

AGENDA

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

* 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 clerk@cityofbuchanan.com

I. Call to Order**II. Recognition****III. Pledge of Allegiance****IV. Roll Call****V. Approve Agenda****VI. Open of Public Hearing****A. Public Hearing and Public Comment on Establishing an Obsolete Property Rehabilitation (OPRA) District for Longbranch Livery LLC 206 Days Ave. Buchanan, MI 49107.**

-P.A. 146 of 2000, as amended- The Obsolete Property Rehabilitation Act (OPRA), PA 146 of 2000, as amended, provides property tax exemptions for commercial and commercial housing properties that are rehabilitated and meet the requirements of the Act. Properties must meet eligibility requirements including a statement of obsolescence by the local assessor. The property must be located in an established Obsolete Property Rehabilitation District. Exemptions are approved for a term of 1-12 years as determined by the local unit of government. The property taxes for the rehabilitated property are based on the previous year's (prior to rehabilitation) taxable value. The taxable value is frozen for the duration of the exemption. Additionally, the State Treasurer may approve reductions of half of the school operating and state education taxes for a period not to exceed 6 years for 25 applications annually. Applications are filed, reviewed, and approved by the local unit of government, but are also subject to review at the State level by the Property Services Regular Meeting of the Buchanan City Commission Agenda Page 2 of 4 Division. The State Tax Commission (STC) is responsible for the final approval and issuance of OPRA certificates. Exemptions are not effective until approved by the STC.

VII. Close of Public Hearing**VIII. Public Comment - Agenda Items Only (3-minute limit)****IX. Consent Agenda (can be approved all in one motion, for general housekeeping items)****A. Minutes**

1) Consider approving the Regular Meeting Minutes from August 14, 2023.

B. Crossing Guard Agreement

1) Consider approving the 2023-2024 Crossing Guard Agreement with the Buchanan Community Schools.

C. Expenditures

1) Consider approving the General Expenditures for August 28, 2023, in the amount of \$331,101.58.

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

XI. Reports by: Departments, Committees, Boards

A. Community Development Report- Director Rich Murphy

1) Consider Resolution 2023.08/21, a Resolution for the establishment of an OPRA district for Longbranch Livery LLC, 206 Days Ave.

2) Consider Resolution 2023.08/22, a Resolution to accept the terms of the project agreement for McCoy's Creek Trail Extension to River St. Joe Brewery MNRTF Grant.

3) Consider Resolution 2023.08/23, a Resolution of support for the Redevelopment Liquor License for the Sweet Shop Cafe Italiano LLC at 205 E Front St.

4) Update on 123 Days Ave proposed bids.

B. Mainstreet Update- Assistant Community Development Director, Ashley Regal- MainStreet Summer 2023 Update.

C. Water Department- Craig Miller, OIC- The City of Buchanan is looking for a company to Hydro-excavate 250 water service lines on both the City of Buchanan side and the Homeowners' side of the water shut-off valve. This info will be given to the State of Michigan (EGLE) for future lead service line replacement criteria for the City of Buchanan.

1) Consider approving the request for proposal (RFP) for water service line material identification of address within the city.

XII. Unfinished Business

XIII. New Business

A. Water/Sewer Procedure and Policy - City Manager, Ben Eldridge & City Clerk, Kalla Langston

1) Consider approving the Township Resident Procedure to Tap-in to City Water/Sewer Services

2) Consider approving the Policy Establishing Regulations Governing Water Service.

B. September 11, 2023, City Commission Regular Meeting Time Change

1) Consider moving the Regular Meeting for September 11, 2023, to start at 6 P.M. Due to the 9/11 ceremony being held in the city at 7:00 P.M.

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

A. Patriot Day 2023- Commemorating Buchanan's Annual 9/11 Observance Monday, September 11, 2023, at 7:00 P.M. in the Buchanan Common

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

XVI. Executive Comments

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

XVII. Adjourn

Notice of Public Hearing and Public Comment Period on Establishing an Obsolete Property Rehabilitation (OPRA) District for Longbranch Livery LLC, 206 Days Ave., Buchanan, MI 49107

The Buchanan City Commission will hold a public comment period ending with a public hearing at 7:00 p.m. on August 28, 2023 at Buchanan City Hall, 302 N. Redbud Trail, Buchanan, Michigan 49107.

The purpose of the comment period and public hearing is to invite and hear comments on Establishing an Obsolete Property Rehabilitation (OPRA) District for Longbranch Livery LLC, 206 Days Ave., Buchanan, MI 49107. At the hearing, all interested parties will be given an opportunity to be heard.

If you cannot attend the public hearing, written comments can be sent to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, Michigan 49107 or emailed to Community Development Director Richard Murphy at rmurphy@cityofbuchanan.com and must be received by noon on Monday, August 14, 2023.

Kalla Langston, City Clerk



REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, AUGUST 14, 2023 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

** 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 clerk@cityofbuchanan.com*

I. Call to Order

Meeting was called to order at 7:00pm by Denison.

II. Recognition

A. *The City of Buchanan and the City Commission proudly recognize Bobby Blaylock for receiving the American Legion Department of Michigan 2023 Firefighter of the Year. As well as his 31 years of service in the Buchanan Fire Department.*

Denison read a recognition of Blaylock. Money, who wrote his recommendation, also recognized Blaylock and noted his contribution to Buchanan. Money presented Blaylock a plaque and certification of recognition.

III. Pledge of Allegiance

Mayor Denison led in the pledge of allegiance.

IV. Roll Call

Present: Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Dan Vigansky, Commissioner Larry Money, Commissioner Patrick Swem

Absent: None

City Staff: City Manager, Benjamin Eldridge; City Clerk, Kalla Langston; Director of Public Safety, Tim Ganus; Fire Chief Mike Adams; Bookkeeper Courtney Baham, Community Development Director, and Zoning Administrator Richard Murphy; Assistant Community Development Director Ashley Regal

V. Approve Agenda

Motion made by Vigansky, seconded by Swem to approve Agenda as presented. Roll call vote varies unanimously.

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

Jeanne Harris – Asked Commission to accept a bid for the Victory Park Pavilion.

Frieda Hughes – Also spoke in favor of the City Commission accepting a bid for the Pavilion in keeping with a Vision for Buchanan.

Mo Kyles-Provided some history on Victory Park and emphasized that it needs improvements to even be a park.

Richard Martin – Spoke in support of accepting the Victory Park bid.

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

A. Minutes-*Consider approving the regular meeting minutes from July 24, 2023.*

B. Banking Authorization

1) Consider Removing Stephanie Powers, Tracy McGrath, Heather Grace, and Tim Lynch from all banking institutions (Honor Credit Union, United Federal Credit Union, 1st Source Bank, Sturgis Bank, Horizon Bank).

2) Consider adding Benjamin Eledridge and Deborah Perez as authorized signers to all banking institutions (Honor Credit Union, United Federal Credit Union, 1st Source Bank, Sturgis Bank, Horizon Bank).

C. Expenditures: *Consider approving the General Expenditures for August 14, 2023, in the amount of \$182,796.*

Consider approving the Tax Disbursement for August 14, 2023, in the amount of \$420,604.28

D. Budget Amendments-*Consider approving Budget Amendments recommended by the Finance Director/ City Treasurer and City Manager.*

Motion made by Weedon, supported by Money to approve Consent Agenda as presented. Roll call vote carries unanimously.

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

A. Buchanan District Library- Meg Paulette Perez

1) Consider approving resolution number 2023.08/20. A resolution for local support on behalf of the Buchanan District Library Community Spaces Expansion Project grant application through the MI Community Centers Grant.

Perez read the letter she'd sent to the City Commission requesting support for the library's application.

Motion made by Swem, supported by Money to approve Resolution #2023.08/20, for local support on behalf of the Buchanan District Library Community Spaces Expansion Project grant application through the MI Community Centers Grant. Roll call vote carries unanimously.

IX. Reports by: Departments, Committees, Boards

A. Community Development Department Report - Director Rich Murphy

1) Consider the awarding of the Victory Park Pavillion bid

Murphy recommended the Commission accept the lowest bid for \$136,725. The Victory Park Pavillion Project is two years in the making and represents a collaboration between the City, the Northside Neighborhood, and a Vision for Buchanan.

Motion made by Money, supported by Weedon, to award the bid for the Victory Park Pavillion Project to Astrong Construction in the amount of \$136,725.00.

Vigansky wanted to hear about the other bids and asked Murphy what grants he'd received for the project. Murphy has submitted a grant application for playground equipment. The City is in talks with a foundation to fund the pavilion amenities that were excluded from the low bid.

Denison spoke on how the Pavilion would be funded. For the past 2 years, the City has set aside 50% of the excise tax on the sale of Marijuana for quality of life improvements in the City. Weedon added that the City demonstrating a financial commitment to the project could strengthen future grant applications.

Roll call vote carries unanimously.

2) Update on bids received for 123 Days Ave RFP

The RFP Review Committee will meet to discuss the bids received for 123 Days Ave.

3) Update on the Ross-Sanders House proposal.

The Ross-Sanders building received one bid, from the Michigan Gateway Community Foundation. The Review Committee reviewed the bid, and the MGCF board will discuss the bid. The new parcel is being drawn and the Preservation Society is working on drafting the historic easement.

B. *Thrill on the Hill 2023, Financials and Recap Report- Assistant Community Development Director, Ashley Regal & City Bookkeeper, Courtney Baham.*

Thrill was bigger than ever this year, with more vendors and tickets sold than in past years.

Baham reported on the finances of Thrill on the Hill. Total sponsorships were over \$18,000. Total money taken in was \$56,468.89 with event expenditures being \$37,062.42. After accounting for overtime and comp time, total revenue was \$206.64. This year, the event was able to pay for itself.

Regal is asking the Commission to approve Thrill on the Hill 2024 or postpone the approval. There will be several additional costs associated with the slide that will need to be made in order to continue. Volunteer and staff fatigue is also an issue.

Motion made Swem, supported by Money to approve 2024 Thrill on the Hill, contingent on financial review.

Vigansky would like a timeline put in place for approval. The City Manager will decide the timeline.

Roll call vote carries unanimously.

C. *MainStreet Report- Mainstreet Manager, Ashley Regal*

1) Consider funding \$5,000.00 to match the \$10,000.00 raised to fund the Buchanan Billboard to be located at the intersection of US12 and Redbud Trail.

Regal presented the proposed Welcome to Buchanan billboard that would go at the intersection of US 12 and Redbud Trail. The sign was designed by the design team of the Main Street Committee and is historically inspired. They have successfully raised \$5,000 in donations and are asking for the City to match another \$5,000.

Kathy Virgil of Buchanan's Main Street board spoke to the overwhelming support she's received regarding the sign from local businesses she's approached for fundraising. The sign is representative of Buchanan coming together and doing something as a community.

Motion made by Swem, supported by Weedon to approve funding of \$5,000 for the Buchanan Billboard.

Yay: Weedon, Vigansky, Money, Swem

Nay: None

Abstain: Denison

Roll call vote carries.

D. Fire Department Report- Fire Cheif Mike Adams

1) Consider Approving Firehouse Roof Replacement.

Fire Chief Adams reported on the quotes they've received to replace the Firehouse roof. Adams recommends approve Sherriff-Goslin's bid as they are the lowest and also provide estimates for repairs.

Motion made by Money, supported by Swem to approve the quote from Sherriff-Goslin Company, Job #0103372023 with a 20-year warranty in the amount of \$61,270. Roll call vote carries unanimously.

E. Election Update for August 8, 2023, Special Election- City Clerk, Kalla Langston

1) Election Results and Turn-Out.

Election turn out was 11.58% of registered voters. County wide turnout was around 14%.

2) Legislation Update.

Langston will continue to work with local clerks to work through new legislation from the State, including locations for early voting.

X. Unfinished Business

A. Kathryn Park Playground Equipment- *City Manager, Ben Eldridge is recommending the Kathryn Park Playground Equipment that was approved for purchase by the Commission in FY 22-23 to be purchased in FY24-25.*

Eldridge is asking the Commission to postpone the purchase of the Kathryn Park playground equipment until the 2024/2025 Fiscal year due to the additional cost of the Victory Park Pavilion.

Motion made by Weedon, supported by Money to postpone Kathryn Playground Equipment. Roll call vote carries unanimously.

XI. New Business

A. Metro Act Right of Way Permit Extension- Consider approving the City Manager, Benjamin Eldridge in extending the existing METRO Act Permit to Bell Telephone Company (At&T). The extension term ends on December 31, 2028.

Motion made by Weedon, supported by Denison for City Manager Ben Eldridge to sign the existing Metro Act permit. Roll call vote carries unanimously.

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

A. MML Meeting Notice- *Annual Meeting will be held on October 18, 2023 in Traverse City*

B. Notice of Hearing - *Indiana Michigan Power Company on August 16, 2023.*

C. Notice of Hearing- *SEMCO Energy Gas Company on August 24, 2023*

D. Public Hearing on August 28,2023 -*Notice of Public Hearing and Public Comment on Establishing an Obsolete Property Rehabilitation (OPRA) District will be held on August 28, 2023.*

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

Jeanne Harris – No action had been taken for the Northside before Heather and Rich. The Northside Neighborhood has organized to make things happen for their community.

Andrea Van Der Laan – The garden club would like to be updated on streetscape plans as they pertain to the planters, baskets, and other plants downtown. They are planning their planting schedule for next year.

Teri Sulak – The scarecrow invasion is coming. They will begin putting them up August 27. There are 250 scarecrows this year.

Brian Murphy – The Tree Friends planted trees in the Northside neighborhood this spring, and they're all thriving. The Tree Friends handed out free water at Chippewapalooza. They'd like to meet with the City to get up to date on their finances.

Randy Hendrixson – Miss Michigan will run for Miss America, and he'd like the community to come together in support of her.

Tony Houser – Fork in the Road opened up the past weekend, and he'd like to thank Rich for his help in making it happen.

XIV. Executive Comments**A. City Manager Comments**

Eldridge welcomed Assistant Election Clerk Isabella. He will be in contact with the Tree Friends as well. Extra shirts from Thrill on the Hill will be donated to RAM Love. He also congratulated Wastewater operator Andy Warner on passing his wastewater license with the state with the highest score in the State of Michigan.

B. Commissioner Comments

Weedon – Thanked Ben for his work so far and congratulated Warner. Thanked City Staff and those who showed up. Thanked Rich for his work.

Swem – Congratulated Blaylock on his award and Warner on his license. Next Monday is the Chamber golf outing fundraiser, encouraged people to sign up. Looking forward to trying out Fork in the Road. Thanked the Northside neighbors for their work and congratulated them on getting the pavilion.

Vigansky – None.

Money – Congratulated Blaylock for 31 years of service. Thanked the Northside Neighborhood for everything and he's glad the City is honoring their commitment today. Thanked everyone involved in making Thrill on the Hill happen. Thanked the Commission.

C. Mayor Comments

Progress is being made in Buchanan. Rich is doing a fantastic job. He's very proud of where the city is going and the work they're doing.

XV. Adjourn

Motion made by Weedon, supported by Vigansky to adjourn the meeting. Roll call vote carries unanimously. Meeting adjourned at 8:40pm.

Kalla Langston, City Clerk

Mayor Sean Denison

CROSSING GUARD SERVICE AGREEMENT

AGREEMENT made August 28, 2023, between the **BUCHANAN COMMUNITY SCHOOLS**, a public corporation, with its principal place of business at 401 W. Chicago Street, Buchanan, Michigan 49107, hereinafter called "School", and the **CITY OF BUCHANAN**, a Municipal Corporation of the County of Berrien, of 302 Redbud Trail North, Buchanan, Michigan 49107, hereinafter called "City".

WHEREAS, School is a duly organized and existing school district providing public education to students residing in City and its surrounding Townships; and

WHEREAS, Section 613c (MCL 257.613c) places the responsibility of school crossing guards on the local law enforcement agency having jurisdiction of the crossing; and

WHEREAS, School has agreed to assist in the funding of the school crossing guard expense under the terms and conditions of this agreement.

NOW, THEREFORE, THE PARTIES AGREE:

1. **Payments by School.** In consideration of the City implementing, training, equipping, and supervising school crossing guards within its corporate limits, School agrees to pay the City the following:
 - (a) One-half of the direct wage or payroll costs of the crossing guard personnel; and
 - (b) Such other expenses as the Board of Education may approve from time to time.
2. **Warranty by City.** The City shall comply with the requirements set forth in 1949 PA 300, MCL 257.613b and 257.613c as amended. City shall assume full responsibility for the hiring, supervision and discipline of all crossing guard personnel.
3. **School Crossing Stations.** The parties acknowledge that the following school crossings are currently being maintained in the City:
 - (a) Intersection of Fourth Street and Moccasin Avenue;
 - (b) Intersection of Fulton Street and North Red Bud Trail;
 - (c) Intersection of Theoda Court and Front Street;
 - (d) Intersection of Ottawa Street and Front Street;
 - (e) Intersection of Fifth Street and Moccasin Avenue;
 - (f) Intersection of Main Street and Fifth Street;
 - (g) Intersection of Chippewa Street and Front Street;
 - (h) Intersection of Smith Street and South Red Bud Trail;
 - (i) Intersection of Main Street & Moccasin Avenue

The City Manager, Chief of Police and the School Business Manager shall meet annually during the month of July to review the crossing guard locations. There shall be no modification of the crossing locations without the mutual consent of the parties. Schedules for services shall be based on the school calendar and shall be furnished to City not later than August 15th of each year hereafter by the Business Manager of the School.

4. Termination by School. School may cancel this Agreement upon written notice to City given on or before the beginning of the City’s fiscal year. In the event that the School shall terminate this agreement after the beginning of the City’s fiscal year, School shall pay to City the salary expense for the balance of the fiscal year plus any other expenses approved by the Board of Education. Thereafter, the crossing guards shall be the sole responsibility of City.

5. Assignment. This Agreement shall not be assigned or transferred.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

BUCHANAN COMMUNITY SCHOOLS

CITY OF BUCHANAN

BY: _____

BY: _____

Its: Board President_____

Its: Mayor – Sean Denison

Attest: _____

Attest: _____

Its: Board Secretary_____

Its: City Clerk — Kalla Langston

This is a letter of agreement between the City of Buchanan and the Buchanan Community School referencing the rate of pay for a Crossing Guard.

Therefore, the parties agree:

- 1. As of September 1, 2023, the rate of pay for a Crossing Guard shall be \$10.16 per hour. This rate of pay shall not change in the 23-24 school year unless the minimum wage increases in 2024.
- 2. If minimum wage increases above \$10.16 per hour, both parties agree that all Crossing Guards shall be compensated with the new minimum wage rate for the rest of the school year.

BUCHANAN COMMUNITY SCHOOLS

CITY OF BUCHANAN

BY: _____

BY: _____

Its: Board President_____

Its: Mayor – Sean Denison

Attest: _____

Attest: _____

Its: Board Secretary_____

Its: City Clerk – Kalla Langston

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/21/2023	AP	ANGELA BAGGETT GAS AND OIL Vnd: 2248 Invoice: 08.07.23	Invoice: 08.07.23 Ref#: 26856 (REIMBURSEMENT FOR GAS TO TAKE EVIDENCE T) 101-301.000-751.000 101-000.000-202.000	60.01	60.01
		Expected Check Run: 08/28/2023		60.01	60.01
08/21/2023	AP	ASHLEY REGAL GRANTS & SPECIAL PROJECTS Vnd: 2306 Invoice: 08.21.23	Invoice: 08.21.23 Ref#: 26854 (MGCFG - BAND FEES - REIMBURSEMENT FOR PA) 101-101.000-967.002 101-000.000-202.000	300.00	300.00
		Expected Check Run: 08/28/2023		300.00	300.00
08/16/2023	AP	AT&T TELEPHONE, INTERNET, CABLE 269 695-4028 269 409-8372 Vnd: 0153 Invoice: 07.17.23-08.16.23 Vnd: 0153 Invoice: 07.17.23-08.16.23	Invoice: 07.17.23-08.16.23 Ref#: 26853 (MONTHLY BILLING) 101-753.000-853.000 592-590.000-853.000 592-591.000-853.000 101-000.000-202.000 592-000.000-202.000	153.90 31.86 38.16	153.90 70.02
		Expected Check Run: 08/28/2023		223.92	223.92
08/21/2023	AP	AUSRA KUBOTA, INC. MAINTENANCE - EQUIPMENT Vnd: 0820 Invoice: IN08287	Invoice: IN08287 Ref#: 26855 (PARTS FOR THE KUBOTA) 101-441.000-933.000 101-000.000-202.000	96.48	96.48
		Expected Check Run: 08/28/2023		96.48	96.48
08/21/2023	AP	BERRIEN COUNTY RECORD LEGAL NOTICES & RECORDINGS Vnd: 0339 Invoice: 08.10.23	Invoice: 08.10.23 Ref#: 26859 (PUBLIC HEARING NOTICE - OPRA DISTRICT LO) 101-215.000-903.000 101-000.000-202.000	34.00	34.00
		Expected Check Run: 08/28/2023		34.00	34.00
08/21/2023	AP	BEST ONE FLEET SERVICE MAINTENANCE - EQUIPMENT Vnd: 0953 Invoice: 4430020166	Invoice: 4430020166 Ref#: 26857 (NEW WHEEL HUBS FOR 97' INTERNATIONAL) 101-441.000-933.000 101-000.000-202.000	2,967.86	2,967.86
		Expected Check Run: 08/28/2023		2,967.86	2,967.86
06/30/2023	AP	BIG C LUMBER MISCELLANEOUS MAINTENANCE-BUILDINGS Vnd: 0196 Invoice: 1801904	Invoice: 1801904 Ref#: 26860 (MISSED INVOICE - CONCRETE MIX FOR CEMETE) 101-567.000-962.000 101-567.000-931.000 101-000.000-202.000	312.23 0.58	312.81
		Expected Check Run: 08/28/2023		312.81	312.81

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/23/2023	AP	CAPITAL ONE PUBLIC FUNDING NOTES PAYABLE-2020 BOND ISSUE INTEREST - 2020 OXIDATION DITCH Vnd: 1631 Invoice: 0011371058	Invoice: 0011371058 Ref#: 26910 (LOAN #101006746 - WASTWATER BOND PAYMENT) 592-000.000-307.000 592-907.000-993.003 592-000.000-202.000	155,000.00 120,330.00	275,330.00
		Expected Check Run: 08/28/2023		275,330.00	275,330.00
08/21/2023	AP	CINTAS CORPORATION CONTRACTUAL Vnd: 1272 Invoice: 4164615044	Invoice: 4164615044 Ref#: 26863 (MATS FOR CITY HALL) 101-265.000-818.000 101-000.000-202.000	77.88	77.88
		Expected Check Run: 08/28/2023		77.88	77.88
08/21/2023	AP	CINTAS CORPORATION MISCELLANEOUS SUPPLIES Vnd: 1272 Invoice: 5169676911	Invoice: 5169676911 Ref#: 26864 (RESTOCK OF STATION FIRST AID) 101-336.000-756.000 101-000.000-202.000	77.81	77.81
		Expected Check Run: 08/28/2023		77.81	77.81
08/21/2023	AP	CO-ALLIANCE LLP - BUCHANAN MISCELLANEOUS SUPPLIES MISCELLANEOUS SUPPLIES Vnd: 0366 Invoice: 739082425 Vnd: 0366 Invoice: 739082425	Invoice: 739082425 Ref#: 26861 (WEED KILLER IN TOWN) 202-463.000-756.000 203-463.000-756.000 202-000.000-202.000 203-000.000-202.000	120.70 120.70	120.70 120.70
		Expected Check Run: 08/28/2023		241.40	241.40
08/21/2023	AP	COREWELL HEALTH MEDICAL EXAMS Vnd: 2307 Invoice: 900005000	Invoice: 900005000 Ref#: 26865 (DRUG SCREEN FOR FRANCIS MORLEY) 101-301.000-961.000 101-000.000-202.000	50.00	50.00
		Expected Check Run: 08/28/2023		50.00	50.00
08/23/2023	AP	DEBORAH BATSON CITY CENTER/UTIL./REFUNDS Vnd: MISC Invoice: 08.19.23	Invoice: 08.19.23 Ref#: 26903 (CITY CENTER RENTAL DEPOSIT REFUND) 101-265.000-922.000 101-000.000-202.000	50.00	50.00
		Expected Check Run: 08/28/2023		50.00	50.00
08/21/2023	AP	DIANA SELIR UNIFORMS Vnd: 1574 Invoice: 08.10.23	Invoice: 08.10.23 Ref#: 26868 (BOOT REIMBURSEMENT) 101-301.000-768.000 101-000.000-202.000	135.00	135.00
		Expected Check Run: 08/28/2023		135.00	135.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/21/2023	AP	DIXON ENGINEERING, INC MAINTENANCE - SYSTEM Vnd: 2321 Invoice: 23-0844	Invoice: 23-0844 Ref#: 26866 (WATER TOWER MAINTENANCE INSPECTION - FRO) 592-591.000-938.000 592-000.000-202.000	4,400.00	4,400.00
		Expected Check Run: 08/28/2023		4,400.00	4,400.00
08/21/2023	AP	DIXON ENGINEERING, INC MAINTENANCE - SYSTEM Vnd: 2321 Invoice: 23-0845	Invoice: 23-0845 Ref#: 26867 (WATER TOWER MAINTENANCE INSPECTION MOCCA) 592-591.000-938.000 592-000.000-202.000	4,000.00	4,000.00
		Expected Check Run: 08/28/2023		4,000.00	4,000.00
08/21/2023	AP	EGLE CONTRACTUAL Vnd: 2138 Invoice: 761-11105326	Invoice: 761-11105326 Ref#: 26870 (LEAD/COPPER WATER TESTING) 592-591.000-818.000 592-000.000-202.000	884.00	884.00
		Expected Check Run: 08/28/2023		884.00	884.00
08/21/2023	AP	ELEMENT MATERIALS TECHNOLOGY SLUDGE REMOVAL Vnd: 1186 Invoice: 23-136178	Invoice: 23-136178 Ref#: 26876 (SLUDGE TESTING FOR LAND APP) 592-590.000-936.000 592-000.000-202.000	355.30	355.30
		Expected Check Run: 08/28/2023		355.30	355.30
08/21/2023	AP	EMERGENCY VEHICLE PRODUCTS MAINT. - OFFICE EQUIPMENT Vnd: MISC Invoice: 0017701	Invoice: 0017701 Ref#: 26877 (INSPECTION & TEST OF AERIAL TO INVESTIGA) 101-336.000-934.000 101-000.000-202.000	1,750.00	1,750.00
		Expected Check Run: 08/28/2023		1,750.00	1,750.00
08/21/2023	AP	EUROFINS EATON ANALYTICAL. MAINTENANCE - SYSTEM Vnd: 0272 Invoice: 8100062259	Invoice: 8100062259 Ref#: 26871 (LEAD/COPPER TESTING) 592-591.000-938.000 592-000.000-202.000	60.00	60.00
		Expected Check Run: 08/28/2023		60.00	60.00
08/21/2023	AP	EUROFINS EATON ANALYTICAL. MAINTENANCE - SYSTEM Vnd: 0272 Invoice: 8100062392	Invoice: 8100062392 Ref#: 26872 (LEAD/COPPER WATER TESTING) 592-591.000-938.000 592-000.000-202.000	60.00	60.00
		Expected Check Run: 08/28/2023		60.00	60.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/21/2023	AP	EUROFINS EATON ANALYTICAL. MAINTENANCE - SYSTEM Vnd: 0272 Invoice: 8100062391	Invoice: 8100062391 Ref#: 26873 (LEAD/COPPER WATER TESTING) 592-591.000-938.000 592-000.000-202.000	60.00	60.00
		Expected Check Run: 08/28/2023		60.00	60.00
08/21/2023	AP	EUROFINS EATON ANALYTICAL. MAINTENANCE - SYSTEM Vnd: 0272 Invoice: 8100062258	Invoice: 8100062258 Ref#: 26874 (LEAD/COPPER WATER TESTING) 592-591.000-938.000 592-000.000-202.000	60.00	60.00
		Expected Check Run: 08/28/2023		60.00	60.00
08/21/2023	AP	EUROFINS EATON ANALYTICAL. MAINTENANCE - SYSTEM Vnd: 0272 Invoice: 8100063035	Invoice: 8100063035 Ref#: 26875 (WELL 5 SAMPLES) 592-591.000-938.000 592-000.000-202.000	145.00	145.00
		Expected Check Run: 08/28/2023		145.00	145.00
08/21/2023	AP	EXTRA PACKAGING, LLC SLUDGE REMOVAL Vnd: 2109 Invoice: 121785	Invoice: 121785 Ref#: 26869 (DUMPSTER LINERS) 592-590.000-936.000 592-000.000-202.000	645.45	645.45
		Expected Check Run: 08/28/2023		645.45	645.45
08/23/2023	AP	GENE WESNER AUTOMOTIVE MAINTENANCE - VEHICLE Vnd: 1887 Invoice: 20438	Invoice: 20438 Ref#: 26908 (OIL CHANGE ON SQUAD 46-4) 101-301.000-939.000 101-000.000-202.000	51.55	51.55
		Expected Check Run: 08/28/2023		51.55	51.55
08/21/2023	AP	HARDINGS MISCELLANEOUS Vnd: 0935 Invoice: 90810-1	Invoice: 90810-1 Ref#: 26879 (ICE FOR SAMPLES) 592-591.000-962.000 592-000.000-202.000	2.43	2.43
		Expected Check Run: 08/28/2023		2.43	2.43
08/21/2023	AP	HERMAN & GOETZ MAINTENANCE - EQUIPMENT Vnd: 2168 Invoice: SRVCE00000095626	Invoice: SRVCE00000095626 Ref#: 26878 (MAIN GENERATOR TROUBLESHOOT & REI 592-590.000-933.000 592-000.000-202.000	428.01	428.01
		Expected Check Run: 08/28/2023		428.01	428.01

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/28/2023	AP	HONOR CREDIT UNION DEF PUMP Vnd: 1948 Invoice: 07.31.23 - 6104	Invoice: 07.31.23 - 6104 Ref#: 26926(BAKER JULY 2023 CC CHARGES) 101-441.000-933.000 101-000.000-202.000	117.99	117.99
		Expected Check Run: 08/28/2023		117.99	117.99
08/23/2023	AP	HONOR CREDIT UNION THRILL ON THE HILL - - ICE THRILL ON THE HILL - PIZZA FOR BANDS MEMBER EDUCATION DAY - CLERK Vnd: 1948 Invoice: 07.31.23 - 0448 Vnd: 1948 Invoice: 07.31.23 - 0448	Invoice: 07.31.23 - 0448 Ref#: 26927(CITY CARD JULY 2023 PURCHASES) 701-000.000-999.001 701-000.000-999.001 101-215.000-864.000 701-000.000-202.000 101-000.000-202.000	7.50 26.00 50.00	33.50 50.00
		Expected Check Run: 08/28/2023		83.50	83.50
08/23/2023	AP	HONOR CREDIT UNION OFFICE NAME TAGS KALLA ORGANIZATION CART & MOUSE PAD NAME PLATE HOLDERS FOR OFFICE DEB MOUSE PAD LAPTOP HOLDERS VESTIBULE UPDATE VESTIBULE UPDATE POSTAGE POSTAGE POSTAGE TOILET PAPER LETTER OPENERS HAND TOWELS CITY HALL HAND TOWELS CITY CENTER INK TAPE FOR ELECTION Vnd: 1948 Invoice: 07.31.23 - 0648 Vnd: 1948 Invoice: 07.31.23 - 0648	Invoice: 07.31.23 - 0648 Ref#: 26928(CITY CARD #2 JULY 2023 CC CHARGES) 101-265.000-756.000 101-215.000-728.000 101-215.000-728.000 101-253.000-728.000 101-265.000-756.000 101-265.000-931.000 101-265.000-931.000 592-591.000-730.000 592-590.000-730.000 101-172.000-730.000 101-265.000-922.000 101-265.000-756.000 101-265.000-756.000 101-265.000-922.000 101-371.001-728.000 101-262.000-728.000 101-000.000-202.000 592-000.000-202.000	73.31 120.94 44.97 15.19 83.96 109.45 52.24 48.00 48.00 5.01 62.99 11.98 41.68 41.68 281.00 13.99	958.39 96.00
		Expected Check Run: 08/28/2023		1,054.39	1,054.39
08/23/2023	AP	HONOR CREDIT UNION MCOLES TRAINING CONF. MCOLES TRAINING CONF. TELEPHONE, INTERNET, CABLE TONER FOR KALLA VESTIBULE UPDATE BAGGETT TRAINING CONF. CUTLERY FOR NNO Vnd: 1948 Invoice: 07.31.23 - 6070	Invoice: 07.31.23 - 6070 Ref#: 26929(GANUS JULY 2023 CC CHARGES) 101-301.000-864.000 101-301.000-864.000 101-301.000-853.000 101-215.000-728.000 101-265.000-931.000 101-301.000-873.000 101-301.000-886.000 101-000.000-202.000	190.00 190.00 412.71 139.98 37.99 94.35 101.98	1,167.01
		Expected Check Run: 08/28/2023		1,167.01	1,167.01

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/23/2023	AP	HONOR CREDIT UNION	Invoice: 07.31.23 - 0678 Ref#: 26930 (PEREZ JULY 2023 CC CHARGES)		
		WEBSITE	101-754.000-756.014	13.74	
		POSTAGE	101-262.000-728.000	98.20	
		BULLITIN BOARD	101-265.000-931.000	399.00	
		MISCELLANEOUS SUPPLIES	101-265.000-756.000	138.54	
		VESTIBULE UPDATE	101-265.000-931.000	404.14	
		THRILL ON THE HILL - SAMS	701-000.000-999.001	201.83	
		THRILL ON THE HILL - ICE	701-000.000-999.001	16.50	
		PRIME	101-265.000-818.000	14.99	
		WOMANS LEADERSHIP - B.WALL	101-172.000-831.000	313.95	
		POSTAGE	101-262.000-728.000	536.30	
		THRILL ON THE HILL - FB AD	701-000.000-999.001	20.00	
		Vnd: 1948 Invoice: 07.31.23 - 0678	101-000.000-202.000		1,918.86
		Vnd: 1948 Invoice: 07.31.23 - 0678	701-000.000-202.000		238.33
		Expected Check Run: 08/28/2023			
				2,157.19	2,157.19
08/21/2023	AP	KIESLER'S POLICE SUPPLY, INC.	Invoice: IN221226 Ref#: 26880 (9MM AMMO)		
		TARGET RANGE & SUPPLIES	101-301.000-729.000	387.00	
		Vnd: 1354 Invoice: IN221226	101-000.000-202.000		387.00
		Expected Check Run: 08/28/2023			
				387.00	387.00
08/21/2023	AP	KIESLER'S POLICE SUPPLY, INC.	Invoice: IN220853 Ref#: 26881 (1 CASE DUTY AMMO FOR PD)		
		TARGET RANGE & SUPPLIES	101-301.000-729.000	442.98	
		Vnd: 1354 Invoice: IN220853	101-000.000-202.000		442.98
		Expected Check Run: 08/28/2023			
				442.98	442.98
08/21/2023	AP	KOTZ, SANGSTER, WYSOCKI	Invoice: 08.14.23 Ref#: 26883 (JULY 2023 SERVICES)		
		LEGAL FEES	101-101.000-826.000	2,400.00	
		LEGAL FEES	101-301.000-826.000	50.00	
		USDA PROJECTS	592-000.000-132.001	1,450.00	
		Vnd: 0027 Invoice: 08.14.23	101-000.000-202.000		2,450.00
		Vnd: 0027 Invoice: 08.14.23	592-000.000-202.000		1,450.00
		Expected Check Run: 08/28/2023			
				3,900.00	3,900.00
08/21/2023	AP	LANGSTON KALLA	Invoice: 08.08.23 Ref#: 26882 (MIELAGE FOR CLERK ELECTION)		
		TRAVEL & CAR ALLOWANCE	101-215.000-873.000	77.87	
		Vnd: 2252 Invoice: 08.08.23	101-000.000-202.000		77.87
		Expected Check Run: 08/28/2023			
				77.87	77.87

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/21/2023	AP	LISA MEDLIN CITY CENTER/UTIL./REFUNDS Vnd: MISC Invoice: 08.13.23	Invoice: 08.13.23 Ref#: 26852 (CITY CENTER RENTAL DEPOSIT REFUND) 101-265.000-922.000 101-000.000-202.000	50.00	50.00
		Expected Check Run: 08/28/2023		50.00	50.00
08/21/2023	AP	LOU'S GLOVES, INC. MISCELLANEOUS Vnd: 0473 Invoice: 053652	Invoice: 053652 Ref#: 26884 (GLOVES FOR WWTP) 592-590.000-962.000 592-000.000-202.000	424.00	424.00
		Expected Check Run: 08/28/2023		424.00	424.00
08/23/2023	AP	MACQUEEN EMERGENCY MISCELLANEOUS SUPPLIES Vnd: 2322 Invoice: P18944	Invoice: P18944 Ref#: 26898 (NEW FIREFIGHTING BOOTS FOR LT. SCANLON) 101-336.000-756.000 101-000.000-202.000	601.35	601.35
		Expected Check Run: 08/28/2023		601.35	601.35
08/23/2023	AP	MARK FARM SUPPLY DUCK FEEDER Vnd: 2068 Invoice: 76237	Invoice: 76237 Ref#: 26923 (DUCK FEEDER) 701-000.000-582.067 701-000.000-202.000	57.47	57.47
		Expected Check Run: 08/28/2023		57.47	57.47
08/21/2023	AP	MCDONALDS #27385 READY TO SERVE Vnd: MISC Invoice: ACCT CLSD	Invoice: ACCT CLSD Ref#: 26851 (UB refund for account: 2426) 592-000.000-067.021 592-000.000-202.000	3,144.46	3,144.46
		Expected Check Run: 08/22/2023		3,144.46	3,144.46
09/01/2023	AP	MICHIANA RECYCLING & DISPOSAL ACCT# 406938007 ACCT# 406938005 ACCT# 406938003 ACCT# 406938001 ACCT# 406938000 ACCT # 406938006 Vnd: 2101 Invoice: SEPT 2023 Vnd: 2101 Invoice: SEPT 2023	Invoice: SEPT 2023 Ref#: 26924 (GARBAGE AND RECYCLING SERVICES) 101-265.000-921.000 101-567.000-921.000 592-590.000-921.000 101-265.000-921.000 101-441.000-921.000 101-265.000-922.000 101-000.000-202.000 592-000.000-202.000	130.48 84.50 84.50 130.48 338.00 84.50	767.96 84.50
		Expected Check Run: 08/28/2023		852.46	852.46

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/23/2023	AP	MILLER WELDING SUPPLY GRANTS & SPECIAL PROJECTS Vnd: 1635 Invoice: ORD000246961	Invoice: ORD000246961 Ref#: 26917 (GRIDER WHEELS FOR DAYS AVE LIGHT POLES) 101-101.000-967.002 101-000.000-202.000	42.50	42.50
		Expected Check Run: 08/28/2023		42.50	42.50
08/23/2023	AP	MILLER WELDING SUPPLY GRANTS & SPECIAL PROJECTS Vnd: 1635 Invoice: ORD000246786	Invoice: ORD000246786 Ref#: 26918 (GRINDER WHEELS FOR DAYS AVE LIGHT PROJ) 101-101.000-967.002 101-000.000-202.000	32.50	32.50
		Expected Check Run: 08/28/2023		32.50	32.50
08/23/2023	AP	MPEC MAINTENANCE - EQUIPMENT Vnd: 2315 Invoice: 713295	Invoice: 713295 Ref#: 26911 (SOLENOID FOR DUMP TRAILER) 101-441.000-933.000 101-000.000-202.000	64.59	64.59
		Expected Check Run: 08/28/2023		64.59	64.59
08/23/2023	AP	MPEC MAINTENANCE - VEHICLE Vnd: 2315 Invoice: 712507	Invoice: 712507 Ref#: 26912 (BELT FOR CEM.) 101-567.000-939.000 101-000.000-202.000	29.75	29.75
		Expected Check Run: 08/28/2023		29.75	29.75
08/23/2023	AP	MPEC MAINTENANCE - VEHICLE Vnd: 2315 Invoice: 713017	Invoice: 713017 Ref#: 26913 (1 TON BRAKES - CREDIT 713292 APPLIED) 101-567.000-939.000 101-000.000-202.000	144.38	144.38
		Expected Check Run: 08/28/2023		144.38	144.38
08/23/2023	AP	MPEC MAINTENANCE - VEHICLE Vnd: 2315 Invoice: 713294	Invoice: 713294 Ref#: 26914 (OIL CHANGE FOR CEMETERY TRUCK) 101-567.000-939.000 101-000.000-202.000	202.18	202.18
		Expected Check Run: 08/28/2023		202.18	202.18
08/23/2023	AP	MPEC MAINTENANCE - VEHICLE Vnd: 2315 Invoice: 712506	Invoice: 712506 Ref#: 26915 (BELT & STARTER) 101-567.000-939.000 101-000.000-202.000	222.14	222.14
		Expected Check Run: 08/28/2023		222.14	222.14

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/23/2023	AP	MPEC MAINTENANCE - VEHICLE Vnd: 2315 Invoice: 712351	Invoice: 712351 Ref#: 26916(BRAKE PADS, ROTORS, FUEL FILTER, AIR FIL) 101-567.000-939.000 101-000.000-202.000	245.64	245.64
		Expected Check Run: 08/28/2023		245.64	245.64
08/23/2023	AP	MRWA EDUCATION AND TRAINING Vnd: 0266 Invoice: 2020-08579	Invoice: 2020-08579 Ref#: 26919(LIMITED TREATMENT CLASS FOR D.THOMAS) 592-591.000-960.000 592-000.000-202.000	340.00	340.00
		Expected Check Run: 08/28/2023		340.00	340.00
08/23/2023	AP	MRWA EDUCATION AND TRAINING Vnd: 0266 Invoice: 2020-08578	Invoice: 2020-08578 Ref#: 26920(S3 & S4 REVIEW CLASS FOR D. THOMAS) 592-591.000-960.000 592-000.000-202.000	340.00	340.00
		Expected Check Run: 08/28/2023		340.00	340.00
08/23/2023	AP	MRWA EDUCATION AND TRAINING Vnd: 0266 Invoice: 2020-08577	Invoice: 2020-08577 Ref#: 26921(MATH WATER CLASS FOR D. THOMAS) 592-591.000-960.000 592-000.000-202.000	340.00	340.00
		Expected Check Run: 08/28/2023		340.00	340.00
08/23/2023	AP	MRWA EDUCATION AND TRAINING Vnd: 0266 Invoice: 2020-08442	Invoice: 2020-08442 Ref#: 26922(ACTIVATED SLUDGE CLASS FOR J. BARTUS WW) 592-590.000-960.000 592-000.000-202.000	340.00	340.00
		Expected Check Run: 08/28/2023		340.00	340.00
08/21/2023	AP	MUNICODE CONTRACTUAL Vnd: 1020 Invoice: 256025	Invoice: 256025 Ref#: 26862(MUNICODE WEB) 101-265.000-818.000 101-000.000-202.000	2,213.00	2,213.00
		Expected Check Run: 08/28/2023		2,213.00	2,213.00
08/21/2023	AP	OFFICE DEPOT OFFICE SUPPLIES Vnd: 0019 Invoice: 326905914001	Invoice: 326905914001 Ref#: 26885(POLICE DEPT OFFICE SUPPLIES) 101-301.000-728.000 101-000.000-202.000	192.41	192.41
		Expected Check Run: 08/28/2023		192.41	192.41

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/21/2023	AP	PEERLESS-MIDWEST, INC. MAINTENANCE - SYSTEM Vnd: 1672 Invoice: 73943	Invoice: 73943 Ref#: 26887(WELL 4 SHOCK AND SAMPLE) 592-591.000-938.000 592-000.000-202.000	2,900.00	2,900.00
		Expected Check Run: 08/28/2023		2,900.00	2,900.00
08/21/2023	AP	POWER BRAKE & SPRING SERVIC MAINTENANCE - VEHICLE Vnd: 1674 Invoice: 2365782-00	Invoice: 2365782-00 Ref#: 26886(ORANGE CRUSH TARP FIX) 101-441.000-939.000 101-000.000-202.000	182.46	182.46
		Expected Check Run: 08/28/2023		182.46	182.46
06/30/2023	AP	PVS TECHNOLOGIES, INC. CHEMICALS Vnd: 1648 Invoice: 335881	Invoice: 335881 Ref#: 26888(FERRROUS CHLORIDE) 592-590.000-743.000 592-000.000-202.000	3,022.36	3,022.36
		Expected Check Run: 08/28/2023		3,022.36	3,022.36
08/23/2023	AP	RICHARD WONACOTT MISCELLANEOUS Vnd: 0034 Invoice: 08.20.23	Invoice: 08.20.23 Ref#: 26906(GAS FOR SQUAD CAR AT BCYF) 101-301.000-962.000 101-000.000-202.000	10.01	10.01
		Expected Check Run: 08/28/2023		10.01	10.01
08/21/2023	AP	RUSSELL ROLLF GRANTS & SPECIAL PROJECTS Vnd: 0649 Invoice: 08.22.23	Invoice: 08.22.23 Ref#: 26889(DAYS AVE LIGHT POLES) 101-101.000-967.002 101-000.000-202.000	20.00	20.00
		Expected Check Run: 08/28/2023		20.00	20.00
08/22/2023	AP	S.E BERRIEN COUNTY LANDFILL SLUDGE REMOVAL Vnd: 1746 Invoice: 0161594-IN	Invoice: 0161594-IN Ref#: 26892(SLUDGE DISPOSAL) 592-590.000-936.000 592-000.000-202.000	341.00	341.00
		Expected Check Run: 08/28/2023		341.00	341.00
08/22/2023	AP	S.E BERRIEN COUNTY LANDFILL SLUDGE REMOVAL Vnd: 1746 Invoice: 0161493-IN	Invoice: 0161493-IN Ref#: 26894(SLUDGE DISPOSAL) 592-590.000-936.000 592-000.000-202.000	341.00	341.00
		Expected Check Run: 08/28/2023		341.00	341.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/22/2023	AP	S.E BERRIEN COUNTY LANDFILL SLUDGE REMOVAL Vnd: 1746 Invoice: 0161548-IN	Invoice: 0161548-IN Ref#: 26895(SLUDGE DISPOSAL) 592-590.000-936.000 592-000.000-202.000	341.00	341.00
		Expected Check Run: 08/28/2023		341.00	341.00
08/22/2023	AP	S.E BERRIEN COUNTY LANDFILL SLUDGE REMOVAL Vnd: 1746 Invoice: 0161455-IN	Invoice: 0161455-IN Ref#: 26896(SLUDGE DISPOSAL) 592-590.000-936.000 592-000.000-202.000	341.00	341.00
		Expected Check Run: 08/28/2023		341.00	341.00
08/22/2023	AP	SNF POLYDYNE SLUDGE REMOVAL Vnd: 1599 Invoice: 1735082	Invoice: 1735082 Ref#: 26897(POLYMER FOR SLUDGE DEWATERING) 592-590.000-936.000 592-000.000-202.000	1,583.55	1,583.55
		Expected Check Run: 08/28/2023		1,583.55	1,583.55
08/22/2023	AP	SOUTHWESTERN SUPPLY MAINTENANCE - EQUIPMENT Vnd: 1860 Invoice: 9944998	Invoice: 9944998 Ref#: 26893(HOSE FOR DERAGGER) 592-590.000-933.000 592-000.000-202.000	38.23	38.23
		Expected Check Run: 08/28/2023		38.23	38.23
08/23/2023	AP	STAR UNIFORM UNIFORMS Vnd: 1358 Invoice: 30606-2	Invoice: 30606-2 Ref#: 26925(BRUCE UNIFORM & EMBROIDERY) 101-301.000-768.000 101-000.000-202.000	78.00	78.00
		Expected Check Run: 08/28/2023		78.00	78.00
08/23/2023	AP	STATE OF MICHIGAN NOTARY Vnd: 1645 Invoice: ADNSON	Invoice: ADNSON Ref#: 26909(FILING FEE FOR ADNSON NOTARY APPLICAITON) 101-215.000-728.000 101-000.000-202.000	10.00	10.00
		Expected Check Run: 08/28/2023		10.00	10.00
08/21/2023	AP	THE BARTON GROUP CONTRACTUAL Vnd: 1683 Invoice: 08142023-16	Invoice: 08142023-16 Ref#: 26858(ADDITIONAL CONSTRUCTION SERVICES FOR AU 469-000.000-818.000 469-000.000-202.000	4,100.00	4,100.00
		Expected Check Run: 08/28/2023		4,100.00	4,100.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/23/2023	AP	THE UPS STORE POSTAGE Vnd: 0269 Invoice: 08.18.23	Invoice: 08.18.23 Ref#: 26899 (SHIPPING OF WATER SAMPLES - PFAS) 592-590.000-730.000 592-000.000-202.000	80.30	80.30
		Expected Check Run: 08/28/2023		80.30	80.30
08/21/2023	AP	TINA SPURLOCK CITY CENTER/UTIL./REFUNDS Vnd: 1448 Invoice: 181385	Invoice: 181385 Ref#: 26890 (CITY CENTER AUG. 2023 CLEANING) 101-265.000-922.000 101-000.000-202.000	95.00	95.00
		Expected Check Run: 08/28/2023		95.00	95.00
08/21/2023	AP	TINA SPURLOCK CONTRACTUAL Vnd: 1448 Invoice: 092282	Invoice: 092282 Ref#: 26891 (PD CLEANING FOR AUG 2023) 101-301.000-818.000 101-000.000-202.000	120.00	120.00
		Expected Check Run: 08/28/2023		120.00	120.00
08/23/2023	AP	U.S. 31 SUPPLY, INC. GRANTS & SPECIAL PROJECTS Vnd: 1754 Invoice: T323337	Invoice: T323337 Ref#: 26901 (PIPE FOR DAYS AVE LIGHTS) 101-101.000-967.002 101-000.000-202.000	594.30	594.30
		Expected Check Run: 08/28/2023		594.30	594.30
08/23/2023	AP	U.S. 31 SUPPLY, INC. MAINTENANCE - EQUIPMENT Vnd: 1754 Invoice: T323322	Invoice: T323322 Ref#: 26902 (MOTOR STARTER FOR LIFT STATION) 592-590.000-933.000 592-000.000-202.000	808.64	808.64
		Expected Check Run: 08/28/2023		808.64	808.64
08/23/2023	AP	VITAL RECORDS CONTROL CONTRACTUAL Vnd: 0595 Invoice: 3664211BEH1	Invoice: 3664211BEH1 Ref#: 26900 (MONTHLY SHREDDING) 101-265.000-818.000 101-000.000-202.000	134.08	134.08
		Expected Check Run: 08/28/2023		134.08	134.08
06/30/2023	AP	WATSONS TREE SERVICE MAINTENANCE-GROUNDS Vnd: 1833 Invoice: 92914	Invoice: 92914 Ref#: 26904 (CENTENNIAL PARK TOP SOIL - FIX DRAIN PIP) 101-441.000-932.000 101-000.000-202.000	470.00	470.00
		Expected Check Run: 08/28/2023		470.00	470.00

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
08/23/2023	AP	WELDY SALES AND SERVICE GAS AND OIL Vnd: 1763 Invoice: 18046	Invoice: 18046 Ref#: 26905(OIL MIX / 2 CYCLE) 101-567.000-751.000 101-000.000-202.000	49.98	49.98
		Expected Check Run: 08/28/2023		49.98	49.98
08/23/2023	AP	WIGHTMAN & ASSOCIATES CONTRACTUAL Vnd: 1762 Invoice: 83079	Invoice: 83079 Ref#: 26907(230063 RFP REVIEW - VICTORY PARK PAVILLI) 101-755.000-818.000 101-000.000-202.000	3,315.00	3,315.00
		Expected Check Run: 08/28/2023		3,315.00	3,315.00
Cash/Payable Account Totals:				331,101.58	331,101.58
		ACCOUNTS PAYABLE	101-000.000-202.000		23,574.63
		ACCOUNTS PAYABLE	202-000.000-202.000		120.70
		ACCOUNTS PAYABLE	203-000.000-202.000		120.70
		ACCOUNTS PAYABLE	469-000.000-202.000		4,100.00
		ACCOUNTS PAYABLE	592-000.000-202.000		302,856.25
		ACCOUNTS PAYABLE	701-000.000-202.000		329.30
		TOTAL INCREASE IN PAYABLE:			331,101.58

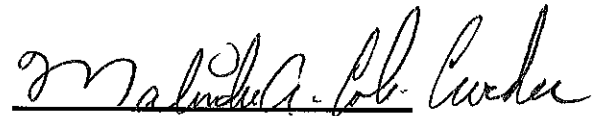
STATEMENT OF OBSOLESCENCE FROM CITY ASSESSOR

The property subjected to this request is located at 206 Days Avenue, Buchanan, MI 49107. The building is a two-story structure constructed in 1880. Previously the site operated as a printing business, established in 2003. The property has stood uninhabited since 2013. Due to the age and recent years of inactivity, the structure is denoted as obsolete and will require structural upgrades to meet current building codes for future commercial or residential uses.

The building's exterior brick façade looks to have maintained good health, requiring minimal to moderate masonry work. Extensive rehabilitation will be necessary for the interior of the property. Flooring will need to be replaced, citing unfinished and exposed concrete flooring and walls. All windows, along with insulation, heating and cooling equipment, electric distribution, and all plumbing equipment and fixtures will need to be updated and brought up to ADA compliance. All existing installed equipment is considered obsolete by current commercial and residential standards and will need to be replaced to accommodate future use.

Malinda A Cole-Crocker

City of Buchanan Assessor of Record



Assessor Signature

8.15.2023

Date



Michigan Department of Natural Resources - Grants Management

Michigan Natural Resources Trust Fund
Development Project Agreement

This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.

This Agreement is between City of Buchanan in the county of Berrien County, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT."

The purpose of this Agreement is to provide funding in exchange for completion of the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Title: McCoy Creek Trail Extension to River St. Joe Brewery Project #: TF22-0097

Grant Amount: \$300,000.00 37% PROJECT TOTAL: \$819,800.00

Match Amount: \$519,800.00 63%

Start Date: Date of Execution by DEPARTMENT End Date: 08/31/2025

As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the required attachments by 10/06/2023 or the Agreement may be cancelled by the DEPARTMENT. This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

GRANTEE

SIGNED

By [Print Name]:

Title:

Organization:

DUNS Number

CV0047626

SIGMA Vendor Number

SIGMA Address ID

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED

By:

Grants Section Manager

Date of Execution by DEPARTMENT

1. This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Section within the Finance and Operations Division. All notices, reports, documents, requests, actions or other communications required between the DEPARTMENT and the GRANTEE shall be submitted through the department's online grant management system, MiGrants, which is accessed through www.michigan.gov/dnr-grants, unless otherwise instructed by the DEPARTMENT. Primary points of contact pertaining to this agreement shall be:

GRANTEE CONTACT

Name/Title

Organization

Address

Address

Telephone Number

E-mail Address

DEPARTMENT CONTACT

MNRTF Grant Program Manager

Name/Title

Grants Management/DNR Finance & Operations

Organization

525 W. Allegan Street, Lansing, MI 48933

Address

P.O. Box 30425, Lansing, MI 48909

Address

517-284-7268

Telephone Number

DNR-Grants@michigan.gov

E-mail Address

2. The legal description of the project area, boundary map of the project area, and the development grant application bearing the number **TF22-0097** uploaded to MiGrants are by this reference made part of this Agreement. The Agreement together with the referenced documents in MiGrants constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
3. The time period allowed for project completion is from **08/07/2023** through **08/31/2025**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be submitted in MiGrants before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may only be extended by an amendment to this Agreement.
4. The words "project area" shall mean the land and area described in the uploaded legal description and shown on the uploaded boundary map.
5. The words "project facilities" shall mean the following individual components, as further described in the application.
 - Bench(es)
 - Landscaping
 - Lighting
 - Paved ADA Parking Space(s)
 - Recycle Bin(s)
 - Trail 5' - 8' wide
 - Trail 8' wide or more
 - Trash Bin(s)
6. The DEPARTMENT will:
 - a. grant to the GRANTEE a sum of money equal to **Thirty-Seven percent (37%) of Eight Hundred and Nineteen Thousand Eight Hundred dollars (\$819,800.00)**, which is the total eligible cost of construction of the project

facilities including engineering costs, but in any event not to exceed **Three Hundred Thousand dollars (\$300,000.00)**.

- b. grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
 - i. Payments will be made on a reimbursement basis at **Thirty-Seven percent (37%)** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
 - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE through the MiGrants website, including but not limited to copies of invoices, cancelled checks, EFTs, list of volunteer and/or force account time and attendance records.
 - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
 - iv. The final 10% of the grant amount will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE will:

- a. immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Five Hundred and Nineteen Thousand Eight Hundred dollars (\$519,800.00)** in local match. This sum represents **Sixty-Three percent (63%)** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. with the exception of engineering costs as provided for in Section 8, incur no costs toward completion of the project facilities before execution of this Agreement and before DEPARTMENT approval of plans, specifications and bid documents.
- c. complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
 - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
 - ii. **Within 180 days** following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional.
 - iii. Upon DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - iv. Upon DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$5,000 and \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
 - vi. Complete construction to all applicable local, state and federal codes, as amended; including but not limited to the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Act, Act 453 of 1976, as amended; and the 2013 Access Board's Final Guidelines for Outdoor Developed Areas.
 - vii. Bury all new utilities within the project area.
 - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.

- d. operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT , to regulate the use thereof to the satisfaction of the DEPARTMENT , and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
 - e. provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments . Preferential membership or annual permit systems are prohibited on grant-assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
 - f. adopt such ordinances and/or resolutions necessary to effectuate the provisions of this Agreement ; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
 - g. separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
 - h. furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
 - i. maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable, and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
 - j. erect and maintain a sign on the property which designates this project as one having been constructed with the assistance of the MNRTF . The size, color and design of this sign shall be in accordance with DEPARTMENT specifications.
 - k. conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement . Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2023** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. Submit a progress report every 180 days during the project period.
 - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun.
 - c. Submit a complete request for final reimbursement **within 90 days of project completion and no later than 11/30/2025**. If the GRANTEE fails to submit a complete final request for reimbursement by **11/30/2025**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE .
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.
11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project

area and solely for the purposes specified in the application and this Agreement .

12. The project area and all facilities provided thereon, as well as the land and water access ways to them, shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof because of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section , the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title shall not be subject to: 1) any possibility of reversion or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservation or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
 - a. Received an exemption from the DEPARTMENT before the execution of this Agreement , and
 - b. Received prior approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated _____, and
 - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement , and
 - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement .
15. None of the project area, nor any of the project facilities constructed under this Agreement , shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT . The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT .
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate , therefore:
 - a. The GRANTEE agrees that lands in the project area are being acquired with MNRTF assistance and shall be maintained in public outdoor recreation use in perpetuity. No portion of the project area shall be converted to other than public outdoor recreation use without the approval of the DEPARTMENT . The DEPARTMENT shall approve such conversion only upon such conditions as it deems necessary to assure the substitution by GRANTEE of other outdoor recreation properties of equal or greater market value and of reasonably equivalent usefulness and location. Such substituted land shall become part of the project area and will be subject to all the provisions of this Agreement.
 - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT .
 - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area .
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater market value, and of equal or greater usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater market value and of equal or greater usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:

- a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and
 - b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
 - c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing the project site.
19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.
20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
- a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;
or
 - b. If any portion of the project area is a facility, documentation that Department of Environment, Great Lakes and Energy-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.
22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.
23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.

28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:
- a. Terminate this Agreement; and/or
 - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
 - c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund and Recreation Passport Grant Program; and/or
 - d. Require repayment of grant funds already paid to GRANTEE; and/or
 - e. Require specific performance of the Agreement.
29. This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.
30. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.
31. The GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
32. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
33. The DEPARTMENT shall terminate this Agreement and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.
34. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
35. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.

If this Agreement is approved by Resolution, a true copy must be attached to this Agreement. A sample Resolution is on the next page.

CITY OF BUCHANAN
COUNTY OF BERRIEN, STATE OF MICHIGAN
RESOLUTION 2023.08/22

Item XI. A.

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

“RESOLVED, that the City of Buchanan, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the City of Buchanan 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 _____ (\$ _____) 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 construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under 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)
) ss
COUNTY OF _____)

I, Kalla Langston, Clerk of the City of Buchanan, 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 City Commission at a meeting held August 28, 2023.

Signature

Title

Date

**CITY OF BUCHANAN
COUNTY OF BERRIEN, STATE OF MICHIGAN
RESOLUTION 2023.08/21**

**Resolution Establishing an Obsolete Property Rehabilitation (OPRA)
District for Longbranch Livery LLC., 206 Days Ave., Buchanan, MI
49107**

WHEREAS, pursuant to PA 146 of 2000, the City Commission has the authority to establish "Obsolete Property Rehabilitation Districts" within the City of Buchanan; and

WHEREAS, Longbranch Livery LLC., has filed a written request with the clerk of the City of Buchanan requesting the establishment of the Obsolete Property Rehabilitation District for an area at 206 Days Ave, Buchanan, MI 49107 located in the City of Buchanan hereinafter described; and

WHEREAS, the City Commission of the City of Buchanan determined that the district meets the requirements set forth in section 3(1) of PA 146 of 2000; and

WHEREAS, written notice has been given by mail to all owners of real property located within the proposed district and to the public by newspaper advertisement in the Berrien County Record and/or by public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on (date) a public hearing was held and all residents and taxpayers of the City of Buchanan were afforded an opportunity to be heard thereon; and

WHEREAS, the City Board deems it to be in the public interest of the City of Buchanan to establish the Obsolete Property Rehabilitation District as proposed.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Buchanan that the following described parcel(s) of land situated in the City of Buchanan, Berrien, and State of Michigan, to wit:

58-1500-0044-01-3
LOT 7 BLK B A C DAYS ADD TO CITY OF BUCHANAN EXC THE W
56'THEREOF ALSO INCL THAT PT OF LOT 8 BLK B SD PLAT LYING SELY OF
MC COY'S CREEK

here is established as an Obsolete Property Rehabilitation District pursuant to the provisions of PA 146 of 2000 to be known as Longbranch Livery LLC., 206 Days Ave. Buchanan, Obsolete Property Rehabilitation District No.

**CITY OF BUCHANAN
COUNTY OF BERRIEN, STATE OF MICHIGAN
RESOLUTION 2023.08/21**

AYES: _____

NAYS: _____

RESOLUTION ADOPTED.

CERTIFICATE

The duly elected and acting Clerk of the City of Buchanan hereby certifies that the foregoing constitutes a true copy of a Resolution adopted at a regular meeting of the City of Buchanan Board, Berrien County, Michigan, held on _____, at which meeting all members were present as indicated in said minutes and voted as therein set forth; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

(Clerk Signature)



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ Buchanan _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Sweet Shop Cafe Italiano LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): New On-Premises Redevelopment District License LCC-109b (01-19)
(list specific licenses requested)

to be located at: 205 E. Front St., Buchanan, MI 49107

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



August 3, 2023

Kalla Langston, Clerk
City of Buchanan
302 N. Redbud Trail
Buchanan, MI 49107

Dear Kalla,

The City of Buchanan is currently working with Longbranch Livery LLC on a potential rehabilitation project within the city.

In an effort to attract viable commercial activity to the City of Buchanan we would like to request a public hearing at the regular city commission meeting for the date of August 28, 2023. The requested hearing will be for the purpose of establishing an Obsolete Property Rehabilitation District for the parcel identified as 58-1500-0044-01-3, located at 206 Days Ave., Buchanan, MI 49107, pursuant to PA 210 of 2005.

If you have any questions, concerns, or if the proposed date cannot be achieved, please contact me at (269) 695-3844 Ext. 19.

Thank you for your assistance!

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Murphy".

Richard Murphy
Community Development Director
City of Buchanan
rmurphy@cityofbuchanan.com
269-695-3844 Ext. 19

LCC 1800-813-0011 Zach or Kyle



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall – 525 W. Allegan, Lansing, MI 48933
 Mailing Address: PO Box 30005, Lansing, MI 48909
 Toll Free 866-813-0011 – www.michigan.gov/lcc

New On-Premises Redevelopment (RDA) License – MCL 436.1521a(1)(a) **Requirements & General Information**

- A license issued under MCL 436.1521a(1)(a) may be a Class C, Tavern, B-Hotel, or A-Hotel license.
- For licenses issued under MCL 436.1521a(1)(a), the investment in the redevelopment project area during the preceding three (3) years must meet at least one (1) of the following requirements:
 1. Investment of not less than \$50,000,000.00 in cities, townships, or villages having a population of 50,000 or more.
 2. Investment of not less than an amount equal to \$1,000,000.00 per 1,000 people in cities, villages, or townships having a population of less than 50,000.
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five (5) days per week.
- The licensed business must be open to the public not less than 10 hours per day, five (5) days per week.
- The initial enhanced license fee for a license issued under this section is \$20,000.00.
- Pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a(1)(a) cannot be transferred to another location and if the licensee goes out of business the license issued under MCL 436.1521a(1)(a) shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

How to Apply

All applicants requesting a new license under MCL 436.1521a(1)(a) must submit the following:

- **Application Form** – [On-Premises Retailer License & Permit Application \(Form LCC-100a\)](#)

- **License Questionnaire** – [New On-Premises Redevelopment or Development District License Questionnaire \(Form LCC-109b\)](#)
- **Inspection Fee** - A \$70.00 nonrefundable inspection fee is required for each license requested in an application. For example, if an applicant has requested a new Class C license under MCL 436.1521a(1)(a) that has a Specially Designated Merchant (SDM) license in conjunction, the inspection fee would be \$140.00.
- **License & Permit Fees** – The annual renewal fees vary by the type of on-premises license. Additional fees will vary based upon whether additional licenses and permits are requested in conjunction with the on-premises license. An initial enhancement fee of \$20,000.00 will be required if the redevelopment license is approved prior to issuance.
- **Livescan Fingerprints** – Applicants that have never been licensed through the Michigan Liquor Control Commission must submit fingerprints through the Livescan fingerprinting process - [Livescan Fingerprint Background Request \(LCC-105\)](#).
- **Local Governmental Unit Approval** – [Local Governmental Approval Form \(LCC-106\)](#). The city, village, or township must approve the new redevelopment license with a recommendation for the issuance of a "new Class C* license issued under the provisions of MCL 436.1521a(1)(a)". The resolution must specifically state the applicant's name and the proposed licensed address. **You may substitute other license types, such as Tavern, B-Hotel, or A-Hotel licenses, as applicable.*
- **Resolution establishing the redevelopment project area from the local governmental unit where the redevelopment project area is located.**
- **Affidavit from the Assessor** – The affidavit from the assessor must be certified by the city, township, or village clerk and state the following:
 - The amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area during the preceding three (3) years (must specifically state start and end dates for the investment, e.g. January 1, 2013 to December 31, 2015).
 - Statement that the amount of commercial investment in the redevelopment project area constitutes not less than 25% of the total investment in real and personal property in the area.
- **Legible map of the redevelopment project area which clearly labels all street names.**
- **Proof of Attempt to Secure Escrowed License** – Applicants requesting new license under MCL 436.1521(a)(1)(a) must submit documentation that demonstrated they have contacted all holders of escrowed licenses within the same county and have been unable to secure a readily available escrowed license for use at their proposed location. Escrow responses must follow these guidelines:

- MCL 436.1521a(9) requires that the individual signing the application for a license issued under MCL 436.1521a shall state and demonstrate that the applicant attempted to secure a readily available on-premises escrowed license or unissued quota license issued under Section 531 and that, to the best of his or her knowledge, an on-premises escrowed license or quota license is not readily available within the county in which the applicant proposes to operate.
- Applicant will be provided a Licensee Listing Report from the MLCC which lists all on-premises escrowed licensee for the county. Applicant is required to contact all licensees on the report effective as of the date the application is filed with the MLCC.
- Applicant should send certified letters of inquiry as to the availability of the license to each licensee either at the business address or escrow contact address listed on the report.
- Applicant should submit copies of the letters sent, certified tags, signed certified return receipts, copies of any envelopes returned by the USPS, and copies of any correspondence received from the licensees.
- Applicant should provide dates, the name of the person contacted, and a synopsis of the conversation, if escrowed licensees are contacted by telephone.
- Applicant should provide documentation regarding the fair-market value of the license based on where the applicant will be located, if determinable, the size and scope of the proposed operation, and/or the existence of mandatory contractual restrictions or inclusion attached to the sale of the license when indicating to the MLCC that purchase of a license is not economically feasible or the license is not readily available.
- Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available license.
- **Property Document** – Applicants must provide documentation that demonstrates they will have control over the property that comprises the proposed licensed premises. Property documents include deeds, land contracts, and lease agreements.
 - A provision to reassign the license in the event of a default on a land contract or termination of a lease agreement may be included, but may only provide for the reassignment subject to Commission approval.
 - If the applicant is a company and its members or stockholders own the real estate as individuals or under another company, a lease agreement is needed.
 - If the applicant is an individual and he or she owns the real estate with a spouse or someone else who will not be named on the license, a lease between the applicant and the owners of the real estate is needed.

In addition to the documents required by all applicants:

Corporations must submit the following information per Administrative Rule R 436.1109:

- Copy of current, filed Articles of Incorporation.
- Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of this state.

- Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission (or Part 3 of Form LCC-301).
- [Report of Stockholders/Members/Partners \(LCC-301\)](#)

Limited Liability Companies (LLC) must submit the following information pursuant to Administrative Rule R 436.1110:

- Copy of Articles of Organization and copies of any amendments to the Articles of Organization.
- Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.
- Copy of Operating Agreement entered into by members.
- Copy of most recent annual statement filed with the Corporations Division, if an existing LLC.
- Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission (or Part 3 of Form LCC-301).
- [Report of Stockholders/Members/Partners \(LCC-301\)](#)

Partnerships must submit the following information per Administrative Rule R 436.1111:

- Partnership Agreement, if a Limited Partnership.
- [Report of Stockholders/Members/Partners \(LCC-301\)](#)

Licensing Process

- The Licensing Division reviews the application and corresponding documents for completeness and verifies the appropriate fees have been received. If additional documents, fees, or corrections to documents are needed, Licensing will notify the applicant.
- Once all the necessary documents have been received Licensing will submit the request to the Enforcement Division for its investigation. If an applicant has applied for and meets the requirements for a conditional license, the request will be considered by the Commission.
- The Enforcement Division will contact the applicant to schedule an interview with the applicant (and current licensee for license transfers). At this meeting an investigator will review with the applicant documents, including:
 - purchase agreement
 - financial documents
 - property documents
 - other items pertaining to the application

- After the interview, the investigator will prepare a report for the Commission regarding the investigation and submit the request back to Licensing for further processing.
 - Licensing reviews the report from Enforcement and any additional documents received during the interview process. The request is prepared for the Commission to consider and placed on a docket for an upcoming licensing meeting.
 - The Commission considers the request, including:
 - the liquor license operating history of the applicant (if a current or prior licensee)
 - the arrest and conviction record of the applicant
 - whether the applicant meets the requirements for a license
 - the applicant's financial information
 - opinions of the local legislative body or police department, if received.
 - The Commission will approve or deny the request based on these factors. Occasionally, the Commission will request more information from the applicant before making a final decision.
 - After the Commission makes a decision on the request, the file is returned to Licensing for final processing.
 - Approval orders are sent to the applicant requesting any final items before the issuance of the license.
 - Denial orders are sent to the applicant and the applicant may appeal the decision.
 - When all the final items are received by Licensing, the completed request is forwarded to the Renewal Unit for the issuance of the physical license documents.
 - Any changes in financial provisions at the time of closing which do not conform to the terms previously indicated and investigated may require submission of new forms and possible additional investigation.
-

Churches & Schools

A new application to sell alcoholic beverages at retail may be denied if the proposed location is within 500 feet of a church or school. The Commission may waive the church/school provision if the church or school does not file an objection to the proposed license. If the church or school does file an objection, the Commission shall hold a hearing before making a decision on the issuance of the license.

**RESOLUTION TO CREATE A
CITY REDEVELOPMENT PROJECT AREA
City of Buchanan
Resolution 2022- 01.241**

WHEREAS, the City of Buchanan seeks to create a “City Redevelopment Project Area” as contemplated in PA 501 of 2006, so as to enable businesses to seek and obtain liquor licenses for redevelopment; and

WHEREAS, the City of Buchanan seeks to have the entire City included in said “City Redevelopment Project Area”; and

WHEREAS, the City Commission serves as the governing body vested with the power and authority to make such a designation on behalf of the City of Buchanan; and

WHEREAS, through the passing of this Resolution, the City Commission for the City of Buchanan seeks to use the legal boundaries of the entire civil city as the boundaries for the “City Redevelopment Project Area”; and

NOW, THEREFORE, IT IS RESOLVED, that the legal boundaries of the entire civil city, as attached to this Resolution, shall serve as the boundaries for the City of Buchanan’s “Redevelopment Project Area”;

ADOPTED, APPROVED AND PASSED BY THE City of Buchanan on this 24th day of January, 2022.

YEAS: Denison, Weedon, Money, Swem

NAYS: None

ABSTAIN: Downey

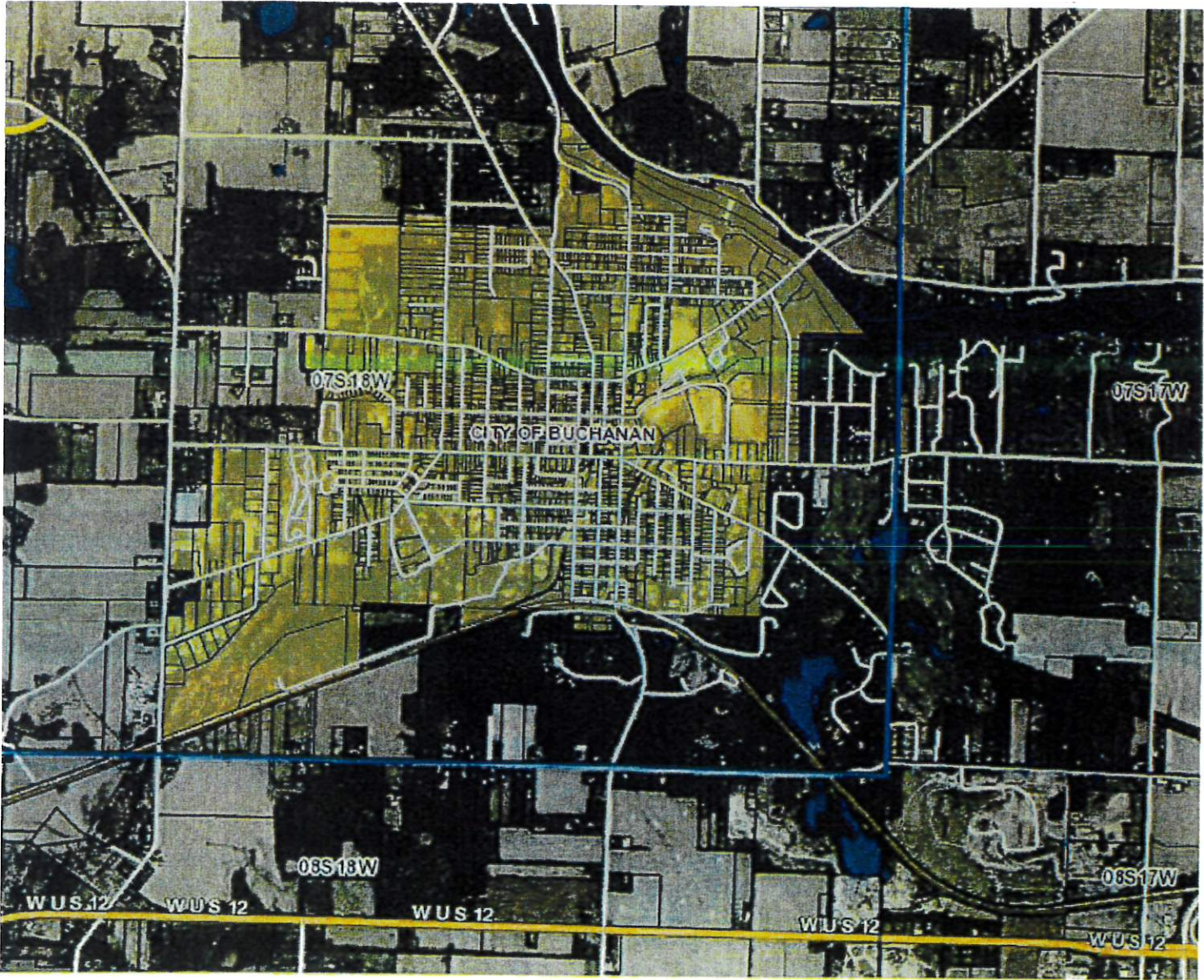
ABSENT: None

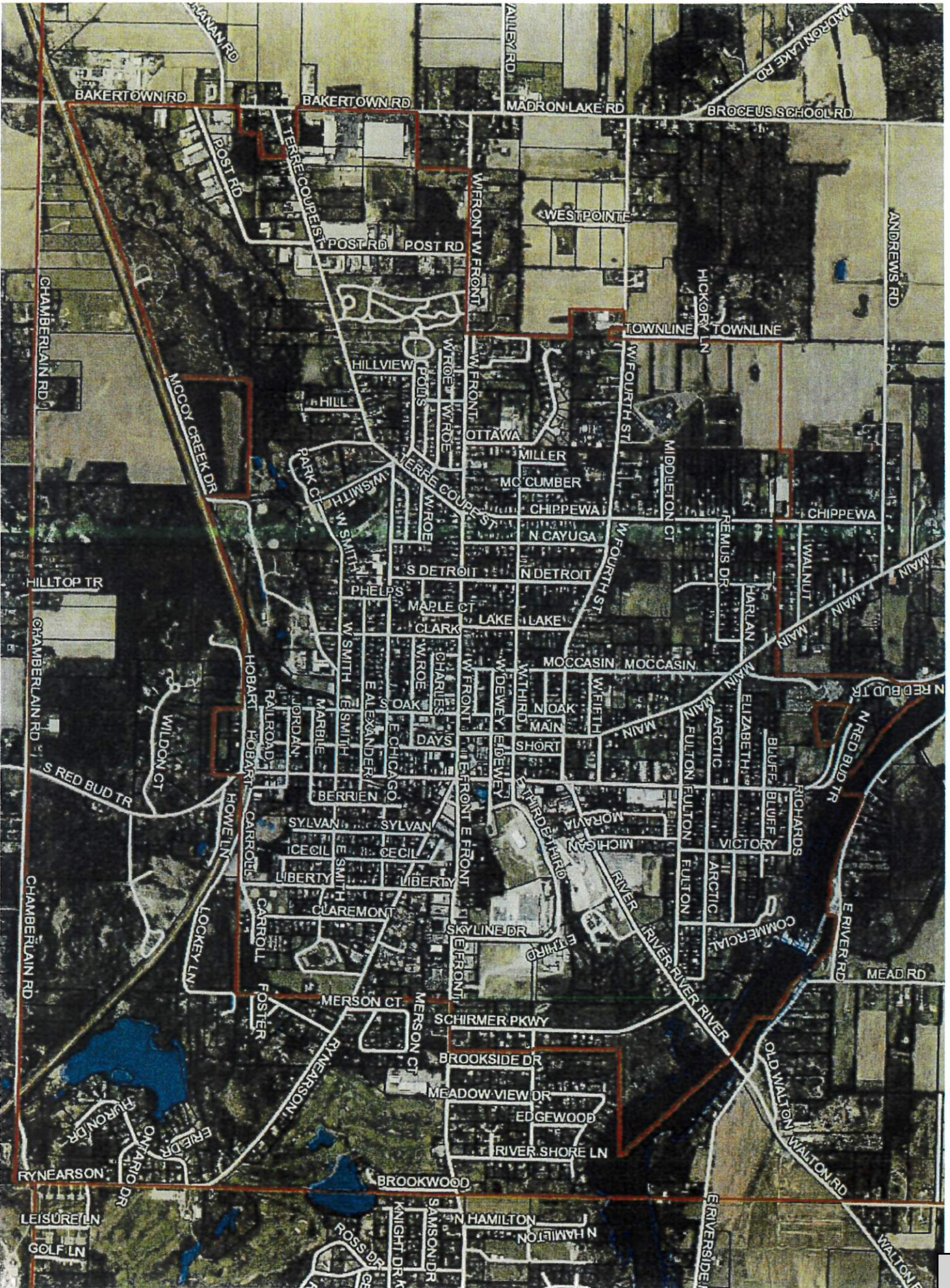
CERTIFICATION

The foregoing resolution was certified at a regular meeting of the City Commission of the City of Buchanan, Michigan, held on Monday, January 24, 2022, at 7:00 p.m.



Kalla Langston, City Clerk







Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): _____
(list specific licenses requested)

to be located at: _____

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



City Assessor Supporting Affidavit for the Purposes a Creating a Redevelopment Liquor License District in the City of Buchanan, Michigan

AFFIDAVIT OF MALINDA A. COLE-CROCKER

State of Michigan

County of Berrien

Malinda A. Cole-Crocker, being duly sworn deposes and states as follows under penalty of perjury:

1. My name is Malinda A. Cole-Crocker, and my current address of residence is 15420 Walton Road, Buchanan, Michigan, Berrien County, 49107.
2. I am the official City Assessor for the City of Buchanan.
3. The purpose of this Affidavit is to provide the documentation required in LARA Form LCC-109b (01-19) to support the City of Buchanan in its efforts to secure New On-Premises Redevelopment District Licenses from the State of Michigan Liquor Control Commission pursuant to MCL 436.1521a(2)(c).
4. The Redevelopment Project Area at issue is the boundaries of the Civil City of Buchanan, Michigan through the use of a designated City Redevelopment Area as set forth in MCL 436.1521a(2)(c) and on the attached outline located in the City of Buchanan, Michigan and attached as Exhibit 1 (hereinafter the "Redevelopment Project Area").
5. Based on statements provided to me by Buchanan's Building Inspector Guy Lewis, as well as an affidavit provided to me by City Manager Heather Grace, to the best of my

knowledge, information, and belief, the total amount of investment in real and personal property within the Redevelopment Project Area of the City during the preceding three (3) years, is as follows: **\$ 20,998,982.00**.

6. Based on statements provided to me by Buchanan’s Building Inspector Guy Lewis, as well as an affidavit provided to me by City Manager Heather Grace, to the best of my knowledge, information, and belief, the total amount of investment money expended for manufacturing, industrial, residential, and commercial development within the Redevelopment Project Area of the City during the preceding three years, stated separately, is as follows:

- **\$ 6,241,270.00** of investment money expended for *manufacturing* development in the Redevelopment Project Area of the City during the preceding three years;
- **\$ 535,919.00** of investment money expended for *industrial* development in the Redevelopment Project Area of the City during the preceding three years;
- **\$ 2,089,386.90** of investment money expended for *residential* development in the Redevelopment Project Area of the City during the preceding three years;
- and
- **\$ 12,132,407.00** of investment money expended for *commercial* development.

7. The population of Buchanan, Michigan was estimated at 4,213 in 2021.

8. Therefore, this total of **\$ 20,998,982.00** exceeds the threshold requirement of the Redevelopment Liquor License district of \$1,000,000 per 1000 residents in cities with less than 50,000 population, as per Act 58 of 1998, MCL 436.1521a Sec. 521a.(2).

9. As by the documents prepared by Building Official Guy Lewis (attached as exhibits), along with the affidavit submitted by City Manager Heather Grace, for the preceding three years, the amount of commercial investment in the Redevelopment Project Area within the City of Buchanan constitutes more than 25% of the total investment in real and personal property in that Redevelopment Project Area for the same time period, with the actual percentage of the total investment in commercial investment in the Redevelopment Project Area within the City of Buchanan, relative to the total investment in real and personal property in that Redevelopment Project Area, being **57.8%**.

10. As used in this affidavit, the term "investment" includes the value contained in the City of Buchanan Building Department Annual Reports for the preceding three years, as prepared by Building Official Guy Lewis and attached as exhibits to this affidavit.

I hereby swear of affirm that the information above is true and accurate and complete to the best of my knowledge, and that no relevant information has been omitted.

Dated: 4-21-2022

Signature of Individual:

Malinda A. Cole-Crocker

Malinda A. Cole-Crocker

Notary Public Attestation

State of Michigan, County of Berrien

The foregoing instrument was acknowledged before me
this 21 day of April, 20 22.

by Malinda A. Cole-Crocker.

Kalla Langston Notary Public

My Commission Expires June 9, 2025

KALLA LANGSTON
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF BERRIEN
My Commission Expires June 9, 2025
Acting in the County of Berrien

Certification of City Clerk:

Dated: 4/21/2022

Signature of Individual:

Kalla Langston

Kalla Langston

Exhibit 1

CITY OF BUCHANAN, MI PLUMBING PERMIT LOG

2019-1

Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
001	1-3-19	303 Clark St.	Rowland	owner	Front Porch Repair/Redwood	R	1,500	49.50
002	1-22	208 Post Rd	Redwood Kofs. VOID - expired	GICS	Dem Can call	C		100.00
003	3-11	309 River St.		CP Construction	Re-roofing w/ Street Repair	R	4,550	100.50
004	3-21	800 E. Third St.	Jack Post Corp.	Royalty Roofing	Insul Roof	I	266,740	1,738.20
005	4-12	608 E. Front St.	United Federal CU	The Redwood Co.	Comm. Remold	C	250K	1,635.25
006	5-10	310 River St.	Lowery's Market	RMC	Comm. Bldg.	C	50,000	572.00
007	5-14	303 Days	Jill Lowery	owner	Foundation Rep.	R	3,000	25.50
008	5-16	501 N. Redwood	Ralph McDonald	Future Constr.	Comm. Roofing	C	10,500	175.50
009	6-4	808 W. Front	Westwood's Apts	Future Constr.	Comm. Roofing	C	16,000	238.00
010	6-20	302 Days Ave.	Sweeney	Owner	Res Alteration	R	700.00	27.50
011	6-25	208 N. Oak St.	Nearsey	Chris Tompkins	Res Deck	R	1,938	63.85
012	7-2	408 River St.	G2 Developments	Rogow Constr.	Ins. Bldg/Mfr	I	43,900	432.85
013	7-11	107 E. Front	Jolly	Carlson	Comm. Remold	C	8,000	138.00
014	7-18	113 W. 3rd St.	Ruth Christian Church	Future Constr.	Comm. Roofing	C	3,000	75.50
015	7-19	813 E. Front St.	McDonald's Restaurant	TBD	Comm. Mfr	C	15,000	295.50
016	8-6	909 Carroll St.	Buchanan Meadows	W. MI Roofing	Comm. Park	C	49,000	577.00
017	10-22	1101 E. Front St.	G2 Development	Rogow Constr.	Comm. Bldg.	C	250,000	3,714.25
018	9-17	117 N. Cozyga	Thompson	Owner	Res. Det. Garage	R	23,000	335.50
019	10-1	800 E. Smith - Bldg "C"	Mill Pond Apts	Home Pro Roofing	Mult Form Res Roof	C	34,000	433.00
020	10-1	615 River aka 613	Desenberg	Kent Companies	Res. Foundation, Rep R	R	38,000	433.00

CITY OF BUCHANAN, MICHIGAN BUILDING PERMIT LOG

2019-2

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
021	10-8	100 Ottawa St.	Freeman	Owner	Roof Alteration	R	580.00	23.00
022	10-10	320 Teme Coupe	Lotsbach	American Sunspace	Porch Remodel ^{Endg}	R	319.01	487.00
023	10-11	408 W. Front St.	Carlson	Owner	Porch Enclose	R	2,500	75.50
024	10-15	711 E. Front	Marathon LLC ^{Highop}	Future Constr.	Comm. Roof	C	9,000	150.50
025	10-15	266 E. Front	Redbud Hardware LLC	Future Constr.	Comm. Roof	C	7,000	125.50
026	10-29	407 Main St.	Smith	Owner -	Det. Acc. Bldg	R	8,250.00	22.00 ^{Pre-Built}
027	10-22	921 N. Main St	Vincent	Tompkins	Res Garage	R	13,560	213.00
028	11-12	120 E. Front St	Pan Pan Holding/Redwing	Owner	Comm. Alt.	C	1,000	85.75
029	11-19	256 E. Front St	Capron	Vernengo	Comm. Alt	C	400	23.00
030	11-21	601 W. Fourth St.	Buchanan Place Apts	Future Const	Multi-Comm. Roof	C	14,000	213.00
031	12-6	403 Michigan	Gallejos	Hanson's	TORR W/Decking	R	10,731	175.50
032	12-10	405 Arctic	Hamilton	Owner	Res Remodel Add	R	15,000	235.50
*033	12-13	108 Maple Ct.	Kitche ^{VOD}	Power Home Solar	Res Solar ^{Project}	R	30,000	397.00
034	12-19	835 Terre Coupe	Bedbud Boots	GICS	Incl. Alt/Mtr.	I	3,000.00	13,853
035	12-19	130 E. Front St.	Rick Panigra	Owner	Comm. Alt	C	20,000	341.60
036	12-26	306 E. Smith	Wishart	Owner	Res Alteration	R	45,000	532.00
Notes:	3 projects in the industrial category are manufacturing facilities. Value is: 3,439,900.00		16 Commercial	736,900				
35 permits (VOD items)			3 Industrial (2 mfg)	3,706,640.00 *				
			16 Residential	233,197.00				
					Totals	4,	676,737	36,022.30

CITY OF BUCHANAN, MI 'LDING PERMIT LOG

2020-1

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
001	1-9-20	501 River St	McCarty Holdings	IBM Construct.	New Com. Bldg	C	400,000	3,951.25
002	2-13	223 E. Front	Julie Capron PE	Rid Veruzengo	Comm. Bldg	C	5,000	100.50
003	2-13	890 E. Third	Jack Post Corp	Royalty Company	Ind. Roofing	I	219,129	1,491.00
004	2-13	304 S. Oak / aka Chicago <small>101 West</small>	Allen Gara	CP Construction	Res. Renovation	R	49,200	514.00
005	2-18	913 N. Main St	Goodh	Ayers Bsm't Sys.	Bsm't W/P	R	10,700	175.50
006	2-20	110 Theoda	Zienty	Image Builders	Res. Bldg	R	30,000	397.00
007	2-20 <small>SS-3-17-20</small>	504 River St.	City of Buchanan WWTP	Dave Construct.	Comm. Bldg Industrial Bldg Infr. use	C	9 mil plus	City Project
008	3-3	455 Post Rd.	Redbud Books	4 Corners Constr.	Ind. Int. Demo	I	500,000	22,000
009	3-5	802 E. Front (aka)	C3 Industries	TBD	Comm. Bldg	C	150,000	1,445.00
010	3-24	806 N. Redbud Trl.	Imitiaz Shaha	Morgan Group LLC	House Fire Remediation	R	15,320	298.00
011	4-2	309 Liberty	Jackson	Ayers bsm't Sys	Bsm't W/P	R	9,155	162.00
012	4-20	522 W. Front St.	Taylor	Ayers Bsm't Sys	Basement Wall Repair	R	13,153	200.50
013	4-24	1021 W. Front St.	Cameron Downey	DM. Wirschaft	Comm. Bldg	C	68,616	699.25
014	5-5	455 Post Rd.	Redbud Books	4 CC LLC	Ind. Alter. Infr.	I	950,000	7,270.00
015	5-7	105 W. Fifth	Babeck	Pumper	Patio Redesign	R	500.00	22.00
016	5-12	125 Days Ave	Willard Gustavsen	Owner	Comm. Bldg	C	500,000	2,210.00
017	5-26	112 W. Fourth St	Maloch	Owner	Res. Remodel	R	6,050	38.50
018	5-28	303 Carrol St.	Walpole	Owner	Comm. Bldg	C	80,000	1,017.00
019	6-11	601 E. Third St.	General Machine Sew.	Ganey Roofing	Ind. Roofing	I	50,000	577.00
020	6-30	306 W. Front	Krueger	Owner	Res. Bldg	R	500,000	2,210.00

23 08 7625 09/17/2020

2020-2

CITY OF BUCHANAN, MI BUILDING PERMIT LOG

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
0281	6-30	603 S. Redbud	Burf	owner	Res. Deck	R	3,000	63.25
0282	7-17	117 W. Roe	Marker	Monroe Rest.	Storm Damage Rep	R	38,000	469.00
0283	7-24	110 E. Front St.	Stabbs	Mirelas Constr.	Comm AH	C	500.00	22.00
0284	7-28	306 Harlan	Sullivan	Servpro of BC	Fire Rehab	R	59,001	642.50
0285	8-7	311 W. Fourth St.	Horricks	owner	30' Swim Pool	R	n/a	n/a
0286	8-18	708 E. Front St.	Hilltop Cade / Dion Bouras	owner	Dem. Insd AH	C	16,356	188.00
0287	8-18	312 Fulton	Merritts	Wishart	Roof Repair	R	3,100	75.50
0288	8-20	505 S. Redbud	Garcla	owner	Exterioh memo	R	500	22.00
0289	9-17	305 Lake St	Polmounter	Michael Kneple	Det. Garage	R	13,000	352.50
0290	9-18	322 N. Detroit	Lac Properties	J. McStilton	All Bmnt Egress	R	8,000	63.25
0291	9-29	208 S. Oak St.	Witford	owner	Fire Rehab	R	20,000	285.00
0292	9-29	215 Post 445 Post 2 835 Terme Coupe	Redbud Roots	Robt General Corp	3 concrete Removal for Gas	F	4,870	92.50
0293	10-6	703 Polk St.	Caultman	owner	Infl. Egress Window	R	1,300	41.25
0294	10-6	500 E. Third St.	MAGNA Properties	Green Constr.	20,000 SF Com Blk	C	600,000	5412.00
0295	10-9	221 E. Front St.	Klea LLC / Pinaldon	Green Constr.	Comm AH	C	140,000	1,451.00
0295B	10-15	885 Terme Coupe	Redbud Roots	Green Constr.	11,378 SF Infl. Addit.	F	410,000	4,446.25
0296	10-22	204 N. Redbud	Lehman's Farmhouse	owner	Handled, party, door	C	4,608	100.50
0297	10-27	314 Harlan	McKeam	Home Works	Res. AH	R	15,031	235.00
0298	10-29	316 Short St.	Kuhens	Power Home Solar	Solar Panels	R	64,922	673.75
0299	11-10	113 N. Main St.	McCarthy	Behrle	Comm AH	C	25,900	350.50

1,478,950 / 15,023.25

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
040	11-10	112 Clark St	Bobin Roy	Foundations Systems	Foundation Details	B	175,544.00	265.00
041	12-28	111 Arctic	Hendrix	Great Day Empou	Build Sunroom	B	473,000	550.00
042	12-28	2466 E. Front	Hedlund Hardware	RMC Coaster	Install Furnace	B	179,000	263.00
048	12-17	804 E. Front	E3 Industries	Platinum Contract	Merc Alter	B	5,000	100.50
044	12-22	835 Tame Camp	Hedlund Barks	Atlas DRC	Indl. Build	B	1,302,000	2,344.00
45	permits	(25A and 25B)						
					Type	Value		
					15 Commercial	10,508,472.00	totals pg 1	
					3 Industrial	269,179.00	pg 2	
					23 Residential	451,163	pg 3	
					5 Manufacturing	3,625,370.00	pg 4	
					Total Value	13,854,184.00	pg 5	
					Total of permits	44,480.00	pg 6	
<p>This record was amended on 4-20-2023 to show the 5 manufacturing facilities values that were included in the industrial type category. Also to include the 9 million dollar value of the wastewater Treatment plant project.</p> <p style="text-align: right;">Greg Lewis</p>								

CITY OF BUCHANAN, M D BUILDING PERMIT LOG

2021-1

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
001	1-5	117 W. Chicago	Gauthier	Nathan Eddy	Res Rehab.	R	17,000	250.50
002	2-9	302 Post Rd.	302 Post Rd, LLC Cancelled	Michael Shamrock	Ind Demolition	MT	Cancelled	200.00
003	2-25	306 Schimmerer Pkwy	Sink	Owner	New Res. Dwell.	R	170,000	3,057.25
004	3-25	419 W. Front S	Kennedy	Owner	Res Dlt	R	1,500	49.50
005	3-30	714 Paris St.	Bolan	Owner	Porch Rebuild	R	6,000	24.25
006	4-9	106 Clark St.	Seane	Owner	Res Dlt	R	2,400	75.50
007	5-4	509 Rynearson	Verizon Wireless	TBD	Cell Tower Upgrade	C	25,000	350.50
008	4-22	121 W. Roe	Tate	Owner	Demo Chimney	R	500	22.00
009	4-22	316 Sylvan	Pressey	Owner	Det. Garage	R	10,600	175.50
010	5-25	808 W. Front Bldg A	Westwind Summit LP	Future Contract.	Multi Fam Rehab	C	15,000	225.50
011	6-1	800 E. Smith St.	Mill Pond Apts	Better Workings	Comm. TDRR	C	13,400	213.00
012	6-3	207 E. Third	Steve Torman	Owner	Res. Deck	R	5,000	100.50
013	6-3	311 N. Oak St.	Adam Niede Stark	D&L Metal Sales	Res Garage	R	19,798	388.00
014	6-4	213 E. Third St.	Conrad	Owner	Alter + Reno	R	4,850	100.50
015	6-8	509 Rynearson	Dish Wireless	TBD	Cell Tower Equip	C	35,000	729.30
016	6-10	113 N. Main St.	McCarty	RMC Constr.	Comm. Roofing	C	5,000	100.50
017	6-11	403 Michigan St	Payeun	Monroe Rest.	Fine Rehab	R	112,657	958.00
018	7-13	312 W. Front	Ostrander	Wishart	Porch Rehab	R	2,500	138.00
019	7-13	110 W. 3rd	Goetsch	Ayrens	Paint Wall Rep	R	18,482	275.50
020	7-29	828 Terre Coupe	South West Coating Sem	Juan Reyna	Comm.	C	48,000	521.00

Ind-1, com-695-13

512,387
Pg 11 only

CITY OF BUCHANAN, MICHIGAN BUILDING PERMIT LOG

2021-2

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
021	9-3	McCoy Creek Park	City of Buchanan	BMC	Comm Repair	C	1,500	n/c
022	9-17	813 W. Front	McDonalds Rest	TBD	Comm. Alt	C	350,000	2,842.00
023	9-9	703 S. Oak St.	Cubelic	owner	Res. Remodel	R	20,000	289.00
024	9-10	615 River St	Thorn tan	owner	Res Remodel	R	63,000	655.00
025	9-22	715 N. Detroit St.	Hindling	owner	New Res.	R	400,000	3,951.75
026	9-24	257-259 E. Front St.	Zenleaf Buchanan Development LLC	VDR Development	Merx Expand.	C	300,000	2,510.88
027	10-8	201 S. Oak St.	Roush	Foundations Sys	Res. Remodel	R	21,500	478.00
028	10-12	135 Schirmer	Westview Capital LLC	Alleg Elm Homes	New Res.	R	145,355	1,933.61
029	10-12	137 Schirmer	same	same	New Res.	R	136,794	1,780.30
030	10-12	139 Schirmer	same	same	New Res.	R	152,194	1,907.35
031	10-13	116 Lake St.	Klee	Tom Morrison	Res. Damage Repair	R	30,388	406.00
032	10-19	107 E. Alexander	Baone	owner	F-1 Facility	R	150,000	1,517.00
033	10-22	306 Schirmer Hwy	Lezenby	A-1 Pde Bays	Res. Utility	R	49,000	559.00
034	10-26	201 E. Front St.	Carlson	owner	Comm. Alt	C	550.00	24.75
035	11-2	114 N. Cayuga	Banders	Ayers Bsmk Syst	Inst. Bsmk Enges	R	610,700	125.50
036	11-29	309 Schirmer Hwy	City of Buchanan	Boyscout Troop 541	Stairs	C	1,700	n/c
037	12-9	124 S. Detroit	Skopac	Jeffrey Hein	Res. Deck steps	R	13,401	213.00
038	12-10	302 N. Main	Pan Pan III	Affordable Asphalt	Res Demo	R	-	n/c
039	12-10	402 S. Oak St	Black Birds LLC	owner	Renov Entry Blg	R	26,000	341.50
040	12-14	257-259 E. Front	Buchanan Development	Dondy Roofing	Comm Re-Roof	C	445,885	532.00

Inst-3, Com-6, Res-12

1,908,774.90
19,985.64
192
only

2031-3

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
X 041	12-14	101 S. Bell Blvd	Moose Lodge # 449	Veron Hlebating	TDR	C	47,000	550.00
41	Total	permits	Value \$	Permit fees \$				
* 25	Residential		3,468,061.90	27,325.94				
13	Commercial		1,405,026.90	16,710.01				
3	Industrial/2 Mr		887,035.00	8,637.43				
			176,000.00	1,978.50	— see below			
* 5 new	single-family homes:		1,002,243.00					
	Notes:	2 of the industrial projects were for manufacturing facilities, the 3rd was a cancelled industrial demolition.						
		This record was amended on 4-30-2022 to show the 2 manufacturing facility values that were included in the industrial type category. <i>By: King, L...</i>						



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

New On-Premises Redevelopment or Development District License Questionnaire

Complete and submit this questionnaire along with a fully completed Retailer License & Permit Application (LCC-100) with the documents required to be submitted with that form and any other documents required as listed below.

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s):		
Address to be licensed:		
City:	Zip Code:	
City/township/village where license will be issued:		County:
Contact Name:	Phone:	Email:
Mailing address (if different from above):		
City:	Zip Code:	

I am applying for the following on-premises redevelopment or development district license:

MCL 436.1521a(1)(a) - Redevelopment (RDA) License - Complete Parts 2a, 3, 4, & 5

Select one: Class C B-Hotel Tavern A-Hotel

- The proposed licensed premises must be located in a redevelopment project area defined by the local governmental unit and the investment in the redevelopment project area must meet one (1) of following requirements:
 - Investment of not less than \$50 million in cities, townships, or villages having a population of 50,000 or more
 - Investment of not less than \$1 million per 1,000 people in cities, townships, or villages having a population of less than 50,000
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five (5) days per week
- The licensed business must be open to the public not less than ten (10) hours per day, five (5) days per week
- The initial enhanced license fee for a license issued under this section is \$20,000.00

MCL 436.1521a(1)(b) - Development District (DDA) License - Complete Parts 2b, 3, 4, & 5

Select one: Class C B-Hotel Tavern A-Hotel

- The proposed licensed premises must be located in one of the development districts or areas listed in MCL 436.1521a(1)(b):
 - Tax Increment Finance Authority District Under Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980)
 - Corridor Improvement Authority Act Development Area under Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005)
 - Downtown Development Authority (DDA) District under Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975)
 - Principal Shopping District under Public Act 120 of 1961.
- The total investment in real and personal property within the development district or area shall not be less than \$200,000.00 over a period of the preceding five (5) years.
- The building may be new construction or the restoration or rehabilitation of an existing building.
- The building that will house the proposed licensed premises must have at least \$75,000.00 expended for new construction or the rehabilitation or restoration of the building over the preceding five (5) years or a commitment for a capital investment of at least \$75,000.00 in the building that must be expended before the license is issued.
- The licensed business must be engaged in activities related to dining, entertainment, or recreation.
- The licensed business must be open to the general public and have a seating capacity of not less than 25 persons.
- The initial enhanced license fee for a license issued under this section is \$20,000.00.

Please Note: Pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Part 2a - MCL 436.1521a(1)(a) - Redevelopment (RDA) License Required Documents

<input type="checkbox"/> Resolution from local governmental unit establishing the redevelopment project area
<input type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none"> • The amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area during the preceding three (3) years (must specifically state start and end dates for the investment, i.e. January 1, 2013, to December 31, 2015). • Statement that the amount of commercial investment in the redevelopment project area constitutes not less than 25% of the total investment in real and personal property in the area.
<input type="checkbox"/> Legible map of the redevelopment project area which clearly labels all street names

Part 2b - MCL 436.1521a(1)(b) - Development District (DDA) License Required Documents

<input type="checkbox"/> Resolution from local governmental unit establishing the development district or area which specifically references the statute under which the area was established: <ul style="list-style-type: none"> • Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980) for Tax Increment Finance Authorities • Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005) for Corridor Improvement Authorities • Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975) for Downtown Development Authorities • Public Act 120 of 1961 for Principal Shopping Districts
<input type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none"> • The total amount of public and private investment in real and personal property within the development district or area over a period of the preceding five (5) years (must specifically state start and end dates for the investment, i.e. January 1, 2011, to December 31, 2015).
<input type="checkbox"/> Legible map of the development district or area which clearly labels all street names

Part 3 - Available License Search

MCL 436.1521a(9) requires any person signing an application for an on-premises Redevelopment or Development District license to verify that he or she attempted to purchase any of the on-premises licenses that are in escrow that do not have a pending transfer on file with the MLCC within the county in which the applicant for the on-premises Redevelopment or Development District license proposes to operate.

You should not apply for an on-premises Redevelopment or Development District license if there is an available quota license in the local governmental unit in which the proposed licensed business will be located. You may verify the availability of quota licenses on the Commission's website using the [Local Government Quota search page](#).

<input type="checkbox"/> I verify that I have attempted to purchase any readily available on-premises escrowed licenses that do not have pending transfers on file with the MLCC in the county where the proposed licensed business will be located. <ul style="list-style-type: none"> • Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available on-premises license. • Applicant should send certified letters of inquiry as to the availability of the license to each licensee at the address listed on the licensee listing report provided by the MLCC. • Applicant should submit copies of the letters sent, certified tags, signed certified return receipts, copies of any envelopes returned by the USPS, and copies of any correspondence received from the licensees. • Applicant should provide dates, the name of the person contacted, and a synopsis of the conversation if escrowed licensees are contacted by telephone. • Applicant should provide documentation regarding the fair market value of the license based on where the applicant will be located, if determinable, the size and scope of the proposed operation, and/or the existence of mandatory contractual restrictions or inclusion attached to the sale of the license when indicating to the MLCC that purchase of a license is not economically feasible or the license is not readily available.
<input type="checkbox"/> There are no readily available on-premises licenses in escrow in the county where the proposed licensed business will be located.
<input type="checkbox"/> There are no unissued, on-premises quota licenses readily available in the local governmental unit where the proposed licensed business will be located.

Part 4 - Local Governmental Approval

An applicant for a new on-premises Redevelopment or Development District license requires approval by the legislative body of the local governmental unit in which the licensed premises will be located. Applicants for a license in a city that has a population of 600,000 or more do not require local governmental approval. Please use the Local Governmental Unit Approval Form (LCC-106) or obtain a resolution from the local governmental unit that contains the same information required on the form. The form or a resolution from the city, village, or township must specifically state the applicant's legal name, if an individual person, or the corporate name of the business, the proposed licensed address, and contain a recommendation for the issuance of a license under one of the two following options:

- New Class C* license issued under the provisions of MCL 436.1521a(1)(a)
- New Class C* license issued under the provisions of MCL 436.1521a(1)(b)

**May substitute other license types such as Tavern, A-Hotel, or B-Hotel licenses*

Part 5 - Signature of Applicant

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

I certify that I understand that pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and that if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Retailer License & Permit Application

Before you begin filling out the attached application, please review this checklist for the applicable forms and documents you will need to submit with your completed application form.

The attached LCC-100 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website: <https://get.adobe.com/reader/>

Are you transferring stock or membership interest? If yes, use the [License Interest Transfer Application \(LCC-101\)](#).

- Completed Retail License & Permit Application (Form LCC-100, attached)
- [Livescan Fingerprint Form*](#) (attached)
- Inspection, License, and Permit Fees
- Corporate Documents (see list below) - Submit for the applicant company, and if the applicant company has multiple levels of ownership structure in which stockholders or members are also companies, submit the applicable documents listed below for any stockholder or member companies to the third level of ownership - for example: applicant company > stockholder/member (level 1) > stockholder/member (level 2) > stockholder/member (level 3).
- Multi-Tier Organizational Chart - If the applicant company has more than three levels of ownership structure please provide an organizational chart that shows all the levels of ownership to individual people, including trusts.
- [Local Government Authorization \(Form LCC-106\)](#) - **For a new on-premises license only**
- Purchase agreement - **For the transfer of ownership of a license**
- Property document (lease, deed, land contract, etc.)
- New Specially Designated Merchant license documents - **For a new Specially Designated Merchant license only** (see page 3)
- [New On-Premises Resort License Questionnaire \(LCC-109a\)](#) or [New On-Premises Redevelopment or Development District License Questionnaire \(LCC-109b\)](#) - **For a new on-premises Resort, Redevelopment, or Development District license only**

If applicant is a corporation also include (pursuant to R 436.1109):
If any of the stockholders of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

- [Report of Stockholders/Member/Partners \(Form LCC-301\)](#)
- Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs
- Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.
- Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

If applicant is a limited liability company also include (pursuant to R 436.1110):
If any of the members of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

- [Report of Stockholders/Member/Partners \(Form LCC-301\)](#)
- Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs
- Copy of the operating agreement or bylaws of the applicant company
- Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.
- Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

*Fingerprints are required for applicants that are not currently licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Retailer License & Permit Application

For Information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s):	
Address to be licensed:	
City:	Zip Code:
City/township/village where license will be issued:	County:
Federal Employer Identification Number (FEIN):	

1. Are you requesting a new license? Yes No
2. Are you applying ONLY for a new permit or permission? Yes No
3. Are you buying an existing license? Yes No
4. Are you transferring the classification of an existing on premises license? Yes No
5. Are you modifying the size of the licensed premises?
If Yes, specify: Adding Space Dropping Space Redefining Licensed Premises
6. Are you transferring the location of an existing license? Yes No
7. Is this license being transferred as the result of a default or court action? Yes No
8. Do you intend to use this license actively? Yes No

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	License & Permit Fees:	TOTAL FEES:
------------------	------------------------	--------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: _____

Off Premises License Type: Base Fee: *Fee Code MLCC Use Only*

New Transfer

SDM License \$100.00

SDD License \$150.00

Resort SDD License Upon Licensure/\$150.00
Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less

Off Premises Permits: Base Fee:

Sunday Sales Permit (AM)* \$160.00

Sunday Sales Permit (PM)** \$22.50
(Held with SDD License)

Catering Permit \$100.00

Secondary Location Permit - Complete Form LCC-201

Beer and Wine Tasting Permit No charge

Living Quarters Permit No charge

On/Off Premises Permission Type: Base Fee:

Off-Premises Storage No charge

Direct Connection(s) No charge

Motor Vehicle Fuel Pumps No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

On Premises License Type: Base Fee: *Fee Code MLCC Use Only*

New Transfer

B-Hotel License \$600.00
 Number of guest rooms: _____

A-Hotel License \$250.00
 Number of guest rooms: _____

Class C License \$600.00

Tavern License \$250.00

Resort License Upon Licensure

DDA/Redevelopment License Upon Licensure

Brewpub License \$100.00

G-1 License \$1,000.00

G-2 License \$500.00

Aircraft License \$600.00

Watercraft License \$100.00

Train License \$100.00

Continuing Care Retirement Center License \$600.00

MCL 436.1545(1)(b)(i) MCL 436.1545(1)(b)(ii)
B-Hotel or Class C Licenses Only:

Additional Bar(s)
 Number of Additional Bars: _____

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits: Base Fee:

Sunday Sales Permit (AM)* \$160.00

Sunday Sales Permit (PM)**

Catering Permit \$100.00

Banquet Facility Permit - Complete Form LCC-200

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

Outdoor Service No charge

Dance Permit No charge

Entertainment Permit No charge

Extended Hours Permit: No charge

Dance Entertainment Days/Hours: _____

Specific Purpose Permit: No charge

Activity requested: _____

Days/Hours requested: _____

Living Quarters Permit No charge

Topless Activity Permit No charge

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: _____ x \$70.00 Inspection Fee

Total Inspection Fee(s): _____

Total License Fee(s): _____

Total Permit Fee(s): _____

TOTAL FEES DUE: _____

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

Schedule B - New Specially Designated Merchant (SDM) License Supplemental Application - New SDM License Applications ONLYApplicant name:

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants

Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the [Food Law of 2000, MCL 289.1101 to MCL 289.8111](#).

b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.

c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

Section 2 - Quota Requirements for New SDM License Applicants

Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.
MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.

b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.

c. Applicant's establishment is a pharmacy as defined in the [Public Health Code, MCL 333.17707](#).
MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.

d. Applicant's establishment qualifies as a marina under [MCL 436.1539](#).
MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.

e. Applicant does not qualify under any of the quota exemptions or waiver listed above.
MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.

Documents Required To Be Submitted with New SDM License Application

In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

Copy of retail food establishment license or extended retail food establishment license for a SDM license. The name on the food establishment license must match the applicant name in Part 1 of this application form. *A food establishment license is not required for a SDM license to be issued in conjunction with a SDD license or an on-premises license.*

If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.

If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name:		
Home address:		
City:	State:	Zip Code:
Business Phone:	Cell Phone:	Email:
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. <input type="radio"/> Yes <input type="radio"/> No		
Do you hold 10% or more interest in the applicant entity? <input type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed " <u>Livescan Fingerprint Background Request</u> " with your application.		

Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).

Date of Birth:	Social Security Number:	Driver's License Number:
Are you a citizen of the United States of America? <input type="radio"/> Yes <input type="radio"/> No		
Have you ever legally changed your name? <input type="radio"/> Yes <input type="radio"/> No		
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married):		
Spouse's date of birth:	Is your spouse a citizen of the United States of America? <input type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input type="radio"/> No		
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? <input type="radio"/> Yes <input type="radio"/> No		
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input type="radio"/> No		
Date	City/State	Charge
		Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input type="radio"/> No		
Date	City/State	Charge
		Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

 Print Name Signature Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?				<input type="radio"/> Phone	<input type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax
What is your preferred method for receiving a Commission Order?				<input type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax	
Contact name:			Relationship:				
Mailing address:							
City:			State:		Zip Code:		
Phone:		Fax number:			Email:		

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:			Member Number: P-				
Attorney address:							
Phone:		Fax number:			Email:		
Would you prefer that we contact your attorney for all licensing matters related to this application?						<input type="radio"/> Yes	<input type="radio"/> No
Would you prefer any notices or closing packages be sent directly to your attorney?						<input type="radio"/> Yes	<input type="radio"/> No

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Applicant & Title	Signature of Applicant	Date
---------------------------------	------------------------	------

Please return this completed form along with corresponding documents and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
 Fax to: 517-284-8557



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Livescan Fingerprint Background Request Instructions for Michigan & Out-of-State Applicants

APPLICANTS THAT LIVE IN MICHIGAN

Applicants for a Michigan liquor license must have their fingerprints a law enforcement agency in Michigan that offers digital fingerprinting or a private Livescan vendor approved by the Michigan State Police. You may access a list of approved vendors on the Michigan State Police website (contains vendors' websites and contact information):

http://www.michigan.gov/msp/0,4643,7-123-1878_8311-237662--,00.html.

On the attached Livescan Fingerprint Background Request form, you must use the correct Code (LL), Agency ID Number (1479J), and Agency Name (MI DEPT OF LICENSING AND REGULATORY AFFAIRS - LIQUOR CONTROL) in order for the fingerprint report to be sent to the Michigan Liquor Control Commission. Payment receipts **should not** be mailed to the office, but kept for your own records.

You must bring the Livescan Fingerprint Background Request form with a driver's license or other state or federal-issued picture identification to your fingerprint appointment. You will also be required to pay a separate fee to the fingerprint agency when registering and/or scheduling your appointment. A copy of the Livescan Fingerprint Background Request form, which is signed by the Livescan Operator and returned to you, must be submitted with your application in order for your request to be investigated.

When your fingerprints are taken, a technician will perform a scan of your fingerprints and submit the data electronically to the Michigan State Police.

APPLICANTS THAT LIVE OUTSIDE OF MICHIGAN

Applicants for a Michigan liquor license that live outside of Michigan must submit fingerprints through one of the private Livescan vendors approved by Michigan State Police that offer fingerprinting for residents that live outside of Michigan. You may access a list of approved vendors that process finger print cards for non-Michigan residents on the Michigan State Police website (contains vendors' websites and contact information): http://www.michigan.gov/msp/0,4643,7-123-1878_8311-237662--,00.html.

The applicant must contact a local law enforcement agency, governmental agency, or private fingerprint agency to perform ink fingerprinting on a FBI fingerprint card (FD-258) or fingerprint cards from any other state or local agency (fingerprint cards must be on card stock). These fingerprint cards must be submitted for processing to one of vendors on the Michigan State Police's list of approved vendors. Contact the vendor directly regarding its process and the fee for submitting the fingerprint cards for processing.

Make a copy of the completed and signed Livescan Fingerprint Background Request form and submit that copy with the license application.

WHAT HAPPENS AFTER FINGERPRINTS ARE SUBMITTED

The law enforcement agency or private vendor will submit your fingerprints to the Michigan State Police for analysis.

If no criminal history is found, the Michigan Liquor Control Commission will be notified.

If criminal history is found, the Michigan State Police will send the record directly to the Michigan Liquor Control Commission for review.

QUESTIONS AND ADDITIONAL INFORMATION

For questions about the Livescan fingerprinting process, call the Michigan State Police at 517-241-0606.

An applicant may request a copy of his or her Criminal History Record Information (CHRI) response and may challenge the accuracy or completeness of any entry on the CHRI. The [CHRI Appeal Information & Request Form \(LCC-105a\)](#) contains information on how to request a copy of a CHRI and for the appeal process for challenging or correcting a CHRI response entry.

Please note: Fingerprints taken for any other agency will not fulfill fingerprint requirements for a liquor license in Michigan.

RI-030 (01/2019)
Michigan State Police

AUTHORITY: MCL 28.162, MCL 28.214, MCL 28.248, & MCL 28.273
COMPLIANCE: Voluntary. However, failure to complete this form will result in denial of request.

LIVE SCAN FINGERPRINT BACKGROUND CHECK REQUEST

Purpose: To conduct a civil fingerprint-based background check for employment, to volunteer, or for licensing purposes as authorized by law.
Instructions: See page two.

I. Authorizing Information			
1. Fingerprint Reason Code LL	2. Requestor/Agency ID 1479J	3. Agency Name MI Dept of Licensing & Regulatory Affairs - Liquor Control	4. Individual ID (MNU-OA)
II. Applicant Information: Type or clearly print answers in all fields before going to be fingerprinted.			
1a. Last Name		1b. First Name	1c. Middle Initial
			1d. Suffix
2. Any Alternative Names, Last Names, or Aliases			3. Social Security Number (Optional)
4. Place of Birth (State or Country)	5. Date of Birth	6. Phone Number	7. Driver's License / State ID Number
8. Issuing State			
9. Home Address		10. City	11. State
12. ZIP Code			
13. Sex	14. Race	15. Height	16. Weight
			17. Eye Color
			18. Hair Color
III. Live Scan Information			
1. Date Printed	2. Picture ID Type Presented	3. Transaction Control Number (TCN)	4. Live Scan Operator*
*When an Individual ID is provided, please enter the ID into the Miscellaneous Number (MNU) field on the Live Scan device. Select OA - Originating Agency Identifier and then enter the unique identifier in the Identification Code field.			
IV. Privacy Act Statement			
<p>Authority: Acquisition, preservation, and exchange of fingerprints and associated information by the Federal Bureau of Investigation (FBI) is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.</p> <p>Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.</p> <p>Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.</p>			
V. Procedure to Obtain a Change, Correction, or Update of Identification Records			
<p>If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections, or updating of the alleged deficiency; he/she should make application directly to the agency which contributed the questioned information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency. (28 CFR § 16.34)</p>			
VI. Consent			
<p>I understand that my personal information and biometric data being submitted by Live Scan, will be used to search against identification records from both the Michigan State Police (MSP) and the FBI for the purpose listed above. I hereby authorize the release of my personal information for such purposes and release of any records found to the authorized requesting agency listed above.</p>			
Signature:			Date:



Michigan Department of Licensing and Regulatory Affairs
Finance and Administrative Services
Revenue Services

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (see note below).

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

MasterCard Visa Discover

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Special License Fee(s):	_____	4008
<input type="checkbox"/> Temporary Authorization Fee:	_____	4037
<input type="checkbox"/> License Renewal Fee(s):	_____	4004
<input type="checkbox"/> Manufacturer License(s):	_____	4038
<input type="checkbox"/> Wholesaler License(s):	_____	4085
<input type="checkbox"/> New Retailer License(s):	_____	4012
<input type="checkbox"/> Transfer Retailer License(s):	_____	4034
<input type="checkbox"/> Conditional License	_____	4012
<input type="checkbox"/> New Add Bar <input type="checkbox"/> Transfer Add Bar:	_____	4012/4034
<input type="checkbox"/> Sunday Sales Permit (AM):	_____	4033
<input type="checkbox"/> Sunday Sales Permit (PM):	_____	4032
<input type="checkbox"/> Catering Permit:	_____	4031

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.



August 21, 2023

City of Buchanan
302 Red Bud Trail
Buchanan, MI 49107

Attention: Mr. Rich Murphy, Community Development Director

RE: MCCOY CREEK TRAIL EXTENSION – CURRENT PROJECT

Dear Rich:

Congratulations on receiving formal notification for the DNR Trust Fund Grant. I wanted to give you a quick update on the funding breakdown for this trail project that will continue the trail to River Saint Joe. MDOT has already committed 2024 construction dollars in the amount of \$339,770.00 and the DNR Trust Fund has committed design and construction dollars in the amount of \$300,000.00 to this project. One more grant from MDOT Carbon Reduction Program (CRP) with a contribution of \$81,000 is likely to be approved at the September NATS meeting. These dollars along with the local funds raised by committee members will meet the total match amount for design and construction of the trail as presented in the DNR Agreement.

When referring to their own grants, both MDOT and MDNR only look at their contribution dollars versus match dollars. Match dollars can be made of a multitude of sources just as they are for this project. For the DNR agreement, the match dollars are listed as \$519,800.00 but are not matched by City funds along. The match dollars are made of the MDOT contribution, the City's contribution, AEP, and many individual donations. Without the work of the committee to raise additional local funds, this project would not be able to move forward.

If you have any questions, please feel free to contact me.

Very truly yours,

Suzannah M. Deneau, Project Manager
sdeneau@gowightman.com
(269) 214-7015



REQUEST FOR PROPOSALS

Request for proposal for water service line material identification of
Address with-in the city.

BACKGROUND

The City of Buchanan is looking for a company to Hydro-excavate 250 water service lines on both the City of Buchanan side and Home owners side of the water shut off valve. This info will be given to the State of Michigan (EGLE) for future lead service line replacement criteria for the City of Buchanan.

CITY OBJECTIVES

The City’s objective is to have a company Hydo-Excavating 200 individual sites and identify the service line material on each side of the shut of valve with an 18-inch span in both directions. The contractor will deliver a comprehensive report of the data obtained.

SITE DESCRIPTION

There are 250 water service lines with-in the city limits of Buchanan. They can be found on the tree lawn area in front of the given addresses.

PROPOSAL SUBMISSION REQUIREMENTS

All interested parties are invited to submit sealed written proposals to the City of Buchanan Community Development Department that must include the following:

- A. Letter of Interest. Formal letter of interest on letterhead of the respondent as well as all attachments as required in this RFP addressed to: Craig Miller, Water Department OIC, City of Buchanan 302 N. Redbud Trail, Buchanan, MI 49107. All sealed proposals must be received by the Water Department and time/date stamped on or before __:00 p.m. on _____, 2023. The City reserves the right to reject late proposals without review. All timely bids shall be publicly opened and announced by the Water Department OIC at City Hall on _____, 2023.
- B. Respondent History. The respondent must provide a description and general history of its organization/business. The respondent’s specific experience in implementing the type of project proposed under this RFP should be highlighted. Resumes and qualifications of the proposed project manager, prime contractor, and other relevant staff shall be included.
- C. Description of the Development Proposal. The respondent must provide a detailed description of the development proposal, including the following:



- Purchase price offered.
- Implementation plan and timetable for project completion.
- Prior experience with projects similar to that under this RFP.
- Estimated total cost of and the approximate schedule for completion.

D. Commercial or Trade References. The respondent must identify (by listing parties, case number, jurisdiction and current case status) any current, pending or threatened litigation against respondent related to its business or real estate dealings. The respondent must attest to having no litigation pending or contemplated against the City of Buchanan. The respondent must also list, by location and nature of project, its current involvement in or involvement within the last ten (10) years in any projects that are the same or similar to that proposed under this RFP.

E. Obligations to the City. The respondent must attest to having no outstanding or overdue tax, lien or fine obligations to the City of Buchanan.

F. Proposal Acceptance/Rejection. The City of Buchanan may elect to deem a submission non-responsive if the submission fails to comply with the specific requirements of this RFP. Note, the offering price will not be the sole determinant in the acceptance of proposals. Other factors, such as, but not limited to those cited above, will be given consideration. The City reserves the right to reject any and/or all proposals for any or no reason, for non-compliance with this RFP, or to waive any noncompliance with this RFP.

PROPOSAL REVIEW PROCESS:

The City shall review all proposals through the City Commission appointed RFP Committee (“Committee”). The Committee may request written clarification from respondents, and will forward all proposals and non-binding recommendations on proposals to the City Commission for final consideration and award of bid. The City of Buchanan reserves the right to terminate the RFP process at any point prior to the approval of a proposal.

Proposal Evaluation Criteria:

The committee shall consider the following information when evaluating proposals to which proposal that is in the best interests of historic preservation, the community and the City of Buchanan:

- Quality and thoroughness of the proposal.
- Submission of detailed project plans and compliance of those plans with the provisions set out in this RFP.
- Capability of the respondent to complete proposal in a reasonably short timeframe.



- Qualifications of the respondent to implement its proposal.

The Committee may request supplemental information as it determines necessary, including business and personal financial statements from any of, all of, or none of the respondents.

GENERAL CONDITIONS OF RFP

A. Costs of Preparation and Submission of Proposals. Each respondent shall be solely responsible for all costs and fees incurred in preparing and submitting a proposal in response to this RFP. All material and documents submitted by any respondent shall become property of the City and will not be returned. Each respondent that participates in any inspection of the premises, engages the services of any consultants or professionals, or incurs any other costs or expenses in any further interviews and negotiations shall be solely responsible for all of the respondent’s costs and fees incurred during those processes.

B. Non-Discrimination. The City is committed to achieving diversity in the award of contracts and in the purchase of goods and services throughout all aspects of its development initiatives. The City provides minorities and women equal opportunity to participate in all aspects of City contracting and purchasing programs, including but not limited to participation in procurement contracts for commodities and services as well as for contracts relating to construction, repair work, and/or leasing activities. The City also prohibits discrimination against any person or business in pursuit of these opportunities on the basis of race, color, sex, religion, or national origin and to conduct its contracting and purchasing programs so as to prevent such discrimination.

C. Information Contacts. Contact the City of Buchanan Development Department using the contact information listed below with any questions you may have. All questions regarding this RFP must be submitted in writing by email to the Water Department OIC on or before _____, 2023. Questions submitted after that date or by phone contact will not be accepted.

Craig Miller, Water Department OIC
 City of Buchanan
 302 N. Redbud Trail
 Buchanan, MI 49107
 E-Mail: cmiller@cityofbuchanan.com

D. Delivery Requirement. Each Respondent shall assume the risk of the method of dispatching any communication or proposal to the City. The City assumes no responsibility for delays, delivery or system failures resulting from the dispatch.

E. Reservation of Rights. The City reserves the right to determine, in its sole discretion, the appropriate and adequate responses to written comments, questions, and requests for clarification.

F. Modification of Solicitation. The City reserves the right to increase, reduce, add, or delete any item, service or activity to this solicitation as deemed necessary where it is consistent with



City's goals, policies or strategies to do so. Only the City's official, written responses and communications shall be considered as authoritative with regard to the requirements of this RFP. The City reserves the right to determine, at its sole discretion, the method of conveying official responses and communications pursuant to this RFP.

Township Resident Procedure to Tap-in to City Water/Sewer Services

- 1) Plumbing Permit & **Authorization for new connection to public water/ and or sewer** need to be pulled at the Township. The township will provide the **Authorization and Permit** to residents.
- 2) The Township Resident would then take proper documents to City Hall; Clerk Cashier will not process unless the resident has those documents in hand.
- 3) If the resident has the permit and authorization, the Clerk Cashier will then proceed to process the **Tap & Meter Application**. The Clerk Cashier will give a copy of the tap & meter application to the Water Department.
- 4) **The Township will notify the city when final inspection is scheduled.** The Water Department will fill out the Field Date on the **Tap & Meter Application** once the tap-in is completed. *The Water Department will not allow tap ins without having this document on file with them.*
- 5) The Water Department will then give the completed application to the clerk cashier to start the billing process for the property.
- 6) The clerk cashier will then send the completed **Tap & Meter Application** to the Township for their records. While the original will be filed in the City with that property's water/sewer file, along with the permits pulled and the authorization from the Township.
- 7) If tapping into Sewer the resident will be given the application for sanitary sewer (sewer sketch and info) and a sewer use survey and asked to return within 14 days of tap-in.

City Resident Procedure to Tap into Water/Sewer Services

- 1) Plumbing Permit needs to be pulled for any tap-in.
- 2) Once Permit is filed **Tap & Meter Application** will be processed by Clerk Cashier.
- 3) Once the Permit and Application is processed, the Clerk Cashier will then give a copy of the **Tap & Meter Application** to the Water Department.
- 4) The Water Department will fill out the Field Date on the **Tap & Meter Application** once tap-in is completed. *The Water Department will not allow tap-ins without having this document on file.*
- 5) The Water Department will then give the completed application to the clerk cashier to start the billing process for the property.
- 6) If tapping into Sewer the resident will be given the Application for Sanitary Serwer (sewer sketch and info) and a sewer use survey and asked to return within 14 days of tap-in.

City of Buchanan New Water Service Connection Application- Tap & Meter

Field Date: _____

APPLICATION DATE _____ TOWNSHIP AUTHORIZATION PROVIDED _____

Connection to City of Buchanan water main/ sewer system will be in accordance with local ordinances with the existing water and sewer system rules and regulations, as adopted by the City of Buchanan.

1) LOCATION

SERVICE ADDRESS

CITY BCTWP PROPERTY TAX CODE

2) APPLICANT

NAME

PHONE

MAILING ADDRESS

REASON FOR NEW SERVICE

CLASSIFICATION R C I S W W/S WSI

WILL THIS SERVICE SUPPLY HOUSE BUISNESS IRRIGATION FIRE SERVICE DUPLEX CONDO
(CIRCLE SERVICE SUPPLY)

WILL AN IRRIGATION SYSTEM BE INSTALLED? WILL IT HAVE A SEPARATE METER?

IS THIS A NEW DEVELOPMENT IN WHICH A PRIVATE CONTRACTOR WILL INSTALL THE SERVICE LEADS?

Signature of Applicant & Date

Account Information
Account # _____
Location ID

Payment Info: Cash/Ck/CC- Rect# _____
Local Connection Fee: _____
System Connection Fee: _____
Tap/Inspection Fee: _____
Meter 1 _____
Meter 2 _____
MXU Fee: _____
Total Due: _____

Meter Info.	1- Domestic	2- Irrigation
Size		
Serial #		
Auto Meter ID		
Date Installed		
Lat & Long		
Meter Location		
MXU Location		

Application for Sanitary Sewer Tap-in

DRAWING OF SERVICE LINE FROM TAP TO BUILDING AT:

OWNERS/NAME: _____

PROPERTY ADDRESS: _____

IMPORTANT!

THIS DRAWING IS TO BE COMPLETED BY THE INSTALLER AND GIVEN TO THE CITY OF BUCHANAN WITHIN 14 DAYS OF TAP-IN

CHECK TYPE OF PIPE INSTALLED:

VITRIFIED CLAY _____ PVC _____ CAST IRON _____

NOTE:

SDR 35 PLASTIC SEWER PIPE IS ALLOWED PROVIDED ASTM STANDARDS AND MANUFACTUREERS RECOMMENDATIONS ARE FOLLOWED. (7/11/00) RESIDENTIAL: 4" COMMERCIAL: 6".

Installed by _____ Date _____ / _____ / _____

Sketch location of building, sewer lines, cleanouts, and all dimensions below: Use back side or additional paper if more room is necessary.

ATTACHMENT A

METER COSTS:

5/8"	\$184.00
1"	\$310.50
1 1/2 "	\$1109.75
2"	\$1397.25
Smart Point	\$235.75

METER HORNS:

5/8"	\$132.25
1"	\$232.30

INSPECTION FEE:

Water & wastewater	\$75.00
--------------------------	---------

CONNECTION & TAP FEES:

Connection to existing service	\$750.00
City installed tap	\$1400.00

The city will not make water taps larger than 1".

The city does not make sewer taps.

CITY OF BUCHANAN

POLICY ESTABLISHING REGULATIONS GOVERNING WATER SERVICES.

RIGHT TO CONNECT AND CONNECTION CHARGES

- A. A person shall have the right to connect a building located within the Buchanan city limits to the Water Utility's water system upon payment of a connection charge in accordance with the schedule of rates set forth in attachment A.
- B. A building located outside the Buchanan city limits may not connect to the Water Utility's water system unless the owner of the affected real estate executes an Agreement with the City of Buchanan and Buchanan TWP, and the Agreement has been approved by both City and TWP governing officials.
- C. A customer or developer shall pay a connection charge for each connection made to the Water Utility's water system. The connection fee is required for each connection, regardless if the connection is made to a public water main or to a privately-owned water line. A connection charge may be waived in whole or in part only upon approval by the water utility Superintendent.
- D. Each new metered water service, except a residential metered sprinkling water service, must be connected directly to a public water main.
- E. Each building used for residential, commercial or industrial purposes connected to the Water Utility's water system must be connected directly to a public water main unless otherwise approved in writing by the water utility Superintendent pursuant to paragraph F.
- F. The water utility Superintendent may approve, in writing, water service to a second building on a single zoning lot to be connected through the primary building's water service if the two buildings have the same ownership and that one of the buildings is subordinate and serves the principal building on the zoning lot. The water utility Superintendent must condition the approval upon a requirement for the second building to connect its water service directly to the public water main if the zoning lot is divided so that the two buildings are not on the same zoning lot and the ownership of the two buildings does not remain the same. The water service for the two buildings shall be separately metered.

INSPECTION

- A. Each customer or developer, prior to making a connection to the Water Utility's water system shall pay an inspection fee of Seventy-five Dollars (\$75). If a reinspection is required due to the improper installation of the water main or water line, the customer or developer shall pay a reinspection fee of Seventy-five Dollars (\$75).

- B. If more than one (1) water main or water line are inspected on a single parcel of real estate at the same time, the Water Utility may elect to charge a single inspection fee.
- C. If at the time of the inspection, the water main or water line to be inspected is not sufficiently exposed to allow inspection, the customer or developer will uncover the water main or water line to allow for an adequate inspection. A reinspection fee of One Hundred Fifty Dollars (\$150) will be assessed to the customer or developer.
- D. The inspection shall be scheduled with the City of Buchanan Water Utility at least two (2) working days in advance.

OTHER REQUIREMENTS.

- A. Each unit in a building will be separately metered unless the water utility Superintendent gives the owner of the building express prior written approval to permit multiple units in the building to be serviced by a single meter. Such approval may not be given unless the owner of the real estate registers the water services in the owner's name and the owner pays all charges for the water services for that real estate.
- B. Each building connected to the Water Utility's water system shall have installed an outside curb stop or valve.
- C. Each unit in a multi-unit building that is separately metered must have an outside curb stop or valve for each water meter installed so that utility services to a unit can be independently shut off without disrupting utility services to other units in the building.

EFFECTIVE DATE

This policy shall be in full force and effect from and after its passage and adoption.

This policy is duly adopted by the City Commission of the City of Buchanan, Michigan on the 28th day of August 2023.

Sean Denison, Mayor

Kalla Langston, City Clerk

CONNECTIONS TO A PUBLIC WATER MAIN.

- A. The Buchanan Water Department shall make all connections to a public water main in which the connection is one inch (1") or smaller in size unless the water utility Superintendent gives a customer or developer the express prior written authorization to make the connection. All connections to a public water main in which the connection is greater than one inch (1") in size shall be made by a private contractor at the expense of the customer or developer. All such connections shall be inspected and approved by the water utility Superintendent.
- B. A public water main must be in the right-of-way dedicated to the city by the owner of the real estate for such purposes. Any water line on private real estate shall be deemed a privately owned water line unless clear intent to the contrary is shown by prior written dedication of the water line to the City of Buchanan accepted by the City Commission.
- C. Each customer shall maintain the building water line from the curb stop or valve to any building on the customer's real estate in good working order at the customer's expense. If there is no curb stop or valve, the customer shall maintain the building water line from the edge of the city's right-of-way to any building on the customer's real estate at the customer's expense.

UNAUTHORIZED CONNECTION.

A person connecting a location to the Water Utility's water system without the knowledge and consent of the Water Utility shall be charged a fee of Five Hundred Dollars (\$500) unless the Water Utility can establish that a greater fee should be charged by applying the schedule of rates and charges.

SCHEDULE OF CONNECTION CHARGES.

The schedule below is applicable to all connections to a public water main in which the connection is made by the Buchanan Water Department. The connection charge includes the right to connect to the water system, the city's cost to furnish and install the water service pipe from the public water main to the lot line, and the installation of a curb stop or valve. The connection charge does not include the cost to furnish and install the building line from the building to the curb stop or valve, the cost of the meter or meter horn, or the inspection charge.

Patriot Day 2023

**Commemorating Buchanan's Annual
9/11 Observance**

Monday September 11 @ 7pm

In the Buchanan Common

Sponsored by:

Buchanan Police and Fire Chaplains

American Legion Post 51

Buchanan Area Ministerial Association

