



## REGULAR MEETING OF THE DOWAGIAC CITY COUNCIL

Municipal Building, 241 S. Front Street, Dowagiac, Michigan

Monday, April 11, 2016, 7:00 p.m.

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### AGENDA

- CALL TO ORDER -Mayor Donald D. Lyons
- PLEDGE OF ALLEGIANCE TO THE FLAG -Mayor Donald D. Lyons
- ROLL CALL -Mayor Donald D. Lyons  
-Mayor Pro-Tem Leon Laylin  
-Councilmember Charles Burling  
-Councilmember James Dodd  
-Councilmember Danielle Lucas  
-Councilmember Lori Hunt  
-Councilmember Bob Schuur
- APPROVAL OF MINUTES OF PREVIOUS MEETING – March 28, 2016
- QUESTIONS FROM CITY COUNCIL –
- COMMENTS FROM THE AUDIENCE (NON-AGENDA) –
- COMMENTS FROM THE AUDIENCE (AGENDA) –
- COMMUNICATIONS –
1. Arbor Day and tree give away
  2. Bishop visit to Dowagiac
  3. Beckwith Park Concert Series
- PROCLAMATIONS-
1. Dogwood Fine Arts Festival

RESOLUTIONS –

1. Resolution to award a bid to Real Pro Solution for blight mowing.
2. Resolution to authorize an agreement with Domestic and Sexual Abuse Services (DASAS) for support services to the police department.
3. Resolution to authorize quarterly budget amendments.
4. Resolution changing the May 9, 2016 meeting time from 7:00 pm to 6:00 pm.
5. Resolution to authorize purchase of furniture for medical office in the James E. Snow Professional Building.
6. Resolution to authorize the payment of bills:

<u>BILLS</u>	<u>PAYROLL</u>	<u>TOTAL</u>
\$100,456.82	\$257,500.44	\$357,957.26

ORDINANCES –

1. Second reading of an ordinance to amend Chapter 82 Utilities; Article V “Electric and Electrical Rates,” Section 82-279, “Electric rates” of the Dowagiac City Code.
2. Second reading of an ordinance to amend Chapter 82 Utilities; Article IV “Water and Sewer Rates,” Section 82-224, “Sewer rates and service fees” of the Dowagiac City Code.
3. Second reading of an ordinance to amend Chapter 82 Utilities; Article IV “Water and Sewer Rates,” Section 82-223, “Water rates and service fees” of the Dowagiac City Code.

COMMENTS FROM CITY OFFICIALS –

RESOLUTIONS continued

7. Resolution to go into closed session for the purpose of discussing litigation.

ADJOURNMENT –

Kevin P. Anderson  
City Manager

Attachments

## DOWAGIAC CITY COUNCIL MEETING

Monday, March 28, 2016

A regular meeting of the Dowagiac City Council was called to order by Mayor Lyons at 7:00 p.m.

Mayor Lyons led the Pledge of Allegiance to the flag.

PRESENT: Mayor Donald D. Lyons, Councilmembers Charles K. Burling, James B. Dodd, Lori A. Hunt, Bob B. Schuur and City Clerk Jane P. Wilson.

ABSENT: Mayor Pro-Tem Leon D. Laylin; Councilmember Danielle E. Lucas.

STAFF: City Manager Kevin P. Anderson; Assistant City Manager Rozanne H. Scherr; Code Enforcement Officer Steve Allen.

### APPROVAL OF MINUTES OF PREVIOUS MEETING

Councilmember Dodd moved and Councilmember Hunt seconded that the minutes of the March 14, 2016 meeting be approved.

Approved unanimously.

### COMMENTS FROM THE AUDIENCE (NON-AGENDA)

Reverend Jeri Porter, Conner-Mayo Methodist Episcopal Church, Dowagiac – requested traffic assistance on May 6<sup>th</sup> during visit of international Bishop, as well as presentation of a Key to the City for the Bishop.

### COMMENTS FROM THE AUDIENCE (AGENDA)

Diane Barrett-Curtis, resident – spoke about the poor condition of Jay Street and need for it to be included in Local Street Paving Program.

### COMMUNICATIONS

1. Dowagiac High School commencement parking request for Sunday, June 5, 2016

Councilmember Burling offered and moved to approve the request; seconded by Councilmember Schuur.

2. Dogwood Festival temporary liquor license request for support – 25<sup>th</sup> Anniversary Gala, April 29, 2016

3. Dogwood Festival temporary liquor license request for support – Author event, May 7, 2016

Communications #2 and #3 approved as one request: Councilmember Hunt offered and moved to approve the requests; seconded by Councilmember Dodd.

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### PUBLIC HEARING

1. Public hearing to hear comments regarding a blight complaint at 118 Clyborn.

City Manager Anderson provided background on property.

Mayor Lyons opened the public hearing at 7:10 p.m.

Councilmember Dodd asked questions, Code Enforcement Officer Allen provided additional information on property.

There being no further public comment, Mayor Lyons closed the public hearing at 7:12 p.m.

### RESOLUTIONS

1. Resolution to abate a public nuisance as defined by Chapter 38, Sections 38.71(13) and 38.41 of the Dowagiac City Code at 118 Clyborn.

Councilmember Dodd offered and moved to approve the following resolution; seconded by Councilmember Burling.

**WHEREAS**, the Dowagiac City Council has heretofore adopted its resolution scheduling a public hearing on the necessity of abatement of blighted property constituting a public nuisance within the meaning of Sections 38.42 et seq, of the Dowagiac City Code, which structures are described as:

**118 Clyborn Street**

**Tax #14-160-300-457-00**

**Described as follows:**

**. DW 1514 LOT 65 LYLE ADD CITY OF DOWAGIAC.**

**WHEREAS**, due notice of public hearing to consider the condemnation thereof has heretofore been given in accordance with the requirements of Chapter 66, Section 66.7 of the Dowagiac City Code, both by publication and by mailing to each owner or person in interest in said property as shown by the last general tax assessment roll of the City, at least ten full days prior to the date of said hearing; and;

**WHEREAS**, said hearing has been conducted and comments thereon received, and;

**WHEREAS**, the Dowagiac City Council, upon due consideration and deliberation, determines that condemnation of certain structures situated at 118 Clyborn Street, City of Dowagiac, is necessary due to the Blighted condition, and such action must be taken in order to properly and adequately safeguard the public interest, and;

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**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Dowagiac by the affirmative vote of its Council does hereby determine that certain structures situated upon the properties hereinabove described constitutes a public nuisance as defined by Chapter 38, Sections 38.71(13) and 38.41 of the Dowagiac City Code justifying abatement by the City pursuant to the powers granted in Chapter 12 of the Dowagiac City Charter and Chapter 38 of the Dowagiac City Code.

**BE IT FURTHER RESOLVED** that the improvements, repairs and/or demolition of said structures are those set forth in Appendix A attached hereto and incorporated herein by reference, and that said improvements, repairs and/or demolition is necessary in order to protect the public health, safety and welfare.

**BE IT FURTHER RESOLVED** that said premises by and hereby is determined to contain the following violations:

- Building       Electrical
- Plumbing       Heating
- Housing       Fire
- (xxxx) Other

**BE IT FURTHER RESOLVED** that said nuisances be abated, and that the owner of said premises, to-wit: \_\_\_\_\_, be and hereby is directed to abate said nuisance by commencement of actions necessary to accomplish same **within 15 days** from the date of this resolution, and that said acts be completed, and said nuisances abated, no later than **20 days** from the date of this resolution.

**BE IT FURTHER RESOLVED** that if, upon the commencement date herein provided, abatement has not been commenced or if, upon the completion date, such conditions constituting a nuisance have not been abated, the City Manager is directed to cause the abatement of such conditions and nuisances by:

- Demolition
- (xxxxx) Correction of the above-listed Code violations.

**BE IT FURTHER RESOLVED** that any costs incurred in the abatement of such conditions and nuisances are to be recovered through use of special assessment of the above listed property.

**BE IT FURTHER RESOLVED** that the City Manager be and hereby is directed to solicit and receive estimates of the costs and expenses associated with the abatement of said nuisances as hereinabove set forth and that such estimates shall be deposited with

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the City Clerk for examination in accordance with the requirements of Chapter 66 of the Dowagiac City Code.

**BE IT FURTHER RESOLVED** that the City Clerk be and hereby is directed to forthwith send, by certified mail, return receipt requested, a copy of this resolution to the last known address of the property owner, or any person having an interest in said properties, as shown by the last general tax assessment roll of the City, together with copies of the Code Enforcement Report forms submitted in this matter.

APPROVED unanimously.

2. Resolution to authorize Spring Cleanup Vendor for April 25-29, 2016.

Councilmember Schuur offered and moved to approve the following resolution; seconded by Councilmember Dodd.

**WHEREAS**, the annual spring clean-up program has been highly utilized by the citizens of Dowagiac; and,

**WHEREAS**, the Department of Public services has received multiple bids from waste disposal firms and recommends the contract be awarded to Republic Services for the spring clean-up program; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Dowagiac City Council, by the affirmative vote of its City Council, does hereby award the bid for April 25-29, 2016 Spring Clean-up to Republic Services.

APPROVED unanimously.

3. Resolution to authorize a Performance Resolution with the Michigan Department of Transportation for work to be performed within the State Highway Right of Way.

Councilmember Schuur offered and moved the adoption of the following resolution; seconded by Councilmember Dodd.

Michigan Department  
Of Transportation  
2207B (10/14)

**PERFORMANCE RESOLUTION FOR  
GOVERNMENTAL AGENCIES**

Page 1 of 2

*This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipality an "Individual Permit for Use of State Highway Right of Way" or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way".*

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RESOLVED WHEREAS, the City of Dowagiac, hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
3. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
4. The GOVERNMENTAL AGENCY It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
5. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

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6. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
7. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

NAME AND/OR TITLE

Public Services Director

Public Services Engineering Technician

Public Works Operations Superintendent

Public Services Administrative Assistant

City Manager

Public Services Assistant Director

APPROVED unanimously.

4. Resolution to authorize a bid award for the 2016 Local Street Paving Contract.

Councilmember Dodd offered and moved the adoption of the following resolution; seconded by Councilmember Burling.

WHEREAS, bids have been received for the 2016 Local Street Paving Bid Award, and;

WHEREAS, staff has reviewed the bids and recommends that Michigan Paving & Materials, Inc., of Paw Paw, MI be awarded said bid,

NOW, THEREFORE BE IT RESOLVED that the bid be awarded to Michigan Paving & Materials, Inc., of Paw Paw, MI and that the Mayor and Clerk be and hereby are authorized to execute any and all documents necessary and appropriate to effectuate said award.

APPROVED unanimously.

4. Resolution to authorize and direct the City Treasurer to pay the following bills and payroll due:

Councilmember Schuur offered and moved the adoption of the following resolution; seconded by Councilmember Burling.

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**WHEREAS**, the following information has been reviewed by the City Manager and City Treasurer and is being presented to City Council with a recommendation to approve invoices for period ending 03/24/2016 and payroll #13:

Invoices \$260,304.22      PR #XX \$122,685.75      Total \$382,989.97

**BE IT RESOLVED** that the City Manager and City Treasurer are hereby authorized and directed to pay the following bills and payroll due:

<u>BILLS</u>	<u>PAYROLL</u>	<u>TOTAL</u>
\$260,304.22	\$122,685.75	\$382,989.97

ADOPTED on a roll call vote.

Ayes: Four (4) Burling, Dodd, Hunt, Schuur

Nays: None (0)

Absent: Two (2) Laylin, Lucas

Abstain: None (0)

ORDINANCES –

1. First reading of an ordinance to amend Chapter 82 Utilities; Article V “Electric and Electrical Rates,” Section 82-279, “Electric rates” of the Dowagiac City Code.

AN ORDINANCE TO AMEND CHAPTER 82 UTILITIES ARTICLE V "ELECTRIC PROVISIONS AND RATES" SECTION 82-279 OF THE DOWAGIAC CITY CODE BE AND IS HEREBY AMENDED BY ITS REPEAL OF THE DOWAGIAC CITY CODE.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Chapter 82, Utilities; Article V, "Electric Provisions and Rates", Section 82-279 of the Dowagiac City Code be and hereby is amended to read as follows:

ARTICLE V. ELECTRIC PROVISIONS AND RATES.

**Sec. 82-279. Electric rates.**

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(a) *Residential Electric Service*. Available to customers desiring service for all usual domestic purposes through one meter to a single occupancy or individual dwelling unit. This rate is not available for commercial or industrial use.

(1) Nature of Service: Alternating current, single-phase, three wire, 60 Hertz, at approximately 120/240 volts.

(2) Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge).....\$12.37  
Energy Charge per kWh .....\$ 0.10210

Monthly Rate: *(Effective on bills due on and after October 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge).....\$12.37  
Energy Charge per kWh .....\$ 0.10459

This rate is subject to the transmission cost adjustment charge.

(b) *General Service*. Available to general service customers not specified in other City rate schedules, with normal monthly maximum demands less than 35 Kw, desiring service for general lighting and/or power purposes. Customers may continue to qualify for this service under this rate until their 12-month average demand is greater than or equal to 35 Kw.

(1) Nature of Service: Alternating current, single-phase, three wire, 60 Hertz, at approximately 120/240 volts. The particular nature of the voltage in each case will be determined by the Department of Public Services (DPS).

(2) Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge).....\$19.18  
Energy Charge per kWh. ....\$ 0.12912

Monthly Rate: *(Effective on bills due on and after October 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge).....\$19.18  
Energy Charge per kWh. ....\$ 0.13227

This rate is subject to the transmission cost adjustment charge.

(c) *PUBLIC SERVICE*. Available to all Federal, State, and Local Governmental authorities for the supply of electric energy to public buildings, public schools, or other facilities that are supported by public tax levies.

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(1) Nature of Service: Alternating current, 60 Hertz, single-phase or three-phase. The particular nature of the voltage in each case will be determined by the DPS.

(2) Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge)..... \$15.22  
Energy Charge per kWh ..... \$ 0.12192

Monthly Rate: *(Effective on bills due on and after October 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge)..... \$15.22  
Energy Charge per kWh ..... \$ 0.12490

This rate is subject to the transmission cost adjustment charge.

\* Public School System customers at a single location with loads in excess of an average of 300 kW demands over a 12-month period can be provided service under the Large General Service Rate. (The 12-month period can be excluded for new public school facilities with expected demands in excess of 300 kW)

(d) *MUNICIPAL WATER SERVICE*. Available to all municipally owned and operated waterworks systems and sewage disposal systems, including booster pumps and lift stations.

(1) Nature of Service: Alternating current, 60 Hertz, single-phase or three-phase. The particular nature of the voltage in each case will be determined by the DPS.

(2) Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge)..... \$16.49  
Energy Charge per kWh .. \$ 0.10367

Monthly Rate: *(Effective on bills due on and after October 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge)..... \$16.49  
Energy Charge per kWh .. \$ 0.10620

This rate is subject to the transmission cost adjustment charge.

(e) *LARGE GENERAL SERVICE*. Available to any general service customer having a demand of 35 KW or more for general lighting and power purposes. Customers may continue to qualify for this rate until their 12-month average demand drops below 35 kW. This rate is available to public school system customers at a single location with demands in excess of 300 kW over a 12-month period.

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(1) Nature of Service: Alternating current, 60 Hertz, single-phase or three-phase for both primary and secondary services. The particular nature of the voltage in each case will be determined by the DPS.

(2) Monthly rate: *(Effective on bills due on and after June 10, 2016)*

	per kwh	100,000	250,000	400,000	450,000	700,000
<u>LGS</u>						
Monthly Service Charge		\$ 129.38				
Demand Charge per KW		\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33
Energy Charge per kWh		\$0.06216	\$0.06080	\$0.05935	\$0.05653	\$0.05506
<u>LGS Discount (Eq supplied by Customer)</u>						
Monthly Service Charge		\$ 158.57				
Demand Charge per KW		\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62
Energy Charge per kWh		\$0.06153	\$0.06008	\$0.05861	\$0.05580	\$0.05444

Monthly rate: *(Effective on bills due on and after October 10, 2016)*

	per kwh	100,000	250,000	400,000	450,000	700,000
<u>LGS</u>						
Monthly Service Charge		\$ 129.38				
Demand Charge per KW		\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33
Energy Charge per kWh		\$0.06367	\$0.06229	\$0.06080	\$0.05791	\$0.05641
<u>LGS Discount (Eq supplied by Customer)</u>						
Monthly Service Charge		\$ 158.57				
Demand Charge per KW		\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62
Energy Charge per kWh		\$0.06303	\$0.06154	\$0.06004	\$0.05716	\$0.05577

\*LGS Discount Rate (Equipment supplied by Customer):

Available to customers who furnish and maintain complete substation equipment, including any and all transformers, and/or switches, and/or other apparatus necessary to take entire service at primary distribution voltage.

(3) Monthly Billing Demand:

Energy supplied hereunder will be delivered through not more than one (1) single-phase and/or one (1) poly-phase meter. Customers demand shall be taken monthly to be the highest registration of a fifteen (15) minute integrating demand meter or indicator, or the highest registration of a thermal-type meter.

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(4) Power Factor Adjustment (PFA):

Customers with a monthly maximum demand of 100 kW or more will be subject to a power factor adjustment. The PFA is based on the maintenance by the customer of an average monthly power factor of 85%. If the average monthly power factor, as registered by the City’s metering devices, is other than 85%, the monthly demand charge will be multiplied by a constant as determined by the following formula:

$$\text{Constant} = .9510 + ((.1275) \times (\text{RKVAH/kWh})^2)$$

Customers with a PFA will have their demand charge accordingly debited or credited and shall continue with the PFA until their 12-month average demand drops below 100 kW.

(f) *SECURITY LIGHTS*. Available to all customers desiring security light (yard light) service providing application is made and a “Protective or Yard Light Agreement” is signed by the customer.

Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

175 Mercury Vapor.....	\$13.67
250 Mercury Vapor.....	\$.16.85
400 Mercury Vapor.....	\$.25.44
1000 Mercury Vapor.....	\$.52.43
150 High Pressure Sodium .....	\$.13.67
400 High Pressure Sodium .....	\$38.86

(g) *TRANSMISSION COST ADJUSTMENT CHARGE (TCA)*. The current electric rate charged to customers includes a base amount for transmission services. With the formation of the Independent System Operator additional ancillary service charges are billed to the City of Dowagiac. Ancillary service charges can vary each month and can be difficult to predict with certainty. To ensure customers are charged the cost of service and the financial integrity of the electric system is maintained, charges for “ancillary” transmission services will be passed through to customers through a Transmission Cost Adjustment Charge (TCA) based on the formula listed below:

**Example Formula for Transmission Cost Adjustment (TCA)**

	<b>Example</b>	<b>Line</b>	<b>Notes</b>
	<b>Calculation</b>		
Transmission Costs	\$27,078.18	A	Ancillary service charges for transmission
Reconciliation from Previous Month		B	The City may periodically reconcile transmission recovery with rates

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Total Transmission Costs to be Recovered	<u>\$27,078.18</u>	C (A+B)
Divided by kWh Purchased	6,450,000	D Actual kWh energy purchased by City
Transmission costs per kWh	\$0.004198	E Transmission cost per kWh (C/D)
Less Base TCA	0.00238	F Base TCA
Transmission Adjustment per kWh	0.00182	G Transmission costs per kWh less base (E-F)
Losses	<u>0.00013</u>	H Transmission costs per kWh times loss factor of .07 (G X .07)
Transmission Cost Adjustment	<u><b>0.00195</b></u>	I Transmission cost adjustment charged to customer on next month's bill (G+H)

(h) *ECONOMIC DEVELOPMENT RATE*. In an effort to promote job creation, community investment and long-term electric rate stability, the City Manager shall be empowered to establish a temporary economic development rate for large utility customers for a period of up to six (6) months. The rate cannot be less than the City’s actual cost to purchase power plus 10%. The justification will be based on a combination of factors including job creation and/or job retention and new investment in the community consistent with the criteria for tax abatements. Once a large utility customer has received this temporary rate, it shall not be eligible for the economic development rate for three (3) years. The City Manager shall document the rationale and communicate the rationale to City Council.

(i) *ENERGY OPTIMIZATION RATE (EOP)*. Pursuant to requirements imposed by the State of Michigan and authorized by the Michigan Public Service Commission the following energy optimization rates shall be in effect:

Residential meter.....	\$ .002 per kwh
Secondary meter.....	\$ 15.66 per meter per month
Primary meter.....	\$474.02 per meter per month

(j) *FUEL ADJUSTMENT CHARGE*. Bills will be increased or decreased to offset fuel charge adjustments billed to the City by the supplier. Whenever the energy charge of the wholesale purchased power invoice to the City contains a fuel adjustment debit or credit per kwh, there shall be a corresponding increase or decrease per kwh for all kwh included in the customer’s billing.

Section 2: That pursuant to the provisions of Chapter 1, Section 1-4 of the Dowagiac Charter and due to the length of this Ordinance, the Dowagiac City Clerk be and is hereby directed to forthwith cause posting and publication of this Ordinance on the bulletin board of the Dowagiac City Hall, the same being the usual place of posting for the actions of the City Council.

Moved by: Schuur

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Seconded by: Dodd

This being the first reading, the Ordinance will be brought before the Council for a second reading and voted at the regular meeting on April 11, 2016.

- 2. First reading of an ordinance to amend Chapter 82 Utilities; Article IV “Water and Sewer Rates,” Section 82-224, “Sewer rates and service fees” of the Dowagiac City Code.

AN ORDINANCE TO AMEND CHAPTER 82 UTILITIES ARTICLE IV "WATER AND SEWER RATES" SECTION 82-224 "SEWER RATES AND SERVICE FEES" SUBSECTION (1), (2), (4) AND (5) OF THE DOWAGIAC CITY CODE BE AND IS HEREBY AMENDED BY ITS REPEAL AND THE ADOPTION OF A NEW ARTICLE IV "WATER/SEWER PROVISIONS AND RATES" SECTION 82-224 "SEWER RATES AND SERVICE FEES" SUBSECTION (1), (2), (4) AND (5) OF THE DOWAGIAC CITY CODE.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Chapter 82, Utilities; Article IV, "Water and Sewer Rates" Section 82-224 "Sewer rates and service fees" of the Dowagiac City Code be and hereby is amended to read as follows:

**ARTICLE IV. WATER/SEWER PROVISIONS AND RATES**

**Sec. 82-224. Sewer rates and service fees.**

Charges for sewer service to each premise connected to the sewer system of the City of Dowagiac shall be as follows:

- (1) *Readiness-to-serve charge.* The readiness to serve charge is utilized to cover expenditures to maintain the sewer collection system and other overhead costs and is the amount of the minimum bill. This charge is based on the actual size of the water meter or equivalent size of a sewer meter:

*Inside the corporate Limits of the city*

**Readiness-to-Serve Charge**

<i>Meter Size (inches)</i>	<i>Effective on bills due on and after 06/10/16 Monthly Charge</i>	<i>Effective on bills due on and after 10/10/16 Monthly Charge</i>
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5/8	\$ 15.28	\$15.28
3/4	17.49	17.49
1	22.32	22.32
1-1/2	28.48	28.48
2	45.89	45.89
3	174.87	174.87
4	225.55	225.55
6	332.25	332.25

*Outside the Corporate Limits of the city*

Readiness-to-Serve Charge

<i>Meter Size (inches)</i>	<i>Effective on bills due on and after 06/10/16 Monthly Charge</i>	<i>Effective on bills due on and after 10/10/16 Monthly Charge</i>
5/8	\$ 23.83	\$23.83
3/4	27.15	27.15
1	34.61	34.61
1-1/2	44.24	44.24
2	71.22	71.22
3	271.86	271.86
4	344.55	344.55
6	515.48	515.48

When more than one (1) meter is used, the total readiness-to-serve charge shall be a sum of the charges for all meters.

- (2) *Commodity charge.* The commodity charge is based on the amount of water used for customers inside and outside the corporate limits of the City of Dowagiac and will be \$0.338 per 100 gallons (*Effective on bills due on and after June 10, 2016*). The commodity charge covers expenditures for wastewater treatment and other overhead costs. The commodity charge is based on the amount of water used for customers inside and outside the corporate limits of the City of Dowagiac and will be \$0.388 per 100 gallons (*Effective on bills due on and after October 10, 2016*).
  
- (4) *Special rate A – Residential users of sewer only inside city limits.* A charge of thirty-six dollars and one cents (\$36.01) per month shall be assessed to all residential properties inside the City limits using sewer service only. Any multiple residential users or commercial or industrial users of sewer and not water under rate A shall be charged a rate determined by the city engineer and reported to the

DOWAGIAC CITY COUNCIL MEETING

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City Council by the City Manager. In no event shall the rate be less than would be charged under this section. This rate is effective on bills due on and after June 10, 2016.

- (5) *Special rate B - Residential users of sewer only outside city limits.* A charge of forty-two dollars and seventy eight cents (\$42.78) per month shall be assessed to all residential properties outside the City Limits, using sewer service only. Any multiple residential users or commercial or industrial users of sewer and not water under rate B shall be charged a rate determined by the city engineer and reported to the City Council by the City Manager. In no event shall the rate be less than would be charged under this section. This rate is effective on bills due on and after June 10, 2016.

Section 2: That pursuant to the provisions of Chapter 1, Section 1-4 of the Dowagiac Charter and due to the length of this Ordinance, the Dowagiac City Clerk be and is hereby directed to forthwith cause publication and posting of this Ordinance on the bulletin board of the Dowagiac City Hall, the same being the usual place of posting for the actions of the City Council.

Moved by: Schuur

Seconded by: Dodd

This being the first reading, the Ordinance will be brought before the Council for a second reading and voted at the regular meeting on April 11, 2016.

3. First reading of an ordinance to amend Chapter 82 Utilities; Article IV "Water and Sewer Rates," Section 82-223, "Water rates and service fees" of the Dowagiac City Code.

AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, ARTICLE IV, "WATER AND SEWER RATES", SECTION 82-223, "WATER RATES AND SERVICE FEES" OF THE DOWAGIAC CITY CODE BE AND IS HEREBY AMENDED BY ITS REPEAL AND THE ADOPTION OF A NEW ARTICLE IV, "WATER/SEWER PROVISIONS AND RATES", SECTION 82-223, "WATER RATES AND SERVICE FEES" OF THE DOWAGIAC CITY CODE.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Chapter 82, Utilities; Article IV, "Water and Sewer Rates" Section 82-223 "Water rates and service fees" of the Dowagiac City Code be and hereby are amended to read as follows:

**ARTICLE IV. WATER/SEWER PROVISIONS AND RATES**

**Sec. 82-223. Water rates and service fees.**

DOWAGIAC CITY COUNCIL MEETING

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Charges for water service to each premises connected to the water system of the City shall be measured by a meter. All metered water shall be charged at a two-part rate consisting of a "readiness-to-serve charge" plus a "commodity charge". Water rates and service fees shall be as follows:

- (1) *Readiness-to-serve charge.* There shall be charged for water service within the City of Dowagiac a "readiness-to-serve" charge in the following amounts:

Meter Size (inches)	<i>Effective on bills due on and after 06/10/16</i> All Users Monthly Charge	<i>Effective on bills due on and after 10/10/16</i> All Users Monthly Charge
5/8	\$ 9.61	\$ 9.61
3/4	11.21	11.21
1	14.10	14.10
1-1/2	18.27	18.27
2	29.46	29.46
3	112.73	112.73
4	142.49	142.49
6	215.80	215.80
8	383.64	383.64

Outside the corporate limits of the city, the readiness-to-serve charge shall be two hundred (200) percent of the rate as established for use within the corporate limits of the city. If deemed to be in the best interest of the utility, Council may on a case-by-case basis waive the two hundred percent (200%) ready to serve rated for 4" or larger meter customers outside of the corporate limits.

When more than one (1) meter is used, the total readiness-to-serve charge shall be the sum of the charges for the meters.

When a single large meter is used to serve apartment houses or multiple dwellings, a multiple dwelling charge in addition to the readiness-to-serve charge for the meter size shall be applied and the charge shall be twenty (20) percent of the readiness-to-serve charge for the meter installed for each unit over four (4). Any self-contained living quarters for a single family is a unit.

The readiness to serve charge contributes to paying the cost necessary to keep the water system in good operating condition and other overhead costs and is the amount of the minimum bill.

- (2) *Commodity Charge.* There shall be levied a commodity charge inside the corporate limits of the city in the following amounts:

DOWAGIAC CITY COUNCIL MEETING

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Monthly Usage (gallons)	Effective on bills due on and after 06/10/16 All Users (dollars per 100 gallons)	Effective on bills due on and after 10/10/16 All Users (dollars per 100 gallons)
0-40,000	\$ 0.236	\$0.258
Over 40,000	0.186	0.203

Outside the corporate limits of the City of Dowagiac, the commodity charge shall be two hundred (200) percent of the rate as established for the use within the corporate limits of the city.

- (3) *Fire Protection Rates.* The charges for automatic sprinkler services or hose connections for fire protection purposes only shall be:

Meter Size (inches)	Effective on bills due on and after 06/10/16 All Users Monthly Charge	Effective on bills due on and after 10/10/16 All Users Monthly Charge
Less than 4-inch meter	\$11.32 per month	\$11.32 per month
4-inch meter	\$20.53 per month	\$20.53 per month
6-inch meter	\$25.91 per month	\$25.91 per month
8-inch meter	\$32.40 per month	\$32.40 per month
10-inch meter	\$38.04 per month	\$38.04 per month
12-inch meter	\$45.71 per month	\$45.71 per month

- (4) *Tapping of water mains.* Following receipt in full of the tap-in fees in subsection (5) of this section, the Department and/or its agents shall be responsible for the provision of any and all service taps to water mains within the City's public distribution system. The service taps or connections shall include all materials and labor, including any and all costs associated therewith, required to install the service connection from the water main to the property line up to and including a cumulative length of 66 feet. For required extensions beyond 66 feet, the City shall impose and collect a charge equal to the complete and total cost of actual labor, equipment, and materials incurred, plus 15 percent, for that portion of the service connection in excess of 66 feet. This cost allocation shall apply to all water service connections without regard to meter or service diameter size. All required water meters shall be provided by the City and shall be and remain the property of the City.

- (5) *Tap-in fees.* There is hereby imposed a tap-in fee, as established and detailed in the schedule of this subsection, which shall be charged against each new connection constructed to serve premises not previously connected to the City water distribution

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system. The tap-in fee shall cover the cost of water meter and main tapping, as outlined in subsection (4) of this section, as well as provide compensation to the water fund and system users in exchange for a representative share in the cumulative past capital investment, including debt service, in facilities serving the system users. A tap-in fee shall not be imposed on, nor applicable to, any premises connected to existing municipally-owned and operated water distribution systems or components or extensions thereof. However, the construction of dedicated, second-service connections, such as lines for fire suppression service or lawn sprinkling, to premises already connected to existing municipal water systems, shall be subject to the imposition of tap-in fees as detailed and scheduled in this subsection:

Tap-In Fees For Water Connections

<i>Service Line (inches)</i>	<i>Meter Equivalent Factor</i>	<i>Tap Fee*</i>
5/8"	1.0	500.00*
3/4"	1.1	550.00*
1"	1.4	700.00*
1 1/2"	1.8	900.00
2"	2.9	1,450.00
3"	5.5	2,750.00
4"	8.0	4,000.00
6"	12.0	6,000.00
8" and larger		Time & material costs plus 15% with minimum Fee equal to 6" tap.

\*For detached, single-family residential dwellings, customers may sign a tap-in fee payment agreement for water connections of one-inch or less service diameter. The agreement shall allow payment of the fee due, without interest, if paid in equal monthly installments over a period not to exceed 12 months.

Section 2: That pursuant to the provisions of Chapter 1, Section 1-4 of the Dowagiac Charter and due to the length of this Ordinance, the Dowagiac City Clerk be and is hereby directed to forthwith cause publication and posting of this Ordinance on the bulletin board of the Dowagiac City Hall, the same being the usual place of posting for the actions of the City Council.

Moved by: Schuur

Seconded by: Dodd

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This being the first reading, the Ordinance will be brought before the Council for a second reading and voted at the regular meeting on April 11, 2016.

ADJOURNMENT

Upon motion by Councilmember Schuur and seconded by Councilmember Dodd, the Dowagiac City Council adjourned at 7:25 PM.

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Donald D. Lyons, Mayor

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Jane P. Wilson, City Clerk

**EVENTS APPROVAL FORM**

Event: Dowagiac Arbor Day Celebration - Tree give-a-way  
Date: Friday, April 29, 2016  
Sponsoring Organization: Dogwood Tree City USA Committee  
Contact Person(s): Sue Watson  
Contact Person's Telephone: 782-2195

**CITY MANAGER:**

Final Approval  Denial

Comments: \_\_\_\_\_

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

Department Heads:

Please review the attached event/activity request; indicate conditional approval, approval or denial; and provide comments regarding possible concerns. All comments will be taken under consideration and final approval remains with the City Manager.

**DEPARTMENT OF PUBLIC SAFETY:**

Approval  Approval with conditions  Denial

Comments: Director Not in

Signature *James Bradford* Date 4-6-16

**DEPARTMENT OF PUBLIC SERVICES:**

Approval  Approval with conditions  Denial

Comments: \_\_\_\_\_

Signature *James Bradford* Date 4-6-16

**FINANCE DEPARTMENT:**

Approval                       Approval with conditions                       Denial

Comments: \_\_\_\_\_

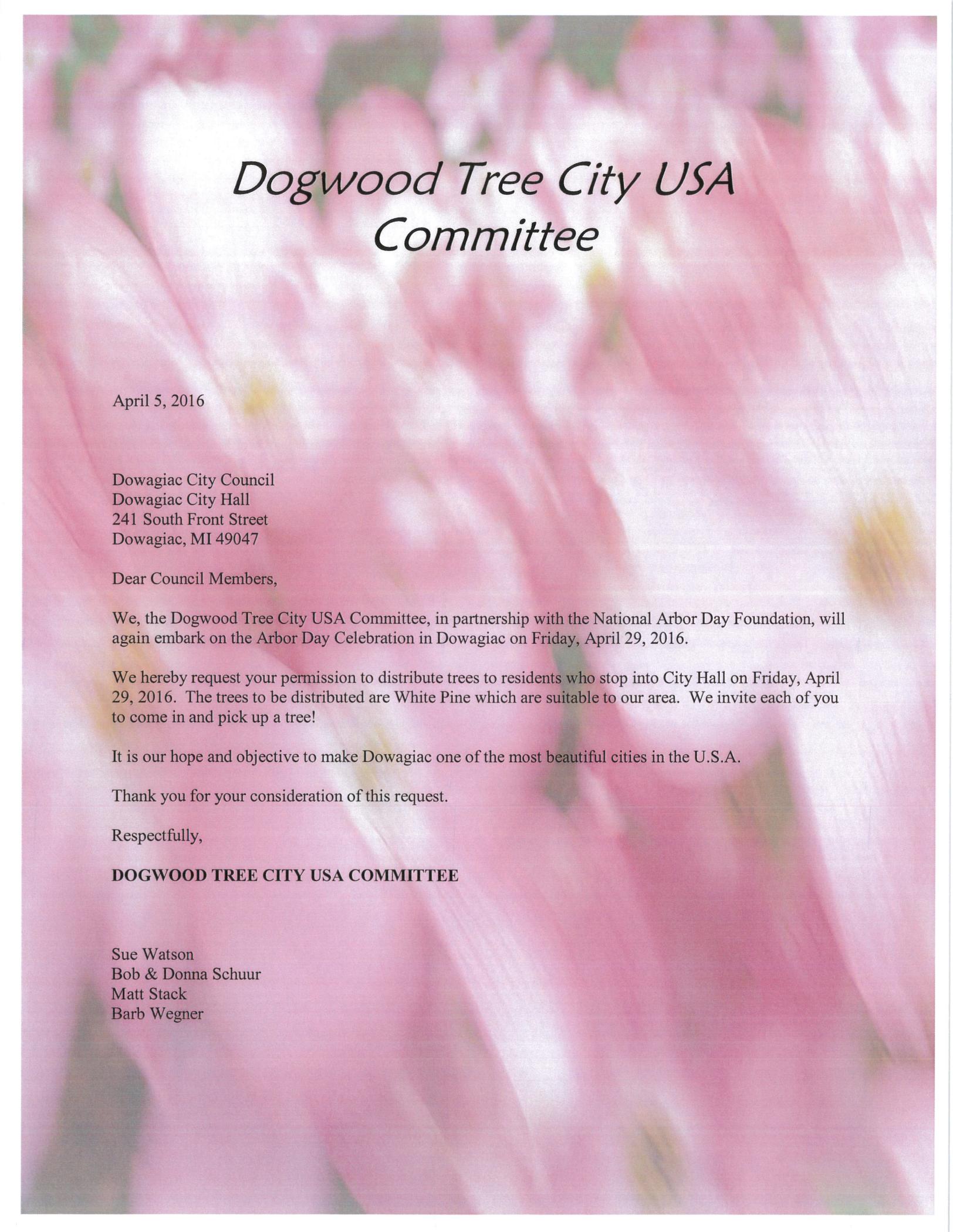
Signature \_\_\_\_\_ Date \_\_\_\_\_

**DOWNTOWN DEVELOPMENT AUTHORITY:**

Approval                       Approval with conditions                       Denial

Comments: \_\_\_\_\_

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



# *Dogwood Tree City USA Committee*

April 5, 2016

Dowagiac City Council  
Dowagiac City Hall  
241 South Front Street  
Dowagiac, MI 49047

Dear Council Members,

We, the Dogwood Tree City USA Committee, in partnership with the National Arbor Day Foundation, will again embark on the Arbor Day Celebration in Dowagiac on Friday, April 29, 2016.

We hereby request your permission to distribute trees to residents who stop into City Hall on Friday, April 29, 2016. The trees to be distributed are White Pine which are suitable to our area. We invite each of you to come in and pick up a tree!

It is our hope and objective to make Dowagiac one of the most beautiful cities in the U.S.A.

Thank you for your consideration of this request.

Respectfully,

**DOGWOOD TREE CITY USA COMMITTEE**

Sue Watson  
Bob & Donna Schuur  
Matt Stack  
Barb Wegner

**EVENTS APPROVAL FORM**

Event: Bishop John Richard Brynat visit Traffic assist  
Date: Friday May 6, 2016  
Sponsoring Organization: Conner-Mayo Church  
Contact Person(s): Rev. Jerri Porter  
Contact Person's Telephone: 269.462.9314

**CITY MANAGER:**

Final Approval  Denial

Comments: \_\_\_\_\_

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

**Department Heads:**

Please review the attached event/activity request; indicate conditional approval, approval or denial; and provide comments regarding possible concerns. All comments will be taken under consideration and final approval remains with the City Manager.

**DEPARTMENT OF PUBLIC SAFETY:**

Approval  Approval with conditions  Denial

Comments: \_\_\_\_\_

Signature *A. L. Hummel* Date 3/31/16

**DEPARTMENT OF PUBLIC SERVICES:**

Approval  Approval with conditions  Denial

Comments: \_\_\_\_\_

Signature *James Badford* Date 3-31-14

**FINANCE DEPARTMENT:**

Approval                       Approval with conditions                       Denial

Comments: \_\_\_\_\_

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

**DOWNTOWN DEVELOPMENT AUTHORITY:**

Approval                       Approval with conditions                       Denial

Comments: \_\_\_\_\_

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



**CONNER-MAYO**  
**AFRICAN METHODIST EPISCOPAL CHURCH**  
**505 North Front Street**  
**Dowagiac, Michigan 49047**  
**connermayoame@ymail.com**  
**(269) 462-9314**

Dear Dowagiac City Council,

We greet you with the Joy of Jesus Christ. We are happy to announce the Ninety-fifth Year Church Anniversary Celebration of Conner-Mayo African Methodist Episcopal Church.

Beginning in April, we will kick off our series of teas, Praise and Worship services and other events to commemorate our Christian ministry in the community. On Friday, May 6, 2016 at 7 p.m. we will host the Senior Bishop of the African Methodist Episcopal Church ~ Bishop John Richard Bryant, Presiding Prelate of the Fourth Episcopal District (His Bishopric covers the United States, 39 Countries, Continents and Islands)

We are extending an invitation for you to attend and asking that a key to the city be presented to our Bishop as a token of goodwill.

Also, we are requesting an officer be placed on S. Wayne and N. Front St. to assist with traffic during the time of the revival due to parking limitations.

Thank you for your consideration and hope you plan to join us for our celebration.

Because of Christ,

**Rev. Jerri A. Porter, Pastor**  
**Officers of Members of Conner-Mayo A.M.E. Church**

*Rev. Jerri A. Porter, Pastor ~ revporter@ymail.com*  
*Rev. Dr. Norman V. Osborne, Presiding Elder-South District*  
*Rev. Dr. Cecelia Williams Bryant, Senior Episcopal Supervisor*  
*The Rt. Rev. John R. Bryant, Senior Bishop ~ Presiding Prelate of the Fourth Episcopal District*

**EVENTS APPROVAL FORM**

Event: Beckwith Park Concert Series  
Date: June 2, 2016  
Sponsoring Organization: Downtown Development Authority  
Contact Person(s): Vickie Phillipson  
Contact Person's Telephone: 782-8212

**CITY MANAGER:**

Final Approval  Denial

Comments: \_\_\_\_\_

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

Department Heads:

Please review the attached event/activity request; indicate conditional approval, approval or denial; and provide comments regarding possible concerns. All comments will be taken under consideration and final approval remains with the City Manager.

**DEPARTMENT OF PUBLIC SAFETY:**

Approval  Approval with conditions  Denial

Comments: \_\_\_\_\_ *Director out of office*

Signature *[Signature]* #6002 \_\_\_\_\_ Date *4-4-16*

**DEPARTMENT OF PUBLIC SERVICES:**

Approval  Approval with conditions  Denial

Comments: \_\_\_\_\_

Signature *James Bradford* \_\_\_\_\_ Date *4-4-16*

**FINANCE DEPARTMENT:**

Approval                       Approval with conditions                       Denial

Comments: \_\_\_\_\_

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

**DOWNTOWN DEVELOPMENT AUTHORITY:**

Approval                       Approval with conditions                       Denial

Comments: \_\_\_\_\_

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



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# Chamber of Commerce & DDA

Tour The Grand Old City at [www.dowagiacchamber.com](http://www.dowagiacchamber.com)

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*"Visit Dowagiac often. There are so many memorable ways to fill a day, a week or a lifetime."*

April 4, 2016

Mayor Don Lyons and City Council  
Dowagiac City Hall  
241 S. Front St.  
Dowagiac, Michigan 49047

Dear Mayor Lyons and City Council:

On behalf of the Dowagiac Downtown Development Authority (DDA), I would like to request permission to use Beckwith Park and its Haggin-Wimberley Memorial Bandstand for our Beckwith Park Summer Concert Series, which opens Thursday, June 2.

I am pleased to report, for the ninth consecutive year, Huntington Bank has agreed to underwrite this year's fine arts program through its \$5,000 donation to the DDA.

On June 2, for the opening night of the concert series that features the Southwestern Michigan College Brass Band, I would like permission to close Beeson Street. Due to its size, the brass band will set up within the street.

On Thursday, July 21, when the concert series shares the stage with **Summer in the City**, we will celebrate "**Huntington Night**," as we salute the underwriter of this wonderful entertainment series. We hope you can join us that evening for a special two-hour performance by Jared Knox.

This year, we are also excited to present Michigan Rock 'n Roll Legends Hall of Fame member, Sixth Generation, on July 28, as the concert series shares this special evening with the Memorial Open Header Cruise for Ed Kazlauskas.

For your convenience, attached is a 2016 performance schedule. Thank you, in advance, for your kind consideration.

Best Regards,

Vickie Phillipson, Program Director  
Dowagiac Downtown Development Authority  
and Greater Dowagiac Chamber of Commerce



2016

## Beckwith Concert Series

Join us for a wonderful summer of entertainment,  
staged within Dowagiac's charming central business district.

Pack a picnic basket and sit back & relax,  
or let the moment whisk you onto the dance floor!

**THURSDAY, JUNE 2, 7:30 pm ...** Similar to a British ensemble, 30 brass & percussion players, including college students, and professional & amateur musicians comprise this hometown favorite, **the SMC Brass Band**.

**THURSDAY, JUNE 9, 7:30 pm ...** Incorporating a myriad of genres, from Americana to Memphis Soul, **Mike Struwin** has shared the stage with the likes of the Doobie Brothers.

**THURSDAY, JUNE 16, 7:30 pm ...** **Gator Boys** with legendary Joe Ferguson on vocals & harp, is a who's who of Battle Creek R&B, Jazz, Blues & Classic Rock.

**THURSDAY, JUNE 23, 7:30 pm ...** Country / Pop artist **Erika Sherry**, with her powerful vocals, is sure to push her way to the top of the music totem pole.

**THURSDAY, JUNE 30, 7:30 pm ...** This area's finest musicians comprise **Lake Effect Jazz Big Band**. This artistic group performs as a concert jazz ensemble.

**THURSDAY, JULY 7, 7:30 pm ...** From Motown to R&B and Pop, **Chameleon's** four outstanding vocalists will take you from the 50s to today's top hits.

**THURSDAY, JULY 14, 7:30 pm ...** Deeply rooted in Rhythm & Blues, Soul & Funk, **Tony Fields** is one of the hottest singing sensations to come from SW Michigan since Al Green.

**THURSDAY, JULY 21, 7:30 to 9:30 pm ...** Having opened for such Country greats as Lorrie Morgan, Chris Cagle and Tracy Lawrence, **Jared Knox** takes the stage as **Summer in the City** kicks off this special extended two-hour performance! This is also **Huntington Night**, honoring the underwriter of our concert series.

**THURSDAY, JULY 28, 7:30 pm ...** A member of Michigan Rock 'n Roll Legends Hall of Fame, **Sixth Generation** joins us for the Memorial **Open Header Cruise** for Ed Kazlauskas.

**THURSDAY, AUGUST 4, 7:30 pm ...** There's always good pickin' going on, when **Schlitz Creek** is in town. This is high-energy Bluegrass at its very best!

**THURSDAY, AUGUST 11, 7:30 pm ...** **A Touch of Country** celebrates the Golden Age of this genre with classics from the King of Country George Strait to Merle Haggard and George Jones.

**THURSDAY, AUGUST 18, 7:30 pm ...**Scheduled Rain Date

 is proud to underwrite the 2016 concert series, presented by the Dowagiac DDA.

# Dowagiac Dogwood Fine Arts Festival, Inc.

April 1, 2016

City Council of Dowagiac  
PO Box 430  
241 South Front Street  
Dowagiac, MI 49047

Dear City Council:

The Dowagiac Dogwood Fine Arts Festival is celebrating its 25<sup>th</sup> season. The line-up celebrates Michigan and Michigan Artists. The Festival would be honored if, at an April City, Council Meeting, you and our mayor would once again make a proclamation of encouragement for the citizens of Dowagiac to take part in their 2016 Festival.

Many goals have been attained and new ones set. This season's festival is truly a benchmark moment. This season brings with it many challenges but as *one community*, we believe it is worth the commitment and investment.

The 2016 Festival runs from May 5 through May 15. We look forward to sharing the best of the arts with our home town.

Respectfully,

The Board of Directors of the  
Dogwood Fine Arts Festival



Jim Benedix  
Festival President

JB/bjh

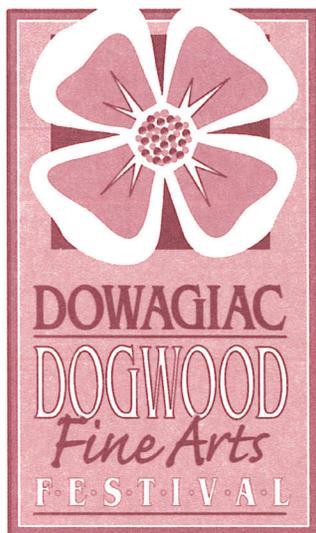
PO Box 526 – Dowagiac, Michigan 49047  
(located In Huntington Bank)

Phone: 269-782-1115, Fax: 269-782-1065

Toll Free: 866-490-2847

E-Mail: [mail@dogwoodfinearts.org](mailto:mail@dogwoodfinearts.org)

Website: [www.dogwoodfinearts.org](http://www.dogwoodfinearts.org)



## ADVISORY BOARD:

### Artists

Winifred Godfrey  
Richard Hunt  
Tuck Langland  
Jerry Catania

### Authors

Margaret Atwood  
Russell Banks  
Pat Conroy  
Tim O'Brien  
Jonathan Safran Foer

### Dance

Nan Giordano  
Joel Hall  
Idella Reed  
Sabatino Verlezza

### Music

Shirley Jones  
Johannes Linstead  
Charles Neville  
The Manhattan  
Rhythm Kings

### Storytellers

Carmen Agra Deedy  
Donald Davis  
Diane Ferlatte  
Bil Lepp  
Jim May  
Antonio Rocha



## OFFICIAL PROCLAMATION

WHEREAS, 25 years ago, the Dowagiac Dogwood Fine Arts Festival began with a small group of local citizens with one big idea; and

WHEREAS, that one big idea has blossomed and grown from a single author visiting the City of Dowagiac to a major multi-day cultural event that includes a diverse experience in arts and culture; and

WHEREAS, world-wide renowned authors, speakers, performers and celebrities have visited and performed in our community to expand our own appreciation of the arts; and

WHEREAS, the Dowagiac Dogwood Fine Arts Committees continue to use the Festival to assure that our children and our community are given ample opportunity to experience and embrace the power of artistic expression by being personally engaged with internationally renowned artists and performers; and

WHEREAS, the Dogwood Fine Arts Festival presents the very best in the fine arts in southwest Michigan each year; and

WHEREAS, the 2016 Dogwood Fine Arts Festival marks its 25<sup>th</sup> anniversary season with 11 days celebrating Michigan and Michigan artists.

NOW, THEREFORE BE IT PROCLAIMED; that I, Donald D. Lyons, Mayor of the City of Dowagiac, tender this Proclamation to the Dogwood Fine Arts Festival and urge all citizens to join me in congratulating the Festival on its 25 anniversary, this sincere expression of appreciation and our best wishes for a very exciting festival the week of May 5 through May 15, 2016.

## ***CITY OF DOWAGIAC***

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***MEMO TO:*** Mayor Lyons and City Council Members

***FROM:*** Kevin P. Anderson, City Manager

***DATE:*** April 8, 2016

***SUBJECT:*** Lawn Mowing Contract

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A resolution is on Monday's agenda to award this season's lawn mowing contract. The Department of Public Services has accepted bids for mowing and maintenance of properties not maintained by owners. A total of three (3) bids were received with Real Pro Solution being the low bidder. DPS Director James Bradford, has detailed the attached bids.

### **RECOMMENDATION**

I recommend that City Council authorize that the contract be awarded to Real Pro Solution.

#### **Support Documents:**

- Cover Memo-City Mgr.
- Cover Memo-Dept. Head
- Resolution
- Bid Tabulation

# CITY OF DOWAGIAC

## INTER-DEPARTMENTAL COMMUNICATION

**TO:** Kevin Anderson, City Manager

**FROM:** James Bradford  
**Director of Public Services**

**RE:** Blight Mowing Bids - 2016

**DATE:** April 8, 2016

Annually I solicit bids for the upcoming mowing of properties that are not maintained by their owners. Again this year, I also included other City owned lots. Bids were required to be submitted by March 30, 2016. This year we received three (3) bids and I have attached the bid tabulation.

After evaluation I recommend, for your review and approval, the lowest responsive and responsible bid of Real Pro Solution. Their bid was a standard residential lot at a minimum per lot rate of \$28.75 to include mowing, trimming and minimal property clean up.

Your review and consideration for approval is appreciated.

JB/LW

Resolution # 1  
April 11, 2016

Councilmember \_\_\_\_\_ offered and moved the adoption of the following resolution;  
seconded by Councilmember \_\_\_\_\_.

WHEREAS, the City Council desires to contract for the maintenance of properties where  
property owners fail to mow lawns in a timely manner, and;

WHEREAS, staff has secured 3 bids and recommends the low bidder, Real Pro Solution, be  
awarded the bid,

NOW, THEREFORE BE IT RESOLVED that the City Manager be and hereby is authorized to  
execute any and all documents necessary and appropriate to effectuate agreements with Real Pro  
Solution to maintain properties on an as needed basis.

ADOPTED/REJECTED

3/30/16 Mowing Bid Opening

Time Opened: \_\_\_\_\_ 3:00 p.m. \_\_\_\_\_

Attended by: Jim Bradford, Latoi Wilson, Liz Beathea

Time Closed: \_\_3:08pm\_\_

## CITY OF DOWAGIAC MOWING BID TABULATION - March 30, 2016

<b>Business</b>	<b>Substations, Residential Mowing Min. Per Lot Rate</b>	<b>Commercial Center &amp; Industrial Park Min. Per Acre Rate</b>	<b>Brush Hog WWTP</b>	<b>Right of Ways (Rudy, Commercial, Industrial)</b>	<b>Fuel Surcharge</b>	<b>Available Min. 2 Days Per Wk (Y/N)</b>	<b>List of Powered Equipment Provided (Y/N)</b>	<b>Proof of Insurance Provided (Y/N)</b>	<b>Can Provide Before/After Photos</b>	<b>Other Notes</b>
Real Pro Solutions LLC M/M Tim & Michelle Schuur 13508 Marcellus Hwy Marcellus, MI 49067 269.757.1056	\$28.75 subs & \$28.75 lot	\$24/acre	\$24/acre	\$24/acre	3% if gas over \$3.75	Yes	Yes	Yes	Yes	
Mowing Trimming Landscaping M/M Mike & Leslie Malin 55235 Garrett Rd Dowagiac MI 49047 269-782-3090	\$38 subs & \$29.00 lot minimun	\$19.50/acre		\$19.50/acre	3% if gas over \$3.65	Yes	Yes	Yes	Yes	
Steve Simmons Simmons Tree & Lawn 37 Carriage Lane Niles, MI 49120	\$40 subs & \$40.00 lot	\$3,000/year		Included in \$3,000 year			Yes	Yes		

**CITY OF DOWAGIAC**  
**MEMO**

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**TO: Mayor Lyons and City Council Members**

**FROM: Kevin P. Anderson, City Manager**

**DATE: April 8, 2016**

**RE: Domestic and Sexual Abuse Services Contract**

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A resolution is on Monday's agenda to consider a contract with Domestic and Sexual Abuse Services (DASAS) of Three Rivers, MI, to provide community funding for continuation of DASAS services. These services include emergency housing, crisis intervention, 24-hour telephone support, support groups in the community, prevention programming in the schools, victim outreach, and legal advocacy. Every time our police officers respond to a domestic abuse call, DASAS is notified and they respond immediately to counsel or, if necessary, provide safe shelter. Public Safety Director, Steve Grinnewald, reports that this service provides valuable support for the police department and recommends continuing with this agreement.

The proposed contract requests an amount equal to \$0.25 per resident based on a population of 5,786 representing a total allocation of \$1,446.50.

**RECOMMENDATION**

I recommend approving a contract with Domestic and Sexual Abuse Services to provide community funding for continuation of DASAS services.

Support Documents:

- Cover Memo-City Mgr.
- Resolution
- Support Request

Councilmember \_\_\_\_\_ offered and moved the adoption of the following resolution;  
seconded by Councilmember \_\_\_\_\_.

**WHEREAS**, the Domestic And Sexual Abuse Services (DASAS) provides emergency services, outreach, and advocacy for victims of domestic violence and sexual assault in Cass County and St. Joseph County; and,

**WHEREAS**, the DASAS relies upon community funding to support its operations and efforts;  
and,

**WHEREAS**, the City Council of Dowagiac endorses and supports the mission and objectives of the DASAS.

**NOW, THEREFORE, BE IT RESOLVED** that the Dowagiac City Council, by the affirmative vote of its City Council, does hereby approve the attached contract with the Domestic and Sexual Abuse Services to provide funding equal to \$0.25 per resident, based on a population of 5,786 representing a total allocation of \$1,446.50.

**BE IT FURTHER RESOLVED**, the Dowagiac City Council directs the Mayor and the City Manager to be the authorized signatory for execution of the same.

ADOPTED/REJECTED



Empowering Victims, Supporting Survivors for Over 20 Years

P.O. Box 402  
Three Rivers, MI 49093

24 hour crisis line: 800-828-2023  
[www.dasasmi.org](http://www.dasasmi.org)

Phone: 269-273-6154  
Fax: 269-273-9465

City of Dowagiac  
241 S Front Street  
Dowagiac, MI 49047

March 11, 2016

Dear City of Dowagiac Council,

I am writing to request your agreement to enter into a contract with DASAS to help fund our emergency services, outreach and advocacy for survivors of domestic violence and sexual assault and their children. We hope that you will consider supporting our work with a contract for services based on a nominal contribution of (\$.25) per resident.

Our shelter in Three Rivers is a safe house to a number of domestic violence survivors (and their children) who come to escape abuse by their partner. In addition to emergency shelter, domestic violence and sexual assault survivors from both Cass and St. Joseph counties make use of outreach services, support groups, crisis intervention, assistance with obtaining personal protection orders, help navigating the criminal justice system, assistance in applying for Crime Survivors Compensation, and accessing other community resources. We offer many of our services right in your community and at the county courthouses in Cassopolis and Centreville, so that they are easily accessible by those in need.

We engage school students with *Healthy Relationships*, our dating violence and sexual assault prevention program, since 1996. Evaluation of this five-hour program has shown that it is effective in changing attitudes and building awareness among young people. If we are to reduce the incidence of domestic violence and sexual assault, we must continue prevention efforts like *Healthy Relationships*.

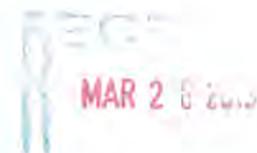
All of our initiatives keep us working 24 hours a day, 365 days a year. Approximately 80% of our funding is state and federal, with the remaining 20% being raised locally. We find that we need to rely more and more on local funding due to state and federal budget cuts.

The value of a contract based on your population of **5786** would be **\$1446.50**. Our board encourages you to approve a contract with DASAS for the fiscal year **2015-2016** for this amount, or any amount you consider to be appropriate for the value of our services to your community. A decision not to participate in this request will in no way affect our willingness to provide services to your citizens.

Please remember that DASAS is a locally-based program addressing one of the biggest social problems in the community when you consider our request. Our Executive Director, Kim Kramer, would be happy to answer questions or schedule a presentation to your board. Please contact her at 269-273-6154 ext. 102. Thank you for your consideration.

Warm regards,

Ned Haylett  
DASAS Board President



AGREEMENT TO PROVIDE SERVICES

This agreement to provide services ("Agreement") is entered into on **April 1, 2016**, between the **City of Dowagiac** ("Governmental Agency") and Domestic and Sexual Abuse Services, 312 N. Main St., P.O. Box 402, Three Rivers, MI 49093 ("DASAS").

Recitals:

The parties acknowledge that the following recitals are accurate and incorporate them as integral provisions of this agreement.

A. DASAS is a nonprofit organization that provides emergency services for victims of domestic violence and sexual assault (and their children). These include emergency housing, crisis intervention, 24-hour telephone support, support groups in the community, prevention programming in the schools, victim outreach, and legal advocacy.

B. Governmental Agency desires to support the funding of DASAS's services.

Therefore, in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

1. General Terms: DASAS agrees to provide the services provided in paragraph A of the Recitals section of this Agreement to the residents of the **City of Dowagiac** Governmental agency agrees to contribute DASAS \$0.25 per resident, based on a population of **5786** representing a total allocation would be **\$1446.50**.

2. Term of Agreement: The term of this Agreement shall commence on **April 1, 2016**.

3. Third Parties: This Agreement is entered into for the benefit of the listed parties, and the general public. The parties agree that any claims under this Agreement against either of the parties from third parties shall be barred. This contract is entered into freely by the listed parties and DASAS will continue to provide services at no cost to clients, regardless of whether the governmental agency enters into this contract. A client is defined as anyone receiving services from DASAS.

4. Entire Agreement: This Agreement sets forth the entire agreement of the parties with respect to the subject matter of this Agreement, and supersedes any and all prior agreements.

5. Modification: Neither this Agreement nor any provision of this Agreement may be modified, except by written agreement between the parties.

6. Severability: If any provisions of this Agreement are determined to be illegal or unenforceable, then the remaining provisions shall nevertheless be binding with the same force effect as if the illegal or unenforceable parts were deleted.

7. Governing Law: This Agreement shall be subject to and governed by the laws of the state of Michigan, and the parties consent to jurisdiction of the Michigan courts over this Agreement and over the parties in any proceeding to enforce this Agreement.

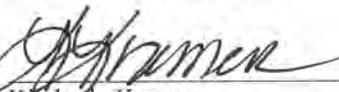
8. Good Faith Cooperation: The parties shall in good faith undertake all steps reasonably necessary to facilitate the transaction contemplated in this Agreement and to execute such documents reasonably necessary and customary to carry out the transaction.

9. Attorney fees: If any legal proceeding is brought under this Agreement by either party, the prevailing party shall be entitled to recover from the other party all costs in the subsequent litigation, including reasonable attorney fees.

The parties have executed this Agreement on the date and year first written above.

  
\_\_\_\_\_  
Ned Haylett  
DASAS Board President

\_\_\_\_\_

  
\_\_\_\_\_  
Kimberly Kramer  
DASAS Executive Director

\_\_\_\_\_

*CITY OF DOWAGIAC*

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*MEMO TO:*           **Mayor and Council Members**

*FROM:*             **Kevin P. Anderson, City Manager**

*DATE:*             **April 8, 2016**

*SUBJECT:*         **Budget Amendments**

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Each year budgets are reviewed on a quarterly basis for the purpose of making recommendations to Council to amend the budget based on actual financial activity and revised expectations. A review of the recommendations through the second quarter of Fiscal Year 2015-2016 is attached for your review and consideration.

RECOMMENDATION

Approve the resolution authorizing budget amendments as presented.

Support Documents:

Cover Memo – City Mgr.  
Resolution  
Budget Amendments

Resolution #3  
April 11, 2016

Councilmember \_\_\_\_\_ offered and moved the adoption of the following resolution;  
seconded by Councilmember \_\_\_\_\_.

**WHEREAS**, the City administration has reviewed the attached budgets for the 2015-16 fiscal year and the actual revenues and expenditures through the second quarter of 2015-16 fiscal year; and

**WHEREAS**, the City administration recommends revision of the attached budgets in accordance with the latest projections available; and

**WHEREAS**, the attached report for these funds indicates the current budget and the recommended budget revisions.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Dowagiac, by the affirmative vote of its City Council, does hereby adopt the attached, recommended revised budgets.

ADOPTED/REJECTED

A motion to make the following adjustments to the original budget.

Account	Description	Amount	Reason for Change			
<b>101 General Fund</b>						
R	101-299-575.01	State Aid	11,100	Increase Budget		
R	101-265-651.00	Grounds & Recreation Fees	(5,250)	Decrease Budget		
R	101-371-479.10	Electrical Permits	(5,000)	Decrease Budget		
R	101-371-479.20	Mechanical Permits	(5,000)	Decrease Budget		
R	101-371-626.31	Code Enforcement Fees	10,000	Increase Budget		
R	101-804-969.10	Donation - Other	4,000	Increase Budget		
	101-191-801.00	Printing & Publishing	2,400	Increase Budget		
	101-201-801.00	Contractual/Professional Fees	1,000	Increase Budget		
	101-210-801.00	Contractual/Professional Fees	15,000	Increase Budget		
	101-263-920.00	Utilities	(5,000)	Decrease Budget		
	101-265-965.61	Overhead EQ Replacement	(4,000)	Decrease Budget		
	101-301-716.00	Health & Dental Insurance	16,000	Increase Budget		
	101-301-720.00	Worker's Compensation	2,830	Increase Budget		
	101-301-751.00	Gas & Diesel	(7,000)	Decrease Budget		
	101-302-720.00	Worker's Compensation	830	Increase Budget		
	101-303-702.25	Regular Overtime	2,000	Increase Budget		
	101-303-718.00	Retirement Contributions	(500)	Decrease Budget		
	101-336-702.61	MPE Maintenance Labor	1,000	Increase Budget		
	101-336-720.00	Worker's Compensation	1,600	Increase Budget		
	101-487-990.00	Debt Service	(18,000)	Decrease Budget		
	101-487-995.00	Interest Expense	30,000	Increase Budget		
	101-537-702.00	Salaries & Wages	1,400	Increase Budget		
	101-537-751.10	Aviation Fuel	15,000	Increase Budget		
	101-537-853.00	Telephone	600	Increase Budget		
	101-537-965.00	Miscellaneous Expense	300	Increase Budget		
	101-804-716.00	Health & Dental Insurance	(8,000)	Decrease Budget		
	101-804-853.00	Telephone	400	Increase Budget		
	101-954-910.00	General Insurance Coverage	(4,450)	Decrease Budget		
	101-985-965.00	Transfer to Other Funds	6,000	Increase Budget		
	<b>Revenue</b>	<b>9,850</b>	<b>Expense</b>	<b>49,410</b>	<b>Overall</b>	<b>(39,560) Increase / (Decrease) Fund Bal.</b>
<b>202 Major Streets</b>						
	202-448-970.00	Capital Items	600	Increase Budget		
	202-463-720.00	Worker's Compensation	450	Increase Budget		
	202-463-801.00	Contractual/Professional Services	8,500	Increase Budget		
	202-469-715.00	FICA Taxes	50	Increase Budget		
	202-475-702.00	Salaries & Wages	1,500	Increase Budget		
	202-475-715.00	FICA Taxes	150	Increase Budget		
	202-475-716.00	Health & Dental Insurance	50	Increase Budget		
	202-475-718.00	Retirement Contributions	1,000	Increase Budget		
	202-479-702.00	Salaries & Wages	(8,500)	Decrease Budget		
	202-479-702.25	Regular Overtime	(1,700)	Decrease Budget		
	202-479-715.00	FICA Taxes	(450)	Decrease Budget		
	202-479-718.00	Retirement Contributions	(2,400)	Decrease Budget		
	202-479-784.00	Repair Maint Supply	(7,500)	Decrease Budget		
	202-479-801.00	Contractual/Professional Services	(8,500)	Decrease Budget		
	202-479-946.00	Equipment Rental	(10,000)	Decrease Budget		
	202-483-718.00	Retirement Contributions	1,500	Increase Budget		
	<b>Revenue</b>	<b>-</b>	<b>Expense</b>	<b>(25,250)</b>	<b>Overall</b>	<b>25,250 Increase / (Decrease) Fund Bal.</b>
<b>203 Local Streets</b>						
R	203-476-676.00	Transfer from Other Funds	(36,000)	Decrease Budget		

R	203-476-695.00	Miscellaneous Income		72,000	Increase Budget			
	203-463-702.00	Salaries & Wages		35,500	Increase Budget			
	203-463-715.00	FICA Taxes		2,400	Increase Budget			
	203-463-716.00	Health & Dental Insurance		11,500	Increase Budget			
	203-463-720.00	Worker's Compensation		400	Increase Budget			
	203-475-718.00	Retirement Contributions		550	Increase Budget			
	203-479-702.00	Salaries & Wages		(2,400)	Decrease Budget			
	203-479-702.25	Regular Overtime		(2,600)	Decrease Budget			
	203-479-715.00	FICA Taxes		(400)	Decrease Budget			
	203-479-718.00	Retirement Contributions		(1,200)	Decrease Budget			
	203-479-784.00	Repair Maint Supply		(5,000)	Decrease Budget			
	203-479-946.00	Equipment Rental		(10,000)	Decrease Budget			
	203-483-718.00	Retirement Contributions		3,000	Increase Budget			
	203-483-853.00	Telephone		200	Increase Budget			
		<b>Revenue</b>	<b>36,000</b>	<b>Expense</b>	<b>31,950</b>	<b>Overall</b>	<b>4,050</b>	<b>Increase / (Decrease) Fund Bal.</b>

208 Parks

NO ADJUSTMENTS SUGGESTED

**Revenue** - **Expense** - **Overall** - **Increase / (Decrease) Fund Bal.**

226 Solid Waste

R	226-523-403.00	Current Taxes		5,000	Increase Budget			
	226-523-946.00	Equipment Rental		(12,555)	Decrease Budget			
	226-523-801.00	Contractual/Professional		(2,000)	Decrease Budget			
	226-523-801.07	Nubour Landfill Maintenance/Services		73,000	Increase Budget			
	226-523-956.10	City Hall Operational Overhead		1,620	Increase Budget			
		<b>Revenue</b>	<b>5,000</b>	<b>Expense</b>	<b>60,065</b>	<b>Overall</b>	<b>(55,065)</b>	<b>Increase / (Decrease) Fund Bal.</b>

240 Industrial/Economic Development

240-261-801.00 Contractual/Professional Services 20,000 Increase Budget

**Revenue** - **Expense** - **Overall** - **Increase / (Decrease) Fund Bal.**

243 LDFA Project

243-729-801.00 Contractual/Professional Services 1,500 Increase Budget

**Revenue** - **Expense** **1,500** **Overall** **(1,500)** **Increase / (Decrease) Fund Bal.**

245 DDA - TIF Project

R	245-850-676.00	Transfer from Other Funds		6,000	Increase Budget			
R	245-850-696.00	Local Grant Donation		5,825	Increase Budget			
	245-850-880.03	Beckwith Park Concerts		5,000	Increase Budget			
	245-850-931.00	Building Maintenance		510	Increase Budget			
	245-850-931.05	Façade Incentive Program		6,000	Increase Budget			
		<b>Revenue</b>	<b>11,825</b>	<b>Expense</b>	<b>11,510</b>	<b>Overall</b>	<b>315</b>	<b>Increase / (Decrease) Fund Bal.</b>

252 Rehab Loan Payments

NO ADJUSTMENTS SUGGESTED

**Revenue** - **Expense** - **Overall** - **Increase / (Decrease) Fund Bal.**

255 Rental Rehab

NO ADJUSTMENTS SUGGESTED

**Revenue**      -      **Expense**      -      **Overall**      -      **Increase / (Decrease) Fund Bal.**

265 Municipal Facilities/Improvement

R	265-264-676.00	Transfer from other Funds	68,000	Increase Budget
R	265-267-668.00	Rental Income	(26,400)	Reclass
R	265-269-668.00	Rental Income	(16,200)	Reclass
R	265-270-668.00	Rental Income	(31,600)	Reclass
	265-264-920.00	Utilities	(12,000)	Reduce Budget
	265-264-970.00	Capital Items	(155,000)	Reclass
	265-264-990.00	Debt Service	(28,000)	Reclass
	265-267-725.00	Property Taxes	(500)	Reclass
	265-267-931.00	Building Maintenance	(600)	Reclass
	265-267-965.00	Transfer to Other Funds	(12,000)	Reduce Budget
	265-269-931.00	Building Maintenance	(200)	Reclass
	265-269-965.00	Transfer to Other Funds	(13,000)	Reduce Budget
	265-270-853.00	Telephone	(2,300)	Reclass
	265-270-920.00	Utilities	(1,200)	Reclass
	265-270-931.00	Building Maintenance	(1,500)	Reclass

**Revenue**      (6,200)      **Expense**      (226,300)      **Overall**      220,100      **Increase / (Decrease) Fund Bal.**

266 City Drug Forfeiture

NO ADJUSTMENTS SUGGESTED

**Revenue**      -      **Expense**      -      **Overall**      -      **Increase / (Decrease) Fund Bal.**

268 Federal Drug Forfeiture

NO ADJUSTMENTS SUGGESTED

**Revenue**      -      **Expense**      -      **Overall**      -      **Increase / (Decrease) Fund Bal.**

499 Capital Project Fund

NO ADJUSTMENTS SUGGESTED

**Revenue**      -      **Expense**      -      **Overall**      -      **Increase / (Decrease) Fund Bal.**

582 Electric Utility

R	582-267-668.00	Rental Income	26,400	Reclass Budget
R	582-269-668.00	Rental Income	16,200	Reclass Budget
R	582-270-668.00	Rental Income	31,600	Reclass Budget
R	582-440-665.00	Interest Income	(20,000)	Decrease Budget
R	582-440-676.00	Transfer from Other Funds	(25,000)	Decrease Budget
	582-267-725.00	Property Taxes	1,300	Reclass Budget
	582-267-801.00	Contractual/Professional Services	1,000	Increase Budget
	582-267-920.00	Utilities	300	Increase Budget
	582-267-931.00	Building Maintenance	1,000	Reclass Budget
	582-269-931.00	Building Maintenance	1,000	Reclass Budget
	582-270-801.00	Contractual/Professional Services	1,200	Increase Budget
	582-270-853.00	Telephone	2,300	Reclass
	582-270-920.00	Utilities	12,000	Increase Budget
	582-270-931.00	Building Maintenance	4,500	Increase Budget
	582-270-931.03	Property Maintenance	1,700	Increase Budget
	582-270-970.00	Miscellaneous Expense	3,000	Increase Budget
	582-270-970.00	Capital Items	270,000	Increase Budget
	582-270-990.00	Debt Service	28,000	Reclass
	582-442-720.00	Worker's Compensation	800	Increase Budget
	582-483-720.00	Worker's Compensation	800	Increase Budget
	582-483-965.00	Transfer to other Funds	68,000	Increase Budget
	582-487-990.00	Debt Service	4,000	Increase Budget

582-850-720.00	Worker's Compensation	(800)	Decrease Budget
582-850-880.05	Business Recruitment	(49,000)	Decrease Budget

<b>Revenue</b>	<b>29,200</b>	<b>Expense</b>	<b>351,100.00</b>	<b>Overall</b>	<b>(321,900) Increase / (Decrease) Fund Bal.</b>
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588 Dial A Ride Transportation

R	588-959-530.00	Federal Grant	96,000	Increase Budget
R	588-959-540.00	State Grant	24,000	Increase Budget
	588-959-968.00	Depreciation Expense	22,000	Increase Budget

<b>Revenue</b>	<b>120,000</b>	<b>Expense</b>	<b>22,000.00</b>	<b>Overall</b>	<b>98,000 Increase / (Decrease) Fund Bal.</b>
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590 Sewer Utility

R	590-440-644.14	Contractual Utility - Prior Year Recon	7,000	Increase Budget
	590-443-716.00	Health & Dental Insurance	23,000	Increase Budget
	590-443-718.00	Retirement Contributions	7,700	Increase Budget
	590-443-720.00	Worker's Compensation	800	Increase Budget
	590-443-801.00	Contractual/Professional Services	30,000	Increase Budget
	590-443-853.00	Telephone	400	Increase Budget
	590-483-801.00	Contractual/Professional Services	6,000	Increase Budget
	590-487-990.00	Debt Service	1,000	Increase Budget

<b>Revenue</b>	<b>7,000</b>	<b>Expense</b>	<b>68,900.00</b>	<b>Overall</b>	<b>(61,900) Increase / (Decrease) Fund Bal.</b>
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591 Water Utility

R	591-440-665.00	Interest Income	7,000	Increase Budget
R	591-536-695.00	Miscellaneous Income	4,000	Increase Budget
	591-442-720.00	Workers Compensation	700	Increase Budget
	591-536-702.25	Regular Overtime	1,500	Increase Budget
	591-536-702.30	Wages Maint/Repair - Collection	3,000	Increase Budget
	591-536-718.00	Retirement Contributions	5,500	Increase Budget
	591-536-920.00	Utilities	(5,000)	Decrease Budget

<b>Revenue</b>	<b>11,000</b>	<b>Expense</b>	<b>5,700.00</b>	<b>Overall</b>	<b>5,300 Increase / (Decrease) Fund Bal.</b>
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661 Motor Pool/Equipment

R	661-932-665.00	Interest Income	28,000	Increase Budget
R	661-932-676.61	Overhead Replacement from GF	(4,000)	Decrease Budget
R	661-932-671.00	Equipment Rental	(8,800)	Decrease Budget
	661-932-801.00	Contractual/Professional Services	(4,000)	Decrease Budget
	661-932-933.01	Ongoing Certifications	(3,000)	Decrease Budget
	661-932-956.10	City Hall Operational Overhead	(5,400)	Decrease Budget
	661-932-965.00	Transfer to Other Funds	(2,500)	Decrease Budget

<b>Revenue</b>	<b>15,200</b>	<b>Expense</b>	<b>(14,900.00)</b>	<b>Overall</b>	<b>30,100 Increase / (Decrease) Fund Bal.</b>
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662 Computer Replacement Fund

R	662-932-530.00	Federal Grant	11,900	Increase Budget
R	662-932-665.00	Interest Income	2,000	Increase Budget

<b>Revenue</b>	<b>13,900</b>	<b>Expense</b>	<b>-</b>	<b>Overall</b>	<b>13,900 Increase / (Decrease) Fund Bal.</b>
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677 Self Insurance

NO ADJUSTMENTS SUGGESTED

<b>Revenue</b>	<b>-</b>	<b>Expense</b>	<b>-</b>	<b>Overall</b>	<b>- Increase / (Decrease) Fund Bal.</b>
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678 Self Insurance - MMRMA

NO ADJUSTMENTS SUGGESTED

**Revenue**      -      **Expense**      -      **Overall**      -      **Increase / (Decrease) Fund Bal.**

711 Cemetery Trust

711-276-956.00      Miscellaneous Expense      10,300      Increase budget

**Revenue**      -      **Expense**      10,300.00      **Overall**      (10,300) **Increase / (Decrease) Fund Bal.**

733 Retiree Insurance

R 733-861-677.00      Retiree Contributions      15,000      Increase Budget

**Revenue**      15,000      **Expense**      -      **Overall**      15,000 **Increase / (Decrease) Fund Bal.**

753 Public Art

NO ADJUSTMENTS SUGGESTED

**Revenue**      -      **Expense**      -      **Overall**      -      **Increase / (Decrease) Fund Bal.**

**All Funds**      (78,210) **Increase / (Decrease) Fund Bal.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Approved

*CITY OF DOWAGIAC*

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**MEMO TO:** Mayor Lyons and City Council Members

**FROM:** Kevin P. Anderson, City Manager

**DATE:** April 8, 2016

**SUBJECT:** City Council Meeting Time Rescheduling

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A resolution is on Monday's agenda to authorize changing the meeting time for the May 9<sup>th</sup> City Council meeting from 7:00 p.m. to 6:00 p.m. due to the Dogwood Fine Arts Festival event schedule.

RECOMMENDATION

Approve the resolution as presented.

Support Documents:

Cover Memo-City Mgr.  
Resolution

Councilmember \_\_\_\_\_ offered and moved the adoption of the following resolution;  
seconded by Councilmember \_\_\_\_\_.

**WHEREAS**, in the month of May there is a local festivals that falls on regularly scheduled meeting days; and

**WHEREAS**, the regularly scheduled City Council meeting for May 9, 2016 falls during Dogwood Fine Arts Festival week of May 5-15; and

**WHEREAS**, in an effort to eliminate a conflict for the public and elected officials who desire to attend the Dogwood Festival event on May 9<sup>th</sup>, the Mayor and Council desire to reschedule the May 9<sup>th</sup> meeting time from 7:00 p.m. to 6:00 p.m.; and

**WHEREAS**, the rescheduling of this Council meeting will not have an adverse effect on the conduct of City business.

**NOW, THEREFORE, BE IT RESOLVED** that the Dowagiac City Council hereby reschedules the Monday, May 9, 2016 City Council meeting from 7:00 p.m. to 6:00 p.m.

ADOPTED/REJECTED

*CITY OF DOWAGIAC*

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**MEMO TO:** Mayor Lyons and City Council Members

**FROM:** Kevin P. Anderson, City Manager

**DATE:** April 8, 2016

**SUBJECT:** Office Furniture for Doctor's Office

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The City has a lease with Advanced Dermatology for space in the James E. Snow Professional Office Building. Pursuant to the lease, the City will provide the furniture and the cost of office furniture is factored into the lease agreement. The total cost of the furniture is \$8,125 and requires council approval.

RECOMMENDATION

Approve resolution to purchase the equipment from Doubleday Office Products in the amount of \$8,125.

Support Documents:

- Cover Memo-City Mgr.
- Resolution
- Quotation

Resolution #5  
April 11, 2016

Councilmember \_\_\_\_\_ offered and moved the adoption of the following resolution;  
seconded by Councilmember \_\_\_\_\_.

WHEREAS, the City Council has a lease with Advanced Dermatology at the James E. Snow Medical building that includes certain office furniture, and;

WHEREAS, staff has reviewed pricing from multiple vendors,

NOW, THEREFORE BE IT RESOLVED that the City Council does hereby approve the quote from Doubleday Office Products in the amount of \$8,125.

ADOPTED/REJECTED

# Doubleday Office Products

2435 Plaza Drive, PO Box 488  
 Benton Harbor, MI 49022  
 269-926-8293

Nicole Saylor  
 Sales Executive

Attention: Bobbie Jo Hartline  
 City of Dowagiac  
 Furniture quote

ESTIMATE # 001

ESTIMATE DATE: 12/23/2015

Item	Description	Qty. Amount	Price
<b><u>Dr. Chair &amp; Desk</u></b>			
LLR 85560	Exec. High back mesh chair pg.121	1 \$291.94	291.94
LLR 85545	Optional headrest pg.121	1 14.25	14.25
HON 10726NN	Mahogany Right ped. Desk pg.19	14.25	
HON 107569NN	Mahogany 5 shelf bookcase pg.19	1 466.36	466.36
		1 441.98	441.98
<b><u>Patient Chairs</u></b>			
LLR 60471	Black/Mahogany Dlx.guest pg.112	2 332.00	166.00
		<b>Subtotal</b>	
		<b>\$1546.78</b>	
		<b>Total</b>	
		<b>Amount Paid</b>	
		<b>Estimate</b>	
		<b>\$1546.78</b>	
Labor ~ Installation by Doubleday			
		<b>Total w/ Installation</b>	<b>\$</b>

# 8124.85

# Doubleday Office Products

2435 Plaza Drive, PO Box 488  
 Benton Harbor, MI 49022  
 269-926-8293

Nicole Saylor  
 Sales Executive

Attention: Bobbie Jo Hartline  
 City of Dowagiac  
 Furniture quote

ESTIMATE # 002

ESTIMATE DATE: 12/23/2015

Item	Description	Qty.	Price
<b><u>Breakroom</u></b>			
<b>TABLE</b> KFI-T30SQ	Café table 30" square	1	172.00
<b>CHAIR</b> KFI IM316SBMHBL	Café chair black from black vinyl	4	108.50
			<b>Order 3 - 1 on-site</b>
			<b>Subtotal</b> <b>\$1908.00</b>
			<b>Total</b> <b>Amount Paid</b>
			<b>Estimate</b> <b>\$1908.00</b>
Labor ~ Installation by Doubleday			
			<b>Total w/ Installation</b>

# Doubleday Office Products

2435 Plaza Drive, PO Box 488

Benton Harbor, MI 49022

269-926-8293

Nicole Saylor

Sales Executive

Attention: Bobbie Jo Hartline

City of Dowagiac

Furniture quote

ESTIMATE # 003

ESTIMATE DATE: 12/23/2015

Item	Description	Qty. Total	Price
<u>Waiting room</u>			
<b>CHAIR</b> LLR 60471	Black/Mahogany Dlx.guest pg.112	15 \$2490.00	166.00
		<b>Subtotal</b> \$2490.00	
		<b>Total Amount Paid</b>	
		<b>Estimate</b> \$2490.00	
Labor ~ Installation by Doubleday			
		<b>Total w/ Installation</b>	\$

2435 Plaza Drive, PO Box 488  
 Benton Harbor, MI 49022  
 269-926-8293

Nicole Saylor  
 Sales Executive

Attention: Bobbie Jo Hartline  
 City of Dowagiac  
 Furniture quote

ESTIMATE # 004

ESTIMATE DATE: 12/23/2015

Item	Description	Qty.	Price
		Total	
<b><u>RECEPTION STATION</u></b>			
<b>CHAIR</b>			
HON HCW1	(note :showroom model)	1	295.00
		\$295	
<b><u>FILING CABINET</u></b>			
HON avail. In black only			
HON 512CPP	2 drawer vertical file pg.200	1	212.18
HON 514PP	4 drawer vertical file pg.200	1	275.37
		\$275.37	
<b><u>EXAM ROOMS</u></b>			
HON MTS01EA11	Task/lab stool, healthcare vinyl	3	133.84
pg.171		\$401.52	
LLR 60471	Black/mahogany Dlx. Guest	6	166.00
chair		\$996.00	
		<b>Subtotal</b>	
		<b>\$2180.07</b>	
		<b>Total</b>	
		<b>Amount Paid</b>	
		<b>Estimate</b>	
		<b>\$2180.07</b>	
Labor ~ Installation by Doubleday			
		<b>Total w/ Installation</b>	<b>\$</b>

Councilmember \_\_\_\_\_ offered and moved the adoption of the following resolution; seconded by Councilmember \_\_\_\_\_.

**WHEREAS,** the following information has been reviewed by the City Manager and City Treasurer and is being presented to City Council with a recommendation to approve invoices and payroll #14 for the period ending 04/08/2016:

Invoices	\$100,456.82
Payroll	\$257,500.44
<hr/>	
Total	\$357,957.26

**BE IT RESOLVED** that the City Manager and City Treasurer are hereby authorized and directed to pay the following bills and payroll due:

<u>BILLS</u>	<u>PAYROLL</u>	<u>TOTAL</u>
\$100,456.82	\$257,500.44	\$357,957.26

Ayes:

Nays:

Absent:

Abstain:

Jane P. Wilson, City Clerk

Vendor		Description	Amount
ABSOPURE WATER COMPANY	55646264	C & C COOLER RENTAL - 26688 NUBOUR	6.00
ABSOPURE WATER COMPANY	83961956	BOTTLED WATER - 26688 NUBOUR	43.50
ABSOPURE WATER COMPANY	83961954	BOTTLED WATER - 26461 NUBOUR	64.50
ABSOPURE WATER COMPANY	55640202	H & C COOLER RENTAL	8.00
ACD.NET	88889-114	MONTHLY PHONE SERVICE - CH	973.09
ALLEN SUPPLY COMPANY, INC.	32511	GRAB BAR - HEALTH DEPT (J SNOW BLDG)	38.80
ALTEC NUECO	9574925	KNOB/DECAL OUTRIGGER SELECTOR KNOB (#4)	20.73
AMERICAN ELECTRIC POWER	043-149-774-1-6	NUBOUR BOOSTER STATION	216.57
AMERICAN ELECTRIC POWER	042-624-227-0-4	CCWS - M 60 CATV RADIO	17.80
AMERICAN ELECTRIC POWER	048-197-857-0-2	ST LIGHT - MARCELLUS HWY	12.31
AMERIGAS - HARTFORD 5254	30506260048	PROPANE-PARKS SHOP	398.27
APRILS SQUEEKIE CLEAN	3/31/16	CLEAN HALLWAY AREAS - J SNOW BLDG	75.00
APX, INC	3142	MIRECS - SUBSCRIPTION/LOAD BASED FEE	107.31
AUSRA EQUIPMENT & SUPPLY, INC	IN84539	#80 - GLASS & SEAL FOR WINDOW	434.40
BAZAN, STACEY	3387122298	TX REIMBURSEMENT 2/26 - 3/25/16	60.00
BAZAN, STACEY	4/1/16	CCDET CLOTHING ALLOWANCE	325.00
BEHNKE, MATT	4/1/16	CCDET CLOTHING ALLOWANCE	325.00
BEHNKE, MATT	188095349108	TX REIMBURSEMENT 2/14 - 3/13/16	60.00
BILL GRANT	4/7/16	MARCH 2016 JANITORIAL	229.50
BRADFORD, JARRID	287248950627	CELL PHONE REIMBURSEMENT 2/7 - 3/6/16	60.00
BRENT DAUS	291429	CAMERA SEWER LATERALS @ 206 COURTLAND &	275.00
CABINETS BY ROBERT	3/31/16	WALL END PANEL FOR CABINETS - HEALTH	42.40
CARROT-TOP INDUSTRIES, INC.	29641100	FLAG	41.92
CASS COUNTY ROAD COMMISSION	801394	COLD PATCH	589.42
CASS COUNTY ROAD COMMISSION	801400	COLD PATCH	544.08
CASS OUTDOOR POWER EQUIPMENT, INC	114270	BAR OIL/SCABBARD	12.48
CENTRAL ELEVATOR COMPANY, INC	63914	QUARTERLY ELEVATOR INSPECTION	141.47
CINTAS LOCATION #336	336-01904	MATS & UNIFORMS	992.40
CINTAS LOCATION #336	336-01904	MATS	85.69
CINTAS LOCATION #336	336-01904	MATS & UNIFORMS	649.35
CITY OF DOWAGIAC	4/4/16	UNCASHED REFUND CHECK - APPLY TO BRENDA	134.60
COMCAST	8771402380126332	INTERNET SERVICE-FD	84.90
CREATIVE VINYL SIGNS, INC.	31119	SIGN - LAWYER'S OFFICE (J SNOW BLDG)	1,892.00
DOUBLEDAY OFFICE PRODUCTS, INC	02709	FURNITURE - ADV DERM (J SNOW BLDG)	6,822.60
DOUBLEDAY OFFICE PRODUCTS, INC	02513	CLOCK FOR LOBBY - DEPOT	16.56
DOWAGIAC DAILY NEWS, INC	30845	DAILY NEWS 1 YEAR SUBSCRIPTION - PD	90.00
DOWAGIAC DAILY NEWS, INC	30844	DOWAGIAC DAILY NEWS SUBSCRIPTION - CM	90.00
EDDIE WAINWRIGHT	3/31/16	PLUMB/MECH INSPECTIONS MARCH 2016	1,551.40
EDDIE WAINWRIGHT	3/31/16	CCWS INSPECTIONS THRU 3/31/16	800.00
ETNA SUPPLY	S101767674.001	1" COPPERHORNS	1,850.94
FRONTIER	26978201001022145	SNOW BLDG - PHONE SERVICE	198.20
FRONTIER	23118907970401035	PHONE SERVICE 2/20 - 3/19/16	870.44
FRYMAN'S CONSTRUCTION, INC	2395	INSTALL CABINETS & COUNTERS - HEALTH	1,815.00
GRAMES TIRE & BATTERY, INC	5168	TIRE REPAIR - FD 2101	18.95
GRAMES TIRE & BATTERY, INC	5171	TIRE REPAIR #131	76.00
GRAMES TIRE & BATTERY, INC	5190	TIRE REPAIR - PD VEH #132	17.95
GREATER DOWAGIACCHAMBER OF COMMERCE	4/7/16	AD IN FESTIVALS BROCHURE	185.00
HAGGIN WIMBERLY CHEVY OLDS GEO INC	50272	STARTER RELAY (#125)	21.50
HAGGIN WIMBERLY CHEVY OLDS GEO INC	190513	OIL CHANGE/TIRE ROTATION - FD 2101	60.31

Vendor		Description	Amount
HALE'S HARDWARE, INC	C153714	JET HOSE NOZZLE	3.87
HALE'S HARDWARE, INC	A19176	HAMMERS/VELCRO	46.13
HALE'S HARDWARE, INC	C156182	VEHICLE CLEANING BRUSH/HARDWARE FOR	22.99
HALE'S HARDWARE, INC	C155527	BOLTS & HARDWARE TO REPAIR PORTABLE STOP	1.90
HARDIN, R. WAYNE	4/1/16	BUILDING INSPECTIONS MARCH 2016	568.80
HOLBEN PROFESSIONAL EH SERVICES	5750	WATER SUPPLY TRAINING - J STEVENS/WARNER	300.00
HUNT, LORI	3/29/16	MML CONFERENCE	173.50
HUSTON, AUDREY	04/07/2016	UB refund for account: 17-3100-00	61.81
INTERNET BUSINESS SOLUTIONS, INC.	16895	MONTHLY WEBSITE MTCE	39.95
J DOHENY SUPPLIES INC	A91982	CAP END WELD ASSEMBLY #11	26.16
J DOHENY SUPPLIES INC	A91981	#11 - KNOB & SCREW ASSEMBLY	28.40
JUDD LUMBER COMPANY, INC	1603-675992	SAFETY SUNGLASSES	17.99
JUDD LUMBER COMPANY, INC	1603-675850	LEAF RAKES	89.94
JUDD LUMBER COMPANY, INC	1603-675955	DRILL BIT	2.79
JUDD LUMBER COMPANY, INC	1603-676097	KEYS - HEALTH DEPT (J SNOW BLDG)	7.96
JUDD LUMBER COMPANY, INC	1604-676697	FLASHLIGHT BATTERIES	16.95
KEN SIMPSON	4/1/16	ELECTRICAL INSP - MARCH 2016	154.20
LAKE MICHIGAN MAILERS, INC	344683	POSTAGE	5,000.00
LAKELAND HEALTHCARE	1027	CPR TRAINING MATERIALS	241.25
LAKELAND HEALTHCARE	1041	CPR CARDS FOR FF2 CLASS	27.00
LAWSON PRODUCTS, INC	9303972661	FUSES/WASHERS/TIES/AEROSOL RUST	267.52
LEADER PUBLICATIONS, INC	108920	MISC PUBLICATIONS	581.95
MALCOLM EBLIN	3/22/16	REIMBURSE SEWER RODDING @ 206 COURTLAND	300.00
MCMEEEKEN, BLAIR	4/4/16	SEWER CAMERA INSPECTION/LOCATE	200.00
MCMEEEKEN, BLAIR	9/24/15	CAMERA INSPECTION	150.00
MI COMMUNITY ACTION AGENCY ASSOC	4/4/16	EU-MONTHLY PYMT ALLOCATION-4/16	12,076.00
MICHIGAN STATE POLICE-CASHIERS OFC	551-450528	TOKEN FEE	99.00
MIDWEST ENERGY	3503301	CCWS - WELL HOUSES	1,185.11
OSCAR AZEVEDO	2-16	SERVICES RENDERED MARCH 2016	1,033.33
POWER LINE SUPPLY, INC	56018740	ELECTRIC STOCK MATERIAL	583.41
PRECISION DATA PRODUCTS, INC.	I0000458476	PRINTER SUPPLY	95.40
PREFERRED PRINTING, INC	29310	DOOR HANGER CARDSTOCK-UTILITIES	49.76
PRIORITY COMPUTER SERVICES, INC	204479	MONTHLY SERVER/EMAIL MAINT.	330.00
PVS TECHNOLOGIES, INC	207385	FERROUS CHLORIDE - WWTP CHEMICALS	1,841.32
ROYAL PUBLISHING, INC	7787645	COMMUNITY PROMOTION	150.00
SCHWARZE INDUSTRIES, INC	5274864	QUICK DISCONNECT REPAIR/BROOMS/FED-EX	1,548.70
SIRCHIE FINGER PRINT LABORATORIES	0248444-IN	EVIDENCE BAGS	173.25
SPARKLE AND SHINE CAR WASH	1105-62	CAR WASH #6001	20.00
SPARTAN STORES LLC	0001846746	MISC EXPENSE - ELECTION	13.98
STATE OF MICHIGAN	ME-0200312	SALES & TAX-MARCH 2016	13,881.56
STATE OF MICHIGAN-MDOT	SE 386417	TRAFFIC SIGNAL ENERGY 10/1 - 12/31/15	144.73
STATE OF MICHIGAN-MGT & BUDGET	MIDEAL-144	2016 MIDEAL MEMBERSHIP	180.00
TERMINIX	7674049	PEST CONTROL - CH	120.00
THE BANK OF NEW YORK MELLON	252-1935622	BROWNFIELD REDEVELOPMENT AUTHORITY BOND	750.00
THE RIDGE COMPANY	664183	GRAPPLE BRACKET (#80)	74.34
THE RIDGE COMPANY	663873	LED LIGHT/MARKLMP/LAMP #2-20	91.52
THE RIDGE COMPANY	663263	BLACK PAINT - TRUCK MOUNTED ARROW SIGN	12.66
THYSSENKRUPP ELEVATOR CORPORATION	3002473862	ANNUAL ELEVATOR MTCE	3,075.70
TOXOPEUS, DAVID	04/01/16	CCDET CLOTHING ALLOWANCE	325.00

Vendor		Description	Amount
UNDERGROUND PIPE & VALVE, INC	1014610-01	WYES/8" PIPE - STOCK	1,108.50
UNDERGROUND PIPE & VALVE, INC	1013724	INSTALL 2" TAP - CAUA	1,459.22
US BUSINESS SYSTEMS, INC	IN69293	PRINTER MAINT. - BILLING/CITY MANAGER	883.19
VERIZON WIRELESS	9762693875	CCWS - ITRON FIXED NETWORK	100.08
VERIZON WIRELESS	9762674563	MIFI CARD - MONTHLY SUBSCRIPTION	240.06
VERIZON WIRELESS	9762685945	VERIZON TABLET - MONTHLY FEE	144.78
VERIZON WIRELESS	9762506193	VERIZON WIRELESS MONTHLY INVOICE (CELL	1,114.79
VESCO OIL CORPORATION	3847827-00	ANTIFREEZE	396.05
VESCO OIL CORPORATION	3847826-00	BULK OIL - 15W40	1,799.98
WAGeworks	125AI0452545	ADMIN AND COMPLIANCE FEES	115.00
WASTE MANAGEMENT OF MICHIGAN, INC.	7453717-2529-2	20 YD DUMPSTER INACTIVITY CHARGE	80.00
WASTE MANAGEMENT OF MICHIGAN, INC.	8379082-1710-7	DUMPSTERS/TRASH CART 4/16	397.85
WASTE MANAGEMENT OF MICHIGAN, INC.	7453699-2529-2	SLUDGE DISPOSAL	3,785.00
WATSON'S TREE SERVICE	3122782	105 MICHIGAN ST - TOPPED TREE	2,500.00
WATSON, SUSAN	4/6/16	MI C& I ENERGY CONFERENCE - BATTLE CREEK	72.90
WIGHTMAN & ASSOCIATES, INC	52081	QUALITY OF LIFE PROJECTS	14,119.80
WIGHTMAN & ASSOCIATES, INC	52067	GOERLICH BLDG - MDEQ ASBESTOS	80.00
WOLFORD ELECTRICAL & GEN CONT SVCS	3/24/16	WWTP ELECTRICAL WORK	2,275.50
WOLFORD ELECTRICAL & GEN CONT SVCS	3/24/16	INSTALL RECEPTACLE - LAWYERS OFFICE (J	105.00
ZBATTERY.COM, INC	I169773	BATTERIES	46.95
Total:			100,456.82

*CITY OF DOWAGIAC*

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**MEMO TO:** Mayor Lyons and City Council Members

**FROM:** Kevin P. Anderson, City Manager

**DATE:** April 8, 2016

**SUBJECT:** Sewer, Water, and Electric Rate Ordinances

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At the last City Council meeting the proposed rate ordinance was reviewed and the first reading has been held. No comments have been received.

Reports were prepared for the last Council meeting that describes the reasons for the rate increases and how the new rates compare with neighboring communities. The reports are included in this packet for your additional review.

RECOMMENDATION

Approve the sewer, water, and electric ordinances.

Support Documents:  
Cover Memo-City Mgr.  
Ordinance

**ORDINANCE NO. 1, 2016**

**ORDINANCE**-----

AN ORDINANCE TO AMEND CHAPTER 82 UTILITIES ARTICLE V "ELECTRIC PROVISIONS AND RATES" SECTION 82-279 OF THE DOWAGIAC CITY CODE BE AND IS HEREBY AMENDED BY ITS REPEAL OF THE DOWAGIAC CITY CODE.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Chapter 82, Utilities; Article V, "Electric Provisions and Rates", Section 82-279 of the Dowagiac City Code be and hereby is amended to read as follows:

ARTICLE V. ELECTRIC PROVISIONS AND RATES.

**Sec. 82-279. Electric rates.**

(a) *Residential Electric Service.* Available to customers desiring service for all usual domestic purposes through one meter to a single occupancy or individual dwelling unit. This rate is not available for commercial or industrial use.

(1) Nature of Service: Alternating current, single-phase, three wire, 60 Hertz, at approximately 120/240 volts.

(2) Monthly Rate: (*Effective on bills due on and after June 10, 2016*)

Monthly Service Charge (Minimum Monthly Charge) .....	\$12.37
Energy Charge per kWh .....	\$ 0.10210

Monthly Rate: (*Effective on bills due on and after October 10, 2016*)

Monthly Service Charge (Minimum Monthly Charge) .....	\$12.37
Energy Charge per kWh .....	\$ 0.10459

This rate is subject to the transmission cost adjustment charge.

(b) *General Service.* Available to general service customers not specified in other City rate schedules, with normal monthly maximum demands less than 35 Kw, desiring service for general lighting and/or power purposes. Customers may continue to qualify for this service under this rate until their 12-month average demand is greater than or equal to 35 Kw.

(1) Nature of Service: Alternating current, single-phase, three wire, 60 Hertz, at approximately 120/240 volts. The particular nature of the voltage in each case will be determined by the Department of Public Services (DPS).

(2) Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge) .....	\$19.18
Energy Charge per kWh .....	\$ 0.12912

Monthly Rate: *(Effective on bills due on and after October 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge) .....	\$19.18
Energy Charge per kWh .....	\$ 0.13227

This rate is subject to the transmission cost adjustment charge.

(c) *PUBLIC SERVICE*. Available to all Federal, State, and Local Governmental authorities for the supply of electric energy to public buildings, public schools, or other facilities that are supported by public tax levies.

(1) Nature of Service: Alternating current, 60 Hertz, single-phase or three-phase. The particular nature of the voltage in each case will be determined by the DPS.

(2) Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge) .....	\$15.22
Energy Charge per kWh .....	\$ 0.12192

Monthly Rate: *(Effective on bills due on and after October 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge) .....	\$15.22
Energy Charge per kWh .....	\$ 0.12490

This rate is subject to the transmission cost adjustment charge.

\* Public School System customers at a single location with loads in excess of an average of 300 kW demands over a 12-month period can be provided service under the Large General Service Rate. (The 12-month period can be excluded for new public school facilities with expected demands in excess of 300 kW)

(d) *MUNICIPAL WATER SERVICE*. Available to all municipally owned and operated waterworks systems and sewage disposal systems, including booster pumps and lift stations.

(1) Nature of Service: Alternating current, 60 Hertz, single-phase or three-phase. The particular nature of the voltage in each case will be determined by the DPS.

(2) Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge) .....	\$16.49
Energy Charge per kWh .....	\$ 0.10367

Monthly Rate: *(Effective on bills due on and after October 10, 2016)*

Monthly Service Charge (Minimum Monthly Charge) .....	\$16.49
Energy Charge per kWh .....	\$ 0.10620

This rate is subject to the transmission cost adjustment charge.

(e) *LARGE GENERAL SERVICE*. Available to any general service customer having a demand of 35 KW or more for general lighting and power purposes. Customers may continue to qualify for this rate until their 12-month average demand drops below 35 kW. This rate is available to public school system customers at a single location with demands in excess of 300 kW over a 12-month period.

(1) Nature of Service: Alternating current, 60 Hertz, single-phase or three-phase for both primary and secondary services. The particular nature of the voltage in each case will be determined by the DPS.

(2) Monthly rate: *(Effective on bills due on and after June 10, 2016)*

per kwh	0- 100,000	100,001- 250,000	250,001- 400,000	400,001- 550,000	550,001- 999,999
<u>LGS</u>					
Monthly Service Charge	\$ 129.38				
Demand Charge per KW	\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33
Energy Charge per kWh	\$0.06216	\$0.06080	\$0.05935	\$0.05653	\$0.05506
<u>LGS Discount (Eq supplied by Customer)</u>					
Monthly Service Charge	\$ 158.57				
Demand Charge per KW	\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62
Energy Charge per kWh	\$0.06153	\$0.06008	\$0.05861	\$0.05580	\$0.05444

Monthly rate: (Effective on bills due on and after October 10, 2016)

	0- per kwh	100,001- 250,000	250,001- 400,000	400,001- 550,000	550,001- 999,999
<u>LGS</u>					
Monthly Service Charge	\$ 129.38				
Demand Charge per KW	\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33	\$ 14.33
Energy Charge per kWh	\$0.06367	\$0.06229	\$0.06080	\$0.05791	\$0.05641
<u>LGS Discount (Eq supplied by Customer)</u>					
Monthly Service Charge	\$ 158.57				
Demand Charge per KW	\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62	\$ 13.62
Energy Charge per kWh	\$0.06303	\$0.06154	\$0.06004	\$0.05716	\$0.05577

\*LGS Discount Rate (Equipment supplied by Customer):

Available to customers who furnish and maintain complete substation equipment, including any and all transformers, and/or switches, and/or other apparatus necessary to take entire service at primary distribution voltage.

Once the LGS customer meet the minimum kilowatts for the tier you are billed at that tier's energy charge per kilowatt for all kilowatts consumed for that month.

(3) Monthly Billing Demand:

Energy supplied hereunder will be delivered through not more than one (1) single-phase and/or one (1) poly-phase meter. Customers demand shall be taken monthly to be the highest registration of a fifteen (15) minute integrating demand meter or indicator, or the highest registration of a thermal-type meter.

(4) Power Factor Adjustment (PFA):

Customers with a monthly maximum demand of 100 kW or more will be subject to a power factor adjustment. The PFA is based on the maintenance by the customer of an average monthly power factor of 85%. If the average monthly power factor, as registered by the City's metering devices, is other than 85%, the monthly demand charge will be multiplied by a constant as determined by the following formula:

$$\text{Constant} = .9510 + ((.1275) \times (\text{RKVAH/kWh})^2)$$

Customers with a PFA will have their demand charge accordingly debited or credited and shall continue with the PFA until their 12-month average demand drops below 100 kW.

(f) *SECURITY LIGHTS*. Available to all customers desiring security light (yard light) service providing application is made and a “Protective or Yard Light Agreement” is signed by the customer.

Monthly Rate: *(Effective on bills due on and after June 10, 2016)*

175 Mercury Vapor.....	\$13.67
250 Mercury Vapor.....	\$16.85
400 Mercury Vapor.....	\$25.44
1000 Mercury Vapor.....	\$52.43
150 High Pressure Sodium .....	\$13.67
400 High Pressure Sodium .....	\$38.86

(g) *TRANSMISSION COST ADJUSTMENT CHARGE (TCA)*. The current electric rate charged to customers includes a base amount for transmission services. With the formation of the Independent System Operator additional ancillary service charges are billed to the City of Dowagiac. Ancillary service charges can vary each month and can be difficult to predict with certainty. To ensure customers are charged the cost of service and the financial integrity of the electric system is maintained, charges for “ancillary” transmission services will be passed through to customers through a Transmission Cost Adjustment Charge (TCA) based on the formula listed below:

**Example Formula for Transmission Cost Adjustment (TCA)**

	<b>Example Calculation</b>	<b>Line</b>	<b>Notes</b>
Transmission Costs	\$27,078.18	A	Ancillary service charges for transmission
Reconciliation from Previous Month		B	The City may periodically reconcile transmission recovery with rates
Total Transmission Costs to be Recovered	<u>\$27,078.18</u>	C	(A+B)
Divided by kWh Purchased	6,450,000	D	Actual kWh energy purchased by City
Transmission costs per kWh	\$0.004198	E	Transmission cost per kWh (C/D)
Less Base TCA	0.00238	F	Base TCA
Transmission Adjustment per kWh	0.00182	G	Transmission costs per kWh less base (E-F)
Losses	0.00013	H	Transmission costs per kWh times loss factor of .07 (G X .07)

Transmission Cost Adjustment

0.00195

I Transmission cost adjustment charged to customer on next month's bill (G+H)

(h) *ECONOMIC DEVELOPMENT RATE*. In an effort to promote job creation, community investment and long-term electric rate stability, the City Manager shall be empowered to establish a temporary economic development rate for large utility customers for a period of up to six (6) months. The rate cannot be less than the City’s actual cost to purchase power plus 10%. The justification will be based on a combination of factors including job creation and/or job retention and new investment in the community consistent with the criteria for tax abatements. Once a large utility customer has received this temporary rate, it shall not be eligible for the economic development rate for three (3) years. The City Manager shall document the rationale and communicate the rationale to City Council.

(i) *ENERGY OPTIMIZATION RATE (EOP)*. Pursuant to requirements imposed by the State of Michigan and authorized by the Michigan Public Service Commission the following energy optimization rates shall be in effect:

Residential meter.....	\$ 0.0022 per kwh
Secondary meter.....	\$ 17.23 per meter per month
Primary meter.....	\$ 521.42 per meter per month

(j) *FUEL ADJUSTMENT CHARGE*. Bills will be increased or decreased to offset fuel charge adjustments billed to the City by the supplier. Whenever the energy charge of the wholesale purchased power invoice to the City contains a fuel adjustment debit or credit per kwh, there shall be a corresponding increase or decrease per kwh for all kwh included in the customer’s billing.

Section 2: That pursuant to the provisions of Chapter 1, Section 1-4 of the Dowagiac Charter and due to the length of this Ordinance, the Dowagiac City Clerk be and is hereby directed to forthwith cause posting and publication of this Ordinance on the bulletin board of the Dowagiac City Hall, the same being the usual place of posting for the actions of the City Council.

ADOPTED/REJECTED

Moved by:

Seconded by:

Ayes:

Nays:

Absent:

Abstain:

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Donald D. Lyons, Mayor

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Jane P. Wilson, City Clerk

**ORDINANCE NO. 2, 2016**

**ORDINANCE-----**

AN ORDINANCE TO AMEND CHAPTER 82 UTILITIES ARTICLE IV "WATER AND SEWER RATES" SECTION 82-224 "SEWER RATES AND SERVICE FEES" SUBSECTION (1), (2), (4) AND (5) OF THE DOWAGIAC CITY CODE BE AND IS HEREBY AMENDED BY ITS REPEAL AND THE ADOPTION OF A NEW ARTICLE IV "WATER/SEWER PROVISIONS AND RATES" SECTION 82-224 "SEWER RATES AND SERVICE FEES" SUBSECTION (1), (2), (4) AND (5) OF THE DOWAGIAC CITY CODE.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Chapter 82, Utilities; Article IV, "Water and Sewer Rates" Section 82-224 "Sewer rates and service fees" of the Dowagiac City Code be and hereby is amended to read as follows:

**ARTICLE IV. WATER/SEWER PROVISIONS AND RATES**

**Sec. 82-224. Sewer rates and service fees.**

Charges for sewer service to each premise connected to the sewer system of the City of Dowagiac shall be as follows:

- (1) *Readiness-to-serve charge.* The readiness to serve charge is utilized to cover expenditures to maintain the sewer collection system and other overhead costs and is the amount of the minimum bill. This charge is based on the actual size of the water meter or equivalent size of a sewer meter:

*Inside the corporate Limits of the city*

**Readiness-to-Serve Charge**

<i>Meter Size (inches)</i>	<i>Effective on bills due on and after 06/10/16 Monthly Charge</i>	<i>Effective on bills due on and after 10/10/16 Monthly Charge</i>
5/8"	\$ 15.28	\$15.28
3/4"	17.49	17.49
1"	22.32	22.32
1-1/2"	28.48	28.48

2"	45.89	45.89
3"	174.87	174.87
4"	225.55	225.55
6"	332.25	332.25

*Outside the Corporate Limits of the city*

Readiness-to-Serve Charge

<i>Meter Size (inches)</i>	<i>Effective on bills due on and after 06/10/16 Monthly Charge</i>	<i>Effective on bills due on and after 10/10/16 Monthly Charge</i>
5/8"	\$ 23.83	\$23.83
3/4"	27.15	27.15
1"	34.61	34.61
1-1/2"	44.24	44.24
2"	71.22	71.22
3"	271.86	271.86
4"	344.55	344.55
6"	515.48	515.48

When more than one (1) meter is used, the total readiness-to-serve charge shall be a sum of the charges for all meters.

- (2) *Commodity charge.* The commodity charge is based on the amount of water used for customers inside and outside the corporate limits of the City of Dowagiac and will be \$0.338 per 100 gallons (*Effective on bills due on and after June 10, 2016*). The commodity charge covers expenditures for wastewater treatment and other overhead costs. The commodity charge is based on the amount of water used for customers inside and outside the corporate limits of the City of Dowagiac and will be \$0.388 per 100 gallons (*Effective on bills due on and after October 10, 2016*).
- (4) *Special rate A – Residential users of sewer only inside city limits.* A charge of thirty-six dollars and one cents (\$36.01) per month shall be assessed to all residential properties inside the City limits using sewer service only. Any multiple residential users or commercial or industrial users of sewer and not water under rate A shall be charged a rate determined by the city engineer and reported to the City Council by the City Manager. In no event shall the rate be less than would be charged under this section. *This rate is effective on bills due on and after June 10, 2016.*
- (5) *Special rate B - Residential users of sewer only outside city limits.* A charge of forty-two dollars and seventy eight cents (\$42.78) per month shall be assessed to

all residential properties outside the City Limits, using sewer service only. Any multiple residential users or commercial or industrial users of sewer and not water under rate B shall be charged a rate determined by the city engineer and reported to the City Council by the City Manager. In no event shall the rate be less than would be charged under this section. *This rate is effective on bills due on and after June 10, 2016.*

Section 2: That pursuant to the provisions of Chapter 1, Section 1-4 of the Dowagiac Charter and due to the length of this Ordinance, the Dowagiac City Clerk be and is hereby directed to forthwith cause publication and posting of this Ordinance on the bulletin board of the Dowagiac City Hall, the same being the usual place of posting for the actions of the City Council.

ADOPTED/REJECTED

First Reading: March 28, 2016

Moved by:

Seconded by:

Ayes:

Nays:

Absent:

Abstain:

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Donald D. Lyons, Mayor

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Jane P. Wilson, City Clerk

**ORDINANCE NO. 3, 2016**

**ORDINANCE-----**

AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, ARTICLE IV, "WATER AND SEWER RATES", SECTION 82-223, "WATER RATES AND SERVICE FEES" OF THE DOWAGIAC CITY CODE BE AND IS HEREBY AMENDED BY ITS REPEAL AND THE ADOPTION OF A NEW ARTICLE IV, "WATER/SEWER PROVISIONS AND RATES", SECTION 82-223, "WATER RATES AND SERVICE FEES" OF THE DOWAGIAC CITY CODE.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Chapter 82, Utilities; Article IV, "Water and Sewer Rates" Section 82-223 "Water rates and service fees" of the Dowagiac City Code be and hereby are amended to read as follows:

**ARTICLE IV. WATER/SEWER PROVISIONS AND RATES**

**Sec. 82-223. Water rates and service fees.**

Charges for water service to each premises connected to the water system of the City shall be measured by a meter. All metered water shall be charged at a two-part rate consisting of a "readiness-to-serve charge" plus a "commodity charge". Water rates and service fees shall be as follows:

- (1) *Readiness-to-serve charge.* There shall be charged for water service within the City of Dowagiac a "readiness-to-serve" charge in the following amounts:

Meter Size (inches)	<i>Effective on bills due on and after 06/10/16 All Users Monthly Charge</i>	<i>Effective on bills due on and after 10/10/16 All Users Monthly Charge</i>
5/8"	\$ 9.61	\$ 9.61
3/4"	11.21	11.21
1"	14.10	14.10
1-1/2"	18.27	18.27
2"	29.46	29.46
3"	112.73	112.73
4"	142.49	142.49
6 "	215.80	215.80
8"	383.64	383.64

Outside the corporate limits of the city, the readiness-to-serve charge shall be two hundred (200) percent of the rate as established for use within the corporate limits of the city. If deemed to be in the best interest of the utility, Council may on a case-by-case basis waive the two hundred percent (200%) ready to serve rated for 4” or larger meter customers outside of the corporate limits.

When more than one (1) meter is used, the total readiness-to-serve charge shall be the sum of the charges for the meters.

When a single large meter is used to serve apartment houses or multiple dwellings, a multiple dwelling charge in addition to the readiness-to-serve charge for the meter size shall be applied and the charge shall be twenty (20) percent of the readiness-to-serve charge for the meter installed for each unit over four (4). Any self-contained living quarters for a single family is a unit.

The readiness to serve charge contributes to paying the cost necessary to keep the water system in good operating condition and other overhead costs and is the amount of the minimum bill.

- (2) *Commodity Charge.* There shall be levied a commodity charge inside the corporate limits of the city in the following amounts:

Monthly Usage (gallons)	<i>Effective on bills due on and after 06/10/16</i> All Users (dollars per 100 gallons)	<i>Effective on bills due on and after 10/10/16</i> All Users (dollars per 100 gallons)
0-40,000	\$ 0.236	\$0.258
Over 40,000	0.186	0.203

Outside the corporate limits of the City of Dowagiac, the commodity charge shall be two hundred (200) percent of the rate as established for the use within the corporate limits of the city.

- (3) *Fire Protection Rates.* The charges for automatic sprinkler services or hose connections for fire protection purposes only shall be:

Meter Size (inches)	<i>Effective on bills due on and after 06/10/16</i>	<i>Effective on bills due on and after 10/10/16</i>
	All Users Monthly Charge	All Users Monthly Charge
Less than 4-inch meter	\$11.32 per month	\$11.32 per month
4-inch meter	\$20.53 per month	\$20.53 per month
6-inch meter	\$25.91 per month	\$25.91 per month
8-inch meter	\$32.40 per month	\$32.40 per month
10-inch meter	\$38.04 per month	\$38.04 per month
12-inch meter	\$45.71 per month	\$45.71 per month

- (4) *Tapping of water mains.* Following receipt in full of the tap-in fees in subsection (5) of this section, the Department and/or its agents shall be responsible for the provision of any and all service taps to water mains within the City’s public distribution system. The service taps or connections shall include all materials and labor, including any and all costs associated therewith, required to install the service connection from the water main to the property line up to and including a cumulative length of 66 feet. For required extensions beyond 66 feet, the City shall impose and collect a charge equal to the complete and total cost of actual labor, equipment, and materials incurred, plus 15 percent, for that portion of the service connection in excess of 66 feet. This cost allocation shall apply to all water service connections without regard to meter or service diameter size. All required water meters shall be provided by the City and shall be and remain the property of the City.
- (5) *Tap-in fees.* There is hereby imposed a tap-in fee, as established and detailed in the schedule of this subsection, which shall be charged against each new connection constructed to serve premises not previously connected to the City water distribution system. The tap-in fee shall cover the cost of water meter and main tapping, as outlined in subsection (4) of this section, as well as provide compensation to the water fund and system users in exchange for a representative share in the cumulative past capital investment, including debt service, in facilities serving the system users. A tap-in fee shall not be imposed on, nor applicable to, any premises connected to existing municipally-owned and operated water distribution systems or components or extensions thereof. However, the construction of dedicated, second-service connections, such as lines for fire suppression service or lawn sprinkling, to premises already connected to existing municipal water systems, shall be subject to the imposition of tap-in fees as detailed and scheduled in this subsection:

Tap-In Fees For Water Connections

<i>Service Line (inches)</i>	<i>Meter Equivalent Factor</i>	<i>Tap Fee*</i>
5/8"	1.0	500.00*
3/4"	1.1	550.00*

1"	1.4	700.00*
1 1/2"	1.8	900.00
2"	2.9	1,450.00
3"	5.5	2,750.00
4"	8.0	4,000.00
6"	12.0	6,000.00
8" and larger		Time & material costs plus 15% with minimum Fee equal to 6" tap.

\*For detached, single-family residential dwellings, customers may sign a tap-in fee payment agreement for water connections of one-inch or less service diameter. The agreement shall allow payment of the fee due, without interest, if paid in equal monthly installments over a period not to exceed 12 months.

Section 2: That pursuant to the provisions of Chapter 1, Section 1-4 of the Dowagiac Charter and due to the length of this Ordinance, the Dowagiac City Clerk be and is hereby directed to forthwith cause publication and posting of this Ordinance on the bulletin board of the Dowagiac City Hall, the same being the usual place of posting for the actions of the City Council.

ADOPTED/REJECTED

First Reading: March 28, 2016

Moved by:

Seconded by:

Ayes:

Nays:

Absent:

Abstain:

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Donald D. Lyons, Mayor

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Jane P. Wilson, City Clerk

**CITY OF DOWAGIAC**

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**MEMO TO:** Mayor Lyons and City Council Members

**FROM:** Kevin P. Anderson, City Manager

**DATE:** March 24, 2016

**SUBJECT:** Electric Rate Ordinance Amendment – First Reading

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Over the past 5 years the City has been able to maintain a relatively stable electric rate for all customer classes. The last rate adjustment was approved by Council in January 2014. However, changing requirements that call for increased renewable energy sources and cleaner burning fuels are causing our cost of purchasing wholesale power to increase in excess of the rate of inflation. This cost increase is being felt for all electric users throughout the USA as power producing companies to invest heavily to comply.

A rate increase will be necessary for the City to maintain current operational and capital investment levels. The proposed increase broken into two implementation periods. The May billings will increase the ready-to-serve charge by 8% and the commodity charge by 5%. The October billings will increase the commodity charge by 5%.

A household that uses 1,000 kWh per month can expect to see the following changes:

(Residential)	Current	Increase Spring	Increase Fall
Ready to Serve	\$ 11.45	\$ 12.37	\$ 12.37
Commodity 1,000 kWh	99.61	102.10	104.59
Monthly Bill	\$ 111.06	\$ 114.47	\$ 116.96

The proposed electric rates compare favorably with other private and public electric providers in Southwest Michigan. The following chart compares the proposed rates with 6 other electric providers:

	Min Charge	250	500	1000	2000
Residential (Old Rate)	11.45	36.35	61.26	111.06	210.67
Residential (New Proposed Rate)	12.37	38.51	64.66	116.96	221.55
AEP	7.25	36.90	64.71	120.33	231.56
Midwest Energy	18.00	48.44	77.89	136.81	254.64
South Haven	5.50	31.50	57.50	109.50	213.50
Niles	15.00	38.50	62.00	109.00	203.00
Sturgis	15.00	40.30	65.59	116.18	217.36
Paw Paw	10.00	35.79	61.58	113.15	216.30

Average	11.82	38.29	64.40	116.62	221.07
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## RECOMMENDATION

Approve the first reading of the amended Electric Rate Ordinance at the March 28, 2016 Council meeting and schedule the second reading for the April 11, 2016 Council meeting.

Support Documents:  
 Cover Memo-City Mgr.  
 Ordinance

## *CITY OF DOWAGIAC*

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**MEMO TO:** Mayor Lyons and City Council Members

**FROM:** Kevin P. Anderson, City Manager

**DATE:** March 24, 2016

**SUBJECT:** Water and Sewer Rate Ordinance Amendments – First Reading

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Water rates were last adjusted in November 2010 and sewer rates were last adjusted in January 2014. Since that time, staff has continued to monitor expenses and adjust operations to keep operations expenses to a minimum. During the same period of time reinvestment in the capital needs of our water and sewer utilities have continued and the need to make sure that unfunded liabilities are now being funded at appropriate levels. Improvements continue to be made to lift stations, water towers, computers, and planning. Major capital improvements are in process at the wastewater treatment plant with the support of grants, low interest loan, and regional users. A complete assessment of all equipment and pipes is being completed through a grant which will allow us to further quantify long term capital needs.

A rate increase will be necessary for the City to maintain current operational, current capital investment levels, and take appropriate measures to address unfunded liabilities. The proposed increase broken into two implementation periods as follows:

Sewer:

If approved a household using 4,000 gallons of water can expect their bill to increase by \$4.94 in May and \$3.88 in October.

Water:

If approved a household using 4,000 gallons of water can expect their bill to increase by \$4.94 in May and \$3.88 in October.

The proposed sewer and water rates compare favorably with other community sewer and water providers in Southwest Michigan. The attached chart compares the proposed rates with 10 other sewer and water providers. The next result is after the proposed rates are fully implemented the City of Dowagiac's combined sewer and water rates will be 12% *below* the average of these 10 communities.

## RECOMMENDATION

Approve the first reading of the amended Sewer Rate Ordinance at the March 28, 2016 Council meeting and schedule the second reading for the April 11, 2016 Council meeting.

### Support Documents:

Cover Memo-City Mgr.

Ordinance

Sewer & Water Rate Comparison 2016

Water & Sewer Rate Summary Comparison 2016.

Water Rate Summary	Cassopolis	Benton Township	South Haven	Coloma	Buchanan	Niles	New Buffalo	Decatur	Paw Paw	Sturgis	Current	Spring	Fall
											Dowagiac	Increase Dowagiac	Increase Dowagiac
RTS													
5/8"	4.00		32.42	14.48	9.69	12.00	12.02	16.00	15.15	9.75	8.25	9.61	9.61
3/4"		6.19	32.42				12.02						
Commodity													
1 - 4,000 Gallons (+5.32 per gal over 4,000)	18.25												
ga	5.32			0.00144	0.00375		0.00316	0.00137	0.00275	0.0023	0.00225	0.00236	0.00258
cf		0.0373	0.0222			0.024							
Average Res Consumption	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
cubic ft equivalent	533	533	533	533	533	533	533	533	533	533			
Consumption Charge	18.25	19.89	11.84	5.76	15.00	12.80	12.64	5.48	11.00	9.20	9.00	9.44	10.32
<b>Total Monthly Bill</b>	<b>22.25</b>	<b>26.08</b>	<b>44.26</b>	<b>20.24</b>	<b>24.69</b>	<b>24.80</b>	<b>24.66</b>	<b>21.48</b>	<b>26.15</b>	<b>18.95</b>	<b>17.25</b>	<b>19.05</b>	<b>19.93</b>

Sewer Rate Summary	Cassopolis	Benton Township	South Haven	Coloma	Buchanan	Niles	New Buffalo	Decatur	Paw Paw	Sturgis			
											1.80	2.68 per month	
											9.50%	15.54% per month	
RTS													
5/8"	12.00	25.00	22.72	35.00	9.69	8.75	20.28	18.94	9.80	15.75	13.85	15.69	15.69
3/4"		25.00	22.72										
Commodity													
\$4.83/100 over 4,000													
ga	0.00565			0.00269	0.00676		0.00438		0.00326	0.005	0.00306	0.00338	0.00388
cf			0.0274			0.0257							
Average Res Consumption	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
cubic ft equivalent	533	533	533	533	533	533	533	533	533	533			
Consumption Charge	22.6		14.61	10.76	27.04	13.71	17.52	-	13.04	20.00	12.24	13.52	15.52
<b>Total Monthly Bill</b>	<b>34.60</b>	<b>25.00</b>	<b>37.33</b>	<b>45.76</b>	<b>36.73</b>	<b>22.46</b>	<b>37.80</b>	<b>18.94</b>	<b>22.84</b>	<b>35.75</b>	<b>26.09</b>	<b>29.21</b>	<b>31.21</b>

Combined Monthly Sewer and Water 56.85 51.08 81.59 66.00 61.41 47.26 62.46 40.42 48.99 54.70 43.34 48.26 51.14

3.12 5.12 per month  
8.73% 19.62% per month

	Survey Average	Dowagiac (Spring)	Dowagiac (Fall)
Water	25.36	19.05	19.93
Sewer	31.72	29.21	31.21
Combined	57.08	48.26	51.14

Monthly Rate Difference from Survey Average (8.82) (5.94)  
% Difference less than Average -18.3% -12%

Councilmember \_\_\_\_\_ offered and moved the adoption of the following resolution;  
seconded by Councilmember \_\_\_\_\_.

**WHEREAS**, the Michigan Open Meetings Law, Public Act 267 of the Public Acts of 1976 as amended, provides that public bodies may meet in closed session for the purpose discussing litigation; and

**WHEREAS**, the Mayor and City Council desire to meet with the City Manager and the City Attorney to receive an update and discuss the litigation.

**NOW, THEREFORE, BE IT RESOLVED** the City Council will hereby adjourn to closed session to discuss litigation.

ADOPTED/REJECTED

Moved by:

Seconded by:

Ayes:

Nays:

Absent:

Abstain:

Jane Wilson, City Clerk