

# Regular Meeting of the Mt. Pleasant City Commission

Monday, April 14, 2025

7:00 p.m.

## AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

LAND ACKNOWLEDGEMENT STATEMENT:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Introduction of Engineering Technician Robert Frick by City Engineer Stacie Tewari.
2. Introduction of Graphic Designer Madison Craven by Director of Public Relations Darcy Orlik.

ADDITIONS/DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

3. Monthly report on police related citizen complaints received.
4. Minutes of the Airport Joint Operations and Management Board (December).

CONSENT ITEMS:

5. Approval of the minutes from the regular meeting held March 24, 2025.
6. Approval of minutes from the closed session(s) held March 24, 2025.
7. Receive proposed 2026-2031 Capital Improvement Plan and set a public hearing for May 27, 2025, on the same.

*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. Public Comment and Public Hearings are opportunities for the public to comment on business and non-business items. Questions will not be answered during these times and instead should be directed to City Hall staff during normal business hours.*

## City Commission Agenda

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8. Consider awarding the contract for the 2025 Downtown Masonry Wall Repairs Project to the Tancor Company of Midland, MI.
9. Consider awarding the Contract for the 2025 City Hall Driveway Reconfiguration Project to McGuirk Sand-Gravel Inc.
10. Consider approval of purchase of a 2025 truck-mounted sewer jetter from Fredrickson Supply for \$178,978 and approve a budget amendment.
11. Consider a budget amendment of \$14,000 from the General Funds Planning Department Account and Parks and Recreation Fund to cover expenses related to a summer internship program at the Planning Department and Parks and Public Spaces Department.
12. Consider renewal of Placer.ai contract for \$18,000 and approve budget amendment for the same.
13. Award the contract for the 2025 Street Sweepings Disposable bid to Fisher Transportation, of Mt. Pleasant, for \$32.34 per ton.
14. Consider Contract with Dickinson Wright for bond counsel in the amount not to exceed \$34,280.
15. Consider Contract with Bendzinski & Co for municipal financial advisor in the amount not to exceed \$15,000.
16. Consider approval of Payrolls and Warrants.

### PUBLIC HEARINGS:

### NEW BUSINESS:

17. Consider adoption of 2026 Goals and Objectives.
18. Designate Signatory for the Sister City Exchange Program.
19. Consider authorization of a contract with Williams & Works to perform surveying, engineering design and construction services for the 2026 City Hall Retaining Wall Replacement Project not to exceed amount of \$113,955 and approve a budget amendment \$62,036.

*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. Public Comment and Public Hearings are opportunities for the public to comment on business and non-business items. Questions will not be answered during these times and instead should be directed to City Hall staff during normal business hours.*

## City Commission Agenda

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20. Consider Contract for Assessing Services with Precise Tax Assessment LLC beginning May 1, 2025 to April 30, 2028 at a cost of \$9,083.33 per month.
21. Appointment of City Commissioners to City standing and special committees.
22. Consider appointment of City Commissioners to applicable City boards and commissions.
23. Consider appointments to the various boards and commissions as recommended by the Appointments Committee.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

WORK SESSION:

RECESS:

CLOSED SESSION:

24. Closed session pursuant to 8(h) of the Open Meetings Act to consider material subject to attorney-client privilege.
25. 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.

ADJOURNMENT:

*All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1. Public Comment and Public Hearings are opportunities for the public to comment on business and non-business items. Questions will not be answered during these times and instead should be directed to City Hall staff during normal business hours.*

TO: MAYOR AND CITY COMMISSION

APRIL 14, 2025

FROM: AARON DESENTZ, CITY MANAGER

SUBJECT: CITY MANAGER REPORT ON AGENDA ITEMS

Proclamations and Presentations:

Consent Items:

8. Consider awarding the contract for the 2025 Downtown Masonry Wall Repairs Project to the Tancor Company of Midland, MI.
  - a. The existing masonry walls at parking lots Town Center, 1, 4, 5, 6, and 11 are in need of repair. The project will also include replacement of all wall and column caps with limestone caps. Broken columns will be repaired at parking lot 1. Staff is recommending that the City Commission approve a contract with the Tancor Company for \$131,000 and a budget amendment of \$23,000. Funds are available in the Capital Improvement Fund.
9. Consider awarding the Contract for the 2025 City Hall Driveway Reconfiguration Project to McGuirk Sand-Gravel Inc.
  - a. Staff is recommending that the contract for the 2025 City Hall Driveway Reconfiguration Project be awarded to McGuirk Sand-Gravel Inc for \$79,564. The reconfiguration of the driveway will improve safety by aligning through traffic with Oak Street, addressing left turn conflicts on Broadway at Oak/city hall, and addressing wrong way entry conflicts into the city hall driveway from Broadway. City staff is proposing to complete this work in 2025 due to the 2025 Parking Lots 4 and 5 Reconstruction and city hall parking lot overlay projects. McGuirk was the low bidder on the parking lot reconstruction project and has agreed to honor the bid unit prices from this project. Staff believes that this price will be better than rebidding the project as the City tends to receive better bids early in the year.
10. Consider approval of purchase of a 2025 truck-mounted sewer jetter from Fredrickson Supply for \$178,978 and approve a budget amendment.
  - a. The City's 1986 sewer jetter truck is scheduled for replacement this year. The old model has become costly to maintain and has reached the end of its life cycle. Staff is requesting that the City Commission approve the purchase of a 2025 truck-mounted sewer jetter from Fredrickson Supply for \$178,978, and a budget amendment of \$20,000.
11. Consider a budget amendment of \$14,000 from the General Funds Planning Department Account and Parks and Recreation Fund to cover expenses related to a summer internship program at the Planning Department and Parks and Public Spaces Department.
  - a. At our last meeting the City Commission approved a budget amendment for a cohort of interns to work under the City Manager. This prompted further interest from other departments in forming internships for the summer of 2025. The City Commission is now asked to approve a budget amendment of \$14,000 for two (2) interns to work

under the Planning and Community Development Department and the Parks and Public Spaces Department. One intern will work on housing policy research. Another intern will use Placer.ai to track usage of parks and trails within the City. This will put the City's total intern investment for 2025 at \$45,000 for six (6) interns. In the future, the City will develop a pool around this amount for internal shared use.

12. Consider renewal of Placer.ai contract for \$18,000 and approve budget amendment for the same.
  - a. Last year the City purchased access to Placer.ai which is a tool that it used for analyzing consumer behavior patterns within the City and Township. An intern cohort was developed to provide a report on their findings. This information was presented to the City Commission and was presented at the Mt. Pleasant Economic Forum hosted by the Mid-Michigan Development Corporation (MMDC), Convention and Visitors Bureau (CVB), and Chamber of Commerce. In 2025, staff would like to use the software to study usage of the Chippewa River, trails system, and parks and public spaces. The City Commission is asked to approve a renewal contract for Placer.ai and approve a budget amendment for \$18,000. Funds are available in the General Fund.
13. Award the contract for the 2025 Street Sweepings Disposable bid to Fisher Transportation, of Mt. Pleasant, for \$32.34 per ton.
  - a. Each cleaning season, approximately 1,000 tons of dirt and debris are collected through the street sweeping process. In compliance with Michigan's disposal regulations, these sweepings must be disposed of at a state-approved Class II landfill. Staff is recommending that the City Commission approve a contract with Fisher Transportation for the disposal of sweepings at a rate of \$32.34 per ton. Funds are available in the Major and Local Street budgets.
14. Consider Contract with Dickinson Wright for bond counsel in the amount not to exceed \$34,280.
  - a. The City of Mt. Pleasant has initiated the process of financing upgrades to the City's Water Treatment Plant through a bond issuance, as outlined in the Capital Improvement Plan. The City Commission is asked to consider a contract for a bond attorney that will provide legal expertise in structuring municipal securities, ensuring compliance with applicable regulations, and addressing the tax implications associated with bond proceeds. The City Commission is asked to consider a contract with Dickinson Wright for \$32,280. While not the low bidder, Dickinson Wright has provided this service to the City during the WRRF Phase 1 and 2 projects and has familiarity with the City's operations and financial condition.
15. Consider Contract with Bendzinski & Co for municipal financial advisor in the amount not to exceed \$15,000.
  - a. Paired with the above, the City's financial advisor represents the City in structuring, marketing, issuing, and delivering of municipal bonds for the Water Treatment Plan project. Staff recommends that the City contract with Bendzinski & Co for \$15,000. Bendzinski has provided this service to the City during the WRRF Phase 1 and 2 projects and is familiar with the City's operations and financial condition.

Public Hearings:

New Business:

17. Consider adoption of 2026 Goals and Objectives.

- a. Following a special meeting of the City Commission to provide input and direction on the 2026 goals and objectives, staff has prepared the attached document for the City Commission's consideration. Following a short presentation, the City Commission will be asked to adopt the proposed 2026 Goals and Objectives.
  - i. Recommended Action: A motion to adopt the proposed 2026 Goals and Objectives.

18. Designate Signatory for the Sister City Exchange Program.

- a. As of 2025, the City of Mt. Pleasant has been part of the International Sister City Exchange program with Okaya, Japan for 60 years. A delegation will be sent from Mt. Pleasant to Okaya this May. The exchange features a signing ceremony where both Mayors sign a Proclamation honoring the Sister City partnership. As the Mayor is unable to attend this exchange, the Vice Mayor should serve as the signatory.
  - i. Recommended Action: A motion to authorize Vice Mayor Maureen Eke as the authorized signatory for the 2025 Sister City exchange program.

19. Consider authorization of a contract with Williams & Works to perform surveying, engineering design and construction services for the 2026 City Hall Retaining Wall Replacement Project not to exceed amount of \$113,955 and approve a budget amendment \$62,036.

- a. The City has several concrete retaining walls along the south end of City Hall that are in need of repair. City Engineer Stacie Tewari will be at the City Commission meeting to discuss the need for repairs. The City Commission is asked to consider a contract with Williams & Works for \$113,955 to complete the engineering for the project. The request also requires a budget amendment of \$62,036.
  - i. Recommended Action: A motion to authorize the engineering design and construction engineering services contract for the 2026 City Hall Retaining Wall Replacement project in the not to exceed amount of \$113,955 to Williams & Works and approve a budget amendment of \$62,036 from the General Fund.

20. Contract for Assessing Services with Precise Tax Assessment LLC beginning May 1, 2025 to April 30, 2028 at a cost of \$9,083.33 per month.

- a. The City of Mt. Pleasant previously contracted for Assessing services with Sunrise Assessing. Sunrise informed staff that they will no longer be able to provide assessing services as of April 1, 2025. Anticipating this, staff released a Request for Proposals for a new level 3 assessor to provide these services. The City received one (1) proposal from Precise Tax Assessment LLC.

Under this contract, Seth Lattimore would serve as the City's Assessor of record. The contract is for \$9,083.33 per month and would be a three (3) year contract with annual cost increases matching the consumer price index (CPI) not to exceed 6% per year. The cost reflects a \$4,000 above the contract with our previous firm.

- i. Recommended Action: A motion to:
  - 1. Authorize the Mayor and Interim Clerk to sign the 3-year contract with Precise Tax Assessment LLC beginning May 1, 2025 to April 30, 2028 at a

cost of \$9,083.33 per month until April 30, 2026 and CPI increase not to exceed 6% for years 2 and 3.

2. Appoint Seth Lattimore, CAE, PPE, MAAO R-9289 Assessor of Record in accordance with State law and City Charter.
3. Appoint Bradley White as Deputy Assessor.

Work Session:

Closed Session:

24. Closed session pursuant to 8(h) of the Open Meetings Act to consider material subject to attorney-client privilege.

- i. Recommended Action: A motion to enter closed session pursuant to subsection 8(h) of the Open Meetings Act to consider material subject to attorney-client privilege.

25. 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.

- i. Recommended Action: A motion to enter 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.

[illegible]

## **AIRPORT JOINT OPERATIONS AND MANAGEMENT BOARD**

Meeting Minutes

**Thursday, December 19, 2024**

**3:30 p.m. – 5:00 p.m.**

**Airport Terminal Building**

I. Call to Order

Chairman Nanney called the meeting to order at 3:32 p.m.

II. Roll Call

Member	Present
Samantha Chippeway	Yes (arrived 3:34p.m.)
Aaron Desentz	Yes
James McBryde	Yes
Rodney Nanney	Yes
Tim Nieporte	Yes

Staff present: Bill Brickner, Jason Moore

III. Approval of the Agenda

Motion by McBryde, support by Desentz, to approve agenda

Motion passed unanimously

IV. Public Input on Agenda Items

None

V. Approval of Meeting Minutes – October 2024 – Attachment

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

Motion passed unanimously

VI. New Business

- a. What are the activities or essential capabilities that currently differentiate the Mt. Pleasant Municipal Airport from others, or that give the airport a unique and sustainable winning position in the marketplace?

VII. Old Business

- a. Airport improvements feasibility study – Update - Attachment

Discussion was held. January 2024 AJOMB meeting will be canceled in lieu of feasibility study meeting for same date and time at City Hall

- b. What are we missing that is a must to add to our agenda?

VIII. Airport Manager's Report – October and November – Attachments

- IX. Announcements on Airport Related Issues and Concerns  
None
- X. Public Comment on Non-Agenda Items  
Moore wished everyone a Merry Christmas
- XI. Adjournment  
Chairman Nanney adjourned the meeting at 4:18 p.m.

Minutes of the regular meeting of the City Commission held Monday, March 24, 2025, at 7:00 p.m., in the City Commission Room, 320 W. Broadway St., Mt. Pleasant, Michigan with virtual options.

Mayor Wingard called the meeting to order.

The Pledge of Allegiance was recited.

Land Acknowledgement statement was recited.

Commissioners Present: Mayor Boomer Wingard and Vice Mayor Maureen Eke; Commissioners Mary Alsager; Amy Perschbacher, Grace Rollins & John Zang

Commissioners Absent: Liz Busch

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

### Proclamations and Presentations

Presentation by Middle Michigan Development Corporation's (MMDC) CEO/President Kati Mora on 2024 Annual Report.

### Additions/Deletions to Agenda

Moved by Commissioner Alsager and seconded by Vice Mayor Eke to add Item #12 "Appointment of Interim Clerk" to the Agenda. Motion unanimously adopted.

Moved by Vice Manager Eke and seconded by Commissioner Alsager to approve the Agenda as amended. Motion unanimously adopted.

### Public Input on Agenda Items

Cynthia Kilmer, 219 N. Lansing St., commented that the City of Mt. Pleasant Fire Department, both Paid On-Call and Full-Time Firefighters, do a great job. She also commented that she has had good experiences with the City Manager.

### Receipt of Petitions and Communications

Received the following petitions and communications:

2. Planning Commission February, 2025 Meeting Minutes.
3. Request for a Work Session from Mt. Pleasant Historic District Building/Business Owners.
4. 2024 City-wide Annual Report.

Moved by Vice Mayor Eke and seconded by Commissioner Rollins to approve the following items on the Consent Calendar:

5. Minutes of the regular meeting of the City Commission held March 10, 2025.
6. Minutes of the special meeting of the City Commission held March 13, 2025.

7. Three year contract with MMDC for Economic Development Services in the amount of \$28,800 per year plus 2.5% annual increase.
  8. Removed from the Consent Calendar.
  9. Budget Amendment for Internship Programs.
  10. Payrolls and Warrants dated March 7 & 20, 2025 totaling 838,204.27.
- Motion unanimously adopted.

Moved by Commissioner Zang and seconded by Vice Mayor Eke to approve a five year Contract with HydroCorp of Troy, Michigan, for Cross Connection Control Program and Water Meter Installation. The total contract covers a 60-month term, with annual renewals in 12-month increments upon mutual agreement with a total contract cost over the five year contract term in the amount of \$665,785.20. Motion unanimously adopted.

The Commission prioritized and approved submission of City requests for spring 2025 Saginaw Chippewa Indian Tribe 2% allocations.

Moved by Commissioner Alsager and seconded by Vice Mayor Eke to appoint Marilyn Wixson as Interim Clerk. Motion unanimously adopted.

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

Commissioner Perschbacher reminded residents not to rake leaves into the Street in the spring; please use a leash when walking your dog and please clean up after pets.

Mayor Wingard announced Isabella County Council of Governments would like the City to host a meeting for third or fourth quarter. Parliamentary procedure training is scheduled for April 7<sup>th</sup> from 6 to 9 pm. All boards and commission are welcome. He has set up a tour of the City Water Plant on May 5<sup>th</sup> from 12 to 3 p.m.

#### Public Comment on Agenda and Non-Agenda Items

Cynthia Kilmer, 219 N. Lansing St., continued her expression of displeasure with MPPD.

Alice Ciccu, 419 S. Fancher, shared her appreciation of Clerk Bouck and the significance of hiring her replacement.

The Commission recessed at 7:56 p.m. and returned at 8:01 p.m.

WORK SESSION: Trail/pathway speed limit ordinance discussion.

Police Chief Paul Lauria provided a presentation on trail/pathway speed limit ordinance.

Discussion ensued.

The Commission recessed at 8:52 p.m. and went into a closed session at 8:59 p.m.

Moved by Commissioner Alsager and seconded by Vice Mayor Eke to enter into Closed Session pursuant to subsection 8(c) of the Open Meetings Act for strategy and negotiation sessions connected with negotiation of a collective bargaining agreements and subsection 9(a) of the Open Meetings Act for personnel evaluation of the City Manager.

AYES: Alsager, Eke, Perschbacher, Rollins, Wingard & Zang

NAYS: None

ABSENT: Busch

Motion carried.

Closed session ended at 10:24 p.m. A separate set of minutes was taken for the closed session.

Moved by Commissioner Alsager and seconded by Vice Mayor Eke to approve the contract between the City and the Paid On-Call Fire Fighters. Motion unanimously adopted.

Moved by Commissioner Alsager and seconded by Vice Mayor Eke to approve the contract between the City and the Police Officers Labor Council (Firefighters) (POLC). Motion unanimously adopted.

Moved by Commissioner Perschbacher and seconded by Commissioner Alsager to approve a 4.5% increase to the City Manager's wages retroactive to January 1, 2025. Motion unanimously adopted.

Moved by Commissioner Alsager and seconded by Commissioner Rollins to adjourn the meeting at 10:27 p.m. Motion unanimously adopted.

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Boomer Wingard, Mayor

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Heather Bouck, City Clerk

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Stacie Tewari, City Engineer

DATE: March 19, 2025

SUBJECT: Award Contract for the 2025 Downtown Masonry Wall Repairs Project

Request:

The City Commission is requested to award the contract for the 2025 Downtown Masonry Wall Repairs Project to the Tancor Company of Midland, MI.

Reason:

The 2025 Downtown Masonry Wall Repairs Project is part of the 2025 Capital Improvement Plan. The existing masonry walls at parking lots Town Center, 1, 4, 5, 6 and 11 will be cleaned and grout repaired. The project will also include replacement of all wall and column caps with limestone caps. Broken columns will be repaired at parking lot 1. The project work will take place in June of 2025 and will have minimal impact to parking.

On March 18, 2025, the following bids were received:

Bidder	Location	Total Bid
The Tancor Company	Midland, MI	\$ 131,000.00
Green Tech Systems, LLC	Bay City, MI	\$ 183,440.40
National Restoration, Inc.	Milford, MI	\$ 204,350.00
Bornor Restoration, Inc.	Lansing, MI	\$ 278,235.00
RAM Construction Services of MI, Inc.	Kentwood, MI	\$ 292,855.00
Cusack's Masonry Restoration, Inc.	Hubbardston, MI	\$ 338,525.00

Budget:

Construction Budget Parking Lots Town Center, 1, 6 and 11 = \$65,000

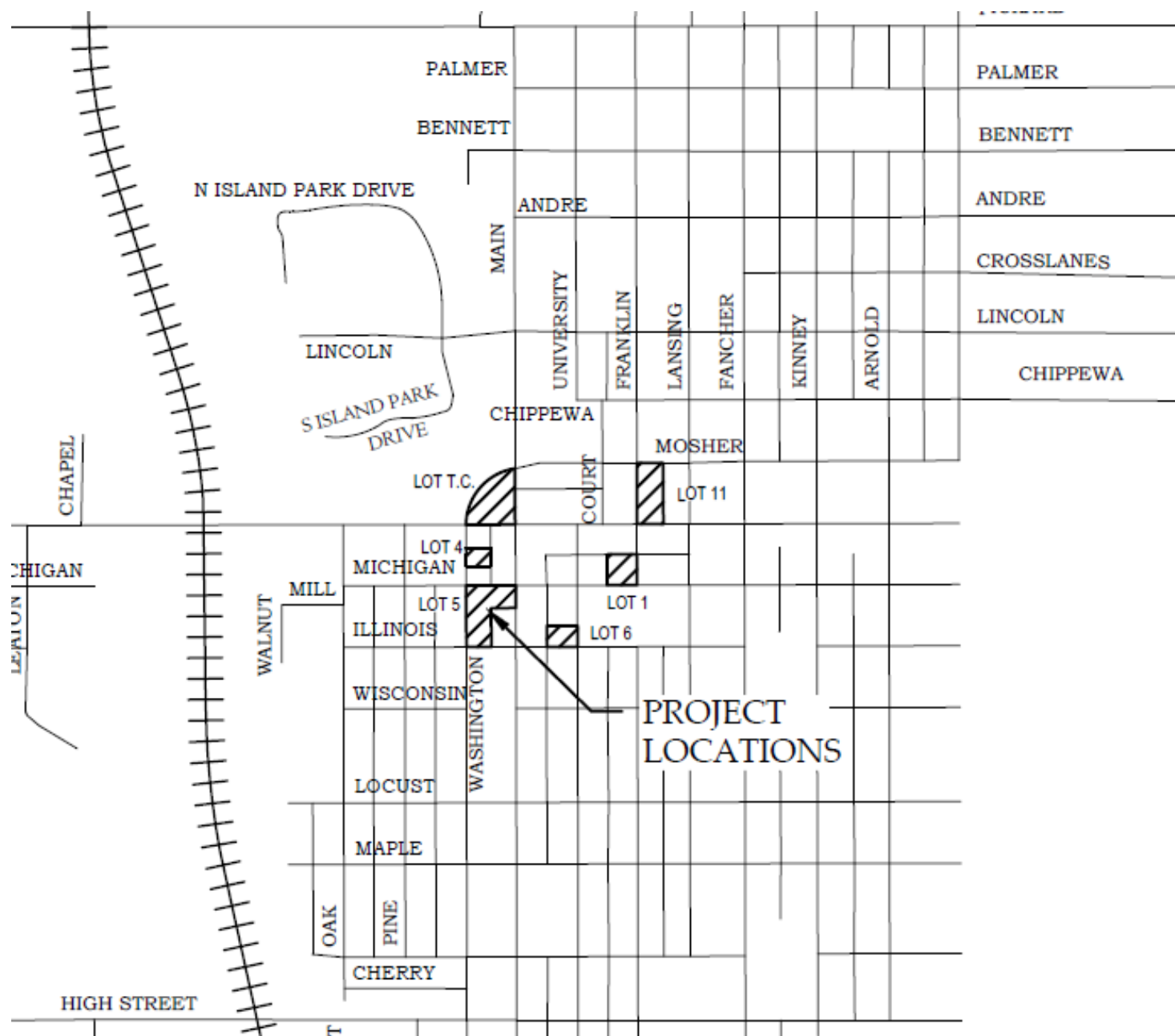
Construction Budget Parking Lot 4 = \$11,000

Construction Budget Parking Lot 5 = \$32,000

Construction Budget Total = \$108,000

Recommendation:

We recommend the City Commission award the contract for the 2025 Downtown Masonry Wall Repairs Project to the Tancor Company for \$131,000 and approve a budget amendment of \$23,000 in the capital improvement fund.



# Memorandum



TO: Aaron Desentz, City Manager

FROM: Stacie Tewari, City Engineer

DATE: April 1, 2025

SUBJECT: Award Contract for the 2025 City Hall Driveway Reconfiguration Project

## Request:

The City Commission is requested to award the contract for the 2025 City Hall Driveway Reconfiguration Project to McGuirk Sand-Gravel, Inc. of Mt. Pleasant, MI for the sum of \$79,564.

## Reason:

The city hall driveway reconfiguration project includes relocation of an existing power pole in the center of the driveway (by Consumers Energy), narrowing the driveway, and aligning the driveway with Oak Street. The reconfiguration of the driveway will improve safety by aligning through traffic with Oak Street, addressing left turn conflicts on Broadway at Oak/city hall, and addressing wrong way entry conflicts into the city hall driveway from Broadway. City staff is proposing to complete this work in 2025 due to the 2025 Parking Lots 4 and 5 Reconstruction and city hall parking lot overlay projects low bids coming in under budget by \$245,246 combined.

City staff received a quote from the low bidder of the 2025 Parking Lots 4 and 5 Reconstruction Project, McGuirk Sand-Gravel, to add this additional driveway work to the project. McGuirk Sand-Gravel agreed to honor the bid unit prices from the 2025 Parking Lots 4 and 5 Reconstruction project for a total quote of \$79,564. The 2025 Parking Lots 4 and 5 Reconstruction Project was bid in January of 2025. City staff has historically observed lower bid prices with more bidders earlier in the year. By adding the additional work to the 2025 Parking Lots 4 and 5 Reconstruction Project, city staff anticipates lower bid prices than bidding the driveway reconfiguration work as a separate project later in the year. Additionally, bid prices tend to be lower for larger quantities of work.

The driveway work would be completed in coordination with parking lots 4 and 5 in July of 2025. The city hall parking lot and drive overlay work would be completed after the driveway reconfiguration. The contractor will maintain a minimum of one lane access at the city hall entry drive during the driveway reconfiguration work.

## Recommendation:

I recommend the City Commission award the contract for the 2025 City Hall Driveway Reconfiguration Project to McGuirk Sand-Gravel, Inc. for the sum of \$79,564. Funds are available in the parking lots 4 and 5 project budget.

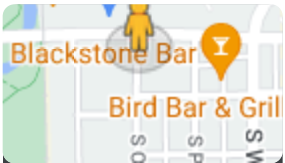


Image capture: Jul 2018 © 2022 Google

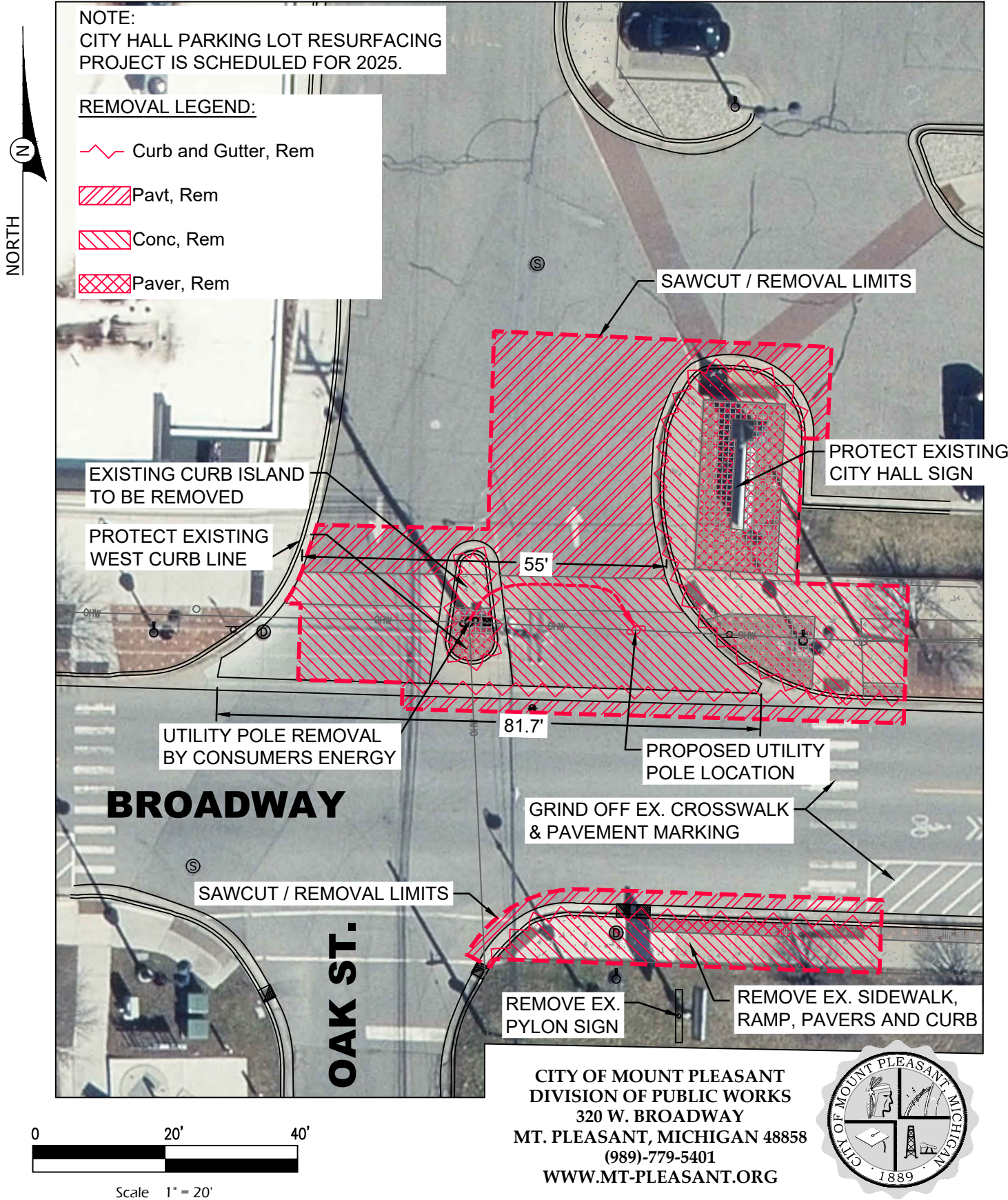
Mt Pleasant, Michigan



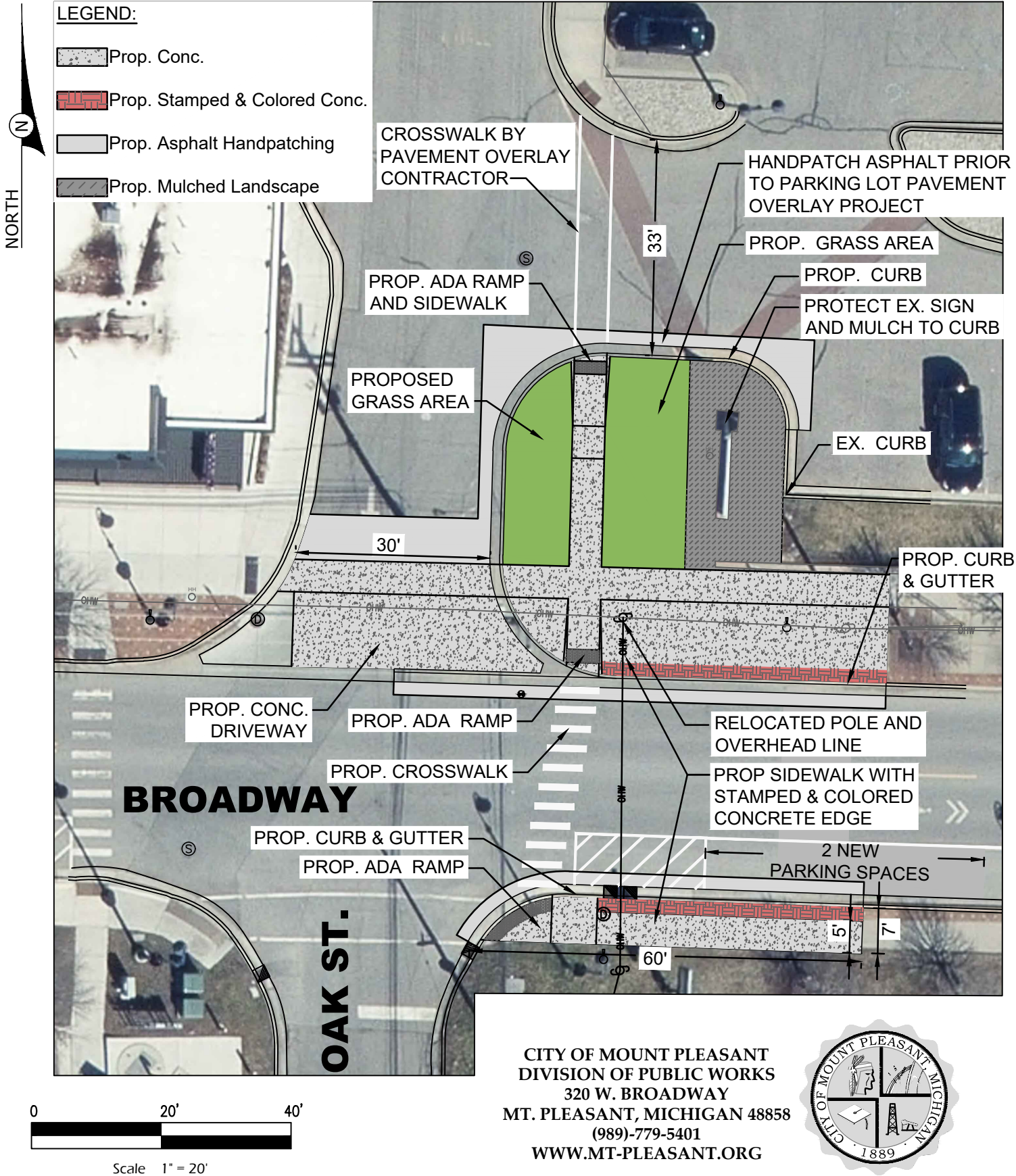
Street View - Jul 2018



# EXISTING SITE & REMOVAL PLAN CITY HALL DRIVEWAY



# PROPOSED SITE PLAN CITY HALL DRIVEWAY



# Memorandum



TO: Aaron Desentz, City Manager  
FROM: Jason Moore, DPW Director  
DATE: March 13, 2025  
SUBJECT: Approve Sewer Jetter Purchase and Budget Amendment

## Request

The City Commission is requested to approve the purchase of a 2025 truck-mounted sewer jetter from Fredrickson Supply for \$178,978, and a budget amendment of \$20,000.

## Reason

Unit 299, a 1986 sewer jetter truck, is scheduled for replacement this year as part of the 2025 Motor Pool Capital Replacement Plan. The sewer jetter is a specialized vehicle that uses high-pressure water jets to clean and maintain sanitary and storm drainpipes, effectively dislodging and flushing debris like grease, sludge, and other materials for removal downstream. It is an indispensable piece of equipment for maintenance of the city's sewer systems. Due to its age and wear, however, the current truck has become increasingly costly to maintain and less reliable.

Quotes for new units were obtained for comparison purposes.

Fredrickson Supply, Walker, MI	\$178,977.97
Best Equipment Co., Westland, MI	\$192,000.00

Fredrickson Supply provided the lowest quote. They are the Sourcwell contract holder for sewer jetter equipment. Sourcwell is a no-cost purchasing program that operates similarly to the State of Michigan's MiDeal program. Commodity contracts are awarded through a competitive bidding process, often yielding significant cost savings. Government agencies, educational institutions, and non-profits can benefit by purchasing from awarded contract holders. The City Commission has previously approved equipment purchases through Sourcwell, including mowers for the Parks Department from Spartan Distributors.

Fredrickson's quote includes a \$1,500 freight/delivery estimate, bringing the total purchase price over the \$160,000 budgeted amount. We request approval of a \$20,000 budget amendment to cover the purchase and potential additional freight costs.

## Recommendation

I recommend the City Commission approve the purchase of a 2025 truck-mounted sewer jetter from Fredrickson Supply for \$178,978 and a budget amendment of \$20,000. Funds are available in the Motor Pool budget.

# Memorandum



TO: Aaron Desentz, City Manager  
FROM: Manuela Powidayko  
Director of Planning and Community Development  
DATE: April 14, 2025  
SUBJECT: Budget Amendment Request for Planning Intern

Staff is asking the City Commission to approve a budget amendment of \$7,000 from the General Funds to cover expenses related to a summer internship program at the Planning and Community Development Department.

The Planning and Community Development Director will supervise the intern who will be working 32hrs per week, for 12 weeks, to develop an updated Housing Report for the City of Mt Pleasant. Such Housing Report will contain updated data information about Mt Pleasant's current housing stock and its housing characteristics and draw conclusions regarding the current housing needs and opportunities of the community. The Director will also encourage the intern to conduct outreach, which could be in the form of surveys to the broader community and interviews with local and regional housing experts.

The city's 2019 Housing Report is attached to this memorandum to provide context to the proposed scope of work.

## **REQUESTED ACTION:**

The City Commission approves a budget amendment of \$7,000 from the General Funds, Planning Department Account (101-701.000-702.000 Wages) to cover expenses related to a summer internship program at the Planning Department.

## **ATTACHMENTS:**

1. 2019 Housing Report

**Housing Report**  
**City of Mt. Pleasant, Michigan**

November 2019

Prepared By:  
Jacob Kain, AICP, City Planner  
Planning & Community Development Department

*Mt. Pleasant*  
[meet here]

## INTRODUCTION

This report examines the housing stock in the City of Mt. Pleasant in terms of dwelling type, number of units, and occupancy type; trends in owner-occupancy; and gaps in the market and makes recommendations on potential regulatory or program responses available to the City government.

Information used in this report comes from a variety of sources including the 2016 housing study; current and past City master plans; the U.S. Census; and data from City departments including Assessing, Building Safety, Engineering, Fire, and Planning. In addition, new data was created in the City's Geographic Information System to classify all existing structures consistent with *missing middle* housing terminology.

## EXISTING HOUSING STOCK

There are approximately 8,300 housing units in the City (not including on-campus housing, short- or long-term care facilities, or homeless shelters). A detailed breakdown of housing types

### What is Missing Middle Housing?

The term "Missing Middle Housing" was coined by the founder of Opticos Design to describe "a range of multi-unit or clustered housing types—compatible in scale with detached single-family homes—that help meet the growing demand for walkable urban living."

According to Opticos:

*These building types, such as duplexes, fourplexes and bungalow courts, provide diverse housing options to support walkable communities, locally-serving retail, and public transportation options. We call them "Missing" because they have typically been illegal to build since the mid-1940s and "Middle" because they sit in the middle of a spectrum between detached single-family homes and mid-rise to high-rise apartment buildings, in terms of form and scale, as well as number of units and often, affordability. Missing Middle Housing helps solve the mismatch between the available U.S. housing stock and shifting demographics combined with the growing demand for walkability.*

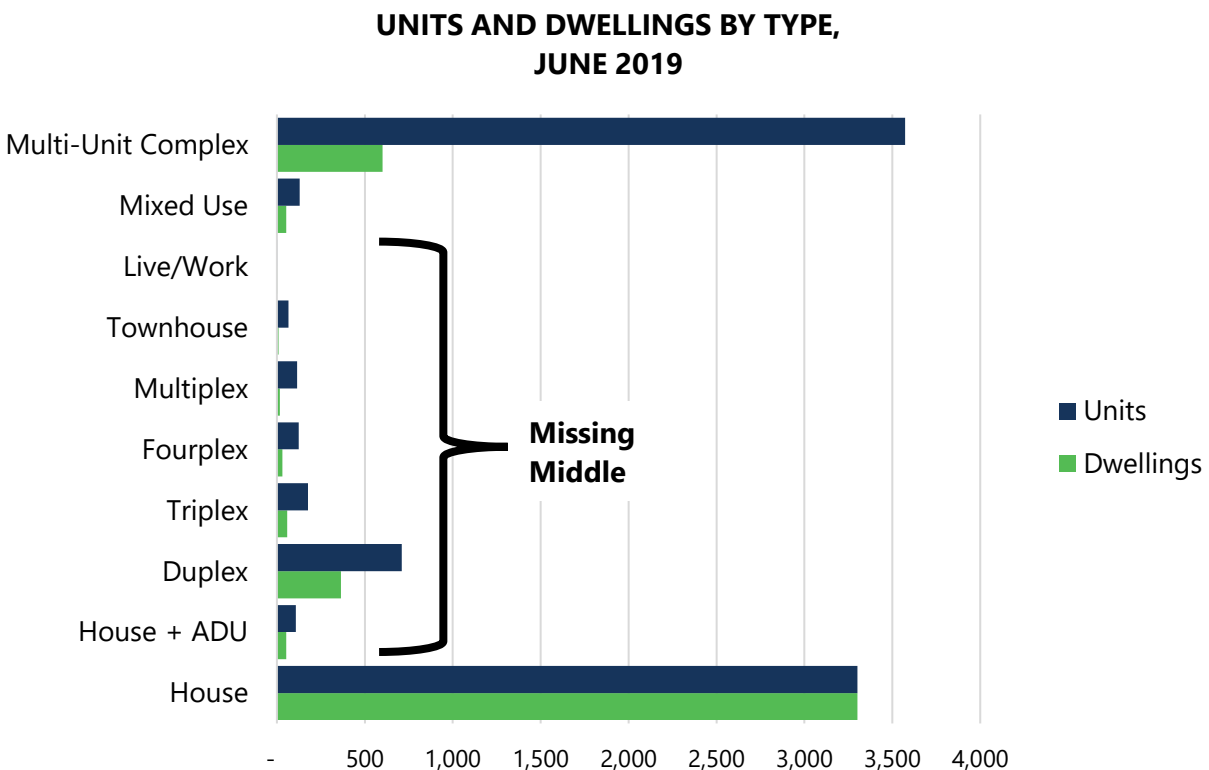


by type, occupancy, zoning, neighborhood, and other characteristics can be found in the appendix.

The predominant unit type is located in a multi-unit complex, which is defined as four or more units, attached or detached, either on a single lot or with common shared grounds and typically not fronting on a public street. Over 3,500 dwelling units are located in multi-unit complexes, 43% of all units citywide. These units are located in 67 distinct developments with over 600 dwellings (a dwelling in this case would be a distinct building containing multiple units). These units are on average newer than the average housing unit, overwhelmingly tenant occupied (92%), and equally likely to be family occupancy (occupied by no more than two unrelated individuals) or rooming occupancy (occupied by 3 or more unrelated individuals). Multi-unit complex units are generally located in the southern portion of the community.

Houses (detached, single-unit dwellings on a single lot) are nearly as common, with 3,300 units – 40% of units citywide. Nearly three-quarters of houses have a principal residence exemption. Only 4% of houses are licensed for rooming occupancy.

Duplexes are the third most common dwelling unit type – 9% of all units. Most duplexes are tenant occupied (only 13% have a principal residence exemption) and only 18% are licensed for rooming occupancy. Duplexes – like other missing middle housing types – are on average older than the average housing unit.



All other dwelling types combined (house with an accessory dwelling unit; triplex; fourplex; multiplex; townhouse; live/work; and mixed use) account for the remaining 9% of dwelling units.

These housing types are overwhelmingly located within the neighborhoods nearer to downtown and north of campus.

## OCCUPANCY STATUS

The influence of Central Michigan University on the local housing market has contributed to a generally low owner-occupancy rate. The City's owner-occupancy rate is 39.1% in the most recent 2017 U.S. Census estimates. That rate is comparable with that of the Charter Township of Union (40.7) as well as other university communities such as Big Rapids (38.1) and Kalamazoo (44.8).

Between 1950 and 2000, the owner-occupancy rate dropped from 57.2% to 34.3%. That period corresponds with student enrollment growth at the university and the development of most of the multi-unit complexes in the City, which are overwhelmingly tenant-occupied. Since 2000, the owner-occupancy rate has remained relatively steady. Staff developed figures, using Assessor's data, finds a 2019 owner-occupancy rate of 34.6%.

### HOMEOWNERSHIP RATE (PERCENT), CITY OF MT. PLEASANT

Sources: U.S. Census, 1987 Master Plan, 1965 Master Plan

1950	1960	1980	2000	2010	2011	2012	2013	2014	2015	2016	2017
57.2	55.3	43.0	34.3	35.1	36.7	36.6	35.3	35.1	36.8	38.3	39.1

The owner-occupancy rate of houses is not evenly distributed across all neighborhoods. Neighborhoods east of Mission Street and the southwest neighborhood (south of High, north of Broomfield, and west of campus) have owner-occupancy rates between 83-91%. This compares to 58% for houses between campus and downtown and 63% for houses in the Westside neighborhood.

Rental housing licenses distinguish between occupancy types. Family occupancies permit a family or up to 2 unrelated individuals, whereas rooming occupancies allow for 3 or more unrelated individuals (the number varies by property). In the local market, units licensed for rooming occupancies are typically considered "student housing" and are marketed as such. Just over one-quarter of all housing units are licensed for rooming occupancy (3 or more unrelated individuals) with a total licensed occupancy of almost 6,900 occupants. Nearly a quarter of existing missing middle housing types are rooming occupancy. For townhouses, 95% of units are licensed for rooming occupancy.

## MARKET GAPS

A Residential Target Market Analysis (TMA) conducted for the East Central Michigan Prosperity Region 5 in 2016 provides further insights into gaps in the local market. This study included specific analysis of the Mt. Pleasant market and a market strategy to meet the unsatisfied demand for missing middle housing types.

The TMA confirmed the impact the student population has on the local housing market, particularly the frequency of unit turnover from tenant to tenant. The TMA further found that there is an undersupply of triplex and fourplex, townhouse, multiplex and midrise housing formats, whereas there was a surplus of duplex units and lower relative demand for houses.

Additional analysis using U.S. Census data illuminates other market gaps.

The median income for households living in owner-occupied units was \$65,318 in 2017. There is currently a mismatch between the number of owner households in each income bracket and the number of affordable homes supplied. In particular, for the approximately 300 households making less than 30% of the median income and the approximately 1,300 households making above 75% of the median income there is an insufficient supply of homes. In particular, there is a lack of homes available at \$200,000 and up which are affordable to households making more than the median income.

The median income for households living in rental units was \$22,720 in 2017. The rental market may be somewhat more in balance than the ownership market. In particular, when accounting for the significant number of student households with individuals that fall beneath the federal poverty level due to income, the lack of units available for rent at \$500 or less per month is likely offset to a significant degree by the excessive number of units available for between \$500-875 per month. Furthermore, as with owner units, it appears there is an undersupply of units available with rents of \$875 and up, affordable to renter households making well above the median income.

Despite relative overall balance in the rental housing market, extremely low-income households (those with annual household incomes under \$35,000) are mostly cost-burdened (spending more than 30% of their monthly income on housing expenses). Ninety-five percent of households making less than \$20,000 per year are cost burdened. Seventy-two percent of households making between \$20,000 and \$35,000 per year are also cost burdened. That rate drops significantly for households making between \$35,000 and \$49,999 per year, with only 29% of such households spending more than 30% of their monthly income on housing expenses. This illustrates that a major market gap exists in the provision of rental housing for extremely low-income households.

## **OTHER FINDINGS**

In the production of this report, additional valuable insights were made which add further context to the housing market and may be useful in the consideration of other policy topics.

- Approximately half of the City's 25,711 residents (2017 U.S. Census estimate) are students enrolled in higher education. In the fall of 2017, over 16,000 undergraduate students and 2,000 graduate students were enrolled at CMU, the vast majority enrolled full-time. Of those, approximately 13,000 resided in the City –half living in on-campus housing and half residing elsewhere in the City.

- Using a methodology developed by the University of Virginia, staff developed an adjusted poverty rate for the City which accounts for the significant impact the student population has on the base poverty rate as developed by the U.S. Census. The 2017 U.S. Census poverty rate for Mt. Pleasant was 37.8%. Adjusted to account for the student population, the poverty rate drops to 19.5%.
- The median age was 22.1 in 2017. More than 40% of the City population in 2017 fell within the age bracket associated with the Millennial generation (born 1981-1996). Members of Generation Z (born 1997-2012) made up 28% of the population. Between 2000 and 2017, the number of residents between the ages of 25 and 34 – the “young professional” demographic – increased 22%

## STRATEGIES

There are many potential strategies to address the market gaps identified by this report. Those strategies have been broken into three categories: those that encourage the development of housing for extremely low-income households; those that encourage the development of missing middle housing types; and those that encourage the conversion of non-conforming rooming occupancy housing to family occupancy housing (whether tenant- or owner-occupied).

### Removing barriers to the construction of housing for extremely low-income households

- *Eliminate overnight parking prohibitions.*  
Studies have increasingly demonstrated the connection between transportation costs and housing affordability, which has resulted in the State of Michigan refocusing affordable housing incentive programs toward projects located in walkable communities or near transit.

The City has already taken an important step in fostering affordability by eliminating minimum parking requirements for private development. However, the inability of on-street parking to act as a true substitute for on-site parking combined with the challenge for some households to eliminate the need for a vehicle leads to a direct increase in construction and operation costs for housing developers which is passed on to tenants through monthly rent. The land area consumed by on-site parking also reduces the potential unit count in such developments, further constraining the supply of housing and reducing the potential efficiency of project development.

- *Reconsider the City's policy on PILOTs (payment in lieu of taxes).*  
In 2001, the City Commission adopted a policy eliminating consideration of PILOTs in association with low- and moderate-income housing citing a limited amount of available land for new development and a desire to expand the tax base.

Nevertheless, extremely low income households require housing, and so those households either wait for years for suitable housing, accept substandard housing that may or may not be affordable, face extraordinary cost burdens by renting housing at

market rates, or face homelessness.

In the meantime, substandard housing products linger in our marketplace as an option-of-last-resort. Substandard housing can produce health, safety, and welfare consequences for the households as well as for other property owners whose values flounder due to the blighting effects of such housing.

Incentives – including abatements and PILOTs – are a necessary component of the financing of low-income housing projects. The unavailability of those incentives insures that additional housing for extremely low income households will not be constructed in the City.

### **Removing barriers to the construction of missing middle housing**

- *Reduce or eliminate land area per unit requirements for multiple-family housing units.*  
Since 1984 the City has limited multiple family density in most areas of the community to no more than 15 units per acre. This means that for a typical Mt. Pleasant city lot, triplexes, fourplexes, or other housing styles not permitted. It also means makes townhouse style development impractical and incentivizes rooming style development (as such uses have a lower land area per occupant requirement than family style units). A reduction or elimination of that land area per unit standard would significantly increase the opportunity for missing middle housing development as well as decrease the expense of such development.
- *Provide design assistance for missing middle types*  
Because most missing middle housing types have not been permitted in our city (and most communities) for several decades, context sensitive missing middle housing designs are not readily available. The City – through staff or contracted professionals – could provide design support to individuals looking to create missing middle housing types as an incentive toward the production of that housing in the community. If desired, parameters could be established (such as a maximum number of hours per project or the development of prototypes for general use) to minimize program costs.

### **Encouraging the conversion of non-conforming rooming occupancies to family occupancies**

- *Refocus and resume incentive program.*  
From 2009-2016, the City offered financial incentives to buyers of existing rental properties in the central neighborhoods provided those properties were converted to owner-occupancy for a period of at least five years. Over seven years, 15 homebuyers received incentives.

A 2016 review of the program found that the program did not have a significant impact on the percentage of rentals within the target neighborhoods and that most incented purchases would have occurred without the incentive dollars.

A new incentive program might be tailored to focus on non-conforming uses within certain residential districts in an effort to eliminate those non-conformities and stabilize family neighborhoods.

- *Establish a Neighborhood Enterprise Zone(s).*

The State of Michigan provides local units of government with the opportunity to establish Neighborhood Enterprise Zones (NEZs) in order to promote neighborhood revitalization, encourage owner occupied housing, and stimulate new investment. Within a NEZ, property taxes may be reduced for up to 15 years in association with new construction or rehabilitation of an existing structure.

## APPENDIX

**CITY OF MT. PLEASANT HOUSING UNITS, JUNE 2019**

				<i><b>Principal Residence Exemption Status</b></i>		<i><b>Rooming Status*</b></i>	
<b>Dwelling Type</b>	<b>Dwellings</b>	<b>Units</b>	<b>% All Units</b>	<b>Units</b>	<b>%</b>	<b>Units</b>	<b>%</b>
<b>House</b>	3,301	3,301	40%	2,459	74%	120	4%
<b>House + ADU</b>	54	108	1%	38	35%	18	17%
<b>Duplex</b>	365	710	9%	92	13%	128	18%
<b>Triplex</b>	59	177	2%	6	3%	60	34%
<b>Fourplex</b>	31	124	1%	-	0%	36	29%
<b>Multiplex</b>	17	115	1%	-	0%	13	11%
<b>Townhouse</b>	9	66	1%	-	0%	63	95%
<b>Live/Work</b>	1	1	0%	-	0%	-	0%
<b>Mixed Use</b>	53	129	2%	2	2%	10	8%
<b>Multi-Unit Complex</b>	601**	3,572	43%	275	8%	1,695	47%
<b>TOTAL UNITS</b>	3,890	8,303		2,872	35%	2,143	26%

\*Rooming status indicates a dwelling unit licensed for occupancy by 3 or more unrelated individuals.

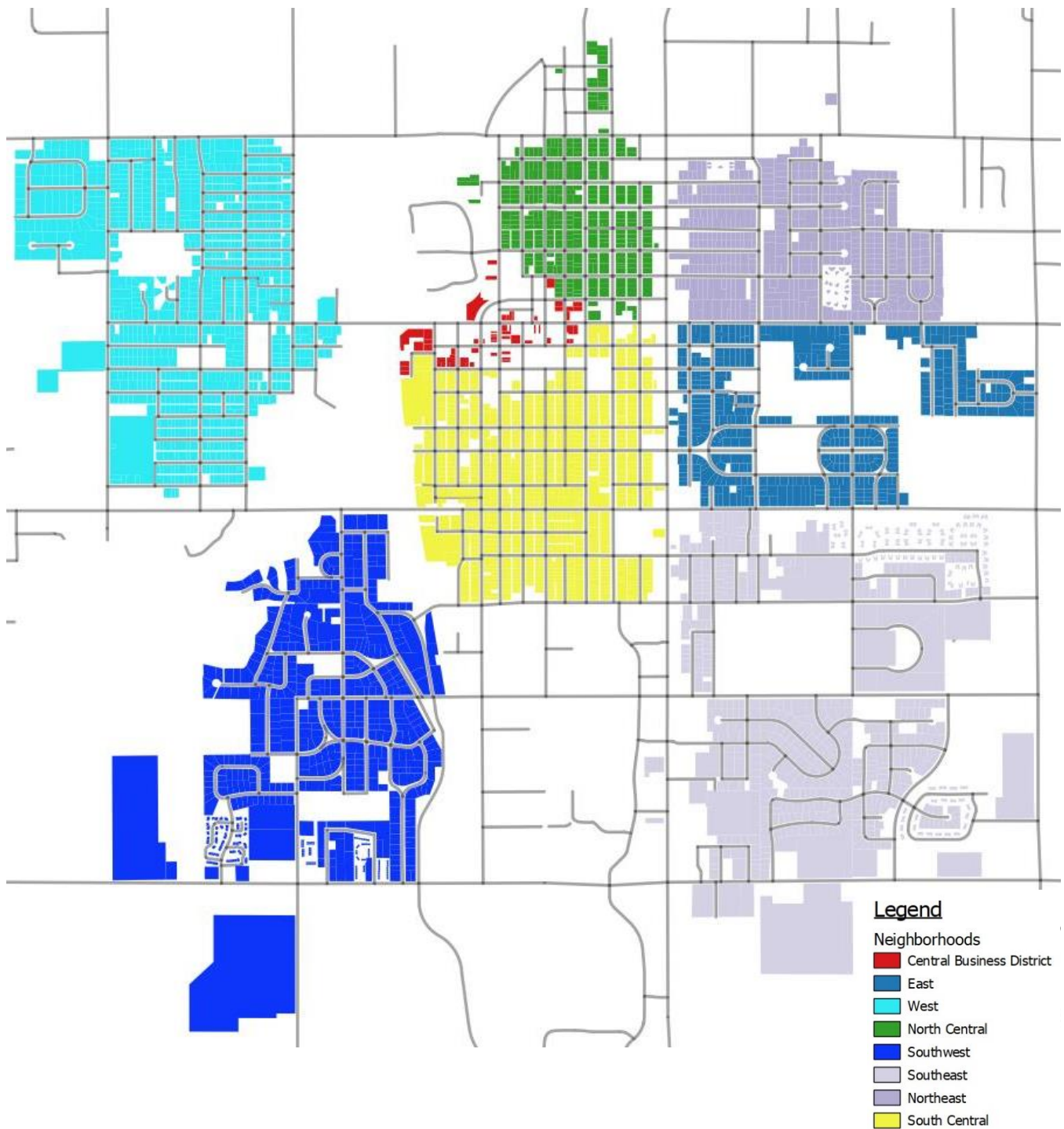
\*\*601 dwellings in 67 distinct multi-unit complex developments

**CITY OF MT. PLEASANT HOUSING UNITS BY TYPE BY NEIGHBORHOOD, JUNE 2019**

	<b>CBD</b>	<b>East</b>	<b>North Central</b>	<b>North east</b>	<b>South Central</b>	<b>South east</b>	<b>South west</b>	<b>West</b>
<b>House</b>	18	406	279	382	554	443	386	837
<b>House + ADU</b>	-	8	24	10	52	2	-	10
<b>Duplex</b>	16	44	52	38	270	42	56	192
<b>Triplex</b>	9	3	36	6	120	-	-	3
<b>Fourplex</b>	4	-	20	12	76	-	4	8
<b>Multiplex</b>	6	-	11	8	63	17	10	-
<b>Townhouse</b>	-	-	-	3	43	20	-	-
<b>Live/Work</b>	-	-	-	-	-	-	-	1
<b>Mixed Use</b>	88	2	3	9	15	6	-	4
<b>Multi-Unit Complex</b>	114	-	-	61	219	2,137	877	164
<b>TOTAL UNITS</b>	<b>255</b>	<b>463</b>	<b>425</b>	<b>529</b>	<b>1,412</b>	<b>2,667</b>	<b>1,333</b>	<b>1,219</b>
<b>% Missing Middle</b>	14%	12%	34%	15%	44%	3%	5%	18%
<b>% House</b>	7%	88%	66%	72%	39%	17%	29%	69%
<b>% Rooming</b>	7%	0%	3%	1%	36%	38%	33%	1%
<b>Mean Year Built</b>	Insufficient data	1958	1906	1960	1917	1987	1973	1953
<b>% Principal Residence Exemption</b>	4%	79%	52%	65%	25%	23%	30%	49%
<b>% Principal Residence Exemption, <i>Houses Only</i></b>	44%	84%	72%	83%	58%	87%	91%	63%
<b>Est. Population*</b>	616	1,119	1,027	1,279	3,413	6,446	3,222	2,946

\*Calculated using an average of the owner and rental occupied household size from the 2017 ACS Estimates multiplied by the number of dwelling units per district. Does not include individuals living in institutional settings, including students residing in on-campus housing.

## CITY NEIGHBORHOODS



**CITY OF MT. PLEASANT HOUSING UNITS BY TYPE BY ZONING DISTRICT, JUNE 2019**

	<b>CD-3L</b>	<b>CD-3</b>	<b>CD-4</b>	<b>CD-5</b>	<b>SD-I</b>	<b>SD-A</b>	<b>CZ</b>	<b>PRD</b>
<b>House</b>	854	2,236	183	4	20	3	1	-
<b>House + ADU</b>	-	100	6	-	2	-	-	-
<b>Duplex</b>	72	474	162	2	-	-	-	-
<b>Triplex</b>	3	120	51	3	-	-	-	-
<b>Fourplex</b>	-	76	36	-	-	-	-	-
<b>Multiplex</b>	-	44	71	-	-	-	-	-
<b>Townhouse</b>	-	16	50	-	-	-	-	-
<b>Live/Work</b>	-	-	1	-	-	-	-	-
<b>Mixed Use</b>	-	2	38	89	-	-	-	-
<b>Multi-Unit Complex</b>	-	14	2,903	359	-	-	-	296
<b>TOTAL UNITS</b>	929	3,082	3,501	457	22	3	1	296

## HOUSING STATISTICS BY HOUSING TYPE

### House

*Single, detached unit on a single lot.*

3,301 dwelling units (40% of all units)  
2,459 dwelling units with a Principal Residence  
Exemption (74%)  
120 rooming dwelling units (4%)  
Average year built 1948



### House + Accessory Dwelling Unit (ADU)

*Single, detached unit with a second single, detached unit on a single lot.*

108 dwelling units (1% of all units)  
38 dwelling units with a Principal Residence  
Exemption (35%)  
18 rooming dwelling units (17%)  
Average year built 1918



### Duplex

*Two attached units (either stacked or side-by-side) on a single lot.*

710 dwelling units (9% of all units)  
92 dwelling units with a Principal Residence  
Exemption (13%)  
128 rooming dwelling units (18%)  
Average year built 1946



**Triplex**

*Three attached units (either stacked or side-by-side) on a single lot.*

177 dwelling units (2% of all units)

6 dwelling units with a Principal Residence Exemption (3%)

60 rooming dwelling units (34%)

Average year built 1901

**Fourplex**

*Four attached units (either stacked or side-by-side) on a single lot, typically with a common entrance.*

124 dwelling units (1% of all units)

No dwelling units with a Principal Residence Exemption

36 rooming dwelling units (29%)

Average year built 1931

**Multiplex**

*More than 4 attached units (either stacked or side-by-side) on a single lot.*

115 dwelling units (1% of all units)

No dwelling units with a Principal Residence Exemption

13 rooming dwelling units (11%)

Average year built 1886



**Townhouse**

*Attached units (typically 2-8) placed side-by-side with individual entrances.*

66 dwelling units (1% of all units)

No dwelling units with a Principal Residence Exemption

63 rooming dwelling units (95%)

Average year built 1982

**Mixed Use**

*One or more attached units co-located with a non-residential use on a single lot.*

129 dwelling units (2% of all units)

2 dwelling units with a Principal Residence Exemption (2%)

10 rooming dwelling units (8%)

Average year built (Insufficient data)

**Multi-Unit Complex**

*Four or more units, attached or detached, either on a single lot or with common shared grounds and typically not fronting on a public street*

3,572 dwelling units (43% of all units)

275 dwelling units with a Principal Residence Exemption (8%)

1,695 rooming dwelling units (47%)

Average year built 1996



## HOUSING STATISTICS BY NEIGHBORHOOD



### Central Business District

Population estimate: 616

255 dwelling units (3% of all units)

10 dwelling units with a Principal Residence Exemption (4%)

8 houses with a Principal Residence Exemption (44% of houses)

18 rooming units (7%)

35 missing middle units (14%)

Average year built (Insufficient data)



### East

Population estimate: 1,119

463 dwelling units (6% of all units)

365 dwelling units with a Principal Residence Exemption (79%)

341 houses with a Principal Residence Exemption (84% of houses)

No rooming units

55 missing middle units (12%)

Average year built 1958



### North Central

Population estimate: 1,027

425 dwelling units (5% of all units)

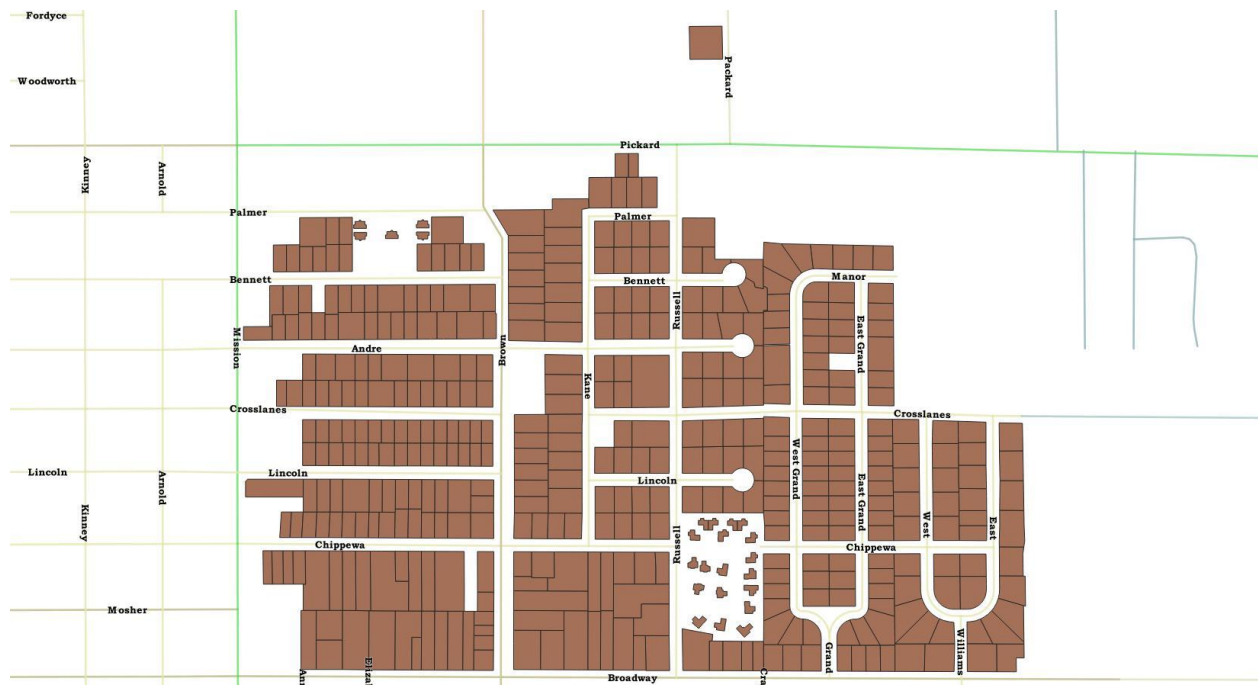
221 dwelling units with a Principal Residence Exemption (52%)

201 houses with a Principal Residence Exemption (72% of houses)

12 rooming units (3%)

143 missing middle units (34%)

Average year built 1906



### Northeast

Population estimate: 1,279

529 dwelling units (6% of all units)

343 dwelling units with a Principal Residence Exemption (65%)

317 houses with a Principal Residence Exemption (83% of houses)

7 rooming units (1%)

77 missing middle units (15%)

Average year built 1960



### South Central

Population estimate: 3,413

1,412 dwelling units (17% of all units)

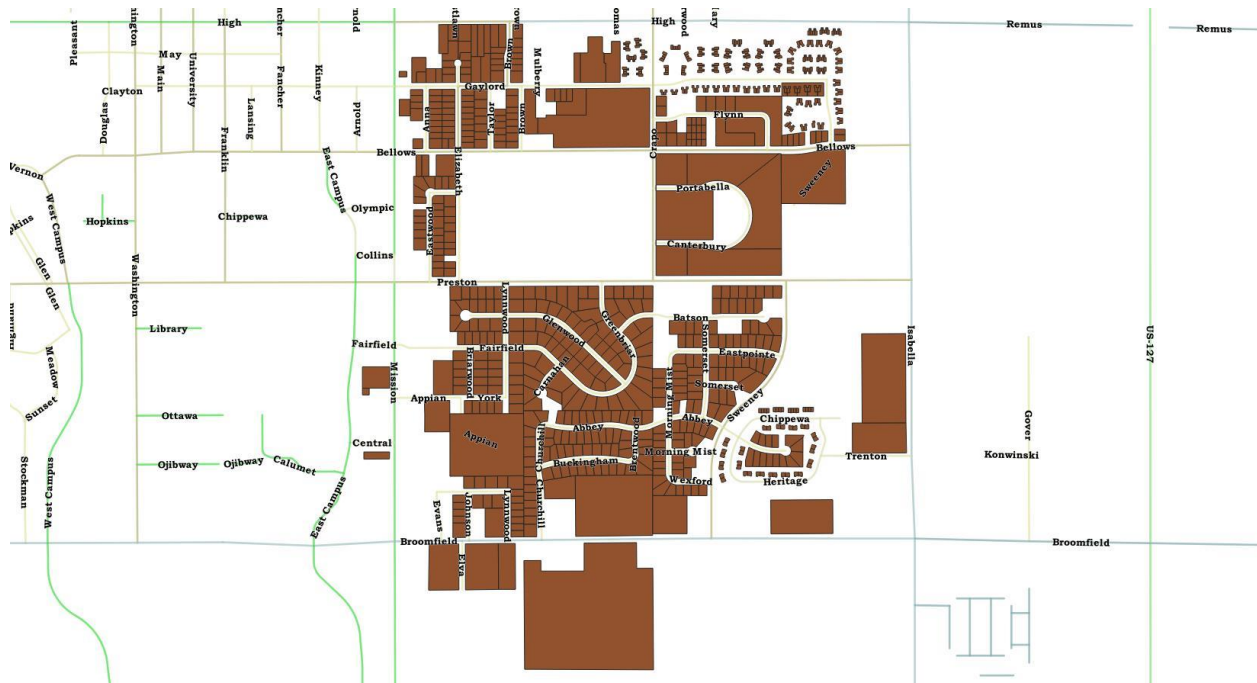
356 dwelling units with a Principal Residence Exemption (25%)

321 houses with a Principal Residence Exemption (58% of houses)

514 rooming units (36%)

624 missing middle units (44%)

Average year built 1917



### **Southeast**

Population estimate: 6,446

2,667 dwelling units (32% of all units)

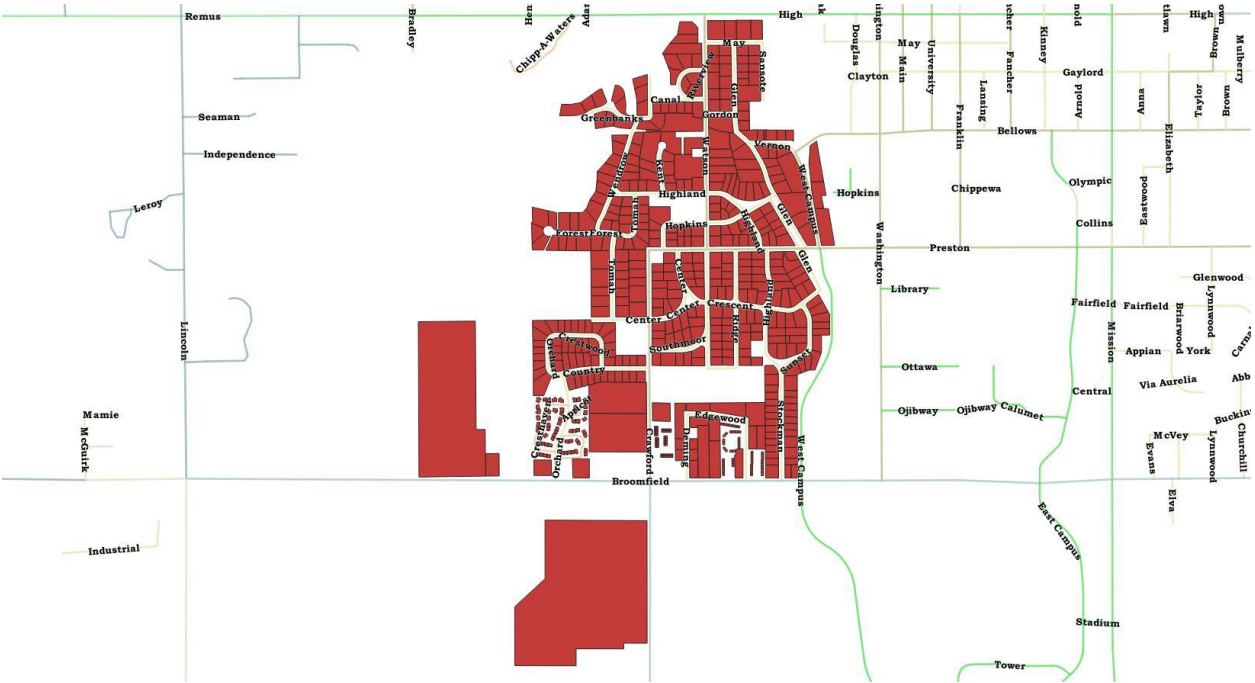
603 dwelling units with a Principal Residence Exemption (23%)

385 houses with a Principal Residence Exemption (87%)

1,005 rooming units (36%)

81 missing middle units (3%)

Average year built 1987



### Southwest

Population estimate: 3,222

1,333 dwelling units (16% of all units)

406 dwelling units with a Principal Residence Exemption (30%)

351 houses with a Principal Residence Exemption (91%)

445 rooming units (33%)

70 missing middle units (5%)

Average year built 1973



## West

Population estimate: 2,946

1,219 dwelling units (15% of all units)

593 dwelling units with a Principal Residence Exemption (49%)

527 houses with a Principal Residence Exemption (63%)

17 rooming units (1%)

214 missing middle units (18%)

Average year built 1953

# Memorandum



TO: Aaron Desentz  
City Manager

FROM: Phil Biscorner  
Director of Parks, Recreation and Public Spaces

DATE: April 7, 2025

SUBJECT: Budget Amendment Request for Parks Intern

## **Overview:**

Staff is asking the City Commission to approve a budget amendment of \$7,000 from the General Fund to cover expenses related to a summer internship program with the Department of Parks and Public Spaces.

The Director of Parks, Recreation and Public Spaces will supervise the intern who will be working 32hrs per week, for 12 weeks, to develop reports for the City of Mt Pleasant. These reports will use Placer.ai and contain data and information about park usage, trail remediation, routes favored by patrons, student usage, event traffic patterns, cross-use patterns, park asset usage and draw conclusions regarding the current park asset needs and opportunities of the community. The Director will also encourage the intern to conduct outreach, which could be in the form of surveys to the broader community and interviews with local businesses and organizations.

## **REQUESTED ACTION:**

The City Commission approves a budget amendment of \$7,000 from the General Fund to cover expenses related to a summer internship program with the Department Parks and Public Spaces.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Jason Moore, DPW Director

DATE: March 26, 2025

SUBJECT: Award Contract for 2025 Street Sweepings Disposal Bid

Request

The City Commission is requested to award the contract for the 2025 Street Sweepings Disposal bid to Fisher Transportation, of Mt. Pleasant, for \$32.34 per ton.

Reason

Each cleaning season, approximately 1,000 tons of dirt and debris are collected through the street sweeping process. In compliance with Michigan’s disposal regulations, these sweepings must be disposed of at a state-approved Class II landfill. Bids were received on March 25, with Fisher Transportation as the sole bidder. For reference, last year’ pricing is listed in parentheses.

	Price per Ton	
	<u>1,000 Tons (est.)</u>	<u>Total Bid</u>
Fisher Transportation, Mt. Pleasant	\$32.34 (\$30.05)	\$32,340.00

Fisher has been the awarded contractor since 2017. Their bid of \$32.34 per ton reflects a \$2.29 increase from the 2024 price of \$30.05 per ton.

Recommendation

I recommend award of the 2025 Street Sweepings Disposal bid to Fisher Transportation for \$32.34 per ton. Funds are available in the Local and Major Street operating budgets.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Lauren Pavlowski, Finance Director

DATE: April 2, 2025

SUBJECT: Contract for Bond Counsel

The City of Mt. Pleasant has initiated the process of financing upgrades to the City's Water Treatment Plant through a bond issuance, as outlined in the Capital Improvement Plan. The initial step in this process involves securing professional services, including bond counsel and a municipal financial advisor. Following these appointments, the City will engage an engineering firm to complete the project team in collaboration with City staff to facilitate the bond sale.

Bond counsel provides specialized legal expertise in structuring municipal securities, ensuring compliance with applicable regulations, and addressing the tax implications associated with bond proceeds. A request for proposals (RFP) for the service was distributed via the City's standard bidding platforms and directly sent to all relevant members of the Michigan Government Finance Officers Association.

In response to the RFP, the City received the following proposals based on an estimated bond issuance of \$10,480,000:

Bond Counsel	
Firm	Amount
Dickinson Wright	\$34,280
Dykema	\$30,000
Miller Canfield	\$32,515

All firms that submitted proposals have strong reputations in the industry and meet the requirements outlined in the RFP. The proposals were evaluated based on the qualifications of the proposed staff, the City's prior experience, and the responses received from reference checks. The City has a long-standing working relationship with Dickinson Wright as bond counsel. Given the prior experience and the firms' industry standing, we recommend awarding the contracts to Dickinson Wright for bond counsel.

## Requested Action:

Include the following on the next City Commission Agenda:

- Contract with Dickinson Wright for bond counsel in the amount not to exceed \$34,280

Funding for these contracts will come from the proceeds of the Water Treatment Plant Fund.

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Lauren Pavlowski, Finance Director

DATE: April 7, 2025

SUBJECT: Contract for Municipal Financial Advising Services

The City of Mt. Pleasant has initiated the process of financing upgrades to the City's Water Treatment Plant through a bond issuance, as outlined in the Capital Improvement Plan. The initial step in this process involves securing professional services, including bond counsel and a municipal financial advisor. Following these appointments, the City will engage an engineering firm to complete the project team in collaboration with City staff to facilitate the bond sale.

A municipal financial advisor serves as the City's representative, offering guidance on the structuring, marketing, issuance, and delivery of the bonds. A request for proposals (RFP) for the service was distributed via the City's standard bidding platforms and directly sent to all relevant members of the Michigan Government Finance Officers Association.

In response to the RFP, the City received the following proposals based on an estimated bond issuance of \$10,480,000:

Municipal Financial Advising Services	
Firm	Amount
Bendzinski & Co	\$15,000
Municipal Financial Consultants (MFCI)	\$25,000
PFM Financial Advisors	\$31,528

All firms that submitted proposals have strong reputations in the industry and meet the requirements outlined in the RFP. The proposals were evaluated based on the qualifications of the proposed staff and the overall cost to the City. The City has engaged Bendzinski & Co for the previous two bond issuances. Given these prior experiences and the firms' industry standing, we recommend awarding the contract to Bendzinski & Co for municipal financial advisory services.

## **Requested Action:**

Include the following on the next City Commission Agenda:

- Contract with Bendzinski & Co for municipal financial advisor in the amount not to exceed \$15,000.

Funding for these contracts will come from the proceeds of the Water Treatment Plant Fund.

04/03/2025

CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 03/21/2025 - 04/03/2025

Check Date	Vendor Name	Description	Amount
04/03/2025	AARON DESENTZ	REIMBURSEMENT MILEAGE CONFERENCE	96.60
04/03/2025	AIRWAY OXYGEN, INC.	CONTRACT SVCS DPS	45.00
04/03/2025	ALMA BOLT COMPANY	SUPPLIES - WRRF	57.66
04/03/2025	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT - POLICE - #R2976	274.79
04/03/2025	AMY PERSCHBACHER	REIMBURSEMENT PARKING & MILEAGE	198.00
04/03/2025	ANGIE MCCANN	REIMBURSEMENT MILEAGE THRU MARCH 25	13.30
04/03/2025	APCOM ELECTRIC & POWER SYSEMS	CONTRACT SVCS WRRF	981.67
04/03/2025	AVFUEL CORPORATION	FUEL AIRPORT	20,677.96
04/03/2025	BILL BRICKNER	REIMBURSEMENT PHONE	50.00
04/03/2025	BROOKS, RICHARD & DIXIE	UB REFUND FOR ACCOUNT: 363-20000-88 OVER	19.97
04/03/2025	BROWN & BROWN INSURANCE SERVICES	ADMIN COSTS-GVSN AGENCY FEE	13,125.00
04/03/2025	BSN SPORTS LLC	SUPPLIES - SOCCER	240.00
04/03/2025	C & R ELECTRIC, LLC	CONTRACT SVCS WTP	14,554.43
04/03/2025	CAROL MOODY	REIMBURSEMENT MILEAGE	222.20
04/03/2025	CDW GOVERNMENT, INC	SUPPLIES- PC REPLACEMENT FOR WINDOWS 11	93,018.81
04/03/2025	CENTRAL CONCRETE INC	SUPPLIES STREETS	2,338.27
04/03/2025	CONSUMERS ENERGY	UTILITIES DUE MAR 20 25	76,146.68
04/03/2025	DINGES FIRE COMPANY	SUPPLIES-FIRE DEPT	2,597.80
04/03/2025	ESO SOLUTIONS, INC.	CONTRACT SVCS FIRE	228.35
04/03/2025	FIDELITY SECURITY LIFE INSURANCE CO	OPTICAL INSURANCE PREMIUMS	1,207.02
04/03/2025	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	5,197.50
04/03/2025	FREDRICKSON SUPPLY, LLC	SUPPLIES MOTOR POOL	3,348.06
04/03/2025	FRONT LINE SERVICES, INC	CONTRACT SVCS FIRE	959.29
04/03/2025	GALLS, LLC	UNIFORMS - POLICE	86.68
04/03/2025	GRAYMONT WESTERN LIME INC.	SUPPLIES- WTP	9,884.66
04/03/2025	HAVILAND PRODUCTS COMPANY	CHEMICALS WRRF	5,923.48
04/03/2025	HEATHER BOUCK	REIMBURSEMENT MILEAGE	105.14
04/03/2025	HOLLAND SUPPLY, INC.	SUPPLIES - PARKS	312.13
04/03/2025	HYDROCORP, INC.	LABOR (RECURRING)	4,829.50
04/03/2025	ISABELLA BANK	CAPITAL IMPROVEMENT BONDS SERIES 2022	108,584.00
04/03/2025	JACK'S AUTO GLASS, INC.	CONTRACT SVCS - WINDSHIELD DPS	645.00
04/03/2025	JARED BOUMAN	REIMBURSEMENT CELL PHONE	50.00
04/03/2025	MCLAREN CORPORATE SERVICES	CONTRACT SVCS- ROUTINE PHYSICAL	88.00
04/03/2025	MEIJER INC	RETURN STOCK OF TRASH BAGS	2,524.50
04/03/2025	METRON-FARNIER, LLC	METER REPLACEMENT WATER/WRRF	45,555.76
04/03/2025	MICHIGAN STATE FIREMEN'S ASSOC	DUES FIRE 2025	100.00
04/03/2025	MID MICHIGAN AREA CABLE	VIDEO PRODUCTION - CITY AND PLANNING CO	450.00
04/03/2025	NCL OF WISCONSIN	CHEMICALS WATER	1,098.67
04/03/2025	NETSOURCE ONE INC	CONTRACT SVCS- IT RENEWAL FORTINET	172.00
04/03/2025	ODP BUSINESS SOLUTIONS LLC	SUPPLIES UB AND ASSESSORS	184.60
04/03/2025	OVIVO USA LLC	SUPPLIES WRRF	2,202.68
04/03/2025	PACE ANALYTICAL SERVICES, LLC	CONTRACT SVCS - WTP	851.00
04/03/2025	PENNY LEW	METER READER MILEAGE MARCH	18.20
04/03/2025	PHILIP BISCORNER	REIMBURSEMENT TRAINING	269.60
04/03/2025	PRECISE TAX ASSESSMENT LLC	ASSESSOR- TEMP CONSULTING APRIL 2025	4,500.00
04/03/2025	PRO TRAIN INC	TRAINING DPS	599.00
04/03/2025	PVS TECHNOLOGIES, INC	CHEMICALS WATER	10,315.28
04/03/2025	Q-MATION	CONTRACT SVCS WTP	5,992.00
04/03/2025	RENTMP.COM	UB REFUND FOR ACCOUNT: 237-12500-88 8	36.79
04/03/2025	ROBERT FRICK	REIMBURSEMENT PHONE	50.00
04/03/2025	ROMANOW BUILDING SERVICES	CONTRACT SVCS - JANITORIAL - MARCH 25	5,945.36
04/03/2025	RONDA HAINES	UB BAG/TAG REFUND PETTY CASH	1,580.10
04/03/2025	SPARLING CORPORATION	CONTRACT SVCS AIRPORT EQUIPMENT SVCS	3,780.22
04/03/2025	STERICYCLE, INC.	PAPER SHREDDING AT CITY HALL	378.30
04/03/2025	SUMMIT FIRE PROTECTION	CONTRACT SVCS - AIRPORT	1,956.30
04/03/2025	SUPERIOR TITLE	UB REFUND ACCOUNT: 367-41000-00 OVER PY	4.15
04/03/2025	T.H. EIFERT, LLC	CONTRACT SVCS CITY HALL	11,133.83
04/03/2025	THE EDGE @ 1815 BMOC INC	UB REFUND FOR ACCOUNT: 109-21800-00 OVER	74.00

04/03/2025	UNIFIRST CORPORATION	MOTOR POOL SUPPLIES	633.88
04/03/2025	USABUEBOOK	SUPPLIES WRRF	240.04
03/25/2025	WRIGHT EXPRESS FINANCIAL SERVICES	CREDIT CARD PAYMENT	77,781.26
04/03/2025	YEO & YEO TECHNOLOGY	CONTRACT SVCS DPW	2,158.00
Bank COMM COMMON CASH			<u><u>                    </u></u>
COMM TOTALS:			
Total of 84 Checks:			546,692.47
Less 22 Void Checks:			<u>0.00</u>
Total of 62 Disbursements:			546,692.47

## 2026 Goals and Objectives

### 1. Infrastructure, Facilities & Environmental Sustainability

- Proactively plan and implement infrastructure upgrades and pursue grants to support capital improvement projects.
- Implement the transition to satellite-read water meters to improve efficiency and service.
- Explore redevelopment or other opportunities for the former Mt. Pleasant Center property.
- Assess appropriate zoning of vacant land at Broomfield and Crawford Roads.
- Promote environmental awareness and stewardship, particularly around the Chippewa River.
- Advance the Food Waste Project and seek funding for Combined Heat & Power or biogas reuse at WRRF.
- Address the remaining service life expectancy of AC water mains.

### 2. Community Development & Housing

- Advance revitalization initiatives along Mission Street with a focus on redevelopment, transportation, and accessibility.
- Investigate strategies to develop more missing middle housing to meet the needs of moderate-income households.
- Increase focus on enforcing the International Property Maintenance Code to maintain safe and appealing neighborhoods.

### 3. Economic Vitality & Business Support

- Improve access to economic development incentives, grant programs, and permitting processes.
- Explore opportunities for strategic partnerships and investment in underutilized or high-potential areas of the City.

## 4. Public Safety & Emergency Services

- Implement key recommendations from the CPSM Fire Study to enhance fire department operations.
- Expand community-oriented police programs in collaboration with local partners.
- Identify and develop future leaders within the police department through leadership training and succession planning.

## 5. Civic Engagement & Good Governance

- Support the successful implementation of early voting to ensure accessibility and compliance with state law.
- Enhance promotion of various City programs to increase public awareness and participation.

## 6. Organizational Excellence & Talent Development

- Attract and retain high-quality candidates through competitive hiring practices and professional development.
- Invest in mentoring and staff development to prepare current employees for future leadership roles.
- Foster a supportive and engaging work environment by strengthening organizational culture, recognizing employee contributions, and offering competitive benefits and career growth opportunities.

The background features a stylized illustration of a building with a brown roof and several white cupolas with blue roofs. The building is set against a white background with a dark blue curved shape at the top and a green curved shape at the bottom left. The text "Mt. Pleasant" is written in a large, dark blue, cursive font across the middle of the image.

# *Mt. Pleasant*

[meet here]

# Goals Development Process Overview

- Internal staff meetings on goals and objectives Q1 2025
- Facilitator led discussion with City Commission March 13, 2025
- Goals and objectives presentation April 14, 2025

# Themes

- Focus on the following challenges:
  - Staffing – recruitment, training, and development of leadership
  - Infrastructure – continued aging of infrastructure and ensuring delivery of core services

# 2026 Goals and Objectives

*Mt. Pleasant*  
[meet here]

# Infrastructure, Facilities & Environmental Sustainability

- Proactively plan and implement infrastructure upgrades and pursue grants to support capital improvement projects.
- Implement the transition to satellite-read water meters to improve efficiency and service.
- Explore redevelopment or other opportunities for the former Mt. Pleasant Center property.
- Assess appropriate zoning of vacant land at Broomfield and Crawford Roads.
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- Advance the Food Waste Project and seek funding for Combined Heat & Power or biogas reuse at WRRF.
- Address the remaining service life expectancy of AC water mains.

*Mt. Pleasant*  
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# Community Development & Housing

- Advance revitalization initiatives along Mission Street with a focus on redevelopment, transportation, and accessibility.
- Investigate strategies to develop more missing middle housing to meet the needs of moderate-income households.
- Increase focus on enforcing the International Property Maintenance Code to maintain safe and appealing neighborhoods.

*Mt. Pleasant*  
[meet here]

# Economic Vitality & Business Support

- Improve access to economic development incentives, grant programs, and permitting processes.
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# Public Safety & Emergency Services

- Implement key recommendations from the CPSM Fire Study to enhance fire department operations.
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# Civic Engagement & Good Governance

- . Support the successful implementation of early voting to ensure accessibility and compliance with state law.
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# Organizational Excellence & Talent Development

- Attract and retain high-quality candidates through competitive hiring practices and professional development.
- Invest in mentoring and staff development to prepare current employees for future leadership roles.
- Foster a supportive and engaging work environment by strengthening organizational culture, recognizing employee contributions, and offering competitive benefits and career growth opportunities.

# Request before the City Commission

Approval of the proposed 2026 Goals and Objectives

*Mt. Pleasant*  
[meet here]

# Questions?

*Mt. Pleasant*  
[meet here]

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Stacie Tewari, City Engineer

DATE: March 28, 2025

SUBJECT: Award Contract for the City Hall Retaining Wall Replacement Engineering Services

City Commission is requested to authorize a contract with Williams & Works to perform surveying, engineering design and construction engineering services for the 2026 City Hall Retaining Wall Replacement Project and approve a budget amendment in 2025 for the design services. Construction engineering services will be included in the 2026 operating budget. The City Hall Retaining Wall Replacement project is part of the proposed 2026 capital improvement plan.

Concrete retaining walls, 6'-12' height, are located on the south side of the city hall building along the sidewalk on the north side of Broadway Street. These walls were underpinned and refurbished in 2008 when the building was remodeled and converted into the current city hall. The wall skim coat is cracking and spalling and settlement is occurring in areas behind the walls. There is an existing 2'-4' high concrete retaining wall located west of the tall curved walls, which supports the Broadway Street sidewalk. The wall is displacing causing settlement of the adjacent public sidewalk. The displacement on the east side curved wall is causing settlement of the adjacent sidewalk into city hall.

The 2026 retaining wall replacement project includes removal and reconstruction of the retaining walls including the curved walls, short retaining wall, railings, sidewalk and streetscape along walls, and pavement areas as necessary for wall replacement in the city hall parking lot (see project area map next page).

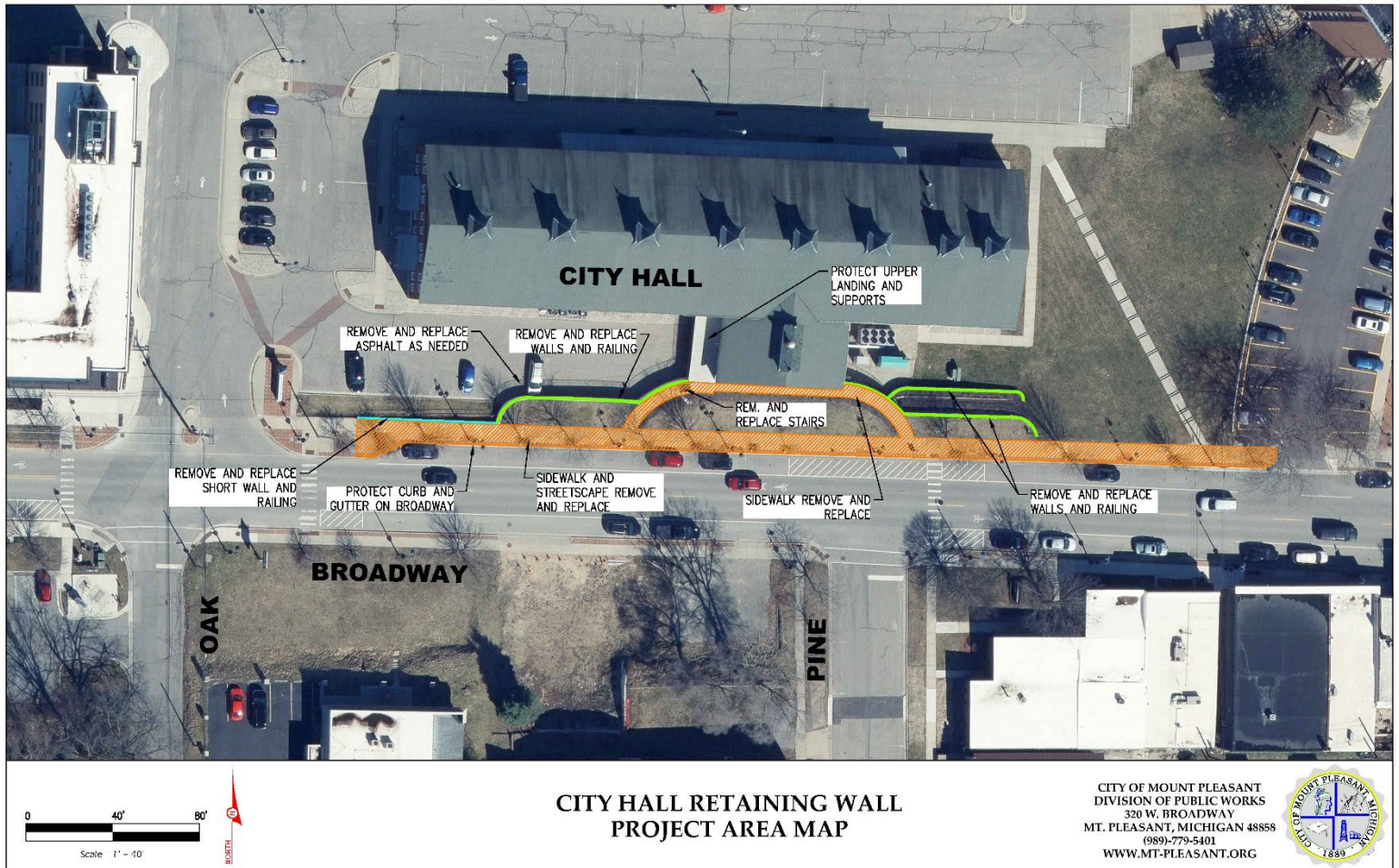
In 2023, Williams & Works was contracted by the city for engineering services through a public request for proposal process to design phase 1 of the project. Williams & Works completed design plans for Phase 1 of the project to reconstruct the west side walls in 2024. The engineer's estimate of construction costs was significantly over budget, so the project was postponed. Staff is proposing to complete construction of both the west and east side walls in 2026 to save on mobilization costs and limit disturbance to one construction season. Staff requested a proposal from Williams & Works to complete survey and design on the east side walls, modify phase 1, and consolidate the project into one bid package for bidding in early 2026. The following proposal was received for this work:

	Location of Firm	Design Fee (fixed fee)	Construction Fee (T&M not to exceed)	Total Fee
Williams & Works	Grand Rapids, MI	\$62,036.00	\$51,919.00	\$113,955.00

Proposed CIP Budget:  
Surveying, Design, Bidding and Construction Engineering – \$150,000.00  
Construction Costs - \$1,250,000.00  
Total - \$1,400,000.00

# Memorandum

*Mt. Pleasant*  
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It is recommended that the City Commission authorize the engineering design and construction engineering services contract for the 2026 City Hall Retaining Wall Replacement project in the not to exceed amount of \$113,955 to Williams & Works. It is recommended that the City Commission approve a budget amendment of \$62,036 from the General Fund Balance for the 2025 design engineering work.

# CITY HALL RETAINING WALLS REPLACEMENT

## Project Overview

- Remove and replace existing concrete retaining walls and railings
- Remove and replace adjacent sidewalk and streetscape



# HISTORY

- Old original walls were repaired, resurfaced and foundations underpinned as part of City Hall Project in 2008.
- Recoated 6 times since 2008



PHOTO NO. 11: East Historic Concrete Wall (East Wall) - Looking West



PHOTO NO. 12: East Wall - Eastern End



PHOTO NO. 3: West Wall - No Concrete Repairs



PHOTO NO. 4: West Wall - Transition to Concrete Repairs

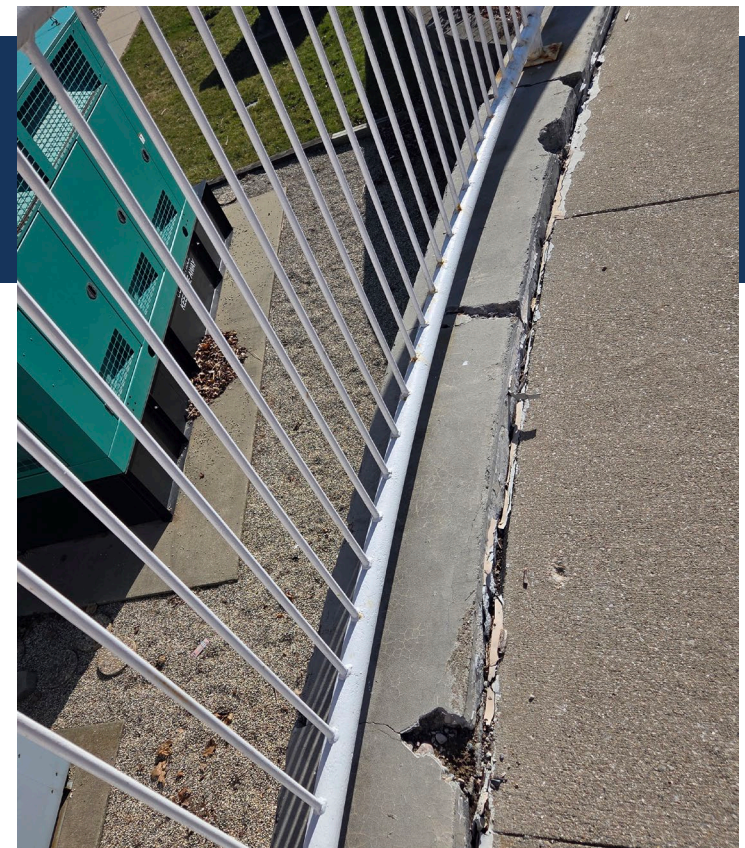
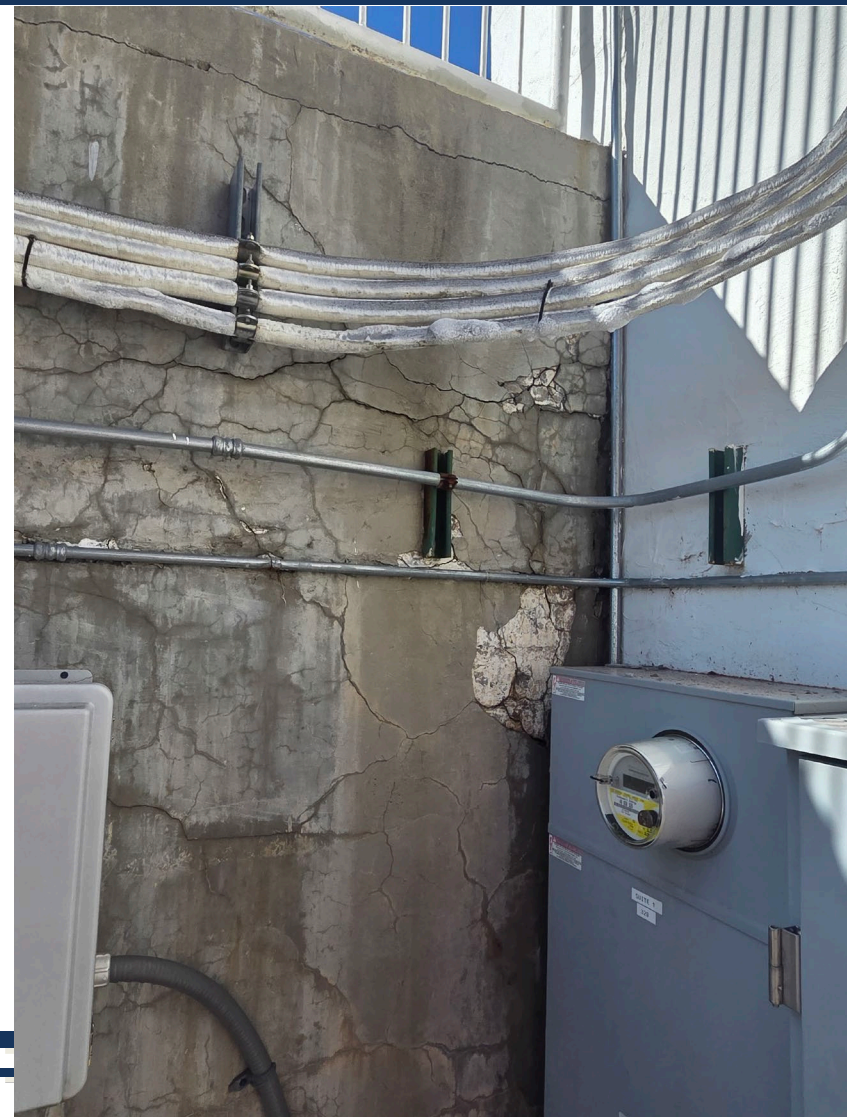
# REASONS FOR REPLACEMENT

- Skim coat continues to crack and spall
- Settlement behind walls
- Displacement of walls
- Failure of adjacent public sidewalk/streetscape due to settlement and displacement

# CURRENT CONDITIONS WEST SIDE WALLS



# CURRENT CONDITIONS EAST SIDE WALLS



# CURRENT CONDITIONS PUBLIC SIDEWALK AND STREETSCAPE HEAVING, SEPARATION, CRACKING, AND SETTLEMENT



# COSTS

- Proposed 2026 CIP Budget
  - \$150,000 – Engineering
  - \$1,250,000 – Construction
  - \$1,400,000 - Total
- Surveying, Design, Bidding and Construction Engineering Quote – Williams & Works
  - \$114,000

# PROJECT TIMELINE

- ❑ 2025 Survey and Design
- ❑ January/February 2026 Bidding
- ❑ Summer 2026 Construction



*Mt. Pleasant*  
[meet here]

# QUESTIONS



*Mt. Pleasant*  
[meet here]

# Memorandum



TO: Aaron Desentz, City Manager

FROM: Lauren Pavlowski, Finance Director

DATE: April 2, 2025

SUBJECT: Contract for Assessing Services with Precise Tax Assessment LLC

The City of Mt. Pleasant has, in recent history, procured statutorily required assessing services through contractual agreements. Since June 2021, these services have been provided by Ruth Scott of Sunrise Assessing Services. In recent months, Ms. Scott subcontracted the services to Precise Tax Assessment LLC while maintaining oversight and serving as the Assessor of Record throughout her contract. Ms. Scott has submitted her resignation, effective April 1, 2025.

To ensure the continued provision of assessing services, the City issued a Request for Proposals (RFP) on March 7, 2025. By the submission deadline of April 1, 2025, one response was received from Precise Tax Assessment LLC. Upon review, the proposal was deemed both responsible and responsive.

A comprehensive analysis was conducted, including a review of contracted assessing services in other municipalities, an evaluation of per-parcel fee averages across Michigan, and an assessment of the benefits of retaining a provider with established knowledge of the City, its enterprises, and ongoing Michigan Tax Tribunal cases. Based on these considerations, it is recommended that the City enter into a contract with Precise Tax Assessment LLC.

Precise Tax Assessment LLC, headquartered in Rodney, MI, was founded by Seth Lattimore, who serves as the lead Assessor. Mr. Lattimore holds CAE-IAAO and MAAO-3 credentials and leads a skilled team dedicated to delivering the required services. As part of the contract, Mr. Lattimore has requested that his employee, Bradley White, serve as the Deputy Assessor.

The proposed contract spans three (3) years, with an initial annual fee of \$109,000 for the first year. Fees for years two (2) and three (3) will be subject to a Consumer Price Index (CPI) increase, not to exceed 6%.

This agreement ensures continuity in the City's assessing services while leveraging the expertise of a provider familiar with the municipality's unique needs.

## **Requested Action:**

Include the following on the next City Commission Agenda:

- Authorize the Mayor and Interim Clerk to sign the 3-year contract with Precise Tax Assessment LLC beginning May 1, 2025 to April 30, 2028 at a cost of \$9,083.33 per month until April 30, 2026 and CIP increase not to exceed 6% for years 2 and 3.
- Appoint Seth Lattimore, CAE, PPE, MAAO R-9289 Assessor of Record in accordance with State law and City Charter.
- Appoint Bradley White as Deputy Assessor.

# Mt. Pleasant City Commission

## 2025 Committee Assignments

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Appointments Committee-meets as needed	1. Boomer Wingard-Chair 2. Mary Alsager 3. Grace Rollins
Central Michigan Center for Recovery, Education, and Wellness (CMCREW)- meets quarterly	1. Held for open appointment
Charter Committee-meets as needed	1. Boomer Wingard-Chair 2. Grace Rollins 3. Held for open appointment
Council of Governments-meets 3 <sup>rd</sup> Wednesday @ 7:00 p.m.	1. Boomer Wingard
Intergovernmental Liaison -meets as needed	1. Boomer Wingard -Mayor 2. Maureen Eke-Vice Mayor
International Relations/Sister City Council-meets monthly	1. Liz Busch 2. Maureen Eke(alternate)
Mt. Pleasant Area Diversity Council- meeting schedule unknown	1. Amy Perschbacher
Property Committee-meets as needed	1. Mary Alsager-Chair 2. Grace Rollins 3. Held for open appointment

In addition, City Commission seats are available on the following boards and commissions:

Audit Committee -meets once in March and early May

1. Amy Perschbacher
2. Maureen Eke
3. Grace Rollins (alternate)

City/CMU Student Liaison Committee-meets 4<sup>th</sup> Tuesday of the month 5:15 pm

1. Mary Alsager
2. Amy Perschbacher

Economic Development Corporation/Brownfield Redevelopment Authority-meets as needed

1. Mary Alsager
2. Boomer Wingard

Principal Shopping District Board - meets monthly (City Hall)

1. Amy Perschbacher

Tax Increment Finance Authority - meets the 4<sup>th</sup> Monday of the month at 8:30 a.m. (City Hall)

1. Liz Busch

## Board & Commission Application

<b>Submission ID</b>	5126450318662401522
<b>Submission Date</b>	2021-11-13 15:37:12
<b>Name:</b>	Jennifer Jones
<b>Date:</b>	11-13-2021 3:20 PM
<b>Residence:</b>	620 N. University Avenue
<b>Mailing Address (if different than above):</b>	620 N. University
<b>Telephone:</b>	9896213040
<b>Cell Phone:</b>	9896213040
<b>E-mail</b>	zenjenjones@gmail.com
<b>Please check all that apply:</b>	I own property
<b>Boards or Commissions in which you are interested. You may list more than one. Please list preferences in order. If your first choice is unavailable we may contact you for service on another board.</b>	Parks and Recreation
<b>Why are you interested in this particular board or boards?</b>	I would love to bring my experience, insight and knowledge to this committee. I have been living in Mount Pleasant since 1994, graduated from CMU, have coached at MPHS and as a volunteer for Parks and Recreation.
<b>Please list any community service and/or prior board or commission service, including the name of the board and term of service.</b>	Volunteer coach for 2 soccer seasons for Parks and Recreation, my husband is currently a volunteer coach for basketball. In addition I coached for the Girls on the Run program for 2 seasons and have been a volunteer Yoga instructor for Ganiard Elementary School.
<b>What experience or training do you have which might be of special value on this board or commission (i.e. education, job experience, length of residency, life in another community, etc.)?</b>	I have a B.S degree in Exercise Science from CMU and my M.A. degree in Health Promotion from CMU. I am a 200 RYT- Registered Yoga Teacher and have held management positions in fitness for the Student Activity Center, Wellness Central Fitness and the Nimkee Memorial Fitness Center. I currently teach as an adjunct instructor for the Physical Education Department at CMU. Lived in Mount Pleasant for over 20 years
<b>Please list three personal or business references, including contact information. (Please note if applying for the Principal Shopping District Board, one reference should be the name of business nominating/supporting your appointment.)</b>	Mary Alsager- City Commissioner- 989-330-2226 Walter Kennedy- Public Health Director- 989-775-4625 Dr. Ray Allen- Director of PED program- 989-774-6679