



REGULAR MEETING OF THE DOWAGIAC CITY COUNCIL

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

Monday July 13, 2015, 7:00 p.m.

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 – June 22, 2015

QUESTIONS FROM CITY COUNCIL –

COMMENTS FROM THE AUDIENCE (NON-AGENDA) –

COMMENTS FROM THE AUDIENCE (AGENDA) –

RESOLUTIONS –

1. Resolution to approve a project authorization allowing for the purchase of a bus that will replace a 2008 Model Year bus in the DART fleet.
2. Resolution to authorize the placement of a Charter Amendment question on the November 3, 2015 ballot for voter consideration.
3. Resolution to authorize and direct the City Treasurer to pay the following bills and payroll due: (Roll Call)

<u>BILLS</u>	<u>PAYROLL</u>	<u>TOTAL</u>
\$473,893.10	\$297,719.34	\$771,612.44

ORDINANCES –

1. First reading of an ordinance to amend Section 22.5(C) (6), Map, of Chapter 22, Changes and Amendments, of the Dowagiac Zoning Code for 500 East Prairie Ronde.

CITY MANAGER REPORT ON QUESTIONS FROM COUNCIL FROM PREVIOUS MEETINGS –

COMMENTS FROM CITY OFFICIALS –

RESOLUTIONS – Continued

4. Resolution to go into closed session pursuant to the Michigan Open Meetings Law, Public Act 267 of the Public Acts of 1976 as amended, to discuss the purchase of real property. (Roll Call)

ADJOURNMENT –

Kevin P. Anderson
City Manager

Attachments

DOWAGIAC CITY COUNCIL MEETING

Monday, June 22, 2015

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

Mayor Pro-Tem Laylin led the Pledge of Allegiance to the flag.

PRESENT: Mayor Pro-Tem Leon D. Laylin; Councilmembers Charles K. Burling, James B. Dodd, Danielle E. Lucas, Bob B. Schuur and City Clerk Jane P. Wilson.

ABSENT: Mayor Donald D. Lyons, Councilmember Lori A. Hunt

STAFF: City Manager Kevin P. Anderson, City Manager

Councilmember Dodd moved and Councilmember Burling seconded that the minutes of the June 8, 2015 meeting be approved.

Approved unanimously.

COMMUNICATIONS

1. Summer in the City – Downtown Dowagiac, July 16-19, 2015

Councilmember Schuur offered and moved to approve the event; seconded by Councilmember Lucas.

2. Black Family Celebration – Walter Ward Park, September 5, 2015

Councilmember Schuur offered and moved to approve the event; seconded by Councilmember Lucas.

RESOLUTIONS

1. Resolution to authorize budget amendments through June 17, 2015.

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

WHEREAS, the City administration has reviewed the attached budgets for the 2014-15 fiscal year and the actual revenues and expenditures through the June 15 of 2014-15 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.

DOWAGIAC CITY COUNCIL MEETING

Monday, June 22, 2015

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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.

APPROVED unanimously.

2. 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 Dodd.

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 6/18/15 and payroll #19:

Invoices 06-18-15 \$454,524.56 Payroll #19 \$115,636.67 Total \$570,161.23

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>
\$454,524.56	\$115,636.67	\$570,161.23

ADOPTED on a roll call vote.

Ayes: Five (5) Burling, Dodd, Lucas, Schuur

Nays: None (0)

Absent: One (1) Hunt

Abstain: None (0)

COMMENTS FROM CITY OFFICIALS

ORDINANCES

1. Second reading of an ordinance to amend Section 22.5 (C) (6), Map, of Chapter 22, Changes and Amendments, of the Dowagiac Zoning Code.

ORDINANCE-----

DOWAGIAC CITY COUNCIL MEETING

Monday, June 22, 2015

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AN ORDINANCE TO AMEND SECTION 22.5 (C) (6), MAP OF CHAPTER 22, CHANGES AND AMENDMENTS, OF THE DOWAGIAC CITY CODE BY AMENDMENT OF THE ZONING MAP.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Section 22.5 (C) (6) of Chapter 22, of the Dowagiac Zoning Code be is hereby amended by changing the official zoning map as follows:

“Designate as “Office Service District” certain properties in the State of Michigan, County of Cass, City of Dowagiac, more specifically described in Appendix “A”, attached hereto and incorporated herein by reference.

Section 2: That this ordinance shall take full force and effect immediately upon its publication in a newspaper of general circulation within the City of Dowagiac.

ADOPTED on a roll call vote.

Ayes: Four (6) Burling, Dodd, Schuur, Lucas

Nays: None (0)

Absent: One (0) Hunt

Abstain: None (0)

ADJOURNMENT

Upon motion by Councilmember Schuur and seconded by Councilmember Dodd, the Dowagiac City Council adjourned at 7:23 PM.

Leon D. Laylin, Mayor Pro-Tem

Jane P. Wilson, City Clerk

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: July 10, 2015

SUBJECT: Dial-A-Ride 2015 Project Authorization Capital Purchase

A resolution is on Monday's agenda to approve a project authorization relating to the 2012-0076 Master Agreement with the Michigan Department of Transportation (MDOT) for the fiscal year 2015 grant for Dial-A-Ride Transit. Attached is a memo from Rose Scherr, which further explains the project authorization.

RECOMMENDATION

Authorize the resolution to approve the Project Authorization agreement with the Michigan Department of Transportation (MDOT) relating to the fiscal year 2015 grant for the Dial-A-Ride operation.

Support Documents:

- Cover Memo-City Mgr.
- Cover Memo-Dept. Head
- Resolution
- Project Authorization

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

WHEREAS, pursuant to a grant agreement between the Michigan Department of Transportation and the City of Dowagiac it is necessary for the City of Dowagiac to enter into a project authorization agreement for its local transportation program for the fiscal year 2015 Section 5339 Bus and Bus Facilities Formula Program in order to receive State and Federal financial assistance.

NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by the affirmative vote of its City Council, does hereby authorize Transportation Coordinator Rozanne Scherr to execute the Project Authorization, FY 2015 Section 5339 Bus and Bus Facilities Formula Program, attached hereto and by reference made a part hereof as required to receive financial assistance from the Michigan Department of Transportation, in accordance with Act 51; and

BE IT FURTHER RESOLVED that, for all public transportation matters, the Transportation Coordinator shall provide such information as deemed necessary by the State Transportation Commission or Department for its administration of Act 51 for fiscal year 2015.

ADOPTED/REJECTED

**CITY OF DOWAGIAC
MEMO**

TO: Kevin Anderson

FROM: Rozanne Scherr, HR Director/Assistant City Manager

DATE: July 6, 2015

RE: DART Project Authorization for Bus Purchase

Attached are the original DART Project Authorizations dated May 8, 2015 for placement on Monday's agenda for City Council Approval. Formal approval of the Project Authorization is required under the 2012 – 0076 Master Agreement with the Michigan Department of Transportation (MDOT) relating to the fiscal year 2015 grant for the Dial-A-Ride Transit operation.

The project authorization agreement provides for a grant for a capital purchase under the Federal Transit Administration Section 5339 Bus and Bus Facilities Formula Program in the amount of \$52,902 Federal and \$13,225 State funding. The grant is for the replacement of DART bus #110 (model year 2008). This bus was purchased with federal grant funding in 2007 and was eligible for replacement in 2013. Unit #110, which is not equipped with a lift device, is being replaced with a model that does have a lift.

Please review the information provided and if you have any questions please do not hesitate to contact me.

Unsigned Copy

For Your Files

Date: May 8, 2015
Agreement No.: 2012-0076
Authorization No.: P6
Project No.: 127597
Agenda: MA

PROJECT AUTHORIZATION CITY OF DOWAGIAC FY 2015 SECTION 5339 BUS AND BUS FACILITIES FORMULA PROGRAM

This information is required by the Michigan Department of Transportation (DEPARTMENT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and the DEPARTMENT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date:

Authorization Expiration Date: Three years from the effective date of the authorization.

Fiscal Year or Effective Contract Clauses: 2015

The Federal grant associated with the PROJECT AUTHORIZATION is MI-34-0003-03.
Award Year: 2015 Federal Item Number: W00185

The Data Universal Numbering System (DUNS) number for the AGENCY is 074332131.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Bus and Bus Facilities Formula Program is 20.526.

The Department of Labor Certification of Transit Employee Protective Arrangements requirements were issued by the United States Department of Labor in a letter dated . A copy of this letter will be included with this awarded authorization.

The AGENCY agrees to prepare and submit to the DEPARTMENT quarterly milestone reports for Section 5339. Reports are due 10 days after the end of each quarter.

Timely Expenditure of Funds

The funds included in this PROJECT AUTHORIZATION must be obligated (i.e., place orders for buses, issue third party contracts, purchase equipment, complete facility improvements) within six months of receiving an awarded PROJECT AUTHORIZATION. If funds have not been obligated within twelve months, the DEPARTMENT may cancel this PROJECT AUTHORIZATION and the AGENCY will no longer have access to the funds. The DEPARTMENT will not extend this PROJECT AUTHORIZATION beyond three years except for very unique circumstances as determined by the DEPARTMENT. The DEPARTMENT will allow for additional time for new facility construction projects if sufficient progress is being made to complete the project.

<u>Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
<u>Revenue vehicles:</u>			
One <30 ft replacement bus with lift (819)	\$52,902	\$13,225	\$66,127

Funding sources:

2015/7520 \$52,902 (F)
2015/7520 \$13,225 (S)

PRF No.: 2015-250

CITY OF DOWAGIAC

Signature

Print Name and Title

Signature

Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: July 10, 2015

SUBJECT: Proposed City Charter Amendment

The City Charter was adopted in 1964 and has served the community well since its approval by the voters. There has been minimal review of the provisions of the Charter during this time even though there have been substantial changes to the services provided, significant changes in state and federal laws regarding how cities are required to operate, and sizeable changes to technologies available to operate a government.

During the process to replace to the City Clerk the Local Officer Compensation Committee (LOCC) the City Council saw that very few cities the size of Dowagiac have elected City Clerks. Most cities of our size and larger have moved to an appointed clerk who is also assigned clerical and administrative responsibilities beyond elections and official council recordkeeping. Much of the reason for this move by other communities has been precipitated by technology that has greatly streamlined recordkeeping and election processing.

The LOCC and Council adjusted the position to part-time and Council began to ask the question, “Is it time for the voters of Dowagiac to be asked if they want to continue with an elected clerk whose sole responsibilities are the lists of tasks noted in the charter or allow for an appointed clerk whose responsibilities would include expanded administrative tasks?”

During this process, Council also asked for a review of the charter to see if there were other areas of the charter that have been impacted and should be brought to the voters’ attention. A number of provisions should also be considered:

- There is a requirement in the code for residency for the city attorney. Legal services have become a highly specialized field and it is necessary to seek expertise wherever it is located. Changes to state law have significantly altered how this and residency requirements for other administration jobs can be enforced.
- The charter calls for Constables, Justices of the Peace, and Supervisors. State laws have rendered these positions obsolete in cities.

- The charter establishes a city court system. There is not a functioning court in Dowagiac, nor is there a need for one, with the county court system only seven miles away.
- The clerk and treasurer are listed as elected officials in Section 4 of the Charter and as appointed officials in Section 7 of the Charter.
- The Electric Facilities Board is established, but has not had a need to meet since the electric generation facilities were taken out of service and then razed.
- The borrowing/bonding provisions should be closely reviewed because of numerous changes that have been to state law.

Periodic reviews of the City Charter is healthy and important as to allow for Council to point out concerns as they emerge so that the voters may consider whether or not amendments should be made at this time. It is anticipated that one or two questions would be placed on the ballot each year over the next several years which would allow for deliberate consideration of each potential amendment and not clutter the ballot with too many questions at one time.

To place a Charter amendment question on the ballot, Council will need to adopt a resolution with draft ballot language. The resolution and draft ballot language will need to be submitted to the Attorney General and Governor's office for editing and approval. Once the AG and Governor's office have reviewed the item, it can be placed on the ballot. August 10, 2015 is the deadline for placing an item on the November 3, 2015 ballot.

On the agenda is a resolution that asks the voters to consider making the City Clerk's position an appointed position rather than an elected position. If approved, the question will be forwarded to the AG and Governor and placed on the November ballot. If the voters approve of the change, the change would take effect when the position becomes vacant. If anyone seeks election, that means the amendment would take effect when the 4 year term of office expires in 2019. The implementation date could become earlier if the clerk resigns or no one seeks election to the seat in November 2015.

RECOMMENDATION

Authorize the resolution to propose an amendment to the City Charter to change the City Clerk's office from an elected office to an appointed office.

Support Documents:

- Cover Memo-City Mgr.
- Cover Memo-Dept. Head
- Resolution
- Project Authorization

RESOLUTION TO PROPOSE AN AMENDMENT TO THE CITY CHARTER TO CHANGE THE CITY CLERK'S OFFICE FROM AN ELECTED OFFICE TO AN APPOINTED OFFICE

WHEREAS, since approximately July 2014, the City has been considering whether to place before the electors of the City the question of amending the City Charter to make the City Clerk's position an appointed position and has been gathering public input in this matter; and

WHEREAS, Charter Section 4.1 of the Dowagiac City Charter, currently provides that the position of City Clerk is an elective position and Section 4.3 provides that the elected City Clerk is to serve a term of four years from the second Monday following the regular City election in which the Clerk was elected; and

WHEREAS, the Dowagiac City Council has determined it to be in the best interests of the City to change the position of the City Clerk from an Elected Officer to one that is an Administrative Officer appointed by the City Manager, with the approval of City Council, pursuant to Charter Section 7.7, and that the City Clerk's compensation be determined in the same manner as all other Administrative Officers of the City under current Charter Section 7.13, which amendment will be effective at the end of the City Clerk's term of office that commences in November 2015 or upon a vacancy in the office of City Clerk, whichever occurs first; and

WHEREAS, City Council has determined it necessary that Charter Section 4.1 be amended to delete the position of City Clerk from the list of elective officers, Charter Section 4.3 be amended to delete the position of City Clerk from the list of elective officers subject to terms of office; and

WHEREAS, the list of position duties of the City Clerk must be removed from City Charter Chapter 5, entitled "Elective Officer of the City: Duties," under Section 5.11, former Charter Sections 5.12 through 5.29 renumbered, the City Clerk position duties transferred in their entirety to Charter Chapter 7, entitled "Administrative Officers of the City" under a new Charter Section 7.10, and former Charter Sections 7.10 through 7.24 renumbered; and

WHEREAS, the City has determined that the electors of the City should determine whether the City Clerk should be appointed in the same manner as other Administrative Officers of the City, and that this charter amendment question should be submitted to the electors at the regular election of November 3, 2015.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The electors of the City be asked whether the City Charter should be amended to make the City Clerk an appointed position using the method of appointment and the method of

determining compensation as is currently used for the appointment of other administrative officers of the City under Charter Chapter 7.

2. The amendment is being proposed because the City Clerk is an elected position for which there are no minimum educational or work experience/ skills requirements to assume the Clerk's office and it is in the best interests of the City to appoint the City Clerk in a manner identical to the appointment of City Administrative Officers, as such officers are selected with reference to their qualifications for a position. If the proposed Charter amendment is approved by the electors, the City Manager, with the approval of City Council, will be authorized to select a City Clerk who would assume that position only when the Charter amendment becomes effective as provided in Michigan law.

3. This resolution supersedes any prior resolutions regarding amending the Charter to make the City Clerk an appointed position.

4. The proposed amendment to be submitted to the City's electors at the regular election to be held on November 3, 2015 consists of changes to Sections 4.1, 4.3, and 5.11, renumbering Sections 5.11-5.29 of the Charter and a creation of a new Section 7.10 and renumbering Sections 7.11-7.24, as set forth herein.

Section 4.1 of the Dowagiac City Charter shall be amended as follows:

Elective Officers.

Section 4.1. In the manner and at such times as there are prescribed in this charter, there shall be elected in the City of Dowagiac, one Mayor, one Supervisor at large, one Treasurer, six Councilmen, being two Councilmen from each of the City's three wards, two Justices of the Peace, three Supervisors, being one from each ward, and three Constables, being one from each ward.

The current Section 4.1 of the Charter being changed by this amendment provides as follows:

Elective Officers.

Section 4.1. In the manner and at such times as there are prescribed in this charter, there shall be elected in the City of Dowagiac, one Mayor, one Supervisor at large, one Clerk, one Treasurer, six Councilmen, being two Councilmen from each of the City's three wards, two Justices of the Peace, three Supervisors, being one from each ward, and three Constables, being one from each ward.

Section 4.3 of the Dowagiac City Charter shall be amended as follows:

Section 4.3. The Mayor, the Treasurer, one Councilman from each of the city's three wards, one Justice of the Peace, the Supervisor of the first Ward, the Supervisor of the third ward, and the Constable of the second ward shall be nominated and elected at the regular city election to be held in the year 1965, and in every fourth year thereafter. One Councilman from each of the City's three wards, one Justice of the Peace, the Supervisor at-large, the Supervisor from the second ward, the Constable from the first ward, and the Constable from the third ward shall be nominated and elected at the regular city election held in the year 1967, and in every fourth year thereafter. Each officer elected as in this section provided shall hold office for a period of four years from the second Monday following the regular city election in which he was elected, except that Justices of the Peace shall hold office from the 4th day of July following their election.

The current Section 4.3 of the Charter being changed by this amendment provides as follows:

Section 4.3. The Mayor, the Treasurer, one Councilman from each of the city's three wards, one Justice of the Peace, the Supervisor of the first Ward, the Supervisor of the third ward, and the Constable of the second ward shall be nominated and elected at the regular city election to be held in the year 1965, and in every fourth year thereafter. The Clerk, one Councilman from each of the City's three wards, one Justice of the Peace, the Supervisor at-large, the Supervisor from the second ward, the Constable from the first ward, and the Constable from the third ward shall be nominated and elected at the regular city election held in the year 1967, and in every fourth year thereafter. Each officer elected as in this section provided shall hold office for a period of four years from the second Monday following the regular city election in which he was elected, except that Justices of the Peace shall hold office from the 4th day of July following their election.

The Dowagiac City Charter shall be amended to remove Section 5.11, renumber former Sections 5.12 through 5.29, add a new Section 7.10, as follows, and renumber former Section 7.10 through 7.24:

Clerk.

Section 7.10. (a) The Clerk shall perform the duties required of city Clerks by law and the ordinances of the city.

(b) He shall keep and preserve the corporate seal and all documents, official bonds, papers, files, and records of the city, not by law or the ordinances of the city entrusted to some other officer.

(c) He shall be Clerk of the Council and shall record and preserve all the proceedings and resolutions of the Council.

(d) He shall sign or countersign all bonds issued and all licenses granted by the city.

(e) He shall, under seal of the city, make and certify copies of papers and records filed and kept in his office when needed and shall have authority to administer oaths and affirmations,

(f) All claims against the city shall be filed with him for adjustment. After examination thereof, he shall report the same, with all accompanying vouchers and counter claims of the city, and the true balance as found by him to the City Manager who shall, if the same be in order, certify such claims to the Council for approval of the payment thereof,

(g) He shall account for all moneys belonging to the city which have been received by him and shall, forthwith, deposit any such moneys with the Treasurer.

(h) He shall be responsible for the calling and conduct of elections in the city as required by law.

The current Section 5.11 of the Charter being removed by this amendment provides as follows:

Clerk.

Section 5.11. (a) The Clerk shall perform the duties required of city Clerks by law and the ordinances of the city.

(b) He shall keep and preserve the corporate seal and all documents, official bonds, papers, files, and records of the city, not by law or the ordinances of the city entrusted to some other officer.

(c) He shall be Clerk of the Council and shall record and preserve all the proceedings and resolutions of the Council.

(d) He shall sign or countersign all bonds issued and all licenses granted by the city.

(e) He shall, under seal of the city, make and certify copies of papers and records filed and kept in his office when needed and shall have authority to administer oaths and affirmations,

(f) All claims against the city shall be filed with him for adjustment. After examination thereof, he shall report the same, with all accompanying vouchers and counter claims of the city, and the true balance as found by him to the City Manager who shall, if the same be in order, certify such claims to the Council for approval of the payment thereof,

(g) He shall account for all moneys belonging to the city which have been received by him and shall, forthwith, deposit any such moneys with the Treasurer.

(h) He shall be responsible for the calling and conduct of elections in the city as required by law.

5. The ballot language for this proposed amendment shall be as follows:

PROPOSED AMENDMENT TO THE DOWAGIAC CITY CHARTER TO CHANGE THE OFFICE OF CITY CLERK TO AN APPOINTED ADMINISTRATIVE OFFICE

The Charter states that the City Clerk is elected to a 4 year term. The proposed amendment requires the City Manager, with Council approval, to appoint the Clerk and set compensation as with other Administrative Officers.

Shall Sections 4.1, 4.3, 5.11-5.29 and 7.10-7.24 of the Charter be amended, to provide appointment of the City Clerk, effective at the end of the Clerk's term of office or upon a vacancy in office, whichever occurs first?

YES: _____

NO: _____

A "Yes" vote is a vote in favor of the proposed amendment.

A "No" vote is a vote against the proposed amendment.

RESOLVED, this _____ day of July, 2015.

Resolution was adopted by the following yeas and nays vote:

Yeas: _____

Nays: _____

Absent: _____

CERTIFICATION

I, the undersigned, the Clerk of the City of Dowagiac, Cass County, Michigan, do hereby certify that the foregoing is a true and complete copy of Resolution No. 2015-__-__ adopted by the City Council of the City of Dowagiac, County of Cass, State of Michigan, at a regular meeting held on July __, 2015, the original of which is on file in the City Clerk's office and available to the public. Public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 of the Michigan Public Acts of 1976.

Dated: _____, 2015 _____

_____, City Clerk

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 #20 & #21 for the periods ending 7/5/15:

Invoices -	\$473,893.10
Payroll #20 - week ending 6/21/15	\$181,871.36
Payroll #21 - week ending 7/5/15	<u>\$115,847.98</u>
Total	\$771,612.44

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>
\$473,893.10	\$115,847.98	\$589,741.08

Ayes:

Nays:

Absent:

Abstain:

Jane P. Wilson, City Clerk

Vendor		Description	Amount
1ST CHOICE AUTOMOTIVE	0008327	AC RECHARGE/PERFORMANCE CHECK/2 LB FREON	114.49
ABSOPURE WATER COMPANY	83648434	BOTTLED WATER - 26461 NUBOUR	64.50
ABSOPURE WATER COMPANY	83648435	BOTTLED WATER/DEPOSIT - 26688 NUBOUR	30.00
ABSOPURE WATER COMPANY	55220807	H&C COOLER RENTAL	8.00
ABSOPURE WATER COMPANY	55227622	C&C COOLER RENTAL - 26688 NUBOUR	6.00
ABSOPURE WATER COMPANY	55223236	C&C COOLER RENTAL - 25830 NUBOUR	6.00
ACCOUNTING CONSULTANTS, PC	870	CONSULTING SVC THROUGH 5/31/15	112.50
ALEXANDER CHEMICAL A CARUS COMPANY	SLS 10033531	WWTP CHEMICALS	3,095.00
ALEXANDER CHEMICAL A CARUS COMPANY	SCL 10008730	DRUM RETURN CREDIT	(500.00)
ALEXANDER CHEMICAL A CARUS COMPANY	SLS 10034341	WWTP CHEMICALS	3,183.90
ALTEC NUECO	7002678	#4/#12 ANNUAL INSPECTIONS/DIELECTRIC	1,412.50
AMERICAN ELECTRIC POWER	048-197-857-0-2	ST LIGHTS - MARCELLUS HWY	10.14
AMERICAN PUBLIC POWER ASSOCIATION	263985	2015 MEMBERSHIP DUES	3,864.53
APX, INC	2877	MIRECS - LOAD BASED FEE	57.13
ARNT ASPHALT SEALING, INC	21327	PAVING - RIVERSIDE CEMETERY	18,005.00
AUTOZONE	2141543086	JUNCTION BOX	17.30
BBVA COMPASS BANK	322192	ANNUAL WATER TOWER INSPECTIONS	1,220.00
CHARLES CONCRETE	23	CONCRETE WORK - MAIN ST PARKING LOT	23,716.00
CINTAS LOCATION #336	336-01904	MATS & UNIFORMS	734.92
CINTAS LOCATION #336	336-01904	MATS	76.84
CINTAS LOCATION #336	336-01904	MATS & UNIFORMS	416.64
CINTAS LOCATION #336	5003219494	FIRST AID KIT - DPS GARAGE	40.29
CINTAS LOCATION #336	5003219493	WWTP - FIRST AID CABINET	95.52
CINTAS LOCATION #336	5003219495	CH - FIRST AID CABINET	56.72
CITY SERVICES, INC	S101482109.001	HYDRANT REPAIR - COLBY/E PRAIRIE RONDE	600.00
COMCAST	8771402380021236	INTERNET SERVICE-CH	129.41
COMMUNITY ANSWERING SERVICE	262806222015	DISPATCHING SERVICES	228.20
CONESTOGA-ROVERS & ASSOCIATES	557268	2013 INVESTIGATION WORK PLAN	2,114.25
CONSUMERS CONCRETE CORPORATION	INV0006437	2" MANHOLE ADJUST RINGS/RED SPEEDCRETE	434.00
CREATIVE VINYL SIGNS, INC.	29343	FD 2101 - GRAPHIC REMOVAL	65.00
CREDITORS SERVICE BUREAU	008060	COLLECTION BUREAU FEES	207.87
CROWNE PLAZA	61493613	HOTEL LODGING - P HARDING	365.70
DALTON MEAD	81714	SEWER RODDING	244.89
DETROIT INDUSTRIAL TOOL	524056	CONCRETE SAW BLADES	599.92
DIANA FRONTCAK	7557	REIMBURSE SEWER RODDING AT 510 N FRONT	245.00
DIGITAL ALLY INC	1077135	CAMERA SYSTEMS - OFFICER/VEHICLE	31,970.00
DOGWOOD HILLS TREE FARM	1908	MAPLE/DOGWOOD TREES	1,000.00
DOUBLEDAY OFFICE PRODUCTS, INC	165334	OFFICE SUPPLIES	29.94
DOUBLEDAY OFFICE PRODUCTS, INC	164536I	DESK SHELF	37.69
EAST JORDAN IRON WORKS, INC	3848295	GRATE & FRAME - 106 E DIVISION STORM	314.64
EAU CLAIRE FRUIT EXCHANGE	680165	ORNAMEC HERBICIDE/GRASS SEED/FERTILIZER	499.95
EDDIE WAINWRIGHT	7/01/15	PLUMB/MECH INSPECTIONS JUNE 2015	668.40
ELHORN ENGINEERING COMPANY	260978	CCWS CHEMICALS	446.00
ELM TRAINING, LLC	0623-15	BI-MONTHLY SAFETY TRAINING	180.00
ELMER'S LOCKSMITH	7088	DOOR - PARKS SHOP	650.00
ETNA SUPPLY	S101480362.002	SEWER STOCK & SUPPLIES	160.87
ETNA SUPPLY	S101480362.001	SEWER STOCK & SUPPLIES	577.63
EVANS, GUY	71741	REIMBURSEMENT - RADIO ANTENNA PARTS	61.75
EVANS, MARIO	07/07/2015	UB refund for account: 15-3036-16	90.36

Vendor		Description	Amount
FED EX	5-066-82009	POSTAGE	83.41
FERRIS STATE UNIVERSITY	27246	GLEMS TRAINING - HARDING	399.00
FLEETMATICS USA, LLC	IN637617	VEHICLE TRACKING SERVICE	12.00
FRONTIER	23118907970401035	PHONE SERVICE 5/20/15 - 6/19/15	1,815.26
GALE PLUMBING	6/24/15	PP15-014 CANCELLED	290.00
GARAGE DOORS PLUS MORE, INC	2145	OH DOOR REPAIR - BUTLER BLDG	224.88
GEMPLER'S	SI01683454	TREE WATERING BAGS	567.50
GOLLNICK, JEFF	6/23/15	MILEAGE REIMBURSEMENT - ADV FIRE INV	166.75
GRAMES TIRE & BATTERY, INC	4341	#131 TIRE REPAIR	132.95
HAAS ALARMS AND SERVICE, INC	063862	2ND FLOOR EGRESS DOOR ALARM	122.49
HACH COMPANY	9453575	LAB SUPPLIES	896.30
HAGGIN WIMBERLY CHEVY OLDS GEO INC	184694	OIL CHANGE/TIRE ROTATION - PD VEH #121	60.26
HAGGIN WIMBERLY CHEVY OLDS GEO INC	184529	BATTERY REPAIR PD VEH #121	212.70
HALE'S HARDWARE, INC	C121093	LIGHT BULBS/BALLAST	60.10
HALE'S HARDWARE, INC	C120301	HOSE FOR WWTP	6.78
HALE'S HARDWARE, INC	D83761	HOSE PARTS FOR SUCTION HOSE	45.70
HALE'S HARDWARE, INC	C120683	TRASH BAGS/MAGNET/DRAIN OPENER	54.09
HALE'S HARDWARE, INC	A16037	PIPE CEMENT/BUSHING/COUPLING	13.93
HALE'S HARDWARE, INC	C119551	FLOATS/LINE/TAPE MEASURE	33.23
HALE'S HARDWARE, INC	D82574	BOTTLED WATER	13.56
HALE'S HARDWARE, INC	C120112	BALLAST	31.03
HALE'S HARDWARE, INC	B82068	WIRE CONNECTORS	6.87
HALE'S HARDWARE, INC	C120470	175W MV BULB	20.36
HALE'S HARDWARE, INC	A16016	SUMP PUMP	196.91
HALE'S HARDWARE, INC	C119272	FD 2101 RING TERMINAL	6.66
HALE'S HARDWARE, INC	D82230	FD 2101 SUPPLIES	31.09
HALE'S HARDWARE, INC	D82598	SHIPPING IPP SECURIT	64.06
HALE'S HARDWARE, INC	C119520	1" TEE/HACKSAW	9.01
HALE'S HARDWARE, INC	C119203	SAFETY HASP'S/FASTENERS	29.41
HALE'S HARDWARE, INC	C121407	CHAIN LINKS/COVER	17.00
HALE'S HARDWARE, INC	B82808	SUPPLIES	19.37
HALE'S HARDWARE, INC	C121517	LAND FABRIC/TAPE/TEE/COUPLING	43.78
HALE'S HARDWARE, INC	D84383	SINK REPAIR - LAB	7.64
HANSON BEVERAGE SERVICE	286431	LAB WATER	50.00
HANSON BEVERAGE SERVICE	300152	LAB WATER	31.00
HARDIN, R. WAYNE	6/30/15	BLDG INSP JUNE 2015	926.00
HERITAGE CRYSTAL CLEAN, INC	13541471	PARTS CLEANER	292.92
HI-TECH SMR COMMUNICATIONS	23105	RADIO REPAIR	180.00
HILL TRUCK SALES, INC	478970	#4 VALVE /PARKING BRAKE	116.60
IBEX INSURANCE AGENCY	0038058856	HEALTH INSURANCE PREMIUM-JULY 2015	58,849.38
ICMA	191545	ICMA MEMBERSHIP RENEWAL	1,216.76
IMMDA	1002	PROF/LEGAL SERVICE FEES	2,040.93
INTERNET BUSINESS SOLUTIONS, INC.	15902	MONTHLY WEBSITE MTCE	39.95
J & H OIL COMPANY	10641501	CEMETERY GAS	501.00
J DOHENY SUPPLIES INC	15-148	ANNUAL PIPELOGIX SUPPORT	1,980.00
JML CATERING LLC	2334	CATERING VOLUNTEER LUNCHEON	450.00
JOHN & CURT'S BRAKE & ALIGNMENT	6/30/15	#128 - FRONT END ALIGNMENT	40.00
JUDD LUMBER COMPANY, INC	1507-649170	CEMENT - DEBS CAFE	12.12
JUDD LUMBER COMPANY, INC	1507-649404	CALV HDRYL PLUG (MT6 TRACKLESS)	1.19

Vendor		Description	Amount
JUDD LUMBER COMPANY, INC	1506-647989	CONCRETE REPAIR - MAIN/PENN ST PARKING	7.49
JUDD LUMBER COMPANY, INC	1506-647847	CEMENT - E RAILROAD MANHOLES	20.07
JUDD LUMBER COMPANY, INC	1506-647829	CEMENT - E RAILROAD MANHOLE REPAIR	16.02
JUDD LUMBER COMPANY, INC	1506-648294	CEMENT - E RAILROAD MANHOLE REPAIR	11.97
JUDD LUMBER COMPANY, INC	1506-648384	PUSH BROOM - PARKS SHOP	34.99
JUDD LUMBER COMPANY, INC	1506-648518	GRAVEL MIX - CEMETERY FOUNDATIONS	24.30
JUDD LUMBER COMPANY, INC	1506-648763	RETURN PALLET	(20.00)
JUDD LUMBER COMPANY, INC	1505-642346	MUSEUM - 2ND FLOOR MATERIALS	60.23
JUDD LUMBER COMPANY, INC	1504-640468	MUSEUM - 2ND FLOOR FLOORING	930.80
JUDD LUMBER COMPANY, INC	1505-642530	MUSEUM - 2ND FLOOR MATERIALS	29.98
JUDD LUMBER COMPANY, INC	1505-642624	MUSEUM - 2ND FLOOR MATERIALS	18.98
JUDD LUMBER COMPANY, INC	1505-642759	MUSEUM - 2ND FLOOR MATERIALS	74.94
JUDD LUMBER COMPANY, INC	1505-642945	MUSEUM - 2ND FLOOR MATERIALS	1,754.85
JUDD LUMBER COMPANY, INC	1505-644202	MUSEUM - 2ND FLOOR STEEL DOOR	510.00
JUDD LUMBER COMPANY, INC	1505-644203	MUSEUM - 2ND FLOOR MATERIALS	5.29
JUDD LUMBER COMPANY, INC	1506-647162	MUSEUM - 2ND FLOOR (RETURN CARPET	(250.62)
JUDD LUMBER COMPANY, INC	1506-647320	HACKSAW BLADES	3.79
JUDD LUMBER COMPANY, INC	1506-647701	CONCRETE MIX - E RAILROAD MANHOLE	24.18
JUDD LUMBER COMPANY, INC	1506-647268	PARKING BARRIERS - ROD (AMBULANCE BLDG)	7.19
JUDD LUMBER COMPANY, INC	1506-647036	1/4" TITANIUM BIT - GOURLIK BLDG	5.89
KEN SIMPSON	150711	ELEC INSPECTIONS JUNE 2015	1,019.80
LEADER PUBLICATIONS, INC	106086	MISC PUBLICATIONS	686.00
MI COMMUNITY ACTION AGENCY ASSOC	07/01/15	EU-MONTHLY PYMT ALLOCATION-7/15	11,521.83
MI MUNICIPAL RISK MANAGEMENT	M0001210	AUTO LIABILITY INS	76,991.50
MI MUNICIPAL RISK MANAGEMENT	R0001210	MMRMA RETENTION FUND	10,000.00
MICHELSON, DOUGLAS	6/25/15	REIMBURSEMENT - FIRE ACADEMY LUNCH	165.36
MICHIGAN DEPARTMENT OF STATE	6/25/15	CCDET LICENSE PLATES	39.00
MICHIGAN RURAL WATER ASSOCIATION	5516	2015-16 MEMBERSHIP DUES	620.00
MICHIGAN STATE POLICE-CASHIERS OFC	551-448155	SOR FEES	240.00
MIDWEST ENERGY	3503301	CCWS-WELL HOUSES	1,033.08
MISSION COMMUNICATIONS, LLC	40030359	MONITORING SERVICE RENEWAL	1,126.80
MONUMENTS BY DESIGN, LLC	6/22/15	INSCRIBED BRICKS FOR BECKWITH PARK	48.00
MTL, INC	M16279	WWTP MOWINGS	1,237.50
MTL, INC	M2553	MOWING COUNTY OWNED PROPERTIES	145.00
MTL, INC	M16277	MOW COMMERCIAL CENTER ROW & LOTS	725.24
MTL, INC	16278	MOW INDUSTRIAL PARK ROW	208.00
MTL, INC	M2547	BLIGHT MOWINGS	58.00
MTL, INC	M2554	MOWING CITY OWN PROPERTIES	557.67
MTL, INC	M2555	BLIGHT MOWINGS	352.06
MTL, INC	M2595	MOW - SUBSTATIONS/RUDOLPHI TOWER	246.00
MTL, INC	M2618	MOW WWTP	247.50
MTL, INC	M2560	INDUSTRIAL & COMMERCIAL ROW	451.00
MTL, INC	M2556	MOW WOLF ST LIFT STATION	39.00
MTL, INC	M2626	CITY OWNED PROPERTY MOWING	29.00
NYE UNIFORM COMPANY, INC	510691	UNIFORMS-EVANS/STEWART/WEST	170.71
PETTY CASH	07/02/15	PETTY CASH REIMBURSEMENT	207.93
PETTY CASH	6/29/15	PETTY CASH REIMBURSEMENT	214.58
POWER LINE SUPPLY, INC	5937247	175W MH LAMPS - STOCK	403.64
POWER LINE SUPPLY, INC	5937246	METER HUBS - STOCK	27.90

Vendor		Description	Amount
POWER LINE SUPPLY, INC	5933700	100W LAMPS/METER SOCKETS - STOCK	760.99
PREFERRED PRINTING, INC	28330	ENVELOPES - TAX INFO/BUSINESS CARDS -	195.00
PRESTON COLLETT	07/01/15	AWARD AMOUNT	350.00
PRIORITY COMPUTER SERVICES, INC	203237	REPLACE LAPTOP SCREEN	106.00
PRIORITY COMPUTER SERVICES, INC	203200	SERVER RAID BATTERY	231.25
PVS TECHNOLOGIES, INC	198267	FERROUS CHLORIDE	1,512.10
QUILL CORPORATION	5474977	RECEIPT PRINTER TAPE	106.19
QUILL CORPORATION	5485074	PENS/TAPE/BATTERIES	111.38
REAL PRO SOLUTIONS, LLC	LR319	REKEY DOORS ON CITY OWNED PROPERTY	90.00
REAL PRO SOLUTIONS, LLC	PR310	BUILD NEW DECK ON CITY OWNED PROPERTY	1,475.00
REAL PRO SOLUTIONS, LLC	PC1686	CLEAN UP 315 ORCHARD	100.00
REAL PRO SOLUTIONS, LLC	PC1634	CLEAN UP OF CITY PROPERTIES	2,900.00
REAL PRO SOLUTIONS, LLC	HB1392	EMERGENCY BOARD UP	350.00
REAL PRO SOLUTIONS, LLC	LM2259	CCWS - MOW PENN PUMPHOUSES	90.00
REAL PRO SOLUTIONS, LLC	LM2260	CCWS - MOW VANDALIA TOWER	70.00
RICK KANDLSTORFER	7/6/15	REIMBURSE SEWER RODDING - 453 E DIVISION	225.00
RIETH-RILEY CONSTRUCTION COMPANY	7171209	ASPHALT	93.33
RIETH-RILEY CONSTRUCTION COMPANY	7171248	ASPHALT	105.57
RIETH-RILEY CONSTRUCTION COMPANY	7171192	ASPHALT	91.29
ROBERT W. BAIRD & CO. INCORPORATED	6/26/15	FINANCIAL ADVISORY SVC - REVOLVING FUND	13,900.00
SCHWARZE INDUSTRIES, INC	4932201-RI	FLAP SET/SCREENS #131	357.33
SCOTT SAYLOR	00110	RUSSOM PARK MOWING	185.00
SCOTT SAYLOR	00110	RUSSOM PARK MOWING	185.00
SEARS	T199636	BATTERY	79.99
SEMCO ENERGY GAS COMPANY	0149138.502	GAS SVC 4/30/15 - 6/01/15	22.91
SEMCO ENERGY GAS COMPANY	0161871.500	GAS SVC 5/12 - 6/11/15	17.20
SEMCO ENERGY GAS COMPANY	0148809.501	GAS UTILITY - FD	49.32
SILVER CREEK TOWNSHIP	07/02/15	2015 TAX BILL	442.57
SIMMONS TREE & LAWN	7/1/15	GROUNDS MTCE	10,244.16
SLC METER LLC	242899	TEST WATER METER	56.34
SNOW, JAMES E	7/7/15	MILEAGE REIMBURSEMENT	234.64
SPARKLE AND SHINE CAR WASH	1105-18	CAR WASH	35.00
STATE OF MICHIGAN-ECONOMIC DEV	7/02/15	CDBG IND PK GRANT REPAYMENT	6,345.88
TELE-RAD, INC.	865424	LENS KIT PD VEH #151	304.00
TELE-RAD, INC.	865235	EQUIPMENT - PD VEH #151	4,195.00
TERMINIX	7674049	TERMITE BAIT TREATMENT - DEPOT	1,799.00
THE RIDGE COMPANY	624546	#7 CORE DEPOSIT RETURN	(7.50)
THE RIDGE COMPANY	624439	#7 BATTERY/DISCONNECT/WIRE	160.45
THE RIDGE COMPANY	624450	BATT CABLE TERMINAL/PRIMARY WIRE	34.72
THE RIDGE COMPANY	624688	#1 - OIL FILTER	4.62
THE RIDGE COMPANY	624778	#107 FUEL FILTERS	39.02
THE RIDGE COMPANY	625363	MUD FLAP #105	8.45
THE RIDGE COMPANY	623088	OIL - GENERAL USE	11.97
THE RIDGE COMPANY	623107	-50 RV ANTIFREEZE - SL BYPASS PUMPS	23.10
THE ROBERT C SHAVER COMPANY, INC	RCS72710-C	DECORATIVE ST LIGHTS - W DIVISION	39,620.00
TRI-COUNTY INTERNATIONAL TRUCKS INC	NTGH220185	NEW UNIT #107	85,314.28
TRUE'S SERVICE, INC	127530	TWO PD VEH #121	45.00
TRUE'S SERVICE, INC	127529	TOW PD VEH #53 (K-9)	45.00
UNDERGROUND PIPE & VALVE, INC	7001615	REHAB WALNUT ST LIFT STATION	11,522.77

Vendor		Description	Amount
UNDERGROUND PIPE & VALVE, INC	1009494	CATCH BASIN/RISER/GRATE/PLUG/PIPE - DEBS	219.90
US BUSINESS SYSTEMS, INC	IN54492	BILLING/CITY MNGR PRINTER MAINT	680.16
US BUSINESS SYSTEMS, INC	IN54490	UTILITIES AREA PRINTER MAINT	756.29
US BUSINESS SYSTEMS, INC	IN54491	PRINTER MAIN - PD	840.44
USA BLUEBOOK	682728	RETURNED WRONG PART	(61.90)
USA BLUEBOOK	680027	PVC HOSE SHANK/CLEAR PVC SUCTION HOSE	730.37
VOSS LIGHTING	20141149-00	FLUORESCENT BULBS - CH	151.20
WASTE MANAGEMENT OF MICHIGAN, INC.	8373725-1710-7	DUMPSTERS/TRASH CART 7/15	279.23
WASTE MANAGEMENT OF MICHIGAN, INC.	7411615-2529-9	SLUDGE DISPOSAL	3,407.00
WEST MI ASSOC OF CHIEFS OF POLICE	7/1/15	DUES-BRADFORD	25.00
WEST MI ASSOC OF CHIEFS OF POLICE	7/1/15	DUES - GRINNEWALD	25.00
WILSON, JANE P.	6/25/15	ELECTION OFFICIAL CERTIFICATION -	280.52
ZBATTERY.COM, INC	I168481	BATTERIES	51.81
		Total:	473,893.10

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: July 13, 2015

SUBJECT: Ordinance Amendment – First Reading

An ordinance is on Monday's agenda for first reading to amend Section 22.5 (C) (6), Map, of Chapter 22, Changes and Amendments, of the Dowagiac City Code. The purpose of this amendment is for the rezoning of 500 East Prairie Ronde.

As indicated in Steve Allen's cover memo to the Planning Commission, the City of Dowagiac submitted a request for property rezoning at the above-noted property from the L-1 Light Industrial to R-2 Medium Density.

The Planning Commission held a public hearing last week to solicit public comment on the request and formally adopted a resolution recommending approval of the rezoning request.

Second reading of the ordinance amendment can be on the July 27th City Council agenda.

RECOMMENDATION

Approve the first reading of the ordinance amendment for the purpose of rezoning 500 East Prairie Ronde from the L-1 Light Industrial to R-2 Medium Density.

Support Documents:
Cover Memo-City Mgr.
Dept. Head Report
Ordinance

ORDINANCE NO. _____, 2015

ORDINANCE-----

AN ORDINANCE TO AMEND SECTION 22.5 (C) (6), MAP OF CHAPTER 22, CHANGES AND AMENDMENTS, OF THE DOWAGIAC CITY CODE BY AMENDMENT OF THE ZONING MAP.

THE CITY OF DOWAGIAC ORDAINS:

Section 1: That Section 22.5 (C) (6) of Chapter 22, of the Dowagiac Zoning Code be is hereby amended by changing the official zoning map as follows:

“Designate as “Office Service District” certain properties in the State of Michigan, County of Cass, City of Dowagiac, more specifically identified as parcel number 14-160-300-00”.

Section 2: That this ordinance shall take full force and effect immediately upon its publication in a newspaper of general circulation within the City of Dowagiac.

ADOPTED/REJECTED

Moved by:

Seconded by:

Ayes:

Nays:

Absent:

Abstain:

Donald D. Lyons, Mayor

Jane P. Wilson, City Clerk

CITY OF DOWAGIAC

INTER-DEPARTMENTAL COMMUNICATION

TO: Planning Commission

FROM: Steven Allen
Zoning Official

RE: Planning Meeting

DATE: July 6, 2015

We have three (3) items on the agenda for the Planning Commission Meeting scheduled for Monday July 6, 2015 at 7:00pm.

The first item involves a rezoning request submitted by Michiana Church of Christs located at 504 East Prairie Ronde St. The property is located at 500 East Prairie Ronde St. Dowagiac MI. The request is to rezone the property from L-1 Light industry to R-2 Medium Density.

The second items involves a special land use request submitted by Michiana Church of Christs located at 504 East Prairie Ronde Street for a new Church building located at 500 East Prairie Ronde .

The third item involves a Site Plan submitted by Michiana Church of Christs located at 504 East Prairie Ronde Street for a new 9,646 sq. ft. Church building located at 500 East Prairie Ronde Street.

I have attached for your review and consideration both a resolutions and Site Plan Reports regarding these request. Should after your review, you have any questions; please do not hesitate to contact this office.

City of Dowagiac

ZONING PERMIT # PZ15-023

Building Department 241 S. Front Street Dowagiac, MI 49047
 Phone: (269) 782-8427 Fax: (269) 782-1838 Hours: Monday - Friday, 8:30 a.m. - 5:00 p.m.

426 E RAILROAD ST **Location**
 14-160-300-878-00

Date Issued: 06/04/15 **Expire Date: 12/01/15**
PLEASE CALL (269) 782-8427 FOR AN INSPECTION 24 HOURS IN ADVANCE

MICHIANA CHURCH OF CHRIST **Applicant/Contractor**
 504 E PRAIRIE RONDE ST
 DOWAGIAC MI 49047
 Cell:

MICHIANA CHURCH OF CHRIST **Owner of Record**
 504 E PRAIRIE RONDE ST
 DOWAGIAC MI 49047
 Cell:

Work Description: REZONING PETITION

Stipulations:

Permit Item	Fee Basis	Fee Total
REZONING REQUEST	1.00	359.75

Invoice #:	00008458
Fee Total:	\$359.75
Amount Paid:	\$359.75
Balance Due:	0.00

 _____
Building Official **Applicant**

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that this permit will expire and become null and void if work is not started within 180 days at any time after work has commenced; and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code. I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of the State of Michigan and the City of Dowagiac. All information on the permit application is accurate to the best of my knowledge.

PAYMENT OF PERMIT FEE CONSTITUTES ACCEPTANCE OF THE ABOVE TERMS.

POST THIS PERMIT SO IT IS VISIBLE FROM THE STREET

Inspection Record

1. _____ 4. _____

2. _____ 5. _____

3. _____ 6. _____



REZONING PETITION

CITY OF DOWAGIAC

241 S. Front Street P.O. Box 430 Dowagiac, MI 49047
269.782.8427

Guidelines of the rezoning petition process:

- Applicant must complete and submit this petition along with a non-refundable \$359.75 fee to the Building Department
- The Building Department will place the petition on the Planning Commission agenda.
- State law requires that the request be published in a local newspaper at least 17 days prior to the scheduled meeting. The Planning Commission meets the first Monday of every month.
- The Planning Commission issues a recommendation to the Dowagiac City Council. City Council meetings are held the second and fourth Mondays of each month.
- The City Council shall give two readings, to review the applicant's request and Planning Commission's recommendation, prior to taking action.
- Typical time frame is about 60 days. It is recommended that the owner and/or his/her representative attend the Planning Commission hearings and the City Council hearings.

I (We), the above-named applicant(s) hereby petition the Dowagiac Planning Commission for a proposed amendment to the Dowagiac Zoning Code in accordance with Chapter 22, Section 22.5, Changes and Amendments.

1. **IDENTIFICATION**

Cash Credit/Debit Card Check # _____
(checks payable to City of Dowagiac)

Applicant Name: Michiana Church of Christ Telephone # 269 782 2233

Mailing Address: 504 E Prairie Road

City: Dowagiac State: MI Zip: 49047

Signature: [Handwritten Signature]

Agent for Owner Name: 574 274 6348 Telephone # 574 274 6348

Chester T Gamble

Mailing Address: 3996 Liberty St

City: Bremen State: IN Zip: 46506

Signature: [Handwritten Signature]

2. **PROPERTY LOCATION:** Property Address 504 E Prairie Road Lot # _____

Property Tax # 14-160- _____

3. **LEGAL RECORDED DESCRIPTION:** _____

4. CURRENTLY ZONED

- R-1, Low Density Residential District
- R-2, Medium Density Residential District
- R-3, Multi-Family Residential District
- R-4, Manufactured Home Park District
- O-S, Office Service District
- C-1, Neighborhood Business District
- C-2, Central Business District
- C-3, General Business District
- I-1, Light Industrial District
- I-2, Heavy Industrial District
- I-3, Industrial Park District
- PUD, Planned Unit Development District
- FP, Floodplain Overlay District

PROPOSED ZONING

- R-1, Low Density Residential District
- R-2, Medium Density Residential District
- R-3, Multi-Family Residential District
- R-4, Manufactured Home Park District
- O-S, Office Service District
- C-1, Neighborhood Business District
- C-2, Central Business District
- C-3, General Business District
- I-1, Light Industrial District
- I-2, Heavy Industrial District
- I-3, Industrial Park District
- PUD, Planned Unit Development District
- FP, Floodplain Overlay District

5. DESCRIBE USE OR USES OF THIS PROPERTY including access roadways and proposed off-street parking:

Church & Parking

6. USE OR USES WILL BE SERVED BY THE BELOW-DESCRIBED SEWAGE DISPOSAL AND WATER FACILITIES:

City sewer & water

7. THE SURFACE DRAINAGE OF THIS PROPOSED USE OR USES WILL BE HANDLED AS FOLLOWS:

New building & Parking hard surface to be offset by existing buildings and hard surfaces removed. Parking area to be gravel (except street drives and ADA spaces) to allow water to percolate. Drainage Patterns to have no significant changes.

8. PROPOSED REZONING IS COMPATIBLE WITH THE GOALS AND OBJECTIVES OF THE LAND USE PLAN AS OUTLINED IN THE FOLLOWING STATEMENT:

The rezoning will allow for new facilities to replace existing facilities for a church that provides services that are an asset to the community

9. IMPACT OF THIS PROPOSED USE OR USES ON SURROUNDING LANDS, BUILDINGS, AND LAND USE ZONES WILL BE AS FOLLOWS:

The rezoning allows for a new building to replace a old vacant building. The visual and use of the space will not impact existing drainage or access and will provide an asset to community

10. THE AFFECT OF THIS PROPOSED USE OR USES ON PUBLIC FACILITIES AND SERVICES WILL BE AS FOLLOWS:

The new building will use existing utilities and taps already existing for previous abandoned buildings.

11. ATTACHED AS AN APPENDIX IS EVIDENCE OF OUR INTEREST IN THE PROPERTY PROPOSED TO BE REZONED (I.E. LEASE AGREEMENT, WARRANTY DEED, QUIT CLAIM DEED, ETC.)

ATTACHED TO DOCUMENT

Resolution #4

July 13, 2015

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 to discuss the purchase of real property; and

WHEREAS, the Mayor and City Council desire to meet with the City Manager to discuss the aforementioned items.

NOW, THEREFORE, BE IT RESOLVED the City Council will hereby adjourn to closed session to discuss the purchase of real property.

ADOPTED/REJECTED

Moved by:

Seconded by:

Ayes:

Nays:

Absent:

Abstain:

Jane P. Wilson, City Clerk