



**AGENDA**  
**CITY COMMISSION MEETING**  
**WEDNESDAY, JULY 27, 2022**  
**CITY HALL - WIESLOCH RAUM**  
**130 N. NOTTAWA ST.**

**WORK SESSION 5:00 P.M.**

1. FY2022-23 Budget Wrap-Up

**REGULAR MEETING 6:00 P.M.**

1. CALL TO ORDER BY MAYOR
2. PLEDGE OF ALLEGIANCE
3. INVOCATION
4. ROLL CALL
5. PROCLAMATIONS / PRESENTATIONS
  - A. Senator LaSata Thank You – Michael Hughes
6. VISITORS – (Public comments for items not listed as agenda items)
7. APPROVAL OF AGENDA
8. APPROVAL OF CONSENT AGENDA (agenda below)
9. UNFINISHED BUSINESS
10. NEW BUSINESS
  - A. 116 S. Orange St. Purchase Agreement – Michael Hughes
  - B. Golf Cart Ordinance Amendment First Reading – Ryan Banaszak
  - C. Set Public Hearing and Present Budget – Michael Hughes
  - D. Downtown Construction Parking Lot Information – Andrew Kuk
  - E. 2022 Street Improvements Project Construction Bids – Barry Cox
  - F. W. Congress St. Phase II Bid – Barry Cox
  - G. Doyle Center Cardio Equipment – Michael Liston
  - H. B-N Zoning Ordinance Amendment First Reading – William Prichard
  - I. Poverty Consent Guidelines – Kenneth Rhodes
  - J. Sturgis Foundation Art Tree – Andrew Kuk
11. COMMISSIONER / STAFF COMMENTS
12. ADJOURN

## **CONSENT AGENDA**

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the July 13, 2022 regular meeting as presented.

**8B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$1,831,318.93 as presented.

**8C. Zoning Amendments Second Reading**

CONSIDER this the second reading of and APPROVE amendments to the City Code of Ordinances, Appendix A – Zoning sections 1.0408, 1.0409, 1.0410, 1.1105, and 1.1106 pertaining to fences, accessory structures, and dumpster enclosures effective August 25, 2022.

**8D. Iglesia Nueva Generación Community Event**

APPROVE the use of Oak Lawn Terrace Park for the Iglesia Nueva Generación Community Event on July 30<sup>th</sup> and 31<sup>st</sup> as presented.

**8E. Downtown Event Rescheduling**

APPROVE the requests for the rescheduled Bourbon, Bacon, and Blues on August 19<sup>th</sup>.

APPROVE the requests for the rescheduled MI Art Fest on July 29<sup>th</sup>.

# Manager's Report

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JULY 27, 2022



CITY OF  
**Sturgis**  
MICHIGAN

Submitted by:

A handwritten signature in black ink, appearing to read "Michael L. Hughes".

Michael L. Hughes  
City Manager

## **Work Session**

### **1. FY 2022-23 Budget Wrap-up**

**Staff: Michael Hughes**

City staff will be reviewing with the Commission changes to the budget since the last budget work session and discussing topics which will impact final FY 2022-2023 budget numbers. Topics include Police Department staffing, American Rescue Plan funding, and electric utility rate design.

#### Included in your packet:

1. Summary of Budget Changes
2. Draft Budget as of 7-22-22
3. Police Staffing Graphs
4. Proposed 2022-2023 Electric Rate Design

## **5. Presentation**

### **A. Senator LaSata Thank You**

**Staff: Michael Hughes**

Included in your packet is a thank you letter to Senator LaSata for her assistance in obtaining funding for Sturgis Hospital.

Included in your packet:

1. Thank You Letter for Senator LaSata

## 8. Consent Agenda

### Proposed Motion:

Move that the Sturgis City Commission APPROVE/DENY the Consent Agenda for July 27, 2022 as presented.

### Staff Recommendation:

**APPROVE**

#### **8A. Action of Minutes of Previous Meetings**

##### Consent Agenda Motion:

*APPROVE the minutes from the July 13, 2022 regular meeting as presented.*

#### **8B. Pay Bills**

##### Consent Agenda Motion:

*AUTHORIZE the payment of the City bills in the amount of \$1,831,318.93 as presented.*

#### **8C. Zoning Amendments Second Reading**

At the July 15<sup>th</sup> City Commission meeting, staff presented for a first reading amendments to the zoning ordinance related to three topics: fences in the Manufacturing zoning district; the number of Accessory Structures in residential zoning districts; and dumpster enclosures and screening residential uses from non-residential uses. These amendments included:

##### Amendments to 1.0408. – Business highway 1 and 1.0409. – Business highway 2.

- Change the language for screening of dumpsters to match the language in the recently amended parking ordinance which requires an opaque material for screening up to eight feet in height.
- Change the language for screening residential uses from nonresidential uses, being changed to require a privacy fence six to eight feet in height.

This language is consistent with changes made to the Business Office Service zoning district earlier this year.

Amendment to 1.0410. – Manufacturing.

- Remove language that states “The height of stored materials shall not exceed the height of the fence or wall screening such materials.” This requirement has been historically enforced by the installation of a six-foot fence or planting of evergreen trees with no requirement to match the height of what is being stored.

Amendment to 1.1105. – Accessory buildings, structures and uses.

- Amend language to include pergolas and gazebos not exceeding 150 square feet as structures excluded from counting towards the limit of two accessory buildings on any one parcel.

As presented at the City Commission meeting, staff has also made changes to the proposed amendment to section 1.1106. – Walls and Fences. Language has been clarified regarding allowing the use of security wire (barbed wire/razor wire) in the Manufacturing district and not permitting use of electric fencing in any zoning district. A redlined copy of section 1.1106 has been included in your packet along with a final resolution of all proposed amendments.

Consent Agenda Motion:

*CONSIDER this the second reading of and APPROVE amendments to the City Code of Ordinances, Appendix A – Zoning sections 1.0408, 1.0409, 1.0410, 1.1105, and 1.1106 pertaining to fences, accessory structures, and dumpster enclosures effective August 25, 2022.*

Included in your packet:

1. Redline Section 1.1106
2. Resolution of Ordinance Amendments

## **8D. Iglesia Nueva Generación Community Event**

Pastor Stoney ball of Iglesia Nueva Generación Church has requested use of Oak Lawn Terrace Park for a community event July 30<sup>th</sup> and 31<sup>st</sup>. The intent for this event is to outreach to the community. The event would include free food and beverages to enjoy, games, a bounce house for the kids and some live praise and worship music along with testimonies and preachings.

They are looking to utilize the pavilion and skating rink areas of the park for the event from 3:00 pm on Saturday until dusk and Sunday from 10:00 am until 4:00 pm.

Iglesia Nueva Generación is located at 304 N. Jefferson St. and is a 501c3 non-profit.

### *Consent Agenda Motion:*

*APPROVE the use of Oak Lawn Terrace Park for the Iglesia Nueva Generación Community Event on July 30<sup>th</sup> and 31<sup>st</sup> as presented.*

## **8E. Downtown Event Rescheduling**

Due to weather conditions, the Downtown Development Authority has had to postpone two previously approved events. Bourbon, Bacon, and Blues, originally scheduled for May 27<sup>th</sup> has been rescheduled to Friday, August 19<sup>th</sup>. MI Art Fest, originally scheduled for July 15<sup>th</sup> has been rescheduled for Friday, July 29<sup>th</sup>. Requests for both events will remain the same and are listed below.

### *Bourbon, Bacon, and Blues*

- The closure of North Street from US-12 to John Street from 3:00 p.m. until midnight.
- The closure of John Street from N. Clay to John Street from 3:00 p.m. until midnight.



- Temporary no parking on North Street, John Street, and in a portion of Lot 4 all day Friday, May 31<sup>st</sup>.
- Use of barricades, picnic tables, trash cans, and utilities as part of the event.

#### MI Art Fest

- Closure of Pleasant Ave. from US-12 to the first parking drive from 8:00 am – 11:00 pm.
- Closure of North St. from US-12 to John St. from 2:00 pm – 11:00 pm.
- Temporary no parking and use of a portion of Lot 4 for event and turn-around.
- Temporary no parking and use of parking spaces downtown along US-12 from Jefferson St. to Monroe St. for the classic car cruise-in.
- Use of barricades, picnic tables, trash cans, and utilities as part of the event.
- Fire department cooling station at Sturgis Area Chamber of Commerce for the Color Walk

#### Consent Agenda Motion:

*APPROVE the requests for the rescheduled Bourbon, Bacon, and Blues on August 19<sup>th</sup>.*

#### Consent Agenda Motion:

*APPROVE the requests for the rescheduled MI Art Fest on July 29<sup>th</sup>.*

## **10. New Business**

### **A. 116 S. Orange St. Purchase Agreement**

**Staff: Michael Hughes**

The City of Sturgis currently owns 116 S. Orange St., a vacant lot. The property was acquired by the City as a tax-foreclosed property in 2015 and subsequently demolished.

As part of an ongoing collaboration with the Sturgis Neighborhood Program (SNP) the City identifies City-owned, vacant lots for potential new construction housing projects to be undertaken by SNP in partnership with the St. Joseph County Intermediate School District (ISD) CTE Consortium and Sturgis Public Schools (SPS). Following the selection of buildable sites by the partnership, the City of Sturgis works with SNP to transfer ownership of the parcel(s) for development. In 2020 the City sold 126 S. Maple St. to SNP and its partners for this program and in 2021 the City sold SNP 303 S. Fourth St.

116 S. Orange St. has been identified by the City and SNP as the next candidate for a project. As with the previous project, SNP and the ISD CTE Consortium plan to develop the property with a single-family home including a full basement and garage.

Included in your packet is a purchase agreement with SNP selling the property for \$1.00. Under the terms of the agreement, the City would be responsible for certain costs associated with closing, plus up to \$1,500.00 of SNP's closing costs. Any costs over and above this amount would be covered by SNP.

#### **Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY a purchase agreement with the Sturgis Neighborhood Program for the sale of 116 S. Orange St. as presented and AUTHORIZE City Manager Michael Hughes to sign all necessary documents.**

**Staff Recommendation:**  
**APPROVE and AUTHORIZE**

**Included in your packet:**

1. 116 S. Orange St. Purchase Agreement

## **10. New Business**

### **B. Golf Cart Ordinance Amendment First Reading**

**Staff: Ryan Banaszak**

At a previous City Commission meeting, the issue of license identification on golf carts was brought up to City staff by the Commission. In the existing City Ordinance related to golf cart registration the specified placement of the registration sticker is not immediately identifiable at a distance to police officers, making it difficult to determine if a golf cart is properly registered.

Included in your packet is a redlined copy of section 58-164 of the City Code of Ordinances related to registration of golf carts. The draft language proposes a license plate and registration sticker be issued and placed on the rear of the golf cart. A one-time registration fee for the plate and sticker would be charged.

City staff has researched the purchase of license plates for this purpose and is able to obtain them for a minimal cost. This cost would be passed on in the registration fee. Staff recommends a \$10.00 fee for registration.

#### **Proposed Motion:**

**Move that the Sturgis City Commission CONSIDER/NOT CONSIDER this the first reading of an amendment to the City Code of Ordinances, section 58-164 pertaining to registration of golf carts.**

#### **Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/NOT APPROVE a ten-dollar (\$10.00) Golf Cart License Fee as presented.**

#### **Staff Recommendations:**

**CONSIDER and APPROVE**

#### **Included in your packet:**

1. Golf Cart Ordinance Amendment Redline
2. Golf Cart License Plate Design

## **10. New Business**

### **C. Set Public Hearing and Present Budget**

**Staff: Michael Hughes**

As part of the budget adoption process, the General Property Tax Act requires that the City Commission hold a public hearing before final adoption of its annual operating budget. The City Charter requires that the Commission adopt a budget on or before August 20<sup>th</sup>.

To accommodate these requirements, City staff is recommending that a public hearing for the budget be set for Wednesday, August 10, 2022 as part of the regular City Commission meeting that evening.

**Proposed Motion:**

**Move that the Sturgis City Commission SET a public hearing for consideration of the City's Fiscal Year 2022-2023 budget during the Regular City Commission meeting at 6:00 p.m. on August 10, 2022.**

## 10. New Business

### D. Downtown Construction Parking Lot Information

**Staff: Andrew Kuk**

As the Root and Branch Project at 108-114 W. Chicago Road begins demolition and construction, City staff and the developer wanted to present information on the project's expected impact to the parking lot and surrounding areas.

The anticipated construction timeline is approximately 18 months, during which time the parking lot and sidewalk will be impacted to allow for the safe demolition and construction associated with the project. City staff is working with the developer to minimize impacts on neighboring businesses to the extent possible while maintaining safety. Safety is the highest priority, but parking and pedestrian travel needs of the buildings and businesses is also being taken into consideration as the plans for site logistics are finalized.

Included in your packet is the most recent site logistics proposal for use of the parking lot during construction. It includes fenced areas for construction work and temporary material storage, a construction trailer, and spaces for pickup/drop-off by contractors. Plans also include protected areas of sidewalk for the rear entrances of adjoining buildings and plans for maintaining pedestrian access on the US-12 side of the project.

Representatives of Rockford Construction and the project will be in attendance at the Commission meeting to present information on the plans and answer questions. Staff also presented information to the Downtown Development Authority at their meeting on July 12<sup>th</sup> and scheduled a meeting with building and business owners adjacent to the parking lot for Thursday, July 28<sup>th</sup>. This meeting will provide these building and business owners with further information from the developer on the plans and proposed construction schedule as well as an opportunity to ask questions and provide feedback on the proposed plans.

Included in your packet:

1. Root and Branch Site Logistics Plan

## **10. New Business**

### **E. 2022 Street Improvements Project Construction Bids**

**Staff: Barry Cox**

In June the City Commission approved a task order for design and bid phase services for the 2022 Street Improvements Project. As discussed in June, the project list is a combination of major and local streets. The primary treatment method will be mill and replacement, with some segments where the entire asphalt cross-section will be milled or pulverized and new base and surface material placed. Attached is a map of the proposed road segments to be completed.

On Monday, July 18, 2022, the City received bids for the project. Three bids were received. The low “as read” bid was submitted by Rieth-Riley Construction Co., Inc. of Kalamazoo, Michigan in the amount of \$838,953.00. The bids were reviewed and appear fair and competitive. A bid summary and letter of recommendation for award from Fleis and VandenBrink Engineering (F&V) is included in your packet. As part of the project, staff is also recommending a project contingency of \$42,000.00. This is approximately five percent of the project construction award.

Included in your packet is a budget and costs spreadsheet for the project. Due to increases in project costs and the timing of the project, staff intends to utilize budgeted funds from both FY 2021-2022 and FY 2022-2023 to complete the project. The project costs are being funded by the Major & Local Street Funds. Any funds remaining from the FY 2022-2023 budget would be utilized on a smaller project next calendar year.

Staff is currently anticipating that construction phase engineering services would be handled in-house. If the City elects to utilize third-party services for the project, a task order would be brought back to the Commission at a future meeting.

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY the bid of Rieth-Riley Construction Co., Inc. for the 2022 Street Improvements Project in the amount of eight hundred thirty-eight thousand, nine hundred and fifty-three dollars (\$838,953.00) and AUTHORIZE the City Manager to sign contract documents on behalf of the City.**

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE a contingency budget of forty-two thousand dollars (\$42,000.00) for the 2022 Street Improvements Project as presented.**

**Staff Recommendation:**

**APPROVE, AUTHORIZE, APPROVE**

**Included in your packet:**

1. Bid Tab
2. Recommendation of Award
3. Budget and Cost Spreadsheet



## **10. New Business**

### **F. W. Congress St. Phase II Bid**

**Staff: Barry Cox**

As part of the FY 2020-2021 budget the City budgeted for reconstruction of W. Congress Street from S. Centerville to S. Clay. As part of the design process, the City split the project into two phases due to concerns about permitting of water main on the project and working with the railroad on crossing improvements. Phase I of the project was reconstruction of W. Congress from Prairie to S. Centerville and Phase II of the project was W. Congress from Prairie to S. Clay. In November and December of 2020 the City Commission approved design and bidding for both phases in an effort to have both constructed in FY 2020-2021.

Ultimately, despite the best efforts of staff to have both phases designed, bid, and constructed in FY 2020-2021, permitting timelines necessitated the phasing of construction on the project. Phase I was completed in late 2021.

After receiving no bids in May to construct W. Congress Phase II in late summer/fall 2022 as planned, Fleis and VandenBrink (F&V) and City staff re-bid the project to begin construction in Spring of 2023. On July 11<sup>th</sup> the City received bids for the W. Congress Utility & Street Improvements Phase II project. Two bids were received. The low bidder was Hoffman Brothers, Inc. from Battle Creek, Michigan in the amount of \$963,099.64. The engineer's estimate of probable cost at the time of bidding was \$942,000.00. A bid summary and letter of recommendation for award for Hoffman Brothers are included in your packet.

A construction contingency budget of \$48,150.00 (approximately 5% of construction costs) is requested for the project.

Also included in your packet is Task Order 95a for construction phase services for the project. As outlined in the task order, F&V will provide an onsite resident project representative during construction, schedule progress meetings, prepare contractor pay estimates and any contract modifications, maintain project files,

provide recordkeeping of construction activities, and address resident questions and concerns during construction.

The task order presented does not include any onsite or offsite material testing services such as creating concrete test cylinders, concrete cylinder breaks, aggregate gradations, asphalt density testing, or hot mix asphalt laboratory testing. A budget of \$10,000.00 is also recommended to account for these activities.

Included in your packet is a budget and cost spreadsheet covering both phases of the project. Phase II project costs are being funded primarily by the Water Fund and Street & Sidewalk Improvement Fund. Funding for Phase II of the project has been included in the capital budget of these funds in both FY 2020-2021 and FY 2021-2022, but with the delays to the project, the final budget for Phase II will be included in the FY 2022-2023 budget. Costs of the project are split, with approximately 61% of costs allocated to the Street and Sidewalk Improvement Fund and 39% allocated to the Water Fund.

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY the bid of Hoffman Brothers, Inc. for the W. Congress Utility and Street Improvements Phase II project in the amount of nine hundred and sixty-three thousand, ninety-nine dollars and sixty-four cents (\$963,099.64) and AUTHORIZE the City Manager to sign contract documents on behalf of the City.**

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE a contingency budget of forty-eight thousand, one hundred fifty dollars (\$48,150.00) for the W. Congress Phase II project.**

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE Task Order 95a with Fleis and VandenBrink Engineering, Inc. for construction phase services on the W. Congress Phase II project in the amount of one hundred ten thousand, five hundred dollars (\$110,500.00) as presented.**

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE a budget for onsite & offsite material testing services for the W. Congress Phase II project of ten thousand dollars (\$10,000.00).**

**Staff Recommendation:**

**APPROVE, AUTHORIZE, APPROVE, APPROVE, APPROVE**

**Included in your packet:**

1. W. Congress Recommendation of Award
2. W. Congress Bid Tab Summary
3. Task Order 95a
4. W. Congress Budget and Cost Spreadsheet

## **10. New Business**

### **G. Doyle Center Cardio Equipment**

**Staff: Michael Liston**

For the Doyle Community Center to remain competitive in the fitness industry and to provide members with a quality experience, upgrades to equipment are constantly needed.

The Doyle has incorporated an ongoing replacement plan for cardio equipment with previous purchases in 2016 and 2018. The cardio area of the facility is the most widely used by the majority of Doyle members and cardio equipment is also the most complex, therefore requiring the most maintenance. By adhering to a replacement plan, the Doyle is continuously exchanging equipment for newer models with fewer hours, therefore reducing overall maintenance and equipment downtime for members.

Included in the FY 2021-2022 budget was the purchase of cardio equipment in the amount of \$50,000.00 as the next phase of the replacement plan. After a thorough review of current equipment, the Doyle requested bids for sixteen cardio items including six new treadmills, three pre-owned ellipticals, a recumbent stepper and two fan bikes. As part of the purchase the Doyle is recommending disposing of ten pieces of equipment while retaining fifteen existing pieces of equipment that still have useful life. As part of the bid process, the Doyle requested bidders provide trade-in options for equipment scheduled to be disposed of.

Bids were solicited and four responses were returned, all from very reputable companies. A bid tabulation is attached. Staff is recommending proceeding with the purchase of all items from the low bidder, Fitness Things Inc., based in Jenison, MI. The Doyle has used this company in the past for the purchase of cardio and strength training equipment and have a good working relationship with them. The low bid for all sixteen pieces of equipment, delivery costs, and installation was \$33,514.55. Staff is also recommending accepting their trade in offer of \$4,900.00, bring the net cost of the purchase down to \$28,614.55. A recommendation

summary document including a detailed list of equipment purchases is included with your packet.

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY the bid of Fitness Things, Inc. for Doyle cardio equipment in the amount of thirty-three thousand, five hundred and fourteen dollars and fifty-five cents (\$33,514.55).**

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY the trade-in of 10 pieces of cardio equipment to Fitness Things, Inc. for the amount of four thousand, nine hundred dollars (\$4,900.00).**

**Staff Recommendation:**

**APPROVE and APPROVE**

**Included in your packet:**

1. Doyle Cardio Bid Tabulation
2. Cardio Recommendation

## **10. New Business**

### **H. B-N Zoning Ordinance Amendment First Reading**

**Staff: William Prichard**

During a review of the Business Neighborhood (B-N) zoning ordinance, City staff discovered that a page was omitted from the language that was recommended by the Planning Commission and ultimately approved by the City Commission. The omitted section included requirements for compatibility with adjacent properties and design standards for the zoning district. Included in your packet is a proposed amendment to the ordinance that includes the omitted language in red.

The Planning Commission held a public hearing on the proposed amendment at their July 19<sup>th</sup> meeting and has recommended the change to the City Commission.

#### **Proposed Motion:**

**Move that the Sturgis City Commission CONSIDER/NOT CONSIDER this the first reading of an amendment to the City Code of Ordinances, Appendix A – Zoning, Section 1.0409.1 - B-N – Business Neighborhood.**

#### **Staff Recommendation:**

**CONSIDER**

#### **Included in your packet:**

1. Amendment to B-N Business Neighborhood

## 10. New Business

### I. Poverty Consent Guidelines

**Staff: Kenneth Rhodes**

The General Property Tax Act contains a section that allows residents to apply for an exemption from the payment of their property taxes, provided they meet certain conditions. The City adopted guidelines, called the Poverty Exemption Income Guidelines and Asset Test, to be used by the Board of Review for issuing an exemption in 2013.

In December 2021, the City approved an updated Poverty Exemption Income Guidelines and Asset Test as part of the State's Audit of Minimum Assessing Requirements (AMAR), which occurs every five years. During the State's review, they identified a provision in our guidelines that is not allowed.

The City's guidelines allowed the Board of Review to consider the value of the property being taxed as part of the asset test. The State will not allow this provision.

Included in your packet is a redlined version of the Poverty Exemption Income Guidelines and Asset Test. This draft version removes the provision identified by the State and also includes, as recommended by the State, an excerpt from the statute that allows the Board of Review to grant a full or partial exemption.

#### **Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY the Poverty Exemption Income Guidelines and Asset Test as presented.**

#### **Staff Recommendation:**

**APPROVE**

#### **Included in your packet:**

1. Poverty Exemption Income Guidelines and Asset Test

## **10. New Business**

### **J. Sturgis Foundation Tree Art**

**Staff: Andrew Kuk**

The Sturgis Area Community Foundation, the Downtown Development Authority, and City staff have been working to bring a piece of public art to downtown Sturgis commemorating the Foundation and its work in the community.

The DDA worked with a local artist to commission a metal sculptured tree mounted to a large boulder; a plaque honoring the Sturgis Area Community Foundation and its members will be placed in front of the sculpture. The overall art piece will be approximately 7.5 feet tall.

The proposed location of the art piece is 301 W. Chicago Rd. Owner Jamie Crites has agreed to work with the DDA for placement of the piece.

In order to legally place the public art, Community Development staff worked with the DDA on how to properly approve the placement through zoning. They felt permitting it as a City sign would place the highest requirements on the sign and meet several conditions in the process. As such use of Mr. Crites' property for the piece would need to be controlled by the City.

Included in your packet is a license agreement prepared by the City Attorney for use of Mr. Crites' property. A 10' x 10' area adjacent to the sidewalk would be held by the City for placement of the artwork and plaque. The artwork will be placed five feet back from the sidewalk with the plaque located between the artwork and the sidewalk. The piece was approved by the Planning Commission pending an agreement for the City to use the property.

In addition, the City, DDA, and Foundation will also be entering into a maintenance agreement for the piece. The Foundation and DDA will be responsible for any maintenance associated with the project, with the City's contribution allowing use of the property. A copy of this agreement will be provided prior to the City Commission meeting.



**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY the License Agreement with Jamie and Sharon Crites for use of a portion of 301 W. Chicago Rd. as presented.**

**Proposed Motion:**

**Move that the Sturgis City Commission APPROVE/DENY the Maintenance Agreement with the Sturgis Area Community Foundation and Sturgis Downtown Development Authority as presented.**

**Staff Recommendation:**

**APPROVE and APPROVE**

**Included in your packet:**

1. License Agreement

## Noteworthy Meetings / Events

- DDA Meeting | July 13<sup>th</sup>
- St. Joseph County EDGE Meeting | July 15<sup>th</sup>
- Bourbon, Bacon & Blues Meeting | July 19<sup>th</sup>
- MME Summer Workshop | July 19<sup>th</sup>-22<sup>nd</sup>

## Upcoming Events

- Summer Eats & Beats | Downtown | 5:30pm-7:30pm | July 29<sup>th</sup>
- MI Art Fest | Downtown | 5:30pm-9:00pm | July 29<sup>th</sup>
- The Beatles Reunion Concert | SYCA | 7:30pm | July 30<sup>th</sup>
- Out of Office | August 3<sup>rd</sup>-5<sup>th</sup>
- The Giving Town Movie | SYCA | 7:00pm | August 5<sup>th</sup>
- Styrofoam Recycling | DPS | 9:00am-12:00pm | August 6<sup>th</sup>
- Summer Car Cruise In | Downtown | 4:00pm-9:00pm | August 12<sup>th</sup>

# **City of Sturgis City Commission Work Session**

## **Agenda Item 1**



Summary of Changes to Proposed Budget for Fiscal Year 2023 since the worksession:

Page	Fund	Revenue Change	Expenditure Change	Description
1	101			State Sources and Contributions from/to Other Funds
2	ALL			Revised Budget Totals - See Below for Details
5	101	2,106,000		Reduced State Marijuana Tax/Added Contribution In
9	101		1,122,020	Revised Contributions to/from Ambulance and Capital
9	101		790,000	Capital Outlay Increased for Parking Lots
10	201		26,000	Carryover of N. Franks Extension Design
12	203	307,277	505,295	Impact of Category A grants Deferred
13	204	184,200	187,530	Balanced Expense to Capital Estimates
14	209		(15,000)	Balanced Expense to Capital Estimates
19	244	300,000	60,000	Capital Reserve Transfer and Capital Estimate
21	250	710,000	728,000	Balanced Expense to Capital Estimates offset with Loan
23	261		41,160	Balanced Expense to Capital Estimates
27	401		1,124,200	Transfers to 101,204,244,402
28	402	100,000	100,000	Transfer Capital Reserve/Balanced Expense to Capital
29	505	-	-	SLFRF Grant replaced General Fund Contribution
30	582		4,000	Increased Forestry Expense
34	591		200,000	Added Professional Services for DWAM Grant
35	591	200,000		Added Grant Revenue for DWAM Grant
		3,907,477	4,873,205	Net Change
		55,750,066	59,451,833	Original Budget Totals from Work Sessions
		<b>59,657,543</b>	<b>64,325,038</b>	<b>Revised Budget Totals</b>

# CITY OF STURGIS 2022-2023 FISCAL YEAR BUDGET SUMMARY AND APPROPRIATION RESOLUTION

After holding a public hearing on **August 10, 2022** and receiving public comment on the 2022-2023 Budget, it is moved by Commissioner **Good** and seconded by Commissioner **Klinger** that the proposed annual budget for the year 2022-2023 of the City of Sturgis be approved. After holding a public hearing on June **23, 2022**, and receiving public comment, the City elected to levy a tax rate below the maximum tax rate authorized of **11.6818** mills after statutory roll-back. The City operating tax rate is set at 10.4623 mils and the City Street and Sidewalk Improvement tax rate is set at 2.9476 mils for ad valorem parcels for the 2022-2023 fiscal year, levied in July 2022. This levy is estimated to generate **\$2,736,967** in revenue including a one percent administration fee and will be used to defray the expenditures and meet the liabilities of the City of Sturgis for 2022-2023 fiscal year. City taxes shall be distributed among City funds as set forth below, and total Revenue and Expenditure appropriations shall be approved as presented in this Appropriation Resolution. Furthermore, no transfer between funds shall occur without City Commission approval.

FUND	CONTRIBUTION FROM GENERAL FUND	TOTAL REVENUE & TRANSFERS	TOTAL EXPENDITURES & TRANSFERS	CHANGE IN NET POSITION
<b>General</b>				
<i>Property Taxes</i>		\$2,762,472		
<i>Payment in Lieu of Taxes</i>		\$1,911,640		
<i>Federal Sources</i>		\$100,000		
<i>State Sources</i>		\$3,138,208		
<i>Licenses &amp; Permits</i>		\$147,000		
<i>Charges for Services</i>		\$223,500		
<i>Fines and Fees</i>		\$33,000		
<i>Interest Income</i>		\$50,000		
<i>Other Revenue</i>		\$171,000		
<i>Administrative Reimbursement</i>		\$1,195,920		
<i>Contributions From Other Funds</i>		\$2,210,000		
<i>General Government</i>			\$1,685,300	
<i>Police and Fire</i>			\$4,891,982	
<i>Community Development</i>			\$249,936	
<i>Public Works</i>			\$679,924	
<i>Health and Welfare</i>			\$2,020	
<i>Recreation and Culture</i>			\$653,296	
<i>Debt Service</i>			\$19,240	
<i>Capital Outlay</i>			\$2,486,000	
<i>Contributions to Other Funds</i>			\$1,518,864	
<b>General Fund Budget Totals</b>	<b>-</b>	<b>\$11,942,740</b>	<b>\$12,186,562</b>	<b>(\$243,822)</b>

<b>FUND</b>	<b>CONTRIBUTION FROM GENERAL FUND</b>	<b>TOTAL REVENUE &amp; TRANSFERS</b>	<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>CHANGE IN NET POSITION</b>
General	\$0	\$11,942,740	\$12,186,562	(\$243,822)
Street Repair	\$0	\$0	\$26,000	(\$26,000)
Major Streets	\$0	\$1,110,000	\$1,144,824	(\$34,824)
Local Streets	\$0	\$1,180,277	\$1,676,397	(\$496,120)
Street and SW Improvement	\$0	\$1,118,200	\$2,318,961	(\$1,200,761)
Cemetery	\$175,980	\$174,835	\$358,602	(\$7,787)
Drug Enforcement	\$0	\$0	\$0	\$0
Downtown Development	\$0	\$106,808	\$105,940	\$868
Kirsch Municipal Airport	\$90,000	\$199,005	\$370,402	(\$81,397)
Brownfield Redevelopment	\$0	\$217,104	\$220,803	(\$3,699)
Economic Development Fund	\$0	\$300,000	\$300,000	\$0
Building Department	\$0	\$70,500	\$221,876	(\$151,376)
Local Development Finance	\$0	\$2,441,850	\$2,649,500	(\$207,650)
Housing Department	\$69,920	\$100	\$71,490	(\$1,470)
Sturges-Young Center for Arts	\$352,680	\$816,800	\$1,446,700	(\$277,220)
Recreation	\$122,400	\$141,400	\$282,708	(\$18,908)
Doyle Community Center	\$47,040	\$609,400	\$691,208	(\$34,768)
Sturgis Building Authority	\$0	\$679,463	\$679,213	\$250
Capital Reserve	\$520,000	\$10,000	\$3,404,200	(\$2,874,200)
Capital Project	\$0	\$280,000	\$1,200,000	(\$920,000)
Ambulance	\$0	\$611,980	\$601,897	\$10,083
Electric	\$82,440	\$26,250,800	\$24,518,525	\$1,814,715
Wastewater	\$58,404	\$3,699,592	\$3,697,502	\$60,494
Water	\$0	\$2,074,179	\$2,128,558	(\$54,380)
Motor Vehicle	\$0	\$1,390,646	\$1,222,200	\$168,446
Employee Benefit	\$0	\$2,612,000	\$2,629,770	(\$17,770)
Workers Compensation	\$0	\$101,000	\$171,200	(\$70,200)
<b>BUDGET TOTALS</b>	<b><u>\$1,518,864</u></b>	<b><u>\$58,138,679</u></b>	<b><u>\$64,325,038</u></b>	<b><u>(\$4,667,496)</u></b>

## Debt Summary As of Year End 9/30/2022

FUND SERVICING DEBT	DESCRIPTION OF DEBT	YEARS TO PAY	ORIGINAL ISSUE	OUTSTANDING AS OF 9/30/2022	PAYMENTS: PRINCIPAL 2022-2023	PAYMENTS: INTEREST 2022-2023
<b>Sturgis Building Authority Bonds (Paid from lease payments received from Sturgis Hospital, Inc.)</b>						
	<b>Sturgis Hospital Addition (Limited Tax General Obligation)</b>					
2014	2.00%-4.25%	12	\$9,445,000	\$6,755,000	\$410,000	\$268,962
<b>Downtown Development Authority</b>						
2011	Note Payable-3.29%	5	\$180,000	\$54,188	\$13,719	\$1,577
<b>Brownfield Redevelopment Authority</b>						
	<b>Electric Loan MOSO Village</b>					
2015	2.47%	20	\$1,700,000	\$1,457,747	\$109,139	\$0
<b>Water</b>						
	<b>DWRF Loan</b>					
2007	2.13%	5	\$1,086,070	\$311,070	\$60,000	\$6,610
	<b>Electric Loan Infrastructure</b>					
2021	1.74%	9	\$1,100,000	\$998,336	\$103,432	\$17,361
<b>Multiple (Paid from Electric, Water, Sewer, General, Doyle, and Auditorium)</b>						
	<b>Cap Imp RZEDB</b>					
2010	2.65%	4	\$4,400,000	\$1,345,000	\$320,000	\$38,709
<b>Wastewater</b>						
2007	1.63%	6	\$2,635,587	\$860,587	\$140,000	\$12,847
	<b>SRF Loan-non-taxable</b>					
2008	2.25%	7	\$4,742,172	\$1,907,172	\$255,000	\$47,680
	<b>SRF Loan-non-taxable</b>					
2013A	2.00%	12	\$2,486,274	\$1,605,919	\$120,000	\$30,918
2013B	2.00%	12	\$476,674	\$271,674	\$20,000	\$6,542
<b>Ambulance</b>						
2022	Installment Purchase	10	\$588,732	\$561,201	\$55,457	\$7,876
2022	Internal Loan	5	\$75,000	\$70,235	\$14,492	\$1,301
<b>Doyle</b>						
2017	Installment Purchase	10	\$237,000	\$171,178	\$14,580	\$5,321
<b>Motor Vehicle</b>						
2008	Installment Purchase	1	\$398,106	\$26,353	\$26,353	\$1,229
2016	Installment Purchase	9	\$519,334	\$314,630	\$32,612	\$8,214
2021	Installment Purchase	14	\$1,216,441	\$1,115,918	\$72,619	\$20,765
<b>Total Outstanding Debt</b>				<b>\$17,826,208</b>		
<b>Current Year's Principal Payments</b>					<b>\$1,767,403</b>	
<b>Current Year's Interest Payments</b>						<b>\$475,912</b>
<b>2022-2023 Combined Debt Service</b>						<b>\$2,243,315</b>

The Statutory Limitation on General Obligation Debt is 10% of (SEV) State Equalized Value, the City currently has \$6,755,000 outstanding in regard to hospital improvements. The combined debt service changed from \$2099,064 to \$2,243,315.



## 2022 City of Sturgis Estimated Property Tax Revenues

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2022	Increase or Decrease
<b>REVENUES</b>					
Ad Valorem Parcels	2,384,459	2,551,266	2,447,395	2,693,130	5.6%
Special Act Parcels	58,103	53,794	53,155	54,810	1.9%
Administration Fee	124,914	131,907	125,439	139,110	5.5%
<b>Total Revenues</b>	<b>2,567,476</b>	<b>2,736,967</b>	<b>2,625,989</b>	<b>2,887,050</b>	

<b>EXPENDITURES</b>					
DDA 1 & 2	19,683	22,598	20,304	24,497	8.4%
LDFA 1	1,040	139	139	29,063	20808.6%
Brownfield Kirsch Industrial	15,740	18,102	18,101	18,767	3.7%
Brownfield ATJ	98	104	105	263	152.9%
Brownfield MOSO Village	22,876	22,878	22,878	22,770	-0.5%
Burr Oak 425	316	274	316	353	28.8%
Fawn River 425	6,323	5,032	6,323	6,488	28.9%
Sherman Twp 425	3,903	3,155	3,903	4,068	28.9%
Sturgis Twp 425	12,990	33,231	12,990	33,053	-0.5%
<b>Total Expenditures</b>	<b>82,969</b>	<b>105,513</b>	<b>85,059</b>	<b>139,322</b>	

<b>NET REVENUES</b>	<b>2,484,507</b>	<b>2,631,454</b>	<b>2,540,930</b>	<b>2,747,728</b>	
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SEV - \$366,150,100      Taxable Value - \$269,536,415

MILLAGE RATES    City Operating 10.4623 / City Streets 2.9476

Revenue raised from 1 Mill = \$262,647

DDA, LDFA, and Brownfield expenses are based on the growth in property values since the creation of the district.

425 expenses are based on agreements between the City and Townships for properties transferred into the City.

## 101 General Fund - Revenue

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Property Taxes	2,371,700	2,499,463	2,499,463	2,599,464	4.0%
Tax Administration Fee	124,336	131,907	131,907	139,008	5.4%
Utility Payment In-Lieu Of Tax	2,666,160	2,652,690	2,652,690	1,889,640	-28.8%
Parcels Payment In Lieu Of Tax	23,087	3,000	20,000	22,000	633.3%
State Marijuana Tax	0	0	56,453	400,000	
Interest - Property Taxes	26,276	23,000	23,000	24,000	4.3%
Business Licenses & Permits	90,075	50,000	118,000	138,000	176.0%
Federal Grants	97,213	0	645,000	100,000	0.0%
State Grants	3,540	4,400	4,400	3,500	-20.5%
Local Community Stabilization Authority	1,602,076	1,600,000	1,456,658	1,500,000	-6.3%
Revenue Sharing	1,228,397	1,173,000	1,249,248	1,234,708	5.3%
Liquor Licenses	9,130	10,000	10,000	9,000	-10.0%
Charges for Services	33,324	16,500	16,500	19,500	18.2%
Rental Registrations	45,965	40,000	40,000	40,000	0.0%
Park Shelters	2,120	2,000	2,000	2,000	0.0%
Franchise Fees	71,478	75,000	75,000	75,000	0.0%
Recycling Program	82,984	75,000	80,000	75,000	0.0%
Parks Pay For Play	8,265	12,000	12,000	12,000	0.0%
Fines & Forfeitures	11,489	30,000	30,000	30,000	0.0%
Civil Infractions	0	3,000	3,000	3,000	0.0%
Interest - Investments	21,296	80,000	50,000	50,000	-37.5%
Interest - Special Assessments	0	0	0	0	0.0%
Land Rental	9,923	530	530	0	-100.0%
Contributions - Foundation	31,986	30,000	30,000	30,000	0.0%
School Resource Officer Funding	16,182	80,000	80,000	80,000	0.0%
Miscellaneous	783,378	62,650	707,650	61,000	-2.6%
Administrative Reimbursement	1,140,720	1,113,600	1,113,600	1,195,920	7.4%
Contribution from Capital Reserve Fund	0	0	0	2,210,000	0.0%
<b>Total Revenue</b>	<b>10,501,099</b>	<b>9,767,740</b>	<b>11,107,099</b>	<b>11,942,740</b>	

## 101 General Fund - Expenditures

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>GENERAL GOVERNMENT</b>					
City Commission	40,748	46,940	46,940	48,110	2.5%
City Manager's Office	298,525	301,928	301,928	311,330	3.1%
Elections	11,962	20,780	20,780	25,220	21.4%
Assessor's Office	63,252	64,890	64,890	66,840	3.0%
City Legal Services	124,235	133,900	133,900	137,920	3.0%
City Controller's Office	528,889	588,950	588,950	594,910	1.0%
City Clerk/Treasurer's Office	226,488	243,938	243,938	254,300	4.2%
Building & Grounds	92,509	101,700	101,700	103,750	2.0%
Information Technology	141,960	121,700	150,000	142,920	17.4%
<b>Total General Government</b>	<b>1,528,568</b>	<b>1,624,726</b>	<b>1,653,026</b>	<b>1,685,300</b>	
<b>POLICE DEPARTMENT</b>					
Wages - Regular	1,494,622	1,543,780	1,543,780	1,650,100	6.9%
Wages - Overtime	127,923	183,530	183,530	189,040	3.0%
Wages - Crossing Guards	45,466	37,300	37,300	46,300	24.1%
Benefits	825,709	844,930	844,930	864,970	2.4%
Training	26,315	35,000	35,000	35,350	1.0%
Training 302 State Funds	722	2,000	2,000	2,020	1.0%
Office Expense	15,452	22,000	22,000	22,220	1.0%
Operating Supplies	43,830	50,750	50,750	51,260	1.0%
Professional Services	51,135	65,000	65,000	65,000	0.0%
Communications	20,887	18,800	18,800	18,990	1.0%
Transportation	183,000	192,156	192,156	201,768	5.0%
Printing & Publishing	363	1,500	1,500	1,520	1.3%
Insurance & Audit	28,908	25,000	25,000	25,250	1.0%
Utilities	17,242	23,000	23,000	23,230	1.0%
Repairs & Maintenance	33,881	35,000	35,000	35,350	1.0%
Crime Prevention	356	1,000	1,000	1,010	1.0%
Grant Expenditures	3,042	2,000	2,000	2,000	0.0%
Debt Service on Bonds	9,163	9,520	9,520	9,620	1.1%
<b>Total Police Department</b>	<b>2,928,015</b>	<b>3,092,266</b>	<b>3,092,266</b>	<b>3,244,998</b>	

## 101 General Fund - Expenditures

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>FIRE DEPARTMENT</b>					
Wages - Regular	711,518	747,120	762,120	769,530	3.0%
Wages - Overtime	48,021	70,440	70,440	72,550	3.0%
Benefits	425,696	411,270	411,270	386,390	-6.0%
Training	15,737	20,000	20,000	20,200	1.0%
Office Expense	7,544	10,000	10,000	10,100	1.0%
Operating Supplies	54,273	60,100	60,100	60,700	1.0%
Professional Services	21,968	30,000	30,000	50,000	66.7%
Communications	14,816	16,000	16,000	16,160	1.0%
Transportation	174,600	183,336	183,336	192,504	5.0%
Printing & Publishing	1,741	3,200	3,200	3,230	0.9%
Insurance & Audit	8,136	6,500	6,500	6,570	1.1%
Utilities	17,397	24,500	24,500	24,750	1.0%
Repairs & Maintenance	24,968	35,000	35,000	35,350	1.0%
Rentals (Hydrant Maintenance)	6,500	6,500	6,500	6,570	1.1%
Grant Expenditures	806	2,000	2,000	2,000	0.0%
Debt Service on Bonds	9,163	9,520	9,520	9,620	1.1%
<b>Total Fire Department</b>	<b>1,542,884</b>	<b>1,635,486</b>	<b>1,650,486</b>	<b>1,666,224</b>	
<b>PROPERTY MAINTENANCE</b>					
Wages	78,286	76,320	76,320	78,610	3.0%
Benefits	42,890	39,670	41,670	43,850	10.5%
Training	0	2,000	2,000	2,020	1.0%
Office Expense	2,188	3,000	3,000	3,030	1.0%
Operating Expense	712	1,000	1,000	1,010	1.0%
Transportation	1,560	1,644	1,644	1,728	5.1%
Premier Property Rebate	150	100	100	100	0.0%
<b>Total Property Maintenance</b>	<b>125,787</b>	<b>123,734</b>	<b>125,734</b>	<b>130,348</b>	
<b>PLANNING &amp; ZONING</b>					
Planning Board	4,563	1,000	1,000	1,010	1.0%
Wages	40,072	40,110	40,110	41,280	2.9%
Benefits	19,686	19,730	19,730	20,320	3.0%
Training	1,068	2,000	2,000	2,020	1.0%
Office Expense	3,364	2,600	2,600	2,630	1.2%
Operating Expense	4,761	6,100	6,100	6,160	1.0%
Professional Services	4,893	44,000	44,000	44,440	1.0%
Transportation	1,560	1,644	1,644	1,728	5.1%
<b>Total Planning &amp; Zoning</b>	<b>79,967</b>	<b>117,184</b>	<b>117,184</b>	<b>119,588</b>	

## 101 General Fund - Expenditures

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>BRUSH &amp; LEAF PICKUP</b>					
Wages	85,416	61,800	85,000	63,650	3.0%
Benefits	28,381	26,610	26,610	27,410	3.0%
Operating Expense	20,980	18,000	18,000	18,180	1.0%
Transportation	46,620	48,948	48,948	51,396	5.0%
<b>Total Brush &amp; Leaf Pickup</b>	<b>181,397</b>	<b>155,358</b>	<b>178,558</b>	<b>160,636</b>	
<b>ENGINEERING DEPARTMENT</b>					
Wages	89,245	160,520	95,520	180,340	12.3%
Benefits	37,640	81,150	41,150	89,690	10.5%
Office Expense	8,296	5,000	9,000	9,000	80.0%
Professional Services	1,891	3,000	3,000	3,030	1.0%
Transportation	4,380	4,596	4,596	4,824	5.0%
<b>Total Engineering Department</b>	<b>141,452</b>	<b>254,266</b>	<b>153,266</b>	<b>286,884</b>	
<b>PARKING LOTS</b>					
Wages	7,519	14,320	8,610	14,750	3.0%
Benefits	3,522	9,300	5,300	9,580	3.0%
Transportation	27,120	28,476	28,476	29,904	5.0%
Utilities	1,400	1,500	1,500	1,520	1.3%
Repairs & Maintenance	6,504	25,000	25,000	25,250	1.0%
<b>Total Parking Lots</b>	<b>46,065</b>	<b>78,596</b>	<b>68,886</b>	<b>81,004</b>	
<b>PARKS MAINTENANCE</b>					
Wages - Regular	124,836	174,220	174,220	179,450	3.0%
Wages - Overtime	7,308	6,180	6,180	6,370	3.1%
Wages - Mowing	23,451	35,000	35,000	37,550	7.3%
Benefits	34,955	57,068	47,068	69,640	22.0%
Office Expense	170	1,100	1,100	1,110	0.9%
Operating Supplies	10,564	20,000	20,000	20,200	1.0%
Professional Services	12,461	35,000	35,000	15,350	-56.1%
Communications	1,330	1,000	1,000	1,010	1.0%
Transportation	67,740	71,124	71,124	74,676	5.0%
Insurance & Audit	1,776	1,300	1,300	1,310	0.8%
Utilities	29,078	30,000	30,000	30,000	0.0%
Repairs & Maintenance	22,235	15,000	15,000	15,150	1.0%
Field Maintenance	3,240	16,500	16,500	16,670	1.0%
<b>Total Parks Maintenance</b>	<b>339,144</b>	<b>463,492</b>	<b>453,492</b>	<b>468,486</b>	

## 101 General Fund - Expenditures

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OTHER SERVICES</b>					
Street Lighting	65,000	60,000	60,000	60,600	1.0%
Curbside Recycling	81,575	80,000	80,000	80,800	1.0%
NYE Drain Special Assessment	73,301	10,000	0	10,000	0.0%
Senior Transportation Coupons	500	2,000	2,000	2,020	1.0%
Depot Building	22,754	12,000	15,000	15,000	25.0%
Insurance, Audit, & Other	27,516	60,000	60,000	60,600	1.0%
Emergency Plan	0	2,500	2,500	2,500	0.0%
Grant Writer	32,666	25,000	25,000	25,000	0.0%
Community Information Activities	11,998	46,000	46,000	56,460	22.7%
Downtown Development Authority	0	200,000	200,000	0	-100.0%
Ambulance Subsidy	54,520	55,000	29,536	0	-100.0%
Library Retiree Health Insurance	22,800	15,960	15,960	0	-100.0%
Grant Expense SLFRF	0	0	645,000	0	0.0%
Tax Tribunal	0	25,000	25,000	25,250	1.0%
<b>Total Other Services</b>	<b>392,631</b>	<b>593,460</b>	<b>1,205,996</b>	<b>338,230</b>	
<b>Total Operating Expenses</b>	<b>7,305,910</b>	<b>8,138,568</b>	<b>8,698,894</b>	<b>8,181,698</b>	
<b>CONTRIBUTIONS TO OTHER FUNDS</b>					
Cemetery Fund	175,980	175,980	175,980	175,980	0.0%
Drug Enforcement Fund	12,000	0	0	0	0.0%
Kirsch Municipal Airport Fund	90,000	90,000	90,000	90,000	0.0%
Building Fund	0	0	0	0	0.0%
Housing Fund	75,000	69,920	69,920	69,920	0.0%
Sturges-Young Center for the Arts Fund	300,000	300,000	300,000	300,000	0.0%
SYCA Debt Service	52,680	52,680	52,680	52,680	0.0%
Recreation Fund	110,400	122,400	122,400	122,400	0.0%
Doyle Fund	47,040	59,040	59,040	47,040	-20.3%
Capital Reserve Fund	931,454	620,000	1,265,000	520,000	-16.1%
Ambulance Fund	0	192,960	0	0	-100.0%
Electric Fund - For Forestry	80,040	80,040	80,040	82,440	3.0%
Sewer Fund - For Big Hill Treatment	37,800	56,700	56,700	58,404	3.0%
Contributions to Other Funds	715,621	0	0	0	0.0%
<b>Total Contributions</b>	<b>2,628,015</b>	<b>1,819,720</b>	<b>2,271,760</b>	<b>1,518,864</b>	
Capital Outlay - Police/Fire	117,638	124,000	89,000	149,000	20.2%
Capital Outlay - Parks	4,748	223,850	185,320	92,000	-58.9%
Capital Outlay - Other	137,572	365,000	115,200	2,245,000	515.1%
<b>Total Capital Outlay</b>	<b>259,959</b>	<b>712,850</b>	<b>389,520</b>	<b>2,486,000</b>	
<b>Total Expenditures</b>	<b>10,193,884</b>	<b>10,671,138</b>	<b>11,360,174</b>	<b>12,186,562</b>	
NET INCOME OR (LOSS)	307,215	(903,398)	(253,075)	(243,822)	
<b>FUND BALANCE</b>	<b>3,386,344</b>	<b>2,482,946</b>	<b>3,133,269</b>	<b>2,889,447</b>	
<b>Percentage of Expenditures</b>	<b>33.22%</b>	<b>23.27%</b>	<b>27.58%</b>	<b>23.71%</b>	

## 201 Street Repair Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Grants	0	0	0	0	0.0%
Miscellaneous	9,485	0	0	0	0.0%
<b>Total Revenue</b>	<b>9,485</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>EXPENDITURES</b>					
Road Construction & Preservation	714,571	267,505	241,506	26,000	-90.3%
Administrative Reimbursement	0	0	0	0	0.0%
<b>Total Expenditures</b>	<b>714,571</b>	<b>267,505</b>	<b>241,506</b>	<b>26,000</b>	
NET INCOME OR (LOSS)	(705,086)	(267,505)	(241,506)	(26,000)	-90.3%
Contribution from General Fund	0	0	0	0	0.0%
Contribution from Capital Reserve	0	0	0	0	0.0%
Contribution to Street and Sidewalk	0	0	0		0.0%
<b>FUND BALANCE</b>	<b>267,506</b>	<b>1</b>	<b>26,000</b>	<b>0</b>	

## 202 Major Street Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
MI Highway Maintenance Contract	48,579	58,500	58,500	50,000	-14.5%
MI Grant - R/W Maintenance Act 48	35,964	35,000	0	0	-100.0%
MI Weight & Gas Tax Act 51	1,002,282	1,035,324	1,035,324	1,050,000	1.4%
Interest	3,059	10,000	5,000	5,000	-50.0%
Miscellaneous	4,499	5,000	5,000	5,000	0.0%
<b>Total Revenue</b>	<b>1,094,383</b>	<b>1,143,824</b>	<b>1,103,824</b>	<b>1,110,000</b>	
<b>EXPENDITURES</b>					
Construction	0	0	0	0	0.0%
Routine Maintenance	601,139	721,178	656,968	735,950	2.0%
Traffic Services	16,772	34,960	34,960	35,610	1.9%
Winter Maintenance	40,989	62,610	62,610	63,990	2.2%
Administration & Engineering	10,526	10,000	10,000	10,050	0.5%
Sweeping & Flushing	6,708	11,140	11,140	11,460	2.9%
Pavement Marking	0	10,000	10,000	10,100	1.0%
MI Trunkline Maintenance	25,576	55,810	58,810	56,780	1.7%
Transportation	121,380	127,452	127,452	133,824	5.0%
Administrative Reimbursement	82,560	82,560	82,560	82,920	0.4%
Salt Storage Facility	4,140	4,140	4,140	4,140	0.0%
<b>Total Expenditures</b>	<b>909,790</b>	<b>1,119,850</b>	<b>1,058,640</b>	<b>1,144,824</b>	
NET INCOME OR (LOSS)	184,593	23,974	45,184	(34,824)	
Contribution from General Fund	0	0	0	0	
Contribution to Local Street Fund	0	0	0	0	
<b>FUND BALANCE</b>	<b>1,593,419</b>	<b>1,617,393</b>	<b>1,638,603</b>	<b>1,603,779</b>	



## 203 Local Street Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
County Road Millage	228,851	240,000	240,000	260,000	8.3%
LCSA	174,611	175,000	175,000	175,000	0.0%
MI Grant - R/W Maintenance Act 48	9,177	8,500	46,843	47,000	452.9%
MI Weight & Gas Tax Act 51	365,816	377,865	377,865	380,000	0.6%
MI Grant - Other	0	307,277	0	307,277	0.0%
Interest	2,396	5,000	5,000	5,000	0.0%
Miscellaneous	3,898	6,000	6,000	6,000	0.0%
<b>Total Revenue</b>	<b>784,749</b>	<b>1,119,642</b>	<b>850,708</b>	<b>1,180,277</b>	
<b>EXPENDITURES</b>					
Construction	0	0	0	0	0.0%
Routine Maintenance	761,302	1,361,485	888,750	1,462,395	7.4%
Traffic Services	8,221	12,660	12,660	12,880	1.7%
Winter Maintenance	46,831	57,020	57,020	58,000	1.7%
Administration & Engineering	7,376	10,900	10,900	10,900	0.0%
Transportation	82,080	86,184	86,184	90,492	5.0%
Administrative Reimbursement	32,040	35,400	35,400	37,080	4.7%
Salt Storage Facility	4,140	4,140	4,140	4,650	12.3%
<b>Total Expenditures</b>	<b>941,990</b>	<b>1,567,789</b>	<b>1,095,054</b>	<b>1,676,397</b>	
NET INCOME OR (LOSS)	(157,241)	(448,147)	(244,346)	(496,120)	
Contribution from General Fund	0	0	0	0	
<b>FUND BALANCE</b>	<b>1,025,388</b>	<b>577,241</b>	<b>781,042</b>	<b>284,922</b>	

## 204 Street and Sidewalk Improvement Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Property Taxes	740,119	730,000	0	750,000	2.7%
LCSA	211,898	211,900	179,327	179,300	-15.4%
Grants	0	0	0	0	0.0%
Special Assessments	(407)	12,000	1,000	1,000	-91.7%
Miscellaneous	6,841	2,700	3,500	3,700	37.0%
<b>Total Revenue</b>	<b>958,451</b>	<b>956,600</b>	<b>183,827</b>	<b>934,000</b>	
<b>EXPENDITURES</b>					
Reconstruction	507,434	909,082	245,200	2,313,961	154.5%
Resurfacing	12,496	0	0	0	0.0%
Maintenance	0	0	0	0	0.0%
Sidewalk Improvements	5,192	50,000	5,000	5,000	-90.0%
<b>Total Expenditures</b>	<b>525,122</b>	<b>959,082</b>	<b>250,200</b>	<b>2,318,961</b>	
NET INCOME OR (LOSS)	433,329	(2,482)	(66,373)	(1,384,961)	
Contribution from General Fund	0	0	0	0	
Contribution from Capital Reserve	0	0	0	184,200	
Contribution from Street Repair Fund	0	0	0	0	
<b>FUND BALANCE</b>	<b>1,267,134</b>	<b>1,264,652</b>	<b>1,200,761</b>	<b>0</b>	

Note this includes a change in accounting for the recognition of the property tax revenue which will align the collection process with the other taxes collected for the city including the operating levy. With this change, the taxes collected in the summer will be revenue for the following budget year.

## 209 Cemetery Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Foundations	20,884	22,000	22,000	22,000	0.0%
Grave Openings	40,129	40,000	45,000	40,000	0.0%
Cemetery Lots	48,138	31,000	31,000	31,000	0.0%
Rent	1,584	1,585	1,585	1,585	0.0%
Miscellaneous	502	200	200	250	25.0%
<b>Total Revenue</b>	<b>111,237</b>	<b>94,785</b>	<b>99,785</b>	<b>94,835</b>	
<b>EXPENDITURES</b>					
Wages - Regular	118,698	125,920	125,920	154,700	22.9%
Wages - Overtime	8,570	6,180	6,180	6,370	3.1%
Wages - Mowing	26,349	35,000	35,000	35,000	0.0%
Benefits	41,511	54,954	54,954	61,300	11.5%
Office Expense	4,522	2,500	2,500	2,530	1.2%
Operating Supplies	11,978	12,500	14,000	11,110	-11.1%
Professional Services	0	400	0	0	-100.0%
Communications	0	300	0	0	-100.0%
Transportation	22,380	23,496	23,496	24,672	5.0%
Insurance & Audit	1,704	1,500	1,750	1,500	0.0%
Utilities	3,524	4,000	4,000	4,000	0.0%
Repair & Maintenance	5,549	2,500	10,000	4,020	60.8%
Capital Outlay	31,619	80,000	70,000	30,000	-62.5%
Administrative Reimbursement	26,280	23,160	23,160	23,400	1.0%
<b>Total Expenditures</b>	<b>302,684</b>	<b>372,410</b>	<b>370,960</b>	<b>358,602</b>	
NET INCOME OR (LOSS)	(191,447)	(277,625)	(271,175)	(263,767)	
Contribution from Capital Reserve	0	0	0	0	
Contribution from Endowment	64,423	100,000	100,000	80,000	
Contribution from General Fund	175,980	175,980	175,980	175,980	
<b>FUND BALANCE</b>	<b>86,607</b>	<b>84,962</b>	<b>91,412</b>	<b>83,625</b>	

## 213 Drug Enforcement Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Drug Forfeitures	0	0	0	0	0.0%
Miscellaneous	103	500	500	0	-100.0%
<b>Total Revenue</b>	<b>103</b>	<b>500</b>	<b>500</b>	<b>0</b>	
<b>EXPENDITURES</b>					
Wages	0	0	0	0	0.0%
Benefits	0	0	0	0	0.0%
Operating Supplies	0	0	0	0	0.0%
State Drug Expenditures	0	0	0	0	0.0%
Drug Enforcement	0	18,500	18,500	0	-100.0%
Administrative Reimbursement	2,160	2,280	2,280	0	-100.0%
<b>Total Expenditures</b>	<b>2,160</b>	<b>20,780</b>	<b>20,780</b>	<b>0</b>	
NET INCOME OR (LOSS)	(2,057)	(20,280)	(20,280)	0	
Contribution from General Fund	12,000	0	0	0	
<b>FUND BALANCE</b>	<b>34,530</b>	<b>14,250</b>	<b>14,250</b>	<b>14,250</b>	

## 214 Downtown Development Authority

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Tax Increment Financing	47,336	48,753	48,753	48,753	0.0%
State Reimbursement	4,110	3,000	3,000	3,000	0.0%
Interest	156	134	134	150	11.9%
Rentals - Dumpsters	15,632	16,995	17,505	18,905	11.2%
Miscellaneous	20,958	29,371	29,371	36,000	22.6%
Loan Proceeds	0	200,000	200,000	0	-100.0%
<b>Total Revenue</b>	<b>88,192</b>	<b>298,253</b>	<b>298,763</b>	<b>106,808</b>	
<b>EXPENDITURES</b>					
Wages	21,161	21,120	22,500	24,000	13.6%
Benefits	1,593	1,650	1,650	1,900	15.2%
Office Expense	522	800	800	900	12.5%
Professional Services	1,300	7,600	7,600	3,120	-58.9%
Communications	964	800	800	1,000	25.0%
Economic Development	0	400,000	400,000	0	-100.0%
Printing & Publishing	1,430	1,500	1,500	1,600	6.7%
Promotion & Events	23,322	35,854	35,854	36,000	0.4%
Utilities	993	900	900	0	-100.0%
Insurance & Taxes	5,164	5,100	5,100	5,200	2.0%
Rentals	1,800	1,800	1,800	1,820	1.1%
Miscellaneous	931	100	100	100	0.0%
Capital Improvements	5,965	10,000	10,000	0	-100.0%
Debt Service - Streetscape	15,296	15,300	15,300	15,300	0.0%
Dumpsters	12,462	15,000	15,000	15,000	0.0%
<b>Total Expenditures</b>	<b>92,903</b>	<b>517,524</b>	<b>518,904</b>	<b>105,940</b>	
NET INCOME OR (LOSS)	(4,711)	(219,271)	(220,141)	868	
Contribution from General Fund	0	200,000	200,000	0	
<b>FUND BALANCE</b>	<b>73,706</b>	<b>54,435</b>	<b>53,565</b>	<b>54,433</b>	

## 231 Kirsch Municipal Airport Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Grants	0	0	13,000	0	0.0%
Fuel Sales	61,311	70,500	30,500	70,500	0.0%
Hangar Rental	29,525	31,375	31,375	31,375	0.0%
Land Rental	10,080	13,830	13,830	13,830	0.0%
Miscellaneous	3,225	3,300	3,300	3,300	0.0%
<b>Total Revenue</b>	<b>104,141</b>	<b>119,005</b>	<b>92,005</b>	<b>119,005</b>	
<b>EXPENDITURES</b>					
Wages - Regular	3,139	5,200	5,200	5,250	1.0%
Wages - Overtime	1,474	1,050	1,050	1,080	2.9%
Wages - Mowing	8,283	8,380	8,380	8,630	3.0%
Benefits	2,665	4,000	4,000	4,110	2.8%
Office Expense	151	450	450	450	0.0%
Fuel System	64,492	68,000	28,000	68,000	0.0%
Professional Services	15,120	16,500	16,500	16,670	1.0%
Communications	4,350	6,000	6,000	6,060	1.0%
Transportation	28,200	29,616	29,616	31,092	5.0%
Insurance & Audit	5,304	5,000	5,000	5,050	1.0%
Utilities	19,129	20,000	20,000	20,200	1.0%
Repairs & Maintenance	32,135	25,500	25,500	25,510	0.0%
AWOS Maintenance	2,482	3,000	3,000	3,030	1.0%
Miscellaneous	364	1,000	1,000	1,010	1.0%
Capital Outlay	75,934	309,850	286,547	161,900	-47.7%
Administrative Reimbursement	15,120	13,920	13,920	12,360	-11.2%
<b>Total Expenditures</b>	<b>278,342</b>	<b>517,466</b>	<b>454,163</b>	<b>370,402</b>	
<b>NET INCOME OR (LOSS)</b>	<b>(174,201)</b>	<b>(398,461)</b>	<b>(362,158)</b>	<b>(251,397)</b>	
Contribution from (to) Capital Res.	260,000	80,000	80,000	80,000	
Contribution from General Fund	90,000	90,000	90,000	90,000	
<b>FUND BALANCE</b>	<b>277,149</b>	<b>48,688</b>	<b>84,991</b>	<b>3,594</b>	

## 243 Brownfield Redevelopment Authority

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
TIFA Revenue - ATJ	9,819	9,988	9,988	9,988	0.0%
TIFA Revenue - Kirsch	82,277	94,687	94,687	94,687	0.0%
TIFA Revenue - Moso	32,419	112,429	112,429	112,429	0.0%
TIFA Revenue - Root & Branch	0	0	0	0	0.0%
Miscellaneous	68,318	0	0	0	0.0%
<b>Total Revenue</b>	<b>192,833</b>	<b>217,104</b>	<b>217,104</b>	<b>217,104</b>	
<b>EXPENDITURES</b>					
Community Development ATJ	0	9,988	9,988	9,988	0.0%
Community Development Kirsch	102,296	94,687	94,687	94,687	0.0%
State Brownfield Capture	0	3,280	3,280	3,280	0.0%
Community Development Moso	136,394	112,848	112,848	112,848	0.0%
Community Development Root & Branch	0	0	0	0	0.0%
Loan Expenditures Kirsch	0	0	0	0	0.0%
<b>Total Expenditures</b>	<b>238,690</b>	<b>220,803</b>	<b>220,803</b>	<b>220,803</b>	
NET INCOME OR (LOSS)	(45,857)	(3,699)	(3,699)	(3,699)	
Contribution from General Fund	0	0	0	0	
<b>FUND BALANCE</b>	<b>91,603</b>	<b>87,904</b>	<b>87,904</b>	<b>84,205</b>	

## 244 Economic Development Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Grant Revenue	0	0	0	0	0.0%
Miscellaneous	0	0	0	0	0.0%
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>EXPENDITURES</b>					
Capital Outlay	100,000	915,621	923,082	250,000	-72.7%
Professional Services	0	0	0	50,000	0.0%
<b>Total Expenditures</b>	<b>100,000</b>	<b>915,621</b>	<b>923,082</b>	<b>300,000</b>	
NET INCOME OR (LOSS)	(100,000)	(915,621)	(923,082)	(300,000)	
Contribution from (to) Capital Res.	0	300,000	308,000	300,000	
Contribution from General Fund	715,621	0	0	0	
<b>FUND BALANCE</b>	<b>615,621</b>	<b>0</b>	<b>539</b>	<b>539</b>	



## 249 Building Department Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Building Permits & Fees	100,688	65,000	118,000	70,000	7.7%
Miscellaneous	838	500	500	500	0.0%
<b>Total Revenue</b>	<b>101,526</b>	<b>65,500</b>	<b>118,500</b>	<b>70,500</b>	
<b>EXPENDITURES</b>					
Wages	68,190	71,590	71,590	119,168	66.5%
Benefits	33,762	34,770	34,770	68,310	96.5%
Training	2,098	2,060	2,060	2,120	2.9%
Office Expense	3,593	7,000	7,000	7,070	1.0%
Operating Expense	754	1,000	1,000	1,010	1.0%
Professional Services	5,000	15,000	15,000	15,150	1.0%
Transportation	1,560	1,644	1,644	1,728	5.1%
Administrative Reimbursement	11,280	6,120	6,120	7,320	19.6%
<b>Total Expenditures</b>	<b>126,237</b>	<b>139,184</b>	<b>139,184</b>	<b>221,876</b>	
NET INCOME OR (LOSS)	(24,711)	(73,684)	(20,684)	(151,376)	
Contribution from General Fund	0	0	0	0	
<b>FUND BALANCE</b>	<b>220,966</b>	<b>147,282</b>	<b>200,282</b>	<b>48,906</b>	

The State of Michigan Construction Code Act Number 230 of 1972 Section 22 states: "The legislative body of a governmental subdivision shall only use fees generated under this section for the operation of the enforcing agency or the construction board of appeals, or both, and shall not use the fees for any other purpose."

## 250 Local Development Finance Authority

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
TIFA Revenue	2,520	334	334	181,350	54196.4%
Grants	0	0	0	0	0.0%
Local Community Stabilization Authority	47,574	50,000	55,543	50,000	0.0%
Miscellaneous	584	500	500	500	0.0%
Proceeds from Loan	0	0	1,000,000	2,210,000	0.0%
<b>Total Revenue</b>	<b>50,678</b>	<b>50,834</b>	<b>1,056,377</b>	<b>2,441,850</b>	
<b>EXPENDITURES</b>					
Professional Services	0	0	4,800	0	0.0%
Capital Outlay	0	0	1,012,000	2,649,500	0.0%
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>1,016,800</b>	<b>2,649,500</b>	
NET INCOME OR (LOSS)	50,678	50,834	39,577	(207,650)	
Contribution from General Fund	0	0	0	0	
<b>FUND BALANCE</b>	<b>170,938</b>	<b>221,772</b>	<b>210,515</b>	<b>2,865</b>	

## 251 Housing Department Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Grants	0	0	0	0	0.0%
Rents	0	0	0	0	0.0%
Sale of Properties	0	0	0	0	0.0%
Miscellaneous	148	100	100	100	0.0%
<b>Total Revenue</b>	<b>148</b>	<b>100</b>	<b>100</b>	<b>100</b>	
<b>EXPENDITURES</b>					
Wages	123	500	500	500	0.0%
Benefits	61	120	120	120	0.0%
Operating Expense	0	5,000	0	5,000	0.0%
Professional Services	60,400	60,900	60,900	61,510	1.0%
Professional Services - Grant	0	0	0	0	0.0%
Property Maintenance	3,118	3,300	4,200	4,260	29.1%
Property Acquisition	0	0	26,500	0	0.0%
Advertising & Promotion	0	100	0	100	0.0%
<b>Total Expenditures</b>	<b>63,702</b>	<b>69,920</b>	<b>92,220</b>	<b>71,490</b>	
NET INCOME OR (LOSS)	(63,554)	(69,820)	(92,120)	(71,390)	
Contribution from General Fund	75,000	69,920	69,920	69,920	
<b>FUND BALANCE</b>	<b>47,086</b>	<b>47,186</b>	<b>24,886</b>	<b>23,416</b>	

## 261 Sturges-Young Center for the Arts Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Grants	98,042	0	81,168	35,000	0.0%
Charges for Service	6,850	30,000	500	30,000	0.0%
Food Sales	44,584	10,000	8,160	10,000	0.0%
Liquor Sales	8,793	25,100	15,000	25,100	0.0%
Use & Admission Fees	2,856	40,000	40,000	50,000	25.0%
Advertising	0	5,000	0	0	-100.0%
Fundraising	9,794	24,000	20,000	24,000	0.0%
Rental Income	12,495	28,000	28,000	35,000	25.0%
Contributions - Private & Corporate	80,172	300,000	363,000	330,000	10.0%
Contributions - Memorial Funds	0	20,000	20,000	20,000	0.0%
Miscellaneous	4,244	12,210	8,910	7,700	-36.9%
<b>Total Revenue</b>	<b>267,829</b>	<b>494,310</b>	<b>584,738</b>	<b>566,800</b>	
<b>EXPENDITURES</b>					
Wages - Regular	120,704	200,000	134,000	197,210	-1.4%
Wages - Overtime	1,368	1,110	1,110	1,140	2.7%
Benefits	41,523	74,480	61,640	76,710	3.0%
Office Expense	6,423	5,000	5,000	6,000	20.0%
Operating Supplies	12,257	15,000	15,000	15,000	0.0%
Liquor Supplies	5,067	7,000	7,000	7,070	1.0%
Food Supplies	36,741	5,000	5,000	5,000	0.0%
Contract Dining Services	50,829	0	0	0	0.0%
Professional Services	2,998	8,000	8,000	8,000	0.0%
Marketing	0	0	0	60,000	0.0%
Credit Card Fees	2,364	4,500	4,800	4,500	0.0%
Housekeeping	0	0	13,920	33,600	0.0%
Communications	3,929	3,500	3,500	3,500	0.0%
Transportation	500	0	0	0	0.0%
Programs	10,399	35,000	33,000	50,000	42.9%
Fundraising	2,533	0	6,921	20,000	0.0%
Printing & Publishing	10,115	16,000	10,000	16,000	0.0%
Insurance & Audit	6,696	5,700	5,700	5,700	0.0%
Utilities	31,096	45,000	45,000	45,450	1.0%
Repairs & Maintenance	22,728	25,500	25,500	25,760	1.0%
Capital Outlay	90,713	602,600	573,245	786,160	30.5%
Debt Services - Energy Project	58,515	60,620	60,620	57,940	-4.4%
Administrative Reimbursement	17,520	20,400	20,400	21,960	7.6%
<b>Total Expenditures</b>	<b>535,018</b>	<b>1,134,410</b>	<b>1,039,356</b>	<b>1,446,700</b>	
NET INCOME OR (LOSS)	(267,188)	(640,100)	(454,618)	(879,900)	
Contribution from (to) Capital Res.	103,000	150,000	150,000	250,000	
Contribution for Debt Service	52,680	52,680	52,680	52,680	
Contribution from General Fund	300,000	300,000	300,000	300,000	
<b>FUND BALANCE</b>	<b>238,095</b>	<b>100,675</b>	<b>286,157</b>	<b>8,937</b>	

## 264 Recreation Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Concession Sales	23,082	40,000	25,000	30,000	-25.0%
Advertising	2,000	6,000	6,000	6,000	0.0%
Adult Fees	16,940	60,000	29,500	50,000	-16.7%
Youth Fees	11,765	36,000	38,000	38,000	5.6%
Contributions - Private	0	2,500	2,500	2,000	-20.0%
Contributions - United Way	11,244	13,000	13,125	15,000	15.4%
Miscellaneous	395	400	400	400	0.0%
<b>Total Revenue</b>	<b>65,426</b>	<b>157,900</b>	<b>114,525</b>	<b>141,400</b>	
<b>EXPENDITURES</b>					
Wages	60,399	127,790	86,000	111,990	-12.4%
Benefits	25,944	49,134	49,134	48,920	-0.4%
Office Expense	306	800	800	810	1.3%
Operating Supplies	17,816	25,000	17,500	32,000	28.0%
Professional Services	9,996	21,000	15,000	21,000	0.0%
Communications	749	1,500	1,500	1,500	0.0%
Transportation	8,640	9,072	9,072	9,528	5.0%
Programs	3,264	10,000	8,000	10,000	0.0%
United Way	21,475	20,000	20,000	21,500	7.5%
Printing & Publishing	565	2,000	2,000	2,000	0.0%
Insurance & Audit	866	500	500	500	0.0%
Rentals	2,400	8,000	8,000	8,000	0.0%
Field Maintenance - Spence	0	2,000	2,000	2,000	0.0%
Administrative Reimbursement	16,320	15,840	15,840	12,960	-18.2%
<b>Total Expenditures</b>	<b>168,740</b>	<b>292,636</b>	<b>235,346</b>	<b>282,708</b>	
NET INCOME OR (LOSS)	(103,313)	(134,736)	(120,821)	(141,308)	
Contribution from General Fund	110,400	122,400	122,400	122,400	
<b>FUND BALANCE</b>	<b>28,247</b>	<b>15,911</b>	<b>29,826</b>	<b>10,918</b>	

## 265 Doyle Community Center Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Concession Sales	328	1,500	1,500	2,000	33.3%
Programming	4,995	26,000	26,000	26,000	0.0%
Contract Service Fees	13,627	25,000	25,000	25,000	0.0%
Silver Sneakers	2,280	3,000	5,000	3,000	0.0%
Court Rental	24,459	50,000	50,000	50,000	0.0%
Office Rental	2,400	2,400	2,400	2,400	0.0%
Contributions - Private	9,868	6,000	6,000	6,000	0.0%
Contributions - Foundation	30,000	30,000	30,000	30,000	0.0%
Memberships	283,204	310,000	340,000	340,000	9.7%
Day Passes	16,098	20,000	20,000	20,000	0.0%
Miscellaneous	2,830	3,500	3,500	3,500	0.0%
Interest Rebate	775	1,500	1,500	1,500	0.0%
<b>Total Revenue</b>	<b>390,864</b>	<b>478,900</b>	<b>510,900</b>	<b>509,400</b>	
<b>EXPENDITURES</b>					
Wages - Regular	160,722	192,030	192,030	207,790	8.2%
Wages - Overtime	527	100	100	200	100.0%
Benefits	58,152	68,611	68,611	66,170	-3.6%
Office Expense	4,475	11,000	11,000	6,000	-45.5%
Operating Supplies	14,774	15,500	15,500	27,500	77.4%
Professional Services	5,670	15,000	15,000	15,000	0.0%
Housekeeping	40,509	42,640	47,928	48,410	13.5%
Contract Services	8,851	4,000	8,900	4,000	0.0%
Communications	3,287	2,000	2,000	2,020	1.0%
Transportation	1,560	1,644	1,644	1,728	5.1%
Programs	3,024	9,000	9,000	9,090	1.0%
Silver Sneakers	3,400	4,000	4,000	4,000	0.0%
Printing & Publishing	4,568	10,000	10,000	10,000	0.0%
Insurance & Audit	7,272	7,300	7,300	7,300	0.0%
Utilities	40,522	50,000	45,000	50,500	1.0%
Repair & Maintenance	35,995	27,000	27,000	27,210	0.8%
Capital Outlay-Facility	103,107	367,672	318,822	149,000	-59.5%
Capital Outlay-Equipment	0	9,600	9,600	0	-100.0%
Debt Service	33,177	33,000	33,000	33,330	1.0%
Administrative Reimbursement	21,600	20,400	20,400	21,960	7.6%
<b>Total Expenditures</b>	<b>551,192</b>	<b>890,497</b>	<b>846,835</b>	<b>691,208</b>	
NET INCOME OR (LOSS)	(160,328)	(411,597)	(335,935)	(181,808)	
Contribution from (to) Capital Res.	190,000	232,172	232,172	100,000	
Contribution from General Fund	47,040	59,040	59,040	47,040	
<b>FUND BALANCE</b>	<b>120,809</b>	<b>424</b>	<b>76,086</b>	<b>41,318</b>	

### 303 Sturgis Building Authority

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Lease Income	662,113	666,013	666,013	679,463	2.0%
Interest Income	0	0	0	0	0.0%
<b>Total Revenue</b>	<b>662,113</b>	<b>666,013</b>	<b>666,013</b>	<b>679,463</b>	
<b>EXPENDITURES</b>					
Debt Service - Principal	370,000	385,000	385,000	410,000	6.5%
Debt Service - Interest	291,613	280,513	280,513	268,963	-4.1%
Other	250	250	250	250	0.0%
<b>Total Expenditures</b>	<b>661,863</b>	<b>665,763</b>	<b>665,763</b>	<b>679,213</b>	
NET INCOME OR (LOSS)	250	250	250	250	
Contribution from General Fund	0	0	0	0	
<b>FUND BALANCE</b>	<b>3,069</b>	<b>3,319</b>	<b>3,319</b>	<b>3,569</b>	

The Sturgis Building Authority was established in 2004 to facilitate the financing of the Sturgis Hospital expansion. All of the principal and interest payments of the bonds will be made to the Building Authority by Sturgis Hospital Inc.

## 401 Capital Reserve Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Interest	33,757	10,000	30,000	10,000	0.0%
<b>Total Revenue</b>	<b>33,757</b>	<b>10,000</b>	<b>30,000</b>	<b>10,000</b>	
<b>EXPENDITURES</b>					
Miscellaneous	0	0	0	0	0.0%
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>NET INCOME OR (LOSS)</b>	<b>33,757</b>	<b>10,000</b>	<b>30,000</b>	<b>10,000</b>	<b>0.0%</b>
Contribution from Electric Fund	0	0	0	0	0.0%
Contribution from General Fund	931,454	620,000	1,265,000	520,000	-16.1%
Contribution to General Fund	0	0	0	(2,210,000)	0.0%
Contribution to Street and Sidewalk Fund	0	0	0	(184,200)	0.0%
Contribution to Airport Fund	(260,000)	(80,000)	(80,000)	(80,000)	0.0%
Contribution to Economic Development	0	(300,000)	(308,000)	(300,000)	0.0%
Contribution to Doyle Fund	(190,000)	(232,172)	(232,172)	(100,000)	-56.9%
Contribution to SYCA Fund	(103,000)	(150,000)	(150,000)	(250,000)	66.7%
Contribution to Capital Project Fund	0	(420,000)	(420,000)	(280,000)	-33.3%
<b>FUND BALANCE</b>	<b>3,450,057</b>	<b>2,897,885</b>	<b>3,554,885</b>	<b>680,685</b>	



## 402 Capital Project Fund (Splash Pad and Park Improvements)

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Grants	0	0	0	0	0.0%
Contributions - Private	0	600,000	600,000	0	-100.0%
Interest	0	0	0	0	0.0%
<b>Total Revenue</b>	<b>0</b>	<b>600,000</b>	<b>600,000</b>	<b>0</b>	
<b>EXPENDITURES</b>					
Engineering	0	100,000	100,000	50,000	-50.0%
Construction	0	920,000	0	1,150,000	25.0%
<b>Total Expenditures</b>	<b>0</b>	<b>1,020,000</b>	<b>100,000</b>	<b>1,200,000</b>	
NET INCOME OR (LOSS)	0	(420,000)	500,000	(1,200,000)	
Contribution from General Fund	0	0	0	0	
Contribution to General Fund	0	0	0	0	
Contribution from Capital Reserve Fund	0	420,000	420,000	280,000	
<b>FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>920,000</b>	<b>0</b>	

## 505 Ambulance Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OPERATING INCOME</b>					
Charges for Services		280,000	280,000	640,000	128.6%
Contractual Write-Down		(140,000)	(140,000)	(326,000)	132.9%
<b>Total Operating Income</b>		<b>140,000</b>	<b>140,000</b>	<b>314,000</b>	
<b>OPERATING EXPENSES</b>					
Wages - Regular		140,000	140,000	280,000	100.0%
Wages - Overtime		20,000	20,000	30,000	50.0%
Benefits		71,140	71,140	146,667	106.2%
Training		15,000	15,000	15,000	0.0%
Office Expense		2,000	2,000	2,000	0.0%
Operating Supplies		17,000	17,000	17,000	0.0%
Professional Services		9,800	9,800	21,980	124.3%
Communications		1,000	1,000	1,000	0.0%
Transportation		13,320	13,320	20,000	50.2%
Advertising & Promotion		0	0	2,000	
Insurance & Audit		3,200	3,200	4,750	48.4%
Repairs & Maintenance		0	0	0	0.0%
Grant Expenditures		0	0	0	0.0%
Depreciation		39,000	39,000	58,000	48.7%
Administrative Reimbursement		0	0	0	0.0%
<b>Total Operating Expenses</b>		<b>331,460</b>	<b>331,460</b>	<b>598,397</b>	
<b>OPERATING INCOME (LOSS)</b>		<b>(191,460)</b>	<b>(191,460)</b>	<b>(284,397)</b>	
<b>NON-OPERATING INCOME (EXPENSE)</b>					
Interest Income					0.0%
Other Revenue					0.0%
Interest Expense		(1,500)	(1,500)	(3,500)	133.3%
<b>Total Non-Operating Income (Expense)</b>		<b>(1,500)</b>	<b>(1,500)</b>	<b>(3,500)</b>	
<b>NET INCOME (LOSS)</b>		<b>(192,960)</b>	<b>(192,960)</b>	<b>(287,897)</b>	
<b>CAPITAL CONTRIBUTIONS/GRANTS</b>					
Grants		0	192,960	297,980	0.0%
Capital Contributions		0	0	0	0.0%
<b>Total Capital Contributions/Grants</b>		<b>0</b>	<b>192,960</b>	<b>297,980</b>	
<b>CONTRIBUTIONS TO (FROM) OTHER FUNDS</b>					
Contribution from General Fund		192,960	0	0	
<b>Total Transfers</b>		<b>192,960</b>	<b>0</b>	<b>0</b>	
<b>CHANGE IN NET ASSETS</b>		<b>0</b>	<b>0</b>	<b>10,083</b>	

## 582 Electric Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OPERATING INCOME</b>					
Metro Network Revenue	26,332	19,000	26,500	30,000	57.9%
Power Sales	22,367,467	24,230,000	25,348,000	25,363,000	4.7%
Energy Optimization / Renewable	199,558	198,000	197,000	198,000	0.0%
Miscellaneous	616,606	354,000	359,000	354,000	0.0%
Late Charges	63,920	70,000	70,000	70,000	0.0%
Disconnect / Reconnect Fees	40,210	30,000	30,000	30,000	0.0%
Security/Street Lights Fees	124,592	111,800	111,800	111,800	0.0%
<b>Total Operating Income</b>	<b>23,438,685</b>	<b>25,012,800</b>	<b>26,142,300</b>	<b>26,156,800</b>	
<b>OPERATING EXPENSES</b>					
<b>PURCHASED POWER</b>					
AEP/MPPA	11,658,221	11,422,765	11,500,000	12,168,618	6.5%
Electric City Solar	1,042,922	1,304,990	1,304,990	1,315,617	0.8%
Other Purchased Power	87,945	71,400	94,000	125,000	75.1%
<b>Total Purchased Power</b>	<b>12,789,088</b>	<b>12,799,155</b>	<b>12,898,990</b>	<b>13,609,235</b>	
<b>GENERAL &amp; ADMINISTRATION</b>					
Wages	448,947	527,370	527,370	743,200	40.9%
Benefits	78,059	284,490	234,490	300,140	5.5%
Office & Operating Expense	347,175	305,000	350,000	360,000	18.0%
Legal & Accounting	14,067	5,000	5,000	5,050	1.0%
Geographic Information System	39,189	70,000	70,000	70,700	1.0%
Forestry	127,763	160,000	160,000	175,000	9.4%
Safety Services	22,984	48,000	48,000	55,980	16.6%
Transportation	216,840	227,688	227,688	239,076	5.0%
Energy Optimization / Renewable	304,538	329,000	329,000	332,290	1.0%
Advertising & Promotion	530	2,000	2,000	2,020	1.0%
Community Promotion	44,662	65,000	65,000	65,650	1.0%
Christmas Decorations	10,241	50,000	50,000	50,500	1.0%
Insurance & Audit	107,652	110,000	110,000	110,000	0.0%
Building Maintenance	61,467	68,000	88,000	88,680	30.4%
Miscellaneous	29,040	20,000	20,000	20,000	0.0%
Bad Debts	58,074	95,000	80,000	80,000	-15.8%
Administrative Reimbursement	473,400	466,320	466,320	504,960	8.3%
<b>Total General &amp; Administration</b>	<b>2,384,628</b>	<b>2,832,868</b>	<b>2,832,868</b>	<b>3,203,246</b>	

## 582 Electric Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OTHER DEPARTMENTS</b>					
DIESEL PLANT	436,638	484,700	534,700	610,630	26.0%
HYDRO PLANT	405,367	434,280	384,280	515,560	18.7%
SUBSTATION	88,822	137,080	137,080	139,080	1.5%
TRANSMISSION	14,035	74,610	31,110	31,140	-58.3%
ACCESS FIBER	7,390	10,000	10,000	10,000	0.0%
TRUNKLINE FIBER	826	7,000	2,000	2,020	-71.1%
DISTRIBUTION	2,461,635	1,703,060	1,703,060	1,756,114	3.1%
TRANSFORMERS	19,849	70,000	70,000	70,700	1.0%
SECONDARY	36,860	41,360	41,360	42,560	2.9%
STREET LIGHTING	96,904	143,830	143,830	145,820	1.4%
ECONOMIC DEVELOPMENT	120,067	193,650	193,650	201,370	4.0%
METRO AREA NETWORK	36,552	26,850	26,850	27,120	1.0%
METER	346,670	340,180	350,180	349,290	2.7%
MAINTENANCE BUILDING	176,327	250,020	250,020	266,590	6.6%
WEST STREET PROPERTIES	15,864	25,250	25,250	25,710	1.8%
DEPRECIATION	1,874,557	1,920,000	1,920,000	1,920,000	0.0%
IN-LIEU TAX PAYMENTS	2,331,480	2,295,420	2,295,420	1,531,140	-33.3%
<b>Total Other Departments</b>	<b>8,469,843</b>	<b>8,157,290</b>	<b>8,118,790</b>	<b>7,644,844</b>	
<b>Total Operating Expenses</b>	<b>23,643,559</b>	<b>23,789,313</b>	<b>23,850,648</b>	<b>24,457,325</b>	
<b>OPERATING INCOME (LOSS)</b>	<b>(204,874)</b>	<b>1,223,487</b>	<b>2,291,652</b>	<b>1,699,475</b>	
<b>NON-OPERATING INCOME (EXPENSE)</b>					
Investment Income (Loss)	(62,292)	50,000	50,000	20,000	-60.0%
Rent	99,593	71,000	72,800	74,000	4.2%
Interest Expense	(62,054)	(61,200)	(61,200)	(61,200)	0.0%
<b>Total Non-Operating (Expense)</b>	<b>(24,753)</b>	<b>59,800</b>	<b>61,600</b>	<b>32,800</b>	
<b>NET INCOME (LOSS)</b>	<b>(229,627)</b>	<b>1,283,287</b>	<b>2,353,252</b>	<b>1,732,275</b>	
<b>CAPITAL CONTRIBUTIONS/GRANTS</b>					
Grants	0	0	250,000	0	0.0%
Capital Contributions	0	0	0	0	0.0%
<b>Total Capital Contributions/Grants</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>0</b>	
<b>CONTRIBUTIONS TO (FROM) OTHER FUNDS</b>					
Contribution from General Fund	80,040	80,040	80,040	82,440	3.0%
<b>Total Transfers</b>	<b>80,040</b>	<b>80,040</b>	<b>80,040</b>	<b>82,440</b>	
<b>CHANGE IN NET ASSETS</b>	<b>(149,587)</b>	<b>1,363,327</b>	<b>2,683,292</b>	<b>1,814,715</b>	

## 590 Wastewater Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OPERATING INCOME</b>					
Commodity Charges	2,233,050	2,153,100	2,218,125	2,274,000	5.6%
Customer Charges	1,296,524	1,291,400	1,316,270	1,349,000	4.5%
<b>Total Operating Income</b>	<b>3,529,574</b>	<b>3,444,500</b>	<b>3,534,394</b>	<b>3,623,000</b>	

### OPERATING EXPENSES

#### SYSTEM & ADMINISTRATION

Wages - Regular	23,333	22,100	25,000	25,760	16.6%
Wages - Mowing	15	0	0	0	0.0%
Benefits	1,014	13,390	13,390	13,370	-0.1%
Office Expense	28,938	30,000	30,000	30,300	1.0%
Professional Services	62,916	50,000	50,000	62,500	25.0%
Solids Disposal	1,535	3,850	3,850	4,000	3.9%
Safety Services	0	1,000	1,000	1,200	20.0%
Transportation	59,220	62,184	62,184	65,292	5.0%
Insurance & Audit	39,876	50,000	50,000	45,000	-10.0%
Sewer Cleaning	17,454	82,000	82,000	21,000	-74.4%
Repairs & Maintenance	36,429	65,900	65,900	70,000	6.2%
Sewer Backup Reimbursement	0	5,000	5,000	10,000	100.0%
Lift Stations	114,173	110,000	110,000	150,000	36.4%
Big Hill Treatment System	89,234	178,000	178,000	180,000	1.1%
Meter Maintenance	10,279	15,000	15,000	15,000	0.0%
Change in Net Pension Asset	0	5,000	5,000	5,000	0.0%
Administrative Reimbursement	198,480	188,040	188,040	207,840	10.5%
<b>Total System &amp; Administration</b>	<b>682,895</b>	<b>881,464</b>	<b>884,364</b>	<b>906,262</b>	

#### WASTEWATER TREATMENT PLANT

Wages - Regular	306,275	342,190	342,190	392,460	14.7%
Wages - Overtime	5,221	4,570	4,570	4,710	3.1%
Wages - Mowing	23	0	0	0	0.0%
Benefits	77,354	187,650	187,650	206,750	10.2%
Training	2,391	7,000	7,000	9,000	28.6%
Office Expense	9,418	14,500	14,500	14,000	-3.4%
Operating Supplies	14,390	17,500	18,000	20,000	14.3%
Chemicals	41,745	53,500	51,000	53,000	-0.9%
Professional Services	19,334	56,000	58,000	60,000	7.1%
Solids Disposal	89,706	110,000	110,000	201,000	82.7%
Safety Services	8,874	11,500	11,500	12,000	4.3%
Transportation	11,160	11,724	11,724	12,000	2.4%
Industrial Pretreatment Program	9,214	14,000	14,000	14,000	0.0%
Utilities	86,186	106,000	106,000	120,000	13.2%
Repairs & Maintenance	108,178	130,000	130,000	140,000	7.7%
<b>Total Wastewater Treatment Plant</b>	<b>789,468</b>	<b>1,066,134</b>	<b>1,066,134</b>	<b>1,258,920</b>	

## 590 Wastewater Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OTHER OPERATING EXPENSES</b>					
Depreciation	962,453	1,177,600	1,177,600	1,177,600	0.0%
In-Lieu Tax Payments	229,320	241,440	241,440	238,920	-1.0%
<b>Total Other Operating Expenses</b>	<b>1,191,773</b>	<b>1,419,040</b>	<b>1,419,040</b>	<b>1,416,520</b>	
<b>Total Operating Expenses</b>	<b>2,664,136</b>	<b>3,366,638</b>	<b>3,369,538</b>	<b>3,581,702</b>	
<b>OPERATING INCOME (LOSS)</b>	<b>865,438</b>	<b>77,862</b>	<b>164,856</b>	<b>41,298</b>	
<b>NON-OPERATING INCOME (EXPENSE)</b>					
Investment Income (Loss)	47,390	35,000	47,166	48,000	37.1%
Rent	1,592	1,592	1,592	1,592	0.0%
Other Revenue	59,165	27,590	63,590	27,000	-2.1%
Interest Expense	(127,021)	(115,800)	(115,800)	(115,800)	0.0%
<b>Total Non-Operating Income (Expense)</b>	<b>(18,874)</b>	<b>(51,618)</b>	<b>(3,452)</b>	<b>(39,208)</b>	
<b>NET INCOME (LOSS)</b>	<b>846,564</b>	<b>26,244</b>	<b>161,405</b>	<b>2,090</b>	
<b>CAPITAL CONTRIBUTIONS/GRANTS</b>					
Grants	0	0	0	0	0.0%
Capital Contributions	0	0	0	0	0.0%
<b>Total Capital Contributions/Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CONTRIBUTIONS TO (FROM) OTHER FUNDS</b>					
Contribution from General Fund	37,800	56,700	56,700	58,404	3.0%
Contribution from Capital Reserve Fund	0	0	0	0	0.0%
<b>Total Transfers</b>	<b>37,800</b>	<b>56,700</b>	<b>56,700</b>	<b>58,404</b>	
<b>CHANGE IN NET ASSETS</b>	<b>884,364</b>	<b>82,944</b>	<b>218,105</b>	<b>60,494</b>	

## 591 Water Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OPERATING INCOME</b>					
Commodity Charges	765,192	790,000	764,773	790,000	0.0%
Meters & Taps	12,968	10,000	5,474	10,000	0.0%
Customer Charges	999,557	976,500	1,038,644	1,043,879	6.9%
Disconnect / Reconnect Fees	2,585	7,000	7,000	5,000	-28.6%
<b>Total Operating Income</b>	<b>1,780,301</b>	<b>1,783,500</b>	<b>1,815,891</b>	<b>1,848,879</b>	

### OPERATING EXPENSES

#### GENERAL

Wages - Regular	93,006	115,570	115,570	143,040	23.8%
Wages - Overtime	10,799	10,000	10,000	10,000	0.0%
Benefits	17,001	76,056	66,056	59,100	-22.3%
Training	479	3,090	3,090	3,180	2.9%
Office Expense	44,453	40,000	40,000	40,400	1.0%
Insurance & Audit	20,688	20,000	20,000	20,000	0.0%
Miscellaneous	5,782	6,000	6,020	6,060	1.0%
Administrative Reimbursement	183,600	183,120	183,120	204,600	11.7%
<b>Total General</b>	<b>375,807</b>	<b>453,836</b>	<b>443,856</b>	<b>486,380</b>	

#### MATERIAL & MAINTENANCE

Well Material & Pumping	101,934	120,000	120,000	121,200	1.0%
Chemicals	27,611	35,000	35,000	35,350	1.0%
Professional Services	53,997	70,000	70,000	295,700	322.4%
Transportation	126,900	133,248	133,248	139,908	5.0%
Repairs & Maintenance	15,606	10,000	10,000	10,100	1.0%
Building Structure Maintenance	719	5,000	5,000	5,050	1.0%
Water Tank Maintenance	1,742	10,000	10,000	10,100	1.0%
Fire Hydrants	17,199	25,000	25,000	25,250	1.0%
Distribution Maintenance	407,831	350,000	400,000	413,500	18.1%
Meter Maintenance	19,280	10,000	10,000	10,100	1.0%
<b>Total Material &amp; Maintenance</b>	<b>772,820</b>	<b>768,248</b>	<b>818,248</b>	<b>1,066,258</b>	

## 591 Water Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>OTHER OPERATING EXPENSES</b>					
Depreciation	491,872	434,000	434,000	438,340	1.0%
In-Lieu Tax Payments	105,360	115,800	115,800	119,580	3.3%
<b>Total Other Operating Expenses</b>	<b>597,232</b>	<b>549,800</b>	<b>549,800</b>	<b>557,920</b>	
<b>Total Operating Expenses</b>	<b>1,745,859</b>	<b>1,771,884</b>	<b>1,811,904</b>	<b>2,110,558</b>	
<b>OPERATING INCOME (LOSS)</b>	<b>34,443</b>	<b>11,616</b>	<b>3,987</b>	<b>(261,680)</b>	
<b>NON-OPERATING INCOME (EXPENSE)</b>					
Interest Income	7,883	10,000	14,901	10,000	0.0%
Rent	2,354	500	2,300	2,300	360.0%
Other Revenue	49,054	13,300	13,300	13,000	-2.3%
Interest Expense	(23,849)	(18,000)	(18,000)	(18,000)	0.0%
<b>Total Non-Operating Income (Expense)</b>	<b>35,442</b>	<b>5,800</b>	<b>12,501</b>	<b>7,300</b>	
<b>NET INCOME (LOSS)</b>	<b>69,885</b>	<b>17,416</b>	<b>16,489</b>	<b>(254,380)</b>	
<b>CAPITAL CONTRIBUTIONS/GRANTS</b>					
Grants	0	0	0	200,000	0.0%
Capital Contributions	0	0	0	0	0.0%
<b>Total Capital Contributions/Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	
<b>CHANGE IN NET ASSETS</b>	<b>69,885</b>	<b>17,416</b>	<b>16,489</b>	<b>(54,380)</b>	



## 661 Motor Vehicle Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Equipment Rental	1,192,684	1,262,520	1,262,520	1,325,646	5.0%
Sale of Fixed Assets	118,611	25,000	30,700	50,000	100.0%
Miscellaneous Income	21,330	5,000	5,000	5,000	0.0%
Interest	14,217	10,000	12,000	10,000	0.0%
<b>Total Revenue</b>	<b>1,346,843</b>	<b>1,302,520</b>	<b>1,310,220</b>	<b>1,390,646</b>	
<b>EXPENDITURES</b>					
Wages - Regular	61,780	64,290	64,290	66,220	3.0%
Wages - Overtime	1,929	1,050	1,050	1,080	2.9%
Benefits	14,349	20,940	20,940	21,580	3.1%
Operating Supplies	31,719	26,000	26,000	32,000	23.1%
Lease Expense	21,060	21,060	21,060	21,270	1.0%
Repair Parts	59,691	65,000	65,000	65,650	1.0%
Professional Services	3,608	0	3,000	3,000	0.0%
Fuel	138,112	160,000	200,000	200,000	25.0%
Insurance & Audit	49,932	50,000	50,000	50,500	1.0%
Repair & Maintenance Services	165,975	170,000	180,000	171,700	1.0%
Depreciation	481,822	540,480	540,480	545,880	1.0%
Interest Expense	19,108	12,000	12,000	12,120	1.0%
Administrative Reimbursement	33,960	33,600	33,600	31,200	-7.1%
<b>Total Expenditures</b>	<b>1,083,046</b>	<b>1,164,420</b>	<b>1,217,420</b>	<b>1,222,200</b>	
NET INCOME OR (LOSS)	263,796	138,100	92,800	168,446	
<b>NET POSITION</b>	<b>2,952,054</b>	<b>3,090,154</b>	<b>3,044,854</b>	<b>3,213,300</b>	

## 677 Employee Benefit Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Employer Premiums - Active	1,489,861	1,250,000	1,468,491	1,500,000	20.0%
Employer Premiums - Retiree	509,493	600,000	500,000	600,000	0.0%
Employer 125 Plan Contributions	4,158	6,000	6,000	6,000	0.0%
Premium Contributions - Active	84,286	100,000	84,738	85,000	-15.0%
Premium Contributions - Retiree	124,357	120,000	96,000	90,000	-25.0%
Employee 125 Plan Contributions	7,755	8,000	8,000	8,000	0.0%
Employee Voluntary Benefits	10,223	12,000	12,000	12,000	0.0%
Interest	819	500	500	500	0.0%
Stop Loss Reimbursement	308,054	200,000	200,000	200,000	0.0%
Miscellaneous	54,590	60,500	60,500	60,500	0.0%
<b>Total Revenue</b>	<b>2,593,596</b>	<b>2,357,000</b>	<b>2,436,229</b>	<b>2,562,000</b>	
<b>EXPENDITURES</b>					
Dental & Vision Claims	98,228	95,000	95,000	95,950	1.0%
Flexible Spending Claims	8,561	9,000	9,000	9,090	1.0%
Retiree Insurance	614,877	770,000	770,000	777,700	1.0%
Employee Health Insurance	1,362,921	1,166,000	1,166,000	1,350,980	15.9%
Employee Life & Disability	40,484	46,000	46,000	46,460	1.0%
Employee Prescription	280,237	275,600	275,600	283,870	3.0%
Voluntary Benefits	10,249	12,000	12,000	12,000	0.0%
ACA Fees	813	1,000	1,000	1,010	1.0%
Professional Services	15,391	25,000	25,000	25,250	1.0%
Miscellaneous	1,863	2,000	2,000	2,020	1.0%
Administrative Reimbursement	25,200	21,240	21,240	25,440	19.8%
<b>Total Expenditures</b>	<b>2,458,825</b>	<b>2,422,840</b>	<b>2,422,840</b>	<b>2,629,770</b>	
NET INCOME OR (LOSS)	134,771	(65,840)	13,389	(67,770)	
Contribution from Workers Comp Fund	50,000	50,000	50,000	50,000	
<b>NET POSITION</b>	<b>356,297</b>	<b>340,457</b>	<b>419,686</b>	<b>401,916</b>	

## 703 Workers Compensation Fund

	Actual 9/30/2021	Budget 9/30/2022	Estimated 9/30/2022	Budget 9/30/2023	Increase or Decrease
<b>REVENUE</b>					
Charges to Other Funds	97,129	150,000	150,000	100,000	-33.3%
Interest	640	1,000	1,000	1,000	0.0%
Refunds & Rebates	0	0	0	0	0.0%
<b>Total Revenue</b>	<b>97,769</b>	<b>151,000</b>	<b>151,000</b>	<b>101,000</b>	
<b>EXPENDITURES</b>					
Claims Paid	0	0	0	0	0.0%
Professional Services	0	0	0	0	0.0%
State Admin Fee	0	0	0	0	0.0%
Insurance & Audit	119,447	152,250	152,250	120,000	-21.2%
Administrative Reimbursement	1,200	1,200	1,200	1,200	0.0%
<b>Total Expenditures</b>	<b>120,647</b>	<b>153,450</b>	<b>153,450</b>	<b>121,200</b>	
NET INCOME OR (LOSS)	(22,879)	(2,450)	(2,450)	(20,200)	
Contribution to Employee Benefit Fund	(50,000)	(50,000)	(50,000)	(50,000)	
<b>NET POSITION</b>	<b>182,601</b>	<b>230,151</b>	<b>130,151</b>	<b>59,951</b>	

**CITY OF STURGIS**  
**2022 - 2023**  
**CURRENT UTILITY RATES**

**CITY OF STURGIS**  
**ELECTRIC DEPARTMENT**  
**Rates effective for all billings beginning October 1**  
**Current Rates**

Customer Class	Energy Waste Reduction Surcharge	Service Charge	2022	
			Demand Charge per kW	Energy Charge per kWh
Residential Service - Rate A	\$0.00091 / kWh	\$ 18.00	\$ 1.75	\$ 0.08650
Residential Rural Service - Rate B	\$0.00091 / kWh	\$ 24.75	\$ 1.75	\$ 0.09420
General Service - Rate C	\$3.67 / meter	\$ 35.75	\$ 4.75	\$ 0.12910
Commerical & Industrial - Rate D	\$36.62/meter	\$ 148.00	\$ 18.85	\$ 0.06464
Commerical & Industrial - Rate D Time of Use	\$36.62/meter	\$ 175.00	\$ 10.50	
Energy - On Peak kWh				\$ 0.08490
Energy - Off Peak kWh				\$ 0.03490
Energy - Critical Peak kWh				\$ 0.17090
Primary Power Service - Rate PP	\$478.44/meter	\$ 325.00	\$ 19.25	\$ 0.05880
Primary Power Service - Rate PP Time of Use	\$478.44/meter	\$ 575.00	\$ 10.50	
Demand Charge per kW				
Energy - On Peak kWh				\$ 0.08490
Energy - Off Peak kWh				\$ 0.03490
Energy - Critical Peak kWh				\$ 0.17090
PCAF Base Included in Rates				\$ 0.0660
Projected Average PCAF				\$ 0.0037

*The rates specified above shall include a Power Cost Adjustment Factor as detailed in Schedule PCAF-1*

Security Lights	Cost per Month	Cost per Month
100 W High Pressure Sodium (HPS)		\$ 10.58
39 W LED Security Light		\$ 4.07
91 W LED Street Light		\$ 7.32
175 W Mercury (Obsolete)		\$ 14.13
250 W HPS - Wood Pole - OH Wiring		\$ 17.34
250 W HPS - Decorative Pole - UG Wiring		\$ 27.25
133 W LED Street Light		\$ 9.21
400 W Mercury - Wood Pole - OH Wiring		\$ 23.57
400 W Mercury - Decorative Pole - UG Wiring		\$ 36.93
250 W HPS / 2 lamps - Wood Pole		\$ 21.22
250 W HPS / 2 lamps - Decorative Pole		\$ 33.41

**CITY OF STURGIS**  
**WASTEWATER DEPARTMENT**  
**Rates effective for all billings beginning October 1**  
**Current Rates**

	2021	2022	2023
<b>Commodity Charge per 1000 Gallons</b>			
	\$ 5.15	\$ 5.20	\$ 5.20
Rate Increase	0.0%	2.5%	2.5%
<b>Meter Size and Classification</b>	<b>Customer Charge</b>		
5/8 - Inside	\$ 18.00	\$ 18.00	\$ 18.75
3/4 - Inside	\$ 25.25	\$ 27.00	\$ 28.50
1 - Inside	\$ 37.25	\$ 41.00	\$ 43.50
1.5 - Inside	\$ 52.50	\$ 57.75	\$ 63.50
2 - Inside	\$ 107.00	\$ 117.75	\$ 129.50
3 - Inside	\$ 157.75	\$ 173.50	\$ 191.00
4 - Inside	\$ 226.00	\$ 248.50	\$ 274.00
6 - Inside	\$ 436.00	\$ 479.50	\$ 528.00
8 - Inside	\$ 710.00	\$ 781.00	\$ 860.00
Flat Charged - Inside	\$ 55.40	\$ 59.20	\$ 61.70
5/8 - Rural	\$ 23.50	\$ 23.50	\$ 24.75
3/4 - Rural	\$ 34.00	\$ 37.50	\$ 39.25
1 - Rural	\$ 52.50	\$ 57.75	\$ 60.50
1.5 - Rural	\$ 73.25	\$ 80.50	\$ 88.50
2 - Rural	\$ 148.00	\$ 162.75	\$ 179.00
3 - Rural	\$ 222.00	\$ 244.25	\$ 269.00
4 - Rural	\$ 319.75	\$ 351.75	\$ 388.00
6 - Rural	\$ 633.25	\$ 696.50	\$ 767.00
8 - Rural	\$ 1,040.25	\$ 1,144.25	\$ 1,260.00
Flat Charged - Rural	\$ 65.03	\$ 70.75	\$ 73.50

**Surcharges for Wastewater in excess of Domestic Strength**

**Rates per Pound**

BOD	\$ 0.93	\$ 0.95	\$ 0.97
Total Suspended Solids	\$ 0.59	\$ 0.60	\$ 0.62
Total Phosphorus	\$ 2.57	\$ 2.63	\$ 2.70
Nitrates	\$ 0.75	\$ 0.77	\$ 0.79

# CITY OF STURGIS WATER DEPARTMENT

**Rates effective for all billings beginning October 1**

## Current Rates

	2021	2022	2023
<b>Commodity Charge per 1000 Gallons</b>			
0 - 50,000 Gallons - Inside	\$ 2.50	\$ 2.72	\$ 2.97
Over 50,000 Gallons - Inside	\$ 2.15	\$ 2.37	\$ 2.62
0 - 50,000 Gallons - Rural	\$ 5.00	\$ 5.44	\$ 5.94
Over 50,000 Gallons - Rural	\$ 4.30	\$ 4.74	\$ 5.24
Rate Increase	6.9%	6.9%	6.9%
<b>Meter Size and Classification</b>	<b>Customer Charge</b>		
5/8 - Inside	\$ 14.50	\$ 15.75	\$ 17.00
3/4 - Inside	\$ 20.25	\$ 20.75	\$ 21.25
1 - Inside	\$ 34.25	\$ 36.00	\$ 37.75
1.5 - Inside	\$ 67.00	\$ 67.75	\$ 68.50
2 - Inside	\$ 108.00	\$ 109.50	\$ 111.00
3 - Inside	\$ 213.00	\$ 213.00	\$ 213.00
4 - Inside	\$ 329.00	\$ 329.00	\$ 329.00
6 - Inside	\$ 664.00	\$ 664.00	\$ 664.00
8 - Inside	\$ 1,011.50	\$ 1,011.50	\$ 1,011.50
Flat Charged - Inside	\$ 51.75	\$ 55.04	\$ 58.54
5/8 - Rural	\$ 14.50	\$ 15.75	\$ 17.00
3/4 - Rural	\$ 20.25	\$ 20.75	\$ 21.25
1 - Rural	\$ 34.25	\$ 36.00	\$ 37.75
1.5 - Rural	\$ 67.00	\$ 67.25	\$ 68.50
2 - Rural	\$ 108.00	\$ 109.50	\$ 111.00
3 - Rural	\$ 213.00	\$ 213.00	\$ 213.00
4 - Rural	\$ 329.00	\$ 329.00	\$ 329.00
6 - Rural	\$ 664.00	\$ 664.00	\$ 664.00
8 - Rural	\$ 1,011.50	\$ 1,011.50	\$ 1,011.50
Flat Charged - Rural	\$ 103.50	\$ 110.08	\$ 117.08

**CITY OF STURGIS**  
**2022 - 2023**  
**CAPITAL AND EXTRAORDINARY EXPENSES**



# CITY OF STURGIS

## CAPITAL AND EXTRAORDINARY EXPENSES

Fund/Location/Description	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
<b>101 General</b>	<b>2,486,000</b>	<b>1,664,000</b>	<b>139,000</b>	<b>319,000</b>	<b>104,000</b>	<b>60,000</b>
<b>Big Hill</b>	<b>20,000</b>					
Big Hill Clear Span Building for Sand Storage	20,000					
<b>City Hall</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>		
Computer Equipment	15,000	15,000	15,000	15,000		
<b>Downtown</b>	<b>1,310,000</b>	<b>1,300,000</b>				
Parking Lots	1,310,000	1,300,000				
<b>Parks</b>	<b>92,000</b>	<b>205,000</b>	<b>25,000</b>	<b>225,000</b>		
Park Signs	5,000	5,000	5,000	5,000		
Parking Lot Paving	20,000					
Pickle Ball Courts	7,000					
Railroad Trail Project	50,000					
Shelters and Playgrounds	10,000	200,000	10,000	220,000		
Spence Concession Stand Equipment			10,000			
<b>Police/Fire</b>	<b>149,000</b>	<b>144,000</b>	<b>99,000</b>	<b>79,000</b>	<b>104,000</b>	<b>60,000</b>
Copy Machine			10,000			
Exterior Repair (to include Stucco & Doors)	45,000					
Flooring - PD/FD Basement Flooring		25,000				
Apparatus Bay Floor						30,000
Bathroom/Locker Update Basement	75,000					
Keyless Entry Inside (12)			40,000			
New Exterior Door PD/FD				50,000		
PD/FD Window Replacement					75,000	
Radio Tower Repair and Paint		25,000				
Replace Truck exhaust ventilation		65,000				
SCBA	15,000	15,000	15,000	15,000	15,000	15,000
Security Cameras			20,000			
Turnout gear replacements	14,000	14,000	14,000	14,000	14,000	15,000
<b>Storm Sewer</b>	<b>900,000</b>					
White Elephant Expansion Project	900,000					
<b>201 Municipal Street</b>	<b>26,000</b>					
N. Franks Av Extension Design	26,000					
<b>202 Major Street</b>	<b>300,000</b>	<b>250,000</b>				
Storm Sewer Cleaning	100,000					
Street Improvements Resurfacing	200,000	150,000				
Street Improvements Surface Maintenance		100,000				
<b>203 Local Street</b>	<b>1,105,295</b>	<b>1,005,840</b>				
Stapleton Industrial Park Road Improvements	472,735					
Storm Sewer Cleaning	100,000					
Street Improvements Resurfacing	500,000	450,000				
Street Improvements Surface Maintenance		100,000				
N. Clay between W. Lafayette Legs	32,560	455,840				
<b>204 Street &amp; Sidewalk Improvement</b>	<b>2,313,961</b>	<b>1,837,400</b>				
E. Hatch from Prospect to Lakeview	100,000	892,400				
Main St. (Clay to George)		445,000				
N. Franks Av Roundabout	276,500					
St. Joseph from N. Centerville to Nottawa	1,242,461					
Street Improvements Sidewalks		50,000				
W. Congress from Clay to Prairie	695,000					
N. Franks Av Extension Construction		450,000				

# CITY OF STURGIS

## CAPITAL AND EXTRAORDINARY EXPENSES

Fund/Location/Description	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
<b>209 Cemetery</b>	<b>30,000</b>	<b>265,000</b>	<b>15,000</b>	<b>100,000</b>		
Foundation Ribbons-Oak Lawn	15,000					
Foundation Ribbons-SMG		15,000	15,000			
Maintenance Barn @ Memorial Gardens		250,000				
Memorial Gardens-road improvements	15,000			100,000		
<b>231 Airport</b>	<b>161,900</b>	<b>313,000</b>	<b>112,600</b>	<b>59,134</b>	<b>400,000</b>	<b>6,000</b>
6 Unit T-Hangar Construction					400,000	
Conduct Airport Layout Plan (ALP) Update	25,000					
Demo of 6 Unit T-Hangar	5,000					
Extend Taxiway D Design/Construction			3,600	59,134		
Fuel Master		30,000				
Fuel Tanks - Rem & Repl with Above Ground		275,000				
HVAC for Terminal Building	35,000					
Rehab 1 Airport Rd and Parking Lot			9,000			
Rehab Taxilanes 5 & 6	17,400					
Rehabilitate Sturgis Aviation Road/Parking Lot		8,000				
Runway LED Lighting design						6,000
Terminal Building Bathroom Rehab	25,500		100,000			
Tree Removal	54,000					
<b>244 Economic Development Corp</b>	<b>300,000</b>					
S. Centerville Property Purchase 26846	250,000					
Stateline Ind - Industrial Park Layout/Design	50,000					
<b>250 LDFA</b>	<b>2,649,500</b>	<b>8,210,000</b>			<b>640,000</b>	<b>340,000</b>
<b>Information Technology</b>		<b>315,000</b>				
Dresser Ind - Extension of Fiber Loop		105,000				
S. Centerville Utility Extension - Fiber Loop		105,000				
Stapleton Ind - Extension of Fiber Loop		105,000				
<b>Streets</b>	<b>311,000</b>	<b>850,000</b>			<b>75,000</b>	<b>240,000</b>
Bullard Ind - Kitson Street Improvements					75,000	
Prairie St.- Magnolia to W. South St.						240,000
Stateline Ind - Streets	11,000	850,000				
Stapleton Ind - Road Improvements	300,000					
<b>Utility Electric Substation</b>	<b>1,640,000</b>	<b>5,350,000</b>				
"North Central" Substation Construction	1,500,000	4,500,000				
Bullard Ind - Haines sewer extension	75,000					
Stateline Ind - Electric	65,000	850,000				
<b>Utility Sewer</b>	<b>8,500</b>	<b>120,000</b>				
Stateline Ind - Sewer	8,500	120,000				
<b>Utility Water</b>	<b>690,000</b>	<b>1,575,000</b>			<b>565,000</b>	<b>100,000</b>
Northside Water Loop - N. Centerville to Kitson					565,000	
Northside Water Loop - Stoughton Estates to Kitson	560,000					
Prairie St. Water Main Upgrade						100,000
S. Centerville Util. Extension - Water (Bogen to S)	65,000	725,000				
Stateline Ind - Water	65,000	850,000				

## CITY OF STURGIS

### CAPITAL AND EXTRAORDINARY EXPENSES

Fund/Location/Description	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
<b>261 Sturges-Young Center for the Arts</b>	<b>786,160</b>	<b>660,000</b>	<b>303,000</b>	<b>75,000</b>		
Coatroom/Concession Renovation		50,000				
Dressing Rooms - Downstairs				50,000		
Fire Alarm System Upgrades		100,000				
Front Entrance Improvements-Doors etc.	147,000	150,000				
Asbestos Abatement/Replace Insulation	10,000	10,000	10,000			
Audio Visual Equipment/Projection	30,000					
Bandroom Renovation			50,000			
Barrier Free Entrance Improvements	93,000	70,000				
Bathrooms - Downstairs	225,000					
Carpeting - Auditorium	66,160					
HVAC & Controls				10,000		
Kitchen Floor, Ceiling, Wall			30,000			
Landscape Improvements	30,000		30,000			
Orchestra Pit Cover		30,000				
Projection/AV Upgrades	70,000					
Repairs (paint, stage, theater)	30,000	75,000				
Reverse Osmosis System (Combi/Pop)			8,000			
Roofing & Drainage Repairs			175,000			
Security Cameras				15,000		
Sign - Marquis or Replace Existing	85,000					
West St. Entrance/Hallway		175,000				
<b>265 Doyle</b>	<b>149,000</b>	<b>40,000</b>	<b>199,000</b>			
Circuit Room Equipment	40,000					
Air Handling Units			19,000			
Cardio Equipment			50,000			
Insulation Batting on Upper Level	20,000					
Lighting Upgrades	50,000					
Louvers	15,000					
Roof			130,000			
Software Upgrade	24,000					
Weight Room Equipment		40,000				
<b>402 Capital Project</b>	<b>1,200,000</b>					
Splash Pad and Utilities	600,000					
Thurston Woods Park Improvements	600,000					

## CITY OF STURGIS

### CAPITAL AND EXTRAORDINARY EXPENSES

Fund/Location/Description	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
<b>582 Electric</b>	<b>6,945,000</b>	<b>8,287,300</b>	<b>4,075,000</b>	<b>3,525,000</b>	<b>1,175,000</b>	<b>290,000</b>
<b>Information Technology</b>	<b>60,000</b>	<b>120,000</b>		<b>50,000</b>		<b>40,000</b>
Email Hardware				20,000		
File Server						40,000
Network Core		120,000				
Security Cameras Server				30,000		
VM host server	60,000					
<b>Nottawa Street</b>	<b>85,000</b>	<b>300,000</b>		<b>110,000</b>		
Elevator				110,000		
Exterior - 10 year rehabilitation in 2023	85,000					
Remodeling		300,000				
<b>Utility Electric Distribution</b>	<b>890,000</b>	<b>1,000,000</b>	<b>875,000</b>	<b>900,000</b>	<b>925,000</b>	
Integrated Voice Response Sys (IVR) & OMS		150,000				
System Replacement	825,000	850,000	875,000	900,000	925,000	
System Study - 10 Year Plan (PSE/GRP)	65,000					
<b>Utility Electric GIS</b>	<b>15,000</b>			<b>15,000</b>		
Aerial Photography (~Every three years)	15,000			15,000		
<b>Utility Electric Hydro</b>	<b>4,490,000</b>	<b>567,300</b>	<b>500,000</b>			
Downstream Boat Launch		67,300				
Embankment Rehabilitation	3,000,000					
FERC Part 12 D Inspection	65,000					
Flowage Easements	500,000	500,000				
Hydro Turbine Overhaul Units 3 and 4	750,000					
Oxbow Restoration			500,000			
Powerhouse A Exterior Restoration	100,000					
Recreation Improvements (FERC License)	75,000					
<b>Utility Electric Street Lights</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>		
Annual System Replacement	100,000	100,000	100,000	100,000		
Street Light Improvements-Street Projects	100,000	100,000	100,000	100,000		
<b>Utility Electric Substation</b>	<b>350,000</b>	<b>1,350,000</b>	<b>250,000</b>			
Central 69 kV Isolation Switch/Breaker			250,000			
R-MAG VCBs Franks Substation	250,000					
Ross RTAC Upgrade		150,000				
Rural Substation	100,000	1,000,000				
Southeast S&C Circuit Switchers		200,000				
<b>Utility Electric Transmission</b>		<b>2,250,000</b>	<b>2,250,000</b>	<b>2,250,000</b>	<b>250,000</b>	<b>250,000</b>
Replace conductors and Insulators (138 kV)		250,000	250,000	250,000	250,000	250,000
Rural Transmission Line		2,000,000	2,000,000	2,000,000		
<b>Public Services Utility Building (PSUB)</b>	<b>855,000</b>	<b>2,500,000</b>				
Cold Storage Building	200,000					
Concrete Floor Treatment	175,000					
Generator	200,000					
PSUB - Phase II - Administration Building	250,000	2,500,000				
Salt Storage Building Improvements	30,000					

# CITY OF STURGIS

## CAPITAL AND EXTRAORDINARY EXPENSES

Fund/Location/Description	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
<b>590 Wastewater</b>	<b>2,063,530</b>	<b>2,186,650</b>	<b>1,295,000</b>	<b>7,210,125</b>	<b>469,400</b>	<b>307,000</b>
<b>Utility Sewer</b>	<b>2,063,530</b>	<b>2,186,650</b>	<b>1,295,000</b>	<b>7,210,125</b>	<b>469,400</b>	<b>307,000</b>
Chemical Building Lower Roof Replacement					35,500	
Coating and Valve Replacement - LS		272,000				
Collection System Rehab/Street Projects	350,000	925,000	320,000	325,000	275,000	275,000
Electrical Improvements - LS				450,000		
Alternative BIOSOLIDS Strategy	250,000			6,250,000		
Asphalt overlay			35,000			
Asset Management Software	35,500	10,000				
Blower Building Roof Replacement ('86)				55,125		
Building Rehabilitation	30,000	30,000				
Headwork's Equipment Rebuild			100,000	100,000		
Intermediate Clarifier #1 Mechanism Rehab	325,000					
MCC Replacement (Blower Building)			75,000			
Michigan St Liftstation - wet well rehab			35,000			
Michigan St Liftstation Improvements		125,000				
Nitrification Tower - Distributor Overhaul	31,000					
Pengiuon Liftstation UPGRADE	40,000					
Process Piping Modifications			150,000			
Rebuild Primary Clarifier No. 1	238,000					
Rebuild Primary Clarifier No. 2			350,000			
Rebuild Primary Clarifier No. 3		330,000				
Refurbish INTERMEDIATE Clarifier No. 2	121,000					
Replace IC Screw Pump & Reducer	500,000					
Replace Make Up Air Units (4)					97,900	
Replace Primary Sludge Pump No. 1					30,000	
Replacement Sewer Camera w/ Auto Rewind			40,000			
Select LS Telemetry & Controls Replacement	60,000	60,000				
Service Water Line Upgrade		100,000				
Street Sweeping-DRYING BED (40'*80')		250,000				
Trickling Filter #1 - Overhaul	33,030					
Trickling Filter #2 - Overhaul		34,650				
WW Laboratory UPGRADES	50,000	50,000				
WW MAU Replacement (4)				30,000	31,000	32,000
WW SCADA System Replacement Server			15,000			
Headwork's Spiral-Snail Modifications			175,000			
<b>591 Water</b>	<b>2,300,500</b>	<b>2,502,000</b>	<b>1,150,000</b>	<b>280,000</b>	<b>250,000</b>	<b>300,000</b>
Copy Machine	7,500					
E. Hatch from Prospect to Lakeview		472,000				
Generator Power from Well #7 to Well #6	60,000					
Lead Service Line Replacement	250,000	250,000	250,000	250,000	250,000	300,000
Main St. (Clay to George)		300,000				
N Clay and N Park LSL Replacement	371,000					
N. Nottawa US12 to Lafayette		80,000	600,000			
Oaklawn #5 Well Cleaning & Pump Overhaul	40,000					
S. Centerville US12 to Fawn River	80,000	1,400,000				
St. Joseph from N. Centerville to Nottawa	752,000					
Valve Turning Tool Hydraulic				30,000		
W. Congress from Clay to Prairie	440,000					
Water Tower Interior Painting	300,000					
Water Tower Painting Exterior			300,000			
<b>Grand Total</b>	<b>22,816,846</b>	<b>27,221,190</b>	<b>7,288,600</b>	<b>11,568,259</b>	<b>3,038,400</b>	<b>1,303,000</b>

## Motor Vehicle Fund

### Capital Outlay in Fiscal Year 2022-2023

Department	Vehicle Description	Estimated Lead Time	2023	2024+
<b>VEHICLE PURCHASES</b>				
Police	Patrol Vehicle - Charger AWD (replacement)	1 year	35,000	35,000
Police	Patrol Vehicle - Charger AWD (replacement)	1 year	35,000	35,000
DPS	Dump Truck	2 years		300,000
DPS	Dump Truck	2 years		300,000
Electric-Line	Bucket Truck-Small Chassis	2 years	200,000	
Electric-Line	International 7400 Digger Truck	4 years		350,000
Electric-Meter	Cutaway Van with Service Body	1 year	45,000	
<b>Total Vehicle Purchases</b>			<b>315,000</b>	<b>1,020,000</b>
<b>EQUIPMENT PURCHASES</b>				
Electric	Telehandler (replacing prior unit)	2 years		100,000
Motor Vehicle	Hoist	1 year	13,500	
Motor Vehicle	Mobile Column Lifts	1 year	60,000	
Motor Vehicle	Tink Claw for Loader	1 year	20,000	
Cemetery	Ferris 61" Mower	1 year	18,000	
Parks	Ferris 52" Mower	1 year	18,000	
Parks	Batwing Mower	1 year		25,210
<b>Total Equipment Purchases</b>			<b>129,500</b>	<b>125,210</b>
<b>LEASE PAYMENT OBLIGATION</b>				
Fire	Pumper/ Rescue 711	37,932	37,932	37,932
Fire	Pumper/ Rescue 721	36,780	36,780	36,780
Fire	Ladder 718	93,383	93,383	93,383
<b>Total Lease Payment Obligation</b>			<b>168,095</b>	<b>168,095</b>
<b>TOTAL VEHICLES AND LEASE PAYMENTS</b>			<b>168,095</b>	<b>612,595</b>
				<b>1,313,305</b>

**CITY OF STURGIS  
2022 - 2023  
FEE SCHEDULE**

## City of Sturgis Fee Schedule 2022-2023

### Airport

#### Airport Use Fees

Engaging in Aircraft Maintenance	\$600.00 per year
Aircraft Sales	\$600.00 per year
Airplane or Heli Rides/Parachute Jumps/etc. (non-special event)	\$600.00 per year
Aircraft Parts & Equipment Sales	\$600.00 per year
Aircraft Radio & Electronics Sales/Services	\$600.00 per year
Flight Charter Operations	\$600.00 per year
T-Hangar Rental (by private owner, aircraft only)	\$600.00 per year

#### Ground Power Unit

Jump Start	\$50.00 per use
Extended Use	\$50.00 per hour

#### Hangar Rental

T-Hangar Rental - Ten Unit	\$150.00 per month / \$1,500.00 per year
T-Hangar Rental - Six Unit	\$100.00 per month / \$1,000.00 per year
Transient T-Hangar Rental	\$15.00 per night /six unit \$25.00 per night/ten unit

#### Land Lease Rent for Hangars

January 1st, 2017 till December 31st, 2031	\$0.09 per square foot
January 1st, 2032 till December 31st, 2046	\$0.12 per square foot

### Building / Housing

#### Building Permit

\$0 - \$1,000 Building	\$20.00
\$1,001 - \$5,000 Building	\$30.00
\$5,001 - \$10,000 Building	\$65.00 + \$10.00 per each additional \$1,000
\$10,001 - \$100,000 Building	\$130.00 + \$7.00 per each additional \$1,000
\$100,001 and Higher	\$910.00 + \$4.00 per each additional \$1,000



## City of Sturgis Fee Schedule 2022-2023

### Building / Housing (continued)

#### Plan Review

\$0 - \$10,000 Building	\$25.00
\$10,001 - \$100,000 Building	\$45.00 + \$3.00 per each additional \$1,000
\$100,001 and Higher	\$315.00 + \$1.50 per each additional \$1,000

Rental Fees	Units 1 to 4	Units 5+
Rental Registration Fee	\$20.00 per unit	\$15.00 per unit
Rental Inspection	\$50.00 per unit	\$45.00 per unit

#### Other Fees

Construction Board of Appeals	\$100.00
Additional Inspection Fee	\$100.00

### Cemetery Department

Lots	Full Rate	Resident Rate
Oak Lawn	\$898.00	\$718.00
Memorial Gardens	\$827.00	\$662.00
Cremation Section	\$432.00	\$346.00
Babyland	\$314.00	\$251.00
Block ZZ in Oak Lawn includes foundation ribbon (4'x2' single)	\$1,281.00	\$1,110.00

Grave Opening	Full Rate	Resident Rate
Weekday	\$663.00	\$530.00
Saturday	\$812.00	\$650.00
Disinterment	\$1,624.00	\$1,299.00

Cremation Opening	Full Rate	Resident Rate
Weekday	\$221.00	\$177.00
Saturday	\$443.00	\$354.00
Weekday with Vault	\$355.00	\$284.00
Saturday with Vault	\$497.00	\$398.00
Disinterment (cremation)	\$250.00	\$200.00
Disinterment with Vault (cremation)	\$442.00	\$354.00

## City of Sturgis Fee Schedule 2022-2023

Cemetery Department (continued)		
Baby Burial	Full Rate	Resident Rate
Interment	\$221.00	\$177.00
Saturday Interment	\$276.00	\$221.00
Disinterment	\$383.00	\$306.00
Foundations		
Markers	\$0.34 per top sq. in.	
Monuments	\$0.39 per top sq. in.	
Mausoleum (Oaklawn and Memorial Gardens)	Full Rate	Resident Rate
Crypt	\$2,658.00	\$2,126.00
Interment	\$118.00	\$94.00
Lettering	\$414.00	\$414.00
Disinterment	\$295.00	\$236.00
Columbarium (Oaklawn and Memorial Gardens)	Full Rate	Resident Rate
Single / Double Niche	\$1,713.00	\$1,370.00
Interment for One (1)	\$72.00	\$58.00
Interment for Two (2)	\$148.00	\$118.00
Disinterment	\$148.00	\$118.00
Other Fees	Full Rate	Resident Rate
Overtime Services	\$130.00 per hour	
Deed Duplicate	\$22.00	\$22.00
Transfer Deed	\$83.00	\$83.00
Clerk / Treasurer		
NSF Check	\$25.00	
Marriage by the Mayor	\$50.00	
Photocopies	\$1.00 + \$0.25 per additional page	
Notary Services (Non-City Business)	\$5.00	
Compost Site Pass (Non-City)	\$35.00	
Compost Site Pass Commercial (Non-City)	\$250.00	
Compost Site Pass Commercial (City)	\$150.00	
Temporary Business License - Annual	\$50.00	
Temporary Business License - One Day	\$25.00	

## City of Sturgis Fee Schedule 2022-2023

### Clerk / Treasurer (continued)

Mobile Vending Unit License - Annual	\$200.00
Mobile Vending Unit License - One Day	\$25.00
Solicitor and Peddler Background Check	City Cost
Mobile Vending Unit Layout Plan - Use of Certified MVU Site	\$0.00
Mobile Vending Unit Layout Plan - Multiple Use Site Plan	\$125.00 per Vendor
Mobile Vending Unit Layout Plan - One-Time Site Plan	\$25.00 per site plan, per occurrence
Precious Metals Permit	\$10.00
Pawn Broker Permit	\$25.00
Taxi Cab Permit	\$25.00
FOIA Request (+ Other Costs)	Clerical time + \$.10 for each page

### Doyle Community Center

#### One Year Memberships

Full Service Family	\$1,159.00
Full Service Adult	\$773.00
Family	\$695.00
Adult	\$464.00
Senior Couple	\$487.00
Senior Individual	\$325.00
Senior Walking Individual	\$166.00
Senior Walking Couple	\$249.00
Young Adult age 24 and under	\$335.00
Track Only	\$237.00

#### Six Month Memberships

Full Service Family	\$811.00
Full Service Adult	\$541.00
Family	\$487.00
Adult	\$325.00
Senior Walking Individual	\$116.00
Senior Walking Couple	\$174.00
Young Adult age 24 and under	\$235.00
Track Only	\$166.00

## City of Sturgis Fee Schedule 2022-2023

### Doyle Community Center (continued)

#### Three Month

Full Service Family	\$464.00
Full Service Adult	\$309.00
Family	\$278.00
Adult	\$186.00
Senior Couple	\$195.00
Senior Individual	\$130.00
Young Adult age 24 and under	\$134.00
Track Only	\$95.00

### Engineering

Right of Way Permit	None
Street Cutting Permit	\$50.00
Plan Copies - 6 sq ft or less per sheet	\$5.00 / sheet
Plan Copies - greater than 6 sq ft per sheet	\$1.00 / sq ft
1946 Aerials	\$1.00 / page

### Events

Non-Profit (501c3) Event Requests for City Support	\$1,000.00 in non-overtime labor waived
Event Fees for Equipment Usage	\$50.00 per item used + \$100.00 Refundable Deposit
Event Labor Fees	Average per-hour wage
Event Fees for Use of Utilities	\$10.00 per utility

### Fire Department

Fire Report	\$7.00
Videotape	\$12.00 + cost of tape
Hazmat Labor & Benefits	Time & Material
Hazmat On-Call	\$10.00 per hour
Hazmat Equipment Charge	Time & Material
Hazmat Environmental Clean-Up Service	Clean-up cost + 10%

## City of Sturgis Fee Schedule 2022-2023

### Fire Department (continued)

Initial Property Inspection	N/A
Re-Inspection	N/A
Second Re-Inspection	\$75.00
Third or Subsequent Re-Inspection	\$100.00
Missed Inspection	\$250.00
Hydrant Test	N/A
False Alarm (First & Second)	N/A
False Alarm (Three or more times)	\$50.00
Structure Fire Costs	N/A
Auto Fire Costs	N/A
SCBA/SCUBA Air Fill	\$10.00
FOIA Request (+ Other Costs)	Clerical time + \$.10 for each page

### Geographic Information System (GIS)

Zoning Map	\$15.00
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### Aerial Photographs

8.5" X 11"	\$5.00
11" X 17"	\$10.00
18" X 24"	\$15.00
24" X 36"	\$25.00
36" X 48"	\$40.00
Color Aerial Photo (Per Section - Digital Copy)	\$25.00
Black & White Aerial (Per Section - Digital Copy)	\$10.00

### Custom Mapping

Hourly Rate	\$50.00 per hour
Minimum Charge	\$25.00

### Parks Department

Shelter/Pavilion Reservation	\$40.00
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Franks Park Usage Fees (not required if Pay for Play)	Non-Residents	City Residents
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Use of Fields (0-4 hours)		
First Two (2) Fields (each)	\$60.00	\$40.00
Additional Fields (each)	\$30.00	\$20.00
Use of Fields (more than 4 hours): Additional Cost per Field		\$10.00
Event Rate: Use of all Fields, All Day	\$300.00	\$200.00
Security / Cleaning Deposit (refundable)		\$100.00

## City of Sturgis Fee Schedule 2022-2023

### Planning / Zoning

Temporary Structure	\$75.00
Special Land Use Request	\$150.00
Class A Non-Conforming Use	\$75.00
Lot Combination	\$75.00
Land Division	\$150.00
Boundary Line Adjustment	\$150.00
Rezoning	\$400.00
Zoning Variance Request	\$150.00
Zoning Certification Letter	\$500.00
Commercial/Industrial Site Plan Review	\$500.00
Major Site Plan Revision	\$500.00
Minor Site Plan Revision	\$175.00

### Medical Marihuana

Permit Application Document Review Fee	\$500.00
Permit Application Fee	\$4,500.00
Stacked Permit Application Fee-Minor	\$500.00
Stacked Permit Application Fee-Major	\$2,500.00
Renewal Permit Fee	\$5,000.00
Renewal Stacked Permit Fee	\$500.00
Permit Transfer Review Fee	\$2,500.00

### Adult Use Recreational Marihuana

Marihuana Establishment Application Document Review Fee	\$500.00
Marihuana Establishment Application Fee	\$4,500.00
Stacked License Application Fee-Minor	\$500.00
Stacked License Application Fee-Major	\$2,500.00
Renewal License Fee	\$5,000.00
Renewal Stacked License Fee	\$500.00
License Transfer Review Fee	\$2,500.00

## City of Sturgis Fee Schedule 2022-2023

### Police Department

Animal Pickup	\$28.00
Accident/Incident Report	\$7.00
Photos (Per Disk)	\$10.00
Local Records Check	\$11.00
Notary Service (Non-City Business)	\$5.00
Funeral Escort	\$65.00
Money Escort	\$31.00
Other Police Escort	\$65.00
Twenty-Four Hour Liquor License	\$25.00
Liquor License (New or Transfer)	\$110.00
Vehicle Inspection (New or Used)	\$8.00
Abandoned Vehicle	\$30.00
Arrest (Without Accident/Without Blood Test)	\$120.00
Arrest (With Accident/Without Blood Test)	\$145.00
Arrest (Without Accident/With Blood Test)	\$200.00
Arrest (With Accident/With Blood Test)	\$255.00
False Alarm (Four or More Per Year)	\$35.00
Bicycle License	\$1.00
<b>Golf Cart Registration Fee</b>	<b>\$10.00</b>
Vehicle Impound Administration Fee	\$30.00
Copy of Fingerprints	\$15.00
Fingerprint Processing	\$64.50
Precious Metals	\$50.00
Preliminary Breath Test (Court Ordered)	\$7.00
Warrant Processing Fee	\$10.00
Bicycle Impound per Day (Min.-5 Days/Max.-30 Days)	\$1.00
FOIA Request (+ Other Costs)	Clerical time + \$.10 for each page

### Recreation

#### Pay for Play

Pay for Play Fee (Per Person)	\$10.00
Non-Resident Fee (Additional Per Non-Resident)	\$5.00

## City of Sturgis Fee Schedule 2022-2023

### Utilities - Electric Department

Administrative Fee for Payments Received within 15 Hours of Scheduled Disconnection for Non-Payment or NSF at the Meter	\$25.00
Connection - New Account	N/A
Connection - Existing Account (Regular Hours)	\$20.00
Connection - Commercial/Industrial	\$300.00
Disconnect - Regular Hours at the Meter	\$20.00
Disconnect - Non-Payment or NSF at the Meter	\$60.00
Disconnect - At the Pole, Transformer, etc.	\$150.00
Reconnect - At the Pole, Transformer, etc.	\$300.00
Deposit - Residential	\$100.00
Deposit - Commercial/Industrial	Three (3) times the estimated monthly usage
Delivery of Final Notice	\$15.00
<b>Distributed Energy Resources Application Fee</b>	<b>\$100.00</b>
<b>Distributed Energy Resources Application Fee - Commercial</b>	<b>\$500.00</b>
DTA Opt-out Enrollment Fee	\$135.00
DTA Opt-out monthly fee for reading and processing bills	\$30.00
Joint Use Fee - Pole Attachment - Telecom	\$10.76 per year per attachment
Joint Use Fee - Pole Attachment - Cable	\$10.78 per year per attachment
Joint Use fee - Conduit Use	\$0.56 per year per foot per cable
Late Payment Fee on Unpaid Balance	2% per month
Meter Testing Fee	\$50.00
NSF Fee	\$25.00
<b>Pole Setting Fee for Security Lights</b>	<b><del>150</del> Time &amp; Materials</b>
Service Tampering Fee	\$150 plus applicable charges
Temporary Service	\$150.00



## City of Sturgis Fee Schedule 2022-2023

### Utilities - Wastewater

#### Tap Fees:

Sewer Tap (4-Inch Pipe)	\$1,300.00
Sewer Tap (6-Inch Pipe)	\$1,350.00

#### Connection Fees\* (New and Added Services):

\*see utility terms & conditions for details

5/8" Meter (not available for new construction)	\$390.00
3/4" Meter	\$562.00
1" Meter	\$998.00
1 1/2" Meter (meter size no longer available)	\$2,246.00
2" Meter	\$3,994.00
3" Meter	\$8,986.00
4" Meter	\$15,974.00
6" Meter	\$35,942.00
8" Meter	\$63,898.00
10" Meter	\$99,840.00
12" Meter	\$143,770.00

#### Miscellaneous Fees:

Sewer Connection Inspection	\$25.00
Sewer Cleaning	Time & Materials + \$250 Min.
Wastewater Discharge Permit (Application Fee)	\$25.00
Wastewater Discharge Permit: Food Establishment	\$150.00
Wastewater Discharge Permit: Industrial	\$200.00
Wastewater Discharge Permit Renewal	\$80.00
Annual Inspection & Review	\$120.00
Notice of Violation	\$60.00
Notice of Non-Compliance	\$133.00
Consent Order	\$300.00 + Applicable Charges
City Sampling	\$40.00 per hour

#### Laboratory Test Fees:

Administer Outside Tests	\$40.00
Phosphate	\$50.00
Suspended Solids	\$16.00
pH Test	\$5.00
BOD	\$31.00

## City of Sturgis Fee Schedule 2022-2023

### Utilities - Water

3/4" Water Service Tap	\$800.00
1" Water Service Tap	\$850.00
2" Water Service Tap	Time & Materials + inspection fee
4" Water Service Tap	Time & Materials + inspection fee
6" Water Service Tap	Time & Materials + inspection fee
8" Water Service Tap	Time & Materials + inspection fee

### Connection Fees\* (New and Added Services):

\*see utility terms & conditions for details

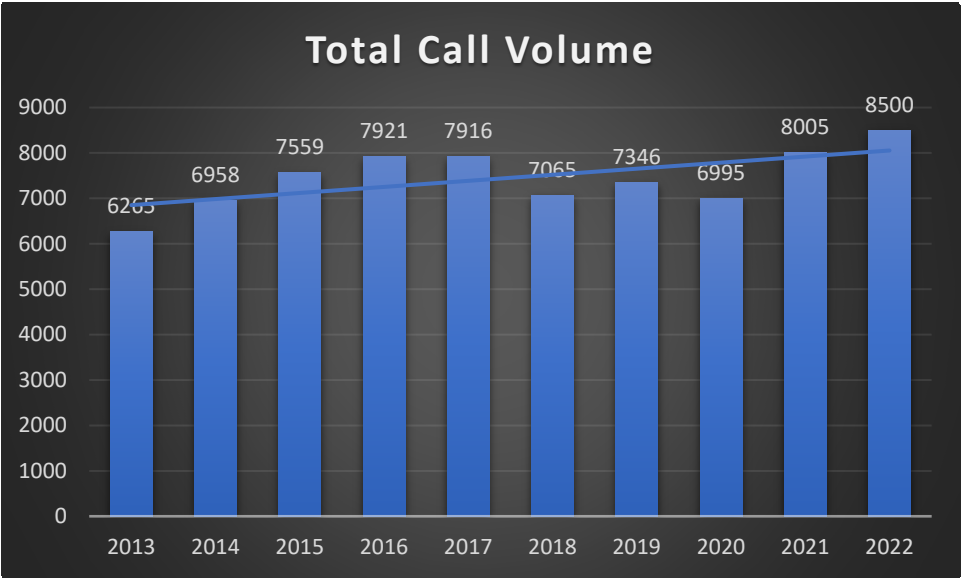
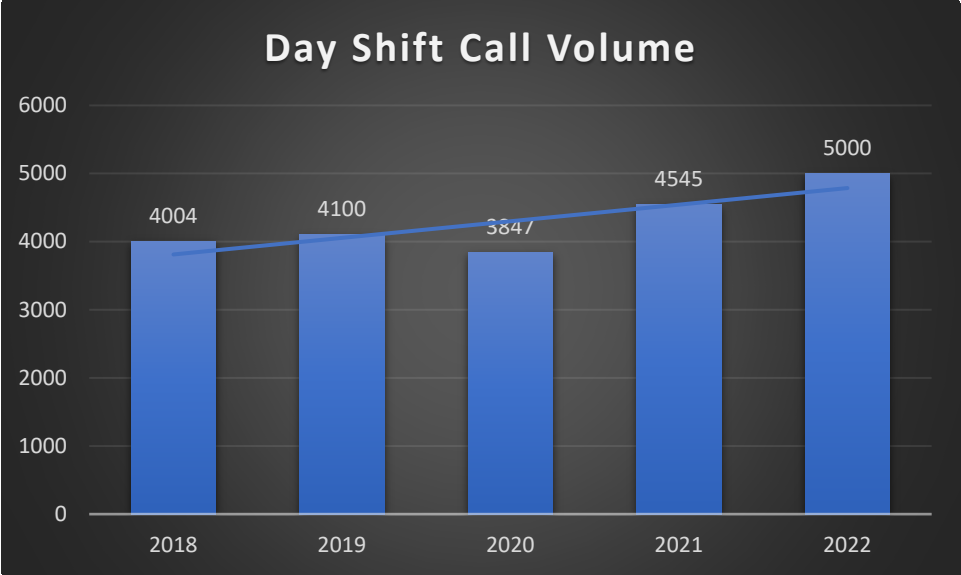
5/8" Meter (not available for new construction)	\$676.00
3/4" Meter	\$1,014.00
1" Meter	\$1,690.00
1 1/2" Meter (meter size no longer available)	\$3,380.00
2" Meter	\$5,408.00
3" Meter	\$10,140.00
4" Meter	\$16,900.00
6" Meter	\$36,588.00
8" Meter	\$65,044.00

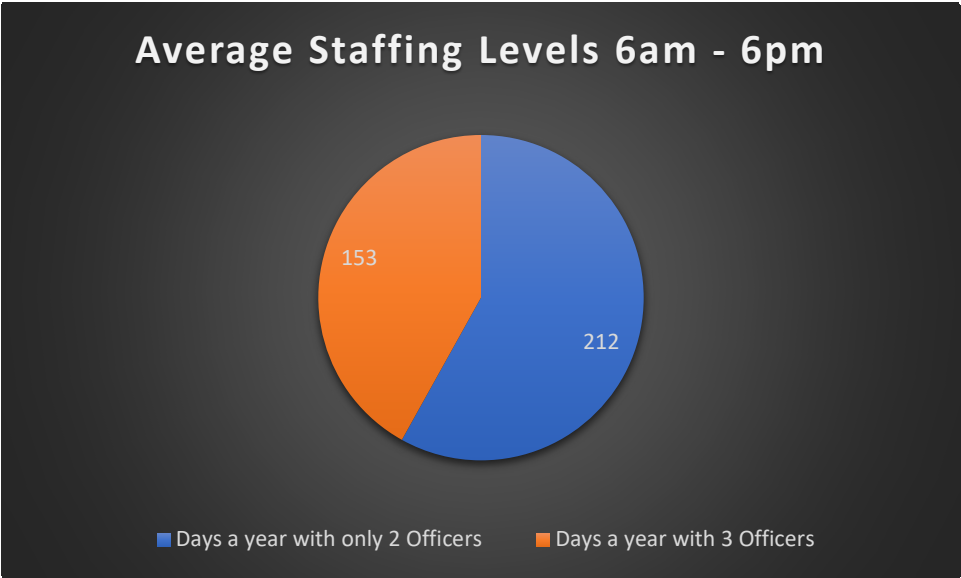
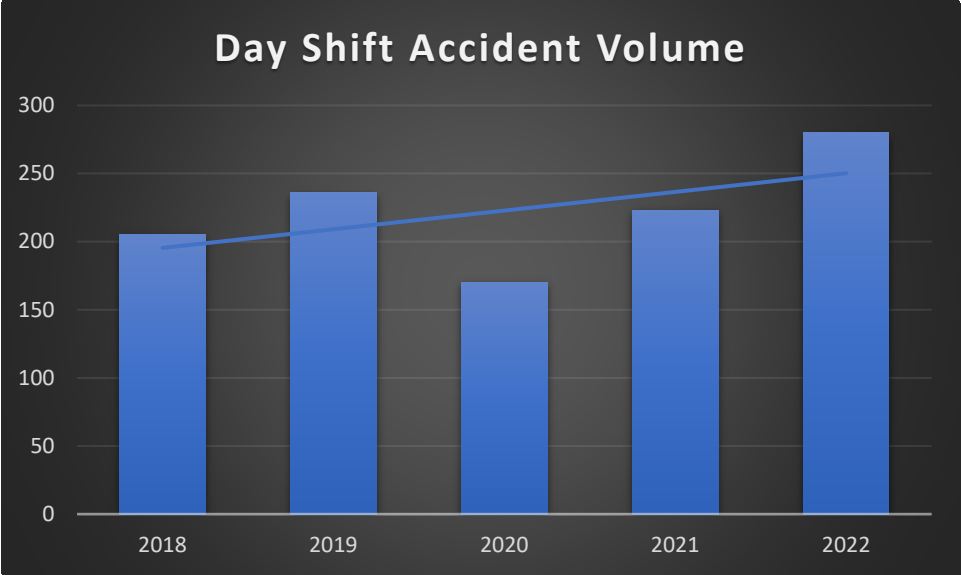
### Meter Service Charge:

5/8" Meter	N/A
3/4" Meter	\$230.00
1" Meter	\$340.00
2" Compound Meter	\$1,800.00
Over 2" Meters	Varies with meter size

### Other Fees:

Water Service/Meter Tampering Fee	\$150.00
Water Connection Inspection	Included in tap fee
Re-Inspection	None
Hydrant Use	\$25.00 + metered volume
Water Service Turn ON - Customer Requested	\$15.00
Water Service Turn OFF - Customer Requested	\$25.00
Water Service Turn OFF - Non-Payment	\$45.00
Water Surcharge for Turn ON & OFF - November 1 to April 15th	\$40.00
Water Service Valve Location	\$20.00
Appointment No-Show	\$20.00
High Bill Service Call	None





City of Sturgis MI			FY2022							FY2023						
			Percent Change	BILLING COMPONENT BREAKDOWN						BILLING COMPONENT BREAKDOWN						
Electric Rate Design for 2023 (Year 2)			Year 2	Monthly						Monthly						
Class Code	Class Description		Year 1 vs. Year 2	Meter Charge	kWh Charge	Off Peak	On Peak	Critical Peak	KW Charge	Meter Charge	kWh Charge	Off Peak	On Peak	Critical Peak	KW Charge	
				Year 1	Year 1	Year 1	Year 1	Year 1	Year 1	Year 2	Year 2	Year 2	Year 2	Year 2	Year 2	
A	A - Residential Inside City		2.9%	\$ 17.50	\$ 0.08875				\$ 1.25	\$ 18.00	\$ 0.08650				\$ 1.75	
B	B - Residential Rural		2.9%	\$ 24.25	\$ 0.09458				\$ 1.35	\$ 24.75	\$ 0.09420				\$ 1.75	
C	C - Commercial		2.9%	\$ 34.50	\$ 0.12990				\$ 3.50	\$ 35.75	\$ 0.12910				\$ 4.75	
D	D - Demand		2.9%	\$ 132.00	\$ 0.06464				\$ 17.75	\$ 148.00	\$ 0.06464				\$ 18.85	
PP	PP - Primary Power		2.9%	\$ 302.50	\$ 0.05850				\$ 18.25	\$ 325.00	\$ 0.05880				\$ 19.25	
DTOU	DTOU - Demand Time of Use		3.7%	\$ 167.50	\$ -	\$ 0.02990	\$ 0.08990	\$ 0.17590	\$ 9.35	\$ 175.00	\$ -	\$ 0.03490	\$ 0.08490	\$ 0.17090	\$ 10.50	
PPPTOU	PPPTOU - Primary Time of Use		2.9%	\$ 551.25	\$ -	\$ 0.02990	\$ 0.08990	\$ 0.17590	\$ 9.35	\$ 575.00	\$ -	\$ 0.03490	\$ 0.08490	\$ 0.17090	\$ 10.50	
	Revenue from Rate	Min	2.9%													
	Revenue from Rates % Change Year to Year	Max	3.7%													
		Bandwidth +/-	0.4%													
		Overall +/-	2.9%													

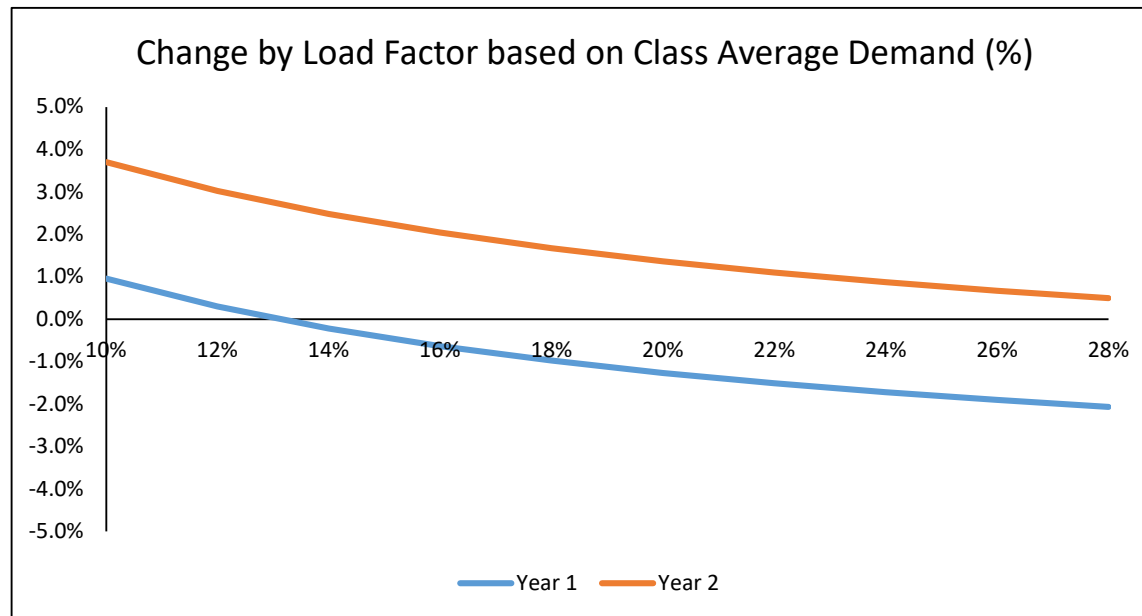
**City of Sturgis MI**

Base Tab: 1C 1E 1D LF

**Electric Rate Design for 2023 (Year 2)**

A - Residential Inside City

	FY2021	FY2022	FY2023		Year 1	Year 2
Rates	Current	Year 1	Year 2	Units	Net Change	Net Change
Monthly Facilities Charge:						
Monthly Meter Charge	\$ 16.50	\$ 17.50	\$ 18.00	51,264	\$ 1.00	\$ 0.50
Energy Charge:						
kWh Charge	\$ 0.09344	\$ 0.08875	\$ 0.08650	30,989,032	\$ (0.00469)	\$ (0.00225)
Demand Charge						
KW Charge	\$ 0.96	\$ 1.25	\$ 1.75	323,940	\$ 0.29000	\$ 0.50000
Power Cost Adjustment:						
PCAF	\$ 0.009856	\$ 0.009856	\$ 0.009856	30,989,032		
Revenue from Rate	\$ 4,052,454	\$ 4,052,322	\$ 4,170,199			
Revenue from PCAF Only	\$ 305,428	\$ 305,428	\$ 305,428			
Change from Previous		0.0%	2.9%			



Average Usage	604
Average Demand	6
Average LF	13.1%
Monthly Customers	4,272
Year 1 Average Bill	\$ 79.05
Year 2 Average Bill	\$ 81.35
Average % Change	2.9%
Monthly Change	\$ 2.30

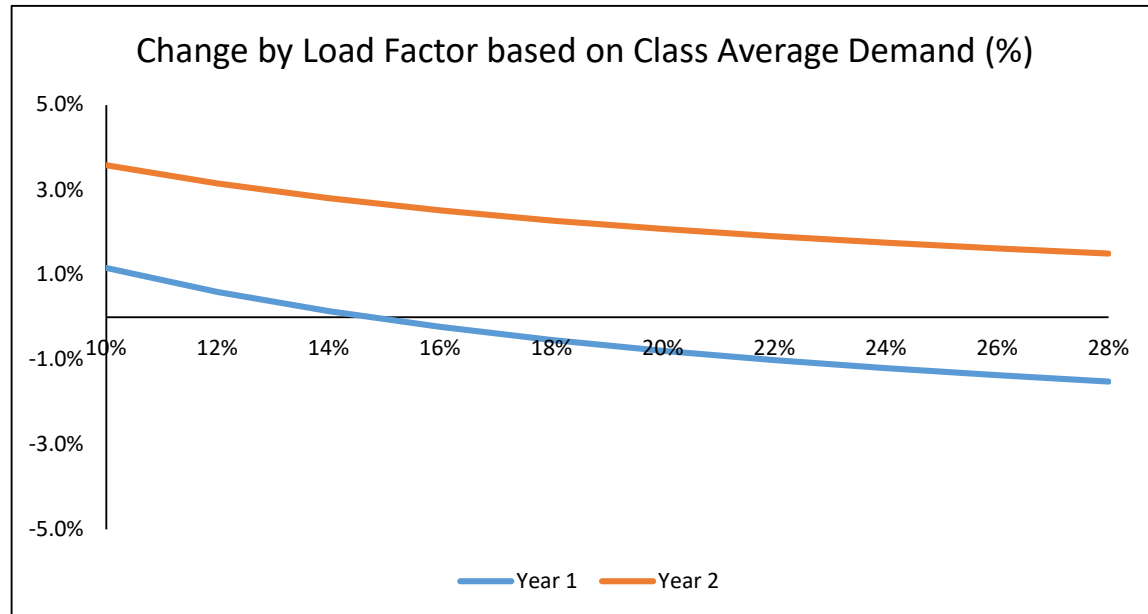
**City of Sturgis MI**

Base Tab: 1C 1E 1D LF

**Electric Rate Design for 2023 (Year 2)**

B - Residential Rural

	FY2021	FY2022	FY2023		Year 1	Year 2
Rates	Current	Year 1	Year 2	Units	Net Change	Net Change
Monthly Facilities Charge:						
Monthly Meter Charge	\$ 23.00	\$ 24.25	\$ 24.75	21,684	\$ 1.25	\$ 0.50
Energy Charge:						
kWh Charge	\$ 0.09870	\$ 0.09458	\$ 0.09420	16,907,551	\$(0.00412)	\$(0.00038)
Demand Charge						
KW Charge	\$ 1.08	\$ 1.35	\$ 1.75	157,602	\$ 0.27000	\$ 0.40000
Power Cost Adjustment:						
PCAF	\$ 0.009856	\$ 0.009856	\$ 0.009856	16,907,551		
Revenue from Rate	\$ 2,337,718	\$ 2,337,716	\$ 2,405,174			
Revenue from PCAF Only	\$ 166,641	\$ 166,641	\$ 166,641			
Change from Previous		0.0%	2.9%			



Average Usage	780
Average Demand	7
Average LF	14.7%
Monthly Customers	1,807
Year 1 Average Bill	\$ 107.81
Year 2 Average Bill	\$ 110.92
Average % Change	2.9%
Monthly Change	\$ 3.11

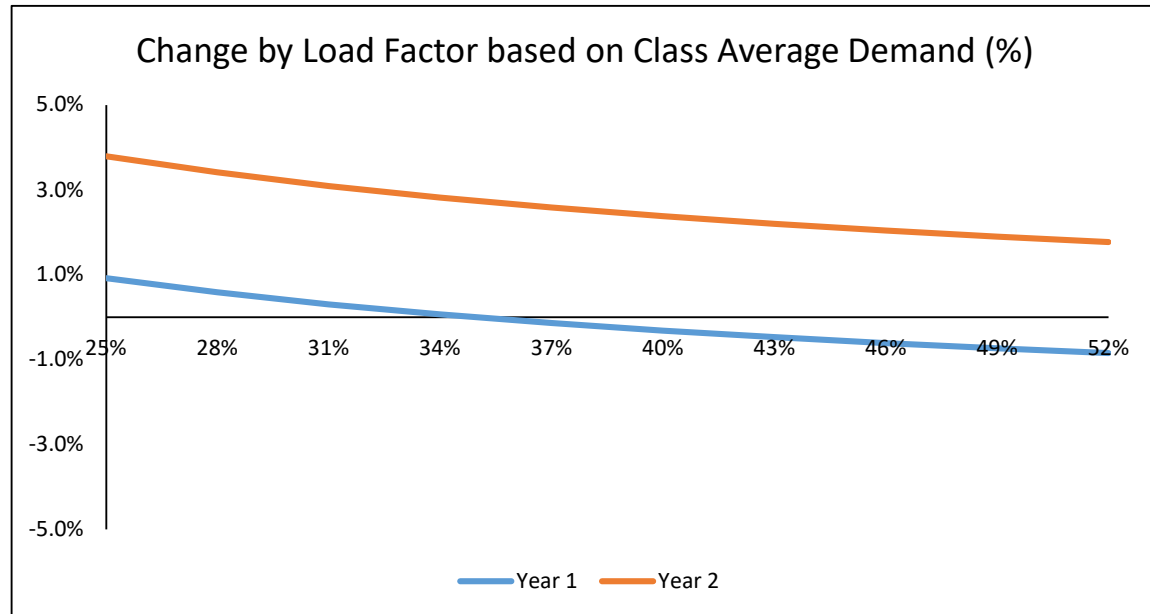
**City of Sturgis MI**

Base Tab: 1C 1E 1D LF

**Electric Rate Design for 2023 (Year 2)**

C - Commercial

	FY2021	FY2022	FY2023		Year 1	Year 2
Rates	Current	Year 1	Year 2	Units	Net Change	Net Change
Monthly Facilities Charge:						
Monthly Meter Charge	\$ 32.75	\$ 34.50	\$ 35.75	11,292	\$ 1.75	\$ 1.25
Energy Charge:						
kWh Charge	\$ 0.13394	\$ 0.12990	\$ 0.12910	33,929,273	\$(0.00404)	\$(0.00080)
Demand Charge						
KW Charge	\$ 2.62	\$ 3.50	\$ 4.75	133,240	\$ 0.88000	\$ 1.25000
Power Cost Adjustment:						
PCAF	\$ 0.009856	\$ 0.009856	\$ 0.009856	33,929,273		
Revenue from Rate	\$ 5,263,387	\$ 5,263,325	\$ 5,416,846			
Revenue from PCAF Only	\$ 334,407	\$ 334,407	\$ 334,407			
Change from Previous		0.0%	2.9%			



Average Usage	3,005
Average Demand	12
Average LF	34.9%
Monthly Customers	941
Year 1 Average Bill	\$ 466.11
Year 2 Average Bill	\$ 479.71
Average % Change	2.9%
Monthly Change	\$ 13.60



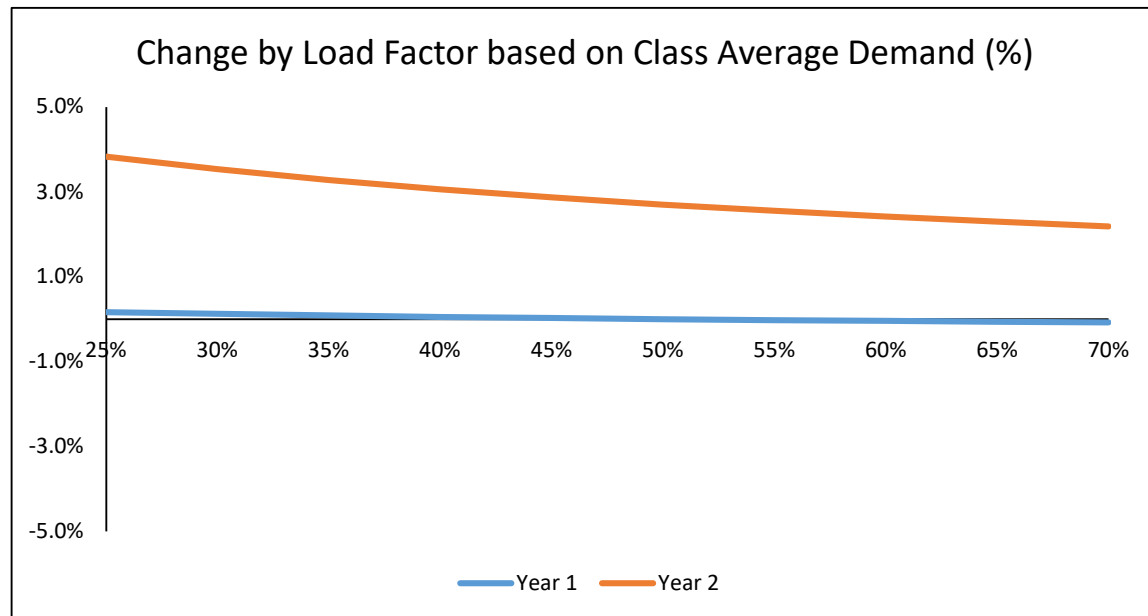
**City of Sturgis MI**

Base Tab: 1C 1E 1D LF

**Electric Rate Design for 2023 (Year 2)**

D - Demand

	FY2021	FY2022	FY2023		Year 1	Year 2
Rates	Current	Year 1	Year 2	Units	Net Change	Net Change
Monthly Facilities Charge:						
Monthly Meter Charge	\$ 120.00	\$ 132.00	\$ 148.00	444	\$ 12.00	\$ 16.00
Energy Charge:						
kWh Charge	\$ 0.06494	\$ 0.06464	\$ 0.06464	17,702,882	\$(0.00030)	\$ -
Demand Charge						
KW Charge	\$ 17.75	\$ 17.75	\$ 18.85	49,182	\$ -	\$ 1.10000
Power Cost Adjustment:						
PCAF	\$ 0.009856	\$ 0.009856	\$ 0.009856	17,702,882		
Revenue from Rate	\$ 2,075,888	\$ 2,075,905	\$ 2,137,109			
Revenue from PCAF Only	\$ 174,480	\$ 174,480	\$ 174,480			
Change from Previous		0.0%	2.9%			



Average Usage	39,871
Average Demand	111
Average LF	49.3%
Monthly Customers	37
Year 1 Average Bill	\$4,675.46
Year 2 Average Bill	\$4,813.31
Average % Change	2.9%
Monthly Change	\$ 137.85

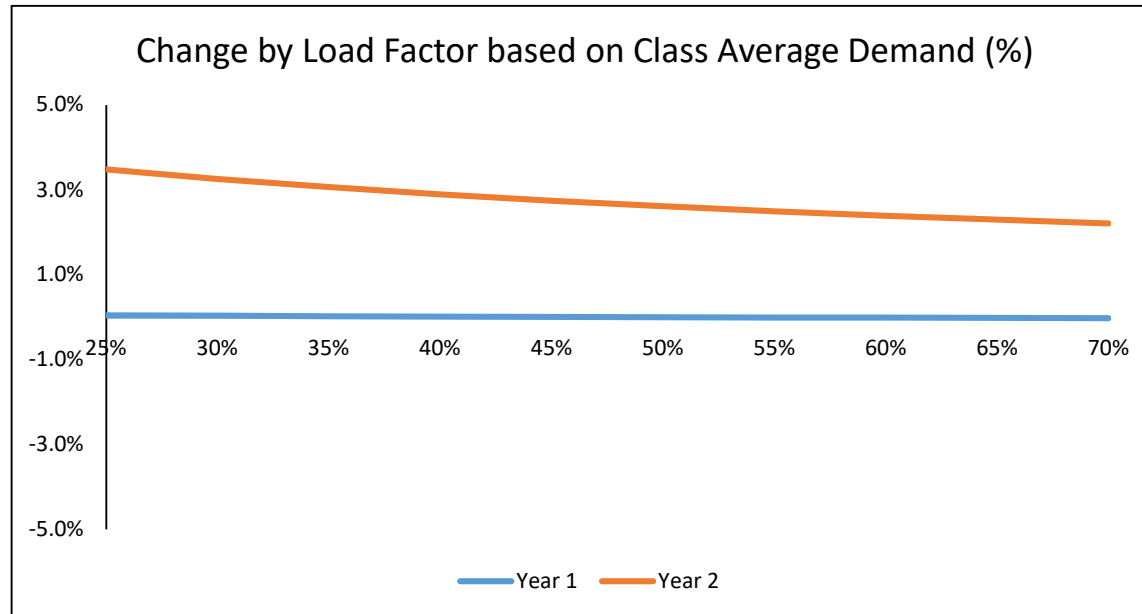
**City of Sturgis MI**

Base Tab: 1C 1E 1D LF

**Electric Rate Design for 2023 (Year 2)**

PP - Primary Power

	FY2021	FY2022	FY2023		Year 1	Year 2
Rates	Current	Year 1	Year 2	Units	Net Change	Net Change
Monthly Facilities Charge:						
Monthly Meter Charge	\$ 280.00	\$ 302.50	\$ 325.00	60	\$ 22.50	\$ 22.50
Energy Charge:						
kWh Charge	\$ 0.05858	\$ 0.05850	\$ 0.05880	16,379,340	\$ (0.00008)	\$ 0.00030
Demand Charge						
KW Charge	\$ 18.25	\$ 18.25	\$ 19.25	48,587	\$ -	\$ 1.00000
Power Cost Adjustment:						
PCAF	\$ 0.009856	\$ 0.009856	\$ 0.009856	16,379,340		
Revenue from Rate	\$ 1,863,011	\$ 1,863,051	\$ 1,917,901			
Revenue from PCAF Only	\$ 161,435	\$ 161,435	\$ 161,435			
Change from Previous		0.0%	2.9%			



Average Usage	272,989
Average Demand	810
Average LF	46.2%
Monthly Customers	5
Year 1 Average Bill	\$31,050.84
Year 2 Average Bill	\$31,965.02
Average % Change	2.9%
Monthly Change	\$ 914.18

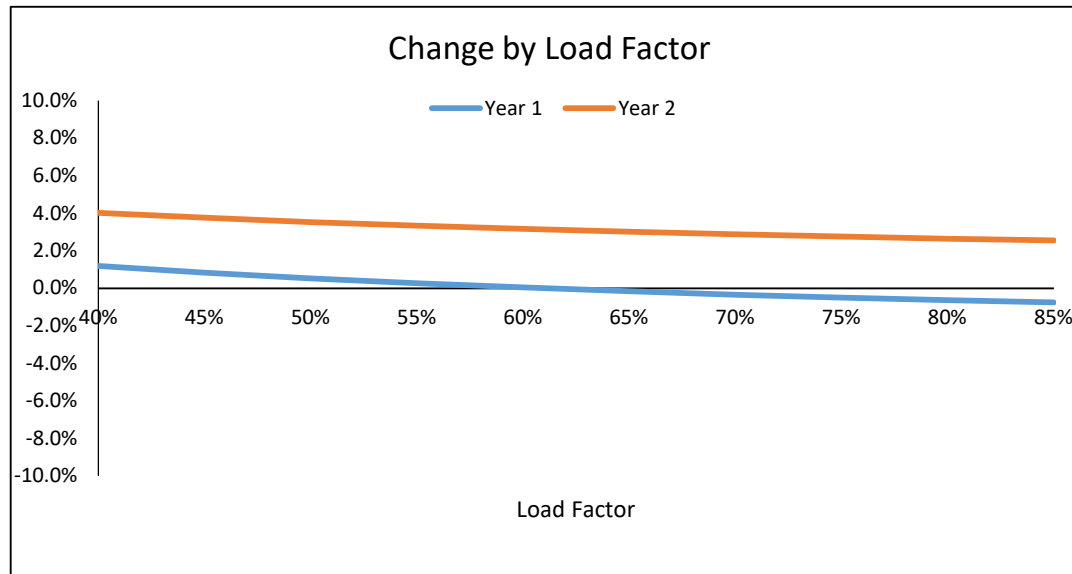
**City of Sturgis MI**

1C 3TOUE 1D kW

**Electric Rate Design for 2023 (Year 2)**

DTOU - Demand Time of Use

	FY2021	FY2022	FY2023		Year 1	Year 2
Rates	Current	Year 1	Year 2	Units	Net Change	Net Change
Monthly Facilities Charge:						
Monthly Meter Charge	\$ 161.00	\$ 167.50	\$ 175.00	96	\$ 6.50	\$ 7.50
Energy Charge:						
Off Peak	\$ 0.02847	\$ 0.02990	\$ 0.03490	2,535,039	\$ 0.00143	\$ 0.00500
On Peak	\$ 0.09031	\$ 0.08990	\$ 0.08490	1,475,574	\$ (0.00041)	\$ (0.00500)
Critical Peak	\$ 0.20030	\$ 0.17590	\$ 0.17090	615,561	\$ (0.02440)	\$ (0.00500)
Demand Charge:						
KW Charge	\$ 8.25	\$ 9.35	\$ 10.50	11,827	\$ 1.10000	\$ 1.15000
Power Cost Adjustment:						
PCAF	\$ 0.009856	\$ 0.009856	\$ 0.009856	4,626,174		
Revenue from Rate	\$ 441,756	\$ 443,390	\$ 459,931			
Revenue from PCAF Only	\$ 45,596	\$ 45,596	\$ 45,596			
Change from Previous		0.4%	3.7%			



Monthly Customers	8
Avg. Energy	48,189
Avg. Off Peak %	55%
Avg. On Peak %	32%
Avg. Critical %	13%
Avg. Demand	123.20
Avg. Year 1 Bill	\$ 4,618.65
Avg. Year 2 Bill	\$ 4,790.95
Avg. Year 2 Bill % Change	3.7%
Monthly Change	\$ 172.30
Avg. Load Factor	53.6%

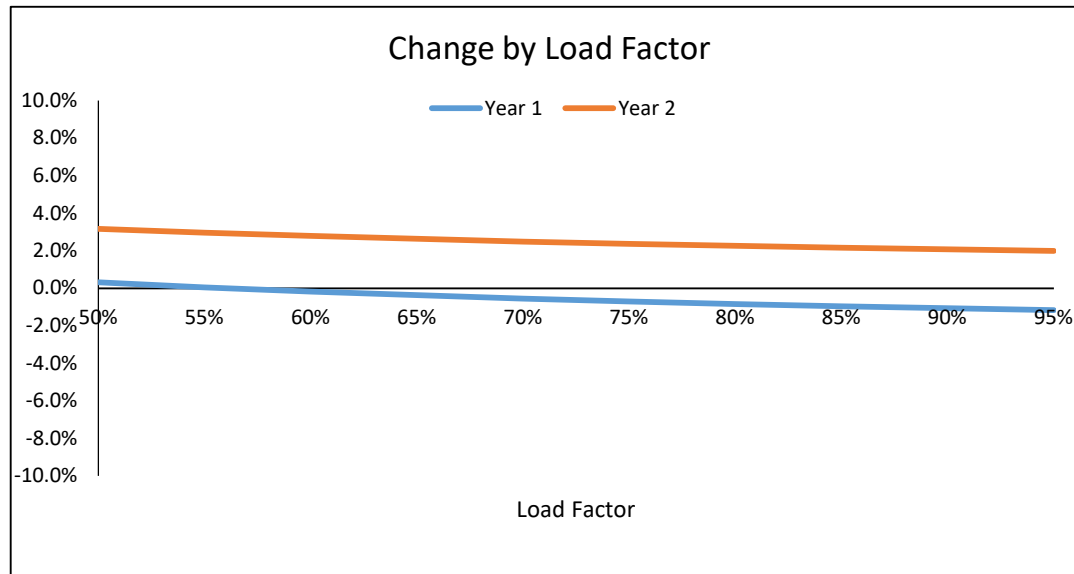
**City of Sturgis MI**

1C 3TOUE 1D kW

**Electric Rate Design for 2023 (Year 2)**

PPPTOU - Primary Time of Use

	FY2021	FY2022	FY2023		Year 1	Year 2
Rates	Current	Year 1	Year 2	Units	Net Change	Net Change
Monthly Facilities Charge:						
Monthly Meter Charge	\$ 530.00	\$ 551.25	\$ 575.00	132	\$ 21.25	\$ 23.75
Energy Charge:						
Off Peak	\$ 0.02847	\$ 0.02990	\$ 0.03490	47,103,100	\$ 0.00143	\$ 0.00500
On Peak	\$ 0.09031	\$ 0.08990	\$ 0.08490	31,243,276	\$ (0.00041)	\$ (0.00500)
Critical Peak	\$ 0.20030	\$ 0.17590	\$ 0.17090	12,363,747	\$ (0.02440)	\$ (0.00500)
Demand Charge:						
KW Charge	\$ 8.25	\$ 9.35	\$ 10.50	192,373	\$ 1.10000	\$ 1.15000
Power Cost Adjustment:						
PCAF	\$ 0.009856	\$ 0.009856	\$ 0.009856	90,710,123		
Revenue from Rate	\$ 8,296,099	\$ 8,263,386	\$ 8,505,230			
Revenue from PCAF Only	\$ 894,039	\$ 894,039	\$ 894,039			
Change from Previous		-0.4%	2.9%			



Monthly Customers	11
Avg. Energy	687,198
Avg. Off Peak %	52%
Avg. On Peak %	34%
Avg. Critical %	14%
Avg. Demand	1,457.37
Avg. Year 1 Bill	\$ 62,601.41
Avg. Year 2 Bill	\$ 64,433.56
Avg. Year 2 Bill % Change	2.9%
Monthly Change	\$ 1,832.15
Avg. Load Factor	64.6%

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 5A**





CITY OF  
**Sturgis**  
MICHIGAN

130 N. Nottawa St.  
Sturgis, MI 49091  
[www.sturgismi.gov](http://www.sturgismi.gov)  
Ph: 269-651-2321  
Fax: 269-659-7295

July 27, 2022

State Senator Kim LaSata  
PO Box 30036  
Lansing, MI 48909-7536

Dear Senator Kim LaSata:

On behalf of the City of Sturgis, I would like to extend our sincere appreciation for your advocacy and assistance to obtain \$11 million in funding for Sturgis Hospital. We are forever thankful and encouraged that with this funding, Sturgis Hospital will remain in operation and provide essential medical services to the Sturgis community.

Again, thank you for your support of our community.

With sincere gratitude,  
CITY OF STURGIS

Jeffery A. Mullins  
Mayor

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 8A**





**REGULAR MEETING - STURGIS CITY COMMISSION**  
**WEDNESDAY, JULY 13, 2022**  
**WIESLOCH RAUM – CITY HALL**

Mayor Mullins called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was said by all present.

The Invocation was given by Mayor Mullins.

Commissioners present: Bir, Klinger, Kinsey, Smith, Hile, Perez, Vice-Mayor Miller, Mayor Mullins

Commissioners absent: Malone

Also present: Assistant to the City Attorney, City Manager, Assistant City Manager, City Engineer, Electric Department Superintendent, Facilities Manager, SYCA Director, Community Development Director, Wastewater Superintendent, City Controller, City Clerk

Moved by Comm. Hile and seconded by Comm. Klinger to approve the agenda as presented.

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Klinger to approve the Consent Agenda of July 13, 2022 as presented.

**8A. Action of Minutes of Previous Meetings**

APPROVE the minutes from the June 15, 2022 regular meeting as presented.

APPROVE the minutes from the June 20, 2022 special meeting as presented.

APPROVE the minutes from the June 30, 2022 special meeting as presented.

**8B. Pay Bills**

AUTHORIZE the payment of the City bills in the amount of \$3,346,362.36 as presented.

**8C. Three-Phase Pad Mounted Transformers**

APPROVE the purchase of six Howard three-phase pad mount transformers from Power Line Supply in an amount not-to-exceed two hundred and sixty-five thousand dollars as presented.

**8D. Property Transfer from Sturgis Township – 71386 M-66**

ADOPT the Resolution for Transfer of Properties from Sturgis Township to City of Sturgis as presented.

**8E. Electric System Load Study**

APPROVE a bid waiver for and contracting with GRP Engineering for an electric system load study in the amount of twelve thousand, five hundred dollars (\$12,500.00) as presented.

**8F. Maximum Allowable Headworks Loading Study**

APPROVE Task Order 88 with Fleis and VandenBrink Engineering, Inc. for MAHL study and local limits evaluation in the amount of eighteen thousand, seven hundred dollars (\$18,700.00).

**8G. 2022 Homegrown Music Festival**

APPROVE the requests for the 2022 Homegrown Music Festival as presented.

**8H. MI Art Fest 2022**

APPROVE the requests for MI Art Fest 2022 as presented.

**8I. MML Worker's Compensation Board of Trustees Election**

APPROVE submittal of ballot for the Michigan Municipal League Worker's Compensation Board of Trustees as presented and AUTHORIZE the City Manager to sign all necessary documents.

**8J. ESRI GIS Contract**

APPROVE a three-year Enterprise Agreement with Environmental Systems Research Institute, Inc. for GIS services in the total amount of eighty-two thousand, five hundred dollars (\$82,500.00) as presented.

**Voting yea: Eight**

**Voting nay: None**

**Absent: Malone**

**MOTION CARRIED**

Community Development Director Will Prichard provided details related to the request for a two month extension of the medical marihuana permit of Green Buddha of Sturgis located at 1139 S. Centerville Rd. Discussion followed.

Moved by Comm. Smith and seconded by Comm. Miller to approve a two-month medical marihuana permit extension for Green Buddha of Sturgis located at 1139 S. Centerville Rd. expiring on September 21, 2022.

**Voting yea: Five**

**Absent: Malone**

**Voting nay: Bir, Hile, Perez**

**MOTION CARRIED**

Community Development Director Will Prichard provided details on proposed zoning ordinance amendments including in fences in the Manufacturing zoning district, the number of Accessory Structures in residential zoning districts, and dumpster enclosures and screening residential uses from non-residential uses. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Kinsey to consider this the first reading of amendments to the Zoning Ordinance sections 1.0408, 1.0409, 1.0410, 1.1105, and 1.1106 pertaining to fences, accessory structures, and dumpster enclosures as presented.

**Voting yea: Eight**

**Voting nay: None**

**Absent: Malone**

**MOTION CARRIED**

City Manager Michael Hughes provided details on the available properties for purchase by the City after County tax foreclosure.

Moved by Comm. Hile and seconded by Comm. Perez to approve the purchase of four County tax foreclosed properties including 306 North St - \$8,694.04, 303 S. Nottawa St - \$11,024.41, 602 Jean Ave - \$2,745.12, 805 N. Nottawa St - \$3,649.84 plus any additional mowing charges.

**Voting yea: Eight**

**Voting nay: None**

**Absent: Malone**

**MOTION CARRIED**

City Engineer Barry Cox provided information on utility installation for lot #1 at Stapleton Industrial Park. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Perez to approve change order #2 with F&V Construction Management, Inc. for the Stapleton Park Proposed Pump Station project in the amount of forty-four thousand, eight hundred and forty-one dollars and ninety-five cents (\$44,841.95).

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Wastewater Superintendent Tom Sikorski provided details on the bids for the Wastewater Treatment Plant (WWTP) Motor Control Center (MCC) Replacement project. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Kinsey to approve the bid of Shouldice Electric for the WWTP MCC Replacement Project in the amount of two hundred and thirty thousand, eight hundred and sixty-five dollars (\$230,865.00).

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Moved by Comm. Hile and seconded by Comm. Kinsey to approve a contingency budget for the WWTP MCC Replacement Project in the amount of forty-six thousand dollars (\$46,000.00).

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Electric Department Superintendent Chris McArthur provided details on the bids for the overhaul of the hydraulic control equipment and new system controls for hydro generating units #3 and #4. Discussion followed.

Moved by Comm. Klinger and seconded by Comm. Smith to approve the bid of American Governor Company LLC for hydraulic control equipment overhaul at the hydro dam in the amount of one hundred and seventy-eight thousand, six hundred and forty-five dollars (\$178,645.00).

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Moved by Comm. Klinger and seconded by Comm. Kinsey to approve the bid of Newkirk Electric Associates for PLC system controls in the amount of one hundred and fifty-four thousand, one hundred and fifty dollars (\$154,150.00).

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Moved by Comm. Bir and seconded by Comm. Hile to postpone consideration of the design services for PSUB II until after discussion of the 2022-2023 fiscal year budget.

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Facilities Manager Dan Root provided details on the replacement of the carpeting in the auditorium at the Sturges-Young Center for the Arts. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Klinger to approve the proposal from the Seelye Group for purchase and installation of flooring at the Sturges-Young Center for the Arts in the amount of sixty-six thousand, one hundred and fifty-nine dollars and thirty-nine cents (\$66,159.39).

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

Assistant City Manager Andrew Kuk provided information on a model for the pricing of the fuel at the airport. Discussion followed.

Moved by Comm. Klinger and seconded by Comm. Perez to approve the special fuel pricing model for the airport as presented.

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

City Clerk/Treasurer Kenneth Rhodes provided information on the vacancies on the Construction Board of Appeals. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Kinsey to appoint Cody Newman and Josh Strautz to the Construction Board of Appeals through May 2024.

**Voting yea: Eight      Voting nay: None      Absent: Malone      MOTION CARRIED**

City Manager Michael Hughes provided information on the County's allocation of ARPA funds for community projects. Discussion included support for ambulance services and lead pipe replacement.

**By Consensus, the City Commission gave latitude to the City Manager to determine between ambulance services and lead pipe replacement for the County's allocation of ARPA funds.**

Senator LaSata provided an update on the State budget process. The City Commission thanked her for her efforts with the grant for Sturgis Hospital.

**By Consensus, the City Commission gave permission for City Staff to assist Sturgis Public Schools by replacing connections on the banners on street lights one time at no cost.**

The meeting was adjourned at 8:10 p.m.

***Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer***

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 8B**



Date	Check#	Vendor	Vendor Name	Amount
Manual Checks				
07-08-2022	PR0587M	00061	CITY OF STURGIS PAYROLL	333,542.60
07-01-2022	T14913M	06030	VERIZON CONNECT NWF INC	113.33
07-25-2022	T14914M	04389	FRONTIER COMMUNICATIONS A	51.26
07-25-2022	T14915M	04389	FRONTIER COMMUNICATIONS A	226.53
07-25-2022	T14916M	04389	FRONTIER COMMUNICATIONS A	51.26
07-06-2022	T14917M	06138	MUTUAL OF OMAHA INSURANCE CO	9,800.61
07-06-2022	T14918M	04524	ALERUS FINANCIAL	16,106.00
07-12-2022	T14919M	02909	CHARTER COMMUNICATIONS	664.93
07-27-2022	T14920M	03770	MICHIGAN GAS UTILITIES	98.87
07-27-2022	T14921M	03770	MICHIGAN GAS UTILITIES	82.58
07-27-2022	T14922M	03770	MICHIGAN GAS UTILITIES	40.66
07-25-2022	T14923M	03770	MICHIGAN GAS UTILITIES	180.54
07-25-2022	T14924M	03770	MICHIGAN GAS UTILITIES	20.48
07-26-2022	T14925M	03770	MICHIGAN GAS UTILITIES	103.80
07-04-2022	T14926M	04197	MI PUBLIC POWER AGENCY	256,617.47
07-10-2022	T14927M	00181	GORDON FOOD SERVICE	1,044.28
07-29-2022	T14928M	03770	MICHIGAN GAS UTILITIES	78.21
07-20-2022	T14929M	00512	CAMOCO FUEL SYSTEM	27,342.93
07-13-2022	T14930M	00108	STATE OF MICHIGAN	56,856.23
07-11-2022	T14931M	04197	MI PUBLIC POWER AGENCY	220,352.74
07-13-2022	T14932M	06093	PEPSI BEVERAGES COMPANY	243.52
07-12-2022	T14933M	00449	CENTURY BANK & TRUST	3,402.13
07-28-2022	T14934M	04389	FRONTIER COMMUNICATIONS A	44.76
07-13-2022	T14935M	04088	BLUE CROSS BLUE SHIELD OF MI	10,235.11
07-19-2022	T14936M	05903	WEST SIDE BEER DISTRIBUTING	256.40
07-18-2022	T14937M	04197	MI PUBLIC POWER AGENCY	280,990.10
07-22-2022	T14938M	03858	FARMERS STATE BANK	7,781.90
07-08-2022	T14939M	00062	CITY OF STURGIS-EMPLOYEE INS	63,947.40
07-08-2022	T14940M	05588	ALERUS FINANCIAL/MERS TRANSFER	2,831.31
07-08-2022	T14941M	06190	HEALTH EQUITY/HSA PR TRANSFER	600.00
07-08-2022	T14942M	00065	DOYLE MEMBERSHIP TRANSFER	2,776.89
07-08-2022	T14943M	00063	CITY OF STURGIS TAX TRANSFER	18,694.37
07-08-2022	T14944M	05123	COMERICA BANK-INST TRUST SERV	35,486.21
07-08-2022	T14945M	03229	CITY OF STURGIS-WORKERS COMP	2,824.72
07-08-2022	T14946M	00064	INTL CITY MGMT ASSOC RETR CORP	7,779.56
Automatic Checks				
07-27-2022	243433	00110	A & K PRINTING & POOLS	175.00
07-27-2022	243434	05097	ADVANTAGE WATER	2,250.00
07-27-2022	243435	00332	ALEXANDER CHEMICAL CORP	226.00
07-27-2022	243436	00296	ALISHA D AUSTIN	50.67
07-27-2022	243437	00002	ALL-PHASE ELECTRIC SUPPLY	1,170.02
07-27-2022	243438	05103	BRIDGETTE ALLEY	250.00
07-27-2022	243439	06299	ALLOPATHIC CROP SERVICES	19,995.00
07-27-2022	243440	05986	ALPHA BUILDING CENTER-NOTTAWA	671.38
07-27-2022	243441	06119	AMAZON.COM SALES INC	1,911.09
07-27-2022	243442	00624	AQUA BLAST CARWASH SYSTEMS INC	352.00
07-27-2022	243443	02292	ASPLUNDH TREE EXPERT CO	9,083.03
07-27-2022	243444	05462	AUTOZONE STORES LLC	4.47
07-27-2022	243445	06285	BD ELECTRICAL INC	2,750.00
07-27-2022	243446	06117	BENITA ANN LEWIS	60.00
07-27-2022	243447	02749	HARLAN BLOOD	15.00



Date	Check#	Vendor	Vendor Name	Amount
07-27-2022	243448	05080	BOBILYA CHRYSLER DODGE JEEP	447.00
07-27-2022	243449	00005	BOGEN CONCRETE INC	2,374.75
07-27-2022	243450	00006	BOLAND TIRE INC	182.30
07-27-2022	243451	04271	GREG BROOKS	288.00
07-27-2022	243452	01283	BYCE & ASSOCIATES INC	4,330.00
07-27-2022	243453	03343	BYLER ELECTRIC INC	6,420.00
07-27-2022	243454	00296	CARL H SCHULTZ JR	43.71
07-27-2022	243455	00296	CARLA MACEY	36.06
07-27-2022	243456	00315	CENTURYLINK	33.60
07-27-2022	243457	01323	CITY OF COLDWATER	332.67
07-27-2022	243458	06296	CIVICPLUS LLC	2,500.01
07-27-2022	243459	05634	COMMUNITY MENTAL HEALTH	3,544.38
07-27-2022	243460	05863	COTTINS DO IT BEST HARDWARE	454.87
07-27-2022	243461	04967	CTT EQUIPMENT LLC	1,760.00
07-27-2022	243462	06158	CULLIGAN WATER OF STURGIS	159.00
07-27-2022	243463	06264	CUTTER'S EDGE LAWN CARE LLC	3,242.00
07-27-2022	243464	00296	CYPREXX SERVICES LLC	71.42
07-27-2022	243465	05909	TONY D'HAESE	48.00
07-27-2022	243466	01119	DAVID W LUDDERS	47.20
07-27-2022	243467	05142	DONOHUE & ASSOCIATES INC	6,750.00
07-27-2022	243468	00364	CAROL DUSTIN	450.00
07-27-2022	243469	01403	GEORGE EARL	2,500.00
07-27-2022	243470	00166	ELHORN ENGINEERING CO	905.00
07-27-2022	243471	03929	EMERGENCY MEDICAL PRODUCTS INC	1,815.97
07-27-2022	243472	00769	EMERGENCY VEHICLE PRODUCTS INC	4,628.12
07-27-2022	243473	04955	ENVIRO-CLEAN	7,768.00
07-27-2022	243474	06230	ERGOTECH CONTROLS INC	1,464.16
07-27-2022	243475	05929	FACTUAL DATA	50.00
07-27-2022	243476	05151	FAWN RIVER MECHANICAL LLC	253.00
07-27-2022	243477	05490	FERGUSON WATERWORKS #3386	3,151.29
07-27-2022	243478	02082	GECKO SECURITY LLC	170.00
07-27-2022	243479	00183	W W GRAINGER INC	470.30
07-27-2022	243480	06104	GRANTSMANSHIP CONSULTING LLC	1,725.00
07-27-2022	243481	05949	GRASSHOPPER	2,143.68
07-27-2022	243482	03806	GREAT LAKES PEST CONTROL	150.00
07-27-2022	243483	01436	GRIFFITH ELECTRIC LLC	1,065.00
07-27-2022	243484	04243	GRP ENGINEERING INC	3,104.50
07-27-2022	243485	05827	HAASCAYWOOD	590.00
07-27-2022	243486	00578	HAVEL	969.59
07-27-2022	243487	06219	HAVILAND PRODUCTS COMPANY	676.40
07-27-2022	243488	06295	HELIX DIAGNOSTICS	102.00
07-27-2022	243489	03599	HERITAGE-CRYSTAL CLEAN, LLC	100.00
07-27-2022	243490	00016	WILLIAM A HICKMAN	1,255.00
07-27-2022	243491	05033	HUNTINGTON NATIONAL BANK	250.00
07-27-2022	243492	04922	HUTSON ASSESSING INC	290.44
07-27-2022	243493	06270	INSITUFORM TECHNOLOGIES LLC	108,314.08
07-27-2022	243494	06199	JANSEN PLUMBING, HEATING &	319.60
07-27-2022	243495	05842	JOHN DEERE FINANCIAL	214.71
07-27-2022	243496	06217	JOHN J FLOWERS	80.00
07-27-2022	243497	05634	JORGE MORALES	50.00
07-27-2022	243498	00020	KENDRICK STATIONERS INC	1,066.83
07-27-2022	243499	01656	KOORSEN FIRE & SECURITY INC	298.95
07-27-2022	243500	01101	JANENE KOSMAN	280.00

Date	Check#	Vendor	Vendor Name	Amount
07-27-2022	243501	04666	PAUL KRICK	50.00
07-27-2022	243502	00212	KSS ENTERPRISES	110.19
07-27-2022	243503	05977	LAKELAND INTERNET LLC	106.94
07-27-2022	243504	00666	LOCKPORT TOWNSHIP TREASURER	818.55
07-27-2022	243505	00023	LONESPRUCE	600.00
07-27-2022	243506	01346	TOM LONG	96.00
07-27-2022	243507	05634	MARIA MUNOZ	50.00
07-27-2022	243508	05945	MED SAFETY PLUS LLC	563.77
07-27-2022	243509	00296	MICHAEL W SHERRILL	36.65
07-27-2022	243510	03774	STATE OF MICHIGAN	150.00
07-27-2022	243511	03774	STATE OF MICHIGAN	173.00
07-27-2022	243512	00403	MICHIGAN CAT	1,131.40
07-27-2022	243513	00024	STATE OF MICHIGAN - MDOT	10,018.31
07-27-2022	243514	05121	MICKEY'S LINEN	146.99
07-27-2022	243515	06026	MID-CITY SUPPLY CO INC	71.07
07-27-2022	243516	04702	MILLER JOHNSON ATTORNEYS	11,799.12
07-27-2022	243517	00241	JEFF MILLER	4,795.00
07-27-2022	243518	04014	MILLERS SALES & SERVICE	21.60
07-27-2022	243519	02539	MOTOROLA INC	71.43
07-27-2022	243520	06069	NAPA AUTO PARTS	207.24
07-27-2022	243521	06267	NEW CREATIONS LANDSCAPE LLC	2,387.92
07-27-2022	243522	05677	NORTH BREATHING AIR LLC	165.00
07-27-2022	243523	06051	NORTHERN CONSTRUCTION SERV COR	40,838.00
07-27-2022	243524	05671	PACE ANALYTICAL SERVICES LLC	226.97
07-27-2022	243525	04770	PARRISH EXCAVATING INC	50,147.16
07-27-2022	243526	04287	ANDREW M PHILLIPS	2,500.00
07-27-2022	243527	03104	PHILLIPS STEEL CORPORATION	250.87
07-27-2022	243528	05042	PLANT GROWTH MANAGEMENT SYSTEM	4,933.17
07-27-2022	243529	02741	PLATEMATE	109.50
07-27-2022	243530	00033	POSTNET POSTAL & BUSINESS	93.35
07-27-2022	243531	00485	POWER LINE SUPPLY	16,393.28
07-27-2022	243532	00031	POWER SYSTEM ENGINEERING INC.	11,233.61
07-27-2022	243533	03091	PRIME QUALITY ELECTRIC LLC	8,924.33
07-27-2022	243534	04481	PROF SPORTS SPECIFIC TRAINING	360.00
07-27-2022	243535	05468	PVS TECHNOLOGIES INC	2,636.60
07-27-2022	243536	06099	R&R FIRE TRUCK REPAIR INC	150.00
07-27-2022	243537	00296	RADIUS GLOBAL SOLUTIONS	11.12
07-27-2022	243538	00279	RATHCO SAFETY SUPPLY	1,523.00
07-27-2022	243539	05739	RENEWABLE WORLD ENERGIES LLC	2,934.76
07-27-2022	243540	00035	RESCO	4,019.70
07-27-2022	243541	06038	REVOLUTION HEALTH, P.C.	90.00
07-27-2022	243542	03542	RICKETT'S LAWN CARE	4,202.25
07-27-2022	243543	06260	ROBERT PHIBBS	860.00
07-27-2022	243544	00296	RYAN WORTH	25.12
07-27-2022	243545	06042	S & S CUSTOM MECHANICAL LLC	7,685.87
07-27-2022	243546	00296	SANJANA ARORA	19.75
07-27-2022	243547	05765	SELKING INTERNATIONAL	1,178.35
07-27-2022	243548	02179	SPRINT	830.57
07-27-2022	243549	00604	ST JOSEPH CO CLERK	1,840.02
07-27-2022	243550	01375	ST JOSEPH CO SHERIFFS OFFICE	840.00
07-27-2022	243551	00488	STATE SYSTEMS RADIO INC	195.00
07-27-2022	243552	04274	STEENSMA LAWN & POWER EQUIP	480.33
07-27-2022	243553	01458	STURGIS AREA CHAMBER	1,015.00

Date	Check#	Vendor	Vendor Name	Amount
07-27-2022	243554	00429	CITY OF STURGIS	3,807.88
07-27-2022	243555	00290	STURGIS HOSPITAL	48.00
07-27-2022	243556	00291	STURGIS JOURNAL	550.94
07-27-2022	243557	05855	STURGIS TROPHY HOUSE	60.00
07-27-2022	243558	03656	TERRY'S SEPTIC SERVICE	250.00
07-27-2022	243559	06125	THE COPY IMAGE INC	431.32
07-27-2022	243560	06229	THE REUNION LLC	4,250.00
07-27-2022	243561	01791	TITANIUM SOLUTIONS INC	550.00
07-27-2022	243562	05777	TRACE ANALYTICAL LABORATORIES	326.00
07-27-2022	243563	04773	TRIANGLE DIGITAL PRINTING INC	11,635.00
07-27-2022	243564	04714	ULINE	158.30
07-27-2022	243565	01238	UNITED PARCEL SERVICE	15.67
07-27-2022	243566	06150	UNITED WHOLESALE GROCERY	412.37
07-27-2022	243567	04326	USA BLUEBOOK	84.49
07-27-2022	243568	05745	ERICA VARGAS SARCO	140.00
07-27-2022	243569	04453	VERIZON WIRELESS	2,221.13
07-27-2022	243570	00296	VIELKA BOYER	51.45
07-27-2022	243571	03511	WASTE MANAGEMENT	15,986.05
07-27-2022	243572	06147	WAYNE DUCHARME	192.00
07-27-2022	243573	03872	JORY WEBB	216.00
07-27-2022	243574	06107	YEOMAN, TALIA	690.00
07-27-2022	D01855	02983	CINTAS LOCATION #351	2,448.86
07-27-2022	D01856	00157	JACK DOHENY COMPANIES INC	556.65
07-27-2022	D01857	00693	ENVIROLOGIC TECHNOLOGIES INC	2,500.00
07-27-2022	D01858	00019	KENDALL ELECTRIC INC	75.08
07-27-2022	D01859	03944	LINDE GAS & EQUIPMENT INC	152.82
07-27-2022	D01860	06250	MARANA GROUP	3,333.85
07-27-2022	D01861	01080	NYE UNIFORM CO	87.27
Manual Total				\$1,361,269.69
Automatic Total				\$470,049.24
Grand Total				\$1,831,318.93

**PAYROLL DISBURSEMENT**  
**FOR PAYROLL ENDING 07/03/2022**  
**PR0587M PAYROLL DATE 07/08/2022**

GENERAL	\$159,997.11
MAJOR STREET	10,623.33
LOCAL STREET	11,480.51
CEMETERY	6,910.93
DDA	1,376.48
AIRPORT	349.50
BUILDING	2,763.14
STURGES-YOUNG CENTER FOR THE ARTS	4,888.04
RECREATION	8,077.13
DOYLE RECREATION CENTER	8,707.05
AMBULANCE	7,259.25
ELECTRIC	84,411.18
SEWER	17,428.14
WATER	6,511.17
MOTOR VEHICLE	2,759.64
<b>Payroll Sub-Total</b>	<b>\$333,542.60</b>

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 8C**



## 1.1106. – Walls and fences.

...

### (B) Fences or walls in all nonresidential districts.

(1) In B-OS districts (business office service), fences up to six feet in height are permitted in rear and side yards. Fences not more than 50 percent solid and not more than four feet in height are permitted in required front yards. Fences in the front yard shall not be chainlink or of wire construction.

(2) ~~Wire~~Chainlink fences not more than six feet in height may be placed in any yard in M (manufacturing) or B-H (business highway) districts. All parking areas for commercial or industrial district uses shall be screened on all sides abutting or across a street or alley from a residential district.

(3) Chainlink fences in the M (manufacturing) district may have an additional two feet in height added for security fence.

~~(34)~~ Fences or walls in the B-C central business district are permitted for the following uses, with regulations as specified in Table 1.1106A.

a. Screening of trash dumpsters.

b. Screening of parking areas.

c. Outdoor gathering areas.

d. Public facilities and public use locations.

~~(45)~~ Clear vision must be maintained on all drives, streets and sidewalks. All fences or walls must be located on the property line except as required for loading areas as specified in [section 1.0903](#).

~~(56)~~ Fence support structures or devices must be on the permit holder's side of the fence, with the finished side of the fence facing the adjacent property (see Figure 1.1105B).

(7) Fences shall not contain electric current or charge of electricity.

AMENDMENTS TO ZONING ORDINANCE  
PERTAINING TO THE REGULATION  
OF WALLS AND FENCES AND SCREENING

An ordinance to amend Appendix A of the Zoning Ordinance of the City of Sturgis to provide for the modification regarding Walls and Fences and Screening with in certain districts in the City and an effective date of this Ordinance.

WHEREAS, the City Commission, upon recommendation from the Planning Board, has determined that it is in the best interest of the residents of the City to modify the Zoning Ordinance to provide for the modification of zoning within the City;

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Appendix A of the Zoning Ordinance of the City of Sturgis, Sections 1.1106, 1.0408, 1.0409 and 1.0410 of the Zoning Ordinance is hereby modified to provide as follows effective as of August 25, 2022.

**1.1106. – Walls and fences.**

...

(B) Fences or walls in all nonresidential districts.

...

(2) Chainlink fences not more than six feet in height may be placed in any yard in M (manufacturing) or B-H (business highway) districts. All parking areas for commercial or industrial district uses shall be screened on all sides abutting or across a street or alley from a residential district.



(3) Chainlink fences in the M (manufacturing) district may have an additional two feet in height added for security fence.

...

(7) Fences shall not contain electric current or charge of electricity.

#### **1.0408 B-H 1 business highway 1**

...

(D) Required conditions

...

(4) Screening of trash receptacles. All areas of trash storage including dumpsters shall be screened on all sides with a durable, opaque material, at a minimum height of one (1) foot above the trash receptacle. The maximum height of the screening shall not exceed eight (8) feet and shall not be located in the required front or side yard setback.

...

(6) Compatibility with adjacent properties.

...

b. Screening of residential uses to restrict view from residential property shall be provided by a privacy fence six to eight feet in height, or a solid planting strip 15 feet in width and six feet in height at planting.

#### **1.0409 B-H 2 business highway 2**

...

(D) Required conditions.

...

(3) Screening of trash receptacles. All areas of trash storage including dumpsters shall be screened on all sides with a durable, opaque material, at a minimum height of one (1) foot above the trash receptacle. The maximum height of the screening shall not exceed eight (8) feet and shall not be located in the required front or side yard setback.

...

(5) Compatibility with adjacent properties.

...

b. Screening of residential uses to restrict view from residential property shall be provided by a privacy fence six to eight feet in height, or a solid planting strip 15 feet in width and six feet in height at planting.

**1.0410. – Manufacturing.**

...

**(D) Required Conditions**

...

Enclosures. All operations shall be conducted wholly within the confines of a building, provided that necessary accessory outdoor processes or the outdoor storage of equipment, and material may utilize required side yard or rear yard space if screened from any public street or residential zone by either a six-foot uniformly painted or preserved fence or wall at least 50 percent solid, kept in good condition, or by planting of evergreen trees or hedges.

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10A**



## REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT ("Agreement") is entered into between the CITY OF STURGIS ("Seller"), and STURGIS NEIGHBORHOOD PROGRAM ("Purchaser").

**Recitals:** Seller wishes to sell the residential real estate, including all buildings and improvements to the real estate known as "116 S. Orange St., Sturgis, Michigan," Tax Parcel ID Number 75- 052-510-009-00 (the "Premises") and Purchaser desires to purchase the Premises.

Therefore, the parties agree as follows:

1. General. Seller shall sell the Premises to Purchaser and Purchaser shall purchase the Premises from Seller. (Hereafter, the purchase and sale of the Premises is referred to as the "Transaction.")
2. Purchase Price. Purchaser shall pay Seller the total purchase price of **\$1.00**.
3. Time and Place of Closing. The closing of the Transaction shall be held on or before **August 11, 2022** at 11:00 AM, at 227 W. Chicago Rd., Sturgis, Michigan 49091. The date and location of the closing may be changed by written agreement of the parties.
4. Closing Procedure. After Purchaser pays the entire purchase price by wire money transfer, bank money order or other payment method acceptable to Seller, Seller shall deliver to Purchaser a good and sufficient Warranty Deed in proper form to be recorded, conveying to Purchaser marketable title in the Premises, free of all encumbrances other than easements, restrictions, and other matters of record. The legal description for the Warranty Deed shall reflect whatever legal description is set forth on the title insurance commitment, unless either party in good faith objects to same.
5. Title Insurance. Seller shall provide Purchaser with a commitment for a policy of owner's title insurance with standard exceptions, issued by a title insurance company authorized to do business in Michigan, insuring the title of the Real Estate to Purchaser in the full amount of the purchase price, effective the date of closing. At or prior to the closing, Seller shall comply with any requirements imposed by the title insurance company as conditions precedent to the issuance of the final owner's title insurance policy, certified to the date of closing, and Seller shall also deliver, either to Purchaser or to the title insurance company, payment in full for the owner's title insurance premium. It shall be the

responsibility of Purchaser to notify the title insurance company to issue the final owner's title policy. It shall be Purchaser's duty to arrange and pay for needed or desired mortgage title insurance. If Purchaser objects to any item of title set forth on the commitment, it shall give written notice to Seller of same. Seller shall have 30 days to satisfy the objections. If Seller fails to do so, Purchaser may rescind this Agreement. If Purchaser proceeds to closing regardless, then Purchaser agrees to accept title subject to all such items in the commitment, including the unsatisfied objections.

6. Possession. Possession of the Premises shall be delivered to Purchaser at closing, unless otherwise specifically agreed in writing by the parties.

7. Expenses. Each party shall be responsible for paying the following expenses as indicated:

Michigan State and County Transfer Taxes, if any	Seller
Owner's Title Insurance Premium with Standard Exceptions	Seller
Additional Premium for Endorsements for Owner's Title Insurance, if any	Purchaser
Cost of Recording Discharge of Existing Mortgage	N/A
Closing Fee Charged by Title Company Closing Agent	Seller and Purchaser equally
Seller's Attorney Fees, if any	Seller
Purchaser's Attorney Fees, if any	Purchaser
Brokerage Commissions Incurred by Seller, if any	Seller
Brokerage Commissions Incurred by Purchaser, if any	Purchaser
Recording Fee for Warranty Deed	Purchaser
All Costs Associated with or Incidental to Purchaser's Financing (points, document preparation fees, mortgage recording fees, etc.), if any	Purchaser
Survey, if any	Purchaser
Well and Septic Inspection	Seller
Other Inspections	Purchaser
Real Estate Taxes and Special Assessments	Prorated: see below

Real estate taxes for the current year shall be prorated between the parties on a calendar year basis as of the date of closing, such proration to be based upon the most recent ascertainable taxes in the event that the amount of taxes for the current year cannot be determined at the time of closing. For purposes of proration, taxes shall be deemed to be paid in arrears. Seller further agrees to pay all past due real estate taxes and all installments of special assessments currently owed, if any, and Purchaser shall pay all future installments of special assessments, if any.

Notwithstanding the foregoing, Seller shall pay up to \$1,500.00 worth of closing costs that would otherwise be Purchaser's responsibility under the foregoing.

8. Right of Inspection. Purchaser acknowledges that it has inspected the Premises and that the Premises are satisfactory to Purchaser as they now exist.

9. Condition of Premises. Except as otherwise warranted or represented by Seller in this Agreement, Purchaser acknowledges that it is purchasing the Premises "as is", and that Seller is not making, nor is Purchaser relying upon, any warranty or representation whatsoever concerning the condition or habitability of the Premises or the condition or operability of any component part of any such building or structure (including the roof and the electrical, plumbing, heating, ventilating and air conditioning systems), nor does Seller warrant the condition, operability or availability for use of any well or septic system installed on the Premises or the compliance of either with applicable health or environmental laws or regulations. Purchaser acknowledges that the willingness of Purchaser to accept the property in an "as is" condition has been reflected in the sale price.

10. Delivery of Premises. Seller shall deliver the Premises to Purchaser in the same condition in which they now exist, reasonable wear and tear excepted, and all risk of loss or damage to the Premises prior to the closing shall be borne by Seller. Unless specifically provided otherwise in this Agreement, all buildings, structures and improvements which are permanently attached to the Premises shall be considered to be part of the Premises, and title and all other rights to said buildings, structures and improvements shall pass to Purchaser upon closing.

11. Fixtures. All fixtures installed on or about the Premises shall become the property of Purchaser.

12. Failure to Tender Marketable Title. If Seller cannot deliver a marketable title upon notice of any defect in the title by Purchaser, Seller shall be given a reasonable time to cure said defect. If said defect is not cured, then, at the option of Purchaser, Purchaser may rescind this Agreement. The term "marketable title" shall mean title that vests fee simple title in Purchaser, subject to no easements or other encumbrances that interfere with Purchaser's contemplated use of the Premises or that a reasonable buyer would object to.

13. Entire Agreement. The parties acknowledge that this Agreement represents the entire Agreement between them and that all prior negotiations and representations, whether written or oral, are contained in this Agreement. Neither this Agreement nor any provision of this Agreement may be modified, except by written agreement between the parties.

14. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

15. Conflict of Interest: The parties acknowledge as follows: (A) Bird, Scheske, Reed & Beemer, P.C. ("**Counsel**") has represented both parties in the past; (B) Counsel has prepared this Agreement as part of joint representation of both parties; (C) Counsel advised them that a conflict of interest exists between their individual interests, (D) Counsel advised them to seek separate counsel, (E) each party has had a chance to consult with separate counsel, (F) each party waives any conflict of

interest claims it may have against Counsel as a result of preparation of this Agreement and the circumstances surrounding this Lease, and (G) each party consents to the common representation. SELLER will be responsible for Counsel's fees.

The parties have executed this Agreement on the dates set forth below.

CITY OF STURGIS

Dated: July \_\_, 2022

By: \_\_\_\_\_  
Michael L. Hughes  
City Manager

STURGIS NEIGHBORHOOD PROGRAM

Dated: July \_\_, 2022

By: \_\_\_\_\_  
Monica Smith  
Executive Director



**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10B**



## ARTICLE V. - GOLF CARTS

### Sec. 58-164. - Registration.

- (a) A golf cart operated on a city street under this article is not required to be registered under the Michigan Vehicle Code for purposes of MCL 500.3101.
- (b) All golf carts intended for street use shall be registered with the Sturgis Police Department by the owner(s) or operator(s) of those golf carts shall register such golf carts prior to operating the same on any city street.
- (c) To be registered, all golf carts must be inspected for and meet the requirements of section 58-163.
- (d) A registration plate and sticker shall be provided by the Sturgis Police Department. ~~at no cost to the registrant.~~ The registration plate and sticker must be affixed in plain view on the ~~driver's side~~ rear of the golf cart ~~below the seating area~~ at all times it is operated on city streets. A one-time registration fee, as set by the City Commission, shall be paid prior to obtaining a registration plate and sticker.

# • GOLF CART •



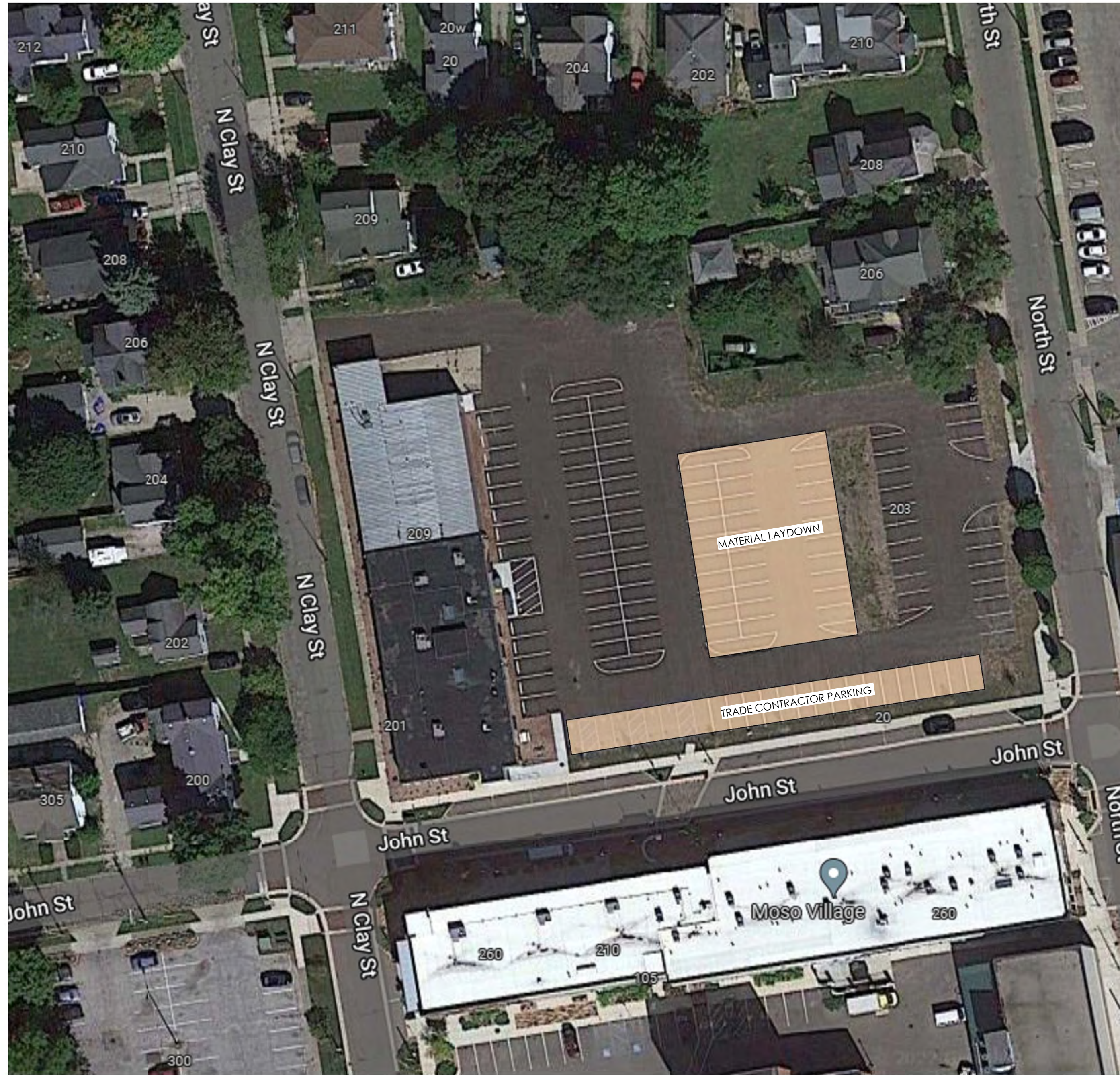
Registration Sticker

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10D**







**Root and Branch  
Real Estate, LLC**

**Roof and Branch: Sturgis Development**  
**New Construction**  
108, 112, & 114 W. Chicago Rd. Sturgis, MI 49091  
**Site Logistics Plan**

108, 112, & 114 W. Chicago Rd. Sturgis, MI 49091

# Site Logistics Plan

[illegible]

<b>Project number</b>	A22103
<b>Date</b>	03/25/2022
<b>Drawn by</b>	EV
<b>Checked by</b>	JS
<b>Scale</b>	1" = 40'-0"

## A0.07



**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10E**





**City of Sturgis**  
**2022 Mill & Resurface Program**  
**Bid Tabulations**

Job: 856250  
Date: 7/19/2022

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	Rieth-Riley Construction Co., Inc.		Michigan Paving and Materials Co.		Excell Paving Plus	
				BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT	BID UNIT PRICE	BID AMOUNT
1	General Conditions, Bonds, and Insurance, Max. 5%	LSum	1	\$40,000.00	\$40,000.00	\$31,700.00	\$31,700.00	\$36,000.00	\$36,000.00
2	Erosion Control, Inlet Protection, Fabric Drop	Ea	44	\$115.00	\$5,060.00	\$175.00	\$7,700.00	\$100.00	\$4,400.00
3	HMA Base Crushing and Shaping	Syd	3,500	\$3.29	\$11,515.00	\$3.05	\$10,675.00	\$2.12	\$7,420.00
4	Cold Milling HMA Surface	Syd	55,000	\$2.10	\$115,500.00	\$2.52	\$138,600.00	\$1.65	\$90,750.00
5	HMA Surface, Rem	Syd	400	\$30.00	\$12,000.00	\$12.00	\$4,800.00	\$10.00	\$4,000.00
6	HMA, 36A	Ton	4,800	\$103.30	\$495,840.00	\$110.33	\$529,584.00	\$130.00	\$624,000.00
7	HMA, 13A	Ton	430	\$127.00	\$54,610.00	\$148.60	\$63,898.00	\$128.00	\$55,040.00
8	Pavt Mrkg, Waterborne, 4 inch, White	Ft	3,000	\$0.18	\$540.00	\$0.18	\$540.00	\$0.20	\$600.00
9	Pavt Mrkg, Waterborne, 2nd Application, 4 inch, White	Ft	3,000	\$0.10	\$300.00	\$0.10	\$300.00	\$0.11	\$330.00
10	Pavt Mrkg, Waterborne, 4 inch, Yellow	Ft	1,200	\$0.18	\$216.00	\$0.18	\$216.00	\$0.20	\$240.00
11	Pavt Mrkg, Waterborne, 2nd Application, 4 inch, Yellow	Ft	1,200	\$0.10	\$120.00	\$0.10	\$120.00	\$0.11	\$132.00
12	Pavt Mrkg, Preformed Hot Tape, 24 inch, Stop Bar	Ft	220	\$15.00	\$3,300.00	\$15.00	\$3,300.00	\$16.50	\$3,630.00
13	Pavt Mrkg, Preformed Hot Tape, Railroad Sym	Ea	1	\$500.00	\$500.00	\$500.00	\$500.00	\$600.00	\$600.00
14	Turf Establishment	Syd	1,100	\$3.71	\$4,081.00	\$8.00	\$8,800.00	\$2.25	\$2,475.00
15	Monument Preservation	Ea	1	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00
16	Monument Box, Adjust	Ea	1	\$421.00	\$421.00	\$1,000.00	\$1,000.00	\$600.00	\$600.00
17	Monument Box	Ea	1	\$326.00	\$326.00	\$1,200.00	\$1,200.00	\$390.00	\$390.00
18	Pavt, Rem	Syd	50	\$14.00	\$700.00	20	\$1,000.00	18	\$900.00
19	Gate Box, Adj	Ea	24	\$167.00	\$4,008.00	500	\$12,000.00	550	\$13,200.00
20	Dr Structure Cover, Adj	Ea	15	\$510.00	\$7,650.00	850	\$12,750.00	850	\$12,750.00
21	Dr Structure, Reconstruct	Ea	1	\$3,120.00	\$3,120.00	1000	\$1,000.00	1150	\$1,150.00
22	Dr Structure Cover, Type B	Ea	1	\$932.00	\$932.00	740	\$740.00	650	\$650.00
23	Dr Structure Cover, Type K	Ea	1	\$1,082.00	\$1,082.00	860	\$860.00	825	\$825.00
24	Dr Structure Cover, Type Q	Ea	1	\$932.00	\$932.00	525	\$525.00	595	\$595.00
25	Traffic Control	LSum	1	\$75,000.00	\$75,000.00	29374	\$29,374.00	15000	\$15,000.00
<b>Total:</b>				<b>\$838,953.00</b>		<b>Total:</b>	<b>\$862,182.00</b>	<b>Total:</b>	<b>\$877,677.00</b>



## RECOMMENDATION OF AWARD

July 19, 2022

*via email: bcox@sturgismi.gov*

Barry Cox, P.E., City Engineer  
City of Sturgis  
130 N. Nottawa Street  
Sturgis, MI 49091

**RE: 2022 Mill & Resurface Program**

Dear Barry:

We have reviewed the bids received on July 18, 2022 for the above referenced project. Three bids were received, and the bid summary is attached.

The low bidder is Rieth-Riley Construction Co., Inc. from Kalamazoo, Michigan with a bid amount of \$838,953.00. We have worked with Rieth-Riley Construction Co., Inc. on previous projects and feel they can do the work.

Based on the above information we recommend the City award the 2022 Mill & Resurface Program project for the amount of \$838,953.00 to Rieth-Riley Construction Co., Inc.

Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK

Larry Hummel, P.E.  
Project Manager

Enclosure

## 2022 Street Improvements Project

		202 Major Street	203 Local Street	TOTAL PROJECT
		Street Improvements Resurfacing		
BUDGETED FUNDS	FY 2021-2022	\$ 300,000.00	\$ 450,000.00	\$ 750,000.00
	FY 2022-2023	\$ 200,000.00	\$ 400,000.00	\$ 600,000.00
	Total all FYs	\$ 500,000.00	\$ 850,000.00	\$ 1,350,000.00

Notes
Due to increasing costs, staff is recommending use of funds from both fiscal years for project.

PROJECT COSTS		37% of Total	63% of Total	
Design and Bid Phase Engineering	Approved 6/8/22	\$ 5,560.00	\$ 8,340.00	\$ 13,900.00
Construction Award	Recommended	\$ 310,412.61	\$ 528,540.39	\$ 838,953.00
Contingency Budget	Recommended	\$ 15,540.00	\$ 26,460.00	\$ 42,000.00
Construction Phase Engineering	Upcoming			
<b>TOTAL PROJECT COST</b>		<b>\$ 331,512.61</b>	<b>\$ 563,340.39</b>	<b>\$ 894,853.00</b>
<b>OVER (UNDER) BUDGET</b>		<b>\$ (168,487.39)</b>	<b>\$ (286,659.61)</b>	<b>\$ (455,147.00)</b>

Notes
Task Order #06
Reith-Riley Construction
~5% contingency
Calculated from total of all FYs

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10F**





## RECOMMENDATION OF AWARD

July 19, 2022

Barry Cox, City Engineer  
City of Sturgis  
130 N. Nottawa  
Sturgis, MI 49091

**RE: West Congress Utility and Street Improvements Phase 2**

Dear Barry,

We have reviewed the bids received on July 11, 2022, for the above referenced project. Two bids were received, and the bid summary is attached.

The low bidder is Hoffman Bros, Inc. of Battle Creek, Michigan with a bid amount of \$963,099.64.

I have reviewed the bids and all required bidding documents were submitted. Hoffman Bros, Inc. is a qualified firm and have the capacity to complete the project. I discussed the bid amount with Hoffman Bros, Inc. and verified they are aware of the project requirements, comfortable with their bid pricing and City of Sturgis requirements.

There was a math error in Hoffman's Bid. This math error is for \$0.36 and does not affect Hoffman being the low bidder.

Based on the above information we recommend the award of West Congress Utility and Street Improvements Phase 2 to Hoffman Bros, Inc. of Battle Creek, Michigan with a bid amount of \$963,099.64.

Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.

Matt Johnson, P.E.  
Project Manager

Enclosure



**City of Sturgis**  
**St. Joseph County, Michigan**

**West Congress Utility and Street Improvements Phase 2**  
**Project # 846841**

**BID SUMMARY**

<b>Bidder</b> (listed below from low to high)	<b>Total</b>
1. Hoffman Brothers	\$963,099.64
2. Northern Construction Services	\$1,044,590.00
3.	



## **Task Order**

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated February 27, 2014 ("Agreement"), Owner and Engineer agree as follows:

### **1. Specific Project Data**

- A. Title: City of Sturgis  
West Congress Utility and Street Improvements Phase 2  
Construction Phase
- B. Background/Description:  
The purpose of this task order is to provide construction oversight and administration for the West Congress Street Utility and Street Improvements Phase 2 Project bid on July 11, 2022 and recommended for award to Hoffman Brothers, Inc for award on July 27, 2022.
- C. Work Scope:

#### **CONSTRUCTION PHASE**

1. Perform construction staking for the contractor's placement of proposed improvements. Our budget includes Two (2) site visits to perform construction staking.
2. Provide project administration and engineering consultation throughout the construction period, including:
  - Schedule and attend preconstruction meeting with the Contractor and City staff. Prepare and distribute meeting minutes.
  - Schedule and attend progress meetings with the Contractor and City staff. Prepare and distribute meeting minutes. We have budgeted Two (2) progress meeting during construction.
  - Review contractors pay estimates and recommend for payment.
  - Prepare contract modifications, if necessary, and submit recommendation to City for authorization.
3. Provide on-site observation during construction. Our budget includes 45 hours per week for 15 weeks for on-site inspection. The inspector's duties shall also include:
  - Provide record keeping of construction activities.
  - Address complaints filed with the City.
4. Coordinate materials testing requirements. We propose to have these testing costs billed directly to the City by the testing contractor. We recommend budgeting \$10,000 for testing services.
5. Conduct one final review meeting on-site with the Contractor and City Staff to review the completed work. Prepare a final punch list of remaining work items.

6. Prepare record drawing.

## 2. Services of Engineer

The work scope is to provide Construction and Commissioning Phase professional services. The following paragraphs from Exhibit A of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, are incorporated by reference, along with a brief summary:

A1.05 – Construction Phase, include the following paragraphs;

A.1

A.2 – RPR services based on time indicated in work scope.

A.3 through A.19

B.

A1.06 – Commission Phase

A.5 – Submit as-recorded documents based on contractor provided information. Submit two (2) sets of paper and one electronic (PDF) as-recorded documents.

A2.01 – Other Services

A.5 – Construction Staking for proposed improvements.

## 3. Owner's Responsibilities

Owner shall take those responsibilities set forth in Article 2 and in Exhibit B.

## 4. Times for Rendering Services

The time for rendering services is the term of the Agreement, as identified in Article 3.01.A of the Agreement. The times for rendering services are as follows based on an effective date of contract of July 28, 2022 and a April 1, 2023 contractor start date.

<u>Phase</u>	<u>Proposed Completion Date</u>
<u>RPR Phase</u>	<u>August 11, 2023</u>
<u>Construction Administration</u>	<u>June 1, 2024</u>
<u>Commission Phase (As-Recorded Docs)</u>	<u>Two months after receipt of Contractor Records.</u>

<b>Category of Services</b>	<b>Compensation Method</b>	<b>Estimate of Compensation for Services</b>
<i>Construction Phase</i>	<i>Standard Hourly Rates</i>	<i>\$110,500</i>
<b>TOTAL FEES =</b>		<b>\$110,500</b>

C. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

## 7. Other Modifications to Master Agreement:

None.

**8. Attachments:**

None

**9. Documents Incorporated by Reference:**

None.

**10. Terms and Conditions:**

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is July 28, 2022

**OWNER**  
**City of Sturgis**

**ENGINEER**  
**Fleis & VandenBrink Engineering, Inc.**



Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ 7-20-2022  
Date \_\_\_\_\_

Michael Hughes  
Name \_\_\_\_\_

Matt Johnson, P.E.  
Name \_\_\_\_\_

City Manager  
Title \_\_\_\_\_

Regional Manager  
Title \_\_\_\_\_

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORD-ER:

Barry Cox  
Name \_\_\_\_\_

Matt Johnson, PE  
Name \_\_\_\_\_

City Engineer  
Title \_\_\_\_\_

Project Manager  
Title \_\_\_\_\_

130 N. Nottawa  
Address \_\_\_\_\_

4798 Campus Drive  
Address \_\_\_\_\_

bcox@sturgismi.gov  
E-Mail Address \_\_\_\_\_

mjohnson@fveng.com  
E-Mail Address \_\_\_\_\_

(269) 659-7249  
Phone \_\_\_\_\_

(269) 743-9079  
Phone \_\_\_\_\_

(269) 659-7295  
Fax \_\_\_\_\_

(269) 382-6972  
Fax \_\_\_\_\_

Sturgis Purchase Order No.: \_\_\_\_\_

F&V Vendor No.: 00776

## West Congress Phase I & II (S. Clay to S. Centerville)

		204 Street & Sidewalk Improvement	591 Water	TOTAL	Notes
		W. Congress from Clay to S. Centerville			
BUDGETED FUNDS	FY 2020-2021	\$ 1,215,840.00	\$ 450,000.00	\$ 1,665,840.00	Budgeted amount Phase I and II
	FY 2021-2022	\$ 387,382.00	\$ 249,818.00	\$ 637,200.00	Budgeted carryover for Phase II; not spent
	FY 21-22 Amend.	\$ 195,800.00	\$ -	\$ 195,800.00	Budget amendment for Phase I carryover
	FY 2022-2023	\$ 695,000.00	\$ 440,000.00	\$ 1,135,000.00	Budgeted carryover for Phase II
PROJECT COSTS		61% of Total	39% of Total		Notes
Design and Bid Phase Engineering Phase I	Approved 11/11/20	\$ 26,352.00	\$ 16,848.00	\$ 43,200.00	Task Order #94
Design and Bid Phase Engineering Phase II	Approved 12/09/20	\$ 28,975.00	\$ 18,525.00	\$ 47,500.00	Task Order #95; Included in FY 20-21
Construction Award Phase I	Approved 06/23/21	\$ 449,639.24	\$ 287,474.27	\$ 737,113.50	
Contingency Budget Phase I	Approved 06/23/21	\$ 35,971.09	\$ 22,997.91	\$ 58,969.00	8% of construction project Phase I
Construction Phase Engineering Phase I	Approved 07/28/21	\$ 50,569.00	\$ 32,331.00	\$ 82,900.00	Task Order #94a
Off-Site Materials Testing Budget Phase I	Approved 07/28/21	\$ 3,050.00	\$ 1,950.00	\$ 5,000.00	
TOTAL FY 2020-2021		\$ 594,556.33	\$ 380,126.18	\$ 974,682.50	Includes small amt. of carryover to 22-23
Construction Award Phase II	Recommended	\$ 587,490.78	\$ 375,608.86	\$ 963,099.64	Hoffman Brothers
Contingency Budget Phase II	Recommended	\$ 29,371.50	\$ 18,778.50	\$ 48,150.00	~ 5% of Phase II construction award
Construction Phase Engineering Phase II	Recommended	\$ 67,405.00	\$ 43,095.00	\$ 110,500.00	Task Order #95a
Off-Site Materials Testing Budget Phase II	Recommended	\$ 10,000.00	\$ -	\$ 10,000.00	Third-party testing budget
TOTAL FY 2022-2023		\$ 694,267.28	\$ 437,482.36	\$ 1,131,749.64	
TOTAL PROJECT COST		\$ 1,288,823.61	\$ 817,608.53	\$ 2,106,432.14	

Phase I: Prairie to S. Centerville

Phase II: Prairie to S. Clay

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10G**



**Doyle Center**  
**CARDIO EQUIPMENT**  
**Bid Tabulation**

Date: **7/11/2022**

Item: **Doyle Cardio Equip**

<b>Vendor</b>	<b>Base Bid Amount:</b>	<b>Trade-In / Discount:</b>	<b>Total Price:</b>
<b>Fitness Things Inc.</b> Jenison, MI	\$33,514.55	\$4,900.00	\$28,614.55
<b>Fitness Superstore</b> Benicia, CA	\$41,407.97	\$5,163.60	\$36,244.37
<b>Direct Fitness Solutions</b> Mundelein, IL	\$46,534.00	\$1,900.00	\$44,634.00
<b>Promaxima</b> Houston, TX	\$54,990.00	n/a	\$54,990.00

DOYLE COMMUNITY CENTER  
**CARDIO ROOM RECOMMENDATION**  
07-27-2022

To remain competitive in the fitness industry and to provide our members with a quality experience, upgrades to equipment are constantly needed. As part of a reoccurring replacement plan, the most recent upgrades in the Cardio Room were done in 2018. This area of the facility is the most widely used by the majority of our members and cardio equipment is also the most complex when it comes to the electronics and moving parts, therefore requiring the most maintenance. By adhering to this replacement plan, we are continuously exchanging equipment for newer models with fewer hours, therefore reducing overall maintenance and saving money. At this time, it is the recommendation of the Doyle Staff to proceed with this cardio equipment replacement project in the following manner.

Our recommendation is to purchase the following  
16 Items outlined below:

1. 6 New Commercial Treadmills	\$15,000.00
2. 3 Certified Preowned Ellipticals	\$6,300.00
3. 1 Recumbent Stepper	\$3,239.99
4. 2 Octane ADX Fan Bikes	\$2,200.00
5. 1 180 Tire Flip	\$1,999.20
6. 1 Stairmaster HIIT Rower	\$1,259.37
7. 1 TANK M1 Sled	\$966.00
8. 1 3-Tier Horizontal Rack	\$447.98

**Equipment Cost:      \$31,412.54**

Additional expenses associated with this project:

- Freight & Installation:                      \$2,102.01

Trade in Value of current equipment:

- 10 used cardio pieces                      (\$4,900.00)  
-We will be keeping 15 of our most current pieces

**TOTAL PROJECT COST: \$28,614.55**

**Notes:** 2018 Purchased 17 units for \$41,990. Traded 20 units with \$3,950 trade-in value.  
2016 Purchased 20 units for \$36,585. Traded 14 units with \$4,000 trade-in value.



**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10H**



## **1.0409.1. - B-N – Business Neighborhood**

(A) Intent. The B-N Business Neighborhood district is higher-density and moderately walkable area composed of a mix of commercial and residential buildings, typically along major corridor roads in the City. While serving automobile traffic, it is less automobile-intensive than the Business Highway districts. This is due in part to smaller lot sizes on which to accommodate parking based on conversion over time from residential to commercial use. The district is generally adjacent to the Central Business District and thus represents a transition from the density and walkability of this area.

(B) Permitted uses.

- 1) Banks, credit unions, or similar uses.
- 2) Business schools.
- 3) Catering facility in combination with a full service eating and drinking establishment.
- 4) Clinic, dental or medical.
- 5) Fast food restaurant.
- 6) Full service eating and drinking establishment.
- 7) Essential services.
- 8) Existing housing.
- 9) Home occupations as provided for and controlled in section 1.0401(B) (9).
- 10) Institutional or public uses.
- 11) Laundry and dry cleaning.
- 12) Mixed-use development.
- 13) Office buildings.
- 14) Personal services.
- 15) Printing or publishing.
- 16) Private school.
- 17) Professional service offices.
- 18) Recreational facility.
- 19) Social clubs.
- 20) Stores for retail sales and retail services.
- 21) Studio.
- 22) Transportation services.
- 23) Accessory structures and uses customarily incidental to the above permitted uses, provided such buildings and uses are located on the same zoning lot with a permitted use.
- 24) Uses similar to the above uses.

(C) Special land uses. The following special land uses in the B-N district, under the conditions of article VI [of this zoning district].

- 1) Apartment building of two to 12 dwelling units including two-family dwellings (duplexes).
- 2) Automobile carwash.
- 3) Automobile repair shops, major.
- 4) Automobile repair shops, minor.
- 5) Automobile service station.
- 6) Bed and breakfast operations.
- 7) Child care center or day care center in accord with section 1.0602 and section 1.0603(M).
- 8) Condominiums.

- 9) Drive-through operations.
- 10) Funeral homes and mortuary establishments.
- 11) Hotels and motels.
- 12) Marquee signs.
- 13) Murals.
- 14) Off-street parking lots.
- 15) One-family detached dwellings.
- 16) Outdoor sales areas.
- 17) Sidewalk cafes.
- 18) Theaters.
- 19) Tourist homes.
- 20) Vehicle sales area.
- 21) Accessory structures and uses customarily incidental to the above permitted uses, provided such buildings and uses are located on the same zoning lot with a permitted use.

(D) Required conditions. The following conditions are required in the B-N district.

- 1) Use parameters. All permitted uses shall be conducted within the confines of a building or within an enclosure which screens any outdoor storage of materials from the view of adjoining streets or properties. A chain-link or decorative fence of sufficient density (one and one-quarter inches by one and one-quarter inches) to keep discarded debris within the confines of a site for uses which are likely to have debris shall be provided.
- 2) Drive-through operations. All permitted uses with a drive-through operation must meet the off-street parking and stacking standards for a drive-through as stated under [section] 1.0902.
- 3) For residential uses, accessory structures shall follow 1.1105 (A) and (B).
- 4) Apartments and Mixed-Use Developments. Apartments and residential units of Mixed-Use Developments shall meet the provisions 1.0502 (e) and (f) for density and separation.
  - a. Floor Area. For purposes of this section, the floor area of all dwellings or dwelling units shall not be less than 300 square feet per dwelling unit, exclusive of the floor area for hallways, stairs, laundries, utilities, or other commercial uses.
- 5) Screening of trash receptacles. All areas of trash storage, including dumpsters, shall be screened on all sides with a durable, opaque material, at a minimum height of one (1) foot above the trash receptacle. The maximum height of the screening shall not exceed eight (8) feet and shall not be located in front of the building or within the side yard setback.
- 6) Site plan review. Site plan review and approval must be obtained for all new construction in accordance with the provisions of article XII of this zoning ordinance.
- 7) Compatibility with adjacent properties. The following conditions shall apply to approved non-residential uses in the B-N district when those uses are adjacent to residential uses or residentially zoned property:
  - a. Rear and side setbacks from residential property lot lines shall be 45 feet. Where an existing non-residential use is located less than 45 feet from a residential property line, such structure shall be considered a Class A non-conforming structure as described in 1.0802-1.0804 of this zoning ordinance, and the principal building may be expanded or accessory buildings may be added under the following conditions:
    - i. The proposed expansion or addition receives required Site Plan Approval pursuant to Article XII of this ordinance.
    - ii. The degree of nonconformity is not increased.
    - iii. This Class A designation shall expire when the use changes. At that time, the new use would be required to request Class A non-conforming structure designation from the Planning Commission.

- b. Screening of residential uses to restrict view from residential property shall be provided by a privacy fence six feet in height, or an obscuring planting strip 15 feet in width and six feet in height at planting. Planting strip must not exceed six feet in height. A request may be made to the Planning Commission to waive the screening requirement due to site constraints.
  - c. All exterior doors on the sides of buildings adjacent to residential property shall be for emergency exit only.
  - d. All shipping and deliveries to and from the establishment shall occur between the hours of 7:00 a.m. and 9:00 p.m.
  - e. All exterior lighting shall be directed along exterior building walls and away from residential property.
  - f. All outside storage of vehicles shall be screened from any adjacent residential property, and such storage shall occur only within areas secured by fencing.
- 8) Area and bulk requirements. See article V, schedule of regulations, of this zoning ordinance limiting the height and bulk of buildings, the minimum size of lot by permitted land use, and providing minimum yard setback requirement.
- 9) Design Standards. Requirements for approved design.
- a. To the extent reasonably feasible, the building and site shall be consistent with the character with the character of the area (as defined in section 1.1301 this ordinance), including lot coverage, type and style of structure, traffic flow and pattern, and density/intensity of the use.
  - b. Architectural style is not restricted. Evaluation of appearance of a project shall be based on quality of its design and relationship to surroundings.
  - c. Materials shall:
    - i. have good architectural character
    - ii. be of durable quality
    - iii. be selected for harmony of the building with adjoining buildings.
  - d. Inappropriate materials and methods, and those which will produce inconsistency with the structure of the building, shall be avoided.
  - e. Building components, such as windows, doors, eaves, and parapets, shall have good proportions and relationship to one another.
  - f. Colors shall be harmonious, and not used to draw attention, e.g., serving as a sign.
  - g. Mechanical equipment or other utility hardware on roof, ground, or buildings shall be screened from public view with materials harmonious with the building, or they shall be located so as not to be visible from any public ways.
  - h. Exterior lighting, including external and interior lighted signs, shall be part of the architectural concept. Fixtures, standards, and all exposed accessories shall be harmonious with building design.
  - i. Refuse and waste removal areas, service yards, storage yards, and exterior work areas shall be screened from view from public ways, using materials as stated in criteria for equipment screening.
  - j. If the building official cannot determine whether the project meets the standards, the building official shall refer the project to the design review committee for its determination and recommendation to the planning board.

**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10 I**



## City of Sturgis

### Poverty Exemption Income Guidelines and Asset Test

WHEREAS, the General Property Tax Act, MCL 211.7u, states that the homestead of persons who, in the judgment of the board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, a city is required by MCL 211.7u to adopt guidelines for the poverty exemption;

~~NOW, THEREFORE, BE IT HEREBY RESOLVED~~WHEREAS, pursuant to MCL 211.7u, that the City of Sturgis, St. Joseph County, adopts the following guidelines for the board of review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household.

To be eligible for exemption under this section, a person must do all of the following on an annual basis.

- 1) Own and occupy as a principal residence the property for which an exemption is requested. The person shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the local assessing unit.
- 2) File a claim with the board of review on a form prescribed by the state tax commission and provided by the local assessing unit, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, and an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return.
- 3) Produce a valid driver license or other form of identification if requested by the board of review.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the board of review.
- 5) Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management.
- 6) Meet additional eligibility requirements as determined by the City Commission, including:
  - ~~A. The property for which the exemption is requested cannot have an assessed value greater than the median value of the improved residential properties for the previous tax year;~~
  - ~~B-A.~~ The claimant owner(s) and all persons residing in the household cannot have "liquid" assets (excluding the value of the principal residence subject to the exemption request) in excess of two (2) times the amount of the estimated tax obligation of the current assessment and cannot not have total assets (excluding the value of the principal residence subject to the exemption request) in excess often (10) times the amount of the estimated tax obligation of the current assessment;
  - ~~C-B.~~ All asset information, as requested in the Application for Poverty Exemption must be completed in total. The Board of Review may request additional information and verification of assets if they determine it to be necessary and may reject any application if the assets are not properly identified.



Liquid Assets may include but are not limited to:

- 1) Bank accounts
- 2) Stocks and Bonds
- 3) IRA's and other investment accounts
- 4) Pensions
- 5) Money received from the sale of property such as stocks, bonds, a house or a car unless a person is in the specific business of selling such property.

In addition, total assets may also include but are not limited to:

- 1) A second home
- 2) Excess or vacant land
- 3) Rental property
- 4) Extraordinary automobiles
- 5) Recreational vehicles including snowmobiles, boats, camping trailers, travel trailers, motor homes. Jet skis, motor cycles, off road vehicles, or anything else which may be considered a Recreational vehicle.
- 6) Buildings other than the residence
- 7) Equipment
- 8) Other personal property of value
- 9) Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.

D-C. The application for an exemption shall be filed after January 1, but before the day prior to the last day of the Board of Review.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, ~~unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines, and these are communicated in writing to the claimant.~~

BE IT FURTHER RESOLVED that if a person claiming the poverty exemption meets all eligibility requirements, the board of review shall grant the poverty exemption in whole or in part, as follows:

- 1) A full exemption equal to a 100% reduction in taxable value for the year in which the exemption is granted; or
- 2) A partial exemption equal to a 50% reduction in taxable value for the year in which the exemption is granted; or
- 3) A partial exemption equal to a 25% reduction in taxable value for the year in which the exemption is granted.

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**City of Sturgis  
City Commission  
Regular Meeting**

**Agenda Item 10J**



## LICENSE AGREEMENT

This agreement ("Agreement") is entered into effective as of July 28, 2022 between Jamie Crites and Sharon Crites, whose address is 66181 Lakeview Road, Sturgis, Michigan 49091 ("Crites") and City of Sturgis, whose address is 130 North Nottawa, Sturgis, Michigan 49091 ("City"), on the following terms and conditions:

1. **Background.** Crites owns the real property at 301 W. Chicago Road, Sturgis, Michigan, as shown on the attached Exhibit A ("Premises"). The City and Sturgis DDA would like to incorporate a public art piece to be displayed permanently in downtown Sturgis on the grass lot of the Premises. Crites is willing to grant the City a revocable license over the portion of the Premises on which the art piece will be located as shown on Exhibit A ("License Area").
2. **Grant of the License.** Crites grants to the City an exclusive license over the License Area. The purpose of this license is to permit the City/DDA to erect, maintain and display said art piece on the License Area. In the event of the sale of the Premises by Crites this license may be revoked by Crites with a Thirty (30) day written notice to the City.
3. **Indemnification.** The City agrees to indemnify Crites for any claims, actions, damages, and liability, occurring on or about the License Area relating to the erection, maintenance and/or display of the art piece.
4. **Assignment.** The City may not assign or transfer its right under this license without the prior written consent from Crites. Crites may assign this Agreement to any successor owner of the Premises.
5. **Binding effect.** This Agreement shall be binding on and inure to the benefit of the parties, their respective heirs, representatives, successors, or assigns.
6. **Entire agreement.** This Agreement contains the entire agreement of the parties, and the parties acknowledge that there have been no representations or understandings other than those expressly set forth in this Agreement.
7. **Effective date.** This Agreement shall be effective as of the date shown above.

City of Sturgis

BY: \_\_\_\_\_  
Michael L. Hughes, City Manager      Jamie Crites      Sharon Crites

# EXHIBIT A



Licensed area 10 ft. x 10 ft.  
Southeastern point measured 22 ft. from southeast corner of property.