



CITY COUNCIL PACKET
MONDAY, MAY 6, 2019

Prepared By:
Kris Vogel, CMMC/MMC, City Clerk
Kevin A. Catlin, City Manager



**MINUTES OF THE REGULAR MEETING OF
THE COUNCIL OF THE CITY OF SPRINGFIELD
APRIL 15, 2019**

I. CALL TO ORDER

Mayor Burdett called the regular meeting of the Council of the City of Springfield to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor Burdett led the pledge of allegiance.

III. ROLL CALL

Present: Council Members Eib, Hollingsworth, Morgan, Navarro, Riley, and Mayor Burdett.

Also Present: Kevin A. Catlin – City Manager and Kris Vogel – City Clerk.

Absent: Council Member Hoover

It was moved by Eib, seconded by Hollingsworth and unanimous to excuse Council Member Hoover from the regular meeting of April 15, 2019.

IV. APPROVAL OF MINUTES

It was moved by Eib, seconded by Hollingsworth and unanimous that the minutes of the April 1, 2019, regular meeting be approved subject to any additions or corrections.

V. REPORTS

A. Building/Code Enforcement Department – March (T. Seaman)

Mayor Burdett asked if there were any questions regarding the Building/Code Enforcement Department reports presented by Tina Seaman. Being none, the reports will be filed as presented.

B. Public Services Department – March (T. Blaniar)

Mayor Burdett asked if there were any questions regarding the Public Services Department report presented by Terry Blaniar, Public Services Department Director. Being none, the report will be filed as presented.

C. Law Enforcement Department – March (K. Callahan)

Mayor Burdett asked if there were any questions regarding the Law Enforcement Department report presented by Lt. Callahan. Being none, the report will be filed as presented.

D. City Manager – Kevin A. Catlin

1. Authorize – City Manager to Sign METRO Act Permit Extension

City Manager Catlin stated this resolution will authorize the City Manager to sign a METRO Act Right of Way Permit extension with Michigan Bell Telephone Company d/b/a/ AT&T Michigan. The current permit expires August 30, 2019. This extension would end on August 31, 2024.

It was moved by Council Member Navarro and seconded by Council Member Riley that the following resolution be adopted:

Resolution #23-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to approve the extension of the METRO Act Permit issued by the City of Springfield to Michigan Bell Telephone Company, dba AT&T Michigan; said expiration of August 31, 2024.

All ayes. Resolution adopted.

2. Authorize – City Manager to Negotiate the Sale of Real Property

City Manager Catlin stated this resolution will authorize the City Manager to negotiate the sale of real property located at 25 Avenue C with Navarro Enterprises, LLC.

It was moved by Council Member Eib and seconded by Council Member Riley that the following resolution be adopted:

Resolution #24-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize Kevin A. Catlin, City Manager, to negotiate the sale of a portion of the real property located at 862 Lafayette Street with AAA Storage, located at 840 Lafayette Street.

Ayes: Council Members Eib, Hollingsworth, Morgan, Riley, and Mayor Burdett.

Nays: N/A

Abstain: Council Member Navarro.

Resolution adopted.

3. Authorize – Mayor and City Manager to sign AFSCME Labor Contract

City Manager Catlin stated this resolution will authorize the Mayor, City Manager and Labor Counsel to sign a union labor agreement with the American Federation of State, County, and Municipal Employees (AFSCME) American Federation of Labor and Congress of Industrial Organizations (AFL-CIO) local #331.

It was moved by Council Member Hollingsworth and seconded by Council Member Navarro that the following resolution be adopted:

Resolution #25-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize Kevin A. Catlin, City Manager, Harry Burdett, Mayor, and City of Springfield Labor Counsel to sign the AFSCME contract with the Department of Public Services; said contract expires June 30, 2022.

All ayes. Resolution adopted.

4. Authorize – City Manager and Finance Director to Sign MERS Documents

City Manager Catlin stated this resolution will authorize the City Manager and Finance Director to sign Municipal Employees Retirement System documents related to the closure of the non-union public services division pension, increase of the employee contribution to defined benefit

plan, and officially designating the Finance Director as authorized representatives of the City to execute plan amendments with MERS.

It was moved by Council Member Riley and seconded by Council Member Eib that the following resolution be adopted:

Resolution #26-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize Kevin A. Catlin, City Manager, and Ethan Moody, Director of Finance & Administrative Services to sign the Municipal Employees Retirement System documents to make the following changes:

1. AFSCME employee contribution to defined benefit of 3% at July 1, 2019, 4% at July 1, 2020, and 5% at July 1, 2021.
2. Closure of non-union Public Services pension division and new hires being placed in the non-union division.
3. Designate the Finance Director and City Manager to be authorized representatives of the City of Springfield to execute plan amendments with MERS.

All ayes. Resolution adopted.

5. Approve – Revision to City Manager’s Job Description

City Manager Catlin stated this resolution will approve a change to the City Manager’s job description to include performing duties of Public Safety Director. No additional compensation will be provided to the City Manager for this revision.

It was moved by Council Member Morgan and seconded by Council Member Hollingsworth that the following resolution be adopted:

Resolution #27-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to approve the revised and attached job description of the City Manager to incorporate the duties of the Public Safety Director; no additional compensation will be provided to the City Manager for this revision.

All ayes. Resolution adopted.

6. Approve – Proposal for Auditor

City Manager Catlin stated this resolution will approve the financial auditing services contract for a period of five (5) years between the City of Springfield and Gabridge & Company.

It was moved by Council Member Eib and seconded by Council Member Navarro that the following resolution be adopted:

Resolution #28-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to accept the 5-year proposal for audit services as submitted by Gabridge & Company; fees not to exceed:

Year Ending June 30, 2019 - \$14,975
Year Ending June 30, 2020 - \$15,275
Year Ending June 30, 2021 - \$15,575
Year Ending June 30, 2022 - \$15,875
Year Ending June 30, 2023 - \$16,175

All ayes. Resolution adopted.

7. Reappoint – Planning Commission Member

City Manager Catlin stated this resolution will reappoint Marie Hall to the Planning Commission.

It was moved by Council Member Navarro and seconded by Council Member Eib that the following resolution be adopted:

Resolution #29-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to approve the reappointment of Marie Hall to the Planning Commission; said term to expire May 1, 2022.

All ayes. Resolution adopted.

8. Discussion – Marihuana Licensing Ordinance

Mayor Burdett stated it would be his recommendation to opt out and wait for the State of Michigan to establish their guidelines; in the meantime, we can continue to work on our licensing ordinance.

9. Bills In Line

It was moved by Council Member Eib, seconded by Council Member Hollingsworth, and unanimously approved that the checks be drawn from the various accounts and the bills be paid.

VI. COUNCIL COMMENTS

Mayor Burdett mentioned the City's annual Easter Egg Hunt is this Saturday at Begg Park; it will start promptly at 11:00 a.m.

VII. CITIZEN COMMENTS

Mr. Seth Miller, 4540 W. Dickman Road, stated he appreciated the City Council continuing their discussions regarding marihuana in Springfield, but he was slightly frustrated with the direction this discussion appears to be going.

VIII. ADJOURNMENT

The meeting was adjourned at 7:53 p.m.

Kris Vogel, CMMC/MMC
City Clerk

Harry Burdett
Mayor



**CITY COUNCIL
REGULAR MEETING OF
MONDAY, MAY 6, 2019, 7:30 P.M.
AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL: Mayor Burdett, Council Members Eib, Hollingsworth, Hoover, Morgan, Navarro, and Riley
- IV. APPROVAL OF MINUTES
 - A. Regular Meeting of April 15, 2019
- V. REPORTS
 - A. Finance & Administrative Services
 - 1. FY 2018/2019 3rd Quarter Budget Status Report
 - 2. FY 2018/2019 3rd Quarter Investment Activity Report
 - B. City Manager – Kevin A. Catlin
 - 1. Authorize – City Manager to Execute a Real Property Sales Agreement (**res. #30-19**)
 - 2. Approve – USDA Rural Development Grant Application (**res. #31-19**)
 - 3. Approve – FY 18/19 3rd Quarter Budget Amendments (**res. #32-19**)
 - 4. Discussion – Change in Council Meeting Start Time
 - 5. Discussion – Marijuana Licensing Ordinance
 - 6. Bills In Line
- VI. COUNCIL COMMENTS
- VII. CITIZEN COMMENTS
- VIII. ADJOURNMENT

NEXT MEETING: **Monday May 20, 2019 – BUDGET STUDY SESSION**
NEXT RESOLUTION: **33-19**
NEXT PROCLAMATION: **04-19**
NEXT ORDINANCE: **01-19**
NEXT TRAFFIC CONTROL ORDER: **2019-1**



Budget Status Report

July 1, 2018 thru March 31, 2019

3rd Quarter Key Funds and Departments

prepared by Ethan Moody, Finance Director

REVENUES

FUND	\$ BUDGETED	\$ RECEIVED	% RECEIVED
General Fund	2,631,300	2,058,344	78.2%
Major Street	549,400	376,445	68.5%
Local Street	496,700	374,909	75.5%
Income Tax	1,030,100	760,821	73.9%
Farmers Market	47,000	35,889	76.4%
Building Fund	48,100	42,912	89.2%
Sewer	1,316,600	702,974	53.4%
Water	602,800	465,933	77.3%
Refuse	250,000	205,938	82.4%
Vehicle	541,300	373,753	69.0%
<i>Cumulative Performance</i>		71.8%	

EXPENSES

FUND OR DEPT	\$ BUDGETED	\$ SPENT	% SPENT
General Fund	2,933,300	2,152,768	73.4%
Council	52,000	30,244	58.2%
Manager	133,500	112,173	84.0%
Finance & Admin	866,900	630,945	72.8%
Police	1,488,900	1,101,924	74.0%
Fire	355,100	259,866	73.2%
Public Services	873,200	637,434	73.0%
Major Street	553,050	406,174	73.4%
Local Street	644,700	456,682	70.8%
Income Tax	1,207,600	851,378	70.5%
Farmers Market	47,000	27,902	59.4%
Building Fund	48,100	41,279	85.8%
Sewer	1,517,700	723,820	47.7%
Water	656,100	465,933	71.0%
Refuse	248,800	192,686	77.4%
Vehicle	600,600	440,855	73.4%
<i>Cumulative Performance</i>		68.1%	



3rd Quarter Investment Activity

Prepared by Ethan Moody, Finance Director

FY 2018/2019

Fidelity Mutual Funds	Value at 12-31-2018	Additions or Withdrawals	Dividends and Gains Reinvested	Appreciation	Value at 3-31-2019
General Fund	571,404.88	0.00	4,064.00	12,207.62	587,676.50
Income Tax Fund	334,271.84	0.00	2,377.44	7,141.46	343,790.74
TIFA D Fund	88,963.20	0.00	632.73	1,900.63	91,496.56
Sewer Fund	166,573.65	0.00	1,184.72	3,558.72	171,317.09
Water Fund	332,589.34	0.00	2,365.48	7,105.51	342,060.33
Total	1,493,802.91	0.00	10,624.37	31,913.94	1,536,341.22

Michigan CLASS	Value at 12-31-2018	Additions or Withdrawals	Appreciation	Value at 3-31-2019
General Fund	515,941.58	(200,000.00)	2,374.30	318,315.88
Major Street Fund	359,715.52		2,272.65	361,988.17
Local Street Fund	260,074.20		1,643.09	261,717.29
Income Tax Fund	209,866.81		1,325.87	211,192.68
TIFA B Fund	90,515.80	(2,800.00)	618.29	88,334.09
TIFA D Fund	204,861.82	65,000.00	1,637.15	271,498.97
Sewer Fund	307,335.15		1,941.74	309,276.89
Water Fund	103,715.52		655.24	104,370.76
Total	2,052,026.40	(137,800.00)	12,468.33	1,926,694.73



3rd Quarter Investment Activity

Prepared by Ethan Moody, Finance Director

FY 2018/2019

Retiree Health Care Trust	Value at 12-31-2018	Additions or Withdrawals	Appreciation	Value at 3-31-2019
MERS	353,931.36		19,240.70	373,172.06

Performance rates shown below represent dividends and gains reinvested and market appreciation.

	3rd Quarter Performance	Cumulative Fiscal Year Performance
Fidelity Funds	2.85%	2.75%
Michigan CLASS	0.61%	1.83%
Retiree Health Care Trust	5.44%	0.67%
HCB Checking Accounts	0.03%	0.09%

Additional Information:

Fidelity Funds had a spectacular 3rd quarter, gaining \$42,500 during the quarter. This more than makes up for the \$11,000 losses experienced in the 2nd quarter.

Michigan CLASS investments continued their consistent performance with an annualized return of roughly 2.5%. This is 23 times higher than the interest rate being earned in our regular HCB checking accounts.

The retiree health care trust experienced a significant gain in the 3rd quarter. Expectations are for annual gains of 5%, which is still possible if financial markets continue rising through the 4th quarter.



City Manager's Report

May 6, 2019

Action Items:

Authorize – City Manager to Execute a Real Property Sales Agreement with Navarro Enterprises – Res #30-19

This resolution will authorize the City Manager to execute a real property sales agreement with Navarro Enterprises for the sale of real property located at 25 Avenue C in Springfield.

Approve – Resolution Supporting USDA Rural Development Grant Application – Res. #31-19

This resolution will express support of the City's application for an USDA Rural Development Grant – Community Facilities Program for the purchase of a plow truck. This resolution is required as part of the application. Staff will apply for an award in the amount of \$35,000 towards the purchase of a plow truck for the Department of Public Services. This purchase would occur in the 2019-2020 fiscal year.

Approve – Resolution Amending 3rd Quarter Budget – Res #32-19

This resolution will approve amendments to the budget for 3rd quarter.

Discussion - Change Council Meeting Start Time

I recommend changing the agenda session start time to 6:00 PM and 6:30 PM for the meeting. We could however change the agenda session start time to 6:30 PM and council meeting to 7:00 PM, but only 30 minutes of efficiency is realized. Staff typically work from 7:00 AM – 6:00 PM. Staff currently stay until the start of the meeting so efficient performance is maintained. Staff are more than capable of preparing for the meeting with the time allotted throughout the regular workday. Staff does not need additional time after 6:00 PM to prepare for council meetings.

Discussion – Marijuana Licensing Ordinance

Please bring your marijuana licensing ordinance to the meeting to discuss. I recommend preparing to answer the following questions, so the discussion is structured in some way:

- Should the City adopt a medical marijuana licensing ordinance first? This would require that we separate the ordinance as currently written in draft form.
- Sec. 8-403 A&B: how many and which types medical marijuana licenses of should the City allow?
 - Same question for recreational?
- Should the City establish a competitive or lottery licensing award process? Refer to Sec. 8-404 G – draft has a competitive process.

Bills in Line

Review and approval of City expenses.

Informational Items

- City staff have been preparing budget materials for presentation. A draft of the budget for Council review will be handed out at Monday's meeting. A workshop will be scheduled on May 20, 2019 and a budget public hearing on June 3rd for final approval of the fiscal year 2019-2020 budget.
- The Calhoun County Land Bank will be demolishing two properties located at 600 Lafayette St. and 481 Upton Ave. This work was initiated under the Hardest Hit Blight Elimination Program, which was designed to assist with blight removal in Calhoun County.
- The M-37 (Helmer Rd.) Railroad crossing has experienced a slight delay, but MDOT is confident it will be reconstructed this year. The original plan was to apply for federal funding, but since a trail cuts across, the federal government would have required an environmental study. MDOT has decided to use State funding for this project to move it forward faster and allow for more flexibility; however, doing this initiated a BCATS Transportation Improvement Plan (TIP) amendment. Those amendments are only heard every two months. MDOT plans to present at the next BCATS meeting in June to get the project moving forward.

Respectfully submitted.

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Kevin A. Catlin | ***City Manager***
City of Springfield, Michigan



May 6, 2019

RESOLUTION

No. 30-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize Kevin A. Catlin, City Manager, to enter into a sales agreement and sign all closing related documents, with Navarro Enterprises LLC, for 25 Avenue C for \$6,000.

LEGAL DESCRIPTIONS:

**SP CITY MERRILL PARK, LOTS 14-18, BLK 6, ALL OF BLK 7 S OF RR SPUR, VACATED AVE B
BET 10TH & 12TH STS, ALSO VAC ALLEY IN BLK 6, PLUS VAC 10TH ST E OF BLKS 6 & 7 W OF
N-S 1/4 LI, EXC S 30 FT OF THE W 264.4 FT**

MOVED: _____

SECONDED: _____



May 6, 2019

RESOLUTION

No. 31-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize Kevin A. Catlin, City Manager, to submit an application to the USDA Rural Development Community Facilities Program in the amount of \$35,000 to assist with the purchase of a plow truck in FY 2019-2020.

MOVED: _____

SECONDED: _____



Budget Amendments - FY 2018/19 - 3rd Quarter

prepared by Ethan Moody, Finance Director

GENERAL FUND

FUND/ACTIVITY	ITEM	GL NUMBER	FROM	TO	REVENUE	EXPENSE
None						
Net Change General Fund:					0	0

OTHER FUNDS

FUND/ACTIVITY	ITEM	GL NUMBER	FROM	TO	REVENUE	EXPENSE
1 Drug Fund	MMRMA RAP Grant	265-000-54411	0	4,000	4,000	
2 Drug Fund	Capital Outlay-PS Equipment	265-703-98505	0	5,400		5,400
3 Vehicle Fund	Fire Vehicle Maintenance	661-336-93200	10,000	47,000		37,000
Net Change Other Funds:					4,000	42,400

Resolution #:

Adopted:

EXPLANATIONS

- 1 Grant proceeds for the purchase of police body cameras
- 2 Replacement of engine on K-9 vehicle
- 3 Cost for painting ladder truck. This cost was added to the purchase price as part of the sale to East Lansing.



May 6, 2019

R E S O L U T I O N

No. 32-19

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to approve the
FY 18/19 3rd Quarter Budget Amendments as presented.

MOVED: _____

SECONDED: _____

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 4/7/19 - 04/27/19

GL Number	GL Desc	Vendor	Amount
Fund 101 GENERAL FUND			
Dept 000			
101-000-123.10	PREPAID EXPENSE-WORKER'S COMP	MML WORKERS COMP FUND	4,311.00
101-000-228.63	DUE TO STATE-SEX OFFENDER FEE	CALHOUN COUNTY SHERIFFS OFFICE	50.00
		Total For Dept 000	4,361.00
Dept 101 CITY COUNCIL			
101-101-911.00	CONFERENCE COSTS	PNC BANK VISA	222.30
101-101-911.00	CONFERENCE COSTS	PNC BANK VISA	44.00
101-101-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	64.35
		Total For Dept 101 CITY COUNCIL	330.65
Dept 172 CITY MANAGER			
101-172-718.05	MEDICAL INSURANCE	BCBS OF MICHIGAN	363.28
101-172-723.15	LIFE INSURANCE-RETIREEES	STANDARD INSURANCE COMPANY	8.20
101-172-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	42.50
101-172-900.50	NEWSLETTER	SCENE MAGAZINE	195.00
101-172-911.00	CONFERENCE COSTS	PNC BANK VISA	7.00
101-172-955.05	MISCELLANEOUS EXPENSES	VENTURE TECHNOLOGIES INC	40.00
		Total For Dept 172 CITY MANAGER	655.98
Dept 259 FINANCE & ADMIN SERVICES			
101-259-718.05	MEDICAL INSURANCE	BCBS OF MICHIGAN	5,203.24
101-259-723.05	MEDICAL INSURANCE-RETIREEES	BCBS OF MICHIGAN	1,708.74
101-259-723.15	LIFE INSURANCE-RETIREEES	STANDARD INSURANCE COMPANY	28.70
101-259-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	131.75
101-259-752.00	OFFICE SUPPLIES	INTEGRITY BUSINESS SOLUTIONS	11.88
101-259-752.00	OFFICE SUPPLIES	PNC BANK VISA	16.44
101-259-752.15	DATA PROCESSING SUPPLIES	INTEGRITY BUSINESS SOLUTIONS	86.41
101-259-752.20	OPERATING SUPPLIES	PNC BANK VISA	57.95
101-259-801.00	CONTRACTUAL SERVICES	PENNFIELD CHARTER TOWNSHIP	2,243.23
101-259-801.13	INCOME TAX COMPLIANCE	LEXISNEXIS RISK DATA MGMT INC	30.00
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	73.61
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	33.36
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	52.35
101-259-801.13	INCOME TAX COMPLIANCE	DENSO MANUFACTURING	35.00
101-259-801.13	INCOME TAX COMPLIANCE	GRAND TRUNK FEDERAL CREDIT UNION	1.00
101-259-801.13	INCOME TAX COMPLIANCE	MARSHALL COMMUNITY CREDIT UNION	1.00
101-259-801.13	INCOME TAX COMPLIANCE	ONSTAFF USA	35.00
101-259-801.13	INCOME TAX COMPLIANCE	PCB BATTLE CREEK LLC	35.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	15.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	15.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	45.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	45.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	45.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	20.00
101-259-801.13	INCOME TAX COMPLIANCE	MUSASHI AUTO PARTS	35.00
101-259-801.13	INCOME TAX COMPLIANCE	MUSASHI AUTO PARTS	35.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	45.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	45.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	15.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	15.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	15.00
101-259-801.13	INCOME TAX COMPLIANCE	TRMI	35.00

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 4/7/19 - 04/27/19

101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	34.99
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	31.72
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	44.41
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	34.99
101-259-801.29	ON-LINE SERVICES	INSOURCE SOLUTIONS GROUP INC	947.00
101-259-801.88	INTERNET ACCESS	COMCAST	86.90
101-259-900.00	PRINTING	ALLEGRA PRINT & IMAGING	516.91
101-259-900.00	PRINTING	ENVELOPE PRINTERY, INC	590.85
101-259-911.00	CONFERENCE COSTS	PNC BANK VISA	207.90
101-259-931.05	COPY MACHINE MAINTENANCE	ADAMS REMCO INC	99.70
101-259-931.05	COPY MACHINE MAINTENANCE	ADAMS REMCO INC	982.57
101-259-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	277.06
101-259-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	5.71
101-259-955.05	MISCELLANEOUS EXPENSES	CITY OF BATTLE CREEK	10.00
		Total For Dept 259 FINANCE & ADMIN SERVICES	14,186.28

Dept 301 POLICE DEPARTMENT

101-301-718.05	MEDICAL INSURANCE	BCBS OF MICHIGAN	57.47
101-301-723.05	MEDICAL INSURANCE-RETIREES	BCBS OF MICHIGAN	3,561.96
101-301-723.05	MEDICAL INSURANCE-RETIREES	BCBS OF MICHIGAN	1,340.30
101-301-723.15	LIFE INSURANCE-RETIREES	STANDARD INSURANCE COMPANY	73.36
101-301-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	12.75
101-301-752.00	OFFICE SUPPLIES	CORNERSTONE OFFICE SYSTEMS	7.60
101-301-752.20	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	35.20
101-301-752.20	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	3.20
101-301-752.20	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	34.80
101-301-752.20	OPERATING SUPPLIES	PNC BANK VISA	5.93
101-301-752.20	OPERATING SUPPLIES	STAPLES ADVANTAGE	52.78
101-301-919.00	REFUSE SERVICE-WM	WASTE MANAGEMENT OF MICHIGAN	59.78
101-301-920.20	ELECTRICITY	CONSUMERS ENERGY	603.73
101-301-920.20	ELECTRICITY	CONSUMERS ENERGY	23.20
101-301-920.20	ELECTRICITY	CONSUMERS ENERGY	22.98
101-301-921.00	NATURAL GAS	SEMCO ENERGY	678.27
101-301-930.05	BUILDING MAINTENANCE	EXACT PEST CONTROL SOLUTIONS LLC	52.00
		Total For Dept 301 POLICE DEPARTMENT	6,625.31

Dept 336 FIRE DEPARTMENT

101-336-718.05	MEDICAL INSURANCE	BCBS OF MICHIGAN	38.31
101-336-723.05	MEDICAL INSURANCE-RETIREES	BCBS OF MICHIGAN	890.49
101-336-723.05	MEDICAL INSURANCE-RETIREES	BCBS OF MICHIGAN	335.08
101-336-723.15	LIFE INSURANCE-RETIREES	STANDARD INSURANCE COMPANY	18.34
101-336-752.00	OFFICE SUPPLIES	CORNERSTONE OFFICE SYSTEMS	1.90
101-336-752.20	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	8.80
101-336-752.20	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	0.80
101-336-752.20	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	8.70
101-336-752.20	OPERATING SUPPLIES	PNC BANK VISA	33.12
101-336-752.20	OPERATING SUPPLIES	STAPLES ADVANTAGE	13.19
101-336-850.50	RADIO MAINTENANCE	RADIO COMMUNICATIONS	190.00
101-336-919.00	REFUSE SERVICE-WM	WASTE MANAGEMENT OF MICHIGAN	14.94
101-336-920.20	ELECTRICITY	CONSUMERS ENERGY	150.93
101-336-920.20	ELECTRICITY	CONSUMERS ENERGY	5.80
101-336-920.20	ELECTRICITY	CONSUMERS ENERGY	5.75
101-336-921.00	NATURAL GAS	SEMCO ENERGY	169.57
101-336-930.05	BUILDING MAINTENANCE	EXACT PEST CONTROL SOLUTIONS LLC	13.00
		Total For Dept 336 FIRE DEPARTMENT	1,898.72

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 4/7/19 - 04/27/19

Dept 532 PUBLIC SERVICES

101-532-718.05	MEDICAL INSURANCE	BCBS OF MICHIGAN	3,038.34
101-532-723.05	MEDICAL INSURANCE-RETIREES	BCBS OF MICHIGAN	2,875.02
101-532-723.15	LIFE INSURANCE-RETIREES	STANDARD INSURANCE COMPANY	32.80
101-532-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	72.25
101-532-724.35	UNIFORMS	CINTAS CORPORATION	57.58
101-532-724.35	UNIFORMS	CINTAS CORPORATION	57.58
101-532-724.35	UNIFORMS	CINTAS CORPORATION	57.58
101-532-752.30	EQUIPMENT PARTS & SUPPLIES	AIRGAS USA	49.89
101-532-801.06	LABOR COUNSEL	MICHAEL R KLUCK & ASSOCIATES	4,006.16
101-532-910.05	TRAINING & EDUCATION	PNC BANK VISA	362.63
101-532-915.00	MEMBERSHIP & DUES	AWWA CUSTOMER SERVICE	340.00
101-532-920.25	STREET LIGHTING	CONSUMERS ENERGY	16.57
101-532-920.25	STREET LIGHTING	CONSUMERS ENERGY	9,164.87
101-532-930.01	CITY HALL OPERATIONS & MAINT	INTEGRITY BUSINESS SOLUTIONS	12.02
101-532-930.01	CITY HALL OPERATIONS & MAINT	CULLIGAN	43.00
101-532-930.01	CITY HALL OPERATIONS & MAINT	CONSUMERS ENERGY	252.79
101-532-930.01	CITY HALL OPERATIONS & MAINT	CONSUMERS ENERGY	749.51
101-532-930.01	CITY HALL OPERATIONS & MAINT	SEMCO ENERGY	463.59
101-532-930.01	CITY HALL OPERATIONS & MAINT	SAMS CLUB DISCOVER/ SYNCHRONY BANK	161.62
101-532-930.01	CITY HALL OPERATIONS & MAINT	EXACT PEST CONTROL SOLUTIONS LLC	55.00
101-532-930.02	CEMETERY OPERATIONS & MAINT	BATTLE CREEK FARM BUREAU ASSOC	21.52
101-532-930.03	PARKS/RECREATION OPER & MAINT	CONSUMERS ENERGY	25.40
101-532-930.03	PARKS/RECREATION OPER & MAINT	CONSUMERS ENERGY	40.31
101-532-930.03	PARKS/RECREATION OPER & MAINT	FLASH SANITATION INC	95.00
101-532-930.03	PARKS/RECREATION OPER & MAINT	MENARDS-BATTLE CREEK	91.74
		Total For Dept 532 PUBLIC SERVICES	22,142.77

Total For Fund 101 GENERAL FUND	50,200.71
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Fund 202 MAJOR STREET FUND

Dept 463 ROUTINE MAINTENANCE

202-463-775.60	STREET MAINTENANCE MATERIAL	LAKELAND ASPHALT CO	212.53
		Total For Dept 463 ROUTINE MAINTENANCE	212.53

Dept 474 TRAFFIC SERVICE MAINTENANCE

202-474-860.25	TRAFFIC SERVICE MAINT	CITY OF BATTLE CREEK	144.30
202-474-860.25	TRAFFIC SERVICE MAINT	CITY OF BATTLE CREEK	745.15
202-474-920.20	ELECTRICITY	CONSUMERS ENERGY	214.05
202-474-920.20	ELECTRICITY	STATE OF MICHIGAN - MDOT	551.52
		Total For Dept 474 TRAFFIC SERVICE MAINTENANCE	1,655.02

Total For Fund 202 MAJOR STREET FUND	1,867.55
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Fund 203 LOCAL STREET FUND

Dept 463 ROUTINE MAINTENANCE

203-463-860.20	TREE TRIMMING & REMOVAL	DYNAMIX LAWN & LANDSCAPING	350.00
		Total For Dept 463 ROUTINE MAINTENANCE	350.00

Total For Fund 203 LOCAL STREET FUND	350.00
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Fund 211 INCOME TAX FUND

Dept 000

211-000-438.50	REFUNDS TO TAXPAYERS	NICOLE NOWICKE	730.00
		Total For Dept 000	730.00

Total For Fund 211 INCOME TAX FUND	730.00
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CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 4/7/19 - 04/27/19

Fund 244 ECONOMIC DEVELOPMENT FUND

Dept 703 OPERATING EXPENSES

244-703-930.10	COMMERCIAL SIGN MAINTENANCE	CONSUMERS ENERGY	45.35
		Total For Dept 703 OPERATING EXPENSES	45.35
			45.35
Total For Fund 244 ECONOMIC DEVELOPMENT FUND			45.35

Fund 301 DEBT REDEMPTION FUND

Dept 921 2016 CIB REFUNDING BONDS

301-921-991.00	BOND PRINCIPAL	BB&T GOVERNMENTAL FINANCE	60,000.00
301-921-992.00	BOND INTEREST	BB&T GOVERNMENTAL FINANCE	5,024.75
		Total For Dept 921 2016 CIB REFUNDING BONDS	65,024.75

Dept 922 2016 TIFA REFUNDING BONDS

301-922-991.00	BOND PRINCIPAL	HIGHPOINT COMMUNITY BANK	120,000.00
301-922-992.00	BOND INTEREST	HIGHPOINT COMMUNITY BANK	5,488.00
		Total For Dept 922 2016 TIFA REFUNDING BONDS	125,488.00

Dept 923 2018 FIRE TRUCK LOAN

301-923-991.05	LOAN PRINCIPAL-VEHICLE DEBT	HIGHPOINT COMMUNITY BANK	563,061.92
301-923-992.05	LOAN INTEREST-VEHICLE DEBT	HIGHPOINT COMMUNITY BANK	2,397.06
		Total For Dept 923 2018 FIRE TRUCK LOAN	565,458.98

Total For Fund 301 DEBT REDEMPTION FUND 755,971.73

Fund 508 FARMERS MARKET FUND

Dept 755 FARMERS MARKET

508-755-919.00	REFUSE SERVICE-WM	WASTE MANAGEMENT OF MICHIGAN	184.82
508-755-920.20	ELECTRICITY	CONSUMERS ENERGY	1,200.28
508-755-921.00	NATURAL GAS	SEMCO ENERGY	514.25
508-755-956.06	SPECIAL EVENTS	CHRISTMAN SCREEN PRINTING	330.75
		Total For Dept 755 FARMERS MARKET	2,230.10

Total For Fund 508 FARMERS MARKET FUND 2,230.10

Fund 549 BUILDING FUND

Dept 371 INSPECTION DEPARTMENT

549-371-791.00	PUBLICATIONS	PNC BANK VISA	100.20
		Total For Dept 371 INSPECTION DEPARTMENT	100.20

Total For Fund 549 BUILDING FUND 100.20

Fund 590 SEWER FUND

Dept 536 OPERATING EXPENSES-SEWER/WATER

590-536-801.00	CONTRACTUAL SERVICES	ROTO ROOTER	415.70
590-536-801.20	ANSWERING SERV/MISS DIG	AMBS CALL CENTER	66.50
590-536-801.88	INTERNET ACCESS	VERIZON WIRELESS	37.53
590-536-900.00	PRINTING	ENVELOPE PRINTERY, INC	375.12
590-536-911.00	CONFERENCE COSTS	PNC BANK VISA	193.44
590-536-917.00	SEWER SERVICE	CITY OF BATTLE CREEK	31,788.98
590-536-955.05	MISCELLANEOUS EXPENSES	CONSUMERS ENERGY	15.13
		Total For Dept 536 OPERATING EXPENSES-SEWER/WATER	32,892.40

Total For Fund 590 SEWER FUND 32,892.40

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 4/7/19 - 04/27/19

Fund 591 WATER FUND

Dept 536 OPERATING EXPENSES-SEWER/WATER

591-536-801.00	CONTRACTUAL SERVICES	HYDROCORP	1,455.00
591-536-801.00	CONTRACTUAL SERVICES	HYDROCORP	3,900.00
591-536-801.00	CONTRACTUAL SERVICES	CITY OF BATTLE CREEK	252.00
591-536-801.20	ANSWERING SERV/MISS DIG	AMBS CALL CENTER	66.50
591-536-801.88	INTERNET ACCESS	VERIZON WIRELESS	37.53
591-536-900.00	PRINTING	ENVELOPE PRINTERY, INC	370.03
591-536-911.00	CONFERENCE COSTS	PNC BANK VISA	193.45
591-536-917.05	READINESS-TO-SERVE FEE	CITY OF BATTLE CREEK	1,137.32
591-536-918.05	WATER DELIVERY	CITY OF BATTLE CREEK	18,169.69
591-536-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	6.40
591-536-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	34.98
591-536-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	15.00
591-536-955.05	MISCELLANEOUS EXPENSES	CONSUMERS ENERGY	15.13
Total For Dept 536 OPERATING EXPENSES-SEWER/WATER			25,653.03

Total For Fund 591 WATER FUND 25,653.03

Fund 596 REFUSE FUND

Dept 528 OPERATING EXPENSES-REFUSE

596-528-900.00	PRINTING	ENVELOPE PRINTERY, INC	370.03
596-528-919.00	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT OF MICHIGAN	16,997.41
596-528-919.05	WM SURCHARGES & FEES	WASTE MANAGEMENT OF MICHIGAN	181.35
Total For Dept 528 OPERATING EXPENSES-REFUSE			17,548.79

Total For Fund 596 REFUSE FUND 17,548.79

Fund 661 VEHICLE FUND

Dept 246 CITY HALL

661-246-759.00	GASOLINE	FUEL MANAGEMENT SYSTEM	71.77
Total For Dept 246 CITY HALL			71.77

Dept 336 FIRE DEPARTMENT

661-336-758.00	DIESEL FUEL	FUEL MANAGEMENT SYSTEM	65.03
661-336-759.00	GASOLINE	FUEL MANAGEMENT SYSTEM	96.05
Total For Dept 336 FIRE DEPARTMENT			161.08

Dept 532 PUBLIC SERVICES

661-532-752.25	REPAIR & MAINT SUPPLIES	PNC BANK VISA	341.41
661-532-752.25	REPAIR & MAINT SUPPLIES	WEST MICHIGAN INTERNATIONAL	2.63
661-532-758.00	DIESEL FUEL	FUEL MANAGEMENT SYSTEM	334.77
661-532-759.00	GASOLINE	FUEL MANAGEMENT SYSTEM	561.52
661-532-759.00	GASOLINE	PNC BANK VISA	37.60
661-532-760.15	LUBRICANTS & HYDRAULIC OIL	FOUR STAR MUFFLER INC	15.00
661-532-932.00	VEHICLE MAINTENANCE	PNC BANK VISA	126.48
661-532-932.00	VEHICLE MAINTENANCE	FOUR STAR MUFFLER INC	15.60
661-532-932.05	TIRES & TIRE REPAIR	PNC BANK VISA	379.96
661-532-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	7.00
661-532-955.05	MISCELLANEOUS EXPENSES	PNC BANK VISA	7.00
Total For Dept 532 PUBLIC SERVICES			1,828.97

Total For Fund 661 VEHICLE FUND 2,061.82

Fund 701 TRUST & AGENCY FUND

Dept 000

701-000-222.05	DUE TO COUNTY-DOG LICENSES	CALHOUN COUNTY TREASURER	327.00
701-000-222.05	DUE TO COUNTY-DOG LICENSES	CITY OF SPRINGFIELD	39.00
Total For Dept 000			366.00

Total For Fund 701 TRUST & AGENCY FUND 366.00

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 4/7/19 - 04/27/19

Fund Totals:

Fund 101 GENERAL FUND	50,200.71
Fund 202 MAJOR STREET FUND	1,867.55
Fund 203 LOCAL STREET FUND	350.00
Fund 211 INCOME TAX FUND	730.00
Fund 244 ECONOMIC DEVELOPMENT FUND	45.35
Fund 301 DEBT REDEMPTION FUND	755,971.73
Fund 508 FARMERS MARKET FUND	2,230.10
Fund 549 BUILDING FUND	100.20
Fund 590 SEWER FUND	32,892.40
Fund 591 WATER FUND	25,653.03
Fund 596 REFUSE FUND	17,548.79
Fund 661 VEHICLE FUND	2,061.82
Fund 701 TRUST & AGENCY FUND	366.00
Total For All Funds:	890,017.68

Section 8-403. Authorization of Facilities and Fee.

A. *The maximum number of each type of marihuana facilities allowed in the city shall be as follows:*

<u>Facility</u>	<u>Number</u>
Grower	[#]
(1) Class A--500 marihuana plants.	[#]
(2) Class B--1,000 marihuana plants.	[#]
(3) Class C--1,500 marihuana plants.	[#]
Processor	[#]
Secure Transporter	[#]
Provisioning Center	[#]
Safety Compliance Facility	[#]

B. *The maximum number of each type of marihuana establishments allowed in the city shall be as follows:*

<u>Facility</u>	<u>Number</u>
Marihuana Grower	[#]
(1) Class A marihuana grower authorizing cultivation of not more than 100 marihuana plants	[#]
(2) Class B marihuana grower authorizing cultivation of not more than 500 marihuana plants	[#]
(3) Class C marihuana grower authorizing cultivation of not more than 2,000 marihuana plants.	[#]
Marihuana Processor	[#]
Marihuana Secure Transporter	[#]
Marihuana Retailer	[#]
Marihuana Safety Compliance Facility	[#]
Marihuana Microbusiness	[#]

Commented [JM1]: The city council will need to decide the number of each type of facility it considers appropriate for inclusion in this section. Note that “marihuana facilities” here refers to *medical* marihuana.

Commented [JM2]: Again, note that this number needs to be decided by the city council. Marihuana establishments refer to the *recreational* use of marihuana.

Discussion – Marijuana Licensing Ordinance

G. *If the number of applications for a certain type of marihuana establishment exceeds the limit created by the city, applicants shall be examined based on a competitive process, as outlined below. The competitive process is intended to select applicants who are best suited to operate in compliance with the MRTMA within the city. A “Capacity to Operate” plan shall be outlined by the applicant in a separate submittal (in addition to the marihuana establishment license application) within 14 days of notification by the clerk that the number of applicants exceeds the limit of that type of establishment in the city. The plan shall include:*

- (1) Proof of capitalization demonstrating the applicant’s capacity to finance its operations.*
- (2) Inventory control plan describing the expected timing and quantity of inventory.*
- (3) Operations plan describing the physical necessities of applicant’s operation, including the business’s physical location, facilities, equipment, inventory requirements and suppliers.*
- (4) Detailed policies and procedures for operation of the proposed establishment.*
- (5) Security plan for the proposed location(s).*
- (6) Criminal record, if any.*
- (7) Evidence of local support in the form of letters, petitions, email messages and the like.*

Every application shall be rated using the same criteria and applicants with the highest scores shall be granted licenses to the extent that such licenses are available.

Commented [JM3]: Note that if the city intends to place any limits on the number of marihuana establishments to be licensed in the city, it must decide among competing applications by a “competitive process intended to select applicants who are best suited to operate in compliance with the act.” MCL 333.27959.