



CITY COUNCIL PACKET
MONDAY, JANUARY 15, 2018

Prepared By:
Kris Vogel, CMMC/MMC, City Clerk
Nathan Henne, City Manager



**CITY COUNCIL
REGULAR MEETING OF
MONDAY, JANUARY 15, 2018, 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 January 2, 2018
- V. REPORTS
 - A. Law Enforcement Department – December (K. Callahan/C. Childers)
 - B. Fire Department – November (J. Teixeira)
 - C. Public Services Department – November (T. Blaniar)
 - D. Code Enforcement/Building Department – November (T. Seaman)
 - E. Public Act 202 of 2017 Pension Report (E. Moody)
 - F. City Manager – Nathan Henne
 - 1. Approve – MABAS Resolution
 - 2. Bills In Line
- VI. COUNCIL COMMENTS
- VII. CITIZEN COMMENTS
- VIII. ADJOURNMENT

NEXT MEETING: **Monday, February 5, 2018**
NEXT RESOLUTION: **02-18**
NEXT PROCLAMATION: **02-18**
NEXT ORDINANCE: **01-18**
NEXT TRAFFIC CONTROL ORDER: **2018-1**



**MINUTES OF THE REGULAR MEETING OF
THE COUNCIL OF THE CITY OF SPRINGFIELD
JANUARY 2, 2018**

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, Hoover, Morgan, Riley and Mayor Burdett.

Also Present: Nate Henne – City Manager, and Kris Vogel – City Clerk.

Absent: Council Member Navarro.

It was moved by Hollingsworth, seconded by Eib and unanimous to excuse Council Member Navarro from the regular meeting of January 8, 2018.

IV. APPROVAL OF MINUTES

It was moved by Eib, seconded by Hollingsworth and unanimous that the minutes of the December 18, 2017, regular meeting be approved subject to any additions or corrections.

V. REPORTS

A. City Manager – Nathan Henne

1. Proclaim – January as Dr. Martin Luther King Jr. Month

City Manager Henne stated this Mayoral proclamation is to memorialize January, 2018 as Dr. Martin Luther King, Jr. month in Springfield.

Proclamation #01-18

Mayor Burdett presented the following proclamation:

WHEREAS, the world has been affected positively by Reverend Dr. Martin Luther King, Jr., who dedicated his life to the promotion of civil and human rights, and especially achieving racial harmony; and

WHEREAS, Dr. King is regarded as America's pre-eminent advocate of nonviolence and one of the greatest leaders of nonviolence in world history. Dr. King also led efforts against poverty and international conflict, always maintaining fidelity to his principles that men and women everywhere, regardless of color or creed, are equal members of the human family; and

WHEREAS, these efforts earned him the distinguished Nobel Peace Prize.

NOW THEREFORE, I, Harry C. Burdett, Mayor of the City of Springfield, do hereby proclaim the month of January, 2018, as a memorial to "Reverend Dr. Martin Luther King, Jr." in Springfield, and to remind citizens to recognize and support the ideals of human dignity and equal opportunity to which this City is committed.

2. 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.

VII. COUNCIL COMMENTS

City Manager Henne stated it would be a good idea for any resident or business who received a notice or visit from the Public Works staff regarding water left running during the cold temperatures to consider doing so to prevent pipes from freezing. Water bills will be adjusted for those who were contacted and do run the water.

Mayor Burdett suggested people check in on seniors during the cold weather to make sure they're ok and that they have heat, as well as to take care of their pets.

IX. ADJOURNMENT

The meeting was adjourned at 7:36 p.m.

Kris Vogel, CMMC/MMC
City Clerk

Harry Burdett
Mayor

CALHOUN COUNTY SHERIFF'S DEPARTMENT SPRINGFIELD DETACHMENT MONTHLY REPORT

December 2017

The following is a brief synopsis of major incidents in the city of Springfield that were handled by the Calhoun County Sheriff's Department for the month of December 2017:

On 12/21/17, at 1400 hours Calhoun County Sheriff's Deputies assigned to the Springfield sub-station received a fraud complaint. The complainant reported that someone had contacted them and left a voicemail advising they were an investigator and needed to speak with the complainant. The scammer encouraged the complainant to call back a toll-free number starting with 844. The scam artist had "spoofed" caller ID and his telephone number so that it appeared the call was coming from the Marshall Regional Law Enforcement Center. The complainant wisely called the Calhoun County Sheriff's Office and spoke with a true Sheriff's Office employee and found that the call was not real. The scam artist was attempting to get funds from the complainant under the guise of paying off fines and costs related to an arrest. Luckily the complainant did not send any money to the scammer. The Calhoun County Sheriff's Office reminds you that we will never conduct business in this manner. If you receive a call such as this, hang up and call your local law enforcement agency to report it.

On 12/21/17, at approximately 2330 hours, Calhoun County Sheriff's Deputies attempted to make a traffic stop on a red ford pick-up truck on Avenue A near Sundown St within the city of Springfield. After pulling over to let the front seat passenger out of the vehicle, the driver of the vehicle crashed the pickup truck on Avenue A near Fairlane Apartments. The driver then fled on foot running southbound near the apartment complex parking lots. The passenger was taken into custody and lodged at the Calhoun County Jail on the charge of resisting and obstructing law enforcement. The driver of the vehicle is still at large but a suspect was developed and deputies are attempting to locate him.

On 12/22/17, at approximately 2135 hours, deputies responded to 1004 West Goguac Street at the M&M Food Mart in the city of Springfield for a report of an Armed Robbery. A clerk at a party store reported three individuals entered the store and robbed him at gunpoint. The suspects escaped with an undisclosed amount of cash as well as miscellaneous alcoholic beverages and tobacco products. No injuries were reported. On 12/24/17, one of the deputies assigned to Springfield observed the suspect vehicle and was able to covertly follow it to an address in Battle Creek. Once the vehicle was parked, detectives from the Sheriff's Office were able to confirm this was the vehicle. Suspects were developed and later that evening the Calhoun County Special Response Team executed a search warrant in the city of Battle Creek. One of the suspects was taken into custody and interviewed at that time. Two other suspects were developed and on January 9th more arrests were made on the other two suspects by detectives and deputies assigned to Springfield.

Lieutenant Kevin Callahan

Calhoun County Sheriff's Department
Springfield Detachment
Incident Summary
December 2017

Offense	Dec. 2016	Dec. 2017	YTD 2016	YTD 2017
Animal Complaint	8	10	163	152
Arson	0	0	0	1
Assault	5	7	96	103
Burglary	0	2	43	30
Controlled Substance Violation	3	2	65	33
Criminal Sexual Conduct	0	1	9	10
Damage to Property	3	1	31	40
Death Investigation, Non Criminal	0	0	11	12
Disorderly Conduct	0	1	26	35
Driver's License Violations	4	3	227	130
Embezzlement	0	0	0	1
False Alarm	34	29	312	288
Fraud	0	1	32	30
Homicide	0	0	0	1
Kidnap/Abduction	0	0	1	1
Larceny	3	9	80	87
Liquor Violation	1	1	6	5
Operating While Impaired	2	1	48	22
Robbery	0	1	0	4
Vehicle Accidents	20	13	167	172
Vehicle Theft	0	1	8	11
Weapons Offense	0	0	3	5
Arrest, jailed/other	36	20	734	522
Citations issued	31	6 *	891	508
Total Misc. & Criminal Calls	281	305	3,801	3,833

Average Response Time for Priority 1 Calls

6 minutes 21 seconds

* Do not have civil infraction citation count at time of report.

SPRINGFIELD FIRE DEPARTMENT

MONTHLY ACTIVITY REPORT

December 2017

During the month of December the Fire Department responded to 43 calls for service. Three house fire: 94 Nettles St. ceiling electric fan in bathroom estimated \$800 damage, 378 Avenue A hot ashes in garbage next to house estimated \$4,000 damage and 80 Avenue A electrical socket in wall estimated \$300 damage. 33 medicals with one CPR save. A total of 221 man-hours for training.

ANNUAL FIRE DEPARTMENT EMERGENCY RESPONSES AND INCIDENTS

2016	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Structural Fires and Alarms	6	6	3	3	4	2	8	3	1	2	3		41
PI Accidents	3	3	5	3	7	5	2	6	9	4	1	6	54
Medicals			5	3	2	2	3	2	2	8	24	44	95
Vehicle Fires					3						1	1	5
Brush Fires						2							2
Hazardous Material Incidents				1				1		1	1		4
Down Wires						5	1		1		10	2	19
Rescues								1					1
CO Alarms										1	1		2
Mutual Aid Given											1	1	2
Burning Complaints			2		2	4	1	2	2				13
Public Assistance	1	1	6	5		1	8	1		2	2	2	29
Inspections				1		1	1	2					5
TOTAL CALLS FOR THE MONTH	10	10	21	16	18	22	24	18	15	18	44	56	272
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Structural Fires and Alarms	4	1	3	1	3	5	4	9	5	10	4	4	53
PI Accidents	6	6	4	2	9	2	2	5	8	2	4	2	52
Medicals	32	45	33	37	30	33	39	28	27	32	42	33	411
Vehicle Fires		2		1	2						1		6
Brush Fires		1		1	1	1	1	1				1	7
Hazardous Material Incidents	2				2		1	2			1		8
Down Wires		1	1	2	1	2	4					2	13
Rescues													0
CO Alarms			1	1			1			1			4
Mutual Aid Given	1		1	1			1						4
Burning Complaints			1	1			1	1	4	2			10
Public Assistance	2	1	1	2			2	2				1	11
Inspections			2	1	2		1	2					8
TOTAL CALLS FOR THE MONTH	49	57	47	50	48	43	57	50	44	47	52	43	587

DPW MONTHLY

Report / December 2017

Prepared for
City Manager / City Council

by
Terry Blaniar, Public Services Director

January 4, 2018

Labor Breakdown

	Labor Hours	o/o
Major Street		
Routine Maintenance	71.7	7.21%
Traffic Service Maintenance	20	2.01%
Winter Maintenance	154	15.48%
Local Street		
Routine Maintenance	10	1.01%
Traffic Service Maintenance	3	0.30%
Winter Maintenance	103.75	10.43%
Vehicle Equipment Maintenance	92	9.25%
Cemetery	20	2.01%
Parks	4	0.40%
Sewer	57.875	5.82%
Water	63.125	6.35%
City Hall and Grounds - Public Safety	43.5	4.37%
Misc. (Labor, Sick leave, Personal, Vacation, Holiday)	342.8	34.46%
Farmers Market	9	0.90%
Noxious Weeds / Mowing	0	0.00%
Total Hrs.		994.75

Comments:

Soon we will be replacing the lights in City Hall and the DPW buildings also the Fire Department. The equipment will arrive January 8th. The installation process will start soon after and will be worked in between other projects.



Code Enforcement Report for December 2017

Prepared By: TINA SEAMAN

<i>Address</i>	<i>Date Filed</i>	<i>Violation</i>	<i>Current Status</i>
717 UPTON AVE	12/7/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
705 UPTON AVE	12/7/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
18 SPRINGFIELD DR	12/7/17	TRAILER PARKED ON LAWN	EXTENSION GRANTED
497 UPTON AVE	12/7/17	CARS FOR SALE IN FRONT YARD	COMPLIED: CLOSED
5 CINDERELLA CIRCLE	12/7/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
6 CINDERELLA CIRCLE	12/7/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
119 SUNDOWN	12/13/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
315 N 29TH ST	12/13/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
308 N 29TH ST	12/13/17	PARKING AT DEAD END STREET	COMPLIED: CLOSED
47 AVENUE C	12/13/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
90 AVENUE C	12/13/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
78 AVENUE B	12/13/17	MATTRESS IN FRONT YARD	COMPLIED: CLOSED
549 AVENUE A	12/13/17	PARKING ON UNAPPROVED SURFACE	COMPLIED: CLOSED
765 UPTON AVE	12/21/17	TRAILERS IN PARKING LOT	LETTER SENT - RE-INSPECTION SCHEDULED
19 24TH COURT	12/21/17	TRAILER ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
1023 BETTERLY RD	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
1020 BETTERLY RD	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
329 N 22ND ST	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
272 N 22ND ST	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
110 WELLWORTH	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
1024 W GOGUAC	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
216 N 24TH ST	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
280 N 24TH ST	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
1134 FRISBIE BLVD	12/21/17	TRAILER ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
217 N 22ND ST	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
240 N 25TH ST	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
133 AVENUE C	12/21/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
928 UPTON AVE	12/21/17	COMMERCIAL EQUIPMENT IN RESIDENTIAL AREA	EXTENSION GRANTED
57 AVENUE B	12/28/17	PARKING ON UNAPPROVED SURFACE	LETTER SENT - RE-INSPECTION SCHEDULED
876 UPTON AVE	12/28/17	BASKETBALL HOOP	LETTER SENT - RE-INSPECTION SCHEDULED
Total Ordinance Violations		30	

Ordinance

Property Maintenance

399 2 20TH ST	12/7/17	PALLETS, FENCING, TIRES, BLIGHT	EXTENSION GRANTED
579 UPTON AVE	12/7/17	MATTRESS	COMPLIED: CLOSED
764 UPTON AVE	12/7/17	ACCUMILATION OF RUBBISH	COMPLIED: CLOSED
181 KIRKWOOD	12/7/17	MATTRESS	COMPLIED: CLOSED
737 UPTON	12/7/17	TRAILER WITH MATTRESS	COMPLIED: CLOSED
307 N 29TH ST	12/13/17	MOTOR PARTS, BUILDING MATERIALS	COMPLIED: CLOSED
462 N 25TH ST	12/13/17	MATTRESS	COMPLIED: CLOSED
209 WELLWORTH	12/13/17	LOGS CUT BUT NOT REMOVED	EXTENSION GRANTED
2205 W DICKMAN RD	12/21/17	TANKS, SHELVES AND CONTAINER STORAGE	LETTER SENT - RE-INSPECTION SCHEDULED
219 N 25TH ST	12/28/17	MATTRESS	LETTER SENT - RE-INSPECTION SCHEDULED
25 24TH COURT	12/28/17	DOOR, BUILDING MATERIALS IN STREET/YARD	LETTER SENT
Total Property Maintenance		11	

INOP

577 UPTON AVE	12/7/17	INOP	EXTENSION GRANTED
12 N 11TH ST	12/7/17	INOP	COMPLIED: CLOSED
1984 ENSIGN	12/7/17	INOP	COMPLIED: CLOSED
5 CINDERELLA CIRCLE	12/7/17	INOP	COMPLIED: CLOSED
11 CINDERELLA CIRCLE	12/7/17	INOP	COMPLIED: CLOSED
332 N 29TH ST	12/13/17	INOP	EXTENSION GRANTED
21 24TH COURT	12/21/17	INOP	LETTER SENT: INSPECTION SCHEDULED
937 BETTERLY RD	12/21/17	INOP	LETTER SENT: INSPECTION SCHEDULED
295 N 21ST ST	12/21/17	INOP	LETTER SENT: INSPECTION SCHEDULED
451 N 25TH ST	12/21/17	INOP	COMPLIED: CLOSED
28 HICKORY NUT LANE	12/28/17	INOP	LETTER SENT: INSPECTION SCHEDULED
1098 WESTLAKE WOODS	12/28/17	INOP	EXTENSION GRANTED
226 N 23RD ST	12/28/17	INOP	LETTER SENT: INSPECTION SCHEDULED
355 N 27TH ST	12/28/17	INOP	LETTER SENT: INSPECTION SCHEDULED
331 N 29TH ST	12/28/17	INOP	COMPLIED: CLOSED
Total INOP Violations		15	

BLDG CODE

416 N 22ND ST	12/4/2017	WORKING WITHOUT A PERMIT - ROOF WITH DECKING	PERMIT PULLED - CLOSED
94 NETTLES	12/14/2017	HOUSE FIRE - ELECTRICAL	SAFETY INSPECTIONS SCHEDULED
378 AVENUE A	12/18/2017	HOUSE FIRE - ELECTRICAL	SAFETY INSPECTIONS SCHEDULED
2961 W DICKAMN RD	12/18/2017	WORKING WITHOUT A PERMIT - ADDITION TO SHED	EXTENSION GRANTED - PULLING PERMIT
226 N 28TH ST	12/28/2017	WORKING WITHOUT A PERMIT - WATER HEATER INSTALLED	LETTER SENT - INSPECTION SCHEDULED
13 WESTWOOD DR	12/28/2018	WATER HEATER FOUND WITHOUT PERMIT	COMPLIED: CLOSED
Total Bldg Violations		6	

Total Code Enforcements for November 2017
62



Building Report DECEMBER 2017

Prepared By: Tina Seaman

<i>Building</i>	PB17-0086	293 AVENUE C	STAIRS TO UPPER APT.	\$195.00
	PB17-0092	4551 W DICKMAN RD	NEW WALL AND DOOR	\$350.00
	Total Building Permits			\$545.00

<i>Mechanical</i>	PM17-0095	10 WYNDTREE	MECHANICAL	\$100.00
	PM17-0096	1550 W GOGUAC	MECHANICAL	\$144.00
	Total Mechanical Permits			\$244.00

<i>Electrical</i>	PE17-0103	421 N 22ND ST	ELECTRICAL	\$174.00
	PE17-0104	744 UPTON AVE	ELECTRICAL	\$153.00
	PE17-0105	2925 W DICKMAN RD	ELECTRICAL	\$131.00
	PE17-0106	4540 WAYNE RD	ELECTRICAL	\$100.00
	PE17-0107	2925 W DICKMAN RD	ELECTRICAL	\$100.00
	PE17-0108	378 AVENUE A	ELECTRICAL	\$100.00
	PE17-0109	3950 W DICKMAN RD	ELECTRICAL	\$100.00
	PE17-0110	4551 W DICKMAN RD	ELECTRICAL	\$112.00
	Total Electrical Permits			\$970.00

<i>Plumbing</i>	PP17-0060	2925 W DICKMAN RD	PLUMBING	\$150.00
	PP17-0061	423 RIDGELINE	PLUMBING	\$150.00
	PP17-0062	1267 AVENUE A	PLUMBING	\$200.00
	PP17-0063	4540 WAYNE RD	PLUMBING	\$100.00
	Total Plumbing Permits			\$600.00

<i>Zoning</i>	PZ17-0052	1227 W DICKMAN RD	FENCE	\$50.00
	PS17-0009	1355 W DICKMAN RD	SIGN	\$346.00
	Total Zoning Permits			\$396.00

Monthly Permit Total	\$2,755.00
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Public Act 202 of 2017 Pension Report

Enter Local Unit Name	Springfield City
Enter Six-Digit Municode	132040
Fiscal Year (four-digit year only, e.g. 2017)	2017
Contact Name (Chief Financial Officer)	Ethan Moody
Title if not CFO	
Contact Email Address	emoody@springfieldmich.com
Contact Telephone Number	269-441-9274

Instructions/Questions: For a list of detailed instructions on how to complete and submit

Line	Description	Source of Data	Statute Reference	Plan 1
1	Provide the name of your retirement pension system	Most Recent Actuarial Valuation Report	Sec. 5(6)	MERS - All Employees
2	Enter retirement pension system's assets (plan fiduciary net position ending)	Most Recent Audit Report	Sec. 5(4)(b)	6,443,725
3	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	Sec. 5(4)(b)	10,127,290
4	Date (plan year ending) of valuation of system's assets and liabilities (e.g. 12/31/2016)	Most Recent Audit Report	Sec. 5(6)	12/31/16
5	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	Sec. 5(4)(b)	203,545
6	Governmental Fund Revenues	Most Recent Audit Report	Sec. 5(4)(b)	3,809,173
7	Pension Trigger Summary			
8	Is this unit a primary unit (County, Township, City, Village)?	From Municode		YES
9	Funded ratio	Calculated	Sec. 5(4)(b)	63.6%
10	All plans combined ADC/Governmental fund revenues	Calculated	Sec. 5(4)(b)	5.3%
11	Does this plan trigger "underfunded status" as defined by PA 202 of 2017?	Primary unit triggers: Less than 60% funded AND greater than 10% ADC/Governmental fund revenues. Non-Primary unit triggers: Less than 60% funded	Sec. 5(4)(b)	NO

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that these statements are complete and accurate in all

Public Act 202 of 2017 Health Care (OPEB) Report

Enter Local Unit Name	Springfield City
Enter Six-Digit Municode	132040
Fiscal Year (four-digit year only, e.g. 2017)	2017
Contact Name (Chief Financial Officer)	Ethan Moody
Title if not CFO	
Contact Email Address	emoody@springfieldmich.com
Contact Telephone Number	269-441-9274

Instructions/Questions: For a list of detailed instructions on how to complete and submit

Line	Description	Source of Data	Statute Reference	Plan 1
1	Provide the name of your retirement health care system	Most Recent Actuarial Valuation Report	Sec. 5(6)	OPEB - All Employees
2	Enter retirement health care system's actuarial value of assets	Most Recent Audit Report	Sec. 5(4)(a)	390,735
3	Enter retirement health care system's actuarial accrued liabilities	Most Recent Audit Report	Sec. 5(4)(a)	1,066,690
4	Date (plan year ending) of valuation of system's assets and liabilities (e.g. 12/31/2016)	Most Recent Audit Report	Sec. 5(6)	6/30/17
5	Annual required contribution (ARC)	Most Recent Audit Report	Sec. 5(4)(a)	77,311
6	Governmental Fund Revenues	Most Recent Audit Report	Sec. 5(4)(a)	3,809,173
7	Health Care Trigger Summary			
8	Is this unit a primary unit (County, Township, City, Village)?	From Municode		YES
9	Funded ratio	Calculated	Sec. 5(4)(a)	36.6%
10	All plans combined ARC/Governmental fund revenues	Calculated	Sec. 5(4)(a)	2.0%
11	Does this plan trigger "underfunded status" as defined by PA 202 of 2017?	Primary unit triggers: Less than 40% funded <u>AND</u> greater than 12% ARC/Governmental fund revenues. Non-Primary unit triggers: Less than 40% funded	Sec. 5(4)(a)	NO

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that these statements are complete and accurate in all known



Action Items:

Approve MABAS resolution – Res # 01-18

MABAS stands for Mutual Aid Box Alarm System and is a user-driven system designed to streamline the requesting and providing of emergency and fire services resources across Michigan for day to day mutual aid and for large scale events such as major fires, train derailments, tornadoes, wildfires, domestic or foreign terrorism and other events that may overwhelm local resources. The mission of Michigan MABAS is to coordinate the effective and efficient intrastate and interstate mobilization and deployment of fire, emergency medical services, and special operations mutual aid resources, during natural and manmade emergencies and disasters. The City has signed the MABAS agreement but we neglected to pass a resolution that is needed to make our membership official.

Bills In Line

Informational Items:

1. The Planning Commission had its second meeting with Main Street Planning to review the Community Remarks online comment program and to set dates for the two Master Plan workshops. The first workshop will be at the fire department on February 15th at 6:30 PM. The second workshop location will be on February 27th at 6:30 PM but the location is TBD. Once the Community Remarks application is created by Main Street, the City will be sending a mailer to all residents and businesses encouraging them to participate in either Community Remarks, the workshops, or both.
2. The MML Capital conference registration is open. Please let me know if you wish to attend. We will be carpooling from Springfield rather than getting a hotel. The conference dates are March 20-21.

Respectfully submitted,

Nathan Henne - City Manager



January 15, 2018

R E S O L U T I O N

No. 01-18

A RESOLUTION FOR APPROVAL OF THE SPRINGFIELD FIRE DEPARTMENT TO PARTICIPATE IN THE CALHOUN COUNTY MUTUAL AID BOX ALARM SYSTEM DIVISION

WHEREAS the City of Springfield has the power, privilege and authority to maintain and operate a fire department providing fire protection, fire suppression, emergency medical services, technical rescue, hazardous incident response, and other emergency response services (“Fire Services”); and

WHEREAS, Fire Services can further be improved by cooperation between political subdivisions during times of public emergency, conflagration or disaster (“Incidents”); and

WHEREAS, the Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Public Acts of 1967, Ex. Sess., being MCL 124.501 et seq. (the “Act”), permit a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common and which each might exercise separately; and

WHEREAS, the City of Springfield desires to enter into an interlocal agreement, pursuant to the Act, to further improve Fire Services; and

WHEREAS, the Mutual Aid Box Alarm System (MABAS), is a mechanism that may be used for deploying personnel and equipment in a multi-jurisdictional or multi-agency emergency mutual aid response; and

WHEREAS, as a result of entering into an interlocal agreement to further improve Fire Services, the Parties are creating the Calhoun County MABAS Division; and

WHEREAS, the City of Springfield has the authority to execute this Agreement pursuant to resolution of its governing body; and

WHEREAS, the City of Springfield desires to commit personnel and equipment to another Party if deemed reasonable upon the request of another Party; and

NOW, THEREFORE BE IT RESOLVED: The City of Springfield finds it is the best interest of its citizens from a safety and fiscal standpoint to enter into the Interlocal Agreement creating the Calhoun County MABAS Division.

MOVED: _____

SECONDED: _____

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 12/24/2017 TO 01/06/2018

GL Number	GL Desc	Vendor	Amount
Fund 101 GENERAL FUND			
Dept 172 CITY MANAGER			
101-172-717.00	LIFE INSURANCE	STANDARD INSURANCE COMPANY	42.50
		Total For Dept 172 CITY MANAGER	42.50
Dept 259 FINANCE & ADMIN SERVICES			
101-259-717.00	LIFE INSURANCE	STANDARD INSURANCE COMPANY	119.00
101-259-727.50	DATA PROCESSING SUPPLIES	INTEGRITY BUSINESS SOLUTIONS	165.79
101-259-801.00	CONTRACTUAL SERVICES	CASTELLANOS, CHRISTINA	681.25
101-259-801.00	CONTRACTUAL SERVICES	CASTELLANOS, CHRISTINA	487.50
101-259-801.13	INCOME TAX COMPLIANCE	MUMFORD, SCHUBEL, ET AL.	918.00
101-259-801.13	INCOME TAX COMPLIANCE	GRUNDY COUNTY SHERIFF	81.00
101-259-801.13	INCOME TAX COMPLIANCE	HENNEPIN COUNTY SHERIFF	80.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	15.00
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	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	CALHOUN COUNTY SHERIFFS OFFICE	83.29
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	28.83
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	32.04
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	26.42
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	45.05
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	43.44
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	34.03
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	34.83
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.82
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.82
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.82
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	34.03
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	34.03
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.82
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	33.22
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	20.00
101-259-801.14	COLLECTION EXPENSE	CALHOUN COUNTY SHERIFFS OFFICE	24.82
101-259-801.17	COMPUTER CONSULTANT/SUPPORT	INNOVATIVE SOFTWARE SERVICES	1,932.00
101-259-900.00	PRINTING	MUZZALL GRAPHICS	108.01
101-259-956.10	TRAINING & EDUCATION	MAMC	450.00
		Total For Dept 259 FINANCE & ADMIN SERVICES	5,749.86
Dept 301 POLICE DEPARTMENT			
101-301-717.00	LIFE INSURANCE	STANDARD INSURANCE COMPANY	12.75
101-301-801.04	PROSECUTION	MUMFORD, SCHUBEL, ET AL.	1,173.00
101-301-801.43	POLICE SERVICE-COUNTY	LAKEVIEW FORD LINCOLN INC	75.06
101-301-801.43	POLICE SERVICE-COUNTY	BERGER CHEVROLET	35,197.00
101-301-801.43	POLICE SERVICE-COUNTY	CALHOUN COUNTY TREASURER	97,538.63
101-301-801.88	INTERNET ACCESS	VERIZON WIRELESS	152.04
101-301-930.20	OFFICE EQUIPMENT/MAINTENANCE	CORNERSTONE OFFICE SYSTEMS	124.04
		Total For Dept 301 POLICE DEPARTMENT	134,272.52
Dept 336 FIRE DEPARTMENT			
101-336-930.20	OFFICE EQUIPMENT/MAINTENANCE	CORNERSTONE OFFICE SYSTEMS	31.00
		Total For Dept 336 FIRE DEPARTMENT	31.00

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 12/24/2017 TO 01/06/2018

GL Number	GL Desc	Vendor	Amount
Dept 440 PUBLIC SERVICES			
101-440-717.00	LIFE INSURANCE	STANDARD INSURANCE COMPANY	127.50
101-440-722.10	UNIFORMS	G & K SERVICES	72.67
101-440-722.10	UNIFORMS	G & K SERVICES	72.67
101-440-967.15	CITY HALL OPERATIONS & MAINT	FASTENAL COMPANY	30.56
101-440-967.15	CITY HALL OPERATIONS & MAINT	FAMILY FARM & HOME	1.99
101-440-970.05	CAPITAL OUTLAY - IMPROVEMENTS	SINCLAIR RECREATION LLC	4,000.00
101-440-970.10	CAPITAL OUTLAY - DPW EQUIP	ALL-PHASE ELECTRIC SUPPLY	130.91
101-440-970.10	CAPITAL OUTLAY - DPW EQUIP	FAMILY FARM & HOME	9.98
		Total For Dept 440 PUBLIC SERVICES	4,446.28
Dept 861 POST EMPLOYMENT BENEFITS			
101-861-716.21	MEDICAL INS STIPEND-RETIREEES	CAROL GRAHAM	200.00
101-861-716.21	MEDICAL INS STIPEND-RETIREEES	DAVID SAUNDERS	200.00
101-861-716.21	MEDICAL INS STIPEND-RETIREEES	DOROTHY WANK	200.00
101-861-716.21	MEDICAL INS STIPEND-RETIREEES	LEO SAVIO	200.00
101-861-716.21	MEDICAL INS STIPEND-RETIREEES	MICHAEL MILESKI	200.00
101-861-716.21	MEDICAL INS STIPEND-RETIREEES	WILLIAM MCMILLAN	200.00
101-861-717.10	LIFE INSURANCE-RETIREEES	STANDARD INSURANCE COMPANY	169.60
		Total For Dept 861 POST EMPLOYMENT BENEFITS	1,369.60
		Total For Fund 101 GENERAL FUND	145,911.76
Fund 202 MAJOR STREET FUND			
Dept 474 TRAFFIC SERVICE MAINTENANCE			
202-474-930.76	PAVEMENT MARKINGS	M & M PAVEMENT MARKING	9,339.98
202-474-930.77	RAILROAD CROSSING MAINTENANCE	M & M PAVEMENT MARKING	1,080.00
		Total For Dept 474 TRAFFIC SERVICE MAINTENANCE	10,419.98
Dept 478 WINTER MAINTENANCE			
202-478-775.80	SNOW REMOVAL MATERIAL	DETROIT SALT COMPANY	1,042.43
		Total For Dept 478 WINTER MAINTENANCE	1,042.43
		Total For Fund 202 MAJOR STREET FUND	11,462.41
Fund 203 LOCAL STREET FUND			
Dept 474 TRAFFIC SERVICE MAINTENANCE			
203-474-861.00	NONMOTORIZED IMPROVEMENTS	M & M PAVEMENT MARKING	1,078.47
		Total For Dept 474 TRAFFIC SERVICE MAINTENANCE	1,078.47
Dept 478 WINTER MAINTENANCE			
203-478-775.80	SNOW REMOVAL MATERIAL	DETROIT SALT COMPANY	1,042.42
		Total For Dept 478 WINTER MAINTENANCE	1,042.42
		Total For Fund 203 LOCAL STREET FUND	2,120.89
Fund 238 ECONOMIC DEVELOPMENT FUND			
Dept 000			
238-000-673.00	SALE OF CITY PROPERTY	CITY OF SPRINGFIELD	150.00
		Total For Dept 000	150.00
		Total For Fund 238 ECONOMIC DEVELOPMENT FUND	150.00
Fund 508 FARMERS MARKET FUND			
Dept 752 FARMERS MARKET			
508-752-801.88	INTERNET ACCESS	COMCAST	69.90
508-752-850.10	TELEPHONE	COMCAST	42.37
		Total For Dept 752 FARMERS MARKET	112.27
		Total For Fund 508 FARMERS MARKET FUND	112.27

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 12/24/2017 TO 01/06/2018

GL Number	GL Desc	Vendor	Amount
Fund 549 BUILDING FUND			
Dept 371 INSPECTION DEPARTMENT			
549-371-704.01	CELL PHONE STIPEND	DAVID CUNNINGHAM	30.00
549-371-704.01	CELL PHONE STIPEND	RANDY BUSHEE	30.00
549-371-704.01	CELL PHONE STIPEND	STEVE BULLER	60.00
549-371-706.10	ELECTRICAL INSPECTOR	DAVID CUNNINGHAM	869.67
549-371-706.20	PLUMBING INSPECTOR	RANDY BUSHEE	379.34
549-371-706.30	MECHANICAL INSPECTOR	STEVE BULLER	414.68
549-371-706.40	BUILDING INSPECTOR	STEVE BULLER	3,029.27
549-371-956.00	MISCELLANEOUS EXPENSES	CITY OF BATTLE CREEK	6.00
		Total For Dept 371 INSPECTION DEPARTMENT	4,818.96
		Total For Fund 549 BUILDING FUND	4,818.96
Fund 590 SEWER FUND			
Dept 442 OPERATING EXPENSES			
590-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	280.96
590-442-801.30	SEWER SERVICE	CITY OF BATTLE CREEK	30,119.04
590-442-801.30	SEWER SERVICE	CITY OF BATTLE CREEK	30,119.04
		Total For Dept 442 OPERATING EXPENSES	60,519.04
		Total For Fund 590 SEWER FUND	60,519.04
Fund 591 WATER FUND			
Dept 442 OPERATING EXPENSES			
591-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	280.97
591-442-801.31	READINESS-TO-SERVE FEE	CITY OF BATTLE CREEK	1,115.74
591-442-801.31	READINESS-TO-SERVE FEE	CITY OF BATTLE CREEK	1,115.74
591-442-801.33	WATER DELIVERY	CITY OF BATTLE CREEK	17,531.28
591-442-801.33	WATER DELIVERY	CITY OF BATTLE CREEK	17,531.28
		Total For Dept 442 OPERATING EXPENSES	37,575.01
		Total For Fund 591 WATER FUND	37,575.01
Fund 596 REFUSE FUND			
Dept 442 OPERATING EXPENSES			
596-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	280.96
		Total For Dept 442 OPERATING EXPENSES	280.96
		Total For Fund 596 REFUSE FUND	280.96
Fund 661 VEHICLE FUND			
Dept 440 PUBLIC SERVICES			
661-440-775.00	REPAIR & MAINT SUPPLIES	AIRGAS USA	31.25
661-440-775.00	REPAIR & MAINT SUPPLIES	B&B FLEET	84.15
661-440-775.00	REPAIR & MAINT SUPPLIES	CEREAL CITY AUTO PARTS	138.33
661-440-775.00	REPAIR & MAINT SUPPLIES	EDWARDS INDUSTRIAL SALES INC	340.94
661-440-775.00	REPAIR & MAINT SUPPLIES	FAMILY FARM & HOME	23.98
661-440-930.09	VEHICLE MAINTENANCE	B&B FLEET	170.74
		Total For Dept 440 PUBLIC SERVICES	789.39
		Total For Fund 661 VEHICLE FUND	789.39
Fund 703 CURRENT TAX COLLECTION FUND			
Dept 000			
703-000-275.00	DUE TO TAXPAYERS-REFUNDS	CORELOGIC CENTRALIZED REFUNDS	570.22
		Total For Dept 000	570.22
		Total For Fund 703 CURRENT TAX COLLECTION FUND	570.22

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 12/24/2017 TO 01/06/2018

GL Number	GL Desc	Vendor	Amount
	Fund Totals:		
		Fund 101 GENERAL FUND	145,911.76
		Fund 202 MAJOR STREET FUND	11,462.41
		Fund 203 LOCAL STREET FUND	2,120.89
		Fund 238 ECONOMIC DEVELOPMENT FUND	150.00
		Fund 508 FARMERS MARKET FUND	112.27
		Fund 549 BUILDING FUND	4,818.96
		Fund 590 SEWER FUND	60,519.04
		Fund 591 WATER FUND	37,575.01
		Fund 596 REFUSE FUND	280.96
		Fund 661 VEHICLE FUND	789.39
		Fund 703 CURRENT TAX COLLECTION FUND	570.22
		Total For All Funds:	264,310.91



NOTICE

CANCELLATION OF MEETING

THE ZONING BOARD OF APPEALS
MEETING SCHEDULED FOR MONDAY,
JANUARY 15, 2018, AT 7:45 P.M HAS
BEEN **CANCELED.**

**MINUTES OF THE REGULAR MEETING OF
THE CITY OF SPRINGFIELD
PLANNING COMMISSION
NOVEMBER 27, 2017**

I. CALL TO ORDER

Chairman Folkema called the regular meeting of the Springfield Planning Commission to order at 6:35 p.m.

II. ROLL CALL

Present: Commissioners Bauer, Brandt, Hall, Hollingsworth, Jessup, Wright, Mayor Burdett, and Chairman Folkema.

Also Present: Nate Henne - City Manager.

III. APPROVAL OF MINUTES

A. Regular Meeting of October 30, 2017

It was moved by Commissioner Burdett, seconded by Commissioner Hollingsworth, and unanimously approved that the minutes of the regular meeting of October 30, 2017, be approved subject to additions and corrections.

IV. BUSINESS

A. City Manager Report

1. Set – 2018 Meeting Schedule

City Manager Henne stated this resolution would set the 2018 meeting schedule for the Planning Commission.

PC #09-17

It was moved by Commissioner Hollingsworth and seconded by Commissioner/Mayor Burdett that the following resolution be adopted:

RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF SPRINGFIELD that the following Planning Commission meetings be set for 2018 and the list be posted; said meetings to be held at 6:30 p.m., at the City Municipal office located at 601 Avenue A:

January	22
February	26
March	26
April	23
May	29 (T)
June	25
July	23
August	27
September	24
October	22

November 26
December NO MEETING

All ayes. Resolution adopted.

B. Discussion/Kickoff Meeting with Mainstreet Planning

Tim Johnson thanked the Planning Commission for selecting their firm to work with. Tim stated this meeting is the kickoff meeting and he will go over some organizational items, the work plan and will make sure the Commission understands what we're about to embark on. He wants to engage the group in an exercise to learn a little more about the community and to set the stage for the process.

Tim stated that it is his understanding that the Commission has not been through the Master Planning process before. Tim stated that we will work on both the Master Plan and the Zoning Ordinance. It is Mainstreet's intent to make sure the City complies with both the Planning Enabling Act and the Zoning Enabling Act, which are State Laws that govern how we do planning and zoning in the State of Michigan. In addition, Mainstreet wants to make sure the Master Plan and Zoning Ordinance are up to speed with any court decisions. We're going to take a comprehensive look at the Zoning Ordinance, Master Plan, bylaws and the ordinance that created the Planning Commission to make sure they are all in compliance with State Law. We will create a land use plan with sound rationale so the Commission can use it when a rezoning request comes before them. Will do a completely new zoning ordinance and make sure the zoning regulations fit the culture and philosophy of the City. With the zoning regulations that are written we want to make sure the Commission understands what they are and how they are going to change; Tim will bring ideas from other communities that he's worked with to help with this process. The first item in the work plan is to send a notice on City letterhead to surrounding communities informing them of our intent to plan; Tim briefly reviewed the list of tasks. The Commission will hold a public hearing on the Master Plan and recommend approval to the City Council, unless the Council chooses not to be the adopting body. A lot of the recommendations that come out of the Plan will find their way into the Zoning Ordinance. Tim stated it is his hope to have the draft Plan to the City Council for their review within ten months.

The second page of the work tasks has to do with updating the Zoning Ordinance. We will take a look at new business types such as brew pubs and breweries, add new definitions and illustrations and regulations that reflect City conditions, culture and philosophy. The Commission will be given a list of amendments to the Zoning Ordinance, set up a meeting schedule and update the zoning map. Whenever new sections are reviewed Mainstreet will illustrate what is different and what they are changing, if it's enforceable, whether it will regulate as intended and what some of the unintended consequences are. Once written, it will be sent to the City Council for their consideration. There will be two community workshops to encourage participation. Community responses through surveys will be sought for questions like how they'd like to see a certain piece of property developed.

As far as the meeting schedule, the fourth Monday of each month will work, but Tim asked if the Commission would be open to additional meetings in January and February to make

sure the survey and workshops are launched in a timely fashion? January 8th and February 12th will be scheduled as additional meetings.

Tim asked the Commission to tell him what is on their mind about the community—what do they like about it? What do they not like about it? What can't they live with? What would they like to see improved? Following is a list of items discussed:

- Need a central downtown area.
- Re-development of vacant industrial properties – Clark, Eaton, etc.
- Residential uses within Industrial zoning district
- Train horns – address for less/silence campaign
- Care Community/Farmers Market/Begg Park area – surrounding area military properties and land access agreement
- Possible missile defense system to be developed at Fort Custer, creates future employment opportunities; housing will be needed.
- Large retirement population.
- More sidewalks in community
- Own school system
- We have 49% transient population
- Rental inspection program/ordinance
- No understanding as to why Springfield has property on the other side of the river within Springfield city limits?
- Riverfront not used to best potential in Springfield/Battle Creek
- Senior/rental population have income issues; providing better services could mean raising taxes.
- Public transit – Springfield does not fund bus service within City limits.

The Commission broke up into three smaller groups to brainstorm on what would be the Guiding Principles; these Guiding Principles came from what they indicated they wanted to see in Springfield.

Each small group reported their Guiding Principles and each person was asked to vote for their top 3 (number of votes are listed in parenthesis):

Group 1

- Grocery store/restaurants(3)
- Housing – future (2)
- Central business area (3)
- Public transit (1)
- Autonomy (2)

Group 2

- Accessible areas of interest (2)
- Safe (3)
- Family friendly, walkable community that is affordable (3)

Group 3

- Creating opportunities for senior citizen social & recreational activities (3)
- Encouraging a central core downtown (0)
- Streamlined building and land use policy to encourage development (5)

Tim stated he will put together a summary of what was accomplished tonight, along with the scoring from this activity. Tim will also he put together a description of the community, services provided, where the sidewalks are, businesses, land use analysis, etc. At the next meeting we will review this information and get started on the survey questions.

Chairman Folkema stated one thing he thinks we need to consider is the City's reputation; both good things and bad. One item in particular is the City Income Tax and the misunderstanding of it.

V. INFORMATION ITEMS

City Manager Henne stated he received a land division application from the new Dollar General. They are parceling out approximately 1 ½ acres that they didn't build on.

City Manager Henne noted that the Burma Center informed him that in the near future they will be coming to the Planning Commission with another discussion about zoning or conditional rezoning.

VI. COMMISSIONER COMMENTS

None.

VII. CITIZENS COMMENTS

None.

VIII. ADJOURNMENT

Chairman Folkema adjourned the meeting at 8:43 p.m.

Kris Vogel, MMC/CMMC
City Clerk