Regular Meeting of the City Commission  
Monday, July 10, 2017  
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:
  1. Introduce Water Treatment Plant Superintendent Jamie Hockemeyer.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:
  2. City Manager report on pending items.
  4. Minutes of the Planning Commission (May and June).
  5. Redevelopment Ready Communities Quarterly Report.

CONSENT CALENDAR: DESIGNATED (*) ITEMS

CITY COMMISSION MINUTES:
  * 6. Approval of the minutes of the regular meeting held June 26, 2017.

PUBLIC HEARINGS:
  7. Public hearing on special assessment roll for Special Assessment District #01-17 and consider approval of resolution #5 for approval of the roll and setting of payment terms for the Principal Shopping District Special Assessment.

STAFF RECOMMENDATIONS AND REPORTS:
  * 8. Bids and Quotations  
     a. School Crossing Flashing Signs
  9. Consider confirmation of contract for emergency curbside collection for flood damaged items and appropriate budget amendment.
  * 10. Consider resolution in support of modifying the July Board of Review date.
  * 11. Consider amendment to MDOT contract for continued operation and maintenance of the airport AWOS system.

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 779-5313. A 48-hour advance notice is necessary for accommodation. Hearing impaired individuals may contact the City via the Michigan Relay Center for Speech & Hearing Impaired: 1-800-649-3777.
12. Approval of payrolls and warrants.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

CLOSED SESSION: (None)

RECESS:

WORK SESSION: (Conference Room A-upstairs)


ADJOURNMENT:
TO: MAYOR AND CITY COMMISSION

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CITY MANAGER REPORT ON PENDING ITEMS

1. Task Related Issues:

<table>
<thead>
<tr>
<th>SHORT DESCRIPTION OF TOPIC</th>
<th>MEETING TOPIC WAS AGREED TO</th>
<th>- REQUESTED DUE DATE</th>
<th>STATUS AS OF 7.5.17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zoning text changes regarding redevelopment of non-conforming properties (Report every 6 months on how new ordinance language is working)</td>
<td>September 28, 2015</td>
<td>November 2017</td>
<td></td>
</tr>
<tr>
<td>Service Clubs</td>
<td>November 2 special meeting work session</td>
<td>in 2017</td>
<td></td>
</tr>
<tr>
<td>Downtown Planning</td>
<td>November 14 work session</td>
<td>Draft timeline is as follows:</td>
<td></td>
</tr>
<tr>
<td>✓ Timeline for RFP development for a retail target market analysis for both Mission Street and Downtown.</td>
<td></td>
<td>Month 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• DDA and PSD/CBD-TIFA meetings</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Discussion of purpose and benefits of conducting a Retail TMA -Done</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Discussion of interest in funding -Done</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Discussion of elements to include in RFP</td>
<td></td>
</tr>
</tbody>
</table>

Month 2

• Report back to City Commission on progress
• Prepare draft RFP based upon common elements of a Retail TMA.
<table>
<thead>
<tr>
<th>Short Description of Topic</th>
<th>Meeting Topic Was Agreed To</th>
<th>Requested Due Date</th>
<th>Status As of 7.5.17</th>
</tr>
</thead>
</table>
| **Solid Waste Pickup Time Exceptions**         |                              |                    | Month 3  
DDA and PSD/CBD-TIFA meetings  
Review draft RFP and budget amendments, if any  
Downtown Boards decided this was not a high priority so this task will be removed from the pending items next report. |
| **Energy Audits**                              |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **Burning Ordinance**                          |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **Brush Pick-up**                              |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **Public Comment Time**                        |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **Month 3**                                    |                              |                    | Month 3  
DDA and PSD/CBD-TIFA meetings  
Review draft RFP and budget amendments, if any  
Downtown Boards decided this was not a high priority so this task will be removed from the pending items next report. |
| **Month 4**                                    |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **January 23**                                 |                              |                    | Month 3  
DDA and PSD/CBD-TIFA meetings  
Review draft RFP and budget amendments, if any  
Downtown Boards decided this was not a high priority so this task will be removed from the pending items next report. |
| **February 27**                                |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **April 24**                                   |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **April 27**                                   |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **April 24**                                   |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |
| **May 8**                                      |                              |                    | Month 4  
City Commission review draft RFP and discuss funding  
Release RFP  
TIFA/ PSD requested referral to DDA for discussion and potential partial funding  
DDA voted to not participate in the cost |

- **DDA** and **PSD/CBD-TIFA meetings**  
- **Review draft RFP and budget amendments, if any**  
- **Downtown Boards decided this was not a high priority so this task will be removed from the pending items next report.**  
- **TIFA/ PSD requested referral to DDA for discussion and potential partial funding**  
- **DDA voted to not participate in the cost**  
- **First report will be provided in July**
2. Scheduled Tentatively Work Session Topics

March 27
✓ 2018 Goals-Need to schedule additional discussion

April 24
✓ Snow removal on sidewalks and at ADA ramps discussion- postponed to future meeting

July 10 (rescheduled)
✓ 2018 Goals discussion

July 24 (rescheduled)
✓ Snow removal on sidewalks and at ADA ramps discussion

August 14 (rescheduled)
✓ Updated purchasing policy including situations involving contracts/purchases with City employees or companies involving City employees

3. Items working on for agenda- no work session discussion planned
   • None
4. Referred to Charter Committee
   • City Commission Committee structure/ function

5. Items to report on-no work session planned
   • Resident/user satisfaction in delivery of services (added during City Manager evaluation process)- just do 2 or 3 services in 2017

6. To come to City Commission when more information is available
   • Retail Target Market Analysis for downtown and Mission Street- both DDA and Downtown Boards indicated this was not a priority
   • Airport potential partners and potential agreement
   • Plans necessary for Redevelopment Ready Community Certification (public engagement plan, economic development action plan, marketing plan, etc.)- appointments to Boards & Commissions included on this agenda.

7. Schedule work session in second half of 2017
   • Rental Housing- additional inspections (mechanical, electrical and plumbing) for converted units
   • Updated purchasing policy including situations involving contracts/purchases with City employees or companies involving City employees- scheduled for 1st meeting in August
   • Building inspection- new fees and coordination of inspections with County

8. Not priority yet will be revisited later in the year- no time or resources being spent on yet
   • Tax captures- indicators of effectiveness and potential duplicative services
   • Downtown Incubator program- waiting on all requests from PSD/TIFA
   • Police statistics- desired outcomes and uses
   • Homeowner Loan and Emergency program- MEDC not currently supporting; will look at MSHDA programs
   • Dumpsters located in paved alleys and impact on alley conditions/maintenance
   • Indian Pines south entrance
   • Rental Housing Inspections: frequency based on good inspections-added after public hearing comments

9. Completely removed for 2017
   • Public input/community engagement models
- Mosquito control options
- Owner occupied incentives
- Fluoride in water

Please note items that have changed since the last report are highlighted in yellow for easy reference.
Approved Minutes
Mt. Pleasant Parks and Recreation Commission
Regular Meeting
Tuesday, May 23, 2017
7:00 p.m., City Hall

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – 7:02

III. ATTENDANCE AND DECLARATION OF QUORUM
   A. Commission Members: Busch, Fisher, Little, Stressman, Winslow
   B. Parks and Recreation Staff: Longoria, Way
   C. Public Attendance: 5

IV. APPROVAL OF AGENDA/ MINUTES & COMMISSION BUSINESS
   A. Changes/Approval of Agenda – approved by consensus.
   B. Approval of Minutes – Motion by Fisher, second by Stressman to approve minutes of April 25, 2017. MOTION UNANIMOUSLY CARRIED.

V. PUBLIC COMMENTS
Reid Sladek, 209 Heritage Court. As part of his senior project, Mr. Sladek presented a history of the skate park and highlighted elements where improvements could be made, such as additional rails, lights, artwork, resurface elements and better seating.

VI. DEPARTMENT REPORTS
   A. Parks – In Mr. Bundy’s absence, Lisa Way reported on the following:
      - Memorial Day is next Monday so staff has been working at the cemetery getting it ready.
      - GLRI grant tree planting continues from Nelson Park to Chipp-a-Waters.
   B. Recreation – Director Longoria reported on the following:
      - Bark Park update – email sent to all members reiterating rules of the park. Friends group is interested in fundraising for seed planting and peat moss.
      - Spring youth including t-ball and soccer up and running on Friday evenings and Saturday mornings.
      - PEAK-nic is scheduled for June 12.
      - USAJO Tournament planning ongoing; 107 registered teams.
      - Special event Glow in the Park 5K and Taste of Mid-Michigan scheduled at Island Park for Sept. 15-16.
      - PEAK Camps begin week of June 19 (Island Park).
      - Ongoing planning for West PEAK Program.
VII. OLD AND NEW BUSINESS

A. Timber Town 2.0 Community Build – With the help of over 100 volunteers each day, TT2.0 was completed by Friday noon. Volunteers on Friday afternoon and Saturday helped complete spreading of engineered wood chips. Yet to be completed is the poured in place rubber. Grand opening picnic scheduled for June 9.

B. Youth Sports Agreement Update – as agreements developed, Union Township was also developing their agreements and questions came up and the leagues asked for suggested revisions. After legal review and softening of edges, agreements were re-reviewed and are ready to be signed. By consensus, the Commission approves the changes as presented.

VIII. OTHER BUSINESS/COMMISSIONER COMMENTS

IX. ADJOURNMENT 7:40 p.m.
I. Vice-Chair Horgan called the meeting to order at 7:00 p.m.

Absent: Driessnack, Hoenig.

Staff: Kain, Murphy

II. Approval of Agenda:

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

Motion approved unanimously.

III. Approval of Minutes

A. April 6, 2017 Meeting

Motion by Joseph, support by Kostrzewa, to approve the minutes from the April 6, 2017 meeting as submitted.

Motion approved unanimously.

IV. Zoning Board of Appeals Report for April:

Commissioner Friedrich reported that the Zoning Board heard one case in April. Edward McQuaid, at 1111 Crosslanes, was requesting a variance to allow an accessory building to be placed within the three foot setback of his property and within six feet of his neighbor's garage. Mr. McQuaid had already wedged this shed between his garage and his neighbor's garage and was now coming to the Board to get approval after the fact. The Zoning Board determined that he did not meet the necessary requirements to get a variance, specifically that the need for the variance was self-created and that there were other locations on his property where the building could be placed to meet all zoning requirements, therefore, the variance was denied.

V. Communications:

Kain reported that we received one communication from RW Nims after the packets were distributed. Copies of the correspondence were placed on the dais.

VI. Public Hearings:

A. SUP-17-03 - 2397 S. Mission - 7-Eleven Inc. and Double Twins LLC.
Kain introduced SUP-17-03, submitted by 7-Eleven Inc., and Double Twins LLC, requesting a special use permit for the 7-Eleven store on the corner of Bluegrass and Mission to add a Specially Designated Merchants (SDM) license for beer and wine to the existing gas station and store. Kain noted that this site is located at the south end of Mt. Pleasant and is zoned C-3 General Business, with C-3 General Business to the north; B-4 General Business to the east and south (located in the Charter Township of Union) and U, University to the west.

Kain shared an overview of the site, noting that the Townships B-4 zoning is equivalent to the C-3 zoning in the City.

Kain explained that under the City's code, a store that has an SDM license is classified as a liquor store and is considered a Group B Special Regulated use. The use is only permitted in a C-3 zoning district, with grocery stores and pharmacies being exempt from this classification.

Kain explained that Group B special regulated uses are subject to specific location criteria, such as they shall not be approved if there are four or more special regulated uses within 1,000 feet of the boundaries, or if they are within 300 feet of a residentially zoned district, trailer park, K through 12 school, dedicated park, church or cemetery. The Planning Commission is authorized to waive these location standards based on their findings; however, Kain noted that the location criteria does not apply in this case; therefore a waiver is not required.

Kain noted that this is an operational change and therefore there is no site plan to review. He noted however, that during the routine reviews for special use permits, it was noted that there were some deficiencies in the 1993 approved site plan in regards to the landscaping. Kain noted that his recommendation for approval of this request be conditioned on the landscaping requirements being brought into compliance with the approved plan.

Commissioner Friedrich asked if the 300 ft. from residential property rule takes into account properties outside of the city limits. Kain noted that it does and that it doesn't matter what municipality the properties are in if they are within 300 feet of the site.

Commissioner Dailey questioned whether Kroger and Target, and possibly some of the restaurants that serve alcohol would be within the 1,000 ft. Kain noted that our code excludes grocery stores and pharmacies and in addition, restaurants would be classified as Class I restaurants, and not as a special regulated use.

Jason Canvasser, representing 7-Eleven and Double Twins LLC addressed the Board. Mr. Canvasser commented that although our code defines this use as a liquor store, he stated that they would only be selling beer and wine, not liquor or spirits. In addition, Mr. Canvasser stated that they are working on bringing the site into compliance with the 1993 site plan and are obtaining bids for the work.

Commissioner Joseph asked why it has taken so long to address the site plan issues from 1993. Mr. Canvasser noted that the 1993 approval was given to the property owner at that time, not 7-Eleven or Double Twins LLC. He noted however, that regardless of whose responsibility it technically is, now that they are aware of it they are planning to take care of it.
Commissioner Friedrich commented that it was likely that the landscaping was put in at the time of the approval and has since died and just hasn't been replaced.

Kain noted that the business was made aware of the deficiencies in January; however, Michigan weather does not permit that type of work in the winter. He noted that the site will be required to comply with the site plan regardless of tonight's decision; however, he stated there is no reason to doubt that the work will be done. He noted that there are several other sites along Mission that have also been put on notice for similar deficiencies.

Vice-Chair Horgan opened the public hearing.

Melinda Devine, 1105 Glenwood Drive, addressed the Board. Ms. Devine noted they have operated The Store for 40 years and noted that everyone sells beer and wine and expressed concern that even more stores would be allowed to sell. She also expressed concern that they would be selling liquor and spirits if the SUP was approved.

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

Board Discussion:

Motion by Liesch, support by Friedrich, to approve SUP-17-03 with the following condition:

1. The applicant shall bring the site into compliance with the requirements of the 1993 site plan approval.

Board Discussion:

Commissioner Dailey asked if the license would allow the applicant to sell more than beer and wine.

Mr. Canvasser explained that there are two types of Michigan liquor licenses: The SDM license allows only beer and wine. The SDD license allows spirits as well. He explained that a SDM license used to require a store to have $250,000 inventory. There was new legislation passed this year addressing only gas stations, that temporarily rescinded the inventory quota and allowed 60 days for a business to apply for the license. He noted that this timeframe has since expired. Mr. Canvasser noted that the 7-Eleven applied only for the SDM license and approval would only allow the sale of beer and wine.

Commissioner Irwin asked if the City Commission has to approve liquor licenses. Kain noted that the City Commission only approves for Class I Restaurants, which is a different type of license. He further explained that this type of license does not require municipal approval. He also noted that several other gas stations have applied for these licenses and will be coming before the board for SUPs.
Commissioner Irwin expressed some concern on the number of gas stations that could potentially be selling beer and wine.

Kain reminded the Board that their focus needs to be on whether the site meets the criteria and whether it is compatible with the surrounding properties. He noted that if the site meets the criteria, then the Commission is compelled by our ordinance to approve.

Vice-Chair Horgan called the question.

Motion approved 6:1 with Dailey voting no.

VII. Public Comments

Vice-Chair Horgan opened the floor for public comments. There being no one who wished to speak, public comments was closed.

VIII Site Plan Reviews:

A. SPR-17-06-506 E. Pickard - Derek Farnan.

Kain introduced SPR-17-06 submitted by Derek Farnan, the owner of 501 E. Pickard. Kain reported that this site is the former Central Fire Protection and the current owner wishes to operate an auto detailing and accessories business from the site.

Kain shared photos of the site, noting it is located on the north side of Pickard in the I-1 Industrial district. The surrounding property is I-1 Industrial to the north, east and west, with R-3 zoning to the south. Future land use is Commercial to the north, east and west and Office to the south.

Kain explained that the auto detailing and accessories business is not specifically defined in our ordinance as an allowed use in the I-1 district; however Section 154.084 gives the Planning Commission the discretion to approve "any other use which shall be determined the Planning Commission to be of the same general character as the above permitted uses."

Kain noted that the site meets all the conditions for this type of use in regards to land area, parking, etc. Kain noted that staff believes the site fits the character of the area and is recommending approval.

Derek Farnan, owner, addressed the Board offering to answer any questions.

Commissioner Kostrzewa asked if there would be any loud machinery. Mr. Farnan stated there would not be.

Motion by Friedrich, support by Irwin, to find that the proposed use as an auto detailing and accessories business is of the same general character as the allowed uses in the I-1 district.
IX. Unfinished Business:

None

X. New Business:

A. 2018-2022 Capital Improvement Plan:

Chris Saladine, Assistant Finance Director for the City, provided an overview of the City's Capital Improvement Plan.

Mr. Saladine focused his presentation on the details of 2018 projects, as the city is entering the budget phase for 2018. The 2018 CIP includes projects for Parks, Downtown, Mission Street, Major Streets, Local Streets, Public Works, Airport, Sewer, and Water.

A brief summary was also included of 2019-2022 projects. Mr. Saladine also noted what is not included in the 5 year plan, but noted that these items remain on the radar for possible future planning.

Mr. Saladine noted that the City Commission would be holding a work session on May 15th and would hold a public hearing on May 22nd. The City's Charter requires the Commission to adopt the CIP by June 12th. The projects will then be rolled into the 2018 Operating Budget.

Mr. Saladine fielded questions from the Board regarding street lighting, parking lots, and the airport.

Kain noted that he would be looking for a motion to recommend adoption of the CIP as presented or with changes the Board would like to see.

Motion by Liesch, support by Friedrich, to recommend the City Commission adopt the 2018-2022 Capital Improvement Plan as presented.

Motion approved unanimously.

B. Strong Towns Discussion:

Kain thanked Commissioners who were able to attend part or all of the Strong Towns Discussion and noted that the evening presentation was available on the City's YouTube page.

Kain asked for reactions and feedback from the event.
Vice-Chair Horgan commented that she found the discussion on the Mission Street sidewalks interesting, noting that there is not a lot of foot traffic on Mission, and that according to Mr. Marohn, everything should be leading to downtown.

Commissioner Friedrich commented that the connector streets were designed to bring traffic off Mission Street.

Kain commented that it is important to remember that Mr. Marohn is not an expert on our particular community and noted that the Planning Commission, along with the City Commission have worked very hard to transition areas into being more walkable. In addition, although there are many things that people are not fond of with Mission Street, he feels that we are taking measures to not replicate things we don't like.

Commissioner Friedrich commented that Mr. Marohn seemed to promote small scale development and also noted that he found it interesting that per the discussion, the poorer areas of a town were better for tax value.

Kain noted that large scale projects in Mt. Pleasant would likely be considered small scale in many areas. He also commented that tax revenues are generated by land and the poorer areas of a town are generally smaller lots therefore the value per acre comes out ahead. Kain commented that sometimes small changes can have a larger impact than large projects.

Commissioner Kostrzewa asked if there were any comments regarding Town Center and spoke of other countries he has visited where town center is a continual hub of activity. It was noted that CMU students have commented that there isn't anything for them to do downtown unless you are 21.

Kain noted that he has received comments from the community on the presentation and noted again that the idea of having Mr. Marohn share his ideas was mainly to generate discussion.

XI. Other:

A. Staff Report:

1. Administrative Review report:

Kain reported that staff reviewed and approved the construction of a new parking lot at 200 S. University.

2. Zoning Ordinance Update:

Kain reported that staff continues to work with TPUDC on the initial draft and will hopefully have a draft code available for the Commission to review within the next two months.

3. Planning & Zoning Essentials Training:
Kain reported that the Michigan Association of Planning will be bringing their Planning and Zoning Essentials workshop to City Hall on May 31st. The training is being co-hosted by the City of Mt. Pleasant, Isabella County, Charter Township of Union and Chippewa Township. Kain noted that this should be a very useful training and asked that Commissioner's make an attempt to attend if possible. He further asked that Commissioner's let him know by May 15th on whether they could attend.

4. June Planning Commission meeting - Anticipated items:

Kain reminded the Board that there would be two meetings in June as the July meeting got moved up to avoid the July 4th holiday. Kain noted that we will likely be reviewing several Special Use Permit requests from gas stations who wish to add beer and wine to their inventory. Kain further reported that Dog Central has asked for a modification to their SUP to extend the hours that he could sell alcohol.

XII. Adjournment:

Motion by Kostrzewa, support by Friedrich, to adjourn.

Motion approved unanimously.

Meeting adjourned at 8:35 p.m.
I. Chair Hoenig called the meeting to order at 7:00 p.m.

Absent: Driessnack.

Staff: Kain, Murphy

II. Approval of Agenda:

Chair Hoenig suggested moving Agenda Item VI. A to the end of the public hearings as the applicant was not in attendance.

Motion by Horgan, support by Kostrzewa, to move the first public hearing to the end of the list.

Motion approved unanimously.

Motion by Kostrzewa, support by Horgan, to approve the agenda as amended.

Motion approved unanimously.

III. Approval of Minutes

A. May 5, 2017 Meeting

Commissioner Liesch questioned several blanks that were in the minutes. It was determined by staff that a draft copy of the minutes had inadvertently been placed in the packets rather than the final version. The final minutes will be presented to the Board in the June 29, 2017 meeting packets for review.

IV. Zoning Board of Appeals Report for May:

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

VI. Public Hearings:

B. SUP-17-05 - 1622 S. Mission

Kain introduced SUP-17-05, submitted by Next Door Operations LLC, to add a Specially Designated Merchants (SDM) license for beer and wine to the existing gas station and store. Kain noted that this site is located in the Campus Court shopping Center on the west side of Mission Street and is zoned C-3 General Business, with C-3 General Business surrounding it. Future land use for the subject site and surrounding properties is Commercial/Mission Redevelopment Overlay District.
Kain shared an overview of the site, along with photos showing current conditions.

Kain noted that the SDM license allows for the sale of beer and wine and explained that under the City's code, a store that has a SDM license is classified as a liquor store and is considered a Group B Special Regulated use. The use is only permitted in a C-3 zoning district, with grocery stores and pharmacies being exempt from this classification. Kain noted that this case is similar to the 7-Eleven request last month and noted that the next two cases are also similar.

Kain explained that Group B special regulated uses are subject to specific location criteria, such as they shall not be approved if there are four or more special regulated uses within 1,000 feet of the boundaries; it was noted that there are two other special regulated uses within that area.

In addition, they shall not be approved if they are within 300 feet of a residentially zoned district, trailer park, K through 12 school, dedicated park, church or cemetery. Staff found that there are no such uses within that area.

Kain noted that the Planning Commission is authorized to waive these location standards based on their findings; however, further noted that the location criteria does not apply in this case; therefore a waiver is not required.

Kain noted that this is an operational change and therefore there is no site plan to review. He noted however, that during the routine reviews for special use permits, it was noted that there were some deficiencies in the 1987 approved site plan in regards to the greenbelt requirements. Kain noted that his recommendation for approval of this request be conditioned on the greenbelt requirements being brought into compliance with the approved plan.

Commissioner Kostrzewa asked about the hours of operation. Kain noted that the store operates 24 hours per day 7 days a week.

Commissioner Dailey asked about the location criteria in regards to similar uses and if the limit was four. Kain responded that in no case would the approval of these requests preclude someone else on the relationship criteria; the Planning Commission could still approve through the waiver process. Kain further noted that none of the requests tonight would cross the threshold of 4 similar uses within 1,000 feet.

Robert Lynn, Regional Operations Manager for the Next Door Operations, addressed the Board and offered to answer any questions.

Commissioner Joseph asked if they expect to see a significant increase in business with the addition of liquor sales. Mr. Lynn commented that the majority of their stores see an average of $2,000-$3,000 per week increase in sales. He also noted that they would be selling beer and wine only.

Commissioner Joseph asked if they expect an increase in people coming in to just buy alcohol. Mr. Lynn stated they do not anticipate that; it is more likely that their current customers will take advantage of the convenience while they are there. In response to Commissioner Joseph's question
regarding increased traffic, he reiterated that they do not anticipate a significant increase, again noting that they expect the majority of their sales to be from current customers.

Chair Hoenig opened the public hearing. There being no one who wished to speak the public hearing was closed.

Board Discussion:

Motion by Liesch, support by Friedrich, to approve SUP-17-05 with the following condition:

1. The applicant shall bring the greenbelt into compliance.

Motion approved unanimously.

C. SUP-17-06 - 629 S. Mission

Kain introduced case SUP-17-06, submitted by Next Door Operations, LLC to add a Specially Designated Merchants (SDM) license for beer and wine to the existing gas station and store.

Kain reported that the site is located on the east side of Mission between Maple and Cherry Street. The site is zoned C-3 General Business, with future land use designated as Commercial/Mission Redevelopment Overlay District. Properties to the north, south and west are zoned C-3 General Business with future land use designated as Commercial/Mission Redevelopment Overlay District. Property to the east is R-3 Residential with future land use designated as Urban Residential.

Kain shared photos of the site in its current condition.

Kain noted that the relationship criteria is the same as in the previous case, noting that there are no other special regulated uses within 1,000 feet of the property; however, there are 23 residentially zoned properties within 300 feet of the site.

Kain reminded the Board that the Planning Commission may waive these locational standards which limit Group B uses as they relate to residentially zoned districts, trailer parks, K through 12 schools, parks or churches; provided that a validated petition requesting such a waiver, signed by the owners or purchasers of at least 51% of the parcels of land within 500 feet of the proposed location is presented to the board. It was found that there were 73 properties located within the 500 feet of the proposed site and a petition signed by 37 (51%) of the property owners was submitted, which meets the minimum requirement.

Kain noted that it is within the rights of the Planning Commission to impose conditions if they wish. He noted that based on the layout of the site, the store itself provides a full buffer to the residential properties.

Kain noted that as in the previous request, the applicant is not proposing any site changes or exterior modifications; however, he also noted that this site was also out of compliance with the greenbelt requirements of the most recent site plan from 1985. Kain noted that this is a common problem, as
landscaping can be destroyed by winter snow removal, salt, etc. or removed by owners after installation. He further noted that the recommendation for approval is to require the landscaping be brought back into compliance with the site plan.

Commissioner Dailey asked what other conditions could be proposed. Kain commented that the obligation is to approve if the request fits the area or if it can be conditioned to fit. He noted that if there are particular concerns from the Board, then they would work from those concerns to determine if additional conditions should be imposed.

Kain noted that this store is open from 6:00 a.m. until 11:00 p.m. seven days a week, which is more compatible with this location.

Commissioner Dailey asked about the location of the school, noting they didn't sign the petition. Kain noted that there was no school within the 300 feet; however, Fancher School is within the petition area of 500 ft. Kain noted that applicants generally start with the easiest signatures to obtain. Commissioner Friedrich asked if the signatures were valid. Kain noted that the person who submits the petition validates the signatures and staff also reviews to assure to the extent possible that the signatures are valid.

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

Board Discussion:

Motion by Kostrzewa, support by Liesch, to approve SUP-17-06 with the following condition:

1. The applicant shall bring the greenbelt into compliance.

Motion approved 7:1 with Dailey voting nay.

D. SUP-17-08 - 1041 S. Mission

Kain introduced case SUP-17-08 submitted by Next Door Operations, LLC, to add a Specially Designated Merchants (SDM) license for beer and wine to the existing gas station and store.

Kain reported that the site is located on the east side of Mission between Bellows and Gaylord Street. The site is zoned C-3 General Business, with future land use designated as Commercial/Mission Redevelopment Overlay District. Properties to the north, south and west are zoned C-3 General Business with future land use designated as Commercial/Mission Redevelopment Overlay District. Property to the east is R-3 Residential with future land use designated as Urban Residential.

Kain shared an overview of the site along with photos of the site in its current condition.

Kain noted that this property has one other special regulated use within 1000 feet. The property is also within 300 feet of residentially zoned property and therefore the petition requirement was
triggered. Kain noted that there are 67 properties within 500 ft. of the proposed use and the applicant has submitted a petition signed by the owners of 35 properties (52%) which meets the ordinance requirement of 51%.

As with the other two requests, Kain reported that this site is also out of compliance with the most recent site plan from 1994. His recommendation for approval includes the condition that the site be brought back into compliance.

Commissioner Friedrich asked about the hours of operation. Kain noted the store is open from 5:00 a.m. until 12:00 a.m. seven days a week.

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

Board Discussion:

Motion by Horgan, support by Joseph, to approve SUP-17-08 with the following condition:

2. The applicant shall bring the greenbelt into compliance.

Motion approved unanimously.

E. SUP-17-09 - 1604 W. High

Kain introduced case SUP-17-09 submitted by Recker Motorsports for an expansion of the existing new and used vehicle sales. Kain noted that the business deals mainly in all terrain vehicles.

Kain noted that the site is zoned C-3 General Business with future land use designated as Commercial, as are the properties to the east and west. Property to the north is zoned M-1 Multiple Family Residential, with future land use designated as Urban Residential, and property to the south is zoned R-1 Residential and is the site of Chipp-A-Waters Park.

Kain shared photos of the site, noting that there are two parcels included. The property to the east includes the proposed new building and parking area. Kain noted that the lots are "through lots" that go from Pickard to Burch, and shared photos of the screening wall along Burch Street.

Kain noted that the use is allowed subject to a special use permit. Staff reviewed the special use criteria for a new and used vehicle dealership, noting that the site currently does not meet the paving standard, which would be included as a condition for approval.

In regards to the proposed site plan, Kain noted that the applicant is proposing to expand the paved area for the display of vehicles and parking for the new proposed building. Kain noted that the building would be detached from the existing building and would include storage area in the rear. The properties will share a driveway off High Street and the applicant has indicated they would pave the driveway off Burch.
Kain noted that no building plans or elevations were provided; therefore the building height, which is limited to 35' cannot be confirmed. In addition, Kain noted that there is not enough information provided to confirm if the overall site is compliant with the parking quantity standards and there are parking spaces and storage areas that are shown as gravel.

Kain noted that a 10 ft. greenbelt is required between the display area and street, which is shown on the proposed site plan. He further commented that the quantities of trees and shrubs meet the requirements but no information was provided on the species. Kain noted that he would recommended that any approval include a condition that final species selection be approved by staff.

Kain noted that there are currently sidewalks along High Street. No sidewalks are proposed on Burch Street, but they are required by code.

Kain reported that there is currently a dumpster on site that is stored within the fenced area and meets the requirements.

Kain reported that the site is currently not in compliance with the 2001 Site Plan approval and provided information on Performance Guarantees. Based on the history of nonconformance on the site, staff recommended that the Planning Commission may wish to impose a performance guarantee for some or all of the proposed project.

Commissioner Joseph asked about the dollar amount for the performance guarantee. Kain noted that typically the City would receive bids from the applicant on the cost of implementing the elements and this would be the amount required. The City would hold the funds until the work is complete.

Commissioner Joseph commented that the site plan doesn't seem complete and questioned whether it wouldn't be better for the applicant to come back at a later time. Kain noted that the conditions offered would be reviewed by staff. If the Planning Commission is not comfortable with staff approving, then they should make a motion to postpone.

Commissioner Dailey expressed concern with the number of conditions. Kain commented that while there are a number of conditions, many are small in scale and he feels confident that they can be resolved by staff. However, he noted it is ultimately the Planning Commission's decision whether to postpone.

Tim Bebee, Central Michigan Surveying and Development, addressed the Board on behalf of Recker Motorsports.

Mr. Bebee noted that the building plans are not complete but would be completed pending approval of the site plan and special use permit. He noted that the building would be the same height as the one to the west. Mr. Bebee also noted that he apologizes for not including the entire site in the submitted site plan, noting his intent was to show that the site would be brought into compliance with the past approval. He noted that this particular request was for the parcel to the east and therefore did not show the entire west parcel.
Mr. Bebee commented that he has no issue with working out species of plants with city staff.

Mr. Bebee referred to the sidewalks along Burch Street, and shared a letter from John Zang, Director of Public Works, that states that they do not need to put in the sidewalks along Burch as the City is going to put them in. Mr. Bebee commented that if they need to formally request a waiver, they would like to do that.

Mr. Bebee noted that the parcels are currently under one ownership but were being developed to allow the possibility of selling the sites separately in the future.

Mr. Bebee commented that the landscaping that is currently on the site was approved verbally by previous staff.

Mr. Bebee commented that the area behind the building is not open to the public and is the only area that is proposed to be gravel. All areas that are accessible to the public will be paved. In regards to the lighting, Mr. Bebee noted there would be no changes on the old site and the new site would have wall lights, no poles.

In regards to the Performance Guarantee, Mr. Bebee suggested rather than requiring a Performance Guarantee, the City could hold back the building permit until the current site is brought into compliance.

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

Board Discussion:

Commissioner Dailey commented that there are a lot of conditions and a lot to consider.

Motion by Liesch, support by Irwin, to approve SUP-17-09 with the following conditions:

1. Servicing of vehicles and major motor repair and refinishing shall meet the standards of Section 154.067.
2. Vehicular use areas of the site shall be hard surfaced in accordance with the standards of Section 154.067.
3. The applicant shall work with staff on final species selection for the required greenbelt areas that meets the minimum standards of Section 154.106.
4. The applicant shall provide a performance guarantee for required greenbelt landscaping material.

Motion approved 5:3, with Dailey, Friedrich and Joseph voting nay.

A. SUP-17-04 111 E. Michigan
Kain commented that although the applicant for SUP-17-04 was still not in attendance, he commented that if the Planning Commission is comfortable they could go ahead with the case. The Commission agreed to proceed.

Kain introduced case SUP-17-04 submitted by The Paul Clayton Collection Inc., DBA Dog Central, requesting a modification to their special use permit to extend the hours of alcohol service.

Kain reported that the business is located in the Basin Building at the NW corner of S. University and E. Michigan. The site is zoned C-2 Central Business and future land use is designated as Central Business District. All surrounding properties share the same zoning and future land use.

Kain reported that the applicant was approved for a Special Use Permit in 2015 for a Class I restaurant and at that time noted their intent was to discontinue alcohol service at 1:00 a.m. They are now proposing to extend the hours until 2:00 a.m. on Thursday through Saturday, and the change prompts the need for a new SUP.

Kain noted that the use is allowed in the C-2 district subject to a special use permit, and reviewed the criteria for Class I restaurants. Kain noted the difference between Class I Restaurants and Bars/Night Clubs is determined by the percentage of food to alcohol that is sold.

Kain noted that there are no site plan modifications proposed. Kain concluded his report with the recommendation of approval with the two conditions related to Class I restaurants.

Commissioner Kostrzewa asked about the 50% criteria and if it was ever audited. Kain responded that if we have reason to believe that they aren't meeting the 50% threshold, then the conditions applied to the approval empower the city to audit and are a measure of protection.

Chair Hoenig asked if any of the Commissioners had questions for the applicant or if they were comfortable making a motion.

Commissioner Joseph indicated he had questions for the applicant.

Motion by Dailey, support by Joseph, to postpone SUP-17-04 until the next meeting.

Motion approved unanimously.

VII. Public Comments

Chair Hoenig opened the floor for public comments. There being no one who wished to speak, public comments was closed.

VIII Site Plan Reviews:

A. SPR-17-08- 1604 W. High - Recker Motorsports.
Kain noted that there was nothing new to present as the information was presented with the Special Use Permit review.

Commissioner Liesch asked about the letter from John Zang regarding sidewalks. Kain noted that the Capital Improvement Plan (CIP) includes sidewalks along Burch Street for the year 2021. He referred to the most recent correspondence from the Division of Public Works, the comments provided for this case, in which the DPW states that the applicant should provide the sidewalk.

Commissioner Irwin asked what happens to the money that the City would have spent on the sidewalk and if it would be refunded to the applicant. Kain noted that the cost allocation for this property would likely be allocated to other areas in the city. He further commented that the 2018 projects listed in the CIP are a pretty sure thing as the budget for 2018 is being determined now. For the later years, the projects could change.

Commissioner Irwin asked if the City pays 100% of the cost for sidewalks they install. Kain responded that in the past a portion of the cost was assessed to the property owners; however, sidewalks are currently installed at no cost to property owners. Kain commented that the fact that the city has plans to put in sidewalks in the future does not give the Planning Commission the authority to waive.

Commissioner Kostrzewa referred to the 2001 letter. Kain noted that in 2001 the ZBA granted a waiver until such time as development occurred to the west or the City determined they were necessary.

Motion by Dailey, support by Horgan, to postpone SPR-17-08.

Commissioner Friedrich asked if postponing would result in clarification on the sidewalk and building height. Kain reiterated that the applicant is not eligible for a sidewalk waiver and noted that the Public Works comments include the sidewalk installation as a condition. Kain further commented that there is not an expectation that the building will exceed 35'; it will just need to be verified with elevation drawings from the applicant.

Motion to postpone failed 2:6, with Horgan and Dailey voting yay.

Motion by Liesch, support by Kostrzewa, to approve SPR-17-08 with the following conditions:

1. The applicant shall provide an updated site plan that includes the entire property.
2. The applicant shall construct a sidewalk along Burch Street to DPW specifications.
3. The applicant shall provide information on all proposed site lighting demonstrating compliance with Section 96.13.
4. The applicant shall provide building elevations in accordance with the requirements of the zoning ordinance to demonstrate that the proposed building meets the maximum height standard of the C-3 zoning district.
5. The applicant shall comply with the requirements of the Divisions of Public Works and Public Safety.
Commissioner Joseph commented that although he shares the frustrations of some of the other Board members and would prefer a complete site plan he would be supporting the request.

Roll Call vote:

Motion approved unanimously.

**B. SUP-17-04 111 E. Michigan**

Kain noted that the applicant for case SUP-17-04 was now in attendance and noted that the Planning Commission bylaws allow them to reconsider their decision to postpone this case if they chose to do so.

Motion by Horgan, support by Irwin, to reopen case SUP-17-04.

Motion approved unanimously.

Paul McFall, applicant, addressed the Board noting that their original plan when they first appeared before the Board for a special use permit for a Class I restaurant was to stop serving at 1:00 a.m. and their request was approved with that condition. He noted that they now would like to extend that time.

Mr. McFall explained that the Liquor Control Commission has informed him that in order to continue to serve food past 1:00 a.m. they will need to get a 24 hour food permit, which they will be pursuing. In conjunction with the food permit, they would like to also extend the hours that they can serve alcohol, noting that they will only be serving canned beer.

Chair Hoenig reopened the public hearing. There being no one who wished to speak the public hearing was closed.

Motion Friedrich, support by Kostrzewa, to approve SUP-17-04 with the following conditions:

1. The applicant shall comply with the requirements of Section 154.066(D)(3) of the zoning ordinance and the performance standards listed in Section 154.003 related to Class I restaurants.
2. Use of the property as a Class I restaurant shall be subject to compliance with the requirements of the City Commission and the Michigan Liquor Control Commission.

Motion approved unanimously.

**IX. Unfinished Business:**

None
X. **New Business:**

A. **New zoning ordinance review process:**

Kain reported that he is anticipating the receipt of a draft of the new ordinance by the end of July, with a scheduled release to the public on July 27, 2017. TPUDC will present the draft ordinance to the public on that date after which time there will be a four week period for the Planning Commission, City Commission and general public to provide comments. Kain noted that it is anticipated that we will have a final copy by the end of September and will then start the formal adoption process.

Kain asked that the Board plan to attend the presentation on July 27th at 7:00 p.m. in the Commission Chamber.

Kain also asked that the Planning Commission set a work session to follow the August 3, 2017 meeting to allow further review and discussion. In addition, he asked that a special meeting be set for Thursday, August 17th, 2017.

Kain asked that comments be forwarded to him by August 24, 2017.

Motion by Liesch, support by Kostrzewa, to set a work session to follow the regular meeting on August 3, 2017.

Motion approved unanimously.

Motion by Joseph, support by Kostrzewa, to set a special meeting on August 17, 2017 at 7:00 p.m. in the Commission Chamber.

Motion approved unanimously.

B. **Update on Michigan Medical Marihuana Facilities Licensing Act Ad Hoc Committee:**

Kain provided an update on committee activities, noting that they have had two meetings to date with three more scheduled. The committee is reviewing the act and discussing options for the City. They expect to prepare a draft recommendation at their meeting on June 7th. He noted that there is a town hall meeting scheduled for June 19th.

Commissioner Friedrich asked how this would coincide with the new zoning ordinance approval. Kain noted that the consultant has included placeholders into the draft code. The target adoption date for the new zoning ordinance is in November and the medical marihuana act does not permit applications to be made to the state until December, so there will likely be the ability to coordinate adoption.

XI. **Other:**
A. Staff Report:

1. Thank you

Kain expressed gratitude to the five Planning Commission members who attended the Planning and Zoning Essentials training.

2. June 29, 2017 Planning Commission meeting - Anticipated items:

Kain reported that we have already received two applications; one for a SUP for a liquor store for the CITGO station on W. Pickard and another for a rooming dwelling on S. Franklin.

3. Training

Kain noted that there will be a training on September 27th - 29th on Mackinaw Island and noted that we have limited funds that may allow one member of the Commission to attend or if there are more than one who are interested, the available funds would be split between those members. He asked that anyone who is interested to let him know.

XII. Adjournment:

Motion by Kostrzewa, support by Joseph, to adjourn.

Motion approved unanimously.

Meeting adjourned at 8:50 p.m.

bam
MEMORANDUM

TO: Nancy Ridley  
   City Manager

CC: William Mrdeza  
    Community Services and Economic Development Director

FROM: Jacob Kain  
      City Planner

DATE: June 28, 2017

SUBJECT: Redevelopment Ready Communities update

At their June 27, 2016 meeting, the City Commission by resolution authorized the implementation of recommendations made by the Michigan Economic Development Corporation (MEDC) and that are necessary to receive Redevelopment Ready Communities Certification from MEDC. Subsequently, staff has been working to respond to those recommendations and complete the items necessary to achieve certification.

On the basis of the third quarter update, MEDC has determined that two additional evaluation criteria have been satisfied (shown in green on the attached report). Items shown in yellow or red remain to be completed prior to certification. Many of the outstanding items relate to the zoning ordinance and will be completed in association with that project.

Requested Action:

Receive a copy of the RRC Quarterly Progress Report 4.

Attachment:

1. RRC Quarterly Progress Report 4
Instructions
This document is designed to inform the RRC Team of progress made in your community in terms of implementing the necessary steps to meet the RRC Best Practices. Complete the table below and please be as thorough as possible in your comments. Please attach documentation to your email response.

- The “BP” and “Evaluation Criteria” columns indicate which Best Practice is being addressed and the scorecard color from the RRC Report of Findings.
- The “Recommended Action for Certification” column was taken directly from the RRC Report of Findings report and depicts the RRC Team’s recommendations. While the RRC Report of Findings outlined recommended actions to meet each best practice criteria, the community may choose its own path of alternate strategies as long as the required criteria are being accomplished.
- The “Progress Made” column is for you to include comments explaining what steps have been taken towards meeting this specific recommendation.
- The “Department, Group, Staff Member Responsible” column should identify the party responsible for implementation of the action required for certification.
- Finally, the “Date Completed/Expected” column allows you to attach a time frame of when a particular recommendation was met or a projected timeline for completion.

*Note: There are additional questions at the bottom of this document after the table is completed.*
<table>
<thead>
<tr>
<th>BP</th>
<th>Evaluation Criteria</th>
<th>Recommended Action for Certification</th>
<th>Progress Made</th>
<th>Department, Group, Staff Member Responsible</th>
<th>Date Completed/Expected</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>The governing body has adopted a master plan in the past five years.</td>
<td>Report progress on master plan annually to City Commission</td>
<td>This update was included in the Planning Commission Annual Report that was provided to the City Commission this month. It will continue to be presented each year as part of the Annual Report.</td>
<td>City Planner</td>
<td>2/3/2017</td>
</tr>
<tr>
<td>1.2</td>
<td>The community has a public participation plan for engaging a diverse set of community stakeholders.</td>
<td>Develop a public participation strategy</td>
<td>A survey of the general public for feedback on the efficacy of our current communication practices was released on 5/19/2017 and will be closed on 7/1/2017. The results will be incorporated into the draft public participation plan. It is expected that the plan will be shared with various boards and commissions for feedback prior to adoption.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>BP</td>
<td>Evaluation Criteria</td>
<td>Recommended Action for Certification</td>
<td>Progress Made</td>
<td>Department, Group, Staff Member Responsible</td>
<td>Date Completed/Expected</td>
</tr>
<tr>
<td>----</td>
<td>---------------------</td>
<td>-------------------------------------</td>
<td>---------------</td>
<td>---------------------------------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>2.1</td>
<td>The governing body has adopted a zoning ordinance that aligns with the goals of the master plan.</td>
<td>Review zoning ordinance to determine if regulations reflect master plan vision</td>
<td>The City has hired Town Planning &amp; Urban Design Collaborative to create a new Character-Based Code. The project kickoff was held September 21, 2016 and a charrette was held November 18-21, 2016 with over 300 participants. The draft code will be released to the public on July 27, 2017. Adoption of the new ordinance is expected in November 2017.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>2.1</td>
<td>The zoning ordinance provides for areas of concentrated development in appropriate locations and encourages the type and form of development desired.</td>
<td>Review zoning ordinance to determine if regulations reflect master plan vision and develop standards for design review</td>
<td>See above.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>2.1</td>
<td>The zoning ordinance includes flexible tools to encourage development and redevelopment.</td>
<td>Allow related compatible uses for industrial districts that serve new economy-type businesses</td>
<td>See above.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>BP</td>
<td>Evaluation Criteria</td>
<td>Recommended Action for Certification</td>
<td>Progress Made</td>
<td>Department, Group, Staff Member Responsible</td>
<td>Date Completed/Expected</td>
</tr>
<tr>
<td>----</td>
<td>---------------------</td>
<td>-------------------------------------</td>
<td>---------------</td>
<td>---------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>2.1</td>
<td>The zoning ordinance includes standards to improve non-motorized transportation.</td>
<td>Add standards to improve non-motorized transportation connections</td>
<td>See above.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>2.1</td>
<td>The zoning ordinance includes flexible parking standards.</td>
<td>Add flexible parking standards to the zoning ordinance</td>
<td>See above.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>2.1</td>
<td>The zoning ordinance includes standards for green infrastructure.</td>
<td>Add innovative green infrastructure standards to the zoning ordinance</td>
<td>See above.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>2.1</td>
<td>The zoning ordinance is user-friendly.</td>
<td>Develop clear zoning definitions, design guidelines, use matrix and graphics to improve user-friendliness</td>
<td>See above.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>BP</td>
<td>Evaluation Criteria</td>
<td>Recommended Action for Certification</td>
<td>Progress Made</td>
<td>Department, Group, Staff Member Responsible</td>
<td>Date Completed/Expected</td>
</tr>
<tr>
<td>-----</td>
<td>---------------------</td>
<td>------------------------------------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>3.1</td>
<td>The community encourages a developer to seek input from neighboring residents and businesses at the onset of the application process.</td>
<td>Develop guidelines for a developer to seek public input for development projects in the public participation plan.</td>
<td>Will be included in the public participation plan.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>3.1</td>
<td>The community has a clearly documented internal staff review policy.</td>
<td>Document internal steps for the development review process.</td>
<td>Will occur concurrent with the adoption of the new zoning ordinance.</td>
<td>City Planner</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>3.1</td>
<td>The community annually reviews the successes and challenges with the site plan review and approval procedures.</td>
<td>Develop a formal customer feedback mechanism for the development review process</td>
<td>All 2016 applicants to the Planning Commission and Zoning Board of Appeals were provided an opportunity to respond to a customer service survey in December. The survey will continue to be offered annually.</td>
<td>City Planner</td>
<td>1/5/2017</td>
</tr>
<tr>
<td>4.1</td>
<td>The community sets expectations for board and commission positions.</td>
<td>Develop expectations and desired skill sets for board and commission members</td>
<td>A draft list of expected or desired skills has been developed and will be discussed with the City Commission at their July 10, 2017 meeting.</td>
<td>City Manager</td>
<td>8/31/2017</td>
</tr>
<tr>
<td>BP</td>
<td>Evaluation Criteria</td>
<td>Recommended Action for Certification</td>
<td>Progress Made</td>
<td>Department, Group, Staff Member Responsible</td>
<td>Date Completed/Expected</td>
</tr>
<tr>
<td>----</td>
<td>---------------------</td>
<td>-------------------------------------</td>
<td>---------------</td>
<td>---------------------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>5.1</td>
<td>The community identifies and prioritizes redevelopment sites.</td>
<td>Prioritize available redevelopment sites</td>
<td>Staff will identify 5-10 priority properties that are opportunities for redevelopment. Prioritization of these sites will be completed by mid-July.</td>
<td>Director of Economic Development</td>
<td>7/15/2017</td>
</tr>
<tr>
<td>5.1</td>
<td>The community gathers basic information for prioritized redevelopment sites.</td>
<td>Gather background information for priority redevelopment sites</td>
<td>A redevelopment flyer has been created for the 410 W. Broadway property next to City Hall and will serve as a prototype for the types of information to include for other redevelopment properties as they are prioritized. Data gathering is expected on these 5-10 priority properties by the end of July.</td>
<td>Director of Economic Development</td>
<td>7/31/2017</td>
</tr>
<tr>
<td>5.1</td>
<td>The community has developed a vision for the priority redevelopment sites.</td>
<td>Develop a vision, including desired development outcomes for priority redevelopment sites</td>
<td>Staff will finalize a vision and desired outcomes for the identified 5-10 priority redevelopment sites in conjunction with the provisions of the new character-based zoning ordinance as proposed in the draft ordinance which is expected to be adopted by the end of 2017.</td>
<td>Director of Economic Development</td>
<td>9/30/2017</td>
</tr>
<tr>
<td>5.1</td>
<td>The community identifies potential resources and incentives for prioritized redevelopment sites.</td>
<td>Identify negotiable resources and incentives for priority redevelopment sites</td>
<td>The City has developed a consolidated flyer that includes typical development incentives utilized for redevelopment that is available online. Individual project eligibility is determined at the time of application. See: <a href="http://www.mt-pleasant.org/docs/dept/CommServices/Economic%20Development%20Incentive%20Programs%20Updated%203.23.17.pdf">http://www.mt-pleasant.org/docs/dept/CommServices/Economic%20Development%20Incentive%20Programs%20Updated%203.23.17.pdf</a></td>
<td>Director of Economic Development</td>
<td>Completed—Individual available incentives will be based on project need</td>
</tr>
<tr>
<td>BP</td>
<td>Evaluation Criteria</td>
<td>Recommended Action for Certification</td>
<td>Progress Made</td>
<td>Department, Group, Staff Member Responsible</td>
<td>Date Completed/Expected</td>
</tr>
<tr>
<td>----</td>
<td>---------------------</td>
<td>-------------------------------------</td>
<td>---------------</td>
<td>---------------------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>5.1</td>
<td>Prioritized redevelopment sites are actively marketed.</td>
<td>Market available redevelopment sites and upload property information package to website</td>
<td>The 410 W. Broadway marketing flyer is currently available on the City’s website. Additional sites will be added as they are prioritized and data gathered on each one. Staff is also discussing additional opportunities to market properties. City Staff and EDC Board members are currently negotiating with two interested developers on conceptual designs for mixed use projects on the City’s top priority redevelopment site: 410 W. Broadway. <em>The decision to enter into a development agreement with one of these prospects should be made by the end of June.</em> This will negate the need for brokerage services to market this site. Interest in the 410 site was partially due to the City’s more aggressive marketing of the property through internal methods.</td>
<td>Director of Economic Development</td>
<td>10/31/2017</td>
</tr>
<tr>
<td>6.1</td>
<td>The community has approved an economic development strategy.</td>
<td>Identify unique economic opportunities and challenges of the community Include goals/actions, implementation steps and tools for identified opportunities and challenges Identify responsible parties and</td>
<td>The community’s 2008 Economic Development Action Plan is scheduled to be updated in 2017. Stakeholders, including the City Boards and Commission involved with economic development, will have the opportunity for input into revisions of the document prior to scheduling a public hearing and action by the City Commission to consider adoption. Coordination with the regional CEDS document is assured since the City is represented on the Regional Economic Development Team responsible for completing and submitting the CEDS document to the Economic Development Administration.</td>
<td>Director of Economic Development</td>
<td>12/31/2017</td>
</tr>
<tr>
<td>BP</td>
<td>Evaluation Criteria</td>
<td>Recommended Action for Certification</td>
<td>Progress Made</td>
<td>Department, Group, Staff Member Responsible</td>
<td>Date Completed/ Expected</td>
</tr>
<tr>
<td>----</td>
<td>---------------------</td>
<td>--------------------------------------</td>
<td>---------------</td>
<td>---------------------------------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td></td>
<td>6.1</td>
<td>The community annually reviews the economic development strategy.</td>
<td>Annually report progress made on the economic development strategy to the governing body</td>
<td>An annual progress reporting mechanism will be incorporated into the amended Economic Development Action Plan once completed and adopted.</td>
<td>Director of Economic Development</td>
</tr>
<tr>
<td></td>
<td>6.2</td>
<td>The community has developed a marketing strategy.</td>
<td>Create a unified marketing strategy</td>
<td>Grant funding was not awarded for a community-wide branding project. The City and the Mt. Pleasant Area Convention &amp; Visitor’s Bureau are meeting with several community leaders to determine if their respective organizations/governmental entities will invest in hiring an agency to assist with the development of a community brand. Next steps will be determined by early August.</td>
<td>Public Relations Coordinator</td>
</tr>
</tbody>
</table>
Minutes of the regular meeting of the City Commission held Monday, June 26, 2017, at 7:00 p.m., in the City Commission Room.

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

Commissioners Present: Mayor Ling and Vice Mayor Lents; Commissioners Kulick and Madaj

Commissioners Absent: Commissioners Gillis, Holton and Verleger

Others Present: City Manager Ridley and City Clerk Howard

Additions/Deletions to Agenda

Remove “Worksession: Goals discussion for 2018” from the agenda.

Public Input on Agenda Items

Lisa Hadden, Volunteer Director, Mid-Michigan Cycling Club, spoke in support of the resolution for the Sean Stanton Memorial Community Slow Roll.

Receipt of Petitions and Communications

Received the following petitions and communications:
1. City Manager report on pending items:
   a. Mosquito Control
   b. Downtown Gum-Free Zones
2. Airport Advisory Board Minutes (May).

Moved by Commissioner Kulick and supported by Commissioner Madaj to approve the following items on the Consent Calendar:
1. Minutes of the regular meeting of the City Commission held June 12, 2017.
2. Authorize the purchase of a 2017 Ford F-150 from Krapohl Ford at $29,442 and authorize the Mayor and Clerk to sign the purchase-buyback contract.
3. Resolution in support of the Sean Stanton Memorial Community Slow Roll as follows:

   WHEREAS, the City of Mt. Pleasant, Michigan is dedicated to providing quality community services to the area it serves; and
   WHEREAS, community leadership and involvement through partnerships with community organizations is a crucial element in the accomplishment of that mission; and
   WHEREAS, The Mid Michigan Cycling Club and the Sean Stanton family is hosting a community event entitled “Community Slow Roll-Sean James Stanton Memorial Ride” a community slow roll to commemorate the life of Sean James Stanton on July 14th and wishes to partner with the City of Mt. Pleasant,
   WHEREAS, the City of Mt. Pleasant wishes to partner with the Mid Michigan Cycling Club and the Sean Stanton family to provide a positive community impact, and increased bicycling safety and education in the city,
   WHEREAS, the City of Mt. Pleasant will be named as additional insured and shall indemnify and keep indemnified its officers, commission members, and employees from all claims, suits, and judgments, through insurance coverage from USA Cycling,
   NOW THEREFORE BE IT RESOLVED that the City of Mt. Pleasant and the Mid Michigan Cycling Club and Sean Stanton family are formally expressing their desire to work together and partner to host “Community Slow RollSean James Stanton Memorial Ride” bicycling event to be held on the 14th day of July, 2017.

   In Witness Whereof, I hereunto set my hand and the Great Seal of the City of Mt. Pleasant, Michigan, this 26th day of June, 2017.
4. Receive draft of Fee/Charges Policy Guidelines.
5. Payrolls dated June 16, 2017 and warrants dated June 9, 12, 14 and 21, 2017 all totaling $1,037,719.18.

Motion unanimously adopted.

A 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 July 10, 2017 regarding said roll for Special Assessment #01-17. Jon Joslin, 320 E. Illinois St., spoke in opposition to Special Assessment #01-17. There being no additional comments or communications, Mayor Ling closed the public hearing.

Moved by Commissioner Kulick and supported by Commissioner Madaj to approve Resolution #3 to proceed with improvements; and Resolution #4 to accept the special assessment roll and set a public hearing for July 10, 2017 regarding Principal Shopping District Special Assessment #01-17 as follows:

PRINCIPAL SHOPPING DISTRICT 1-17
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. 1-17

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. 1-17.
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 $115,040. $115,040 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 1-17
RESOLUTION NO. 4

WHEREAS, the Assessor has prepared a revised special assessment roll for Special Assessment District No. 1-17 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 at City Hall, 320 W. Broadway Street, Mt. Pleasant, Michigan, at 7:00 p.m., Daylight Savings Time, on July 10, 2017, 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.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Motion unanimously adopted.
Moved by Kulick and supported by Madaj to confirm the contracts with W&B Underground of Indian River, Michigan in the amount of $17,425 and Block Electric, of Weidman, Michigan in the amount of $23,000 to perform emergency electrical repairs at Island Park as well as the appropriate budget amendment for this work. Motion unanimously adopted.

Announcements on City-Related Issues and New Business

Mayor Ling announced openings on various boards and commissions and encouraged citizens to apply. She thanked all of those who were involved in dealing with the recent flood both inside the City limits and within the County.

Manager Ridley gave a brief update and report on the status of the recent flooding and clean-up in the community and thanked all of the partners involved in dealing with the situation.

Mayor Ling adjourned the meeting at 7:28 p.m. without objection.
TO: MAYOR AND CITY COMMISSION

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL FOR SPECIAL ASSESSMENT DISTRICT #01-17 AND CONSIDER APPROVAL OF RESOLUTION #5 FOR APPROVAL OF THE ROLL AND SETTING OF PAYMENT TERMS FOR THE PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT

The City Commission has been considering a special assessment to provide funding for downtown. At the last City Commission meeting, Resolutions #3 and #4 in the special assessment process were approved. Resolution #4 accepted the assessment roll and set a public hearing for July 10, 2017 to provide residents the opportunity to comment on the actual assessment. The public hearing notice was published in the newspaper and another individual notice was mailed to each property owner in the assessment district explaining the process; detailing each owner’s potential share of the project and informing them of the public hearing.

The special assessment roll and the history of the assessment are included for reference.

Following receipt of feedback from the residents, staff recommends the Commission approve Resolution #5 as prepared and attached confirming the roll and setting the payment terms.

Recommended motion:
Move to approve resolution #5 as presented.

NJR/ap
TO: MAYOR AND CITY COMMISSION
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 JULY 10, 2017 REGARDING SAID ROLL FOR SPECIAL ASSESSMENT #01-17

The public hearing is scheduled for June 26 to hear public input on the necessity of providing funding through the special assessment for downtown. 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 City Assessor to prepare the appropriate assessment roll. Based on the recommendation of the Principal Shopping District board, it has been our practice to prepare that roll ahead of time and it is included in this packet.

Resolution #4 accepts the assessment roll and sets a public hearing for public comment on the actual assessment for July 10, 2017.

Assuming the City Commission approves resolutions #3 and #4, the notice of public hearing will be published in the newspaper and 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 #01-17.

NJR/ap
TO: MAYOR AND CITY COMMISSION  JUNE 7, 2017
FROM: NANCY RIDLEY, CITY MANAGER
SUBJECT: CONSIDER RESOLUTIONS #1 AND #2 TO COMMENCE THE PROCEEDINGS FOR PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT, TENTATIVELY DETERMINE THE NECESSITY, AND SET PUBLIC HEARING FOR JUNE 26, 2017, REGARDING THE NECESSITY OF PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT DISTRICT #01-17

The City Commission held a work session on May 22 to discuss the process and recommendation for the downtown Principal Shopping District Special Assessment. The attached memo from Downtown Development Director Michelle Sponseller indicates the recommendation from the Principal Shopping District Board is to maintain the same level of assessment for 2018 and 2019 as was in place for 2016 and 2017.

The chart attached to Ms. Sponseller’s memo provides the history of the method of assessment and the resulting dollar amount since 2003. It also indicates what the assessment amount covers which is currently and recommended for the next two years to be: maintenance and snow removal of parking lots, groundskeeping and landscaping beautification, utilities in the parking lots, irrigation and power washing of the sidewalks.

The City Commission may recall that a special assessment process takes five resolutions. Resolution #1 indicates the City Commission tentatively believes there is interest in creating a special assessment and asks staff to prepare a report. The report that is provided for this resolution is the attached recommendation from the Principal Shopping District Board. Resolution #2 indicates the City Commission tentatively believes the level of funding is appropriate and asks staff to notify the property owners of the need for the special assessment and sets a public hearing for June 26, 2017 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 also attached for your review. 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.
The next steps in the process after the June 26 public hearing would include two more resolutions, another public hearing and then a final resolution providing the final approval for the special assessment amount.

Staff recommends the City Commission adopt resolutions #1 and #2 for the Principal Shopping District for 2018-2019.

*Recommended motion:*
Move to approve the attached resolutions #1 and #2 for the Principal Shopping District #1-17 and set a public hearing for June 26, 2017.

NJR/ap
Date: June 1, 2017
To: Nancy Ridley, City Manager
CC: William Mrdeza, Community Services Division Director
From: Michelle Sponseller, Downtown Development Director
Re: Downtown Special Assessment 2018-2019

In 2003 the City Commission created the Principal Shopping District Board (PSD) to oversee downtown activities and to create a Special Assessment District to fund maintenance and promotions costs in the downtown. Since 2016 the downtown special assessment has generated approximately $115,040 annually to cover the cost of maintenance and snow removal from parking lots, groundskeeping (including the addition of 40 new hanging baskets each year), annual powerwashing of sidewalks and utilities. On the next two pages you will find a recap of the special assessment funding for the past 14 years.

At their February 16, 2017 meeting, the PSD made the recommendation to the City Commission to keep the current level of the special assessment at $115,040 for the next two years with no changes to any other portion of the methodology (square footage, floors, parking credits, etc.).

To ensure the greatest level of transparency, the proposed special assessment recommendation was emailed to the downtown email list going to 195 individuals with 77 opening the email. To date no comments has been forwarded. One question on was asked and answered by staff.

**Requested Action:**
Begin special assessment process for the 2018-2019 Downtown Principal Shopping District.
### SPECIAL ASSESSMENT REVIEW - 2003 TO 2018-2019 RECOMMENDATION

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016-17</th>
<th>2018-19</th>
<th>Comments from 2016-2017 special assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Length of Special Assessment</strong></td>
<td>1 years</td>
<td>2 years</td>
<td>2 years</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Basis</strong></td>
<td>Square Feet</td>
<td>Square Feet</td>
<td>Square Feet</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Include 3rd Floor Sq Ft</strong></td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Include Basement Sq Ft</strong></td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Include Parking Credits for maintenance part of fee</strong></td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Parking Credit Size</strong></td>
<td>200 sq. ft per space</td>
<td>200 sq. ft per space</td>
<td>200 sq. ft per space</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>District Map</strong></td>
<td>Same</td>
<td>Same</td>
<td>Same</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Promotions Rate</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Maintenance Rate</strong></td>
<td>.160869</td>
<td>.218592</td>
<td>.218592</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Total Annual Rate</strong></td>
<td>.160869</td>
<td>.218592</td>
<td>.218592</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Tax Exempt (701 class) non-profit entities</strong></td>
<td>No change</td>
<td>No change</td>
<td>No change</td>
<td>No Change.</td>
</tr>
<tr>
<td><strong>Promotions Revenue</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>No Change.</td>
</tr>
</tbody>
</table>
| **Maintenance Revenue**      | $85,000 | $115,500 | $115,040 | Continues to cover:  
  - Maintenance of parking lots and snow removal.  
  - Groundskeeping/landscaping including hanging baskets.  
  - Powerwashing sidewalks.  
  - Utilities (lighting on parking lots and irrigation).  |
| **Total Annual Special Assessment** | $85,000 | $115,500 | $115,040 | No Change.                              |
|-----------------------------|-----------|------|-----------|-----------|-----------|
| Basis                       | Square Feet | Square Feet | Square Feet | Square Feet | Square Feet |
| Include 3rd Floor Sq Ft     | Yes       | No    | 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 Square Feet per space | 200 Square Feet 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) non-profit 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   |
### Special Assessment Project Spread Sheet

**Project:** Principal Shopping District for 2018-2019

**AS OF JUNE 12, 2017 City Commission Meeting FOR CITY COMMISSION RESOLUTION #1 & #2**

| Parcel Number | Owners Name | Mailing Address | Legal Description | Type | Total Parking Sq. Ft. Per Year 2018 & 2019 | Existing Parking Sq. | Credits | Charge | Sq. Foot | H (Pkg Credit) | 10%210000 | 10%20000 |
|---------------|-------------|-----------------|------------------|------|------------------------------------------|---------------------|--------|-------|----------|----------------|-----------|-----------|-----------|
| 170000270000 | KINNEY ADD | 4412 S. University | LOT 2 BLOCK 15 | 100% | 2100000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 |
| 170000300000 | KINNEY ADD | 4120 S. University | LOT 2 BLOCK 15 | 100% | 2100000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 | 10%20000 |
### Special Assessment Project Spread Sheet
#### Project 7

**Principal Shopping District for 2018-2019**

**AS OF JUNE 12, 2017, City Commission Meeting**

**FOR CITY COMMISSION RESOLUTION #1 & #2**

<table>
<thead>
<tr>
<th>Parcel Number</th>
<th>Address</th>
<th>Owners Name</th>
<th>Mailing Address</th>
<th>Legal Description</th>
<th>Type</th>
<th>%</th>
<th>Existing Parking Sq. Foot.</th>
<th>Per Year 2018</th>
<th>Per Year 2019</th>
<th>Total Parking Sq. Foot.</th>
<th>Sq. Foot</th>
<th>Gain/Charge</th>
<th>H/P Credit</th>
<th>Both Years 2018 &amp; 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>170000857000 108 Oak</td>
<td>108 Oak</td>
<td>Lotts Jennifer A</td>
<td>COM. 10 RDS N OF NW CORNER OF OAK &amp; MILL STS. W 133</td>
<td>P</td>
<td>100%</td>
<td>3,236</td>
<td>4</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**Residential Rentals Class 401**

<table>
<thead>
<tr>
<th>Parcel Number</th>
<th>Address</th>
<th>Owners Name</th>
<th>Mailing Address</th>
<th>Legal Description</th>
<th>Type</th>
<th>%</th>
<th>Existing Parking Sq. Foot.</th>
<th>Per Year 2018</th>
<th>Per Year 2019</th>
<th>Total Parking Sq. Foot.</th>
<th>Sq. Foot</th>
<th>Gain/Charge</th>
<th>H/P Credit</th>
<th>Both Years 2018 &amp; 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>170000008000 207 N Lansing</td>
<td>207 N Lansing</td>
<td>GroCo, Inc</td>
<td>PO Box 83</td>
<td>ORIGINAL PLAT LOT 4 BLOCK 12</td>
<td>R</td>
<td>100%</td>
<td>1,776</td>
<td>0</td>
<td>1,776</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>170000007300 319 E Broadway</td>
<td>319 E Broadway</td>
<td>Independent Bank Facilities</td>
<td>PO BOX 70, 707 CORTY, MI 48858</td>
<td>ORIGINAL PLAT LOT 4 BLOCK 11</td>
<td>R</td>
<td>100%</td>
<td>1,778</td>
<td>0</td>
<td>1,778</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**Residential Rentals Class 402**

<table>
<thead>
<tr>
<th>Parcel Number</th>
<th>Address</th>
<th>Owners Name</th>
<th>Mailing Address</th>
<th>Legal Description</th>
<th>Type</th>
<th>%</th>
<th>Existing Parking Sq. Foot.</th>
<th>Per Year 2018</th>
<th>Per Year 2019</th>
<th>Total Parking Sq. Foot.</th>
<th>Sq. Foot</th>
<th>Gain/Charge</th>
<th>H/P Credit</th>
<th>Both Years 2018 &amp; 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>170000091000 205 N Main</td>
<td>205 N Main</td>
<td>C &amp; M Properties Norm Curtiss III</td>
<td>1414 E Broadway</td>
<td>M &amp; B DESCRIPTION COM 6 RDS W OF NW COR OR OF OAK &amp; M MILL STS. W 123</td>
<td>R</td>
<td>100%</td>
<td>1,301</td>
<td>7</td>
<td>1,301</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>170000127000 123 E Broadway</td>
<td>123 E Broadway</td>
<td>Specer Tracy L</td>
<td>213 Oak</td>
<td>ORIGINAL PLAT LOT 7 BLOCK 27</td>
<td>R</td>
<td>100%</td>
<td>2,309</td>
<td>6</td>
<td>2,309</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>170000010600 137 E Broadway</td>
<td>137 E Broadway</td>
<td>LEHR BARRETT</td>
<td>301 S OCEANSIDE RD</td>
<td>ORIGINAL PLAT LOT 2 BLOCK 36</td>
<td>R</td>
<td>100%</td>
<td>2,388</td>
<td>2</td>
<td>2,388</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**Residential Rentals Class 403**

<table>
<thead>
<tr>
<th>Parcel Number</th>
<th>Address</th>
<th>Owners Name</th>
<th>Mailing Address</th>
<th>Legal Description</th>
<th>Type</th>
<th>%</th>
<th>Existing Parking Sq. Foot.</th>
<th>Per Year 2018</th>
<th>Per Year 2019</th>
<th>Total Parking Sq. Foot.</th>
<th>Sq. Foot</th>
<th>Gain/Charge</th>
<th>H/P Credit</th>
<th>Both Years 2018 &amp; 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>170000192000 109 E Broadway</td>
<td>109 E Broadway</td>
<td>Choice Locations LLC</td>
<td>107/109 E Broadway</td>
<td>M &amp; B DESCRIPTION COM 81 FT W OF NW COR OF OAK &amp; M MILL STS. W 123</td>
<td>R</td>
<td>100%</td>
<td>1,438</td>
<td>346</td>
<td>1,438</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**Residential Rentals Class 404**

<table>
<thead>
<tr>
<th>Parcel Number</th>
<th>Address</th>
<th>Owners Name</th>
<th>Mailing Address</th>
<th>Legal Description</th>
<th>Type</th>
<th>%</th>
<th>Existing Parking Sq. Foot.</th>
<th>Per Year 2018</th>
<th>Per Year 2019</th>
<th>Total Parking Sq. Foot.</th>
<th>Sq. Foot</th>
<th>Gain/Charge</th>
<th>H/P Credit</th>
<th>Both Years 2018 &amp; 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>170000097000 314 S Washington</td>
<td>314 S Washington</td>
<td>SPECER TRACY L</td>
<td>313 1/2 S WASHINGTON</td>
<td>ORIGINAL PLAT LOT 4 BLOCK 11</td>
<td>R</td>
<td>100%</td>
<td>1,444</td>
<td>2</td>
<td>1,444</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>
Special Assessment Project Spread Sheet

For City Commission Resolution #1 & #2

DRAFT
May 30, 2017

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

Project 7

Principal Shopping District for 2018-2019

FOR CITY COMMISSION RESOLUTION #1 & #2

Number
17000003000 216 E Broadway
17000003880 408 E Broadway
17000004190 209 S Main
17000004200 211 S Main
17000004320 227 S Main
17000004350 219 S Main
17000004630 200 Oak
17000005000 306 S University
17000005400 304 S Main
17000005500 306 S Main
17000005590 320 W Broadway
17000005860 215 E Broadway
17000005960 401 W. Broadway
17000005990 401 W. Broadway

Address
Friends of the Broadway
PO Box 423, Mt Pleasant, MI 48858
Women’s Aid Service Inc
PO Box 743, Mt Pleasant, MI 48858
Crisis Center Inc.
107 E. Illinois St., Mt Pleasant, MI 48858
Crisis Center Inc.
107 E. Illinois St., Mt Pleasant, MI 48858
Listening Ear Crisis Center
107 E. Illinois St., Mt Pleasant, MI 48858
The Young Church
1217 S Mission St, Mt Pleasant, MI 48858
American Legion
209 Oak, Mt Pleasant, MI 48858
Mt Pleasant Area Comm Fdn
PO Box 1285, Mt Pleasant, MI 48840
GTE Telephone Operations
401 MERRETT 7, NORWALK, CT 06851
GTE Telephone Operations
401 MERRETT 7, NORWALK, CT 06851
Unitarian Universalist Fellowship
PO Box 41, Mt Pleasant, MI 48840
GALLAGHER INVESTMENTS LLC
PO BOX 100, EAST LANDING, MI 48805
ECC - Parcel B
320 West Broadway
Mt Two Limited Partnership
PO Box 262, Mt Pleasant, MI 48858

Owners Name
Friends of the Broadway
Women’s Aid Service Inc
Crisis Center Inc.
Listening Ear Crisis Center
The Young Church
American Legion
Mt Pleasant Area Comm Fdn
GTE Telephone Operations
GTE Telephone Operations
Unitarian Universalist Fellowship
GALLAGHER INVESTMENTS LLC
ECC - Parcel B
Mt Two Limited Partnership

Legal Description
ORIGINAL PLAT E 230 FT LOT 4 BLOCK 16, NOTE: TFA DIST #7 T
100% 5,192 0 5,192.0 5,192.0 1,143.93 2,269.86
ORIGINAL PLAT E 230 FT LOT 4 BLOCK 16, NOTE: TFA DIST #7 T
100% 2,112 2 2,112.0 2,112.0 734.23 748.46
ORIGINAL PLAT E 1/3 LOT 5 BLOCK 24, NOTE: TFA DIST #1 T
100% 3,960 0 3,960.0 3,960.0 865.62 1,731.24
ORIGINAL PLAT E 1/3 LOT 5 BLOCK 24, NOTE: TFA DIST #1 T
100% 3,960 0 3,960.0 3,960.0 865.62 1,731.24
ORIGINAL PLAT D 28 FT LOT 24, NOTE: TFA DIST #1 T
100% 4,694 0 4,694.0 4,694.0 1,026.07 2,052.14
ORIGINAL PLAT D 28 FT LOT 24, NOTE: TFA DIST #1 T
100% 7,369 0 7,369.0 7,369.0 1,610.80 3,221.60
ORIGINAL PLAT PART LOTS 5-8 BK 2 CT SW COR LOT 13 T
100% 2,521 0 2,521.0 2,521.0 519.89 1,039.78
ORIGINAL PLAT LOT 6 BLOCK 32 T
100% 3,265 6 3,265.0 2,065.0 451.39 902.78
ORIGINAL PLAT N 1/4 FT 2 BLK 25 AND 22 FT LOT 3 BK 32 T
100% 8,800 38 8,800.0 1,200.0 262.31 524.62
ORIGINAL PLAT LOT N 55 FT LOT 7 BLOCK 32 T
100% 3,200 0 3,200.0 - - -
ORIGINAL PLAT LOT 6 BLOCK 32 ALSO 100 FT VAC ALLEY T
100% 3,200 0 3,200.0 - - -
ORIGINAL PLAT 20 FT LOT 1 BLOCK 43 1/2 FT OF 20 T
100% 2,960 0 2,960.0 2,960.0 647.03 1,294.06
PART OF THE NE 1/2 OF SW 1/4 SEC 15, T4N, R4W, DESC AS BEG T
100% 15,872 33 15,872.0 9,270.0 2,026.79 4,053.58

Tax-Exempt 701

Total
675,191.00 526,251.00 115,034.26 230,068.52

Existing
675,191.00

Annual
675,191.00

Both Years
675,191.00

Legend
G Government Exempt by Statute
P Principal Residence Exempt by Statute
N Non-Homestead
T Tax Exempt
R Residential Rental Property *401*

Type
G
P
N
T
R

Total
675,191.00
526,251.00
115,034.26
230,068.52

Excerpt from E-Packet of 6.26.17
Excerpt from E-Packet of June 12, 2017

Page 5
6/8/2017
PRINCIPAL SHOPPING DISTRICT 1-17
RESOLUTION NO. 5

WHEREAS, the City Commission has met after due and legal notice and reviewed the special assessment roll to provide for funding for the Principal Shopping District, in the City, Special Assessment District No. 1-17;

WHEREAS, after hearing all persons interested therein and after carefully reviewing the special assessment roll, the City Commission deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon are in accordance with the benefits to be derived by each parcel of land assessed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor, in the amount of $115,040 per year for each year including 2018 and 2019, is hereby confirmed.

2. Said special assessment roll will be two annual installments, each of which will be billed semiannually. The billings will be on July 1 and December 1 of each year 2018 through 2019.

3. No interest will be charged on the unbilled balance of said special assessment roll.

4. The City Clerk is directed to attach his warrant to a certified copy of this resolution within ten (10) days after its adoption requesting the Assessor to spread and the Treasurer to collect the sums and amounts as directed by the Commission.

5. The City Clerk is directed to endorse the date of confirmation on the roll.

6. All resolutions and parts of resolutions conflicting with the provisions of this resolution are rescinded.
TO: MAYOR AND CITY COMMISSION    
FROM: NANCY RIDLEY, CITY MANAGER
SUBJECT: BIDS AND QUOTATIONS

a. School Crossing Flashing Signs

Bids were recently sent out for the purchase of Solar LED Flashing School Crossing Signs to be installed at the eight crossing guard locations.

As outlined by City Engineer Stacie Tewari in the attached memo, the bid called for 2 signs for all eight crossing guard locations for a total of 16 signs. After the bids were received, the Michigan Department of Transportation (MDOT) informed the City that these flashing signs cannot be installed at the High Street and Kinney Avenue crossing guard location, due to safety concerns. Therefore, staff recommends the award of contract to Traffic Safety Corporation for a total of 14 signs at a cost of $30,114.

Recommended Motion:
Move to approve a contract with Traffic Safety Corporation for 14 Solar LED Flashing School Crossing Signs in the amount of $30,114.

NJR/ap
To: Nancy Ridley, City Manager

From: Stacie Tewari, City Engineer

Subject: 2017 Solar LED Flashing School Crossing Signs Bid

Purchase\Contract Recommendation
Summary

Request:
The City Commission is requested to award the 2017 Solar LED Flashing School Crossing Signs bid to Traffic Safety Corporation, in the amount of $30,114.

Reason for Purchase:
As you are aware, a crossing guard was hit and injured by a distracted driver on the corner of Michigan and Franklin Streets near Sacred Heart Academy in the fall of 2016. Since the time of the accident, all of the school crossing guards have received improved handheld signs and additional safety training. The Commission approved $19,000 in city lighting funds to improve the overhead street lighting at all eight school crossing intersections. Consumers Energy completed this work earlier this year.

In the spring of 2017, the City received a Tribal 2% grant for $37,440 to install solar powered LED flashing school crossing signs as pictured below.

The scope of this project includes the purchase of the new signs and related materials. The signs will be installed by the City’s Street Department. On Tuesday, June 27, 2017, the following bids were received for the signs and related materials.

Traffic Safety Corp., Sacramento, CA $34,416.00
Carrier & Gable, Inc., Farmington, MI $42,545.00
Western Remac, Inc., Woodridge, IL $47,756.00
Dornbos Sign & Safety, Inc., Charlotte, MI $48,061.60
The bids received included 16 signs, two for each of the eight crossing guard locations. After the bids were received, the Engineering Department received notification from the Michigan Department of Transportation (MDOT) that the flashing signs may not be placed on High Street at Kinney Avenue due to potential safety concerns at the signalized crossing at this intersection. However, MDOT will explore upgrading the existing school crossing signs at this location to meet current standards. Therefore, we are recommending award of the contract for 14 signs, based on the unit prices provided, for the other seven crossing guard locations at a cost of $30,114. The total project cost also includes installation of the signs by the Street Department and signposts, for a total project cost of $32,200.

Recommendation:
I recommend the City Commission award the 2017 Solar LED Flashing School Crossing Signs bid to Traffic Safety Corporation, in the amount of $30,114. Funds for this purchase are available from the Tribal 2% grant.
TO: MAYOR AND CITY COMMISSION

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER CONFIRMATION OF CONTRACT FOR EMERGENCY CURBSIDE COLLECTION FOR FLOOD DAMAGED ITEMS AND APPROPRIATE BUDGET AMENDMENT

On June 22-23, 2017 the City endured a severe rain storm that produced a significant amount of rainfall in a short period of time. As a result of the significant amount of rainfall several residents experienced flooding.

As response to the flooding event was coordinated, providing residents with an avenue to remove and dispose of the contaminated water damaged items became important. Therefore, a contract with Republic Services, the City’s waste hauler, was negotiated for a special one-day collection on July 1 for flood damaged items. Republic Services quoted a cost of $225 per hour per truck, and $38.31 per ton for disposal of the damaged items, at an estimated cost of $40,000 and the service was announced to the public beginning June 26.

The City’s purchasing policy allows the City Manager to authorize contracts in emergencies such as this and then have the City Commission confirm the contract after the fact. We are requesting confirmation of the contract to provide a City-wide emergency curbside collection for flood damaged items. Based on the 194 tons actually collected, which far exceeded expectations, the estimated total cost is likely $46,000.

The Solid Waste Fund is an appropriate funding source for the expenditure. We recommend some of the Storm Emergency assigned balance be used for this service and the remaining amount be funded by the Solid Waste Fund fund balance. Because of this flood emergency need, we recommend the City Commission suspend the free brush chipping program that was approved in April 2017, so that some of the storm damage funds can be used for the emergency curbside collection.

During the month of June, 250 properties were served with free brush chipping and as of today, 26 properties are scheduled for July. The April brush chipping approval was a first come, first served basis until the allocated funds were exhausted. We recommend that we serve the 26 properties committed to for July and do not accept any additional requests for brush chipping as part of the free program. This would
allow for the use of some of the previously reallocated storm damage funds to be used for the emergency curbside collection.

If state or federal reimbursement funds are received for this emergency curbside collection, the Solid Waste Fund can be reimbursed.

**Recommended motion:**
Move to confirm a contract with Republic Services for a cost of $225 per hour per truck, and $38.31 per ton for disposal of the damaged items, at an estimated cost of $46,000 and allocate funds within the Solid Waste Fund to cover the cost as recommended.

NJR/ap
To: Nancy Ridley, City Manager

From: John Zang, DPW Director

Subject: Request Monies for Storm Damaged Item Collection

Purchase\Contract Recommendation

Summary

Request:
The City Commission is requested to allocate monies in the amount of $40,000 to cover the cost of the city-wide collection of damaged items related to the recent storm event.

Reason for Purchase:
As you are aware, Isabella County received an unusually high amount of rain during the overnight hours of June 22-23, 2017. Due to the heavy rainfall, the City’s storm water and sanitary sewer systems were overwhelmed. Many city residents experienced a backup of water and sewage in their basements, which resulted in extensive property damage.

The City scheduled a special collection of storm damaged items on Saturday, July 1. Republic Services, the City’s waste hauler, quoted a cost of $225.00 per hour per truck, and $38.31 per ton for disposal of the damaged items, and an estimated cost of $40,000. Funds from the Solid Waste operating budget have not been allocated for this type of a collection. Therefore, the Commission is requested to allocate monies to cover these costs.

Recommendation:
I recommend the City Commission allocate monies in the amount of $40,000 to cover the cost of the city-wide collection of storm damaged items.
TO: MAYOR AND CITY COMMISSION

FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER RESOLUTION IN SUPPORT OF MODIFYING THE JULY BOARD OF REVIEW DATE

The City's July Board of Review was scheduled to be held on July 18, 2017. Two of the three Board of Review members have conflict with the schedule and have requested the date be moved to Thursday, July 20, 2017. This schedule change is allowed under PA 122 of 2008 provided the date is moved to another day in the same week and that the township board or city council passes a resolution stating the change. Therefore, City Assessor Chris Coucke has requested the City Commission pass the attached resolution in support of moving the July Board of Review date from Tuesday, July 18 to Thursday, July 20 at 2:00 p.m. to ensure a quorum of the Board of Review.

Recommended motion:
Move to approve the attached resolution in support of modifying the July Board of Review date.

NJR/ap
Under the General Property Tax Act, the City of Mt. Pleasant will be holding a Board of Review in July for the purpose of correcting mutual mistakes of fact and other minor issues. Typically, this meeting is to take place the Tuesday following the third Monday in July. However, due to scheduling conflicts for two of our board of review members, we will need to reschedule to Thursday, July 20th, at 2:00 p.m. This is allowable under PA 122 of 2008, although it requires a resolution from the township board or from a city council, and it must take place in the same week as originally scheduled.

**Action Requested**

I am requesting that the following resolution be presented to the City Commission:

WHEREAS, the July Board of Review meeting is to take place the Tuesday following the third Monday in July.

WHEREAS, due to scheduling conflicts for two of our board of review members it cannot be held as regularly required.

WHEREAS, it is allowable under PA 122 of 2008, although it requires a resolution from the township board or from a city council, and it must take place in the same week as originally scheduled.

NOW THEREFORE, BE IT RESOLVED that the 2017 July Board of Review be held **Thursday, July 20th**, at 2:00 p.m.
TO: MAYOR AND CITY COMMISSION
FROM: NANCY RIDLEY, CITY MANAGER

SUBJECT: CONSIDER AMENDMENT TO MDOT CONTRACT FOR CONTINUED OPERATION AND MAINTENANCE OF THE AIRPORT AWOS SYSTEM

The City’s current contract with MDOT for the operation and maintenance of the airport AWOS system is set to expire on July 31, 2017. As DPW Director John Zang outlines in the attached memo, MDOT has requested a one-year extension of the contract. MDOT requires the passing of a resolution as part of the process. Therefore, staff recommends the City Commission pass the attached resolution as drafted in support of extending the contract for continued operation and maintenance of the AWOS system at the airport.

Recommended motion:
Move to approve the resolution as drafted extending the contract with MDOT for continued operation and maintenance of the airport AWOS system until July 31, 2018.

NJR/ap
To: Nancy Ridley, City Manager
From: John Zang, DPW Director
Subject: Extension of MDOT Contract No. 2014-0772

Request:
The City Commission is requested to approve the resolution contract extension with the Michigan Department of Transportation (MDOT) for the continued operation and maintenance of the Automated Weather Observation (AWOS) and Data Dissemination System at the Mt. Pleasant Municipal Airport.

Reason:
In 1999, the AWOS and Data Collection System were installed at the Mt. Pleasant Municipal Airport. The complete system is made up of three components; the weather briefing system, the AWOS, and a system to collect the AWOS data. An AWOS automatically observes the weather and sends the data through a satellite link-up system to the Federal Aviation Administration’s national weather reporting system. This information is then available to any pilot with a computer or radio capability, improving the accessibility and safety for aircraft that may land at the airport under instrument flying conditions.

While the current three year contract is effective from August 1, 2014 through July 31, 2017, MDOT is requesting a one-year extension of the contract until July 31, 2018.

MDOT and the City share the maintenance costs equally. The cost estimate for this contract is approximately $4,500 per year.

Recommendation:
I recommend the City Commission approve the resolution and execute the contract with MDOT for the maintenance and continued operation of the AWOS system at the airport for an additional one-year period, until July 31, 2018.
RESOLUTION

At a regular meeting of the City of Mt. Pleasant, Michigan, on July 10, 2017, held at City Hall, 320 W. Broadway Street:

The following resolution was offered by member ______________________, and supported by member ____________________________.

WHEREAS, the Michigan Department of Transportation provides services consisting of data dissemination and maintenance related to the AWOS system at the Mt. Pleasant Municipal Airport; and

WHEREAS, the City of Mt. Pleasant supports these services for providing an added level of safety at the airport; and

WHEREAS, the City of Mt. Pleasant agrees to a one-year extension of the contract dated August 1, 2014, and the contract will be in effect until July 31, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk be authorized to execute said Agreement on behalf of the City of Mt. Pleasant.

Resolution duly adopted.

_________________________________
Kathleen Ling, Mayor

Certified to be a true copy, ______________
(Date)

_________________________________
Jeremy Howard, City Clerk
<table>
<thead>
<tr>
<th>Check Date</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/28/2017</td>
<td>CITY TREASURER-PAYROLL FUND</td>
<td>REG PAY #13 - PAY DATE 6/30/17</td>
<td>$166,062.22</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>ABC FASTENER GROUP, INC</td>
<td>SUPPLIES</td>
<td>11.13</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>AGILE SAFETY</td>
<td>SUPPLIES</td>
<td>1,793.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>AIRGAS USA, LLC</td>
<td>CHEMICALS</td>
<td>4,751.80</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>ALEXANDER CHEMICAL CORP</td>
<td>CHEMICALS</td>
<td>4,879.20</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CINDY ALWOOD</td>
<td>RFD OF OVERPMT</td>
<td>100.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>AMERICAN PUBLIC WORKS ASSOC</td>
<td>MEMBERSHIP</td>
<td>740.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>AQUASITE LLC</td>
<td>CONTRACT SVCS - JUNE 2017</td>
<td>200.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>ARROW UNIFORM RENTAL</td>
<td>UNIFORMS/CONTRACT SVCS</td>
<td>34.06</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>AVFUEL CORPORATION</td>
<td>SUPPLIES</td>
<td>20.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>AXIOM WIRING SERVICE, LLC</td>
<td>CONTRACT SVCS</td>
<td>195.39</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>BAY VALLEY OIL LLC</td>
<td>CAR WASHES - MAY/APRIL 2017</td>
<td>535.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>BILL'S CUSTOM FAB, INC</td>
<td>SUPPLIES</td>
<td>83.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>GARY BRANDT</td>
<td>FARMERS MKT REIMB</td>
<td>86.35</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>C &amp; O SPORTSWEAR</td>
<td>UNIFORMS</td>
<td>720.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>C &amp; R ELECTRIC, LLC</td>
<td>CONTRACT SERVICES</td>
<td>2,113.75</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CDW GOVERNMENT, INC</td>
<td>SUPPLIES</td>
<td>750.47</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CENTRAL ASPHALT, INC</td>
<td>SUPPLIES</td>
<td>151.84</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CENTRAL CONCRETE INC</td>
<td>SUPPLIES</td>
<td>3,426.75</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CHARTER COMMUNICATIONS</td>
<td>AIRPORT - JULY 2017</td>
<td>115.45</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CINTAS CORPORATION</td>
<td>SUPPLIES</td>
<td>134.21</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CIRCLE K SERVICE</td>
<td>CONTRACT SVCS</td>
<td>679.50</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CITY TREASURER-CONTR RET</td>
<td>COUNTYLINE POWER/PED LIGHTING/PAY #1</td>
<td>1,100.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CLARK HILL P.L.C.</td>
<td>SERVICES THRU 5/31/17</td>
<td>1,457.50</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CENTRAL MICHIGAN UNIVERSITY</td>
<td>COLOR COPIES - 4/25 - 5/24/17</td>
<td>644.22</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CONSUMERS ENERGY</td>
<td>UTILITIES</td>
<td>29,703.04</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>COUNTYLINE POWER</td>
<td>2017 PEDESTRIAN LIGHTING PAY #1</td>
<td>9,900.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>COYNE OIL CORPORATION</td>
<td>SUPPLIES</td>
<td>137.48</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>CSM SERVICES</td>
<td>CONTRACT SVCS/SUPPLIES</td>
<td>5,215.53</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>ANDREW CURTISS</td>
<td>FARMERS MKT REIMB</td>
<td>86.70</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>JOSEPH CZYZYK</td>
<td>DAYCAMP REFUND</td>
<td>97.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>JOSEPH M DAY COMPANY INC</td>
<td>CONTRACT SVCS</td>
<td>708.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>JALEN DEFLORIO</td>
<td>CONTRACT SVCS</td>
<td>26.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>DICKINSON WRIGHT PLLC</td>
<td>CHARGES THRU 5/31/17</td>
<td>7,700.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>RENEE EARLE</td>
<td>FARMERS MKT REIMB</td>
<td>57.65</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>EJ USA, INC</td>
<td>SUPPLIES</td>
<td>335.46</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>FASTENAL COMPANY</td>
<td>SUPPLIES</td>
<td>308.30</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KAREN FENTON</td>
<td>FARMERS MKT REIMB</td>
<td>64.15</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>FERGUSON WATERWORKS #3386</td>
<td>METER REPLACEMENT</td>
<td>997.78</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>FRONTIER COMMUNICATIONS</td>
<td>COMMUNICATIONS</td>
<td>48.51</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MERLIN GABLE</td>
<td>FARMERS MARKET REIMB</td>
<td>100.90</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>GALLS, LLC</td>
<td>UNIFORMS</td>
<td>217.86</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>GALGOCI OIL COMPANY</td>
<td>SUPPLIES</td>
<td>266.48</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>DELBERT GARRETT</td>
<td>FARMERS MKT REIMB</td>
<td>52.30</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>GILL-ROY'S HARDWARE</td>
<td>SUPPLIES</td>
<td>227.34</td>
</tr>
<tr>
<td>Check Date</td>
<td>Vendor Name</td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------------------------</td>
<td>----------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>GREEN SCENE LANDSCAPING</td>
<td>CONTRACT SERVICES</td>
<td>4,845.31</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>DAVID GROTHAUSE</td>
<td>FARMERS MKT REIMB</td>
<td>78.90</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>GT RUBBER SUPPLY</td>
<td>SUPPLIES</td>
<td>151.60</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>HACH COMPANY</td>
<td>SUPPLIES</td>
<td>235.07</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>JEREMY HOWARD</td>
<td>TRAINING</td>
<td>250.17</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>J. MURRAY &amp; COMPANY</td>
<td>SUPPLIES</td>
<td>33.57</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>EDWARD JONAITIS</td>
<td>PEAK CAMP REFUND</td>
<td>145.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>J &amp; W MACHINE</td>
<td>SUPPLIES</td>
<td>587.30</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>DAVID AND KAREN KERR</td>
<td>SEWER BACK UP PLUMBING REIMB</td>
<td>210.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MICHAEL KESSLER</td>
<td>RFD OF OVERPMT</td>
<td>15.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KOPY KORNER</td>
<td>CONTRACT SVCS</td>
<td>304.60</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KYCONN, LLC</td>
<td>CONTRACT SVCS</td>
<td>500.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>LASHUAY REFRIGERATION INC.</td>
<td>CONTRACT SVCS</td>
<td>350.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MATT LOTARSKI</td>
<td>FARMERS MARKET REIMB</td>
<td>101.20</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>STATE OF MICHIGAN</td>
<td>POSTAGE/HANDLING - MAY 2017</td>
<td>281.95</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MCLAREN CORPORATE SERVICES</td>
<td>SERVICES - MAY 2017</td>
<td>2,020.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MEDLER ELECTRIC COMPANY</td>
<td>SUPPLIES</td>
<td>5,430.77</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MIDDLE MICHIGAN DEVELOP CORP</td>
<td>LDFA MGMT FEE 3RD QTR-2017</td>
<td>8,375.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MPPS FOOD &amp; NUTRITION SERV</td>
<td>PEAK AFTER SCHOOL SNACKS - 5/31/17</td>
<td>2,056.32</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>NORTHERN MI LAW ENFORCEMENT</td>
<td>TRAINING</td>
<td>3,417.80</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>NCL OF WISCONSIN</td>
<td>CHEMICALS</td>
<td>1,207.78</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>OFFICE DEPOT</td>
<td>SUPPLIES</td>
<td>117.62</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>ORKIN</td>
<td>CONTRACT SERVICES</td>
<td>87.83</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>EVAN PICKVET</td>
<td>FARMERS MKT REIMB</td>
<td>67.35</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>PRO COMM, INC</td>
<td>COMMUNICATIONS</td>
<td>823.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>RENT-RITE OF MT PLEASANT</td>
<td>EQUIPMENT RENTAL</td>
<td>256.80</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KIMBERLY RICE</td>
<td>SHELTER RENTAL REFUND</td>
<td>160.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KRISTIN SHARMA</td>
<td>PEAK CAMP REFUND</td>
<td>472.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>SHRED-IT USA LLC</td>
<td>CONTRACT SVCS</td>
<td>192.36</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>SPICER GROUP</td>
<td>CONTRACT SERVICES - 2017 MP CENTER</td>
<td>1,566.50</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>STATE OF MICHIGAN - MDOT</td>
<td>TRAFFIC SIGNAL MAINTENANCE</td>
<td>1,159.27</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>STU'S ELECTRIC MOTOR</td>
<td>CONTRACT SVCS</td>
<td>196.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>THIELEN TURF IRRIGATION, INC</td>
<td>CONTRACT SVCS</td>
<td>2,923.65</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KIRK TRAVIS</td>
<td>FARMERS MARKET REIMB</td>
<td>270.40</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>SCHILLING, LUKE</td>
<td>UB REFUND</td>
<td>174.95</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MERIDIAN TITLE CORPORATION</td>
<td>UB REFUND</td>
<td>52.99</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>JAKE WALRAVEN</td>
<td>FARMERS MARKET REIMB</td>
<td>241.15</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>WEBER BROS. SAWMILL, INC.</td>
<td>SUPPLIES</td>
<td>158.40</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>WINN TELECOM</td>
<td>COMMUNICATIONS</td>
<td>2,257.26</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>LOUISE WYMER</td>
<td>FARMERS MARKET REIMB</td>
<td>167.55</td>
</tr>
</tbody>
</table>

**COMM TOTALS:**

Total of 85 Checks: $288,977.74

Less 0 Void Checks: 0.00

Total of 85 Disbursements: $288,977.74
<table>
<thead>
<tr>
<th>Check Date</th>
<th>Coach Name</th>
<th>Team Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/05/2017</td>
<td>Matt Biggott</td>
<td>Michigan Generals 14u</td>
<td>$575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>DIANE BISHOP</td>
<td>Cardinals _01</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jennifer Bouvy</td>
<td>Mid Michigan Bolts 14U Blue</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Ken Brant</td>
<td>FireStix</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Michelle Brander</td>
<td>Elite 18U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Brad Brockman</td>
<td>Diamonds - Brockman</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>ANGIE BRYANT</td>
<td>Queens of Diamonds</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Bernie Butgereit</td>
<td>Diamonds - Butgereit</td>
<td>1,150.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Tim Cermak</td>
<td>Compuware Brown</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Gregory Cole</td>
<td>Browns 16u Cole</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jim Collins</td>
<td>Madness 02 Red</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>James Cooper</td>
<td>Michigan Warriors 14u Cooper</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Lauren Evans</td>
<td>Turnin2 Evans</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Andrew Fessenden</td>
<td>Elite 16U Fessenden</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Stephanie Flattery</td>
<td>Batbusters 2K2</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Tim Gibson</td>
<td>Lakeshore Storm White</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Cherie Hitchens</td>
<td>T2/Traverse City Cherry Bombs U16</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Alan Graham</td>
<td>MI Outlaws 16u-Graham</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Melissa Grau</td>
<td>Lakeshore Pirates</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Bob Hall</td>
<td>Batbusters U18 Gold</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>John Hall</td>
<td>Michigan Sabercats 16U Hall</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Rob Hall</td>
<td>Mid-Michigan Heat 18U - (Hall)</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>HILLARY HART</td>
<td>Ann Arbor Gold 18U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>ERICA HAYWORTH</td>
<td>Michigan Generals</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Steve Heilner</td>
<td>TURNIN2 2020</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Samantha Henderson</td>
<td>Michigan Batbusters Vitale</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>John Herrera</td>
<td>Mid Michigan Chaos 16u</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Richard Hirth</td>
<td>Ann Arbor Gold Kahler 16U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>RICHARD HOUCK</td>
<td>Elite 12U Houck</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>DEBBIE HOWELL</td>
<td>OAKLAND COBRAS 18U GOLD</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Greg Hudie</td>
<td>Cardinals 03</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Karlene Kilburn</td>
<td>Motor City Hit Dogs</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Michael Kish</td>
<td>Finesse Kish</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Rich Knapp</td>
<td>Lakeshore Pirates 16U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Chris Kokaly</td>
<td>Mid-Michigan Bolts 12U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Kimberly Kores</td>
<td>Turnin2 2020 Kores</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Eric Krenz</td>
<td>Riverdawgs</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Casey Kristin</td>
<td>Midland Lady Explorers 18U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Dave Langlois</td>
<td>Turnin 2 16U Langlois</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>John Leister</td>
<td>Midland Lady Explorers 16U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Dana Lerchenfeld</td>
<td>MI Batbusters Alessandrini 13U</td>
<td>575.00</td>
</tr>
</tbody>
</table>
**CHECK REGISTER FOR THE CITY OF MT PLEASANT**
**REFUNDS DUE TO CANCELLATION OF THE USAJO TOURNAMENT**

<table>
<thead>
<tr>
<th>Check Date</th>
<th>Coach Name</th>
<th>Team Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/05/2017</td>
<td>Daniel Maixner</td>
<td>GOLD FASTPITCH-Maixner</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>MIKE MALAGA</td>
<td>OAKLAND COBRAS 16U GOLD</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Michael Bassage</td>
<td>Mid Michigan Heat 18u (Bassage)</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Steve Mikkelsen</td>
<td>Grand Rapids Blaze 16U Blue</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>SHAWN MILLER</td>
<td>Motor City Hit Dogs- Campbell</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Craig Mitchell</td>
<td>Michigan Elite 14u Lorimer</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Carlo Mobley</td>
<td>Michigan Warriors</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jeanne Moeller</td>
<td>MBS Jets 04</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Rob Myers</td>
<td>Michigan Generals 18u</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Kolbey Nelson</td>
<td>Michigan Sabercats - Nelson</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Mark Nemitz</td>
<td>Michigan Bulldogs Nemitz</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>David Niswonger</td>
<td>Hurricanes Fastpitch 03</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Cruz Paiz</td>
<td>Cyclones Fastpitch</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Gary Pastor</td>
<td>Michigan Sabercats 14U Pastor</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Dar Peska</td>
<td>Michigan Blasters</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Steven Peters</td>
<td>Finesse 12u - Peters</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Ron Pezzoni</td>
<td>Turnin2 Pezz</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Tracy Phillips</td>
<td>Diamonds - Phillips</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Gary Pilgrim</td>
<td>Downriver Diamonds 14u Pilgrim</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jason Pimer</td>
<td>Diamonds Black 15u</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Sean Pitcher</td>
<td>MidMichigan Bolts 13U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>David Popko</td>
<td>Michigan Bulldogs 99</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Al Provow</td>
<td>Riverdawgs</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Steven Radinski</td>
<td>Turnin 2 2022</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Rex Robinette</td>
<td>Valley Electric Shock</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Angie Root</td>
<td>Turnin2 Root</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Dusty Ruthven</td>
<td>Michigan Hurricanes</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Mark Satawa</td>
<td>Compuware 16U Orange</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jason Schultz</td>
<td>Thundercats</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Ryan Schalk</td>
<td>Top Prospects</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Gretchen Scramlin</td>
<td>Michigan Bolts 14U Kloha</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>WILLIAM SEBALD</td>
<td>MBS JETS</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Kim Seymour</td>
<td>Motor City Madness 13U Red</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Dorothy Shetler</td>
<td>Oakland Cobras 14U Gold</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>BILL SIERSMA</td>
<td>Lakeshore Storm 16u- Siersma</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jeff Siler</td>
<td>Diamonds - Siler</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Kayla Smart</td>
<td>MI Elite 16u Smart</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Terry Souva</td>
<td>Riverdawgs</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Larry Spradlin</td>
<td>Michigan Warriors 16U Mobley</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Ron Springer</td>
<td>Turnin2 13U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jason Stone</td>
<td>Michigan Bulldogs Stone</td>
<td>575.00</td>
</tr>
</tbody>
</table>
### CHECK REGISTER FOR THE CITY OF MT PLEASANT

**REFUNDS DUE TO CANCELLATION OF THE USAJO TOURNAMENT**

<table>
<thead>
<tr>
<th>Check Date</th>
<th>Coach Name</th>
<th>Team Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/05/2017</td>
<td>JOHN SULLIVAN</td>
<td>Moran Iron Works Vulcans</td>
<td>1,150.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>STEVE SUMOSKI</td>
<td>Elite (Sumoski)</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Derick Talsma</td>
<td>Diamonds - Talsma</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Joey Thorington</td>
<td>Motor City Madness 05 (11u Red)</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KATELYN TRAVIS</td>
<td>Grand Rapids Blaze 12U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>RICK TROY</td>
<td>MOTOR CITY HIT DOGS</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Steve Trosell</td>
<td>Devils 02</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Bob Verduzco</td>
<td>Kalamazoo Klash 18u</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Smiley Verduzco</td>
<td>Michigan Rebels 16U Smiley</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Andrew Wagner</td>
<td>Grand Rapids Blaze</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>John Wojcik</td>
<td>Finesse 16U Wojcik</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Holly Workman</td>
<td>Ice Silver 14U</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Leon Wright</td>
<td>FireStix-Wright</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>BRENDA AIDE</td>
<td>Mid Michigan Bolts</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Emily Albring</td>
<td>Lady Lightning - Albring</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Todd Aldred</td>
<td>Michigan Sabercats Aldred</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Dawn Austin</td>
<td>Mystique</td>
<td>1,150.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Jesse Barker</td>
<td>Michigan Batbusters (01) - Barker</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Steve Barton</td>
<td>Lightning Fastpitch</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>KEVIN BATES</td>
<td>Gold Fastpitch</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Mitchell Berlin</td>
<td>St Clair Shores Sharks</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Joshua Betz</td>
<td>Michigan Outlaws</td>
<td>575.00</td>
</tr>
<tr>
<td>07/05/2017</td>
<td>Paul Bieniewicz</td>
<td>Team Michigan 02</td>
<td>575.00</td>
</tr>
</tbody>
</table>

**COMM TOTALS:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total of 105 Checks:</td>
<td>$62,100.00</td>
</tr>
<tr>
<td>Less 0 Void Checks:</td>
<td>0.00</td>
</tr>
<tr>
<td>Total of 105 Disbursements:</td>
<td>$62,100.00</td>
</tr>
</tbody>
</table>