



Grand Ledge City Council Regular Meeting Agenda

MONDAY, 26 JANUARY 2015
7:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149

- I. **ROLL CALL OF CITY COUNCIL** – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder; and Council members Christina Bartholomew, Rick Lantz, Sue Roberts, Thom Sowle, and Don Willems
- II. **PLEDGE OF ALLEGIANCE** – Any person(s) attending may participate in reciting the Pledge of Allegiance to the American Flag. The Mayor may choose to designate, with their consent, a Council member or a person attending to lead the Pledge of Allegiance. The City Council shall not require any Council member or person(s) attending to recite the Pledge of Allegiance.
- III. **AUDIENCE PARTICIPATION** – Any person(s) attending may comment on any subject. All presentations before the City Council shall be limited to five minutes per individual presentation.
- IV. **APPROVAL OF CONSENT AGENDA** – The City Council approves items listed on the consent agenda by a single roll call vote without debate. If the City Council desires to debate any item listed on the consent agenda, it may remove the item and place it on the regular agenda for consideration in due order.
 - A. **Motion** – To approve the Monday, 26 January 2015 City Council consent agenda, as follows:
 - i. Financial transactions and bills.
 - ii. Monday, 12 January 2015 regular City Council minutes.
- V. **APPROVAL OF REGULAR AGENDA** – The City Council may remove any item from or add any item to the regular agenda.
 - A. **Motion** – To approve the Monday, 26 January 2015 regular City Council agenda.
- VI. **COMMITTEE AND BOARD REPORTS** – Council members and staff may report on discussions and actions of committees and boards.
- VII. **STAFF REPORTS** – The City Council may receive reports from various department heads.
 - A. **Adam Smith, City Administrator** – Annual Budget Calendar for the Fiscal Year Ending 30 June 2016.
 - B. **Martin Underhill, Chief of Police** – Specially Designated Merchant License application from the Cole-Briggs Post, American Legion, Memorial Home Corporation.
- VIII. **UNFINISHED BUSINESS** – The City Council may again debate any item(s) previously debated but not finally disposed of and may or may not act upon the item(s) as indicated below.

- IX. NEW BUSINESS** – The City Council may debate any item(s) under its authority not previously debated and may or may not act upon the item(s) as indicated below.
- A. Resolution** – To approve Contract Modification #2 to the contract with CL Trucking & Excavating, LLC, for the Edwards / Tulip Reconstruction Project.
 - B. Resolution** – To approve Contract Modification #3 to the contract with CL Trucking & Excavating, LLC, for the Edwards / Tulip Reconstruction Project.
 - C. Motion (recommended by the Planning Commission)** – To receive the Planning Commission 2014 Annual Report and approve the Planning Commission 2015 Work Plan.
- X. AUDIENCE PARTICIPATION** – Any person(s) attending may comment on any subject. All presentations before the City Council shall be limited to five minutes per individual presentation.
- XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL** – The Mayor may make appointments and reappointments to boards and committees, may report on subjects referred by Council members, staff and residents, and may comment on any subject. City Council members may comment on any subject.
- XII. CLOSED SESSION** – The Open Meetings Act allows the City Council to discuss certain subjects without the presence of the public. The City Council may request a staff member or any other person the City Council determines to be necessary, by a majority of the Council members present, to attend the closed session. All persons not requested by the City Council to stay must leave the Council chambers. Once the Closed Session has ended, the City Council will resume the regular meeting.
- A. Motion** – To move into closed session to consider the purchase or lease of real property, per the Open Meetings Act, Section 8(d), and to consider material exempt from discussion or disclosure by state or federal statute, per the Open Meetings Act, Section 8(h).
- XIII. ADJOURNMENT** – When the City Council has completed all items listed on the approved agenda, it may not take any further action until its next regular meeting or a special meeting. If the time is significantly late and items remain on the approved agenda, the presiding officer may ask for a motion to adjourn the meeting to another specific date, time, and place at which to resume and complete the approved agenda.



Gregory L. Newman, City Clerk

THE GRAND LEDGE CITY COUNCIL WILL HOLD ITS NEXT REGULAR MEETING ON MONDAY, 09 FEBRUARY 2015, AT 7:30 P.M. IN THE COUNCIL CHAMBERS, CITY HALL, 310 GREENWOOD ST., GRAND LEDGE, MICHIGAN

GRAND LEDGE CITY COUNCIL
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149

CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 12 JANUARY 2015
7:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.

- I. **ROLL CALL OF COUNCIL** – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder, and Council members Rick LaHaie, Sue Roberts, Thom Sowle, and Don Willems
– Council member Christina Bartholomew was absent
OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Gordon VanWieren, City Attorney; Larry LaHaie, Service Director;

II. **PLEDGE OF ALLEGIANCE**

Mayor Smith led those in attendance in the Pledge of Allegiance.

III. **AUDIENCE PARTICIPATION**

IV. **APPROVAL OF CONSENT AGENDA**

- A. **Motion (from staff)** – To approve the Monday, 12 January 2015 City Council consent agenda, as follows:
- i. Financial transactions and bills.
 - ii. Monday, 22 December 2014 regular City Council minutes.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER MULDER SECONDED, TO APPROVE THE MONDAY, 12 JANUARY 2015 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. **APPROVAL OF REGULAR AGENDA**

- A. **Motion** – To approve the Monday, 12 January 2015 regular City Council agenda.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 12 JANUARY 2015 REGULAR CITY COUNCIL AGENDA.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO AMEND THE MONDAY, 12 JANUARY 2015 REGULAR CITY COUNCIL AGENDA, BY INSERTING AS ITEM IX. A., A MOTION TO AUTHORIZE AN APPLICATION FOR A PUBLIC ART GRANT. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 12 JANUARY 2015 REGULAR CITY COUNCIL AGENDA, AS AMENDED BY INSERTING AS ITEM IX. A., A MOTION TO AUTHORIZE AN APPLICATION FOR A PUBLIC ART GRANT, CARRIED UNANIMOUSLY.

VI. **COMMITTEE AND BOARD REPORTS**

VII. STAFF REPORTS

A. Adam Smith, City Administrator

Adam Smith, City Administrator, reported on the new Information Technology management firm.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. Motion -- To authorize an application for a public art grant.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO AUTHORIZE AN APPLICATION FOR A PUBLIC ART GRANT.

Adam Smith, City Administrator, explained the City's application for a public art grant from the Lansing Economic Area Partnership.

The City Council debated the City's efforts at placemaking.

MOTION TO AUTHORIZE AN APPLICATION FOR A PUBLIC ART GRANT, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Roberts encouraged everyone to keep their sidewalks clear of ice and snow, and help neighbors clear their sidewalks, and thanked her neighbor for helping her.

Council member Mulder offered assistance to anyone needing help clearing their sidewalks.

Council member Willems thanked the City Council and staff and community, for their kindness during his recent loss.

Mayor Smith appointed Matthew Dale to the Parks and Recreation Commission for a term expiring 08 January 2018, reappointed Ruthann Jaquette and Kim Mulvenna to the Parks and Recreation Commission for terms expiring 08 January 2018, and reappointed Phil Sims to the Tree Board for a term expiring 08 January 2018.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MAYOR'S APPOINTMENT OF MATTHEW DALE TO THE PARKS AND RECREATION COMMISSION FOR A TERM EXPIRING 08 JANUARY 2018. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO APPROVE THE MAYOR'S REAPPOINTMENT OF RUTHANN JAQUETTE AND KIM MULVENNA TO THE PARKS AND RECREATION COMMISSION FOR TERMS EXPIRING 08 JANUARY 2018. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MAYOR'S REAPPOINTMENT OF PHIL SIMS TO THE TREE BOARD FOR A TERM EXPIRING 08 JANUARY 2018. MOTION CARRIED UNANIMOUSLY.

XII. CLOSED SESSION

- A. Motion** – To move into closed session to consider the purchase or lease of real property, per the Open Meetings Act, Section 8(d), and to consider material exempt from discussion or disclosure by state or federal statute, per the Open Meetings Act, Section 8(h).

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER LANTZ SECONDED, TO MOVE INTO CLOSED SESSION TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY, PER THE OPEN MEETINGS ACT, SECTION 8(D), AND TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE, PER THE OPEN MEETINGS ACT, SECTION 8(H). AT 7:44 P.M. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER MINDER SECONDED, TO RETURN TO THE MONDAY, 12 JANUARY 2015 REGULAR CITY COUNCIL MEETING, AT 9:37 P.M. MOTION CARRIED UNANIMOUSLY.

XIII. ADJOURNMENT

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADJOURN THE MONDAY, 12 JANUARY 2015 REGULAR CITY COUNCIL MEETING, AT 9:37 P.M. MOTION CARRIED UNANIMOUSLY.

Gregory ... City Clerk

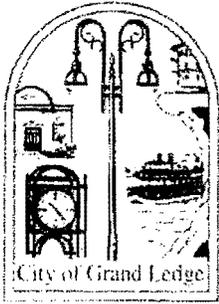
Kalmin D. Smith, Mayor

DRAFT

FISCAL YEAR 2016 BUDGET CALENDAR

January 2015	Distribute budget packages to Department Heads
Monday, February 1, 2015	Budget requests from Department Heads due to City Administrator*
Monday, February 9, 2015	Budget narratives by Department Heads due to City Administrator
February 10-20, 2015	City Administrator/Finance Director meetings with Department Heads
February 23 – June 5, 2015	Council Finance Committee Discussions with City Administration
Monday, March 9, 2013	Regular Council Meeting - Followed by Budget Session Department Heads required to attend
March 10-20, 2015	Adjustments to proposed budget based on March 9th session
Monday, March 23, 2015	Regular Council Meeting followed by Budget Session Department Heads required to attend
March 24 – April 10, 2015	Adjustments to proposed budget based on March 23 rd session
Monday, April 13, 2015	City Administrator submits proposed budget to City Council* Set public hearing date
April 14 – May 8, 2015	Adjustments to proposed budget based on April 13 th session
Monday, April 27, 2015	Regular Council Meeting – Final Budget Discussions (as necessary)
Monday, May 11, 2015	City Council holds a public hearing on the proposed budget*
Monday, May 25, 2015	Regular Council Meeting – Final Budget Discussions (as necessary)
Monday, June 8, 2015	City Council adopts the Fiscal Year 2016 Budget* Set budget and ad-valorem mill levy [Resolution(s)]
Wednesday, July 1, 2015	Fiscal Year 2016 begins

*As required by City Charter



Grand Ledge Police Department

Martin J. Underhill
Chief of Police

200 East Jefferson St.
Grand Ledge, MI 48837
(517) 627-2115



To: Grand Ledge City Council

From: Martin Underhill

Re: SDM License Request

Date: 01/12/2014

I have been asked to review and comment on the Cole-Briggs American Legion Post's application for a SDM license to be held in conjunction with their currently held Club License. Here are the pertinent facts for Council's information and my opinion based on that information and the performance of Cole-Briggs during their time as a licensed club.

A Specially Designated Merchant (SDM) license is required for an establishment located in Michigan to sell beer or wine or both for consumption off the licensed premises. The types of businesses that generally have SDM licenses are grocery stores, drug stores, or convenience food stores. However there are many other types of businesses that are approved to operate under a SDM license. A Licensed Club is one of those approved types of businesses for such a license request. Cole-Briggs American Legion Club is a Licensed Club.

I have reviewed the liquor inspection/violation file for the Cole-Briggs American Legion Club and can find no violations. I have approved, on multiple occasions, the Legion for special event licenses and have found them to be conscientious in following the constraints of those licenses. I have no reason to believe that they would be any less so with this new license if granted. It is my opinion that the only policy issue related to this request is whether the City wants another establishment in town selling take out beer and wine. As there is another vendor just a few blocks away, I have to believe that the license is for the convenience of the Club's members and would not have a significant impact on liquor sales within the City.

Respectfully,

Martin Underhill, Chief of Police

Police and Community Building Together



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

MIKE ZIMMER
ACTING DIRECTOR

RECEIVED

JAN 12 2015

CITY CLERK
CITY OF GRAND LEDGE

December 7, 2015

City Clerk
City of Grand Ledge
310 Greenwood Street
Grand Ledge, Michigan 48837

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 773359

New LICENSE TYPE: SDM in conjunction with 2014 Club license

Name of applicant(s): Cole-Briggs Post, American Legion, Memorial Home Corporation

Business address and phone: 731 N. Clinton, Grand Ledge, Michigan 48837. 517-627-1232

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. The Michigan Liquor Control Code does not require the approval of this request by the local unit of government.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

LARA is an equal opportunity employer/program.

Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

525 W. Allegan St. • P.O. BOX 30005 • LANSING, MICHIGAN 48909
www.michigan.gov/lcc • 866-813-0011



Date: January 19, 2015

To: Grand Ledge City Council

From: Larry LaHaie, Public Service Director

RE: Edwards & Tulip St. Reconstruction Project - Contract Modification Nos. 2 & 3.

Attached is a modification to the contract between the City of Grand Ledge and CL Trucking & Excavating for the Edwards and Tulip Street Reconstruction project. An explanation of the contract modification is as follows:

Contract Modification No. 2 is a reduction of the original contract amount totaling \$19,699.38. The modification reflects differences in item quantities than were anticipated in the original project bid.

Contract Modification No. 3 is an increase to the original contract of \$4,502.00. It covers the cost of an additional sanitary sewer lateral that was added towards the end of the project.

Because the two contract modifications result in a net decrease to the original contract amount, a budget amendment will not be required.

Grand Ledge City Council Resolution # ____ of 2015

A Resolution to Approve Contract Modification #2 to the Contract with CL Trucking & Excavating, LLC, for the Edwards / Tulip Reconstruction Project.

A resolution adopted by the Grand Ledge City Council, at a regular meeting held on Monday, 26 January 2015, in the Council chambers, City Hall, 310 Greenwood St. Grand Ledge, Michigan.

Whereas, the City of Grand Ledge, Michigan ("City") is a municipal corporation organized under the provisions of the Home Rule City Act, Public Act 279 of 1909, as amended, and is governed by the provisions of the Grand Ledge City Charter adopted 03 January 1963, as amended ("Charter"); and

Whereas, Charter §C-14.1(a) provides:

"That the power to make and to authorize the making of contracts on behalf of the City is vested in the Council and shall be exercised in accordance with the provisions of law."; and

Whereas, CL Trucking & Excavating, LLC, has provided a modification to the contract for the Edwards / Tulip Reconstruction Project;

Now, Therefore, it Is Resolved:

1. The City determines it is in the best interests of the public health, safety and welfare to approve Contract Modification #2 to the contract with CL Trucking & Excavating, LLC, for the Edwards / Tulip Reconstruction Project, as attached.
2. The Modification is contingent upon the appropriation of the necessary funds in the Annual Budget for the Fiscal Year Ending 30 June 2015.
3. The Mayor and the Clerk of the City, or their duly authorized agent or representative, are authorized and directed to execute said Modification on behalf of the City of Grand Ledge; to do any other act(s) or thing(s) which shall be necessary to execute said Modification on behalf of the City of Grand Ledge; to preserve and protect the rights, duties and obligations of the City thereunder; and to do any act or thing required by statute, Charter, ordinance, rule, regulation or other provision of law in order to execute said Modification.

Motion by

Second by

Ayes:

Nays:

Absent:

Approved:

Kalmin D. Smith, Mayor

I, Gregory Newman, Grand Ledge City Clerk, certify this is Resolution # ____ of 2015, adopted by the Grand Ledge City Council at a regular meeting held on Monday, 26 January 2015; a meeting held in accordance with the Open Meetings Act, Public Act No. 267 of 1976, as amended.

Gregory L. Newman, City Clerk



Contract Modification

CL Trucking & Excavating, LLC

12/12/2014 9:58 AM

FieldManager 5.0a

Contract: _CLTE-FM0036, City of Grand Ledge - Edwards & Tulip Streets

Cont. Mod. Number 2	Revision Number	Cont. Mod. Date 12/12/2014	Electronic File Created No	Net Change \$-19,699.38	Awarded Contract Amount \$826,268.40
Route		Managing Office Zimmick Foster		District 0	Entered By John Lepien
Contract Location Edwards & Tulip Streets, Grand Ledge					

Short Description

Final Balancing Mod

Description of Changes

Final Balancing Mod

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Dr Structure, Rem	_REM00C	0003	0015	CLTE-FM0036	001	ORIGINAL	1.000	EACH	250.00000	\$250.00
Curb & Gutter, Rem	_REM001	0004	0020	CLTE-FM0036	001	ORIGINAL	363.000	LFT	3.00000	\$1,089.00
Pavt, Rem Full Depth	_REM001	0005	0025	CLTE-FM0036	001	ORIGINAL	-245.000	SYD	1.00000	\$-245.00
_ Remove Concrete Sidewalk & Drive Approac	_REM10C	0006	0030	CLTE-FM0036	001	ORIGINAL	1,409.000	SFT	0.50000	\$704.50
Water Main, DI, 8 Inch CL 52	_WM000:	0009	0045	CLTE-FM0036	001	ORIGINAL	44.000	LFT	51.00000	\$2,244.00
_ 1-inch Copper Water Service	_WM100:	0012	0060	CLTE-FM0036	001	ORIGINAL	-110.000	LFT	25.00000	\$-2,750.00

Contract: _CLTE-FM0036

Cont. Mod.: 2

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Contract Modification

CL Trucking & Excavating, LLC

12/12/2014 9:58 AM

FieldManager 5.0a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Corporation Stop, 1"	_WM002	0013	0065	CLTE-FM0036	001	ORIGINAL	1.000	EACH	200.00000	\$200.00
Curb Stop & Box, 1"	_WM002	0014	0070	CLTE-FM0036	001	ORIGINAL	1.000	EACH	275.00000	\$275.00
_ 12-inch PVC SDR26 Sanitary Sewer	_SAN100	0015	0075	CLTE-FM0036	001	ORIGINAL	-29.500	LFT	150.00000	\$-4,425.00
_ 8-inch PVC SDR26 Sanitary Sewer	_SAN100	0016	0080	CLTE-FM0036	001	ORIGINAL	-11.000	LFT	63.00000	\$-693.00
_ 6-inch PVC SDR26 Sanitary Lead	_SAN100	0017	0085	CLTE-FM0036	001	ORIGINAL	-201.000	LFT	40.00000	\$-8,040.00
_ 12-inch CLIII RCP Storm Sewer	_STM100	0021	0105	CLTE-FM0036	001	ORIGINAL	54.000	LFT	45.00000	\$2,430.00
_ 8-inch Underdrain	_STM100	0022	0110	CLTE-FM0036	001	ORIGINAL	-170.000	LFT	5.00000	\$-850.00
_ 4-inch Underdrain	_STM100	0023	0115	CLTE-FM0036	001	ORIGINAL	-75.000	LFT	2.25000	\$-168.75
_ 8x4-inch Tee	_STM100	0024	0120	CLTE-FM0036	001	ORIGINAL	-2.000	EACH	80.00000	\$-160.00
_ 4-inch Storm Lead	_STM100	0025	0125	CLTE-FM0036	001	ORIGINAL	-103.000	LFT	12.00000	\$-1,236.00



Contract Modification

CL Trucking & Excavating, LLC

12/12/2014 9:58 AM

FieldManager 5.0a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Concrete Curb & Gutter Standard	_SUB003	0028	0140	CLTE-FM0036	001	ORIGINAL	425.000	LFT	12.50000	\$5,312.50
_ Sand Subbase 8 inch CIP	_EW100E	0030	0150	CLTE-FM0036	001	ORIGINAL	-350.000	SYD	3.00000	\$-1,050.00
_ Sand Subbase 12 inch CIP	_EW100E	0031	0155	CLTE-FM0036	001	ORIGINAL	-42.000	SYD	4.00000	\$-168.00
Aggregate Base, 8 Inch CIP	_EW000E	0032	0160	CLTE-FM0036	001	ORIGINAL	-99.170	SYD	9.00000	\$-892.53
HMA, 13A	_SUB000	0033	0165	CLTE-FM0036	001	ORIGINAL	-104.000	TON	68.00000	\$-7,072.00
_ Concrete Sidewalk	_SUB101	0034	0170	CLTE-FM0036	001	ORIGINAL	1,509.000	SFT	3.00000	\$4,527.00
_ Concrete Sidewalk Ramp	_SUB101	0035	0175	CLTE-FM0036	001	ORIGINAL	-3.000	SFT	11.00000	\$-33.00
_ Concrete Driveway - 6 inch Nonreinforced	_SUB101	0036	0180	CLTE-FM0036	001	ORIGINAL	979.000	SFT	3.80000	\$3,720.20
_ Utility Investigation	_MISC10	0040	0200	CLTE-FM0036	001	ORIGINAL	-5.000	EACH	250.00000	\$-1,250.00
_ Bulkhead Sewer, 4-12 inch diameter	_MISC10	0042	0210	CLTE-FM0036	001	ORIGINAL	-1.000	EACH	150.00000	\$-150.00



Contract Modification

CL Trucking & Excavating, LLC

12/12/2014 9:58 AM

FieldManager 5.0a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Pavt Mrkg 4-inch White	_SUB100	0046	0230	CLTE-FM0036	001	ORIGINAL	-12.000	LFT	0.75000	\$-9.00
_ Pavt Mrkg 4-inch Yellow	_SUB100	0047	0235	CLTE-FM0036	001	ORIGINAL	-14.000	LFT	0.75000	\$-10.50
Pavt Mrkg, Ovly Cold Plastic, 18 inch Stop Bar	_SUB001	0049	0245	CLTE-FM0036	001	ORIGINAL	-4.000	LFT	12.20000	\$-48.80
_ Extra Earth Excavation	_EW1001	0052	0260	CLTE-FM0036	001	ORIGINAL	-200.000	CYD	10.00000	\$-2,000.00
_ Extra Sand Backfill CIP	_EW1001	0053	0265	CLTE-FM0036	001	ORIGINAL	-200.000	CYD	11.00000	\$-2,200.00
_ Extra Sand Foundation Material CIP	_EW1001	0054	0270	CLTE-FM0036	001	ORIGINAL	-200.000	CYD	7.00000	\$-1,400.00
_ Extra Stone Foundation Material CIP	_EW1001	0055	0275	CLTE-FM0036	001	ORIGINAL	-200.000	CYD	28.00000	\$-5,600.00

Total Dollar Value: \$-19,699.38

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
CLTE-FM0036	City of Grand Ledge - Edwards & Tulip Streets Reconstruction	0	CNST			
001	Entire Site					\$-19,699.38

Contract: _CLTE-FM0036

Cont. Mod.: 2

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Contract Modification

CL Trucking & Excavating, LLC

12/12/2014 9:58 AM

FieldManager 5.0a

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
CLTE-FM0036	City of Grand Ledge - Edwards & Tulip Streets Reconstruction	0	CNST			
001	Entire Site					\$-19,699.38
Total:						<u>\$-19,699.38</u>
Total Net Change Amount:						<u>\$-19,699.38</u>



Contract Modification

CL Trucking & Excavating, LLC

12/12/2014 9:58 AM

FieldManager 5.0a

If authorized, the contractor agrees to do the work outlined above under the direction of the Engineer, and to accept as payment in full the basis of payment as indicated. Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.

Prime Contractor: CL Trucking & Excavating, LLC  12-12-14 Signature _____ Date _____	Recommended by Construction Engineer: _____ Signature _____ Date _____
Prepared by Project Engineer: James W. Foster, PE  12/30/2014 Signature _____ Date _____	Authorized by Managing Office Manager: _____ Signature _____ Date _____
Prepared by Consultant Project Manager: _____ Signature _____ Date _____	Authorized by Region Construction Engineer: _____ Signature _____ Date _____
Recommended by Local Agency: _____ Signature _____ Date _____	Authorized by Bureau of Field Services: _____ Signature _____ Date _____
Authorized by Airport Sponsor: _____ Signature _____ Date _____	Authorized by Airports Division: _____ Signature _____ Date _____
FEDERAL PARTICIPATION - ACTION BY F.H.W.A.	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Eligible <input type="checkbox"/> See Letter Dated _____	_____ (Signature) _____ (Date) _____
FEDERAL PARTICIPATION - ACTION BY F.A.A.	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Eligible <input type="checkbox"/> See Letter Dated _____	_____ (Signature) _____ (Date) _____

Grand Ledge City Council Resolution # ____ of 2015

A Resolution to Approve Contract Modification #3 to the Contract with CL Trucking & Excavating, LLC, for the Edwards / Tulip Reconstruction Project.

A resolution adopted by the Grand Ledge City Council, at a regular meeting held on Monday, 26 January 2015, in the Council chambers, City Hall, 310 Greenwood St. Grand Ledge, Michigan.

Whereas, the City of Grand Ledge, Michigan ("City") is a municipal corporation organized under the provisions of the Home Rule City Act, Public Act 279 of 1909, as amended, and is governed by the provisions of the Grand Ledge City Charter adopted 03 January 1963, as amended ("Charter"); and

Whereas, Charter §C-14.1(a) provides:

"That the power to make and to authorize the making of contracts on behalf of the City is vested in the Council and shall be exercised in accordance with the provisions of law."; and

Whereas, CL Trucking & Excavating, LLC, has provided a modification to the contract for the Edwards / Tulip Reconstruction Project;

Now, Therefore, it Is Resolved:

1. The City determines it is in the best interests of the public health, safety and welfare to approve Contract Modification #3 to the contract with CL Trucking & Excavating, LLC, for the Edwards / Tulip Reconstruction Project, as attached.
2. The Modification is contingent upon the appropriation of the necessary funds in the Annual Budget for the Fiscal Year Ending 30 June 2015.
3. The Mayor and the Clerk of the City, or their duly authorized agent or representative, are authorized and directed to execute said Modification on behalf of the City of Grand Ledge; to do any other act(s) or thing(s) which shall be necessary to execute said Modification on behalf of the City of Grand Ledge; to preserve and protect the rights, duties and obligations of the City thereunder; and to do any act or thing required by statute, Charter, ordinance, rule, regulation or other provision of law in order to execute said Modification.

Motion by

Second by

Ayes:

Nays:

Absent:

Approved:

Kalmin D. Smith, Mayor

I, Gregory Newman, Grand Ledge City Clerk, certify this is Resolution # ____ of 2015, adopted by the Grand Ledge City Council at a regular meeting held on Monday, 26 January 2015; a meeting held in accordance with the Open Meetings Act, Public Act No. 267 of 1976, as amended.

Gregory L. Newman, City Clerk



Contract Modification

CL Trucking & Excavating, LLC

12/24/2014 8:29 AM

FieldManager 5.0a

Contract: CLTE-FM0036, City of Grand Ledge - Edwards & Tulip Streets

Cont. Mod. Number 3	Revision Number	Cont. Mod. Date 12/24/2014	Electronic File Created No	Net Change \$4,502.00	Awarded Contract Amount \$826,268.40
Route		Managing Office Zimmick Foster		District 0	Entered By John Lepien
Contract Location Edwards & Tulip Streets, Grand Ledge					

Short Description

Mod to add footage installed

Description of Changes

Additional sewer lateral installed

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
8-inch PVC SDR26 Sanitary Sewer	_SAN100	0016	0080	CLTE-FM0036	001	ORIGINAL	4.000	LFT	63.00000	\$252.00
6-inch PVC SDR26 Sanitary Lead	_SAN100	0017	0085	CLTE-FM0036	001	ORIGINAL	100.000	LFT	40.00000	\$4,000.00
8x6-inch PVC SDR26 Wye	_SAN100	0019	0095	CLTE-FM0036	001	ORIGINAL	1.000	EACH	250.00000	\$250.00

Total Dollar Value: \$4,502.00

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
CLTE-FM0036	City of Grand Ledge - Edwards & Tulip Streets Reconstruction	0	CNST			
001	Entire Site					\$4,502.00
Total:						<u>\$4,502.00</u>

Total Net Change Amount: \$4,502.00

Contract: CLTE-FM0036

Cont. Mod.: 3

Page 1 of 2



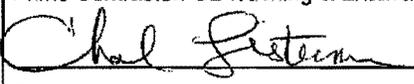
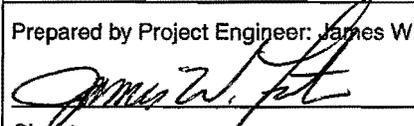
Contract Modification

CL Trucking & Excavating, LLC

12/24/2014 8:29 AM

FieldManager 5.0a

If authorized, the contractor agrees to do the work outlined above under the direction of the Engineer, and to accept as payment in full the basis of payment as indicated. Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.

Prime Contractor: CL Trucking & Excavating, LLC  12/24/14 Signature Date	Recommended by Construction Engineer: _____ Signature Date
Prepared by Project Engineer: James W. Foster, PE  12/30/2014 Signature Date	Authorized by Managing Office Manager: _____ Signature Date
Prepared by Consultant Project Manager: _____ Signature Date	Authorized by Region Construction Engineer: _____ Signature Date
Recommended by Local Agency: _____ Signature Date	Authorized by Bureau of Field Services: _____ Signature Date
Authorized by Airport Sponsor: _____ Signature Date	Authorized by Airports Division: _____ Signature Date
FEDERAL PARTICIPATION - ACTION BY F.H.W.A.	
___ Approved ___ Not Eligible ___ See Letter Dated _____	_____ (Signature) (Date)
FEDERAL PARTICIPATION - ACTION BY F.A.A.	
___ Approved ___ Not Eligible ___ See Letter Dated _____	_____ (Signature) (Date)

MEMO

TO: Adam Smith, City Administrator
Gregory Newman, City Clerk

FROM: Susan Stachowiak, Zoning Administrator

DATE: January 15, 2015

RE: Planning Commission 2014 Annual Report & 2015 Work Plan

Attached are the 2014 Annual Report and the 2015 Work Plan, as approved by the Planning Commission at its January 8, 2015 meeting, for submission to the City Council in accordance with the requirements of the Michigan Municipal Planning Act.

If I can answer any questions, or provide additional information, please contact me at 810-287-2743.

Thank you.

City of Grand Ledge Planning Commission

2015 Proposed Work Plan

1. Continue the process of updating the Zoning Ordinance and work with the City Council to get pending ordinance amendments adopted.

(4 ordinance amendments currently pending at the Council level, 1 ordinance amendment in process of review by the Planning Commission)

Begin work on updating the various use district sections of the Zoning Ordinance with the goal of completing at least 4 new ordinance amendments in 2015 and finalizing the entire project by the end of 2016.

2. Begin the process of reviewing the Master Plan for necessary updates. The Master Plan was last updated in early 2009. The Municipal Planning Act, Section 125.3845(2) states: “At least every 5 years after adoption of a master plan, a planning commission shall review the master plan and determine whether to commence the procedure to amend the master plan or adopt a new master plan.”

(At a minimum, the Master Plan should be amended to include the future plans for the development of River Park).

3. Continue to work with the City Council, DDA and Parks and Recreation Commission on all matters of planning and zoning through participation on committees, attendance at meetings and open communication and reporting between Board representatives and liaisons.

(Continued participation on the Joint Planning Committee is essential. Commissioners Kane and Doty have been very active on this Committee)

4. Work with and provide recommendations to the City Council on matters of public improvements and reuse or redevelopment of City Property.

(The Planning Commission should have input into the reuse of all city property and the former City Hall and Annex property in particular)



City of Grand Ledge Planning Commission 2014 Annual Report

1. INTRODUCTION:

The City of Grand Ledge Planning Commission functions under and has its duties set forth by the Michigan Planning Enabling Act (MPEA) (PA 33 of 2008) and the Michigan Zoning Enabling Act (ZEA) (PA 110 of 2006). The Michigan Planning Enabling Act (MPEA) provides for the creation, organization, powers and duties of Planning Commissions. The Michigan Zoning Enabling Act (MZEA) provides for the adoption of zoning ordinances and the establishment of zoning districts and prescribes powers and duties of certain officials including the Planning Commission.

Section 125.3819(2) states that: “A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

2. MEMBERSHIP:

The current membership of the Planning Commission is as follows:

Mike Stevens, Chairman	Ron Graber
Bob Doty, Vice-Chairman	Steve Willobee
Jamie Malecki, Secretary	Steve Baribeau
Bill Kane	Todd Gute
Eric Morris	

Council Representative:	Keith Mulder
Staff:	Susan Stachowiak, Zoning Administrator

3. MEETINGS:

The Planning Commission meets at 7:00 p.m. on the first Thursday of each month. Meetings are held in Council Chambers at City Hall, 310 Greenwood Street, Grand Ledge, MI 48837. All meetings are held in compliance with the Open Meetings Act (PA 267 of 1976).

The Planning Commission held six (6) meetings in 2014.

4. PLANNING COMMISSION RESPONSIBILITIES:

The Planning Commission's basic duties and responsibilities include the following:

- Perform Site Plan Reviews as required in the Zoning Ordinance.
- Conduct public hearing and make recommendations to the City Council with regard to requests for Special Use Permits and rezonings.
- Conduct public hearings and make recommendations to the City Council on Zoning Ordinance Text/Map Amendments and the Master Plan.
- Update and maintain the Master Plan in accordance with the MPEA.
- Review and comment on any proposed Master Plans or Master Plan amendments for other communities as required by the MPEA.
- Provide recommendations on capital improvements as required by the MPEA.

5. PLANNING COMMISSION ACTIVITY IN 2014:

A. Zoning Ordinance Update

The Planning Commission continued its efforts to update the Zoning Ordinance. This was done with careful consideration of the needs of the community and upholding the integrity of the Master Plan. At this time, there are 4 ordinance amendments pending at the Council level:

1. Section 220-63, Recreational Vehicles
2. Section 220-70, Exterior Lighting
3. Section 220-72, Access to a Street
4. Section 220-74, Access Management

The Planning Commission recently recommended approval of amendments to Article XX, Nonconforming Lots, Structures and Uses and is currently working on amending Section 220-80, Site Plan Review.

The Planning Commission has updated approximately ½ of the Zoning Ordinance at this point. The next step will be to update the various use district sections of the Ordinance.

B. Rezonings, Special Land Use Permits & Plats

There were no requests for Special Land Use Permits or Plats in 2014. The Planning Commission reviewed one request for a rezoning:

1. Vacant 2.35 acre parcel behind 850 E. Saginaw Highway

This was a request by Doty Professional Building, LLC to rezone a vacant, 2.35 acre parcel of land located south of the Doty Professional Building at

850 E. Saginaw Highway, from “B-1” Highway Service district to “R-HD” Multiple Family Residential District. The purpose of the rezoning was to permit the property to be developed for 30 residential apartment units consisting of two 12-unit buildings and one 6-unit building.

On February 6, 2014, the Planning Commission recommended denial of the request (3 votes in support of the rezoning and 6 votes in opposition to the rezoning) on a finding that the request was not consistent with the Master Plan or the surrounding zoning and land use patterns.

On April 14, 2014, the City Council, by a vote of 5-1, approved the request for rezoning. Site plan review and approval will be required before any development of the subject property can occur. According to the applicant, the project is on hold indefinitely due to unforeseen cost involving utilities.

C. Site Plan Review

The Planning Commission reviewed and approved one site plan in 2014. The site plan was approved on October 2, 2014 for a 7,381 square foot AutoZone store with related site improvements at 876 E. Saginaw Highway (between City Buffett and Tim Horton’s). At its December 4, 2014 meeting, the Planning Commission considered a request by AutoZone to remove the condition of site plan approval that there be a pedestrian entrance to the dumpster. This request was denied by the Commission by a vote of 3-3.

D. Joint Planning Committee (Planning Commission, Parks & Rec, DDA)

The Planning Commission has 2 representatives on this Committee (Bill Kane & Bob Doty). This Committee was very active in 2014. Mr. Kane and Mr. Doty attended numerous Committee meetings throughout the year and provided monthly reports to the Planning Commission with regard to the following projects:

1. River Park Master Plan:

The Committee developed a plan for a new farmer’s market, recreation facilities, music venue, boat launch, parking facilities, etc. for Rive Park (Jaycee Park/Scout Building). Mr. Kane and Mr. Doty kept the Planning Commission continuously updated on the progress and sought recommendations from the full Commission on various aspects of the plan.

2. Grand River Water Retention - Dam

The Committee has been working with Greg Minshall of ENG, Inc. on the development of a study to determine the best course of action on the future of the dam. The study was recently completed and will be reviewed at the January 2015 Planning Commission meeting.

6. Zoning Board of Appeals

The Zoning Board of Appeals meets on the 3rd Thursday of each month when there is business to be conducted. Ron Graber is both the Planning Commission representative to and the Chairman of the Zoning Board of Appeals. Mr. Graber provides monthly updates to the Commission on the activities of the ZBA.

Several new members were appointed to the ZBA in 2014. A meeting was held to welcome the new members and to review the powers, duties and procedures of the ZBA.

There was one variance request in 2014. AutoZone requested a variance to permit a 25 foot high, 68.25 square foot ground sign at its proposed location (876 E. Saginaw Highway) which is zoned "B-1" Highway Service. The ordinance permits one, 60 square foot, 6 feet high ground sign for single businesses in the "B-1" zoning district. At its December 11, 2014 meeting, the ZBA denied the variance for lack of compliance with the criteria established in the Zoning Ordinance for evaluating variances.

7. Budget

The expenses associated with the Planning Commission and Zoning Board of Appeals (postage, publishing, copying, etc.) are included in the Planning & Zoning budget (Dept. 300-410). The Planning Commission will continue its efforts to update the Zoning Ordinance which will result in costs for public hearing notices. This is anticipated to be the largest expense associated with the Commission in 2015. Therefore, it is unlikely that the budget for these expenses will need to be increased in the next fiscal year.

8. Recommendations

1. Process recommended Zoning Ordinance amendments so that the overall goal of updating the Zoning Ordinance can be achieved in a timely manner
2. Work with the Planning Commission on matters of public improvements (roads, recreational facilities, etc.) as required by the Municipal Planning Act, Section 125.3861.
3. Seek input from the Planning Commission on the reuse or redevelopment of city property and the former City Hall/Annex property in particular.