



## REGULAR MEETING OF THE DOWAGIAC CITY COUNCIL

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

Monday, August 10, 2015, 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 – July 27, 2015

QUESTIONS FROM CITY COUNCIL –

COMMENTS FROM THE AUDIENCE (NON-AGENDA) –

COMMENTS FROM THE AUDIENCE (AGENDA) –

COMMUNICATIONS – 25<sup>th</sup> Annual Rod & Roll Classic Car Show

RESOLUTIONS –

1. Resolution to appoint representation to Jarrid Bradford as the employee delegate and Patty Klug as the employee alternate delegate to the Michigan Employee Retirement System (MERS) annual meeting.
2. Resolution to authorize the 2015 Project Authorization Capital Purchase of a Dial-A-Ride bus.
3. Resolution to authorize the submittal of a proposal to designate Riverside Drive extension a City Major street within the National Functional Classification System for public roads.
4. Resolution to authorize and direct the City Treasurer to pay the following bills and payroll due:  
(Roll Call)

BILLS  
\$139,277.24

PAYROLL  
\$116,028.42

TOTAL  
\$255,305.66

COMMENTS FROM CITY OFFICIALS –

ADJOURNMENT –

Kevin P. Anderson  
City Manager

Attachments

## DOWAGIAC CITY COUNCIL MEETING

Monday, July 27, 2015

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

**ABSENT:** None

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

Councilmember Dodd moved and Councilmember Laylin seconded that the minutes of the July 13, 2015 meeting be approved.

Approved unanimously.

### APPOINTMENTS

Recommended by the Mayor and offered by the Mayor Pro-Tem. The proposed appointments were as follows:

#### **Russom Park Board**

- Appoint Lori Hunt for a term expiring July 2017
- Appoint Jim Benedix for a term expiring July 2017
- Appoint Rose Scherr for a term expiring July 2017

### RESOLUTIONS

1. Resolution to authorize setting a public hearing on August 10, 2015 to consider declaring 226 High Street a public nuisance.

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

**WHEREAS**, the City Council has received and considered a report from the City's Building Official relating to the following-described property and premises within the City of Dowagiac, County of Cass, State of Michigan:

**226 E HIGH ST**

**Tax # 14-160-100-235-00**

**Described as follows: . DW 460A FRM A PT 209.7 FT N & 34.17 FT N 75  
DEG W FRM W 1/4 POST SEC 6, LAGRANGE TWP,**

DOWAGIAC CITY COUNCIL MEETING

Monday, July 27, 2015

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**MEAS N 75 DEG W ALG CEN DOW CRK 138.23 FT TO PL OF BEG OF LAND HERE DESC. TH N 60 DEG W ALG CEN SD CRK 145.8 FT TO CEN JUDD'S MILL RACE, TH N 21 DEG 17' E ALG CEN SD MILL RACE 107.05 FT, TH N 31 DEG 48' E 164.35 FT TO SLY LINE HIGH ST, TH S 60 DEG 31' E ALG SD SLY LINE HIGH ST 100 FT, TH S 17 DEG 57' W 277.4 FT TO PL OF BEG. SEC 1 UNPLATTED POKAGON. CITY OF DOWAGIAC.**

**WHEREAS**, it appears to the City Council that the condition of the property described above may constitute a nuisance as defined by Chapter 38; Article II, Sections 38-41, 38-42, 38-43 and 38-45, justifying abatement by the City pursuant to the powers granted in Chapter 12 of the City Charter and procedures set forth in Chapter 38 of the Code of Ordinances of the City of Dowagiac; and,

**WHEREAS**, the City Council believes it is warranted in conducting a public hearing and investigation pursuant to such provisions of Chapter 38 of said Code for the purpose of ascertaining and determining for itself whether such condition or conditions exist.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Dowagiac will conduct a public hearing and investigation on August 10, 2015 at 7:00p.m. in the City Council Chambers, Dowagiac City Hall, for the purposes and according to the procedures referred to above; and,

**BE IT FURTHER RESOLVED** that the City Clerk is hereby directed to:

1. Notify, by certified mail directed to the last known address, persons known to have an interest in the property described above and all property owners thereof according to the most recent City Assessor's records, at least ten (10) days in advance of the date herein set for such hearing and investigation.

2. Cause a notice to be published in the *Dowagiac Daily News* at least ten (10) days in advance of said hearing. Then notice herein required shall include time and place of said hearing and legal description and address of the property involved, and specify in what respects said property may constitute a nuisance within the meaning of Chapter 38, Sections 38-41, 38-42, 38-43 and 38-45.

3. Provide for the recording of such hearings.

APPROVED unanimously.

2. Resolution to authorize setting a public hearing on August 10, 2015 to consider declaring 303 Walnut Street a public nuisance.

DOWAGIAC CITY COUNCIL MEETING

Monday, July 27, 2015

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

**WHEREAS**, the City Council has received and considered a report from the City's Building Official relating to the following-described property and premises within the City of Dowagiac, County of Cass, State of Michigan:

**303 WALNUT ST**

**Tax # 14-160-100-685-00**

**Described as follows: . DW 1626 LOT 62 B. MC CONNELL'S ADD CITY OF DOWAGIAC.**

**WHEREAS**, it appears to the City Council that the condition of the property described above may constitute a nuisance as defined by Chapter 38; Article II, Sections 38-41, 38-42, 38-43 and 38-45, justifying abatement by the City pursuant to the powers granted in Chapter 12 of the City Charter and procedures set forth in Chapter 38 of the Code of Ordinances of the City of Dowagiac; and,

**WHEREAS**, the City Council believes it is warranted in conducting a public hearing and investigation pursuant to such provisions of Chapter 38 of said Code for the purpose of ascertaining and determining for itself whether such condition or conditions exist.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Dowagiac will conduct a public hearing and investigation on August 10, 2015 at 7:00 p.m. in the City Council Chambers, Dowagiac City Hall, for the purposes and according to the procedures referred to above; and,

**BE IT FURTHER RESOLVED** that the City Clerk is hereby directed to:

1. Notify, by certified mail directed to the last known address, persons known to have an interest in the property described above and all property owners thereof according to the most recent City Assessor's records, at least ten (10) days in advance of the date herein set for such hearing and investigation.

2. Cause a notice to be published in the *Dowagiac Daily News* at least ten (10) days in advance of said hearing. Then notice herein required shall include time and place of said hearing and legal description and address of the property involved, and specify in what respects said property may constitute a nuisance within the meaning of Chapter 38, Sections 38-41, 38-42, 38-43 and 38-45.

3. Provide for the recording of such hearings.

## DOWAGIAC CITY COUNCIL MEETING

Monday, July 27, 2015

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### 3. Resolution of support for the Lake Michigan Trails Network.

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

#### **Lake Michigan Trails Network** RESOLUTION OF SUPPORT

**Whereas**, the City of Dowagiac is committed to the "Lake Michigan Trails Network," a partnership of advocates and stakeholders developing and promoting water, biking, hiking, and automobile routes and trails around Lake Michigan while enhancing environmental, economic, and health benefits for residents and visitors; and

**Whereas**, the "Lake Michigan Trails Network" fosters partnerships between planners, trail managers and users, landowners, business owners, tourism agencies, government agencies and advocacy groups in all four shoreline states to plan and build trails and amenities, and share knowledge, successes, methods and challenges, to aid the development of projects; and

**Whereas**, the "Lake Michigan Trails Network" recommends linking trails together, gaining cooperation to encourage regional collaboration, and create a partnership that will provide transportation, recreation and community benefits aimed at enhancing the quality of life; and

**Whereas**, many communities, agencies, and trail advocates in the region have taken a lead in planning and/or building local trails, and those efforts can be greatly enhanced by being connected to the larger Lake Michigan Trails with a strong brand marketed to encourage tourism; and

**Whereas**, trails are freely accessible community assets offering opportunities for transportation, recreation and exercise to everyone and provide safe places for people to experience a sense of community and create stronger social and family ties; and

**Whereas**, trails have significant impact on the health and economic viability of the region through encouraging active lifestyles, increased tourism revenue, enhanced property values, as well as enhanced ability to attract and retain businesses to the region due to improved quality of life; and

**Whereas**, the "Lake Michigan Trails Network" provides the foundation for a long-term strategy that will continue to grow and to provide invaluable resources for future generations; and

**Now**, therefore, be it resolved that the City of Dowagiac is committed to the promotion and continued development of the "Lake Michigan Trails Network" and in concept to working with neighboring communities to plan, design, build and maintain a system of trails that will connect our communities, people and special regional points of interest for years to come.

DOWAGIAC CITY COUNCIL MEETING

Monday, July 27, 2015  
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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 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 7/23/15 and payroll #22:

Invoices \$990,111.42      PR #22 \$179,694.43      Total \$1,169,805.85

**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	\$297,719.34	\$771,612.44

ADOPTED on a roll call vote.

Ayes: Six (6) Burling, Dodd, Hunt, Laylin, Lucas, Schuur

Nays: None (0)

Absent: None (0)

Abstain: None (0)

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-----**

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:

DOWAGIAC CITY COUNCIL MEETING

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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.

July 13, 2015      Moved by: Burling    Seconded by: Laylin

July 27, 2015      ADOPTED on a roll call vote.

Ayes: Six (6) Burling, Dodd, Hunt, Laylin, Lucas, Schuur

Nays: None (0)

Absent: None (0)

Abstain: None (0)

ADJOURNMENT

Upon motion by Councilmember Laylin and seconded by Councilmember Schuur, the Dowagiac City Council adjourned at 7:13 PM.

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Donald D. Lyons, Mayor

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Jane P. Wilson, City Clerk

**EVENTS APPROVAL FORM**

Event: Rod & Roll Classic Auto Show  
Date: Saturday, August 15, 2015  
Sponsoring Organization: Chamber of Commerce  
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: \_\_\_\_\_

Signature Steve L. Hummel Date 7/29/15

**DEPARTMENT OF PUBLIC SERVICES:**

Approval  Approval with conditions  Denial

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

Signature James Bradford Date 7-29-15

**FINANCE DEPARTMENT:**

Approval       Approval with conditions       Denial

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

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

**DOWNTOWN DEVELOPMENT AUTHORITY:**

Approval       Approval with conditions       Denial

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

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



# Chamber of Commerce & DDA

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

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

July 28, 2015

Mayor Don Lyons & Council Members  
241 S. Front  
Dowagiac, Michigan 49047

Dear Mayor & City Council Members:

The Greater Dowagiac Chamber of Commerce on Saturday, August 15, will host its 25th-annual Rod & Roll Classic Auto Show. In addition to the auto show, we plan to offer a Lions Club pancake breakfast, afternoon barbecue, music from the 1950s and 60s, Tailgate Flea Market and in-store games.

On behalf of the Chamber of Commerce and our event chairmen, **I am seeking permission from Council to:**

- Park the classic autos on Front, from Division to Main; on Commercial, from Front to Penn; and on Beeson Street. Autos will be parked on both sides of the road, leaving room for an emergency lane down the middle.
- For the overflow of vehicles we would also like to utilize the city parking lot, between Twistee's and Front Street Crossing and the north side of Main Street, from D&R Sports to Penn Avenue. If these areas are not needed, they will be re-opened by 1:30 p.m. The section of Main, noted above, however, would remain closed and would also be used for the line-up of the parade of winners.
- Utilize the parking lot at Main & Penn for participants to park their rigs, who are trucking in their show vehicles.
- Use the Beckwith Park for the Tailgate Flea Market.
- Utilize the Haggin-Wimberley Memorial Bandstand for the disc jockey and auto registration site.
- Use Commercial Street, adjacent to FitStop, for the festival tent and food vendors.
- Have merchant sidewalk sales, if desired by individual retailers.
- Place three port-a-johns in the downtown for visitors and show participants.
- Utilize electric from the service panels at the Beckwith Park.
- Install temporary event & date signage at major intersections the week prior to the event. Signage will be no larger than a typical real estate sign and will be removed at the conclusion of the show.
- Install directional signage the day of the show to direct auto owners to the registration area. Signage will be no larger than a typical real estate sign and will be removed at the conclusion of the show.

**In preparation for the show, I am also requesting the assistance of city crews to:**

- place written notices on the windshields of cars that are parked downtown overnight, to alert auto owners:
  - of the upcoming festival & closure of the aforementioned streets by 5 a.m. on Saturday;
  - of the need to park their vehicles elsewhere on Friday evening and Saturday;
  - that any vehicles left in the show area Saturday morning will be towed, at the owner's expense, by a licensed towing company hired by the Chamber of Commerce.
- clean Front Street, if possible, with the street sweeper prior to the show.
- supply & set up barricades to close the aforementioned areas. We will also need 3 barricades in front of the dry cleansers.
- and transport eight to 10 of the City's picnic tables to & from the show, leaving them on the sidewalk adjacent to Underwood Shoes, where the tent vendor will then put them in place, once the tent is situated.

Thank you for the city's continuing assistance and support of the Chamber of Commerce and its activities. Should you have any questions, feel free to phone my office. We hope you can join us on August 15 for this wonderful community event!

Sincerely,

Vickie Phillipson, Chamber of Commerce & DDA Program Director

Located in the Historic Dowagiac Train Depot  
200 Depot Drive, Dowagiac, Michigan 49047 269.782.8212

# DOWAGIAC

## Rod & Roll Classic Auto Show 2015



Downtown  
Saturday August 15

7-11 am...Lions Club Pancake Breakfast at the tent on Commercial St.

7-11 am.....On-site vehicle registration opens at the Gazebo

8-Noon.....Voting by show participants. **Must be present to win.**

8 -3:30 pm...Tailgate Market at Beckwith Park Gazebo

8 – 1pm.....Sustainable Recycling/ PADNOS Crunched Car Contest

9 – 2 pm....Farm & Artisan Market @History Museum  
on West Railroad Drive

9 - 3 pm.....Oldies Music Presented by DJ Bill Craft

10- 1pm.....In-store games, contests and prizes for participants

**1 to 2 pm...Car Show award winners will be notified and given  
instructions on where to line up for trophy presentation ride.**

2:30 – 3 pm.....25th Annual Trophy Ride\*

\*For safety reasons, please do not pull your vehicle out of show  
area until after the trophies are presented.

## Show Sponsors

### Corporate Sponsor

Kemner-Iott Insurance Agency

### Trophy Sponsors

Creative Vinyl Signs      Jim D's Body Shop  
Flint's Auto Repair      John & Curt's Brake & Alignment  
Honor Credit Union      Steinman's Shell  
In Memory of Cory Simmons      True's Towing  
Wolverine Mutual Insurance Co.

### Dash Plaque Sponsors

Drs. Charles Burling and Jon Gillesby, DDS  
JAC Custom Pouches Inc.

### Mug Sponsors

Creative Vinyl  
CWimberley Automotive Group  
Imperial Furniture  
Mahar Insurance  
True's Towing

**2015 event shirts are sponsored by the  
businesses featured on the back.**

AN ANNUAL EVENT OF THE GREATER DOWAGIAC  
CHAMBER OF COMMERCE 269.782.8212  
[www.Dowagiacchamber.com](http://www.Dowagiacchamber.com)

# DOWAGIAC

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***CITY OF DOWAGIAC***

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

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

***DATE:*** August 7, 2015

***SUBJECT:*** Appointment of MERS Delegates

---

A resolution is on Monday's agenda appointing employee and officer delegates to represent the City of Dowagiac at the Michigan Employee Retirement System (MERS) annual meeting. A secret ballot election was held by employees to select their Delegate. The employees have elected Jarrid Bradford as the employee delegate and Patty Klug as the employee alternate delegate. As City Manager, I appoint the officer delegates. As Assistant City Manager, Rozanne Scherr will serve as officer delegate and Finance Director Becky Grabemeyer will be the officer alternate delegate.

**RECOMMENDATION**

Approve the resolution appointing employee and officer delegates to represent the City of Dowagiac at the MERS annual meeting.

Support Documents:

- Cover Memo-City Mgr.
- Resolution
- Supplemental Information

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

**WHEREAS**, the City of Dowagiac has been a member of the Michigan Municipal Employees Retirement System (MERS) since October 1, 1987; and

**WHEREAS**, in accordance with the provision of the State Retirement Act, all MERS members may be represented at a State MERS Meeting held annually; and

**WHEREAS**, this same statute provides that participating member municipalities are to be represented by one officer (administrative), as well as one municipal employee (non-administrative); and

**WHEREAS**, the employee delegate and his/her alternate must be selected by secret ballot of the employees who are members of the Retirement System; and

**WHEREAS**, the results of an election tabulated August 7, 2015, member employees elected Jarrid Bradford as their delegate and Patty Klug as their alternate delegate.

**NOW, THEREFORE, BE IT RESOLVED** that Assistant City Manager Rozanne Scherr be appointed the officer delegate and Finance Director Rebecca Grabemeyer be appointed alternate officer delegate.

**BE IT FURTHER RESOLVED** that Jarrid Bradford be appointed employee delegate and Patty Klug be appointed alternate employee delegate.

**BE IT FURTHER RESOLVED** that the two appointed delegates, and in their absence the alternate delegates, be authorized to attend the annual meeting of MERS and vote on behalf of participating City of Dowagiac employees.

ADOPTED/REJECTED



**Municipal Employees' Retirement System of Michigan**  
 1134 Municipal Way • Lansing, MI 48917  
 800.767.MERS (6377) • Fax: 517.703.9707  
 www.mersofmich.com

## 2015 Officer and Employee Delegate Certification Form

MERS 69<sup>th</sup> Annual Conference | October 8-9, 2015 | Amway Grand Hotel, Grand Rapids

Please print clearly • Retain a copy for your records

**IMPORTANT:** A **voting delegate** registered to attend the **MERS Annual Conference** is **NOT** confirmed to have voting rights until this form has been received by MERS.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

**If you are not attending MERS Annual Conference, you do not need to submit this form.**

### 1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name

*Rozanne Scherr*

Officer Alternate name

*Becky Grabemeyer*

Officer delegate and alternate listed above were appointed to serve at the 2015 MERS Annual Conference by official action of the governing body (or chief judge for a participating court) on August 10, 2015.

### 2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name

*Jannid Bradford*

Employee Alternate name

*Patty Klug*

Employee delegate and alternate listed above were elected to serve at the 2015 MERS Annual Conference by secret ballot election conducted by an authorized officer on August 7, 2015.

### 3. Certification

*NOTE:* Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court, and municipality number provided in space at the bottom of certification box.

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for employee delegate and alternate are true and correct.

Employer/municipality name*		Municipality number*	Email address	
<i>City of Dowagiac</i>		<i>1401</i>	<i>rscherne@dowagiac.org</i>	
Employer address	Employer city	Employer state	Employer zip code	
<i>241 S. Front St.</i>	<i>Dowagiac</i>	<i>MI</i>	<i>49047</i>	
Signature of authorized authority*		Printed name		
Title of authorized authority*		Date		

\* Required field

*CITY OF DOWAGIAC*

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

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

**DATE:** August 7, 2015

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

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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 5311 Capital Formula Grants for Rural Areas Program/Congestion Mitigation and Air Quality Improvement 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 5311 Capital Formula Grants for Rural Areas Program/Congestion Mitigation and Air Quality Improvement 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**

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**TO: Kevin Anderson**

**FROM: Rozanne Scherr, HR Director/Assistant City Manager**

**DATE: August 5, 2015**

**RE: DART Project Authorization for Bus Purchase**

---

Attached are the original DART Project Authorizations dated July 9, 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 Section 5311 Capital Formula Grants for Rural Area Programs/Congestion Mitigation and Air Quality Improvement Program in the amount of \$52,000 Federal and \$13,000 State funding. The grant is for the replacement of DART bus #330 (model year 2008). This bus was purchased with federal grant funding in 2007 and was eligible for replacement in 2013.

As you will recall, in July 2015, Council approved a project authorization for bus #110 with Federal Section 5339 grant funds.

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

# ***CITY OF DOWAGIAC***

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

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

**DATE:** August 4, 2015

**SUBJECT:** Highway National Functional Classification Review & Update

---

After each US Census, the Federal Highway Administration has each state coordinate a statewide review of the entire highway/roadway system with the responsible public road agency officials from each City and County Road Commission. This is known as the National Functional Classification (NFC) review process. The review includes ensuring proper classification of existing roads and the inclusion of new roads from the last NFC.

For the post-2010 Census Statewide Review, a revision is required to add the extension of Riverside Drive to Mathews Road. Included in this packet are the required materials for submission of this revision to MDOT, including a resolution by City Council approving the revision to the NFC. Inclusion of the extension of Riverside Drive will allow for the appropriation of Act 51 funding for future repairs to the roadways as necessary.

## RECOMMENDATION

Approve the National Functional Classification Resolution to include the extension of Riverside Drive to Mathews Road.

### Support Documents:

- Cover Memo-City Manager
- Resolution
- NFC Documents

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

WHEREAS, the National Functional Classification is a federal grouping system for public roads which requires periodic statewide review of the entire system with the responsible public road agency officials, and;

WHEREAS, Cities and Villages, along with all Michigan County Road Commissions, were asked to work cooperatively with the Michigan Department of Transportation (MDOT) in defining the National Functional Classification System, and;

WHEREAS, the last National Functional Classification System for the State of Michigan was implemented in 2000, and;

WHEREAS, City administration will submit a proposed NFC revision to MDOT for inclusion of the extension of Riverside Drive to Mathews Street with a designation of City Major, consistent with the current designation of Riverside Drive.

NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by the affirmative vote of its City Council, does hereby adopt and approve the revision of the National Functional Classification Update and Revision as illustrated on the attached map.

ADOPTED/REJECTED



THE CITY OF  
**DOWAGIAC**

CREATING  
TOMORROW

August 4, 2015

Michigan Dept. of Transportation  
Mr. Michael Toth, Transportation Planner  
Asset Management Division  
425 West Ottawa Street  
PO Box 30050  
Lansing, MI 48909  
Mail Code: B340

RE: NFC Revision – Riverside Drive Extension

Dear Mr. Toth:

Attached for your review and formal inclusion into the National Functional Classification for roadways is information relating to the Riverside Drive Extension including Attachment 4 Resolution, Attachment 5 Worksheet, Traffic Count for the affected area from the Southwest Michigan Planning Commission, and a Map showing the new road extension.

As indicated in the narrative description in the worksheet this roadway extension is needed to connect an existing City Major road (Riverside Drive) to a county road (Mathews Road) to provide secondary access for safety purposes to an existing school and also to provide additional access to health services, the business district and shopping in the downtown.

Should you have any questions after reviewing this information please do not hesitate to contact me.

Sincerely,

Kevin P. Anderson  
City Manager

KPA:rhs

Enc.

Attachment 4

MICHIGAN DEPARTMENT OF TRANSPORTATION

STATEMENT OF AGREEMENT
FOR
NATIONAL FUNCTIONAL CLASSIFICATION
UPDATE AND REVISION

Section 470.105(b) (1) of Title 23 - Code of Federal Regulations state that "the State transportation agency [Michigan Department of Transportation] shall have the primary responsibility for developing and updating a statewide highway functional classification in rural and urban areas to determine functional usage of the existing roads and streets...The state shall cooperate with responsible local officials...in developing and updating the functional classification."

The undersigned hereby certify that these provisions have been complied with in developing and updating the highway functional classification for (insert names as needed) or certify no changes in functional classification are required at this time:

- [X] Proposed NFC revisions have been requested.
[] After reviewing the materials and the current NFC, no revisions are proposed.

City of Dowagiac, Michigan
City or Village

Cass County
County

OR

Metropolitan Planning Organization

Kevin P. Anderson, City Manager, City of Dowagiac

Name Title/Agency Date

Donald D. Lyons, Mayor, City of Dowagiac

Name Title/Agency Date

Name Title/Agency Date

Name Title/Agency Date

[copy and add more pages as needed]

**Attachment 5 Worksheet:  
National Functional Classification (NFC)  
Worksheet: Request to Revise NFC**

**Worksheet Date:** 7/8/2015  
**Part 1: Basic Data**

**Worksheet and NFC Revision Process**

Agencies	Michigan Department of Transportation (MDOT)	Federal Highway Administration (FHWA)
> Completes Parts 1 and 2 of the worksheet > Provide meeting minutes or letterhead of approval from all involved agencies of request. > Provides additional information to MDOT upon request	> Reviews the <b>worksheet</b> , requests additional information if needed, provides statewide system analysis as appropriate > <b>CONCURS</b> with request: Forwards <b>worksheet</b> and supporting information to FHWA > <b>DOES NOT CONCUR</b> with request: Provides a written explanation to Responsible Official. > Notifies Responsible Official, and other affected parties, of FHWA action > Updates official NFC maps and databases with FHWA approved NFC revisions	> Reviews the <b>worksheet</b> and other supporting information > > Approves or denies the request to revise NFC

For more information, contact Michael Toth, Transportation Planner, MDOT, at 517-335-2932 or [tothm@michigan.gov](mailto:tothm@michigan.gov) or write to Mike Toth at MDOT, Asset Management Section, 425 West Ottawa St, Lansing MI 48909

**Responsible Official:** Metropolitan Planning Organization (MPO) or County Road Commission (CRC) including for rural Act 51 City/Village's or the Act 51 agency not in prior two choices.

Responsible Official/Contact Person	Mailing Address	Telephone Number/Email
Jim Bradford, DPS Director City of Dowagiac	PO Box 430 Dowagiac MI 49047	(269)782-8200 jbradford@dowagiac.org

Act 51 Agency/Contact Person	Mailing Address	Telephone Number/Email
Jim Bradford, DPS Director (Streets Admin)	Same as above	Same as above

ROUTE NAME*	From	To	Length
Riverside Extension to Mathews Rd	Dowagiac Middle School	Mathews Road	1500 ft

\*One revision per worksheet. Route may be a series of connected road names forming one route. Please hit your "Enter" button after the "box" to add more.

Existing NFC	Proposed NFC	Map ID	Future (unbuilt) Road?
None	Minor Arterial /City Major		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (it is an existing road)

Please hit your "Enter" button after the "box" to add more lines.

**TRAFFIC VOLUME INFORMATION – Recent 48 hour classification counts per route with hourly breakdown.\*\***

Average Daily Traffic (ADT)	Percent Commercial	Other (e.g., count duration, direction(s) – N only, N/S etc.)
831		one week, E/W

Year	Location (or mark on map as needed)	Source (e.g., agency, consultant, etc.)
2015	Mathews Rd E of Wilber Hill Rd	Southwest Michigan Planning Commission

\*\*Traffic count summary and detail electronic files must be submitted in MI-Formats.

**SUPPORTING INFORMATION**

Maps	Other
attached	

Provide a narrative description of how the road or route functions according to its proposed NFC. Include details *specific and/or unique* to this road or route. This is the justification for the proposed NFC.

*Example: "72<sup>nd</sup> Ave./Industrial Dr./6<sup>th</sup> St. Route: The proposed rural minor collector route serves the Village Industrial Park. This park has 19 businesses currently in operation, mostly in the areas of light industry and manufacturing. Township traffic from the northwest enters the Village along Industrial Drive at 72<sup>nd</sup> Avenue. This traffic continues along 6<sup>th</sup> Street to County Drive, in order to access the business district, medical facilities, and the public school system. Commercial traffic from the Industrial Park uses 72<sup>nd</sup> Avenue both for ingress and egress, given its proximity to the interchange of Village Road with US-31. Planned improvements to Industrial Drive and 72<sup>nd</sup> Avenue will increase the use of this route as it attracts more growth to the area. The rural minor collector designation is suggested for this route since this will form a continuation of the rural minor collector route along Woodrow Road (6<sup>th</sup> Street within the Village). This designation also serves to contrast the more local nature of the 72<sup>nd</sup> Ave./Industrial Dr./6<sup>th</sup> St. route with the county-wide rural major collector routes along Village Road and County Drive."*

**Narrative Description:**

Riverside Drive Extension to Mathews Road: The proposed City Major route will serve the southeast section of the City and a portion of the township. This area contains a community college, a tribal Community Center, Elder Housing and other tribal housing, and will also provide a second access to Dowagiac Middle School. Township traffic from the community college and the tribal properties can enter the city from Mathews Road onto Riverside Drive Extension, continuing along Riverside to Hill Street, Cass Avenue/High Street to downtown medical facilities, business district and shopping. Riverside Drive Extension to Mathews Road provides a secondary access to the school for safety/emergency response if needed. Designation as a City Major is suggested for this route as this will form a continuation of the existing designation for Riverside Drive.

**Statewide System Analysis - MDOT use only**

Appropriate to type of area (rural, urban, etc.) and proposed function	Connectivity	<input type="checkbox"/> Yes <input type="checkbox"/> No (explain)
	Spacing	<input type="checkbox"/> Yes <input type="checkbox"/> No (explain)
	Traffic Volumes	<input type="checkbox"/> Yes <input type="checkbox"/> No (explain)
	Service Provided	<input type="checkbox"/> Yes <input type="checkbox"/> No (explain)
Statewide/Local Percentage Guidelines	<input type="checkbox"/> Within <input type="checkbox"/> Exceed (explain) / <input type="checkbox"/> Within <input type="checkbox"/> Exceed (explain)	
Future Route Funding	<input type="checkbox"/> Yes <input type="checkbox"/> No (explain)	
Act 51 Legal System	State trunkline <input type="checkbox"/> County Primary <input type="checkbox"/> City Major <input type="checkbox"/> Other (explain)	

**FHWA Action**

**Date of FHWA Action**

<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> Other (Explain)	
--	--

# Southwest Michigan Planning Commission

## 376 W Main St. Suite 130

### Benton Harbor, MI 49022-3651

Dowagiac  
5.17.15

Site Code: C0251715MATHE1  
Mathews Rd.  
E of Wilbur Hill Rd.

Latitude: 0' 0.0000 Undefined  
Longitude: 0' 0.0000 Undefined

Start Time	18-May-15		Tue		Wed		Thu		Fri		Sat		Sun		Week Average	
	West	East	West	East	West	East	West	East	West	East	West	East	West	East	West	East
12:00 AM	1	1	10	1	5	1	3	1	3	0	10	7	7	3	6	2
01:00	0	0	2	0	2	3	0	1	2	2	2	2	0	0	0	1
02:00	0	1	3	0	4	2	3	4	3	1	1	1	2	2	2	2
03:00	0	0	5	1	3	0	1	0	1	0	0	2	1	3	1	1
04:00	5	5	2	4	5	3	3	5	3	3	3	3	2	1	4	3
05:00	3	8	7	6	7	3	2	3	2	4	0	1	0	0	3	3
06:00	20	16	20	15	12	12	23	20	23	6	0	1	6	3	15	9
07:00	35	27	31	26	32	21	30	24	30	19	10	2	5	0	23	18
08:00	51	26	34	26	23	17	20	17	20	10	25	14	23	8	29	18
09:00	30	18	22	19	25	20	21	17	21	17	22	9	27	10	23	15
10:00	35	15	18	12	29	22	22	23	22	11	32	15	15	16	25	15
11:00	35	12	35	19	20	11	38	40	38	17	29	24	15	16	28	13
12:00 PM	41	29	35	26	31	36	43	36	34	25	36	16	0	0	26	26
01:00	28	17	25	23	20	13	28	25	28	20	22	20	*	*	37	26
02:00	37	21	56	30	51	26	34	28	50	36	26	18	*	*	42	19
03:00	62	33	90	30	69	23	62	23	30	36	32	19	*	*	58	25
04:00	45	31	55	33	54	27	41	30	60	21	27	15	*	*	47	28
05:00	52	33	54	40	44	24	51	28	49	24	31	16	*	*	47	28
06:00	26	11	38	18	15	15	28	18	28	15	25	12	*	*	27	15
07:00	28	22	19	15	13	13	20	12	28	22	9	8	*	*	20	15
08:00	27	15	29	16	26	19	16	19	8	9	12	13	*	*	20	15
09:00	19	7	16	10	7	10	19	19	8	12	22	16	*	*	15	12
10:00	10	4	12	13	8	3	8	8	12	17	15	7	*	*	11	9
11:00	3	1	6	8	4	2	5	8	8	8	13	8	*	*	6	6
Lane	593	353	624	391	528	338	517	337	511	328	408	249	88	46	519	325
Day	946		1015		866		854		839		657		134		844	
AM Peak	08:00	07:00	11:00	07:00	10:00	07:00	11:00	07:00	11:00	07:00	10:00	11:00	09:00	10:00	08:00	07:00
Vol.	51	27	35	26	29	32	40	21	38	19	32	24	27	16	29	18
PM Peak	15:00	15:00	15:00	17:00	15:00	16:00	15:00	12:00	16:00	14:00	12:00	13:00	-	-	15:00	16:00
Vol.	62	33	90	40	69	27	62	36	60	36	36	20	-	-	58	28

Comb. Total 946  
ADT 831

1015  
AADT 831

866  
854  
839  
657  
719

1429



TRAFFIC  
COUNT

Middle  
School

NEED

Riverside St

Vineyard Place Dr

Dogwood Cir

Kekyajek Odanek Rd

TRIBAL  
HOUSING  
AND COMMUNITY  
CENTER

Dailey Rd

Dailey Rd

Comm.  
College

Melrose St

Dowagiac

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 -	\$139,277.24
Payroll #23 - week ending 8/2/15	\$116,028.42
	<hr/>
Total	\$255,305.66

**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>
\$139,277.24	\$116,028.42	\$255,305.66

Ayes:

Nays:

Absent:

Abstain:

Jane P. Wilson, City Clerk

Vendor		Description	Amount
1ST CHOICE AUTOMOTIVE	0008503	EVALUATE/RECHARGE A/C #4	94.88
ABSOPURE WATER COMPANY	83682290	BOTTLED WATER - 26461 NUBOUR	64.50
ABSOPURE WATER COMPANY	83682291	BOTTLED WATER/DEPOSIT - 26688 NUBOUR	71.25
ABSOPURE WATER COMPANY	83682287	BOTTLED WATER/DEPOSIT - 25830 NUBOUR	23.00
ACCOUNTING CONSULTANTS, PC	1000	FIXED ASSET LISTING 7/06/15	66.00
AUSRA EQUIPMENT & SUPPLY, INC	IN82770	REPAIR PARTS FOR CEM TRACTOR	104.75
AUTOMATED ENERGY, INC	20765	AMERIWOOD METER SUBSCRIPTION	1,260.00
AUTOZONE	2141579861	SUPPLIES	29.22
BRADFORD, JARRID	287248950627	CELL PHONE REIMBURSMENT 6/7 - 7/6/15	60.00
BS&A SOFTWARE, INC	102471	ASSESSING SOFTWARE - ANNUAL SUBSCRIPTION	1,187.00
CANNIFF, JUSTIN	08/04/2015	UB refund for account: 15-1625-2	56.55
CASS OUTDOOR POWER EQUIPMENT, INC	110914	STIHL GAS MIX/BAR OIL	84.36
CASUAL TEES, INC	3726	FIRE DEPT SHIRTS	329.00
CINTAS LOCATION #336	5003148165	FIRST AID KIT SERVICE	16.32
CITY OF DOWAGIAC	14-160-200-224-00	2015 SUMMER TAX BILL - TWISTEE'S	263.73
CITY OF DOWAGIAC	14-160-300-076-00	2015 SUMMER TAX BILL - 101 CASS AVE	813.68
CITY OF DOWAGIAC	14-160-200-003-00	2015 SUMMER TAX BILL - 309 W DIVISION	62.06
CITY OF DOWAGIAC	14-160-100-270-00	2015 SUMMER TAX BILL - 400 JOHNSON ST	18.62
CITY OF DOWAGIAC	14-160-100-196-00	2015 SUMMER TAX BILL - 518 WALNUT ST	21.62
CITY OF DOWAGIAC	14-160-100-146-00	2015 SUMMER TAX BILL - WALNUT ST	54.43
CITY OF DOWAGIAC	14-160-300-880-00	2015 SUMMER TAX BILL - 200 E DIVISION ST	1,015.81
CITY OF DOWAGIAC	14-160-100-089-00	2015 SUMMER TAX BILL - 305 PENNSYLVANIA	611.38
CIVIC SYSTEMS, LLC	CVC13029	SEMI-ANNUAL SUPPORT FEE	293.00
CREATIVE VINYL SIGNS, INC.	29759	VOLUNTEER NAME BADGES	23.52
DICKSON WRIGHT PLLC	1013624	2015 SANITARY SEWER BONDS	16,750.00
DOUBLEDAY OFFICE PRODUCTS, INC	166301I	INDEX TABS	11.85
DUNIVAN, MICHELE L	08/04/2015	UB refund for account: 06-0991-3	280.00
EAST JORDAN IRON WORKS, INC	3857536	SPRUCE ST INLET REPAIR	105.70
EDDIE WAINWRIGHT	8/3/15	PLUMB/MECH INSPECTIONS JULY 2015	1,525.20
ETNA SUPPLY	S101471565.001	WATER STOCK MATERIALS & SUPPLIES	1,627.21
EVANS, GUY	S1860JK3	REIMBURSE FOR WASHER INSTALL MATERIAL	56.82
FAIN, IONA	08/04/2015	UB refund for account: 11-1700-32	87.20
FLEETMATICS USA, LLC	IN684940	VEHICLE TRACKING SERVICE	40.00
FRONTIER	23118907970401035	PHONE SERVICE 6/20 - 7/19	1,821.47
GALLS, INC	003857431	UNIFORMS	55.61
GEMPLER'S	SI01772830	EAR PLUGS	97.70
GEMPLER'S	SI01773050	GLOVES	23.70
GOLLNICK, JEFF	8/3/15	REIMBURSEMENT - CERT UPDATE FOR CAR SEAT	15.00
GRAMES TIRE & BATTERY, INC	4444	TIRE RE-MOUNT (PD VEH #121)	19.00
GRAMES TIRE & BATTERY, INC	4427	TIRE CHANGE #9	30.00
HAAS ALARMS AND SERVICE, INC	064499	WWTP/WTP ALARM SYS CONFIG	70.00
HALE'S HARDWARE, INC	B85193	SUPPLIES	12.78
HALE'S HARDWARE, INC	D80876	MATERIAL FOR GEAR WASHER INSTALL	9.29
HALE'S HARDWARE, INC	C117406	MATERIAL FOR GEAR WASHER INSTALL	117.12
HALE'S HARDWARE, INC	C117447	MATERIAL FOR GEAR WASHER INSTALL	55.91
HALE'S HARDWARE, INC	D80923	GEAR WASHER PROJECT (PURCHASE/CREDIT)	(16.08)
HALE'S HARDWARE, INC	D86850	HOSE MENDER (WWTP) WASH-OUT #131	6.78
HALE'S HARDWARE, INC	B85136	SUPPLIES	3.67
HALE'S HARDWARE, INC	D87160	BATTERIES FOR LOCATOR	19.38

Vendor		Description	Amount
HALE'S HARDWARE, INC	C124877	ADAPTERS/PIPE/CLAMPS - ROTARY PARK	40.84
HALE'S HARDWARE, INC	D86829	CONNECTORS/SEAL TAPE - ROTARY PARK	14.21
HALE'S HARDWARE, INC	C125062	FILE SET/TORCH BLADE/REC BLADES #7	72.69
HALE'S HARDWARE, INC	D87075	1/4" CHAIN (BOAT LAUNCH PIC TABLES)	51.06
HALE'S HARDWARE, INC	C125158	WATER PIPE REPAIR - BOOSTER STATION	13.33
HARDIN, R. WAYNE	8/3/15	BLDG INSP JULY 2015	2,554.80
HI-TECH SMR COMMUNICATIONS	23205	MOTOROLA MIN V BATTERIES	100.00
HILL TRUCK SALES, INC	480432	A/C VALVE #4	58.88
IBEX INSURANCE AGENCY	0038288490	HEALTH INSURANCE PREMIUM-JULY 2015	60,516.99
INERTIA CYCLEWORKS	220000063050	BIKE UNIFORM & VEHICLE EXPENSE	215.94
INTERNET BUSINESS SOLUTIONS, INC.	16008	MONTHLY WEBSITE MTCE	39.95
JUDD LUMBER COMPANY, INC	1507-651753	CONTRACTOR BROOMS	69.98
JUDD LUMBER COMPANY, INC	1505-644803	MATERIALS FOR GEAR WASHER INSTALL	22.26
JUDD LUMBER COMPANY, INC	1506-645213	MATERIAL FOR GEAR WASHER INSTALL	9.26
JUDD LUMBER COMPANY, INC	1507-651874	CONCRETE (INSIDE BALLARDS) - STORAGE	40.50
JUDD LUMBER COMPANY, INC	1507-652521	ROTARY HAMMER - SEWER PLANT	33.00
JUDD LUMBER COMPANY, INC	1507-652401	TRENCHER RENTAL - DAFUCU ELECTRIC	150.00
KEN SIMPSON	150812	ELECTRICAL INSP. JULY 2015	687.40
KEYSTONE MANAGEMENT CONCEPTS	7/28/15	EVANS-MFIS FALL CONF.	356.77
KING, BRIANNA	08/04/2015	UB refund for account: 11-1693-26	6.47
LAKELAND HEALTHCARE	7/21/15	CDL MEDICAL EXAM	200.00
LAWSON PRODUCTS, INC	2915780	CUT OFF WHEEL/TRU TORQ/HEX NUTS/CABLE	280.11
LAWSON PRODUCTS, INC	9303442688	BOX CONT. ADHES/PIPE TAPE/HEX	67.68
LEADER PUBLICATIONS, INC	106405	MISC PUBLICATIONS	227.00
LEE, DANIEL	08/04/2015	UB refund for account: 16-1910-16	67.60
MARK, DENNIS	08/04/2015	UB refund for account: 11-1927-6	135.60
MCMASTER-CARR, INC	35648296	RUBBER VIBRATION MOUNT	43.95
MEDA	10071	2016 CERTIFIED BUSINESS PARK FEE	275.00
MI COMMUNITY ACTION AGENCY ASSOC	7/31/15	EU-MONTHLY PYMT ALLOCATION-8/15	11,521.83
MICHIGAN CAT	PD5434343	HOSE #74	8.21
MICHIGAN CAT	PD5425695	RADIATOR CAP #74	20.38
MICHIGAN CAT	PD5425696	RADIATOR HOSE #4	53.75
MIDWEST ENERGY	3503301	CCWS-WELL HOUSES	1,002.37
MTL, INC	M2660	INDUSTRIAL & COMMERCIAL R.O.W.	451.00
MTL, INC	M2644	BLIGHT MOWINGS	131.08
NYE UNIFORM COMPANY, INC	516873	UNIFORMS	132.32
PETTY CASH	7/31/15	PETTY CASH REIMBURSEMENT	45.17
PHILLIPSON, VICKIE	7/27/15	REIMBURSEMENT FOR COMMERCIAL GRADE TENT	238.08
POND, MATTHEW	08/04/2015	UB refund for account: 16-1908-18	51.45
POWER LINE SUPPLY, INC	5942271	GLOVE TESTING	49.00
POWER LINE SUPPLY, INC	5942143	CLAMP WEDGES - STOCK	113.89
PRECISION DATA PRODUCTS, INC.	I0000440323	REPLACEMENT HARD DISK - FD	113.95
PRECISION DATA PRODUCTS, INC.	I0000440415	DDA PRINTER SUPPLIES	141.20
PREFERRED PRINTING, INC	28383	PROMOTIONAL POSTCARD	152.00
QUALIFICATION TARGETS, INC	21502313	TARGETS	70.71
QUALITY INN UNIVERSITY	7/28/15	TRAINING - EVANS 411953168	263.22
REAL PRO SOLUTIONS, LLC	LM2274	OBSTRUCTION REMOVAL OF BUSHES	100.00
REAL PRO SOLUTIONS, LLC	PC1688	YARD WASTE CLEAN-UP	2,000.00
REAL PRO SOLUTIONS, LLC	LM2276	CCWS - MOW PENN PUMP HOUSES	90.00

Vendor		Description	Amount
REAL PRO SOLUTIONS, LLC	LM2277	CCWS - MOWING VANDALIA TOWER	70.00
RELIABLE DISPOSAL, INC #646	0646-001037152	DUMPSTER - SPRING CLEAN-UP (FINAL)	370.56
RIETH-RILEY CONSTRUCTION COMPANY	7171515	ASPHALT	77.52
SCHROEDER, TED & JOAN	08/04/2015	UB refund for account: 04-3890-00	20.55
SCOTT SAYLOR	00110	MOW RUSSOM PARK	185.00
SEMCO ENERGY GAS COMPANY	0161871.500	GAS SVC 6/11 - 7/13/15	17.00
SEMCO ENERGY GAS COMPANY	0149138.502	GAS SVC 6/1 - 6/30/15	16.49
SHADE, CAROL	08/04/2015	UB refund for account: 02-1583-11	83.29
SIMMONS TREE & LAWN	8/3/15	GROUNDS MTCE	10,260.00
SNAP-ON TOOLS	06081512258	GRIP NUT DRIVER/INSTIC. HOSE PICK	17.65
THE RIDGE COMPANY	629783	V-BELT (COMPACTOR)	6.29
THE RIDGE COMPANY	630005	AIR FILTERS (CASS VACTOR)	57.31
THE RIDGE COMPANY	629999	FUEL FILTER (CASS VACTOR)	19.64
THE RIDGE COMPANY	629997	STEEL WELD EPOXY (CASS VACTOR)	4.99
THE RIDGE COMPANY	630224	HTR HOSE/RADIATOR CAP/HOSE CLAMP (B-1)	17.70
THE RIDGE COMPANY	629592	CONNECTORS (UNIT #1)	2.73
THE RIDGE COMPANY	629587	SWITCHES (UNIT #1)	35.70
THE RIDGE COMPANY	629188	AIR & OIL FILTERS #9	16.94
THE RIDGE COMPANY	629485	RATCHET STRAPS	19.00
THE RIDGE COMPANY	629674	GARAGE DOOR BELT	9.77
THYSSENKRUPP ELEVATOR CORPORATION	3002002058	QTRLY ELEVATOR MTCE - J SNOW BLDG	531.00
TOXOPEUS, DAVID	287248782175	CELL PHONE REIMBURSEMENT 6/19 - 7/18/15	60.00
TURF SERVICES	03386	SPRINKLER HEADS/VALVE BOX	160.50
TURF SERVICES	03385	VAVLE BOX - CEMETERY	7.50
UNDERGROUND PIPE & VALVE, INC	7001763	REPAIR AERATION BLOWERS	810.00
US BANK (CM-9705)	8/3/15	DEBT SERVICE PAYMENT	6,885.00
USA BLUEBOOK	709727	EYE WASH STATION & SIGNAGE	318.88
VERIZON WIRELESS	9749375053	VERIZON WIRELESS MONTHLY INVOICE (CELL	1,005.54
VERIZON WIRELESS	9749546550	MIFI CARD - MONTHLY SUBSCRIPTION	240.08
VERIZON WIRELESS	9749557346	VERIZON TABLET - MONTHLY FEE	144.78
VERIZON WIRELESS	9749565822	CCWS - ITRON FIXED NETWORK	106.50
VILLAGE OF CASSOPOLIS	7/15/15	JET MAIN/VAC OUT MANHOLE - WAHOO'S	612.89
WEST SHORE FIRE REPAIR, INC	9888	RESPIRATOR FIT TESTING	585.00
WEST SHORE FIRE REPAIR, INC	9887	RESPIRATOR FIT TESTING	115.00
WIGHTMAN & ASSOCIATES, INC	50129	SEWER USE ORD/IPP REVIEW	90.00
WIGHTMAN & ASSOCIATES, INC	50145	RIVERSIDE DR EXT	2,019.38
WOLFORD ELECTRICAL & GEN CONT SVCS	7/22/15	INSTALL OUTSIDE RECEIPT @ WWTP	804.00
WOLVERINE ELECTRICAL CONTG INC	7/24/15	CCWS - GENERATOR REPAIR WELL HOUSE	815.08
WYOMING ASPHALT PAVING CO., INC.	15343	ASPHALT	107.11
Total:			139,277.24