



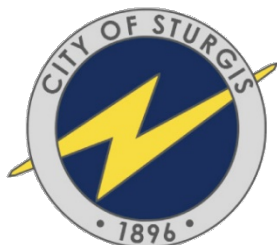
AGENDA
CITY COMMISSION MEETING
WEDNESDAY, MAY 24, 2023
CITY HALL | 130 N. NOTTAWA ST.
WIESLOCH RAUM

REGULAR MEETING 6:00 P.M.

1. CALL TO ORDER BY MAYOR
2. PLEDGE OF ALLEGIANCE
3. INVOCATION
4. ROLL CALL
5. PROCLAMATIONS / PRESENTATIONS
6. VISITORS – (Public comments for items not listed as agenda items)
7. APPROVAL OF AGENDA
8. APPROVAL OF CONSENT AGENDA
 - A. Action of Minutes of Previous Meetings
 - **APPROVE the minutes from the May 10, 2023 regular meeting as presented.**
 - B. Pay Bills
 - **AUTHORIZE the payment of the City bills in the amount of \$1,562,640.40 as presented.**
 - C. Annual PA 95 Opt-Out
 - **APPROVE the recommendation to opt-out of Public Act 95 of 2013 for the 2023-2024 heating season.**
 - D. Sturges-Young Bylaws Update
 - **APPROVE a request to update the Sturges-Young Center for the Arts mission statement as written in the bylaws to the proposed updated statement.**
 - E. Sturges-Young MAAC Grant Application
 - **APPROVE the submission of a grant application to the Michigan Arts and Culture Council, Capital Improvement Grant Program, for audio upgrades as presented.**
 - F. Fireworks Approvals
 - **AUTHORIZE Deputy Public Safety Director - Fire Division Andrew Strudwick or his designated representative to complete all necessary permit reviews and SIGN all necessary documents for a community fireworks display.**
 - **APPROVE closure of West Lafayette and temporary no parking on North Centerville as presented.**
9. UNFINISHED BUSINESS
10. NEW BUSINESS
 - A. 2023 Sturgis Fest Approvals – Andrew Kuk
 - B. SYCA Programming Sponsorship Plan – Sheila Bolda
 - C. Set Millage Rate Public Hearing – Kenneth Rhodes
 - D. Board Appointments – Kenneth Rhodes
11. COMMISSIONER / STAFF COMMENTS
12. ADJOURN

Manager's Report

MAY 24, 2023



CITY OF
Sturgis
MICHIGAN

Submitted by:

A handwritten signature in black ink, appearing to read "Andrew Kuk".

Andrew Kuk
City Manager

8. Consent Agenda

Proposed Motion:

Move that the Sturgis City Commission APPROVE/DENY the Consent Agenda for May 24, 2023 as presented.

Staff Recommendation:

APPROVE

8A. Action of Minutes of Previous Meetings

Consent Agenda Motion:

APPROVE the minutes from the May 10, 2023 regular session meeting as presented.

8B. Pay Bills

Consent Agenda Motion:

AUTHORIZE the payment of the City bills in the amount of \$1,562,640.40 as presented.

8C. Annual PA 95 Opt-Out

On July 1, 2013, Governor Snyder signed Public Act 95 of 2013 into law. The legislation created the Low-Income Energy Assistance Fund. Funds are generated by assessing up to one dollar per month per electric meter. Funds so generated are distributed to low-income households by the Department of Human Services to help pay energy bills. The Act affects every electric utility in the State. In lieu of collecting the surcharge, Section 7 of the Act allows utilities to opt-out. This choice prohibits the shut-off of residential electric service for non-payment of a delinquent account from November 1st through April 15th. The utility must notify the Michigan Public Service Commission each year of its intent to opt-out.

If the choice is to opt-in, the City would have to collect a surcharge and send it to the State; the cost to its electric customers would be approximately

\$85,000.00. The State would distribute the funds. If the City were to opt-out, the State mandated surcharge is waived.

Since establishment of the law the City has chosen to opt-out of Public Act 95.

Consent Agenda Motion:

APPROVE the recommendation to opt-out of Public Act 95 of 2013 for the 2023-2024 heating season.

8D. Sturges-Young Bylaws Update

The Sturges-Young Center for the Arts (SYCA) is recommending changes to their bylaws. The proposed changes are twofold: an update to the Mission Statement and a formal change to the name of the organization.

The change to the Mission Statement is a rewording in line with the recent branding changes to better encompass all the SYCA has to offer and can be.

The current mission statement is: “The mission of the Sturges-Young Center for the Arts is to provide a gathering place for performances and events that fosters the arts and inspires community engagement.”

The proposed mission statement: “The mission of the Sturges-Young Center for the Arts is to bring people together in a spirit of community and fun through arts and entertainment.”

The inspiration for the proposed revision is to place the people of the greater Sturgis Community and all patrons at the center of all that the Sturges-Young does, instead of focusing on the building. It incorporates the key elements of services provided, while embracing the idea that many of the experiences people have in the venue are entertaining and fun in their nature.

The City Commission approved a name change in 2019, changing the official name from the Sturges-Young Auditorium to the Sturges-Young Center for

the Arts. The proposed changes also formally updates the name in the bylaws.

A redlined copy of the changes are included in your packet. The SYCA Board approved the bylaws changes at their May meeting.

Consent Agenda Motion:

APPROVE the update to the Sturges-Young Center for the Arts bylaws.

Included in your packet:

1. Sturges-Young Bylaws - Redlined

8E. Sturges-Young MAAC Grant Application

City staff is requesting City Commission approval to submit a grant application to the Michigan Arts and Culture Council (MACC) Capital Improvement Grant Program for audio upgrades in the auditorium of the Sturges-Young Center for the Arts (SYCA). The approval is part of the grant requirements for submission.

Up-to-date audio equipment is the lifeblood of any successful concert and event venue. Projection upgrades were successfully pursued and installed in 2022 and the time has come to be able to make films and live musical acts sound as good as they look. The proposed upgrades will enhance the existing center array by adding left and right line arrays, a new sound mixer, and supporting equipment and cabling, as well as adding a set of assisted listening devices which are required in all venues.

Currently the existing audio system is inadequate for providing quality sound in the space for a number of SYCA events. The existing single center line array of speakers does not properly fill the space to make films and music acts sound good without making it painfully loud. In many cases additional sound equipment needs to be rented to meet the needs of shows that have more robust sound needs. Upgrades to the left and right line arrays will help fill the space more effectively and eliminate these issues. In addition, the

updated soundboard will be more effective in mixing the sound properly and better bring our facilities in line with current industry standards.

Included in your packet is a cost estimate for the upgrades from Stage Lighting and Sound Productions of Portage, Michigan. The total project cost is not expected to exceed \$134,980.30. The cost estimates include both labor to install the ceiling-mounted line arrays as well as a 10% contingency to cover equipment cost fluctuation.

The grant application is due June 1st. The City's application would ask for \$67,490.15 in grant funding; projects funded via this grant require a 50% (\$67,490.15) match. Grant awards will be announced in early October.

Installation is planned for fiscal year 2024. The project will be budgeted in the FY 2024-2025 Capital Budget, with revenue sources including fundraising and transfer from capital reserve.

Consent Agenda Motion:

APPROVE the submission of a grant application to the Michigan Arts and Culture Council, Capital Improvement Grant Program for audio upgrades as presented.

Included in your packet:

1. Stage Lighting and Sound Productions Proposals

8F. Fireworks Approvals

This year the annual community fireworks display is planned for Saturday, June 24th at Kirsch Municipal Airport. The fireworks show is funded primarily with local donations.

Per Michigan law, all display fireworks shows require a permit from the local legislative body of the community. In order to complete the permitting process, City staff is recommending the Commission authorize Deputy Public

Safety Director - Fire Division Andrew Strudwick or his designee to complete all necessary permit reviews and sign all necessary documentation.

Due to the location of the fireworks at the airport, City staff is also requesting some additional items from the Commission related to crowd control. This includes the closure of West Lafayette from North Centerville Road to the intersection of Broadus Street from 8:00 p.m. until the end of the fireworks. This closure request allows staff to better restrict access to airport property during the show.

Other requests include use of airport property for the fireworks display, and temporary no parking on North Centerville in the area around the airport starting Friday night.

If necessary, the rain date for the fireworks show would be Sunday, June 25th.

Consent Agenda Motion:

AUTHORIZE Deputy Public Safety Director - Fire Division Andrew Strudwick or his designated representative to complete all necessary permit reviews and SIGN all necessary documents for a community fireworks display.

APPROVE closure of West Lafayette and temporary no parking on North Centerville as presented.

10. New Business

A. 2023 Sturgis Fest Approvals

Staff: Andrew Kuk

The Sturgis Area Chamber of Commerce will again hold Sturgis Fest on June 20th through the 24th. As in the past, the Chamber and other event organizers are requesting City assistance and participation for the festival. This includes road closures and the use of City staff and facilities. A detailed list of requests for the week is included in your packet.

The major requests for the use of City services are associated with Wednesday, Thursday, and Friday, June 21st-23rd. Wednesday will be Family Night, taking place in downtown at the Chamber of Commerce, Depot Museum parking lot, S. Jefferson St. and the empty lot at 410 W. Chicago Rd. Activities will include carnival rides, the Sturgis Biscuits baseball game, and an outdoor movie. A “Wine Night” for adults will take place at Free Church Park. Thursday will again be Bike Night and Friday will be the car show and the now-traditional night parade. A “Volksmarch” through town on sidewalks will be held on Saturday.

Other festival activities will include the Sturgis Fest Dinner on Tuesday and a 3-on-3 Basketball Tournament on Saturday. Fireworks will be held at Kirsch Municipal Airport on Saturday night.

The Chamber is requesting closure of US-12 (Chicago Road) on Thursday and Friday which will be contingent upon approval from the Michigan Department of Transportation. Alcohol sales will take place on Thursday at Free Church Park for Bike Night; this will be subject to Michigan Liquor Control Commission licensing and regulation, including perimeter fencing. The North Street and Pleasant St. Sub-Areas of the Downtown Social District would be active on Friday as part of those road closures.

Proposed Motion:

Move that the Sturgis City Commission APPROVE/DENY the requests for Sturgis Fest 2023 as presented.

Staff Recommendation:

APPROVE

Included in your packet:

1. 2023 Sturgis Fest Request List
2. Parade Route Map
3. Volksmarch Map

10. New Business

B. SYCA Programming Sponsorship Plan

Staff: Sheila Bolda

The Sturges-Young Center for the Arts is requesting the establishment of procedures for the newly-established SYCA Programming Fund at the Sturgis Area Community Foundation. The SYCA programming committee has been working on a 2023-2024 main stage performance series that will be heavily funded by corporate sponsorship. The proposed series includes five performances running from late September 2023 to April of 2024. The proposed plan with projected series budgets is included in your packet.

The plan outlines a goal for sponsorship donations of \$65,000.00 to support the series. Additional revenue would come from endowment funds accessible to the SYCA to supplement performance costs.

As part of this plan, a fund was established at the Sturgis Area Community Foundation called the SYCA Programming Fund, designed to facilitate ease in corporate charitable giving for programming. As the programming committee works to help bring back a regular main stage performance series to the SYCA, it is important that a funding plan is outlined.

The plan developed by the Programming and Community Outreach Committee recommends that the \$65,000.00 in donations gathered this year be used as a revolving fund to help continually support the main stage performance series. Donations, along with supplemental funds would be utilized to cover the expenses of the performances, including artist fees, equipment rental, sound and lighting technicians, advertising, and other miscellaneous expenses for the performances in the series. Any ticket sales from these performances up to the amount of sponsorship dollars raised would then be transferred to the SYCA Programming Fund at the Foundation for use in future performance series'. Any ticket sales above that amount would be retained by the SYCA as part of their budget.

This proposed fundraising effort and funding plan would mitigate the SYCA's risk in the cost of main stage performance programming and ideally provide a continuing base of funding to sustain a main stage performance series. The goal of this plan is to grow the fund each season by retaining and increasing fundraising, allowing the SYCA to put on better acts over time while continuing to mitigate risk.

The proposed plan has been presented to the SYCA Advisory Board and they recommended it to the City Commission.

Proposed Motion:

Move that the Sturgis City Commission APPROVE/DENY the establishment procedures for the Sturges-Young Center for the Arts Programming Fund as presented.

Staff Recommendation:

APPROVE

Included in your packet:

1. SYCA Programming Proposal

10. New Business

C. Set Millage Rate Public Hearing

Staff: Kenneth Rhodes

In order to include the City's millages on 2023 summer tax bills, the City Commission needs to set the City Operating property tax rate by the end of June. A public hearing is required and provides residents with the opportunity to comment on the millage proposed for this year. The City also needs to set the rate for the Streets/Sidewalks Improvement Millage, which was approved by voters in 2022 for 3.0 mils.

In addition, as typically approved by the City Commission, a 1% tax administration fee is scheduled to be collected on all City tax bills this year. This fee is authorized and recommended by the State to allow communities to recover the costs of tax collection.

A proposed tax rate must be included in the required notice for the Public Hearing. The advertised tax rate is the maximum rate that the City Commission can set after the Public Hearing. The City Commission is not obligated to set the tax rate at the maximum allowable millage but the inclusion of that rate in the Public Hearing notice allows for consideration of a tax rate up to that amount.

Because of the Headlee rollback rule, the highest millage rate the City may consider this year is 11.6818, without a vote of the electorate. This would generate approximately an additional \$320,000.00 in revenue over the 2022 tax rate of 10.4623.

Staff Recommendation:

Move that the Sturgis City Commission SET the 2023 millage rate Public Hearing for the June 14, 2023 regular meeting and DIRECT City Staff to include 11.6818 mils for Operating Millage and 3.0000 mils for Streets/Sidewalk Improvement Millage as part of the Public Hearing notice.

10. New Business

D. 2023 Board Appointments

Staff: Kenneth Rhodes

Each year the City Commission reappoints or fill vacancies for a number of the various Boards and Commissions established by the City. Board members whose terms were to expire this year were contacted to determine their interest in being reappointed and a general call for board applicants was advertised.

Included in your packet is a list detailing the names of board members with expiring terms, new applicants for the boards, and the total number of vacant spots on each board. Applications for the individuals not currently on the board are also included in your packet.

Information Included in Packet:

1. Board Reappointment Chart
2. Board Applications

Noteworthy Meetings / Events

- Township Supervisor Meeting | May 10th
- Bourbon, Bacon & Blues Meeting | May 10th
- United Way Golf Outing | May 12th
- Spring Car Cruise-in & Eats | May 12th
- Retirement Board Meeting | May 16th
- Planning Commission Meeting | May 16th
- EDC/SIA Meeting | May 17th
- Cathy Knapp's Retirement Party | May 17th
- MPPA Stakeholder Meeting | May 18th
- Sturgis Area Community Foundation Impact Celebration | May 19th

Upcoming Events

- United Way RadioThon | WBET | 8:00am-9:00am | May 25th
- Bourbon, Bacon & Blues | Downtown | 5:30pm-10:00pm | May 26th
- Gaming Unplugged | SYCA | 6:00pm-9:00pm | May 30th
- Everything Everywhere All at Once Film | SYCA | 7:00pm | June 1st
- Movies on North – Grease | North St. | 7:00pm | June 9th

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 8A

REGULAR MEETING - STURGIS CITY COMMISSION
WEDNESDAY, MAY 10, 2023
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 Comm. Kinsey.

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

Commissioners absent: None

Also present: City Attorney, City Manager, City Controller, Director of Public Safety, Electric Department Superintendent, City Clerk

Emmanuel Nieves was sworn in as 2nd Precinct Commissioner.

Dray Perkins, 206 Pleasant Street, asked the enforcement of grass clippings into the street, and questioned the need for the new car washes.

April Kovalski, 206 Ellerman, explained that there are issues with garbage on properties in her neighborhood and believes there is a business being run in a residential area.

Moved by Comm. Hile and seconded by Comm. Smith to approve the agenda as amended with the addition of 10C.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

Moved by Comm. Hile and seconded by Comm. Smith to approve the Consent Agenda of May 10, 2023 as presented.

8A. Action of Minutes of Previous Meetings

- APPROVE the minutes from the April 26, 2023 regular meeting as presented.

B. Pay Bills

- AUTHORIZE the payment of the City bills in the amount of \$2,018,413.46 as presented.

C. Uniform Rental Bid

- APPROVE the three-year uniform rental bid from Cintas as presented.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

City Manager Andrew Kuk provided details on the 2023 Street Improvements Project. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Kinsey to approve the contract for the 2023 Street Rehabilitation project with Northern Construction Services Corporation in the amount of seven hundred twenty-one thousand, six hundred and forty-one dollars (\$721,641.00) and authorize the City Manager to sign all necessary documents.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

Moved by Comm. Hile and seconded by Comm. Kinsey to approve a contingency budget of thirty-six thousand dollars (\$36,000.00) for the 2023 Street Rehabilitation Project.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

City Controller Holly Keyser provided details on budget amendments. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Kinsey to approve the Budget Amendments for Fiscal Year 2022-2023 as presented.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

Electric Department Superintendent Chris McArthur explained that the delivery of the new bucket truck has been delayed and requested the purchase of a used vehicle to be utilized in the interim. Discussion followed.

Moved by Comm. Hile and seconded by Comm. Bir to approve the purchase of a used 2011 Utility Bucket Truck for the Electric Department from Hawkins Motor Sales and repairs in an amount not-to-exceed sixty thousand dollars (\$60,000.00) contingent upon vehicle testing and inspection.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

Moved by Comm. Hile and seconded by Comm. Perez to go into Closed Session to conduct a periodic personnel evaluation at the request of the employee and material exempt from discussion or disclosure by state or federal statute.

Voting yea: Bir, Kinsey, Nieves, Smith, Harrington, Hile, Perez, Miller, Mullins

Voting nay: None

MOTION CARRIED

Meeting recessed at 7:03 p.m.

Meeting reconvened at 7:32 p.m.

Moved by Comm. Hile and seconded by Comm. Perez to approve the First Addendum to the City Manager Employment Agreement as presented.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

Moved by Comm. Hile and seconded by Comm. Perez to approve the Emergency Operations Plan as presented.

Voting yea: Nine

Voting nay: None

MOTION CARRIED

The meeting was adjourned at 7:33 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				
05-11-2023	246052M	06406	HAWKINS MOTOR SALES LLC	53,800.00
05-12-2023	246053M	05125	CANNON TECHNOLOGIES	47,859.00
05-12-2023	246054M	00658	KALAMAZOO VALLEY COMM COLLEGE	1,225.00
05-12-2023	PR0609M	00061	CITY OF STURGIS PAYROLL	355,307.76
05-25-2023	T15768M	04389	FRONTIER COMMUNICATIONS A	254.25
05-12-2023	T15769M	00449	CENTURY BANK & TRUST	3,402.13
05-09-2023	T15770M	00512	CAMOCO FUEL SYSTEM	12,557.17
05-22-2023	T15771M	03770	MICHIGAN GAS UTILITIES	622.05
05-22-2023	T15772M	03770	MICHIGAN GAS UTILITIES	150.67
05-01-2023	T15773M	06030	VERIZON CONNECT NWF INC	113.33
05-25-2023	T15774M	03770	MICHIGAN GAS UTILITIES	496.95
05-25-2023	T15775M	03770	MICHIGAN GAS UTILITIES	70.58
05-25-2023	T15776M	03770	MICHIGAN GAS UTILITIES	265.52
05-25-2023	T15777M	03770	MICHIGAN GAS UTILITIES	201.51
05-23-2023	T15778M	03770	MICHIGAN GAS UTILITIES	61.25
05-23-2023	T15779M	03770	MICHIGAN GAS UTILITIES	88.13
05-08-2023	T15780M	04197	MI PUBLIC POWER AGENCY	166,131.64
05-22-2023	T15781M	04389	FRONTIER COMMUNICATIONS A	52.89
05-24-2023	T15782M	03770	MICHIGAN GAS UTILITIES	256.30
05-11-2023	T15783M	05892	PAYCOR	1,236.84
05-12-2023	T15784M	04088	BLUE CROSS BLUE SHIELD OF MI	51,285.53
05-31-2023	T15785M	03770	MICHIGAN GAS UTILITIES	12.45
05-09-2023	T15786M	00181	GORDON FOOD SERVICE	1,220.46
05-11-2023	T15787M	03245	IMPERIAL BEVERAGE	295.60
05-31-2023	T15788M	04389	FRONTIER COMMUNICATIONS A	104.34
05-22-2023	T15789M	03858	FARMERS STATE BANK	7,781.90
05-15-2023	T15790M	04197	MI PUBLIC POWER AGENCY	198,409.99
05-12-2023	T15791M	00062	CITY OF STURGIS-EMPLOYEE INS	71,144.48
05-12-2023	T15792M	05588	ALERUS FINANCIAL/MERS TRANSFER	2,935.60
05-12-2023	T15793M	06190	HEALTH EQUITY/HSA PR TRANSFER	800.00
05-12-2023	T15794M	00065	DOYLE MEMBERSHIP TRANSFER	2,731.17
05-12-2023	T15795M	00063	CITY OF STURGIS TAX TRANSFER	19,527.91
05-12-2023	T15796M	05123	COMERICA BANK-INST TRUST SERV	33,551.09
05-12-2023	T15797M	03229	CITY OF STURGIS-WORKERS COMP	3,517.45
05-12-2023	T15798M	00064	INTL CITY MGMT ASSOC RETR CORP	8,550.29
Automatic Checks				
05-24-2023	246055	00110	A & K PRINTING & POOLS	600.00
05-24-2023	246056	00275	A B'S GLOVE & ABRASIVES INC	84.50
05-24-2023	246057	04266	ABONMARCHE CONSULTANTS INC	13,416.20
05-24-2023	246058	00066	ACTION QUICK PRINT PLUS	104.84
05-24-2023	246059	03382	AGILE SAFETY LLC	306.72
05-24-2023	246060	00814	AIS CONSTRUCTION EQUIPMENT COR	301.87
05-24-2023	246061	00002	ALL-PHASE ELECTRIC SUPPLY	153.23
05-24-2023	246062	05986	ALPHA BUILDING CENTER-NOTTAWA	123.06
05-24-2023	246063	06119	AMAZON.COM SALES INC	2,714.85
05-24-2023	246064	06318	AMBULANCE BILLING NETWORK LLC	2,632.60
05-24-2023	246065	04696	APX INC	490.64
05-24-2023	246066	00624	AQUA BLAST CARWASH SYSTEMS INC	208.00
05-24-2023	246067	02292	ASPLUNDH TREE EXPERT CO	16,101.45
05-24-2023	246068	05869	BAKER TILLY MUNICIPAL ADV LLC	750.00
05-24-2023	246069	05719	BAKER'S BODY SHOP LLC	427.24

Date	Check#	Vendor	Vendor Name	Amount
05-24-2023	246070	00130	BANDHOLTZ PAINT MFG CO	88.89
05-24-2023	246071	05640	BECKETT & RAEDER	687.50
05-24-2023	246072	06117	BENITA ANN LEWIS	60.00
05-24-2023	246073	00296	BERNARD D EBERLE	107.13
05-24-2023	246074	02749	HARLAN BLOOD	15.00
05-24-2023	246075	00005	BOGEN CONCRETE INC	2,805.50
05-24-2023	246076	00006	BOLAND TIRE INC	2,297.26
05-24-2023	246077	05991	BORGESS MEDICAL GROUP	278.00
05-24-2023	246078	03343	BYLER ELECTRIC INC	21,506.74
05-24-2023	246079	03413	CARLETON EQUIPMENT COMPANY	214.00
05-24-2023	246080	00691	CENTRAL MEAT MARKET	87.21
05-24-2023	246081	00315	CENTURYLINK	22.39
05-24-2023	246082	06065	COOPER'S TRENCHING INC	3,580.00
05-24-2023	246083	06325	COTTIN'S HARDWARE	313.36
05-24-2023	246084	06158	CULLIGAN WATER OF STURGIS	170.00
05-24-2023	246085	05694	CUMMINS INC	414.33
05-24-2023	246086	06264	CUTTER'S EDGE LAWN CARE LLC	1,143.00
05-24-2023	246087	01119	DAVID W LUDDERS	44.40
05-24-2023	246088	05165	DR LAB SERVICES LLC	970.00
05-24-2023	246089	03095	MARY DRESSER	30.00
05-24-2023	246090	00160	DURY OIL CO	104.16
05-24-2023	246091	00364	CAROL DUSTIN	400.00
05-24-2023	246092	03954	TITAN AVIATION FUELS	8,941.69
05-24-2023	246093	06014	EGANIX INC	840.00
05-24-2023	246094	01064	EJ USA INC	1,164.32
05-24-2023	246095	06244	EMERGENCY VEHICLES PLUS	6,981.57
05-24-2023	246096	05929	FACTUAL DATA	50.00
05-24-2023	246097	05490	FERGUSON WATERWORKS #3386	9,323.67
05-24-2023	246098	02145	FIRE SUPPRESSION PRODUCTS	920.00
05-24-2023	246099	05544	FIRST ADVANTAGE OCCUPATIONAL	204.72
05-24-2023	246100	03386	FLINT TRADING INC	6,194.23
05-24-2023	246101	05584	FREDERICK CONSTRUCTION INC	87,174.61
05-24-2023	246102	04389	FRONTIER COMMUNICATIONS A	99.07
05-24-2023	246103	00291	GATEHOUSE MEDIA MICHIGAN	149.50
05-24-2023	246104	00183	W W GRAINGER INC	6,484.67
05-24-2023	246105	06408	GRAND IMPRESSIONS PROP MAINT	35.00
05-24-2023	246106	03806	GREAT LAKES PEST CONTROL	365.00
05-24-2023	246107	04243	GRP ENGINEERING INC	6,145.55
05-24-2023	246108	01298	HAGEN CEMENT PRODUCTS INC	115.04
05-24-2023	246109	03515	HYDROCORP	4,625.50
05-24-2023	246110	00296	HYPERSHINE CARWASH	9,000.00
05-24-2023	246111	05522	INTERSTATE BATTERIES-GREAT LKS	234.20
05-24-2023	246112	05171	STUART C IRBY CO	4,524.00
05-24-2023	246113	00296	JACOB R GRIFFIN	52.50
05-24-2023	246114	06199	JANSEN PLUMBING, HEATING &	1,966.95
05-24-2023	246115	06314	JODIE M JOHNSON	40.00
05-24-2023	246116	06217	JOHN J FLOWERS	40.00
05-24-2023	246117	00296	KAREN D DELGADO	33.40
05-24-2023	246118	00041	KARL STAUFFER	50.00
05-24-2023	246119	00296	KATIE L NIHART	71.17
05-24-2023	246120	00020	KENDRICK STATIONERS INC	77.73
05-24-2023	246121	01656	KOORSEN FIRE & SECURITY INC	369.60
05-24-2023	246122	01101	JANENE KOSMAN	345.00

Date	Check#	Vendor	Vendor Name	Amount
05-24-2023	246123	04071	KS AUTO SERVICE INC	1,748.22
05-24-2023	246124	00212	KSS ENTERPRISES	644.47
05-24-2023	246125	04039	LAKELAND ASPHALT CORP	873.54
05-24-2023	246126	00394	LAWSON-FISHER ASSOCIATES PC	18,317.90
05-24-2023	246127	06409	LC COVERS LLC	960.00
05-24-2023	246128	03684	LEXISNEXIS RISK SOLUTIONS	100.00
05-24-2023	246129	00023	LONESPRUCE	235.00
05-24-2023	246130	06238	LUBRICATION ENGINEERS, INC	352.75
05-24-2023	246131	00296	LYLE L AND RUTH A GRAFF	44.40
05-24-2023	246132	00296	MARIA G NEGRETE	6.10
05-24-2023	246133	06155	MERCER SEPTIC AND EXCAVATING	2,240.00
05-24-2023	246134	03774	STATE OF MICHIGAN	416.50
05-24-2023	246135	00702	MICHIGAN MUNICIPAL LEAGUE	6,208.00
05-24-2023	246136	05121	MICKEY'S LINEN	326.12
05-24-2023	246137	04730	MILLER'S SIGN CO INC	2,862.21
05-24-2023	246138	04014	MILLERS SALES & SERVICE	199.17
05-24-2023	246139	05102	MCLEAN ENGINEERING CO	1,051.75
05-24-2023	246140	06267	NEW CREATIONS LANDSCAPE LLC	1,740.45
05-24-2023	246141	06113	NORTHERN TOOL & EQUIPMENT	274.97
05-24-2023	246142	06405	NUTRIEN AG SOLUTIONS	175.00
05-24-2023	246143	05671	PACE ANALYTICAL SERVICES LLC	364.30
05-24-2023	246144	04770	PARRISH EXCAVATING INC	8,935.80
05-24-2023	246145	05042	PLANT GROWTH MANAGEMENT SYSTEM	3,446.40
05-24-2023	246146	00485	POWER LINE SUPPLY	9,506.00
05-24-2023	246147	00031	POWER SYSTEM ENGINEERING INC.	3,270.00
05-24-2023	246148	05364	PSYBUS PC	625.00
05-24-2023	246149	05468	PVS TECHNOLOGIES INC	3,025.77
05-24-2023	246150	05739	RENEWABLE WORLD ENERGIES LLC	7,425.07
05-24-2023	246151	00035	RESCO	71,769.00
05-24-2023	246152	06038	REVOLUTION HEALTH, P.C.	225.00
05-24-2023	246153	00296	RICHARD W WALKER	77.70
05-24-2023	246154	03542	RICKETT'S LAWN CARE	2,605.50
05-24-2023	246155	05379	S & S INDUSTRIAL SUPPLY	109.11
05-24-2023	246156	06118	SANG PARK	15.00
05-24-2023	246157	05765	SELKING INTERNATIONAL	2,619.94
05-24-2023	246158	04133	SHIMP EXCAVATING LLC	2,000.00
05-24-2023	246159	00296	SKYLER M WYER	56.29
05-24-2023	246160	00296	SKYLER W LINGLE	80.92
05-24-2023	246161	02179	SPRINT	575.85
05-24-2023	246162	00488	STATE SYSTEMS RADIO INC	195.00
05-24-2023	246163	05582	STRAIGHT LINE MOWING	75.00
05-24-2023	246164	00936	STURGIS COMMUNITY POOL	180.00
05-24-2023	246165	03483	STURGIS HOSPITAL	88.00
05-24-2023	246166	04140	SWICK BROADCASTING COMPANY	200.00
05-24-2023	246167	03897	SYN-TECH SYSTEMS INC	353.00
05-24-2023	246168	02819	T & R SERVICE COMPANY	31,094.00
05-24-2023	246169	00554	T C APPLIANCE	749.99
05-24-2023	246170	05682	ROBERT TAYLOR	35.00
05-24-2023	246171	00047	CITY OF THREE RIVERS	1,025.00
05-24-2023	246172	05777	TRACE ANALYTICAL LABORATORIES	5,229.74
05-24-2023	246173	01238	UNITED PARCEL SERVICE	47.51
05-24-2023	246174	06384	USA BLUEBOOK	327.90
05-24-2023	246175	05745	ERICA VARGAS SARCO	100.00

Date	Check#	Vendor	Vendor Name	Amount
05-24-2023	246176	00296	VB STURGIS INC	3,581.16
05-24-2023	246177	04453	VERIZON WIRELESS	2,698.01
05-24-2023	246178	00296	VICTORIA L MARKS	21.73
05-24-2023	246179	05659	WARNER OIL COMPANY	376.55
05-24-2023	246180	03511	WASTE MANAGEMENT	16,517.17
05-24-2023	246181	06272	WEST MICHIGAN BASEBALL	387.36
05-24-2023	246182	06339	WILLIAMS TREE CO LLC	53,618.10
05-24-2023	246183	05738	WIN-911 SOFTWARE	2,400.00
05-24-2023	246184	02948	WITMER PUBLIC SAFETY GROUP INC	807.03
05-24-2023	246185	06107	YEOMAN, TALIA	360.00
05-24-2023	D01983	00335	ALTEC INDUSTRIES, INC.	2,537.49
05-24-2023	D01984	02983	CINTAS LOCATION #351	1,415.53
05-24-2023	D01985	00019	KENDALL ELECTRIC INC	723.25
05-24-2023	D01986	00216	LAWSON PRODUCTS INC	185.62
05-24-2023	D01987	03944	LINDE GAS & EQUIPMENT INC	124.44
05-24-2023	D01988	06250	MARANA GROUP	2,905.44
05-24-2023	D01989	06026	MID-CITY SUPPLY CO INC	1,305.97
05-24-2023	D01990	06069	NAPA AUTO PARTS	1,072.22
Manual Total				\$1,046,021.23
Automatic Total				\$516,619.17
Grand Total				\$1,562,640.40

PAYROLL DISBURSEMENT
FOR PAYROLL ENDING 05/07/2023
PR0609M PAYROLL DATE 05/12/2023

GENERAL	\$154,801.20
MAJOR STREET	7,428.90
LOCAL STREET	28,143.76
CEMETERY	7,983.29
DDA	1,183.24
AIRPORT	904.99
BUILDING	3,463.58
HOUSING DEPARTMENT	57.00
STURGES-YOUNG CENTER FOR THE ARTS	5,501.94
RECREATION	4,564.82
DOYLE RECREATION CENTER	8,609.03
AMBULANCE	13,923.60
ELECTRIC	87,674.93
SEWER	15,105.02
WATER	15,159.15
MOTOR VEHICLE	803.31
Payroll Sub-Total	\$355,307.76

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 8D

**STURGES-YOUNG ~~CIVIC CENTER AND AUDITORIUM~~ CENTER
FOR THE ARTS**

M ADVISORY BOARD BY-LAWS

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Article I. Mission

The mission of the Sturges-Young ~~Civic Center and Auditorium~~ Center for the Arts:

To ~~provide a gathering place for performances and events that fosters the arts and inspires community engagement~~ bring people together in a spirit of community and fun through arts and entertainment.

Article II.
Board Purpose and
Membership

The purpose of the ~~Auditorium Sturges-Young~~ Advisory Board of Directors (Board) shall be to advise, assist, and support the City's operation of the Sturges-Young ~~Civic Center and Auditorium~~ Center for the Arts and perform such other duties as requested by the City Commission. The Board shall consist of one City Commissioner (with voting privileges) and eight other members appointed by the City Commission following recommendation from the Board. Residents of the City of Sturgis and the surrounding Townships within a 25 mile radius are eligible to be a member of the Board. The Board will maintain a membership consisting of a majority of City of Sturgis residents unless otherwise approved by the City Commission. The initial Board appointed after the adoption of these Bylaws shall serve for the following terms as designated by the City Commission: three of the initial board members shall serve for a period of three years; three shall serve for a period of two years; and three shall serve for a period of one year. Thereafter, a board member shall serve for a term of three years and may be removed or reappointed for any additional terms by the City Commission.

Article III. Officers

The officers of the Board, who must be members of the Board, will consist of a President, Vice-President and a Secretary. Each officer will serve a term of two (2) years. (Fulfilling any unexpired term would be in addition to the officer's regular two year term.)

The President:

- a. Presides at all Board meetings (including special Board meetings);
- b. Appoints committee Chairpersons and members, subject to confirmation by the Board;
- c. Serves as a liaison between the Board and the Executive Director;
- d. Represents the Board at City Commission meetings when requested by the Board or Executive Director; and
- e. May attend committee meetings as an ex-officio member.
- f. May vote only to break a tie of the Board.

The Vice-President:

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- a. Presides at Board meetings (including special Board meetings) in the absence of the President;
- b. Shall be the first person considered for the position of President at the conclusion of the incumbent President's term; and
- c. Represents the Board at City Commission meetings when requested by the Board or Executive Director.

The Secretary:

- a. It shall be the duty of the Secretary to keep and record the minutes of all regular and special Board meetings. The Secretary shall type and deliver the minutes to the Executive Director within one week following any meeting. The duties of the Secretary may be assigned to ~~Auditorium-Sturges-Young~~ staff as directed by the Board and Executive Director.

Article IV. Committees

The committees of the Board are made up of Board members and designated volunteers and are as follows:

Volunteer Committee:

The committee is responsible for leveraging volunteers to assist with appropriate activities and as a strategy to engage the community. The committee makes recommendations to the board on the types of appropriate volunteer activities and projects; proper training and direction; and strategies, policies and procedures for retention and appreciation.

Program Committee:

The committee provides support to city staff as it relates to strategic direction, selection, and coordination of quality performances, entertainment, events and activities consistent with the mission and vision.

Finance Committee:

The committee on an ongoing basis will review financial performance of programs, events and activities as well as the overall financial health of the ~~Auditorium-Sturges-Young~~ Fund. It will advise and make recommendations on general budgeting, capital planning, facility fees and other charges, cost recovery, and use of other revenue sources. The committee, in collaboration with city staff, will maintain a reporting system that can be used to analyze past programs, events and activities for identification of variances, trends and opportunities for improved financial performance.

School Programs Committee:

The committee will recommend and coordinate programs that engage students together with art and artists.

Building, Grounds, and Decorating Committee:

The committee reviews and advises on major maintenance items, repairs and building improvements. It plans and advises, in cooperation with the Executive Director and the

Facilities Manager, on renovation and decorating projects as needed. In coordination with city staff, it also works with the volunteer committee to plan and facilitate appropriate projects and tasks for volunteers.

Fundraising Committee:

The committee reviews, recommends and assists with coordinating fundraising events and efforts to support the ~~SY Auditorium~~ Sturges-Young Center for the Arts. This could include capital campaigns, strategic philanthropy initiatives, community fundraising, special events and sponsorship/patron programs.

Marketing Committee:

The committee is responsible for reviewing and advising on brand development and messaging, marketing strategies and tactics for all performances, events and activities. It will also advise on data collection methods and information gathering for analysis of market trends and market driven programming.

Each committee shall consist of no less than three (3) members. The President shall appoint a Board Member, other than the Secretary, to serve as Chairperson of each committee and shall designate the volunteers to serve on each committee.

Article V. Meetings

The Board will hold regular meetings as scheduled by the President at least eleven (11) times each year.

Every two years at the October meeting, officers for the upcoming twenty-four months will be elected by the Board and installed.

Special board meetings can be called by the President, Executive Director, or any two Board members.

All regular and special Board meetings will be called and conducted in compliance with the open meetings act of the State of Michigan, P.A. 267 of the Public Acts of 1966.

As directed by the Sturgis City Commission, all meetings will be conducted according to The Modern Rules of Order Revised. A quorum is necessary for any official Board action.

Article VI. Executive Director and Staff

The City Manager shall appoint the Executive Director who shall be the chief operational officer of the Sturges-Young ~~Civic Center and Auditorium~~ Center for the Arts. The Executive Director shall have general direction over the operations of the ~~Auditorium~~ Sturges-Young; submit required reports to the Board or its committees; prepare an annual budget to be reviewed by the Board and submitted to the City Controller; direct staff support as requested by the City Manager; and perform other functions as the City Manager may direct. The Executive Director shall report directly to the City Controller and shall attend all meetings of the Board.

Article VII. Removal/Resignation of Board Members

With a unanimous vote of the Board (excluding the Board member at issue), a recommendation, with explanation, may be made to the City Commission that a Board member be removed. A Board member may resign at any time by giving written notice to the Board President or Executive Director. Such resignation shall take effect on the date specified in the written notice or, if a date is not specified, when the notice is received.

Article VIII. Vacancies

If the office of the Board President becomes vacant, the Vice-President will assume the unexpired term of the President. If the office of the Vice-President or Secretary becomes vacant, the Finance Committee shall nominate a candidate to the Board of Directors who shall elect a successor from incumbent Board members nominated; the successor will hold office for the remainder of the unexpired term.

Article IX. Fiscal Year

The fiscal year for the ~~Auditorium~~ Sturges-Young will coincide with the fiscal year of the City of Sturgis.

Article X. Conflict of Interest

All possible conflicts of interest on the part of a Board member shall be disclosed to the Board. If a majority of the Board determines a conflict to exist, the Board member shall not vote or attempt to exert influence on the matter in question. The Board member may, however, briefly state a position on the matter and answer pertinent questions asked by other Board members. All actions regarding conflict of interest shall be reflected in the minutes.

Article XI. Indemnification

The City of Sturgis and the Sturges-Young ~~Civic Center and Auditorium~~ Center for the Arts shall indemnify each member of the Board of Directors and its Officers, whether then in office or not, for all costs, expenses, and settlements which are incurred in connection with the defense of, settlement of, or advice concerning any claim asserted or proceeding brought by any person or entity against the director or officer. Such coverage shall be in affect provided that the Board Director or Officer shall have acted in good faith and in a manner which he/she reasonably believed to be in, or not opposed to, the best interest of Sturges-Young ~~Civic Center and Auditorium~~ Center for the Arts with respect to any criminal action or proceeding, and he/she had no reasonable cause to believe the conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, plea of nolo contendere, or its equivalent, shall not of itself create a presumption that the director or officer did not act in good faith and did not act in the best interests of Sturges- Young ~~Civic Center and Auditorium~~ Center for the Arts, unless the Board Director or Officer had reasonable cause to believe that the conduct was unlawful. The City of Sturgis or the Sturges-Young ~~Civic Center and Auditorium~~ Center for the Arts shall purchase and maintain insurance on behalf of any person who is, or was, a Board Director or an Officer of Sturges-Young ~~Civic Center and Auditorium~~ Center for the Arts, against any liability incurred by the person arising out of the

person's status as director or officer.

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Article XII. General

Amendments - These by-laws may be amended by a 2/3 vote of the members at any regular or special Board meeting when a quorum is present, provided the proposed change was stated in the call for the meeting. Any amendments made to these by-laws must then be approved by the City Commission.

Revision of Policies - Any board policy may be revised by a 2/3 vote of the members at any regular or special Board meeting when a quorum is present, provided the proposed change was stated in the call for the meeting.

These by-laws supersede any and all previous by-laws and amendments.

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 8E



Budget Proposal

Production Services

1711 Vanderbilt Ave
Portage, MI 49024
Ph. 269/343-3787

Customer/Project:

Sturges-Young Center for the Arts
201 North Nottawa Street
Sturgis, MI 49091
269/651-8541
Aud. Audio Upgrade

Submitted by:

Brad Scott
269/207-6502
nbscott111@gmail.com

	Date	Submitted by:	Person Contacted	Phone:	Valid For:
	5/17/23	Brad Scott	Sheila Bolda		

Qty	Mfgr.	Model Number	Description		
16	JBL	JBL-P3250MX	VTX A6 Sub-compact Dual 6.5-Inch Line Array Elen	3,021.00	48,336.00
2	JBL	JBL-P3253MX	Mini Frame for A6 and B15	818.19	1,636.38
2	Crown	4X3500HDS-U-USFX	IT4X3500HDS SpeakOn Version Amplifier	9,123.76	18,247.53
2	JBL	JBL-P3253MX	Mini Frame for A6 and B15	818.19	1,636.38
1	Crown	IT5000HD-U-USFX	IT5000HD Amplifier	4,433.29	4,433.29
2	JBL	VTX-F18S	VTX F18S Compact Subwoofer Enclosure featuring	4,433.29	8,866.58
1	Crown	IT9000HD-U-USFX	IT9000HD Amplifier	5,355.11	5,355.11
1	SLS	Misc.	Installation Materials	2,981.25	2,981.25

This Proposal is for Budgeting purposes only. The prices are not guaranteed

Design, Installation & Programming of Audio System is included in the proposal
Training for operation of A/V system to be provided for Sturges-Young techs.

This proposal is intellectual property of SLS Production Services
and can not be distributed or shared without the consent of SLS

Equipment SubTotal	91,492.51
Freight	0.00
Design, Install Labor/Programming & Training	6,999.50
MI Sales Tax	<u>0.00</u>
TOTAL	98,492.01

Terms: 60% deposit w/signed proposal - balance upon completion

* Cancellations Subject to a 25% Restocking Charge/No Cancellations on Custom Orders

This proposal is hereby accepted on this date _____,

Accepted by: Name & Title

Submitted by:

Brad Scott
(269) 207-6502



Budget Proposal

Production Services

1711 Vanderbilt Ave
Portage, MI 49024
Ph. 269/343-3787

Customer/Project:

Sturges-Young Center for the Arts
201 North Nottawa Street
Sturgis, MI 49091
269/651-8541
Aud. Audio Mixer Upgrade

Submitted by:

Brad Scott
269/207-6502
nbscott111@gmail.com

Date	Submitted by:	Person Contacted	Phone:	Valid For:
5/18/23	Brad Scott	Sheila Bolda		

Qty	Mfr.	Model Number	Description		
1	Yamaha	QL5	Digital Audio Mixing Console w/Dante	17,027.97	17,027.97
1	Yamaha	Rio3224 D-2	32x24 Dante Stage Box	9,456.92	9,456.92
1	Yamaha	Rio1608 D-2	16x8 Dante Stage Box	5,254.02	5,254.02
1	SLS	Misc.	Installation Materials	1,291.88	1,291.88

This Proposal is for Budgeting purposes only. The prices are not guaranteed

Design, Installation & Programming of Audio System is included in the proposal
Training for operation of A/V system to be provided for Sturges-Young techs.

This proposal is intellectual property of SLS Production Services
and can not be distributed or shared without the consent of SLS

Equipment SubTotal	33,030.79
Freight	0.00
Design, Install Labor/Programming & Training	3,457.50
MI Sales Tax	0.00
TOTAL	36,488.29

Terms: 60% deposit w/signed proposal - balance upon completion

* Cancellations Subject to a 25% Restocking Charge/No Cancellations on Custom Orders

This proposal is hereby accepted on this date _____,

Accepted by: Name & Title

Submitted by:

Brad Scott
(269) 207-6502

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 10A

2022 Sturgis Fest Requests List

				Staff Support			Utilities		Materials			
Event	Request Details	Request Time	Event Time	DPS	Police	Fire	Water	Electric	Barric.	Fencing	Trash Barrels	Picnic Tables
Tuesday, June 20th												
Kickoff Dinner	Commissioners/Staff Attendance		5:00 pm - 8:00 pm									

Wednesday, June 21st													
Kids Carnival	Closure of S. Jefferson St. from US-12 to second depot driveway	3:00 pm - 10:00 pm	4:00 pm - 9:00 pm	X					X		2		Carnival at Chamber, Depot, Century Bank Dirt Lot
	Temporary No Parking S. Jefferson Street from from US-12 to second depot driveway	2:00 pm - 10:00 pm			X								
	Use of 401 N. Jefferson	3:00 pm - 10:00 pm	4:00 pm - 9:00 pm										Handicapped/event parking
Biscuits game	FD with flag		6:00 pm - 8:00 pm	X		X					2		Checking to see if needed/possible; Game at 410 W. Chicago Rd.
Outdoor Movie			8:00 pm - 10:00 pm										Movie at 410 W. Chicago Rd.
Wine Night	Free Church Park	4:00 pm - 10:00 pm	6:00 pm - 9:00 pm	X					X	X	3		Snow Fencing for treeline and south, Black & Metal fencing for rest

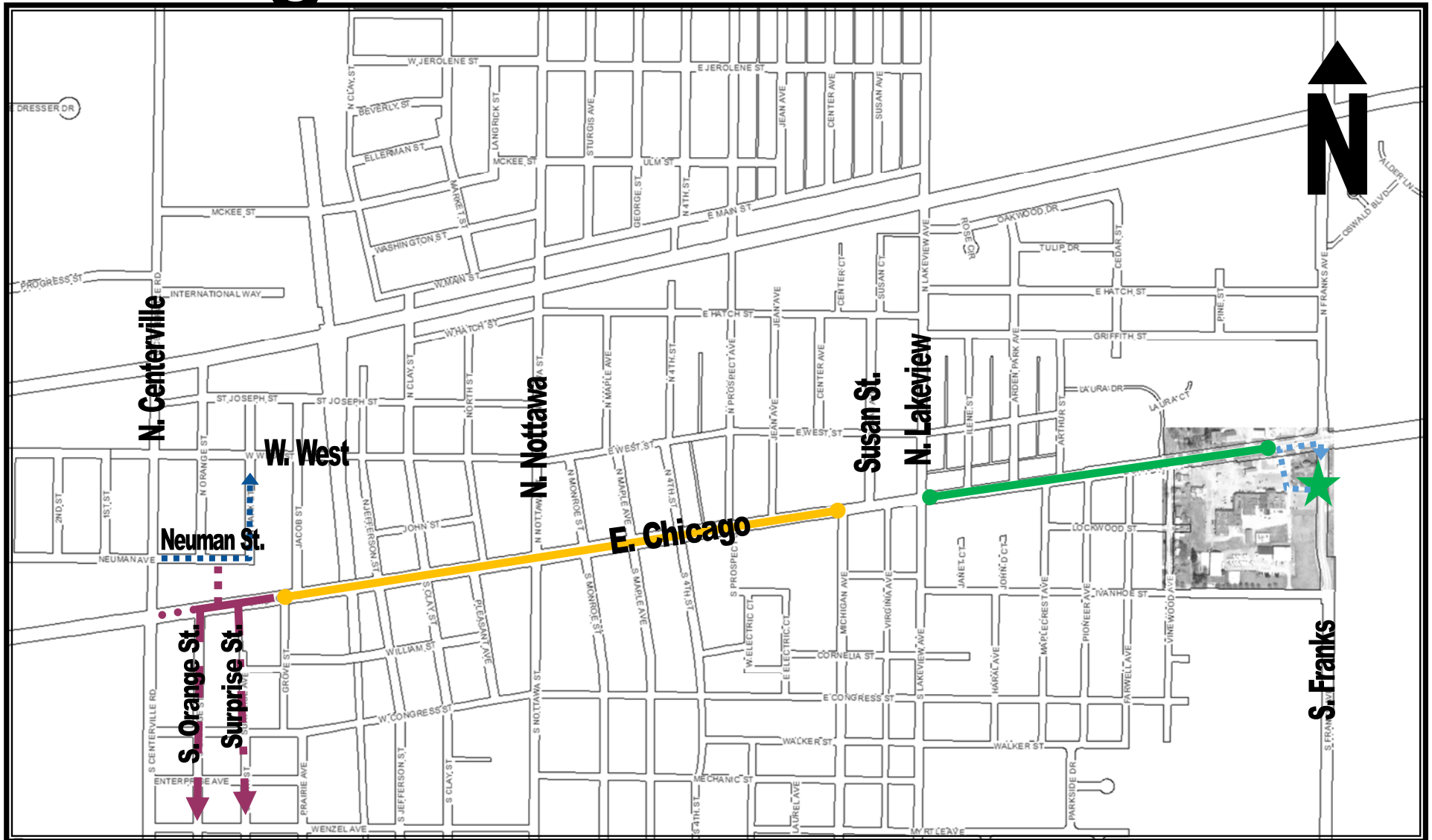
				Staff Support			Utilities		Materials				
Event	Request Details	Request Time	Event Time	DPS	Police	Fire	Water	Electric	Barric.	Fencing	Trash Barrels	Picnic Tables	
Thursday, June 22nd													
Sidewalk Sales / Vendors	Use of downtown sidewalks for 3rd party vendors	noon - 8:00 pm	noon - 8:00 pm										If operating when US-12 open, need 60 in. (5 ft.) of clearance for sidewalk
Bike Night	Road Closure US-12 from east of RR Tracks to Maple St.	3:00 pm - midnight	5:00 pm - 10:00 pm	X	X				X				
	No Thru Traffic N. Nottawa from West to US-12	3:00 pm - midnight		X					X				
	Temporary No Parking on US-12 from Jefferson to Monroe	2:00 pm - midnight			X			2:00 pm - midnight					
	Temporary No Parking on one side of Maple St. from West to Congress	2:00 pm - midnight			X								
	Set Up of Bike entrance directional signage in terrace	3:00 pm - midnight		X									
Use of Pleasant St. (Food Vendors)	Road Closure Pleasant St. from US-12 to Parking Lot	3:00 pm - Saturday	5:00 pm - 10:00 pm	X			X	X	X		4	2	
Use of North Street (Food Vendors)	Road Closure North St. from US-12 to Main Parking Lot; closure of small parking area	3:00 pm - midnight	5:00 pm - 10:00 pm	X	X		X	X		X	6	7	
Use of Free Church Park (Beer Garden, Band, etc.)		3:00 pm - midnight	5:00 pm - 10:00 pm	X	X			X		X	6	5	Band ends at 9:30; stage off the road
Use of Arkwrights	Cooling station and activities	3:00 pm - midnight	5:00 pm - 10:00 pm										Public Safety EMS Trailer

2022 Sturgis Fest Requests List

				Staff Support			Utilities		Materials				
Event	Request Details	Request Time	Event Time	DPS	Police	Fire	Water	Electric	Barric.	Fencing	Trash Barrels	Picnic Tables	
Friday, June 23rd													
Sidewalk Sales / Vendors	Use of downtown sidewalks for 3rd party vendors	noon - 8:00 pm	noon - 8:00 pm										If operating when US-12 open, need 60 in. (5 ft.) of clearance for sidewalk
Car Show	Road Closure US-12 from east of RR Tracks to Maple St.	3:00 pm - midnight	4:00 pm - 8:30 pm	X	X				X				
	No Thru Traffic N. Nottawa from West to US-12	3:00 pm - midnight		X					X				
	Temporary No Parking on US-12 from Jefferson to Monroe	2:00 pm - 8:30 pm			X			2:00 pm - 8:30 pm					
	Temporary No Parking on one side of Maple St. from West to Congress	2:00 pm - 8:30 pm			X								
	Set Up of Car Show entrance directional signage in terrace	3:00 pm - midnight		X									
	Parade	Road Closure US-12 from Franks Ave. to Maple Street, RR Tracks to Centerville	7:30 pm - midnight	9:30 pm - 11:00 pm	X	X	X			X	X		
	Temporary "No Parking" on Neuman St. from N. Centerville to N. Park St	3:00 pm - midnight											
	Temporary "No Parking" on S. Orange St. from Chicago Rd. to Congress St.	3:00 pm - midnight											
	Temporary "No Parking" on Surprise St. From Chicago Rd. to Congress St.	3:00 pm - midnight											
	Commissioner Participation		8:00 pm - 11:00 pm										
Use of Pleasant St. (Food Vendors)	Road Closure Pleasant St. from US-12 to Parking Lot	All Day	4:00 pm - 11:00 pm				X	X	X		Leave from Thurs		
Use of North St. (Food Vendors)	Road Closure North St. from US-12 to Parking Lot	2:00 pm - midnight	4:00 pm - midnight		X			X	X		Leave from Thurs		
Free Church Park	Hispanic Heritage Festival	2:00 pm - midnight	4:00 pm - 8:30 pm										Music, food, etc.
Use of Arkwright's	Announcing of parade	2:00 pm - midnight	4:00 pm - 11:00 pm					X					
Use of 401 W. Chicago		3:00 pm - midnight	4:00 pm - midnight										

				Staff Support			Utilities		Materials				
Event	Request Details	Request Time	Event Time	DPS	Police	Fire	Water	Electric	Barric.	Fencing	Trash Barrels	Picnic Tables	
Saturday, June 24th													
Volksmarch	Use of sidewalks		10:00 am - 12:00 pm		X								Route map in packet; sidewalks only, no streets closed
Dave Locey Tri	Separately Approved		9:00 am										
Fireworks	Airport, Closure of Lafayette, etc.	8:00 pm to 11:00 pm	~10:00 pm	X	X				X				- Grabber cones for north side of Lafayette from Broadus to dead end - Barricade at entrance to Abbott well north of airport - Contact Heartland regarding fireworks and securing site

Sturgis Fest Parade Route 2023



Participant / Drop Off Entrance



Drop Off Route



Staging Area



Parade Route



De-Staging 1



De-Staging 2



De-Staging 3

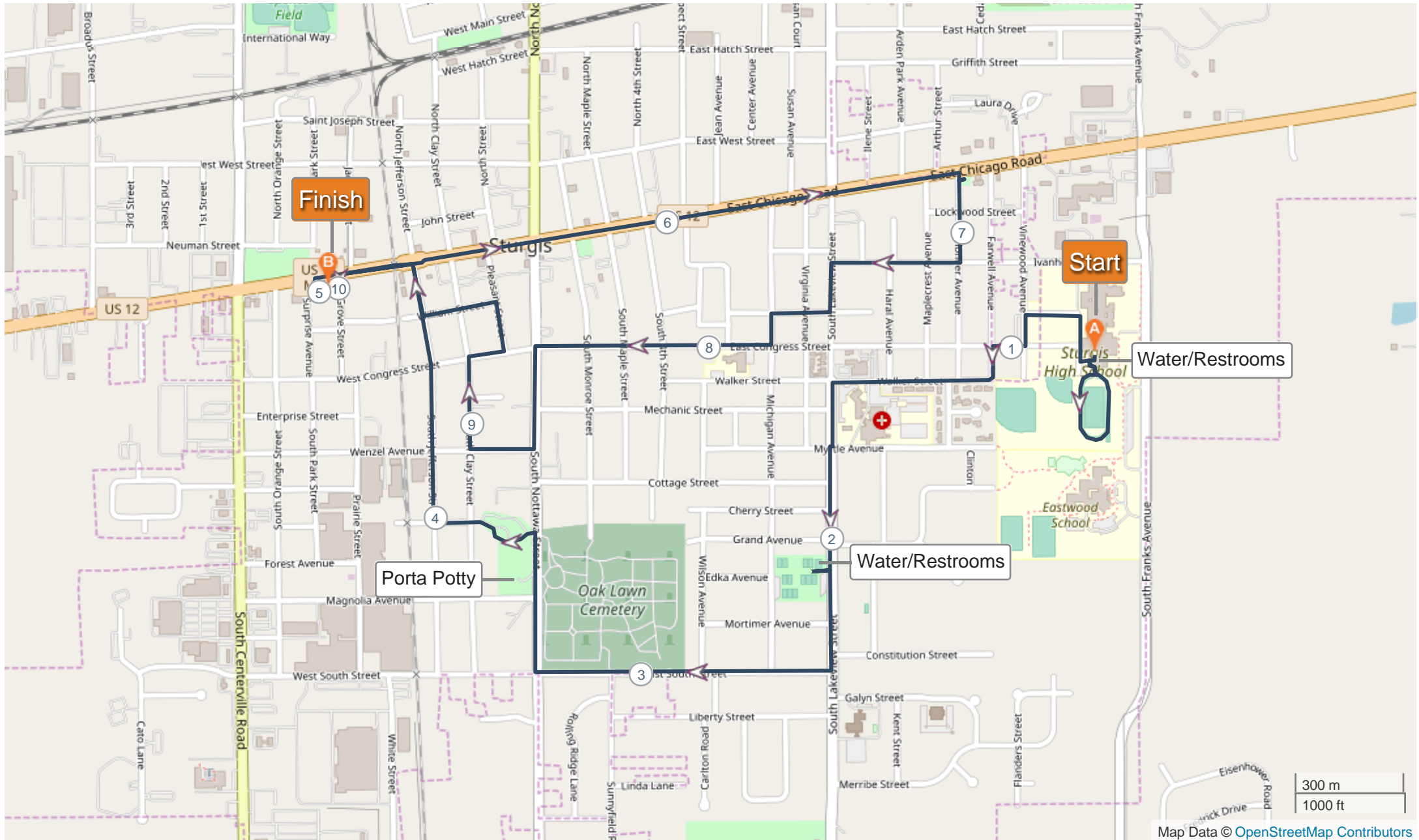


De-Staging 4



Pick-Up

2021 Sturgis Fest Volksmarch



**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 10B

23-24 SYCA Programming Season Proposed Plan

- * 5 Performance Miniumum
- *Running from September 23- March/April 24
- * Heavily funded by corporate sponsorship- corporate donations will be made to the Sturgis Foundation to the SYCA Programming Fund (newly established)
- * Want to bring proposal to the City Commission to have revenue returned to SYCA Programming fund at end of season. Initially the revenue will be returned to the fund up to the amount matching the corporate sponsorship. Once revenue exceeds corporate sponsorship the SYCA will recieve a portion of the profit.
- * While building programming and sponsorship the SYCA will profit from concession sales and ticket service fees
- * The SYCA programming fund will cover performance expenses (including hotel and food), equipment rental, sound and lighting technicians, and advertising for the series and individual shows

Sponsorship Goal

Quantity	Sponsorship Level	Total Sponsorship	# of Tickets	Total Tickets
6	\$5,000	\$30,000	20	120
8	\$2,500	\$20,000	10	80
10	\$1,000	\$10,000	4	40
10	\$500	\$5,000	2	20
		\$65,000		260

\$5,000.00 Level

20 Tickets per Show
 Full page add in Digital Program
 Advertising on website as concert series sponsor
 Mentioned before each performance
 Mentioned in radio adds
 Larger logo on posters
 Digital add before performances

\$2,500.00 Level

10 Tickets per Show
 1/2 page add in Digital Program
 Logo on posters
 Digital add before performances

\$1000.00 Level

4 Tickets per Show
 1/4 page add in Digital Program
 Logo on digital before performance

\$500.00 Level

2 Tickets per Show
 Sponsorship logo/mention in Digital Program
 Logo on digital before performance

Show Plan

Show	Low Ticket	High Ticket	Seats Left to Sell	Sale of Half of Seats		Revenue at Half		Revenue at Sold Out
TSO	\$25.00	\$45.00	709	354.5		\$12,407.50		\$24,815.00
OTHERS	\$15.00	\$25.00	709	354.5		\$7,090.00		\$14,180.00
VSQ	\$20.00	\$40.00	709	354.5		\$10,635.00		\$21,270.00
						\$44,312.50		\$88,625.00

- * Theses are ESTIMATES
- * Event totals subject to chage based on finalized acts we book
- *Foundation Fund requests subject to change based on finalized acts we book

Band/Music

Sep-23

Revenues:	Estimated	Tickets
Ticket Sales	\$ 7,090.00	355
Private Contributions		
Franks Fund	\$ 3,000.00	
Beck Perf. Arts Fund		
McCullough Fund		
Gray Fund		
Perry Family Youth Fund		
Proposed Newly Established-SYCA Programming Fund	\$ 10,850.00	
Revenue Total	\$ 20,940.00	

Expenses:	
Program Expense	
Artist/Program Fee	\$ 10,000.00
Equipment Rental	\$ 1,000.00
Sub-total	\$ 11,000.00

Professional Services	
Sound Tech	\$ 500.00
Lighting Tech	\$ 500.00
Piano Tuning	\$ -
Sub-total	\$ 1,000.00

Printing & Publishing	
Posters	\$ 100.00
Advertising	\$ 1,000.00
Playbill Printing	\$ -
Sub-total	\$ 1,100.00

Misc. Expenses	
Hotel & Band Meals	\$ 750.00
Sub-total	\$ 750.00

Expense Total	\$ 13,850.00
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Profit or (Loss)	
	Estimate
Revenues	\$ 20,940.00
Expenses	\$ 13,850.00
	\$ 7,090.00

Comedy Act

Oct-23

Revenues:	Estimated	Tickets
Ticket Sales	\$ 7,090.00	355
Private Contributions		
Franks Fund		
Beck Perf. Arts Fund	\$ 4,050.00	
McCullough Fund		
Gray Fund		
Perry Family Youth Fund		
Proposed Newly Established-SYCA Programming Fund	\$ 10,000.00	
Revenue Total	\$ 21,140.00	

Expenses:	
Program Expense	
Artist/Program Fee	\$ 10,000.00
Equipment Rental	\$ 1,000.00
Sub-total	\$ 11,000.00

Professional Services	
Sound Tech	\$ 500.00
Lighting Tech	\$ 500.00
Piano Tuning	\$ 200.00
Sub-total	\$ 1,200.00

Printing & Publishing	
Posters	\$ 100.00
Advertising	\$ 1,000.00
Playbill Printing	\$ -
Sub-total	\$ 1,100.00

Misc. Expenses	
Hotel & Band Meals	\$ 750.00
Sub-total	\$ 750.00

Expense Total	\$ 14,050.00
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Profit or (Loss)	
	Estimate
Revenues	\$ 21,140.00
Expenses	\$ 14,050.00
	\$ 7,090.00

Christmas Wizards-TSO Tribute

Dec-23

Revenues:	Estimated	Tickets
Ticket Sales	<u>\$ 12,407.50</u>	355
Private Contributions	<u> </u>	
Franks Fund	<u> </u>	
Beck Perf. Arts Fund	<u> </u>	
McCullough Fund	<u> </u>	
Gray Fund	<u> </u>	
Perry Family Youth Fund	<u>\$ 5,150.00</u>	
Proposed Newly Established-SYCA Programming Fund	<u>\$ 15,000.00</u>	
Revenue Total	<u><u>\$ 32,557.50</u></u>	
Expenses:		
Program Expense		
Artist/Program Fee	<u>\$ 12,500.00</u>	
Equipment Rental	<u>\$ 2,550.00</u>	
Sub-total	<u><u>\$ 15,050.00</u></u>	
Professional Services		
Sound Tech	<u>\$ 500.00</u>	
Lighting Tech	<u>\$ 500.00</u>	
Piano Tuning	<u> </u>	
Sub-total	<u><u>\$ 1,000.00</u></u>	
Printing & Publishing		
Posters	<u>\$ 100.00</u>	
Advertising	<u>\$ 1,500.00</u>	
Playbill Printing	<u>\$ -</u>	
Sub-total	<u><u>\$ 1,600.00</u></u>	
Misc. Expenses		
Hotel & Band Meals	<u>\$ 2,500.00</u>	
Sub-total	<u><u>\$ 2,500.00</u></u>	
Expense Total	<u><u>\$ 20,150.00</u></u>	

Profit or (Loss)

	Estimate
Revenues	<u>\$ 32,557.50</u>
Expenses	<u>\$ 20,150.00</u>
	<u><u>\$ 12,407.50</u></u>

TBD

Feb or April-24

Revenues:	Estimated	Tickets
Ticket Sales	<u>\$ 7,090.00</u>	355
Private Contributions		
Franks Fund	<u>\$ 1,850.00</u>	
Beck Perf. Arts Fund		
McCullough Fund		
Gray Fund	<u>\$ 1,000.00</u>	
Perry Family Youth Fund		
Proposed Newly Established-SYCA Programming Fund	<u>\$ 10,000.00</u>	
Revenue Total	<u><u>\$ 19,940.00</u></u>	
Expenses:		
Program Expense		
Artist/Program Fee	<u>\$ 10,000.00</u>	
Equipment Rental		
Sub-total	<u><u>\$ 10,000.00</u></u>	
Professional Services		
Sound Tech	<u>\$ 500.00</u>	
Lighting Tech	<u>\$ 500.00</u>	
Piano Tuning	<u>\$ -</u>	
Sub-total	<u><u>\$ 1,000.00</u></u>	
Printing & Publishing		
Posters	<u>\$ 100.00</u>	
Advertising	<u>\$ 1,000.00</u>	
Playbill Printing	<u>\$ -</u>	
Sub-total	<u><u>\$ 1,100.00</u></u>	
Misc. Expenses		
Hotel & Band Meals	<u>\$ 750.00</u>	
Sub-total	<u><u>\$ 750.00</u></u>	
Expense Total	<u><u>\$ 12,850.00</u></u>	

Profit or (Loss)	
	Estimate
Revenues	\$ 19,940.00
Expenses	<u>\$ 12,850.00</u>
	<u><u>\$ 7,090.00</u></u>

Vitamin String Quartet

Mar-24

Revenues:	Estimated	Tickets
Ticket Sales	<u>\$ 10,635.00</u>	355
Private Contributions	<u> </u>	
Franks Fund	<u> </u>	
Beck Perf. Arts Fund	<u> </u>	
McCullough Fund	<u>\$ 6,098.00</u>	
Gray Fund	<u> </u>	
Perry Family Youth Fund	<u> </u>	
Proposed Newly Established-SYCA Programming Fund	<u>\$ 14,362.00</u>	
Revenue Total	<u><u>\$ 31,095.00</u></u>	
Expenses:		
Program Expense		
Artist/Program Fee	<u>\$ 15,000.00</u>	
Equipment Rental	<u>\$ 1,600.00</u>	
Sub-total	<u><u>\$ 16,600.00</u></u>	
Professional Services		
Sound Tech	<u>\$ 630.00</u>	
Lighting Tech	<u>\$ 630.00</u>	
Piano Tuning	<u>\$ -</u>	
Sub-total	<u><u>\$ 1,260.00</u></u>	
Printing & Publishing		
Posters	<u>\$ 100.00</u>	
Advertising	<u>\$ 1,500.00</u>	
Playbill Printing	<u> </u>	
Sub-total	<u><u>\$ 1,600.00</u></u>	
Misc. Expenses		
Hotel & Band Meals	<u>\$ 1,000.00</u>	
Sub-total	<u><u>\$ 1,000.00</u></u>	
Expense Total	<u><u>\$ 20,460.00</u></u>	

Profit or (Loss)

	Estimate
Revenues	\$ 31,095.00
Expenses	<u>\$ 20,460.00</u>
	<u><u>\$ 10,635.00</u></u>

SEASON ADVERTISING

Revenues:	Estimated	Tickets
Ticket Sales	_____	
Private Contributions	_____	
Franks Fund	_____	
Beck Perf. Arts Fund	_____	
McCullough Fund	_____	
Gray Fund	_____	
Perry Family Youth Fund	_____	
Proposed Newly Established-SYCA Programming Fund	\$ 4,775.00	
Revenue Total		\$ 4,775.00
Expenses:		
Program Expense		
Artist/Program Fee	_____	
Equipment Rental	_____	
Sub-total		\$ -
Professional Services		
Sound Tech	_____	
Lighting Tech	_____	
Piano Tuning	_____	
Sub-total		\$ -
Printing & Publishing		
Posters	\$ 275.00	
Advertising	\$ 4,500.00	
Playbill Printing	_____	
Sub-total		\$ 4,775.00
Misc. Expenses		
Hotel & Band Meals	_____	
Sub-total		\$ -
Expense Total		\$ 4,775.00

Profit or (Loss)

	Estimate
Revenues	\$ 4,775.00
Expenses	\$ 4,775.00
	<u>\$ -</u>

23-24 Season

Revenues:		Estimated	Tickets
Ticket Sales	\$ 44,312.50		355 Sold Per Show
Private Contributions	\$ -		260 From Sponsorship
Franks Fund	\$ 4,850.00		615 Total Attendees
Beck Perf. Arts Fund	\$ 4,050.00		
McCullough Fund	\$ 6,098.00		
Gray Fund	\$ 1,000.00		
Perry Family Youth Fund	\$ 5,150.00		
Proposed Newly Established-SYCA Programming Fund	\$ 64,987.00		
Revenue Total		\$ 130,447.50	
Expenses:			
Program Expense			
Artist/Program Fee	\$ 57,500.00		
Equipment Rental	\$ 6,150.00		
Sub-total	\$ -	\$ 63,650.00	
Professional Services			
Sound Tech	\$ 2,630.00		
Lighting Tech	\$ 2,630.00		
Piano Tuning	\$ 200.00		
Sub-total	\$ -	\$ 5,460.00	
Printing & Publishing			
Posters	\$ 775.00		
Advertising	\$ 10,500.00		
Playbill Printing	\$ -		
Sub-total		\$ 11,275.00	
Misc. Expenses			
Hotel & Band Meals	\$ 5,750.00		
Sub-total		\$ 5,750.00	
Expense Total		\$ 86,135.00	

Profit or (Loss)	
	Estimate
Revenues	\$ 130,447.50
Expenses	\$ 86,135.00
	\$ 44,312.50

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 10D

2023 CITY OF STURGIS BOARD AND COMMISSION APPOINTMENTS

BOARD	REAPPOINTMENTS	NEW APPLICANTS	NUMBER OF APPOINTMENTS
AIRPORT ADVISORY BOARD	Stephen Merchant Matthew Oxender		Two <hr/> <hr/>
CEMETERY BOARD	Fran Losinski		One <hr/>
CONSTRUCTION BOARD OF APPEALS		James Furkis	One <hr/>
DISTRICT LIBRARY BOARD	Mary Beth Brenneman	Aaron Miller	One <hr/>
DDA BOARD OF DIRECTORS	Melvin Camburn Elizabeth Denman Eric Eishen Kari Hatt Karen Stimson		Five <hr/> <hr/> <hr/> <hr/> <hr/>
EDC & BRA BOARD OF DIRECTORS	Eric Eishen		Two <hr/> <hr/>
PARKS, RECREATION, AND DOYLE ADVISORY BOARD	Terra Draper Ned Haylett John Mikulenas Steven Shevick		Four <hr/> <hr/> <hr/> <hr/>
PLANNING COMMISSION	Gary Allen Gabe Alvez Rick Mahler		Three <hr/> <hr/> <hr/>

2023 CITY OF STURGIS BOARD AND COMMISSION APPOINTMENTS

BOARD	REAPPOINTMENTS	NEW APPLICANTS	NUMBER OF APPOINTMENTS
STURGIS HOUSING COMMISSION	Craig Bolthouse	David Mumby	<i>Two</i> <hr/> <hr/>
SYCA BOARD	Nate Matkin Liz Whitehead		<i>Two</i> <hr/> <hr/>
ZONING BOARD OF APPEALS		Brice Burch	<i>Three</i> <hr/> <hr/> <hr/>



Boards and Commissions Application

Name: Brice Andrew Burch
(First) (Middle) (Last)

Address: 217 N. Prospect St. Sturgis, MI 49091 Email: briceaburch@gmail.com
(Street) (City) (Zip)

Are you a city resident? Yes Home/Cell Phone: 517-227-2236

Occupation: Materials Planner Work Phone: 269-659-0224

Employment: Morgan Olson
(Name of Employer)

1801 S Nottawa Sturgis 49091
(Street) (City) (Zip)

Please list your qualifications for effective Board membership (Include all City Boards you serve on and any relevant experience/expertise in the area you wish to serve):

Court Appointed Special Advocate for Foster Children

Reasons for seeking appointment (Areas of interest, goals, etc.):

I am looking for a place to serve my city and be a voice for my neighbors.

Are there any reasons you may have a conflict of interest if you were appointed to a Board or Commission which you listed? NO If yes, please explain.

References (Non-family, these may be personal or professional):

Amy Tilden 521 N. Prospect, Sturgis 269-221-1560
(Name) (Address) (Phone)

Jennifer Fordyce 700 Norwood, Sturgis 269-659-9922
(Name) (Address) (Phone)

Signature: *Brice Burch* Date: _____

Choose any boards/commissions that you are interested in, numbering them in order of preference, 1 being the most preferred.

- | | |
|--|--|
| <input type="checkbox"/> Airport Advisory Board
<input type="checkbox"/> Board of Review
<input type="checkbox"/> Construction Board of Appeals
<input checked="" type="checkbox"/> DDA Board of Directors
<input type="checkbox"/> Doyle and Recreation Advisory Board
<input type="checkbox"/> EDC & BRA Board of Directors
<input type="checkbox"/> Elected Officials Compensation Commission
<input type="checkbox"/> Election Commission
<input type="checkbox"/> Employee's Retirement System
<input type="checkbox"/> Health Facilities & Hospital Finance Authority | <input type="checkbox"/> LDFA Board of Directors
<input type="checkbox"/> Parks and Cemetery Board
<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Sister City Committee
<input checked="" type="checkbox"/> Sturges-Young Center for the Arts Board
<input checked="" type="checkbox"/> Sturgis Building Authority
<input checked="" type="checkbox"/> Sturgis District Library Board
<input type="checkbox"/> Sturgis Housing Commission
<input checked="" type="checkbox"/> Zoning Board of Appeals |
|--|--|

Please contact the City Clerk or refer to the Boards and Commissions Handbook on the City's website for more information.

Applications will be kept for one year. Return to: City Clerk's Office, 130 N. Nottawa St, Sturgis, MI 49091 or krhodes@sturgisml.gov



Boards and Commissions Application

Name: JAMES P. FURKIS
 (First) (Middle) (Last)

Address: 8013 SMITH RD BEATTEN CENTER 49102 Email: jim@furkis.com
 (Street) (City) (Zip)

Are you a city resident? NO Home/Cell Phone: (269)240-7213 / (574)584-4726

Occupation: LICENCED ARCHITECT Work Phone: (269)240-7213

Employment: SELF-EMPLOYED, FURKIS ARCHITECTURAL CONSULTING
 (Name of Employer)

8013 SMITH RD BEATTEN CENTER 49102
 (Street) (City) (Zip)

Please list your qualifications for effective Board membership (Include all City Boards you serve on and any relevant experience/expertise in the area you wish to serve):

AS A LICENSED ARCHITECT I HAVE A THOROUGH KNOWLEDGE
AND UNDERSTANDING OF BUILDING CODES, CONSTRUCTION, AND THE PERMIT PROCESS

Reasons for seeking appointment (Areas of interest, goals, etc.):

I WAS ASKED TO JOIN THE BOARD. I HAVE INTEREST IN
THE HEALTH, SAFETY, AND WELFARE OF THE PUBLIC. I AM ON SIMILAR BOARDS

Are there any reasons you may have a conflict of interest if you were appointed to a Board or Commission which you listed? IN OTHER LOCALITIES.
 If yes, please explain.

IF A PROJECT THAT I WAS THE LEAD ARCHITECT ON WENT
BEFORE THE BOARD, I WOULD REFUSE MYSELF FROM VOTING AS TO
NOT CREATE A CONFLICT OF INTEREST.

References (Non-family, these may be personal or professional): ROSS ROGGEN BEATTEN TWP BUILDING OFFICIAL (269)461-6925
 (Name) (Address) (Phone)

GUY LEWIS CITY OF BUCHANAN BLDG OFFICIAL, FORMERLY NILES BLDG
 (Name) (Address) (Phone) OFFICIAL (269)695-0011

Signature: [Signature] AIA Date: 7/18/2022

Choose any boards/commissions that you are interested in, numbering them in order of preference, 1 being the most preferred.

- | | |
|---|--|
| <input type="checkbox"/> Airport Advisory Board | <input type="checkbox"/> LDFA Board of Directors |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Parks and Cemetery Board |
| <input checked="" type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> DDA Board of Directors | <input type="checkbox"/> Sister City Committee |
| <input type="checkbox"/> Doyle and Recreation Advisory Board | <input type="checkbox"/> Sturgis-Young Center for the Arts Board |
| <input type="checkbox"/> EDC & BRA Board of Directors | <input type="checkbox"/> Sturgis Building Authority |
| <input type="checkbox"/> Elected Officials Compensation Commission | <input type="checkbox"/> Sturgis District Library Board |
| <input type="checkbox"/> Election Commission | <input type="checkbox"/> Sturgis Housing Commission |
| <input type="checkbox"/> Employee's Retirement System | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Health Facilities & Hospital Finance Authority | |

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