



Grand Ledge City Council

REGULAR MEETING AGENDA

MONDAY, 13 JUNE 2016

7:30 P.M.

COUNCIL CHAMBERS, CITY HALL

310 GREENWOOD ST., GRAND LEDGE MI 48837

- I. **ROLL CALL OF COUNCIL** – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder; and Council members Tom Jancek, Rick Lantz, Jamie Malecki, 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, 13 June 2016 City Council consent agenda, as follows:
 - i. Financial transactions and bills.
 - ii. Monday, 23 May 2016 regular City Council minutes.
 - iii. Monday, 23 May 2013 Closed Session minutes.
 - iv. Right-of-Way Use Application from the Grand Ledge Area Chamber of Commerce for the 2016 Yankee Doodle Days.
 - v. Right-of-Way Use Application from the Grand Ledge Education Foundation for the 2016 Josh Spalsbury Memorial Comet Chase 5K.

- 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, 13 June 2016 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.

Administrator's Office

Clerk's Department

Finance Department – Revenue / Expenditure Report

Police Department

Department of Public Services

Assessing Department

Planning and Zoning Department

Building Department

- A. Motion** – To receive and place on file the May 2016 staff reports.

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.

- A. Public Hearing** – On an Agreement for Conditional Transfer of Property and Governmental Functions Pursuant to 1984 P.A. 425 and 1967 P.A. 8.
- B. Resolution** – To approve an agreement for Conditional Transfer of Property and Governmental Functions Pursuant to 1984 P.A. 425 and 1967 P.A. 8.
- C. Resolution** – To approve a Lease Agreement with the Grand Ledge Area Chamber of Commerce.
- D. Resolution** – From Local Governing Body Accepting a Grant – Acquisition, Project Number TF15-0195.
- E. Resolution** – To accept the bid for the 2016 Capital Improvement and Refunding Bonds.
- F. Resolution** – To adopt the Annual Budget and Appropriations Measure for the Fiscal Year Ending 30 June 2017, and the Tax Levy and Rates.

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.

- A. Resolution** – MERS Retiree Health Funding Vehicle.
- B. Motion** – To amend the Personnel Manual, Article IV, Employee Benefits.
- C. Motion** – To amend the Compensation Plan by increasing the Grade and Step Schedule by 2%, effective the first full pay period after 01 July 2016, for full-time employees, equivalent to but excluding those employees subject to collective bargaining agreements.
- D. Motion** – To decide the appeal by Chuck Pantera from the Tree Board's lack of action.
- E. Resolution** – To approve a bid award for E. River St. and Franklin St. Reconstruction Project.

- 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. Once the Closed Session has ended, the City Council will resume the regular meeting.
- 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 I. Newman, City Clerk

THE GRAND LEDGE CITY COUNCIL WILL HOLD ITS NEXT REGULAR MEETING ON MONDAY, 27 JUNE 2016, 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, 23 MAY 2016
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 Tom Jancek, Rick Lantz, Jamie Malecki, Thom Sowle, and Don Willems
OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk;

II. PLEDGE OF ALLEGIANCE

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

III. AUDIENCE PARTICIPATION

Dess Johnson, Grand Ledge Garden Club, requested the City rename the non-motorized pathway “switchback” as the Memorial Tree Trail to recognize the memorial trees planted in the area.

Julie Bevier, 16573 S. Bauer Rd., commented on the trees on their property designated for removal for Abrams Municipal Airport.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion (from staff)** – To approve the Monday, 23 May 2016 City Council consent agenda, as follows:

- i. Financial transactions and bills.
- ii. Monday, 09 May 2016 regular City Council minutes.
- iii. Right-of-Way Use Application from the American Legion Post 48 for the 28 May 2016 Memorial Day Parade.
- iv. Utility Billing Process and Procedures Policy.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MONDAY, 23 MAY 2016 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 23 May 2016 regular City Council agenda.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER SOWLE SECONDED, TO APPROVE THE MONDAY, 23 MAY 2016 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

VII. STAFF REPORTS

VII. UNFINISHED BUSINESS

A. Resolution #17 of 2016 – To authorize 2016 Capital Improvement and Refunding Bonds.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #17 OF 2016, TO AUTHORIZE 2016 CAPITAL IMPROVEMENT AND REFUNDING BONDS.

Adam Smith, City Administrator, explained the resolution follows the notice of intent filed forty-five days ago, and reported the resolution addresses the City Council Tier 1 Priority to reconstruct the Library Parking Lot and local street improvements.

MOTION TO ADOPT RESOLUTION #14 OF 2016, TO ADOPT RESOLUTION #17 OF 2016, TO AUTHORIZE 2016 CAPITAL IMPROVEMENT AND REFUNDING BONDS, CARRIED UNANIMOUSLY.

IX. NEW BUSINESS

A. Motion – To set a public hearing for Monday, 13 June 2016, on an Agreement for Conditional Transfer of Property and Governmental Functions Pursuant to 1984 P.A. 425 and 1967 P.A. 8.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER MALECKI SECONDED, TO SET A PUBLIC HEARING FOR MONDAY, 13 JUNE 2016, ON AN AGREEMENT FOR CONDITIONAL TRANSFER OF PROPERTY AND GOVERNMENTAL FUNCTIONS PURSUANT TO 1984 P.A. 425 AND 1967 P.A. 8.

Adam Smith, City Administrator, reported the City has received an official request from the Grand Ledge Area Emergency Services Authority requesting the City enter into a 425 Agreement with Oneida Township for the Authority's property on S. Hartel Rd., and mentioned the agreement follows the agreement recently adopted for the City-owned property.

MOTION TO SET A PUBLIC HEARING FOR MONDAY, 13 JUNE 2016, ON AN AGREEMENT FOR CONDITIONAL TRANSFER OF PROPERTY AND GOVERNMENTAL FUNCTIONS PURSUANT TO 1984 P.A. 425 AND 1967 P.A. 8. MOTION CARRIED UNANIMOUSLY.

B. Motion – To name the non-motorized pathway “switchback” as the Memorial Tree Trail in honor of the Grand Ledge Garden Club 75th Anniversary.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER MALECKI SECONDED, TO NAME THE NON-MOTORIZED PATHWAY “SWITCHBACK” AS THE MEMORIAL TREE TRAIL IN HONOR OF THE GRAND LEDGE GARDEN CLUB 75TH ANNIVERSARY.

Adam Smith, City Administrator, mentioned the request reflects a map designating the location and section of the non-motorized pathway to be named “Memorial Tree Trail.”

The City Council debated the designated section of the non-motorized pathway to be named “Memorial Tree Trail.”

MOTION TO NAME THE NON-MOTORIZED PATHWAY “SWITCHBACK” AS THE MEMORIAL TREE TRAIL IN HONOR OF THE GRAND LEDGE GARDEN CLUB 75TH ANNIVERSARY, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Jancek reported on a Grand Ledge Area District Library Board Member request for additional bicycle parking in the City.

Council member Mulder thanked the armed services members and mentioned the Concert on the Grand on Friday night.

Council member Lantz mentioned the Memorial Day Parade on Saturday and the Korean War Memorial unveiling after the parade.

Mayor Smith appointed Don Willems and reappointed Beth Augustine to the Tree Board for terms expiring January 2019, reappointed Barbara Smith to the Board of Cemetery Trustees for a term expiring 30 June 2019.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER SOWLE SECONDED, TO APPROVE THE MAYOR'S APPOINTMENT OF DON WILLEMS AND REAPPOINTMENT OF BETH AUGUSTINE TO THE TREE BOARD FOR TERMS EXPIRING JANUARY 2019. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER SOWLE SECONDED, TO APPROVE THE MAYOR'S REAPPOINTMENT OF BARBARA SMITH TO THE BOARD OF CEMETERY TRUSTEES FOR A TERM EXPIRING 30 JUNE 2019. MOTION CARRIED UNANIMOUSLY.

XII. CLOSED SESSION

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

COUNCIL MEMBER MALECKI MOVED, COUNCIL MEMBER LANTZ SECONDED, TO MOVE INTO CLOSED SESSION TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE, PER THE OPEN MEETINGS ACT, SECTION 8(H), AT 7:52 P.M. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO RETURN TO THE MONDAY, 23 MAY 2016 REGULAR CITY COUNCIL MEETING, AT 8:41 P.M. MOTION CARRIED UNANIMOUSLY.

XIII. ADJOURNMENT

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER SOWLE SECONDED, TO ADJOURN THE MONDAY, 23 MAY 2016, REGULAR CITY COUNCIL MEETING, AT 8:41 P.M. MOTION CARRIED UNANIMOUSLY.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor



Right-of-Way Use Application

Event Name Yankee Doodle Days
 Organization (if any) GL Chamber of Commerce
 Person Responsible Jill Russele
 Address 220 S. Bridge St.
GL 48837
 Phone 627-2383

Description of activity (Use the attached map to highlight the street, sidewalk or other public right-of-way requested to be used.):

- 1.) Parade from Sawdor → South Bridge → North Bridge to the fire station (end)
- 2.) Bridge Street – Bridge Closure for fireworks

Earliest date and time the right-of-way is needed (consider preparation and set-up for the event):

Sat 06/18/16 11am - 12pm / p.m. for the Parade

Latest date and time the right-of-way is needed (consider clean up from the event):

Sat 06/18/16 Dusk ~ 9:30 a.m. (p.m.) until ~ 10:30 pm for fireworks.

Describe plans to provide parking for participants, traffic control for the event, security, and crowd control:

Chamber members will be @ intersections during the parade. Parking is in city lots as needed.

Describe plans to provide refuse disposal, sanitation facilities, noise control, and private property protection and restoration:

Waste group to clean up after the parade – Larry Austin will arrange the volunteers.

Applicants must provide a list of persons assigned as Marshalls at each intersection along a parade route. Applications will not be approved by the Chief of Police or the Fire Chief, or submitted to the City Council until said list is provided.

Applicants must also provide a certificate of insurance listing the City of Grand Ledge as an additional insured. A certificate listing the City of Grand Ledge as a certificate holder IS NOT acceptable. Applications will not be submitted to the City Council until said certificate of insurance is provided.

I certify the statements made and the information provided in this application for use of a public right-of-way are true, accurate, and complete.

Jim R. Russell
Signature

03/02/2014
Date

Jim R. Russell
Printed Name

517-627-2383
Daytime Phone

Required Reviews

	Approve Request	Deny Request	Initials
<input checked="" type="checkbox"/> Chief of Police	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>MR</i></u>
<input checked="" type="checkbox"/> Fire Chief	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input checked="" type="checkbox"/> Public Service Director	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Certificate of Insurance provided			_____

Council Action

	Date of Action Taken	City Clerk's Signature
<input type="checkbox"/> Approved	_____	_____
<input type="checkbox"/> Denied	_____	_____

Yankee Doodle Days: 2016
6/16(Thursday), 6/17 (Friday), 6/18 (Saturday)

Barricades Needed for Parade:

LARGE SIZE (To be placed on Saturday morning)

- 1) 100/Eaton Hwy
(Placed on west side of M-100 / south of Eaton Hwy)
- 2) Jenne Street and Kent Street
(Placed on east side of Jenne Street / south of Kent St.)

SMALL Size (Saw horses)

- 1) Bridge / Jenne (2)
- 2) Lincoln / Bridge (2)
- 3) Scott / Bridge (2)
- 4) River / Bridge (2)
- 5) Front / Bridge (2)
- 6) Main / Bridge (2)
- 7) Washington / Bridge (2)

Barricades needed for Fireworks

(3) Saw horses at each end of the Bridge to block traffic for fireworks

Extra trash Barrels also needed, two at each end of bridge, to help with trash left on the bridge by the spectators of the fireworks.

Yankee Doodle Days Parade - 11:00 am Saturday, June 18, 2016

VOLUNTEERS Needed:

1 person per Corner: 10:45 am arrival. *Washington, Main, Front, River, Scott, Lincoln.*
Place a cone in the middle of the side street (on both sides of Bridge St.) and then place cones back on the corner for pickup after the parade.

Washington	2 volunteers
Main	2 volunteers
Front	2 volunteers
River	2 volunteers
Scott	2 volunteers
Lincoln	2 volunteers

3 people for Cones: 9 am arrival at the Chamber. Place cones on the street spaces, 2 cones per corner and place numbered cones along the fire station/side street. After the parade, pick up the cones from the fire station, the street spaces and corners and deliver them back to the Chamber.

3 volunteers

2 people for Line-up: 9:30 am arrival. Assist participants in lining-up at the fire station/along the side street, at their designated number. Make sure trash isn't left on the lawns of homes/businesses along the line-up route after they move along in the parade.

2 volunteers

Washington: Emily Archer 517-242-1576
Dean Archer 517-648-0259

Main: Jessica Couch 517-818-2329
Derek Couch 517-528-4537

Front: Cyndie Norton 517-242-7010
Dale Norton 517-627-6356

River: Amanda Wortly 517-285-3243
Jeff Wortly 517-230-7995

Scott: Erica Nyugen 517-588-9452
Haley Cuvenshine 517-231-9728

Lincoln:
Kali Kanilopoulos
517-648-7970
Mark Sherman
517-763-4290

Yankee Doodle Days Parade - 11:00 am Saturday, June 18, 2016

VOLUNTEERS Needed:

1 person per Corner: 10:45 am arrival. *Washington, Main, Front, River, Scott, Lincoln.* Place a cone in the middle of the side street (on both sides of Bridge St.) and then place cones back on the corner for pickup after the parade.

Washington	2 volunteers
Main	2 volunteers
Front	2 volunteers
River	2 volunteers
Scott	2 volunteers
Lincoln	2 volunteers

3 people for Cones: 9 am arrival at the Chamber. Place cones on the street spaces, 2 cones per corner and place numbered cones along the fire station/side street. After the parade, pick up the cones from the fire station, the street spaces and corners and deliver them back to the Chamber.

3 volunteers

2 people for Line-up: 9:30 am arrival. Assist participants in lining-up at the fire station/along the side street, at their designated number. Make sure trash isn't left on the lawns of homes/businesses along the line-up route after they move along in the parade.

2 volunteers

Right-of-Way Use Application

Event Name Yankee Double days Teach-n-truck.

Organization (if any) Grand Ledge Area Fire Department.

Person Responsible Chief Rodney VanDerCastele.

Address 500 N. Clinton St.

Grand Ledge MI 48837

Phone (517) 627-1157

Description of activity (Use the attached map to highlight the street, sidewalk or other public right-of-way requested to be used.): Children / young Adult Activity after parade.
Provide Vehicles, Games, horse Rides for Community.

Propose to close off Halbert St at N. Clinton St and at
Bareh St, Fire Department will provide Barricades at Each Street.

Earliest date and time the right-of-way is needed (consider preparation and set-up for the event):
6 / 18 / 2016 11:00 a.m. / p.m.

Latest date and time the right-of-way is needed (consider clean up from the event):

6 / 18 / 2016 16:00 a.m. / (p.m.)

Describe plans to provide parking for participants, traffic control for the event, security, and crowd control:

Parking will be provided in Hollihan / Atkins parking lot and
spaces along Halbert St., with some spaces at Rear of building

Describe plans to provide refuse disposal, sanitation facilities, noise control, and private property protection and restoration: Dumpsters at facility, Clean-up Crews
at End of Event!

Applicants must provide a list of persons assigned as Marshalls at each intersection along a parade route. Applications will not be approved by the Chief of Police or the Fire Chief, or submitted to the City Council until said list is provided.

Applicants must also provide a certificate of insurance listing the City of Grand Ledge as an additional insured. A certificate listing the City of Grand Ledge as a certificate holder IS NOT acceptable. Applications will not be submitted to the City Council until said certificate of insurance is provided.

I certify the statements made and the information provided in this application for use of a public right-of-way are true, accurate, and complete.

Rodney C Van DeCasteele
Signature

4-15-2016
Date

Rodney C Van DeCasteele
Printed Name

Daytime Phone

Required Reviews

	Approve Request	Deny Request	Initials
<input checked="" type="checkbox"/> Chief of Police	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>RLC</u>
<input checked="" type="checkbox"/> Fire Chief	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input checked="" type="checkbox"/> Public Service Director	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Certificate of Insurance provided			_____

Council Action

	Date of Action Taken	City Clerk's Signature
<input type="checkbox"/> Approved	_____	_____
<input type="checkbox"/> Denied	_____	_____

Google Maps



Google Maps

Block Street Here
leaving access to Roberts Corp.

Right-of-Way Use Application

Event Name Josh Spalsbury Memorial Comet Chase SK
Organization (if any) Grand Ledge Education Foundation
Person Responsible Kim Spalsbury
Address 427 Marley St.
Grand Ledge, MI 48837
Phone 517-927-2373

Description of activity (Use the attached map to highlight the street, sidewalk or other public right-of-way requested to be used.): map attached for SK route which starts at 8:30 a.m. (SK run/walk)

Earliest date and time the right-of-way is needed (consider preparation and set-up for the event):
6/18/16 7:30 a.m./p.m.

Latest date and time the right-of-way is needed (consider clean up from the event):
6/18/16 10:00 a.m./p.m.

Describe plans to provide parking for participants, traffic control for the event, security, and crowd control:
attached, parking at Methodist Church

Describe plans to provide refuse disposal, sanitation facilities, noise control, and private property protection and restoration: arranged w/ Methodist Church

Volunteers for the Josh Spalsbury Memorial Comet Chase 5K -June 18, 2016-8:30am

(sponsored by the Grand Ledge Education Foundation)

Dan Peabody-517-862-3965-1 & 20	Fred Hutchinson-626-4671-5	Andy Marsh-420-0432-finish
Dan Templin-202-0550	Julie Templin-202-0550-reg.	Dave Peake-627-7023-10
Andy George-517-285-4280-2 & 11	Don Yuvan-290-6308--1	Brett McCartney-517-648-8360-7
Tim Marsh-627-3800-finish	Diane Brandt-627-6896-reg.	Sheryl Lucas-388-0044-trail bike
Beth Boyd-862-2804	Amy Heriford-648-1176-reg.	Dan Brunk-449-5937-3
Ike Lea-803-9296	Deb Peake-627-7023	Rick Whitten-802-8479-4
Ben Sackett(see Bob)-6	Bob Sackett-285-4406-8	Devin Lavengood-749-8661-20
Dale Arbour-627-1256-12	Heather Kleiman-trainer-388-5837	Bev Winstanley-626-2481
Dave Foy-517-580-2229-13	Wayne McDonald-517-206-6536-14	Tom Sowle-627-7917-3
Ara Parseghian-214-2672-19	Nick Thelen-281-8976-15	Jim Winstanley-626-2481
Barb Frazier-517-290-2907-16	Chuck Janke-517-592-2346-17	Gail Pawlak-517-974-7638
Brian Thelen-627-7284	Ann Anderson-204-2450	Pat Bean-reg.
Eric Bierstetel-214-1115-Fitz.	John Greenslit-517-321-4677-Fitz.	Kevin Konen-202-6744-finish
Gene Ringle-627-7533	Kim Spalsbury-race manager	Cheryl Farquhar-256-4889-Fitz.
Kathy Spalsbury-927-2379	Jerry Gillett-927-6926-18	Police Cruiser-9

Submitted by Kim Spalsbury-Race Director-517-927-2373

6/1/2016

Marshall Positions for Josh Spalsbury Memorial Comet Chase 5K (6/18/16)

- 1. Harrison & Scott**
- 2. Scott & Adams/Pleasant**
- 3. Scott & Jefferson**
- 4. Jefferson & Maple**
- 5. Jefferson & Green**
- 6. Jefferson & Perry/Smith**
- 7. Jefferson & Kennedy**
- 8. Jefferson & Gulf/ Trailer Park entrance**
- 9. Jefferson & Fitzgerald Dr.**
- 10. Fitzgerald Park**
- 11. Green & Pleasant**
- 12. Green & Jones**
- 13. Green & Seminary**
- 14. Green & Walnut**
- 15. Green & South**
- 16. South & Maple**
- 17. Maple & Walnut**
- 18. Walnut & Spring**
- 19. Walnut & Jenne**
- 20. Jenne & Harrison/Lincoln**

FOSTER SWIFT

FOSTER SWIFT COLLINS & SMITH PC ATTORNEYS
(Diamond Sponsors)

GMB ae

ARCHITECTURE + ENGINEERING



(Platinum Sponsors)

13th Annual Josh Spalsbury Memorial

5K Comet Chase... & 1 Mile run for youth and 400m kids race

Saturday, June 18, 2016 at 8:30 am Grand Ledge, Michigan

(New this year! In honor of the Yankee Doodle Days Celebration in Grand Ledge, dress in patriotic costume for the race. The best costume will win a special prize package.)

RACE START TIMES: 1 mile youth race: 8:00 a.m.
400m. Kids' race: 8:15a.m.
5K: 8:30a.m.

LOCATION: Well-marked race route through the city streets of Grand Ledge, lined with charming Victorian homes along the Grand River and out to Fitzgerald Park. Race maps available at <<https://sites.google.com/site/glef501c3>>

REGISTRATION TIME & LOCATION:

Prior to June 16, 2016 you may register online at <https://runsignup.com/Race/MI/GrandLedge/JoshSpalsburyMemorialCometChase5K>

Saturday, June 18th 7:00 a.m. – 8:00 a.m.
First United Methodist Church, 411 Harrison Street,
Grand Ledge, Michigan (corner of Harrison & E. Scott Streets)

ENTRY FEES & INFORMATION:

\$20.00 early registration (\$10 for 400m kids race and 1 mile youth race—postmarked **no later than June 13** (see address at bottom of page) includes tech t-shirt for 5K. Be sure to circle size below. \$25.00 late registration for 5K and \$15 1 mile race—postmarked **after June 13** (T-shirt size is not guaranteed for late registrants.)

Entry Form (Note the GL Public School affiliation blank. Write in the school you wish to support & 10% of your entry will go to that school's activity fund.)

Please print clearly and sign. Incomplete and unreadable forms will not be processed. No refunds or transfers.

RACE DAY registration: \$30.00 For info: Call Race Director Kim Spalsbury, at (517) 627-2034 or visit the race website at

<https://sites.google.com/site/glef501c3>

AWARDS & RESULTS: Post-race refreshments for all registrants and chance at race day door prizes. Medals to the top 3 place finishers in each division. Results will be posted on race day and on Playmakers.com. All kids 400m race participants will receive a finisher's ribbon. **If registered by June 13, they will also receive a t-shirt. This race will be run at 8:15am.** (entry fee is \$10)

1 mile youth race for 13 & under starts at **8:00am** and all preregistered receive a cotton t-shirt (\$15 after June 13). Top ten earn medals and all others receive participant ribbons.

5K DIVISIONS:

Awards for overall, masters male and female, and these Age Groups: 10 & under, 11-13, 14-16, 17-19, 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-59, 60-64, 65-69, 70

Name: (Last)		(First)		Date of Birth	Age on Race Day
Street Address (including Apartment #)			City	State	Zip
Telephone Number		E-mail address		GL Public Sch. affiliation	

Male Female Kids Race Youth 1Mile 5K T-Shirt Order: (Circle Size) YS YM YL AS AM AL AXL AXXL

Please accept my entry in the Grand Ledge Education Foundation Comet Chase 5K Run. I state that I am physically fit for the event. I waive any rights I may have against the Grand Ledge Education Foundation, volunteers, or organizations sponsoring this event for damage or injuries occasioned by my participation in this event.

Entrant Signature _____ Date: _____
(Parent or Guardian if entrant under 18)

In case of emergency contact: _____

Name Relationship Phone

Mail this form with check or money order payable to GLEF to: Grand Ledge Education Foundation
5K Comet Chase Registration P.O. Box 121, Grand Ledge, MI 48837

Yankee Doodle Days: 2016
6/16(Thursday), 6/17 (Friday), 6/18 (Saturday)

Barricades Needed for Parade:

LARGE SIZE (To be placed on Saturday morning)

- 1) 100/Eaton Hwy
(Placed on west side of M-100 / south of Eaton Hwy)
- 2) Jenne Street and Kent Street
(Placed on east side of Jenne Street / south of Kent St.)

SMALL Size (Saw horses)

- 1) Bridge / Jenne (2)
- 2) Lincoln / Bridge (2)
- 3) Scott / Bridge (2)
- 4) River / Bridge (2)
- 5) Front / Bridge (2)
- 6) Main / Bridge (2)
- 7) Washington / Bridge (2)

Barricades needed for Fireworks

(3) Saw horses at each end of the Bridge to block traffic for fireworks

Extra trash Barrels also needed, two at each end of bridge, to help with trash left on the bridge by the spectators of the fireworks.

Yankee Doodle Days Parade - 11:00 am Saturday, June 18, 2016

VOLUNTEERS Needed:

1 person per Corner: 10:45 am arrival. *Washington, Main, Front, River, Scott, Lincoln.*
Place a cone in the middle of the side street (on both sides of Bridge St.) and then place cones back on the corner for pickup after the parade.

Washington	2 volunteers
Main	2 volunteers
Front	2 volunteers
River	2 volunteers
Scott	2 volunteers
Lincoln	2 volunteers

3 people for Cones: 9 am arrival at the Chamber. Place cones on the street spaces, 2 cones per corner and place numbered cones along the fire station/side street. After the parade, pick up the cones from the fire station, the street spaces and corners and deliver them back to the Chamber.

3 volunteers

2 people for Line-up: 9:30 am arrival. Assist participants in lining-up at the fire station/along the side street, at their designated number. Make sure trash isn't left on the lawns of homes/businesses along the line-up route after they move along in the parade.

2 volunteers

Washington: Emily Archer 517-242-1576
Dean Archer 517-648-0259

Main: Jessica Couch 517-818-2329
Derek Couch 517-528-4537

Front: Cyndie Norton 517-242-7010
Dale Norton 517-627-6356

River: Amanda Wortly 517-285-3243
Jeff Wortly 517-230-7995

Scott: Erica Nyugen 517-588-9452
Haley Cuvenshine 517-231-9728

Lincoln:
Kali Kanilopoulos
517-648-7972
Mark Sherman
517-763-4299

Assistant City Administrator – May Activity Report

Human Resources

- Reviewed resumes and set up interviews for our Public Works Supervisor.
- Interviewed seasonal employees and compiled background information. To date we have hired 8 seasonal employees.
- Attended MMRMA training – Public Labor Law and Effective Grievance Processing for Supervisors.
- Compiled and distributed to our management team an Accident Procedure Policy. This covers personal injuries or employees and property damages.

Ongoing projects/tasks

- Analysis of Personnel Manual.
- Compile policies and procedures to help stream line all departments.

Airport Management

- Attended the May Airport Board meeting and compiled minutes.
- Continued correspondence with residents near airport for tree removal.

Ongoing projects/tasks

- Tree removal in the airport approach area in accordance with the FAA 20:1 letter.

DDA

- Prepared for and attended May meeting. Compiled minutes.
- Coordinated replacement of light pole damaged by a driver.
- Coordinated and attended a Façade Committee meeting.

Ongoing projects/tasks

- Update façade program guidelines.
- Replace the railing behind Fortino's.

Building Management

- Completed walk through with contractors for building maintenance. Bid opening was on May 27th. We received 2 proposals and I began initial review.
- Ordered replacement part for the slide area for our playground equipment. The slide is no longer available so we have ordered a replacement part to close off that portion of the equipment.
- Direct on going repairs by part time staff personnel and contractors as needed.
- The Chamber of Commerce is now moved into the building.

Ongoing projects/tasks

- Continue work on a building maintenance information book to be used by all staff.
- Educate additional staff on building maintenance.

City Clerk – Monthly Report

May 2016

Elections

- Coordinated with the County Clerk to schedule training sessions for Precinct Inspectors.
- Reviewed City Charter and Michigan Election Law residency requirements and candidate qualifications with Thrun Law Firm, P.C.

Records Management

- Finalized paperwork and documents approved at the 09 and 23 May 2016 regular City Council meetings.
 - Filed paperwork and documents, forwarded appropriate documents to respective management team members, and published legal notices.

Professional Development

- Attended Capital Area Municipal Clerks Association Executive Board meeting.
- Attended Bicycle Friendly America Conference at Michigan State University.

Board of Cemetery Trustees

- Scheduled and attended the 25 June 2016 Board of Cemetery Trustees meeting.

Bank Code Fund	Description	Beginning Balance 05/01/2016	Total Debits	Total Credits	Ending Balance 05/31/2016
ChasC	CHASE CHECKING				
101	GENERAL FUND	967,746.29	120,714.57	218,815.03	869,645.83
202	MAJOR STREET FUND	(36,390.51)	84,078.58	48,637.01	(948.94)
203	LOCAL STREET FUND	119,854.04	26,961.18	28,667.25	118,147.97
204	MUNICIPAL STREET FUND	325,481.58	1,891.22	21,285.70	306,087.10
208	PARKS & RECREATION FUND	74,095.46	211.41	35,700.59	38,606.28
248	DDA FUND	199,237.93	56.84	5,400.14	193,894.63
264	DRUG FORFEITURE FUND	9,873.99	2.87	32.99	9,843.87
265	POLICE RESTRICTED FUND	831.67	1,509.69	0.00	2,341.36
274	GRANTS FUND	149,855.71	0.00	3,450.00	146,405.71
295	AIRPORT FUND	143,654.03	4,082.87	1,055.25	146,681.65
304	2004 CAP IMPROV BONDS FUND	122,160.00	0.00	122,160.00	0.00
394	DDA DEBT FUND	93,919.76	27.38	86,664.00	7,283.14
397	ISLAND BRIDGE DEBT FUND	919.69	0.27	0.00	919.96
494	DDA CAPITAL PROJECTS FUND	276,216.91	80.51	0.00	276,297.42
495	LDFA FUND	185,965.38	53.90	1,086.62	184,932.66
592	WATER & SEWER FUND	137,196.75	256,818.80	133,776.21	260,239.34
661	EQUIPMENT OPERATING FUND	70,209.64	31,081.40	27,970.18	73,320.86
678	EMPLOYEE BENEFITS FUND	184,962.95	4,174.81	56,254.46	132,883.30
701	MISC TAXES FUND	22,093.37	29,552.54	742.50	50,903.41
704	CURRENT TAX FUND	135.48	0.00	55.43	80.05
750	PAYROLL CLEARING FUND	(12,318.10)	84,622.40	79,451.07	(7,146.77)
	CHASE CHECKING	3,035,702.02	645,921.24	871,204.43	2,810,418.83
	TOTAL - ALL FUNDS	3,035,702.02	645,921.24	871,204.43	2,810,418.83

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
170.101-GENERAL		2,980,897.00	3,017,375.74	2,930,286.70	94,645.28	87,089.04	97.11
170.272-RECYCLING		24,850.00	24,850.00	22,851.16	6,128.84	1,998.84	91.96
170.274-COMPOSTING		24,567.00	24,567.00	17,370.00	3,050.00	7,197.00	70.70
170.276-CEMETERY		91,840.00	91,840.00	66,825.74	12,592.64	25,014.26	72.76
300.301-POLICE		53,350.00	60,850.00	45,001.57	3,323.82	15,848.43	73.95
TOTAL Revenues		3,175,504.00	3,219,482.74	3,082,335.17	119,740.58	137,147.57	95.74
100.101-CITY COUNCIL		9,766.00	9,766.00	5,771.09	0.00	3,994.91	59.09
170.172-CITY ADMINISTRATION		198,072.00	200,706.00	167,459.06	11,174.70	33,246.94	83.44
170.191-ELECTIONS		17,100.00	17,100.00	8,928.04	0.00	8,171.96	52.21
170.209-ASSESSING		63,001.00	63,001.00	49,842.66	230.70	13,158.34	79.11
170.210-ATTORNEY		25,000.00	25,000.00	19,210.53	1,936.40	5,789.47	76.84
170.215-CLERK'S OFFICE		105,073.00	105,073.00	87,632.66	6,518.80	17,440.34	83.40
170.253-FINANCE		208,215.00	209,835.00	182,007.37	10,732.05	27,827.63	86.74
170.265-CITY HALL		268,527.00	303,882.00	258,218.49	11,289.93	45,663.51	84.97
170.272-RECYCLING		27,745.00	27,745.00	20,679.41	1,918.33	7,065.59	74.53
170.274-COMPOSTING		27,260.00	27,260.00	22,651.65	584.18	4,608.35	83.09
170.276-CEMETERY		134,153.00	151,128.00	91,442.61	8,052.33	59,685.39	60.51
170.292-GENERAL GOVERNMENT		156,959.00	159,109.00	114,784.41	5,652.82	44,324.59	72.14
170.294-SPECIAL PROJECTS		0.00	23,000.00	24,405.69	3,964.87	(1,405.69)	106.11
300.301-POLICE		1,386,266.00	1,408,241.00	1,200,090.91	109,763.07	208,150.09	85.22
300.371-BUILDING INSPECTION		96,300.00	96,300.00	134,985.27	42,455.00	(38,685.27)	140.17
300.410-PLANNING & ZONING		31,680.00	31,680.00	36,248.36	3,487.86	(4,568.36)	114.42
966.001-TRANSFERS OUT		488,000.00	488,000.00	488,000.00	0.00	0.00	100.00
TOTAL Expenditures		3,243,117.00	3,346,826.00	2,912,358.21	217,761.04	434,467.79	87.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16		2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2016	05/31/2016	MONTH	INCR (DECR)	NORM	BALANCE	% BGD	USED
Fund 101 - GENERAL FUND											
Fund 101 - GENERAL FUND:											
TOTAL REVENUES		3,175,504.00	3,219,482.74	3,082,335.17	119,740.58	137,147.57	95.74				
TOTAL EXPENDITURES		3,243,117.00	3,346,826.00	2,912,358.21	217,761.04	434,467.79	87.02				
NET OF REVENUES & EXPENDITURES		(67,613.00)	(127,343.26)	169,976.96	(98,020.46)	(297,320.22)	133.48				
Fund 202 - MAJOR STREET FUND											
000.202-MAJOR STREET REVENUES											
TOTAL Revenues		514,395.00	588,435.00	470,807.19	49,902.18	117,627.81	80.01				
440.102-PRESERVATION STREETS		164,860.00	164,860.00	129,798.27	5,281.66	35,061.73	78.73				
440.103-TRAFFIC SERVICE		22,066.00	23,228.00	16,546.74	695.71	6,681.26	71.24				
440.456-OPERATING EXPENSES		30,913.00	30,913.00	37,335.97	862.10	(6,422.97)	120.78				
440.459-STATE TRUNKLINE		25,943.00	25,943.00	19,886.99	2,950.18	6,056.01	76.66				
440.492-WINTER MAINTENANCE		77,760.00	77,760.00	42,643.26	1,280.37	35,116.74	54.84				
440.495-ADMINISTRATION		64,501.00	64,501.00	58,061.27	1,859.68	6,439.73	90.02				
440.501-CONSTRUCTION		253,700.00	327,498.00	324,274.15	666.67	3,223.85	99.02				
TOTAL Expenditures		639,743.00	714,703.00	628,546.65	13,596.37	86,156.35	87.95				
Fund 202 - MAJOR STREET FUND:											
TOTAL REVENUES		514,395.00	588,435.00	470,807.19	49,902.18	117,627.81	80.01				
TOTAL EXPENDITURES		639,743.00	714,703.00	628,546.65	13,596.37	86,156.35	87.95				
NET OF REVENUES & EXPENDITURES		(125,348.00)	(126,268.00)	(157,739.46)	36,305.81	31,471.46	124.92				
Fund 203 - LOCAL STREET FUND											
000.203-LOCAL STREET REVENUES											
TOTAL Revenues		582,025.00	582,025.00	573,401.75	13,726.43	8,623.25	98.52				
440.102-PRESERVATION STREETS		296,590.00	296,590.00	230,276.21	9,273.23	66,313.79	77.64				
440.103-TRAFFIC SERVICE		15,796.00	15,796.00	21,753.05	1,036.49	(5,957.05)	137.71				
440.456-OPERATING EXPENSES		29,479.00	29,479.00	32,284.19	762.12	(2,805.19)	109.52				
440.492-WINTER MAINTENANCE		68,167.00	68,167.00	62,800.89	1,636.79	5,366.11	92.13				
440.495-ADMINISTRATION		79,386.00	79,386.00	72,777.19	1,859.63	6,608.81	91.68				
440.501-CONSTRUCTION		101,250.00	108,150.00	128,349.27	0.00	(20,199.27)	118.68				

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016 NORM (ABNORM)	MONTH 05/31/2016 INCR (DECR)	ACTIVITY FOR	AVAILABLE BALANCE NORM (ABNORM)	% B DGT USED
Fund 203 - LOCAL STREET FUND								
TOTAL Expenditures								
		590,668.00	597,568.00	548,240.80	14,568.26		49,327.20	91.75
Fund 203 - LOCAL STREET FUND:								
TOTAL REVENUES								
		582,025.00	582,025.00	573,401.75	13,726.43		8,623.25	98.52
TOTAL EXPENDITURES								
		590,668.00	597,568.00	548,240.80	14,568.26		49,327.20	91.75
		(8,643.00)	(15,543.00)	25,160.95	(841.83)		(40,703.95)	161.88
Fund 204 - MUNICIPAL STREET FUND								
000.000-GENERAL								
		927,395.00	927,395.00	793,021.20	1,853.06		134,373.80	85.51
TOTAL Revenues								
		927,395.00	927,395.00	793,021.20	1,853.06		134,373.80	85.51
440.448-STREET LIGHTING		106,000.00	106,000.00	72,708.56	6,949.98		33,291.44	68.59
440.495-ADMINISTRATION		702,353.00	702,353.00	703,048.45	750.00		(695.45)	100.10
440.503-SIDEWALKS		28,987.00	28,987.00	24,925.06	11,370.99		4,061.94	85.99
440.506-PROPERTY TAX & DEBT SERVICE		6,550.00	6,550.00	4,336.29	0.00		2,213.71	66.20
590.590-STORM SEWER GENERAL		38,415.00	38,415.00	23,827.24	2,176.57		14,587.76	62.03
TOTAL Expenditures								
		882,305.00	882,305.00	828,845.60	21,247.54		53,459.40	93.94
Fund 204 - MUNICIPAL STREET FUND:								
TOTAL REVENUES								
		927,395.00	927,395.00	793,021.20	1,853.06		134,373.80	85.51
TOTAL EXPENDITURES								
		882,305.00	882,305.00	828,845.60	21,247.54		53,459.40	93.94
		45,090.00	45,090.00	(35,824.40)	(19,394.48)		80,914.40	79.45
Fund 208 - PARKS & RECREATION FUND								
750.752-ADMINISTRATION								
		145,365.00	145,365.00	150,142.13	3.34		(4,777.13)	103.29
750.801-RECREATION		25,500.00	25,500.00	20,676.81	0.00		4,823.19	81.09
750.902-PARKS AND BUILDINGS		6,500.00	6,500.00	5,668.00	0.00		832.00	87.20
TOTAL Revenues								
		177,365.00	177,365.00	176,486.94	3.34		878.06	99.50
750.752-ADMINISTRATION		31,667.00	31,667.00	34,715.50	1,231.27		(3,048.50)	109.63
750.801-RECREATION		29,554.00	31,154.00	49,140.59	43.06		(17,986.59)	157.73
750.902-PARKS AND BUILDINGS		113,270.00	113,270.00	90,597.36	17,918.19		22,672.64	79.98
TOTAL Expenditures								
		174,491.00	176,091.00	174,453.45	19,192.52		1,637.55	99.07

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16		2015-16		YTD BALANCE 05/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2016 NORM (ABNORM)	05/31/2016 NORM (ABNORM)				
Fund 208 - PARKS & RECREATION FUND									
Fund 208 - PARKS & RECREATION FUND:									
TOTAL REVENUES		177,365.00	177,365.00	176,486.94	3.34	878.06		99.50	
TOTAL EXPENDITURES		174,491.00	176,091.00	174,453.45	19,192.52	1,637.55		99.07	
NET OF REVENUES & EXPENDITURES		2,874.00	1,274.00	2,033.49	(19,189.18)	(759.49)		159.61	
Fund 209 - CEMETERY FUND									
170.276-CEMETERY									
TOTAL Expenditures		0.00	3,136.74	3,136.74	0.00	0.00		100.00	
Fund 209 - CEMETERY FUND:									
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00		0.00	
TOTAL EXPENDITURES		0.00	3,136.74	3,136.74	0.00	0.00		100.00	
NET OF REVENUES & EXPENDITURES		0.00	(3,136.74)	(3,136.74)	0.00	0.00		100.00	
Fund 248 - DDA FUND									
000.000-GENERAL									
TOTAL Revenues		680,182.00	680,182.00	652,488.80	352.76	27,693.20		95.93	
170.173-ECONOMIC DEVELOPMENT									
TOTAL Revenues		680,182.00	680,182.00	652,488.80	352.76	27,693.20		95.93	
966.001-TRANSFERS OUT									
TOTAL Revenues		311,258.00	356,258.00	218,244.85	5,696.06	138,013.15		61.26	
TOTAL Expenditures		388,050.00	434,903.00	434,903.00	0.00	0.00		100.00	
TOTAL Expenditures		699,308.00	791,161.00	653,147.85	5,696.06	138,013.15		82.56	
Fund 248 - DDA FUND:									
TOTAL REVENUES		680,182.00	680,182.00	652,488.80	352.76	27,693.20		95.93	
TOTAL EXPENDITURES		699,308.00	791,161.00	653,147.85	5,696.06	138,013.15		82.56	
NET OF REVENUES & EXPENDITURES		(19,126.00)	(110,979.00)	(659.05)	(5,343.30)	(110,319.95)		0.59	
Fund 264 - DRUG FORFEITURE FUND									
300.301-POLICE									
TOTAL Revenues		16.00	16.00	26.35	2.87	(10.35)		164.69	
300.323-FORFEITURE									
TOTAL Revenues		0.00	0.00	1,173.00	0.00	(1,173.00)		100.00	
TOTAL Revenues		16.00	16.00	1,199.35	2.87	(1,183.35)		7,495.94	
300.304-K9 PROGRAM									
TOTAL Expenditures		320.00	320.00	194.94	32.99	125.06		60.92	
TOTAL Expenditures		320.00	320.00	194.94	32.99	125.06		60.92	
Fund 264 - DRUG FORFEITURE FUND:									
TOTAL REVENUES		16.00	16.00	1,199.35	2.87	(1,183.35)		7,495.94	
TOTAL EXPENDITURES		320.00	320.00	194.94	32.99	125.06		60.92	

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 264 - DRUG FORFEITURE FUND							
NET OF REVENUES & EXPENDITURES							
		(304.00)	(304.00)	1,004.41	(30.12)	(1,308.41)	330.40
Fund 265 - POLICE RESTRICTED FUND							
300.301-POLICE							
		34.00	34.00	43.86	0.24	(9.86)	129.00
302.000-ACT 302							
		0.00	1,544.70	3,054.15	1,509.45	(1,509.45)	197.72
TOTAL Revenues							
		34.00	1,578.70	3,098.01	1,509.69	(1,519.31)	196.24
300.321-DRUG EDUCATION							
		0.00	0.00	32.99	0.00	(32.99)	100.00
302.000-ACT 302							
		0.00	3,019.47	2,261.08	0.00	758.39	74.88
966.001-TRANSFERS OUT							
		0.00	17,475.00	17,475.00	0.00	0.00	100.00
TOTAL Expenditures							
		0.00	20,494.47	19,769.07	0.00	725.40	96.46
Fund 265 - POLICE RESTRICTED FUND:							
TOTAL REVENUES							
		34.00	1,578.70	3,098.01	1,509.69	(1,519.31)	196.24
TOTAL EXPENDITURES							
		0.00	20,494.47	19,769.07	0.00	725.40	96.46
NET OF REVENUES & EXPENDITURES							
		34.00	(18,915.77)	(16,671.06)	1,509.69	(2,244.71)	88.13
Fund 274 - GRANTS FUND							
750.905-603 E RIVER ST TF14-0161							
		0.00	0.00	306,882.62	0.00	(306,882.62)	100.00
TOTAL Revenues							
		0.00	0.00	306,882.62	0.00	(306,882.62)	100.00
750.905-603 E RIVER ST TF14-0161							
		0.00	0.00	234,681.91	0.00	(234,681.91)	100.00
750.906-OAKPARK EXPANSN TF15-0195							
		0.00	0.00	3,450.00	3,450.00	(3,450.00)	100.00
TOTAL Expenditures							
		0.00	0.00	238,131.91	3,450.00	(238,131.91)	100.00
Fund 274 - GRANTS FUND:							
TOTAL REVENUES							
		0.00	0.00	306,882.62	0.00	(306,882.62)	100.00
TOTAL EXPENDITURES							
		0.00	0.00	238,131.91	3,450.00	(238,131.91)	100.00
NET OF REVENUES & EXPENDITURES							
		0.00	0.00	68,750.71	(3,450.00)	(68,750.71)	100.00
Fund 295 - AIRPORT FUND							
170.270-AIRPORT							
		61,530.00	61,530.00	62,383.03	12,742.87	(853.03)	101.39
TOTAL Revenues							
		61,530.00	61,530.00	62,383.03	12,742.87	(853.03)	101.39
170.270-AIRPORT							
		65,525.00	94,025.00	69,863.34	215.25	24,161.66	74.30
TOTAL Expenditures							
		65,525.00	94,025.00	69,863.34	215.25	24,161.66	74.30

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		ORIGINAL BUDGET	2015-16 AMENDED BUDGET	05/31/2016 NORM (ABNORM)	05/31/2016 NORM (ABNORM)	MONTH 05/31/2016 INCR (DECR)	MONTH 05/31/2016 INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 295 - AIRPORT FUND									
Fund 295 - AIRPORT FUND:									
TOTAL REVENUES		61,530.00	61,530.00	62,383.03		12,742.87		(853.03)	101.39
TOTAL EXPENDITURES		65,525.00	94,025.00	69,863.34		215.25		24,161.66	74.30
NET OF REVENUES & EXPENDITURES		(3,995.00)	(32,495.00)	(7,480.31)		12,527.62		(25,014.69)	23.02
Fund 304 - 2004 CAP IMPROV BONDS FUND									
000.000-GENERAL									
931.001-TRANSFERS IN		200.00	200.00	199.76		0.00		0.24	99.88
TOTAL Revenues		124,520.00	124,520.00	124,519.76		0.00		0.24	100.00
905.906-DEBT SERVICE		124,620.00	124,620.00	124,620.00		122,160.00		0.00	100.00
966.001-TRANSFERS OUT		0.00	12,483.00	12,483.00		0.00		0.00	100.00
TOTAL Expenditures		124,620.00	137,103.00	137,103.00		122,160.00		0.00	100.00
Fund 304 - 2004 CAP IMPROV BONDS FUND:									
TOTAL REVENUES		124,520.00	124,520.00	124,519.76		0.00		0.24	100.00
TOTAL EXPENDITURES		124,620.00	137,103.00	137,103.00		122,160.00		0.00	100.00
NET OF REVENUES & EXPENDITURES		(100.00)	(12,583.00)	(12,583.24)		(122,160.00)		0.24	100.00
Fund 394 - DDA DEBT FUND									
905.906-DEBT SERVICE									
TOTAL Revenues		276,450.00	323,303.00	323,436.58		27.38		(133.58)	100.04
905.906-DEBT SERVICE		276,050.00	322,903.00	323,348.99		86,664.00		(445.99)	100.14
TOTAL Expenditures		276,050.00	322,903.00	323,348.99		86,664.00		(445.99)	100.14
Fund 394 - DDA DEBT FUND:									
TOTAL REVENUES		276,450.00	323,303.00	323,436.58		27.38		(133.58)	100.04
TOTAL EXPENDITURES		276,050.00	322,903.00	323,348.99		86,664.00		(445.99)	100.14
NET OF REVENUES & EXPENDITURES		400.00	400.00	87.59		(86,636.62)		312.41	21.90
Fund 397 - ISLAND BRIDGE DEBT FUND									
905.906-DEBT SERVICE									
TOTAL Revenues		34,848.00	34,848.00	34,869.25		0.27		(21.25)	100.06
905.906-DEBT SERVICE		34,808.00	34,808.00	35,057.50		0.00		(249.50)	100.72
TOTAL Expenditures		34,808.00	34,808.00	35,057.50		0.00		(249.50)	100.72

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		ORIGINAL BUDGET	2015-16 AMENDED BUDGET	05/31/2016 NORM	05/31/2016 (ABNORM)	MONTH 05/31/2016 INCR	05/31/2016 (DECR)	BALANCE NORM	(ABNORM)	% BODGT USED
Fund 397 - ISLAND BRIDGE DEBT FUND										
Fund 397 - ISLAND BRIDGE DEBT FUND:										
TOTAL REVENUES		34,848.00	34,848.00	34,869.25		0.27		(21.25)		100.06
TOTAL EXPENDITURES		34,808.00	34,808.00	35,057.50		0.00		(249.50)		100.72
NET OF REVENUES & EXPENDITURES		40.00	40.00	(188.25)		0.27		228.25		470.63
Fund 494 - DDA CAPITAL PROJECTS FUND										
Fund 494 - DDA CAPITAL PROJECTS FUND										
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		100,000.00	100,000.00	100,657.29		80.51		(657.29)		100.66
TOTAL Revenues		100,000.00	100,000.00	100,657.29		80.51		(657.29)		100.66
Fund 494 - DDA CAPITAL PROJECTS FUND:										
TOTAL REVENUES		100,000.00	100,000.00	100,657.29		80.51		(657.29)		100.66
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00		0.00		0.00
NET OF REVENUES & EXPENDITURES		100,000.00	100,000.00	100,657.29		80.51		(657.29)		100.66
Fund 495 - LDFA FUND										
Fund 495 - LDFA FUND										
000.000-GENERAL		8,830.00	8,830.00	10,648.21		0.00		(1,818.21)		120.59
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		80,000.00	229,750.00	229,873.24		0.00		(123.24)		100.05
TOTAL Revenues		88,830.00	238,580.00	240,521.45		0.00		(1,941.45)		100.81
900.901-CAPITAL OUTLAY - PUBLIC IMPROV		89,253.00	111,057.00	48,514.92		1,032.72		62,542.08		43.68
TOTAL Expenditures		89,253.00	111,057.00	48,514.92		1,032.72		62,542.08		43.68
Fund 495 - LDFA FUND:										
TOTAL REVENUES		88,830.00	238,580.00	240,521.45		0.00		(1,941.45)		100.81
TOTAL EXPENDITURES		89,253.00	111,057.00	48,514.92		1,032.72		62,542.08		43.68
NET OF REVENUES & EXPENDITURES		(423.00)	127,523.00	192,006.53		(1,032.72)		(64,483.53)		150.57
Fund 592 - WATER & SEWER FUND										
Fund 592 - WATER & SEWER FUND										
000.440-PUBLIC WORKS-REVENUE		1,000.00	1,000.00	812.69		85.66		187.31		81.27
000.591-WATER-REVENUES		1,535,831.00	1,535,831.00	1,052,815.49		101,542.43		483,015.51		68.55
000.592-SANITARY SEWER -REVENUES		2,051,220.00	2,051,220.00	1,312,138.90		150,855.09		739,081.10		63.97
TOTAL Revenues		3,588,051.00	3,588,051.00	2,365,767.08		252,483.18		1,222,283.92		65.93
Fund 591.012-JENNE ST RECONSTRUCTION										
Fund 591.012-JENNE ST RECONSTRUCTION										
591.544-PUMPING		128,850.00	128,850.00	127,209.69		0.00		1,640.31		98.73
591.545-WATER TREATMENT		107,182.00	107,182.00	66,793.51		8,737.82		40,388.49		62.32
591.545-WATER TREATMENT		100,275.00	110,855.00	82,529.51		9,660.83		28,325.49		74.45

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/2016 INCR (DECR)	AVAILABLE BALANCE		% BDGT USED
						NORM (ABNORM)	NORM (ABNORM)	
Fund 592 - WATER & SEWER FUND								
591.546	TRANSMISSION AND DISTRIBUTION	460,374.00	461,894.00	360,869.09	32,028.71	101,024.91	101,024.91	78.13
591.548	WATER-GENERAL EXPENSE	716,166.00	744,095.00	372,788.94	6,312.67	371,306.06	371,306.06	50.10
591.599	WATER SYSTEM CONSTRUCTION	0.00	0.00	666.67	666.67	(666.67)	(666.67)	100.00
592.012	JENNE ST RECONSTRUCTION	191,450.00	191,450.00	194,641.16	0.00	(3,191.16)	(3,191.16)	101.67
592.536	PLANT OPERATION & MAINTENANCE	634,781.00	661,315.12	553,132.78	50,926.44	108,182.34	108,182.34	83.64
592.538	LIFT STATION	57,922.00	57,922.00	46,280.40	4,375.65	11,641.60	11,641.60	79.90
592.539	SEWERS	307,132.00	283,652.00	227,012.33	5,526.46	56,639.67	56,639.67	80.03
592.542	SEWER GENERAL EXPENSE	813,324.00	811,862.00	368,450.25	13,817.60	443,411.75	443,411.75	45.38
592.599	SEWER SYSTEM CONSTRUCTION	0.00	0.00	666.66	666.66	(666.66)	(666.66)	100.00
TOTAL Expenditures		3,517,456.00	3,559,077.12	2,401,040.99	132,719.51	1,158,036.13	1,158,036.13	67.46
Fund 592 - WATER & SEWER FUND:								
TOTAL REVENUES		3,588,051.00	3,588,051.00	2,365,767.08	252,483.18	1,222,283.92	1,222,283.92	65.93
TOTAL EXPENDITURES		3,517,456.00	3,559,077.12	2,401,040.99	132,719.51	1,158,036.13	1,158,036.13	67.46
NET OF REVENUES & EXPENDITURES		70,595.00	28,973.88	(35,273.91)	119,763.67	64,247.79	64,247.79	121.74
Fund 661 - EQUIPMENT OPERATING FUND								
440.441	EQUIPMENT OPERATION	303,935.00	303,935.00	296,240.62	25,946.48	7,694.38	7,694.38	97.47
TOTAL Revenues		303,935.00	303,935.00	296,240.62	25,946.48	7,694.38	7,694.38	97.47
440.441	EQUIPMENT OPERATION	273,163.00	273,163.00	243,145.08	24,972.65	30,017.92	30,017.92	89.01
TOTAL Expenditures		273,163.00	273,163.00	243,145.08	24,972.65	30,017.92	30,017.92	89.01
Fund 661 - EQUIPMENT OPERATING FUND:								
TOTAL REVENUES		303,935.00	303,935.00	296,240.62	25,946.48	7,694.38	7,694.38	97.47
TOTAL EXPENDITURES		273,163.00	273,163.00	243,145.08	24,972.65	30,017.92	30,017.92	89.01
NET OF REVENUES & EXPENDITURES		30,772.00	30,772.00	53,095.54	973.83	(22,323.54)	(22,323.54)	172.54
Fund 678 - EMPLOYEE BENEFITS FUND								
850.852	EMPLOYEE BENEFITS	737,000.00	737,000.00	544,676.12	4,174.81	192,323.88	192,323.88	73.90
TOTAL Revenues		737,000.00	737,000.00	544,676.12	4,174.81	192,323.88	192,323.88	73.90
850.852	EMPLOYEE BENEFITS	723,560.00	723,560.00	582,839.08	45,952.46	140,720.92	140,720.92	80.55

REVENUE AND EXPENDITURE REPORT FOR CITY OF GRAND LEDGE
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET		2015-16 AMENDED BUDGET		YTD BALANCE 05/31/2016		ACTIVITY FOR MONTH 05/31/2016		AVAILABLE BALANCE		% BDTG USED
						NORM (ABNORM)	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)			
Fund 678 - EMPLOYEE BENEFITS FUND												
TOTAL Expenditures												
		723,560.00		723,560.00		582,839.08		45,952.46		140,720.92		80.55
Fund 678 - EMPLOYEE BENEFITS FUND:												
	TOTAL REVENUES	737,000.00		737,000.00		544,676.12		4,174.81		192,323.88		73.90
	TOTAL EXPENDITURES	723,560.00		723,560.00		582,839.08		45,952.46		140,720.92		80.55
	NET OF REVENUES & EXPENDITURES	13,440.00		13,440.00		(38,162.96)		(41,777.65)		51,602.96		283.95
TOTAL REVENUES - ALL FUNDS												
	TOTAL EXPENDITURES - ALL FUNDS	11,372,080.00		11,688,246.44		10,152,792.21		482,546.41		1,535,454.23		83.54
	NET OF REVENUES & EXPENDITURES	11,334,387.00		11,788,301.33		9,847,738.12		709,261.37		1,940,563.21		83.54
	NET OF REVENUES & EXPENDITURES	37,693.00		(100,054.89)		305,054.09		(226,714.96)		(405,108.98)		304.89

Activity	January	February	March	April	May	June	July	August	September	October	November	December	Total
Traffic Crash: Public & Private (931a)	24	14	10	13	10								71
Traffic Crash: Personal Injury (931b)	1	2	0	0	0								3
Crash Totals	25	16	10	13	10	0	0	0	0	0	0	0	74
Breaking & Entering (998P)	2	2	4	1	0								9
Larceny (2399)	6	4	3	18	12								43
Retail Fraud (3073)	3	3	3	6	1								16
Bad Checks (2693)	1	0	0	0	1								2
Credit Card Fraud (2605)	0	1	0	1	1								3
Forgery (2589)	0	0	0	1	1								2
Identity Theft (2609)	0	3	0	2	0								5
Malicious Destruction of Property (2901 & 2999)	2	3	2	2	5								14
Stolen Vehicle (2404)	0	0	0	0	1								1
Property Crimes Total	14	16	12	31	22	0	0	0	0	0	0	0	95
Domestic Assault (994D)	0	0	1	2	4								7
Assault & Battery (1313)	2	1	5	4	3								15
Personal Crimes Total	2	1	6	6	7	0	0	0	0	0	0	0	22
Reports Taken	84	80	86	102	100								452
Civil Infraction Citations (933A)	20	26	23	10	18								97
Misdemeanor Citations (5403)	5	2	1	5	0								13
OWI (8041)	2	2	1	1	5								11
Traffic Total	27	30	25	16	23	0	0	0	0	0	0	0	121

Det. Dennis James resigned from the Police Department to take a position as an investigator for the Attny. General's Office. He will be replaced by Officer Kirk Dewitt. Det. Dewitt will also be assisted by our Youth Liaison Officer Jill Fewer with sexual assault and abuse against children cases. Officer Fewer is one of our most experienced juvenile forensic interviewers and will be a great addition to child investigations. With Officer Jame's resignation we will be down one officer. We will be commencing a new hiring process for a regular part time officer at the end of the month.

**MONTHLY ACTIVITY REPORT
DEPARTMENT OF PUBLIC SERVICES
MAY 2016**

DRINKING WATER

Treated water pumped to system – 20.214 million gallons for the month of May, average daily production was 0.619 million gallons per day. Maximum day was 0.804 million gallons pumped while the minimum day was 0.373 million gallons.

Water was treated with 226.7 lbs. of chlorine gas with an average chlorine residual in the system of 0.56 parts per million (ppm) free chlorine and 0.70 ppm total chlorine. 48.0 lbs of fluoride was also added during the month, measured fluoride in the water system was at 0.64 ppm for the month.

Sixteen routine water samples were collected during the month from the distribution system, wells, and storage tanks and tested for total coliform bacteria by the Board of Water & Light lab. There were no positive tests.

A total of 1,614 meters were read in Cycle 2 (center of town south of the river and the west side) in May. There were also 28 re-reads of those meters, and 28 final readings collected. Staff also responded to 11 requests for water shut-offs or turn-ons. During May there were 61 water meters replaced, most of which were part of an effort to replace all water meters that have been in service over 10 years. The goal is to replace 250 of those meters by the end of June.

Staff responded to 100 staking requests from the Miss Dig system to locate City water and sewer lines, 9 of those requests were emergencies. DPS was responsible for calling in 24 of the requests, primarily for excavating hazardous sidewalks.

Staff spent considerable time, much of it after hours, due to a problem with the communications between the Iron Removal Plant and Well No. 6. The problem caused the well not to go into operation when needed. That caused an alarm to be triggered and on-duty personnel called. It was thought that there was a problem with the underground communication line and so 1.6 miles of the existing communication was replaced with new wire. That did not completely resolve the problem and it has been determined that the new VFD on well 6, installed in March, is causing the problem. That equipment is under warranty and will be evaluated by the provider next week. Well no. 6 is being used in a back-up capacity until the issue is resolved.

With Well no. 6 out of the normal pumping sequence, Well no. 2 on East River St. has seen more usage during the month. The chemical feed equipment has been updated as a result

A water service was damaged by boring equipment being used to install new gas mains on Jenne St. The water line was repaired and service to the affected home was restored. It has been the only incident arising from the gas main installation project.

The water main which will provide water for the new Capital Bedding facility in the Willis Industrial Park was tested and approved. DPS staff also assisted with flow tests from hydrants in the park required for the new building.

WASTEWATER TREATMENT AND COLLECTION SYSTEM

The wastewater treatment plant treated and discharged 41.698 million gallons to the Grand river, a monthly average of 1345 million gallons per day. Some of the effluent characteristics were:

- 5 day BOD monthly average = 7 ppm, limit is 25 ppm, plant achieved 97% removal
- Suspended solids, monthly average = 3.1 ppm, limit is 30 mg/l, plant achieved 98% removal
- Phosphorus, monthly average = 0.7 ppm, limit is 1.0 ppm

There were no monthly violations of the City's NPDES permit in April, the quality of the water discharged from the plant was very good. High flows due to the normal spring rains were not experienced.

The plant is an observation station for the National Weather Service and recorded a total of 3.45 inches of precipitation for the month.

The City contracts with Synagro to pump, transport, and land apply biosolids (sludge) produced at the treatment plant. Between May 25 and June 1, the company transported a total of 831,000 gallons and land applied to approved farmland located to the northwest of town.

Laboratory analysis of the wastewater discharged from the sewage treatment lagoons of Sunfield and Olivet was completed in May. The City is paid by both villages to test their water and provide the analytical results.

One seasonal employee started work at the WWTP during the month and has been working on sanding and painting the metal railings around the tanks.

In addition to the normal routine maintenance at the plant, work was completed to repair the plumbing through which liquid lime for sludge conditioning is pumped. The metal railings around the outside tanks were also reinforced and repaired along with the refinishing work.

OAKOOD CEMETERY

There were a total of seven interments made during the month at Oakwood Cemetery. Four were full burials while three were cremains. Two of the deceased were residents. In addition, 13 concrete foundations for headstones were dug and poured.

There was also a disinterment during the month. The remains of an infant who passed away back in 1951 was disinterred and transported to Maine by a surviving family member. The remains will be re-interred with the rest of the family.

Activity at the Cemetery was high during the month with numerous visitors making plantings and visiting graves of family members, especially in preparation for the Memorial Day holiday. The Eaton County jail crew was used on four full days during the month. Because of the work of the two full-time seasonal employees and the crew, the Cemetery was in excellent shape for the holiday.

The Korean War Memorial was completed in time for its dedication on Memorial Day weekend. The monument turned out very nicely and is a great permanent addition to the Cemetery.

STREETS

General street maintenance performed during the month included grading and application of chloride to unimproved streets for dust control, filling of potholes, removal of debris from catch basins, and street sweeping in the downtown area in preparation for the Memorial Day parade. Work for the parade also included the delivery, set-up, and removal of barricades for side streets along the parade route.

DPS staff completed the excavation, forming, and construction of the concrete base for the public art sculpture that will be erected at the corner of West Jefferson and Harrison St. The base required 7 yards of concrete and a hole measuring 6 feet in depth. The sculpture is scheduled for delivery the week of June 13.

The replacement of sections of sidewalk with trip hazards caused by the roots of trees in the street right-of-way continued in May. The replacement of those sections of sidewalk has been completed on the north side of town and has moved across the river. The work involves removal of the damaged sections, cutting and removing the roots, grading, and replacing the concrete sidewalk. The work will continue through this year all over town.

The contractor for the East River/Russell St. reconstruction project, TCI of Eaton Rapids, MI, started work on May 16. Good progress has been made and work completed thus far includes demolition of the existing street surface, replacement of the water main on both East River and Russell Streets, installation of a new sanitary sewer on Russell St, and construction of a storm sewer between the East River/Russell intersection and its outlet at the Grand River. The storm sewer construction required clearing on considerable brush between the street and the river. The river bank has been restored and already has grass growing. The project is scheduled for completion on July 8.

The former Street Supervisor position, which going forward will be the position of Public Services Supervisor, was advertised. An interview list has been developed from the applicants.

The Eaton County jail crew spent a day in May hauling a large quantity of tree trunks and limbs from the bottom of the slope along the walkway between East River St. and East Jefferson St. The debris had been collected and piled through the efforts of a volunteer group led by Councilman Willems to clean up the area. DPS picked up and hauled the collected material to the Compost Center.

To: Adam R. Smith, Grand Ledge City Administrator
From: Brian Thelen, Grand Ledge City Assessor
Date: May 31, 2016
Ref: May 2016 Monthly Assessing Department Report

GRAND LEDGE CITY ASSESSOR MONTHLY REPORT

May 2016

Property Transfers and Deeds

- 38 deeds have been processed. The breakdown is as follows:
 - 22 Warranty Deeds
 - 10 Quit Claim Deeds
 - 2 Land Contracts
 - 3 Sherriff Deeds
 - 1 Death Certificate

Data Verification/building permit inspections

- 9 building permit inspections were performed
- Data verification neighborhoods are being chosen and owners will be notified in writing that an employee of the assessing department will be inspecting their property.

Other activities

- Prepare resolution and public hearing notices for a new Industrial Facilities Tax Exemption Application. Date of hearing has not yet been determined
- Prepared and filed Respondent answer form on two MTT small claim appeals.
- Prepared the City of Grand Ledge 2016 millage rate request form L-4029.

Zoning Administrator - Monthly Report May, 2016

General Activities:

- **Permits:**

14 building permits
6 fence permits
1 zoning permit

- **Violations:**

Tall Grass/Weeds:	26
Trash/Junk:	8
Junk Vehicles	2
Illegal Parking	3
Other:	7

- **Other:**

3 Lot Split Applications

Zoning Board of Appeals:

- The Zoning Board of Appeals did not meet in May.

Planning Commission:

At its June 2, 2016 meeting, the Planning Commission held a community workshop/charrette to receive input from the community on a proposed ordinance to permit higher density single family residential development. Only 2 members of the public attended the meeting. The Planning Commission intends to finalize the proposed ordinance at its July meeting and begin the adoption process.

Site Plan Review:

- The site plan for the addition to the office building at 403 S. Clinton Street is in the process of being reviewed.

MAY 2016 BUILDING PERMIT

Residential Permits

965 Pennine Ridge Way - new house
949 Bolton Farms - gambrel barn
1227 Jenne - pole building
747 Fieldview - enclose 3- season room
114 Kent St. - basement dry system
320 Clark - basement dry system
917 Morton - demo in ground pool
525 E. River - demo building
603 E. River - demo building
410 N. Clinton - re-roof garage
813 W. Main -re-roof
127 W. Jefferson- re-roof
222 Fleming - re-roof
801 N. Clinton - re-roof
1020 Flickerham - re-roof
111 W. Lincoln - re-roof

**AGREEMENT FOR CONDITIONAL TRANSFER OF PROPERTY
PURSUANT TO 1984 P.A. 425**

THIS AGREEMENT made this ____ day of _____, 2016, between **THE CHARTER TOWNSHIP OF ONEIDA**, a Michigan charter township organized and operating under the provisions of the Michigan Charter Township Act, MCL 42.1, *et seq.*, as amended, whose principal offices are located at 11041 Oneida Road, Grand Ledge, Michigan 48837 (hereinafter referred to as the “Township”) and **THE CITY OF GRAND LEDGE**, a Michigan city organized and operating under the provisions of the Home Rule City Act, MCL 117.1, *et seq.*, as amended, whose principal offices are located at 310 Greenwood Street, Grand Ledge, Michigan 48837 (hereinafter referred to as the “City”).

WITNESSETH:

WHEREAS, the Township and the City (individually, each a “Party” or a Municipality” and collectively, the “Parties” or the “Municipalities”) are local units of government as defined by PA 1984 No. 425 as amended, (MCL 124.21, *et seq.*) (hereafter “Act 425”); and

WHEREAS, Act 425 permits local units to conditionally transfer property by agreement for purposes of promoting and constructing an economic development project as defined in Section 1A of Act 425; and

WHEREAS, the Municipalities have proposed that certain property described herein shall be conditionally transferred from the Township to the City in accordance with Act 425 to promote construction and extension of improvements and infrastructure, including sanitary sewer and potable water, to properties included within the area subject to this Agreement for development (hereafter the “Transferred Area”); and

WHEREAS, the Municipalities find and agree that the conditional transfer of the Transferred Area pursuant to this Agreement will promote and assist in economic development and create a benefit to the citizens of the Municipalities and will enhance the prevention of unemployment, the need to promote economic development, and the tax base of the Parties; and

NOW THEREFORE and pursuant to Act 425, the Parties agree as follows:

**ARTICLE I
DEFINITIONS AND REPRESENTATIONS**

Section 1.1. Definitions.

- A. “Agreement” means this Agreement for Conditional Transfer of Property.
- B. “Transferred Area” means that portion of Oneida Charter Township as legally described in Exhibit A and graphically depicted in Exhibit B which is conditionally transferred pursuant to this Agreement from the Township to the City.

Section 1.2. Representations.

The Parties represent that, in addition to the proposal for conditional transfer of property and formulating this Agreement pursuant to Act 425, the Parties have considered the following factors:

- A. Composition of the population; population density; land area and land uses; assessed valuation; topography, natural boundaries, and drainage basins; and the past and probable future growth, including population increase and business; commercial and industrial development in the area to be transferred. Comparative data for the transferring local unit and the portion of the local unit remaining after transfer has also been considered.
- B. The need for organized community services; the present costs and adequacy of governmental services in the area to be transferred; the probable future needs for services; the practicability of supplying such services in the area to be transferred; the probable effect of the proposed transfer and of alternative courses of action on the costs and adequacy of services in the area to be transferred and on the remaining portion of the local unit from which the area will be transferred; the probable change in taxes and tax rate in the area to be transferred in relation to the benefits expected to accrue from the transfer; and the financial ability of the local unit responsible for services in the area to provide and maintain those services.
- C. The general effect upon the local units of the proposed action; and the relationship of the proposed action to any established city, village, township, county, or regional land use plans.

**ARTICLE II
TRANSFER OF PROPERTY AND JURISDICTION**

Section 2.1. Transfer of Property.

The Transferred Area consists of approximately **four and 00/100 (4.00)** acres and as of the date of this Agreement is conditionally transferred from the Township to the City. The boundaries of the City are hereby modified and extended to include the Transferred Area. Except as otherwise provided herein, the Transferred Area shall be under the jurisdiction of the City for all purposes permitted by Act 425 and, except as otherwise provided herein, the City shall have the right and duty to exercise all of the rights and powers permitted by law for Michigan cities with respect to said Transferred Area. The parties agree to proceed with due diligence and good faith to legally achieve and finalize the conditional transfer of the Transferred Area.

Section 2.2. Jurisdiction After Termination, Expiration Or Non-Renewal of This Agreement.

Upon the termination, expiration or non-renewal of this Agreement, the Transferred Area shall become permanently part of the City and for all purposes be within the jurisdiction of the City. It is understood that the Municipalities shall have all rights provided in the enforcement of contracts and, if one Party shall fail to perform an obligation under this Agreement after written

notice of said breach and failure to cure within ninety (90) days thereafter, the other Party may by Resolution declare the Agreement to be terminated and may in its sole discretion pursue any remedies as provided by law or equity, including, but not limited to, claims for rescission, mandamus, injunction, damages, and specific performance.

This Agreement may also be terminated prior to its expiration upon the mutual agreement of the Municipalities, which written agreement shall determine whether the Transferred Area shall be returned to the Township or remain in the City. The foregoing notwithstanding, all of the Transferred Area that is subject to a special assessment shall remain subject to the special assessment bond obligation, if any, or lien associated with said special assessment and shall be subject to the levy and collection of said special assessment(s) until the bonds are paid or defeased or the lien is otherwise discharged.

Section 2.3. Effect of Termination on Utilities.

- A. Regardless of termination of this Agreement, nothing herein shall be construed as transferring or divesting ownership of water and sanitary sewer appurtenances from the utility service provider.
- B. After termination, the providers of utility services are authorized to continue to provide such service to users within the Transferred Area at the customary rates and charges levied as to other similarly situated customers for the same service.

Section 2.4. Jurisdiction. Governmental Services and Infrastructure.

- A. Utilities. Public water and sanitary sewer service shall be provided by or through the City or parties with whom the City has contracted for such service.
- B. Governmental Services. The Transferred Area shall receive law enforcement, fire protection, assessing, and other governmental services provided by the City except as otherwise provided herein. In addition, the Transferred Area shall be subject to City zoning and building regulations and ordinances, and the owners of the Transferred Area shall be required to obtain such building and building related land use and structural use permits as may be required by the ordinances of the City.
- C. Other Governmental Services. Nothing in this Agreement shall be construed as modifying or in any way affecting the rights and duties of the Eaton County Drain Commissioner with respect to the Transferred Area.

Section 2.5. Applicability and Enforcement of Ordinances.

The Transferred Area shall be treated as being within the boundaries of the City and subject to all City ordinances, rules, and regulations now in existence or which may hereafter be adopted or enacted during the term of this Agreement, and any renewal thereof. The City shall be responsible for the enforcement of all such ordinances, rules, and regulations. Provided, however, that this Agreement shall not be construed to limit the jurisdiction of any department, law

enforcement officers, or fire officials relating to the enforcement of any state statute. Venue for prosecution of violations of the City ordinances shall be in the 56-A District Court.

Section 2.6. Zoning Of Transferred Area.

For purposes of any site plan review, special land use permit, or rezoning of the Transferred Area, the Township shall be entitled to notice of all relevant proceedings and shall have standing to appear and be heard at any public hearing relating to the applications or proceedings relating to such rezoning, special land uses, and site plan review. Upon reversion of the Transferred Area to the Township as a result of termination due to a breach by the City as described above, the Transferred Area shall retain its then-effective zoning classification but shall be subject to the Zoning Ordinance provisions of the Township that most closely resemble the City zoning classification as determined by the Township Zoning Board of Appeals until such time as the Township Board shall rezone the Transferred Area.

Section 2.7. Taxes.

- A. For purposes of property taxation, the Transferred Area shall be taxed at the City rates.
- B. From and after the effective date of this Agreement, the Transferred Area shall be treated as being within the boundaries of the City for purposes of special assessments.

Section 2.8. Utility Rates.

All rates, charges and fees for sanitary sewer, water, and electrical service shall be levied, collected, and enforced in accordance with the charges, fees, and rate structure of the utility provider providing such services and as may be adjusted from time to time pursuant to the authority granted to said providers by ordinance or statute.

Section 2.9. Utility and Infrastructure Right of Way.

Utility easements and rights-of-way shall not be terminated or impaired as a result of any reversion of the Transferred Area to the Township, and all such easements and rights of the property owners to receive such utility services shall continue after such reversion and shall not be terminated, except upon non-payment of fees or charges by the property owner/user.

Section 2.10. Voting.

Qualified electors, if any, residing within the Transferred Area shall, for all purposes, be considered qualified electors of the City and entitled to vote on all City, State, and Federal matters therein. Said electors shall, in addition, be entitled to vote on Eaton County matters, if any.

Section 2.11. Streets and Roads.

The City shall have responsibility for all public roads and rights of way within the Transferred Area and shall be entitled to apply for, receive, and retain all funds related to public roads and rights-of-way under its jurisdiction within the Transferred Area.

**ARTICLE III
TAX RATES AND ALLOCATION**

Section 3.1. Taxing Jurisdiction.

As described in Section 2.7, commencing with the first tax year following the date of the execution of this Agreement, all non-exempt real and personal property within the Transferred Area shall be assessed and taxed at the ad valorem property tax rate levied by the City.

Section 3.2. Revenue Allocation.

The City shall in each year remit to the Township the revenue generated by the levy of 1.0 mill on all real and personal property upon which a tax is levied by the City within the Transferred Area.

Section 3.3. Other Sources of Revenue.

All gifts, grants, bequests, or other funds from any public or private source given in connection with the Transferred Area or economic development within the Transferred Area shall belong to the City.

**ARTICLE IV
TERM AND TERMINATION**

Section 4.1. Term.

The term of this Agreement and the conditional transfer of the Transferred Area from the Township to the City as described in Exhibit A shall extend for a term of fifty (50) years from the Effective Date of this Agreement as provided in Section 5.1.

**ARTICLE V
EFFECTIVE DATE**

Section 5.1. Effective Date.

This Agreement shall be effective as of the day and date set forth above and upon satisfactory completion of the following preconditions:

- A. The Agreement shall be approved and executed by the authorized City and Township officials.

Section 6.3. No Waiver.

The failure of either Party to insist upon the strict performance of any covenant or obligation set forth in this Agreement shall not be deemed to be a waiver of such Party's right to demand strict compliance therewith in the future.

Section 6.4. Headings.

Titles or captions of articles and sections contained in this Agreement are inserted only as a matter of convenience and for reference and in no way shall define, limit, extend, or describe the scope of this Agreement or any provision thereof.

Section 6.5. Entire Agreement.

This Agreement including the Exhibits attached hereto which are incorporated and made a part hereof contains the entire Agreement between the Municipalities with respect to the subject matter hereof, and all prior understandings, whether written or oral, are superseded and are merged herein. Neither Municipality has made any representation except those expressly set forth in this Agreement, and no rights or remedies are or shall be acquired by either Party by implication or otherwise, unless set forth herein.

Section 6.6. Force Majeure.

In the event of any delay in the performance by either of the Municipalities of their obligations under this Agreement due to unforeseeable causes beyond the control of said Parties and without the fault or negligence of said Party, including, but not restricted to, acts of God or the public enemy, acts of the Federal, State or County Government, acts of the judiciary, fires, floods, or other disaster casualty, the time for performance of such obligation shall be extended for the period of said forced delay. Provided, however, that the party seeking the benefit of this section shall, within fourteen (14) days after the beginning of such forced delay, have first notified the other Party of the causes thereof and request an extension for the period of said delay. Said extension shall not, however, extend the terms of this Agreement beyond its normal expiration date.

Section 6.6. Successors.

This Agreement shall be binding upon the successors in interest of the parties hereto and shall inure to the benefit of the Parties and their successors and assigns.

Section 6.7. Severability.

In the event any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this Agreement, which shall remain in full force and effect and enforceable in accordance with its terms, except that in the event this Agreement is held to be void by a court of competent jurisdiction, the Transferred Area shall return to Oneida Charter Township's complete jurisdiction, except for the providers' rights relating to utility services to the facilities within the Transferred Area. If, because of the invalidity of any part of this Agreement, either Party determines that the purpose and intent of the Agreement has failed,

the parties shall re-negotiate in good faith to amend the Agreement to make it valid and satisfactory to both parties, or the Agreement may be terminated as provided herein.

Section 6.8. Counterparts.

This Agreement may be executed in any number of counterparts and all such counterparts shall be deemed originals and together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, Oneida Charter Township and the City of Grand Ledge, by and through their duly authorized representatives, have executed this Agreement as of the day and date set forth above.

Witnessed:

**ONEIDA CHARTER TOWNSHIP,
a Michigan charter township**

By: _____
Donald F. Cooley, Supervisor

And: _____
_____, Clerk

Witnessed:

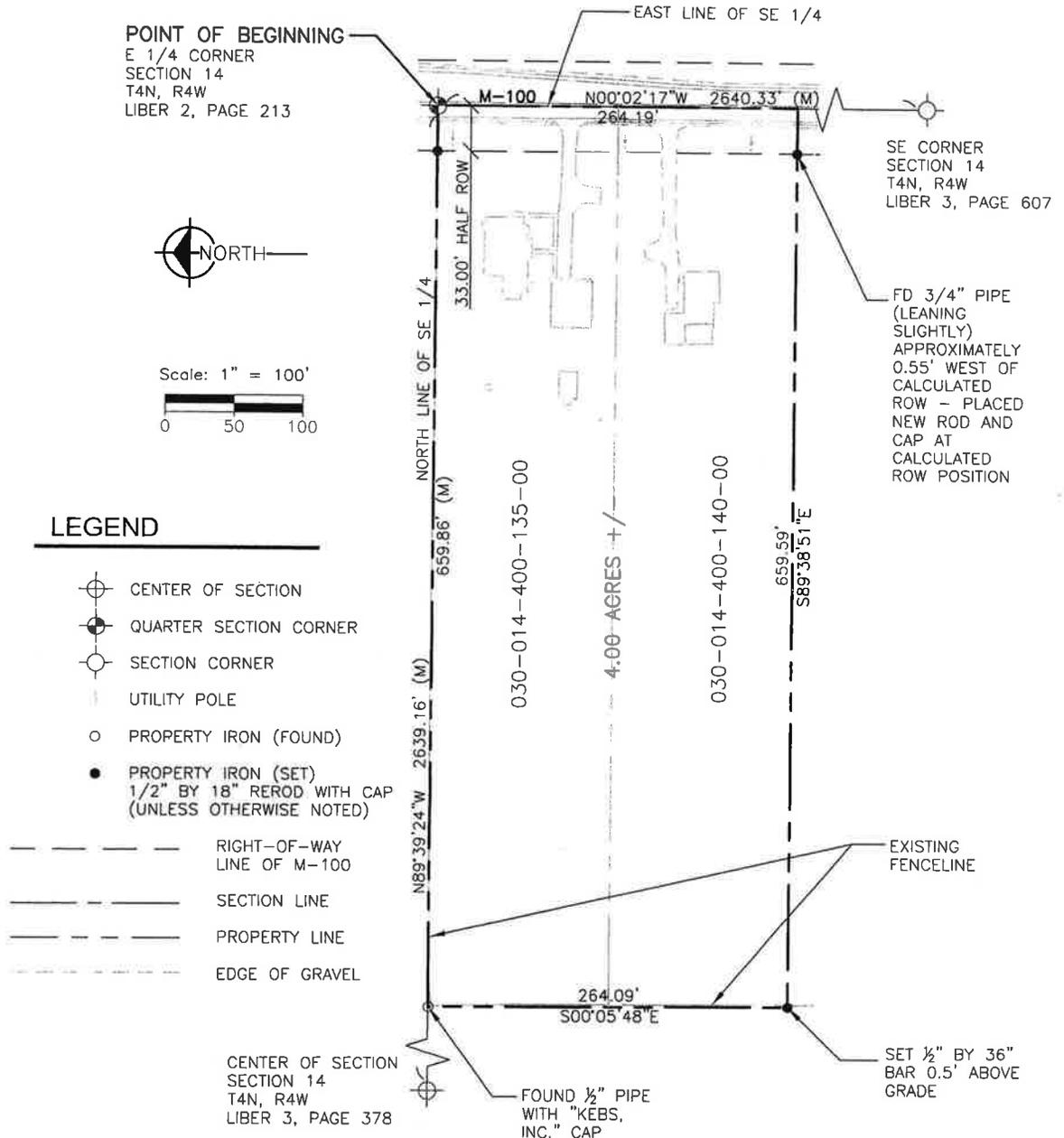
**CITY OF GRAND LEDGE,
a Michigan home rule city**

By: _____
Kalmin Smith, Mayor

And: _____
Gregory Newman, Clerk

CERTIFICATE OF SURVEY

PART OF THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 4 NORTH,
RANGE 4 WEST, ONEIDA TOWNSHIP, EATON COUNTY, MICHIGAN



LEGEND

- CENTER OF SECTION
- QUARTER SECTION CORNER
- SECTION CORNER
- UTILITY POLE
- PROPERTY IRON (FOUND)
- PROPERTY IRON (SET)
1/2" BY 18" REROD WITH CAP
(UNLESS OTHERWISE NOTED)
- RIGHT-OF-WAY
LINE OF M-100
- SECTION LINE
- PROPERTY LINE
- EDGE OF GRAVEL

BASIS OF BEARING: NORTH LINE OF THE SOUTHEAST 1/4 OF SECTION 14 AS SHOWN ON
"WOODVIEW ESTATES NO. 5" AS RECORDED IN LIBER 13 OF PLATS, PAGES 174-177

FISHBECK, THOMPSON, CARR, & HUBER, INC.
7402 WESTSHIRE DRIVE, SUITE 110
LANSING, MI 48917
PHONE 517.627.1141
FAX 517.627.1433

12/10/2007

	City of Grand Ledge Part of the SE 1/4 of Section 14, T4N R4W Fire Station	PROJECT NO. G07934	1 of 2
		FIGURE NO.	

©Copyright 2007. All Rights Reserved. Hard copy is intended to be 11.5"x14" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size. fishbeck, thompson, carr & huber, inc.

CERTIFICATE OF SURVEY

PART OF THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 4 NORTH,
RANGE 4 WEST, ONEIDA TOWNSHIP, EATON COUNTY, MICHIGAN

PARCEL DESCRIPTIONS (AS FURNISHED):

030-014-400-135-00

LIBER 2003, PAGE 727 OF DEEDS

COMMENCING AT THE NORTHEAST CORNER OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 14, T4N, R4W, ONEIDA TOWNSHIP, EATON COUNTY, MICHIGAN, THENCE RUNNING WEST 40 RODS, THENCE SOUTH 8 RODS, THENCE EAST 40 RODS, THENCE NORTH 8 RODS TO THE PLACE OF BEGINNING.

030-014-400-140-00

LIBER 2003, PAGE 725 OF DEEDS

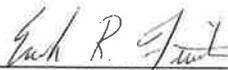
THAT PART OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 14, T4N, R4W, ONEIDA TOWNSHIP, EATON COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING 8 RODS SOUTH OF THE NORTHEAST CORNER OF SAID EAST 1/2 OF THE SOUTHEAST 1/4, THENCE WEST 40 RODS; THENCE SOUTH 8 RODS; THENCE EAST 40 RODS; THENCE NORTH 8 RODS TO THE PLACE OF BEGINNING.

COMBINED PARCEL DESCRIPTION (AS SURVEYED):

PART OF THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 4 NORTH, RANGE 4 WEST, ONEIDA TOWNSHIP, EATON COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE EAST 1/4 CORNER OF SECTION 14 AS DESCRIBED IN LIBER 2, PAGE 213 OF EATON COUNTY, MICHIGAN, RECORDS; THENCE ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 14, NORTH 89 DEGREES 39 MINUTES 24 SECONDS WEST 659.86 FEET; THENCE SOUTH 00 DEGREES 05 MINUTES 48 SECONDS EAST 264.09 FEET; THENCE SOUTH 89 DEGREES 38 MINUTES 51 SECONDS EAST 659.59 FEET TO THE EAST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION; THENCE ALONG SAID EAST LINE, NORTH 00 DEGREES 02 MINUTES 17 SECONDS WEST 264.19 FEET TO THE POINT OF BEGINNING, CONTAINING 4.00 ACRES MORE OR LESS, INCLUDING 0.20 ACRES OF MICHIGAN DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY. ALSO SUBJECT TO ALL OTHER EASEMENTS OR RESTRICTIONS, IF ANY.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS SURVEY COMPLIES WITH THE REQUIREMENTS OF P.A. 132 OF 1970, AS AMENDED, THAT THE CORNERS WERE SET AS SHOWN, AND THAT THE ERROR OF CLOSURE IS NO GREATER THAN ONE FOOT IN FIVE THOUSAND FEET.


ERICK R. FRIESTROM
PROFESSIONAL SURVEYOR # 53497

DECEMBER 11, 2007



FISHBECK, THOMPSON, CARR, & HUBER, INC.
7402 WESTSHIRE DRIVE, SUITE 110
LANSING, MI 48917
PHONE 517.627.1141
FAX 517.627.1433

12/10/2007

	engineers scientists architects constructors	City of Grand Ledge	PROJECT NO. G07934
		Part of the SE 1/4 of Section 14, T4N R4W	FIGURE NO.
		Fire Station	2 of 2



Grand Ledge Area Emergency Service Authority

500 N. Clinton Street, Grand Ledge, Michigan 48837
Phone (517) 627-1157 • Fax (517) 627-0417

May 20, 2016

Mayor Kalmin Smith
City of Grand Ledge
310 Greenwood St
Grand Ledge, MI 48837

Dear Mayor Smith:

At its May 16, 2016 meeting, the Grand Ledge Area Emergency Services Authority (GLAESA) Board of Trustees approved a resolution requesting that the City of Grand Ledge and Oneida Charter Township enter into a 425 intergovernmental property transfer agreement for GLAESA-owned property located at 11485 Hartel Road; Grand Ledge, Michigan.

It is the GLAESA Board's understanding that the City will craft the agreement, and, once approved by City Council, will present it to the Oneida Township Board of Trustees.

Thank you for your time and attention to this matter.

Sincerely,

Rick Lantz
Chair, GLAESA Board of Trustees

cc: Adam Smith, City Administrator

**Supporting the City of Grand Ledge and Oneida Township.
The future is in the hands of our citizens.**

Grand Ledge City Council Resolution # _____ of 2016

A Resolution to Approve a Lease Agreement with the Grand Ledge Area Chamber of Commerce.

A resolution adopted by the Grand Ledge City Council, at a regular meeting held on Monday, 13 June 2016, 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, Charter §C-14.3(b) provides:

"The City shall not have power to sell, lease or dispose of any real estate unless: (1) The resolution authorizing the sale, lease or disposal thereof shall be completed in the manner in which it is to be finally passed and has remained on file with the Clerk for public inspection for twenty-eight days before the final adoption or passage thereof, with notice of intent to so sell, lease or dispose of such property published not less than twenty days before the Council finally acts thereon, and unless, (2) such action is approved by the affirmative roll call vote of five or more members of the Council..."; and

Whereas, the City has agreed to lease space at City Hall to the Grand Ledge Area Chamber of Commerce;

Now, Therefore, It Is Resolved:

1. This Resolution, and the lease attached hereto, shall remain on file with the City Clerk, for public inspection, through the close of business on 13 June 2016, before final adoption of this Resolution at the 13 June 2016 regular City Council meeting.
2. The City Clerk is directed to immediately publish, in a newspaper of general circulation in the City, notice of the City's intent to lease property to the Grand Ledge Area Chamber of Commerce.
3. After final adoption of this resolution at the 13 June 2016 regular City Council meeting, the Mayor and the Clerk of the City, or their duly authorized agent or representative, are authorized and directed to execute the lease agreement on behalf of the City of Grand Ledge; to do any other act(s) or thing(s) which shall be necessary to execute the lease agreement 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 the lease agreement.

Introduced by the Grand Ledge City Council this 09th day of May, 2016.

Motion by Lantz

Second by Willems

Ayes: Lantz, Malecki, Mulder, Smith, Sowle, Willems

Nays: None

Absent: Jancek

Adopted by the Grand Ledge City Council this 13th day of June, 2016.

Motion by

Second by

Ayes:

Nays:

Absent:

Approved:

Kalmin D. Smith, Mayor

I, Gregory L. Newman, Grand Ledge City Clerk, certify this is Resolution #_____ of 2016, adopted by the Grand Ledge City Council at a regular meeting held on Monday, 13 June 2016; a meeting held in accordance with the Open Meetings Act, Public Act No. 267 of 1976, as amended.

Gregory L. Newman, City Clerk

LEASE AGREEMENT

This Lease Agreement (the "Lease" or this "Lease") is made and effective _____, 2016, by and between the City of Grand Ledge, a Michigan home rule city, whose address is 310 Greenwood Street, Grand Ledge, Michigan 48837 (the "Landlord") and Grand Ledge Area Chamber of Commerce, a 501(c)(6) Non-Profit Organization, whose address is 220 South Bridge Street, Grand Ledge, Michigan 48837 (the "Tenant").

WHEREAS, the Landlord owns a building and related real estate commonly known as the "City Hall Room B103" located at 310 Greenwood Street within the City of Grand Ledge, Eaton County, Michigan (the "Leased Premises"); and

WHEREAS, the Tenant desires to lease the Leased Premises for advancement of our local economy and quality of life; and

WHEREAS, both the Landlord and the Tenant have determined it would be in their best interests to assist each other with regards to the Leased Premises.

THEREFORE, in consideration of the mutual promises herein, and other good and valuable consideration, it is agreed:

1. **Term.** The Landlord hereby leases the Leased Premises to the Tenant and the Tenant hereby leases the same from the Landlord, for a one (1) year term, commencing with execution of agreement, subject to the default provisions as provided in Paragraph 16, below.
2. **Rental.** The Tenant shall pay to the Landlord the amount of four-hundred and 00/100 Dollars (\$400.00) per month, payable in advance of the first day of each month for the term of this Lease. In addition to \$400.00 per month payment, Six-hundred and 00/100 Dollars (\$600.00) is recognized for Tenant's in-kind services in the advancement of our local economy and quality of life.
3. **Use.** The Leased Premises may be used and occupied by the Tenant for Chamber of Commerce business activities and for no other purposes without the prior written consent of the Landlord, which consent shall be at the sole discretion of the Landlord. The Tenant shall comply with all applicable zoning ordinances, laws, rules, and regulations.
4. **Sublease and Assignment.** The Tenant shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part without the Landlord's prior written consent, which consent shall be at the sole discretion of the Landlord.
5. **Repairs.** During the Lease term, the Tenant shall make, at the Tenant's expense, minor repairs to the Leased Premises, including such items as routine cleaning and minor maintenance and repair of floors and walls, and other parts of the Leased Premises. The Tenant shall perform all maintenance, repair, and replacement upon Lease Premises necessitated by the action or inaction of the Tenant, its agents, employees, or invitees. The Landlord shall be responsible for the maintenance and repair of all the structural components of the Leased Premises, including but not limited to roof, walls, HVAC, electrical and plumbing systems.

6. **Alterations and Improvements.** The Tenant shall have the right, following the Landlord's review of plans and consent (in writing), to remodel, redecorate, and make additions, improvements, and replacements of and to all or any part of the Leased Premises from time to time as the Tenant may deem desirable, provided the same are made in a workmanlike manner and utilizing industry standard materials. The Tenant shall have the right to place and install personal property, trade fixtures, equipment, and other temporary installations in and upon the Leased Premises, and fasten the same to the Leased Premises. All personal property, equipment, machinery, trade fixtures, and temporary installations, placed or installed on the Leased Premises by the Tenant and not removed upon the termination of this Lease, shall become the Landlord's property free and clear of any claim by the Tenant. The Tenant shall have the right to remove the same at any time during the term of this Lease provided that all damage to the Leased Premises caused by such removal shall be repaired by the Tenant at the Tenant's expense.

7. **Property Taxes.** The Tenant shall be responsible for paying all personal and real property taxes, if any, with respect to the Tenant's personal property and its use of the Leased Premises. In the event that real property taxes are imposed upon the Leased Premises as a result of the Tenant's use or possession of same, the Tenant shall reimburse the Landlord for same within thirty (30) days of receipt of an invoice for the real property taxes.

8. **Insurance.**

A. The Landlord shall maintain fire and extended coverage insurance on the Leased Premises in such amounts as the Landlord shall deem appropriate. The Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.

B. The Tenant shall maintain a policy or policies of comprehensive broad form general liability insurance with respect to the Leased Premises in the amount of \$1,000,000 single incident (\$2,000,000 aggregate) with the premiums thereon fully paid on or before due date. The Landlord shall be listed as an additional insured on the Tenant's policy or policies of comprehensive general liability insurance, and the Tenant shall provide the Landlord with current certificates of insurance evidencing the Tenant's compliance with this Paragraph 8. The policy or policies of comprehensive general liability insurance shall contain language which provides that the Landlord shall be notified, in writing, at least thirty (30) days prior to the cancellation of the policy or policies. In the event of cancellation of coverage, the Landlord may obtain a policy or policies of comprehensive general liability insurance, the premium(s) of which shall be considered rent under this Lease Agreement and the Tenant shall reimburse the Landlord within thirty (30) days from receipt of an invoice for the premiums(s).

C. The Tenant agrees to indemnify and defend the Landlord, its employees, elected officials and/or agents from all loss, damage, liability and expense, including actual attorneys' fees, resulting from any injury to any person or any loss of or damage to any property caused by or resulting from any acts, omissions or negligence of the indemnifying party or the indemnifying party's trustees, directors, officers, employees, agents, contractors or invitees in or about the Leased Premises, except to the extent any such loss, damage, liability, or expense results from the sole act, omission or negligence of the Landlord, its employees, and/or agents.

9. **Utilities.** The Tenant shall procure and pay when due all charges for telephone and internet lines and usage. The Landlord shall procure and pay when due all charges for gas, electric, water, and sewer consumed at the Leased Premises during the term of this Lease.

10. **Signs.** With the Landlord's prior written consent, the Tenant shall have the right to place on the Leased Premises, at locations selected by the Tenant, any signs which are permitted by any zoning ordinances, if applicable. The Tenant shall repair at its own expense all damage to the Leased Premises resulting from the removal of signs installed by the Tenant.

11. **Lawn Care and Snow Removal.** The Landlord shall be responsible, at its cost, for all lawn care and snow removal at the Leased Premises, including without limitation removal of snow from all sidewalks.

12. **Rules and Regulations.** The Tenant shall abide by all rules and regulations imposed by the Landlord upon the Leased Premises.

13. **Entry.** The Landlord shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided the Landlord shall not thereby unreasonably interfere with the Tenant's use of the Leased Premises.

14. **Parking.** During the term of this Lease, the Tenant shall have the use of the automobile parking areas, driveways, and footways, subject to rules and regulations for the use thereof as prescribed from time to time by the Landlord.

15. **Damage and Destruction.** If the Leased Premises or any part thereof or any appurtenance thereto is damaged by fire, casualty, or structural defects that the same cannot be used for the Tenant's purposes, then the Landlord or the Tenant shall have the right within ninety (90) days following damage to elect by notice to the other party to terminate this Lease as of the date of such damage. In the event of damage to any part of the Leased Premises other than the minor damage described in Paragraph 5, above, and if such damage does not render the Leased Premises unusable for the Tenant's purposes, the Landlord shall promptly repair such damage at the cost of the Landlord. In making the repairs called for in this Paragraph 15, the Landlord shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials, labor, or other matters which are beyond the reasonable control of the Landlord. The Tenant shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable, or unfit for occupancy or use in whole for the Tenant's purposes. In the event the Leased Premises are not damaged to such extent that they are rendered wholly unusable, then the Tenant shall continue to occupy that portion of the Leased Premises that are usable, and rent shall abate proportionately to the portion occupied. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to the Tenant.

16. **Default.** If default shall at any time be made by the Tenant in the payment of rent when due to the Landlord as herein provided, or if default shall be made in any of the other covenants or conditions to be kept, observed, and performed by the Tenant, and such default shall continue for thirty (30) days after notice thereof, in writing, to the Tenant by the Landlord, without correction thereof, then having been completed or corrected, this Lease shall terminate and the Landlord may pursue all legal and equitable remedies against the Tenant. In the event of a default, the Tenant shall

pay the Landlord's costs, including without limitation the Landlord's reasonable attorneys' fees, incurred as a result of the Tenant's default.

17. **Quiet Possession.** The Landlord covenants and warrants that upon performance by the Tenant of its obligations hereunder, the Landlord will keep and maintain the Tenant in exclusive, quiet, peaceable, and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease subject to Paragraph 13.

18. **Condemnation.** If any legally, constituted authority condemns the Leased Premises or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and the Landlord and the Tenant shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority.

19. **Notice.** Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to the Landlord to: City of Grand Ledge
 Attn: City Administrator
 310 Greenwood Street
 Grand Ledge, Michigan 48837

If to the Tenant to: Grand Ledge Area Chamber of Commerce
 Attn: Executive Director
 220 South Bridge Street
 Grand Ledge, Michigan 48837

The Landlord and the Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

20. **Waiver.** No waiver of any default of the Landlord or the Tenant hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by the Landlord or the Tenant shall not be construed as a waiver of a subsequent breach of the same covenant, term, or condition.

21. **Headings.** The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

22. **Successors.** The provisions of this Lease shall extend to, and be binding upon, the Landlord and the Tenant and their respective legal representatives, successors and permitted assigns.

23. **Consent.** The Landlord shall not unreasonably withhold or delay its consent with respect to any matter for which the Landlord's consent is required or desirable under this Lease.

24. **Surrender of Leased Premises.** The Tenant covenants and agrees to surrender possession of Leased Premises to the Landlord upon expiration of term of this Lease, or upon earlier termination of this Lease, in as good condition and repair as the same shall be at the commencement of this Lease, ordinary wear and tear excepted.

25. **Compliance with Law.** The Tenant shall comply with all laws, orders, ordinances, and other public requirements now or hereafter pertaining to the Tenant's use of the Leased Premises. The Landlord shall comply with all laws, orders, ordinances, and other public requirements now or hereafter affecting the Leased Premises.

26. **Final Agreement.** This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

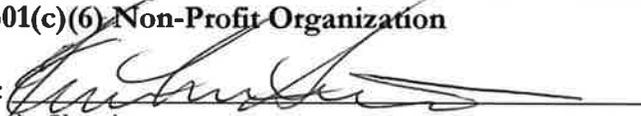
LANDLORD:
CITY OF GRAND LEDGE,
a Michigan Home Rule City

Dated: _____

By: _____
Adam Smith
Its: City Administrator

TENANT,
GRAND LEDGE AREA CHAMBER OF COMMERCE
a 501(c)(6) Non-Profit Organization

Dated: 6/1/16

By: 
Kevin Skarritt
Its: Board Chair



May 01, 2016

Mr. Adam Smith, Administrator
City of Grand Ledge
310 Greenwood Street
Grand Ledge, MI 48837

Dear Mr. Smith:

The Grand Ledge Area Chamber of Commerce (Chamber) has decided to investigate selling the building we own in the downtown commercial district. We have determined that our space needs do not require the large facility we currently occupy.

As the Chamber mulls this decision, I am approaching the City on behalf of the Chamber to inquire if rental space might be available at City Hall for our use.

The Chamber and City have always enjoyed a good working relationship, and both entities work toward many of the same goals. The Chamber believes that having a presence in City Hall will not only enrich the working relationship between our two groups, it will further advance our mutual goals leading to the enrichment of our community and quality of life.

I would appreciate your thoughts and consideration regarding this proposal.

I look forward to hearing from you. If you have any questions, please do not hesitate to contact the Chamber.

Thanks again,


Lynne MacDowell
Treasurer

THE PATH TO FUN!

Resolution from Local Governing Body Accepting a Grant - Acquisition

Upon motion made by _____, seconded by _____, the following Resolution was adopted:

“RESOLVED, that the City of Grand Ledge, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources (DEPARTMENT), and that the City of Grand Ledge does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide Eighteen Thousand (\$18,000.00) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To take all steps needed to acquire the property and to provide such funds and staff time as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the property acquired pursuant to this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

The following aye votes were recorded: _____

The following nay votes were recorded: _____

STATE OF MICHIGAN

COUNTY OF EATON

I, _____, Clerk of the _____, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the _____ at a meeting held _____.

Signature

Title

Dated

LOT SURVEY

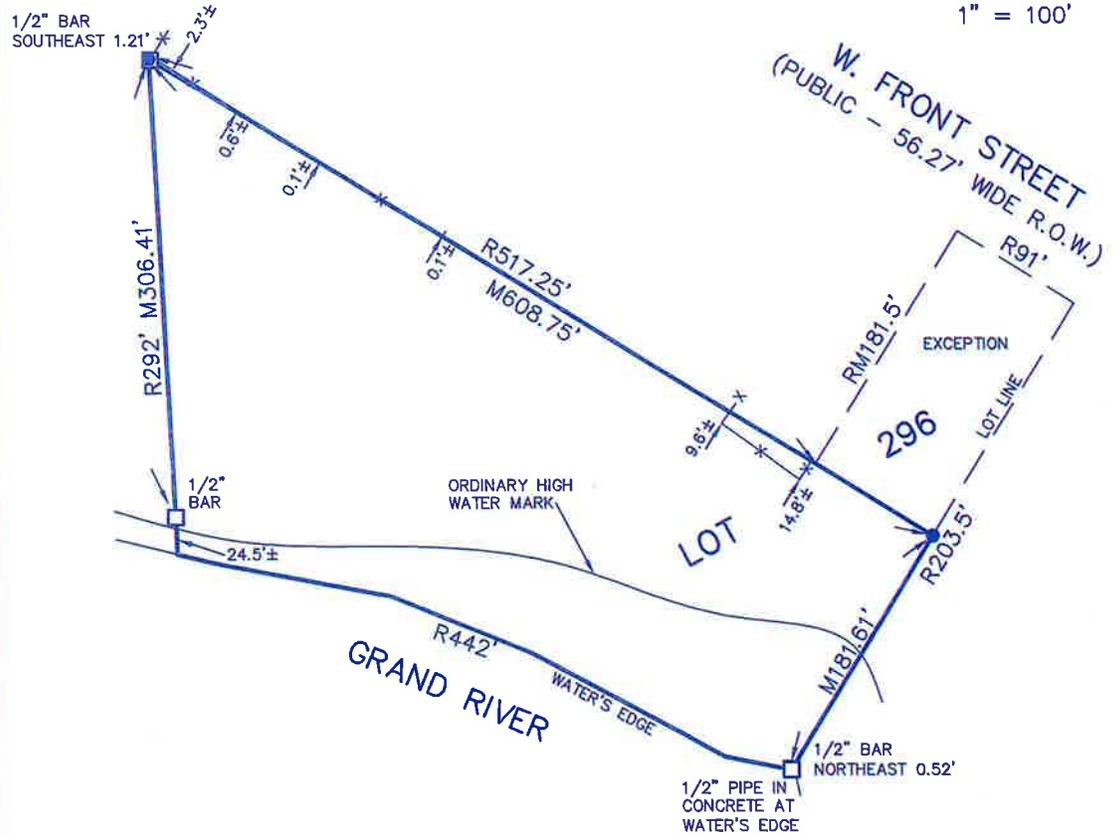
For:
 City of Grand Ledge
 310 Greenwood Street
 Grand Ledge, MI 48837

Survey Address:
 605 W. Front Street
 Grand Ledge, MI 48837
 ID: 400-078-002-961-00

Legal Description (as provided): Lot 296 except the Northeast 181.5 feet thereof, with rights of ingress & egress, Supervisor's Plat No. 5, City of Grand Ledge, Eaton County, Michigan, according to the recorded plat thereof, as recorded in Liber 2 of Plats, Page 44, Eaton County Records.



1" = 100'



- NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
 2. APPROXIMATE AREA FROM WATER'S EDGE TO LOT LINES: ±2.69 ACRES
 3. AREA ABOVE ORDINARY HIGH WATER MARK: ±2.13 ACRES
 4. WATER'S EDGE LOCATED APRIL 21, 2016
 5. ALL IMPROVEMENTS NOT SHOWN

I hereby certify only to the parties hereon that we have surveyed, at the direction of said parties, the above described lot, and that we have found or set, as noted hereon, permanent markers to all corners of said lot. Said lot subject to all easements and restrictions of record.

- R = Recorded Distance
- M = Measured Distance
- = Distance Not to Scale
- = Dead Line
- = Set 1/2" Bar with Cap
- = Found Iron as Noted
- ▨ = Concrete, Asphalt, Deck, and Porch
- *— = Fence
- ←0.0'± = Denotes Distance to the Survey Line

ERF 05/04/16

ERICK R. FRIESTROM DATE
 PROFESSIONAL SURVEYOR NO. 53497

KEBS, INC. KYES ENGINEERING
 BRYAN LAND SURVEYS

2116 HASLETT ROAD, HASLETT, MI 48840
 PH. 517-339-1014 FAX. 517-339-8047

13432 PRESTON DRIVE, MARSHALL, MI 49068
 PH. 269-781-9800 FAX. 269-781-9805

DRAWN BY SSF	SECTION 2, T4N, R4W
FIELD WORK BY ERF	JOB NUMBER:
SHEET 1 OF 1	90459.LOT

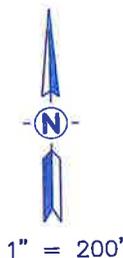
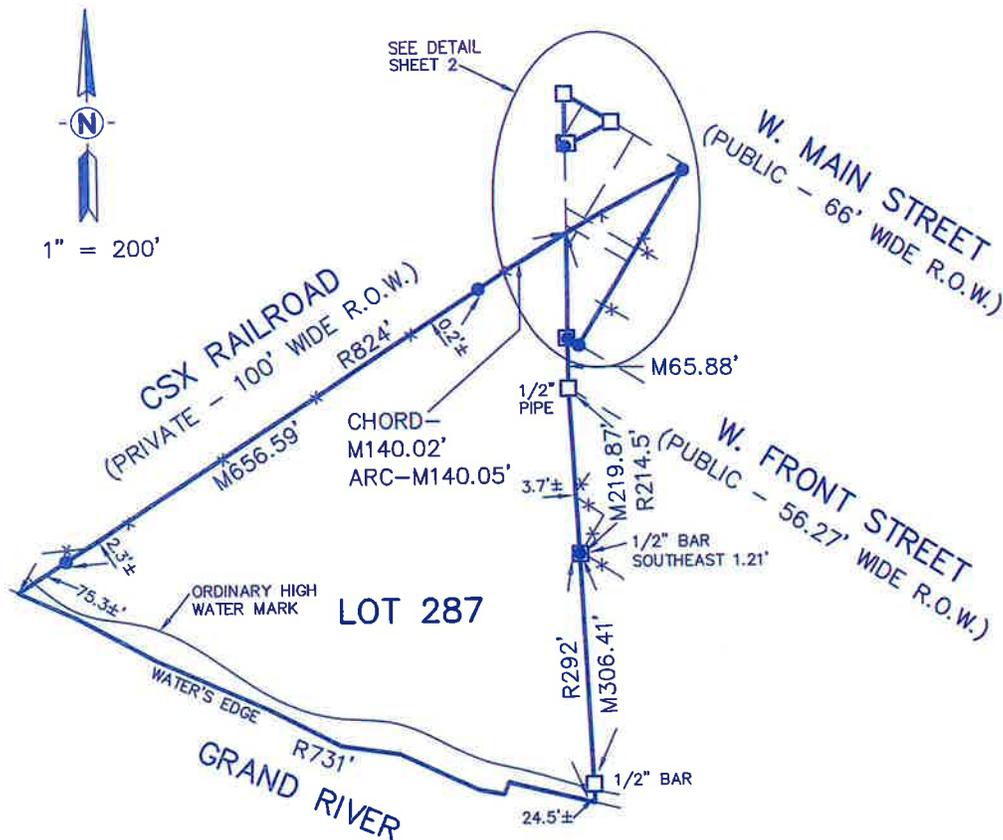
LOT SURVEY

For:
 City of Grand Ledge
 310 Greenwood Street
 Grand Ledge, MI 48837

Survey Address:
 703 W. Front Street &
 710 W. Front Street
 Grand Ledge, MI 48837
 IDs: 400-078-002-870-00
 400-057-600-181-00

Legal Description (as provided): Lot 287, Supervisor's Plat No. 5, City of Grand Ledge, Eaton County, Michigan, according to the recorded plat thereof, as recorded in Liber 2 of Plats, Page 44, Eaton County Records.

Legal Description (as provided): Lots 18, 19, 20, 21 & 22 except railroad right-of-way, also vacated alley lying between Lots 18 & 19, T. H. Harris's Addition, City of Grand Ledge, Eaton County, Michigan, according to the recorded plat thereof, as recorded in Liber 2 of Plats, Page 44, Eaton County Records.



- NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
 2. TOTAL AREA TO WATER'S EDGE: ±7.29 ACRES
 3. TOTAL AREA ABOVE ORDINARY HIGH WATER MARK: ±6.79 ACRES
 4. WATER'S EDGE LOCATED APRIL 21, 2016
 5. ALL IMPROVEMENTS NOT SHOWN

I hereby certify only to the parties hereon that we have surveyed, at the direction of said parties, the above described lot, and that we have found or set, as noted hereon, permanent markers to all corners of said lot. Said lot subject to all easements and restrictions of record.

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- M = Measured Distance
- = Distance Not to Scale
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- = Set 1/2" Bar with Cap
- = Found Iron as Noted
- ▨ = Concrete, Asphalt, Deck, and Porch
- * * = Fence
- 0.0'± = Denotes Distance to the Survey Line

ERF 05/09/16

ERICK R. FRIESTROM DATE
 PROFESSIONAL SURVEYOR NO. 53497

KEBS, INC. KYES ENGINEERING
 BRYAN LAND SURVEYS

2116 HASLETT ROAD, HASLETT, MI 48840
 PH. 517-339-1014 FAX. 517-339-8047

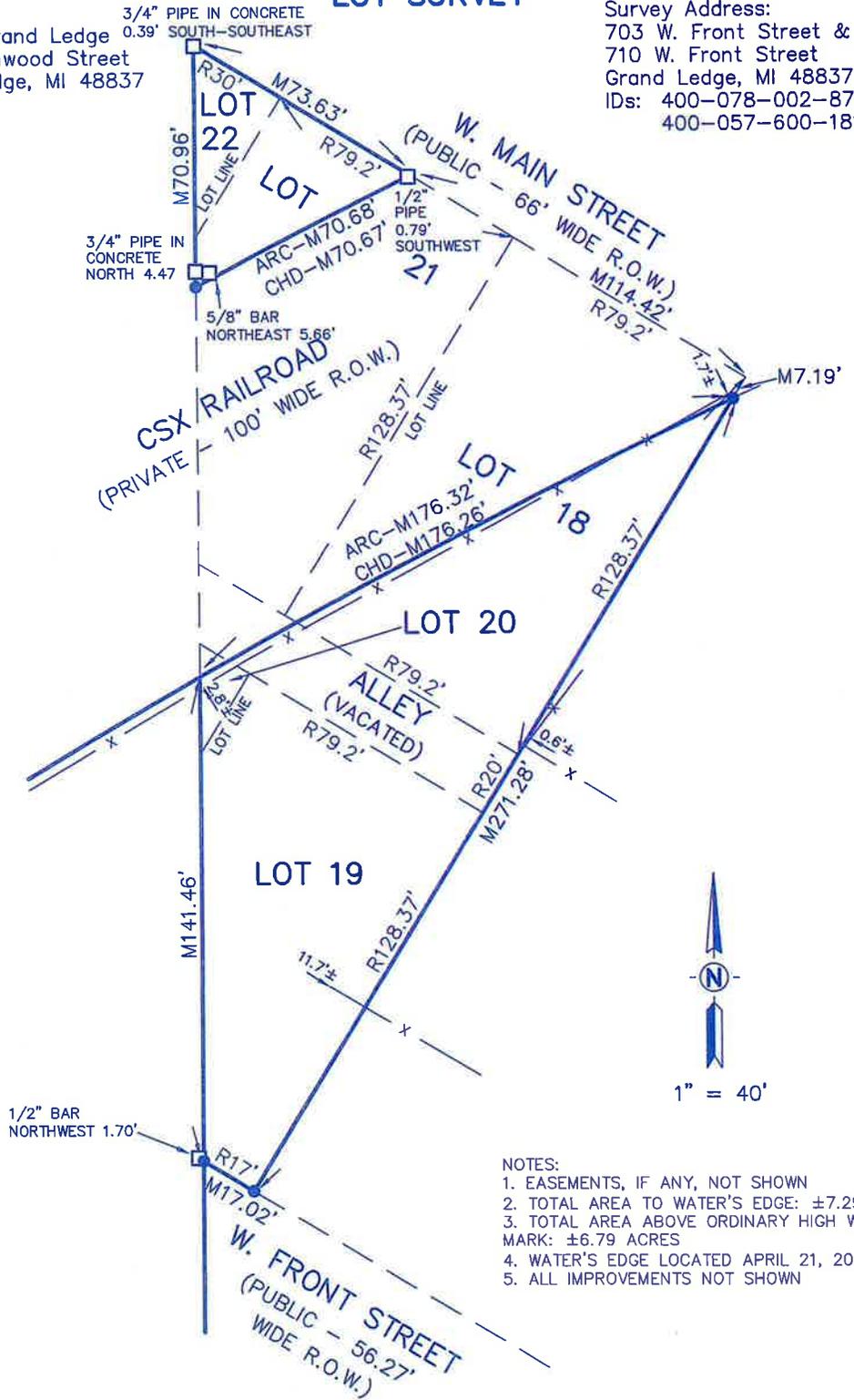
13432 PRESTON DRIVE, MARSHALL, MI 49068
 PH. 269-781-9800 FAX. 269-781-9805

DRAWN BY SSF	SECTION 2, T4N, R4W
FIELD WORK BY ERF	JOB NUMBER:
SHEET 1 OF 2	90486.LOT

LOT SURVEY

For:
 City of Grand Ledge
 310 Greenwood Street
 Grand Ledge, MI 48837

Survey Address:
 703 W. Front Street &
 710 W. Front Street
 Grand Ledge, MI 48837
 IDs: 400-078-002-870-00
 400-057-600-181-00



1" = 40'

- NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
 2. TOTAL AREA TO WATER'S EDGE: ±7.29 ACRES
 3. TOTAL AREA ABOVE ORDINARY HIGH WATER MARK: ±6.79 ACRES
 4. WATER'S EDGE LOCATED APRIL 21, 2016
 5. ALL IMPROVEMENTS NOT SHOWN

I hereby certify only to the parties hereon that we have surveyed, at the direction of said parties, the above described lot, and that we have found or set, as noted hereon, permanent markers to all corners of said lot. Said lot subject to all easements and restrictions of record.

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ERF 05/09/16

ERICK R. FRIESTROM DATE
 PROFESSIONAL SURVEYOR NO. 53497

	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS	
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805	
DRAWN BY SSF	SECTION 2, T4N, R4W	
FIELD WORK BY ERF	JOB NUMBER:	
SHEET 2 OF 2	90486.LOT	

Grand Ledge City Council Resolution #10 of 2015

A Resolution to Submit a State of Michigan Natural Resources Trust Fund Grant Application.

A resolution adopted by the Grand Ledge City Council, at a special meeting held on Wednesday, 01 April 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, the City supports the submission of an application titled, "Oak Park Expansion" to the Michigan Natural Resources Trust Fund for acquisition of 3.41 acres, adjacent to Oak Park along the Grand River, at 605 W. Front St.; and

Whereas, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and

Whereas, the City has made a financial commitment to the project in the amount of \$18,000 matching funds, in cash and/or force account;

Now, Therefore, it Is Resolved:

1. The City authorizes submission of a Michigan Natural Resources Trust Fund Application for \$42,000, and further resolves to make available its financial obligation amount of \$18,000 (30%) of a total \$60,000 project cost, during the Fiscal Year Ending 30 June 2016.
2. The Mayor and the Clerk of the City, or their duly authorized agent or representative, are authorized and directed to execute said Application on behalf of the City of Grand Ledge; to do any other act(s) or thing(s) which shall be necessary to execute said Application 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 Application.

Motion by Lantz

Second by Bartholomew

Ayes: Bartholomew, Lantz, Mulder, Smith, Sowle

Nays: None

Absent: Roberts, Willems

Approved:


Kalmin D. Smith, Mayor

I, Gregory Newman, Grand Ledge City Clerk, certify this is Resolution #10 of 2015, adopted by the Grand Ledge City Council at a special meeting held on Wednesday, 01 April 2015; a meeting held in accordance with the Open Meetings Act, Public Act No. 267 of 1976, as amended.


Gregory L. Newman, City Clerk

BID ACCEPTANCE RESOLUTION

2016 CAPITAL IMPROVEMENT AND REFUNDING BONDS

City of Grand Ledge, Eaton County, Michigan (the "City")

A regular meeting of the City Council of the City was held in the _____, within the boundaries of the City, on Monday, the 13th day of June, 2016, at _____ o'clock in the ____m.

Present: Council Members

Absent: Council Members

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____:

WHEREAS:

1. On the date hereof, the City received _____ bids for the purchase of its 2016 Capital Improvement and Refunding Bonds (General Obligation – Limited Tax) (the "Bonds"); and

2. The bids attached hereto and incorporated herein by reference were received from the following bidders:

- A. _____
- B. _____
- C. _____
- D. _____
- E. _____
- F. _____
- G. _____; and

3. It is necessary for the City Council to appoint a paying agent-bond registrar for the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The bid of _____ (the "Purchaser"), attached hereto and incorporated herein by reference, for the purchase of the Bonds in the aggregate principal amount of \$ _____, is hereby accepted and approved.

2. The City Council hereby appoints The Huntington National Bank, Grand Rapids, Michigan, as Paying Agent-Bond Registrar for the Bonds, and authorizes the City Administrator,

or a designee thereof, to execute for and on behalf of the City a Paying Agent-Bond Registrar Agreement.

3. The City Council hereby designates the Bonds of this issue as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended. In making said designation, the City Council determines that the reasonably anticipated amount of tax-exempt obligations which will be issued by the Issuer or entities which issue obligations on behalf of the City during calendar year 2016 will not exceed \$10,000,000.

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

Ayes: Council Members

Nays: Council Members

Resolution declared adopted.

Gregory Newman, City Clerk
City of Grand Ledge

The undersigned duly qualified and acting City Clerk of the City of Grand Ledge, Eaton County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council at a regular meeting held on June 13, 2016, the original of which is part of the City Council's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Gregory Newman, City Clerk
City of Grand Ledge

MDG/

Grand Ledge City Council Resolution #_____ of 2016

A Resolution to Adopt the Annual Budget and Appropriations Measure for the Fiscal Year Ending 30 June 2017, and the Tax Levy and Rates.

A resolution adopted by the Grand Ledge City Council, at a regular meeting held on Monday, 13 June 2016, 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, in accordance with Section 8.4 of the Grand Ledge City Charter of 1963, as amended, it is provided that the City Council shall adopt a Resolution to enact budgets for its annual operating funds; and

Whereas, Public Act 621 of 1978, entitled the Uniform Budgeting and Accounting Act, provides for a system of uniform procedures to guide the preparation and execution of budgets in all local units of government in the State of Michigan; and

Whereas, on Monday, 09 May 2016, a Public Hearing was held in accordance with both Section 8.3 of the City Charter and Public Act 621 of 1978;

Now, Therefore, It Is Resolved:

1. The Annual Budget and Appropriations Measure for the Fiscal Year Ending 30 June 2017 is adopted, as follows:
 - a. General Fund Annual Appropriation for Expenditures of \$2,979,585.
 - b. Special Revenue Funds Appropriation for Expenditures of \$2,300,788.
 - c. Debt Service Funds Appropriation for Expenditures of \$517,110.
 - d. Capital Projects Fund Appropriation for Expenditures of \$4,385,000.
 - e. Enterprise funds Appropriation for Expenditures of \$3,977,593.
 - f. Internal Service Funds Appropriation for Expenditures of \$1,354,698.
 - g. The fees and charges attached hereto unless otherwise requiring ordinance action.
2. The Budget for the Downtown Development Authority for Fiscal Year Ending 30 June 2017 is adopted. The annual appropriation for expenditures shall be \$1,191,068.
 - a. The amounts set forth in said Budget are appropriated for the purposes stated herein, and to be expended in accordance with the Budget Policy of the City of Grand Ledge and the Grand Ledge Downtown Development Authority.
 - b. The City Council and the Downtown Development Authority shall review the adopted budget and compare it with the respective monthly operating reports, and following an updated financial status report, make such adjustments as may be appropriate.
3. The Budget for the Local Development Finance Authority for Fiscal Year Ending 30 June 2017 is adopted. The annual appropriation for expenditures shall be \$316,452.
 - a. The amounts set forth in said Budget are appropriated for the purposes stated herein, and to be expended in accordance with the Budget Policy of the City of Grand Ledge and the Grand Ledge Local Development Finance Authority.

- b. The City Council and the Local Development Finance Authority shall review the adopted budget and compare it with the respective monthly operating reports, and following an updated financial status report, make such adjustments as may be appropriate.
- 4. The property tax levies as set forth in the proposed budget, including adoption of rates that levy, pursuant to the Truth in Budgeting Act, amounts in excess of the rate of inflation, are adopted. The levy and tax rates for general municipal purposes are 8.0650 mills; for recreation 0.8062 mills; for streets 2.4193 mills.
- 5. The amounts set forth in said budgets are appropriated for the purpose stated herein and expended in accordance with the Budget Policy of the City of Grand Ledge.
- 6. The General Fund appropriations level shall be defined as a departmental cost center. Other funds are appropriated at the fund level. This authority shall not be construed to allow to be made any new positions, programs, or material changes to authorized purposes without prior City Council approval.
- 7. A monthly review of the results of operations and revenue status shall be provided to the City Council and the budget shall be reviewed and adjustments made as warranted.
- 8. \$100,000 of the General Fund fund balance is committed for renewal and replacement expenditures at City Hall.

Motion by

Second by

Ayes:

Nays:

Absent:

Approved:

Kalmin D. Smith, Mayor

I, Gregory L. Newman, Grand Ledge City Clerk, certify this is Resolution # _____ of 2016, adopted by the Grand Ledge City Council at a special meeting held on Monday, 13 June 2016; a meeting held in accordance with the Open Meetings Act, Public Act No. 267 of 1976, as amended.

Gregory L. Newman, City Clerk

CITY OF GRAND LEDGE
FY 2017 ANNUAL BUDGET BY FUND

FUND #	FUND DESCRIPTION	WORKING CAPITAL		ESTIMATED WORKING CAPITAL		ESTIMATED REVENUES		ESTIMATED EXPENDITURES		ESTIMATED BUDGET SURPLUS (DEFICIT/CASH RESERVES)		ESTIMATED WORKING CAPITAL		COMMITTED (see notes)	TURN-BACKS FY 2015
		6/30/2015	6/30/2016	6/30/2015	6/30/2016	FY 2017	FY 2017	FY 2017	FY 2017	6/30/2017	6/30/2017				
101	GENERAL FUND	\$ 908,022	\$ 780,679	\$ 3,212,784	\$ 2,979,585	\$ 233,199	\$ 1,013,878	\$ 100,000	160,48;						
202	MAJOR STREET FUND	158,388	32,120	554,349	526,106	28,243	60,363		123,72;						
203	LOCAL STREET FUND	99,739	84,196	438,277	492,473	(54,196)	30,000		83,22						
204	MUNICIPAL STREET FUND	341,011	386,101	714,958	984,261	(269,303)	116,798		314,85						
208	PARKS & RECREATION FUND	51,563	52,837	158,736	155,638	3,098	55,935		(6,80;						
248	DDA SPECIAL REVENUE FUND	194,553	83,574	675,179	730,808	(55,629)	27,945		159,73						
394	DDA DEBT SERVICE FUND	7,195	7,595	265,160	264,160	1,000	8,595		1,35						
494	DDA CAPITAL PROJECTS FUND	175,640	275,640	150,000	196,100	(46,100)	229,540		17,50;						
264	DRUG FORFEITURE FUND	8,839	8,535	13	320	(307)	8,228		(34;						
265	POLICE RESTRICTED FUND	19,012	96	25	-	25	121		2,94						
295	AIRPORT DEVELOPMENT FUND	161,100	128,605	68,571	141,990	(73,419)	55,186		9,64						
305	2016 CAPITAL IMPROVEMENT DEBT SVC	-	-	483,500	483,500	-	-		30						
397	ISLAND BRIDGE & PARK DEBT FUND	1,108	1,148	33,660	33,610	50	1,198		(28;						
410	CAPITAL PROJECTS FUND	-	-	4,385,000	4,385,000	-	-		n/a						
495	LOCAL DEVELOPMENT FINANCE AUTHORITY	(9,468)	118,055	198,712	316,452	(117,740)	315		n/a						
592	WATER & SEWER FUND	181,410	210,384	4,128,331	3,977,593	150,738	361,122		n/a						
661	EQUIPMENT OPERATING FUND	20,446	51,218	365,342	413,346	(48,004)	3,214		n/a						
678	EMPLOYEE BENEFIT FUND	211,596	224,936	849,552	941,352	(91,800)	133,136		37,35						
	TOTALS	2,542,737	2,445,719	16,682,149	17,022,294	(340,145)	2,105,574	100,000	903,96;						
	Notes:														
	Working Capital is current assets less current liabilities														
	General Fund - \$100,000 is committed for City Hall														

2016 Tax Rate Request (This form must be completed and submitted on or before September 30, 2016)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Eaton / Clinton	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 206,580,008
Local Government Unit Requesting Millage Levy City of Grand Ledge	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2016 Current Year "Headlee" Millage Reduction Fraction	(7) 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
City Charter	Operating		10.0000	8.0650	1.0000	8.0650	1.0000	8.0650	8.0650		
City Charter	Recreation		1.0000	0.8062	1.0000	0.8062	1.0000	0.8062	0.8062		
City Charter	Streets		3.0000	2.4193	1.0000	2.4193	1.0000	2.4193	2.4193		

Prepared by Brian Thelen	Telephone Number 517-323-8520	Title of Preparer City of Grand Ledge Assessor	Date 5/11/16
------------------------------------	---	--	------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.121(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name Gregory L. Newman	Date
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name Kalmin D. Smith	Date
<input type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2016 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

MERS Retiree Health Funding Vehicle Uniform Resolution



1134 Municipal Way Lansing, MI 48917 | 800.767.6377 | Fax 517.703.9707

www.mersofmich.com

WHEREAS, the Municipal Employees' Retirement System ("MERS") Plan Document of 1996, effective October 1, 1996, authorized the Municipal Employees' Retirement Board ("Board") to establish additional programs including but not limited to Defined Benefit and Defined Contribution programs (MERS Plan Document Section 36(2)(a)); and the Municipal Employees Retirement Act of 1984, Section 36(2)(a) as amended by 1996 PA 220, MCL 38.1536(2)(a));

WHEREAS, the Board has previously authorized MERS establishment of a retiree health funding vehicle ("RHFV" or "Program"), which a participating municipality or court, or another eligible public employer that is a political subdivision of the State which constitutes a "municipality" under MERS Plan Document Section 2B(4); MCL 38.1502b(2) ("Eligible Employer"), may adopt for its Eligible Employees;

WHEREAS, MERS has been determined by the Internal Revenue Service to be a tax qualified "governmental plan" and trust under Section 401(a) of the Internal Revenue Code of 1986, and all trust assets within MERS reserves are therefore exempt from taxation under Code Section 501(a) (IRS Letter of Favorable Determination dated June 15, 2005).

WHEREAS, the Board has established a governmental trust under Section 115 of the Internal Revenue Code (the "Trust Fund") to hold the assets of the RHFV, which Trust Fund shall be administered under the discretion of the Board as fiduciary, directly by (or through a combination of) MERS or MERS duly-appointed Program Administrator;

WHEREAS, 1999 PA 149, the Public Employee Health Care Fund Investment Act, MCL 38.1211 et seq. ("PA 149") provides for the creation by a public corporation of a public employee health care fund, and its administration, investment, and management, in order to accumulate funds to provide for the funding of health benefits for retirees and beneficiaries;

WHEREAS, a MERS health care trust fund constitutes a governmental trust established by a public corporation ("municipality") as an Eligible Employer, provided that all such employers shall be the State of Michigan, its political subdivisions, and any public entity the income of which is excluded from gross income under Section 115 of the Internal Revenue Code; provided further, that the health care trust shall not accept assets from any defined benefit health account established under Section 401(h) of the Internal Revenue Code;

WHEREAS, the Board acts as investment fiduciary for the pooled assets of each MERS participating municipality and court enrolled in MERS Defined Benefit Plan, Defined Contribution Plan, and Hybrid Plan, on whose behalf MERS performs all plan administration and investment functions, and such participating municipalities and courts have full membership, representation and voting rights at the MERS Annual Meeting as provided under Plan Section 45; MCL 38.1545.

WHEREAS, the Board also acts as investment fiduciary for those participating employers who are non-MERS participating municipalities and courts that have adopted the MERS Health Care Savings Program, Retiree Health Funding Vehicle, 457, or Investment Services Program, and such entities are not accorded membership, representation or voting rights provided to MERS participating municipalities and courts at the MERS Annual Meeting under Plan Section 45; MCL 38.1545.

MERS Retiree Health Funding Vehicle Uniform Resolution

WHEREAS, adoption of this Uniform Resolution (the “Uniform Resolution”) by the Eligible Employer is necessary and required in order that the benefits available under the MERS Retiree Health Funding Vehicle may be extended;

WHEREAS, this Uniform Resolution has been approved by the Board under the authority of 1996 PA 220, MERS Plan Document Section 36(2)(a), MCL 38.1536(2)(a), declaring that the Board “shall determine . . . and establish” all provisions of the Retirement System. The MERS RHFV shall not be implemented with respect to any Eligible Employer unless in strict compliance with the terms and conditions of this Resolution, the Trust Document, and Trust Agreement.

- It is expressly agreed and understood as an integral and nonseverable part of extension or continuation of coverage under this Uniform Resolution Adopting MERS Retiree Health Funding Vehicle, that Section 43B of the MERS Plan Document shall not apply to this Uniform Resolution, its administration or interpretation.
- In the event any alteration of the language, terms or conditions stated in this Uniform Resolution Adopting MERS Retiree Health Funding Vehicle is made or occurs under MERS Plan Document Section 43B or other plan provision or other law, it is expressly recognized that MERS and the Board, as fiduciary of the MERS Plan and its trust reserves, and whose authority is nondelegable, shall have no obligation or duty: to administer (or to have administered) the MERS RHFV or its Trust Fund; or to continue administration.

NOW, THEREFORE, BE IT RESOLVED that the governing body adopts the MERS PA 149 Health Care Trust Fund as provided below.

I. MERS RETIREE HEALTH FUNDING VEHICLE

EFFECTIVE July, 2016, the MERS Retiree Health Funding

Vehicle is hereby adopted by the City of Grand Ledge
(MERS municipality or court or other eligible employer)

CONTRIBUTIONS shall be made only by the Eligible Employer, remitted to MERS by the Eligible Employer, and credited to the Eligible Employer’s separate fund within the trust sub-fund for MERS RHFV. As this Plan is funded solely by employer, on a cash or actuarial basis as determined by the employer, there is no requirement for a Participation Agreement establishing the schedule of contributions.

INVESTMENT of funds accumulated and held in the Fund shall be held in a separate reserve and invested on a pooled basis by MERS subject to the Public Employee Retirement System Investment Act (“PERSIA”), 1965 PA 314, as provided by MERS Plan Document Section 39; MCL 38.1539, and PA 149.

THE ELIGIBLE EMPLOYER shall abide by the terms of MERS RHFV, including all investment, administration, and service agreements, and all applicable provisions of the Code and other law. It is affirmed that no assets from any defined benefit health account established under Section 401(h) of the Internal Revenue Code shall be transferred to, or accepted by, MERS.

MERS Retiree Health Funding Vehicle Uniform Resolution

II. IMPLEMENTATION DIRECTIONS FOR MERS AS RHFV INVESTMENT FIDUCIARY AND TRUSTEE

- (A) The governing body of this Eligible Employer desires that all assets placed in its MERS RHFV (as a sub-fund within all pooled Trust Funds with MERS) be administered by MERS, which shall act as investment fiduciary with all powers provided under Public Employee Retirement System Investment Act, PA 149, all applicable provisions of the Internal Revenue Code and other relevant law.
- (B) The governing body desires, and MERS upon its approval of this Resolution agrees, that all funds accumulated and held in the MERS RHFV Trust Fund shall be invested and managed by MERS within the collective and commingled investment of all funds held in trust for all Eligible Employers.
- (C) The RHFV is designed as a PA 149 compliant trust. All assumptions, including the rate of investment return used in any OPEB valuation, are the responsibility of the employer in conjunction with any advice they may obtain from their health care actuary and/or auditor, if any. The Employer acknowledges and affirms the responsibility for selecting the investment option(s) from the MERS investment funds for their RHFV account.

The Participating Employer makes the following initial fund election (subsequent changes may be made by the RHFV Investment Change Form #RH-602). Percentage of assets to be invested in Fund selected:

Portfolios Built for You (Stocks/Bonds)			Funds to Build Your Own Portfolio		
MERS Total Market Portfolio	100	%	Large Cap Stock Index		%
MERS Global Stock Portfolio (100/0)		%	Mid Cap Stock Index		%
MERS Capital Appreciation Portfolio (80/20)		%	Small Cap Stock Index		%
MERS Established Market Portfolio (60/40)		%	International Stock Index		%
MERS Balanced Income Portfolio (40/60)		%	Emerging Market Stock		%
MERS Capital Preservation Portfolio (20/80)		%	Short-Term Income		%
MERS Diversified Bond Portfolio (0/100)		%			

All allocations must use a whole percentage, and the total percentage of amount allocated must equal 100%.

Please refer to the Fund Summary Sheets for information regarding each investment option, including potential redemption fees, and restrictions (www.mersofmich.com).

- (D) Changes in the fund choices or allocations made in paragraph (C) may be made in writing using the designated MERS form addressed to the MERS RHFV Program Administrator and shall be made by (select one):
 - the Governing Body only (ongoing fund elections may be made only by the RHFV Investment Change Form #RH-602 and supporting certified minutes stating Governing Body approval).
 - the designated employer contacts (ongoing fund elections may be made either through your online account or by the RHFV Investment Change Form #RH-602).

MERS Retiree Health Funding Vehicle Uniform Resolution

- (E) All monies in the MERS RHFV Trust Fund (and any earnings thereon, positive or negative) shall be held and invested for the sole purpose of paying health care benefits for the exclusive benefit of “Eligible Employees” who shall constitute “qualified persons” who have retired or separated from employment with the Eligible Employer, and for any expenses of administration, and shall not be used for any other purpose, and shall not be distributed to the State.
- (F) The Eligible Employer will fund its MERS RHFV Trust sub-fund to provide funds for health care benefits for “Eligible Employees” who shall constitute “qualified persons.” Participation in and any coverage under RHFV shall not constitute nor be construed to constitute an “accrued financial benefit” under Article 9 Section 24 of the Michigan Constitution of 1963, nor shall any contribution method for Eligible Employer funding other than “pay as you go” cash funding be required or imposed, and all benefits, rights, and obligations conferred by or arising under RHFV shall be as provided under the RHFV documents.
- (G) The Eligible Employer generically designates the following groups of persons as “Eligible Employees” who shall constitute “qualified persons,” to receive retiree health care benefits subsidized under the MERS RHFV trust sub-fund. Groups may include any dependent(s) as specified in your bargaining agreement and/or personnel policy (provide copies of any governing agreement or other policy): For example “non-union employees.”

All union and non-union employees

- (H) The Eligible Employer may designate the appropriate employer contacts who shall direct payment of fund monies for the benefit of the Eligible Employees identified in paragraph (G) under any retiree health care benefit program, including, but not limited to, MERS HCSP; make investment allocations of the Employer’s fund assets within MERS-approved funds to the extent authorized in paragraph (C); receive necessary reports, notices, etc.; shall act on behalf of the Eligible Employer; and may delegate any administrative duties relating to the Fund to appropriate departments.

SECTION 3. EFFECTIVENESS OF THIS RESOLUTION

This Resolution shall have no legal effect until a certified copy of this adopting Resolution shall be filed with MERS, and MERS determines that all necessary requirements under MERS Plan Document Section 36(2)(a), 1999 PA 149 and other relevant laws, and this Resolution have been met. Upon MERS determination that all necessary documents have been submitted, MERS shall record its formal approval upon this Resolution, and return a copy to the Eligible Employer’s designated primary contact.

In the event an amendatory resolution or other action by the Eligible Employer is required by MERS, such Resolution or action shall be deemed effective as of the date of the initial Resolution or action where concurred in by this governing body and MERS (and the Program Administrator if necessary). Section 54 of the MERS Plan Document shall apply to this Resolution and all acts performed under its authority. The terms and conditions of this Resolution supersede and stand in place of any prior resolution, and its terms are controlling.

MERS Retiree Health Funding Vehicle Uniform Resolution

I hereby certify this above is a true copy of the Resolution Adopting the MERS Retiree Health Funding Vehicle adopted and approved on the 13th day of June, 2016 at the official meeting held by City of Grand Ledge.
(Name of approving employer)

Authorized Signature: _____

Title: _____

Witness Signature: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____

(Authorized MERS signatory)

CITY OF GRAND LEDGE, MICHIGAN

Notes to Financial Statements

Annual OPEB Cost and Net OPEB Obligation. The City's annual other postemployment benefit (OPEB) cost is calculated based on the annual required contribution of the employer (ARC). The City has elected to calculate the ARC and related information using the alternative measurement method permitted by GASB Statement No. 45 for employers in plans with fewer than 100 total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed 30 years. The following table shows the components of the City's annual OPEB cost for the year, the amount actually contributed to the Plan, and changes in the City's net OPEB obligation:

Annual required contribution	\$ 99,205
Interest on net OPEB obligation	9,598
Adjustment to annual required contribution	<u>(16,868)</u>
Net OPEB cost	91,935
Contributions made	<u>(11,818)</u>
Increase in net OPEB obligation	80,117
Net OPEB obligation, beginning of year	<u>479,901</u>
Net OPEB obligation, end of year	<u>\$ 560,018</u>

The City's annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for 2015 and the prior two years were as follows:

Year Ended June 30,	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
2013	\$ 105,798	11%	\$ 393,191
2014	99,986	13%	479,901
2015	91,935	13%	560,018

Funded Status and Funding Progress. As of June 30, 2015, the actuarial accrued liability for benefits was \$978,127, all of which was unfunded. The covered payroll (annual payroll of the active employees covered by the Plan) was \$1,940,153 and the ratio of the unfunded actuarial accrued liability to the covered payroll was 50 percent.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits calculations.

**City of Grand Ledge
Personnel Manual
Revised 5/28/15**

**ARTICLE IV
EMPLOYEE BENEFITS**

4.1 Hospitalization and Medical

- C) Upon reaching age fifty-five (55), or any time thereafter, and having completed twenty-five (25) years of service to the City, a regular full-time employee may choose to retire and the City will make available health, dental and optical benefits for the retiree and spouse only. Benefits in no event will be greater than those provided to active employees. The cost for said coverage shall be divided in half between the retiree and the City. This coverage shall continue until the retiree becomes Medicare eligible and only so long as the retiree's share of the cost is paid when due. **Any regular full-time employee hired on or after July 1, 2016 will not be eligible for, nor receive this benefit.**

Gregory Newman

From: Adam Smith
Sent: Monday, 6 June, 2016 2:03 PM
To: Pantera, Chuck
Cc: Gregory Newman; Amee King
Subject: Tree Board "Appeal"

Chuck, happy Monday.

As we discussed last week as a result of a quorum not present at the Tree Board meeting, per your request we can include an "appeal" to the lack of action regarding the removal of the pear tree located on the southwest side of the marquee on the proposed City Council Agenda June 13, 2015. Please note that the DDA Board's recommendation is as follows: removal of the tree and replace it with a similar species to what is on the current block (Gingko), with the business owner bearing the cost of the replacement tree.

It would be my recommendation that you simply ask for City Council's approval of the DDA's recommendation. Please confirm your request/intent regarding the same. Thanks. Enjoy your day. AS

Adam Smith, City Administrator
City of Grand Ledge
310 Greenwood Street
Grand Ledge, MI 48837
517.627.2149. ext. 111
asmith@grand-ledge.com



Grand Ledge City Council Resolution # _____ of 2016

A Resolution to Approve a Bid Award for E. River St. and Franklin St. Reconstruction Project.

A resolution adopted by the Grand Ledge City Council, at a regular meeting held on Monday, 25 April 2016, 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, bids for the E. River St. and Franklin St. Reconstruction project were sought and received by the City, and reviewed by staff; and

Whereas, it has been determined the bid for the E. River St. and Franklin St. Reconstruction project be awarded to _____ of Michigan, in an amount not to exceed \$ _____;

Now, Therefore, It Is Resolved:

1. The City approves the bid for the E. River St. and Franklin St. Reconstruction project from _____, in an amount not to exceed \$ _____.
2. The City directs the City Administrator and Finance Director / Treasurer to appropriate the funds necessary to implement said contract.
3. The Mayor and the Clerk of the City, or their duly authorized agent or representative, are authorized and directed to execute said contract on behalf of the City of Grand Ledge; to do any other act(s) or thing(s) which shall be necessary to execute said contract 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 contract.

Motion by

Second by

Ayes:

Nays:

Absent:

Approved:

Kalmin D. Smith, Mayor

I, Gregory L. Newman, Grand Ledge City Clerk, certify this is Resolution # _____ of 2016, adopted by the Grand Ledge City Council at a special meeting held on Monday, 13 June 2016; a meeting held in accordance with the Open Meetings Act, Public Act No. 267 of 1976, as amended.

Gregory L. Newman, City Clerk

SECTION 00030

ADVERTISEMENT FOR BIDS

CITY OF GRAND LEDGE

EAST RIVER STREET / FRANKLIN STREET RECONSTRUCTION

1. RECEIPT OF BIDS

The City of Grand Ledge, the OWNER, will receive sealed Bids for construction of the East River Street / Franklin Street Reconstruction project at the Grand Ledge City Hall, 310 Greenwood Street, Grand Ledge, Michigan, 48837 until Friday, June 10, 2016, 2:00 p.m., local time. No Bids will be received after that time. Bids will be publicly opened and read aloud at that time and place.

2. SCOPE OF PROJECT

The approximate quantities of the major items of work are:

56 LF 8-inch Sanitary Sewer
1254 LF 18-inch Sanitary Sewer
600 LF 12-inch Storm Sewer
415 LF 15-inch Storm Sewer
808 LF 24-inch Storm Sewer
94 LF 6-inch Water Main
1249 LF 8-inch Water Main
4281 LF Concrete Curb and Gutter
11594 SFT Concrete Sidewalk
1332 TON HMA, 13A

Associated appurtenances, roadway base materials, removals, grading, SESC, service leads, and slope restoration.

3. FINANCING

The Project will be financed with local funds.

4. EXAMINATION OF DOCUMENTS

Bidding Documents may be examined at the following locations after Monday, May 23, 2016:

Eng., Inc., 4063 Grand Oak Drive, Suite A109, Lansing, MI 48911-7401, (517) 887-1100.
City of Grand Ledge, 310 Greenwood Street Street, Grand Ledge, MI 48837, (517) 627-2149.

5. OBTAIN BIDDING DOCUMENTS

Bidding Documents may be obtained at the office of Eng., Inc., Lansing, Michigan, upon payment of a \$30.00 dollar non-refundable fee.

An additional, non-refundable charge of \$10.00 will be required for sending out Bidding Documents.

6. BID SECURITY

Bid security in the amount, form and subject to the conditions provided in the Instructions to Bidders must be submitted with each Bid.

7. WITHDRAWAL OF BIDS

Bids may not be withdrawn for a period of 35 days after the actual date of opening thereof. This time period may be extended by mutual agreement of the OWNER and any Bidder or Bidders.

8. RIGHT TO REJECT BIDS

The OWNER reserves the right to waive any irregularities and to reject any and all Bids.

END OF SECTION

City of Grand Ledge River Street & Franklin Street Project No. 16006						
Item No.	Item Description	Unit	Estimated Quantity	Unit Price	Amount	
1	Mobilization, Max. \$70,000	LS	1	\$40,000.00	\$40,000.00	
2	Audio Visual Filming	LS	1	\$2,000.00	\$2,000.00	
3	Tree, Rem, 6 inch to 18 inch	Ea	20	\$720.00	\$14,400.00	
4	Tree, Rem, 19 inch to 36 inch	Ea	4	\$1,200.00	\$4,800.00	
5	Dr Structure, Rem	Ea	21	\$450.00	\$9,450.00	
6	Sewer, Rem, Less than 24 inch	Ft	2986	\$10.00	\$29,860.00	
7	Sewer Abandon and Fill	Ft	814	\$28.50	\$23,199.00	
8	Curb and Gutter, Rem	Ft	3143	\$5.50	\$17,286.50	
9	Sidewalk, Rem	Syd	1233	\$5.00	\$6,165.00	
10	Pavt, Rem, Modified	Syd	5617	\$3.50	\$19,659.50	
11	Excavation, Rock	Cyd	100	\$62.00	\$6,200.00	
12	Subgrade Undercutting, Type II	Cyd	250	\$25.00	\$6,250.00	
13	Machine Grading, Modified	Sta	16	\$4,500.00	\$72,000.00	
14	Subgrade Undercutting, Special	Syd	250	\$22.00	\$5,500.00	
15	Erosion Control, Inlet Protection, Fabric Drop	Ea	11	\$160.00	\$1,760.00	
16	Erosion Control, Silt Fence	Ft	1425	\$2.25	\$3,206.25	
17	Project Cleanup	LS	1	\$1,700.00	\$1,700.00	
18	Subbase, CIP	Cyd	4325	\$15.50	\$67,037.50	
19	Aggregate Base, 2.5 inch	Syd	1224	\$5.50	\$6,732.00	
20	Aggregate Base, 8 inch	Syd	7032	\$10.00	\$70,320.00	
21	Sewer, C76 IV RCP, 12 inch, Tr Det B	Ft	600	\$63.00	\$37,800.00	
22	Sewer, C76 III RCP, 15 inch, Tr Det B	Ft	415	\$76.00	\$31,540.00	
23	Sewer, C76 III RCP, 24 inch, Tr Det B	Ft	808	\$100.00	\$80,800.00	
24	Sanitary Sewer Lead, 6 inch, PVC SDR 26	Ft	517	\$74.00	\$38,258.00	
25	Sanitary Sewer, 8 inch, PVC SDR 26	Ft	56	\$90.00	\$5,040.00	
26	Sanitary Sewer, 15 inch, PVC SDR 26	Ft	8	\$125.00	\$1,000.00	
27	Sanitary Sewer, 18 inch, PVC SDR 26	Ft	1254	\$125.00	\$156,750.00	
28	Dr Structure, 48 inch dia	Ea	17	\$2,250.00	\$38,250.00	
29	Dr Structure, 72 inch dia	Ea	1	\$4,000.00	\$4,000.00	
30	MDOT R-85-D Outlet Headwall	Ea	2	\$3,900.00	\$7,800.00	
31	Dr Structure Cover, Adj, Case 1	Ea	1	\$455.00	\$455.00	
32	Dr Structure Cover, Type B	Ea	12	\$635.00	\$7,620.00	
33	Dr Structure Cover, Type D	Ea	1	\$740.00	\$740.00	
34	Dr Structure Cover, Type K	Ea	10	\$740.00	\$7,400.00	
35	Sanitary Sewer Manhole, 48 inch	Ea	5	\$3,000.00	\$15,000.00	
36	Underdrain, Subbase, 4 inch	Ft	3174	\$7.00	\$22,218.00	
37	Hand Patching	Ton	5	\$150.00	\$750.00	
38	HMA 13A	Ton	1332	\$63.00	\$83,916.00	
39	HMA Approach	Ton	24	\$76.00	\$1,824.00	
40	Detectable Warning Surface	Ft	36	\$35.50	\$1,278.00	
41	Driveway, Nonreinf Conc, 6 inch	Syd	343	\$41.00	\$14,063.00	
42	Curb and Gutter, Conc, Det F4	Ft	3146	\$16.00	\$50,336.00	
43	Curb and Gutter, Inverted	Ft	1107	\$17.00	\$18,819.00	
44	Sidewalk, Conc, 4 inch	Sft	10909	\$4.50	\$49,090.50	
45	Sidewalk, Conc, 6 inch	Sft	685	\$5.50	\$3,767.50	
46	Sidewalk Ramp, Conc, 4 inch	Sft	155	\$6.00	\$930.00	
47	Pavt Mrkg, Waterborne, 4 inch, White	Ft	1683	\$2.75	\$4,628.25	
48	Pavt Mrkg, Waterborne, 2nd Application, 4 inch, White	Ft	1683	\$1.50	\$2,524.50	
49	Plastic Drums, High Intensity, Furn	Ea	40	\$16.00	\$640.00	
50	Plastic Drums, High Intensity, Oper	Ea	40	\$1.00	\$40.00	
51	Barricade, Type III, High Intensity, Lighted, Furn	Ea	4	\$80.00	\$320.00	
52	Barricade, Type III, High Intensity, Lighted, Oper	Ea	4	\$16.00	\$64.00	
53	Dust Palliative	Ton	30	\$190.00	\$5,700.00	
54	Minor Traf Devices	LS	1	\$1,000.00	\$1,000.00	
55	Sign, Type B, Temp, Prismatic, Furn	Sft	25	\$4.25	\$106.25	
56	Sign, Type B, Temp, Prismatic, Oper	Sft	25	\$1.00	\$25.00	
57	Riprap, Plain	Syd	20	\$130.00	\$2,600.00	
58	Slope Restoration, Modified	Syd	7785	\$9.00	\$70,065.00	
59	Gate Valve and Box, 4 inch, Modified	Ea	1	\$1,250.00	\$1,250.00	
60	Gate Valve and Box, 6 inch, Modified	Ea	1	\$1,500.00	\$1,500.00	
61	Gate Valve and Box, 8 inch, Modified	Ea	1	\$2,000.00	\$2,000.00	
62	Water Main, DI, 4 inch, Tr Det G, Modified	Ft	27	\$70.00	\$1,890.00	
63	Water Main, DI, 6 inch, Tr Det G, Modified	Ft	94	\$80.00	\$7,520.00	
64	Water Main, DI, 8 inch, Tr Det G, Modified	Ft	1249	\$85.00	\$106,165.00	
65	Hydrant Assembly	Ea	3	\$1,500.00	\$4,500.00	
66	Water Service, 1 inch	Ft	357	\$50.00	\$17,850.00	
67	Water Service, 1-1/2 inch	Ft	147	\$55.00	\$8,085.00	
68	Water Service, 2 inch	Ft	26	\$60.00	\$1,560.00	
69	1 inch Curb Stop and Box	Ea	8	\$500.00	\$4,000.00	
70	1-1/2 inch Curb Stop and Box	Ea	2	\$550.00	\$1,100.00	
71	2 inch Curb Stop and Box	Ea	1	\$600.00	\$600.00	
72	Water Main Fitting, 6 inch Sleeve	Ea	1	\$1,200.00	\$1,200.00	
73	Water Main Fitting, 6 inch 45 Deg Bend	Ea	10	\$475.00	\$4,750.00	
74	Water Main Fitting, 8 inch 45 Deg Bend	Ea	6	\$545.00	\$3,270.00	
75	Water Main Fitting, 8 inch x 6 inch Cross	Ea	1	\$850.00	\$850.00	
76	Water Main Fitting, 8 inch X 6 inch Tee	Ea	2	\$835.00	\$1,670.00	
77	Water Main Fitting, 8 inch X 4 inch Tee	Ea	1	\$835.00	\$835.00	
78	Water Main Fitting, 4 inch Cut & Cap	Ea	1	\$500.00	\$500.00	
79	Water Main Fitting, 6 inch Cut & Cap	Ea	4	\$500.00	\$2,000.00	
80	First Flush Basin	LS	1	\$10,000.00	\$10,000.00	
				Total Amount	\$1,357,778.75	