

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, JULY 12, 2021 – 7:00 PM
BUCHANAN CITY HALL CHAMBER - 302 N. REDBUD TRAIL, BUCHANAN MI
49107

AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN in compliance with Michigan’s Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of City Hall, 302 N. Redbud Trail, Buchanan MI.

** Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda.*

** Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting.*

** Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance.*

** Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to bpitcher@cityofbuchanan.com*

I. Call to Order

II. Recognition

III. Pledge of Allegiance

IV. Roll Call

V. Approve Agenda

VI. Public Comment - Agenda Items Only *(3-minute limit)*

VII. Consent Agenda *(can be approved all in one motion, for general housekeeping items)*

A. Approve Minutes of the June 28, 2021 Regular Meeting

B. Approve expenditures for July 12, 2021 in the amount of is \$67,469.88.

Items of note:

4-Ton Hot Box out of the Capital Projects; \$27,512.77

The Barton Group retainer fee; \$3,000

Affordable Asphalt Paving for asphalt patching; \$3,000

C. Banner Placement Request Form

Approve Banner Placement Request Form for Larry Money on behalf of the American Legion for their Annual Benefit Ride. Banner to be placed from August 16-23, 2021.

VIII. Scheduled Matters from the Floor *(if any)*

A. Joe Paolucci - Public Release of City Attorney Randy Hyrns’ 2019 Letter Regarding DDA Law

IX. Reports by: Departments, Committees, Boards

A. Treasurer's Report

X. Unfinished Business

A. AFSCME Union Contract Correction

XI. New Business

A. Special Use Permit presented by Attorney Sam Kilberg representing Zen Leaf

B. Social District Application

The State of Michigan recently approved the Buchanan Social District. The next step is that our city licensees must submit an application to opt into the Social District. The Social District law requires the City Commission approve a motion to recommend approval of the licensee's application to the Michigan Liquor Control Commission. The State has confirmed that the Licensee, Maize N Brew Ltd. DBA B&W Village Inn of Buchanan, Michigan has submitted his application to opt into the Buchanan Social District.

Consider recommendation by the Buchanan City Commission of Social District application from Licensee, Maize N Brew Ltd. DBA B&W Village Inn of Buchanan, Michigan for approval by the Michigan Liquor Control Commission.

XII. Communications *(informational only, formal board action is not necessary for these items, unless so desired)*

A. Michigan Municipal League Annual Convention & Annual Meeting

The MML Annual Convention will be held in Grand Rapids, September 22-24, 2021. The League's Annual Meeting is scheduled during the convention. Pursuant to the provisions of the League Bylaws, the City is requested to designate by action of the Commission one official who will be in attendance at the Convention as the City's official representative to cast the vote of the City at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Details included in the packet and at <http://mml.org/delegate/>

XIII. Public Comment - Non-Agenda Items Only *(3-minute limit)*

XIV. Executive Comments

A. City Manager Comments -

B. Commissioner Comments -

C. Mayor Comments -

XV. Adjourn



**PUBLIC HEARING & REGULAR MEETING OF THE BUCHANAN CITY
COMMISSION
MONDAY, JUNE 28, 2021 – 7:00 PM
ELECTRONIC MEETING**

AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN in compliance with Michigan’s Open Meetings Act, as amended, B2103192 of 2021, hereby gives notice of a public hearing regarding the Proposed FY 2021-2022 Budget for the City of Buchanan, followed immediately by a regular meeting to be held electronically in order to protect the health and safety of our community due to the novel coronavirus (COVID-19).

Join Meeting via Computer: <https://zoom.us/j/2435931819>

Join Meeting via Mobile Phone: +16465588656,,2435931819#

Join Meeting via Land Line Telephone: +1 646 558 8656

Meeting ID: 243 593 1819

Toggle #6 to mute/unmute. #9 to raise your hand.

** All members of the public will be muted by the moderator, except for during the public comment portions of the agenda. To minimize background noise and/or feedback, we ask that participants manually mute their phone or computer microphone during this portion of the agenda if not speaking. Anyone who speaks during the meeting must provide their full name to the Clerk for recording in the official minutes.*

** Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda.*

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PUBLIC HEARING - PROPOSED FY 2021-2022 BUDGET FOR THE CITY OF BUCHANAN

- I. **Call to Order**
- II. **Roll Call**
- III. **Public Comment - Regarding Proposed Budget Only (3-minute limit)**
- IV. **Adjourn Public Hearing**

REGULAR MEETING

- V. **Call to Order**
- VI. **Recognition**
- VII. **Pledge of Allegiance**
- VIII. **Roll Call**
- IX. **Approve Agenda**
- X. **Public Comment - Agenda Items Only (3-minute limit)**
- XI. **Scheduled Matters from the Floor (if any)**

XII. Consent Agenda *(can be approved all in one motion, for general housekeeping items)*

- A. Approve Minutes of June 14, 2021 Regular Meeting
- B. Approve Expenditures for June 28, 2021 in the amount of \$188,289.46

Payments of note:

- The remaining balance for Victory Park basketball court resurfacing in the amount of \$4,625.00
- Progress payment to Davis Construction in the amount of \$978,192.18
- Custom Computer Company for \$29,325.50 which includes a retainer fee of approximately \$3,800 with the remainder consisting of capital expenses (new computer equipment for City Hall) and licensing fees they paid on our behalf
- Dial-a-Ride monthly fuel charges for March and April in the amount of \$29,986.35
- Quarterly Worker's Comp payment of \$9,648.00

- C. Staff Activity Briefing for June 23, 2021
- D. Banner Placement - Michiana Cruisers Car Show

Banner placement request submitted by Gary Shindeldecker on behalf of the Michiana Cruisers Car Club. As all proceeds are donated to the nonprofit group R/Vets, he is asking the fee be waived, which has been customary. Waive fee and approve banner placement on East Front Street from July 5-12, 2021 to promote the Michiana Cruisers Car Show being held at Centennial Park, July 11, 2021.

- E. Friends of McCoy's Creek Trail Committee - Regular Meeting Permanent Schedule Change

Ratify a permanent change to the published regular meeting schedule for the Friends of McCoy's Creek Trail Committee from the second Thursday of each month at 9:00 a.m. to the third Thursday of even months at 7:00 p.m., beginning August 19, 2021.

- F. Approve Updated Banner Placement Request Form & Policy

Currently, the City has two different banner placement forms; one for the large, horizontal style banners that hang across Redbud or Front, usually promoting an event, and one for the small, vertical banners that hang from the lamp posts, such as the athletic or veterans banners. Given a lack of adherence to process and increasing demand and diversity in the use of the small vertical banners, the two banner request forms have been consolidated into one with clearer instructions and policy for both City Staff and the public, and no pricing change.

XIII. Reports by: Departments, Committees, Boards**XIV. Unfinished Business**

- A. Adopt Resolution 2021.06/229

Consider a resolution to adopt a budget for the City of Buchanan for FY 2021-2022.

Adopt Resolution 2021.06/230

Consider a resolution to adopt the proposed budget amendments for FY 2020/2021, as presented in detail in the corresponding Excel Spreadsheets.

PENDING APPROVAL

E. Authorize City Manager to Create New Employment Contracts for Select Personnel

As discussed during prior budget discussions in previous special meetings, and as presented in the 2021/2022 FY Budget, Manager Grace requests express permission to create new employment contracts for select personnel, in order to implement the budget as presented (which may either be voted on all at once or individually):

- Transition the City Clerk position to a Non-Comp-time position by paying out current comp time and transitioning to a salaried contract position with a yearly salary of \$51,000.
- Transition the City Treasurer position to a Non-Comp-time position by paying out current comp time and transitioning to a salaried contract position with a yearly salary of \$51,000.
- Transition the City Building Inspector to an expanded role with a contract for increased part-time hours.
- Transition the City Police Chief to the new role of Public Safety Director, which will be a contract position and include a 5% increase in salary, as the new role will include additional duties, to include coordination of efforts and training programs between the Police Department and Fire Department, as well as serving as the main point of contact for all Public Safety related issues, especially when emergency management needs arise.

NOTE—If the City Commission votes to authorize the creation of these contracts, each individual contract will be presented for full review prior to final approval during the next City Commission meeting.

XVI. Communications *(informational only, formal board action is not necessary for these items, unless so desired)*

XVII. Public Comment - Non-Agenda Items Only *(3-minute limit)*

XVIII. Executive Comments

- A. City Manager Comments -
- B. Commissioner Comments -
- C. Mayor Comments -

XIX. Adjourn



City of Buchanan
302 N. Redbud Trail
Buchanan, MI 49107
www.cityofbuchanan.com

ADDITIONS TO SUMMARY
JULY 12,2021

101	General Fund	\$30,615.86
103	Capital Projects	\$27,512.77
107	Downtown Development	\$0.00
202	Major Streets	\$3,907.06
203	Local Streets	\$126.74
501	W&S Maintenance & Operations	\$3,985.05
588	Dial-A-Ride	\$0.00
701	Trust & Agency	\$1,322.40

	Total	\$67,469.88

Check Register Report

Item VII. B.

Date: 07/09/2021

Time: 2:01 pm

Page: 1

City of Buchanan

BANK:

Check Number	Check Date	Status	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
83038	07/12/2021	Printed		1024	AALFS PETROLEUM INC.	JUNE 2021 FUEL CHARGES	1,030.30
83039	07/12/2021	Printed		0100	ADP, INC.		741.10
83040	07/12/2021	Printed		2528	AFFORDABLE ASPHALT PAVING	ASPHALT PATCHING	3,000.00
83041	07/12/2021	Printed		0704	ALEXANDER CHEMICAL CORP.	CHLORINE	35.50
83042	07/12/2021	Printed		0728	AT&T MOBILITY	MONTHLY MOBILE SERVICE	581.80
83043	07/12/2021	Printed		100	MIKE BAKER	UNIFORM REIMBURSEMENT	250.00
83044	07/12/2021	Printed		4172	BAR WATER YOUR LOCAL CULLIGAN	OFFICE WATER	81.70
83045	07/12/2021	Printed		57	BELL EQUIPMENT COMPANY	BROOMS FOR SWEEPER	950.00
83046	07/12/2021	Printed		635	BERRIEN COUNTY TREASURER	TAX	2,541.08
83047	07/12/2021	Printed		553	BUCHANAN COMMON COMMITTEE	CONCERT SERIES	2,565.00
83048	07/12/2021	Printed		1783	CHRIS BURKS	REDBUD	70.00
83049	07/12/2021	Printed		3001	C & C OF SOUTH BEND	FILTERS, OIL, BLADES	185.72
83050	07/12/2021	Printed		2875	MARC CAHILL	REDBUD	70.00
83051	07/12/2021	Printed		3050	BRANDON CARPENTER	REDBUD	70.00
83052	07/12/2021	Printed		0347	CINTAS CORP.	SHOP RUGS	80.93
83053	07/12/2021	Printed		2565	CINTAS CORPORATION	FIRST AID SUPPLIES	56.64
83054	07/12/2021	Printed		4211	CITY OF BUCHANAN	TAXES	2,486.16
83055	07/12/2021	Printed		3536	COMCAST CABLE	MONTHLY SERVICE DPW	588.94
83056	07/12/2021	Printed		5010	COUNTY OF BERRIEN	TAX- FORCLOSER	154.70
83057	07/12/2021	Printed		5010	COUNTY OF BERRIEN	TAX- FORCLOSER	24.59
83058	07/12/2021	Printed		2180	RON DEFREEZ	UNIFORM REIMBURSEMENT	250.00
83059	07/12/2021	Printed		2449	DIGITAL ALLY	REPLACED BWC CHEST CAMERA	125.00
83060	07/12/2021	Printed		0709	EUROFINS EATON ANALYTICAL.	COMPLIANCE SAMPLING FOR EGLE	1,615.00
83061	07/12/2021	Printed		3000	FALCON ASPHALT REPAIR EQUIPMEN	4 TON HOT BOX	27,512.77
83062	07/12/2021	Printed		19750	FIRE CATT, LLC	ANNUAL HOSE TESTING	2,910.40
83063	07/12/2021	Printed		1122	JAMES FLENAR	REDBUD	70.00
83064	07/12/2021	Printed		1006	GP MANUFACTURING	TAXES	28.93
83065	07/12/2021	Printed		604	GRAINGER	CAM-LOK REDUCER	36.42
83066	07/12/2021	Printed		725	HAAS SYSTEMS, INC.	ALARM PEARS MILL	184.50
83067	07/12/2021	Printed		180	INDIANA MICHIGAN POWER COMPANY	MONTHLY SERVICE	3,312.80
83068	07/12/2021	Printed		0711	J.P GILLEN & ASSOCIATES	MONTHLY CHARGES	1,932.50
83069	07/12/2021	Printed		364	ROBERT KRAUSE II	REDUBD	70.00
83070	07/12/2021	Printed		767	JOHN LEONARD	SHELLS FOR THE RANGE	120.88
83071	07/12/2021	Printed		522	LOWE'S	MONTHLY STATEMENT	141.52
83072	07/12/2021	Printed		4591	RICHARD MANN	REDBUD	110.00
83073	07/12/2021	Printed		5467777	MARK FARM SUPPLY	MULCH	240.00
83074	07/12/2021	Printed		1920	CRAIG MILLER	UNIFORM REIMBURSEMENT	63.59
83075	07/12/2021	Printed		2730	NATIONAL HOSE TESTING	ANNUAL LADDER TESTING	1,053.10
83076	07/12/2021	Printed		0038	NORTH AMERICAN PUMP	ANNUAL WELL PUMP MAINTENCE	800.00
83077	07/12/2021	Printed		1862	PRIDE THE PORTABLE TOILET	RENTAL	168.00
83078	07/12/2021	Printed		4336	PRO SAFETY INNOVATIONS LLC	REFILL & INSPECT EXTINGUISHER	217.10
83079	07/12/2021	Printed		0199	REDBUD HARDWARE	JUNE CHARGES	1,249.83
83080	07/12/2021	Printed		0179	REITH-RILEY CONSTRUCTION CO.	PATCH WATER & STORM SEVER DIG	621.40
83081	07/12/2021	Printed		273	RIDGE NAPA AUTO PARTS	TRUCK OIL CHANGE SUPPLIES	143.31
83082	07/12/2021	Printed		393	KEN SIMPSON	INSPECTION SVC FOR JUNE 2021	462.40
83083	07/12/2021	Printed		1340	DARE SOLEY	CITY CENTER RENTAL	50.00
83084	07/12/2021	Printed		4728	SOUTHWESTERN SUPPLY CORP	POWER WASHER WAND	242.55
83085	07/12/2021	Printed		1421	SPECTRUM HEALTH LAKELAND	EMPLOYMENT PHYSICAL	85.00
83086	07/12/2021	Printed		1525	DAVE SPURLOCK	REDBUD	190.00
83087	07/12/2021	Printed		2765	TINA SPURLOCK	CITY CENTER CLEANING	340.00
83088	07/12/2021	Printed		3111	THE BARTON GROUP	RETAINER	3,000.00

Check Register Report

Item VII. B.

Date: 07/09/2021

Time: 2:01 pm

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City of Buchanan

BANK:

Check Number	Check Date	Status	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
83089	07/12/2021	Printed		1085	UPS STORE	MERCURY SAMPLES SHIPPING	34.47
83090	07/12/2021	Printed		2893	KLAY WEAVER	UNIFORM REIMBURSEMENT	250.00
83091	07/12/2021	Printed		4053	WELDY SALES AND SERVICE	2 CYCLE OIL	74.97
83092	07/12/2021	Printed		4316	WEST SHORE FIRE SERVICES, INC.	REPAIR AND TESTING	460.49
83093	07/12/2021	Printed		2318	WEX BANK	JUNE 2021 FUEL CHARGES	3,598.79
83094	07/12/2021	Printed		011	RICHARD WONACOTT	REDBUD	140.00

Total Checks: 57

Checks Total (excluding void checks): 67,469.88

Total Payments: 57

Bank Total (excluding void checks): 67,469.88

Total Payments: 57

Grand Total (excluding void checks): 67,469.88

INVOICE APPROVAL LIST BY FUND REPORT

Item VII. B.

Time: 1:55 pm

Page: 1

City of Buchanan

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 101 GENERAL							
Dept: 000.000							
101-000.000-674.000	BUCHANAN SOLEY/DARE//		CITY CENTER RENTAL	83083	07/07/2021	07/12/2021	50.00
							50.00
							Total Dept. 000000: 50.00
Dept: 101.000 CITY COMMISSION							
101-101.000-715.000	FRINGE BENEFIT						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	0.65
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	0.57
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	0.63
							1.85
101-101.000-855.000	SAFER GRASS		CONCERT SERIES	83047	07/06/2021	07/12/2021	2,565.00
	BUCHANAN COMMON COMM						2,565.00
							Total Dept. CITY COMMISSION: 2,566.85
Dept: 172.000 CITY MANAGER							
101-172.000-715.000	FRINGE BENEFIT						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	1.95
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	1.70
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	1.90
							5.55
101-172.000-818.000	CONTRACTOR						
	THE BARTON GROUP	07082021-1	RETAINER	83088	07/08/2021	07/12/2021	3,000.00
							3,000.00
							Total Dept. CITY MANAGER: 3,005.55
Dept: 215.000 CITY CLERK							
101-215.000-715.000	FRINGE BENEFIT						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	1.30
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	1.14
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	1.27
							3.71
							Total Dept. CITY CLERK: 3.71
Dept: 253.000 TREASURER							
101-253.000-715.000	FRINGE BENEFIT						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	1.95
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	1.70
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	1.90
							5.55
							Total Dept. TREASURER: 5.55
Dept: 265.000 BUILDING AND GR							
101-265.000-818.000	CONTRACTOR						
	J.P GILLEN & ASSOCIATES//		MONTHLY CHARGES	83068	07/02/2021	07/12/2021	1,932.50
							1,932.50
101-265.000-853.000	TELEPHONE						
	AT&T MOBILITY///	287020967779X06212021	MONTHLY MOBILE SERVICE	83042	06/13/2021	07/12/2021	212.08
							212.08
101-265.000-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	

INVOICE APPROVAL LIST BY FUND REPORT

Item VII. B.

City of Buchanan

Time: 1:55 pm

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							227.39
101-265.000-931.000	MAINTENAN						
	HAAS SYSTEMS, INC.	14986	ALARM PRESERVATION SOC.	83066	07/01/2021	07/12/2021	103.50
	SPURLOCK/TINA//		CITY CENTER CLEANING	83087	07/07/2021	07/12/2021	60.00
							163.50
otal Dept. BUILDING AND GROUNDS:							2,535.47
Dept: 269.000 RENTAL PROPERT							
101-269.000-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	48.37
	INDIANA MICHIGAN POWER		MONTHLY SERVICE	83067	06/29/2021	07/12/2021	20.38
							68.75
Total Dept. RENTAL PROPERTY:							68.75
Dept: 271.430 PEAR'S MILL							
101-271.430-731.000	ALARM MON						
	HAAS SYSTEMS, INC.		ALARM PEARS MILL	83066	07/01/2021	07/12/2021	81.00
							81.00
Total Dept. PEAR'S MILL:							81.00
Dept: 271.440 BUCHANAN COMM							
101-271.440-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	5.25
	PRIDE THE PORTABLE TOILI	24485	RENTAL	83077	07/08/2021	07/12/2021	168.00
							173.25
Total Dept. BUCHANAN COMMON:							173.25
Dept: 276.000 CEMETERY							
101-276.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	10.42
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	9.09
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	10.13
							29.64
101-276.000-751.000	GAS AND OI						
	WEX BANK///		JUNE 2021 FUEL CHARGES	83093	06/30/2021	07/12/2021	1,149.35
							1,149.35
101-276.000-756.000	MISCELLAN						
	BAR WATER YOUR LOCAL C		OFFICE WATER	83044	07/06/2021	07/12/2021	81.70
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	15.99
							97.69
101-276.000-768.000	UNIFORMS						
	DEFREEZ/RON//		UNIFORM REIMBURSEMENT	83058	06/29/2021	07/12/2021	250.00
							250.00
101-276.000-853.000	TELEPHONE						
	AT&T MOBILITY///	287020967779X06212021	MONTHLY MOBILE SERVICE	83042	06/13/2021	07/12/2021	226.86
							226.86
101-276.000-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	792.75
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	798.00
							1,590.75
101-276.000-933.000	MAINTENAN						
	C & C OF SOUTH BEND	946223	FILTERS, OIL, BLADES	83049	07/06/2021	07/12/2021	185.72
	WELDY SALES AND SERVIC		2 CYCLE OIL	83091	06/07/2021	07/12/2021	

INVOICE APPROVAL LIST BY FUND REPORT

Item VII. B.

City of Buchanan

Time: 1:55 pm

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
							260.69
							Total Dept. CEMETERY: 3,604.98
Dept: 301.000 POLICE							
101-301.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	54.35
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	47.42
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	52.83
							154.60
101-301.000-751.000	GAS AND OI						
	AALFS PETROLEUM INC.///		JUNE 2021 FUEL CHARGES	83038	06/30/2021	07/12/2021	369.25
	WEX BANK///		JUNE 2021 FUEL CHARGES	83093	06/30/2021	07/12/2021	1,049.00
							1,418.25
101-301.000-756.000	MISCELLAN						
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	8.98
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	7.47
							16.45
101-301.000-851.000	RADIO MAIN						
	DIGITAL ALLY		REPLACED BWC CHEST CAM	83059	07/02/2021	07/12/2021	125.00
							125.00
101-301.000-853.000	TELEPHONE						
	COMCAST CABLE///		MONTHLY SERVICE - POLICE I	83055	06/27/2021	07/12/2021	355.98
							355.98
101-301.000-915.000	TARGET RA						
	LEONARD/JOHN//		SHELLS FOR THE RANGE	83070	07/08/2021	07/12/2021	120.88
							120.88
101-301.000-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	68.29
	INDIANA MICHIGAN POWER		MONTHLY SERVICE	83067	06/25/2021	07/12/2021	715.40
							783.69
101-301.000-931.000	MAINTENAN						
	PRO SAFETY INNOVATIONS		REFILL & INSPECT EXTINGUIS	83078	07/06/2021	07/12/2021	217.10
	SPURLOCK/TINA//		POLICE STATION CLEANING	83087	07/06/2021	07/12/2021	210.00
							427.10
101-301.000-962.000	MISCELLAN						
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	530.48
							530.48
							Total Dept. POLICE: 3,932.43
Dept: 336.000 FIRE DEPARTMEN							
101-336.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	4.92
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	4.30
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	4.79
							14.01
101-336.000-751.000	GAS AND OI						
	AALFS PETROLEUM INC.///		JUNE 2021 FUEL CHARGES	83038	06/30/2021	07/12/2021	79.68
							79.68
101-336.000-756.000	MISCELLAN						
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	18.97

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101-336.000-851.001	EQUIPMENT						
	FIRE CATT, LLC	9319	ANNUAL HOSE TESTING	83062	07/01/2021	07/12/2021	2,910.40
	NATIONAL HOSE TESTING	00076	ANNUAL LADDER TESTING	83075	07/01/2021	07/12/2021	1,053.10
							3,963.50
101-336.000-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	33.70
							33.70
101-336.000-961.000	MEDICAL E>						
	SPECTRUM HEALTH LAKELA	21449887	EMPLOYMENT PHYSICAL	83085	07/01/2021	07/12/2021	85.00
							85.00
101-336.000-962.000	MISCELLAN						
	MARK FARM SUPPLY	54624	MULCH	83073	07/09/2021	07/12/2021	240.00
	WEST SHORE FIRE SERVI	25072	REPAIR AND TESTING	83092	07/01/2021	07/12/2021	460.49
							700.49
							Total Dept. FIRE DEPARTMENT: 4,895.35
Dept: 371.001 BUILDING INSPEC'							
101-371.001-853.000	TELEPHONE						
	AT&T MOBILITY///	287020967779X06212021	MONTHLY MOBILE SERVICE	83042	06/13/2021	07/12/2021	47.62
							47.62
101-371.001-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	56.85
							56.85
							Total Dept. BUILDING INSPECTOR: 104.47
Dept: 441.000 DEPARTMENT OF I							
101-441.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	40.72
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	35.53
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	39.58
							115.83
101-441.000-751.000	GAS AND OI						
	AALFS PETROLEUM INC.///		JUNE 2021 FUEL CHARGES	83038	06/30/2021	07/12/2021	105.37
	WEX BANK///		JUNE 2021 FUEL CHARGES	83093	06/30/2021	07/12/2021	1,372.64
							1,478.01
101-441.000-756.000	MISCELLAN						
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	191.63
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	149.43
							341.06
101-441.000-768.000	UNIFORMS						
	BAKER/MIKE//		UNIFORM REIMBURSEMENT	83043	06/29/2021	07/12/2021	250.00
	WEAVER/KLAY//		UNIFORM REIMBURSEMENT	83090	06/29/2021	07/12/2021	250.00
							500.00
101-441.000-853.000	TELEPHONE						
	COMCAST CABLE///		MONTHLY SERVICE DPW	83055	06/27/2021	07/12/2021	232.96
							232.96
101-441.000-921.000	UTILITIES						
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	89.25
	CITY OF BUCHANAN///		TAXES	83054	06/30/2012	07/12/2012	366.31
	INDIANA MICHIGAN POWER		MONTHLY SERVICE	83067	06/30/2021	07/12/2021	12.45
	INDIANA MICHIGAN POWER		MONTHLY SERVICE	83067	06/29/2021	07/12/2021	13.21

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101-441.000-926.000	STREET LIG INDIANA MICHIGAN POWER		MONTHLY SERVICE	83067	06/30/2021	07/12/2021	2,416.64
							2,416.64
101-441.000-931.000	MAINTENAN CINTAS CORP.///	4088518201	SHOP RUGS	83052	07/06/2021	07/12/2021	80.93
							80.93
101-441.000-933.000	MAINTENAN SOUTHWESTERN SUPPLY C		POWER WASHER WAND	83084	07/02/2021	07/12/2021	242.55
							242.55
101-441.000-939.000	MAINTENAN BELL EQUIPMENT COMPANY	P00475	BROOMS FOR SWEEPER	83045	07/06/2021	07/12/2021	950.00
							950.00
							6,839.20
DEPARTMENT OF PUBLIC WORKS:							
Dept: 864.000 MISCELLANEOUS							
101-864.000-965.016	DELINQUEN BERRIEN COUNTY TREASUR		TAX	83046	06/08/2021	07/12/2021	2,541.08
	COUNTY OF BERRIEN	10963	TAX- FORCLOSER	83056	05/14/2021	06/14/2021	154.70
	COUNTY OF BERRIEN	58-2000-0357-00-7	DELINQUENT TAX	83057	05/17/2021	06/14/2021	24.59
	GP MANUFACTURING		TAXES	83064	06/07/2021	07/12/2021	28.93
							2,749.30
							2,749.30
							30,615.86
Total Fund GENERAL:							
Fund: 103 CAPITAL PROJECTS							
Dept: 000.000							
103-000.000-970.006	DEPT. OF PI FALCON ASPHALT REPAIR E	011421	4 TON HOT BOX	83061	06/15/2021	07/12/2021	27,512.77
							27,512.77
							27,512.77
							27,512.77
Fund CAPITAL PROJECTS:							
Fund: 202 MAJOR STREETS							
Dept: 463.000 ROUTINE STREET							
202-463.000-715.000	FRINGE BEN ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	18.50
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	16.14
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	17.96
							52.60
202-463.000-782.000	ROAD MAIN LOWE'S///		MONTHLY STATEMENT	83071	06/04/2021	07/12/2021	141.52
	REITH-RILEY CONSTRUCTIC	7182543	PATCH WATER & STORM SEVE	83080	07/09/2021	07/09/2021	621.40
							762.92
202-463.000-818.000	CONTRACTI AFFORDABLE ASPHALT PAV		ASPHALT PATCHING	83040	07/06/2021	07/12/2021	3,000.00
							3,000.00
							3,815.52
ROUTINE STREET MAINTENANCE:							

Dept: 468.000 TREE & SHRUB MA

202-468.000-715.000 FRINGE BEN

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	4.30
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	3.75
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	4.18
							12.23
							Dept. TREE & SHRUB MAINTENANCE: 12.23
Dept: 469.000 DRAINAGE							
202-469.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	7.82
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	6.82
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	7.60
							22.24
							Total Dept. DRAINAGE: 22.24
Dept: 474.000 TRAFFIC SERVICE							
202-474.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	7.82
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	6.82
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	7.60
							22.24
							TRAFFIC SERVICES - MAINTENANCE: 22.24
Dept: 478.000 WINTER MAINTENANCE							
202-478.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	12.25
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	10.68
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	11.90
							34.83
							Total Dept. WINTER MAINTENANCE: 34.83
							Total Fund MAJOR STREETS: 3,907.06
Fund: 203 LOCAL STREETS							
Dept: 463.000 ROUTINE STREET MAINTENANCE							
203-463.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	16.28
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	14.22
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	15.83
							46.33
							Dept. ROUTINE STREET MAINTENANCE: 46.33
Dept: 468.000 TREE & SHRUB MAINTENANCE							
203-468.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	6.51
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	5.68
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	6.33
							18.52
							Dept. TREE & SHRUB MAINTENANCE: 18.52
Dept: 469.000 DRAINAGE							
203-469.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	7.82
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	6.82
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	7.60
							22.24

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Total Dept. DRAINAGE:							22.24
Dept: 474.000 TRAFFIC SERVICE:							
203-474.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	6.12
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	5.34
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	5.95
							17.41
TRAFFIC SERVICES - MAINTENANCE:							17.41
Dept: 478.000 WINTER MAINTENANCE:							
203-478.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	7.82
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	6.82
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	7.60
							22.24
Total Dept. WINTER MAINTENANCE:							22.24
Total Fund LOCAL STREETS:							126.74
Fund: 501 W & S MAINTENANCE							
Dept: 590.000 SEWER MAINTENANCE:							
501-590.000-715.000	FRINGE BEN						
	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	25.51
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	22.25
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	24.79
							72.55
501-590.000-751.000	GAS AND OIL						
	AALFS PETROLEUM INC.///		JUNE 2021 FUEL CHARGES	83038	06/30/2021	07/12/2021	272.79
	WEX BANK///		JUNE 2021 FUEL CHARGES	83093	06/30/2021	07/12/2021	27.80
							300.59
501-590.000-921.000	UTILITIES						
	INDIANA MICHIGAN POWER		MONTHLY SERVICE	83067	06/29/2021	07/12/2021	134.72
							134.72
501-590.000-933.000	MAINTENANCE						
	GRAINGER///	9927329459	CAM-LOK REDUCER	83065	06/09/2021	07/12/2021	36.42
	REDBUD HARDWARE		JUNE STATEMENT JUNE CHARGES	83079	06/30/2021	07/12/2021	95.28
							131.70
501-590.000-938.000	MAINTENANCE						
	REDBUD HARDWARE		JUNE STATEMENT JUNE CHARGES	83079	06/30/2021	07/12/2021	12.58
							12.58
501-590.000-939.000	MAINTENANCE						
	RIDGE NAPA AUTO PARTS		TRUCK OIL CHANGE SUPPLIES	83081	06/11/2021	07/12/2021	143.31
							143.31
501-590.000-962.000	MISCELLANEOUS						
	CINTAS CORPORATION///		FIRST AID SUPPLIES	83053	06/10/2021	07/12/2021	56.64
	UPS STORE		MERCURY SAMPLES SHIPPING	83089	05/31/2021	07/12/2021	34.47
							91.11
SEWER MAINTENANCE & OPERATION:							886.56
Dept: 591.000 WATER MAINTENANCE:							
501-591.000-715.000	FRINGE BEN						

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	ADP, INC.///	05/14/2021		83039	05/14/2021	07/12/2021	23.53
	ADP, INC.///	5/28/2021		83039	05/28/2021	07/12/2021	20.53
	ADP, INC.///	06/11/2021		83039	06/11/2021	07/12/2021	22.87
							66.93
501-591.000-743.000	CHEMICALS						
	ALEXANDER CHEMICAL COF	41188, 41331	CHLORINE	83041	06/29/2021	07/12/2021	35.50
							35.50
501-591.000-751.000	GAS AND OI						
	AALFS PETROLEUM INC.///		JUNE 2021 FUEL CHARGES	83038	06/30/2021	07/12/2021	203.21
							203.21
501-591.000-768.000	UNIFORMS						
	MILLER/CRAIG//		UNIFORM REIMBURSEMENT	83074	06/09/2021	07/12/2021	63.59
							63.59
501-591.000-818.000	CONTRACTI						
	EUOFINS EATON ANALYTIC		COMPLIANCE SAMPLING FOR	83060	06/15/2021	07/12/2021	1,615.00
	NORTH AMERICAN PUMP	5334	ANNUAL WELL PUMP MAINTEN	83076	06/24/2021	06/24/2021	400.00
							2,015.00
501-591.000-853.000	TELEPHONE						
	AT&T MOBILITY///	287020967779X06212021	MONTHLY MOBILE SERVICE	83042	06/13/2021	07/12/2021	95.24
							95.24
501-591.000-938.000	MAINTENAN						
	NORTH AMERICAN PUMP	5334	ANNUAL WELL PUMP MAINTEN	83076	06/24/2021	06/24/2021	400.00
							400.00
501-591.000-962.000	MISCELLAN						
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	156.07
	REDBUD HARDWARE	JUNE STATEMENT	JUNE CHARGES	83079	06/30/2021	07/12/2021	62.95
							219.02
							3,098.49
							3,985.05
Fund: 701 TRUST AND AGENCY							
Dept: 000.000							
701-000.000-150.000	POLICE RES						
	BURKS/CHRIS//		REDBUD	83048	07/06/2021	07/12/2021	70.00
	CAHILL/MARC//		REDBUD	83050	07/06/2021	07/12/2021	70.00
	CARPENTER/BRANDON//		REDBUD	83051	07/06/2021	07/12/2021	70.00
	FLENAR/JAMES//		REDBUD	83063	07/06/2021	07/12/2021	70.00
	KRAUSE II/ROBERT//		REDUBD	83069	07/06/2021	07/12/2021	70.00
	MANN/RICHARD//		REDBUD	83072	07/06/2021	07/12/2021	110.00
	SPURLOCK/DAVE//		REDBUD	83086	07/06/2021	07/12/2021	190.00
	SPURLOCK/TINA//		REDBUD	83087	07/06/2021	07/12/2021	70.00
	WONACOTT/RICHARD//		REDBUD	83094	07/06/2021	07/12/2021	140.00
							860.00
701-000.000-250.001	ELECTRICAL						
	SIMPSON/KEN//	210715	INSPECTION SVC FOR JUNE 2	83082	07/06/2021	07/12/2021	462.40
							462.40
							Total Dept. 000000: 1,322.40
							Fund TRUST AND AGENCY: 1,322.40
							Grand Total: 67,460.99

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Recap by Fund

Fund #	Fund Name	Amount To Pay	Amount To Relieve
101	GENERAL	30,615.86	0.00
103	CAPITAL PROJECTS	27,512.77	0.00
202	MAJOR STREETS	3,907.06	0.00
203	LOCAL STREETS	126.74	0.00
501	W & S MAINTENANCE & OPERATION	3,985.05	0.00
701	TRUST AND AGENCY	1,322.40	0.00
Grand Total:		67,469.88	0.00



BANNER PLACEMENT REQUEST FORM CITY OF BUCHANAN

PLEASE CHECK ONE:

Large Horizontal Banner
(no larger than 3' x 20', no smaller than 2' x 20')

Small Vertical Banner
(24" x 38 3/8")

BANNER INFORMATION:

Contact Person: Larry Money Organization: American Legion

Address: 403 E Front St Buchanan MI 49107

Daytime Phone: _____ Email: lmoney@cityofbuchanan.com

Preferred Banner Placement Dates – From: 8/16/21 To: 8/23/21

Preferred Banner Location (Large Banner ONLY) E. Front St. (downtown) 103 S. Redbud Tr.

(Placement Date and Location are NOT Guaranteed)

Banner(s) provided by applicant Banner in City storage; location (if known): _____

Briefly describe the purpose of the banner:

Annual Benefit Ride

What does/will the banner say?

ALR Annual Benefit Ride

Please return form to City Clerk's Office, City Hall, 302 N Redbud Trail, Buchanan, Michigan 49107

OFFICE USE ONLY

Date Received: 7/6/21 Fee Paid: \$20.00 Staff Member: B. Pitcher

Approved/Denied: _____ City Commission Date: _____

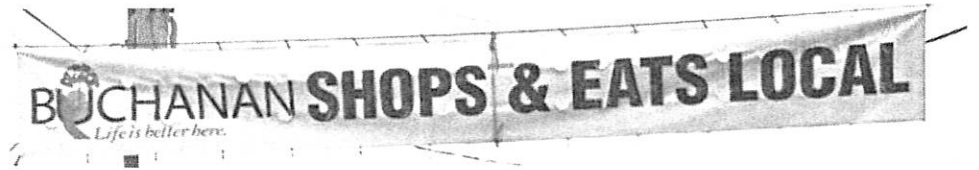
Delivered to: Cemetery DPW Date: _____

RULES & POLICIES:

1. The City's consideration of banner placements is focused upon signs that uniquely promote the City as a quality place to live, which includes the following: recreation and leisure activities, tourism and community events, and general economic welfare.
2. The City of Buchanan reserves the right to remove or place banners for purposes that serve the public good.
3. All banners promoting Non-City Events or Activities are subordinate to any City Organization banner request and the City reserves the right to deny, remove or limit the display time of any banner at any time.
4. The banner placement request form must be approved by the City Commission at their regular meeting or may be approved at the discretion of the city manager. The City Commission meets every 2nd and 4th Monday of the month at 7:00 p.m. at City Hall. As such:
 - The banner placement request form must be turned in **no later** than the 1st or 3rd Wednesday of the month to be guaranteed placement on the City Commission agenda; AND
 - Preferred placement date must be **at least** one week following Commission approval to allow for staff scheduling
 - Additional lead time is suggested for Small Vertical Banners due to increasing demand
5. Banners intended for re-use may be stored by the City through special arrangements given sufficient storage.
6. The City is not responsible for any subsequent damage to the banners for any reason

Large Horizontal Banner:

1. A large banner may be no larger than 3' x 20' and no smaller than 2' x 20'.
2. A banner must have wind release or wind vents.
3. There will be a maximum time period of two weeks for banner display.
4. The City charges a \$10.00 placement fee and a \$10.00 removal fee for a total of **\$20.00 per banner** that must accompany each request form.



Small Vertical Banner

1. An individual banner must be – 24" x 38 3/8"
 - a. 2 (two) sided vinyl banner
 - b. 2 (two) grommets slip over pole style
 - c. Top and bottom tube size 3 1/4 "
2. The City must have a single point of contact (applicant) per organization, per event/season, who will submit the banner placement request form, placement fees, and prepared banners to the City.
3. The applicant will be responsible for retrieving banners once removed. Banners not picked up from City Hall after 2 (two) weeks following notification will be disposed of by the City.
4. Any complaints or grievance regarding the inclusion/exclusion of banners, placement, etc. will be the responsibility of the applicant.
5. Banners are to be placed on available hardware on the decorative light poles. If more banners than hardware exist, a rotation scheduled is suggested. If additional hardware must be installed to accommodate simultaneous hanging of more banners than can currently be accommodated, the organization will purchase the required hardware and the City will install the hardware.
6. Banners will be placed randomly. No location preferences will be entertained.
7. The City will put up and take down banners for a \$10.00 fee **per banner**. Any unscheduled banner placement or take down will be an **additional \$10.00 fee per banner**.



I hereby certify that I have read and agree to the rules and policies above.

Signature: _____ Date: _____



CITIZEN REQUEST TO BE ADDED TO THE CITY COMMISSION AGENDA SCHEDULED ITEMS FROM THE FLOOR

NOTE: Additions to the agenda are made at the discretion of the City Manager and the Mayor

REQUESTOR: Joseph Paolucci

MEETING DATE: Next regular meeting of the City Commission after July 7, 2021

SUBJECT: Public Release of City Attorney Randy Hyrns' 2019 Letter Regarding DDA Law

BACKGROUND:

I kindly request the City Commission review the City of Buchanan's actual (not merely theoretical) interests in secreting the above-referenced City Attorney letter from the public and, in particular, whether those interests, if any, in fact outweigh the principles of open government, the purposes of the Open Meeting Act, and the rights of the public to be fully-informed about the City Commission's actions against the DDA. I note that the City did release its DDA special counsel's opinion recently without delay.

AFSCME CONTRACT JULY 2, 2021-JUNE 30,2024

CITY HALL	NOTES	DEPARTMENT	CURRENT YEARLY COMPENSATION	CURRENT STEP	(7/1/2021)
ADKERSON, DEDRICK	STEP	DPW CEMETERY	\$ 37,667.00	2 \$	41,204.00
BAILY, NICK	STEP	DPW CEMETERY	\$ 41,613.10	4 \$	45,510.00
BURNS, TERRY	3%	WW PLANT OPERATOR	\$ 43,270.00	3 \$	45,510.00
CORNWELL, RENEE	3%	CLERK CASHIER	\$ 41,613.00	4 \$	43,804.00
DEFREEZ, RONALD	3%	DPW	\$ 48,424.00	6 \$	51,209.00
DESENBURG, SCOTT	2%	WATER FOREMAN	\$ 60,848.00	7 \$	62,920.00
JOHNSON, MARCIA	ADJ.	BOOKKEEPER	\$ 35,844.00	1 \$	39,707.00
MILLER, CRAIG	2%	WATER	\$ 59,313.00	7 \$	60,341.00
PEARMAN, JAMES	3%	WW PLANT OPERATOR	\$ 55,910.00	7 \$	59,322.00
REITER, A. TRACY	3%	DPW	\$ 49,396.00	7 \$	51,209.00
SELIR, DIANA	ADJ.	ADMIN SECRETARY	\$ 43,694.00	5 \$	49,400.00
WARNER, ANDY	3%	WW PLANT OPERATOR	\$ 47,791.00	5 \$	52,874.00
WEAVER, CAMERON	3%	DPW	\$ 41,719.00	3 \$	45,510.00
WEAVER, KLAY	3%	DPW CEMETERY	\$ 49,396.00	7 \$	54,808.00
			\$ 656,498.10	\$	703,328.00

STEP (2021-2022)	FINANCIAL IMPACT FOR 2021/2022	(7/1/2022)	STEP (2022-2023)	FINANCIAL IMPACT FOR 2022/2023	(7/1/2023)
1 \$	3,537.00 \$	45,510.00	2 \$	4,306.00 \$	51,209.00
2 \$	3,896.90 \$	51,209.00	3 \$	5,699.00 \$	52,745.00
2 \$	2,240.00 \$	51,209.00	3 \$	5,699.00 \$	52,745.00
2 \$	2,191.00 \$	49,400.00	3 \$	5,596.00 \$	50,882.00
3 \$	2,785.00 \$	52,745.00	3% \$	1,536.00 \$	54,327.00
2% \$	2,072.00 \$	64,808.00	3% \$	1,888.00 \$	66,752.00
1 \$	3,863.00 \$	43,804.00	2 \$	4,097.00 \$	49,400.00
2% \$	1,028.00 \$	62,151.00	3% \$	1,810.00 \$	64,016.00
3% \$	3,412.00 \$	61,102.00	3% \$	1,780.00 \$	62,935.00
3 \$	1,813.00 \$	52,745.00	3% \$	1,536.00 \$	54,327.00
3 \$	5,706.00 \$	50,882.00	3% \$	1,482.00 \$	52,408.00
3 \$	5,083.00 \$	54,460.00	3% \$	1,586.00 \$	56,094.00
2 \$	3,791.00 \$	51,209.00	3 \$	5,699.00 \$	52,745.00
3 \$	5,412.00 \$	56,452.00	3% \$	1,644.00 \$	58,146.00
\$	46,829.90 \$	747,686.00	\$	44,358.00 \$	778,731.00

STEP (2023-2024) FINANCIAL IMPACT FOR 2023/2024

3	\$	5,699.00
3%	\$	1,536.00
3%	\$	1,536.00
3%	\$	1,482.00
3%	\$	1,582.00
3%	\$	1,944.00
3	\$	5,596.00
3%	\$	1,865.00
3%	\$	1,833.00
3%	\$	1,582.00
3%	\$	1,526.00
3%	\$	1,634.00
3%	\$	1,536.00
3%	\$	1,694.00
<hr/>		
	\$	31,045.00
<hr/>		

SALARY TABLE

AFSCME, AFL-CIO UNION SCALE

CLASSIFICATION	STEP 1	STEP 2	STEP 3
BOOKKEEPER	\$ 39,707	\$ 43,804	\$ 49,400
POLICE ADMIN SEC CLERK CASHIER	\$ 19.09	\$ 21.09	\$ 23.75
WW PLANT OPER WATER OPER PUBLIC SERVICES 1 & 2	\$ 41,204 \$ 19.81	\$ 45,510 \$ 21.88	\$ 51,209 \$ 24.62
WATER FOREMAN SEXTON PUBLIC SERVICE LEAD	\$ 43,909 \$ 21.11	\$ 48,942 \$ 23.53	\$ 54,808 \$ 26.35
WW LEAD OPERATOR	\$ 45,510 \$21.88	\$ 50,190 \$ 24.13	\$56,513 \$27.17

07/01/21 Water operators receive a two (2) percent base wage increase.

In year 2 and year 3 of the contract, any Bargaining Unit member at the top of the wage scale by July 1st of that year shall receive a three (3) percent base wage increase.



Dykema Gossett PLLC
 39577 Woodward Avenue
 Suite 300
 Bloomfield Hills, MI 48304
 WWW.DYKEMA.COM

Tel: (248) 203-0700
 Fax: (248) 203-0763

Samuel R. Kilberg
 Direct Dial: (248) 203-0519
 Direct Fax: (866) 881-7203
 Email: SKilberg@dykema.com

June 21, 2021

Via Email and FedEx

City of Buchanan
 Attn: Planning and Zoning
 302 N. Red Bud Trail
 Buchanan, Michigan 49107

Re: ***Zen Leaf - Special Use Permit and Site Plan Request - Medical Marijuana Provisioning Center and Adult Use Retail Center - 257 E. Front Street, Buchanan, MI 49107***

Dear Plan Commissioners,

We represent Buchanan Development, LLC d/b/a Zen Leaf (“Applicant” or “Zen Leaf”) with respect to the above referenced matter. Zen Leaf is seeking a special use permit and site plan approval for a medical marijuana provisioning center and adult use retail center (“Center”) at 257 E. Front Street, Buchanan, MI 49107 (“Property”). The Center will be an expansion of Zen Leaf’s existing medical marijuana provisioning center and adult use retail center next door at 259 E. Front Street, Buchanan, MI 49107. The Property will be owned by the Applicant¹ and is located in the C-3 – Central Business District. The land immediately surrounding this Property is also zoned C-3 – Central Business District and consists of Phillips 66 Gas Station, Redbud Hardware, D MottL Realty Group LLC, Gary Z’s Sub Shop, and Pinnacle Emporium Provisioning Center. Zen Leaf submits the enclosed application and supporting documents for consideration by the City of Buchanan Plan Commission (“Plan Commission”).

Enclosed with this correspondence are the following:

1. Completed Signed Application for Land Development (“Application”);
2. Survey printed and folded to 11” x 17”;

¹ Zen Leaf is purchasing the Property pursuant to that certain Purchase Agreement Dated June 3, 2021 a copy of which is enclosed.



City of Buchanan
June 21, 2021
Page 2

- 3. Preliminary site plan/floorplan printed and folded to 11” x 17”;
- 4. Exterior Renderings;
- 5. Purchase Agreement dated June 3, 2021; **and**
- 6. Application fee (\$250.00).

In addition to the foregoing attachments, set forth below is a description of the criteria of Section 20.03 of the City of Buchanan Zoning Ordinance (“Ordinance”) and a response as to how the Applicant has met each of the respective requirements under the Ordinance. We respectfully ask that the Application be considered by the Plan Commission at the next available meeting date.

I. INTRODUCTION

As reflected in the attached materials, the Center will be an extension of the existing medical marijuana provisioning center and adult use retail center that is currently operating in the buildings at the suite next door. The Center will not change the existing footprint of the building on the Property or the ground coverage and the nature of the site if the Application is approved. However, the interior of the Property will be modified to facilitate the medical marijuana provisioning and adult use operations in accordance with the City’s Ordinance and State law.

The proposed Center will be designed and constructed to meet all applicable governmental and industry safety standards. Specifically, the Applicant will comply with all City and State laws governing operation of the Center.

II. ORDINANCE ANALYSIS

Following is an analysis of each of the applicable criteria under the Ordinance with respect to the Application:

Section 20.03 - Basis of Determination Prior to approval of a special use application, the Plan Commission shall insure that standards specified in this Article, as well as applicable standards established elsewhere in this ordinance, shall be satisfied by the completion and operation of the special use under consideration.

- 1. General Standards. The Plan Commission shall review the particular circumstances of the special use application under consideration in terms of the special use standards, and shall approve a special use only upon a finding in consideration of each of the



City of Buchanan

June 21, 2021

Page 3

following standards, as well as applicable standards established elsewhere in this ordinance

- A. The special use shall be designed, constructed, operated and maintained in a manner harmonious with the character of adjacent property and the surrounding area.

RESPONSE: The Property is currently located in the C-3 – Central Business District. The Central Business District is intended to allow a mixture of land uses, urban development, pedestrian orientation, and a compatible and attractive mix of historic and contemporary building design. The Buchanan Zoning Ordinance allows Provisioning Centers and Adult Use Retail Centers as a Special Use (SUP) within this district. Zen Leaf is currently operating its provisioning center and adult use retail center in the building on the Property. The proposed request is an expansion of the existing facility to utilize the entire building for the Center. The land immediately surrounding this Property is also zoned C-3 – Central Business District and consists of Phillips 66 Gas Station, Redbud Hardware, D MottL Realty Group LLC, Gary Z’s Sub Shop, and Pinnacle Emporium Provisioning Center. The Center will therefore be compatible with the existing and planned character of the general vicinity. All of the proposed improvements to the Property and operation at the Property will add to the aesthetics of the street and surrounding area.

- B. The special use shall not change the essential use of the surrounding area.

RESPONSE: See response to (A) above. The proposed Center is compatible with the surrounding land uses as Zen Leaf is currently already operating a provisioning center and retail store in the building.

- C. The special use shall not be hazardous to adjacent property, or involve uses, activities, materials, or equipment which will be detrimental to the health, safety or welfare of persons or property through the excessive production of traffic, noise, smoke, fumes or glare.

RESPONSE: The proposed uses will not interfere with the general enjoyment of the surrounding area as noted above. The Center’s retail operations will be conducted inside the building and not result in increased noise, traffic or other adverse impacts to the surrounding area.

- D. The special use shall not place demands on public services and facilities in excess of current capacity.



City of Buchanan
June 21, 2021
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RESPONSE: The use is located in a pre-existing building which is adequately served by the existing capacity of essential public facilities and services. No modifications to such facilities and services are necessary for the Center.

E. The special use is in compliance with the City of Buchanan Comprehensive Plan.

RESPONSE: See responses above. The Center is allowed as a Special Use (SUP) within the Central Business District. Zen Leaf is currently operating its provisioning center and adult use retail center in the building on the Property. The proposed request is an expansion of the existing facility to utilize the entire building for the Center.

Sincerely,

DYKEMA GOSSETT PLLC

Samuel R. Kilberg

Enclosure

City of Buchanan Planning & Zoning
302 North Redbud Trail,
Buchanan, Michigan 49107
Phone (269) 695-3844 x 19 Fax (269)695-4330

General Information Application
For Land Development
(Complete application must be filed with the Zoning Administrator)

1. Applicant and Owner Information

Applicant(s)
Principle Contact:
Name Buchanan Development, LLC
Address 257 E. Front Street
City Buchanan
State MI Zip 49107
Telephone 269-205-3162

Property Owner(s)
Principal Contact:
Name Buchanan Development, LLC
Address 257 E. Front Street
City Buchanan
State MI Zip 49107
Telephone 269-205-3162

Secondary Contact:
Name
Address
City
State Zip

Architect (if applicable):
Name Jeff Klymson - Collective Office, PC
Address 9 E 24th St.
City Chicago, IL 60616
State IL Zip 60616

Agent or Attorney:
Name Samuel R. Kilberg
Address 39577 Woodward Ave., Suit 300
City Bloomfield Hills
State MI Zip 48304

Engineer (if applicable):
Name
Address
City
State Zip

Is this property held in a trust ? No
Name of trust
Address City State Zip

Yes Note – for all trusts –
Provide, as an attachment, a statement from
the trustee verifying the names of all
beneficial owners.

3. Site and Surrounding Property Information

a. Common address or property location of subject property:

257 E. Front St., Buchanan, MI 49107

b. Legal Description (Attach additional sheet if necessary):

Attached on additional sheet

c. Permanent Real Estate Tax Identification Number: 11-58- 1600-0004-00-0

d. Parcel Size: 3,861 square feet

0.09 acres

39' dimension of lot frontage

99' dimension of lot depth

e. What are the current land uses and zoning on the land and adjoining parcels of land surrounding the site?

	Current Zoning	Current Use of Land
On Site	C-3	M. Staff Health Care Services (currently)
Property Abutting – North of Site	C-3	Parking lot
Property Abutting – South of Site	C-3	D. Mott Realty Group LLC and Red Bud Hardware
Property Abutting – East of Site	C-3	Pinnacle Emporium Provisioning Center
Property Abutting – West of Site	C-3	Zen Leaf Buchanan

f. Describe any existing structures and the physical attributes of the site:

One-story brick building with concrete frame and wooden deck

Description of the Proposed Development

a. Please describe the proposed use of the land and/or buildings assuming approval of the request:

Applicant is proposing to expand its current adult-use retail sales and medical marihuana provisioning center facility.

b. What is the proposed time frame for the build – out of the proposed development? N/A

c. Please describe the number of buildings, square footage of each building and the total square footage of the development along with the required number of parking spaces for each intended use:

Building Use	Number of Buildings	Building Area (sq. ft.)	Total Building (sq. ft.)	Req. Parking
Single Family	_____	_____	_____	_____
Multi Family	_____	_____	_____	_____
Retail	1	1,800 sq. ft.	1,800 sq. ft.	_____
Office	_____	_____	_____	_____
Industrial	_____	_____	_____	_____
Other	_____	_____	_____	_____

Other please specify type of use _____

Totals _____

d. Please describe the number of water and sewer connections this development will require:

Building Use	Water Connections & Size	Sewer Connection
Single Family	_____	_____
Multi – Family	_____	_____
Retail	Existing public water	Existing public water
Office	_____	_____
Industrial	_____	_____
Other	_____	_____

Other please specify type of use _____

Totals _____

e. Will the building within this proposed development house any hazardous materials at occupancy?

No

Yes – Please continue by describing the type and quantity of materials:

4. Fire Department Approval of Site and Building Plans:

The City requires that the Fire Department must approve all site and building plans. This application and associated documentation must be approved by the Fire Chief or his designee. This approval can be arranged by calling the Fire Chief’s office.

Approval Date: _____

Conditions Attached

By: _____

Yes

No

Title: _____

5. Required and Requested Attachments

- a. Plat of survey with legal description.
- b. Site plan of proposed use or project showing traffic patterns, parking locations and count, drainage patterns including detention areas, landscape plans, landscaping plans, exterior lighting locations and illumination pattern, building façade portrait and building size and location dimensions.
- c. Floodplain / hazard map (engineers drawing or FEMA map showing location of subject project).
- d. Please include any additional comments or pertinent information below or on separate attachment to this application.

6. Signature and Declaratory Statement

a. Please describe the reason that this petition should be granted:

SUP for adult-use marihuana retail sales and medical marihuana provisioning center already at the adjoining property owned by Applicant.

b. **Required Attendance At Public Hearing and / or Plan Commission Meeting(s):** The Plan Commission and the Board of Appeals have established a policy requiring the applicant or a designed representative of the applicant shall be present at any meeting or public hearing at which the matter will be considered. Failure of the applicant or designee of the applicant to appear before the Plan Commission or Board of Appeals is ground to postpone consideration of the application.

a. Declaratory Statement: I Sam Kilberg Attorney on behalf of Buchanan Development, LLC D/B/A Zen Leaf, hereby certify that all information contained in this application and accompanying documentation is true and correct to the best of my knowledge and further, I acknowledge the attendance responsibilities of the applicant as set forth in paragraph b above.

b. Date: 6/21/21

c. Applicant Signature: [Signature]

d. Notary Public Certification Statement

I Sandi R. Kolehmainen Notary Public in and for the State of Michigan hereby state that on the 21st day of June, 2021, the above captioned Applicant appeared before me and, under oath, stated that all matters contained in this

SANDI R. KOLEHMAINEN
NOTARY PUBLIC, STATE OF MI
COUNTY OF OAKLAND
MY COMMISSION EXPIRES Nov 29, 2022
ACTING IN COUNTY OF Oakland

Application for Land Development are true.

Notary Public

[Signature]

My commission expires 11-29-2022

The following signature is required, for verification that this is a valid and complete application to be considered by the Plan Commission or Zoning Board of Appeals.

Date
Zoning Administrator

Meeting date for initial review: _____

CITY OF BUCHANAN, MICHIGAN
SITE PLAN CHECKLIST
 ITEMS REQUIRED ON SITE PLAN

1. Site Plan Drawn to scale – 1" = 100' or larger (example: 1" = 60', 1"= 50', 1"=40' etc.)
2. Name of Project Noted.
3. Owner's and/or Developer's Name and Address Noted
4. Architect and or Engineer's Name and Address Noted
5. Date
6. Scales of Drawing Noted on Plan
7. Existing Topography Shown at Intervals Not Less than Two (2) Feet
8. Building Coverage Noted (percentage of total size and total square footage to be shown)
9. Total Number of Parking Spaces Noted and Shown on Drawing
10. Building Dimensions Shown
- 11 .Indicate Height of Buildings
12. Street Names Indicated (Existing and Proposed)
13. Indicate Existing and Proposed Right-of-Ways
14. North Arrow Shown
- 15 Locate Existing and Proposed Sanitary Sewers, Storm Sewers and Water Mains (Note for purposes of site plan review the proposed utilities need only be shown roughly)
16. Locate any Existing and Proposed Storm Water Detention / Retention Areas
17. Locate Existing Trees and Plantings
18. Note Location of Proposed Plantings
19. Note Location of all Sidewalks
20. Rough Sketches Showing Architectural intent.

04-11-03
 REV12-08-2009

**Legal Description of Subject Property
257 E. Front Street, Buchanan, MI**

That part of Block "A", JOSEPH DEMONT'S ADDITION TO VILLAGE OF BUCHANAN, according to the Plat thereof, recorded March 28, 1849 in Volume "R" of Deeds, page 489, described as follows: Commencing on the North line of Front Street at a point 181.7 feet West and 33 feet North of the Southeast corner of Section 26, Township 7 South, Range 18 West, thence North 99 feet; thence West 36.5 feet; more or less, to the East bank of McCoys Creek; thence Southerly along the East bank of said creek to the North line of Front Street; thence East along the North line of Front Street 39 feet, more or less, to the place of beginning.

EXCEPTING THEREFROM Commencing on the North line of Front Street at a point 212.95 feet West and 33 feet North of the Southeast corner of Section 36, Township 7 South, Range 18 West, Thence North 84.55 feet; thence North 20° 39' West 15.6 feet, more or less, to McCoys Creek; thence Southerly along the water's edge of said creek to the North line of Front Street; thence East to the place of beginning.

Commonly known as 257 E. Front Street, Buchanan, MI
49107. Tax Code: 11-58-1600-0004-00-0.

58'-6"

257 E FRONT STREET

RECEPTION

RETAIL

16'-0"

CONSULT AREA

30'-0"

33'-9"

POS

5'-0"

259 E FRONT STREET

2 waiting chairs + Table

Small file cabinet 24x24 table with drawer

2 Consulting Tables, 2 chairs each

ENTER

MANAGER

VAULT

BREAK

DWN

LOBBY

2 waiting chairs + Table

8'-4"

9'-0"

23'-6"

12'-10"

18'-4"

7'-3 1/2"

TOILET

5'-0"

TOILET

5'-1"



AGREEMENT OF PURCHASE AND SALE

This Agreement, made in duplicate this 3rd day of June, A.D. 2021, between Roy B. Parke and Kathy Joy Parke, "Seller", and Buchanan Development, LLC, "Purchaser";

WITNESSETH, in consideration of an earnest money payment of [REDACTED] by Purchaser, to Seller, receipt whereof is to be made by wire transfer to Seller's bank account coincident with the execution of this Agreement by Purchaser, Seller agrees to sell, and Purchaser agrees to buy, the realty located in the City of Buchanan, County of Berrien, and State of Michigan, described as:

That part of Block "A", JOSEPH DEMONT'S ADDITION TO VILLAGE OF BUCHANAN, according to the Plat thereof, recorded March 28, 1849 in Volume "R" of Deeds, page 489, described as follows: Commencing on the North line of Front Street at a point 181.7 feet West and 33 feet North of the Southeast corner of Section 26, Township 7 South, Range 18 West, thence North 99 feet; thence West 36.5 feet; more or less, to the East bank of McCoys Creek; thence Southerly along the East bank of said creek to the North line of Front Street; thence East along the North line of Front Street 39 feet, more or less, to the place of beginning.

EXCEPTING THEREFROM Commencing on the North line of Front Street at a point 212.95 feet West and 33 feet North of the Southeast corner of Section 36, Township 7 South, Range 18 West, Thence North 84.55 feet; thence North 20° 39' West 15.6 feet, more or less, to McCoys Creek; thence Southerly along the waters edge of said creek to the North line of Front Street; thence East to the place of beginning.

Commonly known as 257 E. Front Street, Buchanan, MI 49107.
Tax Code: 11-58-1600-0004-00-0.

The Seller grants to the Purchaser the right to make all available divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967, as amended.

Subject to any existing restrictions and easements of record for the sum of [REDACTED] [REDACTED] In the event that Purchaser fails to wire the earnest money as provided above this Agreement is void.

I. SELLER AGREES TO:

A. Furnish Warranty Deed in Michigan Statutory form duly executed, witnessed and acknowledged, accompanied by cash from Seller or credit to Purchaser, in the amount of [REDACTED] [REDACTED] to cover Michigan Transfer Tax.



B. Pay all existing Mortgages, water bills and all other liens and encumbrances and pro-rate utilities to date of closing.

II. THE SELLER REPRESENTS AND AGREES THAT:

A. The property is adjacent to McCoy Creek and heavy rains are known to cause the creek to overflow the bank and touch the building. Although Seller has made extensive efforts to prevent water entering the basement that has occurred.

B. The heating, air conditioning, plumbing, electrical, sewer, and water systems are in good working order on the date hereof. The roof may need to be replaced.

C. At the time of closing the real estate, improvements, and personal property, if any, shall be in the same condition as they are now, ordinary wear and tear excepted.

D. The property is located on a public street or road which is maintained by public authorities.

III. PURCHASER AGREES TO:

A. Obtain at the Purchaser's expense, an owner's policy of title insurance in usual form and with standard exceptions and also subject to such easements and restrictions insuring the Purchaser in the amount of the purchase price or other evidence of title satisfactory to the Purchaser which Purchaser will order immediately following execution of this agreement. The title commitment shall be obtained from Greater Illinois Title Company, 120 North LaSalle Street, Suite 900, Chicago, IL 60602, Attention Britney Sopher, Phone 312-236-7300. Email: britney.sopher@gitc.com ("Title Company").

B. Accept or reject title within fourteen (14) days after receipt of evidence of title.

C. On acceptance of title, the terms of purchase shall be cash. The full purchase price shall be paid in certified funds upon execution and delivery of Warranty Deed.

Subject to the above representations and agreements, the Purchaser has inspected or caused to be inspected these premises and has satisfied himself concerning the condition of improvements and the extent and boundaries of the premises hereinbefore described; and the Purchaser has not relied on any representations made by the Seller; and the Purchaser accepts these premises in the condition and extent which presently exist.

IV. IT IS FURTHER AGREED:



A. The Warranty Deed from Seller shall be subject to easements and restrictions of record.

B. Sale to be closed on or before August 1, 2021. Purchaser shall have complete possession on the date of closing. The closing location, date, and method shall be agreed upon by Seller and Purchaser. Should closing not occur by that time without modification to this agreement, then this agreement shall be null and void and each party is released from his/her/its obligations hereunder except for the provisions of paragraph IV E as hereinafter stated.

C. Real Property taxes and special assessments, if any, shall be pro-rated as of the date of closing, using the calendar year method. Under the calendar year method, any real property tax bill which becomes due and payable during a calendar year is deemed to relate to that entire calendar year. For this purpose, a real property tax bill is deemed to be due and payable on the date it is mailed (for example, County tax bills are mailed December 1st of each year). If the exact amount of any real property taxes is not known on the date of closing, the pro-ration shall be based on the last tax bill received. The Purchaser shall pay all future installments of special assessments.

D. This Agreement is expressly subject to Purchaser obtaining approvals as follows:

1. Approval from the City of Buchanan, MI to open and operate a retail dispensary at the property; and

2. Approval from the State of Michigan to open and operate a retail dispensary at the property; and

3. Approval and issuance of any and all necessary or required permits, zoning approvals, variances and/or any other entitlements necessary or required by any governing authority in order to lawfully construct, remodel, renovate or develop the premises for Purchaser's intended use.

If, for any reason Purchaser is unable to obtain the City and/or County Approval, and/or State Approval within the time limits hereinafter expressed, and all necessary entitlements prior to the scheduled closing, Purchaser shall be permitted to terminate this Purchase and Sale Agreement without obligation except for forfeiture of the earnest money as hereinafter provided.

E. This Agreement provides for an earnest money payment of [REDACTED] [REDACTED] Notwithstanding any provisions herein to the contrary for contingencies, that earnest money is non refundable in the event that Purchaser is unable to conclude the purchase of this property. This is based upon the efforts made by Seller to negotiate and prepare for this closing. Contingencies expressed herein, if not met, will allow Seller to rescind this agreement, however, the earnest money is not refundable despite the effect of any contingencies.



F. Upon 48 hours advanced notice to Seller for outside inspections and two weeks advance notice to Seller for inside inspections, Purchaser may perform, at Purchaser's expense, any inspections, investigations, studies, and tests of the property, and conduct such other due diligence as Purchaser, in its sole discretion, may desire or determine. Such investigations may include but shall in no event be limited to, physical, engineering, soils, geotechnical, environmental, archaeological, habitat, surveys, and economic feasibility studies. The completion of the purchase is subject to satisfactory results of the inspections, investigations, studies, and tests as reported to Purchaser. Purchaser will use its best efforts to avoid damages to the property during any of the actions taken herein. In the event that damages are made to the property during any of the activities taken by Purchaser then, and in that event, Purchaser will be responsible for all costs of restoration of the property to its original condition, including costs of Seller to enforce this provision which shall include but not be limited to Attorney Fees. Purchaser understands that Seller possesses no information which can be of any assistance to Purchaser in Purchaser's studies mentioned herein. Inspections shall not be conducted from sundown on Friday through sundown on Saturday.

G. Upon closing the earnest money deposited with the Seller by Purchaser shall be applied to the purchase price.

H. If the closing of the sale is delayed by reason of delays in abstracting or by title defects which can be readily corrected, then a reasonable extension of time, but not to exceed thirty (30) days, shall be allowed for closing, unless otherwise agreed to in writing between the Purchaser and Seller; and time is of the essence of this Agreement.

I. Until closing, risk of loss shall be Seller's, and in the event thereof, Purchaser shall have the option to cancel this contract, however, the earnest money remains non refundable as noted herein.

J. Seller has employed no realtors or real estate brokers to assist with this sale in any way. Purchaser has mentioned that it has utilized the services of Landmark Commercial Real Estate Services. To the extent that any compensation is due to Landmark Commercial Real Estate Services, or any other real estate company or agency, for their involvement in this transaction, then Purchaser shall be completely responsible for payments due to Landmark Commercial Real Estate Services or any other real estate company or agency.

K. Closing fees to be charged by the Title Company and all recording fees, to effect the closing shall be paid by Purchaser as well as all fees associated with Purchaser's lender's requirements.

L. This Agreement is expressly subject to Purchaser obtaining satisfactory results in the actions reserved above in paragraphs IV D and IV F. Purchaser must, by a written notice, either remove the inspection/permit contingencies or terminate this Agreement within 60 days of the



date of this agreement. In the event that Purchaser neither removes the contingencies nor terminates this Agreement in the time provided, the Purchaser shall be deemed to have waived the contingencies and proceed to close this transaction.

M. Following execution of this agreement and payment of the non refundable earnest money, Purchaser may assign its rights as Purchaser under this contract by delivery to Seller of a written assignment wherein Purchaser's assignee assumes all responsibilities of Purchaser under this agreement. This agreement is binding upon the heirs and assigns of the parties hereto.

N. No personal property is included in the sale.

O. Notices. Any notice required hereunder shall be sent via regular mail or email to:


1. Seller:

Roy and Kathy Parke, 16765 Huron Drive, Buchanan, MI 49107
email: kjp@qtm.net

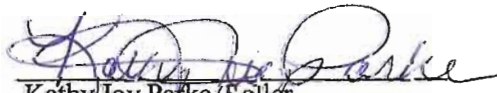
2. Purchaser:

Buchanan Development, LLC
415 N. Dearborn St., 4th Floor
Chicago, IL 60654
email: chris@verano.holdings

P. If more than one joins in the execution hereof as Seller or Purchaser, or any be of the feminine sex, or a corporation, the pronouns and relative words herein used shall be read as if written in plural, feminine or neuter respectively.

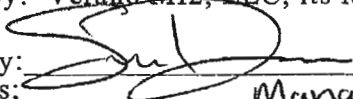


Roy B. Parke, Seller



Kathy/Joy Parke/Seller

Buchanan Development, LLC
By: Verano MI2, LLC, its Manager

By: 
Its: _____ Manager

Prepared by:
John R. Colip, Esq. (P25250)
KOTZ SANGSTER WYSOCKI P.C.
12 Longmeadow Village Drive, Suite 100
Niles, Michigan 49120
(269) 591-6915

A handwritten signature in black ink, appearing to be 'JRC' or similar initials, located to the right of the typed name.

DYKEMA GOSSETT
400 Renaissance Center
Detroit, MI 48243

VENDOR: 312063

01388425704

CHECK NO: 2650170

CHECK DATE: 06/21/21

PAYEE: CITY OF BUCHANAN

REFERENCE #	INVOICE #	INV. DATE	DESCRIPTION	AMT. PAID
	06212021	06/21/21	Application Fee	250.00
			TOTAL	\$250.00

THIS CHECK HAS VARIOUS SECURITY FEATURES INCLUDING COLORED BACKGROUND AND MICROPRINTING

DYKEMA GOSSETT
400 Renaissance Center
Detroit, MI 48243

Huntington Bank Bloomfield Dis- 56-1512/441

CHECK NUMBER 2650170

CHECK DATE 06/21/21

HUNTINGTON BANK BLOOMFIELD DISBURSEMENT

AMOUNT

\$ ***250.00***

Two hundred fifty and 00/100 Dollars ***

PAY
TO THE
ORDER
OF

CITY OF BUCHANAN
302 RED BUD TRAIL N.
BUCHANAN, MI 49107

Susan Choma MP

AUTHORIZED SIGNATURE
VOID AFTER 90 DAYS

⑈ 2650170⑈ ⑆044115126⑆ 01388425704⑈

ORIGIN ID: BETA (248) 203-0700
 SAMUEL KILBERG
 DYKEMA GOSSETT PLLC
 SUITE 300
 39577 WOODWARD AVENUE
 BLOOMFIELD HILLS, MI 48304
 UNITED STATES US

SHIP DATE: 21 JUN 21
 ACT WGT: 0.30 LB
 CAD: 250173487/M/SX13400
 BILL SENDER

TO
CITY OF BUCHANAN
ATTN: PLANNING AND ZONING
302 N RED BUD TRL

BUCHANAN MI 49107
 (248) 203-0773 REF: 06002; 999999-009999
 INV: DEPT:

TRK# 2806 1121 1000
 0201

NA SBNA
 MI-US
49107 SBN

TUE - 22 JUN 10:30A
PRIORITY OVERNIGHT


 REL# 3793346

 J211321033101uw

56DJ3B387/FE4A

 FOLD on this line and place in shipping pouch with bar code and delivery address visible

1. Fold the first printed page in half and use as the shipping label.
2. Place the label in a waybill pouch and affix it to your shipment so that the barcode portion of the label can be read and scanned.
3. Keep the second page as a receipt for your records. The receipt contains the terms and conditions of shipping and information useful for tracking your package.

Legal Terms and Conditions

Tendering packages by using this system constitutes your agreement to the service conditions for the transportation of your shipments as found in the applicable FedEx Service Guide, available upon request. FedEx will not be responsible for any claim in excess of the applicable declared value, whether the result of loss, damage, delay, non-delivery, misdelivery, or misinformation, unless you declare a higher value, pay an additional charge, document your actual loss and file a timely claim. Limitations found in the applicable FedEx Service Guide apply. Your right to recover from FedEx for any loss, including intrinsic value of the package, loss of sales, income interest, profit, attorney's fees, costs, and other forms of damage whether direct, incidental, consequential, or special is limited to the greater of 100 USD or the authorized declared value. Recovery cannot exceed actual documented loss. Maximum for items of extraordinary value is 500 USD, e.g. jewelry, precious metals, negotiable instruments and other items listed in our Service Guide. Written claims must be filed within strict time limits, see applicable FedEx Service Guide. FedEx will not be liable for loss or damage to prohibited items in any event or for your acts or omissions, including, without limitation, improper or insufficient packaging, securing, marking or addressing, or the acts or omissions of the recipient or anyone else with an interest in the package. See the applicable FedEx Service Guide for complete terms and conditions. To obtain information regarding how to file a claim or to obtain a Service Guide, please call 1-800-GO-FEDEX (1-800-463-3339).



<i>package id</i>	<i>from</i>	<i>vendor</i>
0281418	Samuel Kilberg (06002)	FedEx
<i>ship date</i>	Dykema Gossett PLLC	<i>tracking number</i>
Mon, Jun 21 2021	Suite 300	280611211000
<i>to</i>	39577 Woodward Avenue	<i>service</i>
City of Buchanan	Bloomfield Hills, MI 48304	FedEx Priority Overnight®
Attn: Planning and Zoning	US	<i>packaging</i>
302 N RED BUD TRL	248-203-0519	FedEx® Box
BUCHANAN, MI 49107-	<i>billing</i>	<i>dimensions</i>
1311	TIMEKEEPER ERROR	0.5 LBS
United States	FIL... dec1-TIME ENTRY	<i>signature</i>
248-203-0773	ERRORS & ... dec1	Deliver Without Signature
<i>residential address</i>	(888888-008888)	<i>courtesy quote</i>
No	please bill to 118888-	16.80
<i>return label</i>	000001	<i>Quote may not reflect all</i>
No	<i>operator</i>	<i>accessorial charges</i>
<i>notification type</i>	Dana Nowak	
Exception	248-203-0700	
Delivery	DNowak@dykema.com	
<i>notification recipients</i>	<i>create time</i>	
DNowak@dykema.com	06/21/21, 11:32AM	



Action Required by City Commission to Approve Social District Application

June 30, 2021

Dear City Commissioners:

As you are aware the State of Michigan recently approved the Buchanan Social District. The next step is that our city licensees must submit their application to opt into the Social District.

The Social District law requires the City Commission approve a motion to recommend approval of the licensee's application to the Michigan Liquor Control Commission.

The State has confirmed that the Licensee, Maize N Brew Ltd. DBA B&W Village Inn of Buchanan, Michigan has submitted his application to opt into the Buchanan Social District.

At your July 12, 2021, meeting, there will be the following agenda item:

Approval of the Social District Application for a Social District Permit for Licensee, Maize N Brew Ltd. DBA B&W Village Inn of Buchanan, Michigan

The motion must state that the application from Licensee, Maize N Brew Ltd. DBA B&W Village Inn of Buchanan, Michigan is recommended by the City Commission for approval by the Michigan Liquor Control Commission.

I believe that the other licensees in Buchanan are in the process of submitting their applications and I will be in touch with you with any updates on that front.

Please feel free to contact me with any questions.

Thank you,

Rich

July 2, 2021

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Grand Rapids, September 22-24, 2021. The League's "Annual Meeting" is scheduled for 4:15 pm on Wednesday, September 22 in Ambassador Ballroom East at the Amway Grand Hotel. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).
2. Policy. A) To vote on the Core Legislative Principles document.

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by August 20, 2021.

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> no later than August 20, 2021.

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is **August 20, 2021**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.

Further, “Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof.”

We love where you live.



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, September 21 at Amway Grand Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



William Wild
President
Mayor, City of Westland



Daniel P. Gilmartin
Executive Director & CEO

