2)(c)

- Tax Increment Finance Authority (TIFA) PA 450 of 1980
- Corridor Improvement Authority (CIA) PA 280 of 2006
- Downtown Development Authority (DDA) PA 197 of 1975
- Principal Shopping District (PSD) PA 120 of 1961

Applicants in these businesses districts must:

Be a business engaged in dining, entertainment or recreation and open to the general public.

- Have a seating capacity of at least 25 people;
- Have spent at least \$75,000 for the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years or a commitment for a capital investment of at least \$75,000 that will be spent before the issuance of the license;
- Show that the total amount of private and public investment in real and personal property in a district listed above was at least \$200,000 in the period covering the preceding five years.

The LCC may issue one license for each of the above (\$200,000) monetary thresholds reached and for each major fraction thereof after the initial threshold is reached.

The LCC may also issue redevelopment liquor licenses to businesses located in a city redevelopment area (there may be more than one in a city).

Applicants in city redevelopment areas must:

- Be a business engaged in dining, entertainment or recreation;
- Be open to the general public at least 10 hours per day, five days per week;

- Have a seating capacity of at least 25 people;
- Adopt a resolution from the governing body of the city establishing the redevelopment project area;
- Provide a map which clearly reflects and outlines where the redevelopment project area is located within the local unit of government;
- Provide an affidavit from the assessor, as certified by the city clerk, stating the total amount of investment in real and personal property within the redevelopment project area of the city during the preceding three year time period;
- Relative to a license issued in a city redevelopment project area, the amount of commercial investment in the redevelopment project area within the city shall constitute not less than 25 percent of the total investment in real and personal property as evidenced by an affidavit of the city assessor as certified by the city clerk;
- A resolution which approves a specific applicant (individual, corporation, limited liability company, limited partnership) at a specific location;
- Have total investment over the last three years in real and personal property in the redevelopment area of:
 - » At least \$50 million in cities having a population of 50,000 or more, or at least \$1 million per 1,000 people in cities of less than 50,000.

The LCC may issue a license when one of the abovementioned monetary thresholds is met.

WHAT IS THE PROCESS?

To be considered for the license by the LCC:

The local unit of government must pass a resolution approving the applicant for an on-premise liquor license pursuant to PA 501 of 2006. If the business is located in a city redevelopment project area the resolution should indicate the license be issued under Section 521a (1)a of PA 501 of 2006. If the business is located in a DDA, TIFA, PSD, etc., the resolution should indicate the license be issued under Section 521a (1)b of PA 501 of 2006.

- The resolution and application ideally should be submitted at the same time.

Applications can be obtained from the LCC by downloading via the internet at www.michigan.gov/documents/lara/RDA_Requirements_629245_7.pdf or by calling 517.322.1400.

All applicants will:

1. Need to demonstrate that they have attempted to purchase a readily available escrowed or quota on premise license within the municipality that they want to operate, and that a license was not available.
2. Pay a \$20,000 fee for the license. Upon receipt of the documentation from the local unit of government, the necessary application forms, other required documents and inspection fees, the application will be authorized for investigation.

The LCC will not transfer a license issued under this act to another location. If the licensee goes out of business, the licensee shall surrender the license to the LCC. The governing body of the local governmental unit may approve another applicant within the redevelopment project area or development district to replace

IMPORTANT NOTE

Do not invest any money in improvements or bind yourself in any agreements until you have been officially notified by the LCC that your request has been approved.

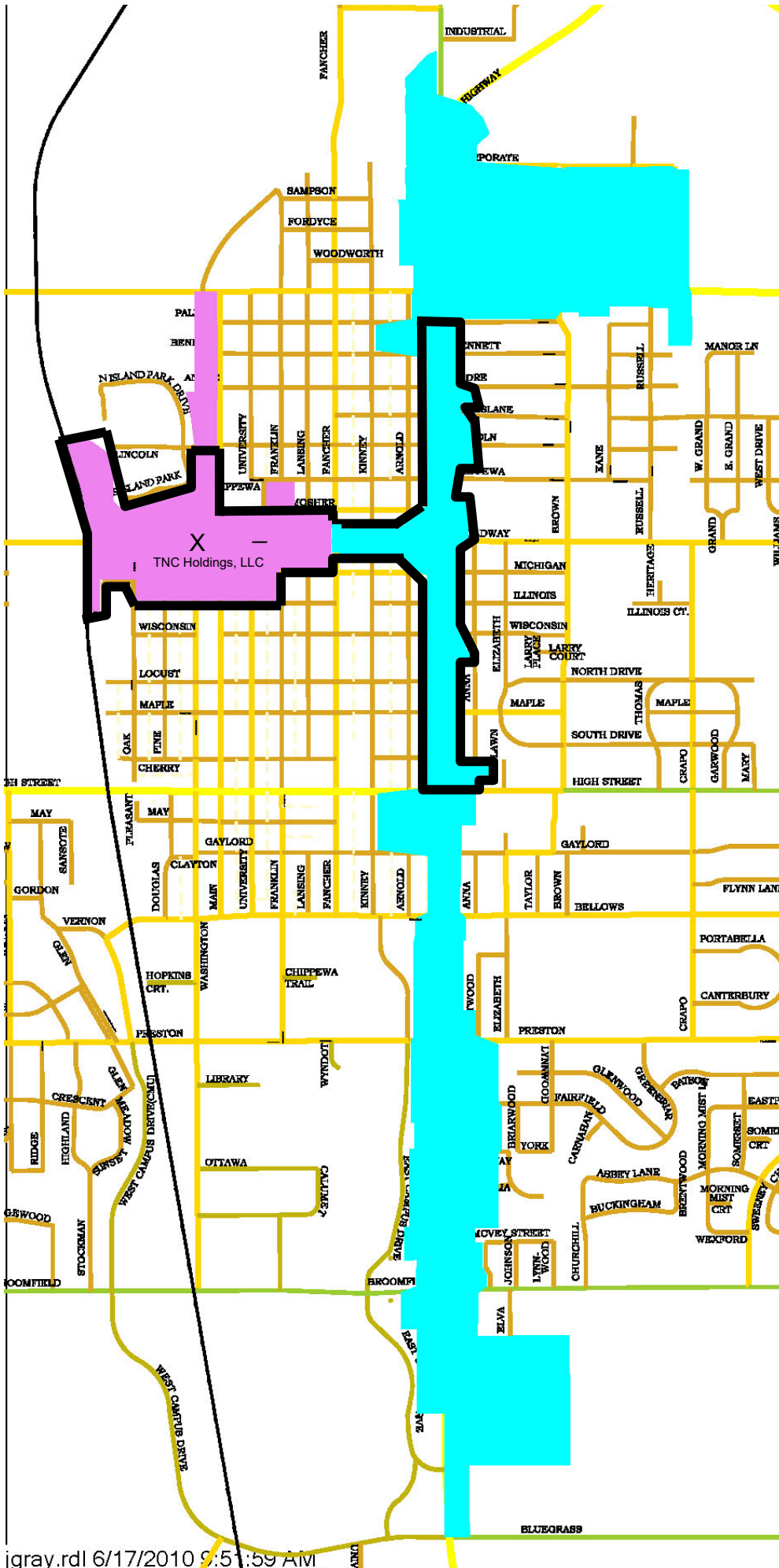
SUPPORTING STATUTE

[Public Act 501 of 2006](#)

[Public Act 58 of 1998 as amended](#)

CONTACT INFORMATION

For more information on redevelopment liquor licenses, contact the [Community Assistance Team \(CAT\) specialist](#) assigned to your territory or visit www.miplace.org.



Existing
Mission/Pickard DDA

Existing CBD TIFA

Boundary of proposed RLL
Development District

City of Mt. Pleasant, Michigan



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

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

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

August 6, 2021

TNC Holdings LLC
Attn: Rachael Agardy
415 E. Chippewa Street
Mt. Pleasant, MI 48858

Re: Special Use Permit 21-11 – 203 & 205 W. Broadway

Dear Ms. Agardy:

At their August 5, 2021 meeting, the Planning Commission approved Special Use Permit 21-11 to add a Redevelopment Liquor License to the existing coffee shop.

If you have any questions, please call the Planning and Community Development office at (989) 779-5347.

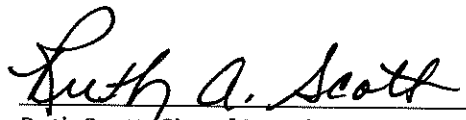
Sincerely,

Jacob Kain
City Planner

cc: Fire Department (via email)
Engineering Department (via email)
Building Inspection Department (via email)
Downtown Development Department (via email)

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

I, Ruth Scott, am the City Assessor for the City of Mt. Pleasant, Michigan. I have examined the records for the City of Mt. Pleasant and made the following determination as to the public and private investment in the City of Mt. Pleasant qualified development district. Based on my review of these records, I have determined that the total amount of public and private investment in real property within the qualified development district over the preceding five (5) year period, August 16, 2016 through August 16, 2021 is \$11,386,227 an amount that exceeds the \$200,000 determination to the best of my knowledge and ability on this day August 17, 2021, in Isabella County, Michigan.

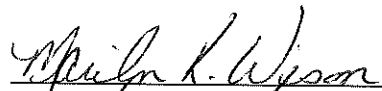

Ruth Scott, City of Mt. Pleasant Assessor
320 W. Broadway, Mt. Pleasant, MI 48858

August 17, 2021

State of Michigan

County of Isabella

On this 17th day of August, 2021, before me, a Notary Public in and for said county and state, personally appeared the above named, on behalf of the City of Mt. Pleasant, and made oath that she has read the foregoing Affidavit, by her subscribed, and know the contents thereof, and that the same is true of her own knowledge, expect as to those matters which are stated to be upon information and belief, and as to those matters, she believes them to be true.


Marilyn Wixson, Notary Public
Isabella County, Michigan

Marilyn K. Wixson
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF Isabella
My Commission Expires 09-25-2021
Acting in the County of _____

AFFIDAVIT FOR REDEVELOPMENT LIQUOR LICENSE

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

1. That I am the City Clerk for the City of Mt. Pleasant, Isabella County, Michigan and make this Affidavit to the Michigan Liquor Control Commission pursuant to Section 436.1521b of the Michigan Liquor Control Act and pursuant to the application by TNC Holdings, LLC, for a new Class C license under section 436.1521b of the Act to be located at 203/205 West Broadway, City of Mt. Pleasant, Isabella County, Michigan.
2. That the City of Mt. Pleasant established a Redevelopment Development District defined in MCLA 436.1521b by a Resolution of the City Commission adopted January 24, 2011, a copy of which is enclosed herewith.
3. That the proposed location of the Class C license, at 203/205 West Broadway, in the City of Mt. Pleasant is within the Redevelopment Liquor License Development District.
4. That further, I have reviewed the Affidavit of Ruth Scott, the City's Assessor, which Affidavit has been submitted to the Michigan Liquor Control Commission and I certify that the information contained in the Affidavit is true and accurate.



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

August 17, 2021

State of Michigan

County of Isabella


On this 17th day of August, 2021 before me, a Notary Public in and for said county and state, personally appeared the above named, on behalf of the City of Mt. Pleasant, and made oath that she has read the foregoing Affidavit, by her subscribed, and know the contents thereof, and that the same is true of her own knowledge, except as to those matters which are stated to be upon information and belief, and as to those matters, she believes them to be true.

Marilyn K. Wixson
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF Isabella
My Commission Expires 09-25-2021
Acting in the County of _____



Marilyn Wixson, Notary Public
Isabella County, Michigan

COMMISSION LETTER #166-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: CONSIDER APPROVAL OF LIGHTING AGREEMENT WITH THE FRIENDS
OF THE DOG PARK FOR LIGHTING AT HANNAH'S BARK PARK

In April 2021, the City Commission authorized a contribution of \$1,500 toward lighting at Hannah's Bark Park and authorized staff to work with the Friends of the Dog Park on a standard lighting agreement.

The attached memo from Recreation and Sports Director Ryan Longoria provides an update on the status of the project and the recommended agreement as drafted by the City Attorney. We recommend the City Commission authorize the Mayor and Clerk to sign the lighting agreement as presented.

Recommended Motion:

Move to authorize the Mayor and Clerk to sign the lighting agreement with the Friends of the Dog Park as presented.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

FROM: Ryan Longoria, Director of Recreation & Sports

DATE: August 13, 2021

SUBJECT: Friends of the Dog Park Lighting Agreement for Hannah's Bark Park

CC: Bill Mrdeza
Phil Biscorner

Request:

Since 2019, the "Friends of the Dog Park," a 501c3 non-profit organization designed to support Hannah's Bark Park at Mission Creek Park, has been fundraising for the purchase and installation of lighting at Hannah's Bark Park. As of March of 2021, the FDP had raised \$8,000 of their \$12,500 fundraising goal. The FDP then submitted a request to the City and Union Township, requesting that each entity, in addition to the FDP, contribute \$1,500 in order to reach the fundraising goal and move forward with the purchase and installation of lighting at Hannah's Bark Park. In April of 2021, the Mt. Pleasant Parks and Recreation Commission recommended that the City contribute \$1,500 and the Mt. Pleasant City Commission subsequently agreed to that contribution. Shortly thereafter, Union Township also agreed to contribute \$1,500 in order to meet the fundraising goal.

With the fundraising goal met and lighting specs having been provided to the City by Block Electric and approved by the City's Building Official, the lighting project is ready to move forward with installation. However, much like the agreement that the City has in place with Mt. Pleasant Little League, and since those lights will be on City property, the FDP has agreed to donate the lights back to the City so that the lights themselves officially become City property. The FDP have also agreed to pay for all costs associated with operating the lights moving forward.

Attached to this memo is the agreement between the City and the Friends of the Dog Park that was drafted by City Attorney Michael Homier.

Recommendation:

Staff recommends that the City Commission agree to the lighting agreement with the Friends of the Dog Park and its terms so that the project can move forward to the installation phase.

RML/lmw

LIGHTING AGREEMENT
between
THE CITY of MT. PLEASANT and FRIENDS OF THE DOG PARK

RECITALS

This agreement made _____ between the CITY OF MT. PLEASANT, a Michigan municipal corporation, hereinafter referred to as “CITY” and FRIENDS OF THE DOG PARK, a Michigan nonprofit corporation, hereinafter referred to as “FDP”.

Whereas, the CITY is engaged in providing recreation, leisure and civic minded activities and providing quality facilities for those uses; and

Whereas, the CITY will review all facility requests for and coordinate the preparation, scheduling and use of all City owned properties, facilities and sports fields with the appropriate groups responsible to ensure safe quality programs for the Mt. Pleasant Community; and

Whereas, the CITY fosters community partnerships whenever possible to maximize citizen participation and effect positive community cooperation in program and service delivery; and

Whereas, the FDP is organized as a community service organization with one of its main goals to provide and maintain a community dog park in the City of Mount Pleasant, known as Hannah’s Bark Park and hereinafter referred to as the “Facility”; and

Whereas, in 2021 the FDP raised funds to “Light Up” the Facility with financial support from the City of Mount Pleasant, the Charter Township of Union and other donors; and

Whereas, the FDP plans to use the funds to purchase and have the CITY install lighting at the Facility, including installation of a electrical meter, hereinafter known as “Park Lighting”; and

Whereas, the FDP desires to donate the Park Lighting to the CITY so that the installed lighting will be solely owned by the CITY; and

Whereas, the FDP desires to have access to Park Lighting to illuminate the Facility during the evening for park users, and the CITY desires to allow the FDP to have access to Park Lighting in accordance with the terms and conditions in this Agreement.

TERMS AND CONDITIONS

1. License. The CITY grants the FDP a non-exclusive license for its use of Park Lighting, subject to the terms and conditions of this Agreement, and for no other purpose.

2. FDP Obligations.

A. The FDP shall provide to the CITY full access to the lighting controls at all times and

provide any and all keys or key codes to access the controls.

- B. The FDP shall contribute to maintenance needs of the Park Lighting with the CITY and agree on cost sharing.
- C. The FDP shall indemnify, protect, defend and hold harmless the CITY and its agents, officers and employees, from and against any and all claims and/or damages, liens, judgments, penalties, attorneys' and consultants' fees, expenses and/or liabilities arising out of, involving, or in connection with, the use of Park Lighting by the FDP. If any action or proceeding is brought against the CITY by reason of any of the foregoing matters, the FDP shall defend the CITY at the FDP's expense by counsel reasonably satisfactory to the CITY. The CITY need not have first paid any such claim in order to be defended or indemnified. The FDP shall indemnify the CITY for any property loss sustained by the CITY as a result of the FDP's use of the Park Lighting.
- D. The FDP will pay monthly for the full electrical costs to operate Park Lighting.

3. City's Obligations.

- A. The CITY shall provide the FDP access to Park Lighting to be used by the FDP in providing and maintaining a community dog park at the Facility.
- B. The CITY shall provide the FDP with reimbursement at the current carrier rate for KWH of electrical use if the CITY utilizes Park Lighting for city sponsored programs or events.

4. Additional Terms and Conditions:

- A. This Agreement grants only a license to use and does not grant or convey to the FDP any rights, title, or interest in Park Lighting. The CITY retains all property rights to Park Lighting and retains its right to access the Facility without notice to the FDP.
- B. The term of this Agreement shall be one (1) year commencing on the effective date as provided within this Agreement. The contract shall not automatically renew.
- C. Either party may terminate this Agreement upon 30 days written notice to the other party. The CITY may terminate this Agreement immediately upon any breach of this Agreement by the FDP.
- D. All notices shall be in writing and shall be delivered or mailed by registered mail or e-mail to the other party thereto at the following respective addresses as provided:

The City of Mt. Pleasant

Name

Address

E-mail

Friends Of The Dog Park

Name

Address

E-mail

This agreement supersedes any and all other agreements regarding Park Lighting, whether written or oral, made between the City of Mt. Pleasant and the Friends of the Dog Park.

CITY OF MT. PLEASANT

FRIENDS OF THE DOG PARK

By: William Joseph
Its: Mayor


By: John Scalise
Its: President

By: Heather Bouck
Its: Clerk

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COMMISSION LETTER #167-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: REVIEW AND DISCUSS CITY MANAGER CANDIDATES AND CONSIDER
ENTERING INTO CONTRACT NEGOTIATIONS WITH THE TOP
CANDIDATE

The public interviews for the City Manager candidates are scheduled for Saturday, August 21, 2021. City Commissioners should be prepared at the August 23 meeting to discuss the interviews and reach an agreement on the top candidate. Frank Walsh of Walsh Municipal Services will be present at the meeting to help facilitate the discussion.

Once the City Commission identifies a top candidate to enter into contract negotiations with, the Mayor should appoint an ad hoc committee to work directly with Frank Walsh on negotiations. The ad hoc committee would make a recommendation to the full City Commission on a recommended contract at a future City Commission meeting.

Recommended Motion:

Move to select candidate _____ as the top candidate for the City of Mt. Pleasant City Manager position and enter into contract negotiations through Walsh Municipal Services with said candidate.

NJR/ap

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 07/30/2021 THRU 08/12/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
08/02/2021	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	\$84,807.69
08/03/2021	CITY TREASURER-PAYROLL FUND	REG PAY #519, 8/6/21	270,899.64
08/10/2021	CITY TREASURER - UTILITIES	UTILITIES	10,979.45
08/11/2021	1040 EAST BROOMFIELD LLC	BROWNFIELD SUMMER TAX	12,570.00
08/11/2021	21ST CENTURY MEDIA - MICHIGAN	CONTRACT SVCS	2,601.69
08/11/2021	ABC FASTENER GROUP, INC	SUPPLIES	81.36
08/11/2021	AGILE SAFETY	SUPPLIES	177.84
08/11/2021	ANDREW PATTERSON PLUMBING, INC	CONTRACT SVCS	3,780.00
08/11/2021	PREMIER SAFETY	SUPPLIES	127.48
08/11/2021	AUTOMATED BUSINESS EQUIPMENT	CONTRACT SVCS	1,000.00
08/11/2021	BIO-CARE, INC	CONTRACT SVCS	6,825.00
08/11/2021	CORBY BLEM	CONTRACT SVCS	600.00
08/11/2021	GARY BRANDT	FARMERS MKT	588.20
08/11/2021	KIMBERLY BROWN	FARMERS MKT	39.90
08/11/2021	KATHERINE BUGBEE	FARMERS MKT	39.60
08/11/2021	BUSINESS CONNECTIONS, INC.	CONTRACT SVCS	95.00
08/11/2021	C2AE	CONTRACT SVCS	5,650.60
08/11/2021	CARMEUSE AMERICAS	CHEMICALS	6,748.94
08/11/2021	ROSEMARY CARSON	FARMERS MKT	4.75
08/11/2021	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	240.00
08/11/2021	CDW GOVERNMENT, INC	SUPPLIES	266.49
08/11/2021	CENTRAL ASPHALT, INC	SUPPLIES/CONTRACT SVCS	232,540.55
08/11/2021	CENTRAL CONCRETE INC	SUPPLIES/CONTRACT SVCS	1,174.00
08/11/2021	CENTURYLINK	COMMUNICATIONS	12.58
08/11/2021	CONSOLIDATED FLEET SERVICES, INC	CONTRACT SVCS	118.00
08/11/2021	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	25,705.98
08/11/2021	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	13,620.00
08/11/2021	CENTRAL MI UNIVERSITY RESEARCH CORP	LDFA CONTRACT	42,500.00
08/11/2021	CONSUMERS ENERGY	UTILITIES	25,309.57
08/11/2021	COYNE OIL CORPORATION	FUEL	6,674.79
08/11/2021	ANDREW CURTISS	FARMERS MKT	220.80
08/11/2021	DEWOLF & ASSOCIATES	TRAINING	1,590.00
08/11/2021	RENEE EARLE	FARMERS MKT	370.15
08/11/2021	ETNA SUPPLY	SUPPLIES	52.00
08/11/2021	F & K TREE SERVICE & STUMP REMOVAL	CONTRACT SVCS	6,800.00
08/11/2021	KAREN FENTON	FARMERS MKT	77.15
08/11/2021	FISHER TRANSPORTATION CO, INC	SUPPLIES	780.27
08/11/2021	FITNESS THINGS	SUPPLIES	807.50
08/11/2021	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	235.20
08/11/2021	ROBERT FRICK	REIMBURSEMENT	100.00
08/11/2021	FRONT LINE SERVICES, INC	CONTRACT SVCS	1,935.44

CHECK REGISTER FOR CITY OF MT PLEASANT
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Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
08/11/2021	GALLS, LLC	UNIFORMS	187.55
08/11/2021	GRANGER	CONTRACT SVCS	68.96
08/11/2021	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	969.94
08/11/2021	DAVID GROTHAUSE	FARMERS MKT	240.00
08/11/2021	JASON HAINES	REIMBURSEMENT	70.00
08/11/2021	HAVILAND PRODUCTS COMPANY	CHEMICALS	13,856.65
08/11/2021	HCC LIFE INS. CO	ADMIN - STOP LOSS INS	19,019.24
08/11/2021	THE HEARTHSTONE OVEN	FARMERS MKT	341.50
08/11/2021	HOLESHOT HARLEY-DAVIDSON, INC.	SUPPLIES/VEHICLE MAINT	695.37
08/11/2021	ISABELLA BANK	2016 GOLT REFUNDING BOND	356,728.25
08/11/2021	THE ISABELLA CORPORATION	CONTRACT SVCS	99,877.35
08/11/2021	ISABELLA COUNTY	RECYCLING REV/EXP	5,701.73
08/11/2021	JOHN JOHNSON	FARMERS MKT	123.85
08/11/2021	BRUCE JORCK	FARMERS MKT	508.80
08/11/2021	KONECRANES, INC.	CONTRACT SVCS	3,123.50
08/11/2021	KSS ENTERPRISES	SUPPLIES	823.26
08/11/2021	LABELLE LIMITED LIABILITY PARTNERSH	BROWNFIELD SUMMER TAX	8,440.00
08/11/2021	L.D. DOCSA	CAPITAL ACQUISITIONS	122,580.00
08/11/2021	JENNIFER MAYER	FARMERS MKT	27.60
08/11/2021	MCGUIRK MINI STORAGE	BROWNFIELD SUMMER TAX	5,090.00
08/11/2021	MCKENNA	CONTRACT SVCS	1,080.00
08/11/2021	MEDLER ELECTRIC COMPANY	SUPPLIES	196.25
08/11/2021	TYLER BROWN	REIMBURSEMENT	16.91
08/11/2021	TYLER CLAYBAUGH	REIMBURSEMENT	10.08
08/11/2021	STATE OF MICHIGAN	CONTRACT SVCS	515.41
08/11/2021	STATE OF MICHIGAN	SUMMER TAX COLLECTIONS	12,151.07
08/11/2021	MICHIGAN CHLORIDE SALES LLC	CONTRACT SVCS	1,584.18
08/11/2021	MID-MICHIGAN INDUSTRIAL	CONTRACT SVCS	8,291.18
08/11/2021	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
08/11/2021	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	7,751.00
08/11/2021	MICHIGAN PIPE & VALVE	SUPPLIES	2,248.50
08/11/2021	MI MUNI RISK MGMT AUTHORITY	POLICY TERM	150,701.50
08/11/2021	MT PLEASANT AREA CHAMBER OF	TRAINING	750.00
08/11/2021	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	84.44
08/11/2021	MUMFORD OIL & GAS SUPPLY, LLC	SUPPLIES	102.15
08/11/2021	NCL OF WISCONSIN	SUPPLIES	475.30
08/11/2021	NYE UNIFORM COMPANY	UNIFORMS	1,179.00
08/11/2021	ON DUTY GEAR, LLC	UNIFORMS	313.97
08/11/2021	P&A DEVELOPMENT LLC	BROWNFIELD SUMMER TAX	43,940.00
08/11/2021	PETTY CASH - COMMUNITY SERV	REIMBURSEMENT	170.00
08/11/2021	PETE'S AUTO BODY, INC	SUPPLIES/VEHICLE MAINT	973.28

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 07/30/2021 THRU 08/12/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
08/11/2021	LAWRENCE SYCH	CONTRACT SVCS	2,500.00
08/11/2021	SHARP CONSTRUCTION	REFUND	93.00
08/11/2021	NANCY RIDLEY	REIMBURSEMENT	35.25
08/11/2021	ROMANOW BUILDING SERVICES	CONTRACT SVCS	6,468.63
08/11/2021	NICKI SCHLICHT	CONTRACT SVCS	210.00
08/11/2021	TYLOR SHORT	FARMERS MKT	9.50
08/11/2021	SHRED-IT USA LLC	CONTRACT SVCS	241.65
08/11/2021	SOUTHPOINT VILLAGE LLC	BROWNFIELD SUMMER TAX	11,910.00
08/11/2021	STANDARD ELECTRIC COMPANY	SUPPLIES	108.92
08/11/2021	SARAH STEVENS	FARMERS MKT	13.80
08/11/2021	JONATHON STRAUS	REIMBURSEMENT	70.00
08/11/2021	SUNRISE ASSESSING SERVICES	CONTRACT SVCS	15,000.00
08/11/2021	STEVIE SWAREY	FARMERS MKT	32.20
08/11/2021	TERMINIX PROCESSING CENTER	CONTRACT SVCS	137.00
08/11/2021	THIELEN TURF IRRIGATION, INC	CONTRACT SVCS	1,366.65
08/11/2021	TLD PROPERTIES	BROWNFIELD SUMMER TAX	7,670.00
08/11/2021	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	787.00
08/11/2021	TREMCO/WEATHERPROOFING TECHNOLOG	CAPITAL ACQUISITIONS	19,250.00
08/11/2021	MARSHALL REAL ESTATE INVEST LLC	UB REFUND	50.81
08/11/2021	CORNWELL, AMANDA	UB REFUND	50.00
08/11/2021	RAMSOWER, GARY	UB REFUND	6.90
08/11/2021	EIGHTCAP COMMUNITY SERVICES	UB REFUND	14.94
08/11/2021	FIELD, DANIELLE	UB REFUND	40.00
08/11/2021	DAWSON, JASON N	UB REFUND	53.55
08/11/2021	MELVIN-ZENON, CYNTHIA A	UB REFUND	6.20
08/11/2021	BASNEY, VAL	UB REFUND	21.36
08/11/2021	DVORAK, RACHEL	UB REFUND	7.91
08/11/2021	BAUMGARTH, RALPH	UB REFUND	196.25
08/11/2021	UNIFIRST CORPORATION	CONTRACT SVCS/SUPPLIES	467.54
08/11/2021	CHARTER TOWNSHIP OF UNION	425 AGREEMENT	77.93
08/11/2021	USA SOFTBALL OF MICHIGAN	SUPPLIES/CONTRACT SVCS	4,160.00
08/11/2021	VEGA AMERICAS, INC	SUPPLIES	2,381.72
08/11/2021	JAKE WALRAVEN	FARMERS MKT	1,556.95
08/11/2021	KIERSTEN WASHBURN	FARMERS MKT	66.85
08/11/2021	WM CORPORATE SERVICES, INC.	CONTRACT SVCS	935.69
08/11/2021	LATITUDE MEDIA LLC WCZY/WMMI	CONTRACT SVCS	1,000.00
08/11/2021	BRYAN WHITLEDGE	CONTRACT SVCS	1,200.00
08/11/2021	DAVID WHITEHEAD	FARMERS MKT	31.45
08/11/2021	WINN TELECOM	COMMUNICATIONS	19.95
08/11/2021	ERNEST WOLF	FARMERS MKT	61.30
08/11/2021	LOUISE WYMER	FARMERS MKT	270.45

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 07/30/2021 THRU 08/12/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
08/11/2021	BRYAN ZUZGA	FARMERS MKT	61.45
08/11/2021	MARTHA MACHARIA	FARMERS MKT	<u>9.20</u>
COMM TOTALS:			
Total of 125 Checks:			\$1,718,857.38
Less 0 Void Checks:			<u>0.00</u>
Total of 125 Disbursements:			\$1,718,857.38

Wright Express8/2/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
ADOBE SYSTEMS, INC	CONTRACT SVCS	\$19.99	1
ADOBE SYSTEMS, INC	CONTRACT SVCS	49.99	1
ADOBE SYSTEMS, INC	SUPPLIES	73.98	2
ADVANCE AUTO PARTS	SUPPLIES	154.71	4
AIRGAS GREAT LAKES	SUPPLIES	242.18	2
AMAZON.COM	SUPPLIES	4,085.35	35
AUTOMATION DIRECT, INC	SUPPLIES	582.00	1
AUTOZONE, INC.	SUPPLIES	7.98	1
AXON ENTERPRISE, INC.	TRAINING	375.00	1
BATTERIES PLUS - MP	SUPPLIES	272.85	3
BATTERIES PLUS #120	SUPPLIES	167.80	1
BEDFORD	SUPPLIES	358.86	1
BILL'S CUSTOM FAB, INC	SUPPLIES	119.72	1
C & C ENTERPRISES, INC	UNIFORMS	93.00	1
C & C ENTERPRISES, INC	SUPPLIES	99.00	1
C & O SPORTSWEAR	UNIFORMS	312.00	2
CARSTICKERS.COM - CC	CONTRACT SVCS	500.00	1
CELEBRATION CINEMA MP	SUPPLIES	50.00	1
CELEBRATION CINEMA MP	CONTRACT SVCS	1,700.00	2
CHARTER COMMUNICATIONS	CONTRACT SVCS	313.87	2
COASTALFLIX	CONTRACT SVCS	3,900.00	1
COUNTRY STITCH-N	SUPPLIES	153.00	1
COYNE OIL CORPORATION	SUPPLIES	89.28	1
COYNE OIL CORPORATION	FUEL COST	142.26	1
DHARMA TRADING, CO.	SUPPLIES	95.42	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	1,208.28	6
DOW GARDENS	CONTRACT SVCS	140.00	1
DREAMSTIME.COM	SUPPLIES	39.00	1
DTE ENERGY	UTILITIES	3,603.45	15
EBAY	SUPPLIES	39.99	1
ELLENS EQUIPMENT	SUPPLIES	375.20	1
EREPLACEMENTPARTS.COM	SUPPLIES	51.05	1
EVENTBRITE	TRAINING	95.00	3
EVOLUTION FITNESS	SUPPLIES	300.00	1
FACEBOOK ADS	CONTRACT SVCS	20.00	1
FASTENAL COMPANY	SUPPLIES	1,296.31	1
FIVE BELOW	SUPPLIES	21.78	1
FREDRIC RIEDERS FAMILY RENAISSANCE FOUN	TRAINING	1,500.00	1
FREDRICKSON SUPPLY, LLC	SUPPLIES	419.08	1
FRONTIER COMMUNICATONS	COMMUNICATIONS	65.98	1
GILL-ROY'S HARDWARE	SUPPLIES	683.39	12
GORDON FOOD SERVICE	SUPPLIES	271.13	4
GOTOMYPC.COM	CONTRACT SVCS	44.00	1
GRAINGER	SUPPLIES	62.00	2

Wright Express8/2/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
GT RUBBER SUPPLY	SUPPLIES	482.24	2
HARBOR FREIGHT TOOLS	SUPPLIES	284.98	1
HILTON HOTELS	TRAINING	-352.80	1
HOBBY LOBBY	SUPPLIES	76.28	1
HOME DEPOT	SUPPLIES	1,347.50	20
HUTSON, INC	SUPPLIES	486.68	2
J MURRAY & CO.	SUPPLIES	44.18	1
JAY'S SPORTING GOODS	UNIFORMS	191.96	1
LEADERCAST	TRAINING	78.55	1
LIBERTY MECHANICAL CORP E-LEARNING	TRAINING	96.00	1
LYNN PEAVEY COMPANY	SUPPLIES	175.50	1
MCGUIRK SAND & GRAVEL	SUPPLIES	187.50	2
MCMASTER-CARR SUPPLY CO.	SUPPLIES	66.21	2
MEDLER ELECTRIC COMPANY	SUPPLIES	152.78	1
MEIJER INC	SUPPLIES	203.21	5
MENARDS - MT. PLEASANT	SUPPLIES	461.24	3
MI PERMIT LIC PLAN REV	TRAINING	225.00	1
MICHIGAN CAT	SUPPLIES	170.96	2
MICHIGAN CHAMBER OF COMMERCE	TRAINING	0.00	2
MICHIGAN MUNICIPAL LEAGUE	TRAINING	-195.00	1
MITCHELL, LEWIS & STAVER CO	SUPPLIES	3,772.63	1
MMTA	TRAINING	15.00	1
MOBILE MEDICAL RESPONSE, INC.	CONTRACT SVCS	280.00	1
MOREY COURTS	CONTRACT SVCS	735.00	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	20.92	1
MT PLEASANT DISCOVERY MUSEUM	CONTRACT SVCS	545.00	3
MT PLEASANT RENTAL CENTER, INC	SUPPLIES	110.51	2
MUNICIPAL EMPLOYEE RETIRE SYSTEMS	TRAINING	410.00	2
NAPA AUTO PARTS	SUPPLIES	455.56	6
NATIONAL RECREATION & PARK ASSOC	DUES	175.00	1
NATIONAL SAFETY COMPLIANCE	CONTRACT SVCS	751.00	1
OFFICE DEPOT	SUPPLIES	340.37	2
OLSON TIRE SERVICE	CONTRACT SVCS	588.21	6
ORIENTAL TRADING CO, INC	SUPPLIES	121.77	2
PARTY CITY	SUPPLIES	-8.52	1
PARTY'S PLUS	TRAINING	37.80	1
POLYCASE	SUPPLIES	386.86	2
PWW MEDIA, INC	SUPPLIES	500.00	1
QDOBA MEXICAN GRILL	SUPPLIES	216.98	1
REPUBLIC SERVICES #239	CONTRACT SVCS	31,221.34	3
REVZILLA	UNIFORMS	539.99	1
ROBAIRE BAKERY & DONUT SHOP	SUPPLIES	28.75	1
S & S WORLDWIDE, INC.	SUPPLIES	66.84	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	270.26	2

Wright Express8/2/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
SETCOM CORPORATION	SUPPLIES	56.54	1
SIMPLY ENGRAVING	SUPPLIES	20.00	1
SPARTAN DISTRIBUTORS	SUPPLIES	363.83	1
SPORTS ENGINE	CONTRACT SVCS	288.36	1
STANDARD ELECTRIC COMPANY	SUPPLIES	40.81	1
STAPLES - MP	SUPPLIES	696.75	9
STAPLES BUSINESS ADVANTAGE	SUPPLIES	892.53	6
STAPLES CREDIT PLAN	SUPPLIES	386.15	3
STAPLES DIRECT	SUPPLIES	16.98	1
STATE OF MICHIGAN - DEPARTMENT OF AGRICULTURE	SUPPLIES	372.00	2
STATE OF MICHIGAN - EMS	CONTRACT SVCS	225.00	1
STATE OF MICHIGAN EGGLESTON	TRAINING	70.00	1
SURVEYMONKEY.COM	CONTRACT SVCS	372.00	1
SWEENEY SEED COMPANY	SUPPLIES	234.33	2
THE CHRONICLE STORE	SUBSCRIPTION	9.99	1
THE GOLF CENTER	CONTRACT SVCS	416.00	1
THE JUMP STATION	CONTRACT SVCS	1,720.00	3
THE MORNING SUN	SUPPLIES	131.70	2
THE UPS STORE	CONTRACT SVCS	12.30	1
THE WALL STREET JOURNAL	SUBSCRIPTION	19.49	1
THIELEN TURF IRRIGATION, INC	SUPPLIES	18.76	1
TLO ONLINE	CONTRACT SVCS	75.00	1
TRACTOR SUPPLY - MP	SUPPLIES	89.96	3
TRACTOR SUPPLY PLAN	SUPPLIES	320.95	2
U S POSTMASTER	CONTRACT SVCS	7.70	1
U S POSTMASTER	POSTAGE	8.80	1
U S POSTMASTER	SUPPLIES	56.60	1
VERIZON WIRELESS	CONTRACT SVCS	15.97	1
VERIZON WIRELESS	SUPPLIES	38.01	1
VERIZON WIRELESS	COMMUNICATIONS	4,681.68	43
WAL-MART	SUPPLIES	373.91	9
WAL-MART COMMUNITY	SUPPLIES	226.66	3
WINN TELECOM	COMMUNICATIONS	324.44	3
WINN TELECOM	COMMUNICATIONS	769.61	2
WINN TELECOM	COMMUNICATIONS	1,454.04	5
ZOOM, INC.	CONTRACT SVCS	14.99	1
ZOOM, INC.	CONTRACT SVCS	27.73	2
TOTALS		\$84,807.69	339