St. Joseph City Commission
Commission Chambers
700 Broad Street, St Joseph, MI 49085

AGENDA
April 6, 2026
6:00 PM

This meeting will be held in person: the public can view the meeting by going to Zoom.us on a computer or mobile device, or by calling 312.626.6799 (or 877.853.5247 toll free). Comments will not be received via Zoom; persons wishing to speak should be present in person.

Meeting ID: 844 8860 9278

Telecommunications relay services to assist individuals with disabilities are available by calling 7-1-1 and providing the meeting information to the relay operator; there is no charge to the caller.

Call to Order

Order of Business

1. Pledge of Allegiance
2. Announcements
3. Approval of Agenda
4. Public Comment - For Items on the Consent Agenda, or Not on the Agenda - Please Limit Comments to Three Minutes

Consent Agenda

5 Meeting Minutes of March 16, 2026.

6 Summer Tennis Agreement - South Shore Tennis and Racquet Club

7 Invoice and Tax Disbursements

8 Tree Trimming and Removals

9 Sewer Camera Purchase Request

10 Special Event Application - Race for YMCA 5K/10K

11 Special Event Application - Annual Peace Officers Memorial Day Program

12 Fee Schedule Update - Post Construction Stormwater Runoff Program

13 Seasonal & Blossomtime Vendors

Old Business

14 Downtown Parking Program - Season Pass

15 Text Amendment - Temporary Structures - 2nd and Final Reading

New Business

16 Marquette NEZ Certificate Request

17 Resolution - Fund 591 Water System FY27 Water Rate

18 CWSRF Project Plan Update

19 Royalton Water Tower Project Professional Services Agreement

20 Electric Distribution Easement - Dickinson Park

Reports

21 Sustainability Committee - Pollinator Habitat Program & Earth Week

City Manager Comments

City Commission Comments

Study Session

22 Explanation of City Funds, Debt Service Summary, Draft FY27 Capital Projects and City Water Rates

Adjournment

Agenda Item

TO:

FROM: **Abby Bishop, City Clerk**

RE: **Meeting Minutes of March 16, 2026.**

MEETING DATE: **April 6, 2026**

ATTACHMENT(S):

- City Commission Meeting Minutes 3.16.26.pdf

Minutes of the St. Joseph City Commission Meeting held in the Commission Chambers 700 Broad Street, St Joseph, MI 49085, on March 16, 2026.

Call to Order

The meeting was called to order by Mayor Brook Thomas at 6:01 P.M.

Attendee Name	Title	Status
Brook Thomas	Mayor	Present
Michael Sarola	Commissioner	Present
Michael Fernandez	Mayor Pro Tem	Present
Tess Ulrey	Commissioner	Present
Lisa Vetne	Commissioner	Present
Also Present: City Manager Emily Hackworth, City Attorney Laurie Schmidt, and City Clerk Abby Bishop.		

Order of Business

1. Pledge of Allegiance

2. Announcements

2.a New Staff Introduction: Dalton Castle

Development Director Kelly Ewalt introduced the new Zoning Administrator, Dalton Castle. Castle expressed his excitement and readiness to be a part of the community.

3. Approval of Agenda

MOTION: To approve the Agenda as presented.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Lisa Vetne, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

4. Public Comment - For Items on the Consent Agenda, or Not on the Agenda - Please Limit Comments to Three Minutes

Si Osiri, a City resident, stated that local employees were unhappy with the paving on Pleasant Street. He expressed his wish to see the bricks on State Street redone and for a beautification project to be completed there. He mentioned that he has contacted the Governor to request funding for the project. He also suggested replacing the Marquette building with a public park.

Consent Agenda

MOTION: To approve the Consent Agenda, as presented.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Sarola, Commissioner
SECONDER:	Michael Fernandez, Mayor Pro Tem
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

5 Meeting Minutes of February 23, 2026

Approved the meeting minutes of February 23, 2026, as presented.

6 Invoice and Tax Disbursements

Approved the invoice and tax disbursements, as presented.

7 Blossomtime Vendor Applications

Approved the issuance of a vending license for Majoor's Concessions and KTs Rasoi for concessions during the Blossomtime Parade on May 9th, 2026, pending final submittal of required certifications and fees.

8 New Seasonal Vendor

Approved the Seasonal Vendor License to Jan Harris of Nothing Stops Detroit, for the 2026 season, upon receipt of additional required fees, proof of insurance, and certifications.

9 Early Voting Agreement

Approved the proposed Agreement for Early Voting Election Services with the Berrien County Clerk's Office to provide early voting for the City of St Joseph beginning in 2026, subject tto the City Attorney's review and approval of any non-substantive changes.

10 Auction items to be sold through Biddergy.com

Approved 62 items in the St. Joseph Department of Public Safety property to be sold through Biddergy.com., under the City of St. Joseph contract.

11 Special Event Application - 2026 St. Joe Today Summer Events

Approved the St. Joe Today special event applications as presented and directed staff to issue special event permits.

12 Special Event Application - SJHS Class of 2026 Senior Sendoff

Approved the St. Joseph High School Senior Sendoff special event application and directed staff to issue a special event permit.

13 Special Event Application - Walk to End Alzheimer's

Approved the Walk to End Alzheimer's special event application and directed staff to issue a special event permit.

14 Out of School Time Program Agreement - Boys & Girls Club

Approved the agreement with the Boys and Girls Club of Greater Southwest Michigan, and authorized the City Manager to execute the appropriate documents on behalf of the City.

15 Congressional Directed Spending Appropriation Submission Request Resolution - CSO Storage Tank

Approved the resolution to submit a congressional directed spending appropriation request for the 2027 CSO Storage Tank Project.

CITY OF ST JOSEPH

COUNTY OF BERRIEN, STATE OF MICHIGAN

A RESOLUTION TO APPROVE THE SUBMISSION OF A

CONGRESSIONAL DIRECTED SPENDING (CDS) APPROPRIATIONS REQUEST

FOR THE 2027 CSO OVERFLOW STORAGE TANK PROJECT

RESOLUTION _____

WHEREAS, the City of St. Joseph seeks to construct a CSO Storage Tank, which is the final corrective measure urgently needed to meet Clean Water Act requirements and prevent discharges that threaten the health of the community, Lake Michigan, and the surrounding ecosystem.; and

WHEREAS, Constructing the Storage Tank will provide the critical infrastructure needed to prevent untreated sewage from entering our waterways, safeguard public health, and protect the natural environment our community depends on; and

WHEREAS, the City is committed to financing most of this required project through sewer rates, assistance is needed to help offset costs and maintain affordability for residents while ensuring the economic vitality of the City that depends on the tourism draw of Lake Michigan Beaches; and

WHEREAS, funding is available through Fiscal Year 2027 Congressionally Directed Spending Requests from the Subcommittee on Interior, Environment, and Related Agencies;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Joseph approves of the Congressionally Directed Spending Request with a total project cost of $21,000,000 funded $6,000,000 by the Subcommittee on Interior, Environment, and Related Agencies, and $15,000,000 by local match secured with a 30-year bond, and commits to providing the required local match if the project is funded.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made by Commissioner _____, and supported by Commissioner _____ of the City of St. Joseph at their Commission Meeting held on March 16, 2026, at 6 PM with a quorum present.

_____ _____

City Clerk Date

16 Congressional Directed Spending Appropriation Submission Request Resolution - FY27 LSLR Project

Approved the resolution to submit a congressional directed spending appropriation request for the FY27 LSLR Project.

CITY OF ST JOSEPH

COUNTY OF BERRIEN, STATE OF MICHIGAN

A RESOLUTION TO APPROVE THE SUBMISSION OF A CONGRESSIONAL DIRECTED SPENDING (CDS) APPROPRIATIONS REQUEST

FOR LEAD SERVICE LINE REPLACEMENT PROJECT

RESOLUTION _____

WHEREAS, the City of St. Joseph seeks to replace lead service lines to protect the health of the community on a schedule that complies with requirements of the State of Michigan's 2018 Lead and Copper Rule (LCR) and the Environmental Protection Agency 2024 Lead and Copper Rule Improvements (LCRI); and

WHEREAS, the LCR currently requires a 5% per year lead service line replacement (LSLR) rate starting on January 1, 2021, and the LCRI requires systems to replace lead service lines at an increased rate of 10% per year starting November 1, 2027: and

WHEREAS, the City determined that approximately 80% of its 3,900 water services had some form of lead requiring replacement as part of a preliminary distribution system material inventory (pDSMI) submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on December 9, 2019; and

WHEREAS, the City was initially able to remain within the replacement compliance schedule

using SRF low-interest loan funds until changes in the scoring criteria resulted in the City's Fiscal Year 25 and Fiscal Year 26 applications going unfunded; and

WHEREAS, the City has shown a commitment to financing the majority of LSLR work through City rates, assistance is needed to help soften consecutive years of double-digit rate increases and maintain affordability for residents while ensuring the drinking water distribution system is safe; and

WHEREAS, funding is available through Fiscal Year 2027 Congressionally Directed Spending Requests from the Subcommittee on Interior, Environment, and Related Agencies;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Joseph approves of the Congressionally Directed Spending Request with a total project cost of $5,000,000 funded $1,250,000 by the Subcommittee on Interior, Environment, and Related Agencies, and $3,750,000 by local match secured with a 30-year bond, and commits to providing the required local match if the project is funded.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made by Commissioner _____, and supported by Commissioner _____ of the City of St. Joseph at their Commission Meeting held on March 16, 2026, at 6 PM with a quorum present.

_____ _____

City Clerk Date

17 Hagar Park Letter of Support

Approved the letter of support for the Hagar Park grant request, as presented.

18 Resolution of Support – Lake View Terrace Emergency Boiler and Electrical System Replacement

Approved the resolution in support of the Lake View Terrace Emergency Boiler and Electrical System Replacement funding requests.

A RESOLUTION EXPRESSING SUPPORT FOR STATE AND FEDERAL FUNDING FOR THE LAKE VIEW TERRACE EMERGENCY BOILER AND ELECTRICAL SYSTEM REPLACEMENT

WHEREAS, the St. Joseph Housing Commission (SJHC) is a governmental entity and component unit of the City of St. Joseph, established under the City's charter to provide affordable housing to low-income residents of the community; and

WHEREAS, SJHC operates Lake View Terrace, a 15-story residential high-rise located at 601 Port Street, St. Joseph, Michigan, providing 107 units of federally subsidized housing to elderly and disabled residents; and

WHEREAS, Lake View Terrace was constructed in 1969 and its boiler system is beyond the end of its functional life, requiring increasingly frequent and costly maintenance and posing a significant risk of complete failure; and

WHEREAS, the boiler system provides heat and the water heater system provides domestic hot water at Lake View Terrace, and these are systems are both original to the building's 1969 construction; and

WHEREAS, the residents of Lake View Terrace are one equipment failure away from losing heat or hot water at any time, with potentially serious consequences for the health and safety of the elderly and disabled individuals who depend on this building for housing; and

WHEREAS, complete replacement of the boiler system, water heaters, piping, pumps, controls, and exhaust fans, together with the mandatory replacement of the building's main electrical service required to support the new equipment, is estimated to cost $2,424,018 based on contractor quotes obtained in 2024; and

WHEREAS, SJHC receives annual Capital Fund Program allocations from the U.S. Department of Housing and Urban Development (HUD) for capital improvements at Lake View Terrace, but those allocations are insufficient to fund a project of this scale and have been applied to other critical capital needs of the facility; and

WHEREAS, HUD does not provide emergency grant funding for equipment that has not yet completely failed, leaving SJHC without a federal funding mechanism adequate to address this need on the timeline the deteriorating condition of the boiler system requires; and

WHEREAS, SJHC is pursuing state and federal appropriations to fund the complete replacement of the boiler and electrical systems at Lake View Terrace in order to protect the safety, health, and housing security of its residents;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of St. Joseph, Michigan, that the City hereby expresses its strong support for the efforts of the St. Joseph Housing

Commission to secure state and federal funding for the Lake View Terrace Emergency Boiler and Electrical System Replacement project; and

BE IT FURTHER RESOLVED that the City Commission urges the Michigan Legislature, the United States Congress, and all relevant state and federal agencies to give favorable consideration to funding requests submitted by SJHC for this project; and

BE IT FURTHER RESOLVED that the City Clerk is directed to transmit a certified copy of this Resolution to such state and federal legislators and agencies as the St. Joseph Housing Commission may direct.

19 St. Joseph Housing Commission Monthly Update - February 2026

Reports

20 Southwest Michigan Regional Airport Millage Ballot Request Presentation

Christopher M. Beckman from the Southwest Michigan Regional Airport Authority presented on the millage renewal request.

Old Business

21 Neighborhood Enterprise Zone Resolution

Kelly Ewalt, Development Director presented the Neighborhood Enterprise Zone (NEZ) Resolution and introduced Samantha Mariuz with Fleis & Vandenbrink to further explain the NEZ and the benefits. Ewalt stated that the request is for the approval of the creation of the zone and is not tied to any development at this point.

Samantha Mariuz presented a slideshow explaining what an NEZ is and why communities choose to use NEZs. She showed a chart illustrating rising construction costs in today's market and how these costs are passed on to the consumer. Mariuz described how an NEZ can make housing more affordable. She highlighted significant affordability challenges in Michigan and demonstrated that over one in four residents in Berrien County are considered burdened by their household expenses. Mariuz said that about 30 other communities are using this tool to attract investment opportunities. She described how an NEZ lowers the operating cost burden, improves project feasibility, and offers options for mixed-use downtown developments. Mariuz clarified that this replaces the ad valorem real property taxes on the new or rehabilitated facility, but not on the land. Taxes will continue to be paid on the value of the land. She explained that tax is calculated using one-half of the previous year's average, and schools are held harmless. She states that having an NEZ does not directly control the rent, but it does lower operating costs, which can reduce upward pressure on rents and keep them more attainable.

Commissioner Ulrey asked whether there are other core communities closer in size to St Joseph for comparison. Ewalt provided a full list of the communities.

Commissioner Fernandez stated that NEZs were not limited to downtown properties; they could also be within a neighborhood.

Mayor Thomas explained that they received some feedback questioning why the City would

agree to this kind of tax break. She asked if this would be a short-term sacrifice, meaning the City would be temporarily losing some tax revenue in exchange for a long-term investment to get the project started. Ewalt responded yes.

Commissioner Sarola emphasized that ensuring affordable rent for the apartment portion is a top priority for the City. He also clarified that the two parcels currently generate about $65,000 in property taxes. With the NEZ in place, the City expects property taxes of approximately $250,000 in year one, with an annual increase of 2% over 15 years. After 15 years, the tax revenue from that parcel will reach seven figures. Sarola highlighted that this should be viewed as an investment in the future.

Commissioner Ulrey inquired whether it is possible for someone to bypass the Commission and get approval for the NEZ certificate without their consent. Ewalt confirmed that this cannot be done; approval must come from the local level.

Commissioner Sarola asked whether all requests within an NEZ need to be uniform or if they can vary. Ewalt and Mariuz both confirmed that they can be different requests, and each project can be approved for any number of years.

Commissioner Vetne stated she likes this tool because it provides affordable housing for the community and would like to add NEZS, such as Cedarwood. City Manager Emily Hackworth mentioned that other sites could be considered and have emerged, and this could be a way to help move projects forward. Vetne asked where these requests originate, whether from the City or the developer. Hackworth explained that this request arose as part of a project, but ideally, the City can use it to develop a zone first. Collaboration with property owners is also important.

Shawn Hill, a City resident, states he is not against development on this site, but the City should not consider this request or subsidize housing, given $90 million worth of projects needed in the City. He asked the Commission to vote no and for the developers to fund it all.

Janita Galzetti, a City resident, expressed her strong support for the development of the Marquette in all aspects, including the establishment of an NEZ and tax abatement. She asked for the Commission to vote yes and believe the NEZ is critical to the project's success and to the City's future.

Tim Polege, a township resident, stated abatements are not a subsidy but a reduction in tax for a period of time. He supports the building as there has been no new construction downtown in over four decades. He said that this is a small price to pay for a really big improvement in housing in the area.

Paul Knapp, Executive Director of St. Joseph Today, expressed his support to the Marquette and to the Rienks Group and stated the importance this project is to the long-term vitality of the City and community.

Greg King, Vice President of Economic Development at Cornerstone Alliance, read a statement from Andrew Hahn expressing his support for the NEZ.

Bruce Allee, a City resident, asked who ensures that the pledges are followed through on the project. Mariuz explained that there is an extensive check and balance system involving MSHDA, the City, and The Rienks Group. Hackworth added that there are strict reporting requirements from the State, and the Brownfield Authority brought in Fleis and Vandenbrink to help ensure compliance with all the requirements.

Joe Agostinelli, Michigan Growth Advisors, stated they are working with the Rienks Group on the project. He suggested the City reach out to the City of Portage as they have recently created three NEZ in areas where they wanted development. He explained that the NEZ does not remove any existing dollars from the City. The project plan does not work without the incentive package proposed for both the NEZ and the Brownfield TIF, especially when encouraging affordable housing. Agostinelli explained the heavy auditing process to ensure the project is in compliance.

CITY OF ST. JOSEPH
RESOLUTION TO ESTABLISH A NEIGHBORHOOD ENTERPRISE ZONE
PURSUANT TO PUBLIC ACT 147 OF 1992, AS AMENDED

At a regular meeting of the City Commission of the City of St. Joseph, Berrien County, Michigan, held in the Commission Chambers at City Hall, 700 Broad Street, St. Joseph, Michigan 49085 on the 16th day of March 2026 at 6:00 PM.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, Public Act 147 of 1992, as amended (MCL 207.771 et seq.), known as the Neighborhood Enterprise Zone Act, authorizes qualified local governmental units to establish Neighborhood Enterprise Zones (NEZ) within which property owners may receive exemption from ad valorem real property taxes and the imposition of a specific property tax in lieu of ad valorem real property taxes for eligible residential development and rehabilitation; and

WHEREAS, the City of St. Joseph is a qualified local governmental unit under the Act and desires

to encourage residential housing development and reinvestment within the City; and

WHEREAS, the proposed Neighborhood Enterprise Zone encompasses property located at 315 Lake Boulevard and 508 Pleasant Street, within the City of St. Joseph, Michigan; and

WHEREAS, the proposed Neighborhood Enterprise Zone encompasses approximately thirty-nine (39) parcels zoned for residential use, meeting the eligibility requirements of the Neighborhood Enterprise Zone Act; and

WHEREAS, the establishment of the Neighborhood Enterprise Zone is consistent with the City of St. Joseph Master Plan and the 2020 Downtown Vision Master Plan, which support residential development and mixed-use development within the downtown district; and

WHEREAS, the City of St. Joseph supports policies and objectives related to the maintenance, preservation, improvement, and development of housing for persons of all income levels within the City and the proposed Neighborhood Enterprise Zone; and

WHEREAS, written notice of a public hearing regarding the proposed establishment of the Neighborhood Enterprise Zone was mailed to the City assessor and to all taxing jurisdictions levying ad valorem taxes within the proposed zone on January 13, 2026; and

WHEREAS, notice of the public hearing was published in the Herald Palladium on January 28, 2026, as required by the Act; and

WHEREAS, a public hearing regarding the proposed establishment of the Neighborhood Enterprise Zone was conducted by the City Commission on February 23, 2026, at which residents, taxpayers, and representatives of affected taxing jurisdictions were given an opportunity to be heard; and

WHEREAS, the City Commission finds that establishing the Neighborhood Enterprise Zone will encourage residential housing development and reinvestment that may not otherwise occur, thereby advancing the City's housing, neighborhood stabilization, and economic development objectives.

NOW, THEREFORE, BE IT RESOLVED

1. Establishment of Zone. The City Commission of the City of St. Joseph hereby establishes a Neighborhood Enterprise Zone pursuant to Public Act 147 of 1992, to be known as the: St. Joseph Lake Boulevard / Pleasant Street Neighborhood Enterprise Zone

2. Description of Zone. The Neighborhood Enterprise Zone shall consist of the land generally located at the following addresses with the following tax identification numbers: 315 Lake Boulevard #11-76-0340-0109-00-9 and 508 Pleasant Street # 11-76-4360-0001-00-1 through 11-76-4360-0038-00-0, comprising approximately thirty-nine (39) parcels within the proposed development area as outlined in the attached map, with the corresponding legal description:

Lots 107 and 108 of NEWBERRYPORT (a/k/a The Original Plat of the Village, now City, of St. Joseph), City of Saint Joseph, Berrien County, Michigan, according to the plat thereof, recorded

in Liber E of Deeds, page 564 of Berrien County Records. Contains 0.40 acres also described as: Units 1 through 38, Lake Park Place, according to the Master Deed recorded in Liber 280, Page 1, as amended, and designated as Condominium Subdivision Plan No. 280, together with rights in the general common elements and the limited common elements as shown on the Master Deed and as described in Act 59 of the Public Acts of 1978, as amended.

Lots One Hundred Nine (109) and One Hundred Ten (110) of the Original Plat of the Village, now City, of St. Joseph, Berrien County, Michigan.

3. Purpose. The purpose of this Neighborhood Enterprise Zone is to encourage the construction and rehabilitation of residential housing within the City of St. Joseph in support of the City's housing, neighborhood stabilization, and economic development objectives.

4. Applications for NEZ Certificates. The owner, developer, or prospective owner or developer of property located within the Neighborhood Enterprise Zone may apply to the City Clerk for a Neighborhood Enterprise Zone Certificate in accordance with Public Act 147 of 1992, as amended. Applications must be filed in accordance with the provisions of the Act and prior to issuance of a building permit unless otherwise permitted by statute. Establishment of the Neighborhood Enterprise Zone does not automatically grant a tax exemption or abatement. Property owners must separately apply for and receive approval of a Neighborhood Enterprise Zone Certificate in accordance with the provisions of Public Act 147 of 1992.

5. Certificate Term. Certificates issued within the Neighborhood Enterprise Zone may be granted for a period not to exceed fifteen (15) years, as permitted under the Act.

6. Clerk Certification and Notification. The City Clerk is hereby directed to transmit a certified copy of this Resolution, together with the legal description and parcel identification numbers for property located within the Neighborhood Enterprise Zone, to the Michigan State Tax Commission and all affected taxing jurisdictions, as required under Public Act 147 of 1992.

AYES:
NAYES:
ABSTAINED:
RESOLUTION DECLARED ADOPTED.
CITY OF ST. JOSEPH, COUNTY OF BERRIEN, STATE OF MICHIGAN

I, the undersigned, the duly qualified and acting Clerk of the City of St. Joseph, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the St. Joseph City Commission for the City of St. Joseph at a regular meeting held on the 16th day of March 2026, the original of which resolution is on file in my office.

IT WITNESS WHEREOF, I have hereunto set my official signature, this ____ day of _____ , .

Abby Bishop, City Clerk

MOTION: To approve the resolution creating a Neighborhood Enterprise Zone, limited to the

parcels at 315 Lake Blvd. and 508 Pleasant Street, per the Neighborhood Enterprise Zone (NEZ) Act, PA 147 of 1992, as amended.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Michael Sarola, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

22 Zoning Ordinance Amendment: Temporary Seasonal Structures Continued Discussion

Zoning Administrator Dalton Castle presented the request to amend Section 3.15, Temporary Buildings and Structures, of the Zoning Ordinance. Castle explained that the proposed language would allow parcels zoned C Commercial Business District to erect temporary, seasonal structures for short-term commercial use, such as special-event tents, igloos, or similar structures, subject to several conditions and standards. He stated that the item was tabled at the January 8th, 2026, City Commission meeting because the Commission did not have sufficient information to understand the scope and implications of the text ordinance amendment.

Castle explained that an analysis of the C Commercial Business District was conducted to determine how many parcels could theoretically accommodate a tent. These parcels are mainly clustered along the southern parts of Main Street and Niles Avenue, with smaller clusters on Lakeshore Drive and Hilltop Road. Additional requirements, such as setbacks and parking, make it difficult to place temporary structures, since many lots would only be suitable if the tent were placed in the parking lot, which would reduce parking spaces. Staff analyzed 30 C-Zone parcels, split into three size categories of 10 each, as proposed. Castle noted that this analysis was preliminary and not as detailed as an actual application review, because factors like parking calculations and tent size create many variables, making it impossible to definitively say whether a tent of any size could fit on a given property. He concluded that, based on this analysis, of the 160 parcels, 51 are projected to be allowed a temporary seasonal structure.

Commissioner Sarola asked if, instead of changing the zoning ordinance, a better approach would be to approve these through a special permit request. He explained that instead of granting blanket approval to all parcels within, each request should be addressed individually, since each situation is a little different.

City Attorney Laurie Schmidt clarified that under the zoning ordinance, if a use is not specifically permitted, it is prohibited. Right now, it is not permitted. She further explained that there must be clear parameters for use, and staff are working to establish guidelines that are easy to understand. Schmidt stated that a special use would need to be included in the zoning ordinance, with specific criteria reviewed by the Planning Commission, which would then make a recommendation to the City Commission. She mentioned that the current proposed process is designed to be less cumbersome from a procedural standpoint. If the current process is not agreeable, it would need to go back to the Planning Commission for further review.

City Manager Emily Hackworth stated that there are multiple ways to address this, such as adjusting the parameters or adjusting the process, to limit the number who would qualify. Commissioner Sarola stated he did not want to discriminate against anyone with a smaller lot, for example, which is why he thinks it is better to address each request individually and avoid

unintended consequences from blanket approval. He noted that if staff has a situation where they are seeing 30 applications like these, then the policy could be revisited.

Castle explained that some form of text amendment would be most appropriate to move forward so that there are a set of standards and consistency across the board. He suggested a land use permit because it has more subjective standards.

Commissioner Fernandez agreed that the City probably will not see many of these, as the requirements are quite restrictive and difficult to meet. He said he does not have concerns about approving this. He clarified that there is no current process in place to approve it by a special permit, and he has no concerns with moving forward with this.

Mayor Thomas stated that she likes seeing tents up because it means something fun is happening, which is a good thing. She wants to ensure that whatever they are doing is safe, legal, and sensible, and not a burden on staff.

Commissioner Vetne stated she would recommend a special use permit as the best way to streamline these, because each business's needs will be different.

Commissioner Sarola motioned to deny the request as presented, and to direct staff to come up with a process by means of a special use permit request for approval of any tent in the C District and it be presented to the Planning Commission for recommendation to the City Commission. Commissioner Vetne seconded the motion. Mayor Thomas, Commissioner Sarola, Commissioner Ulrey, and Commissioner Vetne all voted yes, and Commissioner Fernandez voted no.

After the first motion was approved, Commissioner Vetne inquired if the applicant would have enough time to get what they need done to have tents in place this summer. Castle explained the process and advised that it would most likely be brought back to the Commission sometime in June, with everything being finalized sometime in July or August.

Commissioner Ulrey asked if she could withdraw or change her vote. She said she would rather have the ordinance amendment approved so that the City is not punishing this business owner for going through this process. Hackworth suggested the commission pass the ordinance amendment as presented and then, at some point, amend it.

Commissioner Ulrey motioned to rescind the previous motion. Commissioner Vetne seconded it. Mayor Thomas, Mayor Pro Tem Fernandez, Commissioner Ulrey, and Commissioner Vetne all voted yes, and Commissioner Sarola voted no.

MOTION: To approve the temporary seasonal structures ordinance as presented, and to direct staff to come up with improvements including, but not limited to, a special use permit to allow this to function in the future.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Tess Ulrey, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

New Business

23 Paddler Park Grant Application - Public Hearing

The Public Hearing was opened at 7:31 PM.

Public Works Director Greg Grothous presented the proposed Land and Water Conservation Fund (LWCF) and Michigan Natural Resources Trust Fund (MNRTF) grant applications for Paddler Park, along with a slideshow featuring conceptual drawings of the project. Grothous noted that the project would include an ADA-compliant restroom building, an accessible kayak launch, and sidewalks. He estimated the total cost for the project at $1,000,000 and stated that the application would be submitted to both the LWCF and MNRTF grant programs. The LWCF requires a 50% match up to $500,000, while the MNRTF requires a match up to $400,000.

Grothous noted that the City would not receive both grants, and the DNR Staff would recommend the best grant program to pursue, with the other application being removed. He explained that if a grant is awarded, the work would likely occur in the 2026-27 fiscal year, although it is included in the 2026-27 budget in case the project is approved and the State approval process moves more quickly than expected.

Grothous stated that the storage space would be used for kayak rentals and stand-up paddleboards, as well as space for a public restroom. He mentioned that most of the design aligns with the Parks Board Master Plans, and the area around the park includes improvements proposed by Harbor Shores to match some of their developments and address parking and ADA compliance. Grothous highlighted the project area that would be covered by the grant program and be part of the park property. He advised that accepting either grant would mean the City would agree to encumber the land in perpetuity for public recreational purposes.

Commissioner Sarola requested clarification that Harbor Shores would be the matching side for the City, with zero cost to the City. Grothous confirmed Harbor Shores committed to matching up to $550,000. Sarola noted that if costs exceed this amount, the City would be responsible, but generally, expenses should be covered by the grant and the match. Grothous agreed, mentioning that Harbor Shores believes Abonmarche's estimates are high, and they are hopeful actual construction costs will be lower. City Manager Emily Hackworth also agreed and added that, given current numbers, there might be a gap that the City would need to cover.

Commissioner Sarola asked whether there are scenarios in which the City does not receive the full grant and requested clarification on how the process works. Grothous explained that usually the full amount is awarded. He mentioned that the trust fund is a competitive process and that they have had success in the past with the land and water fund.

There were no public comments.

The Public Hearing was closed at 7:39 PM.

MOTION: To close the Public Hearing.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Michael Sarola, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

24 Paddler Park - LWCF Grant Application

CITY OF ST. JOSEPH
COUNTY OF BERRIEN, STATE OF MICHIGAN
A RESOLUTION OF SUPPORT FOR A GRANT APPLICATION TO THE LAND AND WATER CONSERVATION FUND FOR PADDLER PARK DEVELOPMENT

WHEREAS, the **City of St. Joseph** supports the submission of an application titled, "Paddlers Park Improvements " to the Land and Water Conservation Fund for development of restrooms, shade shelter, kayak launch, drop off drive and site amenities at Paddlers Park; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, **City of St. Joseph**, is hereby making a financial commitment to the project in the amount of **$500,000** matching funds, in cash and/or force account; and,

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

Harbor Shores Community Redevelopment: $500,000

NOW THEREFORE, BE IT RESOLVED that the **St. Joseph City Commission** hereby authorizes submission of a Land and Water Conservation Fund application for **$500,000**, and further resolves to make available a local match through financial commitment and donation of **$500,000 (50%)** of a total $1,000,000 project cost.

MOTION: To approve the resolution of support for a grant application to the Land and Water Conservation Fund for Paddler Park Development.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Tess Ulrey, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

25 Paddler Park - MNRTF Grant Application

WHEREAS, the **City of St. Joseph** supports the submission of an application titled, "Paddlers Park Improvements " to the **Michigan Natural Resources Trust Fund** for development of restrooms, shade shelter, kayak launch, drop off drive and site amenities at Paddlers Park; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, **City of St. Joseph**, is hereby making a financial commitment to the project in the amount of **$500,000** matching funds, in cash and/or force account; and,

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

Harbor Shores Community Redevelopment: **$500,000**

NOW THEREFORE, BE IT RESOLVED that the **St. Joseph City Commission** hereby authorizes submission of a **Michigan Natural Resources Trust Fund** application for **$400,000**, and further resolves to make available a local match through financial commitment and donation of **$500,000 (55%)** of a total **$900,000** project cost.

MOTION: To approve the resolution of support for a grant application to the Michigan Natural Resources Trust Fund for Paddler Park Development.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Sarola, Commissioner
SECONDER:	Tess Ulrey, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

26 Concession Agreement - Paddler Park

MOTION: To approve a one-year License Agreement with a mutual option for two additional one-year periods with Third Coast Surf Shop of Benton Harbor MI and authorize the City Manager to execute the appropriate documents on behalf of the City.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Lisa Vetne, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

27 Downtown Development District Liquor License - Mi Familia

MOTION: To approve the resolution approving the Mi Familia's request for a Class C liquor license in the DDA Development area.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Lisa Vetne, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

28 211 Hilltop Road - 5 Lakes Coffee Special Land Use Permit Public Hearing

The Public Hearing was opened at 7:51 P.M.

Dalton Castle, Zoning Administrator, presented a special land use permit request from 5 Lakes Coffee at 211 Hilltop Road, located west of Cleveland Avenue, near the CSX railroad crossing on a vacant part of the Hilltop Business Center parking lot. He explained that the request stems from the development of a drive-through coffee shop, which requires a special land use in the C zoning district. The Planning Commission, at its February 5th, 2026, meeting, recommended approval with conditions: that all necessary permits and procedures are filed, approved, and completed before construction begins. An adequate number of outdoor trash receptacles should be placed conveniently around the site. Devices transmitting voices or music must be directed or muffled so sound does not extend beyond the site boundaries. Signage plans must be submitted for review and approval in accordance with Chapter 25 of the Code of Ordinances. Lighting plans must also be submitted for approval, in accordance with Section 19.2 of the zoning ordinance. The applicant must be in substantial compliance with any previously issued zoning permits and must not be disqualified from receiving a permit under Section 23.3.3 of this ordinance.

Commissioner Vetne inquired whether staff was considering adding sidewalks on Hilltop Road to improve access, such as to and from the high school. City Manager Emily Hackworth responded that it was not currently part of the plan. City Engineer Tim Zebell agreed, noting that this was attempted years ago, but for various reasons, they were unable to move forward with the project.

Commissioner Fernandez stated this project is a much better use of the space, and a coffee shop is a good fit for the business center building and the surrounding area.

Commissioner Vetne said this is a good example of how construction will lead to more greenery and less pavement.

Lori Wittenkeller, 3120 Cleveland Ave., stated she had emailed someone several questions and still hasn't received the answers. She raised concerns about trash and noise from the business at 10 PM and asked what the Commission plans to do about these issues. She pointed out that

Cleveland is a very busy intersection with heavy traffic.

Hackworth suggested she share contact information with the Development Director to get detailed answers to her questions. Hackworth noted that the plan review involves multiple parties weighing in, including zoning, building, engineering, police, and fire, and that no traffic study was deemed necessary. She stated that she would follow up with her regarding the noise concern.

The Public Hearing was closed at 8:00 P.M.

MOTION: To close the Public Hearing.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Tess Ulrey, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

29 211 Hilltop - 5 Lakes Coffee - Special Land Use Permit

Commissioner Fernandez noted that in the Agenda Packet for this item, it outlines some of the criteria for this request, and it states that devices for the transmission or broadcasting of voices or music at the coffee shop, must be limited within the boundary lines of the site.

MOTION: To approve the application for a drive-through coffee shop submitted by Clark Logistics Group LVI, LLC at 211 Hilltop Road. The City Commission's decision is based on the findings and recommendations of the City of St Joseph staff report dated March 16, 2026, which are hereby incorporated by reference. Further, the City Commission finds that the application dated December 29, 2025, and the site plan dated January 5, 2026 complies with the applicable standards of the C Commercial Business zoning district, the special land use standards of section 11.5.2, and the standards for drive-through establishments of section 11.12.4

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Lisa Vetne, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

30 2026 Downtown Parking Program

Development Director Kelly Ewalt presented the Downtown Parking Program recommendations for the 2026 season. She explained why paid parking was implemented and shared the vision and mission statements of the Parking Subgroup. Ewalt noted that after the program was paused in 2025, more than 50 one-on-one meetings were held with downtown businesses to gather input from residents and businesses. She described how this feedback helped the subgroup develop a new plan for 2026.

Ewalt stated that the new plan will include paid parking on-street only on State, Broad, and Pleasant Streets; on the west side of Main Street; on Pleasant Street on the east side of Main Street; and on Court Street from Pleasant to Ship Street. All other streets will enforce a 3-hour limit, and all parking lots will remain free—some all day, others with 3-hour limits. She noted the number of paid parking spots decreased from 807 last year to 175 spots recommended for

this year. Ewalt added that four open houses were held to present the plan, with further adjustments made based on additional feedback. Post-open house suggestions included making all ADA parking and City resident parking free. She also mentioned that paid parking would now run from June 1 through Labor Day, with hours shortened to 10 A.M to 7 P.M.

Ewalt shared that the total expense for the parking program in 2025 was $364,678 and the actual revenue was $76,129, after the program was paused after just 27 days. She states that the estimated expense this year is around $20,000 for concrete work, updated signage and software, with a potential revenue of $180,000. Ewalt reminded that once the program is paid off, 80% of all the revenue will be reinvested into the downtown. She also noted that, after reviewing neighboring communities' ticket rates, the City's rates are in line with others. She explained how ticket fees increase over time when someone does not move their vehicle. Ewalt stated that if the plan is approved, the next steps will be to clearly communicate the new plan and work with Engineering and Public Works staff on the placement of pay stations and configuration of a clear pay station screen design.

Mayor Thomas thanked everyone involved in the Parking Subgroup for their time and work on this new program.

Commissioner Fernandez states he is on the Parking Subgroup and that this new program emphasizes the main objective of improving the condition and accessibility of downtown. He explained that the program is not just about making money, but about making the area more vibrant and increasing parking turnover. He also noted that any funds generated from this can be used to further improve the downtown. He stated there were many compromises built in to preserve what many residents indicated was important to them.

Commissioner Sarola stated that after paid parking was paused last year, one of the thresholds he needed to reach before supporting paid parking was an 80% buy-in from stakeholders, which includes downtown business owners, building owners, and residents. He mentioned that he has spoken to many people. He does not believe this program, as presented, addresses the main goal of encouraging beachgoers to park in designated spots and reserving other spots for restaurants and retailers. Sarola also expressed concern that there is not enough free parking downtown for employees. He said he is not opposed to paid parking but does not believe this plan will succeed. He also wants to see an option for people to purchase an annual pass.

Commissioner Ulrey stated she was glad to see residents included in this plan and that she likes how enforcement is handled with incremental increases in fines. She was concerned that beachgoers would still use Lake Boulevard for parking and suggested that it be paid parking as well.

Commissioner Vetne states she was also on the Parking Subgroup, and the mission was to put paid parking in front of the businesses, so they are the ones to see the most turnover. Commissioner Ulrey noted that residents did not like paid parking in front of the stores, but now they can park for free. She stated that the adjustment in timeframe to 10am to 7pm also helps early morning visitors and late-night visitors, citing the main factor in this was to move beachgoers from downtown.

Commissioner Sarola states he spoke to approximately 25 business owners and not one was in

favor of paid parking in front of their business.

City Manager Emily Hackworth mentioned that adjustments can be made, such as adding Lake Boulevard to the paid parking location or modifying the hours during which paid parking is enforced. She explained the reasons for the change in hours and how it aims to encourage people to park in the appropriate spots.

Mayor Thomas stated that not enough data was collected last year because it was paused after 26 days. She said she looks forward to implementing a system they can analyze and update as needed.

Commissioner Sarola said he met with business owners, and some showed him their financials from last year. He stated there was no doubt that the paid parking had a negative impact and caused backlash. He added that he is not comfortable risking the livelihoods of restaurateurs and merchants while the program is being adjusted. He said there are aspects of the plan that will not achieve their goal, which is why he cannot vote for it. He also noted other challenges the downtown will face in the next year, including new development and the Main Street project.

Commissioner Fernandez stated that he believes the City can do more than one thing at a time. He said there has been stagnation, but if no risks are taken to develop, nothing will ever get done. He mentioned that the reality is parking is not free; there is upkeep, and parts of the downtown infrastructure are deteriorating. He emphasized that the focus is on reducing congestion, not on generating revenue, and any funds collected will be reinvested into improving that infrastructure. He explained that trying paid parking is somewhat controversial, but there are valid business, economic, and development reasons why healthy cities that are growing and developing do it, and the City should learn from their example.

8:43 PM Commissioner Ulrey left the meeting temporarily due to a personal matter.
;
Commissioner Vetne stated she plans to vote no on paid parking because the City will face two major construction projects over the next two years, and adding paid parking during that time will create additional challenges for residents, businesses, and tourists. She noted that during her campaign, she made it clear she would prefer not to have paid parking. However, if it ever becomes necessary, she would consider this proposal, which is limited in scope and free to residents.

Jim Jeske, a City resident, stated he always wanted free parking for residents and agreed with Commissioner Sarola. He asked if there was any acknowledgement of the mistakes and cost of paid parking. He commended the Commission for free resident parking.

Jim Kramer, a City resident and downtown business owner, says he saw what happened last year and worries it will happen again this year because of the negative momentum around paid parking. He expressed concern for many different local businesses and does not believe paid parking will help them. He noted the signage and kiosks were confusing, and most of the business owners downtown are against this.

Kelly Wilson, a downtown business owner, wants the Commission to provide a benefit to

downtown business owners and not create a barrier to parking. She states she does not have a parking turnover problem. She said she lost almost 100k last summer and had to sell her house to get out of debt.

Kelly Arnold, manager at Jewel Fire Diamond Center and on the Parking Subgroup, read feedback received by the Parking Subgroup. She states she does not support this plan and thinks there are better ways to do it. She also thinks there should be an annual pass, and this should be tabled for another two years until after the construction projects are completed.

Marilyn Lomonaco, a City resident, agrees with the comments that this plan will not work. She has heard from people outside the City who said they will not come back to downtown. She also thinks paid parking should be paused for the next two years during construction and agrees with an annual pass. She does not think the kiosks are easy to use and expressed concern for businesses losing employees over this.

Martin Dixon, a City resident, said the biggest issue is the beachgoers in the summertime and suggested building a parking garage below the bluff to move parking out of the downtown.

Janita Galzetti, a City resident, states she has always supported paid parking and 26 days was not enough time to evaluate the program. She commended all of the work done by the Parking Subgroup and is also in favor of a parking pass.

Commissioner Ulrey returned at 9:01 PM.

Nathaniel Bishop, manager of Ryebelle's, states he agrees with everything that has already been said and with an annual pass. He expressed concern about the new development and upcoming construction and thinks 7 PM is too late, suggesting 5 PM or 6 PM.

Dan L., a former downtown business owner, states that there are other ways to address parking turnover, such as higher parking fines. He also suggested making on-street free and paid parking in the lots. He suggested adding more 30-minute parking spaces and reducing them to 15 minutes.

Carl Meyer, a downtown business owner, stated that he does not agree with either side and thinks paid parking should be pushed back for another year or two to develop better solutions. He asked about the usage of the parking lot near the carousel.

TD Butzbaugh of Butzbaugh Properties stated they already have a problem with people parking in their private lot and are concerned about how paid parking will affect it. He wants a solution to this problem.

Shawn Hill, a resident of the city, suggested that property taxes should be collected upfront when a property is sold and that no tax abatements should be allowed. He said that people hear about paid parking and refuse to return to downtown because of it, calling it a horrible idea. He expressed his dissatisfaction with the program and the decisions made by the Commission. He mentioned hearing about three downtown businesses that have recently closed and believes paid parking played a role.

Commission discussion ensued. Topics covered included options available on a motion or to table the discussion, adding an annual pass, getting additional studies, different ways to park and get people into the downtown or to the beach, and where all-day employees can park compared to visitors.

MOTION: To approve the 2026 Downtown Parking Program as presented and to direct the parking subgroup and city staff to develop a parking pass that can be implemented and voted on at a later meeting.

RESULT:	**PASSED**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Tess Ulrey, Commissioner
AYES:	Mayor Thomas, Mayor Pro Tem Fernandez, Commissioner Ulrey
NAYS:	Commissioner Sarola, Commissioner Vetne

Mayor Thomas called for a short break at 9:38 PM.
Mayor Thomas called the meeting back to order at 9:45 PM.

31 Dickinson Park Playground

Director of Public Works Greg Grothous presented the Dickinson Park Playground, noting that funding for the equipment installation was included in the 2025-2026 improvement plan. He explained that installing the playground is essential to complete the improvements agreed upon in the lease agreement with St. Joseph Public Schools. Grothous added that, to speed up the process, staff used the Source Wall Purchasing Cooperative and the State of Michigan MIDeal program to get three proposals for the playground equipment. Staff reviewed the proposals and designs and recommended Sinclair Recreation's design. The Parks & Recreation Advisory Board also recommended Sinclair Recreation's design during their March meeting.

Grothous noted that staff applied for and received a 2025/2026 mParks (Michigan Recreation & Park Association) Statewide Training and Funding Initiative, as this playground will be a Playcore National Demonstration Site. Funding through this program provided the City with a $41,868.99 grant. He also explained that in October 2024 the Commission accepted a donation from the estate of Sonne Schmaltz in the amount of $12,148.43 to be allocated to the Parks Department, which will be used for this project. He advised that the total budgeted amount is $137,148.43 and the amount from Sinclair Recreation is $129,302.65.

Commissioner Fernandez stated that he was looking forward to seeing this completed and that he believed it would add value for all the kids who live in the neighborhood and visit the park.

Shawn Hill, a City resident, expressed dissatisfaction with the City spending money on this project. He stated that the City already has many other parks to maintain, and the spending needs to stop. He suggested that these funds be directed toward other needed projects.

MOTION: To approve the purchase and installation of new playground equipment for

Dickinson Park via the MIDeal Program from Sinclair Recreation, in the amount of $129,302.65, to be charged to the Capital Improvement Fund, and to authorize the City Manager to execute the purchase agreement on behalf of the City

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Sarola, Commissioner
SECONDER:	Michael Fernandez, Mayor Pro Tem
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

32 Managed Services Provider Selection

City Manager Emily Hackworth presented the selection for the Managed Services provider. She explained that CBIZ was hired to conduct an IT review, and after completing the review, they recommended several measures, including the suggestion that the City hire a Managed Services Provider to better support its IT needs, infrastructure, and security. Hackworth mentioned that, due to the technical nature of the process, staff collaborated with CBIZ on the RFP, interviews, and selection. She stated that after the interviews, the process was narrowed down to two firms. The two firms were sent follow-up questions and asked to submit their best and final offers. Hackworth explained that Creek Enterprises is the firm being recommended. They offered a 5% reduction, lowering their initial quote to about $92,500 thousand per year. Hackworth added that the initial quote could fluctuate up or down once their more comprehensive review of users and equipment is completed, which is standard for any company.

Finance Director Ben Reynnells stated that he did not expect the bulk of this expense to occur this fiscal year. He explained that next year he will have a specific budget for hardware expenses and that the transfer of funds from the general fund money will be used to pay for this project. Reynnells also noted that the City spent about $84,000 last year on the current IT consultant and hardware expenses, but the bulk of that expense was for time, and that this would not be a new expense.

Commissioner Sarola praised Hackworth for her efforts and work in preparing this. He mentioned that it was much needed and will bring a new level of security and efficiency the City requires. He also thanked Hackworth for requesting a best-and-final offer from the bidders, noting that the City will be in a much better position.

Commissioner Sarola stated that this expenditure is overdue and will pay the City back many times over what it costs.

Mayor Thomas added that it also prevents potential future charges and serves as a protective measure.

Commissioner Fernandez stated that this was like digital infrastructure and money well spent, so that the City can operate safely and securely.

Commissioner Vetne wanted to know who was responsible if there was a cyberattack. Hackworth stated that the City is responsible. Vetne asked if we owned our own data and systems. Hackworth replied yes.

Commissioner Sarola noted that whether there is an on-site or outside IT person, this is a huge improvement at a fair price to the City.

Commissioner Vetne inquired about the consequences if the vendor fails to meet the required level of service. Attorney Laurie Schmidt clarified that any failure to perform is addressed through the contract, which also has required insurance limits. Vetne also asked if there will be improved access for residents to attend online meetings. Hackworth mentioned that it is possible; there are plans to install new phone service and infrastructure, which could be integrated with how the meetings are streamed. Hackworth also noted that Zoom, currently used, is considered the best option according to CBIZ. Vetne asked about the level of service and response times after staff submits a ticket. Hackworth explained that Creek offers different severity levels, which determine how quickly issues need to be addressed, and they will be in the office twice a month to handle issues in person and to begin understanding the needs of staff.

MOTION: To approve the proposal of Creek Enterprises Inc. submitted December 18th and the Best and Final Offer submitted March 12, and direct staff to prepare a professional services agreement subject to approval by City Attorney Schmidt.

RESULT:	**PASSED [UNANIMOUS]**
MOVER:	Michael Fernandez, Mayor Pro Tem
SECONDER:	Michael Sarola, Commissioner
AYES:	Mayor Thomas, Commissioner Sarola, Mayor Pro Tem Fernandez, Commissioner Ulrey, Commissioner Vetne

City Manager Comments

City Manager Emily Hackworth thanked the Parking Subgroup for their work on the parking program.

City Commission Comments

Commissioner Ulrey thanked the commissioners for their patience while she stepped out during the meeting.

Commissioner Vetne stated she is excited to see something happen with Cedarwood.

Mayor Thomas stated that she missed March Mannequins but heard it was great. She shared her appreciation for the Commission and discussions.

Adjournment

The meeting was closed at 10:07 P.M.

_____
Presiding Officer

_____
City Clerk/ Recording Secretary

Agenda Item

TO: **City Commission**

FROM: **Cameron Welch, Recreation Manager**

RE: **Summer Tennis Agreement - South Shore Tennis and Racquet Club**

MEETING DATE: **April 6, 2026**

Staff would like to present the 2026 Summer Tennis Program agreement with South Shore Tennis & Racquet Club for the Commission's review and approval. The City has partnered with South Shore since 2020 to offer the summer tennis program.

The program will run for seven weeks at the High School tennis courts, beginning Monday, June 8 and ending Friday, July 31. As in past years, there will be one week off in early July (June 29 – July 3), resulting in seven total weeks of instruction. The City will collect and process all program registrations. South Shore will hire and train all staff and will purchase and provide all equipment related to the program at a total cost to the City of $13,000, which will be offset by participant fees. This represents an increase of $150 from last year, which the Club attributes to increased supply costs.

As in previous years, a typical week will include instructional sessions Monday through Thursday. South Shore also plans to offer two hours of supervised Match Play on Friday mornings for the Middle School and High School groups. A session for children ages 4–6 will again be offered, as it was last year.

Staff recommends a $5 per participant increase across all age groups for this year, as outlined below. Rates were last increased in 2023.

Participant	Age	Cost
City Resident	4-6	previously $55; recommend $60
City Resident	7-10	previously $90; recommend $95
City Resident	11-18	previously $100; recommend $105
Non-Resident	4-6	previously $105; recommend $110
Non-Resident	7-10	previously $140; recommend $145

Non-Resident	11-18	previously $150; recommend $155

Action Requested: To approve, as part of the consent agenda, the agreement with South Shore Tennis & Racquet Club to provide the 2026 Summer Tennis Program and to authorize the City Manager to sign the agreement on behalf of the City and amend the Tennis Fee Schedule as presented.

ATTACHMENT(S):

- 2026 Tennis Agreement.pdf
- 2026 Tennis Proposal.pdf

SUMMER YOUTH TENNIS PROGRAM AGREEMENT
Between
CITY OF ST. JOSEPH AND SOUTH SHORE RACQUET CLUB, INC.

This Agreement is executed between the City of St. Joseph, a Michigan municipal corporation with its principal offices located at 700 Broad Street, St. Joseph, Michigan 49085 ("City") and the South Shore Racquet Club, Inc., a Michigan corporation with its principal offices located at 3630 Tennis Court, St. Joseph, MI 49085 ("South Shore"), for the operation of a Summer Youth Tennis Program.

The parties agree to the following terms and conditions:

1. **Proposed Program.**
   South Shore will design and conduct a summer youth tennis/pickleball program for children ages 4 to 17, located at the Stubblefield Tennis Courts at 2521 Stadium Drive St. Joseph, MI 49085. The program will provide structured and well-supervised tennis or pickleball activities. Children will enjoy a positive, relaxed and fun atmosphere of instructor led tennis/pickleball activities. The program will run for seven (7) weeks beginning June 8th, from 8:00 am until 11:30 am. The program will not operate June 29 – July 3, 2026.
   Activities will include, but are not limited to outdoor or indoor tennis/pickleball games and activities. The South Shore 2026 proposal ("proposal") is attached as Exhibit # 1 and incorporated as part of this Agreement. In the event there is a conflict between the proposal and this Agreement, the terms of this Agreement shall prevail.

2. **Length of Contract.**
   The term of this agreement shall be from June 8, 2026 through July 31, 2026. This Agreement may be terminated upon 14 days' written notice to the other party, provided at the addresses stated in this Agreement. This Agreement is effective upon execution.

3. **Payment.**
   The City will pay South Shore a total amount of Thirteen Thousand Dollars and 00/100 ($13,000.00), payable in two (2) equal installments made on or about June 15, and July 15 as part of the City's regular payment cycle.

4. **Building Maintenance.**
   South Shore staff will perform daily housekeeping and clean-up tasks within the area utilized by the program. Regular janitorial services shall be provided by the City of St. Joseph. South Shore shall notify City immediately upon discovering any maintenance issues on the premises.

5. **Special Terms and/or Conditions.**
   It is understood by the City of St. Joseph and South Shore that South Shore will be responsible for the hiring, training, and supervision of staff. The staffing preference will be given to St.

Joseph City residents; however, if there are not enough qualified City resident applicants, individuals from outside the city limits will be considered.

The parties will work together to coordinate program marketing, registration forms, and registrant information.

6. **Insurance.**
It is understood that the South Shore shall provide the City of St. Joseph with the following:

    a. A copy of the Certification of Insurance which provides worker's compensation coverage to its employees in accordance with Michigan law.

    b. A copy of the Comprehensive General Liability Insurance Policy which contains an endorsement adding the City of St. Joseph as an additional insured party. Policy should be on an "Occurrence Basis with limits of liability of not be less than $1,000,000" per occurrence and aggregate.

Insurance carriers must be acceptable to the City of St. Joseph and admitted to do business in the State of Michigan.

The Comprehensive General Liability Insurance Policy shall include an endorsement stating the following shall be Additional Insureds: The City of St. Joseph, all elected and appointed officials, employees, volunteers, boards, commissions, and/or authorities and boards, including members, employees and volunteers thereof. It is understood and agreed by naming the City of St. Joseph as additional insured, coverage afforded is considered to be primary and any other insurance the City of St. Joseph may have in effect shall be considered secondary and/or excess.

At this time, South Shore will not be providing any motor vehicle transportation as part of this Agreement. However, if South Shore does provide motor vehicle transportation, it must first provide the City with a copy of its Motor Vehicle Liability Insurance Policy, including Michigan No-Fault coverage, with limits not less than the minimum required by Michigan law for bodily injury and property damage. Coverage shall include all owned vehicles, non-owned vehicles, and hired vehicles.

7. **Laws, Rules and Regulations.**
South Shore shall comply with all federal, state and local laws, rules and regulations. South Shore is prohibited from undertaking any activities requiring or in any manner bringing onto the property contaminating or hazardous substances, including but not limited to such materials, chemicals, compounds, solvents or substances that constitute a hazardous substance subject to any federal, state or local environmental laws, rules or regulations.

8. **Licensing and Permits.**
To the extent that any federal, state, or local licenses, registrations, or permits are required, South Shore shall obtain and maintain the same during the term of this Agreement.

9. **Independent Contractor Relationship.**
The parties agree that South Shore is an independent contractor, and that neither South Shore nor South shore employees, agents or representative are, or shall be deemed to be, employees of the City for any purpose for services performed under this Agreement, including but not limited to worker's compensation, unemployment compensation, insurance, or fringe benefits.

10. **Confidentiality.**
South Shore, and its employees, agents or representatives will not at any time or in any manner, either directly or indirectly, use for its personal benefit, divulge, disclose or communicate in any manner any information that is confidential or proprietary to the City. South Shore and its employees, agents and representatives will protect such information and treat it as strictly confidential. This provision will continue to be effective after termination of this Agreement.

11. **Indemnification.**
South Shore agrees to defend, indemnify and hold the City, its elected and appointed officials, employees, agents and volunteers harmless from all claims, demands, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted, clamed or recovered against the City that result from the acts or omissions of South Shore and/or South Shore employees, agentsor representatives by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this Agreement.

12. **Severability.**
If any provision of this Agreement will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

13. **Waiver.**
The failure to enforce any provision in this Agreement shall not constitute a waiver or serve as a bar to the enforcement of that provision or of any other provision in this Agreement. The waiver of a breach of any provision in this agreement must be in writing.

14. **Notice.**
Any notice or communication required or permitted under this Agreement shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth below or to such other address as one party may have furnished to the other in writing.

South Shore Racquet Club, Inc.
Attn: General Manager
3630 Tennis Court
St. Joseph, MI 49085
(269) 429-2101

City of St. Joseph
Attn: City Manager
700 Broad Street
St. Joseph, MI 49085
(269) 983-5541

15. **Assignment.**
    Neither party may assign or transfer this Agreement without the prior written consent of the non-assigning party, which approval shall not be unreasonably withheld.

16. **Nondiscrimination.**
    South Shore shall not discriminate in the provision of services or accommodations or against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual orientation, gender identity, height, weight, marital status, or because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Breach of this covenant may be regarded as a material breach of this Agreement.

17. **Amendment.**
    This Agreement may only be modified or amended in a writing signed by both parties.

18. **Governing Law.**
    This Agreement shall be construed in accordance with the laws of the State of Michigan.

_____ _____

Emily Hackworth
City Manager City of St. Joseph

Date

_____ _____

Sarah Lancaster
South Shore Racquet Club, Inc., General Manager

Date

Approved as to form

By:_____
Laurie Schmidt

Below is a proposal from South Shore Health & Racquet Club for operation of the St. Joseph City Summer Youth Tennis Program for the 2026 season:

Dates:
June 8, 2025 - July 31, 2026 (NO classes from June 29 - July 3)
Classes would meet for a total of 7 weeks.

Times:
Programs run 8AM - 11:25AM

High School 8AM - 8:55AM
Red 9AM - 9:25AM
Orange & Green 9:30AM - 10:25AM
Middle School 10:30AM - 11:25AM

Instructional classes will be held Monday thru Thursday.
High School & Middle School match-play included on Friday mornings from 8AM - 10AM.

Payment: The City will pay South Shore a total amount of *Thirteen Thousand Dollars and 00/100 ($13,000.00)*, payable in two (2) equal installments made on or about June 15 & July 15, as a part of the City's regular payment cycle.

Please let us know if you have any questions. We are looking forward to the 2026 season!!

Sarah Lancaster
General Manager
sarah@southshorehrc.com

info@southshorehrc.com - 3630 Tennis Court, Saint Joseph MI 49085 - (269) 429 - 2101

Agenda Item

TO: **City Commission**

FROM: **Ben Reynnells, Finance Director**

RE: **Invoice and Tax Disbursements**

MEETING DATE: **April 6, 2026**

As part of the consent agenda, please consider approval of the following invoices and disbursements from March 12, 2026, through March 30, 2026.

Non-Tax Disbursements: $1,966,462.82
Tax Disbursements: $60,013.38
Total Disbursed: $2,026,476.20

Action Requested: Motion to approve, as part of the consent agenda, the cash disbursements, as presented.

ATTACHMENT(S):

- Invoice GL Distribution Report 03-12-26 to 03-30-26.pdf

INVOICE DISTRIBUTION REPORT FOR CITY OF ST. JOSEPH

POST DATES 03/12/2026 - 03/30/2026
POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND								
Department: 000.000 NOT ASSIGNED								
101-000.000-123.000	PREPAID EXPENSES	00178230	PYROTECNICO FIREWORKS,	FIREWORK DE	11-27-2024	03/13/2026	18,250.00	1104
101-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	8,199.48	1102
101-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	7,907.43	1126
101-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	17,894.12	1097
101-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	17,775.48	1121
101-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	7,540.06	1097
101-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	3,099.38	1097
101-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	7,545.17	1097
101-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	3,097.65	1097
101-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	6,823.29	1121
101-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	2,999.91	1121
101-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	6,826.99	1121
101-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	2,998.48	1121
101-000.000-230.700	Remittance	00178209	CITY - EFT RIFLE BUY BA	Remittance	REMIT	03/13/2026	580.64	1094
101-000.000-230.700	Remittance	00178209	CITY - EFT RIFLE BUY BA	Remittance	REMIT	03/13/2026	125.04	1094
101-000.000-230.700	Remittance	00178507	CITY - EFT RIFLE BUY BA	Remittance	REMIT	03/27/2026	580.64	1118
101-000.000-230.700	Remittance	00178507	CITY - EFT RIFLE BUY BA	Remittance	REMIT	03/27/2026	125.04	1118
101-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	3,745.95	1091
101-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	1,026.91	1091
101-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	5,215.98	1091
101-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	425.46	1091
101-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	3,387.01	1114
101-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	1,378.71	1114
101-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	5,171.19	1114
101-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	431.74	1114
101-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	15,423.59	1091
101-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	18,111.45	1091
101-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	5,671.67	1091
101-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	2,051.38	1091
101-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	13,975.59	1114
101-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	17,955.98	1114
101-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	7,614.73	1114
101-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	2,081.72	1114
101-000.000-231.300	Remittance	00178204	Police Officers Labor C	Remittance	REMIT	03/13/2026	212.00	220868
101-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	276.71	220862
101-000.000-231.300	Remittance	00178201	FOPLC	Remittance	REMIT	03/13/2026	1,134.00	220864
101-000.000-231.400	Remittance	00178206	United Way of SW Michig	Remittance	REMIT	03/13/2026	10.96	220869
101-000.000-231.400	Remittance	00178504	United Way of SW Michig	Remittance	REMIT	03/27/2026	3.29	221028
101-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	3,902.24	220867
101-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	50.00	220867
101-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	252.56	220867
101-000.000-231.600	Remittance	00178198	MISSION SQUARE	Remittance	REMIT	03/13/2026	375.00	220866
101-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	208.75	221025
101-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	3,918.69	221026
101-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	50.00	221026
101-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	121.37	221026
101-000.000-231.800	Remittance	00178197	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/13/2026	1,065.14	1088
101-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	993.51	1111
101-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	408.28	220860

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND								
Department: 000.000 NOT ASSIGNED								
101-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	435.60	220860
101-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	414.00	221021
101-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	417.99	221021
101-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	7,435.23	1086
101-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	7,298.83	1109
101-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	29,741.27	1086
101-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	29,195.68	1109
101-000.000-232.100	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	47.88	1089
101-000.000-232.100	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	49.27	1112
101-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	460.35	1089
101-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	444.55	1112
101-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	1,070.25	1096
101-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	1,105.13	1120
101-000.000-232.700	Remittance	00178210	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/13/2026	0.45	1095
101-000.000-232.700	Remittance	00178508	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/27/2026	0.75	1119
101-000.000-273.500	UNDISTRIBUTED PERMIT FE	00178285	BRICKS AND STICKS HOME	FEB RENTAL	1032	03/18/2026	2,860.00	220932
101-000.000-273.500	UNDISTRIBUTED PERMIT FE	00178284	SIMPSON, KENNETH D.	ELECTRICAL	260312	03/18/2026	2,740.80	220935
101-000.000-273.500	UNDISTRIBUTED PERMIT FE	00178283	KEYONE SERVICES PLLC	PLUMBING IN	FEBRUARY 2026	03/18/2026	1,605.60	220934
101-000.000-273.500	UNDISTRIBUTED PERMIT FE	00178282	JEWELL, KENNETH MICHAEL	DISTRIBUTIO	MARCH 2026	03/18/2026	1,964.00	220933
101-000.000-491.000	BUILDING PERMITS	00178428	AYERS BASEMENT SYSTEMS	BUILDING PE	03-16-2026	03/19/2026	80.00	220940
					Total Department 000.000 NOT ASSIGNED		316,387.99	
Department: 172.000 CITY MANAGER								
101-172.000-805.000	LEGAL SERVICES	00178463	FOSTER SWIFT COLLINS &	LEGAL SERVI	936031	03/26/2026	700.00	221053
101-172.000-860.000	TRANSPORTATION AND EDUC	00178322	FIRST NATIONAL BANK OF	TIFFANY MIT	02-27-2026	03/19/2026	400.00	220962
101-172.000-870.000	PROFESSIONAL MEMBERSHIP	00178322	FIRST NATIONAL BANK OF	TIFFANY MIT	02-27-2026	03/19/2026	425.00	220962
					Total Department 172.000 CITY MANAGER		1,525.00	
Department: 235.000 CENTRAL PURCHASING								
101-235.000-740.000	OPERATING SUPPLIES	00178464	HANSON BEVERAGE SERVICE	WATER	931884	03/26/2026	43.92	221058
101-235.000-740.000	OPERATING SUPPLIES	00178588	DOUBLEDAY OFFICE PRODUC	PAPER	77803	03/26/2026	49.00	221046
101-235.000-850.000	COMMUNICATIONS	00178329	UNITED FEDERAL CREDIT U	MEGAN NEUBE	02-06-2026	03/19/2026	21.00	1106
101-235.000-850.000	COMMUNICATIONS	00178329	UNITED FEDERAL CREDIT U	MEGAN NEUBE	02-06-2026	03/19/2026	277.90	1106
101-235.000-930.000	GENERAL REPAIR AND MAIN	00178456	U.S. BUSINESS SYSTEMS,	COPIER MACH	IN267494	03/26/2026	1,814.89	221111
101-235.000-941.100	SOFTWARE & SUBSCRIBE BA	00178321	FIRST NATIONAL BANK OF	EMILY HACKW	02-27-2026	03/19/2026	557.89	220962
101-235.000-941.100	SOFTWARE & SUBSCRIBE BA	00178435	FIRST NATIONAL BANK OF	FINANCE DEP	02-27-2026	03/19/2026	113.56	220962
					Total Department 235.000 CENTRAL PURCHASING		2,878.16	
Department: 253.000 CITY TREASURER								
101-253.000-728.000	POSTAGE	00178335	QUADIENT FINANCE USA, I	MARCH BILLI	03-13-2026	03/19/2026	1,503.61	221003
101-253.000-860.000	TRANSPORTATION AND EDUC	00178328	UNITED FEDERAL CREDIT U	BEN REYNNEL	02-06-2026	03/19/2026	599.00	1106
101-253.000-860.000	TRANSPORTATION AND EDUC	00178328	UNITED FEDERAL CREDIT U	BEN REYNNEL	02-06-2026	03/19/2026	99.00	1106
					Total Department 253.000 CITY TREASURER		2,201.61	
Department: 257.000 CITY ASSESSOR								
101-257.000-801.000	PROFESSIONAL AND CONTRA	00178396	LIEBERMAN, MICHAEL	BOARD OF RE	03-18-2026	03/19/2026	300.00	220989
101-257.000-801.000	PROFESSIONAL AND CONTRA	00178395	GAREY, MICHAEL	BOARD OF RE	03-18-2026	03/19/2026	350.00	220970
101-257.000-801.000	PROFESSIONAL AND CONTRA	00178394	JUDD, ROBERT	BOARD OF RE	03-18-2026	03/19/2026	300.00	220984
101-257.000-900.000	PRINTING & PUBLISHING	00178302	HERALD-PALLADIUM	MBOR PUBLIC	71407175	03/19/2026	468.81	220974
					Total Department 257.000 CITY ASSESSOR		1,418.81	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND								
Department: 265.000 BUILDINGS & GROUNDS								
101-265.000-740.000	OPERATING SUPPLIES	00178286	KSS ENTERPRISES	CLEANING SU	1748939-1	03/26/2026	118.61	221063
101-265.000-740.000	OPERATING SUPPLIES	00178382	WOLF'S MARINE INC.	FIRE STATIO	0010256	03/19/2026	90.00	221019
101-265.000-740.000	OPERATING SUPPLIES	00178384	BROWN'S LOCKSMITH AND H	PUBLIC WORK	213041	03/19/2026	48.00	220944
101-265.000-740.000	OPERATING SUPPLIES	00178389	KENDALL ELECTRIC INC	CITY HALL R	S116582187.001	03/19/2026	278.33	220986
101-265.000-740.000	OPERATING SUPPLIES	00178433	FIRST NATIONAL BANK OF	MICHAEL CHR	02-27-2026	03/19/2026	225.94	220962
101-265.000-740.000	OPERATING SUPPLIES	00178433	FIRST NATIONAL BANK OF	MICHAEL CHR	02-27-2026	03/19/2026	384.94	220962
101-265.000-740.000	OPERATING SUPPLIES	00178433	FIRST NATIONAL BANK OF	MICHAEL CHR	02-27-2026	03/19/2026	170.00	220962
101-265.000-740.000	OPERATING SUPPLIES	00178429	KENDALL ELECTRIC INC	CITY HALL R	S116582187.002	03/19/2026	(18.63)	220986
101-265.000-740.000	OPERATING SUPPLIES	00178413	ACE HARDWARE	FIRE STATIO	166773/1	03/19/2026	19.40	220937
101-265.000-740.000	OPERATING SUPPLIES	00178412	LEEP'S SUPPLY CO., INC.	FIRE STATIO	S3964506.001	03/19/2026	1,958.06	220988
101-265.000-740.000	OPERATING SUPPLIES	00178411	LEEP'S SUPPLY CO., INC.	FIRE STATIO	S3965625.001	03/19/2026	12.41	220988
101-265.000-740.000	OPERATING SUPPLIES	00178460	KSS ENTERPRISES	CLEANING SU	1748939-1	03/26/2026	118.61	221063
101-265.000-740.000	OPERATING SUPPLIES	00178459	ALLIED MECHANICAL SERVI	MEMORIAL HA	46878	03/26/2026	1,152.61	221038
101-265.000-740.000	OPERATING SUPPLIES	00178458	LEEP'S SUPPLY CO., INC.	CEMETERY SH	S3966540.001	03/26/2026	80.97	221065
101-265.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	4,361.59	220976
101-265.000-920.000	PUBLIC UTILITIES	00178526	MICHIGAN GAS UTILITIES	ACCT #05055	5853184073	03/26/2026	852.83	221072
101-265.000-931.000	LAND & BUILDING REPAIRS	00178288	ENERCO SPECIALTY CHEMIC	CONTRACT PA	INV028571	03/19/2026	500.00	220957
101-265.000-931.000	LAND & BUILDING REPAIRS	00178287	ENERCO SPECIALTY CHEMIC	CONTRACT PA	INV028570	03/19/2026	225.00	220957
101-265.000-931.000	LAND & BUILDING REPAIRS	00178331	ALLIED MECHANICAL SERVI	CONTRACT PA	47134	03/19/2026	344.50	220938
101-265.000-931.000	LAND & BUILDING REPAIRS	00178426	GUSE-HAHN GARAGE DOORS	ICE ARENA R	10725	03/19/2026	520.00	220973
				Total Department 265.000 BUILDINGS & GROUNDS			11,443.17	
Department: 266.000 CITY ATTORNEY								
101-266.000-860.000	TRANSPORTATION AND EDUC	00178315	FIRST NATIONAL BANK OF	LAURIE SCHM	02-27-2026	03/19/2026	185.00	220962
101-266.000-860.000	TRANSPORTATION AND EDUC	00178473	SCHMIDT, LAURIE	MAMA ADVANC	03-10-2026	03/26/2026	199.80	221101
				Total Department 266.000 CITY ATTORNEY			384.80	
Department: 270.000 PERSONNEL								
101-270.000-740.000	OPERATING SUPPLIES	00178468	HR DIRECT	LABOR LAW P	INV18752265	03/26/2026	98.95	221060
101-270.000-860.000	TRANSPORTATION AND EDUC	00178316	FIRST NATIONAL BANK OF	SAMANTHA WI	02-27-2026	03/19/2026	465.00	220962
				Total Department 270.000 PERSONNEL			563.95	
Department: 336.000 FIRE DEPARTMENT								
101-336.000-740.000	OPERATING SUPPLIES	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	36.44	1106
101-336.000-740.000	OPERATING SUPPLIES	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	137.78	1106
101-336.000-740.000	OPERATING SUPPLIES	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	57.96	1106
101-336.000-740.000	OPERATING SUPPLIES	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	98.00	1106
101-336.000-740.000	OPERATING SUPPLIES	00178421	SHARE CORPORATION	TOOLS	333185	03/19/2026	153.25	221006
101-336.000-740.000	OPERATING SUPPLIES	00178401	AMAZON CAPITAL SERVICES	BATTERIES A	1DTR-CYPY-3W97	03/19/2026	57.09	221020
101-336.000-740.000	OPERATING SUPPLIES	00178558	NYE UNIFORM COMPANY	SHIRT	941824	03/26/2026	103.34	221092
101-336.000-740.000	OPERATING SUPPLIES	00178577	ACE HARDWARE	TRUFUEL	166828/1	03/26/2026	14.38	221036
101-336.000-776.000	TECHNICAL EQUIPMENT	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	1,494.67	1106
101-336.000-776.000	TECHNICAL EQUIPMENT	00178403	MACQUEEN GROUP RENTALS	FIRE BOOTS	P60580	03/19/2026	510.02	220991
101-336.000-776.000	TECHNICAL EQUIPMENT	00178402	MACQUEEN GROUP RENTALS	FIRE GEAR	P63119	03/19/2026	8,934.33	220991
101-336.000-860.000	TRANSPORTATION AND EDUC	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	499.00	1106
101-336.000-860.000	TRANSPORTATION AND EDUC	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	499.00	1106
101-336.000-870.000	PROFESSIONAL MEMBERSHIP	00178326	UNITED FEDERAL CREDIT U	MICHAEL PHE	02-06-2026	03/19/2026	169.99	1106
101-336.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	1,066.98	220976
101-336.000-920.000	PUBLIC UTILITIES	00178527	MICHIGAN GAS UTILITIES	ACCT #05055	5852408101	03/26/2026	842.48	221073
101-336.000-941.100	SOFTWARE & SUBSCRIBE BA	00178245	D.L. GALLIVAN OFFICE SO	MONTHLY MAI	IN196304	03/13/2026	36.60	220879

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND								
Department: 336.000 FIRE DEPARTMENT								
					Total Department 336.000 FIRE DEPARTMENT		14,711.31	
Department: 345.000 PUBLIC SAFETY DEPARTMENT								
101-345.000-740.000	OPERATING SUPPLIES	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	33.08	1106
101-345.000-740.000	OPERATING SUPPLIES	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	74.00	1106
101-345.000-776.000	TECHNICAL EQUIPMENT	00178427	UNITED FEDERAL CREDIT U	STEVEN NEUB	02-06-2026	03/19/2026	329.00	1106
101-345.000-801.000	PROFESSIONAL AND CONTRA	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	100.00	1106
101-345.000-801.000	PROFESSIONAL AND CONTRA	00178319	FIRST NATIONAL BANK OF	STEVE NEUBE	02-27-2026	03/19/2026	100.00	220962
101-345.000-801.000	PROFESSIONAL AND CONTRA	00178584	OSCAR'S PRINTING & COPY	BUSINESS CA	143205	03/26/2026	143.50	221095
101-345.000-930.000	GENERAL REPAIR AND MAIN	00178475	GREAT LAKES UPFITTING	RUBBER TRAY	INV-1888	03/26/2026	100.00	221057
101-345.000-930.000	GENERAL REPAIR AND MAIN	00178474	C. WIMBERLEY FORD	CAR #13	37145	03/26/2026	363.89	221044
101-345.000-930.000	GENERAL REPAIR AND MAIN	00178557	C. WIMBERLEY FORD	CAR #10	37309	03/26/2026	82.46	221044
101-345.000-930.000	GENERAL REPAIR AND MAIN	00178556	C. WIMBERLEY FORD	HERBERT VEH	37400	03/26/2026	82.46	221044
101-345.000-930.000	GENERAL REPAIR AND MAIN	00178586	C. WIMBERLEY FORD	#2 GASKET/S	37303	03/26/2026	721.32	221044
101-345.000-941.100	SOFTWARE & SUBSCRIBE BA	00178245	D.L. GALLIVAN OFFICE SO	MONTHLY MAI	IN196304	03/13/2026	41.10	220879
101-345.000-941.100	SOFTWARE & SUBSCRIBE BA	00178245	D.L. GALLIVAN OFFICE SO	MONTHLY MAI	IN196304	03/13/2026	34.04	220879
101-345.000-941.100	SOFTWARE & SUBSCRIBE BA	00178559	TELE-RAD INC.	MONTHLY MAI	923124	03/26/2026	167.20	221110
					Total Department 345.000 PUBLIC SAFETY DEPARTMENT		2,372.05	
Department: 371.000 BUILDING INSPECTION DEPARTMENT								
101-371.000-860.000	TRANSPORTATION AND EDUC	00178334	FIRST NATIONAL BANK OF	GALINA BOGD	02-27-2026	03/19/2026	496.00	220962
					Total Department 371.000 BUILDING INSPECTION DEPARTMENT		496.00	
Department: 372.000 CODE ENFORCEMENT DEPARTMENT								
101-372.000-801.000	PROFESSIONAL AND CONTRA	00178410	WILDER, TRUDY	REIMBURSEME	03-12-2026	03/19/2026	60.76	221017
					Total Department 372.000 CODE ENFORCEMENT DEPARTMENT		60.76	
Department: 441.000 PUBLIC WORKS DEPARTMENT								
101-441.000-740.000	OPERATING SUPPLIES	00178520	DOUBLEDAY OFFICE PRODUC	SUPPLIES	77705	03/26/2026	23.21	221046
101-441.000-740.000	OPERATING SUPPLIES	00178567	DOUBLEDAY OFFICE PRODUC	SUPPLIES	77804	03/26/2026	37.59	221046
101-441.000-740.000	OPERATING SUPPLIES	00178588	DOUBLEDAY OFFICE PRODUC	PAPER	77803	03/26/2026	0.00	221046
101-441.000-920.000	PUBLIC UTILITIES	00178530	MICHIGAN GAS UTILITIES	ACCT #05055	5852396761	03/26/2026	1,743.15	221076
					Total Department 441.000 PUBLIC WORKS DEPARTMENT		1,803.95	
Department: 442.000 ASSET MANAGEMENT								
101-442.000-860.000	TRANSPORTATION AND EDUC	00178323	FIRST NATIONAL BANK OF	TIM ZEBELL	02-27-2026	03/19/2026	500.00	220962
					Total Department 442.000 ASSET MANAGEMENT		500.00	
Department: 447.000 CITY ENGINEER								
101-447.000-804.000	ENGINEER RETAINER	00178276	ABONMARCHE CONSULTANTS	GENERAL ENG	162899	03/19/2026	500.00	220936
101-447.000-860.000	TRANSPORTATION AND EDUC	00178323	FIRST NATIONAL BANK OF	TIM ZEBELL	02-27-2026	03/19/2026	385.00	220962
					Total Department 447.000 CITY ENGINEER		885.00	
Department: 448.000 STREET LIGHTING								
101-448.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	13,643.58	220976
101-448.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	277.29	220976
					Total Department 448.000 STREET LIGHTING		13,920.87	
Department: 721.000 COMMUNITY DEVELOPMENT								
101-721.000-801.000	PROFESSIONAL AND CONTRA	00178387	COREWELL HEALTH CLIENT	PRE-EMPLOYM	03-08-2026	03/19/2026	193.00	220950
101-721.000-860.000	TRANSPORTATION AND EDUC	00178334	FIRST NATIONAL BANK OF	GALINA BOGD	02-27-2026	03/19/2026	458.82	220962

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND								
Department: 721.000 COMMUNITY DEVELOPMENT								
101-721.000-860.000	TRANSPORTATION AND EDUC	00178434	FIRST NATIONAL BANK OF	KELLY EWALT	02-27-2026	03/19/2026	205.80	220962
101-721.000-900.000	PRINTING & PUBLISHING	00178301	HERALD-PALLADIUM	PH NOTICE 5	71425755	03/19/2026	209.39	220974
101-721.000-900.000	PRINTING & PUBLISHING	00178300	HERALD-PALLADIUM	2000 S STAT	71414252	03/19/2026	218.25	220974
101-721.000-900.000	PRINTING & PUBLISHING	00178299	HERALD-PALLADIUM	PUBLIC HEAR	71436806	03/19/2026	164.27	220974
101-721.000-900.000	PRINTING & PUBLISHING	00178575	HERALD-PALLADIUM	REAR LOTS A	71439042	03/26/2026	141.70	221059
				Total Department 721.000 COMMUNITY DEVELOPMENT			1,591.23	
Department: 728.000 ECONOMIC DEVELOPMENT								
101-728.000-728.000	POSTAGE	00178434	FIRST NATIONAL BANK OF	KELLY EWALT	02-27-2026	03/19/2026	10.48	220962
101-728.000-900.000	PRINTING & PUBLISHING	00178298	HERALD-PALLADIUM	PUBLIC HEAR	71406132	03/19/2026	181.19	220974
				Total Department 728.000 ECONOMIC DEVELOPMENT			191.67	
Department: 751.000 PARKS/RECREATION								
101-751.000-740.000	OPERATING SUPPLIES	00178274	ACE HARDWARE	HAND TOOLS	166682/1	03/13/2026	163.75	220871
101-751.000-740.000	OPERATING SUPPLIES	00178330	UNITED FEDERAL CREDIT U	GREG GROTHO	02-06-2026	03/19/2026	859.00	1106
101-751.000-740.000	OPERATING SUPPLIES	00178325	UNITED FEDERAL CREDIT U	CAMERON WEL	02-06-2026	03/19/2026	127.48	1106
101-751.000-740.000	OPERATING SUPPLIES	00178320	FIRST NATIONAL BANK OF	JEFFREY REC	02-27-2026	03/19/2026	139.23	220962
101-751.000-740.000	OPERATING SUPPLIES	00178380	FORKER, ANDRAYA	CLOTHING RE	03-13-2026	03/19/2026	29.67	220969
101-751.000-740.000	OPERATING SUPPLIES	00178383	MID-COUNTY LAWN & GARDE	TRIMMER PAR	194135	03/19/2026	234.00	220993
101-751.000-740.000	OPERATING SUPPLIES	00178414	ACE HARDWARE	BUNGEE CORD	166725/1	03/19/2026	13.49	220937
101-751.000-740.000	OPERATING SUPPLIES	00178492	ACE HARDWARE	PLEXI GLASS	166836/1	03/26/2026	40.49	221036
101-751.000-740.000	OPERATING SUPPLIES	00178490	ACE HARDWARE	TAPE	166779/1	03/26/2026	10.78	221036
101-751.000-740.000	OPERATING SUPPLIES	00178515	MID-COUNTY LAWN & GARDE	OIL	194162	03/26/2026	50.34	221091
101-751.000-740.000	OPERATING SUPPLIES	00178514	MID-COUNTY LAWN & GARDE	TRIMMER REP	73710	03/26/2026	45.00	221091
101-751.000-740.000	OPERATING SUPPLIES	00178513	MID-COUNTY LAWN & GARDE	AIR FILTER	194257	03/26/2026	11.59	221091
101-751.000-740.000	OPERATING SUPPLIES	00178512	MID-COUNTY LAWN & GARDE	AIR FILTERS	194170	03/26/2026	13.47	221091
101-751.000-740.000	OPERATING SUPPLIES	00178571	FOSSIL INDUSTRIES, INC.	MAIDS SIGNS	F108613	03/26/2026	1,640.00	221052
101-751.000-740.000	OPERATING SUPPLIES	00178583	HERALD-PALLADIUM	PUBLIC NOTI	71425601	03/26/2026	90.95	221059
101-751.000-860.000	TRANSPORTATION AND EDUC	00178330	UNITED FEDERAL CREDIT U	GREG GROTHO	02-06-2026	03/19/2026	505.00	1106
101-751.000-860.000	TRANSPORTATION AND EDUC	00178320	FIRST NATIONAL BANK OF	JEFFREY REC	02-27-2026	03/19/2026	6.10	220962
101-751.000-860.000	TRANSPORTATION AND EDUC	00178320	FIRST NATIONAL BANK OF	JEFFREY REC	02-27-2026	03/19/2026	87.22	220962
101-751.000-860.000	TRANSPORTATION AND EDUC	00178320	FIRST NATIONAL BANK OF	JEFFREY REC	02-27-2026	03/19/2026	228.70	220962
101-751.000-860.000	TRANSPORTATION AND EDUC	00178320	FIRST NATIONAL BANK OF	JEFFREY REC	02-27-2026	03/19/2026	463.54	220962
101-751.000-860.000	TRANSPORTATION AND EDUC	00178320	FIRST NATIONAL BANK OF	JEFFREY REC	02-27-2026	03/19/2026	175.00	220962
101-751.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	1,245.66	220976
101-751.000-930.000	GENERAL REPAIR AND MAIN	00178289	PRIDE THE PORTABLE TOIL	TOILET RENT	49242-4808	03/19/2026	275.00	221002
101-751.000-964.000	REFUNDS & REBATES	00178379	JESSICA PARENT	SHELTER CHA	03-16-2026	03/19/2026	250.00	220983
				Total Department 751.000 PARKS/RECREATION			6,705.46	
Department: 752.000 LIGHTHOUSE OPERATIONS								
101-752.000-740.000	OPERATING SUPPLIES	00178524	ACE HARDWARE	SHOP VAC AN	166862/1	03/26/2026	89.99	221036
101-752.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	81.06	220976
				Total Department 752.000 LIGHTHOUSE OPERATIONS			171.05	
Department: 756.000 RECREATION PROGRAMS								
101-756.000-740.000	OPERATING SUPPLIES	00178325	UNITED FEDERAL CREDIT U	CAMERON WEL	02-06-2026	03/19/2026	528.51	1106
				Total Department 756.000 RECREATION PROGRAMS			528.51	
Department: 757.000 ICE ARENA OPERATIONS								
101-757.000-740.000	OPERATING SUPPLIES	00178273	ACE HARDWARE	STAIN/BRUSH	166648/1	03/13/2026	70.16	220871

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND								
Department: 757.000 ICE ARENA OPERATIONS								
101-757.000-740.000	OPERATING SUPPLIES	00178524	ACE HARDWARE	SHOP VAC AN	166862/1	03/26/2026	26.08	221036
101-757.000-740.000	OPERATING SUPPLIES	00178523	ACE HARDWARE	ICE ARENA S	166869/1	03/26/2026	8.99	221036
101-757.000-740.000	OPERATING SUPPLIES	00178521	LINDE GAS & EQUIPMENT I	PROPANE SER	55650294	03/26/2026	189.16	221066
101-757.000-740.000	OPERATING SUPPLIES	00178578	BERRIEN COUNTY HEALTH D	FOOD SERVIC	SFE-01111-043688	03/26/2026	255.00	221041
101-757.000-850.000	COMMUNICATIONS	00178329	UNITED FEDERAL CREDIT U	MEGAN NEUBE	02-06-2026	03/19/2026	174.85	1106
101-757.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	10,259.87	220976
101-757.000-920.000	PUBLIC UTILITIES	00178529	MICHIGAN GAS UTILITIES	ACCT #05055	5854129699	03/26/2026	853.06	221075
101-757.000-920.000	PUBLIC UTILITIES	00178528	MICHIGAN GAS UTILITIES	ACCT #05055	5854383183	03/26/2026	366.47	221074
101-757.000-930.000	GENERAL REPAIR AND MAIN	00178415	ACE HARDWARE	PAINT FOR L	166746/1	03/19/2026	8.78	220937
101-757.000-930.000	GENERAL REPAIR AND MAIN	00178489	ACE HARDWARE	NEW SUMP PU	166820/1	03/26/2026	287.99	221036
					Total Department 757.000 ICE ARENA OPERATIONS		12,500.41	
Department: 905.000 DEBT SERVICE								
101-905.000-991.000	DEBT SERVICE PRINCIPAL	00178465	STURGIS BANK & TRUST CO	LOAN PAYMEN	47518	03/26/2026	59,499.92	221109
101-905.000-995.000	DEBT SERVICE INTEREST F	00178465	STURGIS BANK & TRUST CO	LOAN PAYMEN	47518	03/26/2026	6,126.00	221109
					Total Department 905.000 DEBT SERVICE		65,625.92	
					Total Fund 101 GENERAL FUND		458,867.68	
Fund: 202 MAJOR STREET FUND								
Department: 000.000 NOT ASSIGNED								
202-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	80.54	1102
202-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	150.23	1126
202-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	181.66	1097
202-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	315.73	1121
202-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	127.64	1097
202-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	29.84	1097
202-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	127.59	1097
202-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	29.84	1097
202-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	239.55	1121
202-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	56.03	1121
202-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	239.39	1121
202-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	55.98	1121
202-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	66.17	1091
202-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	7.37	1091
202-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	89.16	1114
202-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	54.78	1114
202-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	319.07	1091
202-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	22.13	1091
202-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	429.84	1114
202-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	226.06	1114
202-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	35.63	220862
202-000.000-231.400	Remittance	00178504	United Way of SW Michig	Remittance	REMIT	03/27/2026	0.55	221028
202-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	20.35	220867
202-000.000-231.600	Remittance	00178198	MISSION SQUARE	Remittance	REMIT	03/13/2026	10.00	220866
202-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	41.25	221025
202-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	9.66	221026
202-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	30.97	221026
202-000.000-231.800	Remittance	00178197	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/13/2026	34.11	1088
202-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	70.09	1111

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 202 MAJOR STREET FUND								
Department: 000.000 NOT ASSIGNED								
202-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	10.08	220860
202-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	4.58	220860
202-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	8.73	221021
202-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	15.93	221021
202-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	118.28	1086
202-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	172.27	1109
202-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	473.14	1086
202-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	689.03	1109
202-000.000-232.100	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	1.81	1089
202-000.000-232.100	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	4.22	1112
202-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	4.68	1089
202-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	9.07	1112
202-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	25.31	1096
202-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	48.26	1120
					Total Department 000.000 NOT ASSIGNED		4,686.60	
Department: 445.000 PUBLIC DRAINS								
202-445.000-930.000	GENERAL REPAIR AND MAIN	00178453	BERRIEN COUNTY DRAIN CO	DRAIN ASSES	2025	03/24/2026	2,035.54	221029
					Total Department 445.000 PUBLIC DRAINS		2,035.54	
Department: 449.000 ROADS, STREETS, BRIDGES - ACT 51								
202-449.000-740.000	OPERATING SUPPLIES	00178297	RIETH-RILEY CONSTRUCTIO	COLD PATCH	2102552	03/19/2026	2,500.00	221004
					Total Department 449.000 ROADS, STREETS, BRIDGES - ACT 51		2,500.00	
Department: 474.000 TRAFFIC SERVICES								
202-474.000-740.000	OPERATING SUPPLIES	00178430	CARRIER & GABLE, INC.	SIGNS	P-INV-103268	03/19/2026	2,072.00	220946
202-474.000-740.000	OPERATING SUPPLIES	00178518	SHERWIN-WILLIAMS	PAINT	61480127960326	03/26/2026	1,000.00	221103
202-474.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	99.09	220976
					Total Department 474.000 TRAFFIC SERVICES		3,171.09	
Department: 903.204 UPTON DRIVE RECONSTRUCTION								
202-903.204-801.000	PROFESSIONAL AND CONTRA	00178277	ABONMARCHE CONSULTANTS	CONST. ADMI	162900	03/19/2026	349.72	220936
					Total Department 903.204 UPTON DRIVE RECONSTRUCTION		349.72	
Department: 903.207 CLEVELAND AVE								
202-903.207-801.000	PROFESSIONAL AND CONTRA	00178275	ABONMARCHE CONSULTANTS	CONSTRUCTIO	162905	03/19/2026	2,078.90	220936
					Total Department 903.207 CLEVELAND AVE		2,078.90	
					Total Fund 202 MAJOR STREET FUND		14,821.85	
Fund: 203 LOCAL STREET FUND								
Department: 000.000 NOT ASSIGNED								
203-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	406.77	1102
203-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	399.54	1126
203-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	952.70	1097
203-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	940.94	1121
203-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	667.97	1097
203-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	667.68	1097
203-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	156.25	1097
203-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	156.17	1097
203-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	652.49	1121

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 203 LOCAL STREET FUND								
Department: 000.000 NOT ASSIGNED								
203-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	652.07	1121
203-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	152.58	1121
203-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	152.52	1121
203-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	179.83	1091
203-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	234.84	1091
203-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	188.10	1114
203-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	217.33	1114
203-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	867.12	1091
203-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	878.00	1091
203-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	906.94	1114
203-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	813.99	1114
203-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	98.63	220862
203-000.000-231.400	Remittance	00178504	United Way of SW Michig	Remittance	REMIT	03/27/2026	0.54	221028
203-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	49.29	220867
203-000.000-231.600	Remittance	00178198	MISSION SQUARE	Remittance	REMIT	03/13/2026	35.00	220866
203-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	33.75	221025
203-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	9.66	221026
203-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	52.16	221026
203-000.000-231.800	Remittance	00178197	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/13/2026	130.61	1088
203-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	154.72	1111
203-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	36.89	220860
203-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	15.42	220860
203-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	28.05	221021
203-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	26.92	221021
203-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	540.97	1086
203-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	573.18	1109
203-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	2,163.86	1086
203-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	2,292.86	1109
203-000.000-232.100	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	45.00	1089
203-000.000-232.100	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	45.71	1112
203-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	25.70	1089
203-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	25.73	1112
203-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	153.91	1096
203-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	146.85	1120
					Total Department 000.000 NOT ASSIGNED		16,929.24	
Department: 445.000 PUBLIC DRAINS								
203-445.000-930.000	GENERAL REPAIR AND MAIN	00178453	BERRIEN COUNTY DRAIN CO	DRAIN ASSES	2025	03/24/2026	2,035.54	221029
					Total Department 445.000 PUBLIC DRAINS		2,035.54	
Department: 449.000 ROADS, STREETS, BRIDGES - ACT 51								
203-449.000-740.000	OPERATING SUPPLIES	00178377	SHAVER, EDDIE	EMPLOYEE CL	03-09-2026	03/19/2026	50.91	221007
203-449.000-740.000	OPERATING SUPPLIES	00178522	ACE HARDWARE	TOOLS/HARDW	166910/1	03/26/2026	107.90	221036
203-449.000-740.000	OPERATING SUPPLIES	00178560	PATZER, RYAN	OT MEAL EXP	03-17-2026	03/26/2026	19.80	221097
203-449.000-740.000	OPERATING SUPPLIES	00178576	MANN, ANDY	OT MEAL EXP	03-17-2026	03/26/2026	8.79	221068
203-449.000-740.000	OPERATING SUPPLIES	00178576	MANN, ANDY	OT MEAL EXP	03-17-2026	03/26/2026	19.92	221068
203-449.000-801.000	PROFESSIONAL AND CONTRA	00178387	COREWELL HEALTH CLIENT	PRE-EMPLOYM	03-08-2026	03/19/2026	123.00	220950
					Total Department 449.000 ROADS, STREETS, BRIDGES - ACT 51		330.32	
Department: 474.000 TRAFFIC SERVICES								

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 203 LOCAL STREET FUND								
Department: 474.000 TRAFFIC SERVICES								
203-474.000-740.000	OPERATING SUPPLIES	00178488	ACE HARDWARE	SUPPLY SIGN	166837/1	03/26/2026	33.27	221036
203-474.000-740.000	OPERATING SUPPLIES	00178476	PREMIER PROMOTIONS	VEHICLE DEC	66815	03/26/2026	871.64	221098
203-474.000-740.000	OPERATING SUPPLIES	00178469	LOWE'S HOME CENTERS, LL	SIGN SHOP	989600	03/26/2026	19.97	221067
203-474.000-740.000	OPERATING SUPPLIES	00178518	SHERWIN-WILLIAMS	PAINT	61480127960326	03/26/2026	921.50	221103
					Total Department 474.000 TRAFFIC SERVICES		1,846.38	
					Total Fund 203 LOCAL STREET FUND		21,141.48	
Fund: 209 CEMETERY FUND								
Department: 000.000 NOT ASSIGNED								
209-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	184.28	1102
209-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	201.87	1126
209-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	418.25	1097
209-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	497.13	1121
209-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	62.00	1097
209-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	62.04	1097
209-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	265.13	1097
209-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	265.30	1097
209-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	68.02	1121
209-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	68.07	1121
209-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	290.85	1121
209-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	291.03	1121
209-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	139.45	1091
209-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	5.36	1091
209-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	157.11	1114
209-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	22.13	1091
209-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	672.34	1091
209-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	757.53	1114
209-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	93.61	220862
209-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	21.79	220867
209-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	22.41	221026
209-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	17.36	220860
209-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	14.84	220860
209-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	16.61	221021
209-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	13.98	221021
209-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	133.69	1086
209-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	129.30	1109
209-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	534.76	1086
209-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	517.22	1109
209-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	11.33	1089
209-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	11.39	1112
209-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	29.33	1096
209-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	31.45	1120
					Total Department 000.000 NOT ASSIGNED		6,026.96	
Department: 567.000 CEMETERY OPERATINGS								
209-567.000-740.000	OPERATING SUPPLIES	00178272	ACE HARDWARE	HARDWARE	166564/1	03/13/2026	6.45	220871
209-567.000-740.000	OPERATING SUPPLIES	00178493	ACE HARDWARE	HARDWARE	166787/1	03/26/2026	10.06	221036
209-567.000-740.000	OPERATING SUPPLIES	00178491	ACE HARDWARE	KEY TAGS	166802/1	03/26/2026	8.99	221036
209-567.000-740.000	OPERATING SUPPLIES	00178477	O'REILLY AUTO PARTS	HARDWARE	3890-192793	03/26/2026	7.49	221093

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 209 CEMETERY FUND								
Department: 567.000 CEMETERY OPERATINGS								
209-567.000-801.000	PROFESSIONAL AND CONTRA	00178387	COREWELL HEALTH CLIENT	PRE-EMPLOYM	03-08-2026	03/19/2026	123.00	220950
209-567.000-850.000	COMMUNICATIONS	00178329	UNITED FEDERAL CREDIT U	MEGAN NEUBE	02-06-2026	03/19/2026	174.85	1106
209-567.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	240.48	220976
209-567.000-920.000	PUBLIC UTILITIES	00178532	MICHIGAN GAS UTILITIES	ACCT #05046	5855694790	03/26/2026	228.29	221078
					Total Department 567.000 CEMETERY OPERATINGS		799.61	
					Total Fund 209 CEMETERY FUND		6,826.57	
Fund: 214 DEPOT FUND								
Department: 264.000 BUILDINGS								
214-264.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	30.42	220976
					Total Department 264.000 BUILDINGS		30.42	
					Total Fund 214 DEPOT FUND		30.42	
Fund: 226 RUBBISH COLLECTION FUND								
Department: 000.000 NOT ASSIGNED								
226-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	264.93	1102
226-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	182.16	1126
226-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	528.92	1097
226-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	338.88	1121
226-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	438.28	1097
226-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	438.11	1097
226-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	102.48	1097
226-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	102.45	1097
226-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	303.08	1121
226-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	302.94	1121
226-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	70.88	1121
226-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	70.85	1121
226-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	235.80	1091
226-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	17.43	1091
226-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	133.48	1114
226-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	46.23	1114
226-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	1,136.89	1091
226-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	71.92	1091
226-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	643.61	1114
226-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	190.79	1114
226-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	112.89	220862
226-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	52.64	220867
226-000.000-231.600	Remittance	00178198	MISSION SQUARE	Remittance	REMIT	03/13/2026	155.00	220866
226-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	141.25	221025
226-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	1.69	221026
226-000.000-231.800	Remittance	00178197	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/13/2026	147.26	1088
226-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	79.82	1111
226-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	65.56	220860
226-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	71.21	220860
226-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	58.27	221021
226-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	57.92	221021
226-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	406.49	1086
226-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	239.24	1109

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 226 RUBBISH COLLECTION FUND								
Department: 000.000 NOT ASSIGNED								
226-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	1,625.97	1086
226-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	956.88	1109
226-000.000-232.100	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	29.47	1089
226-000.000-232.100	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	25.57	1112
226-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	18.66	1089
226-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	12.11	1112
226-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	98.87	1096
226-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	52.49	1120
					Total Department 000.000 NOT ASSIGNED		10,029.37	
Department: 521.000 SANITATION/SOLID WASTE								
226-521.000-804.000	BEST WAY RESIDENTIAL CO	00178266	BEST WAY DISPOSAL INC	RESIDENTIAL	2004717	03/13/2026	500.70	220874
226-521.000-804.000	BEST WAY RESIDENTIAL CO	00178265	BEST WAY DISPOSAL INC	RESIDENTIAL	2004714	03/13/2026	531.24	220874
226-521.000-804.000	BEST WAY RESIDENTIAL CO	00178264	BEST WAY DISPOSAL INC	RESIDENTIAL	2004724	03/13/2026	299.63	220874
226-521.000-804.200	RUBBISH - DPW DUMPSTER	00178263	BEST WAY DISPOSAL INC	ROLL-OFF	2004728	03/13/2026	492.00	220874
226-521.000-804.200	RUBBISH - DPW DUMPSTER	00178262	BEST WAY DISPOSAL INC	COMMERCIAL	2004727	03/13/2026	248.85	220874
226-521.000-804.200	RUBBISH - DPW DUMPSTER	00178261	BEST WAY DISPOSAL INC	COMMERCIAL	2004737	03/13/2026	117.00	220874
226-521.000-804.200	RUBBISH - DPW DUMPSTER	00178517	STEVENSVILLE TRANSFER S	TRASH DUMPI	3246-000006460	03/26/2026	2,781.50	221108
					Total Department 521.000 SANITATION/SOLID WASTE		4,970.92	
					Total Fund 226 RUBBISH COLLECTION FUND		15,000.29	
Fund: 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND								
Department: 728.000 ECONOMIC DEVELOPMENT								
243-728.000-801.000	PROFESSIONAL AND CONTRA	00178431	FLEIS & VANDENBRINK	BRA CONSULT	77126	03/19/2026	830.00	220968
					Total Department 728.000 ECONOMIC DEVELOPMENT		830.00	
					Total Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND		830.00	
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 000.000 NOT ASSIGNED								
248-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	21.17	1102
248-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	21.17	1126
248-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	27.12	1097
248-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	27.12	1121
248-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	10.52	1097
248-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	10.52	1097
248-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	44.95	1097
248-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	44.95	1097
248-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	10.51	1121
248-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	10.51	1121
248-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	44.95	1121
248-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	44.95	1121
248-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	4.91	1096
248-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	4.91	1120
248-000.000-232.700	Remittance	00178210	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/13/2026	0.22	1095
248-000.000-232.700	Remittance	00178508	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/27/2026	0.22	1119
					Total Department 000.000 NOT ASSIGNED		328.70	
					Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND		328.70	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 264 LAW ENFORCEMENT TRAINING FUND								
Department: 301.000 POLICE GROUP								
264-301.000-860.302	TRANSPORTATION AND EDUC	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	(971.37)	1106
264-301.000-860.302	TRANSPORTATION AND EDUC	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	875.00	1106
264-301.000-860.302	TRANSPORTATION AND EDUC	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	655.00	1106
264-301.000-860.302	TRANSPORTATION AND EDUC	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	225.00	1106
264-301.000-860.302	TRANSPORTATION AND EDUC	00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	971.37	1106
264-301.000-860.302		00178327	UNITED FEDERAL CREDIT U	AMY STERNAM	02-06-2026	03/19/2026	400.00	1106
264-301.000-860.302	TRANSPORTATION AND EDUC	00178417	CARLSON, AUSTIN	EQUIPMENT F	02-06-2026	03/19/2026	210.00	220945
264-301.000-860.302	TRANSPORTATION AND EDUC	00178417	CARLSON, AUSTIN	EQUIPMENT F	02-06-2026	03/19/2026	35.99	220945
264-301.000-860.302	TRANSPORTATION AND EDUC	00178417	CARLSON, AUSTIN	EQUIPMENT F	02-06-2026	03/19/2026	17.99	220945
264-301.000-860.302	TRANSPORTATION AND EDUC	00178417	CARLSON, AUSTIN	EQUIPMENT F	02-06-2026	03/19/2026	119.95	220945
264-301.000-860.302	TRANSPORTATION AND EDUC	00178417	CARLSON, AUSTIN	EQUIPMENT F	02-06-2026	03/19/2026	16.99	220945
264-301.000-860.302	TRANSPORTATION AND EDUC	00178417	CARLSON, AUSTIN	EQUIPMENT F	02-06-2026	03/19/2026	8.99	220945
264-301.000-860.302	TRANSPORTATION AND EDUC	00178417	CARLSON, AUSTIN	EQUIPMENT F	02-06-2026	03/19/2026	131.00	220945
264-301.000-860.302	TRANSPORTATION AND EDUC	00178406	MILLER, JORDAN	MILEAGE REI	03-11-2026	03/19/2026	170.80	220994
264-301.000-860.302	TRANSPORTATION AND EDUC	00178405	STREELMAN, RYAN	TRAINING AL	03-18-2026	03/19/2026	51.00	221011
264-301.000-860.302	TRANSPORTATION AND EDUC	00178405	STREELMAN, RYAN	TRAINING AL	03-18-2026	03/19/2026	68.00	221011
264-301.000-860.302	TRANSPORTATION AND EDUC	00178405	STREELMAN, RYAN	TRAINING AL	03-18-2026	03/19/2026	68.00	221011
264-301.000-860.302	TRANSPORTATION AND EDUC	00178405	STREELMAN, RYAN	TRAINING AL	03-18-2026	03/19/2026	51.00	221011
264-301.000-860.302	TRANSPORTATION AND EDUC	00178404	BLASKIE, DUSTIN	TRAINING AL	03-18-2026	03/19/2026	51.00	220942
264-301.000-860.302	TRANSPORTATION AND EDUC	00178404	BLASKIE, DUSTIN	TRAINING AL	03-18-2026	03/19/2026	68.00	220942
264-301.000-860.302	TRANSPORTATION AND EDUC	00178404	BLASKIE, DUSTIN	TRAINING AL	03-18-2026	03/19/2026	68.00	220942
264-301.000-860.302	TRANSPORTATION AND EDUC	00178404	BLASKIE, DUSTIN	TRAINING AL	03-18-2026	03/19/2026	51.00	220942
264-301.000-860.302	TRANSPORTATION AND EDUC	00178555	BRUURSEMA, SEAN	TRAINING AL	03-24-2026	03/26/2026	51.00	221043
264-301.000-860.302	TRANSPORTATION AND EDUC	00178555	BRUURSEMA, SEAN	TRAINING AL	03-24-2026	03/26/2026	51.00	221043
264-301.000-860.302	TRANSPORTATION AND EDUC	00178555	BRUURSEMA, SEAN	TRAINING AL	03-24-2026	03/26/2026	51.00	221043
264-301.000-860.302	TRANSPORTATION AND EDUC	00178555	BRUURSEMA, SEAN	TRAINING AL	03-24-2026	03/26/2026	51.00	221043
264-301.000-860.302	TRANSPORTATION AND EDUC	00178555	BRUURSEMA, SEAN	TRAINING AL	03-24-2026	03/26/2026	51.00	221043
264-301.000-860.302	TRANSPORTATION AND EDUC	00178554	LAYLON, ANDREW	TRAINING AL	03-24-2026	03/26/2026	51.00	221064
264-301.000-860.302	TRANSPORTATION AND EDUC	00178554	LAYLON, ANDREW	TRAINING AL	03-24-2026	03/26/2026	51.00	221064
264-301.000-860.302	TRANSPORTATION AND EDUC	00178554	LAYLON, ANDREW	TRAINING AL	03-24-2026	03/26/2026	51.00	221064
264-301.000-860.302	TRANSPORTATION AND EDUC	00178554	LAYLON, ANDREW	TRAINING AL	03-24-2026	03/26/2026	51.00	221064
264-301.000-860.302	TRANSPORTATION AND EDUC	00178554	LAYLON, ANDREW	TRAINING AL	03-24-2026	03/26/2026	51.00	221064
				Total Department 301.000 POLICE GROUP			3,852.71	
				Total Fund 264 LAW ENFORCEMENT TRAINING FUND			3,852.71	
Fund: 271 LIBRARY FUND								
Department: 000.000 NOT ASSIGNED								
271-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	631.62	1102
271-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	652.98	1126
271-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	980.84	1097
271-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	1,085.42	1121
271-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	1,104.65	1097
271-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	258.30	1097
271-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	1,104.52	1097
271-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	258.33	1097
271-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	1,128.74	1121
271-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	263.98	1121
271-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	1,128.61	1121

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 271 LIBRARY FUND								
Department: 000.000 NOT ASSIGNED								
271-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	264.01	1121
271-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	550.23	1091
271-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	550.23	1114
271-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	2,415.55	1091
271-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	2,415.55	1114
271-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	29.15	220860
271-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	29.78	220860
271-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	29.15	221021
271-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	29.78	221021
271-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	743.80	1086
271-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	743.80	1109
271-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	2,975.23	1086
271-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	2,975.23	1109
271-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	31.23	1089
271-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	31.23	1112
271-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	11.63	1096
271-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	13.21	1120
271-000.000-232.700	Remittance	00178210	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/13/2026	2.07	1095
271-000.000-232.700	Remittance	00178508	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/27/2026	1.05	1119
					Total Department 000.000 NOT ASSIGNED		22,439.90	
Department: 790.000 LIBRARY								
271-790.000-728.000	POSTAGE	00178335	QUADIENT FINANCE USA, I	MARCH BILLI	03-13-2026	03/19/2026	343.69	221003
271-790.000-740.000	OPERATING SUPPLIES	00178251	DEMCO EDUCATIONAL CORPO	COLLECTION	7773003	03/13/2026	115.40	220881
271-790.000-740.000	OPERATING SUPPLIES	00178248	KSS ENTERPRISES	CLEANING SU	1751827	03/13/2026	163.55	220908
271-790.000-740.000	OPERATING SUPPLIES	00178339	AMAZON CAPITAL SERVICES	OFFICE SUPP	1CKW-J4V7-43G1	03/19/2026	104.53	221020
271-790.000-740.000	OPERATING SUPPLIES	00178338	DOUBLEDAY OFFICE PRODUC	OFFICE SUPP	77675	03/19/2026	57.83	220954
271-790.000-740.000	OPERATING SUPPLIES	00178336	BRANDON PRATT	REIMBURSEME	03-19-2026	03/19/2026	64.99	220943
271-790.000-740.000	OPERATING SUPPLIES	00178588	DOUBLEDAY OFFICE PRODUC	PAPER	77803	03/26/2026	0.00	221046
271-790.000-780.000	Library Collection	00178244	INGRAM LIBRARY SERVICES	CHILDRENS N	946323242	03/13/2026	47.85	220899
271-790.000-780.000	Library Collection	00178243	INGRAM LIBRARY SERVICES	CHILDREN FI	94632341	03/13/2026	10.25	220899
271-790.000-780.000	Library Collection	00178242	INGRAM LIBRARY SERVICES	ADULT NFIC	94632340	03/13/2026	91.25	220899
271-790.000-780.000	Library Collection	00178241	INGRAM LIBRARY SERVICES	ADULT FIC	94632339	03/13/2026	199.77	220899
271-790.000-780.000	Library Collection	00178240	INGRAM LIBRARY SERVICES	CHILDREN FI	94632338	03/13/2026	9.17	220899
271-790.000-780.000	Library Collection	00178239	INGRAM LIBRARY SERVICES	CHILDREN FI	94632337	03/13/2026	10.36	220899
271-790.000-780.000	Library Collection	00178238	INGRAM LIBRARY SERVICES	ADULT FIC	94632336	03/13/2026	15.65	220899
271-790.000-780.000	Library Collection	00178237	INGRAM LIBRARY SERVICES	CREDIT MEMO	94954302	03/13/2026	(4.03)	220899
271-790.000-780.000	Library Collection	00178236	INGRAM LIBRARY SERVICES	ADULT FIC	93494341	03/13/2026	79.36	220899
271-790.000-780.000	Library Collection	00178235	INGRAM LIBRARY SERVICES	CHILDRENS N	93494340	03/13/2026	27.88	220899
271-790.000-780.000	Library Collection	00178228	INGRAM LIBRARY SERVICES	ADULT NFIC	93494339	03/13/2026	43.15	220899
271-790.000-780.000	Library Collection	00178227	INGRAM LIBRARY SERVICES	CHILDREN NF	93494338	03/13/2026	80.09	220899
271-790.000-780.000	Library Collection	00178226	INGRAM LIBRARY SERVICES	YOUNG ADULT	93302904	03/13/2026	14.23	220899
271-790.000-780.000	Library Collection	00178225	INGRAM LIBRARY SERVICES	ADULT FIC	93302903	03/13/2026	35.09	220899
271-790.000-780.000	Library Collection	00178224	INGRAM LIBRARY SERVICES	CHILDREN NF	93302902	03/13/2026	6.39	220899
271-790.000-780.000	Library Collection	00178223	INGRAM LIBRARY SERVICES	ADULT NFIC	93302901	03/13/2026	75.39	220899
271-790.000-780.000	Library Collection	00178222	INGRAM LIBRARY SERVICES	CHILDREN'S	93302900	03/13/2026	10.79	220899
271-790.000-780.000	Library Collection	00178221	INGRAM LIBRARY SERVICES	CHILDREN NF	93302899	03/13/2026	10.77	220899
271-790.000-780.000	Library Collection	00178220	INGRAM LIBRARY SERVICES	ADULT FIC	93302898	03/13/2026	35.10	220899
271-790.000-780.000	Library Collection	00178219	INGRAM LIBRARY SERVICES	ADULT NFIC	93302897	03/13/2026	35.10	220899

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 271 LIBRARY FUND								
Department: 790.000 LIBRARY								
271-790.000-780.000	Library Collection	00178218	INGRAM LIBRARY SERVICES	93302896	93302896	03/13/2026	7.19	220899
271-790.000-780.000	Library Collection	00178217	INGRAM LIBRARY SERVICES	CHILDREN FI	93016136	03/13/2026	9.91	220899
271-790.000-780.000	Library Collection	00178216	INGRAM LIBRARY SERVICES	CHILDREN FI	93016135	03/13/2026	84.79	220899
271-790.000-780.000	Library Collection	00178215	INGRAM LIBRARY SERVICES	CHILDREN NF	93016134	03/13/2026	27.97	220899
271-790.000-780.000	Library Collection	00178214	INGRAM LIBRARY SERVICES	CHILDREN FI	93054273	03/13/2026	33.21	220899
271-790.000-780.000	Library Collection	00178213	INGRAM LIBRARY SERVICES	CHILDREN NF	93054274	03/13/2026	62.98	220899
271-790.000-780.000	Library Collection	00178212	INGRAM LIBRARY SERVICES	ADULT FIC	93054275	03/13/2026	49.14	220899
271-790.000-780.000	LIBRARY COLLECTION	00178376	INGRAM LIBRARY SERVICES	CHILDREN FI	94944030	03/19/2026	69.83	220978
271-790.000-780.000	LIBRARY COLLECTION	00178375	INGRAM LIBRARY SERVICES	CHILDREN FI	94944029	03/19/2026	6.39	220978
271-790.000-780.000	LIBRARY COLLECTION	00178374	INGRAM LIBRARY SERVICES	CHILDREN FI	94944028	03/19/2026	20.77	220978
271-790.000-780.000	LIBRARY COLLECTION	00178373	INGRAM LIBRARY SERVICES	YOUNG ADULT	94944027	03/19/2026	31.90	220978
271-790.000-780.000	LIBRARY COLLECTION	00178372	INGRAM LIBRARY SERVICES	ADULT NFIC	94944031	03/19/2026	77.52	220978
271-790.000-780.000	LIBRARY COLLECTION	00178371	INGRAM LIBRARY SERVICES	ADULT FIC	94995828	03/19/2026	123.61	220978
271-790.000-780.000	LIBRARY COLLECTION	00178370	INGRAM LIBRARY SERVICES	CHILDREN NF	94995829	03/19/2026	139.68	220978
271-790.000-780.000	LIBRARY COLLECTION	00178369	INGRAM LIBRARY SERVICES	ADULT FIC	94995830	03/19/2026	15.65	220978
271-790.000-780.000	LIBRARY COLLECTION	00178368	INGRAM LIBRARY SERVICES	CHILDREN FI	94995831	03/19/2026	10.23	220978
271-790.000-780.000	LIBRARY COLLECTION	00178367	INGRAM LIBRARY SERVICES	ADULT NFIC	94995832	03/19/2026	18.89	220978
271-790.000-780.000	LIBRARY COLLECTION	00178366	INGRAM LIBRARY SERVICES	ADULT NFIC	94995833	03/19/2026	22.68	220978
271-790.000-780.000	LIBRARY COLLECTION	00178365	INGRAM LIBRARY SERVICES	CHILDREN FI	94930863	03/19/2026	7.99	220978
271-790.000-780.000	LIBRARY COLLECTION	00178364	INGRAM LIBRARY SERVICES	CHILDREN FI	94930862	03/19/2026	183.05	220978
271-790.000-780.000	LIBRARY COLLECTION	00178363	INGRAM LIBRARY SERVICES	YOUNG ADULT	94930861	03/19/2026	101.56	220978
271-790.000-780.000	LIBRARY COLLECTION	00178362	INGRAM LIBRARY SERVICES	ADULT FIC	94930864	03/19/2026	31.30	220978
271-790.000-780.000	LIBRARY COLLECTION	00178361	INGRAM LIBRARY SERVICES	ADULT NFIC	94930865	03/19/2026	26.99	220978
271-790.000-780.000	LIBRARY COLLECTION	00178360	INGRAM LIBRARY SERVICES	ADULT NFIC	94930866	03/19/2026	53.98	220978
271-790.000-780.000	LIBRARY COLLECTION	00178359	INGRAM LIBRARY SERVICES	CHILDREN FI	94817703	03/19/2026	9.74	220978
271-790.000-780.000	LIBRARY COLLECTION	00178358	INGRAM LIBRARY SERVICES	ADULT NFIC	94817702	03/19/2026	52.91	220978
271-790.000-780.000	LIBRARY COLLECTION	00178357	INGRAM LIBRARY SERVICES	ADULT FIC	94817701	03/19/2026	31.30	220978
271-790.000-780.000	LIBRARY COLLECTION	00178356	INGRAM LIBRARY SERVICES	CHILDREN NF	94817700	03/19/2026	10.77	220978
271-790.000-780.000	LIBRARY COLLECTION	00178355	INGRAM LIBRARY SERVICES	ADULT NFIC	94817704	03/19/2026	166.91	220978
271-790.000-780.000	LIBRARY COLLECTION	00178354	INGRAM LIBRARY SERVICES	ADULT NFIC	94797670	03/19/2026	16.19	220978
271-790.000-780.000	LIBRARY COLLECTION	00178353	INGRAM LIBRARY SERVICES	ADULT FIC	94868844	03/19/2026	16.20	220978
271-790.000-780.000	LIBRARY COLLECTION	00178352	INGRAM LIBRARY SERVICES	ADULT FIC	94962537	03/19/2026	48.60	220978
271-790.000-780.000	LIBRARY COLLECTION	00178351	INGRAM LIBRARY SERVICES	ADULT FIC	95068955	03/19/2026	15.12	220978
271-790.000-780.000	LIBRARY COLLECTION	00178350	INGRAM LIBRARY SERVICES	CHILDREN NF	95068956	03/19/2026	9.71	220978
271-790.000-780.000	LIBRARY COLLECTION	00178349	INGRAM LIBRARY SERVICES	CHILDREN FI	95068954	03/19/2026	165.60	220978
271-790.000-780.000	LIBRARY COLLECTION	00178348	INGRAM LIBRARY SERVICES	ADULT FIC	95030134	03/19/2026	15.66	220978
271-790.000-780.000	LIBRARY COLLECTION	00178347	INGRAM LIBRARY SERVICES	ADULT NFIC	95068957	03/19/2026	18.90	220978
271-790.000-780.000	LIBRARY COLLECTION	00178346	INGRAM LIBRARY SERVICES	ADULT NFIC	95135564	03/19/2026	28.80	220978
271-790.000-780.000	LIBRARY COLLECTION	00178345	INGRAM LIBRARY SERVICES	ADULT FIC	95135562	03/19/2026	16.20	220978
271-790.000-780.000	LIBRARY COLLECTION	00178344	INGRAM LIBRARY SERVICES	ADULT NFIC	95135563	03/19/2026	36.72	220978
271-790.000-780.000	LIBRARY COLLECTION	00178343	OVERDRIVE, INC.	LIBBY ADVAN	02360C026078157	03/19/2026	543.46	220998
271-790.000-780.000	LIBRARY COLLECTION	00178549	INGRAM LIBRARY SERVICES	ADULT FIC	95197880	03/26/2026	13.49	221062
271-790.000-780.000	LIBRARY COLLECTION	00178548	INGRAM LIBRARY SERVICES	ADULT FIC	95234062	03/26/2026	15.12	221062
271-790.000-780.000	LIBRARY COLLECTION	00178547	CENGAGE GROUP	LARGE PRINT	999102494413	03/26/2026	224.73	221045
271-790.000-780.000	LIBRARY COLLECTION	00178525	OVERDRIVE, INC.	LIBBY ADVAN	02360DA26087354	03/26/2026	76.99	221096
271-790.000-780.000	LIBRARY COLLECTION	00178553	INGRAM LIBRARY SERVICES	ADULT NFIC	95197884	03/26/2026	77.21	221062
271-790.000-780.000	LIBRARY COLLECTION	00178552	INGRAM LIBRARY SERVICES	ADULT FIC	95197883	03/26/2026	99.68	221062
271-790.000-780.000	LIBRARY COLLECTION	00178551	INGRAM LIBRARY SERVICES	CHILDREN FI	95197882	03/26/2026	10.25	221062
271-790.000-780.000	LIBRARY COLLECTION	00178550	INGRAM LIBRARY SERVICES	ADULT FIC	95197881	03/26/2026	31.82	221062

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 271 LIBRARY FUND								
Department: 790.000 LIBRARY								
271-790.000-801.000	PROFESSIONAL AND CONTRA	00178249	ELWOOD STAFFING SERVICE	TEMP STAFF	36285212	03/13/2026	339.84	220886
271-790.000-801.000	PROFESSIONAL AND CONTRA	00178231	TPC TECHNOLOGIES, INC.	TECH EQUIPM	224069	03/13/2026	7,824.00	220926
271-790.000-801.000	PROFESSIONAL AND CONTRA	00178342	ELWOOD STAFFING SERVICE	TEMP STAFF	3628333	03/19/2026	339.84	220956
271-790.000-801.000	PROFESSIONAL AND CONTRA	00178455	UNIQUE MANAGEMENT SERVI	PLACEMENTS	6152188	03/26/2026	11.65	221112
271-790.000-801.000	PROFESSIONAL AND CONTRA	00178546	ELWOOD STAFFING SERVICE	TEMP STAFF	3628439	03/26/2026	424.80	221048
271-790.000-850.000	3	00178317	FIRST NATIONAL BANK OF	PAULA STAKL	02-27-2026	03/19/2026	322.85	220962
271-790.000-860.000	TRANSPORTATION AND EDUC	00178317	FIRST NATIONAL BANK OF	PAULA STAKL	02-27-2026	03/19/2026	49.00	220962
271-790.000-885.000	SPECIAL EVENTS AND PROG	00178246	SARA DAWALT	REIMBURSEME	03-12-2026	03/13/2026	3.78	220921
271-790.000-885.000	SPECIAL EVENTS AND PROG	00178246	SARA DAWALT	REIMBURSEME	03-12-2026	03/13/2026	5.91	220921
271-790.000-885.000	SPECIAL EVENTS AND PROG	00178246	SARA DAWALT	REIMBURSEME	03-12-2026	03/13/2026	23.30	220921
271-790.000-885.000	Special Events and Prog	00178246	SARA DAWALT	REIMBURSEME	03-12-2026	03/13/2026	39.59	220921
271-790.000-885.000	Special Events and Prog	00178246	SARA DAWALT	REIMBURSEME	03-12-2026	03/13/2026	71.50	220921
271-790.000-885.000	Special Events and Prog	00178246	SARA DAWALT	REIMBURSEME	03-12-2026	03/13/2026	33.66	220921
271-790.000-885.000	SPECIAL EVENTS AND PROG	00178337	STRONG, ADELLA	REIMBURSEME	03-19-2026	03/19/2026	84.61	221012
271-790.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	2,067.67	220976
271-790.000-920.000	PUBLIC UTILITIES	00178531	MICHIGAN GAS UTILITIES	ACCT #05055	5853219504	03/26/2026	938.97	221077
271-790.000-930.000	General Repair and Main	00178253	D.L. GALLIVAN OFFICE SO	COPIER USAG	IN196440	03/13/2026	355.88	220879
271-790.000-930.000	GENERAL REPAIR AND MAIN	00178250	VESTIS SERVICES, LLC	SEASONAL RU	6310609870	03/13/2026	34.65	220930
271-790.000-930.000	GENERAL REPAIR AND MAIN	00178247	EPS SECURITY	MONTHLY MON	A893825	03/13/2026	27.56	220888
271-790.000-930.000	GENERAL REPAIR AND MAIN	00178341	GREAT LAKES ELEVATOR	ELEVATOR RE	14110	03/19/2026	1,800.00	220972
271-790.000-930.000	GENERAL REPAIR AND MAIN	00178545	VESTIS SERVICES, LLC	SEASONAL RU	6310615878	03/26/2026	36.03	221113
271-790.000-941.100	SOFTWARE & SUBSCRIBE BA	00178252	UPLAND SOFTWARE	MONTHLY FAX	612392	03/13/2026	19.00	220928
271-790.000-941.100	SOFTWARE & SUBSCRIBE BA	00178317	FIRST NATIONAL BANK OF	PAULA STAKL	02-27-2026	03/19/2026	45.00	220962
271-790.000-956.000	MISCELLANEOUS EXPENSE	00178317	FIRST NATIONAL BANK OF	PAULA STAKL	02-27-2026	03/19/2026	170.00	220962
					Total Department 790.000 LIBRARY		19,721.98	
					Total Fund 271 LIBRARY FUND		42,161.88	
Fund: 275 BAND FUND								
Department: 802.000 MUNICIPAL BAND								
275-802.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	27.11	220976
					Total Department 802.000 MUNICIPAL BAND		27.11	
					Total Fund 275 BAND FUND		27.11	
Fund: 301 GENERAL DEBT SERVICE FUND								
Department: 905.000 DEBT SERVICE								
301-905.000-991.000	CSO 2011 PRINCIPAL BOND	00178229	BANK OF NEW YORK MELLON	BOND PAYMEN	STJOE2011RFG	03/13/2026	340,000.00	1103
301-905.000-995.000	CSO 2011 INTEREST ON DE	00178229	BANK OF NEW YORK MELLON	BOND PAYMEN	STJOE2011RFG	03/13/2026	14,121.88	1103
					Total Department 905.000 DEBT SERVICE		354,121.88	
					Total Fund 301 GENERAL DEBT SERVICE FUND		354,121.88	
Fund: 401 CAPITAL PROJECTS FUND								
Department: 345.800 BALLISTIC VESTS REPLACEMENT								
401-345.800-740.000	OPERATING SUPPLIES	00178585	ON DUTY GEAR, LLC	PLATES FOR	39532	03/26/2026	825.00	221094
					Total Department 345.800 BALLISTIC VESTS REPLACEMENT		825.00	
Department: 751.270 DICKINSON PARKING & RESTROOM								
401-751.270-976.000	DICKINSON PARKING/PLAYG	00178388	PEARSON CONSTRUCTION CO	DICKINSON P	35593	03/19/2026	29,517.96	220999
401-751.270-976.000	DICKINSON PARKING/PLAYG	00178582	PRIDE THE PORTABLE TOIL	PORTA JOHN	49242-5127	03/26/2026	175.00	221099

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 401 CAPITAL PROJECTS FUND								
Department: 751.270 DICKINSON PARKING & RESTROOM								
				Total Department 751.270 DICKINSON PARKING & RESTROOM			29,692.96	
Department: 751.271 DICKINSON PLAYGROUND								
401-751.271-967.000	NON-CAPITALIZED PROJECT	00178457	GAMETIME	DICKINSON P	SR108836	03/26/2026	76,819.45	221054
				Total Department 751.271 DICKINSON PLAYGROUND			76,819.45	
				Total Fund 401 CAPITAL PROJECTS FUND			107,337.41	
Fund: 590 SEWER FUND								
Department: 000.000 NOT ASSIGNED								
590-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	71.58	1102
590-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	205.17	1126
590-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	142.45	1097
590-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	502.05	1121
590-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	113.38	1097
590-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	26.52	1097
590-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	26.50	1097
590-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	113.39	1097
590-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	315.39	1121
590-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	73.94	1121
590-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	73.75	1121
590-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	316.07	1121
590-000.000-230.100	DUE TO SJCT	00178281	ST JOSEPH CHARTER TOWNS	DISTRIBUTIO	03-12-2026	03/19/2026	278,389.81	221009
590-000.000-230.200	DUE TO LCT	00178280	LINCOLN CHARTER TOWNSHI	DISTRIBUTIO	03-12-2026	03/19/2026	13,098.02	220990
590-000.000-230.400	DUE TO ROYALTON	00178279	ROYALTON TOWNSHIP	DISTRIBUTIO	03-12-2026	03/19/2026	17,187.51	221005
590-000.000-230.500	DUE TO WWTP FROM AUTHOR	00178233	JOINT WASTEWATER TREATM	DEC 2025 AU	18851	03/13/2026	86,062.37	220907
590-000.000-230.500	DUE TO WWTP FROM AUTHOR	00178232	JOINT WASTEWATER TREATM	JAN 2026 AU	18893	03/13/2026	91,470.70	220907
590-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	26.60	1091
590-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	41.06	1091
590-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	161.04	1114
590-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	40.77	1114
590-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	109.80	1091
590-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	197.93	1091
590-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	664.70	1114
590-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	196.60	1114
590-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	21.73	220862
590-000.000-231.400	Remittance	00178504	United Way of SW Michig	Remittance	REMIT	03/27/2026	3.29	221028
590-000.000-231.500	Remittance	00178502	MiSDU	Remittance	REMIT	03/27/2026	13.00	221024
590-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	6.46	220867
590-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	75.00	221025
590-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	57.96	221026
590-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	3.48	221026
590-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	44.08	1111
590-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	2.29	220860
590-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	12.19	220860
590-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	11.73	221021
590-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	7.52	221021
590-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	97.37	1086
590-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	138.18	1109
590-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	389.50	1086

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 590 SEWER FUND								
Department: 000.000 NOT ASSIGNED								
590-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	552.69	1109
590-000.000-232.100	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	0.22	1112
590-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	3.91	1089
590-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	10.46	1112
590-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	12.65	1096
590-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	16.30	1120
590-000.000-256.000	Sewer	00178436	OAK TITLE	UB REFUND:	03/19/2026	03/19/2026	6.78	220996
					Total Department 000.000 NOT ASSIGNED		491,113.89	
Department: 527.000 SEWER SYSTEM								
590-527.000-740.000	OPERATING SUPPLIES	00178292	MATERIALS RESOURCES	SUPPLIES/GL	3406692	03/19/2026	67.72	220992
590-527.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	2,110.33	220976
590-527.000-920.000	PUBLIC UTILITIES	00178538	MICHIGAN GAS UTILITIES	ACCT #06141	5852817037	03/26/2026	43.69	221084
590-527.000-920.000	PUBLIC UTILITIES	00178537	MICHIGAN GAS UTILITIES	ACCT #05036	5852914420	03/26/2026	46.51	221083
590-527.000-920.000	PUBLIC UTILITIES	00178536	MICHIGAN GAS UTILITIES	ACCT #05067	5853299311	03/26/2026	47.03	221082
590-527.000-920.000	PUBLIC UTILITIES	00178535	MICHIGAN GAS UTILITIES	ACCT #05055	5851838224	03/26/2026	84.65	221081
590-527.000-920.000	PUBLIC UTILITIES	00178534	MICHIGAN GAS UTILITIES	ACCT #05055	5853189513	03/26/2026	86.91	221080
590-527.000-920.000	PUBLIC UTILITIES	00178533	MICHIGAN GAS UTILITIES	ACCT #05055	5854427294	03/26/2026	46.75	221079
					Total Department 527.000 SEWER SYSTEM		2,533.59	
Department: 527.500 CSO STORAGE PROJECT								
590-527.500-973.000	SEWER SYSTEM INFRASTRUC	00178278	KALAMAZOO FLAG COMPANY	REMOVE/REPL	4125	03/19/2026	5,980.00	220985
					Total Department 527.500 CSO STORAGE PROJECT		5,980.00	
Department: 527.501 CSO STORAGE PROJECT PHASE 2								
590-527.501-956.000	MISCELLANEOUS EXPENSE	00178390	SILVER HARBOR BREWING C	REIMBURSEME	03-13-2026	03/19/2026	4,500.00	221008
					Total Department 527.501 CSO STORAGE PROJECT PHASE 2		4,500.00	
Department: 540.000 WATER ADMINISTRATION								
590-540.000-941.100	SOFTWARE & SUBSCRIBE BA	00178234	WATERWORTH	SOFTWARE SU	INV-2123	03/13/2026	2,495.00	1105
					Total Department 540.000 WATER ADMINISTRATION		2,495.00	
						Total Fund 590 SEWER FUND	506,622.48	
Fund: 591 WATER FUND								
Department: 000.000 NOT ASSIGNED								
591-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	1,978.11	1102
591-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	2,298.80	1126
591-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	4,691.06	1097
591-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	6,007.87	1121
591-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	3,149.33	1097
591-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	3,145.77	1097
591-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	736.53	1097
591-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	735.68	1097
591-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	3,643.81	1121
591-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	3,640.19	1121
591-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	852.19	1121
591-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	851.37	1121
591-000.000-230.100	DUE TO SJCT	00178281	ST JOSEPH CHARTER TOWNS	DISTRIBUTIO	03-12-2026	03/19/2026	185,257.05	221009
591-000.000-230.200	DUE TO LCT	00178280	LINCOLN CHARTER TOWNSHI	DISTRIBUTIO	03-12-2026	03/19/2026	1,084.06	220990

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 591 WATER FUND								
Department: 000.000 NOT ASSIGNED								
591-000.000-230.400	DUE TO ROYALTON	00178279	ROYALTON TOWNSHIP	DISTRIBUTIO	03-12-2026	03/19/2026	4,066.55	221005
591-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	1,013.24	1091
591-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	872.87	1091
591-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	1,016.21	1114
591-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	1,192.76	1114
591-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	3,471.57	1091
591-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	4,885.37	1091
591-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	4,430.74	1114
591-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	4,899.76	1114
591-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	329.10	220862
591-000.000-231.500	Remittance	00178202	MiSDU	Remittance	REMIT	03/13/2026	208.05	220865
591-000.000-231.500	Remittance	00178502	MiSDU	Remittance	REMIT	03/27/2026	195.05	221024
591-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	38.02	220867
591-000.000-231.600	Remittance	00178198	MISSION SQUARE	Remittance	REMIT	03/13/2026	869.23	220866
591-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	869.23	221025
591-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	52.54	221026
591-000.000-231.800	Remittance	00178197	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/13/2026	276.18	1088
591-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	268.58	1111
591-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	90.83	220860
591-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	139.78	220860
591-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	92.31	221021
591-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	148.68	221021
591-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	2,030.43	1086
591-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	2,152.29	1109
591-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	8,121.84	1086
591-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	8,609.32	1109
591-000.000-232.100	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	22.12	1089
591-000.000-232.100	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	21.29	1112
591-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	94.62	1089
591-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	96.34	1112
591-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	359.26	1096
591-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	411.87	1120
591-000.000-232.700	Remittance	00178210	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/13/2026	1.33	1095
591-000.000-232.700	Remittance	00178508	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/27/2026	0.49	1119
					Total Department 000.000 NOT ASSIGNED		269,419.67	
Department: 530.000 WATER TREATMENT PLANT								
591-530.000-740.000	OPERATING SUPPLIES	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	325.48	220962
591-530.000-740.000	OPERATING SUPPLIES	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	636.97	220962
591-530.000-740.000	OPERATING SUPPLIES	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	401.69	220962
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	26.22	221013
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	121.85	221013
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	18.60	221013
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	56.10	221013
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	34.22	221013
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	19.04	221013
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	64.50	221013
591-530.000-740.000	OPERATING SUPPLIES	00178422	THOMAS, JERROLD	CLOTHING RE	02-26-2026	03/19/2026	52.99	221013
591-530.000-740.000	OPERATING SUPPLIES	00178399	KERR PUMP AND SUPPLY	WTP LIFT ST	INV230476	03/19/2026	2,612.08	220987

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 591 WATER FUND								
Department: 530.000 WATER TREATMENT PLANT								
591-530.000-740.000	OPERATING SUPPLIES	00178397	DOUBLEDAY OFFICE PRODUC	OFFICE SUPP	77661	03/19/2026	230.73	220954
591-530.000-740.000	OPERATING SUPPLIES	00178454	GRAINGER	UTILITY CAR	9841466973	03/26/2026	485.68	221056
591-530.000-740.000	OPERATING SUPPLIES	00178452	GRAINGER	TOOLS	9822860871	03/24/2026	101.86	221032
591-530.000-740.000	OPERATING SUPPLIES	00178451	GRAINGER	TOOLS	9820162262	03/24/2026	159.28	221032
591-530.000-740.000	OPERATING SUPPLIES	00178561	EDWARDS, DENNY	CLOTHING RE	03-20-2026	03/26/2026	327.19	221047
591-530.000-750.000	PROCESS CHEMICALS	00178311	CHEMICAL SYSTEMS, INC.	CHLORINE -	6559	03/19/2026	5,400.00	220948
591-530.000-750.000	PROCESS CHEMICALS	00178398	WILSON CHEMICAL SOLUTIO	ALUM	INV29253	03/19/2026	7,500.88	221018
591-530.000-801.000	PROFESSIONAL AND CONTRA	00178312	CGS SAFETY TRAINING, IN	TRAINING	5840	03/19/2026	1,479.00	220947
591-530.000-801.000	PROFESSIONAL AND CONTRA	00178378	STATE OF MICHIGAN	EGLE WATER	761-11361011	03/19/2026	14,208.60	221010
591-530.000-801.000	PROFESSIONAL AND CONTRA	00178385	EUROFINS EATON ANALYTIC	ANALYSIS -	8100165012	03/19/2026	432.60	220959
591-530.000-801.000	PROFESSIONAL AND CONTRA	00178386	EUROFINS EATON ANALYTIC	ANALYSIS -	8100164840	03/19/2026	108.16	220959
591-530.000-801.000	PROFESSIONAL AND CONTRA	00178387	COREWELL HEALTH CLIENT	PRE-EMPLOYM	03-08-2026	03/19/2026	212.00	220950
591-530.000-802.000	COMPUTER TECHNICAL SUPP	00178309	DOUBLE K ENTERPRISES IN	COMPUTER AS	26-1030	03/19/2026	285.00	220953
591-530.000-860.000	TRANSPORTATION AND EDUC	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	165.00	220962
591-530.000-860.000	TRANSPORTATION AND EDUC	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	215.00	220962
591-530.000-860.000	TRANSPORTATION AND EDUC	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	255.00	220962
591-530.000-860.000	TRANSPORTATION AND EDUC	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	15.00	220962
591-530.000-860.000	TRANSPORTATION AND EDUC	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	12.00	220962
591-530.000-870.000	PROFESSIONAL MEMBERSHIP	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	14.99	220962
591-530.000-870.000	PROFESSIONAL MEMBERSHIP	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	6.50	220962
591-530.000-870.000	PROFESSIONAL MEMBERSHIP	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	70.00	220962
591-530.000-870.000	PROFESSIONAL MEMBERSHIP	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	70.00	220962
591-530.000-870.000	PROFESSIONAL MEMBERSHIP	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	95.00	220962
591-530.000-870.000	PROFESSIONAL MEMBERSHIP	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	70.00	220962
591-530.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	19,466.88	220976
591-530.000-920.000	PUBLIC UTILITIES	00178543	MICHIGAN GAS UTILITIES	ACCT #05055	5853985610	03/26/2026	5,299.38	221089
591-530.000-920.000	PUBLIC UTILITIES	00178542	MICHIGAN GAS UTILITIES	ACCT #05074	5850895183	03/26/2026	43.69	221088
591-530.000-920.000	PUBLIC UTILITIES	00178541	MICHIGAN GAS UTILITIES	ACCT #05046	5842212871	03/26/2026	136.87	221087
591-530.000-920.000	PUBLIC UTILITIES	00178540	MICHIGAN GAS UTILITIES	ACCT #05046	5858565231	03/26/2026	43.04	221086
591-530.000-920.000	PUBLIC UTILITIES	00178539	MICHIGAN GAS UTILITIES	ACCT #05055	5854784573	03/26/2026	47.93	221085
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178313	BROWN'S LOCKSMITH AND H	KEY LOCKS	212889	03/19/2026	568.00	220944
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178308	VESTIS SERVICES, LLC	RUGS AND RA	6310607186	03/19/2026	167.15	221016
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178307	VESTIS SERVICES, LLC	RUGS AND RA	6310612514	03/19/2026	167.15	221016
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178305	CRS PAINT & STAIN LLC	PAINT NORTH	073	03/19/2026	4,900.00	220951
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178304	CRS PAINT & STAIN LLC	PAINT CLEVE	074	03/19/2026	4,793.00	220951
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178303	THOROUGH FINISH CARPENT	NORTH SED B	03-03-2026	03/19/2026	1,825.00	221014
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178332	BROWN'S LOCKSMITH AND H	KEY LOCK	211878	03/19/2026	170.00	220944
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178400	CUSTOM FENCE COMPANY	REPAIR SECU	1305	03/19/2026	350.00	220952
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178462	VESTIS SERVICES, LLC	RUGS AND RA	6310615876	03/26/2026	21.71	221113
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178461	SHORELINE BUILDING SERV	JANITOR	000091	03/26/2026	1,800.00	221104
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178471	VESTIS SERVICES, LLC	RUGS AND RA	63106909869	03/26/2026	20.54	221113
591-530.000-930.000	GENERAL REPAIR AND MAIN	00178581	Wolverine Electrical Co	REPAIR GENE	22608	03/26/2026	229.02	221115
				Total Department 530.000 WATER TREATMENT PLANT			76,338.57	
Department: 536.000 WATER DISTRIBUTION SYSTEM								
591-536.000-740.000	OPERATING SUPPLIES	00178297	RIETH-RILEY CONSTRUCTIO	COLD PATCH	2102552	03/19/2026	3,707.75	221004
591-536.000-740.000	OPERATING SUPPLIES	00178294	EJ USA, INC.	FIRE HYDRAN	110250090881	03/19/2026	504.00	220955
591-536.000-740.000	OPERATING SUPPLIES	00178293	MATERIALS RESOURCES	SAFETY OUTE	3406558	03/19/2026	176.86	220992
591-536.000-740.000	OPERATING SUPPLIES	00178381	AMAZON CAPITAL SERVICES	WATER DEPT	1MYY-N3RT-1FTW	03/19/2026	38.44	221020

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 591 WATER FUND								
Department: 536.000 WATER DISTRIBUTION SYSTEM								
591-536.000-740.000	OPERATING SUPPLIES	00178472	SKORUPA, NICKOLAS L.	CLOTHING RE	03-20-2026	03/26/2026	105.98	221106
591-536.000-740.000	OPERATING SUPPLIES	00178520	DOUBLEDAY OFFICE PRODUC	SUPPLIES	77705	03/26/2026	14.49	221046
591-536.000-740.000	OPERATING SUPPLIES	00178519	DOUBLEDAY OFFICE PRODUC	SUPPLIES	77529	03/26/2026	48.40	221046
591-536.000-740.000	OPERATING SUPPLIES	00178572	FERGUSON WATERWORKS #33	VALVE BOXES	0240848	03/26/2026	1,772.58	221050
591-536.000-771.000	INVENTORY PURCHASES	00178291	ETNA SUPPLY COMPANY	WATER METER	S106733699.001	03/19/2026	1,756.17	220958
591-536.000-771.000	INVENTORY PURCHASES	00178573	ETNA SUPPLY COMPANY	WATER METER	S106758427.001	03/26/2026	1,756.17	221049
591-536.000-771.000	INVENTORY PURCHASES	00178574	ETNA SUPPLY COMPANY	WATER METER	S106786711.001	03/26/2026	1,745.90	221049
591-536.000-801.000	Professional and Contra	00178296	BERRIEN COUNTY ROAD DEP	ROW PERMIT	26 145	03/19/2026	200.00	220941
591-536.000-801.000	Professional and Contra	00178295	BERRIEN COUNTY ROAD DEP	ROW PERMIT	26 146	03/19/2026	100.00	220941
591-536.000-801.000	PROFESSIONAL AND CONTRA	00178290	FERGUSON MICHIANA INC.	DIRECTIONAL	63341	03/19/2026	1,100.00	220961
591-536.000-801.000	PROFESSIONAL AND CONTRA	00178387	COREWELL HEALTH CLIENT	PRE-EMPLOYM	03-08-2026	03/19/2026	369.00	220950
591-536.000-801.000	PROFESSIONAL AND CONTRA	00178420	BERRIEN COUNTY ROAD DEP	ROW PERMIT	26 176	03/19/2026	35.00	220941
591-536.000-801.000	PROFESSIONAL AND CONTRA	00178419	PLUMBING PROFESSIONAL,	PROFESSIONA	12467	03/19/2026	495.00	221000
591-536.000-801.000	PROFESSIONAL AND CONTRA	00178579	BERRIEN COUNTY ROAD DEP	ROW PERMIT	26 185	03/26/2026	100.00	221042
591-536.000-801.000	PROFESSIONAL AND CONTRA	00178580	BERRIEN COUNTY ROAD DEP	ROW PERMIT	26 184	03/26/2026	35.00	221042
591-536.000-860.000	TRANSPORTATION AND EDUC	00178324	FIRST NATIONAL BANK OF	GREG ALIMEN	02-27-2026	03/19/2026	400.00	220962
591-536.000-860.000	TRANSPORTATION AND EDUC	00178314	FIRST NATIONAL BANK OF	DAVID LINDE	02-27-2026	03/19/2026	432.45	220962
591-536.000-860.000	TRANSPORTATION AND EDUC	00178314	FIRST NATIONAL BANK OF	DAVID LINDE	02-27-2026	03/19/2026	435.00	220962
591-536.000-860.000	TRANSPORTATION AND EDUC	00178314	FIRST NATIONAL BANK OF	DAVID LINDE	02-27-2026	03/19/2026	432.45	220962
591-536.000-860.000		00178314	FIRST NATIONAL BANK OF	DAVID LINDE	02-27-2026	03/19/2026	435.00	220962
591-536.000-860.000	TRANSPORTATION AND EDUC	00178569	HUTCHINS, AUSTIN	2026 MRWA A	03-17-2026	03/26/2026	51.00	221061
591-536.000-860.000	TRANSPORTATION AND EDUC	00178569	HUTCHINS, AUSTIN	2026 MRWA A	03-17-2026	03/26/2026	68.00	221061
591-536.000-860.000	TRANSPORTATION AND EDUC	00178569	HUTCHINS, AUSTIN	2026 MRWA A	03-17-2026	03/26/2026	68.00	221061
591-536.000-860.000	TRANSPORTATION AND EDUC	00178569	HUTCHINS, AUSTIN	2026 MRWA A	03-17-2026	03/26/2026	51.00	221061
591-536.000-860.000	TRANSPORTATION AND EDUC	00178570	SKORUPA, SCOTT	2026 MRWA A	03-17-2026	03/26/2026	172.80	221107
591-536.000-860.000	TRANSPORTATION AND EDUC	00178570	SKORUPA, SCOTT	2026 MRWA A	03-17-2026	03/26/2026	68.00	221107
591-536.000-860.000	TRANSPORTATION AND EDUC	00178570	SKORUPA, SCOTT	2026 MRWA A	03-17-2026	03/26/2026	68.00	221107
591-536.000-860.000	TRANSPORTATION AND EDUC	00178570	SKORUPA, SCOTT	2026 MRWA A	03-17-2026	03/26/2026	172.80	221107
591-536.000-930.000	GENERAL REPAIR AND MAIN	00178568	B & Z COMPANY	WATER MAIN	260328	03/26/2026	4,945.64	221040
				Total Department 536.000 WATER DISTRIBUTION SYSTEM			21,860.88	
Department: 540.000 WATER ADMINISTRATION								
591-540.000-728.000	POSTAGE	00178335	QUADIENT FINANCE USA, I	MARCH BILLI	03-13-2026	03/19/2026	172.70	221003
591-540.000-801.000	PROFESSIONAL AND CONTRA	00178387	COREWELL HEALTH CLIENT	PRE-EMPLOYM	03-08-2026	03/19/2026	89.00	220950
591-540.000-941.100	SOFTWARE & SUBSCRIBE BA	00178234	WATERWORTH	SOFTWARE SU	INV-2123	03/13/2026	4,990.00	1105
				Total Department 540.000 WATER ADMINISTRATION			5,251.70	
				Total Fund 591 WATER FUND			372,870.82	
Fund: 592 CITY SYSTEM DEVELOPMENT FUND								
Department: 000.000 NOT ASSIGNED								
592-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	28.76	1102
592-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	186.33	1126
592-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	58.38	1097
592-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	459.12	1121
592-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	10.72	1097
592-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	45.77	1097
592-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	10.73	1097
592-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	45.81	1097
592-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	67.07	1121

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 592 CITY SYSTEM DEVELOPMENT FUND								
Department: 000.000 NOT ASSIGNED								
592-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	286.22	1121
592-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	66.91	1121
592-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	286.91	1121
592-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	10.77	1091
592-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	16.56	1091
592-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	153.89	1114
592-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	30.41	1114
592-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	79.87	1091
592-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	44.43	1091
592-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	146.56	1114
592-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	635.26	1114
592-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	10.04	220862
592-000.000-231.400	Remittance	00178504	United Way of SW Michig	Remittance	REMIT	03/27/2026	3.29	221028
592-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	2.43	220867
592-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	75.00	221025
592-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	3.06	221026
592-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	57.95	221026
592-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	42.50	1111
592-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	5.96	220860
592-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	0.89	220860
592-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	4.26	221021
592-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	11.13	221021
592-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	39.32	1086
592-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	113.36	1109
592-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	157.30	1086
592-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	453.39	1109
592-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	1.62	1089
592-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	9.56	1112
592-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	5.19	1096
592-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	12.77	1120
					Total Department 000.000 NOT ASSIGNED		3,679.50	
Department: 536.000 WATER DISTRIBUTION SYSTEM								
592-536.000-740.000	OPERATING SUPPLIES	00178418	POLLARDWATER	WATER SERVI	0307364	03/19/2026	760.97	221001
592-536.000-801.000	Professional and Contra	00178310	HYDROCORP	CROSS CONNE	CI-11731	03/19/2026	1,441.00	220975
592-536.000-801.000	PROFESSIONAL AND CONTRA	00178333	TRACE ANALYTICAL LABORA	ANALYSIS -	6020172	03/19/2026	1,146.00	221015
					Total Department 536.000 WATER DISTRIBUTION SYSTEM		3,347.97	
Department: 540.000 WATER ADMINISTRATION								
592-540.000-941.100	SOFTWARE & SUBSCRIBE BA	00178234	WATERWORTH	SOFTWARE SU	INV-2123	03/13/2026	2,495.00	1105
					Total Department 540.000 WATER ADMINISTRATION		2,495.00	
					Total Fund 592 CITY SYSTEM DEVELOPMENT FUND		9,522.47	
Fund: 594 MARINA FUND								
Department: 000.000 NOT ASSIGNED								
594-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	263.01	1102
594-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	313.87	1126
594-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	557.60	1097
594-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	673.69	1121

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 594 MARINA FUND								
Department: 000.000 NOT ASSIGNED								
594-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	110.91	1097
594-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	474.37	1097
594-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	110.94	1097
594-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	474.24	1097
594-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	129.00	1121
594-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	551.63	1121
594-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	129.03	1121
594-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	551.50	1121
594-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	330.39	1091
594-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	3.18	1114
594-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	376.63	1114
594-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	1,363.68	1091
594-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	1,551.51	1114
594-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	15.33	1114
594-000.000-231.500	Remittance	00178207	FLORIDA STATE DISBURSEM	Remittance	REMIT	03/13/2026	429.75	220863
594-000.000-231.500	Remittance	00178505	FLORIDA STATE DISBURSEM	Remittance	REMIT	03/27/2026	429.75	221023
594-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	1,132.16	220867
594-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	50.00	220867
594-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	1,132.16	221026
594-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	50.00	221026
594-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	87.78	220860
594-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	88.23	221021
594-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	1.20	221021
594-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	523.12	1086
594-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	530.37	1109
594-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	2,092.54	1086
594-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	2,121.55	1109
594-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	24.60	1089
594-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	24.86	1112
594-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	48.93	1096
594-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	56.56	1120
594-000.000-232.700	Remittance	00178210	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/13/2026	0.23	1095
594-000.000-232.700	Remittance	00178508	CITY - EFT UNEMPLOYMENT	Remittance	REMIT	03/27/2026	0.55	1119
					Total Department 000.000 NOT ASSIGNED		16,804.85	
Department: 597.000 MARINA OPERATIONS								
594-597.000-740.000	OPERATING SUPPLIES	00178271	ACE HARDWARE	MAINTENANCE	166563/1	03/13/2026	15.29	220871
594-597.000-740.000	OPERATING SUPPLIES	00178270	ACE HARDWARE	MAITENANCE	166524/1	03/13/2026	9.14	220871
594-597.000-740.000	OPERATING SUPPLIES	00178269	ACE HARDWARE	MAINTENANCE	166526/1	03/13/2026	7.18	220871
594-597.000-740.000	OPERATING SUPPLIES	00178318	FIRST NATIONAL BANK OF	ANDREW PETE	02-27-2026	03/19/2026	462.99	220962
594-597.000-740.000	OPERATING SUPPLIES	00178318	FIRST NATIONAL BANK OF	ANDREW PETE	02-27-2026	03/19/2026	238.97	220962
594-597.000-740.000	OPERATING SUPPLIES	00178318	FIRST NATIONAL BANK OF	ANDREW PETE	02-27-2026	03/19/2026	583.50	220962
594-597.000-740.000	OPERATING SUPPLIES	00178318	FIRST NATIONAL BANK OF	ANDREW PETE	02-27-2026	03/19/2026	234.49	220962
594-597.000-740.000	OPERATING SUPPLIES	00178467	AMAZON CAPITAL SERVICES	SUPPLIES	1JGF-LG4L-3XL6	03/26/2026	309.40	221039
594-597.000-740.000	OPERATING SUPPLIES	00178494	ACE HARDWARE	MAINTENANCE	166768/1	03/26/2026	13.66	221036
594-597.000-740.000	OPERATING SUPPLIES	00178470	LOWE'S HOME CENTERS, LL	MAINTENANCE	991086	03/26/2026	141.19	221067
594-597.000-742.000	RESALE - SUPPLIES	00178467	AMAZON CAPITAL SERVICES	SUPPLIES	1JGF-LG4L-3XL6	03/26/2026	156.98	221039
594-597.000-850.000	COMMUNICATIONS	00178329	UNITED FEDERAL CREDIT U	MEGAN NEUBE	02-06-2026	03/19/2026	322.85	1106
594-597.000-850.000	COMMUNICATIONS	00178318	FIRST NATIONAL BANK OF	ANDREW PETE	02-27-2026	03/19/2026	159.99	220962

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 594 MARINA FUND								
Department: 597.000 MARINA OPERATIONS								
594-597.000-920.000	PUBLIC UTILITIES	00178432	INDIANA MICHIGAN POWER	MARCH BILLI	03-19-2026	03/19/2026	5,952.52	220976
594-597.000-920.000	PUBLIC UTILITIES	00178544	MICHIGAN GAS UTILITIES	ACCT #05055	5853066441	03/26/2026	43.69	221090
594-597.000-934.000	VEHICLE REPAIRS & MAINT	00178466	GOOD YEAR TIRE & RUBBER	TRUCK TIRES	159-1082407	03/26/2026	779.26	221055
					Total Department 597.000 MARINA OPERATIONS		9,431.10	
					Total Fund 594 MARINA FUND		26,235.95	
Fund: 661 MOTOR POOL FUND								
Department: 000.000 NOT ASSIGNED								
661-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	185.00	1102
661-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	221.53	1126
661-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	471.93	1097
661-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	536.04	1121
661-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	65.97	1097
661-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	281.63	1097
661-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	282.09	1097
661-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	65.87	1097
661-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	79.13	1121
661-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	337.87	1121
661-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	338.33	1121
661-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	79.02	1121
661-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	155.09	1091
661-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	151.79	1114
661-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	42.19	1114
661-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	747.78	1091
661-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	174.16	1114
661-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	731.85	1114
661-000.000-231.300	Remittance	00178205	AFSCME MICHIGAN 925	Remittance	REMIT	03/13/2026	93.71	220862
661-000.000-231.600	Remittance	00178203	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/13/2026	41.78	220867
661-000.000-231.600	Remittance	00178503	NATIONWIDE RETIREMENT S	Remittance	REMIT	03/27/2026	50.00	221026
661-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	27.04	220860
661-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	23.12	221021
661-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	229.78	1086
661-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	275.84	1109
661-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	919.13	1086
661-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	1,103.42	1109
661-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	11.45	1089
661-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	12.85	1112
661-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	51.52	1096
661-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	51.16	1120
					Total Department 000.000 NOT ASSIGNED		7,838.07	
Department: 345.000 PUBLIC SAFETY DEPARTMENT								
661-345.000-740.000	OPERATING SUPPLIES	00178257	FISHER AUTO PARTS, INC.	BRAKES	480-240967	03/13/2026	591.55	220891
661-345.000-740.000	OPERATING SUPPLIES	00178479	O'REILLY AUTO PARTS	PARTS	3890-192665	03/26/2026	164.99	221093
661-345.000-930.000	GENERAL REPAIR AND MAIN	00178267	GOOD YEAR TIRE & RUBBER	TIRES	159-1082355	03/13/2026	128.50	220894
661-345.000-930.000	GENERAL REPAIR AND MAIN	00178484	GOOD YEAR TIRE & RUBBER	TIRES	159-1082411	03/26/2026	260.00	221055
					Total Department 345.000 PUBLIC SAFETY DEPARTMENT		1,145.04	
Department: 441.000 PUBLIC WORKS DEPARTMENT								

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 661 MOTOR POOL FUND								
Department: 441.000 PUBLIC WORKS DEPARTMENT								
661-441.000-740.000	OPERATING SUPPLIES	00178268	ACE HARDWARE	HARDWARE	166508/1	03/13/2026	5.29	220871
661-441.000-740.000	OPERATING SUPPLIES	00178260	ENVIRONMENTAL EQUIP SAL	PARTS	07P19156	03/13/2026	399.80	220887
661-441.000-740.000	OPERATING SUPPLIES	00178259	ENVIRONMENTAL EQUIP SAL	PARTS	07P19309	03/13/2026	631.92	220887
661-441.000-740.000	OPERATING SUPPLIES	00178258	FISHER AUTO PARTS, INC.	TOOL	480-241063	03/13/2026	6.70	220891
661-441.000-740.000	OPERATING SUPPLIES	00178256	FISHER AUTO PARTS, INC.	PARTS	480-240914	03/13/2026	113.46	220891
661-441.000-740.000	OPERATING SUPPLIES	00178255	THE SAFETY COMPANY LLC,	PARTS	IN261299	03/13/2026	757.06	220925
661-441.000-740.000	OPERATING SUPPLIES	00178254	CERTIFIED LABORATORIES	SHOP SUPPLI	9535805	03/13/2026	420.30	220877
661-441.000-740.000	OPERATING SUPPLIES	00178391	FISHER AUTO PARTS, INC.	FILTERS	480-241617	03/19/2026	12.00	220967
661-441.000-740.000	OPERATING SUPPLIES	00178425	O'REILLY AUTO PARTS	TOOL	3890-191241	03/19/2026	44.99	220995
661-441.000-740.000	OPERATING SUPPLIES	00178424	O'REILLY AUTO PARTS	MOTOR OIL	2890-1910003	03/19/2026	44.94	220995
661-441.000-740.000	OPERATING SUPPLIES	00178423	O'REILLY AUTO PARTS	LIGHTS	3890-190900	03/19/2026	109.96	220995
661-441.000-740.000	OPERATING SUPPLIES	00178416	ACE HARDWARE	TOOLS	166701/1	03/19/2026	412.20	220937
661-441.000-740.000	OPERATING SUPPLIES	00178409	AMAZON CAPITAL SERVICES	PARTS	1LTP-DQRR-6X1H	03/19/2026	45.59	221020
661-441.000-740.000	OPERATING SUPPLIES	00178408	O'REILLY AUTO PARTS	BATTERY	3890-192309	03/19/2026	52.53	220995
661-441.000-740.000	OPERATING SUPPLIES	00178407	CONNECTION SERVICE COMP	HARDWARE	224985	03/19/2026	60.00	220949
661-441.000-740.000	OPERATING SUPPLIES	00178392	FISHER AUTO PARTS, INC.	BATTERY	480-241618	03/19/2026	55.47	220967
661-441.000-740.000	OPERATING SUPPLIES	00178393	FAMILY FARM & HOME	TOOL	12707/3	03/19/2026	129.99	220960
661-441.000-740.000	OPERATING SUPPLIES	00178487	FISHER AUTO PARTS, INC.	WIPERS & PA	480-241909	03/26/2026	170.92	221051
661-441.000-740.000	OPERATING SUPPLIES	00178486	SIEMANS IN BRIDGMAN	PART	23690	03/26/2026	329.67	221105
661-441.000-740.000	OPERATING SUPPLIES	00178485	MCCANN INDUSTRIES, INC.	PART	P09681	03/26/2026	35.25	221069
661-441.000-740.000	OPERATING SUPPLIES	00178482	WEST MICHIGAN INTERNATI	PARTS	X103144217:01	03/26/2026	149.30	221114
661-441.000-740.000	OPERATING SUPPLIES	00178481	WEST MICHIGAN INTERNATI	PARTS	X103144271:01	03/26/2026	190.53	221114
661-441.000-740.000	OPERATING SUPPLIES	00178480	O'REILLY AUTO PARTS	FILTER AND	3890-192640	03/26/2026	72.30	221093
661-441.000-740.000	OPERATING SUPPLIES	00178479	O'REILLY AUTO PARTS	PARTS	3890-192665	03/26/2026	20.98	221093
661-441.000-740.000	OPERATING SUPPLIES	00178478	O'REILLY AUTO PARTS	PARTS	3890-192878	03/26/2026	76.27	221093
661-441.000-740.000	OPERATING SUPPLIES	00178469	LOWE'S HOME CENTERS, LL	SIGN SHOP	989600	03/26/2026	26.40	221067
661-441.000-740.000	OPERATING SUPPLIES	00178566	WEST MICHIGAN INTERNATI	PART	X103144217:02	03/26/2026	55.47	221114
661-441.000-740.000	OPERATING SUPPLIES	00178565	MICHIANA SUPPLY INC.	PARTS	324032	03/26/2026	60.34	221071
661-441.000-740.000	OPERATING SUPPLIES	00178564	MICHIANA SUPPLY INC.	PARTS AND H	324008	03/26/2026	103.93	221071
661-441.000-740.000	OPERATING SUPPLIES	00178562	SHARE CORPORATION	TOOLS	334276	03/26/2026	257.94	221102
661-441.000-740.000	OPERATING SUPPLIES	00178587	THE SAFETY COMPANY, LLC	PARTS	IN261500	03/26/2026	1,783.09	1127
661-441.000-741.000	FUEL AND GASOLINE	00178563	MERLE BOES	OIL	SI-130726	03/26/2026	839.45	221070
661-441.000-930.000	GENERAL REPAIR AND MAIN	00178483	GOOD YEAR TIRE & RUBBER	TIRES	159-1082395	03/26/2026	895.94	221055
661-441.000-930.000	GENERAL REPAIR AND MAIN	00178516	MID-COUNTY LAWN & GARDE	RIDING MOWE	73716	03/26/2026	190.98	221091
					Total Department 441.000 PUBLIC WORKS DEPARTMENT		8,560.96	
					Total Fund 661 MOTOR POOL FUND		17,544.07	
Fund: 677 SELF-INSURANCE FUND								
Department: 000.000 NOT ASSIGNED								
677-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	2.96	1097
677-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	10.38	1097
677-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	3.02	1121
677-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	10.56	1121
					Total Department 000.000 NOT ASSIGNED		26.92	
Department: 851.000 INSURANCE PREMIUMS								
677-851.000-717.000	LIFE INSURANCE	00178511	RELIANCE STANDARD LIFE	APRIL 2026	03-20-2026	03/26/2026	0.00	221100
677-851.000-717.000	LIFE INSURANCE	00178510	RELIANCE STANDARD LIFE	APRIL 2026	03-19-2026	03/26/2026	1,443.86	221100
677-851.000-717.010	LIFE INSURANCE - EE VOL	00178511	RELIANCE STANDARD LIFE	APRIL 2026	03-20-2026	03/26/2026	292.53	221100

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 677 SELF-INSURANCE FUND								
Department: 851.000 INSURANCE PREMIUMS								
677-851.000-717.010	LIFE INSURANCE - EE VOL	00178510	RELIANCE STANDARD LIFE	APRIL 2026	03-19-2026	03/26/2026	0.00	221100
					Total Department 851.000 INSURANCE PREMIUMS		1,736.39	
					Total Fund 677 SELF-INSURANCE FUND		1,763.31	
Fund: 703 CURRENT TAX COLLECTION FUND								
Department: 000.000 NOT ASSIGNED								
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178450	BERRIEN COUNTY TREASURE	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	532.46	221031
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178449	BERRIEN COUNTY TREASURE	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	1,596.01	221031
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178448	BERRIEN COUNTY TREASURE	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	1,861.82	221031
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178447	BERRIEN COUNTY TREASURE	TAX DISBUR	02-19-26 TO 03-25-2	03/24/2026	2,393.92	221031
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178446	BERRIEN COUNTY TREASURE	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	9,818.22	221031
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178445	BERRIEN COUNTY TREASURE	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	12,355.17	221031
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178444	ST JOSEPH PUBLIC SCHOOL	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	1,214.88	221035
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178443	ST JOSEPH PUBLIC SCHOOL	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	6,404.07	221035
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178442	ST JOSEPH PUBLIC SCHOOL	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	2,024.55	221035
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178441	ST JOSEPH PUBLIC SCHOOL	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	11,769.17	221035
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178440	SOUTHWEST MI REGIONAL A	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	502.79	221034
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178439	LAKE MICHIGAN COLLEGE	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	4,664.87	221033
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178438	BERRIEN COUNTY INTERMED	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	4,516.58	221030
703-000.000-956.000	MISCELLANEOUS EXPENSE	00178437	BERRIEN COUNTY INTERMED	TAX DISBURS	02-19-26 TO 03-25-2	03/24/2026	358.87	221030
					Total Department 000.000 NOT ASSIGNED		60,013.38	
					Total Fund 703 CURRENT TAX COLLECTION FUND		60,013.38	
Fund: 731 RETIREMENT SYSTEM FUND								
Department: 000.000 NOT ASSIGNED								
731-000.000-860.000	TRANSPORTATION AND EDUC	00178323	FIRST NATIONAL BANK OF	TIM ZEBELL	02-27-2026	03/19/2026	475.00	220962
					Total Department 000.000 NOT ASSIGNED		475.00	
					Total Fund 731 RETIREMENT SYSTEM FUND		475.00	
Fund: 755 HOUSING PAYROLL FUND								
Department: 000.000 NOT ASSIGNED								
755-000.000-228.000	Remittance	00178200	State of Michigan	Remittance	REMIT	03/13/2026	210.79	1102
755-000.000-228.000	Remittance	00178501	State of Michigan	Remittance	REMIT	03/27/2026	206.02	1126
755-000.000-229.000	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	214.72	1097
755-000.000-229.000	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	202.33	1121
755-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	345.92	1097
755-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	80.96	1097
755-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	80.90	1097
755-000.000-229.100	Remittance	00178196	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/13/2026	346.18	1097
755-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	338.94	1121
755-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	79.34	1121
755-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	79.28	1121
755-000.000-229.100	Remittance	00178497	FEDERAL TAX DEPOSIT	Remittance	REMIT	03/27/2026	339.19	1121
755-000.000-231.000	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	69.72	1091
755-000.000-231.000	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	69.72	1114
755-000.000-231.010	Remittance	00178211	CITY - EFT PENSION EE &	Remittance	REMIT	03/13/2026	54.73	1091
755-000.000-231.010	Remittance	00178509	CITY - EFT PENSION EE &	Remittance	REMIT	03/27/2026	54.73	1114

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 755 HOUSING PAYROLL FUND								
Department: 000.000 NOT ASSIGNED								
755-000.000-231.600	Remittance	00178198	MISSION SQUARE	Remittance	REMIT	03/13/2026	100.00	220866
755-000.000-231.600	Remittance	00178499	MISSION SQUARE	Remittance	REMIT	03/27/2026	100.00	221025
755-000.000-231.800	Remittance	00178197	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/13/2026	20.00	1088
755-000.000-231.800	Remittance	00178498	CITY - EFT FLEXSPENDING	Remittance	REMIT	03/27/2026	20.00	1111
755-000.000-231.900	Remittance	00178194	AFLAC	Remittance	REMIT	03/13/2026	14.04	220860
755-000.000-231.900	Remittance	00178495	AFLAC	Remittance	REMIT	03/27/2026	14.04	221021
755-000.000-232.000	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	261.56	1086
755-000.000-232.000	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	329.74	1109
755-000.000-232.010	Remittance	00178195	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/13/2026	1,046.27	1086
755-000.000-232.010	Remittance	00178496	CITY - EFT BCBS EE & ER	Remittance	REMIT	03/27/2026	1,319.00	1109
755-000.000-232.110	Remittance	00178199	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/13/2026	10.80	1089
755-000.000-232.110	Remittance	00178500	CITY - EFT LIFE INSURAN	Remittance	REMIT	03/27/2026	17.20	1112
755-000.000-232.600	Remittance	00178208	CITY - EFT WORKERS COMP	Remittance	REMIT	03/13/2026	27.37	1096
755-000.000-232.600	Remittance	00178506	CITY - EFT WORKERS COMP	Remittance	REMIT	03/27/2026	27.25	1120
						Total Department 000.000 NOT ASSIGNED	6,080.74	
						Total Fund 755 HOUSING PAYROLL FUND	6,080.74	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---								
			101-000.000-123.000	Prepaid Expenses			18,250.00	
			101-000.000-228.000	DUE TO STATE OF MICHIGAN			16,106.91	
			101-000.000-229.000	Due to Federal Government			35,669.60	
			101-000.000-229.100	Due for FICA			40,930.93	
			101-000.000-230.700	Due to City			1,411.36	
			101-000.000-231.000	Due to Employee Pension			20,782.95	
			101-000.000-231.010	Due to Employer Pension			82,886.11	
			101-000.000-231.300	Due for Union Dues			1,622.71	
			101-000.000-231.400	Due for United Way			14.25	
			101-000.000-231.600	Due for Deferred Comp			8,878.61	
			101-000.000-231.800	Due to Employee Flex Spending			2,058.65	
			101-000.000-231.900	Due to AFLAC-Premiums			1,675.87	
			101-000.000-232.000	Due to BCBS - EE			14,734.06	
			101-000.000-232.010	Due to BCBS - ER			58,936.95	
			101-000.000-232.100	Due to Life Insurance - EE			97.15	
			101-000.000-232.110	Due to Life Insurance - ER			904.90	
			101-000.000-232.600	Due to Worker's Comp			2,175.38	
			101-000.000-232.700	DUE TO UNEMPLOYMENT			1.20	
			101-000.000-273.500	Undistributed Permit Fees			9,170.40	
			101-000.000-491.000	Building Permits			80.00	
			101-172.000-805.000	LEGAL SERVICES			700.00	
			101-172.000-860.000	TRANSPORTATION AND EDUCATION			400.00	
			101-172.000-870.000	PROFESSIONAL MEMBERSHIPS/DUES			425.00	
			101-235.000-740.000	OPERATING SUPPLIES			92.92	
			101-235.000-850.000	COMMUNICATIONS			298.90	
			101-235.000-930.000	GENERAL REPAIR AND MAINTENANCE			1,814.89	
			101-235.000-941.100	SOFTWARE & SUBSCRIBE BASED IT			671.45	
			101-253.000-728.000	POSTAGE			1,503.61	
			101-253.000-860.000	TRANSPORTATION AND EDUCATION			698.00	
			101-257.000-801.000	PROFESSIONAL AND CONTRACT SERV			950.00	
			101-257.000-900.000	PRINTING & PUBLISHING			468.81	
			101-265.000-740.000	OPERATING SUPPLIES			4,639.25	
			101-265.000-920.000	PUBLIC UTILITIES			5,214.42	
			101-265.000-931.000	LAND & BUILDING REPAIRS & MAIN			1,589.50	
			101-266.000-860.000	TRANSPORTATION AND EDUCATION			384.80	
			101-270.000-740.000	OPERATING SUPPLIES			98.95	
			101-270.000-860.000	TRANSPORTATION AND EDUCATION			465.00	
			101-336.000-740.000	OPERATING SUPPLIES			658.24	
			101-336.000-776.000	TECHNICAL EQUIPMENT			10,939.02	
			101-336.000-860.000	TRANSPORTATION AND EDUCATION			998.00	
			101-336.000-870.000	PROFESSIONAL MEMBERSHIPS/DUES			169.99	
			101-336.000-920.000	PUBLIC UTILITIES			1,909.46	
			101-336.000-941.100	SOFTWARE & SUBSCRIBE BASED IT			36.60	
			101-345.000-740.000	OPERATING SUPPLIES			107.08	
			101-345.000-776.000	TECHNICAL EQUIPMENT			329.00	
			101-345.000-801.000	PROFESSIONAL AND CONTRACT SERV			343.50	
			101-345.000-930.000	GENERAL REPAIR AND MAINTENANCE			1,350.13	
			101-345.000-941.100	SOFTWARE & SUBSCRIBE BASED IT			242.34	
			101-371.000-860.000	TRANSPORTATION AND EDUCATION			496.00	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
101-372.000-801.000				PROFESSIONAL AND CONTRACT SERV			60.76	
101-441.000-740.000				OPERATING SUPPLIES			60.80	
101-441.000-920.000				PUBLIC UTILITIES			1,743.15	
101-442.000-860.000				TRANSPORTATION AND EDUCATION			500.00	
101-447.000-804.000				Engineer Retainer			500.00	
101-447.000-860.000				TRANSPORTATION AND EDUCATION			385.00	
101-448.000-920.000				Utilities			13,920.87	
101-721.000-801.000				PROFESSIONAL AND CONTRACT SERV			193.00	
101-721.000-860.000				TRANSPORTATION AND EDUCATION			664.62	
101-721.000-900.000				PRINTING & PUBLISHING			733.61	
101-728.000-728.000				POSTAGE			10.48	
101-728.000-900.000				PRINTING & PUBLISHING			181.19	
101-751.000-740.000				OPERATING SUPPLIES			3,469.24	
101-751.000-860.000				TRANSPORTATION AND EDUCATION			1,465.56	
101-751.000-920.000				PUBLIC UTILITIES			1,245.66	
101-751.000-930.000				GENERAL REPAIR AND MAINTENANCE			275.00	
101-751.000-964.000				REFUNDS & REBATES			250.00	
101-752.000-740.000				OPERATING SUPPLIES			89.99	
101-752.000-920.000				PUBLIC UTILITIES			81.06	
101-756.000-740.000				OPERATING SUPPLIES			528.51	
101-757.000-740.000				OPERATING SUPPLIES			549.39	
101-757.000-850.000				COMMUNICATIONS			174.85	
101-757.000-920.000				PUBLIC UTILITIES			11,479.40	
101-757.000-930.000				GENERAL REPAIR AND MAINTENANCE			296.77	
101-905.000-991.000				Debt Service Principal Fire Tr			59,499.92	
101-905.000-995.000				Debt Service Interest Fire Tru			6,126.00	
202-000.000-228.000				DUE TO STATE OF MICHIGAN			230.77	
202-000.000-229.000				Due to Federal Government			497.39	
202-000.000-229.100				Due for FICA			905.86	
202-000.000-231.000				Due to Employee Pension			217.48	
202-000.000-231.010				Due to Employer Pension			997.10	
202-000.000-231.300				Due for Union Dues			35.63	
202-000.000-231.400				Due for United Way			0.55	
202-000.000-231.600				Due for Deferred Comp			112.23	
202-000.000-231.800				Due to Employee Flex Spending			104.20	
202-000.000-231.900				Due to AFLAC-Premiums			39.32	
202-000.000-232.000				Due to BCBS - EE			290.55	
202-000.000-232.010				Due to BCBS - ER			1,162.17	
202-000.000-232.100				Due to Life Insurance - EE			6.03	
202-000.000-232.110				Due to Life Insurance - ER			13.75	
202-000.000-232.600				Due to Worker's Comp			73.57	
202-445.000-930.000				GENERAL REPAIR AND MAINTENANCE			2,035.54	
202-449.000-740.000				OPERATING SUPPLIES			2,500.00	
202-474.000-740.000				OPERATING SUPPLIES			3,072.00	
202-474.000-920.000				PUBLIC UTILITIES			99.09	
202-903.204-801.000				PROFESSIONAL AND CONTRACT SERV			349.72	
202-903.207-801.000				PROFESSIONAL AND CONTRACT SERV			2,078.90	
203-000.000-228.000				DUE TO STATE OF MICHIGAN			806.31	
203-000.000-229.000				Due to Federal Government			1,893.64	
203-000.000-229.100				Due for FICA			3,257.73	
203-000.000-231.000				Due to Employee Pension			820.10	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
203-000.000-231.010				Due to Employer Pension			3,466.05	
203-000.000-231.300				Due for Union Dues			98.63	
203-000.000-231.400				Due for United Way			0.54	
203-000.000-231.600				Due for Deferred Comp			179.86	
203-000.000-231.800				Due to Employee Flex Spending			285.33	
203-000.000-231.900				Due to AFLAC-Premiums			107.28	
203-000.000-232.000				Due to BCBS - EE			1,114.15	
203-000.000-232.010				Due to BCBS - ER			4,456.72	
203-000.000-232.100				Due to Life Insurance - EE			90.71	
203-000.000-232.110				Due to Life Insurance - ER			51.43	
203-000.000-232.600				Due to Worker's Comp			300.76	
203-445.000-930.000				GENERAL REPAIR AND MAINTENANCE			2,035.54	
203-449.000-740.000				OPERATING SUPPLIES			207.32	
203-449.000-801.000				PROFESSIONAL AND CONTRACT SERV			123.00	
203-474.000-740.000				OPERATING SUPPLIES			1,846.38	
209-000.000-228.000				DUE TO STATE OF MICHIGAN			386.15	
209-000.000-229.000				Due to Federal Government			915.38	
209-000.000-229.100				Due for FICA			1,372.44	
209-000.000-231.000				Due to Employee Pension			301.92	
209-000.000-231.010				Due to Employer Pension			1,452.00	
209-000.000-231.300				Due for Union Dues			93.61	
209-000.000-231.600				Due for Deferred Comp			44.20	
209-000.000-231.900				Due to AFLAC-Premiums			62.79	
209-000.000-232.000				Due to BCBS - EE			262.99	
209-000.000-232.010				Due to BCBS - ER			1,051.98	
209-000.000-232.110				Due to Life Insurance - ER			22.72	
209-000.000-232.600				Due to Worker's Comp			60.78	
209-567.000-740.000				OPERATING SUPPLIES			32.99	
209-567.000-801.000				PROFESSIONAL AND CONTRACT SERV			123.00	
209-567.000-850.000				COMMUNICATIONS			174.85	
209-567.000-920.000				PUBLIC UTILITIES			468.77	
214-264.000-920.000				PUBLIC UTILITIES			30.42	
226-000.000-228.000				DUE TO STATE OF MICHIGAN			447.09	
226-000.000-229.000				Due to Federal Government			867.80	
226-000.000-229.100				Due for FICA			1,829.07	
226-000.000-231.000				Due to Employee Pension			432.94	
226-000.000-231.010				Due to Employer Pension			2,043.21	
226-000.000-231.300				Due for Union Dues			112.89	
226-000.000-231.600				Due for Deferred Comp			350.58	
226-000.000-231.800				Due to Employee Flex Spending			227.08	
226-000.000-231.900				Due to AFLAC-Premiums			252.96	
226-000.000-232.000				Due to BCBS - EE			645.73	
226-000.000-232.010				Due to BCBS - ER			2,582.85	
226-000.000-232.100				Due to Life Insurance - EE			55.04	
226-000.000-232.110				Due to Life Insurance - ER			30.77	
226-000.000-232.600				Due to Worker's Comp			151.36	
226-521.000-804.000				Best Way Residential Contract			1,331.57	
226-521.000-804.200				RUBBISH - DPW DUMPSTER			3,639.35	
243-728.000-801.000				PROFESSIONAL AND CONTRACT SERV			830.00	
248-000.000-228.000				DUE TO STATE OF MICHIGAN			42.34	
248-000.000-229.000				Due to Federal Government			54.24	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
248-000.000-229.100				Due for FICA			221.86	
248-000.000-232.600				Due to Worker's Comp			9.82	
248-000.000-232.700				DUE TO UNEMPLOYMENT			0.44	
264-301.000-860.302				TRANSPORTATION AND EDUCATION -			3,852.71	
271-000.000-228.000				DUE TO STATE OF MICHIGAN			1,284.60	
271-000.000-229.000				Due to Federal Government			2,066.26	
271-000.000-229.100				Due for FICA			5,511.14	
271-000.000-231.000				Due to Employee Pension			1,100.46	
271-000.000-231.010				Due to Employer Pension			4,831.10	
271-000.000-231.900				Due to AFLAC-Premiums			117.86	
271-000.000-232.000				Due to BCBS - EE			1,487.60	
271-000.000-232.010				Due to BCBS - ER			5,950.46	
271-000.000-232.110				Due to Life Insurance - ER			62.46	
271-000.000-232.600				Due to Worker's Comp			24.84	
271-000.000-232.700				DUE TO UNEMPLOYMENT			3.12	
271-790.000-728.000				POSTAGE			343.69	
271-790.000-740.000				OPERATING SUPPLIES			506.30	
271-790.000-780.000				LIBRARY COLLECTION			3,802.90	
271-790.000-801.000				PROFESSIONAL AND CONTRACT SERV			8,940.13	
271-790.000-850.000				COMMUNICATIONS			322.85	
271-790.000-860.000				TRANSPORTATION AND EDUCATION			49.00	
271-790.000-885.000				SPECIAL EVENTS AND PROGRAMMING			262.35	
271-790.000-920.000				PUBLIC UTILITIES			3,006.64	
271-790.000-930.000				GENERAL REPAIR AND MAINTENANCE			2,254.12	
271-790.000-941.100				SOFTWARE & SUBSCRIBE BASED IT			64.00	
271-790.000-956.000				MISCELLANEOUS EXPENSE			170.00	
275-802.000-920.000				PUBLIC UTILITIES			27.11	
301-905.000-991.000				CSO 2011 Principal Bond Paymen			340,000.00	
301-905.000-995.000				CSO 2011 Interest on Debt			14,121.88	
401-345.800-740.000				OPERATING SUPPLIES			825.00	
401-751.270-976.000				Dickinson Parking/Playground			29,692.96	
401-751.271-967.000				NON-CAPITALIZED PROJECT COSTS			76,819.45	
590-000.000-228.000				DUE TO STATE OF MICHIGAN			276.75	
590-000.000-229.000				Due to Federal Government			644.50	
590-000.000-229.100				Due for FICA			1,058.94	
590-000.000-230.100				SJCT Undistributed Revenue			278,389.81	
590-000.000-230.200				LCT Undistributed Revenue			13,098.02	
590-000.000-230.400				Rtwp Undistributed Revenue			17,187.51	
590-000.000-230.500				Due to WWTP			177,533.07	
590-000.000-231.000				Due to Employee Pension			269.47	
590-000.000-231.010				Due to Employer Pension			1,169.03	
590-000.000-231.300				Due for Union Dues			21.73	
590-000.000-231.400				Due for United Way			3.29	
590-000.000-231.500				Due for Friend of Court			13.00	
590-000.000-231.600				Due for Deferred Comp			142.90	
590-000.000-231.800				Due to Employee Flex Spending			44.08	
590-000.000-231.900				Due to AFLAC-Premiums			33.73	
590-000.000-232.000				Due to BCBS - EE			235.55	
590-000.000-232.010				Due to BCBS - ER			942.19	
590-000.000-232.100				Due to Life Insurance - EE			0.22	
590-000.000-232.110				Due to Life Insurance - ER			14.37	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
590-000.000-232.600				Due to Worker's Comp			28.95	
590-000.000-256.000				Due to Customer - Overpayment			6.78	
590-527.000-740.000				OPERATING SUPPLIES			67.72	
590-527.000-920.000				PUBLIC UTILITIES			2,465.87	
590-527.500-973.000				SEWER SYSTEM INFRASTRUCTURE			5,980.00	
590-527.501-956.000				MISCELLANEOUS EXPENSE			4,500.00	
590-540.000-941.100				SOFTWARE & SUBSCRIBE BASED IT			2,495.00	
591-000.000-228.000				DUE TO STATE OF MICHIGAN			4,276.91	
591-000.000-229.000				Due to Federal Government			10,698.93	
591-000.000-229.100				Due for FICA			16,754.87	
591-000.000-230.100				SJCT Undistributed Revenue			185,257.05	
591-000.000-230.200				LCT Undistributed Revenue			1,084.06	
591-000.000-230.400				Rtwp Undistributed Revenue			4,066.55	
591-000.000-231.000				Due to Employee Pension			4,095.08	
591-000.000-231.010				Due to Employer Pension			17,687.44	
591-000.000-231.300				Due for Union Dues			329.10	
591-000.000-231.500				Due for Friend of Court			403.10	
591-000.000-231.600				Due for Deferred Comp			1,829.02	
591-000.000-231.800				Due to Employee Flex Spending			544.76	
591-000.000-231.900				Due to AFLAC-Premiums			471.60	
591-000.000-232.000				Due to BCBS - EE			4,182.72	
591-000.000-232.010				Due to BCBS - ER			16,731.16	
591-000.000-232.100				Due to Life Insurance - EE			43.41	
591-000.000-232.110				Due to Life Insurance - ER			190.96	
591-000.000-232.600				Due to Worker's Comp			771.13	
591-000.000-232.700				DUE TO UNEMPLOYMENT			1.82	
591-530.000-740.000				OPERATING SUPPLIES			5,674.48	
591-530.000-750.000				PROCESS CHEMICALS			12,900.88	
591-530.000-801.000				PROFESSIONAL AND CONTRACT SERV			16,440.36	
591-530.000-802.000				COMPUTER TECHNICAL SUPPORT			285.00	
591-530.000-860.000				TRANSPORTATION AND EDUCATION			662.00	
591-530.000-870.000				PROFESSIONAL MEMBERSHIPS/DUES			326.49	
591-530.000-920.000				PUBLIC UTILITIES			25,037.79	
591-530.000-930.000				GENERAL REPAIR AND MAINTENANCE			15,011.57	
591-536.000-740.000				OPERATING SUPPLIES			6,368.50	
591-536.000-771.000				Inventory Purchases			5,258.24	
591-536.000-801.000				PROFESSIONAL AND CONTRACT SERV			2,434.00	
591-536.000-860.000				TRANSPORTATION AND EDUCATION			2,854.50	
591-536.000-930.000				GENERAL REPAIR AND MAINTENANCE			4,945.64	
591-540.000-728.000				POSTAGE			172.70	
591-540.000-801.000				PROFESSIONAL AND CONTRACT SERV			89.00	
591-540.000-941.100				SOFTWARE & SUBSCRIBE BASED IT			4,990.00	
592-000.000-228.000				DUE TO STATE OF MICHIGAN			215.09	
592-000.000-229.000				Due to Federal Government			517.50	
592-000.000-229.100				Due for FICA			820.14	
592-000.000-231.000				Due to Employee Pension			211.63	
592-000.000-231.010				Due to Employer Pension			906.12	
592-000.000-231.300				Due for Union Dues			10.04	
592-000.000-231.400				Due for United Way			3.29	
592-000.000-231.600				Due for Deferred Comp			138.44	
592-000.000-231.800				Due to Employee Flex Spending			42.50	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
592-000.000-231.900				Due to AFLAC-Premiums			22.24	
592-000.000-232.000				Due to BCBS - EE			152.68	
592-000.000-232.010				Due to BCBS - ER			610.69	
592-000.000-232.110				Due to Life Insurance - ER			11.18	
592-000.000-232.600				Due to Worker's Comp			17.96	
592-536.000-740.000				OPERATING SUPPLIES			760.97	
592-536.000-801.000				PROFESSIONAL AND CONTRACT SERV			2,587.00	
592-540.000-941.100				SOFTWARE & SUBSCRIBE BASED IT			2,495.00	
594-000.000-228.000				DUE TO STATE OF MICHIGAN			576.88	
594-000.000-229.000				Due to Federal Government			1,231.29	
594-000.000-229.100				Due for FICA			2,531.62	
594-000.000-231.000				Due to Employee Pension			710.20	
594-000.000-231.010				Due to Employer Pension			2,930.52	
594-000.000-231.500				Due for Friend of Court			859.50	
594-000.000-231.600				Due for Deferred Comp			2,364.32	
594-000.000-231.900				Due to AFLAC-Premiums			177.21	
594-000.000-232.000				Due to BCBS - EE			1,053.49	
594-000.000-232.010				Due to BCBS - ER			4,214.09	
594-000.000-232.110				Due to Life Insurance - ER			49.46	
594-000.000-232.600				Due to Worker's Comp			105.49	
594-000.000-232.700				DUE TO UNEMPLOYMENT			0.78	
594-597.000-740.000				OPERATING SUPPLIES			2,015.81	
594-597.000-742.000				Resale - Supplies			156.98	
594-597.000-850.000				COMMUNICATIONS			482.84	
594-597.000-920.000				PUBLIC UTILITIES			5,996.21	
594-597.000-934.000				VEHICLE REPAIRS & MAINTENANCE			779.26	
661-000.000-228.000				DUE TO STATE OF MICHIGAN			406.53	
661-000.000-229.000				Due to Federal Government			1,007.97	
661-000.000-229.100				Due for FICA			1,529.91	
661-000.000-231.000				Due to Employee Pension			349.07	
661-000.000-231.010				Due to Employer Pension			1,653.79	
661-000.000-231.300				Due for Union Dues			93.71	
661-000.000-231.600				Due for Deferred Comp			91.78	
661-000.000-231.900				Due to AFLAC-Premiums			50.16	
661-000.000-232.000				Due to BCBS - EE			505.62	
661-000.000-232.010				Due to BCBS - ER			2,022.55	
661-000.000-232.110				Due to Life Insurance - ER			24.30	
661-000.000-232.600				Due to Worker's Comp			102.68	
661-345.000-740.000				OPERATING SUPPLIES			756.54	
661-345.000-930.000				GENERAL REPAIR AND MAINTENANCE			388.50	
661-441.000-740.000				OPERATING SUPPLIES			6,634.59	
661-441.000-741.000				FUEL AND GASOLINE			839.45	
661-441.000-930.000				GENERAL REPAIR AND MAINTENANCE			1,086.92	
677-000.000-229.100				Due for FICA			26.92	
677-851.000-717.000				LIFE INSURANCE			1,443.86	
677-851.000-717.010				LIFE INSURANCE - EE VOLUNTARY			292.53	
703-000.000-956.000				MISCELLANEOUS EXPENSE			60,013.38	
731-000.000-860.000				TRANSPORTATION AND EDUCATION			475.00	
755-000.000-228.000				DUE TO STATE OF MICHIGAN			416.81	
755-000.000-229.000				Due to Federal Government			417.05	
755-000.000-229.100				Due for FICA			1,690.71	

GL Number	Invoice Line Desc	Ref #	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
			755-000.000-231.000	Due to Employee Pension			139.44	
			755-000.000-231.010	Due to Employer Pension			109.46	
			755-000.000-231.600	Due for Deferred Comp			200.00	
			755-000.000-231.800	Due to Employee Flex Spending			40.00	
			755-000.000-231.900	Due to AFLAC-Premiums			28.08	
			755-000.000-232.000	Due to BCBS - EE			591.30	
			755-000.000-232.010	Due to BCBS - ER			2,365.27	
			755-000.000-232.110	Due to Life Insurance - ER			28.00	
			755-000.000-232.600	Due to Worker's Comp			54.62	
--- TOTALS BY FUND ---								
			101	GENERAL FUND			458,867.68	
			202	MAJOR STREET FUND			14,821.85	
			203	LOCAL STREET FUND			21,141.48	
			209	CEMETERY FUND			6,826.57	
			214	DEPOT FUND			30.42	
			226	RUBBISH COLLECTION FUND			15,000.29	
			243	BROWNFIELD REDEVELOPMENT AUTHO			830.00	
			248	DOWNTOWN DEVELOPMENT AUTHORITY			328.70	
			264	LAW ENFORCEMENT TRAINING FUND			3,852.71	
			271	LIBRARY FUND			42,161.88	
			275	BAND FUND			27.11	
			301	GENERAL DEBT SERVICE FUND			354,121.88	
			401	CAPITAL PROJECTS FUND			107,337.41	
			590	SEWER FUND			506,622.48	
			591	WATER FUND			372,870.82	
			592	CITY SYSTEM DEVELOPMENT FUND			9,522.47	
			594	MARINA FUND			26,235.95	
			661	MOTOR POOL FUND			17,544.07	
			677	SELF-INSURANCE FUND			1,763.31	
			703	CURRENT TAX COLLECTION FUND			60,013.38	
			731	RETIREMENT SYSTEM FUND			475.00	
			755	HOUSING PAYROLL FUND			6,080.74	
			Total For All Funds:				2,026,476.20	

Agenda Item

TO: **City Commission**

FROM: **Greg Grothous, Director of Public Works**

RE: **Tree Trimming and Removals**

MEETING DATE: **April 6, 2026**

In March 2025, the Commission approved a two-year contract with Chop Tree Service of Grand Rapids to provide tree trimming and removals throughout the City. As part of that contract, Chop provides section/block trimming of designated areas around the City, which they have begun working on.

The contract also includes pricing for trees outside the section trimming area to allow response to situations that arise that have a degree of urgency such that it would be imprudent to wait for the next section trimming in that area. This type of work is undertaken every year.

The list provided is compiled from resident requests for trimming or removal as well as from City staff for various reasons, and confirmed by City staff as appropriate. Diameter at Breast Height (DBH) pricing, as included in the contract, provides the opportunity to measure the diameter of the tree to determine the cost for trimming or removal.

The cost for trimming and removal is as follows: $26,039 to the Local Street Fund; $7,699 to the Major Street Fund; Parks Division trees $6,483; and Cemetery trees is $2,006. The total cost for all this work is $42,227. Funding to cover this work was included in the 2025/26 City budget.

Action Requested: Motion to approve the list of tree trimming and tree removals at numerous locations around the City and to authorize Chop Tree Service to perform the work, in the amount of $42,227.00.

ATTACHMENT(S):

- Trim Removal List 2026 - Spring.pdf

Tree Trimming & Removals

Spring 2026

	House #	Street Name	Trim	Remove	Notes and Comments	Diameter at Breast Height (DBH)	Trim/Removal Cost Per Bid	Stump Grind Cost Per Bid	Total Cost Per Bid
M	2715	Cleveland Ave.		2	Remove large tree. Grind small stump. Caution: Stump sits adjacent to gas line marker.	40" / 13"	$1,760	$746	$2,506
M	436	Howard Ave.		1	Lakeview Ave. side near corner.	22"	$584	$210	$794
M	501	Lake St.	1	1	Lake St. side	24" (Trim) / 40" (Remove)	$1,890	$580	$2,470
	501	Lake St.	3	1	Elm St. side. Remove 2nd Locust from the corner with conk. Clenup/deadwood the rest.	18" / 18" / 28" (Trim) 19" (Remove)	$947	$210	$1,157
M	2021	South State St.	1		On corner. Remove 2 lowest limbs. Trim back minor branches from house/roof.	24"	$130	$0	$130
M	1005	State St.		1		18"	$390	$166	$556
M	1314	State St.		1		30"	$865	$378	$1,243
	1014	Church St.		1	On the right when facing the house.	34"	$1,145	$441	$1,586
	807	Columbia Ave.	2		Both trees. Cleanup. Remove any dead or damaged limbs.	25" / 26"	$414	$0	$414
	1014	Court St.		1		22"	$584	$210	$794
	1208	Hillcrest Dr.	1		Remove dead leads as shown in pic.	28"	$207	$0	$207
	529	Howard Ave.	2		Remove limbs as shown in pics. Deadwood.	21" / 28"	$337	$0	$337

	House #	Street Name	Trim	Remove	Notes and Comments	Diameter at Breast Height (DBH)	Trim/Removal Cost Per Bid	Stump Grind Cost Per Bid	Total Cost Per Bid
	923	Lake Blvd.		1	Jones St. side.	33"	$1,145	$441	$1,586
	1503	Langley Ave.		1	Michigan Ave. side. Stump grind only.	19"	$0	$210	$210
	520	Lions Park Dr.		1	Market St. side. Locust closest to road.	25"	$865	$378	$1,243
	701	Lions Park Dr.		1		22"	$584	$210	$794
	914	Lions Park Dr.	1		Behind residence in "alley." Driving on grass allowed. Remove 2 lowest limbs. See pic.	37"	$390	$0	$390
	509	Madison Ave.		1		31"	$1,145	$441	$1,586
	900	Market St.		1	On corner.	19"	$584	$210	$794
	1103	Market St.		1		33"	$1,145	$441	$1,586
	930	Michigan Ave.		1	On the left.	29"	$865	$378	$1,243
	1511	Morton Ave.		1		29"	$865	$378	$1,243
	227	N. Sunnybank Rd.	1		Remove two limbs going toward house. Clean up sucker growth/deadwood. See pic.	28"	$207	$0	$207
	912	Price St.		1		27"	$865	$378	$1,243

	House #	Street Name	Trim	Remove	Notes and Comments	Diameter at Breast Height (DBH)	Trim/Removal Cost Per Bid	Stump Grind Cost Per Bid	Total Cost Per Bid
	263	Ridgeway St.	1	1	On corner. Remove lead going toward house back to trunk. See pic. Remove tree next to it.	35" (Trim) / 18" (Remove)	$663	$166	$829
	1237	Riverwood Terr.		1		39"	$1,760	$580	$2,340
	200	Sunnybank Rd.		1	On corner.	37"	$1,760	$580	$2,340
	1908	Sunset Dr.		2	Stump grind only.	17" / 15"	$0	$332	$332
	216	Vail Ct.		1		43"	$2,028	$756	$2,784
	2202	Wilson Ct.		1	North St. side. Second from corner.	22"	$584	$210	$794
P	1524	Niles Rd.		1	Milton Park. Near playground. Close to Forres Ave. Stump grind only.	18"	$0	$166	$166
P	2927	Niles Rd.		18	Stump grind only. See map.	See map with DBH's	$0	$3,571	$3,571
P	401	Water St.		2	Arboretum. Near garden. Stump grind only. See map.	13" / 9"	$0	$266	$266
P	1215	Wolcott Ave.		1	Behind residence in the corner. No stump grinding. See pics.	Separate bid per Ben.	$2,480	$0	$2,480
C	1918	Lakeview Ave.		1	City Cemetery. Center of property. Severely damaged Norway Maple.	34"	$1,145	$441	$1,586
C	2925	Niles Rd.		2	Stump grind only. Along Niles Rd. See map.	19" / 21"	$0	$420	$420

	House #	Street Name	Trim	Remove	Notes and Comments	Diameter at Breast Height (DBH)	Trim/Removal Cost Per Bid	Stump Grind Cost Per Bid	Total Cost Per Bid
						Locals Total	**$19,089**	**$6,950**	**$26,039**
						Majors Total	**$5,619**	**$2,080**	**$7,699**
						Cemeteries Total	**$1,145**	**$861**	**$2,006**
						Parks Total	**$2,480**	**$4,003**	**$6,483**
						Total	**$28,333**	**$13,894**	**$42,227**

Agenda Item

TO: **City Commission**

FROM: **Tim Zebell, City Engineer & Assistant City Manager**

RE: **Sewer Camera Purchase Request**

MEETING DATE: **April 6, 2026**

City staff is requesting authorization to purchase a sewer camera system to locate sewer services along Main Street for the upcoming MDOT BL94/M63 reconstruction project. Staff believes the purchase is well justified because the sewer investigation has the potential to reduce sewer construction costs by six figures, and save even more when considering future sewer maintenance costs. The goal of the sewer service or lateral investigation is to reduce the bury depth of the future sanitary sewer mains, particularly on the east side of Main Street. This is possible because sewer services are often built shallower than the mainline sanitary sewer. So long as this is the case, reducing the depth of the future sewer mains decreases the amount of earthwork, time, and effort required to install the pipes and maintain them for decades to come.

The Engineering Department compiled sewer camera pricing from multiple sources; the summary is attached. Following that, the information was reviewed with the Public Works Department, and the team agreed that requesting a demonstration of the equipment was warranted. A field test was conducted with B&Z Company at the Berrien County Administrative Building and a nearby property; the Rigid system functioned well. Deputy Director of Public Works David Linderman then negotiated with Home Depot to obtain a more competitive quote. Mr. Linderman was able to obtain a discount on a more robust package that an online vendor was offering at a slightly lower cost. Staff is recommending proceeding with the purchase of the more robust system through Home Depot.

Cash is available in the City Sewer (590) Fund to cover the purchase. Therefore, City staff is requesting approval to proceed with the purchase of the Rigid Cameras system as quoted by Home Depot for $21,578.67 and the associated budget amendment from the sewer fund.

Action Requested: Approve the purchase of a Rigid sewer camera system for the quoted purchase price of $21,578.67 and amend the sewer fund for the same amount to allow the Public Works and Engineering Departments to conduct sewer service investigations for the upcoming Main Street Reconstruction Project.

ATTACHMENT(S):

- sewer camera quote.pdf
- sewer camera and equipment.pdf

Customer Quote

3/23/2026, 8:45 AM EDT

Sales Person MLK412 **Store Phone #** (269) 926-2173

Store # 2768 **Location** 2075 PIPESTONE RD, BENTON HARBOR, MI 49022

Customer Information

DAVID LINDERMAN
(269) 985-0311
DLINDERMAN@SJCITY.COM

CITY OF ST JOSEPH
700 BROAD STREET
SAINT JOSEPH, MI 49085

Quote # HB100278177703

PO / Job Name Main St

Will Call

Estimated Arrival

Alternate Pickup Person
DAVID LINDERMAN

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
 **RIDGID** SeeSnake Standard Inspection Sewer Camera Reel (200 ft. Cable for 2 in.-12 in. Lines), CS12x Digital Monitor Kit Bundle **COUPON $1,667.14 OFF EACH**	HD57288-63603+1	1013892039	~~$14,782.72 / each~~ $13,115.58 / each	1	$13,115.58
 **RIDGID** NaviTrack Scout Underground Sonde & Cable Locator, Multidirectional Locating Device, Battery Operated or Rechargeable **COUPON $211.91 OFF EACH**	19238	1003892134	~~$1,879.05 / each~~ $1,667.14 / each	1	$1,667.14
 **RIDGID** SeekTech SR-20 Utility Pipeline Locator w/ 18V Locator Adaptor, ST-305R Line Transmitter, 4 in. Inductive Signal Clamp	66508	1013290008	$6,795.95 / each	1	$6,795.95

Prices Valid Through: 04/06/2026
at The Home Depot #2768

Subtotal	$23,457.72
Discounts	-$1,879.05
Sales Tax	$0.00
Quote Total	$21,578.67

Sewer Camera Purchase Request Summary

Vendor	Price	Remarks
Home Depot		
SeeSnake Standard Inspection Sewer Camera with Trusense Reel (200ft Cable for 2in-12in lines), CS12x Digital monitor kit bundle that includes 2 batteries and charger.	$ 14,782.72	Most Robust System: Additional/backup locator is free with the purchase of the combination of reel camera and monitor.
Ridgid SR-20 Utility Pipeline Locator with with 18v Locator Adapter, ST-305R Line Transmitter, 4in Inductive signal clamp	$ 6,795.95	
NaviTrack Scout underground Sonde and Cable Locator, Multidirectional Locating Device, Battery Operated or Rechargable	$ 1,879.05	
Original Total	**$ 23,457.72**	
Discounted Total	**$ 21,578.67**	
Supply House		
Ridgid SeeSnake Standard Camera with Trusense	$ 10,068.21	Lowest overall cost. Less robost, no backup locator.
Ridgid SeeSnake CS12X Monitor with 2 Batteries and Charger	$ 6,112.13	
Ridgid SeekTech SR-20 Line Locator Receiver	$ 3,392.14	
18v Rechargable Adapter	$ 632.55	
Total	**$ 20,205.03**	
Ferguson		
Ridgid SeeSnake Standard Camera with Trusense	$ 10,400.00	Second lowest overall cost. Less robost, no backup camera.
Ridgid SeeSnake CS12X Monitor with 2 Batteries and Charger	$ 6,313.55	
Ridgid SeekTech SR-20 Locator Receiver	$ 3,503.93	
18v Rechargable Adapter, Battery and Charger	$ 1,196.11	
Total	**$ 21,413.59**	

Agenda Item

TO: **City Commission**

FROM: **Cameron Welch, Recreation Manager**

RE: **Special Event Application - Race for YMCA 5K/10K**

MEETING DATE: **April 6, 2026**

The YMCA of Greater Michiana is requesting permission to host the Race for the YMCA 5K/10K in St. Joseph on Saturday, July 18, 2026. This event serves as a fundraiser supporting the YMCA of Greater Michiana's capital campaign.

Event setup will begin at 5:30 a.m., with the race starting at 8:30 a.m. The 5K course follows the standard route along the Arboretum and the Howard Trail. The 10K course extends along Lakeshore Drive before turning back and finishing at the Arboretum. Please refer to the attached map for route details.

Action Requested: To approve, as part of the consent agenda, the Race for YMCA 5K/10K special event application and to direct staff to issue a special event permit.

ATTACHMENT(S):

- Race for YMCA Application.pdf
- Race for YMCA Map.pdf
- Setup Map at Arboretum.pdf

Special Event Application Form

700 Broad Street
St. Joseph, MI 49085
tel (269) 983-5541
fax (269) 985-0346

Important: Please fill out each item as completely as possible, to allow your application to be processed as quickly as possible, without unnecessary delays. Please return the completed, signed application, with any necessary attachments, to the City Manager's Office, at the address shown at the left.

Special Events must be approved by the City Commission, which typically meets twice per month. We recommend submitting your application at least two months before your organization wishes to receive approval, to allow time to work through issues with the staff, and to allow for the possibility that the City Commission may still see issues that should be addressed before approval.

Applicant Information

Name of Special Event: Race for YMCA 5K/10K

Sponsoring Organization (if applicable): YMCA of Greater Michiana

Mailing/billing Address: _____

City/State/ZIP Code: Niles, MI 49120

Contact person(s): Jill Haboush

Business phone: _____ Cell phone: _____ Fax: _____

E-Mail Address(es): _____

Event Information

**A separate event schedule and/or description may be attached in response to questions 1 through 4.*

***For any question, if there is not room to include a complete response, please include the response on a separate attachment and note "see attached". When providing information in an attachment, please refer to the appropriate question number(s) to help the City staff review the application.*

1. What is the requested day(s), date(s), and time(s) of the Special Event:
Saturday, July 18, 2026, 8:30 am; (set up at 5:30/6 am)

2. Is there a requested alternative date(s)? [YES] [NO]

- If yes, please provide the alternative date(s): _____

3. Please describe the event(s): 5K Run/Walk and 10K Run

4. What is the requested location(s) of the event(s): Start/Registration at Arboretum and field below the bluff by the Court House. Race route same as past years. Map attached.

Revised 06/14/2022

(continue to page 2)

Please complete the following check list regarding your event and special needs: More detailed instructions are included on the following pages. Please use additional sheets where appropriate for more detailed responses.

5. Is this event expected to occur again in a future calendar year?	Yes X No ___
Normal Annual Date? 3rd Saturday of July	
6. Have you included a map indicating the location of your event?*	Yes X No ___
7. Does the applicant wish to prohibit vending within the event area?	Yes X No ___
8. Does the applicant plan to include vending as part of this event? *	Yes ___ No X
9. Will this event include the use of signs?	Yes X No ___
10. Is the applicant special parking arrangements, such as reserved parking? *	Yes X No ___
11. Is the applicant requiring utility connections, such as electric or water services?	Yes X No ___
12. Does the applicant require other public services?	Yes X No ___
• Barricades	Yes X No ___
• Fencing	Yes ___ No X
• Street Sweeping	Yes ___ No X
• Mowing	Yes X No ___
• Rubbish Containers	Yes X No ___
• Rubbish Removal	Yes X No ___
• Picnic Tables	Yes ___ No X
• Cessation of Lawn Sprinkling	Yes ___ No X
• Other _____	Yes ___ No X
• Map included indicating locations of these services?*	Yes X No ___
13. Does the applicant have any special security or safety concerns?	Yes X No ___
14. Are you requesting assistance from the Public Safety?	Yes X No ___
15. Are you requesting security/safety assistance from an outside agency?	Yes ___ No X
16. Will the event include loud or unusual sounds?	Yes ___ No X
	Yes ___ No ___
• Musicians	Yes ___ No X
• Singers	Yes ___ No X
• Amplified Announcers	Yes X No ___
• Carnival Rides	Yes ___ No X
• Motor Vehicle Noises	Yes ___ No X
• Other _____	Yes ___ No X
18. Will the event include unusual lighting beyond what is normal at that location?	Yes ___ No X
19. Are alcoholic beverages proposed to be served as part of the event?	Yes ___ No X
Have all necessary liquor licenses been obtained at the time of this application?	Yes ___ No ___
20. Does the applicant have any other requests that are not listed in this form?	Yes ___ No X
21. The applicant is required to provide $1,000,000 of liability insurance coverage with respect to the event; have you attached a Certificate of Insurance listing the City of St. Joseph as an additional named insured?	Yes X No ___

**** Indicates attachments required***

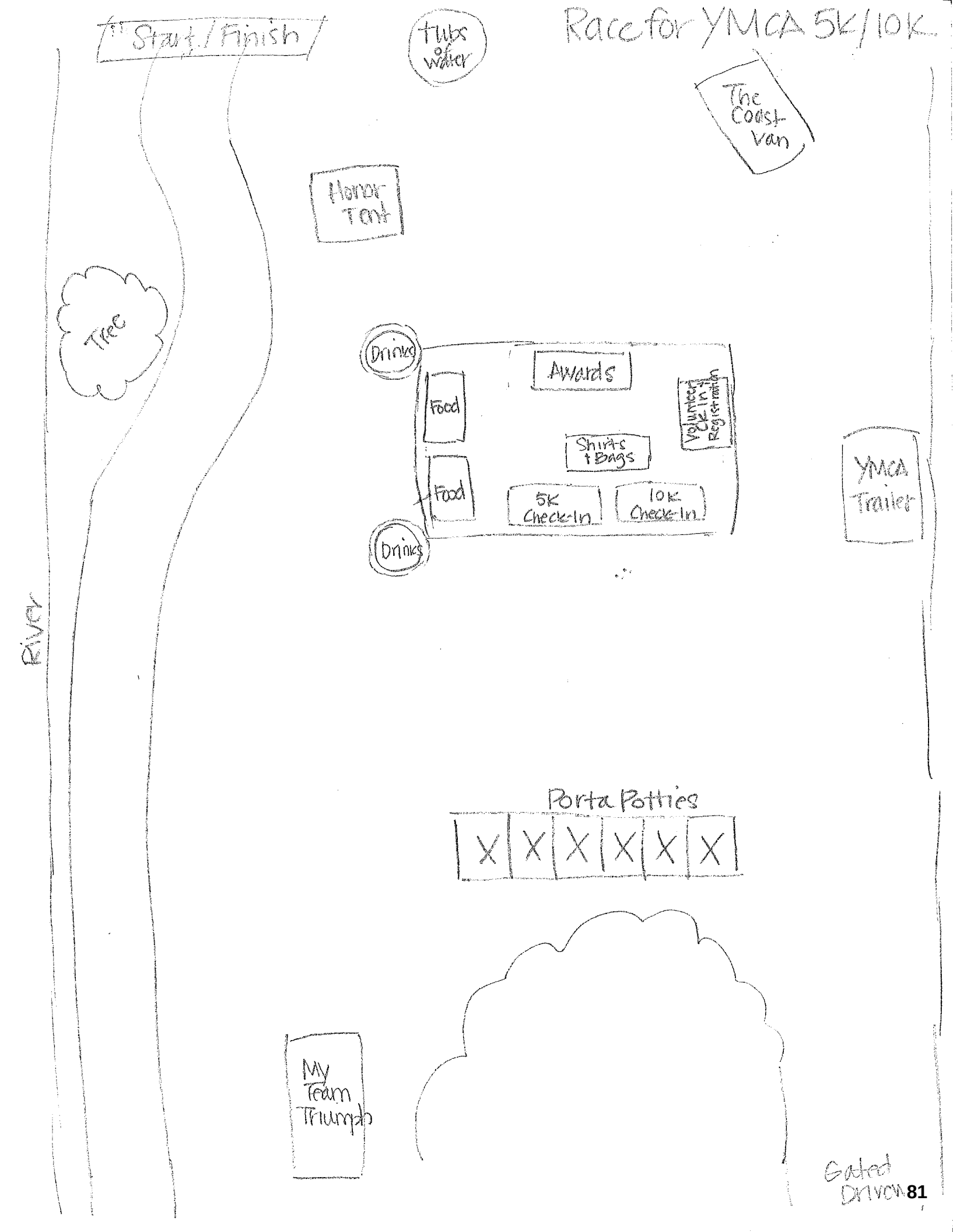
2026 RACE FOR YMCA | 5K & 10K

5K- Red
10K- Purple

Parking available at Court House parking lot. Check-in and Registration located at Margaret Upton Arboretum at bottom of Court House stairwell.

When exiting Howard Trail, 5K will turn left onto Park St. and 10K will turn right onto Park St.

Silver Beach County Park
Water St.
Start/ Finish
P
Broad St.
Vine St.
Ship St.
Main St.
Port St.
Pleasant St.
Elm St.
Lake St.
Lake Blvd.
State St.
Market St.
Park St.
Lake Ln.
Lions Park Dr.
Price St.
Howard Trail
Hoyt St.
Hatch St.
Jones St.
Harrison Ave.
Lake Ct.
Archer Ave.
Howard Ave.
La Salle Ave.
Lakeshore Dr.
S. State St.
Niles Ave.
Pixley Ave.
Morton Ave.
Kiwanis Park
Wolcott Ave.
Langley Ave.
Lewis Ave.
Marion Ave.
Mohawk Ln.
Hillcrest Ave.
Orchard Ave.
Mt. Curve Ave.
Lane Dr.
Napier Ave.
Kingsley Ave.
Wallace Ave.
Lakeview Ave.
Pioneer Rd.
Wilson Ct.
Old Lakeshore Dr.
Sunnybank Rd.
Vail Ct.
80


Race for YMCA 5K/10K
Start / Finish
Tubs of water
The Coast Van
Honor Tent
Tree
Drinks
Awards
Food
Volunteer Check-in Registration
Shirts + Bags
Food
5K Check-in
10K Check-in
Drinks
YMCA Trailer
River
Porta Potties
X X X X X X
My Team Triumph
Gated Driveway

Agenda Item

TO: **City Commission**

FROM: **Cameron Welch, Recreation Manager**

RE: **Special Event Application - Annual Peace Officers Memorial Day Program**

MEETING DATE: **April 6, 2026**

Attached is the application for the 2026 Annual Peace Officers Memorial Day Service. This event honors local, state, and federal peace officers who have lost their lives or sustained disabilities in the line of duty. This year, the event will commemorate 20 officers—17 fallen officers from Berrien County and three who perished while serving elsewhere in the United States, but whose families currently reside in Berrien County.

The service will take place at the Berrien County Law Enforcement Memorial Monument in Lake Bluff Park at noon on Friday, May 15. Event setup will begin at 10:30 AM, with teardown immediately following the service at approximately 2:00 PM. Barricades are requested to temporarily close a portion of Lake Boulevard, from Park Street to Market Street.

Additionally, organizers are requesting that a fire truck be positioned at the corner of Pearl Street and Lake Boulevard, with an American flag displayed from its ladder throughout the service.

Action Requested: To approve, as part of the consent agenda, the application for the Annual Peace Officers Memorial Day Service as requested and to direct staff to issue a special event permit.

ATTACHMENT(S):

- Peace Officers Memorial Application.pdf
- Memorial Map.pdf

Special Event Application Form

700 Broad Street
St. Joseph, MI 49085
tel (269) 983-5541
fax (269) 985-0346

Important: Please fill out each item as completely as possible, to allow your application to be processed as quickly as possible, without unnecessary delays. Please return the completed, signed application, with any necessary attachments, to City Hall, at the address shown at the left. Completed applications can also be sent to cwelch@sjcity.com

Special Events must be approved by the City Commission, which typically meets twice per month. We recommend submitting your application at least two months before your organization wishes to receive approval, to allow time to work through issues with the staff, and to allow for the possibility that the City Commission may still see issues that should be addressed before approval.

Applicant Information

Name of Special Event: Annual Peace Officers Memorial Day Program

Sponsoring Organization (if applicable): Fraternal Order Of Police Blossomland Lodge #100

Mailing/billing Address: _____

City/State/ZIP Code: Benton Harbor, MI 49023-0302

Contact person(s): Deniece Fisher

Business phone: _____ Cell phone: _____ Fax: _____

E-Mail Address(es): _____

Event Information

**A separate event schedule and/or description may be attached in response to questions 1 through 4.*

***For any question, if there is not room to include a complete response, please include the response on a separate attachment and note "see attached". When providing information in an attachment, please refer to the appropriate question number(s) to help the City staff review the application.*

1. What is the requested day(s), date(s), and time(s) of the Special Event: Friday, May 15, 2026 NOON but would need from 10AM to 2 PM for set up and take down

2. Is there a requested alternative date(s)? [YES] [NO]

- If yes, please provide the alternative date(s): NO alternative date

3. Please describe the event(s): The annual service honors fallen officers nationally. In Berrien County, we honor 20 officers who have paid the ultimate sacrifice protecting and serving their communities and the county of Berrien

4. What is the requested location(s) of the event(s): Berrien County Fallen Officers Memorial Monument Lake Bluff Park St. Joseph

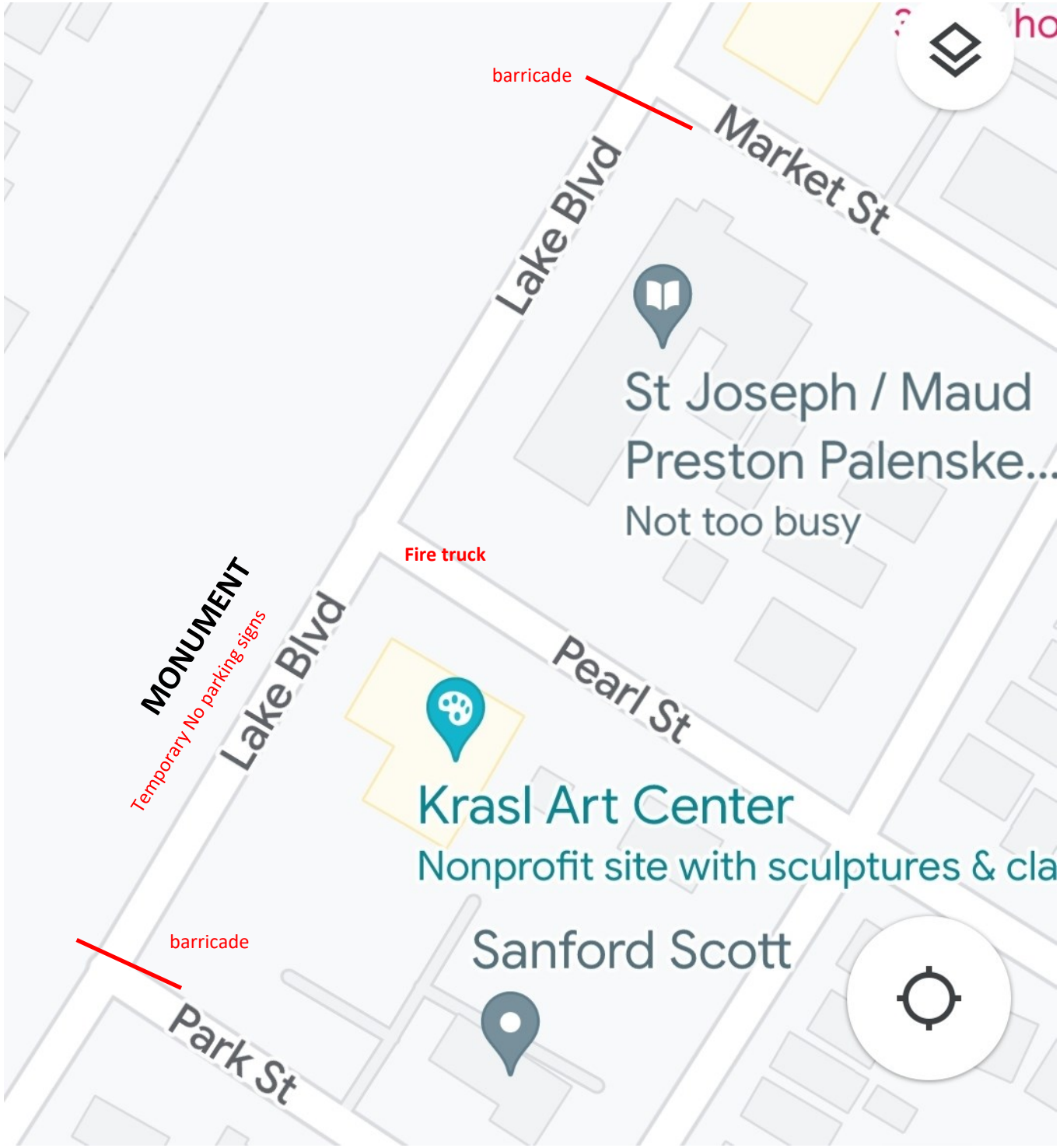
Revised 06/14/2022

(continue to page 2)

Please complete the following check list regarding your event and special needs: More detailed instructions are included on the following pages. Please use additional sheets where appropriate for more detailed responses.

5. Is this event expected to occur again in a future calendar year?	Yes X No ___
Normal Annual Date? May 15th	
6. Have you included a map indicating the location of your event?*	Yes X No ___
7. Does the applicant wish to prohibit vending within the event area?	Yes ___ No X
8. Does the applicant plan to include vending as part of this event? *	Yes ___ No X
9. Will this event include the use of signs?	Yes X No ___
10. Is the applicant special parking arrangements, such as reserved parking? *	Yes X No ___
11. Is the applicant requiring utility connections, such as electric or water services?	Yes X No ___
12. Does the applicant require other public services?	Yes X No ___
• Barricades	Yes X No ___
• Fencing	Yes ___ No X
• Street Sweeping	Yes ___ No X
• Mowing	Yes X No ___
• Rubbish Containers	Yes X No ___
• Rubbish Removal	Yes ___ No X
• Picnic Tables	Yes ___ No X
• Cessation of Lawn Sprinkling	Yes X No ___
• Other GRABBER CONES, PA SYSTEM CHAIR AND BLEACHERS	Yes X No ___
• Map included indicating locations of these services?*	Yes X No ___
13. Does the applicant have any special security or safety concerns?	Yes ___ No X
14. Are you requesting assistance from the Public Safety?	Yes X No ___
15. Are you requesting security/safety assistance from an outside agency?	Yes ___ No X
16. Will the event include loud or unusual sounds?	Yes X No ___
	Yes ___ No X
• Musicians	Yes ___ No X
• Singers	Yes X No ___
• Amplified Announcers	Yes ___ No X
• Carnival Rides	Yes ___ No X
• Motor Vehicle Noises	Yes X No ___
• Other 21 GUN SALUTE	Yes X No ___
18. Will the event include unusual lighting beyond what is normal at that location?	Yes ___ No X
19. Are alcoholic beverages proposed to be served as part of the event?	Yes ___ No X
Have all necessary liquor licenses been obtained at the time of this application?	Yes ___ No ___
20. Does the applicant have any other requests that are not listed in this form?	Yes X No ___
21. The applicant is required to provide $1,000,000 of liability insurance coverage with respect to the event; have you attached a Certificate of Insurance listing the City of St. Joseph as an additional named insured?	Yes X No ___

**** Indicates attachments required***


barricade
Market St
Lake Blvd
St Joseph / Maud
Preston Palenske...
Not too busy
Fire truck
MONUMENT
Temporary No parking signs
Lake Blvd
Pearl St
Krasl Art Center
Nonprofit site with sculptures & cla
barricade
Sanford Scott
Park St

Agenda Item

TO: **City Commission**

FROM: **Tim Zebell, City Engineer & Assistant City Manager**

RE: **Fee Schedule Update - Post Construction Stormwater Runoff Program**

MEETING DATE: **April 6, 2026**

Staff is requesting to update the fee schedule for the storm water post-construction runoff program review and approval process. If approved, developers will be required to pay a deposit to defray the cost of review, site inspection, administration, verification, and approval of the proper installation of storm water control measures required by the City of St. Joseph's Municipal Separate Storm Sewer System National Pollutant Discharge Elimination System (MS4 NPDES) permit.

The City of St. Joseph MS4 NPDES permit requires the implementation of a Storm Water Management Program (SWMP). One of the six components of the SWMP is a Post-Construction Storm Water Runoff Program. The Post-Construction Storm Water Runoff Program requires the City, as the permittee, to implement and enforce best management practices to meet water quality treatment and channel protection performance standards from new developments. The City of St. Joseph's current MS4 NPDES Permit includes Design Standards & Guidelines for Storm Water Best Management Practices (Guidelines) developed by the Spicer Group (Spicer) with City staff input. A permit application, checklist, and forms to guide Developers and their project teams through the process are included in the Guidelines. A draft form for the collection of an escrow deposit is also included and requires City Commission approval before implementation.

Instructions to meet the required standards, which are typically performed by professionals who regularly practice in the areas of hydrology and hydraulics related to storm water runoff and best management practices, are also included in the Guidelines. To provide prompt, cost-effective turnarounds of plan reviews, inspections, and verification of the installation of storm water control measures, the City outsources these services to Spicer.

City staff is requesting an update to the fee schedule to authorize the collection of deposits to defray the cost of the professional services and staff administration required to meet the Post-Construction Stormwater Runoff Program process described in the City of St. Joseph Design Standards & Guidelines for Storm Water Best Management Practices.

Action Requested: Approve the 2026 Fee Schedule, as presented, with the update to include Post Construction Stormwater Runoff Program Escrow deposit fees.

ATTACHMENT(S):

- 2026-03-31_PCSWRP-Review-Application.pdf
- Final Fee Schedule 26-04-06 - Storm Water Runoff.pdf

City of St. Joseph

Application for Post-Construction Storm Water Runoff Review & Approval Application

To be completed and submitted to the City of St. Joseph Finance Department with the deposit before submitting plans to the Engineering Department for review/processing. Authorized copies to be included with plan submittals.

Project Name: _____

Project Location:

City / Township: _____

Nearest existing street intersection: _____

Proposed street names: _____

Attach Project Location Map

Engineer: _____

Contact Name: _____

Phone: _____

Address: _____

Email Address: _____

Owner: _____

Contact Name: _____

Phone: _____

Address: _____

Email Address: _____

We are requesting that an escrow account be set up to cover the cost of the post-construction storm water runoff reviews for the above-named project. We have attached an initial deposit of $1,000 for a preliminary review or $3,000 for a full review. In the case of a full review, we agree to replenish the account if notified that the balance has fallen below $1,000, up to $3,000. We further understand that the balance in the account will not be refunded until all required paperwork and submittals to meet City of St. Joseph Design Standards & Guidelines for Storm Water Best Management Practices have been reviewed and approved.

Please note that no building permits for the project will be issued until the Final Acceptance Submittal Package has been approved.

_____ _____/_____/_____

Owner Signature *Date*

By signing the application, the owner acknowledges the above-named engineer as their Agent for this project

AUTHORIZATION For City Use Only

I acknowledge that the escrow account for the above project has been established and □ preliminary review or □ full review may proceed.

_____ _____/_____/_____

Signature and Title *Date*

CITY OF ST. JOSEPH
2026 FEE SCHEDULE

Fee Type		Fee
Business & Documentation (Clerk and Finance Offices)		
Permits		
Carnival, Circus or Fair	annual	$ 500.00
Dance Hall	annual	$ 500.00
Going Out of Business License	30 day period up to 90 days total	$ 50.00
Pawn Broker	annual	$ 500.00
Pool or Billiard Hall	per table/per year	$ 20.00
Precious Gems Dealer	annual	$ 50.00
Sexually Oriented Businesses Application Fee	annual	$ 250.00
Sexually Oriented Businesses Employee License Fee	annual	$ 25.00
Garage Sale Permit	1 per calendar year, maximum three days	No Charge
Vending		
Vending Application	per application	$ 50.00
$10.00 per employee fee for background check		
Vending Daily (private property)	per day	$ 25.00
Vending Daily (public property)	per day	$ 50.00
Vending Seasonal (private property)	per season	$ 500.00
Vending Seasonal (public property)	per season	$ 1,000.00
Copies and Documentation		
Code of Ordinances - Contents Only	per copy	$ 35.00
Freedom of Information Act (F.O.I.A) Request	per policy	
Photocopy - Letter (8.5 x 11), Legal (8.5 x 14), & Ledger (11x17)	per page	$ 1.00
Photocopy - Greater than Ledger size	per page	$ 2.00
Voter Registration List (emailed)	no charge	
Voter Registration List or Labels (printed/mailed)	per page	$ 1.00
Duplicate Tax Document	no charge	
Other Miscellaneous Items		
Non-sufficient funds (NSF)	each occurrence	$ 25.00
City Cemetery/Riverview Cemetery - (Fees set by Cemetery Board and collected by Clerk's Office)		
Lot Fees		
City Resident - Adult	per lot	$ 1,100.00
City Resident - Cremation	per lot	$ 450.00
City Resident - Infant	per lot	$ 250.00
Non-Resident - Adult	per lot	$ 1,550.00
Non-Resident - Cremation	per lot	$ 650.00
Non-Resident - Infant	per lot	$ 350.00
Columbarium - Niche (Includes plaque)		
City Resident	per niche	$ 1,600.00
Non-Resident	per niche	$ 2,100.00
Family Columbarium		
City Resident	per niche	$ 2,750.00
Non-Resident	per niche	$ 3,550.00
Burial Services (Includes Vault Setting)		
City Resident - Adult	per burial	$ 900.00
City Resident - Infant	per burial	$ 600.00
City Resident - Cremation	per burial	$ 450.00
City Resident - Columbarium	per burial	$ 375.00
City Resident - Mausoleum	per burial	$ 650.00
City Resident - Disinterment/Reinterment from/in Cemetery	per disinterment/reinterment	Current Burial Cost
Non-Resident - Adult	per burial	$ 1,350.00
Non-Resident - Infant	per burial	$ 700.00
Non-Resident - Cremation	per burial	$ 700.00
Non-Resident - Columbarium	per burial	$ 450.00
Non-Resident - Mausoleum	per burial	$ 750.00
Non-Resident - Disinterment/Reinterment from/in Cemetery	per disinterment/reinterment	Current Burial Cost
Overtime Charges - Saturday and Holidays (flat fee)	per service	$ 450.00
Foundations for Markers and Monuments		
Foundation/stones 299 square inches or less/or Removal of	per foundation	$ 135.00
Foundation/stones 300 square inches or more/or Removal of	per foundation	$.45/sq.in
Foundation and setting of Veteran surface markers/or removal of	per foundation	$ 150.00
Setting of surface markers	per foundation	$ 50.00
Cremation Vaults		
Compact Vault	per vault	$ 40.00
Single Vault (white or golden)	per vault	$ 45.00
Single Vault (sky blue, midnight navy, heavenly pink, royal purple)	per vault	$ 55.00
Double Vault	per vault	$ 70.00
Other Miscellaneous Items		
Columbarium bud vase	per vase	$ 215.00
Veteran Flag Holder	per holder	$ 30.00
Additional Tent	per tent	$ 100.00
Transfer Fee	per transfer	$ 75.00

Fee Type		Fee	
Parks & Recreation Facilities and Programs - (All fees collected by Finance Department)			
Baseball Fields			
Practice	per practice	$	15.00
Game - weekday (field groomed/bases set)	per day	$	50.00
Game - weekday (field groomed/bases set/lights)	per day	$	70.00
Game - weekend (field groomed/bases set)	per day	$	115.00
Game - weekend (field groomed/bases set/lights)	per day	$	135.00
Special Event - weekday reserved/extended time/no prep	per day	$	105.00
Special Event - weekend reserved/extended time/no prep	per day	$	135.00
Howard Ice Arena			
Ice Season			
Admission for 5 and under		No Charge	
Admission for Open Skate	per person/per day	$	5.00
Admission for Stick & Puck	per person/per day	$	8.00
Admission for Stick & Puck for Adult w/child under 12	per person/per day	$	5.00
Admission for Drop-In Hockey (Player)	per person/per day	$	10.00
Admission for Drop-In Hockey (Goalie)	per person/per day	$	5.00
Ice Rental: St. Joseph Public Schools	per hour	$	50.00
Ice Rental, private groups and hockey:			
Reservation made on or before Dec. 1 of that winter season	per hour	$	220.00
Reservation made after Dec. 1 of that winter season	per hour	$	235.00
Party Room (package 1)	2 hrs/15 people/unlimited skating	$	195.00
Party Room (package 2)	1 hr/15 people/unlimited skating	$	160.00
Party Room (package 3)	2 hrs/skating extra	$	75.00
Party Room (package 4)	1 hr/skating extra	$	40.00
Party Room (private M-F only)	2 hrs/skate rental/unlimited skating/photo	$	300.00
Season Pass: Single - City Resident	per person/season	$	75.00
Season Pass: Single - Non-resident	per person/season	$	100.00
Season Pass: Family - City Resident	per family/season	$	150.00
Season Pass: Family - Non-resident	per family/season	$	200.00
Season Pass: Stick & Puck	per person/season	$	120.00
Season Pass: Family - Stick & Puck (4 skaters)		$	360.00
Season Pass: Family - Stick & Puck (2 skaters)		$	180.00
Skate Rental	per pair	$	3.00
Off Season Rental - No Ice			
Facility Rental (summer only)	per event	$	250.00
Non-profit rental	per event	$	75.00
Pavilion Rentals			
*City residents and organizations based within the City will receive a 20% discount off normal daily rates			
Band Shell: - capacity 500	Monday - Thursday	$	400.00
Band Shell: - capacity 500	Friday - Sunday	$	500.00
Kiwanis Park: - capacity 80	Monday - Thursday	$	125.00
Kiwanis Park: - capacity 80	Friday - Sunday	$	150.00
Lions Beach: Shelter #1 (north) - capacity 48	Monday - Thursday	$	100.00
Lions Beach: Shelter #1 (north) - capacity 48	Friday - Sunday	$	125.00
Lions Beach: Shelter #2 (center) - capacity 48	Monday - Thursday	$	100.00
Lions Beach: Shelter #2 (center) - capacity 48	Friday - Sunday	$	125.00
Lions Beach: Shelter #3 (south) - capacity 80	Monday - Thursday	$	125.00
Lions Beach: Shelter #3 (south) - capacity 80	Friday - Sunday	$	150.00
Riverview Park: Briarwood Lodge - capacity 400	Monday - Thursday	$	350.00
Riverview Park: Briarwood Lodge - capacity 400	Friday - Sunday	$	400.00
Riverview Park: Woodbine Lodge - capacity 100	Monday - Thursday	$	250.00
Riverview Park: Woodbine Lodge - capacity 100	Friday - Sunday	$	310.00
Riverview Park: Lions Shelter - capacity 80	Monday - Thursday	$	125.00
Riverview Park: Lions Shelter - capacity 80	Friday - Sunday	$	150.00
Tiscornia Beach - Shelter - capacity 40	Monday - Thursday	$	100.00
Tiscornia Beach - Shelter - capacity 40	Friday - Sunday	$	125.00
Recreation Programming			
Basketball, Youth (2nd-3rd grade), One Child	per 8-game season	$	50.00
Basketball, Youth (4th-6th grade), One Child	per 8-game season	$	60.00
Football, Flag (4-5 year old), One Child	per 8-game season	$	50.00
Soccer, Mini-Kicker (3-5 year old), One Child	per 5-session program	$	25.00
Summer Recreation Program - coordinated with Boys and Girls Club and Benton Harbor			
City Resident: One Child	per program	$	200.00
City Resident: One Child	per week	$	25.00
Non-Resident: One Child	per program	$	800.00
Non-Resident: One Child	per week	$	100.00

Fee Type	Fee		
Summer Tennis Camp			
City Resident: Per Child = 4-6 years of age	per program	$	55.00
Non-Resident: Per Child = 4-6 years of age	per program	$	105.00
City Resident: Per Child = 7-10 years of age	per program	$	90.00
Non-Resident: Per Child = 7-10 years of age	per program	$	140.00
City Resident: Per Child = 11-18 years of age	per program	$	100.00
Non-Resident: Per Child = 11-18 years of age	per program	$	150.00
Miscellaneous Park and Recreation			
Park Benches (with honorary plaque)	per each	$	2,200.00
Youth Baseball & Softball			
T-Ball	per program	$	80.00
8-U	per program	$	130.00
10-U	per program	$	130.00
12-U	per program	$	130.00
14-U	per program	$	140.00
Parking			
Beachfront and Fountain Parking (Lions Beach, Tiscornia, Whirlpool Centennial Park)			
Annual Pass - nonresident	per vehicle/year	$	40.00
Annual pass - nonresident owner of property in City	2 passes per property	No Charge	
Annual Pass - City resident	2 passes per property or dwelling unit with no vehicle registration required, or every vehicle registered at that city address	No Charge	
Early Season Parking - April 1 - May 20:			
Daily Parking - Monday thru Thursday excluding holidays	per day	$	5.00
Daily Parking - Friday thru Sunday	per day	$	7.00
Hourly Parking - All Days	per hour	$	2.00
Summer Season Parking, May 21 to September 10:			
Daily Parking - Monday thru Thursday excluding holidays	per day	$	7.00
Daily Parking - Friday thru Sunday and Holidays	per day	$	10.00
Hourly Parking - All Days	per hour	$	3.00
Late Season Parking, September 11 to September 30:			
Daily Parking - Monday thru Thursday excluding holidays	per day	$	5.00
Daily Parking - Friday thru Sunday	per day	$	7.00
Hourly Parking - All Days	per hour	$	2.00
October Parking, October 1 - October 31:			
Daily Parking - All Days	per day	$	5.00
Hourly Parking - All Days	per hour	$	2.00
Kiwanis Park (and Riverview Park 2022):			
All Season Parking, April 1 to October 31:			
Daily Parking- All Days	per day	$	5.00
Hourly Parking - All Days	per hour	$	2.00
Lions Park - Upper Road Parking			
Daily Parking - Monday thru Thursday excluding holidays	per day	No Charge	
Daily Parking - Friday thru Sunday and Holidays	per Beachfront Parking schedule above		
Hourly Parking - All Days	per Beachfront Parking schedule above		
Public Safety			
Fingerprints			
Fingerprints	each	$	10.00
Bicycle License			
Bicycle License	each	No Charge	
Parking Tickets (set by city ordinance)			
Overnight Parking Violation	Payment made within first 7 days	$	10.00
Overnight Parking Violation	Payment made within 8 to 30 days	$	20.00
Overnight Parking Violation	Payment made after 30 days	$	30.00
Handicapped parking Violation	Payment made within first 7 days	$	170.00
Handicapped parking Violation	Payment made within 8 to 30 days	$	255.00
Handicapped parking Violation	Payment made after 30 days	$	340.00
Hourly Parking - 1st & 2nd Notice or Citation	Payment made within first 7 days	$	20.00
Hourly Parking - 1st & 2nd Notice or Citation	Payment made within 8 to 30 days	$	35.00
Hourly Parking - 1st & 2nd Notice or Citation	Payment made after 30 days	$	50.00
Hourly Parking - 3rd Notice or Citation	Payment made within first 7 days	$	60.00
Hourly Parking - 3rd Notice or Citation	Payment made within 8 to 30 days	$	100.00
Hourly Parking - 3rd Notice or Citation	Payment made after 30 days	$	140.00
Hourly Parking - 4th or More Notice or Citation	Payment made within first 7 days	$	80.00
Hourly Parking - 4th or More Notice or Citation	Payment made within 8 to 30 days	$	125.00
Hourly Parking - 4th or More Notice or Citation	Payment made after 30 days	$	170.00
Other Parking Violation	Payment made within first 7 days	$	40.00
Other Parking Violation	Payment made within 8 to 30 days	$	60.00
Other Parking Violation	Payment made after 30 days	$	80.00

CITY OF ST. JOSEPH
2026 FEE SCHEDULE

Fee Type	Fee		
Public Works and Utilities (All fees collected by Finance Department)			
Rubbish			
Yard Waste Tags	1 Tag	$	3.00
Special Pick-ups after 9 cubic yards	First Three (3) Free Per Year/Each (9 cubic yards)	$	125.00
Special Pick-ups - violation of Chapter 14 of City Ordinance	Per Pickup	$	100.00
Water & Sewer			
Missed Appointment Fee	per occurrence	$	50.00
Sewer City Connection Fee	per occurrence	$	1,400.00
Sewer Inspection Fee	per inspection	$	50.00
Shut off/Turn on (regular working hrs)	per occurrence	$	50.00
Shut off/Turn on (non-regular working hrs)	per occurrence	$	100.00
Tenant Deposit	per affidavit	$	300.00
Water System Review Escrow	per development	$	2,500.00
Water Tap and Meter	per schedule below		
Water & Sewer connection and commodity charges	See separate rate schedule approved for 7/1/2024		
Water Connection			
System Connection Fee: 5/8" meter	per unit	$	210.00
System Connection Fee: 3/4" meter	per unit	$	230.00
System Connection Fee: 1" meter	per unit	$	290.00
System Connection Fee: 1 1/2" meter	per unit	$	375.00
System Connection Fee: 2" meter	per unit	$	600.00
System Connection Fee: 3" meter	per unit	$	2,270.00
System Connection Fee: 4" meter	per unit	$	2,885.00
System Connection Fee: 6" meter	per unit	$	4,330.00
Water Taps			
Normal Tap - 1 inch	per unit	$	2,387.00
Normal Tap - 1 inch (With BCRD R.O.W Permit)	per unit	$	2,497.00
Normal Tap - 2 inch	per unit	$	2,585.00
Normal Tap - 2 inch (With BCRD R.O.W Permit)	per unit	$	2,695.00
Taps greater than 2 inch performed by City	per unit	Cost + 20%	
Taps greater than 2 inch to be completed by a City approved contractor and hired by applicant	per unit inspections fee	$	200.00
Water Meters			
Meter Charge: 5/8" meter	per unit	$	223.00
Meter Charge: 3/4" meter	per unit	$	234.00
Meter Charge: 1" meter	per unit	$	350.00
Meter Charge: 1 1/2" meter - T-2	per unit	$	1,406.00
Meter Charge: 1 1/2" meter - C-2	per unit	$	2,055.00
Meter Charge: 2" meter - T-2	per unit	$	1,667.00
Meter Charge: 2" meter - C-2	per unit	$	2,366.00
Meter Charge: 3" meter - T-2	per unit	$	2,074.00
Meter Charge: 3" meter - C-2	per unit	$	3,002.00
Meter Charge: 4" meter - T-2	per unit	$	4,039.00
Meter Charge: 4" meter - C-2	per unit	$	5,209.00
Meter Charge: 6" meter - T-2	per unit	$	7,271.00
Meter Charge: 6" meter - C-2	per unit	$	8,993.00
MXU Meter Transceiver Unit - Single Port	per unit	$	261.00
MXU Meter Transceiver Unit - Dual Port	per unit	$	344.00
Meter Pits			
Meter Pit (subject to City authorization)	per unit	Cost + 20%	
Meters must be installed as soon as structure provides protection from freezing			
Temporary Meters			
Meter Rental Deposit - Fully Refundable upon return of undamaged equipment and paid water usage	per unit at time of application	$	500.00
Backflow Device Test Fee - Non Refundable	per unit at time of application	$	170.00
Meter Rental Fee Invoiced upon return of meter	per unit	$	100.00
Water Usage - Invoiced upon return of meter	Current prorated RTS charge plus per unit water rate		
Community Planning and Development Fees - (Assessing, Code Enforcement, Engineering, Building, Planning and Zoning)			
Copies and Documentation:			
Downtown Vision Master Plan: Printed copy	$15.00 per document		
Downtown Vision Master Plan: Downloaded from website	No Charge		
2016 Master Plan: Printed copy	$15.00 per document		
2016 Master Plan: Downloaded from website and printed off-site	No Charge		
Zoning Ordinance: Printed copy	$15.00 per document		
Zoning Ordinance: Downloaded from website and printed off-site	No Charge		
Zoning Map: Printed copy	$1 per copy		
Zoning Map: Downloaded from website and printed off-site	No Charge		
Fees Applicable to All Types of Projects			
Un-permitted Work	2 times the permit fee		
Un-permitted Work in the Right-of Way	$100.00		
Un-permitted Installation of Temporary Banner Signs	$50.00		

CITY OF ST. JOSEPH
2026 FEE SCHEDULE

Fee Type	Fee
Right-of-Way Permits	
Right-of-way Permit: City of St. Joseph Right-of-Way - Bond and Insurance before work done	No charge
Un-permitted Right-of-way Permit: Work done without permit	$100
Nuisance Violations	
Lot Mowing - Tall Grass Violation	$35.00 + contractor charge
Construction Plan Review	
Plan Review- Construction Drawings: Improvements valued at $50,000 or less	No Charge
Plan Review- Construction Drawings: Improvements valued at greater than $50,000 are nonrefundable	65% of Building Permit Fee
Engineering Review	
Engineering Review	No Charge
Post Construction Stormwater Runoff Program Escrow - Preliminary Review	$1,000.00
Post Construction Stormwater Runoff Program Escrow - Full Review	$3,000.00
Water Review Escrow	$2,500.00
Building and Sign Permit	
Accessory Structure (i.e., shed) less than 200 square feet (Zoning Permit)	$40.00
Building Moving	Actual cost of service + 10%
Demolition Permit	$100.00
Un-permitted Work	2 times the cost of the permit
Fence Permit (Zoning Permit)	$40.00
Swimming pool (installation)	$1.00 per $100 or fraction of estimated market value
Temporary Construction Dumpster (30 days)	$30.00
Building and Individual Sign Permit Fees (includes all items not listed above) Based on value, all fees rounded to the next $1.00	
*Construction Plan Review Fees are in addition to Building Permit Fee (Non-refundable)	
$1 to $500	$54.00
$501 - $2,000	$54.00 for first $500 + $3.00 per $100 or fraction thereof above $500
$2,001 - $25,000	$99.00 for first $2,000 + $14.00 per $1,000 or fraction thereof above $2,000
$25,001 - $50,000	$421.00 for first $25,000 + $10.10 per $1,000 or fraction thereof above $25,000
$50,001 - $100,000	$674.00 for first $50,000 + $7.00 per $1,000 or fraction thereof above $50,000
$100,001 - $500,000	$1,024.00 for first $100,000 + $6.00 per $1,000 or fraction thereof above $100,000
$500,001 - $1,000,000	$3,264.00 for first $500,000 + $5.00 per $1,000 or fraction thereof above $500,000
$1,000,001 and up	$5,639.00 for first $1,000,000 + $4.00 per $1,000 or fraction thereof above $1,000,000
Temporary Banner Signs (installed prior to permitted sign installation (maximum 4 per year)	No Charge
Temporary Banner Sign (installed prior to un-permitted sign installation	$50
Refunds are subject to a $75.00 administration fee	
Electrical, Mechanical, and Plumbing Permits	
Electrical: https://www.sjcity.com/sites/default/files/fileattachments/building_inspection/page/2543/electrical_permit_application_2013_-_sjc_emailed_-_fillable.pdf	
Mechanical: https://www.sjcity.com/sites/default/files/fileattachments/building_inspection/page/2543/mechanical_permit_application_with_supplemental_regulations.pdf	
Plumbing: https://www.sjcity.com/sites/default/files/fileattachments/building_inspection/page/2543/plumbing_permit_application_with_supplemental_regulations.pdf	
Residential Rental Property Program	
Long Term Rental Program (minimum one month stay): Initial Rental Registration Application Fee (one time)	$100.00 per Owner/Structure
Long Term Rental Program: Biennial Inspection or re-inspection of each rental unit	$75.00 for first unit + $40.00 for each additional unit
Short Term Rental Program (less than one month stay - verify Zoning): Initial Rental Registration Fee (one time fee)	$100.00 per Owner/Structure
Short Term Rental Program (less than one month stay - verify Zoning): Biennial Inspection, or reinspection, of each rental unit on one property	$85.00 for first unit + $50.00 for each additional unit
Missed Inspection Appointment (Includes appointments canceled within 24 hours of scheduled inspection)	$75.00 per appointment
Downtown Sidewalk Amenities	
Sidewalk Amenities	No Charge with permit or $50.00 Late Fee with unpermitted activity
Planning and Zoning Applications (special approvals)	
Conditional Use Permits - See Zoning Ordinance for additional information	$100.00 per request
Home Occupation Registration Fee - See Zoning Ordinance for additional information	$40.00 per request
Ordinance Interpretation	No Charge
Land Division, Boundary Adjustment or Combination Application	$300.00 + $100.00 for each additional parcel
Site Plan Review: Minor, Major, and Amendment	No Charge
Brownfield Redevelopment Application - BRA and City Commission	$400.00 plus all direct expenses

CITY OF ST. JOSEPH
2026 FEE SCHEDULE

Fee Type	Fee
Items requiring action by appointed Board or Commission	
Additional public hearings required - any request	$400 for each additional public hearing required
Appeal of Administration Decision - Zoning Board of Appeals	$400.00 per application
Appeal of Construction Decision - Construction Board of Appeals	$100.00 per application
Appeal of Property Maintenance Violations - Property Maintenance Board of Appeals Hearing	$50.00 per application
Appeal of Property Maintenance Violation - Request 75 day extension - Property Maintenance Board of Appeals	$25.00 per application
Dimensional Variance - Zoning Board of Appeals	$600.00 per application
Dimensional Variance for Fence Requests Only	$300.00 per application
Land Division Appeal Application - before City Commission	$250.00 per application
License Agreement - City Commission	$50.00 per request
Map Amendment (Rezoning) - Planning Commission Process	$800.00 per request
Planned Unit Development: Initial Request - Planning Commission Process	$1,600.00 per application
Planned Unit Development: Amendment (requiring public hearing) Commission Process	$1,200.00 per filing
Planned Unit Development: Minor Amendment (per Zoning Ordinance) - Staff Process and no notice required	$350.00 per application
Planned Unit Development: Extension of Time Request - City Commission Process	$400.00 per request
Planned Unit Development: Hardship - City Commission	$1,600.00 per application
Sign Modification (Variance) - Planning Commission Process	$100.00 + $75.00 for each additional sign requiring a variance
Sign - Landmark Sign Designation	$100
Sign Special Approval - greater than 32 square feet or Electronic Message Board - Planning Commission Process	$50.00 + $25.00 each additional sign requiring review
Special Use Permit (SUP)- Planning Commission Process	$1,000 per request + $400.00 for each additional SUP Requested
Text Amendment (change language in Zoning Ordinance) - Planning Commission Process	$900.00 per application

Agenda Item

TO: **City Commission**

FROM: **Abby Bishop, City Clerk**

RE: **Seasonal & Blossomtime Vendors**

MEETING DATE: **April 6, 2026**

Under the Vending Ordinance, the City Commission is responsible for granting licenses based on the completeness of the application, the quality and legitimacy of the product offered for sale, the design and construction of the stand or cart, and the vendor's past performance, including citizen comments and any ordinance violations. Therefore, the relevant information for each applicant for a Seasonal Vendor license operating on public property is attached for review.

The following applicants are applying for a vendor license at the noted locations: LaChula for a 2026 Seasonal Vendor License (April 1st through October 31st, 2026) and Cousins Maine Lobster for a Special Event Vendor License for the Blossomtime Parade (on May 9th, 2026), who have complied with all requests, and are in good standing with the City:

- Yolanda Mendoza, of Watervliet, MI. LaChula is requesting Lookout Park.
- Hank Kdouh, of Grand Rapids, MI. Cousins Maine Lobster is requesting the corner of Main and Pleasant Street (North/East side).

The Public Safety Director and City Clerk have reviewed the applications and recommend the issuance of the requested seasonal vending licenses to the applicants.

Action Requested: to approve the 2026 seasonal vendor application from LaChula for Lookout Park, pending submittal of any additional required certifications and vending fee, and to approve the special event vendor Cousins Maine Lobster to vend during the Blossomtime Parade on May 9th, pending submittal of additional certifications and vending fee.

ATTACHMENT(S):

- Application Packet - LaChula_Redacted.pdf
- Cousins Maine Lobster - Application Packet_Redacted.pdf

City of St. Joseph
Application for Vendor License

Applicant

Your Name : Yolanda Mendoza Today's Date: 3/25/26

Your Permanent Address: [redacted] For CC consideration on:

City: Watervliet State: MI Zip: 49098 Email: [redacted]

Your Daytime Phone: [redacted] Evening Phone: [redacted]

Name of Business/Organization: La Chula

Nature of Business: Food Vendor Your Affiliation with Business/Organization: Owner

Address of Business/Organization: 349 N Main St

City: Watervliet State: MI Zip: 49098 Email: lachula49098@gmail.com

Business/Organization Daytime Phone: 269-201-6035 Evening Phone: 269-201-6035

Have you ever been convicted of any crime, misdemeanor or violation of a municipal ordinance? Y / (N) If YES, describe nature of the offense and the punishment or penalty assessed

Attach a listing of all persons who will be vending under this application; include name, address & copy of state identification. # Persons 2

Vehicle Information Year 2022 Make/Model Denali/GMC Color Red License Plate # [redacted] State MI

Vending Information Day Vendor ____ Moving Day Vendor X Peddler ____ Stationary Vendor ____

What **DATE** do you plan to vend? April During what **TIMES** do you plan to vend? 11AM-8PM

VENDING LOCATION requested? Look out Point
Must attach a map / diagram indicating location / route.

From what type of structure will you be vending? *Must attach picture of the booth / cart / stand / vehicle.* Food trailer

List all products you intend to sell Mexican Food (tacos, burritos, quesadillas, etc)

How will the goods be delivered to you? We will load the food trailer in the morning at our restaurant in Watervliet. If needed we will have someone deliever the items we need.

How are the goods be delivered to customers? In styrofoam containers.

List previous vending experience? We have been vending at Lookout Point since 2021.

PLEASE READ CAREFULLY; THEN SIGN BELOW

1. All applications for Vending Licenses must be approved by the City Commission.
2. Any License issued is valid only for the dates set forth on the license, without regard to any cancellation or postponement of related activities.
3. Licenses are not transferable.
4. Each vendor must pick up their license before April 1st or no later than 2 weeks after the City Commission approves their application, failure to do so may result in the termination of their license.
5. An ID badge must be worn by vendor at all times while vending; ID badge may be provided by City or the City will approve badges provided by vendor.
6. Each vendor must post the license issued by the City of St. Joseph in a prominent location.
7. County Health Department Certification required for all food sales; City Vending License must be consistent with County Certificate.
8. If your business requires the use of weighing or measuring devices, you must submit a certificate from the State Inspector of Weights, Scales & Measures.

By signing this application, you affirm that the information provided is accurate and truthful to the best of your knowledge..

Signature of Applicant [signature] **Date** 03/25/26

Photo ID: ✓ *Stand Photo* ✓ *Location Map* ✓ *Health Department Certificate* ✓ *Other Certifications* ____

Appl. Fee: ✓ *Ch#/cash:* Cash *Date:* 3-30-26 *Comments:* ____

PS Approval ✓ *City Clerk Approval* ✓ *City Commission Approval* ____

Original: City Clerk Copy: Public Safety Director Copy: Applicant


La Chula
Mobile

Expires: 04/30/2026

Issued To: LA CHULA MOBILE
[redacted]
WATERVLIET MI 49098-9604

Responsible Party and Address:

YOLANDA MENDOZA
[redacted]
WATERVLIET MI 49098-9604

State of Michigan

Department of Agriculture & Rural Development

Bureau of Food Safety and Animal Health

Dr. Tim Boring
Director

SMF-1111-249129

FOOD SERVICE - MOBILE ESTABLISHMENT

Display for Public View

Issued by the Michigan Department of Agriculture and Rural Development to operate a Food Service Establishment in accordance with provisions of Act 92, P.A. of 2000, as amended.

This license is not transferrable.

Failure to post in a conspicuous place is a misdemeanor. (See Section 4119)

Notify the Local Health Department before a change of ownership. (See Section 4123)

Direct Inquiries to the Berrien County Health Department

City of St. Joseph
Application for Vendor License

Applicant

Your Name : Hank Kdouh Today's Date: 2/13/26

Your Permanent Address: [redacted] For CC consideration on: _____

City: [redacted] State: [redacted] Zip: [redacted] Email: [redacted]

Your Daytime Phone: [redacted] Evening Phone: _____

Name of Business/Organization: Cousins Maine Lobster

Nature of Business: Food Truck Your Affiliation with Business/Organization: Owner/Operator

Address of Business/Organization: 3516 Division Ave S

City: Grand Rapids State: MI Zip: 49548 Email: kalamazoo@cousinsmainelobster.com

Business/Organization Daytime Phone: 616-367-5766 Evening Phone: _____

Have you ever been convicted of any crime, misdemeanor or violation of a municipal ordinance? Y (N) If YES, describe nature of the offense and the punishment or penalty assessed _____

Attach a listing of all persons who will be vending under this application; include name, address & copy of state identification. # Persons 2

Vehicle Information Year 2022 Make/Model ford Color black License Plate # [redacted] State MI

Vending Information Day Vendor ✓ Moving Day Vendor _____ Peddler _____ Stationary Vendor _____

What **DATE** do you plan to vend? May 9th During what **TIMES** do you plan to vend? 10-4

VENDING LOCATION requested? Main & Pleasant Street (East side)
Must attach a map / diagram indicating location / route.

From what type of structure will you be vending? *Must attach picture of the booth / cart / stand / vehicle.* FOOD TRUCK

List all products you intend to sell Cousins Maine Lobster serves up delicious lobster rolls, tacos, quesadillas, and more—all from the coast of Maine! We also offer gluten-free and vegan options so everyone can enjoy a taste of the coast!

How will the goods be delivered to you? _____

How are the goods be delivered to customers? _____

List previous vending experience? HORROCKS & CO, TRACTOR SUPPLY CO, FARMERS MARKETS, BREWERIES

PLEASE READ CAREFULLY; THEN SIGN BELOW

1. All applications for Vending Licenses must be approved by the City Commission.
2. Any License issued is valid only for the dates set forth on the license, without regard to any cancellation or postponement of related activities.
3. Licenses are not transferable.
4. Each vendor must pick up their license before April 1st or no later than 2 weeks after the City Commission approves their application, failure to do so may result in the termination of their license.
5. An ID badge must be worn by vendor at all times while vending; ID badge may be provided by City or the City will approve badges provided by vendor.
6. Each vendor must post the license issued by the City of St. Joseph in a prominent location.
7. County Health Department Certification required for all food sales; City Vending License must be consistent with County Certificate.
8. If your business requires the use of weighing or measuring devices, you must submit a certificate from the State Inspector of Weights, Scales & Measures.

By signing this application, you affirm that the information provided is accurate and truthful to the best of your knowledge..

Signature of Applicant _____ **Date** 2/13/26

Photo ID: ✓ *Stand Photo* ✓ *Location Map* ✓ *Health Department Certificate* ✓ *Other Certifications* _____

Appl. Fee: ✓ *Ch#/cash:* CC *Date:* 3-19-26 *Comments:* _____

PS Approval ✓ *City Clerk Approval* ✓ *City Commission Approval* _____

Original: City Clerk Copy: Public Safety Director Copy: Applicant


FOX
TMZ
SAVEUR

Expires: 04/30/2026

Issued To: COUSINS MAINE LOBSTER #4 [redacted]
GRAND RAPIDS MI 49548-2113

Responsible Party and Address:

TWISTED LOBSTER HOSPITALITY 2
[redacted]

State of Michigan
Department of Agriculture & Rural Development
Bureau of Food Safety and Animal Health

Dr. Tim Boring
Director

SST-4063-361831
FOOD SERVICE - SPECIAL TRANSITORY FOOD UNIT
Display for Public View

Issued by the Michigan Department of Agriculture and Rural Development to operate a Food Service Establishment in accordance with provisions of Act 92, P.A. of 2000, as amended.

This license is not transferable.

Failure to post in a conspicuous place is a misdemeanor. (See Section 4119)

Notify the Local Health Department before a change of ownership. (See Section 4123)

Direct inquiries to the Oakland County Health Division

Agenda Item

TO: **City Commission**

FROM: **Kelly Ewalt, Development Director**

RE: **Downtown Parking Program - Season Pass**

MEETING DATE: **April 6, 2026**

At the March 16 City Commission meeting, the Commission approved the updated Parking Plan and directed staff to collaborate with the Parking Subcommittee to evaluate the feasibility of offering a seasonal parking pass available for public purchase.

In response, staff worked with the Parking Subcommittee to develop a proposed Seasonal On-Street Parking Pass. The pass would be available as a one-time purchase and valid for the entire parking season, June 1 through Labor Day. It would allow the holder to park in any designated paid on-street parking space within the parking district without the need to utilize a parking kiosk or the mobile payment application.

Pass holders would still be required to comply with all posted parking regulations, including established time limits throughout the City.

The proposed cost for the Seasonal On-Street Parking Pass is $50 for the season.

The Commission is asked to approve the attached resolution reflecting the program details approved in the last meeting which also incorporates details on the season pass.

Action Requested: Motion to approve the Resolution to Amend Established Parking Zones, Rates, Fees, Time Limits and Parking Benefits District, as presented.

ATTACHMENT(S):

- Ordinance_to_Amend_Established_Parking_Zones-Rates-Fees-Etc_FIN_20260406.pdf

RESOLUTION TO AMEND ESTABLISHED PARKING ZONES, RATES, FEES, TIME LIMITS, AND PARKING BENEFITS DISTRICT

WHEREAS, the City Commission has authority to regulate parking on city streets, city-owned and city-regulated parking lots pursuant to the Michigan Constitution 1963, Art. 7, §29, the Home Rule City Act, P.A. 279 of 1909 as amended, §§ 4h-4j, and the City of St. Joseph Charter, Ch. 1, §1 and Ch. XIII; and

WHEREAS, on July 24, 2024, the St. Joseph City Commission approved moving forward with a parking plan for the downtown area, as further modified on September 30, 2024, based on recommendations contained within the Downtown Vision Master Plan, and recommendations provided by the parking consultants and the Parking Subgroup; and

WHEREAS, on April 7, 2025, the St. Joseph City Commission approved an amendment to the parking regulations in the City of St. Joseph Code of Ordinances, Chapter 29, Art. II, Secs. 29-21 through 29-45, effective 10 days from its adoption, providing that the City Commission may establish by resolution, spaces or zones within the city where parking on streets or in city-owned or city-operated off-street parking lots shall be regulated by time limits, parking meters, or other controls, and time limits or rates to be charged for parking of vehicles in those locations; and

WHEREAS, the St. Joseph City Commission may also establish by resolution, regulations and exceptions to time and rate regulations, including but not limited to permits and waivers; and

WHEREAS, on April 7, 2025, the St. Joseph City Commission adopted a Resolution to Establish Parking Zones, Rates, Fees, Time Limits, and Parking Benefits District, which was superseded on June 5, 2025, with an amended Resolution to Establish Parking Zones, Rates, Fees, Time Limits, and Parking Benefits District; and

WHEREAS, on June 23, 2025, the City Commission voted to pause paid parking while directing a subcommittee to continue to gather feedback, engage stakeholders, and has considered the general public health, welfare, and safety; the need for safely expediting traffic; the impact on the community, residents, downtown businesses and employees; the maximum use of available on-street and off-street parking areas; the need to place parking meters in appropriate areas where the meters will serve to regulate and control the parking and the need to encourage turnover of parking in those areas where rapid turnover is desired and to encourage long-term parking in those areas where long-term parking is desired; and report back to the City Commission with updated recommendations for the downtown parking program.

IT IS HEREBY RESOLVED by the St. Joseph City Commission that the Resolution to Establish Parking Zones, Rates, Fees, Time Limits, and Parking Benefits District adopted on April 7, 2025, is rescinded;

IT IS FURTHER RESOLVED by the St. Joseph City Commission that the Resolution to Establish Parking Zones, Rates, Fees, Time Limits, and Parking Benefits District adopted on June 5, 2025, is hereby amended, and fully set forth as follows:

Parking Benefits District: The time limits and fees for parking on public streets and in City-owned or City-operated off-street parking lots are established in the City of St. Joseph, Michigan, in the following generally described area:

> The area beginning at the northeast corner of Port Street and Wayne Street, extending westerly along the north side of Port Street until joining with Lake Boulevard, then extending on the westerly side of Lake Boulevard to the southeast intersection of Park Street and Lake Boulevard, then extending north along the east side of Lake Boulevard to the south side of the Market Street intersection, then extending east on Market Street to the northeast intersection of Main Street, then extending north to the south side of Broad Street, then extending east along Broad Street to the east side of Wayne Street, then extending north along Wayne Street to the point of beginning.

This area is more particularly depicted and described in **Exhibit A**, entitled "Downtown Area Parking Map" attached and incorporated as part of this Resolution, and is referred to as the "Parking Benefits District;" and

Parking Fees and Time Limits. Parking limits and parking fees in the Parking Benefits District shall be as follows:

Seasonal Fees. All parking fees shall be in effect from **June 1st through Labor Day** each year, from **10:00 a.m. until 7:00 p.m.**, as follows:

Parking Lots: All parking in a City-owned or City-operated off-street public parking lot shall be **free** and subject to the following time limits unless otherwise posted:

- ***All Day Lots: Elderberry, Strawberry, Grape, Peach, Raspberry, and Paw Paw Lots:*** A vehicle may be parked in the same space **all day**.
- ***3-hour Limits: Apricot, Blueberry, and Cherry Lots:*** A vehicle shall not be parked in the same space for more than **3 hours.**
- ***Mixed Limits: Apple and Pear Lots:*** A vehicle may be parked in the same space all day unless the space is otherwise designated with signage indicating there is a maximum time limit of either 3 hours or less.
- *In all cases,* a vehicle shall not be parked in the same space for more than the posted time limit in that section of the parking lot.

Streets: All parking on the public streets is subject to the following fees and time limits unless otherwise posted:

- ***Ship, Pleasant, and Broad Streets between Lake Boulevard and Main Street; State Street between Elm and Ship Streets; Pleasant Street between Main and Court Street; and Court Street between Pleasant and Ship Street.*** All parking spaces shall be at the rate of **$2.00 per hour**, per vehicle, with a maximum time **limit of 3 hours** per space per vehicle.

- ***All Other Streets.*** All other on-street parking shall be **free** and is subject to the following time limits:
    - A vehicle shall not be parked in the same space for more than **3 hours** on Main Street or on any street west of Main Street.
    - A vehicle may be parked **all day** on all free on-street parking spaces east of Main Street unless otherwise posted.

Yearly Time Limits. Time limits for parking a vehicle in a public street or in a City-owned or City-operated off-street public parking lot in the Parking Benefits District shall be in effect all year.

Overnight Parking. All parking shall remain subject to applicable overnight parking restrictions established by City Ordinances.

Continuing Violation. A violation of a posted time limit is a continuing and separate violation for every thirty-minute period the violation continues.

IT IS FURTHER RESOLVED that the City Manager, in collaboration with the Parking Subgroup, is directed to develop and administer guidelines, applications, and processes to provide free parking permits to City residents.

IT IS FURTHER RESOLVED that the City Manager, in collaboration with the Parking Subgroup, is directed to develop and administer guidelines, applications, and processes for the purchase of seasonal parking passes, which shall be offered to the public at a seasonal rate of $50.00 per pass; and

IT IS FURTHER RESOLVED that the City Manager, in collaboration with the Parking Subgroup, is directed to develop, implement, and administer the details of the parking program, including but not limited to establishing appropriate locations for free ADA compliant parking spaces; locations for free 30-minute on-street parking spaces; time increments, payment methods, and mechanisms for payment options; appropriate signage and various communication methods; monitoring and evaluation criteria; and other necessary program details not otherwise delineated in this Resolution; and

IT IS FURTHER RESOLVED that no less than 80% of the revenue derived from the parking program, less all associated costs and operating expenses, shall be allocated to improvements in the Parking Benefits District, such as maintenance and improvement of parking lots, alleys, and streets, and the remainder allocated to the City's general fund; and

IT IS FURTHER RESOLVED that the City Manager, in collaboration with the Parking Subgroup, is directed to evaluate the parking program on an ongoing basis and regularly report back to the City Commission.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Commission of the City of St. Joseph, Berrien County Michigan, at a regular meeting held on April ___, 2026.

_____
Abby Bishop, Clerk

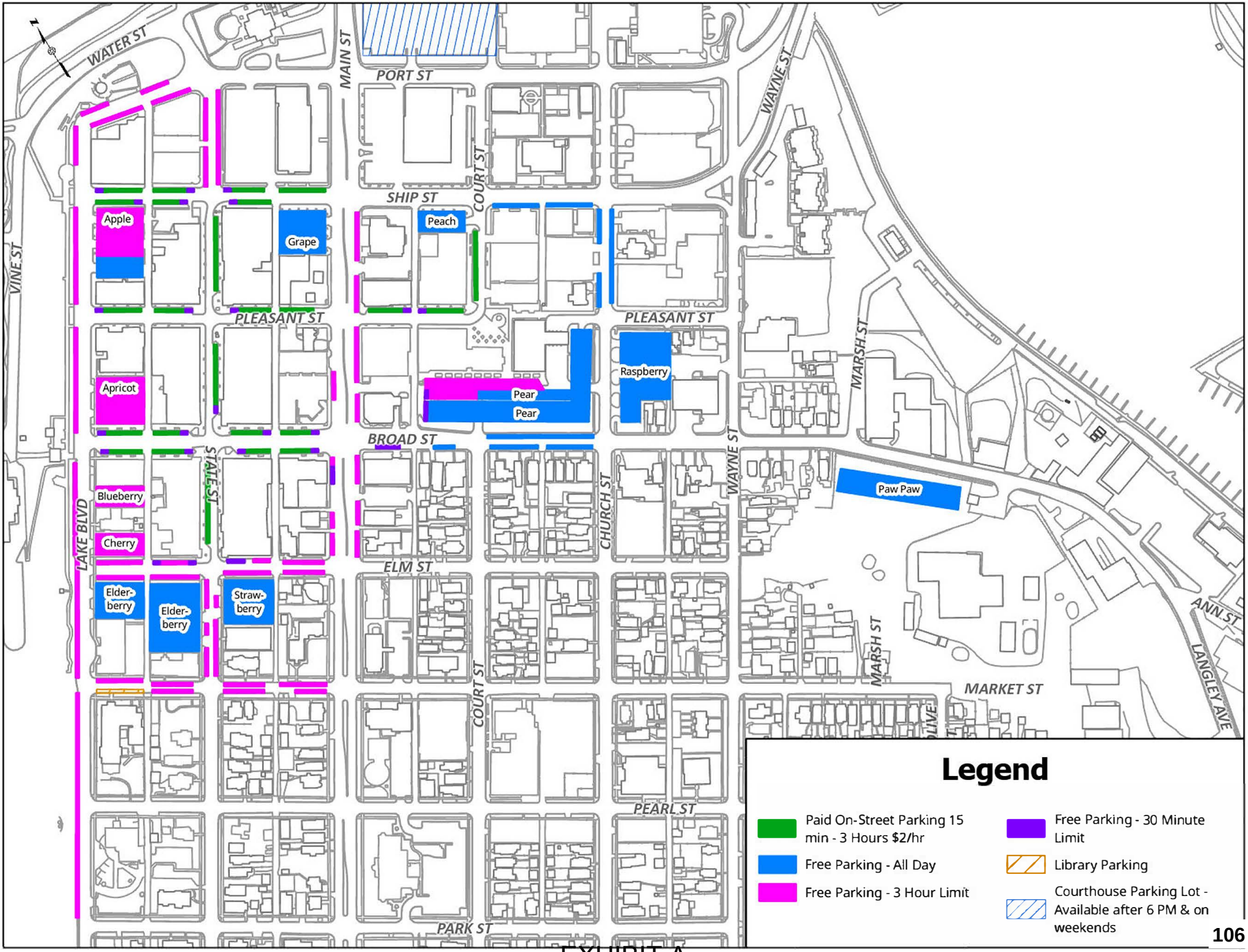

WATER ST
MAIN ST
PORT ST
WAYNE ST
COURT ST
SHIP ST
VINE ST
Apple
Grape
Peach
PLEASANT ST
PLEASANT ST
MARSH ST
Apricot
Raspberry
Pear
Pear
BROAD ST
WAYNE ST
STATE ST
Paw Paw
LAKE BLVD
Blueberry
Cherry
CHURCH ST
ELM ST
Elder-berry
Elder-berry
Straw-berry
ANN ST
MARSH ST
LANGLEY AVE
COURT ST
MARKET ST
PEARL ST
PARK ST
Legend
Paid On-Street Parking 15 min - 3 Hours $2/hr
Free Parking - All Day
Free Parking - 3 Hour Limit
Free Parking - 30 Minute Limit
Library Parking
Courthouse Parking Lot - Available after 6 PM & on weekends

EXHIBIT A

Agenda Item

TO: **City Commission**

FROM: **Dalton Castle**

RE: **Text Amendment - Temporary Structures - 2nd and Final Reading**

MEETING DATE: **April 6, 2026**

At the January 12, 2026 City Commission meeting, staff presented a draft zoning ordinance text amendment to Section 3.15 – Temporary Structures. The purpose of this text amendment was to draft additional regulations for the permitting of large seasonal temporary structures (such as event tents) in the City's C – Commercial Business District.

At this meeting Commissioners requested staff to provide a map of the C – Commercial Business parcels in the city, to provide a visualization of where and roughly how many parcels this would potentially permit to erect and maintain seasonal temporary structures.

The attached memorandum summarizes the district and its regulations which would ultimately restrict who and where these proposed temporary structures could be found.

One public comment was received after the January 12th meeting and is included in the packet. Staff notes that the Planning Commission did not consider allowing temporary seasonal structures in the W Water Recreation District. The applicant who petitioned for the zoning ordinance amendment requested the use only in the C Commercial Business District. If the Commission wishes to consider allowing this use in the W Water Recreation District, it should refer this back to the Planning Commission for further review. Staff also notes that Harbor Village at Harbor Shores (Inn at Harbor Shores) has a license with the City for Seasonal Outdoor Activity, which allows an event tent on the public property.

At the March 16th, 2026 meeting, the Commission completed the first reading of the proposed text amendments and made the following motion to approve the first reading:

"Motion to approve the first reading of the amendments to the temporary structures section of the Ordinance to allow seasonal structures and direct staff to seek further amendments to the Ordinance including, but not limited to, requiring Special Use permit approval."

A Zoning Ordinance text amendment must appear before the Commission for a first and second reading prior to adoption. The Commission should review the proposed amendments again, and pending any discussion either move to approve the 2nd reading and adopt, move to amend the proposed text amendments, move to defer the amendments back to the Planning Commission, or move to deny. Any decision shall be based on the standards of Section 22.3 of the City of St. Joseph Zoning Ordinance.

Action Requested:

Subject to any comments, the City Commission may approve these recommended staff edits to the proposed text amendment for Section 3.15 of the City of St. Joseph Zoning Ordinance. Staff recommends the following motion if the Commission believes the standards of Section 22.3 have been met:

The City Commission moves to approve a second reading of the Ordinance to Amend Article III General Provisions, Section 3.15 Temporary Buildings and Structures to establish regulations associated with Seasonal Temporary Structures in the C – Commercial Business District in the Zoning Ordinance of the City of St. Joseph, as proposed by staff which clarifies the language recommended by the Planning Commission, which held a public hearing, as required by Section 22.2, on December 4, 2025, finding that the recommended language has satisfied all the standards set forth under Section 22.3 of the Zoning Ordinance.

ATTACHMENT(S):

- Sec.3.15-TemporaryBldgs-StructuresTextAmendment-UPDATE-ACCEPTED-EDITS-SupplementalMemo.docx
- Sec3.15-TemporaryBldgsStructuresTextAmendment-UPDATE-ACCEPTED-EDITS.docx
- Sec_3.15-TemporaryBldgsStructures_Text_Amendment_Application.pdf
- December_PC_Public_Hearing_Agenda_Packet_Redacted.pdf
- Ordinance_to_Amend_Section_3.15_Temporary_Buildings_and_Structures_20260112_FIN.p
- memo_CC_Sec_3.15_Text_Amendment_Info.docx
- 2025_aug-zoning_map_41-2929_lakeshore_dr_c_to_r3.pdf

MEMORANDUM

To:	City of St. Joseph City Commission
Date:	March 16, 2026
From:	Dalton Castle, Zoning Administrator
RE:	**Section 3.15 – Temporary Buildings and Structures Proposed Zoning Ordinance Text Amendment**

At the January 8th, 2026, City Commission meeting the Commission tabled Jayeshkumar Patel's application for a zoning ordinance text amendment to amend Section 3.15, Temporary Buildings and Structures. The reasoning behind the postponement of the public hearing was to allow staff time to analyze the scope of parcels within the city which would be allowed to erect a temporary structure based on the proposed language so the commission may better understand the implications of adoption of the amendments.

Proposed language would allow parcels zoned **C – Commercial Business District** to erect temporary seasonal structures designed for short-term commercial use, such as special event tents, igloos, or similar structures subject to several conditions. There are approximately 160 **C** zoned properties within the city. These parcels are largely clustered along the Southernmost portions of Main St and Niles Ave, with smaller clusters appearing on Lakeshore Dr and along Hilltop Rd. See **Exhibit C** for reference.

Among the additional requirements an applicant must meet to place a temporary structure on their property, staff has identified two standards as particularly challenging for an applicant to meet. First, **3.15.2 Standard 5** requires the temporary structure to meet the setback requirements for a principal structure within the **C** zone district as well as requirements for separation from a principal structure, lot coverage, and clear vision areas, see **Exhibit A** for reference. Second, **3.15.2 Standard 7** requires additional parking to be provided for the use of the temporary structure in accordance with **Article XVIII.** Combined these requirements pose significant difficulty with temporary structure placement, as the only viable location for many lots to place one, if any, would be within their parking lot. Placement within a parking lot would result in the loss of accessibility to some number of parking spaces, which may in itself cause the lot to become non-conforming resulting in the applications denial, let alone when additional parking would then be required to accommodate the structure's use.

Staff conducted an analysis of thirty **C** zoned parcels, ten of each size category, based on proposed language to project the quantity of parcels that could viably pursue permitting a temporary seasonal structure (**Exhibit B**). Note that analysis was not to the level of review an application would receive and does not account for all possible tent sizes, placements, and associated parking requirements. Staff determined that based on the sample taken of the 160 **C** zoned parcels, 51 are projected to viably be approved for a temporary seasonal structure. Properties in the "small" category were deemed unviable locations with few exceptions

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anticipated. Those in the “medium” and “large” category were deemed significantly more viable, though do still experience difficulty meeting the standards described above and often cannot fit structures of size close to the maximum allowed floor area of 3,000 sq ft. The majority of medium and large parcels appear along the Hilltop Rd and Niles Ave corridors with the Main St cluster being composed of a majority of small parcels.

To summarize, the combination of parking, setback requirements, and maximum lot coverage largely inhibit the number of C zoned lots that could viably be approved for a temporary structure on their property. Then factoring in the likelihood that only so many property owners are likely to pursue approval at a given time, it is unlikely that the City would see an abundance of temporary seasonal structures.

Section 5.2 **Table 5-1**

City of St. Joseph
Schedule of District Regulations

RESIDENTIAL DISTRICTS								
District	**Minimum Lot Size in Sq. Ft.**	**Minimum Lot Width in Feet**	**Maximum Building or Structure Height in Feet**	**Minimum Front Setback in Feet**	**Minimum Side Setback in Feet[2]**	**Minimum Rear Setback in Feet**	**Minimum Floor Living Area in Sq. Ft/Unit[3]**	**Maximum Lot Coverage in % of Lot**
Single or Two-Family Requirements								
R1 – A	6,000	60′[8]	35′	30′[9]	7′[5]	30′	1,000	35%
R1 – B	5,000	44′[7]	35′	25′[9]	7′[5]	30′	1,000	40%
R1 – C	5,000	44′[7]	35′	20′[9]	7′[5]	30′	1,000	40%
R1 – D	5,000	44′[7]	35′	15′[9]	7′[5]	30′	1,000	40%
R1 – E	4,000	33′[6]	35′	10′[9]	7′[5]	30′	1,000	45%
R2	4,000	33′[6]	35′	10′[9]	7′[5]	30′	800	45%
R3	6,000	66′	35′	25′	7′[5]	25′	800	40%
Multiple-Family Requirements								
R3	6,000	66′	60′	25′	10′[10]	25′	400	50%
NON-RESIDENTIAL DISTRICTS								
District	**Min. Front Setback in Feet**	**Minimum Rear Setback in Feet**	**Min. Rear Setback when Adjoining R District**	**Min. Side Setback when Adjoining R District**	**Min. Side Setback when not Adjoining R District**	**Min. Street Side Setback in Feet**	**Max. Building Height in Feet**	**Max. Lot Coverage in % of Lot**
Office and Commercial Requirements								
C	15′	5′	7′	7′	0′/7′[4]	5′	35′	50%
D	0′[2]	0′	7′	7′	0′/7′[4]	0′	80′	100%
CO-A	15′	0′	7′	7′	0′/7′[4]	5′	35′	90%
CO-B	0′[2]	0′	7′	7′	0′/7′[4]	0′	80′	90%
Industrial Requirements								
I1	15′	15′	30′	30′	7′[4]	15′	50′	75%
I2	40′	30′	30′	30′	20′	40′	80′	75%
Special District Requirements								
OS	7′	7′	7′	7′	7′	7′	35′	35%
W	15′	5′	7′	7′	7′[4]	5′	50′	50%

Exhibit A

Size	Small (0 – 8,000 sq ft)	Medium (8,001 – 15,000 sq ft)	Large (15,001 sq ft +)	Total
Quantity	**71**	**49**	**40**	**160**
Projected Viability (%)	**5%**	**30%**	**60%**	**51**

Exhibit B (Values are approximations based on an informally reviewed sample)

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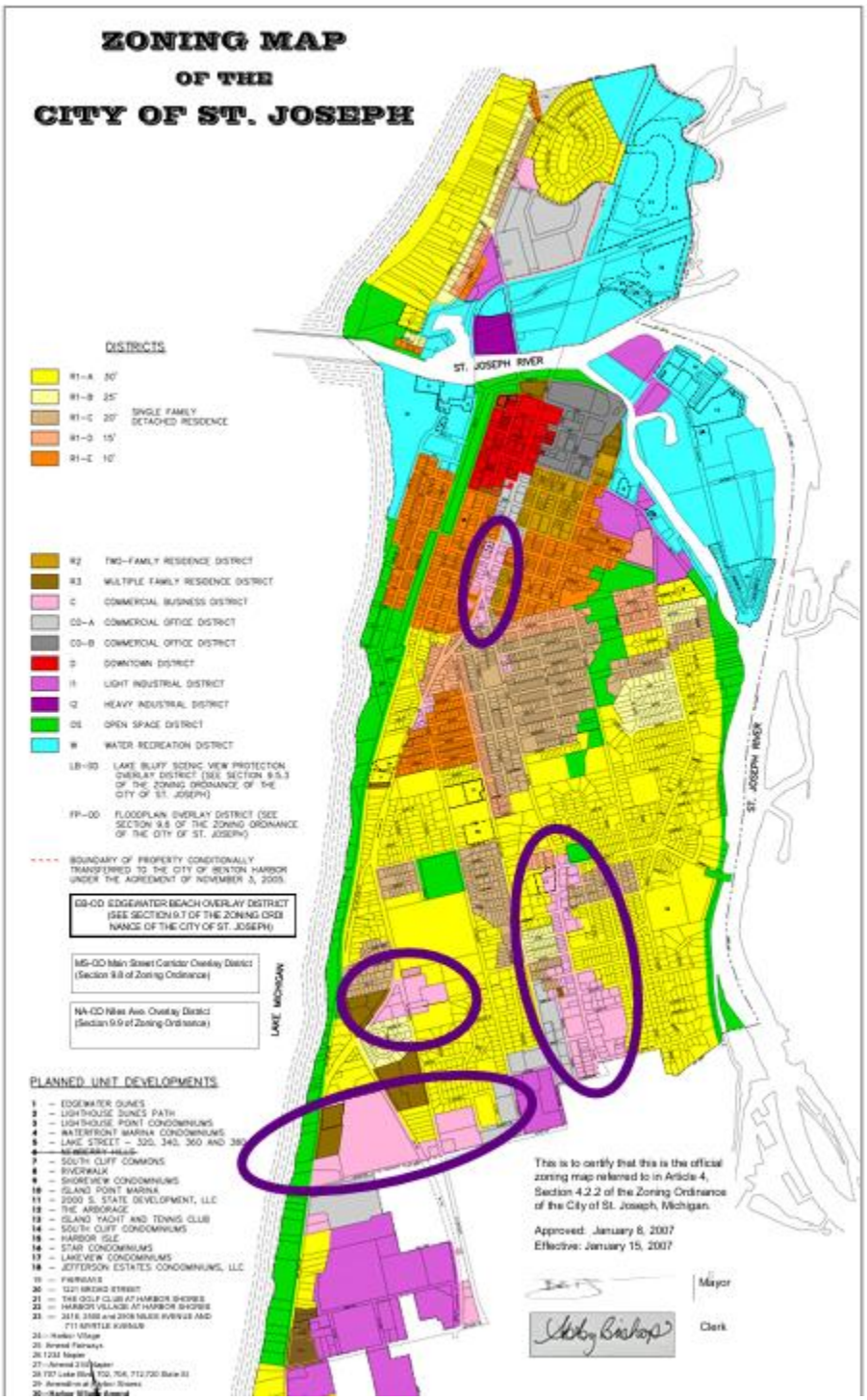

ZONING MAP
OF THE
CITY OF ST. JOSEPH
DISTRICTS
R1-A 30'
R1-B 25'
R1-C 20' SINGLE FAMILY DETACHED RESIDENCE
R1-D 15'
R1-E 10'
R2 TWO-FAMILY RESIDENCE DISTRICT
R3 MULTIPLE FAMILY RESIDENCE DISTRICT
C COMMERCIAL BUSINESS DISTRICT
CO-A COMMERCIAL OFFICE DISTRICT
CO-B COMMERCIAL OFFICE DISTRICT
D DOWNTOWN DISTRICT
I1 LIGHT INDUSTRIAL DISTRICT
I2 HEAVY INDUSTRIAL DISTRICT
OS OPEN SPACE DISTRICT
W WATER RECREATION DISTRICT
LB-OD LAKE BLUFF SCENIC VIEW PROTECTION OVERLAY DISTRICT (SEE SECTION 9.5.3 OF THE ZONING ORDINANCE OF THE CITY OF ST. JOSEPH)
FP-OD FLOODPLAIN OVERLAY DISTRICT (SEE SECTION 9.6 OF THE ZONING ORDINANCE OF THE CITY OF ST. JOSEPH)
BOUNDARY OF PROPERTY CONDITIONALLY TRANSFERRED TO THE CITY OF BENTON HARBOR UNDER THE AGREEMENT OF NOVEMBER 3, 2005.
EB-OD EDGEWATER BEACH OVERLAY DISTRICT (SEE SECTION 9.7 OF THE ZONING ORDINANCE OF THE CITY OF ST. JOSEPH)
MS-OD Main Street Corridor Overlay District (Section 9.8 of Zoning Ordinance)
NA-OD Niles Ave. Overlay District (Section 9.9 of Zoning Ordinance)
PLANNED UNIT DEVELOPMENTS
1 – EDGEWATER DUNES
2 – LIGHTHOUSE DUNES PATH
3 – LIGHTHOUSE POINT CONDOMINIUMS
4 – WATERFRONT MARINA CONDOMINIUMS
5 – LAKE STREET – 320, 340, 360 AND 380
6 – ~~NEWBERRY HILLS~~
7 – SOUTH CLIFF COMMONS
8 – RIVERWALK
9 – SHOREVIEW CONDOMINIUMS
10 – ISLAND POINT MARINA
11 – 2000 S. STATE DEVELOPMENT, LLC
12 – THE ARBORAGE
13 – ISLAND YACHT AND TENNIS CLUB
14 – SOUTH CLIFF CONDOMINIUMS
15 – HARBOR ISLE
16 – STAIR CONDOMINIUMS
17 – LAKEVIEW CONDOMINIUMS
18 – JEFFERSON ESTATES CONDOMINIUMS, LLC
19 – PARKSIDE
20 – 1221 BROAD STREET
21 – THE GOLF CLUB AT HARBOR SHORES
22 – HARBOR VILLAGE AT HARBOR SHORES
23 – 2616, 2700 and 2708 NILES AVENUE AND 711 MYRTLE AVENUE
24 – Harbor Village
25 – Revised Fairways
26 – 1232 Napier
27 – Revised 2100 Napier
28 – 727 Lake Blvd, 702, 704, 712, 720 Bute St
29 – Revised at Harbor Shores
30 – Harbor Village Revised
ST. JOSEPH RIVER
ST. JOSEPH RIVER
LAKE MICHIGAN
This is to certify that this is the official zoning map referred to in Article 4, Section 4.2.2 of the Zoning Ordinance of the City of St. Joseph, Michigan.
Approved: January 8, 2007
Effective: January 15, 2007
Mayor
Clerk

Exhibit C

williams&works
engineers | surveyors | planners

MEMORANDUM

To:	City of St. Joseph City Commission
Date:	January 8, 2026
From:	Bradley S. Kotrba, AICP
RE:	**Section 3.15 – Temporary Buildings and Structures Proposed Zoning Ordinance Text Amendment**

Jayeshkumar Patel has applied for a zoning ordinance text amendment to amend Section 3.15, Temporary Buildings and Structures. The applicant is seeking to add a new provision to Section 3.15 to permit seasonal temporary buildings or structures to be erected within the C – Commercial Business District if they meet the proposed provisional review standards. This memorandum follows the procedures and standards of review per Article XXII of the City of St. Joseph Zoning Ordinance.

Background. The applicant applied for a zoning ordinance text amendment, which was accepted by the Zoning Administrator on November 6, 2025. The proposed text amendment would permit ***seasonal*** temporary buildings in the C – Commercial Business District only. The St. Joseph Zoning Ordinance defines temporary uses, buildings, or structures as, "*a use, building, or structure permitted by procedures established in this ordinance, to exist during a specified period of time*." The current zoning ordinance permits temporary buildings or structures per Section 3.15 as written below:

> *Sec. 3.15. Temporary buildings and structures.*
>
> *3.15.1. General. Temporary Buildings and Structures, not greater than 300 square feet in area and not to be used for dwelling purposes, may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.*
>
> *3.15.2. Churches and Schools. Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection and exits are approved by the fire chief and building inspector, and by relevant state agencies.*

3.15.3. Habitation of Accessory Structures and Recreational Vehicles. No garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit.

The St. Joseph zoning ordinance text amendment application requires that the applicant write out the suggested wording of their text amendment. Mr. Patel proposed adding a Subsection 3.15.4 with the following text:

Sec. 3.15. Temporary buildings and structures.

3.15.1. General. Temporary Buildings and Structures, not greater than 300 square feet in area and not to be used for dwelling purposes, may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

3.15.2. Churches and Schools. Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.3. Habitation of Accessory Structures and Recreational Vehicles. No garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit.

3.15.4 Seasonal Temporary Buildings. Seasonal temporary buildings or structures may be permitted in the Commercial District by the Zoning Administrator, subject to the following conditions:

a. Duration. The structure shall be erected and operated for no more than one hundred eighty (180) consecutive days, unless extended by written approval of the Zoning Administrator.

b. Purpose. The use shall be clearly seasonal in nature and directly related to the principal use of the business.

City staff discussed the proposed text amendment that Mr. Patel had submitted and chose to propose their own suggested text amendment wording, specifically respecting what the applicant had proposed to accomplish. Staff agreed that Mr. Patel's wording was too general and needed to contain more language regarding the use, dimension regulations, time limits, etc. Therefore, staff recommended the revised language for the text amendment below:

Sec. 3.15. Temporary buildings and structures.

3.15.1. *General.* Temporary Buildings and Structures, not greater than 300 square feet in area, may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

3.15.2 *Seasonal Temporary Structures*. Seasonal temporary structures designed for short-term commercial use, such as special event tents, igloos, or similar structures, are allowed in the C – Commercial Business District under the following conditions:

1. **The temporary structure and its use are associated with the principal use found on the property.**
2. **The temporary structure cannot be located on the property for more than 180 days in a calendar year, nor more than 180 days in a 365-day period.**
3. **The maximum size of the temporary structure is 3,000 square feet.**
4. **The maximum height of the temporary structure is 14 feet.**
5. **Temporary structures must comply with all required principal building setbacks, separation requirements, lot coverage, and clear vision areas.**
6. **Only one temporary structure is allowed per lot, with the exception of restroom facilities.**
7. **Parking shall be provided for the use established in the temporary structure in accordance with Article XVIII.**
8. **The temporary structure must be installed and maintained in compliance with the manufacturer's instructions, applicable fire code regulations, and applicable health and safety codes.**
9. **All required permits must be obtained and work approved before utilizing the temporary structure, including but not limited to a temporary occupancy permit issued by the building official and a zoning permit issued by the zoning administrator.**

3.15.3. *Churches and Schools.* Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection, and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.4. *Habitation of Temporary Structures, Seasonal Temporary* Structures*, Accessory Structures, and Recreational Vehicles.* No temporary structure, seasonal temporary structure, garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit. (Ord. of 3-4-24(4))

The Planning Commission held a public hearing for the proposed text amendment per Section 22.2 on December 4, 2025. During the Planning Commission meeting, Mr. Patel provided the Commissioners with his reasons for requesting the proposed amendment. The Commissioners may be aware that Mr. Patel is the owner of the Lakehouse Restaurant and Bar and that he proposed this text amendment because his restaurant would like to provide outdoor dining and event space during the summer. Presently, the City of St. Joseph Zoning Ordinance does not permit this type of activity or at the proposed intensity Mr. Patel is seeking. The Planning Commission discussed both the applicant proposed text amendment language and also the proposed staff text amendment language. They were more comfortable with the language proposed by the staff. Requesting more specifications for off-street parking provision in Item 7 of the Subsection 3.15.2 of the staff amendment for restaurant and food/beverage service facilities. The Planning Commission recommended adoption to the City Commission with this alteration.

The approved recommendation from the Planning Commission to the City Commission follows:

Sec. 3.15. Temporary buildings and structures.

3.15.1. *General.* Temporary Buildings and Structures, not greater than 300 square feet in area, may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

3.15.2 *Seasonal Temporary Structures*. Seasonal temporary structures designed for short-term commercial use, such as special event tents, igloos, or similar structures, are allowed in the C – Commercial Business District under the following conditions:

1. **The temporary structure and its use are associated with the principal use found on the property.**
2. **The temporary structure cannot be located on the property for more than 180 days in a calendar year, nor more than 180 days in a 365-day period.**
3. **The maximum size of the temporary structure is 3,000 square feet.**

4. **The maximum height of the temporary structure is 14 feet.**
5. **Temporary structures must comply with all required principal building setbacks, separation requirements, lot coverage, and clear vision areas.**
6. **Only one temporary structure is allowed per lot, with the exception of restroom facilities.**
7. **Parking shall be provided for the use established in the temporary structure in accordance with Article XVIII, Section 18.2.7(C) regarding Food and Drink Service Establishments as outlined in Table 18-1.**
8. **The temporary structure must be installed and maintained in compliance with the manufacturer's instructions, applicable fire code regulations, and applicable health and safety codes.**
9. **All required permits must be obtained and work approved before utilizing the temporary structure, including but not limited to a temporary occupancy permit issued by the building official and a zoning permit issued by the zoning administrator.**

3.15.3. *Churches and Schools.* Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection, and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.4. *Habitation of Temporary Structures, Seasonal Temporary* Structures*, Accessory Structures, and Recreational Vehicles.* No temporary structure, seasonal temporary structure, garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit. (Ord. of 3-4-24(4))

Recommendation and Requested Action.

Staff thoroughly discussed the text amendment language request by the Planning Commission at the December 4, 2025, meeting. Upon further review, staff must reiterate that any Zoning Ordinance text amendment applies to the entire City and specifically, the entire C – Commercial Business district. Therefore, staff does recommend City Council consider editing the proposed text amendment at the first reading on January 12, 2026 because as a district-wide amendment, specifically calling out off-street parking requirements for only a single land use is not advisable and should apply to all land uses that are permissible within the C – Commercial Business District.

At the January 12, 2026, City Commission meeting, the Commission should review the Planning Commission meeting minutes of December 4, 2025, the proposed edited text amendment language as follows:

Sec. 3.15. Temporary buildings and structures.

3.15.1. *General.* Temporary Buildings and Structures, not greater than 300 square feet in area, may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

3.15.2 *Seasonal Temporary Structures*. Seasonal temporary structures designed for short-term commercial use, such as special event tents, igloos, or similar structures, are allowed in the C – Commercial Business District under the following conditions:

1. **The temporary structure and its use are associated with the principal use found on the property.**
2. **The temporary structure cannot be located on the property for more than 180 days in a 365 day period. ~~a 365-day period~~.**
3. **The maximum size of the temporary structure is 3,000 square feet.**
4. **The maximum height of the temporary structure is 14 feet.**
5. **Temporary structures must comply with all required principal building setbacks, separation requirements, lot coverage, and clear vision areas.**
6. **Only one temporary structure is allowed per lot, with the exception of restroom facilities.**
7. **Parking shall be provided for the use established in the temporary structure in accordance with Article XVIII, ~~Section 18.2.7(C) regarding Food and Drink Service Establishments as outlined in Table 18-1.~~**
8. **The temporary structure must be installed and maintained in compliance with the manufacturer's instructions, applicable fire code regulations, and applicable health and safety codes.**
9. **All required permits must be obtained and work approved before utilizing the temporary structure, including but not limited to a temporary occupancy permit issued by the building official and a zoning permit issued by the zoning administrator.**

3.15.3. *Churches and Schools.* Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection, and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.4. *Habitation of Temporary Structures, Seasonal Temporary* Structures*, Accessory Structures, and Recreational Vehicles.* No temporary structure, seasonal temporary structure, garage, barn, accessory building, basement, or

recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit. (Ord. of 3-4-24(4))

Subject to any comments, the City Commission may approve these recommended staff edits to the proposed text amendment for Section 3.15 of the City of St. Joseph Zoning Ordinance for review at the final reading. Staff recommends the following motion:

> The City Commission moves to approve a first reading of the Ordinance to Amend Article III General Provisions, Section 3.15 Temporary Buildings and Structures to establish regulations associated with Seasonal Temporary Structures in the C – Commercial Business District in the Zoning Ordinance of the City of St. Joseph, as proposed by staff which clarifies the language recommended by the Planning Commission, which held a public hearing, as required by Section 22.2, on December 4, 2025, finding that the recommended language has satisfied all the standards set forth under Section 22.3 of the Zoning Ordinance. The City Commission requests that the changes to the final text language be drafted for review and presented at the final reading at a future City Commission meeting.

As always, feel free to contact us with any questions.

CITY OF ST. JOSEPH
PLANNING & ZONING DEPARTMENT
700 Broad Street
St. Joseph, MI 49085
Phone (269)983-1212
Fax (269) 985-0347
www.sjcity.com

TEXT AMENDMENT APPLICATION

Please print legibly. All portions must be completed. Do not leave any section blank, use N/A. Incomplete forms will be returned. All required materials must be received by the City and determined to be complete no less than 24 calendar days prior to the next Planning Commission meeting. If additional space is needed, please use additional sheets of paper.

Request Information

Applicable Section of Zoning Ordinance that amendment is requested: 3.15. Temporary building and structures

Briefly Explain Request: To allow placement of a temporary tent structure in the front yard of the Commercial District as a seasonal or event use.

Are there other requests associated with this application?: If yes, explain: NO

Applicant Information

In case of trust, provide the name, address and telephone numbers of all trustees and beneficiaries of the trust. An LLC or corporation must provide a copy of Articles of Incorporation. In case the applicant is not the property owner, written permission from the property owner is required.

Name of Applicant: Jayeshkumar Patel (Owner / Lakehouse restaurent and Bar)

Mailing Address: 3029 Lakeshore Drive

City: St Joseph State: MI Zip Code: 49085

Telephone Number: 269 601 2074 Emergency Number:

E-mail Address: lakehouse.stjoseph@gmail.com

Attorney: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ E-mail Address: _____

Engineer and/or Architect: Will be engaged and submitted following City approval of the zoning amendment.

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ E-mail Address: _____

Proposed Language Change (please use additional paper if needed)

Existing section and language from Zoning Ordinance: As per Section 3.9.3.A of the zoning ordinance " accessory structures are not allowed in the front yard "

Proposed new language for the Zoning Ordinance: Appendix 1 Attached

Explain how the proposed new language supports the goals and objects of the adopted Master Plan: the amendment is consistent with the intent of the Master Plan by :

- Promoting tourism and waterfront activation

- Encouraging seasonal, flexible uses that enhance the visitor experience

-Supporting local business investment, and

-Strengthening the city's role as a leading regional destination along Lake Michigan

- Encouraging year-round tourism and hospitality development along the lakefront

Text Amendment Factors

If needed use additional sheets of paper to respond to Standards.

SECTION 22.3 FACTORS TO CONSIDER ON REZONINGS *(also used for text amendments to the Zoning Ordinance).* In reviewing any application for an amendment, the Planning Commission shall evaluate all factors relevant to the application. The Planning Commission may solicit information from public agencies or from individuals or firms with relevant experience. The factors to be considered shall include, but are not limited to, the following:

A. What conditions related to the application have changed since the Zoning Ordinance was adopted which justify the proposed amendment?

conditions have changed through increased outdoor dining demand, expanding tourism, and modern hospitality practices. The proposed amendment reflects these new realities by providing a controlled, seasonal allowance for a temporary tent structure that supports the City's economic goals.

B. What are the possible precedential effects which might result from the approval or denial of the application?

This amendment is designed to be narrow in scope, temporary in nature. Approval would encourage tourism and economic development while maintaining full City control over future requests, thereby avoiding unintended zoning precedents.

C. What is the potential impact of the proposal on the ability of the City and other governmental agencies to provide adequate public services and facilities, and/or programs that might reasonably be required in the future?

The proposed amendment will have no adverse impacts on adjacent or nearby properties. Instead, it will enhance the aesthetic appeal, activity level, and economic vibrancy of the Lakeshore Drive & Niles Ave and waterfront area in a safe, well-regulated, and seasonal manner.

D. Does the proposed amendment adversely affect environmental conditions, the character of, or the likely value of property?

The proposed amendment is for temporary tent structure and carefully regulated. It is not expected to adversely affect environmental conditions, neighborhood character, or property values. On the contrary, it supports the vitality and attractiveness of the lakefront area, enhancing tourism and local business activity in a controlled and aesthetically compatible manner.

E. Does the proposed District change comply with the adopted City Comprehensive Plan? (If not, and if the proposed amendment is reasonable in light of all other relevant factors, then the Comprehensive Plan should be amended before the proposed zoning amendment is approved.)

The proposed amendment complies with the adopted City Comprehensive Plan by encouraging seasonal tourism, waterfront activity, and economic vitality while maintaining compatibility with surrounding land uses and the City's long-term vision.

F. If a specific property is involved, can the property in question be put to a reasonable economic Use in the zoning District in which it is presently located?

The property is already in reasonable economic use under current zoning. The amendment would enhance, but is not required for, its economic viability, by allowing temporary, seasonal, and site-specific improvements that align with the City's tourism and waterfront development goals.

G. Is another procedure, such as a Variance, Special Use, Planned Unit Development, or hardship Planned Unit Development a more appropriate alternative than the proposed amendment?

A text amendment to the Zoning Ordinance is the most effective and appropriate procedure because it allows the City to grant a seasonal, site-specific exception while maintaining control, ensuring compliance with safety codes, and aligning with broader tourism and economic goals. Other procedures such as variances, SUPs, or PUDs would not adequately address the temporary, recurring, and site-specific nature of this request.

Appendix 1

Existing Language

SECTION 3.15 TEMPORARY BUILDINGS AND STRUCTURES

3.15.1 General: Temporary Buildings and Structures, not greater than three hundred (300) square feet in area and not to be used for dwelling purposes, may be placed on a Lot or Parcel of record and occupied as authorized by a temporary Zoning Permit issued by the Zoning Administrator. These temporary Buildings and Structures shall be incidental to construction, Repair, and renovation work, shall be removed within fifteen (15) days after the work is complete, and in no case shall the Building or Structure be allowed more than twelve (12) months, unless expressly authorized by the Zoning Administrator.

3.15.2 Churches and Schools: Temporary Building incidental to a Church or school, provided that all wiring, plumbing, fire protection and exits are approved by the Fire Chief and Building Inspector, and by relevant state agencies.

3.15.3 Habitation of Accessory Structures and Travel Trailers: No garage, barn, accessory Building, Basement, Recreational Vehicle, or Travel Trailer, whether fixed or portable, shall be used or occupied as a Dwelling Unit.

Proposed Addition:

Section 3.15.4 — Seasonal Temporary Buildings

Seasonal temporary buildings or structures, may be permitted in commercial district by the Zoning Administrator subject to the following conditions:

*a. **Duration:** The structure shall be erected and operated for no more than one hundred eighty (180) consecutive days, unless extended by written approval of the Zoning Administrator.*

*b. **Purpose:** The use shall be clearly seasonal in nature and directly related to the principle use of the business.*

c. **Location:** *The structure shall not be located within a public right-of-way or required setback area and shall not obstruct pedestrian or vehicular traffic or sight visibility. It can be located in the yards.*

d. **Safety and Utilities:** *Any electrical service, lighting, or other utility connections shall comply with applicable Building and Fire Codes and be inspected prior to operation.*

e. **Removal:** *The temporary structure, associated signage, and all materials shall be completely removed within seven (7) days after the expiration of the approved period.*

f. **Permit Required:** *A temporary zoning permit shall be obtained prior to installation or operation, specifying the duration, type, and location of the seasonal structure.*

g. **Restroom Facilities:** *Adequate restroom facilities shall be provided for employees and patrons in accordance with the Michigan Building Code (MBC) and Michigan Plumbing Code (MPC) based on the approved occupancy load for the seasonal use. Where permanent facilities are not available on-site, temporary portable restrooms may be permitted, provided they are screened from public view, regularly maintained, and located in compliance with health and safety regulations.*

h. **Parking Facilities:** *Off-street parking shall be provided in accordance with Parking and Loading Requirements.*

I. **Dimensional Standards:** *Seasonal temporary buildings shall not exceed fourteen (14) feet in height or three thousand (3,000) square feet in total floor area.*

TEXT AMENDMENT (CHANGES TO ZONING ORDINANCE) APPLICATION CERTIFICATION

The Applicant certifies and acknowledges and agrees that:

A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that they consent to the filing of the application and that all information contained is true and correct to the best of their knowledge;

B. The Applicant understands that an incomplete or nonconforming application will not be considered. In addition, the Applicant understands that the City may require additional information prior to the consideration of this application which may include, but is not limited to, a traffic study if required by the Planning Commission or City Commission;

C. The Applicant shall make the property that is subject of this application available for inspection by the City at reasonable times;

D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicant shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten (10) days following the change, and that failure to do so shall be grounds for denial of the application;

E. The Applicant understands that if the application is approved with conditions, those conditions will need to be met as part of any permit issued; and

F. The Applicant understands that they are responsible for all application fees. Fees are non-refundable and there is no guarantee the application will be approved or permits issued. There should be no outstanding monies owed to the City (i.e., water bill or taxes).

On the 4th, day of Nov, 2025, I/We have read the above certification, understand it, and agree to abide by its conditions.

Signature of Applicant or Authorized Agent

Jayeshkumar Patel
Name of Applicant or Authorized Agent

SUBSCRIBED AND SWORN
To before me this 6th day of
November, 2025

SAMANTHA SMITH
Notary Public, State of Michigan
County of Berrien
My Commission Expires 03-13-2032
Acting in the County of Berrien

Notary Public

OFFICIAL CITY USE: Date Received: _____ Fee: _____
Completed: Special Use Application: _____ Site Plan Review Application: _____ Other: _____

Existing Language and Draft Language Prepared by Staff – Temporary Seasonal Structures

Sec. 3.15. Temporary buildings and structures.

3.15.1. *General.* Temporary Buildings and Structures, not greater than 300 square feet in area , may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

(Ord. of 3-4-24(4))

3.15.2 *Seasonal Temporary Structures.* Seasonal temporary structures designed for short-term commercial use, such as special event tents, igloos, or similar structures, are allowed in the C Commercial Business District under the following conditions:

1. The temporary structure and its use are associated with the principal use found on the property;
2. The temporary structure cannot be located on the property more than 180 days in a calendar year, nor more than 180 days in a 365-day period.
3. The maximum size of the temporary structure is 3,000 square feet.
4. The maximum height of the temporary structure is 14 feet
5. Temporary structures must comply with all required principal building setbacks, separation requirements, lot coverage, and clear vision areas.
6. Only one temporary structure is allowed per Lot, with the exception of restroom facilities.
7. Parking shall be provided for the use established in the temporary structure in accordance with Article XVIII.
8. The temporary structure must be installed and maintained in compliance with the manufacturer's instructions, applicable fire code regulations, and applicable health and safety codes.
9. All required permits must be obtained and work approved before utilizing the temporary structure, including but not limited to a temporary occupancy permit issued by the building official and a zoning permit issued by the zoning administrator.

3.15.3. *Churches and Schools.* Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection, and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.4. *Habitation of Temporary Structures, Seasonal Temporary Structures, Accessory Structures, and Recreational Vehicles.* No temporary structure, seasonal temporary structure, garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit.

CITY OF ST. JOSEPH
PLANNING & ZONING DEPARTMENT
700 Broad Street
St. Joseph, MI 49085
Phone (269)983-1212
Fax (269) 985-0347
www.sjcity.com

TEXT AMENDMENT APPLICATION

Please print legibly. All portions must be completed. Do not leave any section blank, use N/A. Incomplete forms will be returned. All required materials must be received by the City and determined to be complete no less than 24 calendar days prior to the next Planning Commission meeting. If additional space is needed, please use additional sheets of paper.

Request Information

Applicable Section of Zoning Ordinance that amendment is requested: 3.15. Temporary building and structures

Briefly Explain Request: To allow placement of a temporary tent structure in the front yard of the Commercial District as a seasonal or event use.

Are there other requests associated with this application?: If yes, explain: NO

Applicant Information

In case of trust, provide the name, address and telephone numbers of all trustees and beneficiaries of the trust. An LLC or corporation must provide a copy of Articles of Incorporation. In case the applicant is not the property owner, written permission from the property owner is required.

Name of Applicant: Jayeshkumar Patel (Owner / Lakehouse restaurent and Bar)

Mailing Address: 3029 Lakeshore Drive

City: St Joseph State: MI Zip Code: 49085

Telephone Number: 269 601 2074 Emergency Number:

E-mail Address: lakehouse.stjoseph@gmail.com

Attorney: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ E-mail Address: _____

Engineer and/or Architect: Will be engaged and submitted following City approval of the zoning amendment.

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ E-mail Address: _____

Proposed Language Change (please use additional paper if needed)

Existing section and language from Zoning Ordinance: As per Section 3.9.3.A of the zoning ordinance

" accessory structures are not allowed in the front yard "

Proposed new language for the Zoning Ordinance: Appendix 1 Attached

Explain how the proposed new language supports the goals and objects of the adopted Master Plan: the amendment is consistent with the intent of the Master Plan by :

- Promoting tourism and waterfront activation

- Encouraging seasonal, flexible uses that enhance the visitor experience

-Supporting local business investment, and

-Strengthening the city's role as a leading regional destination along Lake Michigan

- Encouraging year-round tourism and hospitality development along the lakefront

Text Amendment Factors

If needed use additional sheets of paper to respond to Standards.

SECTION 22.3 FACTORS TO CONSIDER ON REZONINGS *(also used for text amendments to the Zoning Ordinance).* In reviewing any application for an amendment, the Planning Commission shall evaluate all factors relevant to the application. The Planning Commission may solicit information from public agencies or from individuals or firms with relevant experience. The factors to be considered shall include, but are not limited to, the following:

A. What conditions related to the application have changed since the Zoning Ordinance was adopted which justify the proposed amendment?

conditions have changed through increased outdoor dining demand, expanding tourism, and modern hospitality practices. The proposed amendment reflects these new realities by providing a controlled, seasonal allowance for a temporary tent structure that supports the City's economic goals.

B. What are the possible precedential effects which might result from the approval or denial of the application?

This amendment is designed to be narrow in scope, temporary in nature. Approval would encourage tourism and economic development while maintaining full City control over future requests, thereby avoiding unintended zoning precedents.

C. What is the potential impact of the proposal on the ability of the City and other governmental agencies to provide adequate public services and facilities, and/or programs that might reasonably be required in the future?

The proposed amendment will have no adverse impacts on adjacent or nearby properties. Instead, it will enhance the aesthetic appeal, activity level, and economic vibrancy of the Lakeshore Drive & Niles Ave and waterfront area in a safe, well-regulated, and seasonal manner.

D. Does the proposed amendment adversely affect environmental conditions, the character of, or the likely value of property?

The proposed amendment is for temporary tent structure and carefully regulated. It is not expected to adversely affect environmental conditions, neighborhood character, or property values. On the contrary, it supports the vitality and attractiveness of the lakefront area, enhancing tourism and local business activity in a controlled and aesthetically compatible manner.

E. Does the proposed District change comply with the adopted City Comprehensive Plan? (If not, and if the proposed amendment is reasonable in light of all other relevant factors, then the Comprehensive Plan should be amended before the proposed zoning amendment is approved.)

The proposed amendment complies with the adopted City Comprehensive Plan by encouraging seasonal tourism, waterfront activity, and economic vitality while maintaining compatibility with surrounding land uses and the City's long-term vision.

F. If a specific property is involved, can the property in question be put to a reasonable economic Use in the zoning District in which it is presently located?

The property is already in reasonable economic use under current zoning. The amendment would enhance, but is not required for, its economic viability, by allowing temporary, seasonal, and site-specific improvements that align with the City's tourism and waterfront development goals.

G. Is another procedure, such as a Variance, Special Use, Planned Unit Development, or hardship Planned Unit Development a more appropriate alternative than the proposed amendment?

A text amendment to the Zoning Ordinance is the most effective and appropriate procedure because it allows the City to grant a seasonal, site-specific exception while maintaining control, ensuring compliance with safety codes, and aligning with broader tourism and economic goals. Other procedures such as variances, SUPs, or PUDs would not adequately address the temporary, recurring, and site-specific nature of this request.

Appendix 1

Existing Language

SECTION 3.15 TEMPORARY BUILDINGS AND STRUCTURES

3.15.1 General: Temporary Buildings and Structures, not greater than three hundred (300) square feet in area and not to be used for dwelling purposes, may be placed on a Lot or Parcel of record and occupied as authorized by a temporary Zoning Permit issued by the Zoning Administrator. These temporary Buildings and Structures shall be incidental to construction, Repair, and renovation work, shall be removed within fifteen (15) days after the work is complete, and in no case shall the Building or Structure be allowed more than twelve (12) months, unless expressly authorized by the Zoning Administrator.

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3.15.3 Habitation of Accessory Structures and Travel Trailers: No garage, barn, accessory Building, Basement, Recreational Vehicle, or Travel Trailer, whether fixed or portable, shall be used or occupied as a Dwelling Unit.

Proposed Addition:

Section 3.15.4 — Seasonal Temporary Buildings

Seasonal temporary buildings or structures, may be permitted in commercial district by the Zoning Administrator subject to the following conditions:

a. ***Duration:*** *The structure shall be erected and operated for no more than one hundred eighty (180) consecutive days, unless extended by written approval of the Zoning Administrator.*

b. ***Purpose:*** *The use shall be clearly seasonal in nature and directly related to the principle use of the business.*

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I. ***Dimensional Standards:*** *Seasonal temporary buildings shall not exceed fourteen (14) feet in height or three thousand (3,000) square feet in total floor area.*

TEXT AMENDMENT (CHANGES TO ZONING ORDINANCE) APPLICATION CERTIFICATION

The Applicant certifies and acknowledges and agrees that:

A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that they consent to the filing of the application and that all information contained is true and correct to the best of their knowledge;

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On the 4th, day of Nov, 2025, I/We have read the above certification, understand it, and agree to abide by its conditions.

Spatel
Signature of Applicant or Authorized Agent

Jayeshkumar Patel
Name of Applicant or Authorized Agent

SUBSCRIBED AND SWORN
To before me this 6th day of
November, 2025

SAMANTHA SMITH
Notary Public, State of Michigan
County of Berrien
My Commission Expires 03-13-2032
Acting in the County of Berrien

Notary Public

OFFICIAL CITY USE: Date Received: _____ Fee: _____
Completed: Special Use Application: _____ Site Plan Review Application: _____ Other: _____

Existing Language and Draft Language Prepared by Staff – Temporary Seasonal Structures

Sec. 3.15. Temporary buildings and structures.

3.15.1. *General.* Temporary Buildings and Structures, not greater than 300 square feet in area , may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

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Agenda Item

TO:	**Planning Commission**
FROM:	**Kristen Gundersen, Community Development Director**
RE:	**Public Hearing - Section 3.15 Temporary buildings and structures - Jayeshkumar Patel**
MEETING DATE:	**December 4, 2025**

Request

Jayeshkumar (Jay) Patel is requesting an amendment to Section 3.15 Temporary buildings and structures to allow seasonal temporary structures on properties located in the C Commercial Business District. Mr. Patel is the owner of the Lakehouse restaurant on Lakeshore Drive. The previous owner would install a temporary tent during the summer months to accommodate large private events. City staff had been working with the previous owner to address this noncompliant temporary structure.

Mr. Patel would like to provide an additional space for private events in the future. Review of Section 3.15 Temporary buildings and structures has specific regulations that the proposed use does not fall into.

Attached is the application completed by Mr. Patel which included draft language. City staff has reviewed Mr. Patel's draft language and has offered an alternative option. The application was shared with city departments, and no comments were received. The Inspection has reviewed the staff drafted language and has no concerns or comments.

Code Provisions for Amendments

Article XXII Amendments provides the purpose, process and review factors to be reviewed wher either a map (rezoning) or text amendment is proposed. Please note, this does not pertain to Section 8-140 Flood Hazard Areas found in the Code of Ordinances.

Below is Section 22.3 Factors to Consider on Rezonings: In reviewing any application for ar amendment, the Planning Commission shall evaluate all factors relevant to the application. The Planning Commission may solicit information from public agencies or from individuals or firms with relevant experience. The factors to be considered shall include, but are not limited to, the following:

A. What conditions related to the application have changed since the Zoning Ordinance was adoptec which justify the proposed amendment?
B. What are the possible precedential effects which might result from the approval or denial of the application?
C. What is the potential impact of the proposal on the ability of the City and other governmental agencies to provide adequate public services and facilities, and/or programs that might reasonably be required in the future?
D. Does the proposed amendment adversely affect environmental conditions, the character of, or the likely value of property?

E. Does the proposed District change comply with the adopted City Comprehensive Plan? (If not, anc if the proposed amendment is reasonable in light of all other relevant factors, then the Comprehensive Plan should be amended before the proposed zoning amendment is approved.)
F. If a specific property is involved, can the property in question be put to a reasonable economic Use in the zoning District in which it is presently located?
G. Is another procedure, such as a Variance, Special Use, Planned Unit Development, or hardshi Planned Unit Development a more appropriate alternative than the proposed amendment?

ACTION.
Conduct a public hearing. The public hearing notice appeared in the Herald Palladium on Novembei 15, 2025.
Consider the request as presented and review the criteria found in Section 22.3 Factors to Consider or Rezoning's (the 7 factors are listed above can also be used to review text amendments).

Action Requested:
"...move to recommend approval of the proposed amendment to Article III General Provisions, Section 3.15 Temporary buildings and structures to establish regulations associated with Seasonal Temporary Structures in the C Commercial Business District in the Zoning Ordinance of the City of St. Joseph, Michigan based on the factors set forth under Section 22.3 of the Zoning Ordinance."

ATTACHMENT(S):

- Application -Text Amendment - Temporary Use and Structure - Jay Patel.pdf
- Existing Language and Draft Langage Prepared by Staff for Seasonal Temporary Structures. FINAL DRAFT PC.pdf

Agenda Item

TO: **Planning Commission**

FROM: **Kristen Gundersen, Community Development Director**

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MEETING DATE: **December 4, 2025**

Request

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CITY OF ST. JOSEPH
PLANNING & ZONING DEPARTMENT
700 Broad Street
St. Joseph, MI 49085
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TEXT AMENDMENT APPLICATION

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Request Information

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Briefly Explain Request: To allow placement of a temporary tent structure in the front yard of the Commercial District as a seasonal or event use.

Are there other requests associated with this application?: If yes, explain: NO

Applicant Information

In case of trust, provide the name, address and telephone numbers of all trustees and beneficiaries of the trust. An LLC or corporation must provide a copy of Articles of Incorporation. In case the applicant is not the property owner, written permission from the property owner is required.

Name of Applicant: Jayeshkumar Patel (Owner / Lakehouse restaurent and Bar)

Mailing Address: [redacted]

City: St Joseph State: MI Zip Code: 49085

Telephone Number: [redacted] Emergency Number:

E-mail Address: [redacted]

Attorney: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ E-mail Address: _____

Engineer and/or Architect: Will be engaged and submitted following City approval of the zoning amendment.

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ E-mail Address: _____

Proposed Language Change (please use additional paper if needed)

Existing section and language from Zoning Ordinance: As per Section 3.9.3.A of the zoning ordinance

" accessory structures are not allowed in the front yard "

Proposed new language for the Zoning Ordinance: Appendix 1 Attached

Explain how the proposed new language supports the goals and objects of the adopted Master Plan: the amendment is consistent with the intent of the Master Plan by :

- Promoting tourism and waterfront activation

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-Supporting local business investment, and

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C. What is the potential impact of the proposal on the ability of the City and other governmental agencies to provide adequate public services and facilities, and/or programs that might reasonably be required in the future?

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D. Does the proposed amendment adversely affect environmental conditions, the character of, or the likely value of property?

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The property is already in reasonable economic use under current zoning. The amendment would enhance, but is not required for, its economic viability, by allowing temporary, seasonal, and site-specific improvements that align with the City's tourism and waterfront development goals.

G. Is another procedure, such as a Variance, Special Use, Planned Unit Development, or hardship Planned Unit Development a more appropriate alternative than the proposed amendment?

A text amendment to the Zoning Ordinance is the most effective and appropriate procedure because it allows the City to grant a seasonal, site-specific exception while maintaining control, ensuring compliance with safety codes, and aligning with broader tourism and economic goals. Other procedures such as variances, SUPs, or PUDs would not adequately address the temporary, recurring, and site-specific nature of this request.

Appendix 1

Existing Language

SECTION 3.15 TEMPORARY BUILDINGS AND STRUCTURES

3.15.1 General: Temporary Buildings and Structures, not greater than three hundred (300) square feet in area and not to be used for dwelling purposes, may be placed on a Lot or Parcel of record and occupied as authorized by a temporary Zoning Permit issued by the Zoning Administrator. These temporary Buildings and Structures shall be incidental to construction, Repair, and renovation work, shall be removed within fifteen (15) days after the work is complete, and in no case shall the Building or Structure be allowed more than twelve (12) months, unless expressly authorized by the Zoning Administrator.

3.15.2 Churches and Schools: Temporary Building incidental to a Church or school, provided that all wiring, plumbing, fire protection and exits are approved by the Fire Chief and Building Inspector, and by relevant state agencies.

3.15.3 Habitation of Accessory Structures and Travel Trailers: No garage, barn, accessory Building, Basement, Recreational Vehicle, or Travel Trailer, whether fixed or portable, shall be used or occupied as a Dwelling Unit.

Proposed Addition:

Section 3.15.4 — Seasonal Temporary Buildings

Seasonal temporary buildings or structures, may be permitted in commercial district by the Zoning Administrator subject to the following conditions:

*a. **Duration:** The structure shall be erected and operated for no more than one hundred eighty (180) consecutive days, unless extended by written approval of the Zoning Administrator.*

*b. **Purpose:** The use shall be clearly seasonal in nature and directly related to the principle use of the business.*

c. ***Location:*** *The structure shall not be located within a public right-of-way or required setback area and shall not obstruct pedestrian or vehicular traffic or sight visibility. It can be located in the yards.*

d. ***Safety and Utilities:*** *Any electrical service, lighting, or other utility connections shall comply with applicable Building and Fire Codes and be inspected prior to operation.*

e. ***Removal:*** *The temporary structure, associated signage, and all materials shall be completely removed within seven (7) days after the expiration of the approved period.*

f. ***Permit Required:*** *A temporary zoning permit shall be obtained prior to installation or operation, specifying the duration, type, and location of the seasonal structure.*

g. ***Restroom Facilities:*** *Adequate restroom facilities shall be provided for employees and patrons in accordance with the Michigan Building Code (MBC) and Michigan Plumbing Code (MPC) based on the approved occupancy load for the seasonal use. Where permanent facilities are not available on-site, temporary portable restrooms may be permitted, provided they are screened from public view, regularly maintained, and located in compliance with health and safety regulations.*

h. ***Parking Facilities:*** *Off-street parking shall be provided in accordance with Parking and Loading Requirements.*

I. ***Dimensional Standards:*** *Seasonal temporary buildings shall not exceed fourteen (14) feet in height or three thousand (3,000) square feet in total floor area.*

TEXT AMENDMENT (CHANGES TO ZONING ORDINANCE) APPLICATION CERTIFICATION

The Applicant certifies and acknowledges and agrees that:

A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that they consent to the filing of the application and that all information contained is true and correct to the best of their knowledge;

B. The Applicant understands that an incomplete or nonconforming application will not be considered. In addition, the Applicant understands that the City may require additional information prior to the consideration of this application which may include, but is not limited to, a traffic study if required by the Planning Commission or City Commission;

C. The Applicant shall make the property that is subject of this application available for inspection by the City at reasonable times;

D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicant shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten (10) days following the change, and that failure to do so shall be grounds for denial of the application;

E. The Applicant understands that if the application is approved with conditions, those conditions will need to be met as part of any permit issued; and

F. The Applicant understands that they are responsible for all application fees. Fees are non-refundable and there is no guarantee the application will be approved or permits issued. There should be no outstanding monies owed to the City (i.e., water bill or taxes).

On the 4th, day of Nov, 2025, I/We have read the above certification, understand it, and agree to abide by its conditions.

Signature of Applicant or Authorized Agent

Jayeshkumar Patel

Name of Applicant or Authorized Agent

SUBSCRIBED AND SWORN

To before me this 6th day of November, 2025

SAMANTHA SMITH
Notary Public, State of Michigan
County of Berrien
My Commission Expires 03-13-2032
Acting in the County of Berrien

Notary Public

OFFICIAL CITY USE: Date Received: _____ Fee: _____

Completed: Special Use Application: _____ Site Plan Review Application: _____ Other: _____

Existing Language and Draft Language Prepared by Staff – Temporary Seasonal Structures

Sec. 3.15. Temporary buildings and structures.

3.15.1. *General.* Temporary Buildings and Structures, not greater than 300 square feet in area , may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

(Ord. of 3-4-24(4))

3.15.2 *Seasonal Temporary Structures*. Seasonal temporary structures designed for short-term commercial use, such as special event tents, igloos, or similar structures, are allowed in the C Commercial Business District under the following conditions:

1. The temporary structure and its use are associated with the principal use found on the property;
2. The temporary structure cannot be located on the property more than 180 days in a calendar year, nor more than 180 days in a 365-day period.
3. The maximum size of the temporary structure is 3,000 square feet.
4. The maximum height of the temporary structure is 14 feet
5. Temporary structures must comply with all required principal building setbacks, separation requirements, lot coverage, and clear vision areas.
6. Only one temporary structure is allowed per Lot, with the exception of restroom facilities.
7. Parking shall be provided for the use established in the temporary structure in accordance with Article XVIII.
8. The temporary structure must be installed and maintained in compliance with the manufacturer's instructions, applicable fire code regulations, and applicable health and safety codes.
9. All required permits must be obtained and work approved before utilizing the temporary structure, including but not limited to a temporary occupancy permit issued by the building official and a zoning permit issued by the zoning administrator.

3.15.3. *Churches and Schools.* Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection, and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.4. *Habitation of Temporary Structures, Seasonal Temporary Structures, Accessory Structures, and Recreational Vehicles.* No temporary structure, seasonal temporary structure, garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit.

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF ST. JOSEPH, MICHIGAN

THE CITY OF ST. JOSEPH ORDAINS that the City of St. Joseph Zoning Ordinance adopted by Chapter 33 of the City of St. Joseph Code of Ordinances and codified as Appendix A is hereby amended as follows:

1. Article III – General Provisions; Section 3.15 – Temporary Buildings and Structures, is hereby amended in its entirety as follows:

Sec. 3.15. Temporary buildings and structures.

3.15.1. *General.* Temporary Buildings and Structures, not greater than 300 square feet in area, may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

3.15.2 *Seasonal Temporary Structures*. Seasonal temporary structures designed for short-term commercial use, such as special event tents, igloos, or similar structures, are allowed in the C – Commercial Business District under the following conditions:

1. The temporary structure and its use are associated with the principal use found on the property.
2. The temporary structure cannot be located on the property for more than 180 days in a 365-day period.
3. The maximum size of the temporary structure is 3,000 square feet.
4. The maximum height of the temporary structure is 14 feet.
5. Temporary structures must comply with all required principal building setbacks, separation requirements, lot coverage, and clear vision areas.
6. Only one temporary structure is allowed per lot, with the exception of restroom facilities.
7. Parking shall be provided for the use established in the temporary structure in accordance with Article XVIII.
8. The temporary structure must be installed and maintained in compliance with the manufacturer's instructions, applicable fire code regulations, and applicable health and safety codes.
9. All required permits must be obtained and work approved before utilizing the temporary structure, including but not limited to a temporary occupancy permit issued by the building official and a zoning permit issued by the zoning administrator.

3.15.3. *Churches and Schools.* Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection, and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.4. *Habitation of Temporary Structures, Seasonal Temporary* Structures*, Accessory Structures, and Recreational Vehicles.* No temporary structure, seasonal temporary structure, garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit. (Ord. of 3-4-24(4))

All provisions of the Zoning Ordinance of the City of St. Joseph not hereby amended remain in full force and effect.

This ordinance shall take effect 10 days after its final passage.

williams&works
engineers | surveyors | planners

MEMORANDUM

To:	City of St. Joseph City Commission
Date:	February 12, 2026
From:	Bradley S. Kotrba, AICP
RE:	**Section 3.15 – Temporary Structures Text Amendment Informational Update**

At the January 12, 2026 City Commission meeting staff presented a draft zoning ordinance text amendment to Section 3.15 – Temporary Structures. The purpose of this text amendment was to draft additional regulations for the permitting of large seasonal temporary structures (such as event tents) in the City's C – Commercial Business District. At this meeting Commissioners requested staff to provide a map of the C – Commercial Business parcels in the city, to provide a visualization of where and roughly how many parcels this would potentially permit to erect and maintain seasonal temporary structures. The following memorandum summarizes the district and its regulations which would ultimately restrict who and where these proposed temporary structures could be found.

Background. The Commissioners may recall from this meeting that the applicant applied for a zoning ordinance text amendment, which was accepted by the Zoning Administrator on November 6, 2025. The proposed text amendment would permit ***seasonal*** temporary buildings in the C – Commercial Business District only. The St. Joseph Zoning Ordinance defines temporary uses, buildings, or structures as, "*a use, building, or structure permitted by procedures established in this ordinance, to exist during a specified period of time*."

Staff presented the following text amendment, adding Section 3.15.2, as follows:

The approved recommendation from the Planning Commission to the City Commission, modified by staff as redlined, follows:

Sec. 3.15. Temporary buildings and structures.

3.15.1. General. Temporary Buildings and Structures, not greater than 300 square feet in area, may be placed on a lot or parcel of record and occupied as authorized by a temporary zoning permit issued by the zoning administrator. These temporary buildings and structures shall be incidental to construction, repair, and renovation work, shall be removed within 15 days after the work is complete, and in no case shall the building or structure be allowed more than 12 months, unless expressly authorized by the zoning administrator.

3.15.2 Seasonal Temporary Structures. Seasonal temporary structures designed for short-term commercial use, such as special event tents, igloos, or similar structures, are allowed in the C – Commercial Business District under the following conditions:

1. ***The temporary structure and its use are associated with the principal use found on the property.***

2. ***The temporary structure cannot be located on the property for more than 180 days in a ~~calendar year, nor more than 180 days in a~~ 365-day period.***

3. ***The maximum size of the temporary structure is 3,000 square feet.***

4. ***The maximum height of the temporary structure is 14 feet.***

5. ***Temporary structures must comply with all required principal building setbacks, separation requirements, lot coverage, and clear vision areas.***

6. ***Only one temporary structure is allowed per lot, with the exception of restroom facilities.***

7. ***Parking shall be provided for the use established in the temporary structure in accordance with Article XVIII~~, Section 18.2.7(C) regarding Food and Drink Service Establishments as outlined in Table 18-1.~~***

8. ***The temporary structure must be installed and maintained in compliance with the manufacturer's instructions, applicable fire code regulations, and applicable health and safety codes.***

9. ***All required permits must be obtained and work approved before utilizing the temporary structure, including but not limited to a temporary occupancy permit issued by the building official and a zoning permit issued by the zoning administrator.***

3.15.3. Churches and Schools. Temporary building incidental to a church or school, provided that all wiring, plumbing, fire protection, and exits are approved by the fire chief and building inspector, and by relevant state agencies.

3.15.4. Habitation of Temporary Structures, Seasonal Temporary Structures, Accessory Structures, and Recreational Vehicles. No temporary structure, seasonal temporary structure, garage, barn, accessory building, basement, or recreational vehicle, whether fixed or portable, shall be used or occupied as a dwelling unit. (Ord. of 3-4-24(4))

Staff has attached a copy of the City of St. Joseph Zoning Map which highlights the location of the C – Commercial Business District, and can be used to decipher which parcels are generally too small to be able to effectively erect the proposed temporary structure. The following table also outlines the minimum qualifying standards that have to be met in order to be able to use this proposed text amendment.

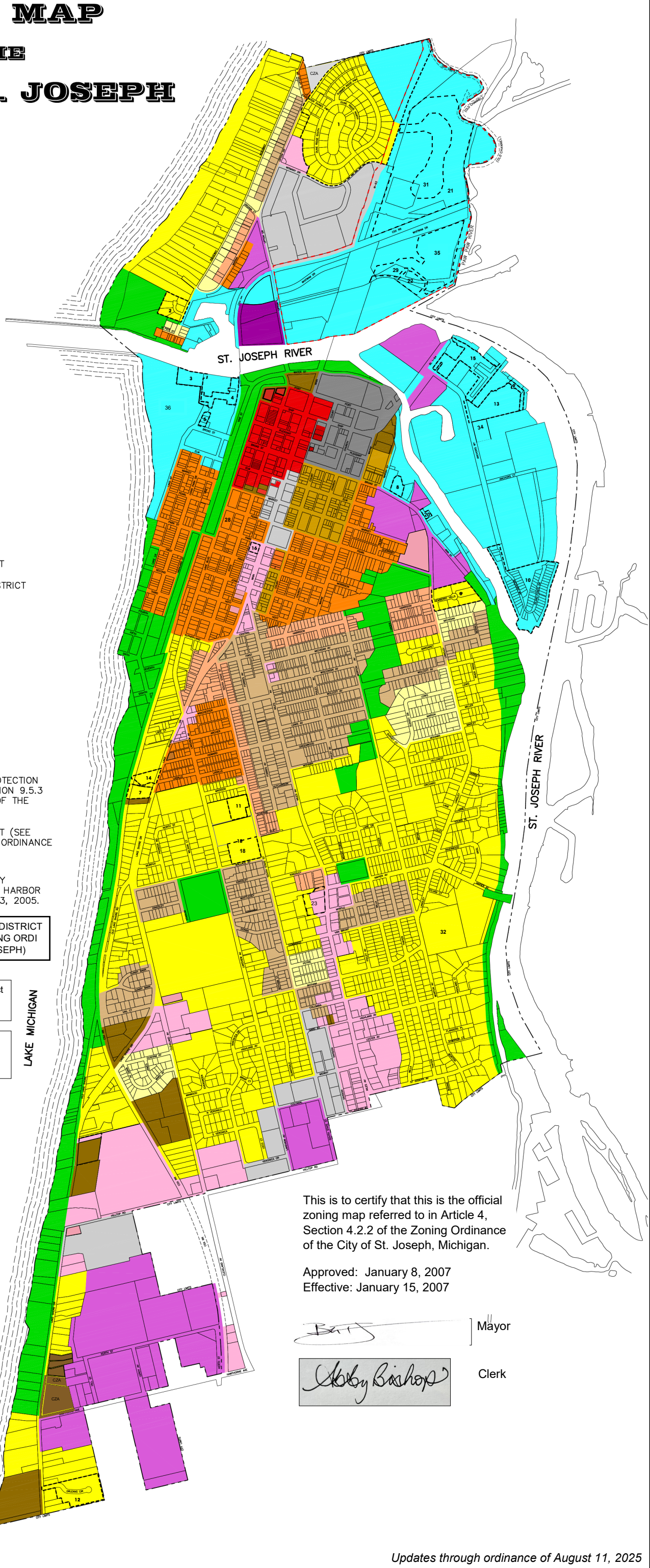
C – Commercial Business District	District Standard	Seasonal Temporary Structure Requirement when added to the Principal Structure
Uses (Table 4-2, Sec. 4.6.4)	Only permitted and special land uses allowed	Must be accessory to those district uses only
Size Maximum	n/a	3,000 sq. ft.
Height Maximum (Table 5-1, Sec. 5.2)	35 feet	14 feet
Front Yard Setback	15 feet	15 feet
Rear Yard Setback	5 feet (adjoining commercial/industrial district) or 7 feet (only if adjoining a residential district)	5 feet (adjoining commercial/industrial district) or 7 feet (only if adjoining a residential district)
Side Yard Setback	0 feet (adjoining commercial/industrial district) or 7 feet (only if adjoining a residential district)	0 feet (adjoining commercial/industrial district) or 7 feet (only if adjoining a residential district)
Lot Coverage Maximum	50%	50%
Clear Vision Corners	20 feet (street/alley), 10 feet (driveway)	20 feet (street/alley), 10 feet (driveway)

Conclusion. Commissioners may recognize that unless the property is large enough to handle the installation of a large temporary structure and also maintain the setback requirements and lot coverage very large seasonal structures would not be permitted to be erected. Staff welcomes discussion and consideration of Section 3.15 – Temporary Structures draft text amendment and the supporting materials and looks forward to further direction from the Commissioners.

ZONING MAP

OF THE

CITY OF ST. JOSEPH



DISTRICTS

R1–A	30'	SINGLE FAMILY DETACHED RESIDENCE
R1–B	25'	
R1–C	20'	
R1–D	15'	
R1–E	10'	

R2	TWO–FAMILY RESIDENCE DISTRICT
R3	MULTIPLE FAMILY RESIDENCE DISTRICT
C	COMMERCIAL BUSINESS DISTRICT
CO–A	COMMERCIAL OFFICE DISTRICT
CO–B	COMMERCIAL OFFICE DISTRICT
D	DOWNTOWN DISTRICT
I1	LIGHT INDUSTRIAL DISTRICT
I2	HEAVY INDUSTRIAL DISTRICT
OS	OPEN SPACE DISTRICT
W	WATER RECREATION DISTRICT

LB–OD LAKE BLUFF SCENIC VIEW PROTECTION OVERLAY DISTRICT (SEE SECTION 9.5.3 OF THE ZONING ORDINANCE OF THE CITY OF ST. JOSEPH)

FP–OD FLOODPLAIN OVERLAY DISTRICT (SEE SECTION 9.6 OF THE ZONING ORDINANCE OF THE CITY OF ST. JOSEPH)

- - - - BOUNDARY OF PROPERTY CONDITIONALLY TRANSFERRED TO THE CITY OF BENTON HARBOR UNDER THE AGREEMENT OF NOVEMBER 3, 2005.

EB-OD EDGEWATER BEACH OVERLAY DISTRICT (SEE SECTION 9.7 OF THE ZONING ORDI NANCE OF THE CITY OF ST. JOSEPH)

MS-OD Main Street Corridor Overlay District (Section 9.8 of Zoning Ordinance)

NA-OD Niles Ave. Overlay District (Section 9.9 of Zoning Ordinance)

PLANNED UNIT DEVELOPMENTS

1 – EDGEWATER DUNES
2 – LIGHTHOUSE DUNES PATH
3 – LIGHTHOUSE POINT CONDOMINIUMS
4 – WATERFRONT MARINA CONDOMINIUMS
5 – LAKE STREET – 320, 340, 360 AND 380
~~6 – NEWBERRY HILLS~~
7 – SOUTH CLIFF COMMONS
8 – RIVERWALK
9 – SHOREVIEW CONDOMINIUMS
10 – ISLAND POINT MARINA
11 – 2000 S. STATE DEVELOPMENT, LLC
12 – THE ARBORAGE
13 – ISLAND YACHT AND TENNIS CLUB
14 – SOUTH CLIFF CONDOMINIUMS
15 – HARBOR ISLE
16 – STAR CONDOMINIUMS
17 – LAKEVIEW CONDOMINIUMS
18 – JEFFERSON ESTATES CONDOMINIUMS, LLC
19 — FAIRWAYS
20 — 1221 BROAD STREET
21 — THE GOLF CLUB AT HARBOR SHORES
22 — HARBOR VILLAGE AT HARBOR SHORES
23 — 2418, 2500 and 2506 NILES AVENUE AND 711 MYRTLE AVENUE
24— Harbor Village
25 Amend Fairways
26 1234 Napier
27—Amend 234 Napier
28 707 Lake Blvd, 702, 708, 712,720 State St
29 AmendInn at Harbor Shores
30—Harbor Village Amend
31 Amend Fairways
32 Amend 1234 Napier
34 185 Anchors Way 3/23
35 Amend Harbor Village
36 Amend Silver Beach 3/24

GRAPHIC SCALE
500 0 250 500 1000 2000
(IN FEET)
1 inch = 500 ft.

This is to certify that this is the official zoning map referred to in Article 4, Section 4.2.2 of the Zoning Ordinance of the City of St. Joseph, Michigan.

Approved: January 8, 2007
Effective: January 15, 2007

Mayor

Clerk

Updates through ordinance of August 11, 2025
Map change A41

Agenda Item

TO: **City Commission**

FROM: **Kelly Ewalt, Development Director**

RE: **Marquette NEZ Certificate Request**

MEETING DATE: **April 6, 2026**

During the March 16, 2026 meeting, the City Commission approved the establishment of a Neighborhood Enterprise Zone (NEZ) for the properties located at 315 Lake Boulevard and 508 Pleasant Street pursuant to Public Act 147 of 1992, as amended.

The Rienks Group has submitted an application for a Neighborhood Enterprise Zone Certificate for a proposed mixed-use development on the subject properties. The project includes 102 residential units, of which 70 residential units are included in the NEZ certificate request, along with the underground parking structure and first-floor commercial space.

The applicant is requesting a 15-year NEZ certificate, the maximum term permitted under the Act.

The NEZ program is an economic development tool intended to enhance the financial feasibility of residential projects by reducing the property tax burden on eligible portions of a development for a defined period. The abatement supports lower operating costs and promotes the creation of more attainable housing options within the community. As this is a new development, the abated taxes—estimated at approximately $3,090,406 over the term or about $206,000 per year —represent new value that would not otherwise exist. Additionally, school milages are held harmless, as they are reimbursed by the State.

Approval by the City Commission constitutes the initial step in the process. If approved, the NEZ certificate application will be forwarded to the State of Michigan for final review and issuance.

Action Requested: Motion to approve resolution approving the Rienks Group request for an NEZ certificate for 315 Lake Boulevard and 508 Pleasant Street pursuant to Public Act 147 of 1992, as amended.

ATTACHMENT(S):

- NEZApp.pdf
- NEZCertificateApplication-315LakeBlvd508PleasantSt.pdf
- StJosephNEZCertificateResolution.pdf
- NIA-TIFCompsAbatementValue.pdf
- NIATIFComps.pdf
- Public Comments - The Marquette.pdf

Application for Neighborhood Enterprise Zone Certificate

Issued under authority of Public Act 147 of 1992, as amended.

LOCAL GOVERNMENTAL UNIT USE ONLY	
▸ Application No.	▸ Date Received
STATE USE ONLY	
▸ Application No.	▸ Date Received

Read the instructions before completing the application. This application must be filed prior to building permit issuance and start of construction except as provided in the instructions on page 3 under Owner/Developer/Applicant Instructions. Initially file completed application and required documents with the clerk of the local governmental unit (LGU). An applicant may submit one application for multiple rehabilitated facilities located in the same building that will not be owner-occupied. The additional documents to complete the application process will be required by the State of Michigan only after the original application is filed with the clerk of the LGU. Please see the instruction sheet.

PART 1: OWNER/DEVELOPER/APPLICANT INFORMATION (Applicant must complete all fields)

Owner/Developer/Applicant Name: The Rienks Group

Facility's Street Address: 315 Lake Boulevard / 508 Pleasant Street

City: St. Joseph | State: MI | ZIP Code: 49085

Name of City, Township or Village (taxing authority): St. Joseph

[X] City [ ] Township [ ] Village

County: Berrien

Identify who will complete the work: [X] Licensed Contractor [ ] Other _____

Type of Approval Requested: [X] New Facility [ ] Rehabilitated Facility

No. of years requested for exemption (6-15; 11-17 for qualified historic building): 15

Is the facility owned or rented by occupants? [ ] Owned [X] Rented

Type of Property (check one): [ ] House [ ] Duplex [ ] Condo [ ] Loft [X] Apartment - No. of Units 70

Estimated Project Cost (per unit): $574,609.00

Describe the general nature and extent of the new construction or rehabilitation to be undertaken. For rehabilitation only, include Breakdown of Investment Costs. Use attachments if necessary.

The redevelopment project consists of one parcel, and 38 former condo parcels located on a contiguous vacant piece of property, totaling apprx. 0.8 acres. The project involves demolition of the surface parking lot and preparing the site for 102 residential units. Project is expected to include a 2-level below-grade integrated parking structure and ground floor commercial space. The residential units subject to this NEZ application include 70 rental apartments.

Timetable for undertaking and completing the rehabilitation or construction of the facility.

Begin Date: Spring 2026 | End Date: Fall 2028

Building Permit Date (if applicable):

PART 2: OWNER/DEVELOPER/APPLICANT CERTIFICATION

Contact Name: Terry Malloy

Contact Telephone Number: (570) 956-1020

Contact Email Address: terry@therienksgroup.com

Owner/Developer/Applicant Name: The Rienks Group

Owner/Developer/Applicant Telephone Number: (574) 520-9350

Owner/Developer/Applicant Email Address:

Owner/Developer/Applicant Mailing Address: 16700 Cleveland Road | City: Granger | State: IN | ZIP Code: 46530

I certify the information contained herein and in the attachments are true and that all are truly descriptive of the residential real property for which this application is being submitted.

I certify I am familiar with the provisions of Public Act 147 of 1992, as amended, (MCL 207.771 to 207.787) and to the best of my knowledge, I have complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the LGU and the issuance of Neighborhood Enterprise Zone Certificate by the State Tax Commission.

I understand that this property tax exemption application is approved at public meetings and is subject to public disclosure requirements. In addition, the exemption information is included on local property tax rolls and is made available on a website maintained by the Michigan Department of Treasury for purposes of accurate assessment administration.

Owner/Developer/Applicant Signature: Terry Malloy | Date: 03/20/2026

Continue on Page 2

PART 3: LGU ASSESSOR CERTIFICATION (Assessor of LGU must complete Part 3)

Name of LGU	
Assessor's Name (First and last name)	
Assessor's Telephone Number	Assessor's Email Address

The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Neighborhood Enterprise Zone Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Neighborhood Enterprise Zone Exemption that would also put the same property on the Neighborhood Enterprise Zone specific tax roll.

I certify that, if approved, the property to be covered by this exemption will be on the Neighborhood Enterprise Zone Exemption specific tax roll and not on any other specific tax roll.

I certify that, to the best of my knowledge, the information contained in Part 3 of this application is complete and accurate.

Assessor's Signature	Date

PART 4: LGU ACTION/CERTIFICATION (LGU clerk must complete this section before submitting to the State Tax Commission)

School District	Name of LGU that established district
School Code	Date district was established
Name or Number of Neighborhood Enterprise Zone	Revenue Sharing Code

Action taken by LGU:

- ☐ Exemption Approved for _____ Years (6-15)
- ☐ Exemption Approved for _____ Years (11-17 qualified historic building)
- ☐ Exemption Denied (include Resolution Denying)

Date of resolution approving/denying this application

Clerk's Name (First and Last)

Clerk's Telephone Number

Clerk's Email Address

The State Tax Commission requires the following documents be filed for an administratively complete application:

- ☐ 1. Original Application
- ☐ 2. Legal description of the real property with parcel identification number
- ☐ 3. Resolution approving the zone.
- ☐ 4. Resolution approving the application.
- ☐ 5. **REHABILITATION APPLICATIONS ONLY.** Statement by the assessor showing the taxable value of the rehabilitated facility not including the land, for the tax year immediately preceding the effective date of the rehabilitation.

Clerk's Mailing Address	City	State	ZIP Code

I certify that I have reviewed this application for complete and accurate information and determined that the subject property is located within a qualified Neighborhood Enterprise Zone.

I certify this application meets the requirements as outlined by Public Act 147 of 1992 and hereby request the State Tax Commission issue a Neighborhood Enterprise Zone Certificate.

Clerk's Signature	Date

The completed application and additional required documentation can be emailed to PTE@michigan.gov or mailed to:

Michigan Department of Treasury, State Tax Commission
P.O. Box 30471
Lansing, MI 48909

To avoid processing delays use either email or mail, not both.

Note: Additional documentation will be required for further processing of the application and for the issuance of the certificate of exemption. These documents should be sent by email or mail directly to the State of Michigan only after the original application is filed with the LGU clerk and approved by the LGU. See the instruction sheet attached.

Any questions concerning the completion of this application should be directed to the LGU clerk.

Instructions for Completing Form 4775
Application for Neighborhood Enterprise Zone (NEZ) Certificate

The Neighborhood Enterprise Zone (NEZ) Exemption Certificate was created by Public Act 147 of 1992, as amended. To qualify for this certificate, the subject property must be located within an established NEZ. Applications for a certificate of exemption are filed, reviewed, and approved by the local governmental unit (LGU), but also are subject to review and either approval or denial by the State Tax Commission.

Owner/Developer/Applicant Instructions

1. Complete Parts 1 and 2. Indicate the number of years the exemption is being requested (6-15 years except for qualified historic buildings, which can be 11-17 years). Consult with the LGU for information necessary to complete this section. An Obsolete Property Rehabilitation Act (OPRA) eligible community NEZ covers new facilities and/or rehabilitated facility projects designated by a qualified local governmental unit (QLGU) as defined in the OPRA, 2000 Public Act 146. A Workforce Housing NEZ covers new facilities and/or rehabilitated facility projects designated by a township, city or village that is not on the current list of OPRA QLGUs.

2. **This application must be filed with the LGU clerk prior to the building permit issuance and the start of construction, except an application may be filed up to six months after issuance of the building permit if approved by resolution of the LGU and at any time in the case of a qualified historic building.** File one copy of the completed application and the following documents:
   - Legal description of the real property on which the facility is located.
   - Parcel Identification Number
   - Describe the general nature and extent of the new construction or rehabilitation to be undertaken and the breakdown (for rehabilitation only) of the investment cost.
   - Timetable for undertaking and completing the new construction or rehabilitation of the facility.

NOTE TO NEW OWNERS: A list of additional required documentation to complete the application/certificate issuance process is on page 4. This documentation is sent directly to the State of Michigan, only after the original application is filed with the LGU clerk and approved by the LGU.

3. Any questions concerning the completion of this application should be directed to the LGU clerk. Additional information on the NEZ program can be found at **www.michigan.gov/propertytaxexemptions.**

LGU Assessor Certification

1. Complete Part 3.

LGU Action/Certification

1. Complete Part 4.

2. The LGU clerk should review the application for complete and accurate information, to determine that the subject property is located within a qualified NEZ and certify the application meets the requirements as outlined by Public Act 147 of 1992, as amended.

3. Once approved, attach a certified copy of the resolution approving the application. This resolution must include the number of years the LGU is granting the exemption.

4. Email the completed application and additional required documentation to **PTE@michigan.gov** or mail to:

Michigan Department of Treasury, State Tax Commission
P.O. Box 30471
Lansing, MI 48909

To avoid processing delays use either email or mail, not both.

Application Deadline

The State Tax Commission must receive complete applications on or before October 31 to ensure processing and certificate issuance for the following tax year. Applications received after October 31 may not be processed in time for certificate issuance for the following tax year.

If you have questions, or need additional information or sample documents, visit **www.michigan.gov/propertytaxexemptions** or call 517-335-7491.

Additional Documents Required by the State to Issue an NEZ Certificate

Some documents may be obtained from the builder/developer.

Additional documents required following completion for a New Facility project:

- A signed application completed by the new Owner/Developer/Applicant. Most of the information needed can be taken from the original application filed by the Owner/Developer/Applicant.
- A copy of the legal description of the real property with parcel identification number of the property for each house/condo being built.
- A copy of the building permit. Make sure the copy of the permit (building/trade permit) sent to the State is clear and legible.
- A copy of the new owners Warranty Deed showing ownership with the date deed was executed and signatures.
- A copy of the Certificate of Occupancy and Compliance.
- A copy of your Principal Residence Exemption (PRE) Affidavit (Form 2368), filed with the LGU assessor that contains a LGU date stamp (black out Social Security numbers) except for new facilities as defined under MCL 207.772(g)(ii).

Additional documents required for a Rehabilitated facility:

- Documentation proving the cost requirements of Michigan Compiled Law (MCL) 207.772(m) are met. A breakdown of investment cost for each house, condo or unit being rehabilitated and the square footage for each.
- A copy of the legal description of the real property with parcel identification number of the property for each house/condo being built or rehabilitated.
- A clear and legible copy of the building/trade permit. For a rehabilitated facility you may not have a building permit but you will have trade permits. Send copies of the trade permits.
- A copy of the new owner's Warranty Deed showing ownership with date the deed was executed and signatures.
- A certificate of occupancy and compliance or certification by the local building official that the building meets minimum building codes for the local unit. Applicant must obtain from the building official.
- A copy of the statement by the assessor showing taxable value of the rehabilitated facility, not including the land, for the tax year immediately preceding the effective date of the NEZ certificate.
- If applicable, indicate if the certificate holder elects that the effective date of the NEZ certificate shall be the December 31 in the year immediately preceding the date of substantial completion of the rehabilitated facility.

MEMO

To:	St. Joseph City Commissioners
From:	Samantha Mariuz, Economic Development Manager
Cc:	Emily Hackworth, City Manager Kelly Ewalt, Development Director
Date:	April 1, 2026
RE:	**Neighborhood Enterprise Zone (NEZ) Certificate Application – 315 Lake Boulevard / 508 Pleasant Street**

Introduction & Background
The City Commission previously approved the establishment of the Lake Boulevard / Pleasant Street Neighborhood Enterprise Zone on March 16, 2026, pursuant to Public Act 147 of 1992, as amended. The establishment of the district enables, but does not guarantee, the issuance of Neighborhood Enterprise Zone (NEZ) certificates, which must be considered and approved by the City Commission on a project-by-project basis.

The City has since received an application for an NEZ certificate from The Rienks Group for the proposed residential development located at 315 Lake Boulevard and 508 Pleasant Street. The application was submitted in accordance with statutory requirements prior to the issuance of building permits and commencement of construction, consistent with State guidelines.

Project Overview
The proposed project consists of the redevelopment of a contiguous site comprised of multiple parcels into a mixed-use residential development. As described in the application materials, the project is anticipated to include approximately 102 total residential units, of which 70 rental apartment units are included as part of the NEZ request, along with integrated structured parking and ground floor commercial space. The applicant has requested a 15-year NEZ certificate, which is the maximum term permitted under the Act for new construction.

NEZ Program Function & Intent
The NEZ program functions as a targeted housing incentive by reducing the property tax burden on the residential building improvements for a defined period, while continuing to levy full property taxes on the land. This structure lowers ongoing operating costs associated with the development and improves overall project feasibility.

As outlined in the City's prior NEZ briefing materials, the tool is commonly utilized in markets where construction costs, financing conditions, and site constraints create a gap between the cost to develop housing and what the market can reasonably support.

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MEMO

In the context of the proposed development, the NEZ is intended to support the financial viability of a project that introduces new housing units within the downtown core. While the NEZ does not directly regulate rents or sale prices, it reduces operating costs over the term of the certificate, which can help moderate pricing pressures and support more attainable housing outcomes than would otherwise be feasible absent the incentive. The program is designed to facilitate development that may not otherwise occur, rather than subsidize projects that are already financially viable without assistance.

Financial Considerations
Based on preliminary assumptions regarding the anticipated taxable value of the completed development as presented in the approved Brownfield Plan, the estimated value of the NEZ over the 15-year term is approximately $3,090,406. This figure represents a projected reduction in future property tax liability on the building improvements over time, rather than an upfront expenditure or direct financial contribution from the City. Property taxes on the land continue to be levied throughout the term of the NEZ.

The NEZ functions to reduce the ongoing operating costs associated with the development, which can be a critical factor in securing construction financing and advancing projects in high-cost environments. Without the incentive, these costs are typically absorbed through higher rents or sale prices, or may result in projects being delayed or not proceeding.

Additionally, the estimated value of the NEZ is dependent on project completion, assessed value, and occupancy over time. The exemption only applies if the project is constructed as proposed and does not take effect until approved by the State Tax Commission. Upon expiration of the NEZ term, the property returns to full taxable status, allowing the City and other taxing jurisdictions to realize the full value of the improvements over the long term.

Consistency with City Plans & Objectives
The proposed development and associated NEZ request are consistent with the City's adopted plans and policy objectives. As outlined in the NEZ district establishment materials, the site has been identified as a redevelopment opportunity that supports the City's 2020 Downtown Vision Master Plan and broader goals of encouraging mixed-use development, increasing residential density in the downtown core, and expanding housing options across a range of price points. The project also aligns with the City's economic development strategy, including efforts to increase housing supply and support long-term population and commercial activity within the downtown area.

Procedural Considerations
If the City Commission approves the application by resolution for the NEZ certificate must be adopted specifying the term of the exemption. The application will then be forwarded to the Michigan State Tax Commission for final review and issuance of the certificate. The exemption does not become effective until State approval is granted.

Conclusion
Based on the information provided in the application and supporting materials, the request is consistent with the statutory requirements of Public Act 147 of 1992 and aligns with the intent of the City's previously established NEZ district. The incentive represents a standard and widely utilized tool to address current housing development challenges and support reinvestment in key redevelopment areas.

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CITY OF ST. JOSEPH
RESOLUTION APPROVING A NEIGHBORHOOD ENTERPRISE ZONE (NEZ) CERTIFICATE PURSUANT TO PUBLIC ACT 147 OF 1992, AS AMENDED

At a regular meeting of the City Commission of the City of St. Joseph, Berrien County, Michigan, held in the Commission Chambers at City Hall, 700 Broad Street, St. Joseph, Michigan 49085 on the 6th day of April 2026 at 6:00 PM.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, Public Act 147 of 1992, as amended (MCL 207.771 et seq.), known as the Neighborhood Enterprise Zone Act, provides for the exemption from ad valorem real property taxes for eligible residential development and rehabilitation within designated Neighborhood Enterprise Zones; and

WHEREAS, the City Commission of the City of St. Joseph established the Lake Boulevard / Pleasant Street Neighborhood Enterprise Zone on March 16, 2026, in accordance with the Act; and

WHEREAS, The Rienks Group has submitted an application for a Neighborhood Enterprise Zone Certificate for property located at 315 Lake Boulevard and 508 Pleasant Street, within the established NEZ district; and

WHEREAS, the proposed development includes new residential construction consisting of approximately 70 rental apartment units as part of a larger mixed-use redevelopment project; and

WHEREAS, the applicant has requested a Neighborhood Enterprise Zone Certificate for a term of fifteen (15) years, as permitted under Public Act 147 of 1992 for new construction; and

WHEREAS, the City Commission has reviewed the application and supporting materials and determined that the property is located within a qualified Neighborhood Enterprise Zone and that the application meets the requirements of Public Act 147 of 1992, as amended; and

WHEREAS, the City Commission finds that approval of the NEZ Certificate will encourage residential development and reinvestment consistent with the City's Master Plan, Downtown Vision Plan, and housing and economic development objectives;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Approval of Application. The City Commission hereby approves, subject to final approval by the Michigan State Tax Commission, the Neighborhood Enterprise Zone Certificate application submitted by The Rienks Group for the property located at 315 Lake Boulevard and 508 Pleasant Street.

2. Certificate Term. The Neighborhood Enterprise Zone Certificate is approved for a period of fifteen (15) years, consistent with the provisions of Public Act 147 of 1992, as amended.
3. Compliance with Statute. The City Commission determines that the application meets the requirements of the Neighborhood Enterprise Zone Act and is consistent with the intent of the established NEZ district.
4. Forwarding to State Tax Commission. The City Clerk is hereby directed to forward the completed application, together with this Resolution and all required supporting documentation, to the Michigan State Tax Commission for final review and issuance of the Neighborhood Enterprise Zone Certificate.
5. Effective Date. This approval is subject to and contingent upon final approval by the Michigan State Tax Commission, and the exemption shall not become effective until such approval is granted.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

CITY OF ST. JOSEPH, COUNTY OF BERRIEN, STATE OF MICHIGAN

I, the undersigned, the duly qualified and acting Clerk of the City of St. Joseph, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the St. Joseph City Commission for the City of St. Joseph at a regular meeting held on the 6th day of April 2026, the original of which resolution is on file in my office.

IT WITNESS WHEREOF, I have hereunto set my official signature, this _____ day of _____ _____, _____.

_____
Abby Bishop, City Clerk

Estimated Tax Increment Revenue and Abatement Value

The Marquette, St. Joseph
As of April 1, 2026

				NEZ Period												5 / 8	6 / 8	7 / 8
Estimated TV Increase rate:				1.02														
Plan Year				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Calendar Year				2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
School Capture	Millage Rate																	
State Education Tax (SET)	6.0000	2.7459	Initial	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027	$ 2,027
			Incremental	$ 133,872	$ 136,609	$ 139,400	$ 142,247	$ 145,151	$ 148,113	$ 151,135	$ 154,216	$ 157,360	$ 160,566	$ 163,836	$ 167,172	$ 198,933	$ 202,993	$ 207,134
School Operating Tax	18.0000	8.2377	Initial	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081	$ 6,081
			Incremental	$ 228,816	$ 233,509	$ 238,296	$ 243,178	$ 248,158	$ 253,238	$ 258,419	$ 263,704	$ 269,095	$ 274,593	$ 280,201	$ 285,922	$ 376,832	$ 384,551	$ 392,424
School Total	**24.0000**	**10.9836**																
Total School Tax Increment Revenue Capture				**$ 362,688**	**$ 370,118**	**$ 377,696**	**$ 385,425**	**$ 393,309**	**$ 401,351**	**$ 409,554**	**$ 417,920**	**$ 426,454**	**$ 435,159**	**$ 444,038**	**$ 453,094**	**$ 575,765**	**$ 587,544**	**$ 599,558**
Abatement Value (school taxes)				$ 88,512	$ 90,370	$ 92,265	$ 94,198	$ 96,170	$ 98,182	$ 100,233	$ 102,326	$ 104,460	$ 106,637	$ 108,858	$ 111,123	$ -	$ -	$ -
Local Capture	Millage Rate	NEZ Rate																
County General	4.7680	2.1821	Initial	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611
			Incremental	$ 106,384	$ 108,559	$ 110,777	$ 113,039	$ 115,347	$ 117,701	$ 120,102	$ 122,551	$ 125,049	$ 127,597	$ 130,196	$ 132,846	$ 142,504	$ 150,708	$ 159,190
City	14.7900	6.7686	Initial	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997
			Incremental	$ 329,994	$ 336,740	$ 343,621	$ 350,639	$ 357,797	$ 365,099	$ 372,546	$ 380,143	$ 387,891	$ 395,795	$ 403,856	$ 412,079	$ 442,037	$ 467,486	$ 493,798
Library	0.7656	0.3504	Initial	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259
			Incremental	$ 17,082	$ 17,431	$ 17,788	$ 18,151	$ 18,521	$ 18,899	$ 19,285	$ 19,678	$ 20,079	$ 20,488	$ 20,906	$ 21,331	$ 25,384	$ 25,902	$ 26,430
Band	0.2500	0.1144	Initial	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84
			Incremental	$ 5,578	$ 5,692	$ 5,808	$ 5,927	$ 6,048	$ 6,171	$ 6,297	$ 6,426	$ 6,557	$ 6,690	$ 6,826	$ 6,965	$ 8,289	$ 8,458	$ 8,631
Rubbish	1.9155	0.8766	Initial	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647
			Incremental	$ 42,738	$ 43,612	$ 44,503	$ 45,412	$ 46,339	$ 47,285	$ 48,249	$ 49,233	$ 50,237	$ 51,260	$ 52,305	$ 53,369	$ 57,250	$ 60,546	$ 63,953
Airport	0.2442	0.1118	Initial	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83
			Incremental	$ 5,449	$ 5,560	$ 5,674	$ 5,790	$ 5,908	$ 6,029	$ 6,151	$ 6,277	$ 6,405	$ 6,535	$ 6,668	$ 6,804	$ 8,097	$ 8,262	$ 8,430
Lake MI College	2.2654	1.0368	Initial	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765
			Incremental	$ 50,546	$ 51,579	$ 52,633	$ 53,708	$ 54,804	$ 55,923	$ 57,064	$ 58,227	$ 59,414	$ 60,625	$ 61,860	$ 63,119	$ 75,111	$ 76,643	$ 78,207
RESA General	0.1743	0.0798	Initial	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59
			Incremental	$ 3,889	$ 3,969	$ 4,050	$ 4,133	$ 4,217	$ 4,303	$ 4,391	$ 4,480	$ 4,572	$ 4,665	$ 4,760	$ 4,857	$ 5,779	$ 5,897	$ 6,017
RESA Special Ed	2.1934	1.0038	Initial	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741
			Incremental	$ 48,939	$ 49,940	$ 50,960	$ 52,001	$ 53,062	$ 54,145	$ 55,250	$ 56,376	$ 57,525	$ 58,698	$ 59,893	$ 61,113	$ 72,723	$ 74,207	$ 75,721
DDA	1.9235	0.8803	Initial	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650
			Incremental	$ 42,917	$ 43,795	$ 44,689	$ 45,602	$ 46,533	$ 47,483	$ 48,451	$ 49,439	$ 50,447	$ 51,475	$ 52,523	$ 53,593	$ 63,775	$ 65,076	$ 66,404
County 911	0.4495	0.2057	Initial	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152
			Incremental	$ 10,029	$ 10,234	$ 10,443	$ 10,657	$ 10,874	$ 11,096	$ 11,322	$ 11,553	$ 11,789	$ 12,029	$ 12,274	$ 12,524	$ 13,434	$ 14,208	$ 15,008
County Law Enf	0.3496	0.1600	Initial	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118
			Incremental	$ 7,800	$ 7,960	$ 8,122	$ 8,288	$ 8,458	$ 8,630	$ 8,806	$ 8,986	$ 9,169	$ 9,356	$ 9,546	$ 9,741	$ 10,449	$ 11,050	$ 11,672
County SR CTR	0.2997	0.1372	Initial	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101
			Incremental	$ 6,687	$ 6,824	$ 6,963	$ 7,106	$ 7,251	$ 7,399	$ 7,549	$ 7,703	$ 7,860	$ 8,021	$ 8,184	$ 8,351	$ 9,937	$ 10,139	$ 10,346
County Parks	0.1000	0.0458	Initial	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34
			Incremental	$ 2,231	$ 2,277	$ 2,324	$ 2,371	$ 2,419	$ 2,469	$ 2,519	$ 2,571	$ 2,623	$ 2,676	$ 2,731	$ 2,787	$ 2,989	$ 3,161	$ 3,339
Local Total	**30.4887**	**13.9533**																
Total Local Tax Increment Revenue Capture				**$ 680,265**	**$ 694,171**	**$ 708,355**	**$ 722,822**	**$ 737,579**	**$ 752,631**	**$ 767,984**	**$ 783,644**	**$ 799,617**	**$ 815,909**	**$ 832,528**	**$ 849,479**	**$ 937,755**	**$ 981,743**	**$ 1,027,146**
Abatement Value (local taxes)				$ 112,441	$ 114,801	$ 117,209	$ 119,665	$ 122,170	$ 124,725	$ 127,331	$ 129,990	$ 132,701	$ 135,467	$ 138,288	$ 141,165	$ 73,114	$ 49,755	$ 25,394
Non-Capturable Millages	Millage Rate																	
Sch2014 Bldg Site	0.9832	0.4500	New TV	$ 22,270	$ 22,718	$ 23,175	$ 23,642	$ 24,118	$ 24,603	$ 25,098	$ 25,603	$ 26,118	$ 26,644	$ 27,180	$ 27,726	$ 8,900	$ 9,078	$ 9,260
Sch2010 Debt	3.1100	1.4233	New TV	$ 70,441	$ 71,860	$ 73,306	$ 74,782	$ 76,287	$ 77,823	$ 79,389	$ 80,986	$ 82,616	$ 84,277	$ 85,973	$ 87,702	$ 28,153	$ 28,716	$ 29,291
Sch2016 Debt	0.5900	0.2700	New TV	$ 13,363	$ 13,632	$ 13,907	$ 14,187	$ 14,472	$ 14,764	$ 15,061	$ 15,364	$ 15,673	$ 15,988	$ 16,310	$ 16,638	$ 5,341	$ 5,448	$ 5,557
Total Non-Capturable Taxes	**4.6832**	**2.1433**																

Estimated Tax Increment Revenue and Abatement Value

The Marquette, St. Joseph
As of April 1, 2026

16	17	18	19	20	21	22	TOTAL
2044	2045	2046	2047	2048	2049	2050	
$ 2,027	$ 2,027						$ 34,460
$ 211,358	$ 215,666						$ 2,835,761
$ 6,081	$ 6,081						$ 103,379
$ 400,455	$ 408,647						$ 5,040,038
$ 611,813	**$ 624,313**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 7,875,799**
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,193,334
$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 1,611	$ 35,438
$ 167,959	$ 171,382	$ 174,875	$ 178,436	$ 182,070	$ 185,775	$ 189,555	$ 3,132,601
$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 4,997	$ 109,926
$ 520,997	$ 531,616	$ 542,449	$ 553,497	$ 564,767	$ 576,262	$ 587,988	$ 9,717,096
$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 259	$ 5,690
$ 26,969	$ 27,519	$ 28,080	$ 28,652	$ 29,235	$ 29,830	$ 30,437	$ 508,079
$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 84	$ 1,858
$ 8,807	$ 8,986	$ 9,169	$ 9,356	$ 9,546	$ 9,741	$ 9,939	$ 165,907
$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 647	$ 14,237
$ 67,476	$ 68,851	$ 70,254	$ 71,685	$ 73,145	$ 74,634	$ 76,152	$ 1,258,490
$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 83	$ 1,815
$ 8,602	$ 8,778	$ 8,956	$ 9,139	$ 9,325	$ 9,515	$ 9,708	$ 162,063
$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 765	$ 16,837
$ 79,802	$ 81,428	$ 83,087	$ 84,780	$ 86,506	$ 88,267	$ 90,063	$ 1,503,395
$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 59	$ 1,295
$ 6,140	$ 6,265	$ 6,393	$ 6,523	$ 6,656	$ 6,791	$ 6,929	$ 115,674
$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 741	$ 16,302
$ 77,265	$ 78,840	$ 80,447	$ 82,085	$ 83,757	$ 85,461	$ 87,200	$ 1,455,609
$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 650	$ 14,296
$ 67,758	$ 69,139	$ 70,548	$ 71,985	$ 73,450	$ 74,945	$ 76,470	$ 1,276,497
$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 152	$ 3,341
$ 15,834	$ 16,157	$ 16,486	$ 16,822	$ 17,164	$ 17,514	$ 17,870	$ 295,322
$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 118	$ 2,598
$ 12,315	$ 12,566	$ 12,822	$ 13,083	$ 13,350	$ 13,621	$ 13,899	$ 229,689
$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 101	$ 2,228
$ 10,557	$ 10,773	$ 10,992	$ 11,216	$ 11,444	$ 11,677	$ 11,915	$ 198,894
$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 34	$ 743
$ 3,523	$ 3,594	$ 3,668	$ 3,742	$ 3,819	$ 3,896	$ 3,976	$ 65,704
$ 1,074,003	**$ 1,095,895**	**$ 1,118,225**	**$ 1,141,002**	**$ 1,164,234**	**$ 1,187,930**	**$ 1,212,101**	**$20,085,019**
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,664,216
$ 9,445	$ 9,634	$ 9,827	$ 10,023	$ 10,224	$ 10,428	$ 10,637	$ 396,354
$ 29,876	$ 30,474	$ 31,084	$ 31,705	$ 32,339	$ 32,986	$ 33,646	$ 1,253,712
$ 5,668	$ 5,781	$ 5,897	$ 6,015	$ 6,135	$ 6,258	$ 6,383	$ 237,841

Estimated Tax Revenue Allocation for the Life of the Plan

The Marquette, St. Joseph

As of April 1, 2026

School Capture	Years 1-12 %	Years 13-15	Millage Rate	Abatement Value	Developer Reimbursement	BRA Admin Reimbursement (10%)	State Revolving Fund	LBRF	Taxes Paid During Brownfield Plan	Taxes Paid 1st year after Brownfield Plan
State Education Tax (SET)	25.00%		6.0000	$ 298,334	$ 1,177,160		$ 1,147,880	$ 2,500	$ 34,460	$ 247,440
School Operating Tax	75.00%		18.0000	$ 895,001	$ 3,531,480			$ 7,500	$ 103,379	$ 742,321
Local Capture										
County General	15.64%	21.31%	4.7680	$ 268,671	$ 2,063,500	$ 314,101		$ 960,855	$ 35,438	$ 196,633
City	48.51%	66.11%	14.7900	$ 833,399	$ 6,400,833	$ 974,319		$ 2,980,506	$ 109,926	$ 609,940
Library	2.51%		0.7656	$ 38,067	$ 331,337	$ 50,435		$ 154,285	$ 5,690	$ 31,573
Band	0.82%		0.2500	$ 12,430	$ 108,195	$ 16,469		$ 50,380	$ 1,858	$ 10,310
Rubbish	6.28%	8.56%	1.9155	$ 107,936	$ 828,992	$ 126,187		$ 386,015	$ 14,237	$ 78,995
Airport	0.80%		0.2442	$ 12,142	$ 105,685	$ 16,087		$ 49,212	$ 1,815	$ 10,071
Lake MI College	7.43%		2.2654	$ 112,640	$ 980,422	$ 149,237		$ 456,527	$ 16,837	$ 93,425
RESA General	0.57%		0.1743	$ 8,667	$ 75,434	$ 11,482		$ 35,125	$ 1,295	$ 7,188
RESA Special Ed	7.19%		2.1934	$ 109,060	$ 949,262	$ 144,494		$ 442,018	$ 16,302	$ 90,456
DDA	6.31%		1.9235	$ 95,640	$ 832,454	$ 126,714		$ 387,627	$ 14,296	$ 79,325
County 911	1.47%	2.01%	0.4495	$ 25,329	$ 194,535	$ 29,612		$ 90,584	$ 3,341	$ 18,537
County Law Enf	1.15%	1.56%	0.3496	$ 19,700	$ 151,300	$ 23,031		$ 70,452	$ 2,598	$ 14,418
County SR CTR	0.98%		0.2997	$ 14,902	$ 129,704	$ 19,743		$ 60,396	$ 2,228	$ 12,360
County Parks	0.33%	0.45%	0.1000	$ 5,635	$ 43,278	$ 6,588		$ 20,152	$ 743	$ 4,124
Total Non-Capturable Taxes										
Sch2014 Bldg Site	20.99%		0.9832	$ 48,886					$ 396,354	$ 40,547
Sch2010 Debt	66.41%		3.1100	$ 154,634					$ 1,253,712	$ 128,257
Sch2016 Debt	12.60%		0.5900	$ 29,336					$ 237,841	$ 24,332
TOTALS				**$ 3,090,406**	**$ 17,903,573**	**$ 2,008,500**	**$ 1,147,880**	**$ 6,154,134**	**$ 2,252,351**	**$ 2,440,252**

Abby Bishop

From: Christopher Wellin <kwellin@att.net>
Sent: Thursday, April 2, 2026 3:55 PM
To: Commissioners
Subject: [EXTERNAL] 4.6 topic The Marquette

Follow Up Flag: Follow up
Flag Status: Flagged

Hello, I am writing to enthusiastically ask the commission to approve the NEZ application which is necessary (along with the TIF) to making this much needed project possible for builders and investors alike. After an enormous amount of work by TRG and support from you, our new, progressive board (thank you!) don't let this stand in the way of what will be a jewel in downtown SJ for decades to come. Thank you for all you do. It is not going unnoticed or unappreciated!. Let's Goooo!

Kip and Kathy Wellin
505 Golden Bear Ct
SJ



April 2, 2026

St. Joseph City Commission
City of St. Joseph
700 Broad Street
St. Joseph, MI 49085

Dear Mayor Thomas and City Commissioners:

On behalf of Cornerstone Alliance, I am writing to express our strong support for **The Marquette** housing development proposed by **The Reinks Group** in the City of St. Joseph.

As the lead economic and community development organization serving Berrien County, Cornerstone Alliance views housing as one of the most important factors shaping the region's long-term economic competitiveness, talent attraction, quality of life, and community vitality. Cornerstone Alliance commissioned a Housing Needs Analysis, completed by Bowen National Research in December, and through that work, along with extensive engagement with employers, municipalities, developers, and community stakeholders across the county one conclusion is clear: **Berrien County needs additional housing inventory across multiple price points, particularly in desirable, job-connected communities such as the City of St. Joseph.**

The Marquette is a thoughtfully structured development that expands the City's housing supply, introduces additional attainable rental opportunities, and increases the tax base through new private investment. Projects like this are difficult to deliver in today's financing environment, particularly when communities seek quality construction, appropriate site design, and rents that remain within reach for working households.

The Marquette offers several important public benefits:

- The project is expected to create a net increase in tax revenue, **generating an estimated $230,000 in additional tax revenue** above the current annual tax bill of approximately $40,000.
- The requested **Neighborhood Enterprise Zone (NEZ) incentive applies only to the apartment component** of the development and **not to the condominium component**.
- The project would provide meaningful attainable housing through a structured affordability approach, including:
    - **31 apartments** offered at the Berrien County-determined affordable rental rate for **100% of Area Median Income**, with renters restricted to households earning 120% of AMI or less.

- **31 additional apartments** offered at the Berrien County-determined affordable rent of **120% of AMI**.

- Without the **NEZ and TIF support**, the **project would not produce sufficient income at these rental levels to satisfy lender debt-service requirements**, meaning the development would require substantially higher rents to move forward.

- Importantly, **neither the TIF nor the NEZ diverts existing City funds to the project**. Rather, both mechanisms rely on future value created by the development itself.

Public discussion around development incentives often overlooks the fact that properly structured tools such as NEZs and TIFs are frequently what enable communities to achieve the outcomes they say they want: new housing, an expanded tax base, improved sites, and greater affordability than the market would otherwise support. In this case, these tools appear to be serving exactly that purpose.

From Cornerstone Alliance's perspective, this project aligns closely with the broader countywide needs identified through our housing work. The recently completed Housing Needs Analysis underscored the urgency of additional housing development in Berrien County:

- **19,000 individuals commute into the county for employment**
- Over the next five years, the county faces a **gap of 6,344 units**, including **2,208 rental units**
- Countywide **rental inventory is 99.4% occupied**

Employers throughout Berrien County continue to face challenges attracting and retaining talent when housing options are limited, especially in communities where demand is high and available inventory is constrained. At the same time, municipalities are seeking responsible growth that strengthens their tax base and supports long-term vibrancy. The Marquette advances both objectives.

St. Joseph is one of the county's most important economic and residential anchors. Supporting additional housing in the city, especially housing that includes a range of attainable rent levels, is beneficial not only for local residents, but also for the broader regional economy. Developments like The Marquette can help ensure that people who work in our communities have realistic opportunities to live in them as well.

For these reasons, Cornerstone Alliance respectfully encourages the City Commission to support The Marquette project and the related NEZ incentive framework needed to make it feasible. We believe this development represents a meaningful investment in the future of St. Joseph and an important step toward addressing the housing challenges facing Berrien County.

Thank you for your consideration and for your continued leadership on issues that shape the strength and sustainability of your community.

Sincerely,

M. Schneider

Marla Schneider
President & CEO
Cornerstone Alliance

Abby Bishop

From: Janita Gaulzetti <janita.gaulzetti@gmail.com>
Sent: Saturday, April 4, 2026 6:14 PM
To: Commissioners
Cc: Terry Malloy; Janita Gaulzetti
Subject: [EXTERNAL] Resident in support of the NEZ for the Marquette development

Follow Up Flag: Follow up
Flag Status: Flagged

I've expressed my support for various aspects of the Marquette development in the past and am happy to do so again, as the Rienks Group goes before the City Commissioners Monday night April 6.

Development of the Marquette will create a significant net increase in tax revenue, among the *many other benefits* this additional housing and retail space will bring to our downtown. The NEZ is critical to the project's success helping to ensure that the apartments are affordable and attract new residents to the city. Without it (and the TIF) the Marquette won't generate enough income at the established rental rates to cover debt service required by bank lenders. Without the NEZ, the project would have to charge significantly higher rents to meet debt service and be less affordable for younger residents and families.

I'm one of the residents who support the final approval of the NEZ application for the Marquette project and encourage the support of the City Commission.

Thank you very much -

Janita Gaulzetti
315 Murphy Court
St. Joseph

Abby Bishop

From: Sam Abdelnour <samaabdelnour@gmail.com>
Sent: Monday, April 6, 2026 8:07 AM
To: Commissioners
Subject: [EXTERNAL] The Marquette development project.

Follow Up Flag: Follow up
Flag Status: Flagged

Sy Joseph City Commission.

Our names are Sam and Anna Abdelnour. We own 1910 Lakeshore Drive in St Joesph. It is our primary residence. We have been active members of this community for over 30 years and are both involved in many community organizations. We love this community and believe the path forward is progress not resistance to growth.

We continue to express our wholehearted support for The Marquette development project.

The Neighborhood Enterprise Zone application approval is critical to the project's success.

This new development will inject the vitality, vibrancy, and economic growth into a downtown that has not seen a private development in more than 40 years. We must prevent this pattern of missed opportunities from continuing into the future. The Marquette also addresses St Joseph's demonstrated lack of available housing and declining population. The City's reputation for being hostile to business has impacted investment for decades and will only get worse if the City Commission does not support the Marquette project. Anything less than full support from the City Commission will deter future investors in our city, leading to irreparable reputational damage. Our chance to foster an engaged, dynamic, healthy, year-round community in St Joe rests on the favorable circumstances that have combined into the unique vision of The Marquette project.
Thank you for your consideration and expect you will vote yes for this important next step in the process of Marquette project.

Sincerely

Sam and Anna Abdelnour.

SAM A ABDELNOUR //
Cell 269-208-8285

Agenda Item

TO: **City Commission**

FROM: **Ben Reynnells, Finance Director**

RE: **Resolution - Fund 591 Water System FY27 Water Rate**

MEETING DATE: **April 6, 2026**

This year, staff developed the proposed Fund 591 Water System water rate internally using the Waterworth software, and presented the proposed water rate to the WSJOB at the regularly scheduled March 18, 2026 meeting.

After a thorough discussion, the WSJOB approved a 5% rate increase for the Fund 591 Water System rate, effective July 1, 2026. The Fund 591 Water System rate is charged to each water customer of the combined water system. All customers of the four governmental entities that make up the WSJOB are charged the same rate, as determined by the WSJOB. The revenues were projected using current year usage trends, and zero growth of new accounts added during the year. The expenses were projected using known capital projects and known future expenses.

The overall increase for a typical customer (AWWA typical use is 90 gallons a day, 3.2 household size and 5/8 meter) is $6.73 for a quarterly bill, or $2.24 a month, or $.07 a day.

The proposed rates are listed below.

5/8 Inch Meter = $32.05
3/4 Inch Meter = $35.25
1 Inch Meter = $44.88
1 1/2 Inch Meter = $57.70
2 Inch Meter = $92.95
3 Inch Meter = $352.54
4 inch Meter = $448.69
6 Inch Meter = $673.03
Per Unit = $3.09

Action Requested: Motion to approve the FY27 Fund 591 Water System rate resolution as presented, adopting the FY27 Fund 591 Water System rate effective July 1, 2026.

ATTACHMENT(S):

- FY27 591 Water Rates for CC 04-06-26.pdf
- FY27 591 Water Rate Resolution.pdf

City of St. Joseph

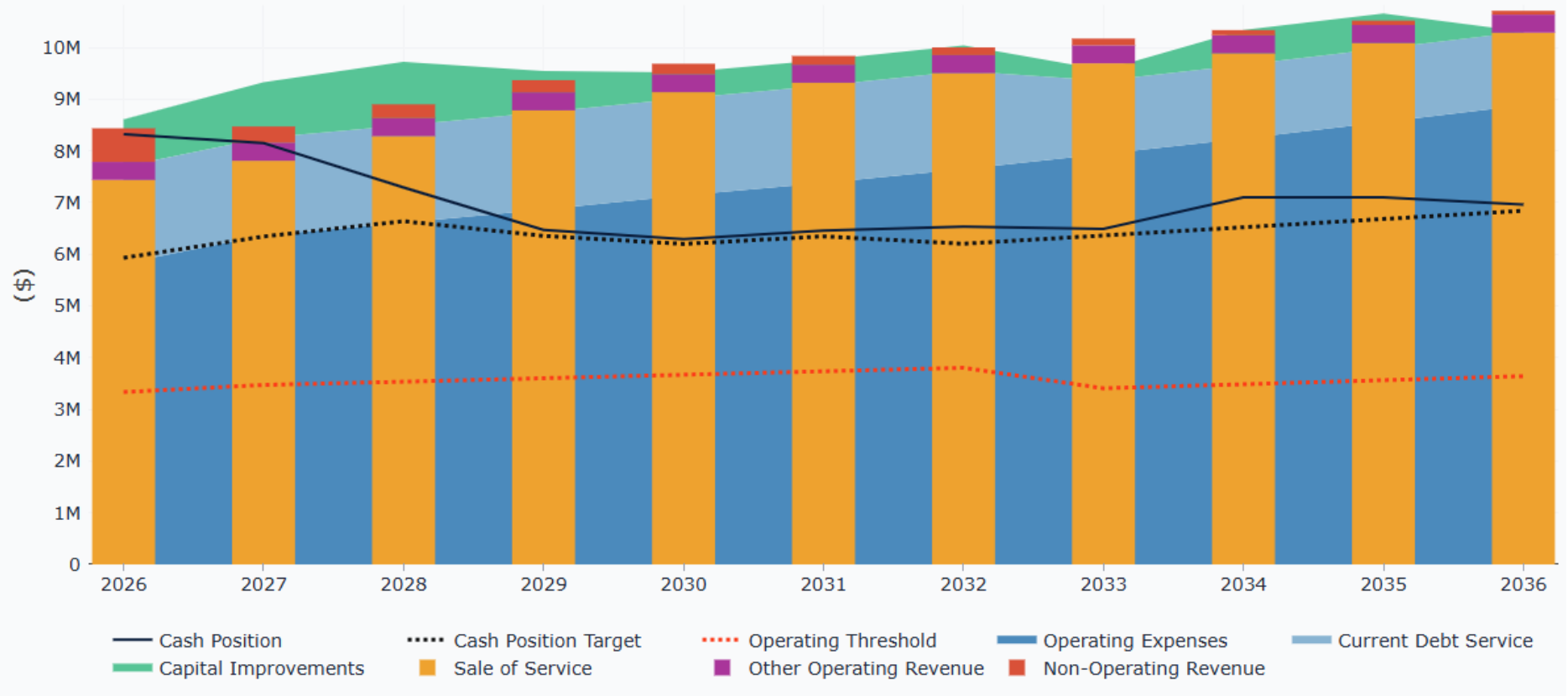
FY27 Fund 591 Water System Rates

FY27 Fund 591 Water System Rates

- Fund 591 Rate Factors
  - Revenues
    - Current Year Usage Trends
    - Zero Growth of New Accounts
    - No AMI
  - Expenses
    - Known Capital Projects
    - $530,000 Increased Meter Replacement
  - Cash Reserves
    - Follow WSJOB Term Sheet

FY27 Fund 591 Water System Rates

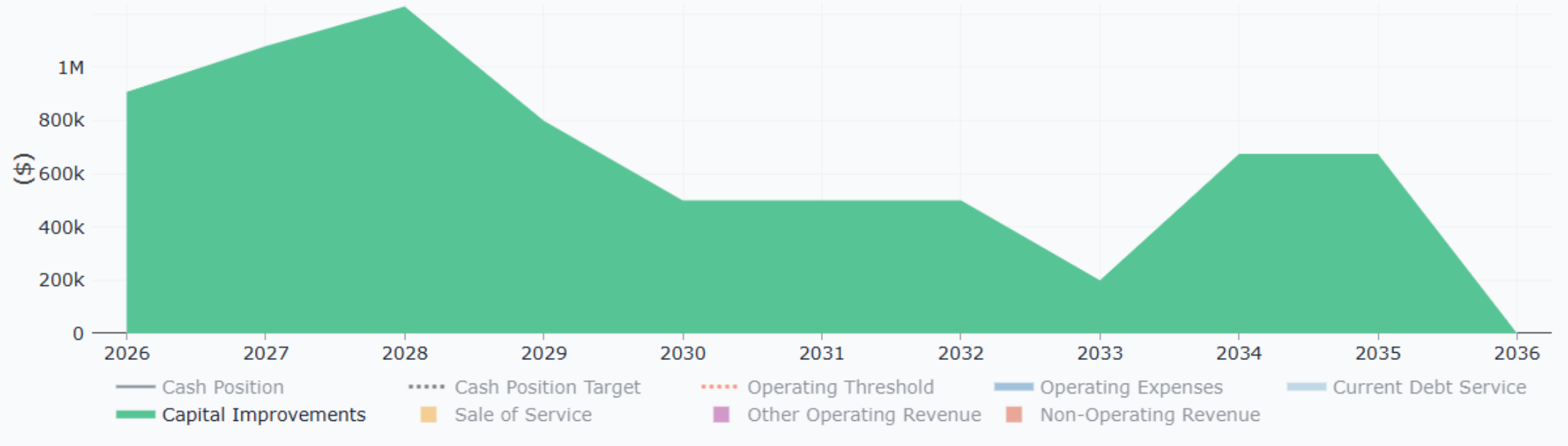
- Fund 591 Cash Projection



FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
5.00%	***6.10%***	***6.00%***	***4.00%***	*2.00%*	*2.00%*	*2.00%*	*2.00%*	*2.00%*	*2.00%*

FY27 Fund 591 Water System Rates

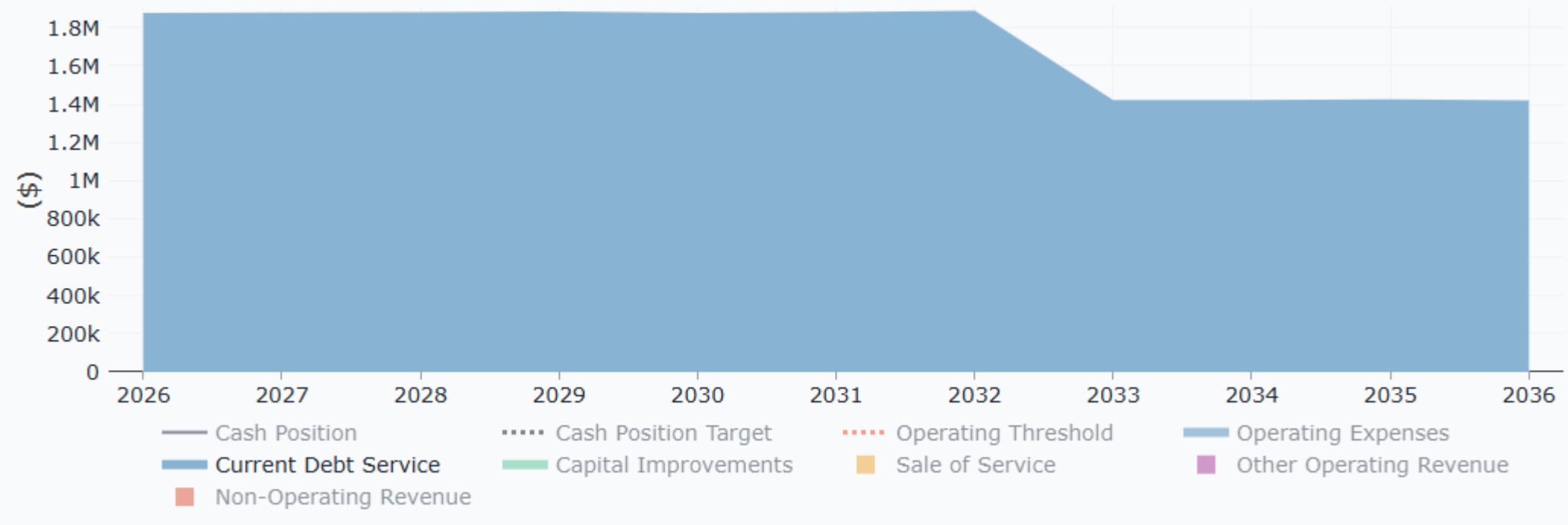
- Fund 591 Capital Expenditures



GL Number	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
900.000	GENERAL CAPITAL OUTLAY	475,000.00	-	-	-	-	-	-	-	-	-	-
900.001	WATER TOWER - PAINT - CITY	-	400,000.00	-	-	-	-	-	-	-	-	-
900.002	WATER TOWER - PAINT - AUTHORITY	300,000.00	300,000.00	-	-	-	-	-	-	-	-	-
900.003	WTP ROOF	-	-	850,000.00	-	-	-	-	-	-	-	-
900.004	WTP HVAC IMPROVEMENTS	-	-	298,500.00	298,500.00	-	-	-	-	-	-	-
900.005	WTP NORTH INTAKE CLEANING	132,500.00	110,000.00	-	-	-	-	-	-	-	-	-
900.006	WTP LAB IMPROVEMENTS	-	-	-	-	-	500,000.00	500,000.00	-	-	-	-
900.007	WTP SCADA UPGRADES	-	120,000.00	80,000.00	-	-	-	-	-	-	-	-
900.008	WTP SOUTH LOW SERVICE PUMP STATION	-	75,000.00	-	-	-	-	-	-	-	-	-
900.009	WTP FILTER TURBIDIMETERS	-	75,000.00	-	-	-	-	-	-	-	-	-
900.010	WTP FILTER 5 - 8 REPLACE UNDERDRAINS	-	-	-	500,000.00	500,000.00	-	-	-	-	-	-
900.011	RENOVATE WEST 1931 BUILDING / DEMO EAST	-	-	-	-	-	-	-	200,000.00	675,000.00	675,000.00	-
		907,500.00	1,080,000.00	1,228,500.00	798,500.00	500,000.00	500,000.00	500,000.00	200,000.00	675,000.00	675,000.00	-

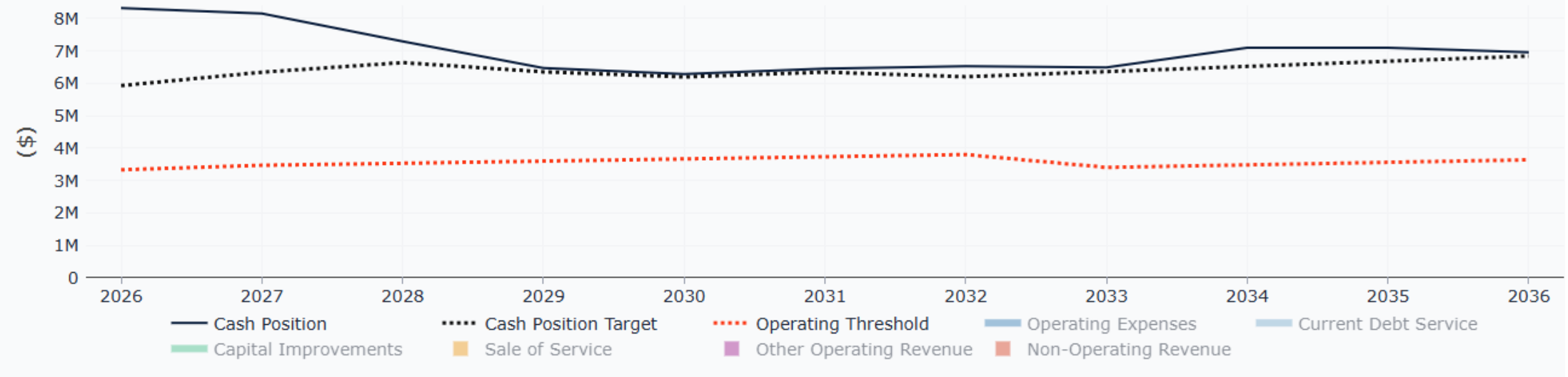
FY27 Fund 591 Water System Rates

- Fund 591 Debt Service



FY27 Fund 591 Water System Rates

- Fund 591 Cash Position



FY27 Fund 591 Water System Rates

System Water Rate

Meter Size in Inches	Current System Rate	FY27 Rate Change	FY27 System Rate	$ Change
5/8	30.52	5.00%	32.05	1.53
3/4	33.57	5.00%	35.25	1.68
1	42.74	5.00%	44.88	2.14
1 1/2	54.95	5.00%	57.70	2.75
2	88.52	5.00%	92.95	4.43
3	335.75	5.00%	352.54	16.79
4	427.32	5.00%	448.69	21.37
6	640.98	5.00%	673.03	32.05
Per Unit	2.94	5.00%	3.09	0.15

Estimated Quarterly Bill

	FY26	FY27	Change
Billed Amount *	**132.39**	**139.12**	**6.73**
Per Month	**44.13**	**46.37**	**2.24**
Per Day	**1.47**	**1.55**	**0.07**

*** 90 Gallons a Day, 3.2 Household Size, 5/8 Meter**

Meter Size in Inches	FY21 System Rate	FY22 System Rate	FY23 System Rate	FY24 System Rate	FY25 System Rate	FY26 System Rate	FY27 System Rate
5/8	19.72	21.20	26.49	27.75	29.07	30.52	32.05
3/4	21.69	23.32	29.14	30.52	31.97	33.57	35.25
1	27.61	29.68	37.09	38.85	40.70	42.74	44.88
1 1/2	35.50	38.16	47.69	49.96	52.33	54.95	57.70
2	57.19	61.48	76.83	80.48	84.30	88.52	92.95
3	216.92	233.20	291.42	305.26	319.76	335.75	352.54
4	276.08	296.80	370.90	388.52	406.97	427.32	448.69
6	414.12	445.20	556.35	582.78	610.46	640.98	673.03
Per Unit	2.30	2.56	2.55	2.67	2.80	2.94	3.09

A RESOLUTION
ADOPTING THE 2026-2027 FISCAL YEAR FUND 591 WATER SYSTEM WATER RATES
CITY OF ST. JOSEPH, MICHIGAN

WHEREAS, pursuant to and in accordance with Chapter 9 of the City Charter, the City Commission shall establish rates and fees necessary to maintain, operate and generally provide for improvements to the public water and sewer systems, and

WHEREAS, the Appropriations Ordinance provides for the various funds to end the year with adequate cash balances and positive fund balances, and

WHEREAS, the State of Michigan Municipal Finance Authority also requires the City of St. Joseph to establish rates sufficient to operate and maintain the water and sewer systems while making the required debt service payments, and

WHEREAS, a rate study has been conducted and the findings indicate that the current Fund 591Water System water rates are not sufficient to meet the future cash requirements of the system, and that an increase to these rates is necessary for FY 2026-2027, and

WHERAS, the 2026-2027 recommended Fund 591 Water System rate has been reviewed and approved by the Water Joint Operating Board at its regular meeting on March 18, 2026:

NOW, THEREFORE, BE IT RESOLVED, that the following water rates shall be set, effective with the July 1, 2026 utility billing:

5/8 Inch Meter = $32.05
3/4 Inch Meter = $35.25
1 Inch Meter = $44.88
1 1/2 Inch Meter = $57.70
2 Inch Meter = $92.95
3 Inch Meter = $352.54
4 inch Meter = $448.69
6 Inch Meter = $673.03
Per Unit = $3.09

System Water Rate

Meter Size in Inches	Current System Rate	FY27 Rate Change	FY27 System Rate	$ Change
5/8	30.52	5.00%	32.05	1.53
3/4	33.57	5.00%	35.25	1.68
1	42.74	5.00%	44.88	2.14
1 1/2	54.95	5.00%	57.70	2.75
2	88.52	5.00%	92.95	4.43
3	335.75	5.00%	352.54	16.79
4	427.32	5.00%	448.69	21.37
6	640.98	5.00%	673.03	32.05
Per Unit	2.94	5.00%	3.09	0.15

Agenda Item

TO: **City Commission**

FROM: **Tim Zebell, City Engineer & Assistant City Manager**

RE: **CWSRF Project Plan Update**

MEETING DATE: **April 6, 2026**

Staff is requesting the City Commission conduct a public hearing to discuss proposed sewer system improvements that the City desires to finance with a fiscal year 2027 (FY27) Clean Water State Revolving Fund (CWSRF) low-interest loan.

The proposed work includes Phase 2 of the Combined Sewer Overflow (CSO) Storage Tank Project and the Hawthorne Lift Station Renovation Project. This update is required to clarify the cost and impact to users for a subset of the projects listed in the June 1, 2022 CWSRF Project Plan. Last October, City staff submitted an intent to apply (ITA) in the amount of $24,200,000 to fund the projects. Since that time, the request has been lowered to $22,600,000 to account for updated cost estimates and the removal of sewer work on the Main Street Reconstruction Project. The CWSRF loan process is competitive and there is no guarantee the City will score high enough on the project priority list to fall within the CWSRF Project Priority List fundable range.

A portion of the March 15, 2026, DRAFT CWSRF Project Plan Update, and the PowerPoint for the public meeting are attached. The full project plan is available on the City Engineer webpage under Programs or by following this Link.

Action Requested: To approve the FY27 CWSRF Project Plan Update to allow City staff to submit the required materials to be eligible for a CWSRF low-interest loan for sewer system improvements.

ATTACHMENT(S):

- Pages from 2026-03-15_DRAFT-FY27-CWSRF-Project-Plan-Update.pdf
- FY27-CWSRF-Project Plan Update 2026-04-01.pdf



Clean Water Revolving Fund Project Plan Update

March 15, 2026 DRAFT

Purpose

The purpose of this CWSRF Project Plan Update is to provide the scope of work proposed for funding through the CWSRF FY2027 loan process, and notify City of St. Joseph rate payers of the potential rate increase needed to fund the projects. This updates the City's CWSRF Project Plan dated June 1, 2022, and provides additional background on the subsequent Combined Sewer Overflow (CSO) Storage Project alternatives selection process, and the Hawthorne Lift Station Project.

Phase 2 - CSO Storage Project

Background

When the City of St. Joseph was first developed, it was common to install a single pipe to convey both stormwater and wastewater directly to the St. Joseph River and Morrison Channel through the same collection system. In the early 1950's, the Benton Harbor-St. Joseph Joint Wastewater Treatment Plant (JWWTP) was built to address water quality issues in the St. Joseph River, Morrison Channel, and Lake Michigan. It was not economical or practical to build sufficient capacity at the JWWTP to treat both wastewater (sanitary) and stormwater flows. Instead, the practice at that time was to install CSO overflow chambers to act as relief points during periods where heavy rainfall events contributed excess stormwater to the collection system. The enactment of the Clean Water Act (CWA) in 1972 (Also known as the Federal Water Pollution Control Act) put in place the initial regulations to eliminate CSO discharges from most rainfall events.

The City of St. Joseph is nearing the end of its decades-long CSO compliance program that has included separating combined sewers, replacing and rehabilitating sanitary sewers, and most recently, construction of a new diversion chamber at Public Works to control wet-weather flows. Several rounds of flow monitoring and hydraulic modeling have been completed at various stages of the program to determine the effectiveness of removing inflow and infiltration (I&I) from the sanitary sewer collection system.

In order to comply with the City's National Pollutant Discharge Elimination System (NPDES) permit, overflows from most events must be eliminated. The deadline for the CSO Storage Project has been extended multiple times to allow the City to pursue cost-effective I&I Removal Projects. Hydraulic modeling that followed the most recent I &I Removal Project concluded that it was time to build a CSO Storage tank as the final corrective measure. Once the tank is completed, the City will no longer be eligible to discharge under a CSO NPDES Permit, and overflow events will be limited to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Sanitary Sewer Overflow (SSO) guidance requirements.

Alternatives Analysis and Selected Alternative Review

A public meeting for the alternatives analysis and the selected alternative for the CSO Storage Project was held on June 28, 2023, in City Commission Chambers. Links to a recording of the public meeting and the presentation slides were posted on the City Engineer webpage following the meeting. The public input period remained open from June 2023 to November 2023.

On September 29, 2023, the City submitted the Final CSO Compliance Report to EGLE via the MiEnviro portal as required by the City's CSO NPDES permit. The compliance report provided very detailed information on the status of the CSO program and the basis for the selected alternative.

The selected alternative, which included locating the CSO Storage Tank at the Public Works location, was authorized by the City Commission at a public meeting held on November 13, 2023. The City was initially informed that the project did not score within the fundable range for FY2024 CWSRF funding in the late summer of 2023. However, EGLE Water Infrastructure Finance Section (WIFS) staff contacted City staff on October 23, 2023, with news that funding had become available. City staff and Wade Trim acted quickly to obtain City Commission approval for design services to meet a Quarter 3.5 CWSRF schedule. The Quarter 3.5 schedule was critical to meet the deadline of the CSO Storage Early Action Project option offered in the City's CSO NPDES permit.

A finding of no significant impact (FNSI) and an environmental assessment (EA) were published in March 2024 for the CSO Storage Early Action Project at the Public Works site. Construction on the CSO Storage Early Action Project commenced in November 2024 and was substantially complete in May 2025.

Appendix A includes the presentation from the June 28, 2023 public meeting, the September 29, 2023 CSO Final Compliance Report, and the FNSI and EA for the CSO Storage Early Action Project published in March 2024.

Hawthorne Lift Station Project

The June 1, 2022, project plan amendment also called for replacing the Hawthorne Lift Station in its current location. In August of 2023, the City, with assistance from Abonmarche, secured a United States Department of Agriculture (USDA) grant to defray a portion of the design costs. The design for the Hawthorne Lift Station Project is complete, and Permit Number P410053878 v.1 was issued on June 30, 2025. A copy of the EGLE permit is included in Appendix B of this update.

Summary of Costs

November 2025 construction estimates for the CSO Storage Tank range between $14,344,000 to $17,747,000, predominantly based on the size of the tank. Wade Trim is conducting flow monitoring and hydraulic modeling to finalize the storage tank size.

The City and Wade Trim have also been coordinating with the Benton Harbor – St. Joseph Joint Wastewater Treatment Plant staff to ensure that flows sent to the plant will not have an adverse impact on operations.

The Hawthorne Lift Station Project is estimated at $1,378,000 based upon a November 2024 Engineer's Estimate adjusted for inflation.

The following table provides the cost summary of the CWSRF FY27 low-interest loan request.

FY27 CWSRF Loan Estimate		
Project/Task	**Cost**	**Remarks**
Project: CSO Storage		
Design services	$ 1,486,000	Flow Monitoring & Hydraulic Modeling plus Design Services
Construction Services	$ 1,750,000	
Construction	$ 17,474,000	Upper Range of Construction Estimate
CSO Project Sub-Total	$ 20,710,000	
Project: Hawthorne Lift Station		
Design Services	$ -	No CWSRF requested - USDA Grant Covered 74% of Design
Construction Services	$ 190,000	
Construction	$ 1,378,000	
Hawthorne Lift Station Sub-Total	$ 1,568,000	
Sub-Total FY27 CWSRF Projects	$ 22,278,000	
Bond Origination Costs	$ 322,000	
Total FY27 CWSRF Request	**$ 22,600,000**	

The costs for both projects are anticipated to be 100% eligible for CWSRF funding given the scope of the work. Therefore, no alternative justifiable expenditures (AJE) should be required.

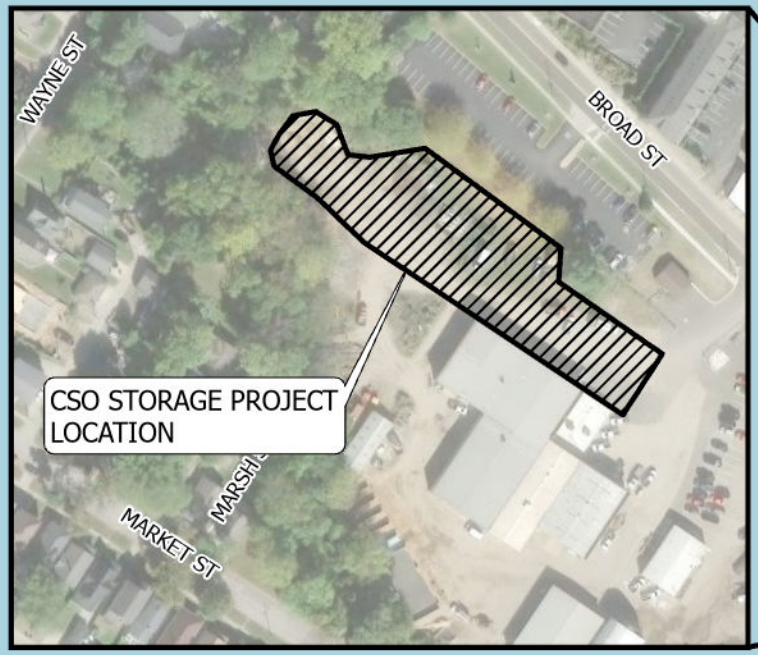
Costs to Users

The expected annual debt repayment for the FY2027 loan is $89,981 per month for 30 years. With 4,664 users (based upon residential equivalent units) in the City system, it is expected that the necessary rate increase, to finance the debt service will be on average of $19.29 per a typical City residential user.

Public Involvement

A public hearing is scheduled on April 6, 2026, as part of the regular City Commission Meeting commencing at 6 PM.

CITY OF ST. JOSEPH
FY27 CWSRF PROJECT LOCATIONS





CWSRF Project Plan Update – Public Meeting

- Public Meeting required to be eligible for Clean Water State Revolving Fund (CWSRF) Low-Interest Loan Funding
- Please Sign In



Scope of Work

- CSO Storage Tank – Final Compliance Project
- Hawthorne Lift Station Renovation/Replacement

CSO Storage Tank Project

- Background - What is CSO?
- History of CSO Program
- Regulatory Requirement
- Alternatives Analysis Process & Selected Alternative
- CSO Storage Project Phasing



Hawthorne Lift Station Project

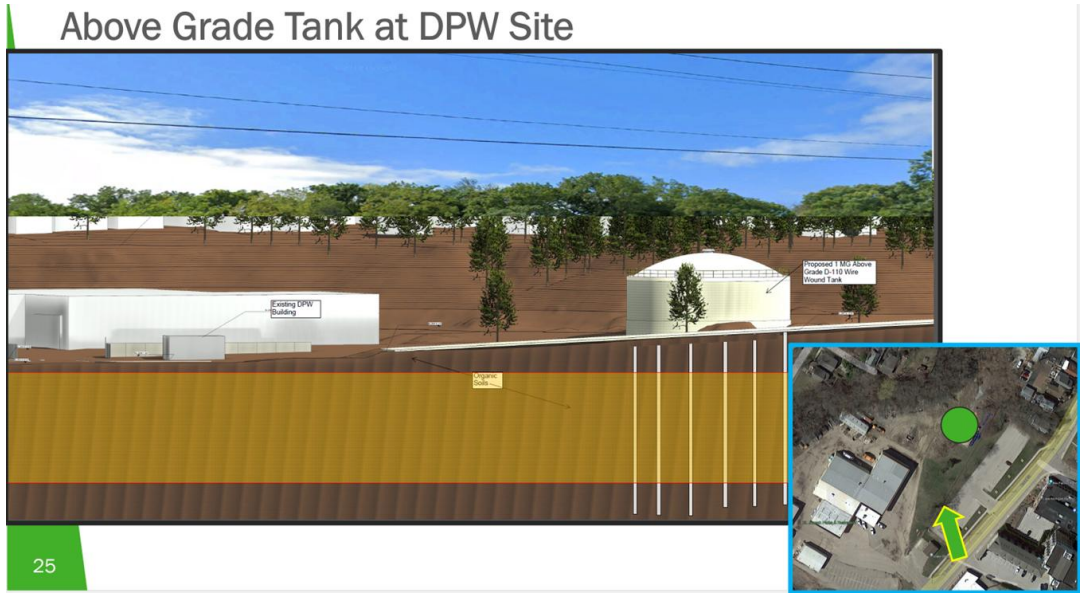
- Lift Station Condition
- Designed & EGLE Permit Issued

Summary of Costs & Cost to Users

CWSRF Project Plan Update – Public Meeting

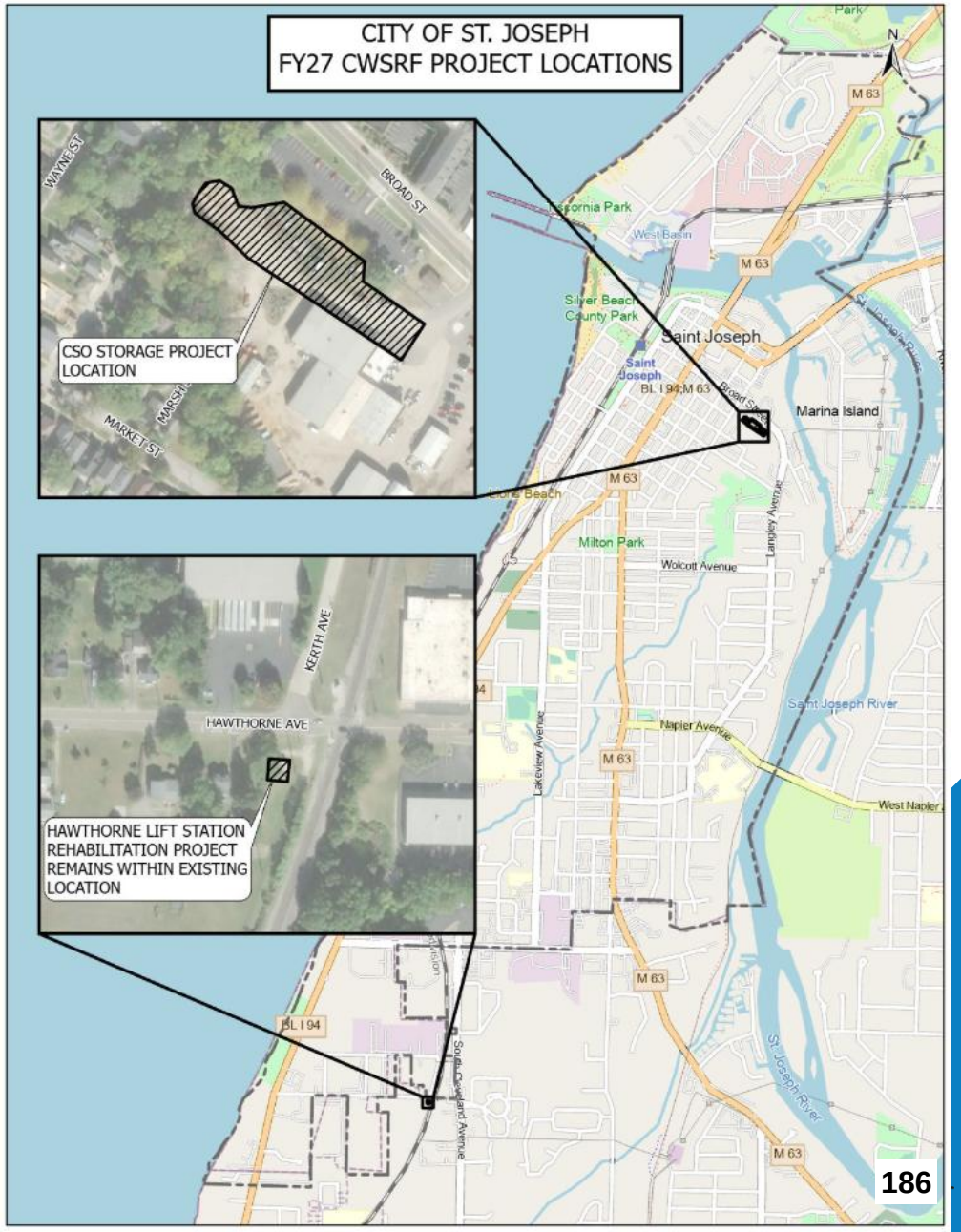
Location of Work

- CSO Storage Tank – Public Works Yard
- Hawthorne Lift Station Renovation/Replacement





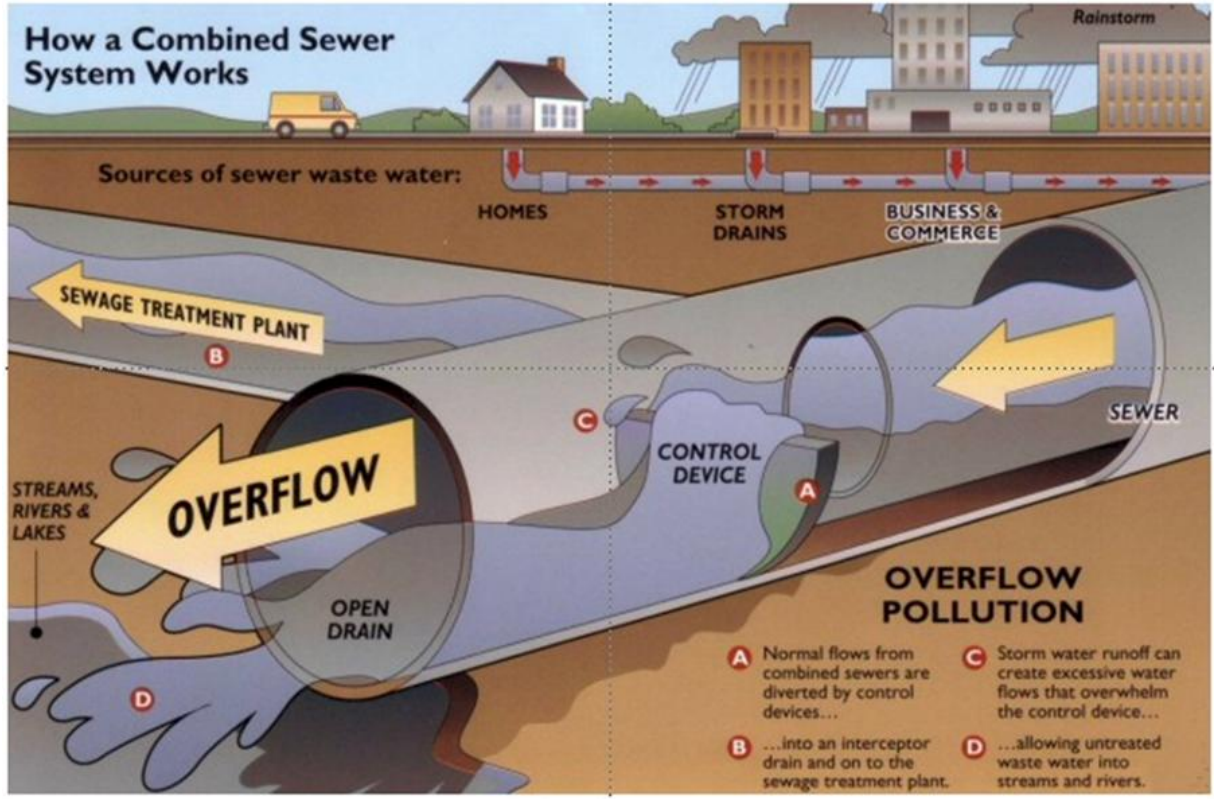


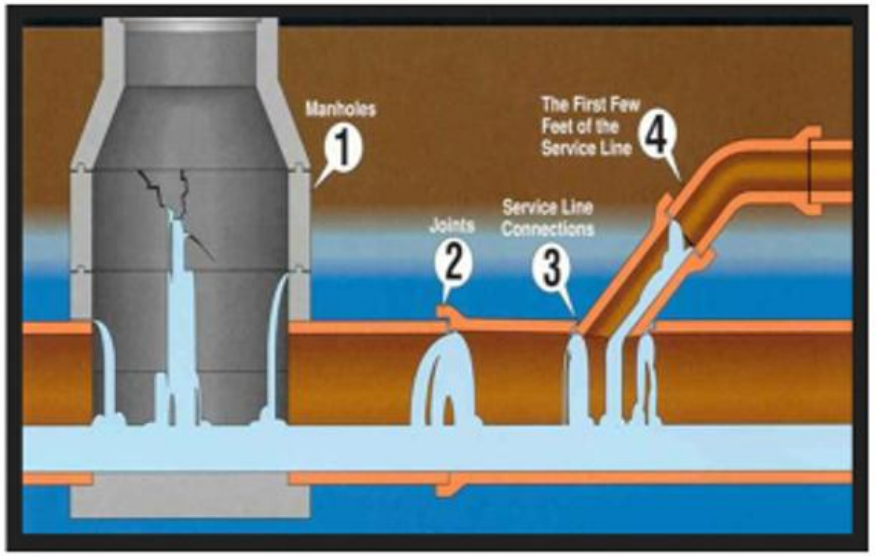


CWSRF Project Plan Update – Public Meeting

CSO Storage Tank Project

- Background - What is CSO?





Common sources of infiltration



Example of infiltration in a sewer pipe



CWSRF Project Plan Update – Public Meeting

Sewer (and Water) Infrastructure Projects		
Year	**Project**	**Brief Description**
1999	Lakeview Area Water & Sewer Project	Lakeview Ave: Wallace Ave to Hilltop Rd, also Wallace Ave: Lakeview Ave to S. State Street
	Niles Area Water & Sewer Project	Niles Ave: Wolcott to Mohawk, also Wolcott, Pixley, Lewis, Greenwood, Mohawk areas
2000	CSO Separation - Lake Court Area	Lake Court, Main Street, S. State Street areas
	CSO Separation - Pixley Ave Area	Pixley Ave: Michigan Ave to Wolcott Ave
	CSO Separation - Port Street Area	Port Street: Court to Church, also Church: Port to Ship and work north of Court House
2001	Broad Street Reconstruction & Sewer Separation	Broad Street, Pearl Street, Wayne Street areas in the vicinity of Public Works
2002	Lakeview Avenue Roadway Reconstruction	Lakeview Ave: Wallace Ave to Main Street, also Madison: Lakeview Ave to S. State Street
2003	CSO Separation - Church, Court & Wayne Street Areas	Church: Ship to Harrison, Wayne: Broad to Harrison, Court: Broad to Hoyt, Harrison: Niles to Church, Broad: Court to Church
2004	CSO Interceptor Replacement	Kiwanis Park to Botham Avenue area
	CSO Separation Niles Ave	Niles Ave: Main Street to Winchester, Winchester: Main Street to S. State Street
	CSO Separation Pearl & Olive	Pearl Street: Langley Ave to Wayne Street, Olive Street: Pearl Street to Market Street
	CSO Separation Michigan & Harrison	Michigan Ave: Langley Ave to Hagar Ct., Harrison Ave: Langley Ave to Hagar Ct., Alley: connectiong Michigan & Harrison
	Lions Park Drive Reconstruction	Lions Park Drive: Lions Park to Broad St, also Park St: Bridge to Lake St., Broad St: RR Tracks to Vine St, replace Vine St Lift Station
	CSO Interceptor Replacement (split season)	Kiwanis Park to Botham Avenue area
2005	Old Lakeshore Road Reconstruction	Old Lakeshore Road: Lakeshore Drive to Sunnybank Road
	Midway Avenue Reconstruction	Midway Avenue: Niles Avenue to S. State Street
2006	Lake Boulevard Reconstruction Project	Lake Boulevard: Main Street to Ship Street
2007	Lakeland Hospital Expansion & Utility Replacement	Morton Avenue: Botham Ave to Langley Ave then west to SJ River/Interceptor
	Morton & Highland Reconstruction Project	Morton Avenue: Van Brunt Ave to St. Joseph Drive; also West Highland Ave: St. Joseph Drive to west of Willa Ave
	2007 S2 Grant	**Predominantly Flow Monitoring & Hydraulic Modeling**
2008	Heppler Lift Station Removal Project	Eliminate Heppler Lift Station north of 211 Hilltop property. Connect to gravity main installed for Maytag Commercial Washer Lab
	Ship & State Street Reconstruction Project	Ship Street: Lake Boulevard to Main Street, State Street: Ship Street to Water Street, also Port Street: State Street west to alley
	Silver Beach Center Project	Broad Street: Lake Street to RR Tracks, Vine Street: Broad Street to Water Street, Lions Park Drive: Elm Street to Broad Street
2009	Ship & State Street Reconstruction Project (spilt season)	Ship Street: Lake Boulevard to Main Street, State Street: Ship Street to Water Street, also Port Street: State Street west to alley
	CSO Separation - Michigan Area	Michigan Ave: Morton Ave east to Dead End, Morton Ave: Harrison Ave to Wolcott Ave, Harrison Ave: Wayne Street to Morton Ave
2010	CSO Separation - Michigan Area (split season)	Michigan Ave: Morton Ave east to Dead End, Morton Ave: Harrison Ave to Wolcott Ave, Harrison Ave: Wayne Street to Morton Ave
2011	South State Street CSO Project	South State Street: Wallace Ave to Granada Ave, also Kingsley Ave: S. State Street to Niles Ave
	2011 S2 Grant	**Planning/Design Services: 2012 & 2013 CSO Projects**
2012	2012 CSO Project	Lane Dr: Mount Curve to Willa Dr, Pixley Ave: Myrtle Ave to Van Brunt Dr, Myrtle Ave: Pixley Ave east to Dead End, MH & Bolt Down Cover Replacements
	Lake Street Reconstruction Project	Lake Street: Elm Street to Broad Street, also Park Street: Lions Park Drive to Lake Street
	Napier Avenue Resurfacing Project	Napier Ave: Langley Ave to Niles Ave, also Willa Drive: Napier Ave to Kingsley Ave
2013	2013 CSO Project	Elm Street: Main St to State St, Roof drain disconnections in the downtown: Elm Street to Ship Street
	St. Joseph Drive Reconstruction Project	St. Joseph Drive: Niles Ave to ~ Willa Drive
	West Highland Reconstruction Project	West Highland Ave: Lakeview Ave to Veronica Drive
	2013 S2 Grant	**Predominantly Flow Monitoring & Hydraulic Modeling (State ends S2 Grants - funding shifted to SAW Grants)**
2014	Whirlpool Compass Fountain Drain Project	Disconnect WP Compass Fountain drain from sanitary (mandated by MDEQ pool permit); redirect to storm sewer per original plans
2015	Botham Avenue Reconstruction Project	Botham Ave: Niles Ave to Morton Ave
2016	2016 Sewer Improvements	Replace sewer under Southshore Development stormwater detention area
2017	2017 CSO Project	Replace Sewer in PW, CIPP Line Sewer under Southshore Development
	2017 Flow Monitoring & Modeling	**Commenced July 2017, completed July 2018 - redeployed monitors in central interceptor (ongoing) to investigate Inflow & Infiltration**
2018	Wallace Avenue Reconstruction Project	Wallace Avenue: Lakeshore Drive to South State Street, also Stadium Drive: Wallace Ave to SJHS entrance (water only)
	Flow Monitoring & Modeling	**Continuation of Flow Monitoring & Modeling to determine if City should pursue I & I Removal Project**
2019	Inflow & Infiltration Removal Project	Rehabilitation of manholes and several spot repairs on the central ravine sanitary sewer interceptor
2020	**Flow Monitoring & Modeling**	**NPDES permit required flow monitoring & modeling - record rainfall, high Lake Michigan & groundwater levels exposed more infiltration issues in system**
	Kingsley, Morton & Orchard Reconstruction Project	Replaced all sanitary sewer within project limits. Intalled foundation drain connections to storm sewer within the right-of-way
2021	**Complete I/I Mitigation Monitoring & Modeling Analysis**	**Complete I/I analysis - meet with EGLE, received approval to pursue I/I pilot project potentially extending schedule to complete storage**
	Langley Avenue Reconstruction Project	Replaced all sanitary sewer within project limits. Intalled foundation drain connections to storm sewer within the right-of-way
2022	Inflow & Infiltration Removal Project	Rehabilitation of sewers on South State from Comings Avenue to Gard Avenue to determine cost effectiveness of pursuing additional I & I Projects
2024	Upton Drive Reconstruction Project	Replacement of gravity sanitary sewer on Upton Drive. Replacement of forcemain under St. Joseph River from the Edgewater Lift Station, Elimination of CSO 003
2025	CSO Storage Early Action Project	Construction of a new diversion chamber and replacement of the underflow pipe to the sanitary sewer interceptor to optimize flow to the BHSJ JWWTP

1999

2025

CSO Storage Tank Project

- History of CSO Program

CWSRF Project Plan Update – Public Meeting

CSO Storage Tank Project

- Regulatory Requirement

PERMIT NO. MI0026735

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

AUTHORIZATION TO DISCHARGE UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM

In compliance with the provisions of the federal Clean Water Act (federal Water Pollution Control Act, 33 U.S.C., Section 1251 *et seq.*, as amended); Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); Part 41, Sewerage Systems, of the NREPA; and Michigan Executive Order 2019-06,

City of St. Joseph
700 Broad Street
Saint Joseph, Michigan 49085

is authorized to discharge from the **St. Joseph Combined Sewer Overflows** from

various locations throughout
St. Joseph, Michigan 49085

designated as **St Joseph CSO**

to the receiving water named the St. Joseph River in accordance with effluent limitations, monitoring requirements, and other conditions set forth in this permit.

This permit is based on an application submitted on April 1, 2021, and a complete modification request submitted on March 5, 2024.

The permit originally took effect on November 1, 2022; this modified permit takes effect on July 1, 2024. The provisions of this permit are severable. After notice and opportunity for a hearing, this permit may be modified, suspended, or revoked in whole or in part during its term in accordance with applicable laws and rules. On its original effective date, the permit superseded National Pollutant Discharge Elimination System (NPDES) Permit No. MI0026735 (expiring October 1, 2027).

This permit and the authorization to discharge shall expire at midnight on **October 1, 2027**. In order to receive authorization to discharge beyond the date of expiration, the permittee shall submit an application that contains such information, forms, and fees as are required by the Michigan Department of Environment, Great Lakes, and Energy (Department) by **April 4, 2027**.

Issued: November 1, 2022. Modified (major) June 28, 2024.

Original signed by Christine Alexander
Christine Alexander, Manager
Permits Section
Water Resources Division

2) The results of the completed PPC were unable to demonstrate that the Updated CSO Control Program was able to provide for the elimination of combined sewage discharges containing raw sewage. The permittee shall submit a revised Final CSO Control Program Update that includes a revised schedule for elimination of overflow discharges from Outfalls 005 and 011 taking into consideration the information and conclusions of the Updated Control Plan. The schedule shall include the following fixed dates:

a) On or before (COMPLETED), the permittee shall complete an I/I removal pilot program in Area 9 (South State Street between Gard and Comings Avenue).

b) On or before (COMPLETED), the permittee shall submit a Part 41 Sanitary Sewerage Construction Permit Application for Phase 1 – Early Action CSO Storage Project.

c) On or before September 13, 2024, the permittee shall issue the Notice to Proceed of Phase I Early Action CSO Storage Project in accordance with the Department-approved Part 41 Permit.

d) On or before May 15, 2025, the permittee shall complete construction of the Phase I Early Action CSO Storage Project in accordance with the Department-approved Part 41 Permit.

e) On or before July 1, 2026, the permittee shall submit to the Department for review and approval a Flow Monitoring/Analysis Report to confirm no adverse impact to the JWWTP for the period between May 15, 2025, and April 30, 2026.

f) Upon review of the hydraulic modeling report, if the Department determines that construction of corrective action Segment 2 Corrective Action Storage is required, the permittee shall complete the following work by the dates specified:

(1) On or before March 1, 2027, the permittee shall submit a Part 41 Sanitary Sewerage Construction Permit Application and a Basis of Design for the Storage Structure that ensures adequate sewer capacity and functionality.

(2) On or before July 1, 2027, the permittee shall commence construction of the corrective action Segment 2 Corrective Action Storage project.

(3) On or before December 1, 2028, the permittee shall submit to the Department an approvable PPC Work Plan for conducting the PPC Program for the completed project.

(4) On or before March 1, 2029, the permittee shall complete construction of the corrective action Segment 2 Corrective Action Storage project.

(5) On or before April 1, 2029, the permittee shall commence in-system flow monitoring in accordance with the Department-approved PPC Program Work Plan.

(6) On or before January 1, 2030, the permittee shall submit a PPC Report as required in Part I.A.1.g. of this permit. The PPC Report shall demonstrate that the CSO discharges were eliminated in accordance with the approved Basis of Design criteria and the approved plans and specifications.

CWSRF Project Plan Update – Public Meeting

CSO Storage Tank Project

- Alternatives Analysis/Selected Alternative
- Public Meeting: June 28, 2023
- Alternative Selected: November 13, 2023



CITY OF St. Joseph

CWSRF Project Plan Update – Public Meeting

Preliminary Storage Basin Options – Deep Shaft

Pros

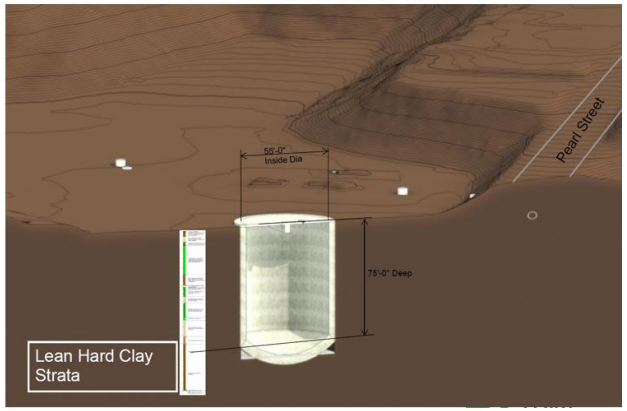
1. Small footprint
2. Less visual impact
3. Portion of footprint can be used for other activities

Cons

1. Higher construction cost
2. Riskier construction
3. Higher operating cost

Outcome

1. Option not carried forward



Preliminary Storage Basin Options – Linear Storage (Large Storage Pipes)

Pros

1. Less visual impact
2. Portion of footprint can be used for other activities

Cons

1. Higher construction cost
2. Larger area of disruption during construction
3. More impact with local utilities

Outcome

1. Option not carried forward



Three options at Kiwanis Park were eliminated from consideration relatively early in process due to:

- Cons > Pros
- Cost
- Diversion Chamber located at Public Works

Preliminary Storage Basin Options Rectangular Tank in Hillside

Pros

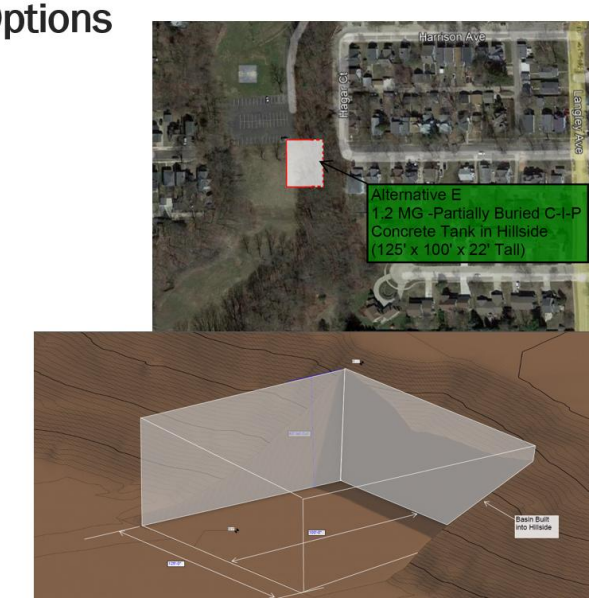
1. Reduced visual impact

Cons

1. Higher construction cost
2. Risky construction

Outcome

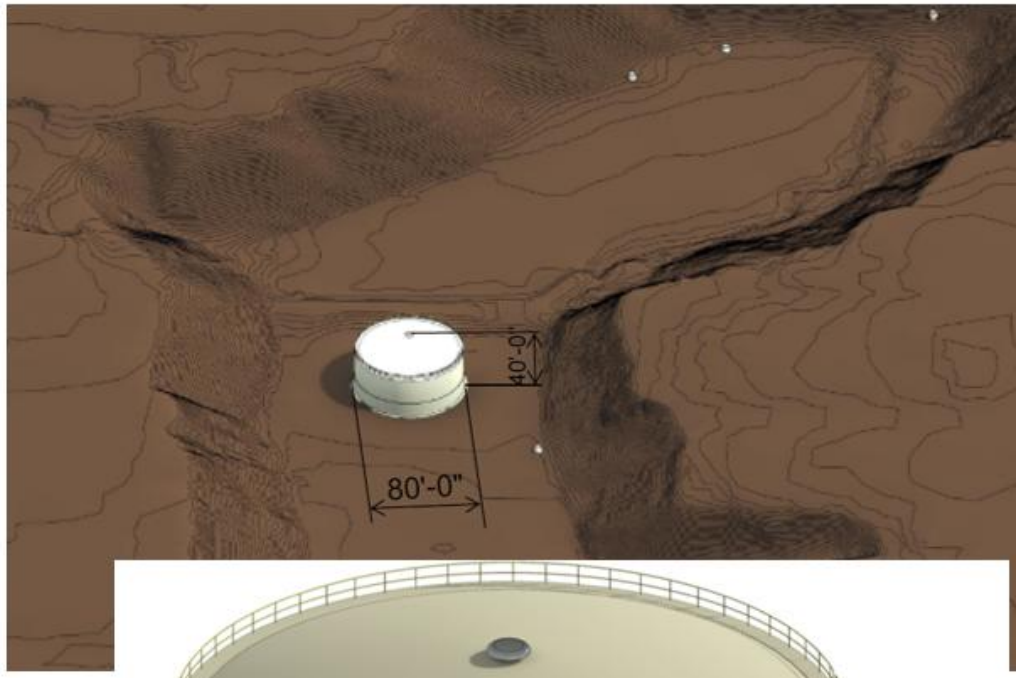
1. Option not carried forward

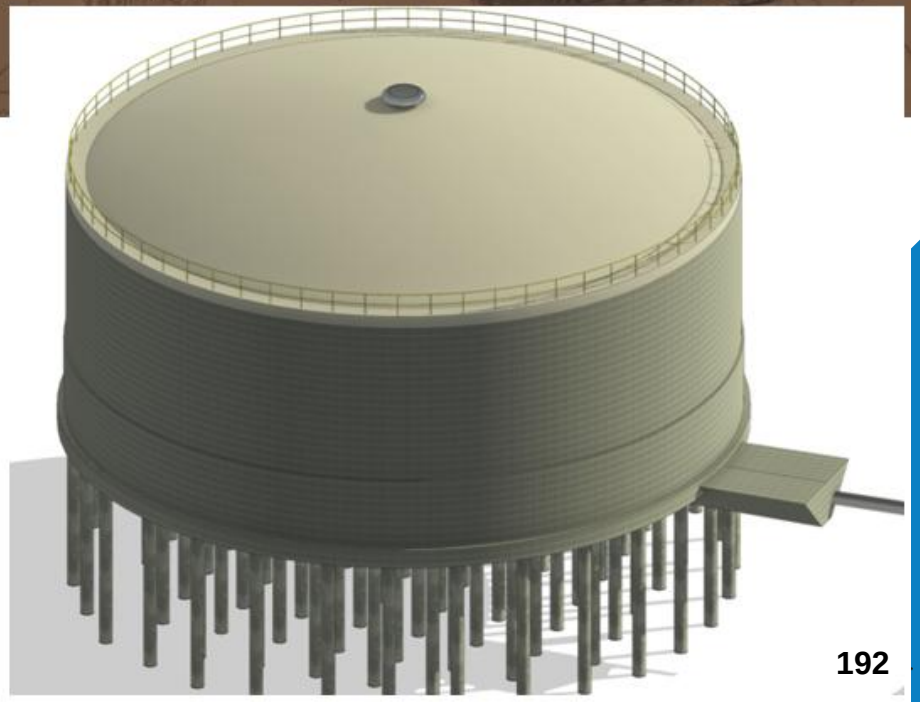


CITY OF St. Joseph

FY27 CWSRF PROJECT PLAN UPDATE

Preliminary Storage Basin Options Above Grade Circular Tank





Pros

1. Lower construction cost

Cons

1. More visible

Outcome

1. Option was carried forward for preliminary design

FY27 CWSRF PROJECT PLAN UPDATE

Preliminary Storage Basin Options – Below Grade Tank

Pros

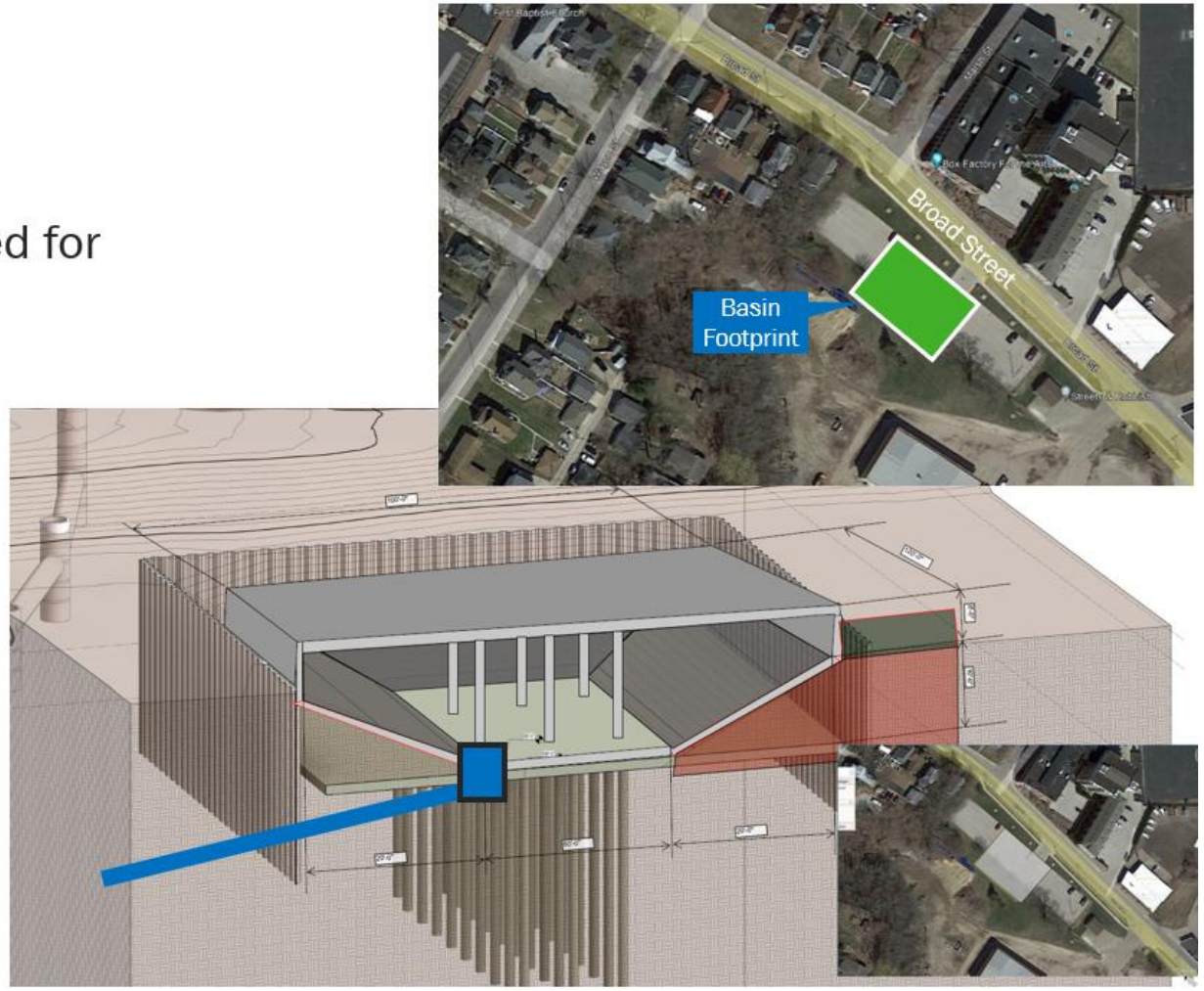
1. Less visual impact
2. Portion of footprint can be used for other activities
3. Gravity dewatering

Cons

1. Higher construction cost

Outcome

1. Option was carried forward for preliminary design



FY27 CWSRF PROJECT PLAN UPDATE

Cost Estimate – Cost Comparison (current June 2023)

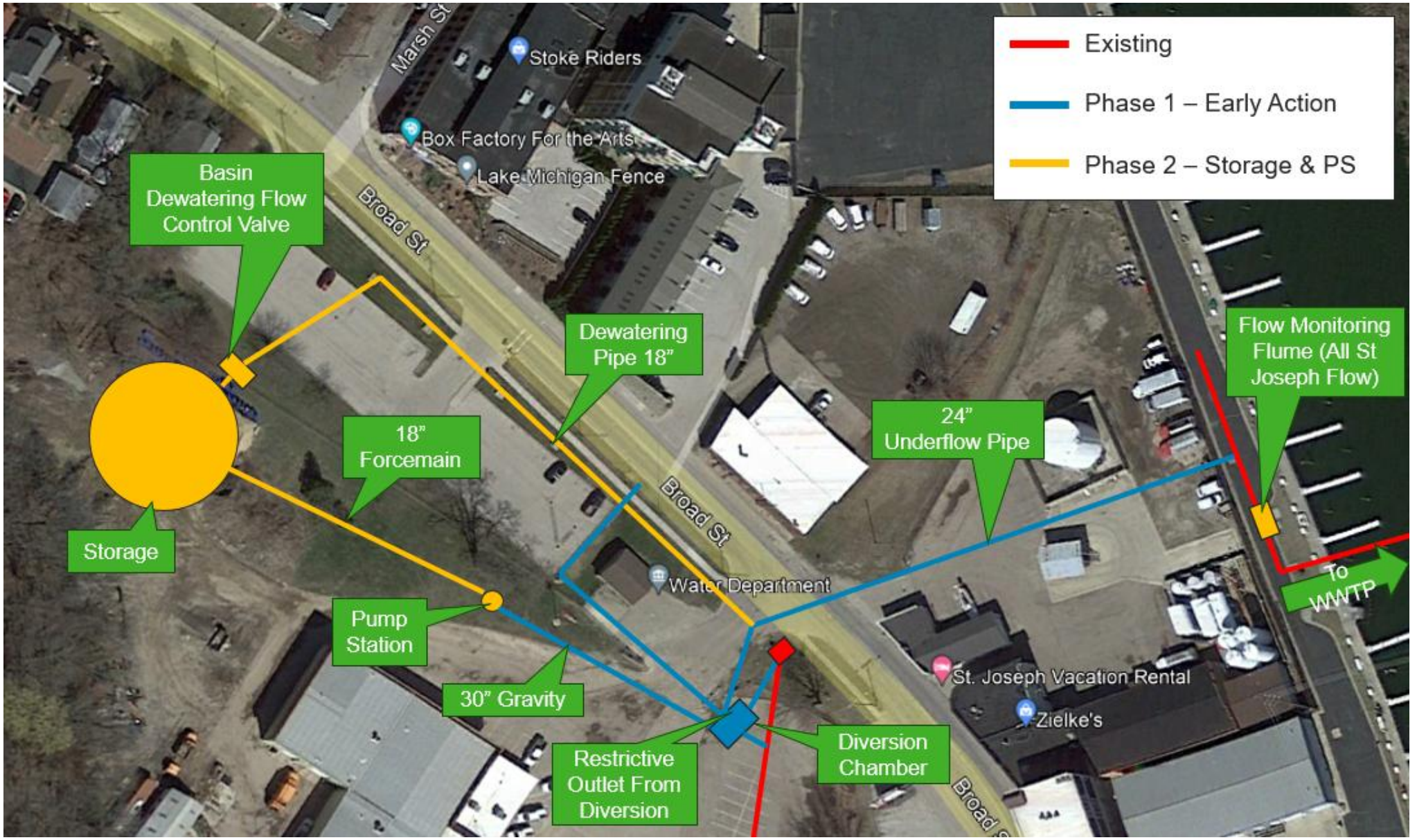
Location	DPW Site Option A	DPW Site Option B	Kiwanis Park Option C	Kiwanis Park Option D
Storage Option	Above Grade Tank	Below Grade Tank	Above Grade Tank	Below Grade Tank
Project Component				
Storage Tank Structure only (includes excavation, structure, deep piles, support of excavation)	$4,000,000	$17,500,000	$3,370,000	$12,100,000
Tank Process Items (Flushing System , odor control, ventilation)	$700,000	$500,000	$700,000	$500,000
Pump Station with Inlet/Outlet connections				
Structural	$1,754,000	$1,754,000	$1,754,000	$1,754,000
Process	$1,100,000	$1,100,000	$1,100,000	$1,100,000
Force main/Dewatering from DPW PS to Tank	$631,000	$148,000	$2,542,000	$1,732,000
Diversion Chamber and Connections				
Underflow Pipe	$685,000	$685,000	$685,000	$685,000
Diversion Chamber	$941,000	$941,000	$941,000	$941,000
Gravity pipes in/out of New Diversion Chamber	$525,000	$525,000	$525,000	$525,000
Construction Cost Subtotal	**$10,336,000**	**$23,153,000**	**$11,617,000**	**$19,337,000**
Construction Contingencies (25%)	$2,584,000	$5,788,000	$2,904,000	$4,834,000
Engineering , Legal, and Administration (30%)	$3,101,000	$6,946,000	$3,485,000	$5,801,000
Total Project Cost*	**$16,021,000**	**$35,887,000**	**$18,006,000**	**$29,972,000**

*** Total project cost could be impacted by current market uncertainty.**

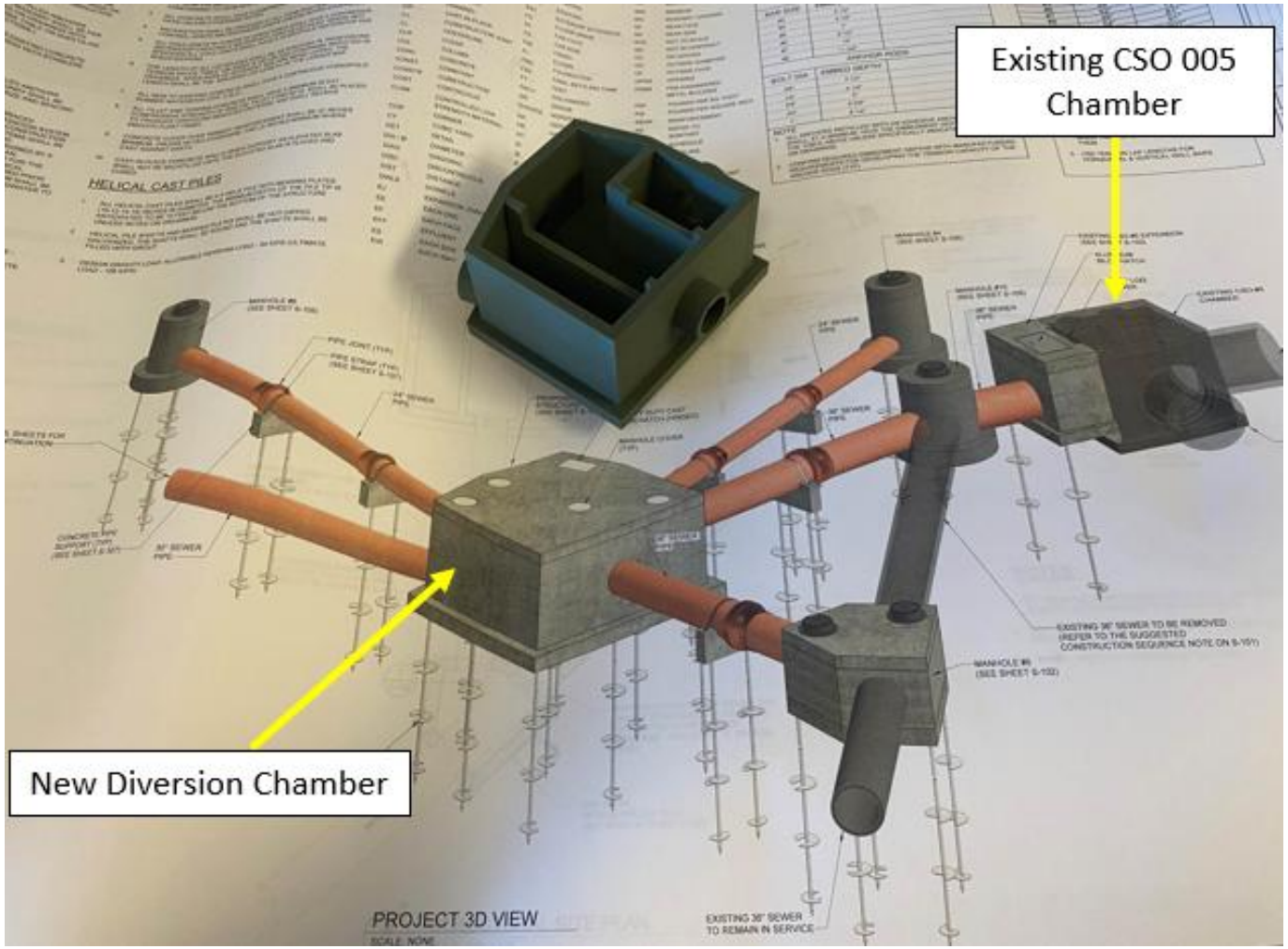
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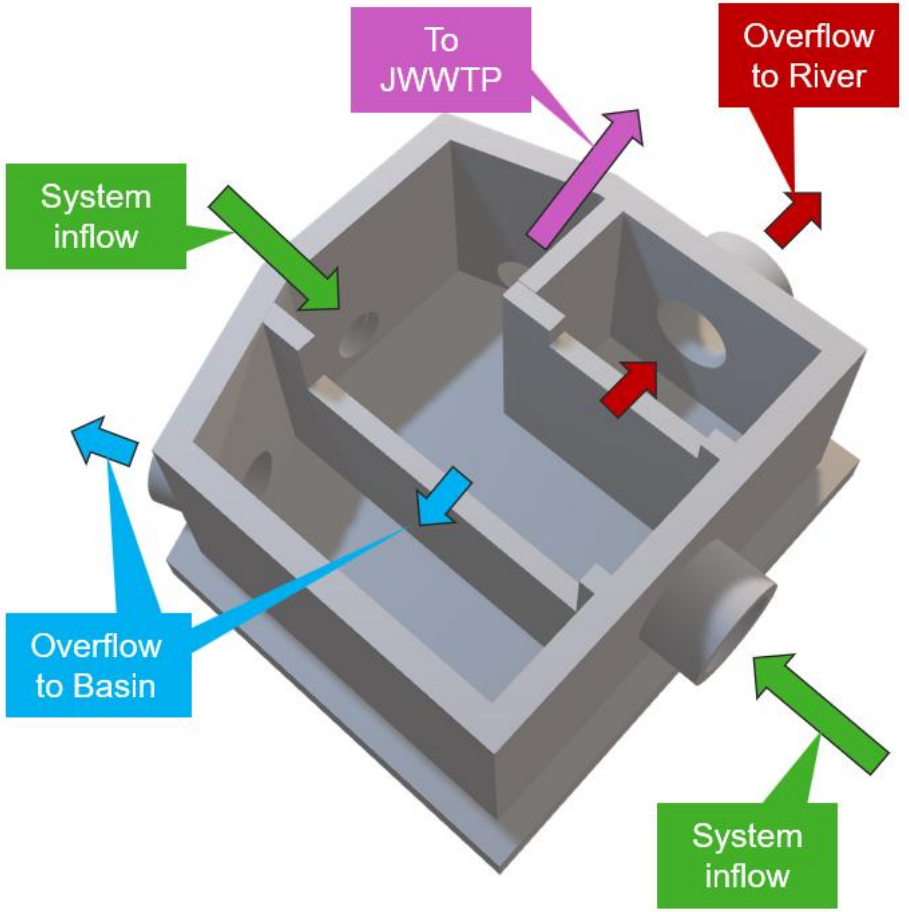
CITY OF St. Joseph

CSO Storage Project Phasing



CWSRF Project Plan Update – Public Meeting



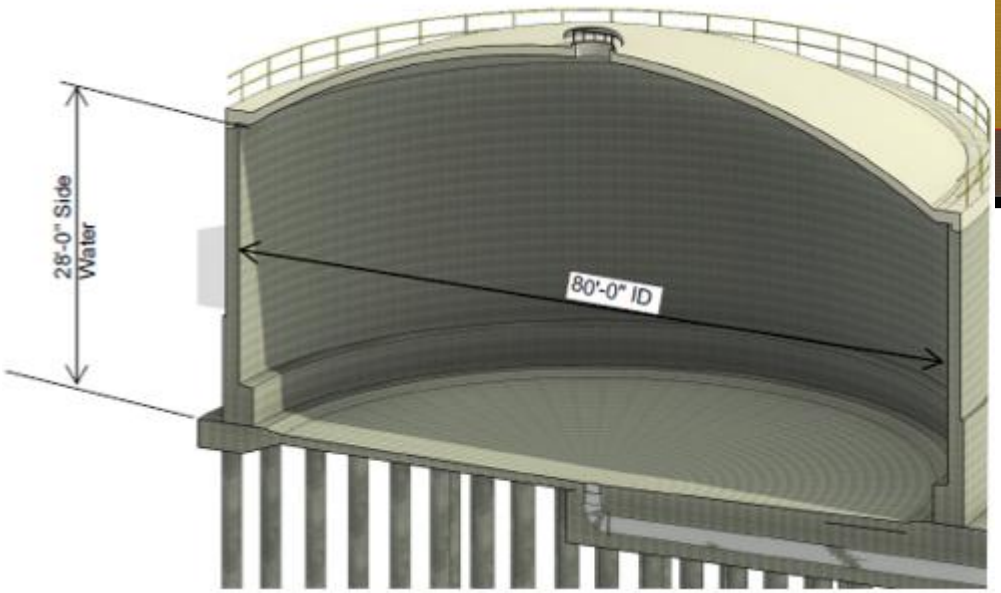


CSO Storage Project – Early Action Diversion Chamber

CSO Storage Project – Future Storage Tank

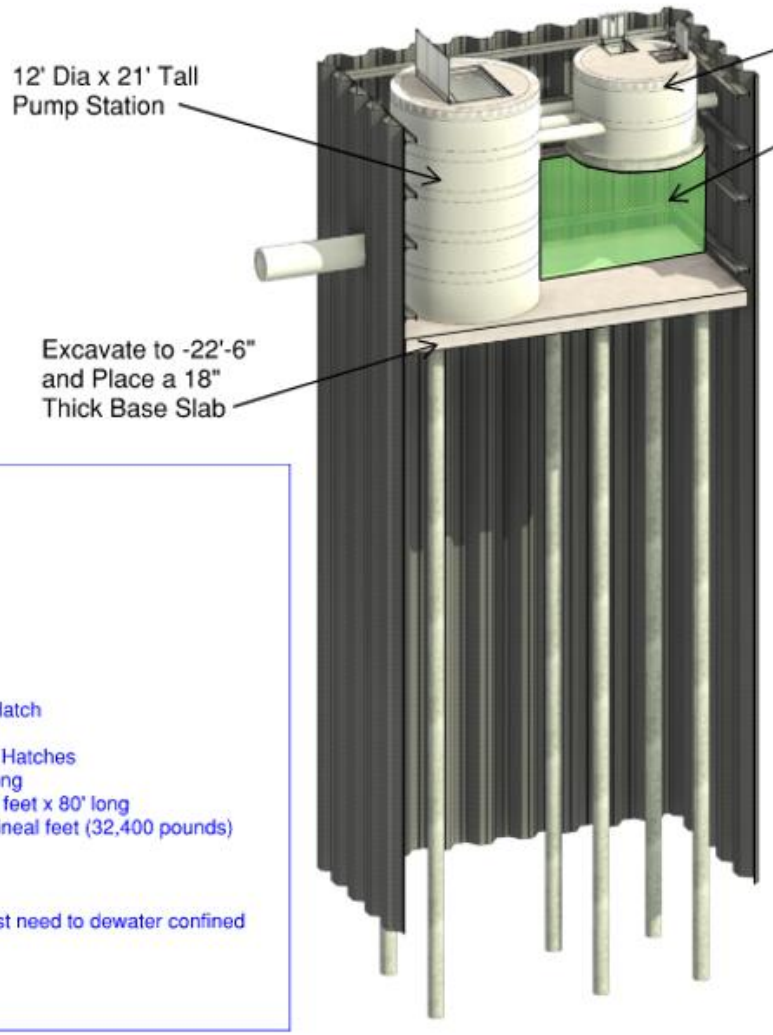


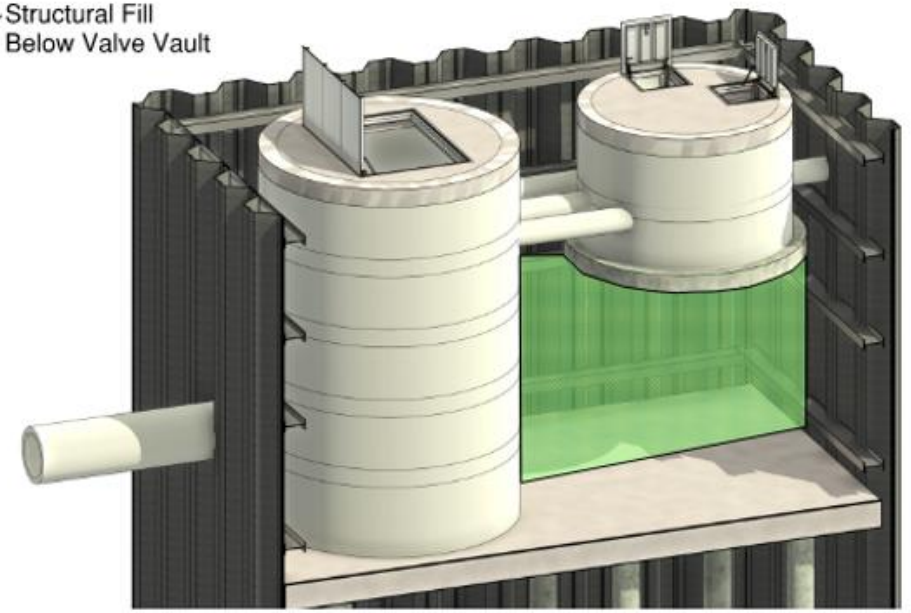






CSO Storage Project – Future Pump Station





Structure Out to Out Dimensions:

Pump Station 12' Diameter x 21' Tall

Valve Vault: 10' Diameter x 8' Tall

Material Quantities:

1. 18" - 33' x 22' : 40 CY
2. 12' Diameter MH Sections x 21' Tall
3. 12" Thick Top Slab with 6'x8' Aluminum Hatch
4. 10' Diameter x 8' Tall MH Sections
5. 12" Thick Top Slab with (2) - 30" Square Hatches
4. (8) Auger-Cast Piles 24" diameter x 75' long
5. PZ 35 Sheet piles: Perimeter = 120 lineal feet x 80' long
6 (4) levels of wales HP18x135 = 240 total lineal feet (32,400 pounds)

Excavation: 670 CY

Sheeting Should cut off ground water will just need to dewater confined water inside of sheeting.

CWSRF Project Plan Update – Public Meeting

Hawthorne Lift Station Renovation

- Lift Station is in Poor Condition
- Design is Complete
- EGLE Permit Issued
- USDA Grant
  - $73,260 (74%)
  - $99,000 Total Design

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION
PERMIT FOR CONSTRUCTION OF WASTEWATER SYSTEMS

SITE NAME:	St Joseph CM	PERMIT NUMBER:	P41005387 v. 1
CONTACT NAME:	Tim Zebell	ISSUED DATE:	June 30, 2025
CONTACT PHONE:	269-983-5541	ISSUED TO:	City of St. Joseph
CONTACT EMAIL:	tzebell@sjcity.com	PROJECT NAME:	Hawthorne Avenue Lift Station
PROJECT COUNTY:	Berrien	PROJECT LOCATION:	City of St. Joseph

APPLICATION SUBMISSION ID: HQ9-06SG-DV3NS

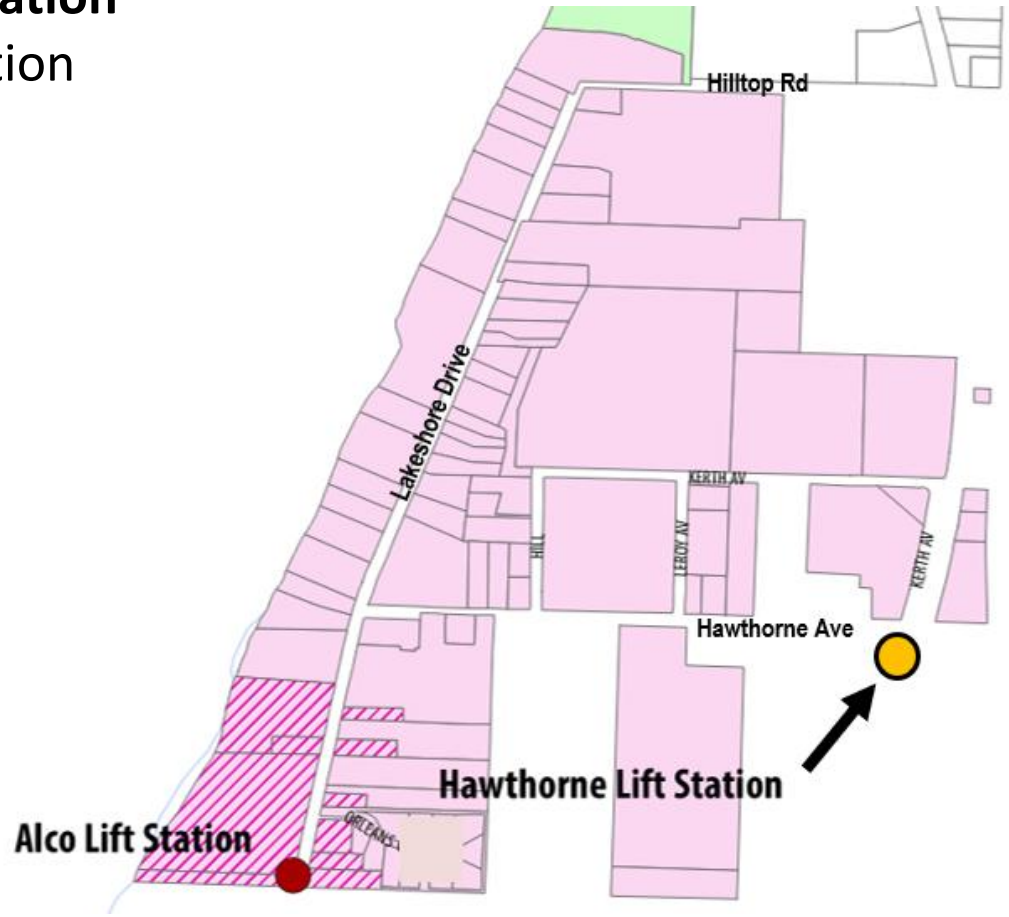
REQUIRED NOTIFICATIONS: The permittee shall submit a Construction Startup Notification (just prior to excavation) and a Construction Completion Notification (upon project completion) using the permit schedules in MiEnviro Portal.

☐ If this box is checked, please see the SPECIAL CONDITIONS on page 2.

ISSUED UNDER THE AUTHORITY OF THE DIRECTOR OF
THE DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY (EGLE)

Issued By:	Reviewed By:
Marcus J. Tironi, P.E. Senior Environmental Engineer	James Dykstra Environmental Engineer

cc: Nick Margaritis, Berrien County Health Department
Tim Drews, Abonmarche
Charles Thompson, Abonmarche
Jacob Manzo, Abonmarche



Sanitary Sewer Lift Stations

Condition Rating:
- Very Good
- Good
- Fair
- Poor
- Very Poor

Service Areas:
- Dunham
- Edgewater
- Edgewater/Fairways
- Edgewater/North Pier
- Edgewater/Whitwam
- Hawthorne
- Hawthorne/Alco
- Island Point
- Vine St
- Vine St/Lake St

Lift Station Condition Map

Summary of Impacted Parcels by Lift Station Service Areas

Service Area	Total Dwelling Units	Total Hotel Rooms	Total Number of Businesses
Dunham	119	82	1
Edgewater	208	0	11
Edgewater/Fairways	7	0	0
Edgewater/North Pier	14	0	3
Edgewater/Whitwam	101 (Under Construction)	92	1
Hawthorne	104	5	29
Hawthorne/Alco	96	0	0
Island Point	61	0	1
Vine St	173	0	2
Vine St/Lake St	28	0	0

Summary of Costs & Cost to Users

FY27 CWSRF Loan Estimate		
Project/Task	**Cost**	**Remarks**
Project: CSO Storage		
Design services	$ 1,486,000	Flow Monitoring & Hydraulic Modeling plus Design Services
Construction Services	$ 1,750,000	
Construction	$ 17,474,000	Upper Range of Construction Estimate
CSO Project Sub-Total	$ 20,710,000	
Project: Hawthorne Lift Station		
Design Services	$ -	No CWSRF requested - USDA Grant Covered 74% of Design
Construction Services	$ 190,000	
Construction	$ 1,378,000	
Hawthorne Lift Station Sub-Total	$ 1,568,000	
Sub-Total FY27 CWSRF Projects	$ 22,278,000	
Bond Origination Costs	$ 322,000	
Total FY27 CWSRF Request	**$22,600,000**	

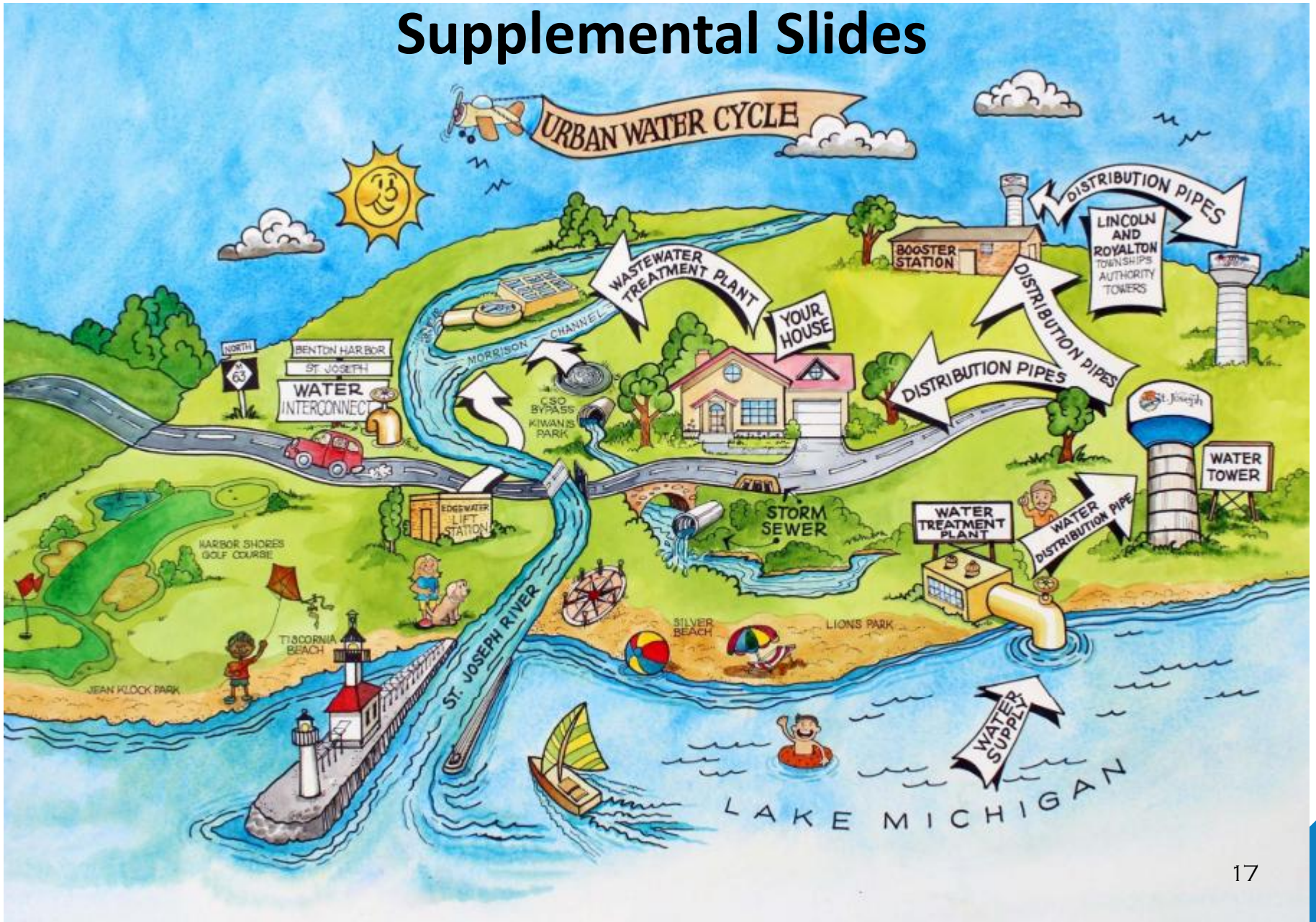
- **BASED ON HIGH-END STORAGE TANK PROJECT ESTIMATE**
- **FLOW MONITORING & HYDRAULIC MODELING REDUCED STORAGE TANK SIZE AND COST BY $3.4 M**
- **BETTER TO LEAVE THE HIGHER NUMBER IN THE CWSRF PROJECT PLAN BASED ON RECENT EXPERIENCE**

Costs to Users

The expected annual debt repayment for the FY2027 loan is $89,981 per month for 30 years. With 4,664 users (based upon residential equivalent units) in the City system, it is expected that the necessary rate increase, to finance the debt service will be on average of $19.29 per a typical City residential user.

CWSRF Project Plan Update - Public Meeting

Supplemental Slides



CITY OF St. Joseph

CWSRF Project Plan Update - Public Meeting



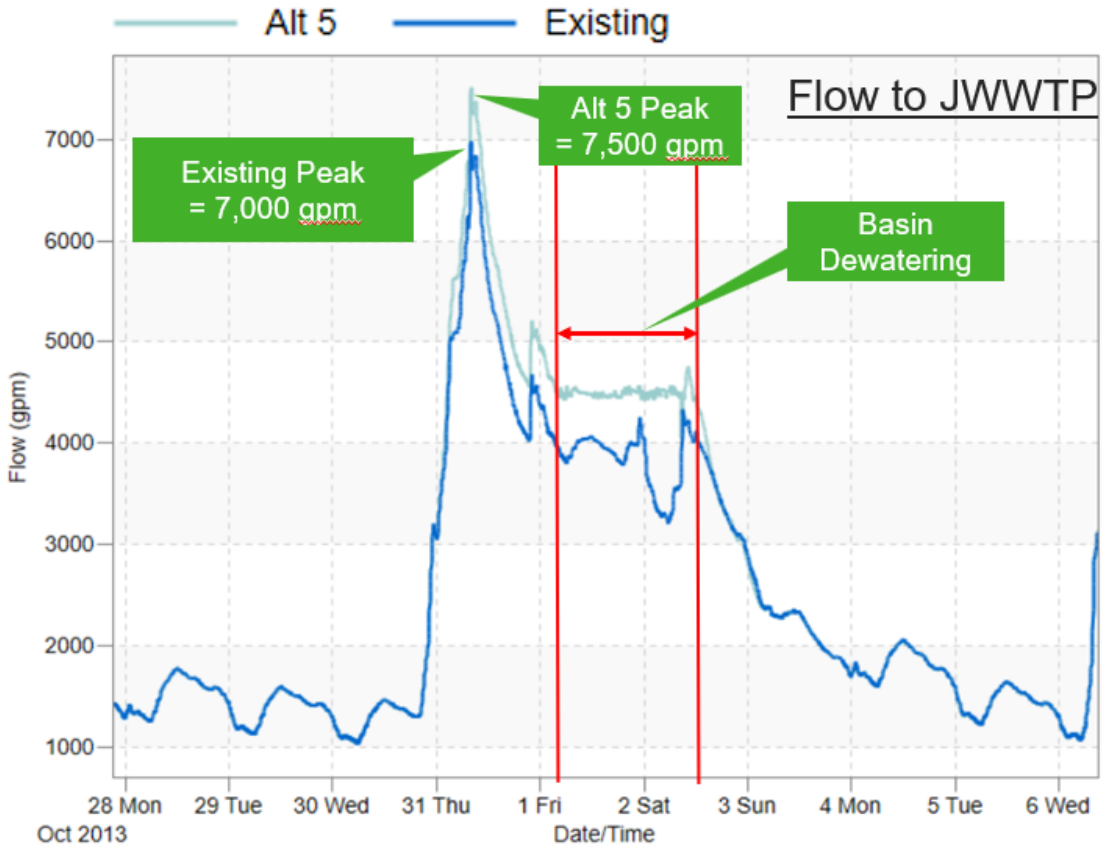


CITY OF St. Joseph 202

CWSRF Project Plan Update – Public Meeting

Planned Limited Flow Increase from St. Joseph to JWWTP
Peak Flow Increase – Existing vs. Proposed (10/31/2013) Event)

1. Basin sizing are based on system performance for 50-years of continuous model simulation
2. For historic events that capture the peak of the event, flow toward the JWWTP is expected to increase by 500 gpm (0.72 MGD)
3. During basin dewatering, flow toward the JWWTP will be controlled to 4,500 gpm (6.5 MGD)



Agenda Item

TO: **City Commission**

FROM: **Greg Alimenti, Water Treatment Plant Superintendent**

RE: **Royalton Water Tower Project Professional Services Agreement**

MEETING DATE: **April 6, 2026**

In October of 2024, Dixon Engineering performed a required inspection of the Royalton Water Tower which revealed failures in the form of spot rust and corrosion on the exterior and interior of the tank, consistent with close to twenty years of service. Dixon's recommendations include surface preparation, overcoating of the exterior, partial spot blasting and painting of the interior, along with EGLE required overflow discharge modifications and fall protection device modifications, at an anticipated cost of about $300K.

Staff is seeking approval to engage Dixon Engineering at a cost of $44.7K to:

- Conduct design engineering services - including specifying paint and application specs and ensuring compliance with EGLE requirements
- Oversee bid administration - including preparing the project bidding and contract documents, submitting the 399-permit application, providing the recommendation letter, NOA and NTP forms and conducting a preconstruction meeting
- Conduct construction administration and inspection services - including QA site observation visits during the construction phase of the project

The Water Service Joint Operating Board approved this action during its February 18, 2026 meeting. Based on the findings of the most recent inspection, it was determined that this project was time sensitive and, as such, the WSJOB recommends addressing the Royalton water tower before the City's water tower. Further deterioration will require additional treatment including sand blasting and the associated containment - at a higher expense.

The Royalton Water Tower was built in 2007 as part of the SMSS&WA community water system improvements. The tower is 181 ft. tall and consists of a 1 million gallon welded carbon steel water storage tank supported by a concrete support pedestal. The tower was incorporated into the shared system in 2009. Maintenance work on the tower and other shared system assets, such as the water plant and City tower, are funded from the 591 fund which is supported by water rates.

Dixon is a consulting engineering firm specializing in the evaluation and preparation of specifications and contract documents for the coating and rehabilitation of steel and concrete structures such as the Royalton Water Tower. They have assisted the City of St. Joseph on several projects over the years including the 2009 Filter Ceiling Repaint, 2011 Clarifier and Low Service Pump Station Repaint, the City and Authority water tower mixer installations in 2015 and 2023 and inspections of the St. Joseph Water Plant finished water reservoirs in 2025. Dixon has provided engineering for water tower repaint projects across the state of Michigan including Bay City in 2016, Waterford Township in 2018, City of Albion in 2018, City of Northville in 2023, City of Birmingham in 2023 and City of Portage in 2023.

Please consider approval of the professional services agreement from Dixon Engineering in the amount of $44,700 to provide technical specifications, bidding and construction services for the Royalton Water Tower Repaint Project work. Funds have been budgeted in the water fund CIP FY 2025-2026 as amended.

591 Water System Fund

Expense

- (380,400) Decrease - 591-900.001-972.000 - Water Tower - Paint - City. This project is being pushed into next year because the authority towers are in worse condition. These funds will be used to fund the first phase of painting the authority towers.
- 300,000 Increase - 591-900.002-972.000 - Water Tower - Paint - Authority. This project is being moved into this year due to the condition of the authority water towers.

Total Amended Expense Budget prior to this BA = 8,667,000
Total Amended Expense Budget after this BA = $8,586,600

Action Requested: Motion to approve the professional services agreement from Dixon Engineering in the amount of $44,700, and to approve the budget amendment as presented for the Royalton Water Tower Project.

ATTACHMENT(S):

- Dixon Professional Services Agreement-Royalton Tower Repaint 2026.pdf

DIXON ENGINEERING, INC.

1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

January 15, 2026

Greg Alimenti
Water Plant Superintendent
SW Michigan Regional Sanitary Sewer & Water Authority
700 Broad St
St Joseph, MI 49085

Subject: Technical Specification, Bidding, and Construction services

Dear Mr. Alimenti

Enclosed is the Technical Specification, Bidding docs, and Construction services proposal for the 1,000,000 gallon composite water storage tank.

Our proposal is divided into a Cover Page, signature page, Exhibits, A, C, E, GP, and IR, and fee page. Exhibit A details our services. Exhibit C contains the basis of fees, invoicing, and payment matters and Attachment C-1 includes the fee rates and a breakdown of fee for services provided in this agreement. Exhibit E is the electronic documents protocol. Exhibit GP is general provisions for the agreement and exhibits. Exhibit IR is insurance and limits of liability.

We appreciate the opportunity to submit this proposal. If you have any questions, please feel free to contact me at (616) 292-1288.

FOR DIXON ENGINEERING, INC.,



Eric Binkowski
Project Manager

Enclosure

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DIXON ENGINEERING, INC.

1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

AGREEMENT BETWEEN OWNER AND DIXON

FOR PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of: _____ ("Effective date") between **SW Michigan Regional Sanitary Sewer & Water Authority, Michigan** ("Owner/Client") and Dixon Engineering, Inc. of Lake Odessa, Michigan (DIXON).

IN WITNESS WHEREOF, the ("Owner/Client") and ("DIXON") have executed this Agreement. The Owner's/Client's Project, of which DIXON's Services under this Agreement are a part, is generally identified as follows: **Phase 2 (Design), Phase 3 (Bidding), and Phase 4 (Construction) services for the 1,000,000 Gallon Composite (Royalton Twp)** ("Project") and DIXON's services as detailed in Exhibit A.

Other terms used in this Agreement are defined in EXHIBIT GP and EJCDC C-700, Standard General Conditions of the Construction Contract, incorporated by reference into this Agreement.

This service fee is the Estimated Amount of $**44,700**. DIXON will honor this fee for a period of 6 months from the Proposal Date (below) after which time an adjustment to this fee may be necessary. If Owner signs the Agreement after 6 months and DIXON determines no price adjustment is required, and signs Proposal as an Agreement, then this Agreement is valid.

Proposals / Agreement Signatures

Eric Binkowski, Project Manager — January 15, 2026
PROPOSED by DIXON (Not a contract until approved by DIXON Project Manager or Officer) PROPOSAL DATE

APPROVED as CONTRACT BY OWNER	POSITION	DATE
Co-SIGNATURE of Contract (if required)	POSITION	DATE
AGREEMENT APPROVED by DIXON	POSITION	DATE

With the execution of this Agreement, DIXON and Owner shall designate specific individuals to act as DIXON's and Owner's representatives with respect to the services to be performed or furnished by DIXON and responsibilities of Owner under this Agreement, said individual shall have authority to transmit instructions, receive information, and render decisions relative to this Agreement on behalf of the respective party whom the individual represents.

Designated Person: Greg Alimenti	Designated Person: Eric Binkowski
Address for Owner's receipt of notices:	Address for DIXON's receipt of notices:
SW Michigan Regional Sanitary Sewer & Water Authority	Dixon Engineering, Inc.
700 Broad St	1104 Third Avenue
St Joseph, MI 49085	Lake Odessa, MI 48849
Email: galimenti@sjcity.com	Email: ericbinkowski@dixonengineering.net

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Any notice required under this Agreement shall be in writing, addressed to the Designated Contract Person at its address on this signature page, or given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

Owner and DIXON further agree as follows:

ARTICLE 1 SERVICES OF DIXON

1.01 DIXON shall provide or cause to be provided:

A. Contract and Project Management (Basic)Services: EXHIBIT A

B. Resident Project Representative (RPR): EXHIBIT A

1. The term used in this Agreement to reference DIXON's Resident Representative is (DRR) instead of RPR to avoid confusion, as Engineer Client may have RPRs on other portions of the project.

C. Antenna Services: EXHIBIT B

1. If antennas interfere or add costs to the Project a review of services in Exhibit B is required. DIXON will perform these services but they can be completed by the Owner/Client if preferred. In some antenna contracts the fees for these services are back chargeable to the antenna carrier. The responsible party must be assigned in Exhibit B.

D. Other Services: Services beyond the scope of Exhibit A or Exhibit B are Additional Services.

ARTICLE 2 OWNER'S RESPONSIBILITIES

2.01 Owner shall provide or cause to be provided:

A. Responsibilities set forth in Exhibit A, Part 1, Section C of each Phase.

B. The Owner shall arrange for safe access to and make all provisions for DIXON to enter upon public and private property as required for DIXON to perform services under the agreement.

C. Owner shall pay DIXON for Basic (Project Management and Contract Administration), Resident Project Representative (RPR or DRR), Post Construction Observation and Additional Services as detailed in Exhibit C and as summarized in Attachment 1 to Exhibit C. (Exhibit C-1).

ARTICLE 3 SCHEDULE FOR RENDERING SERVICES

3.01 Commencement:

A. DIXON is authorized to begin rendering services as of the Effective Date or mutually agreeable date.

B. DIXON shall complete its obligations within a reasonable time. If a specific period for rendering services, or specific dates by which services are to be completed are required, the dates are provided in Exhibit A, and are hereby agreed to be reasonable.

C. If there is a change in the Scope of Services, or in Scope of Project, if Projects are delayed or suspended through no fault of DIXON, if the orderly and continuous progress of DIXON's services is impaired, if the agreed periods of time or dates are changed, if construction contract dates are extended, then the time for completion of DIXON's services, and the rates and amounts of DIXON's compensation, shall be adjusted equitably. Delay of Projects by Owner or Contractor until the next season (past the expiration date of Exhibit C-Attachment 2), is considered a Change in Scope of Services

D. The Owner shall make decisions and carry out its responsibilities in a timely manner so as not to delay DIXON's performance of its services.

E. Owner shall give prompt written notice to DIXON whenever Owner observes or otherwise becomes aware of any development that affects the scope or time of performance of DIXON's services; the presence at the Site of any Constituents of Concern; or any relevant, material defect or nonconformance in: (a) DIXON's services, (b) the Work, (c) the performance of any Contractor, or (d) Owner's performance of its responsibilities under this Agreement.

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F. If DIXON fails, through its own fault (for reasons within their control), to complete the performance required in this Agreement within the time set forth, as duly adjusted, then Owner shall be entitled, as its sole remedy, to the recovery of direct damages, if any, resulting from such failure.

ARTICLE 4 INVOICES AND PAYMENTS – PER EXHIBIT C

ARTICLE 5 OPINIONS OF COST – GENERAL PROVISIONS PER EXHIBIT GP

ARTICLE 6 GENERAL PROVISIONS - PER EXHIBIT GP

ARTICLE 7 DEFINITIONS

A. Whenever used in this Agreement (including the Exhibits hereto) terms (including the singular and plural forms) printed with initial capital letters have the same meaning indicated in the Construction Contract Documents, EJCDC C-700 18.
B. Additional definitions pertinent to invoicing or payment can be found in Exhibit C.

ARTICLE 8 EXHIBITS AND SPECIAL PROVISIONS

A. EXHIBITS Included:
   1. EXHIBIT C, Basis of Fees, Invoicing, and Payment Matters.
   2. EXHIBIT C, Attachments C-1, and C-2.
   3. EXHIBIT E, Electronic Documents Protocol (EDP).
   4. EXHIBIT GP, General Provisions from the Agreement and Exhibits.
   5. EXHIBIT IR, Insurance Requirements and Limits of Liability.
B. EXHIBITS to be added as needed:
   1. EXHIBIT A, DIXON's Services and Client's Responsibilities
   2. EXHIBIT B, DIXON's Services and Client's Responsibilities-Antennas
   3. EXHIBIT K, Amendment to Owner-DIXON Agreement for Services added or changed after effective date of this Agreement or for clarification if requested.
C. EXHIBITS D, F, and H from original EJCDC documents merged with other EXHIBITS or not used.
D. EXHIBIT J, Special Provisions. Services added at/before Effective Date (included in original Agreement sometimes referred to as an Addendum). This is an item left over from pre-computer era. Now if there are changes, DIXON will incorporate those items directly into the Agreement, prior to any signing or the Effective Date, unless an addendum is requested.
E. EXHIBIT A, DIXON has combined the six EJCDC construction project phases into five phases: Phase 1- Evaluation Phase, Phase 2- Design and Technical Specification, Phase 3-Contract Document and Bidding, Phase 4-Construction, and Phase 5-Post Construction. We then included DIXON's Basic Services, DRR Services, and Client's Responsibilities for each respective Phase. We have since added a sixth Phase back in after the Post Construction Phase which is Phase 6-Maintenance - Security and Health Annual Inspections (starting at least a year after the warranty Post Construction Phase).

ARTICLE 9 MISCELLANEOUS PROVISIONS

9.00 Miscellaneous Provisions are items that pertain to the legal terms of this Agreement. All General Provisions from Article 6 are in Exhibit GP. General Provisions are those Provisions that refer mostly to services that result from this Agreement and subsequent Task Orders. (The General Provisions relate to the Work to be performed as opposed to these Miscellaneous Provisions which relate to Contract formation.)

9.01 Survival:

A. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

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9.02 Severability:

A. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and DIXON, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

9.03 Successors, Assigns, and Beneficiaries:

A. Owners and DIXON are hereby bound, and the successors, executors, administrators, and legal representatives of Owner and DIXON are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

B. Unless expressly provided otherwise in this Agreement:

1. Nothing in this Agreement shall be constructed to create, impose, or give rise to any duty owed by Owner or DIXON to any Contractor, other third-party individual or entity, or to any surety for or employee of any of them and not for the benefit of any other party.
2. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and DIXON and not for the benefit of any other party.

9.04 Waiver:

A. A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this agreement.

9.05 Accrual of Claims:

A. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of Substantial Completion.

9.06 DIXON's Certifications:

A. DIXON certifies that it has not engaged in corrupt, fraudulent, or coercive practices in competing for or in executing the Agreement.

9.07 Total Agreement:

A. This Agreement, (together with the included Exhibits) constitutes the entire agreement between Owner and DIXON and supersedes all prior written or oral understandings. This agreement may only be amended, supplemented, modified, or canceled by a written instrument duly executed by both parties. Amendments should be based, whenever possible, on the format of Exhibit K.

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DIXON's SERVICES

A1.02 PHASE 2 Design Phase – Technical Specifications:

A. Basic Services
   1. In preparing the Technical Specifications, use any specifically directed Project Strategy, Technology, and/or Techniques as designated by Client.
   2. DIXON shall prepare Technical Specifications and Drawings to include:
      a. Coating specific modifications to General Conditions of Construction Contract.
      b. Specifications and Drawings for Health, Safety and Structural Repairs if any.
      c. Specifications for Coating Repair or Replacement.
      d. Or when Client supplies General Conditions DIXON shall supply and Client shall use Additions to General Conditions pertinent to coating project.
   3. Advise Client of additional reports, data, information, or services, and assist Client in obtaining such reports, data, information, or services.
   4. Furnish two review copies of the Design Phase documents, to Client, and review them with Owner.
   5. After receipt, Client shall review the Design Phase documents and submit to DIXON any comments regarding the furnished items within two weeks of receipt or as mutually agreed.
   6. Visit the Site as needed to finalize the Design Phase documents.
   7. In response to Client's comments, as appropriate, make revisions and furnish to Client one electronic copy of the revised Design Phase documents.
   8. If antennas may interfere or add costs to the Project a review of EXHIBIT B, Antennas is required. These services are available from DIXON or can be completed by the Owner or Engineer. In some antenna contracts the fees for these services are back chargeable to the antenna carrier. It is essential that the responsibility for completion of EXHIBIT B services be well defined between DIXON, Engineer, and Owner as project delays may result.
   9. DIXON's services under the Design Phase will be considered complete on the date when DIXON has delivered to Client the revised Design Phase Documents. If plans require no revisions, then after Client's review.

B. Client's Responsibilities for Technical Specifications Phase
   1. In addition to other responsibilities of Client as set forth in this Agreement, Client shall provide DIXON with relevant criteria and information as to Owner's and Engineer's requirements for the Project, including design objectives and constraints, all design and construction standards, standard forms, conditions, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations, that is reasonably available to Client and pertinent to those portions of the Project or specialized professional services assigned to DIXON. Including but not limited to reports and data relative to previous designs, construction, or investigation at or adjacent to the Site.

C. DRR Services – No services in this phase

A1.03 PHASE 3 Bidding and Contract Document:

A. DIXON's Basic Services - during Bidding Phase:
   1. After receiving authorization from the Client to proceed with the Bidding Phase, DIXON will provide all following or requested services, with primary emphasis on the portion of the Project specifically assigned to DIXON, and within DIXON's area of professional

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specialization, and with respect to the portions of the work that DIXON has designed or specified:

a. Consult with and advise Client as to the qualifications of prospective contractors, and of subcontractors, suppliers, and other individuals and entities proposed by the prospective contractors. For those portions of the Work where such consultation and advice as to qualifications is requested by the Engineer.

2. Provide technical criteria and file applications for permits from or for approvals of governmental authorities having jurisdiction to review or approve the design; and revise the Technical Specifications in response, as appropriate.
3. After consultation with Client, include in the Construction Contract Documents any specific protocols for the transmittal of Project-related correspondence, documents, in electronic media or digital format either directly, or through access to a secure Project website. Any such protocols shall be applicable to transmittals between and among Client, DIXON, and Contractor during the Construction Phase and Post-Construction Phase.
4. Prepare and submit to Client for compliance with local state and municipal requirements:
   a. Section 00 00 30 Notice to Bidders.
   b. Section 00 00 40 Project Summary.
   c. Section 00 21 13 Instructions to Bidders.
   d. Section 00 22 13 General Conditions as modified by DIXON. EJCDC C-700.
   e. Section 00 52 00 Bid/Agreement Form as modified by DIXON.
   f. Section 00 54 00 Schedule of Values Form.
   g. Section 00 72 00 General Conditions.
   h. Section 00 73 00 Supplemental Conditions.
   i. Section 00 91 17 Additions to General Conditions.
5. Furnish for review by Client, its legal counsel, insurance and other advisors, the draft bidding-related Bid Documents and review them with Client. The Client shall submit to DIXON any comments regarding the furnished items, and any instructions for revisions.
6. Revise the final Bid Documents and Specifications in accordance with comments and instructions from the Client, as appropriate, and submit one electronic copy of such documents to Client.
7. Direct mail advertisements to Contractors who have been prequalified, as capable and responsive by DIXON.
8. Issue assembled Bid Documents to prospective contractors, and, where applicable, maintain a record of prospective contractors to which documents have been issued, and receive and process contractor charges for the issued documents. Construction Document Fees -charges to Bidders/Contractors- will be retained as a printing, handling, and/or shipping fee.
9. Send specifications to selected Builders Exchanges and Dodge Reports.
10. Address all questions, written or verbal response, concerning the Project that are submitted to DIXON by letter or clarifying Addendum as appropriate to all Bidders and Agencies (Builders Exchange and Dodge Reports) identified as having received original documents from DIXON.
11. Review the bids submitted to the Owner and recommend an award in writing based on lowest responsible and responsive bidder.
12. After concurrence by Client issue Notice of Award to recommended Bidder.
13. Review bonds and insurance submitted as to compliance with insurance amounts and that bonds are of the format required. Insurance and Bonds are forwarded to Owner for full

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review by their Insurance Consultant for legality and compliance with required indemnification, subrogation, and other integral clauses.

14. Furnish Client and Contractor the Contract Documents for signatures and distribution.
15. Furnish Owner with completed Notice to Proceed to sign and forward to the Contractor.
16. The submittal by Contractor of a Coating List of Substitutions is not recommended and if permitted, fees of DIXON for review will be an Additional Service.
17. The Bidding and Contract Documents Phase will be considered complete upon commencement of the Construction Phase or upon issuance of Notice to Proceed.

B. Client's Responsibilities for Bidding and contract Document Phase – In coordination with Prime - In addition to other responsibilities of Client as set forth in this Agreement, Client shall:
   1. Perform all non itemized, but essential services not delegated to DIXON above
   2. Place and pay for advertisement for Bids as required by local ordinances in appropriate publications. The method of advertising is to be determined by the Client
   3. Provide a place for the Bid Opening and open the Bids received.
   4. Review Payment, Performance, and Maintenance Bonds, and insurance certificates of selected Contractor. These should be reviewed by the Owner's insurance consultant and attorney.
   5. Sign and forward to the Contractor the Notice to Award and Notice to Proceed.
   6. Authorize DIXON to provide Additional Services as set forth in Part 2 of Exhibit A, if necessary.
   7. If Owner elects to use their own General Conditions, then they shall include DIXON's Additions to General Conditions, unaltered unless both parties agree to alteration.

C. DRR Services – No services in this phase

A1.04 Phase 4 Construction:

A. Basic Services for Maintenance of Existing Structure:
   1. After receiving authorization from Client to proceed with the Construction Phase, DIXON will consult with Client and act as Client's representative as provided in the Construction Contract. The extent and limitations of the duties, responsibilities, and authority of DIXON shall be as assigned in EJCDC C-700 Standard General Conditions of the Construction Contract, edition with modifications as used in the Construction Contract, and as detailed below:
      a. Attend a Preconstruction meeting, and address questions regarding observation services and coordination of field observations.
      b. Accept submittal of all matters in question concerning the requirements of the Construction Contract Documents. With reasonable promptness, recommend a written clarification, interpretation, or decision on the issue submitted, or an amendment or supplement to the Construction Contract Documents
      c. Prepare any technical specifications needed for Change Orders, Field Orders, Work Directives.
      d. Review Contractor's Pay Requests.
      e. Finalize Project to observe all items in the contract specifications have been completed and review the quality of workmanship.
      f. Prepare Substantial Completion and other Construction documents.
   2. DIXON has authority to Stop Work if DIXON questions the quality of Work or rejects the Work, or if there (in the sole opinion of DIXON) is a potential for creating an environmental contamination.
   3. Recommend that Work be rejected if DIXON believes that such Work is defective under the terms and standards set forth in the Construction Contract Documents. Provide recommendations regarding whether Contractor should correct such Work, if a portion of the

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Work should be uncovered, if tests are required, or remove and replace such Work, or whether Client should consider accepting such Work as provided in the Construction Contract Documents.

4. Inform Client of any Work that DIXON believes is not defective; but is nonetheless, not compatible with the design concept of the completed Project as a functioning whole, and provide recommendations for addressing such work.
5. All of Client's instructions to Contractor will be issued through DIXON, who shall have authority to act on behalf of Client in dealings with Contractor to the extent provided in this Agreement and the Construction Contract except as otherwise provided in writing.
6. The Construction Phase will terminate upon written recommendation by DIXON or Client for final payment to Contractors.

B. RPR Services for Maintenance of Existing Structures

1. Perform services expected of DIXON RPR and as detailed in the EJCDC Construction Contract General Conditions, GC-700-18.
2. Attend a Preconstruction Meeting, and address questions regarding observation services and coordination of field observations.
3. Hold Points - General
   a. Hold Point is a stage of the Construction Project where the Contractor stops Work. Work commences again after the Work is observed and reviewed for compliance.
   b. A Hold Point Site visit is an observation trip to perform one of the functions below. The number of Site visits required are estimates.
   c. If two Job Tasks are performed during the same trip, there is no additional charge (i.e., exterior intermediate and pit piping primer).
   d. The Site visit fees may vary between services (i.e., welding vs. coating) based on the higher compensated weld observer. Hold Point Quantities are estimates and are itemized in EXHIBIT C, Attachment C-1.
4. Hold Point Weld/Modifications- Observe, Record, Report, and:
   a. Observe repair, and or the installation of work for specifications compliance. All weld repairs will be visually observed for surface defects (i.e., undercut, negative reinforcement, etc.).
5. Hold Points and RPR Coating Observation Services Common to Hold Point: All services will not be necessary at each Site visit observation.
   a. Review abrasive and coating materials for approved manufactures.
   b. Measure surface profile created by abrasive blast cleaning by compressive tape or surface comparator.
   c. Observe abrasive blast cleanliness for specification requirements using SSPC Visual Standards, latest edition thereof.
   d. Review coating mixing, thinning, and manufacturer's application requirements.
   e. Monitor environmental conditions prior to and during coating application (i.e. ambient temperature, surface temperature, relative humidity, and dew point).
   f. Observe applied coating for dry film thickness, coverage, uniformity, and cure.
6. Hold Point Coating Wet Interior - Observe, Record, Report, and:
   a. Verify test area for abrasive cleaning meets or exceeds minimum of specified standard.
   b. Collect spent abrasive for sampling and testing.
   c. Abrasive blast cleaning prior to application of the prime coat.
   d. Prime coat prior to application of the next coat.
   e. Intermediate coat prior to application of the stripe or topcoat.
   f. Stripe coat prior to application of the topcoat.
   g. Topcoat for compliance with specifications.
7. Hold Point Coating Exterior - Observe, Record, Report, and:

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a. Verify test area for high /low pressure water blast cleaning (HPWC) /(LPWC) meets or exceeds minimum specified standard.
b. HPWC/LPWC for thoroughness and compliance with specifications and verify test area meets or exceeds minimum specified standard for spot tool cleaning (SP-11).
c. Spot power tool, feathering, and compliance with specifications.
d. Spot prime coat prior to application of the epoxy intermediate coat.
e. Epoxy intermediate coat prior to application of the urethane intermediate coat.
f. Urethane intermediate coat prior to application of the topcoat.
g. Topcoat for compliance with specifications.
h. Check foundations coating for compliance with specifications.
i. Application of the lettering/logo for thoroughness, dimensions (visual only) and aesthetic appearance in accordance with specification requirements, and to verify no damage occurred during lettering.

8. Hold Point Coating Dry Interior- Observe, Record, Report, and:
   a. Verify test area meets or exceeds minimum specified standard for abrasive cleaning and examine surface profile created. Collect spent abrasive coating debris for sampling and testing.
   b. Abrasive blast cleaning prior to application of the prime coat.
   c. Prime coat prior to application of the intermediate coat.
   d. Intermediate coat prior to application of the stripe or topcoat.
   e. Topcoat for compliance with specifications. Review all contract items to ensure they have been completed according to contract requirements.
9. Hold Point Project Finalization:
   a. Review all repairs not installed until after coating.
   b. Examine entire project for damage that occurred during construction or post construction from rigging and de-rigging or other causes.
   c. Complete observation of immediate neighbors from air for any possible roof damage.
   d. Observe the installation of screens, light bulbs, etc.
   e. Observe Site for restoration to pre-project conditions.
   f. Formulate a punch list of items to complete.
   g. Create a second punch list if needed before finalization.
   h. Finalize the project to ensure all items in the contract specifications have been completed, and the quality of workmanship meets contract requirements.

C. Construction Phase Client's Responsibilities:

1. Inform DIXON in writing of any specific requirements of safety or security programs that are applicable to DIXON, as a visitor to the Site.
2. Attend and participate in the Preconstruction conferences, construction progress and other job-related meetings, and Site visits to determine Substantial Completion and readiness of the completed Work for final payment.

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BASIS OF FEES, INVOICING, AND PAYMENT

Part 1 BASIS OF FEES

C1.01 Basis:

A. Standard Hourly Rates - An amount equal to the cumulative hours charged to the Project by each classification of DIXON's personnel, times Standard Hourly Rates and Overtime rates for each applicable billing classification. (Exhibit C-2)
B. Lump Sum (LS) Method: One agreed fee for completing an agreed defined scope of services.
C. Unit Price (UP) Method: Can be considered individual Lump Sum amounts.

C1.02 Methods of Rate Calculation including Limitations:

A. Standard Hourly Rate (SHR) Method:
    1. The SHR method may be used for all services. It is more commonly used on portions of various Phase Services where scheduling and speed are controlled by the Contractor and may result in unforeseen project expenses; in Phase Construction, Basic, and RPR/DRR services, and for Additional Services during all phases.
        a. Overtime rates apply to over 40 hours worked between Monday and Friday.
        b. Overtime rates apply for all hours worked on weekends and holidays.
        c. Weekend and Holiday hours do not count toward the accounting for 40 hours.
    2. Standard Hourly rates of DIXON's employees are per classification in the Standard Hourly Rate and Reimbursable Expense Schedule included in this Exhibit C, as Exhibit C Attachment 2. (Ex C-2) A classification that has a range of fees, reflects varying levels of experience within that classification. DIXON reserves the right to select the level of RPR and classification. This decision is at DIXON's discretion only and will be dependent primarily on experience with Owner selected Contractor as well as other factors.
        a. Reimbursable expenses are those expenses directly related to and resulting from this Project. These expenses are primarily living expenses and mileage.
    3. The SHR charged by DIXON constitutes full and complete compensation for DIXON services including labor costs, overhead, and profit but not Reimbursable Expenses.
        a. The Standard Hourly Rates per employee classification listed in Attachment C-2 do not include reimbursable expenses. The estimated Reimbursable Expenses are NOT calculated and averaged over the classification rate.
            1) The estimator calculates the number of days a project is expected to require and calculates manpower required to match number of hours and services required.
            2) The estimator then calculates Reimbursable Expenses based on the same criteria.
            3) Both the total manpower estimate, and Reimbursable Expenses total estimate are added. And the total estimate is included in the fee schedule shown in Attachment C-1.
B. The Lump Sum Method:
    1. The Lump Sum fee charged by DIXON constitute full and complete compensation for DIXON's services including labor costs, overhead, profit, and reimbursable expenses.
    2. The Lump Sum Method is more commonly used by DIXON for portions of the Phases where DIXON has control over a greater percentage of unknowns, such as the Technical

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Specifications, Bidding and Contract Documents, and Post Construction Phases excluding fees for Additional Services.

3. DIXON may use a Lump Sum for the entire project.

C. The Unit Price Method:
   1. Reimbursable expenses are calculated and included in Unit Prices.
   2. The Unit Price Method is used when DIXON completes Hold Point Observations, or known, controlled portions of the Scope of Services.

D. Exhibit B Antennas: LS, UP, or SHR or Combination based on type of services.

E. Exhibit K Addendum: Addenda items (if any) may be negotiated according to any agreed method.

F. Subconsultants or Subcontractor Service Fees are not included in the SHR, LS, or UP methods. DIXON will invoice for Subconsultant's or Subcontractor's actual invoiced amount times a factor of 1.20. The 1.20 factor includes DIXON's overhead and profit associated with DIXON's responsibility for the administration of such services.

C1.03 Definitions including Limitations:

A. Basic Services to be performed are identified in Exhibit A, or by reference, in the General Conditions (GC-700) of the Owner/Contractor Construction Documents. Basic Services are generally calculated using the Lump Sum method. These services are contracted services and thus are prior authorized.

B. RPR (DRR) Services are contractually agreed services per Exhibit A Task Order or by reference, in the General Conditions (GC-700) of the Owner/Contractor Construction Document RPR services. These services are primarily observation during the Construction phase. RPR Services are generally calculated using the SHR method for Full Time or Daily services and by Unit Price for Hold Point Observations. Often an Agreement for RPR services involves a combination of the SHR and the Unit Price method. These are contracted services and thus are prior authorized.

C. Contingent Services -some services are Basic to every Agreement. Other Basic Services and the Project Manager's time associated with them are unknown. Some services are not used on all projects, such as review of multiple Pay Requests, Change Orders, Field Orders, and Work Change Directives. These are services which may or may not be needed; and are Contingent. Contingent Services are generally calculated using the SHR method but may be Lump Sum or Unit Price method. These are contracted services and thus are prior authorized. Contingent services and fees may not be used in all contracts.

D. Additional Services are services outside of the Scope of Services as defined in Exhibit A, and/or TO#__ EX A (if this is a Task Order Agreement). These are NOT contracted services and prior authorization in the form of Exhibit K- Addendum is required. The calculation of fees is Work dependent and may be calculated by the SHR method, Lump Sum or Unit Price.

E. Antenna Services are defined in Ex B. The calculation of the services is usually a combination of Unit Price and SHR methods. These are contracted services and thus are prior authorized.

C1.04 Fees:

A. Contracted Fees are detailed in EX C Attachment 1.

B. Contingency Allowance Fees if identified or requested, are intended to allow the flexibility to continue the Project and Services, without the need for an Addendum for additional fees. Contingent Fees may be transferred within the Project Phase or transferred to other project Phases as needed. Transfer does not require prior authorization. It is intended that any fees in this

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Contingency be used when other accounts are exhausted or minor Additional Services are required. Contingency fees unused will not be invoiced.

C. Set-Off Fees contractual Set-off: (Applies to Construction and Post Construction Phases only) as defined in the Technical Specifications and General Conditions of the Owner/Contractor Agreement (EJCDC G-700), is a contractually agreed remedy for small violations or nonadherence of the Agreement terms between Owner and Contractor, which result in extra or unnecessary expenses to the Owner, for Owner or DIXON services. The cost for additional DIXON services and unnecessary expenses are not foreseen and cannot be calculated. Those fees and expenses will be invoiced using the same SHR or Unit Price method, that had the service been necessary would have been invoiced to Client. These services generally do not require prior approval of Client, because they are required in the administration of the Agreement. Set-off fees are invoiced to the Client, who pays DIXON. The Owner can then Set-off these charges from amounts owed to the Contractor.
   1. A few examples of Set-off Fees are when the Client has incurred extra charges or engineering costs related to:
      a. Excessive submittal review,
      b. Excessive evaluations of proposed substitutes,
      c. Tests and inspections, or return Hold Point Observations to complete Field Work that was determined to be a failed inspection and,
      d. Work is defective, require correction or replacement including additional observation costs.

C1.05 Estimated Fee:

A. The SHR Method of Rate Calculation is an estimate. The SHR Method is prepared based on extensive experience and is intended to be conservative.
   1. Calculating SHR includes, DIXON's estimate of the amounts that will become payable for specified services and are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to DIXON under the Agreement.
   2. When estimated compensation amounts have been stated herein and it subsequently becomes apparent to DIXON that the total compensation amount thus estimated will be exceeded, DIXON shall give Client notice thereof, allowing Client to consider its options, including suspension or termination of DIXON's services for Client's Convenience. Upon notice, Client and DIXON shall promptly review the matter of services remaining to be performed and compensation for such services. Client shall either exercise its right to suspend or terminate DIXON's services for Client's convenience, agree to such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by DIXON, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Client decides not to suspend DIXON's services during the negotiations and DIXON exceeds the estimated amount before Client and DIXON have agreed to an increase in the compensation due DIXON or a reduction in the remaining services, then DIXON shall be paid for all services rendered hereunder.
   3. The requirements of minimum work hours and weeks shall remain in effect through negotiations and the minimum hourly requirements of these paragraphs are not negotiable. An RPR is a professional, and if they remain on Site, they are guaranteed the minimum number of hours. Negotiations may change Full Time or Daily RPR to Hold Point Observation Services or reduce

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the number of Daily Inspections. Then minimum hour requirements apply only to demobilization if RPR was Full Time.

C1.06 DIXON's Reimbursable Expenses Schedule and Standard Hourly and Overtime Rates:

A. Attached to this EXHIBIT C is Attachment C-2, Standard Hourly Rate and Reimbursable Expense Schedule
B. Annual Cost Adjustment – January 1 each year.
   1. The Standard Hourly Rates and Reimbursable Expenses Schedule will be adjusted as of January 1 past the expiration date printed on Attachment C-2 to reflect equitable changes in the compensation payable to DIXON. Proposals sent after August 1st will have Attachment C-2 with effective rates through December 31 of the subsequent year.
   2. Unit Price for Hold Point observations and Lump Sum items shall be increased at the same time as hourly rate and by the same percentage increase as Standard Hourly Rates.
   3. Notification of these cost adjustments, or the issuance of an Addendum or Change Order are not required, but DIXON shall endeavor to so advise. Failure to supply notification does not waive the right for implementing rate increases.

PART 2 INVOICING AND PAYMENT for Services in EXHIBIT A per EXHIBIT C-1:

A. Preparation and Submittal of Invoices: DIXON will prepare invoices in accordance with its standard invoicing practices and the terms of this EXHIBIT C and Attachments C-1 and C-2. DIXON will submit its invoices to Client on a monthly basis with the exception of smaller amounts due.
B. Invoices are due and payable within 30 days of receipt.
C. The amount invoiced for DIXON's services rendered on a Lump Sum basis will be based upon DIXON's estimate of the proportion of the total services actually completed during the billing period, plus reimbursable expenses (if any) incurred during the billing period.
D. The amount invoiced for services rendered on a Standard Hourly Rate basis will be an amount equal to the cumulative hours devoted to the Project during the billing period by each billing class of DIXON's employee's times the hourly rate for each applicable billing class incurred during the billing period.
E. Distribution of Compensation: DIXON may alter the distribution of compensation between individual phases of the work noted in Attachment C-1 to be consistent with services actually rendered but shall not exceed the total estimated compensation amount unless approved in writing by Client.
F. Application to Interest and Principal: Payment will be credited first to any interest owed to DIXON and then to principal.
G. Failure to Pay: If Client fails to make any payment due DIXON for services and expenses within 30 days after receipt of DIXON's invoice, then:
   1. DIXON will increase amount due at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said 30th day.
   2. DIXON may, after giving seven days written notice to Client, suspend services under this Agreement until Client has paid in full all amounts due for services, expenses, and all other related charges. Client waives any and all claims against DIXON for any such suspension.

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H. Disputed Invoices*:* If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise DIXON in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

I. Sales or Use Taxes: If after the Effective Date any governmental entity takes an action that imposes additional sales or use taxes on DIXON's services or compensation, then DIXON may invoice such additional sales or use taxes for reimbursement by Client.

PART 3 SELECTION OF RPR SERVICES

C3.00 Selection of Full Time vs. Daily RPR

A. Daily RPR Services: Working from the Base Office and traveling Daily to the Project site.

B. Full Time RPR Services: The RPR stays in lodging near the Project Site because the distance from Base Office, makes daily travel exceed daily expenses.

C3.01 Financial Considerations when Selecting RPR Services:

A. Minimum Hourly and Weekly requirements.
   1. Daily RPR Services -8 hours per day plus travel time and mileage.
   2. Full Time RPR Services:
      a. Minimum workday - 8 hours.
      b. Minimum 40-hour work week except first and last week. If the Contractor is working more than 40 hours then the RPR is also working more than 40 hours, if work being completed rises to the level of observing.
      c. Rain days or no work days as determined by the Contractor or Client – minimum billable work day is four hours, no site time required.
      d. Delayed start day as determined by the Contractor, (ex. Rain delay start)- minimum billable time is actual delay time up to four hours plus onsite time. Total cannot be less than four hours.
      e. Actual Mobilization and Demobilization Time and Reimbursable Expenses. Reimbursable expenses include expenses incurred on dates of no work, mobilization, and demobilization days.

C3.02 Hold Point Observations:

A. The RPR travels to site to complete the observation and travels back to Base Office. On site time at a minimum is time to complete observations and to complete report

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SUMMARY OF DIXON'S COMPENSATION FEES SCHEDULE of VALUES

1. The total compensation for services under this Agreement is the estimated total compensation amount of **Forty-Four Thousand, Seven Hundred Dollars, $44,700** and summarized as follows:

SCHEDULE OF VALUES				
Description of Services	# of Units	Unit Price	Amount	Basis of Compensation
A1.02- Technical Specifications			$7,000	Lump Sum
A1.03- Bidding & Contract Documents			$1,000	Lump Sum
A1.04- Preconstruction Meeting	1	$1,500	$1,500	Unit Price
A1.04- PA, Basic, & Other Defined Services			$3,500	Lump Sum
A1.04- RPR Weld Observation	1	$1,600	$1,600	Unit Price
A1.04- RPR Coating Observation	19	$1,500	$28,500	Unit Price
A1.04- RPR Coating Observation- Senior Staff	1	$1,600	$1,600	Unit Price
		TOTAL:	$44,700	

2. In the event of a conflict with the number in the Total and the written amount in 1 above or with the number on the Signature Page, the first governance shall be a review of math in this schedule of values.
3. DIXON may alter the distribution of compensation consistent with services actually rendered between individual phases of Basic and RPR Service with unused fees calculated by any method. Reallocation of fees shall not result in a total fee in excess of the total compensation amount unless approved by the Owner.
4. Please remit payment to: Dixon Engineering, Inc., 1104 Third Avenue, Lake Odessa, MI 48849

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Employee Billable Rates and Terms

Labor Class	Per Hour	Overtime Rate
Principal	$515.00	
Officer/Associate	$215.00	
Project Manager	$200.00-$225.00	$300.00-$338.00
Engineer	$225.00-$265.00	$338.00-$398.00
CWI Welding RPR	$220.00-$245.00	$330.00-$367.00
DIXON Level 3 or AMPP Senior Certified Level 3 RPR	$152.00-$205.00	$228.00-$308.00
DIXON Level 2 or AMPP Certified Level 2 RPR	$138.00-$178.00	$207.00-$267.00
DIXON Level 1 or AMPP General Level 1 RPR	$128.00-$158.00	$192.00-$237.00
Contract Support Staff	$158.00-$200.00	$237.00-$300.00

Expenses	Metropolitan	Out-State
Mileage	$0.80/mile + tolls	$0.70/mile
Lodging & Meals	$195.00 per diem	$195.00 per diem
Meals Only	$65.00 per diem	$65.00 per diem

FEES EFFECTIVE THROUGH: December 31, 2026 (Revised: 10/01/2025)

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ELECTRONIC DOCUMENTS PROTOCOL (EDP)

With so many personnel and parties involved in Construction, it is essential, especially through the Construction Phase, that all means of EDP, and communication be kept as simple and uniform as possible. Following is a consolidated Protocol prepared by EJCDC which DIXON will complete if contracted to follow. Otherwise, DIXON will open a line of communication as directed by email and when that contact has responded then by simple email, using the agreed addresses will be followed. This excludes Notice and Contract requirements of a contact Person (page One).

ARTICLE 1—ELECTRONIC DOCUMENTS PROTOCOL (EDP)

The Main Agreement is supplemented by the following consolidated Exhibit E and Exhibit E-Attachment 1: Software Requirements for Electronic Document Exchange:

E1.01 Electronic Documents Protocol

A. Electronic Transmittals: The parties shall conform to the following provisions together referred to as the Electronic Documents Protocol ("EDP" or "Protocol") for exchange of electronic transmittals.
   1. Basic Requirements
      a. To the fullest extent practical, the parties agree to and will transmit and accept Electronic Documents by Electronic Means using the procedures described in this Protocol. Use of the Electronic Documents and any information contained therein is subject to the requirements of this Protocol and other provisions of the Agreement.
      b. The contents of the information in any Electronic Document will be the responsibility of the transmitting party.
      c. Electronic Documents as exchanged by this Protocol may be used in the same manner as the printed versions of the same documents that are exchanged using non-electronic format and methods, subject to the same governing requirements, limitations, and restrictions, set forth in the Agreement.
      d. Except as otherwise explicitly stated herein, the terms of this Protocol will be incorporated into any other agreement or subcontract between the Owner and DIXON and any third party for the Project. Nothing herein will modify the requirements of the Agreement and applicable Construction Contract Documents (EJCDC G-700) regarding communications.
      e. When transmitting Electronic Documents, the transmitting Party makes no representations as to long term compatibility, usability, or readability of the items resulting from the receiving Party's use of software application packages, operating systems, or computer hardware differing from those established in this Protocol.
   2. System Infrastructure for Electronic Document Exchange
      a. Each party will provide hardware, operating system(s) software, internet, e-mail, and large file transfer functions ("System Infrastructure") at its own cost and sufficient for complying with the EDP requirements. Except for minimum standards set forth in this EDP and any explicit system requirements specified by attachment to this EDP, it will be the obligation of each party to determine, for itself, its own System Infrastructure.
      b. Each party is responsible for its own system operations, security, back-up, archiving, audits, printing resources, and other Information Technology ("IT") for maintaining operations of its System Infrastructure during the Project.
      c. Each party will operate and maintain industry-standard, industry-accepted, ISO-standard, commercial-grade security software and systems that are intended to protect the other party from: software viruses and other malicious software like worms, trojans, adware; data breaches; loss of confidentiality; and other threats in the transmission to or storage of

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information from the other parties, including transmission of Electronic Documents by physical media such as CD/DVD/flash drive/hard drive. To the extent that a party maintains and operates such security software and systems, it will not be liable to the other party for any breach of system security.

d. In the case of disputes, conflicts, or modifications to the EDP required to address issues affecting System Infrastructure, the parties will cooperatively resolve the issues; but, failing resolution, the Owner is authorized to make and require reasonable and necessary changes to the EDP to effectuate its original intent.
e. Each party is responsible for its own back-up and archive of documents sent and received during the term of any Project contract/agreement under this EDP. Further, each party remains solely responsible for its own post-Project back-up and archive of project documents, as each party deems necessary for its own purposes, after the term of contract.
f. If a receiving party receives an obviously corrupted, damaged, or unreadable Electronic Document, the receiving party will advise the sending party of the incomplete transmission.
g. The parties will bring any non-conforming Electronic Documents into compliance with the EDP.
h. If the Owner operates a Project information management system (also referred to in this EDP as "Project Website") for use of Owner, DIXON, Contractors, during the Project for exchange and storage of Project-related communications and information, then that provision and requirements shall be identified in an Exhibit J - Amendment.

B. Software Requirements for Electronic Document Exchange; Limitations
1. Each party will acquire the software necessary to create and transmit and read Electronic Documents received from the other party (and if relevant from third parties).
2. Software and data formats for exchange of Electronic Documents will conform to the requirements set forth in the following Attachment 1 to this EDP, including software version, if listed.

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SOFTWARE REQUIREMENTS FOR ELECTRONIC DOCUMENT EXCHANGE

Item	Electronic Documents	Transmittal Means	Data Format	Note (1)
a.1	General communications, transmittal covers, meeting notices, and responses to general information requests for which there is no specific prescribed form.	Email	EML	
a.2	Meeting agendas; meeting minutes; RFI's and Responses to RFI's; and Construction Contract administrative forms.	Email w/ Attach	PDF	(2)
a.3	Contractor's Submittals (Shop Drawings, "Or Equal" requests, Substitute requests, documentation accompanying Sample submittals and other Submittals) to Owner and DIXON; and Owner's and DIXON's Responses to Contractor's Submittals, Shop Drawings, Correspondence, and Applications for Payment	Email w/ Attach	PDF	
a.4	Correspondence; Interim and Final Versions of reports, layouts, Specifications, Drawings, maps, calculations and spreadsheets, Construction Contract, Bidding/Proposal Documents, and Front-End Construction Contract Documents.	Email w/ Attach or LFE	PDF	(3)
a.5	Layouts, plans, maps, and Drawings to be submitted to Owner by DIXON for future use and modification	Email w/ Attach or LFE	DWG	
a.6	Correspondence, reports, and specifications to be submitted by DIXON to Owner for future word processing use and modification	Email w/ Attach or LFE	DOC DOCX	
a.7	Spreadsheets and data to be submitted to Owner by DIXON for future data processing use and modification DIXON can PDF any Spreadsheet.	Email w/ Attach or LFE	XLS XLSX	
a.8	Images	Email w/ Attach	JPG JPEG GIF PNG TIFF BMP	
a.9	Compressed Files	Email w/ Attach	ZIP	

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Notes	
(1)	All exchanges and uses of transmitted data are subject to the appropriate provisions of the Agreement and Construction Contract.
(2)	Transmittal of written notices is governed by requirements of the Agreement and Construction Contract.
(3)	Transmittal of Bidding/Proposal Documents and Front-End Construction Contract Documents will be in manner selected by Owner in Exhibit A, Paragraph 1.05.A.1.a. Unless otherwise expressly stated, these documents and the Construction Contract will be transmitted in PDF format, including transmittals to bidders and Contractor.

Key	
EML	Standard Email formats (.eml). Do not use stationery formatting or other features that impair legibility of content on screen or in printed copies.
LFE	Agreed upon Large File Exchange method (FTP, CD, DVD, Flash Drive, File Sharing Services.)
PDF	Portable Document Format readable by Adobe® Acrobat Reader.
DWG	Autodesk® AutoCAD. dwg format.
DOC/DOCX	Microsoft® Word document
XLS/XLSX	Microsoft® Excel document
DB	Microsoft® Access .mdb DIXON does not transmit Database material If required for your future use you will have the program.

Minimum Version Required	
Adobe® Acrobat Reader	2017-24.002 (2020)
Autodesk® AutoCAD	24.2 (2023)
Microsoft® Word	Office 2019
Microsoft® Excel	Office 2019

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GENERAL PROVISIONS and **RELATED CONDITIONS**

Note: Some Articles in this Exhibit GP may not all apply to the Scope of Work in Exhibit A. They become effective and are included because additional Scopes of Work may be added at any time with a Task Order or Exhibit K.

GP1.01 Standards of Performance:

A. Standard of Care: The Standard of Care for all services performed or furnished by DIXON under this Agreement will be the care and skill ordinarily used by members of this subject profession practicing under similar circumstances at the same time and in the same locality.
B. Technical Accuracy: Client shall not be responsible for discovering deficiencies in the technical accuracy of DIXON's services. If deficiencies are discovered by DIXON, Engineer, Owner, or Bidder; DIXON shall correct deficiencies in technical accuracy without additional compensation unless such corrective action is directly attributable to deficiencies in Client furnished information.
C. Reliance on Others: Subject to the Standard of Care set forth above- DIXON, and its Consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers and their publishers, or technical standards.
D. Conflict of Interest: Nothing in this Agreement will be construed to create or impose any duty on the part of DIXON that would conflict with DIXON's paramount obligations to the public health, safety, and welfare under the professional practice requirements governing DIXON, its Subconsultants or, and all licensed professionals employed by DIXON or its Subconsultants. If during the term of this Agreement a potential or actual Conflict of Interest arises or is identified, DIXON and Client together will make reasonable, good faith efforts to avoid or eliminate the Conflict of Interest.
E. DIXON may retain such consultants as it deems necessary to assist in the performance or furnishing of services, subject to reasonable, timely, and substantive objections by Client.

GP1.02 DIXON does NOT provide the following services which would violate the Standard of Care:

A. DIXON's Services and Additional Services do not include:
    1. serving as a "municipal advisor" for purposes of the registration requirements of the Section 975 of the Dodd-Frank Wall Street Reform and the Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission;
    2. advising Owner, or any municipal entity or other person or entity regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances;
    3. providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements, or
    4. providing legal advice or representation

GP1.03 Opinions of Probable Construction Cost:

A. DIXON's opinions (if any) of probable Construction Cost are to be given on the basis of DIXON's experience, qualifications, and general familiarity with the coating industry. However, because DIXON has no control over the cost of labor, materials, equipment, or services furnished

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by others, or over contractors' methods of determining prices, or over competitive Bidding or market conditions, DIXON cannot and does not guarantee that proposals, Bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by DIXON in Evaluation Reports or made verbally by DIXON.

GP1.04 Use of Documents:

A. All Documents are instruments of service, and DIXON shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of DIXON) whether the Project is completed or not.
   1. Client may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Specific Project, and for related uses of Owner
   2. DIXON grants Client a limited license to use the Documents on the Specific Project.
   3. Client shall not use, reuse, or modify the Documents without written verification, review, or adaptation by DIXON. If Client reuses or modifies documents without authorization, Client shall indemnify and defend DIXON from any liabilities that result from the reuse.
   4. The limited license to Client shall not create any rights in third parties.

GP1.05 Controlling Law and Compliance with Laws and Regulations:

A. Client and DIXON shall comply with applicable Laws and Regulations of the State where the project is located.
B. DIXON shall comply with any and all policies, procedures, and instructions of Owner and Engineer (Client) that are applicable to DIXON's performance of services under this Agreement and that Client provides to DIXON in writing, subject to the Standard of Care set forth in Paragraph GP1.01.A above, and to the extent compliance is consistent with professional practice requirements.
C. While at the Site, DIXON, its consultants and their employees and representatives, shall comply with the applicable requirements of Contractor's, Engineer's, Owner's and other safety programs of which DIXON has been informed.
D. This Agreement is based on Laws and Regulations and Client-provided written policies and procedures of Client as of the Effective Date of this Agreement.

GP1.06 Limitations of Authority of DIXON with Client and with Owner's Contractor:

A. This Agreement and the General Conditions of the Owner/Contractor Agreement establish DIXON's authority.
B. The General Conditions for any construction contract documents prepared hereunder are to be EJCDC C-700 "Standard General Conditions of the Construction Contract" prepared by the Engineer's Joint Contract Documents Committee, latest Edition and as modified by DIXON for the coating industry, unless expressly indicated otherwise. If Client supplied General Conditions are used, then DIXON supplied Additions to General Conditions for the Coating Industry shall also be used to the extent they do not conflict with Owner's General Conditions.

GP1.07 Visits to Site and Observation of Construction

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A. In connection with observation of Work while it is in progress, in particular with respect to Work that is designed or specified by DIXON, and Work specifically designated by Client for observation by DIXON:
   1. Make visits to the Site as detailed in EX A at intervals appropriate to the various stages of construction as DIXON deems necessary to observe as an experienced and qualified design professional the progress of Contractor's executed Work.
   2. Such visits and observations by DIXON including DRR, are not intended to be exhaustive or to extend to every aspect of the Work or to involve detailed inspections of the Work beyond the responsibilities specially assigned to DIXON in this Agreement, but
   3. are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on DIXON's exercise of professional judgement.
   4. Based on information obtained during such visits and observations, DIXON will determine in general if the Work is proceeding in accordance with the Construction Contract Documents, and
   5. DIXON shall keep Client informed of the progress of the Work.

B. The purpose of DIXON's visits to the Site including efforts of DRR,
   1. will be to enable DIXON to better carry out the duties and responsibilities assigned to and undertaken by DIXON during the Construction Phase; and, in addition,
   2. by the exercise of DIXON's efforts, as an experienced and qualified design professional, to provide for Client a greater degree of confidence that the completed Work will conform in general to the Construction Contract Documents.

C. DIXON shall not during such visits or as a result of such observations of the Work,
   1. supervise, direct, or have control over the Work,
   2. nor shall DIXON have authority over or responsibility,
      a. for the means, methods, techniques, sequences, or procedures of construction selected or used by any Contractor,
      b. for security or safety at the Site, for safety precautions and programs incident to any Contractor's work in progress,
      c. for the coordination of the Contractors' work or schedules, nor
      d. for any failure of a Contractor's furnishing and performing of its work, or any portion of the Work
      e. for the acts or omissions of any Contractor
      f. for any failure of any Contractor to comply with Laws and Regulations applicable to furnishing and performing of its work.

D. Accordingly, DIXON does not guarantee the performance of any Contractor in accordance with the Owner/Contractor Construction Contract Documents.

E. DIXON shall not be responsible for any decisions made regarding the Construction Agreement requirements, or any application, interpretation, clarification, or modification of the Construction Agreement documents other than those made by DIXON or its consultants.

GP1.08 Environmental Condition of Site: Constituents of Concern (CC)

A. Client represents to DIXON that as of the Effective Date and to the best of Client's knowledge, there are no Constituents of Concern, other than those disclosed in writing to DIXON, exist at or adjacent to the Site. Client has forwarded to DIXON copies of all documents in Client's

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[This document has important legal consequences; consultation with an attorney is encouraged with respect to its use]

possession, including disclosures from Owner to Engineer, regarding the presence of known and suspected Constituents of Concern located at or near the Site, including type, quantity, and location.

B. Definitions:
   1. Constituent of Concern—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to laws and regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
   2. Undisclosed Constituents of Concern. For purposes of this Article GP1.08 the presence at or adjacent to the Site of Constituents of Concern that was not disclosed to DIXON pursuant to this Article GP1.08, in such quantities or circumstances that such Constituents of Concern may present a danger to persons or property exposed to them, will be referred to as "Undisclosed" Constituents of Concern.
   3. "Known" Constituents of Concern - Constituents of concern in the coating industry- The presence at the Site of materials that are necessary for the execution of the Work, or that are to be incorporated in the Work, and that are controlled and contained pursuant to industry practices, Laws and Regulations, and the requirements of this Agreement or the Construction Contract, are not Undisclosed Constituents of Concern. DIXON and Client acknowledge that the coating industry may generate hazardous waste or constituents of concern (CC) when removing old coatings, CC may be existing in soils from coating removal in the past, and some gasket materials contained asbestos. Old coatings may contain heavy metals such as lead, chrome, and cadmium. Hazardous solvents may be present in new coatings, thinners, or used in the cleaning of equipment. These materials may be CC but are considered "Known" CC.

C. Constituents of Concern that are to be located, identified, studied, removed, or remediated as part of the services under another professional services contract for Owner, or as part of the work under a construction or remediation contract, are not Undisclosed Constituents of Concern if DIXON has been informed of the general scope of such contract.

D. If DIXON encounters or learns of an Undisclosed Constituents of Concern at the Site, then DIXON shall notify Client. State and Federal notifications, if required, are the responsibility of the Owner.

E. If DIXON or any other party encounters, uncovers, or reveals an Undisclosed Constituent of Concern, or if investigative or remedial action, or other professional services, are necessary with respect to Disclosed or Undisclosed Constituent of Concern, then either Client or DIXON may, at its option and without liability for any damages, suspend performance of services on the portion of the Project adversely affected thereby until such portion of the Project is no longer affected.

F. Client acknowledges that DIXON is performing professional services for Client, and that DIXON is not and shall not be required to become an "owner," "arranger," "operator," "generator," or "transporter" of hazardous substances, as determined in the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with DIXON's activities under this Agreement.

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GP1.09 Dispute Resolution: DIXON and Engineer agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to exercising their rights at law.

GP1.10 Suspension and Termination:

A. Suspension:
   1. By Client: Owner or Client may suspend the Project for up to 90 days upon seven days written notice to DIXON.
   2. By DIXON: DIXON may, after giving seven days written notice to Client, suspend services under this Agreement
      a. if Client has failed to pay DIXON for invoiced services and expenses, or in response to the presence of Constituents of Concern at the Site.
      b. If persistent circumstances beyond the control of DIXON have prevented it from performing its obligations under the Agreement or Task Order.

B. Termination for Cause – DIXON/Client Agreements or Separate Task Orders: The obligation to provide further services under this Agreement or Task Order may be terminated:
   1. For cause, by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.
   2. By DIXON: Upon seven days written notice:
      a. if Client demands that DIXON furnish or perform services contrary to DIXON's responsibilities as a licensed professional; or
      b. if services for the Project are delayed or suspended for more than 90 days for reasons beyond DIXON's control, or
      c. as the result of the presence at the Site of undisclosed Constituents of Concern.
   3. Notwithstanding the foregoing, an Agreement or Task Order will not terminate for Cause, under this Article, if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof. If and to the extent such substantial failure cannot be reasonably cured within the 30 day period of diligent effort, and party continues to cure the same, then the cure period will extend up to, but in no case more than, 60 days after the date of receipt of the notice.

C. Termination for Convenience - by Client and is effective upon DIXON's receipt of notice from Client.

D. The time, between Contract Award and the contracted start date of Construction, or if Construction is postponed for the off season (winter), shall not be considered a "suspension" or reason for Termination.

E. DIXON shall have no liability to the Owner or Client, on account of such termination.

F. In the event of Multiple active Task Orders; The Termination of a Task Order for Cause or Convenience does not affect the status of the remaining active Task Orders.

G. Effective Date of Termination: If Client terminates the Agreement or a specific Task Order for cause or convenience, Client may set the effective date of Termination at a time up to 30 days later than otherwise provided, to allow DIXON to demobilize personnel and equipment from the Site to complete tasks whose value would otherwise be lost, to prepare notes as to the status of

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completed and uncompleted tasks, and to assemble project materials in orderly files. DIXON shall be entitled to compensation for such tasks.

H. Payments Upon Termination: In the event of termination by Client or DIXON for cause, DIXON shall be entitled to invoice Client and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, and other related close-out costs, using methods and rates for Additional Services as set forth in Exhibit C Attachment 2.

GP1.11 Records Retention:

A. DIXON shall maintain on file in digital format, for a period of five years following completion or termination of its services under a Client Agreement or a specific Task Order, or such other period as required by Laws and Regulations, all Documents, records (including cost records), and design calculations related to DIXON's services or pertinent to DIXON's performance under the Agreement or Task Order. Upon Client's request, DIXON shall provide a copy of any such item to Client at cost.

B. DIXON will obtain Owner's consent, which will not be unreasonably withheld, prior to releasing any publicity regarding the subject matter of this Agreement. Nothing herein will limit DIXON's right to include information in statements of qualifications and proposals to others accurately describing its participation and participation of employees in the Project.

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INSURANCE REQUIREMENTS AND INDEMNIFICATION

The Agreement is supplemented to include the following insurance requirements and indemnification clauses of the parties:

IR1.01 Insurance Requirements

A. The limits of liability for the insurance required by the Agreement are as follows:

1. DIXON/Client will obtain/carry the following insurance policies and with the listed amounts as a minimum :

a. Worker' Compensation	Statutory
b. Employer's Liability –	
1) Bodily injury, each Accident:	$1,000,000
2) Bodily injury by disease, each employee:	$1,000,000
3) Bodily injury/disease, aggregate:	$1,000,000
c. General Liability –	
1) Each Occurrence (Bodily injury and Property damage)	$1,000,000
2) General Aggregate:	$2,000,000
d. Excess or Umbrella Liability –	
1) Per Occurrence:	$2,000,000
2) General Aggregate	$2,000,000
e. Automobile Liability – Combined Single Limit	$1,000,000
f. Professional Liability - (required only of Engineer Client)	
1) Each Claim Made	$2,000,000
2) Annual Aggregate	$2,000,000

IR1.02 Insurance Requirements

A. DIXON shall cause Client and other parties requested by Owner Electronic Data Transmittal Protocol within reason, to be listed as additional insureds on any applicable general liability insurance policy carried by DIXON.

B. DIXON shall deliver to the Client certificates of insurance evidencing the coverages indicated in Exhibit IR. Such certificates shall be furnished prior to commencement of DIXON's Services and at renewals thereafter during the life of the Agreement.

C. Owner shall require Contractor to purchase and maintain policies of insurance covering workers' compensation, general liability, motor vehicle damage and injuries, and other insurance necessary to protect Client's and DIXON's interests in the Project. Owner shall also require Contractor to cause DIXON to be listed as additional insureds with respect to such liability insurance purchased and maintained by Contractor for the Project.

D. If any policy of property insurance relating to the Project, including but not limited to any builder's risk policy, allows for waiver of subrogation rights and contains provisions to the effect that in the event of payment of any loss or damage, the insurers will have no rights of recovery against any insured thereunder or against Client. Then Client and DIXON hereby waive all rights against each other, Owner, and Contractor, for all losses and damages caused by, arising out of, or resulting from any of the perils or causes of loss covered by such builder's risk policy or other property insurance policy relating to the project. The Client shall take appropriate measures in other Project-related contracts to secure waivers of rights.

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E. At any time, Client may request that DIXON, at Client's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in Exhibit IR. If so, requested by Client, and if commercially available, DIXON shall obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by Client, and Exhibit IR will be supplemented to incorporate these requirements.

F. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement, and that renewal will not be refused, until at least 10 days prior written notice has been given to the primary insured. Upon receipt of such notice, the receiving party shall promptly forward a copy of the notice to the other party to this Agreement, and immediately either take action to avoid cancellation or a reduction in limits or obtain replacement coverage meeting the requirements of this Agreement.

PART 2 LIMITATIONS OF LIABILITY

IR2.01 Definitions:

A. Client and Party 1 is Client and Client's officers, directors, membership, partners, agents, employees, consultants, and if Client is Owner then also others retained by or under contract to the Owner, with respect to this Agreement or to the Project.

B. DIXON and Party 2 is DIXON and/or DIXON's officers, directors, members, partners, agents, employees, consultants, subcontractors, or others under contract to DIXON relative to this Project or Agreement.

IR2.02 Indemnification

A. Indemnification: to the fullest extent permitted by Laws and Regulations, DIXON shall indemnify and hold harmless, Client and Party 1; and Client shall indemnify and hold harmless DIXON and Party 2; from losses, damages, and judgments (including reasonable attorneys' fees and expenses) arising from third-party claims or actions relating to the Project:

1. By Client and Party 1 and by DIXON and Party 2 -provided that such claim, action loss, damages, or judgement is attributable to bodily injury, sickness, disease, or death, or to damage to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by negligent act or omission of DIXON or Client, and associated Parties 1 and 2.

B. DIXON's Liability Limited to Amount of Insurance Proceeds: DIXON shall procure and maintain insurance as required by and set forth in this Exhibit IR to this Agreement. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by Laws and Regulations, the total liability, in the aggregate, of DIXON and Party 2 to Client and anyone claiming by, though, or under Client for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability breach of contract, indemnity obligations, or warranty express or implied; shall not exceed the total insurance proceeds paid on behalf of or to DIXON by DIXON's insurers in settlement or satisfaction of Client's Claims under the terms and conditions of DIXON's insurance policies applicable thereto (excluding fees, costs and expenses of investigation, claims adjustment, defense, and appeal), up to the amount of insurance required

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under this Agreement. If no such insurance coverage is provided by Client with respect to Client's Claims, then the total liability, in the aggregate, of DIXON and Party 2 to Client and anyone claiming by, through, or under Client for any and all such uninsured Client's claims shall not exceed $25,000.

IR2.03 Mutual Waiver

A. Mutual Waiver - Exclusion of Special, Incidental, Indirect, and Consequential Damages - To the fullest extent permitted by law, and notwithstanding any other provisions in the Agreement, consistent with the terms of this Agreement, DIXON and Party 2, shall not be liable to Client or anyone claiming by, through, or under Client and Party 1, for any and all claims for or entitlement to special, incidental, indirect, or consequential damages whatsoever arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes including but not limited to: damage to water supply or reduction in fire protection.

IR2.04 Percentage Share of Negligence

A. To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, though, or under the other party for any cost, loss, or damages caused in part by the negligence of the party in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of DIXON, Client, and all other negligent entities and individuals.

IR2.05 No Defense Obligation

A. The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressed.

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Agenda Item

TO: **City Commission**

FROM: **Laurie Schmidt, City Attorney**

RE: **Electric Distribution Easement - Dickinson Park**

MEETING DATE: **April 6, 2026**

The City is completing the construction of the new restroom facility at Dickinson Park. In order to provide electric utilities to the building, Indiana Michigan Electric Company must place a portion of their utilities on the City's property.

AEP has requested the attached easement from the City to allow the proposed electrical distribution facilities in the approximate location depicted on the attached Exhibit “A”. The easement runs 20' in width and along the west side of the Lakeview Avenue sidewalk until reaching approximately 25' from the corner of Lakeview and Wallace Avenues, at which point it takes a 90-degree angle around the existing telecommunications cabinet and easement, ending at Wallace Avenue.

Action Requested: Motion to approve the proposed electric Distribution Easement from the City to Indiana Michigan Power Company, 20 feet in width, on the City property known as Dickinson Park, tax identification number of 11-76-0026-0106-00-5, subject to final approval and modifications approved by the City Attorney, and to authorize the Mayor to execute the Easement on the City's behalf.

ATTACHMENT(S):

- AEP DIstribution Easement (FIN) City of St. Joe Easement Agreement (003).pdf
- AEP_2026_City of St. Joe Exhibit A_002.pdf

DISTRIBUTION EASEMENT **Easement No. MI260061R Map BE215**
Individual & Corporation
Overhead & Underground

THIS INDENTURE, made this _____ day of _____, 2026, between **CITY OF ST. JOSEPH, MICHIGAN**, whose address is 700 Broad Street, Saint Joseph, Michigan 49085 (hereinafter called "Grantor"), and **INDIANA MICHIGAN POWER COMPANY,** an Indiana Corporation, authorized to do business in the State of Michigan, whose address is Post Office Box 60, One Summit Square, Fort Wayne, Indiana, 46801 (hereinafter called "Grantee").

WITNESSETH: That for One and 00/100 Dollars ($1.00), the receipt of which is hereby acknowledged, Grantor does hereby grant and convey to Grantee a right-of-way and easement 20 feet in width for the construction, operation, use, maintenance, repair, renewal, and removal of a line or lines of overhead and underground facilities and equipment for the transmission of electrical energy, and for communicating purposes including the right to permit attachments of others to said facilities, in, on, along, under, over, across, and through the following described Premises situated in the City of Saint Joseph, County of Berrien, State of Michigan, and being a part of Section 26, Township 4 South, and Range 19 West to wit:

Being the same (or part of the same) property conveyed to CITY OF ST. JOSEPH, MICHIGAN, by ROSE L. DICKINSON, by Quit Claim Deed dated October 20, 1947, and recorded in Liber 453, Page 94, in the Office of the Register of Deeds of Berrien County, Michigan, to which reference is made for further description.

AN INDIANA MICHIGAN POWER COMPANY EASEMENT, THE APPROXIMATE LOCATION OF THE 20 FOOT WIDE EASEMENT ABUTTING THE GRANTEE'S PUBLIC RIGHT OF WAY IS DEPICTED ON THE ATTACHED DRAWING, "EXHIBIT A," INCORPORATED HEREIN AND AS CONSTRUCTED ON THE FOLLOWING DESCRIBED PROPERTY AND/OR ON ADJOINING LANDS:

The South 38.00 feet of University Lot 74 and the North 552.00 feet of University Lot 87, Section 26, Township 4 South, Range 19 West.

Parcel tax identification number: 11-76-0026-0106-00-5

TOGETHER with the right of ingress and egress to, from and over said Premises, and the right to cut or trim any trees and bushes which may endanger the safety or interfere with the construction and use of said facilities.

Grantee shall promptly repair or replace all physical damage on the Premises proximately caused by the construction, operation, and maintenance of Grantee's Facilities.

The Grantor warrants that no structure or building shall be erected upon said easement. After the completion of said system, the Grantor reserves the full use of the land which is consistent with the existence and maintenance of said facilities but does agree not to change elevation or grade within the area of said easement without prior written consent of Grantee.

It is agreed that the foregoing is the entire contract between the parties hereto and that this written agreement is complete in all its terms and provisions and shall be binding on their respective representatives, heirs, successors, and assigns.

IN WITNESS WHEREOF, Grantor, if individual(s) have hereto set their hands; and if corporation, has caused its corporate name and seal to be affixed by its duly authorized officers, the day first written.

CITY OF ST. JOSEPH, MICHIGAN

SIGNATURE: _____

PRINTED NAME: _____

PRINTED TITLE: _____

STATE OF _____)
) ss.
COUNTY OF _____)

On this _____ day of _____, 2026, before me personally appeared _____ (printed name and title) of CITY OF ST. JOSEPH, MICHIGAN, to me known to be the person(s) described in and who executed the within instrument and acknowledged that they executed the same as their free act and deed.

Notary Public signature: _____

Notary printed name: _____

My Commission expires: _____

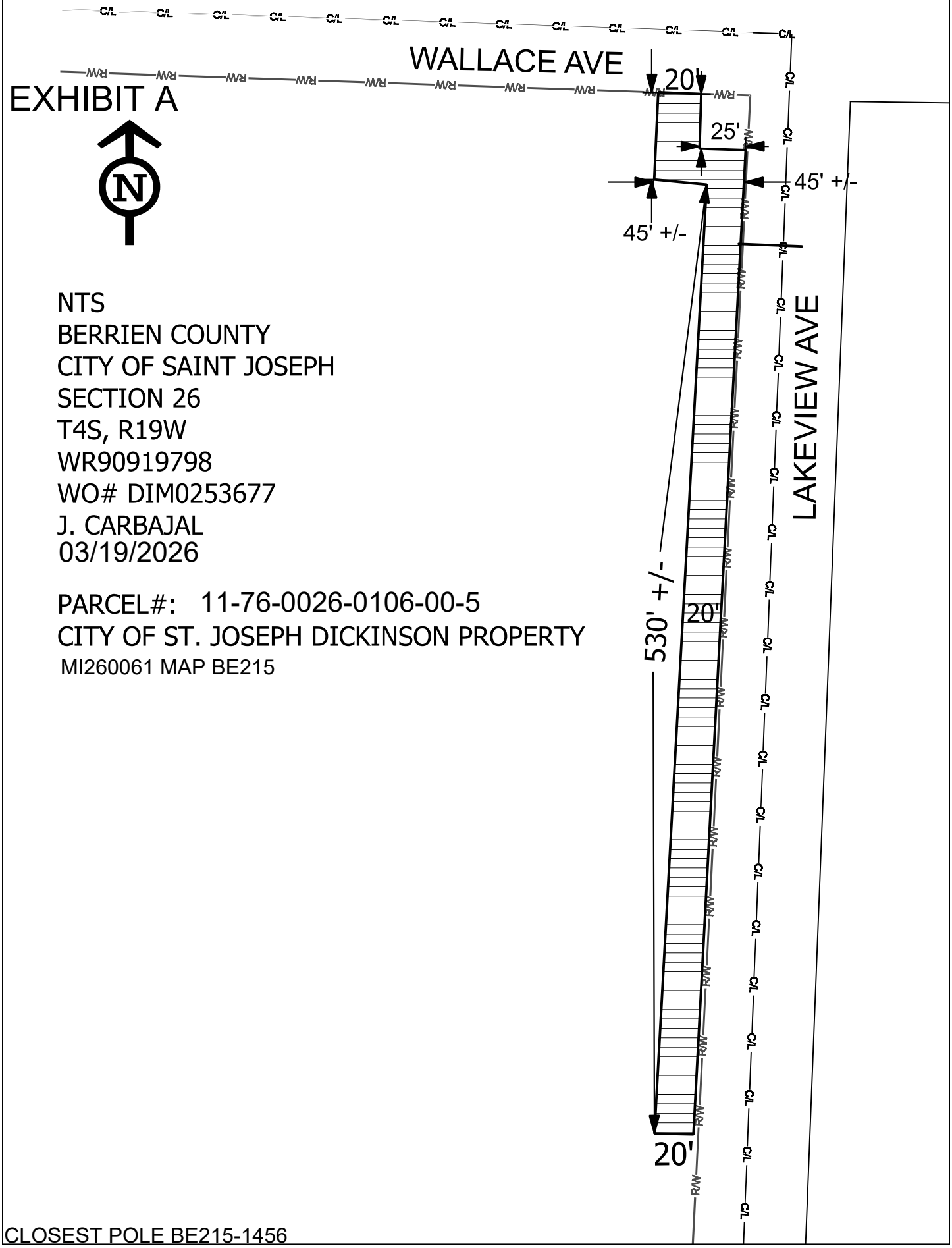
I am a resident of _____ County, _____

Acting in _____ County, _____

This Instrument was prepared by Mary K. Miller, 606 North Redbud Trail, Buchanan, MI 49107, Agent for Indiana Michigan Power Company on its behalf.

This Instrument is exempt from tax by reason of the provisions of MCL 207.505(f) and MCL 207.526(f). The easement shall be assessed as personal property under MCL 211.8(g).

EXHIBIT A



NTS
BERRIEN COUNTY
CITY OF SAINT JOSEPH
SECTION 26
T4S, R19W
WR90919798
WO# DIM0253677
J. CARBAJAL
03/19/2026

PARCEL#: 11-76-0026-0106-00-5
CITY OF ST. JOSEPH DICKINSON PROPERTY
MI260061 MAP BE215

CLOSEST POLE BE215-1456

Agenda Item

TO: **City Commission**

FROM: **Kayla Griffith**

RE: **Sustainability Committee - Pollinator Habitat Program & Earth Week**

MEETING DATE: **April 6, 2026**

With Earth Week leading into Earth Day on April 22, the Sustainability Committee has created a new Pollinator Habitat Certification program available for City residents as well as an "Earth Week Kickoff" trash collection event on April 18. Both of these programs not only encourage beautification and stewardship of our City's natural resources, but they also help us meet requirements in maintaining our Bee City designation and MI Green Communities Silver status.

ATTACHMENT(S):

- Pollinator Certification Commission Presentation.pdf



Sustainability Committee Earth Day Update

Pollinator Habitat Certification & Earth Week Kickoff Cleanup

Pollinator Habitat Certification

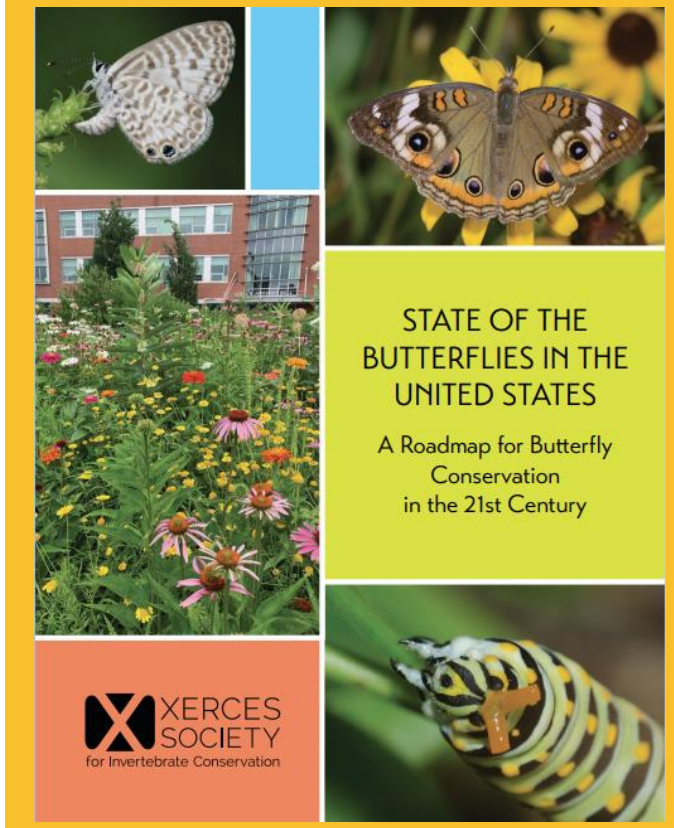
Background

Our community roots are agricultural, and pollinators play a critical role in our economy and local food supply. St. Joseph is also directly in the path of the annual monarch migration.

The City of St. Joseph is both a Bee City USA and a Silver Michigan Green Community.

- Opportunity to earn additional points under the “Inspire & Mobilize Residents” section of MI Green
- Bee City USA renewal requires educational efforts and community engagement activities annually

Background, continued



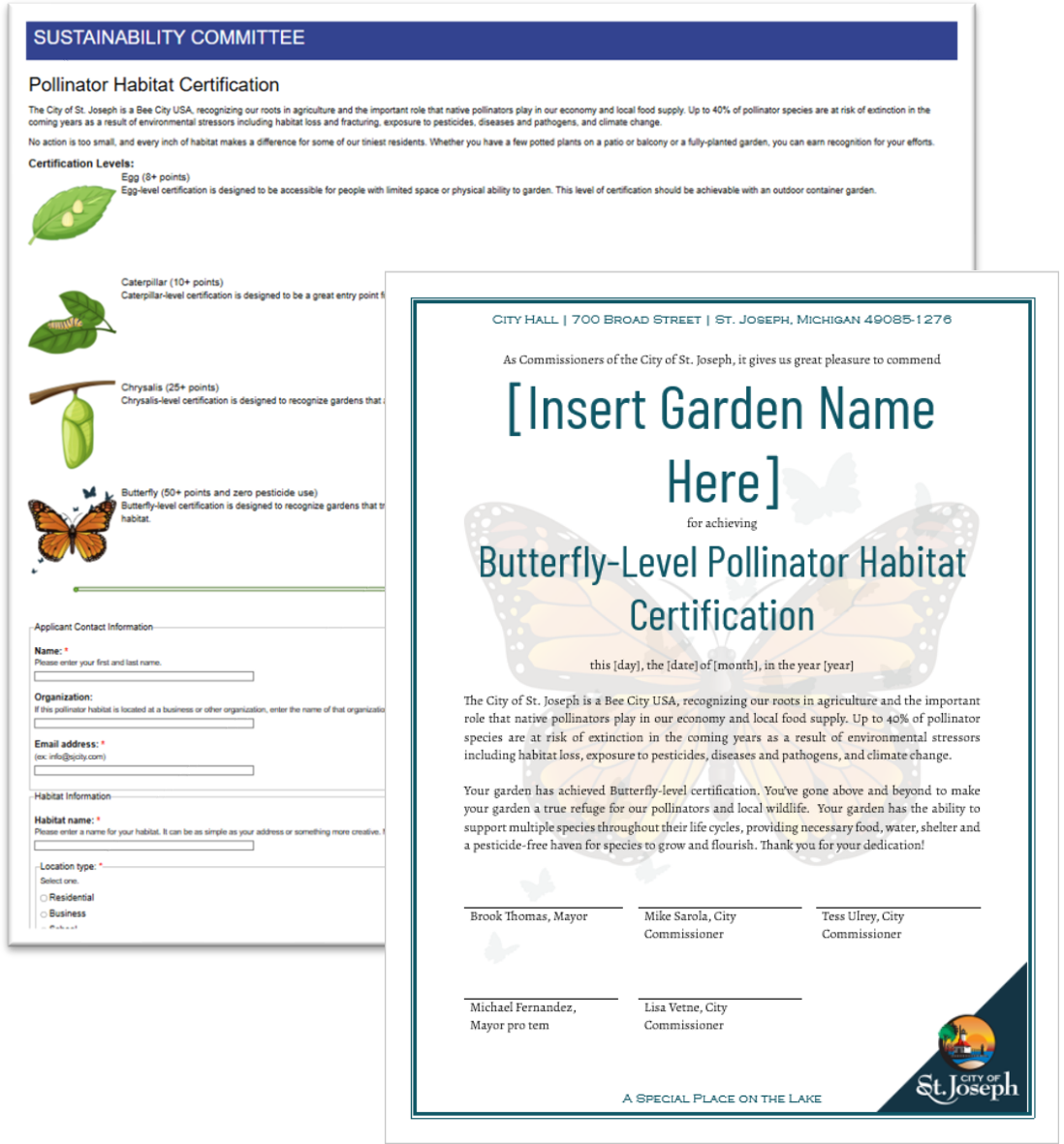
Butterflies and pollinators are in trouble

- Up to 40% of pollinator species are at risk of extinction in the coming years as a result of environmental stressors including habitat loss, exposure to pesticides, diseases and pathogens and climate change.*
- Over the past 20 years in the Midwest alone, there's been a 17% decline in abundance of butterflies, with 62 species declining*
  - We have at least 8 different species of endangered pollinators in Michigan and that doesn't include historic ranges
- What we can do
  - Habitat restoration and connection
  - Decrease use of pesticides
  - Education and awareness

*Schultz, C. B., K. Burls, E. H. Henry, C. E. Fallon, and S. H. Black. 2025. *State of the Butterflies in the United States: A Roadmap for Butterfly Conservation in the 21st Century*. 74 pp. Portland, OR: Xerces Society for Invertebrate Conservation.

CITY OF St. Joseph 244

Program Overview


SUSTAINABILITY COMMITTEE

Pollinator Habitat Certification

The City of St. Joseph is a Bee City USA, recognizing our roots in agriculture and the important role that native pollinators play in our economy and local food supply. Up to 40% of pollinator species are at risk of extinction in the coming years as a result of environmental stressors including habitat loss and fracturing, exposure to pesticides, diseases and pathogens, and climate change.

No action is too small, and every inch of habitat makes a difference for some of our tiniest residents. Whether you have a few potted plants on a patio or balcony or a fully-planted garden, you can earn recognition for your efforts.

Certification Levels:

Egg (8+ points)
Egg-level certification is designed to be accessible for people with limited space or physical ability to garden. This level of certification should be achievable with an outdoor container garden.

Caterpillar (10+ points)
Caterpillar-level certification is designed to be a great entry point f

Chrysalis (25+ points)
Chrysalis-level certification is designed to recognize gardens that

Butterfly (50+ points and zero pesticide use)
Butterfly-level certification is designed to recognize gardens that t
habitat.

Applicant Contact Information

Name: *
Please enter your first and last name.

Organization:
If this pollinator habitat is located at a business or other organization, enter the name of that organizatio

Email address: *
(ex: info@sjcity.com)

Habitat Information

Habitat name: *
Please enter a name for your habitat. It can be as simple as your address or something more creative.

Location type: *
Select one.
Residential
Business

CITY HALL | 700 BROAD STREET | ST. JOSEPH, MICHIGAN 49085-1276

As Commissioners of the City of St. Joseph, it gives us great pleasure to commend

[Insert Garden Name Here]

for achieving

Butterfly-Level Pollinator Habitat Certification

this [day], the [date] of [month], in the year [year]

The City of St. Joseph is a Bee City USA, recognizing our roots in agriculture and the important role that native pollinators play in our economy and local food supply. Up to 40% of pollinator species are at risk of extinction in the coming years as a result of environmental stressors including habitat loss, exposure to pesticides, diseases and pathogens, and climate change.

Your garden has achieved Butterfly-level certification. You've gone above and beyond to make your garden a true refuge for our pollinators and local wildlife. Your garden has the ability to support multiple species throughout their life cycles, providing necessary food, water, shelter and a pesticide-free haven for species to grow and flourish. Thank you for your dedication!

Brook Thomas, Mayor

Mike Sarola, City Commissioner

Tess Ulrey, City Commissioner

Michael Fernandez, Mayor pro tem

Lisa Vetne, City Commissioner

A SPECIAL PLACE ON THE LAKE

In response to the environmental needs of our pollinators and in order to further the City's program commitments, the Sustainability Committee has created a Pollinator Habitat Certification program to incentivize residents to increase healthy pollinator habitat in the City.

Process

1. Residents can fill out a form online or on paper
2. Each month, the Sustainability Committee scores the applications based on defined criteria
3. Residents get a certificate from the City recognizing their efforts to support pollinators
4. If they opt-in, recognized gardens can be added to a digital City walking tour/map
   - By seeing other habitats, residents can get inspiration for their own gardens

Evaluation: 3 Focus Areas



Plants & biodiversity

- When and how long the garden is flowering
- Types of plants (tiered based on usefulness to pollinators)
- Percentage of outdoor space dedicated to habitat



Garden management

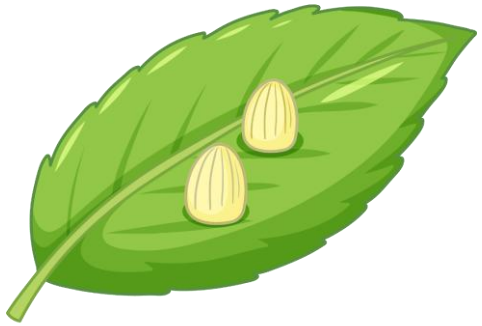
- Pesticide use



Amenities

- Water & shelter

Certification Levels



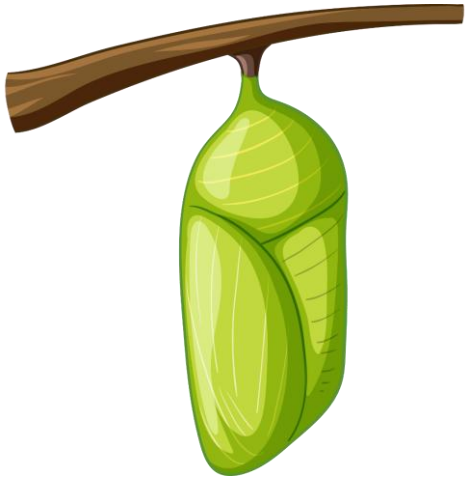
Egg

Designed to be accessible for people with limited space or ability to garden. This level of certification should be achievable with an outdoor container garden.



Caterpillar

Designed to be a great entry point for most in-ground home gardens, especially more traditional ornamental gardens and gardening practices.



Chrysalis

Designed to recognize gardens that are making an effort to build habitat beyond aesthetic value.



Butterfly

Designed to recognize gardens that truly go above and beyond to provide for pollinator needs and support multiple species, including food, water, shelter, and a pesticide-free habitat.

Tiers designed to be inclusive of all residents—ability levels, availability of outdoor space, garden/pollinator knowledge. Anyone interested should be able to achieve at least one level.

Earth Week Cleanup Activity

Earth Week Cleanup Kickoff

- Saturday, April 18
- City provides clean-up supplies (garbage bags and gloves) that are standard for beach clean-up activities/events
  - Residents encouraged to go out and pick up trash/litter in their neighborhoods
- Encourage participating residents to send in pictures or post about activities to social media
- Potential in future years to also conduct a trash audit of types of litter in different neighborhoods

Agenda Item

TO: **City Commission**

FROM: **Ben Reynnells, Finance Director**

RE: **Explanation of City Funds, Debt Service Summary, Draft FY27 Capital Projects and City Water Rates**

MEETING DATE: **April 6, 2026**

During this study session, the Finance Director will present an overview of the City funds and existing debt service. Also the City Commission will be asked to share their preferences and priorities related to the proposed capital projects and city water rates.

ATTACHMENT(S):

- Funds_Overview.pdf
- City Debt Tracking Worksheet - For CC 04-06-26.pdf
- Draft Capital Projects for CC 04-06-26.pdf
- FY27_590-592_Water_Rates_for_CC_Study_Session_04-06-26.pdf

Funds Overview

General Funds

- **General Fund (101)** - The General Fund is used to account for all financial resources except for those required to be in another fund.
    - Revenue – Taxes, Intergovernmental Revenue, Charges for Services, Licensees & Permits
    - Expense – City Commission, City Manager, City Clerk & Elections, Finance/City Treasurer, City Assessor, Building & Grounds, City Attorney, Personnel, Public Safety, Building Department, Public Works Admin, City Engineer, Paid Parking – Downtown, Community & Economic Development, & Parks
- **Budget Stabilization Fund (102)** – The Budget Stabilization Fund is subject to the restrictions of PA 30 of 1978, MCL 141.441 to MCL 141.445. The use of these funds requires an ordinance or resolution adopted by 2/3 of the members elected and serving the governing body.
    - Revenue – Action by 2/3 of Governing Body
    - Expense - Action by 2/3 of Governing Body
- **Cemetery Fund (209)** – The Cemetery Fund is combined with the general fund on our financials and is used to account for the operations of the Cemetery system.
    - Revenue – Charges for Services
    - Expense – Cemetery Operations

Special Revenue Funds

- **Major Street Fund (202)** - The Major Street Fund is used to account for the receipts and expenditure of state motor fuel taxes, which are earmarked by laws (Act 51, PA1951) for major street and highway purposes and state trunk line maintenance contracts.
    - Revenue – Act 51
    - Expense – Major Street Construction & Maintenance
- **Local Street Fund (203)** - The Local Street Fund is used to account for the activities of construction and maintenance of smaller, local streets, which are financed primarily through state-shared revenue and transfers from Major Street and Municipal Street funds.
    - Revenue – Act 51, Transfer from Municipal Street Fund & Major Street Fund
    - Expense – Local Street Construction & Maintenance
- **Municipal Street Fund (204)** - The Street Improvement Fund is used to account for the activities related to street infrastructure improvements, which are financed primarily through local tax revenue.
    - Revenue – Transfer In from Tax Revenue

- Expense – Transfers Out to Road & Water Funds, Small Projects

- **Depot Fund (214)** - The Depot Fund is used to account for the revenues and expenditures related to maintaining and improving the railroad depot.
  - Revenue – Rent from Amtrak and Silverbeach Pizza
  - Expense – MMRMA, Misc Small Projects
- **Rubbish Collection Fund (226)** – The Rubbish Collection Fund is used to account for revenue restricted for the purpose of the removal of solid waste, including rubbish, recycling, as well as, leaves, brush, sweepings, etc. from streets.
  - Revenue – PA 298 Taxes
  - Expense – Rubbish Collection Operations
- **Law Enforcement Training Fund (264)** - The Law Enforcement Training Fund is used to account for revenue received in the form of state grants that are restricted for police training purposes only.
  - Revenue - Grants
  - Expense – Training Expense
- **Drug Law Enforcement Fund (265)** - The Drug Law Enforcement Fund is used to account for property seized in the violation of controlled substance statutes. Authorized expenditures include expenses of seizure, forfeiture and sale of property. Remaining funds are restricted to enhance law enforcement efforts.
  - Revenue – Investment Income
  - Expense – Misc Law Enforcement Expenses
- **Law Enforcement Fund Criminal Forfeiture (266)** – The Law Enforcement Criminal Forfeiture Fund is used to account for property seized. Authorized expenditures include expenses of seizure, forfeiture and sale of property. Remaining funds are restricted to enhance law enforcement efforts.
  - Revenue – Investment Income
  - Expense – Misc Law Enforcement Expenses
- **Band Fund (275)** - The Band Fund is used to account for restricted revenue for operating and long-term maintenance of the Municipal Band and Municipal Band Shell.
  - Revenue - PA 230 Taxes
  - Expense – Band Operations

Debt Service Funds

- **General Debt Service Fund (301)** – The General Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
    - Revenue - Taxes
    - Expense – 2011 CSO Bonds

Capital Project Funds

- **Capital Projects Fund (401)** - The Capital Projects Fund is used to account for the construction of capital assets not financed by the issuance of debt.
    - Revenue – Transfer from the General Fund
    - Expense – Capital Projects
- **State Street Rehabilitation Project Fund (419)** – The State Street Rehabilitation Project Fund was established in 2019 to hold transfers from the 204, 590 & 592 funds to help fund the State Street project.
    - Revenue – None
    - Expense – Transfers Out
- **Lighthouse Capital Improvement Fund (485)** - The Lighthouse Improvement Fund is used to account for all revenue assigned for future maintenance of the St. Joseph Lighthouse.
    - Revenue – Transfers In from the General Fund
    - Expenses – Lighthouse Capital Projects

Permanent Funds

- **Cemetery Trust Fund (151)** - The Cemetery Trust Fund is used to account for money held by the City for perpetual care of the cemeteries. Expendable fund balance contains the amounts placed with the City to be invested. The interest earned on the investments is expendable fund balance and may only be used for the maintenance of the cemeteries.
    - Revenue – Investment Income
    - Expenses – Transfers Out to Cemetery Fund

Enterprise Funds

- **Sewer Fund (590)** - The Sewer Fund is used to account for the activities related to the maintenance of the sanitary system and pays for the treatment of wastewater. The costs (expenses, including depreciation) are financed and recovered primarily through user charges.
    - Revenue – Charges for Services
    - Expense – Sewer Operations
- **Water Fund (591)** – The Water Fund is used to account for activities associated with the general operation of the combined City and Authority water systems, as described in the water service agreement. These activities include water production and treatment; billing and recordkeeping; meter installation, reading, maintenance, and replacement; systemwide distribution maintenance, operations, and repair activities; and activities of certain major transmission facilities; and the administration and management of these activities, including state-mandated water testing. These exclude distribution system construction and replacement activities, which are the responsibility of the owners of the individual distribution systems, including the replacement of lead water services. The costs (expenses, including depreciation) are financed and recovered primarily through system-wide user charges.
    - Revenue – Charges for Services
    - Expense – Water System and Water Plant Operations
- **City System Development Fund (592)** - The City Water Fund is used to account for activities associated with the construction and replacement of elements of the city water distribution system, which is the responsibility of the City under the water service agreement. This includes the installation of new water mains, replacement of existing mains and public services, and replacement of lead water services within the city system. The costs (expenses, including depreciation) are financed and recovered primarily through user charges levied on city users.
    - Revenue – Charges for Services
    - Expenditures – City Water Operations

Internal Service Funds

- **Motor Pool Fund (661)** - The Motor Pool Fund is used to account for the provisions of vehicles, vehicle maintenance and materials to other funds and departments.
    - Revenue – Charges to Other Funds
    - Expense – Vehicle & Equipment Purchases & Maintenance
- **Self-Insurance Fund (677)** - The Self-Insurance Fund is used to account for revenues from various other funds and provide those funds with unemployment, workers' compensation and other like insurance benefits.
    - Revenue – Contributions from Employees and Employer

- Expense – Unemployment, Life Insurance & Workers Comp

- **Health Care Fund (690)** - The Health Care Fund is used to account for revenues from various other funds and employees and to account for payment to health care providers on behalf of City employees; including premiums, administration fees and self-funding costs.
    - Revenue - Contributions from Employees and Employer
    - Expense – Health Insurance

<u>Fiduciary Funds</u>

Pension Trust Fund

- **Retirement System Fund (731)** - The Employees' Retirement System Fund is used to account for resources for pension benefit payments to qualified employees of the City of St. Joseph, the City of St. Joseph Housing Commission, and the Benton Harbor - St. Joseph Joint Wastewater Treatment Plant. This fund has its own AFR, but is still incorporated into the City's AFR.
    - Revenue – Contributions from Employees and Employer
    - Expense – Pension Payroll

Custodial Funds

- **General Agency Fund (701)** - The General Agency Fund is used to account for resources held in a purely custodial capacity. The money held in this fund will eventually be paid out.
    - Assets In – Fire Escrow, Performance Bonds, Public Safety Evidence
    - Assets Out - Fire Escrow, Performance Bonds, Public Safety Evidence
- **Current Tax Collection Fund (703)** - The Current Tax Collection Fund is used to account for taxes on behalf of all the taxing authorities (City of St. Joseph, City of St. Joseph DDA, Berrien County, Berrien County Brownfield Authority, Benton Harbor Area Schools, St Joseph Public Schools, Southwest Michigan Regional Airport, Lake Michigan College and Berrien County Intermediate School District). All the money held in this account is paid out before year end. Because of the timing of the tax season and our year end, this fund will not have a balance in our financials.
    - Assets In – Taxes Collected
    - Assets Out – Taxes Distributed
- **Housing Payroll Fund (755)** – The Housing Payroll Fund is used to record payroll transactions for the Housing Commission because the City processes their payroll. Each pay period the cash paid out for those payroll transactions is reimbursed. This fund is not incorporated into our financials because the Housing Commission keeps their own.

- Assets In – Housing Commission Payroll Reimbursements
- Assets Out – Housing Commission Payroll

Funds Controlled by Other Boards

Special Revenue Funds

- **Library Fund (271)** - The Library Fund is used to account for revenue and expenses for the operation of a library.
  - Revenue – PA 164 Taxes, Fines and Forfeitures
  - Expense – Library Operations

Capital Project Funds

- **Library Capital Project Fund (471)** - The Library Capital Project Fund is used to record the revenue and expenses for Library capital projects.
  - Revenue – Transfers from 271, Donations
  - Expense – 2020 Equipment Lease Purchase Agreement, Capital Projects

Permanent Funds

- **Library Endowment Fund (155)** - The Library Endowment Fund is used to account for money held in trust for the purpose stated in the Library Endowment gift.
  - Revenue – Investment Income
  - Expense – Eligible Endowment Activities

Enterprise Funds

- **Marina Fund (594)** - The Marina Fund is used to account for the operations of the Marina.
  - Revenue - Charges for Services
  - Expense – Marina Operations

Component Units

- **Brownfield Redevelopment Authority Fund (243)** – The Brownfield Redevelopment Authority Fund is used to account for the revenues and expenditures of the authority.
  - Revenue – Act 381 Tax Increment Financing
  - Expense - Brownfield Redevelopment Authority Fund Operations

- **Downtown Development Authority Fund (248)** – The Downtown Redevelopment Authority Fund is used to account for the revenues and expenditures of the authority.
    - Revenue - PA 197 Taxes
    - Expense – DDA Operations

City of St. Joseph
Debt Summary per Fund
3/17/2026

	Governmental Activities				Business Type Activities			
Year	101	301	471	Total	590	591	592	Total
FY26	131,251.84	368,243.76	113,065.00	612,560.60	941,061.68	1,878,663.98	679,578.78	3,499,304.44
FY27	131,251.84	369,643.76	117,041.00	617,936.60	1,010,163.43	1,879,944.84	676,585.23	3,566,693.50
FY28	131,251.84	-	120,846.00	252,097.84	1,004,382.18	1,882,124.67	683,933.43	3,570,440.28
FY29	131,251.84	-	125,463.00	256,714.84	998,938.43	1,884,828.82	679,647.94	3,563,415.19
FY30	131,251.84	-	129,896.00	261,147.84	1,003,704.06	1,876,910.16	680,699.98	3,561,314.20
FY31	131,251.67	-	135,111.00	266,362.67	988,004.06	1,882,080.19	486,724.59	3,356,808.84
FY32	-	-	139,112.00	139,112.00	987,304.06	1,890,740.31	483,012.38	3,361,056.75
FY33	-	-	143,898.00	143,898.00	974,940.43	1,421,931.76	477,848.83	2,874,721.02
FY34	-	-	149,440.00	149,440.00	955,083.14	1,421,665.15	483,940.35	2,860,688.64
FY35	-	-	154,737.00	154,737.00	953,914.39	1,425,796.87	484,811.64	2,864,522.90
FY36	-	-	159,763.00	159,763.00	957,758.13	1,420,817.42	479,178.51	2,857,754.06
FY37	-	-	164,544.00	164,544.00	956,605.00	1,419,176.66	484,800.41	2,860,582.07
FY38	-	-	171,052.00	171,052.00	885,008.13	1,421,934.24	480,255.23	2,787,197.60
FY39	-	-	87,093.00	87,093.00	884,701.88	1,424,142.15	485,594.10	2,794,438.13
FY40	-	-	-	-	878,953.13	1,425,800.41	484,028.76	2,788,782.30
FY41	-	-	-	-	882,806.26	1,418,347.49	394,309.71	2,695,463.46
FY42	-	-	-	-	880,910.02	463,631.30	381,178.92	1,725,720.24
FY43	-	-	-	-	883,566.89	463,719.46	377,521.92	1,724,808.27
FY44	-	-	-	-	880,678.13	463,649.86	378,810.17	1,723,138.16
FY45	-	-	-	-	882,050.01	463,422.54	379,884.27	1,725,356.82
FY46	-	-	-	-	700,525.01	463,037.46	380,850.50	1,544,412.97
FY47	-	-	-	-	476,034.38	466,206.16	382,891.09	1,325,131.63
FY48	-	-	-	-	476,303.13	465,426.75	378,507.90	1,320,237.78
FY49	-	-	-	-	476,243.76	464,489.59	379,069.96	1,319,803.31
FY50	-	-	-	-	475,993.76	463,394.70	379,417.87	1,318,806.33
FY51	-	-	-	-	475,415.63	465,853.57	380,946.41	1,322,215.61
FY52	-	-	-	-	474,646.88	464,364.32	380,953.83	1,319,965.03
FY53	-	-	-	-	478,550.01	466,428.85	289,583.67	1,234,562.53
FY54	-	-	-	-	472,125.01	464,545.27	161,273.49	1,097,943.77
FY55	-	-	-	-	475,509.38	466,215.44	161,853.32	1,103,578.14
	787,510.87	737,887.52	1,911,061.00	3,436,459.39	23,771,880.39	32,479,290.39	13,417,693.19	69,668,863.97

City of St. Joseph
Debt Tracking Worksheet

Name	Fire Truck Installment Purchase Agreement		Series 2011 CSO Refinancing		Library Renovation Lease		Sanitary Sewer Series 2019 - Sewer Projects		Sanitary Sewer Series 2021 - Sewer Projects		5322-01 Michigan / Harrisson 2009 Sanitary Sewer System Junior Lien Bonds	
Vendor	31910 Sturgis Bank		6340 Bank of New York		31839 Huntington		32677 Argent Institutional Trust		32677 Argent Institutional Trust		31908 US Bank Trust	
Funding	101-905.000		301-905.000		471-905.000		590-905.000		590-905.000		590-905.000	
Note							Formally 31671 Huntington		Formally 31671 Huntington			
Interest	1.7500%		2.0000% to 4.1250%		2.8700%		4.0000% to 2.7500%		2.0000% to 2.2500%		2.5000%	
Issuance	1,200,000.00		3,575,000.00		1,773,860.91		3,310,000.00		4,315,000.00		231,000.00	
	Principal	Interest	Principal	Interest	Principal	Interest		Interest		Interest		Interest
Year	991.000	995.000	991.000	995.000	991.000	995.000	Principal 991.000	995.000	Principal 991.000	995.000	Principal 991.000	995.000
FY26	118,575.04	12,676.80	340,000.00	28,243.76	69,000.00	44,065.00	105,000.00	79,973.76	145,000.00	77,462.50	15,000.00	1,875.00
FY27	120,688.27	10,563.57	355,000.00	14,643.76	75,000.00	42,041.00	110,000.00	75,673.76	150,000.00	74,562.50	15,000.00	1,500.00
FY28	122,817.58	8,434.26			81,000.00	39,846.00	115,000.00	71,173.76	150,000.00	71,562.50	15,000.00	1,125.00
FY29	125,027.96	6,223.88			88,000.00	37,463.00	115,000.00	67,148.76	155,000.00	68,562.50	15,000.00	750.00
FY30	127,256.18	3,995.66			95,000.00	34,896.00	120,000.00	63,623.76	155,000.00	65,462.50	15,000.00	375.00
FY31	129,523.94	1,727.73			103,000.00	32,111.00	125,000.00	59,948.76	160,000.00	62,362.50		
FY32					110,000.00	29,112.00	130,000.00	56,123.76	165,000.00	59,162.50		
FY33					118,000.00	25,898.00	130,000.00	52,223.76	165,000.00	55,862.50		
FY34					127,000.00	22,440.00	135,000.00	48,248.76	170,000.00	52,562.50		
FY35					136,000.00	18,737.00	140,000.00	44,123.76	175,000.00	49,162.50		
FY36					145,000.00	14,763.00	145,000.00	40,301.88	175,000.00	45,662.50		
FY37					154,000.00	10,544.00	150,000.00	36,798.75	180,000.00	42,162.50		
FY38					165,000.00	6,052.00	150,000.00	33,142.50	185,000.00	38,562.50		
FY39					85,861.00	1,232.00	155,000.00	29,330.00	190,000.00	34,862.50		
FY40							160,000.00	25,312.50	190,000.00	31,062.50		
FY41							165,000.00	21,087.50	195,000.00	27,262.50		
FY42							170,000.00	16,647.50	200,000.00	23,118.76		
FY43							170,000.00	12,057.50	205,000.00	18,868.76		
FY44							175,000.00	7,356.25	210,000.00	14,512.50		
FY45							180,000.00	2,475.00	215,000.00	9,787.50		
FY46									220,000.00	4,950.00		
FY47												
FY48												
FY49												
FY50												
FY51												
FY52												
FY53												
FY54												
FY55												

Name	5518-01 2012 I&I Removal Sanitary Sewer System Junior Lien Bonds	5518-02 CSO Separation Downtown 2013 Sanitary Sewer System Junior Lien Bonds	5647-01 Interceptor Replacement 2017 Sewage Disposal System Junior Lien Revenue Bonds	5647-02 Upton Dr 2023 CWSRF Clean Water Bonds	5775-01 CSO Early Action CWSRF 2024 Clean Water Bonds *** Loan Not Closed, Interest Values will Change ***	7236-01 Water Tower 2008 Capital Improvement Bonds
Vendor	31908 US Bank Trust	31908 US Bank Trust	31908 US Bank Trust	31908 US Bank Trust	31908 US Bank Trust	31908 US Bank Trust
Funding	590-905.000	590-905.000	590-905.000	590-905.000	590-905.000	592-905.000
Note Interest	2.5000%	2.0000%	2.5000%	2.1250%	2.7500%	2.5000%
Issuance	210,000.00	248,702.00	1,210,000.00	3,000,000.00	6,865,000.00	3,135,496.00

Year	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000
FY26	10,000.00	2,000.00	15,000.00	2,474.04	60,000.00	19,875.00	70,000.00	66,818.61	150,000.00	120,582.77	180,000.00	23,262.40
FY27	10,000.00	1,750.00	15,000.00	2,174.04	60,000.00	18,375.00	75,000.00	61,465.63	155,000.00	*184,662.50*	180,000.00	18,762.40
FY28	10,000.00	1,500.00	15,000.00	1,874.04	60,000.00	16,875.00	75,000.00	59,871.88	160,000.00	*180,400.00*	185,000.00	14,262.40
FY29	10,000.00	1,250.00	15,000.00	1,574.04	60,000.00	15,375.00	75,000.00	58,278.13	165,000.00	*176,000.00*	190,000.00	9,637.40
FY30	10,000.00	1,000.00	15,000.00	1,274.04	65,000.00	13,875.00	80,000.00	56,631.26	170,000.00	*171,462.50*	195,496.00	4,887.40
FY31	15,000.00	750.00	15,000.00	974.04	65,000.00	12,250.00	80,000.00	54,931.26	170,000.00	*166,787.50*		
FY32	15,000.00	375.00	15,000.00	674.04	65,000.00	10,625.00	80,000.00	53,231.26	175,000.00	*162,112.50*		
FY33			18,702.00	374.04	70,000.00	9,000.00	85,000.00	51,478.13	180,000.00	*157,300.00*		
FY34					70,000.00	7,250.00	85,000.00	49,671.88	185,000.00	*152,350.00*		
FY35					70,000.00	5,500.00	85,000.00	47,865.63	190,000.00	*147,262.50*		
FY36					75,000.00	3,750.00	90,000.00	46,006.25	195,000.00	*142,037.50*		
FY37					75,000.00	1,875.00	90,000.00	44,093.75	200,000.00	*136,675.00*		
FY38							95,000.00	42,128.13	210,000.00	*131,175.00*		
FY39							95,000.00	40,109.38	215,000.00	*125,400.00*		
FY40							95,000.00	38,090.63	220,000.00	*119,487.50*		
FY41							100,000.00	36,018.76	225,000.00	*113,437.50*		
FY42							100,000.00	33,893.76	230,000.00	*107,250.00*		
FY43							105,000.00	31,715.63	240,000.00	*100,925.00*		
FY44							105,000.00	29,484.38	245,000.00	*94,325.00*		
FY45							110,000.00	27,200.01	250,000.00	*87,587.50*		
FY46							110,000.00	24,862.51	260,000.00	*80,712.50*		
FY47							115,000.00	22,471.88	265,000.00	*73,562.50*		
FY48							115,000.00	20,028.13	275,000.00	*66,275.00*		
FY49							120,000.00	17,531.26	280,000.00	*58,712.50*		
FY50							120,000.00	14,981.26	290,000.00	*51,012.50*		
FY51							125,000.00	12,378.13	295,000.00	*43,037.50*		
FY52							125,000.00	9,721.88	305,000.00	*34,925.00*		
FY53							130,000.00	7,012.51	315,000.00	*26,537.50*		
FY54							130,000.00	4,250.01	320,000.00	*17,875.00*		
FY55							135,000.00	1,434.38	330,000.00	*9,075.00*		

Name	7237-01 2009 Intake Shorewell Water Supply System Junior Lien Bonds		7286-01 2010 Electrical Improvements Water Supply System Junior Lien Bonds		7427-01 2023 Pump Station & Plant Improvements / Wallace Water Main SDWRF Junior Water Revenue Bonds		7427-01 2023 Pump Station & Plant Improvements / Wallace Water Main SDWRF Junior Water Revenue Bonds		7436-01 LSLR K-O-M DWSRF 2020		7486-01 DWSRF Langley & LSLR Drinking Water Revolving Fund Bonds (Junior Lien), Series 2021	
Vendor	31908 US Bank Trust		31908 US Bank Trust		31908 US Bank Trust		31908 US Bank Trust		31908 US Bank Trust		31908 US Bank Trust	
Funding	591-905.000		591-905.000		591-905.000		592-905.000		592-905.000		592-905.000	
Note					$16,095,000, 591 @ 97.98% & 592 @ 2.02%		$16,095,000, 591 @ 97.98% & 592 @ 2.02%					
Interest	2.5000%		2.5000%		2.0000%		2.0000%		2.0000%		2.1250%	
Issuance	5,972,460.00		1,293,000.00		15,769,881.00		325,119.00		1,375,333.00		1,998,359.00	
Year	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000
FY26	320,000.00	56,736.50	70,000.00	12,375.00	700,557.00	254,992.95	14,443.00	5,257.05	60,000.00	21,666.36	48,534.00	38,805.90
FY27	330,000.00	48,611.50	70,000.00	10,625.00	715,254.00	240,834.84	14,746.00	4,965.16	65,000.00	20,466.36	48,534.00	37,774.55
FY28	335,000.00	40,299.00	75,000.00	8,812.50	729,951.00	226,382.79	15,049.00	4,667.21	65,000.00	19,166.36	53,534.00	36,690.08
FY29	350,000.00	31,736.50	75,000.00	6,937.50	744,648.00	211,636.80	15,352.00	4,363.20	65,000.00	17,866.36	53,534.00	35,552.48
FY30	355,000.00	22,924.00	75,000.00	5,062.50	759,345.00	196,596.87	15,655.00	4,053.13	70,000.00	16,566.36	53,534.00	34,414.88
FY31	365,000.00	13,924.00	80,000.00	3,125.00	774,042.00	181,263.00	15,958.00	3,737.00	70,000.00	15,166.36	58,534.00	33,224.16
FY32	374,460.00	4,680.75	85,000.00	1,062.50	793,638.00	165,586.20	16,362.00	3,413.80	70,000.00	13,766.36	58,534.00	31,980.32
FY33					808,335.00	149,566.47	16,665.00	3,083.53	70,000.00	12,366.36	58,534.00	30,736.47
FY34					823,032.00	133,252.80	16,968.00	2,747.20	75,000.00	10,966.36	58,534.00	29,492.62
FY35					842,628.00	116,596.20	17,372.00	2,403.80	75,000.00	9,466.36	63,534.00	28,195.65
FY36					857,325.00	99,596.67	17,675.00	2,053.33	75,000.00	7,966.36	63,534.00	26,845.55
FY37					872,022.00	82,303.20	17,978.00	1,696.80	80,000.00	6,466.36	63,534.00	25,495.45
FY38					891,618.00	64,666.80	18,382.00	1,333.20	80,000.00	4,866.36	63,534.00	24,145.35
FY39					911,214.00	46,638.48	18,786.00	961.52	80,000.00	3,266.36	68,534.00	22,742.13
FY40					930,810.00	28,218.24	19,190.00	581.76	83,318.00	1,666.36	68,534.00	21,285.79
FY41					945,507.00	9,455.07	19,493.00	194.93			68,534.00	19,829.44
FY42											73,534.00	18,319.96
FY43											73,534.00	16,757.36
FY44											73,534.00	15,194.77
FY45											78,534.00	13,579.05
FY46											78,534.00	11,910.20
FY47											83,534.00	10,188.23
FY48											83,534.00	8,413.13
FY49											83,534.00	6,638.03
FY50											88,534.00	4,809.81
FY51											88,534.00	2,928.46
FY52											93,543.00	993.89
FY53												
FY54												
FY55												

Name	7487-01 DWSRF Willa-Lester & LSLR Water Supply System Revenue Bonds (Junior Lien), Series 2022	7488-01 Plant Improvements / Upton Drive / LSLR project 2023 Water Supply System Junior Lien Revenue Bond	7488-01 Plant Improvements / Upton Drive / LSLR project 2023 Water Supply System Junior Lien Revenue Bond
Vendor	31908 US Bank Trust	31908 US Bank Trust	31908 US Bank Trust
Funding	592-905.000	591-905.000	592-905.000
Note		$13,787,500, 591 @ 74.23% & 592 @ 25.77%	$13,787,500, 591 @ 74.23% & 592 @ 25.77%
Interest	2.1250%	2.1250%	2.1250%
Issuance	2,800,000.00	10,234,461.25	3,553,038.75

Year	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000	Principal 991.000	Interest 995.000
FY26	70,000.00	56,525.00	246,814.75	217,187.78	85,685.25	75,399.82
FY27	70,000.00	55,037.50	252,382.00	212,237.50	87,618.00	73,681.26
FY28	75,000.00	53,550.00	259,805.00	206,874.38	90,195.00	71,819.38
FY29	75,000.00	51,956.26	263,516.50	201,353.52	91,483.50	69,902.74
FY30	75,000.00	50,362.50	267,228.00	195,753.79	92,772.00	67,958.71
FY31	80,000.00	48,768.76	274,651.00	190,075.19	95,349.00	65,987.31
FY32	80,000.00	47,068.76	282,074.00	184,238.86	97,926.00	63,961.14
FY33	80,000.00	45,368.76	285,785.50	178,244.79	99,214.50	61,880.21
FY34	85,000.00	43,668.76	293,208.50	172,171.85	101,791.50	59,771.91
FY35	85,000.00	41,862.50	300,631.50	165,941.17	104,368.50	57,608.83
FY36	85,000.00	40,056.26	304,343.00	159,552.75	105,657.00	55,391.01
FY37	90,000.00	38,250.00	311,766.00	153,085.46	108,234.00	53,145.80
FY38	90,000.00	36,337.50	319,189.00	146,460.44	110,811.00	50,845.82
FY39	95,000.00	34,425.00	326,612.00	139,677.67	113,388.00	48,491.09
FY40	95,000.00	32,406.26	334,035.00	132,737.17	115,965.00	46,081.59
FY41	95,000.00	30,387.50	337,746.50	125,638.92	117,253.50	43,617.34
FY42	100,000.00	28,368.76	345,169.50	118,461.80	119,830.50	41,125.70
FY43	100,000.00	26,243.76	352,592.50	111,126.96	122,407.50	38,579.30
FY44	105,000.00	24,118.76	360,015.50	103,634.36	124,984.50	35,978.14
FY45	105,000.00	21,887.50	367,438.50	95,984.04	127,561.50	33,322.22
FY46	110,000.00	19,656.26	374,861.50	88,175.96	130,138.50	30,611.54
FY47	110,000.00	17,318.76	385,996.00	80,210.16	134,004.00	27,846.10
FY48	110,000.00	14,981.26	393,419.00	72,007.75	136,581.00	24,998.51
FY49	115,000.00	12,643.76	400,842.00	63,647.59	139,158.00	22,096.17
FY50	115,000.00	10,200.00	408,265.00	55,129.70	141,735.00	19,139.06
FY51	120,000.00	7,756.26	419,399.50	46,454.07	145,600.50	16,127.19
FY52	120,000.00	5,206.26	426,822.50	37,541.82	148,177.50	13,033.18
FY53	125,000.00	2,656.26	437,957.00	28,471.85	152,043.00	9,884.41
FY54			445,380.00	19,165.27	154,620.00	6,653.49
FY55			456,514.50	9,700.94	158,485.50	3,367.82

City of St. Joseph
FY27 Draft Capital Projects
4/1/2026

Fund	Department	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	Future Years
275 BAND	901.027	BAND PAINT & RUST TREATMENT	50,000.00	-	-	-	-	-	-	-
275 BAND	901.028	BAND SOUND SYSTEM IMPROVEMENTS	35,000.00	-	-	-	-	-	-	-
			85,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	751.270	DICKINSON PARKING & RESTROOM	625,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	441.100	PUBLIC WORKS FACILITY UPGRADE	375,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	728.100	DOWNTOWN PLAN IMPLEMENTATION	210,700.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	751.301	KIWANIS PARK IMPROVEMENTS - CITY CONTRIB	150,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.021	KIWANIS PARK SKATE EQUIPMENT	150,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	751.271	DICKINSON PLAYGROUND	125,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.018	CITY HALL ELEVATOR	125,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.026	BS&A CLOUD UPGRADE	112,600.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.015	PARKING LOT DESIGN	75,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.022	PARKS SIGN REPLACEMENT (14 SIGNS)	63,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	345.119	COMPUTER ADDED DISPATCH 2FA	-	50,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	345.800	BALLISTIC VESTS REPLACEMENT	50,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.016	PARKING LOT 11 - PEAR - RECONSTRUCTION	40,000.00	-	-	927,000.00	967,000.00	-	-	-
401 CAPITAL PROJECTS	345.118	PUBLIC SAFETY - NEW VEHICLE EQUIPMENT	35,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.017	ICE ARENA BOILER REPLACEMENT	35,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	345.004	BODY CAMERAS	31,200.00	31,200.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	-
401 CAPITAL PROJECTS	901.023	5 YEAR PARKS AND RECREATION MASTER PLAN	30,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.020	CITY HALL CARPET (PS SIDE)	25,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	721.100	ZONING ORDINANCE CODIFICATION	20,000.00	55,000.00	75,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.025	COMMISSIONER CHAMBERS AV UPGRADE	20,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	751.190	LIGHT UP THE BLUFF EQUIPMENT	18,800.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	-
401 CAPITAL PROJECTS	901.024	PAINTING LIONS PARK SHELTERS	15,700.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	751.591	WCF RESTROOM FACILITY	13,800.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	751.590	RIVERFRONT TRAIL	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	-
401 CAPITAL PROJECTS	345.112	TASER REPLACEMENT	5,200.00	5,200.00	5,200.00	-	-	-	-	-
401 CAPITAL PROJECTS	466.000	PAID PARKING - DOWNTOWN	5,000.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	751.015	HOWARD TRAIL EROSION CONTROL	1,200.00	-	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.031	CITY WIDE IT UPGRADES	-	200,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.033	MOBILE & PORTABLE ENCRYPTION	-	82,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.041	PUBLIC WORKS YARD PAVING	-	80,000.00	80,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	902.089	PUBLIC WORKS ROOF REPAIRS	-	80,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	345.006	MAKO AIR FILTER STATION	-	75,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.060	ELECTION EQUIPMENT UPGRADE	-	69,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.034	APX 4500 IN CAR RADIOS	-	43,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.035	AUTOMATIC INTERNAL DEFIBILLATOR	-	35,000.00	-	-	-	-	-	-
401 CAPITAL PROJECTS	901.059	HISTORIC DOCUMENT PRESERVATION	-	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	-
401 CAPITAL PROJECTS	901.046	PADDLER PARK DEVELOPMENT	-	-	1,000,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.038	PUBLIC WORKS STORAGE BUILDING #2	-	-	225,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	751.255	RIVERVIEW PARK RESTROOM RENOVATION	-	-	100,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.040	TISCORNIA RESTROOM RENOVATION	-	-	100,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	276.120	CEMETERY ROAD REPAIR	-	-	75,000.00	75,000.00	-	-	-	-
401 CAPITAL PROJECTS	901.039	ARBORETUM WALKING PATH PAVING	-	-	75,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.042	FOUNTAIN CANNON STANDS	-	-	75,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.047	ICE ARENA FLOORING	-	-	75,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.043	CITY HALL PARKING STORM DRAIN REPAIR	-	-	60,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.044	DISC GOLF COURSE DESIGN (RIVERVIEW)	-	-	40,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.045	KIWANIS PARK MASTER PLAN	-	-	40,000.00	-	-	-	-	-

City of St. Joseph
FY27 Draft Capital Projects
4/1/2026

Fund	Department	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	Future Years
401 CAPITAL PROJECTS	901.032	PAINTING PS SIDE	-	-	30,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.036	CITY HALL CARPET 2ND FL HALLWAY & WATING	-	-	25,000.00	25,000.00	-	-	-	-
401 CAPITAL PROJECTS	901.037	CITY HALL CARPET COM CHAMBERS	-	-	25,000.00	-	-	-	-	-
401 CAPITAL PROJECTS	901.054	PARKING LOT 07 - STRAWBERRY - RECONSTRUC	-	-	-	-	-	800,000.00	-	-
401 CAPITAL PROJECTS	901.056	PARKING LOT 09 - PEACH - RECONSTRUCTION	-	-	-	-	-	-	800,000.00	-
			2,367,200.00	855,400.00	2,195,200.00	1,117,000.00	1,057,000.00	890,000.00	890,000.00	-
591 WATER	900.000	GENERAL CAPITAL OUTLAY	475,000.00	-	-	-	-	-	-	-
591 WATER	900.002	WATER TOWER - PAINT - AUTHORITY	300,000.00	300,000.00	-	-	-	-	-	-
591 WATER	900.005	WTP NORTH INTAKE CLEANING	132,500.00	110,000.00	-	-	-	-	-	-
591 WATER	900.001	WATER TOWER - PAINT - CITY	-	400,000.00	-	-	-	-	-	-
591 WATER	900.007	WTP SCADA UPGRADES	-	120,000.00	80,000.00	-	-	-	-	-
591 WATER	900.008	WTP SOUTH LOW SERVICE PUMP STATION	-	75,000.00	-	-	-	-	-	-
591 WATER	900.009	WTP FILTER TURBIDIMETERS	-	75,000.00	-	-	-	-	-	-
591 WATER	900.003	WTP ROOF	-	-	850,000.00	-	-	-	-	-
591 WATER	900.004	WTP HVAC IMPROVEMENTS	-	-	298,500.00	298,500.00	-	-	-	-
591 WATER	900.010	WTP FILTER 5 - 8 REPLACE UNDERDRAINS	-	-	-	500,000.00	500,000.00	-	-	-
591 WATER	900.006	WTP LAB IMPROVEMENTS	-	-	-	-	-	500,000.00	500,000.00	-
591 WATER	900.011	RENOVATE WEST 1931 BUILDING / DEMO EAST	-	-	-	-	-	-	-	1,550,000.00
			907,500.00	1,080,000.00	1,228,500.00	798,500.00	500,000.00	500,000.00	500,000.00	1,550,000.00
661 MOTOR POOL	441.511	Dump Truck	150,000.00	-	-	-	-	-	-	-
661 MOTOR POOL	441.513	Excavator	129,500.00	-	-	-	-	-	-	-
661 MOTOR POOL	345.122	One Patrol & One Dective	125,000.00	-	-	-	-	-	-	-
661 MOTOR POOL	441.512	Crack Seal Machine	76,500.00	-	-	-	-	-	-	-
661 MOTOR POOL	441.514	WATER & SEWER SERVICE TRUCK	-	152,500.00	-	-	-	-	-	-
661 MOTOR POOL	345.123	REPLACE CAR #12 & #14	-	140,000.00	-	-	-	-	-	-
661 MOTOR POOL	441.515	ONE TON DUMP TRUCK	-	97,000.00	-	-	-	-	-	-
661 MOTOR POOL	441.516	PICKUP TRUCK WITH PLOW	-	65,000.00	-	-	-	-	-	-
661 MOTOR POOL	441.517	JOHN DEERE TERRAIN CUT WITH IMPLEMENTS	-	60,000.00	-	-	-	-	-	-
661 MOTOR POOL	441.518	WATER METER REPAIR VEHICLE	-	48,000.00	-	-	-	-	-	-
			481,000.00	562,500.00	-	-	-	-	-	-
Infrastructure	903.160	BOTHAM AVENUE RECONSTRUCTION	1,512,900.00	-	-	-	-	-	-	-
Infrastructure	903.207	CLEVELAND AVE	612,700.00	-	-	-	-	-	-	-
Infrastructure	904.001	ANCHORS COURT CRUSH & SHAPE	550,000.00	-	-	-	-	-	-	-
Infrastructure	527.500	CSO STORAGE PROJECT	509,000.00	-	-	-	-	-	-	-
Infrastructure	527.501	CSO STORAGE PROJECT PHASE 2	469,300.00	4,465,400.00	12,665,300.00	200,000.00	500,000.00	-	-	-
Infrastructure	903.194	ANCHORS WAY DRAINAGE	200,600.00	-	50,000.00	5,500,000.00	-	-	-	-
Infrastructure	527.100	SEWER REHABILITATION PROJECT CIPP	158,000.00	200,000.00	-	225,000.00	-	250,000.00	-	-
Infrastructure	903.205	MAIN ST	125,100.00	1,000,200.00	6,880,200.00	3,780,100.00	-	-	-	-
Infrastructure	903.301	MIDWAY AVENUE & ST JOSEPH DRIVE	125,000.00	-	-	-	-	-	-	-
Infrastructure	903.191	WATER ST RETAINING WALL	50,000.00	575,000.00	-	-	-	-	-	-
Infrastructure	904.944	SAFE STREETS FOR ALL	50,000.00	150,000.00	100,000.00	-	-	-	-	-
Infrastructure	904.942	HAWTHORNE LIFT STATION REHAB	46,500.00	1,550,000.00	-	-	-	-	-	-
Infrastructure	903.204	UPTON DRIVE RECONSTRUCTION	8,100.00	-	-	-	-	-	-	-
Infrastructure	538.000	LEAD SERVICE REPLACEMENTS	-	2,500,000.00	2,500,000.00	-	1,710,000.00	1,710,000.00	-	8,500,000.00
Infrastructure	903.302	LIONS PARK DRIVE	-	775,000.00	-	-	-	-	-	-
Infrastructure	903.208	UPTON DR PHASE 2 MOMANY TO N CITY LIMIT	-	300,100.00	3,832,100.00	-	-	-	-	-
Infrastructure	527.200	SEWER CLEAN AND TELEVISE PROJECT	-	65,000.00	75,000.00	-	87,500.00	-	100,000.00	-
Infrastructure	904.932	STATE STREET REHABILLITATION	-	42,900.00	-	-	-	1,050,200.00	-	-

City of St. Joseph
FY27 Draft Capital Projects
4/1/2026

Fund	Department	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	Future Years
Infrastructure	903.176	SOUTH STATE STREET RESURFACING	-	-	-	800,000.00	-	-	-	-
Infrastructure	904.917	HARRISON AREA SEWER REPLACEMENT	-	-	-	120,000.00	1,700,000.00	-	-	-
Infrastructure	903.120	NAPIER AVENUE RECONSTRUCTION	-	-	-	-	550,000.00	5,700,000.00	-	-
Infrastructure	904.941	NORTH PIER LIFT STATION REPLACEMENT	-	-	-	-	30,000.00	500,000.00	-	-
Infrastructure	903.303	MYRTLE & RIVERWOOD RECONSTRUCTION	-	-	-	-	-	290,200.00	3,175,200.00	-
Infrastructure	904.940	ALCO LIFT STATION RENOVATION	-	-	-	-	-	-	800,000.00	-
Infrastructure	903.179	SUNSET (AVE & CT) & MOHAWK RECONSTRUCTIO	-	-	-	-	-	-	-	5,675,000.00
Infrastructure	903.206	MORTON & KINGSLEY	-	-	-	-	-	-	-	3,000,200.00
Infrastructure	903.304	HILLCREST RESCONSTRUCTION	-	-	-	-	-	-	-	1,700,000.00
			4,417,200.00	11,623,600.00	26,102,600.00	10,625,100.00	4,577,500.00	9,500,400.00	4,075,200.00	18,875,200.00
		Total	8,257,900.00	14,121,500.00	29,526,300.00	12,540,600.00	6,134,500.00	10,890,400.00	5,465,200.00	20,425,200.00



City of St. Joseph

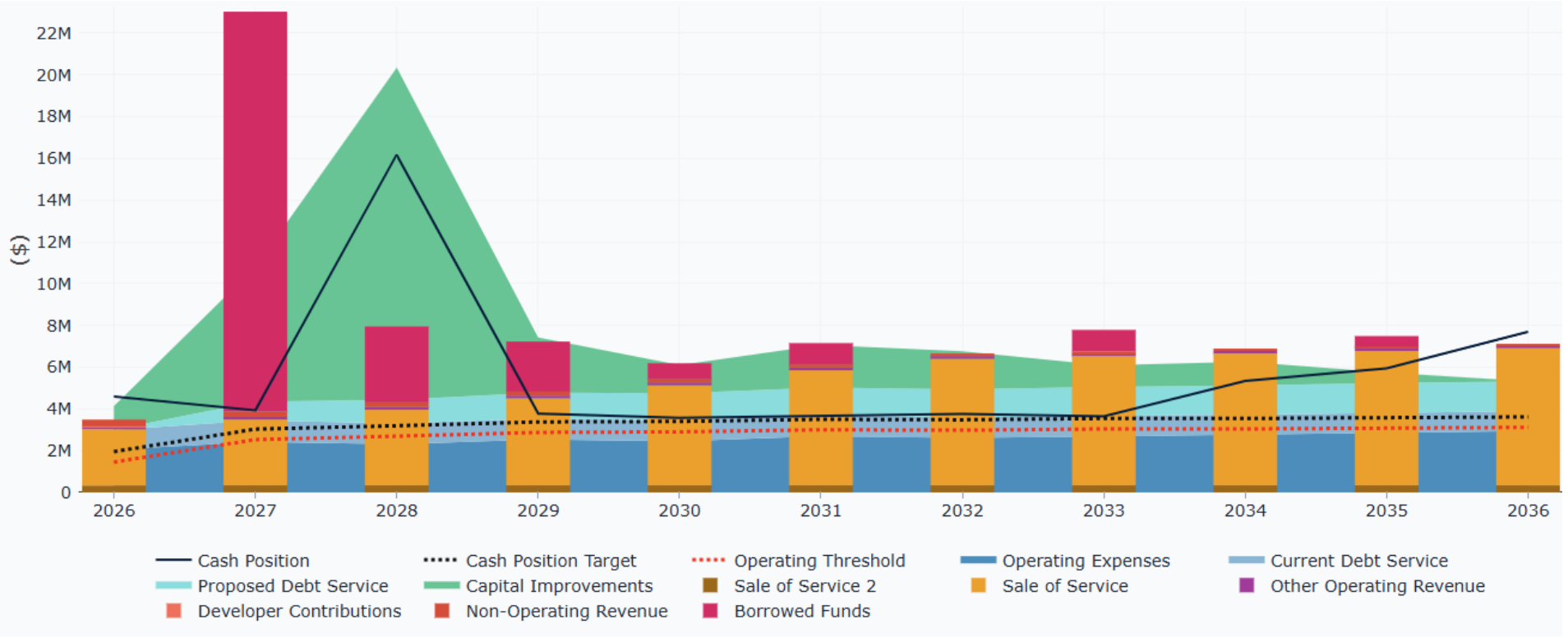
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 590 & 592 Rates – Option 1
  - Debt
    - Assumes SRF Funding @ 2.5% for Hawthorne Lift Station & CSO Phase 2
    - Debt Heavy – Upton Phase 2, Myrtle & Riverwood & Harrison Sewer
      - All Debt Besides Hawthorne & CSO is @ 3.5%
- Fund 590 & 592 Rates – Option 2
  - Debt
    - All Debt @ 3.5%
    - Hawthorne Lift Station Pushed Out to FY29
    - Upton Phase 2, Myrtle & Riverwood & Harrison Sewer – Pay with Cash

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

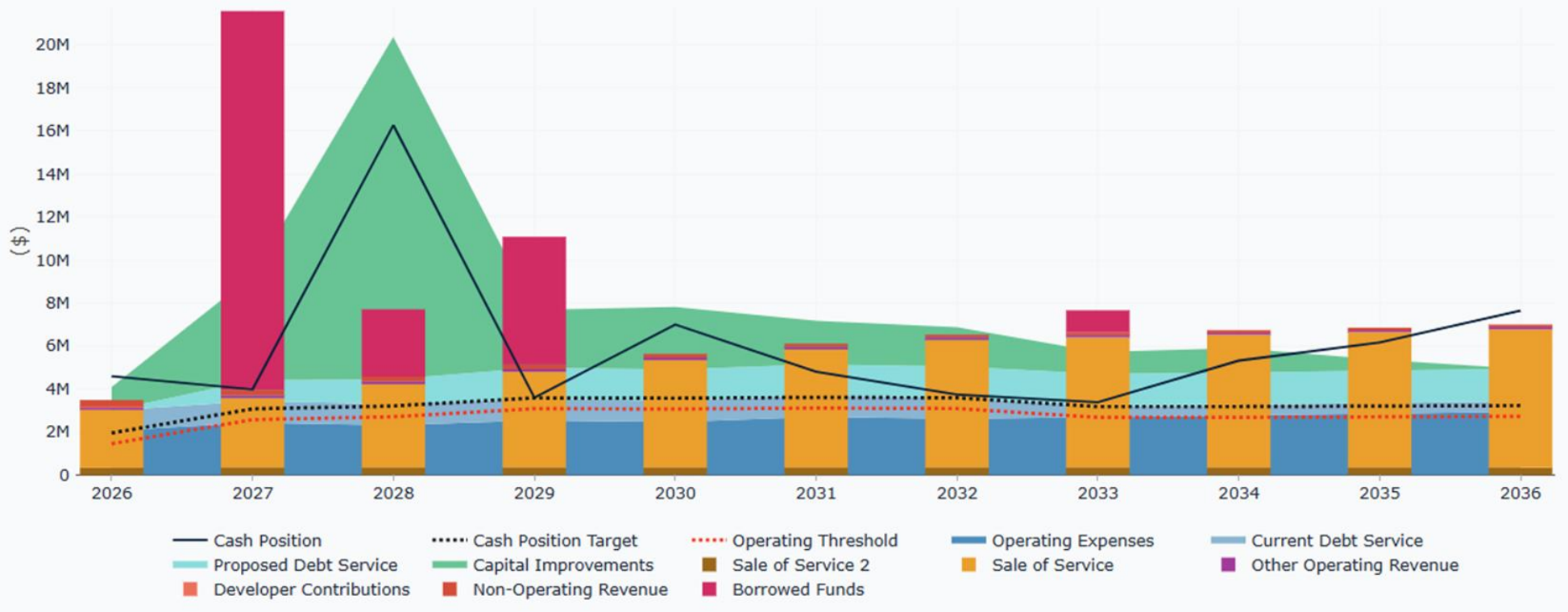
- Fund 590 Cash Projection – Option 1



FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
17.00%	15.00%	15.00%	15.00%	15.00%	10.00%	2.00%	2.00%	2.00%	2.00%

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

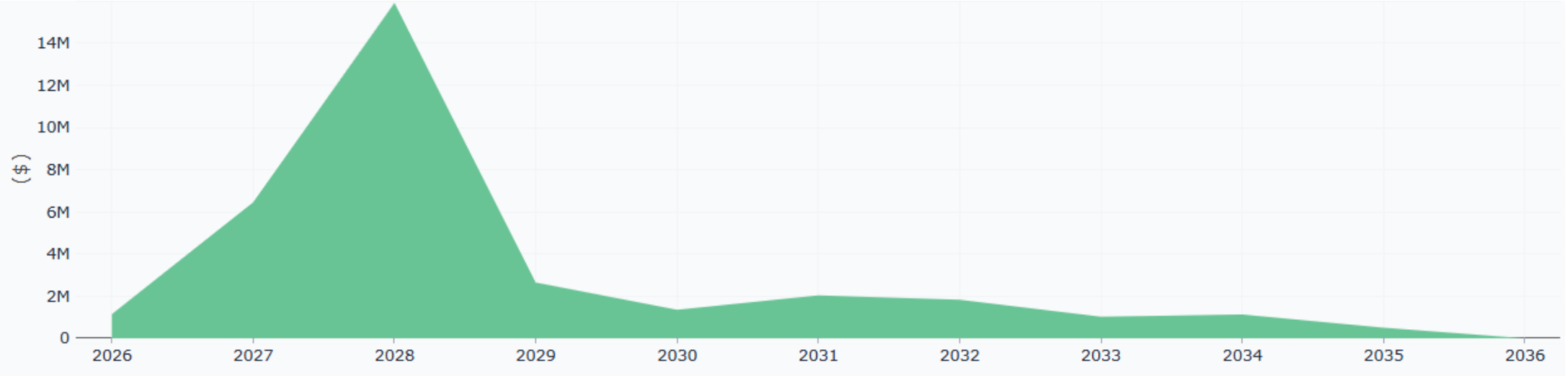
- Fund 590 Cash Projection – Option 2



FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
20.00%	20.00%	15.00%	15.00%	10.00%	8.00%	2.00%	2.00%	2.00%	2.00%

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

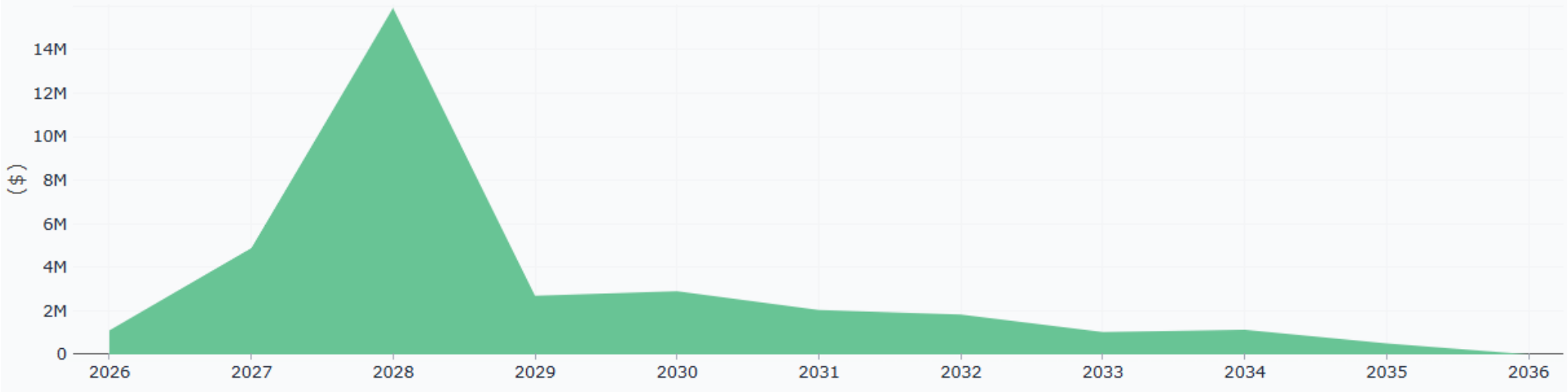
- Fund 590 Capital Projects – Option 1



GL Number	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
527.500	CSO Storage Early Action	509,000.00	-	-	-	-	-	-	-	-	-	-
527.501	CSO Storage Phase 2	469,300.00	4,465,400.00	12,665,300.00	200,000.00	500,000.00	-	-	-	-	-	-
903.120	Napier Ave	-	-	-	-	110,000.00	1,140,000.00	-	-	-	-	-
903.160	Botham	70,000.00	-	-	-	-	-	-	-	-	-	-
903.179	Sunset & Mohawk	-	-	-	-	-	-	-	-	1,135,000.00	-	-
903.194	Anchors Way Drainage	-	-	-	888,000.00	-	-	-	-	-	-	-
903.205	Main St	49,800.00	383,700.00	2,749,500.00	1,511,200.00	-	-	-	-	-	-	-
903.206	Morton & Kingsley	-	-	-	-	-	-	-	1,026,400.00	-	-	-
903.208	Upton Phase 2	-	39,100.00	498,300.00	-	-	-	-	-	-	-	-
903.303	Myrtle & Riverwood	-	-	-	-	-	94,100.00	1,029,800.00	-	-	-	-
903.304	Hillcrest	-	-	-	-	-	-	-	-	-	510,000.00	-
904.917	Harrison Sewer	-	-	-	50,400.00	714,000.00	-	-	-	-	-	-
904.932	State St	-	-	-	-	-	300,100.00	-	-	-	-	-
904.940	Alco Lift Station	-	-	-	-	-	-	800,000.00	-	-	-	-
904.941	North Pier Lift Station	-	-	-	-	30,000.00	500,000.00	-	-	-	-	-
904.942	Hawthorne Lift Station	46,500.00	1,550,000.00	-	-	-	-	-	-	-	-	-
		1,144,600.00	6,438,200.00	15,913,100.00	2,649,600.00	1,354,000.00	2,034,200.00	1,829,800.00	1,026,400.00	1,135,000.00	510,000.00	-

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

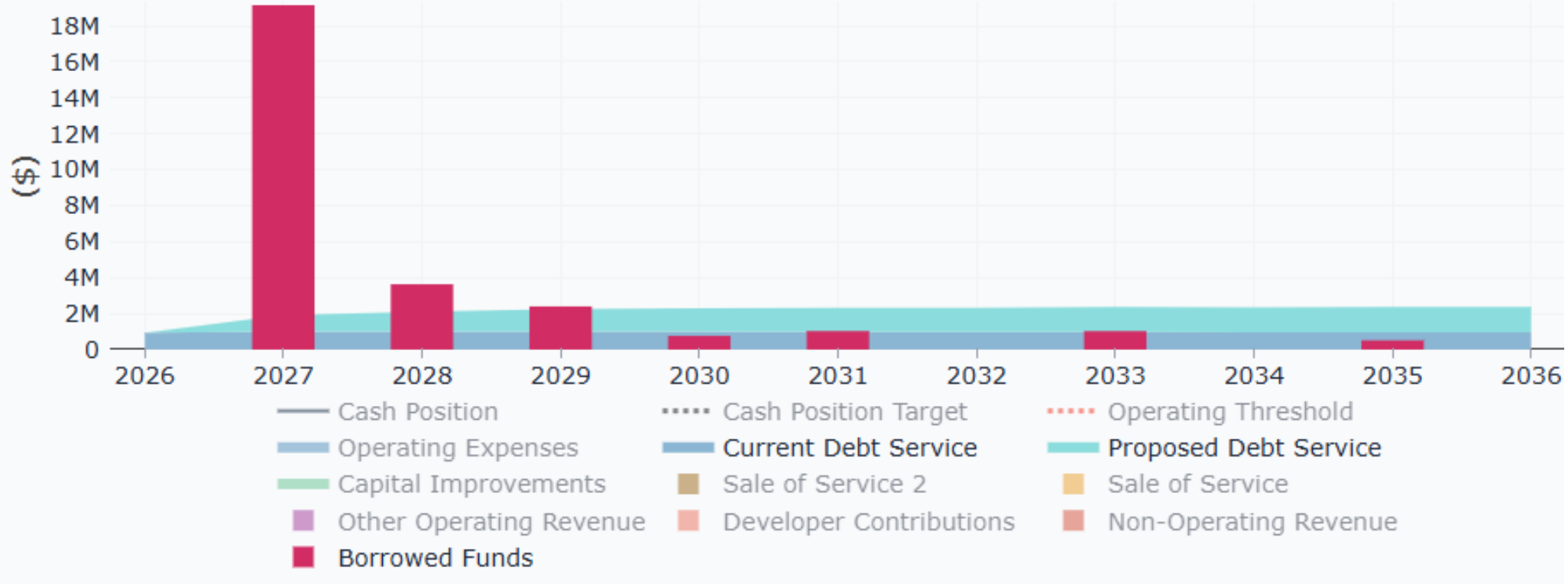
- Fund 590 Capital Projects – Option 2



GL Number	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
527.500	CSO Storage Early Action	509,000.00	-	-	-	-	-	-	-	-	-	-
527.501	CSO Storage Phase 2	469,300.00	4,465,400.00	12,665,300.00	200,000.00	500,000.00	-	-	-	-	-	-
903.120	Napier Ave	-	-	-	-	110,000.00	1,140,000.00	-	-	-	-	-
903.160	Botham	70,000.00	-	-	-	-	-	-	-	-	-	-
903.179	Sunset & Mohawk	-	-	-	-	-	-	-	-	1,135,000.00	-	-
903.194	Anchors Way Drainage	-	-	-	888,000.00	-	-	-	-	-	-	-
903.205	Main St	49,800.00	383,700.00	2,749,500.00	1,511,200.00	-	-	-	-	-	-	-
903.206	Morton & Kingsley	-	-	-	-	-	-	-	1,026,400.00	-	-	-
903.208	Upton Phase 2	-	39,100.00	498,300.00	-	-	-	-	-	-	-	-
903.303	Myrtle & Riverwood	-	-	-	-	-	94,100.00	1,029,800.00	-	-	-	-
903.304	Hillcrest	-	-	-	-	-	-	-	-	-	510,000.00	-
904.917	Harrison Sewer	-	-	-	50,400.00	714,000.00	-	-	-	-	-	-
904.932	State St	-	-	-	-	-	300,100.00	-	-	-	-	-
904.940	Alco Lift Station	-	-	-	-	-	-	800,000.00	-	-	-	-
904.941	North Pier Lift Station	-	-	-	-	30,000.00	500,000.00	-	-	-	-	-
904.942	Hawthorne Lift Station	-	-	-	46,500.00	1,550,000.00	-	-	-	-	-	-
		1,098,100.00	4,888,200.00	15,913,100.00	2,696,100.00	2,904,000.00	2,034,200.00	1,829,800.00	1,026,400.00	1,135,000.00	510,000.00	-

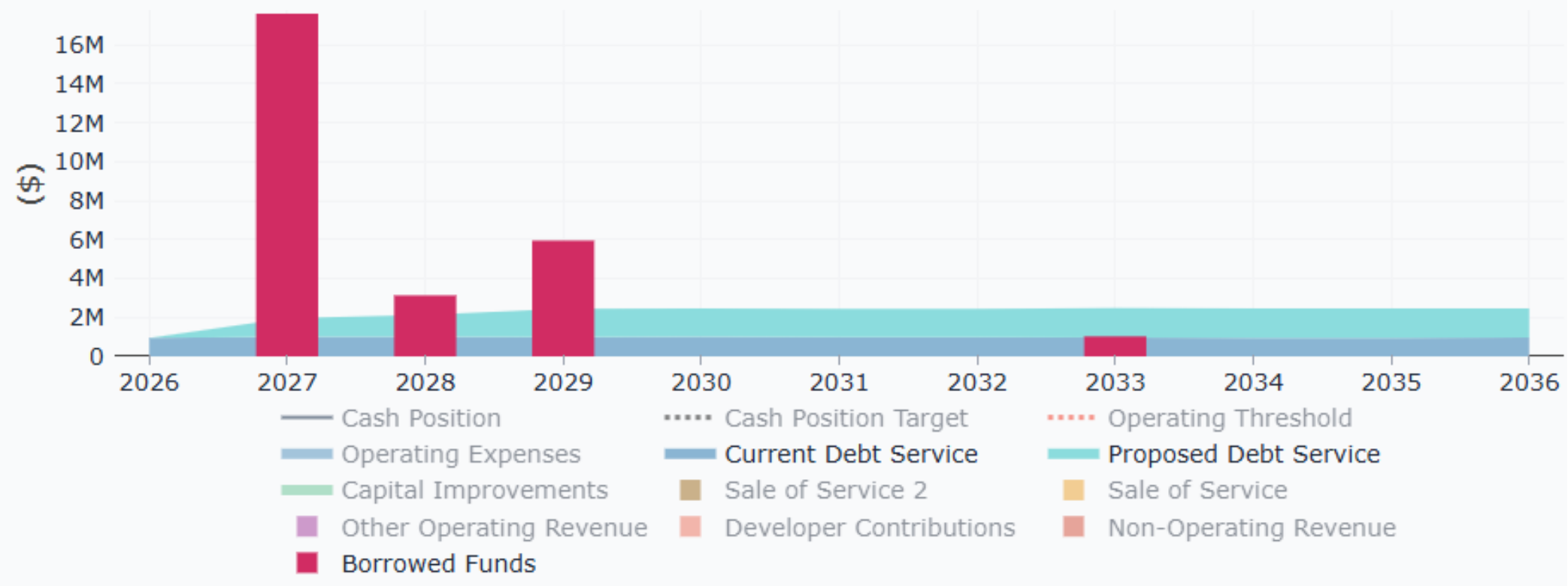
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 590 Debt Service – Option 1



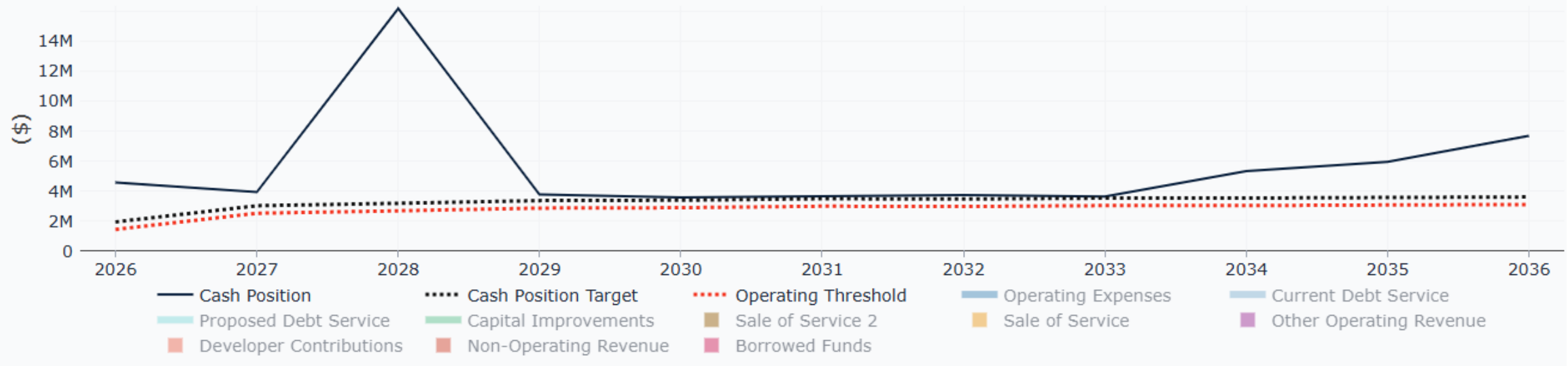
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 590 Debt Service – Option 2



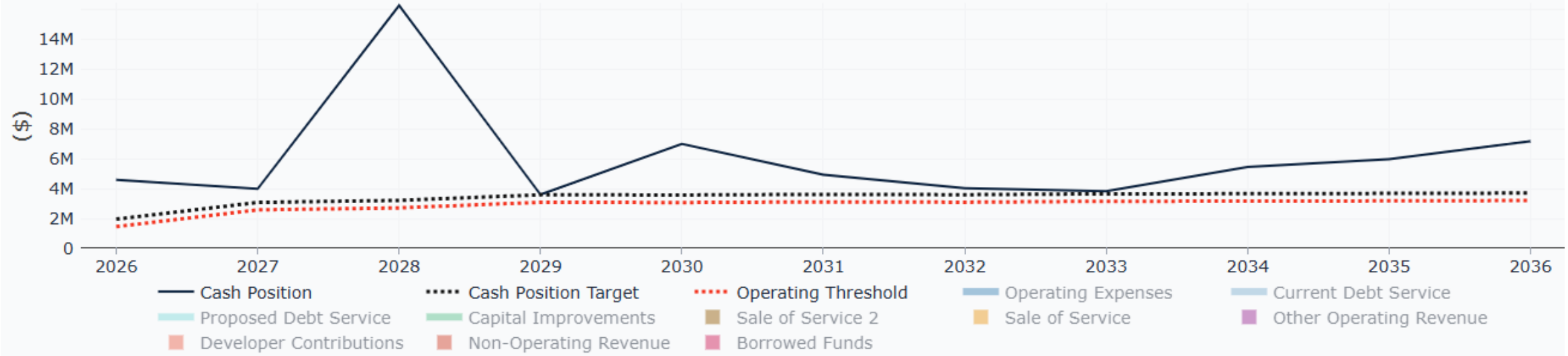
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 590 Cash Position – Option 1



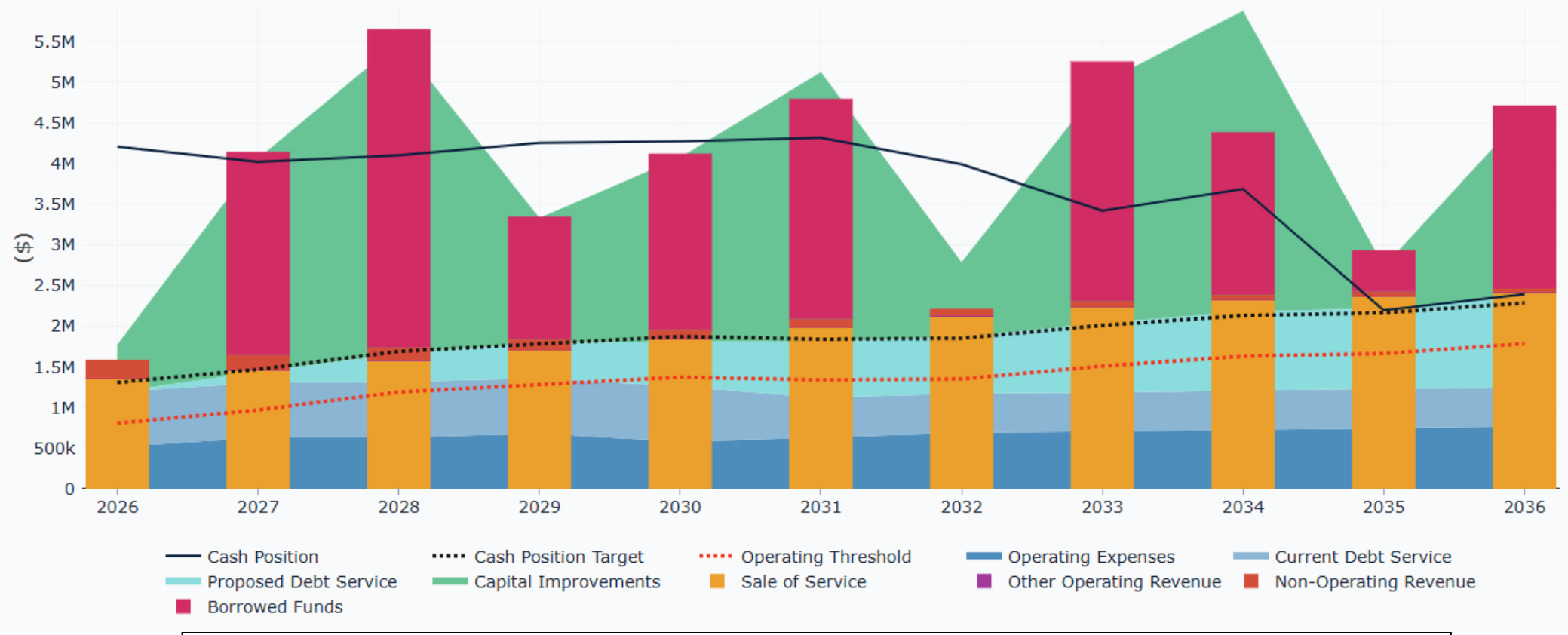
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 590 Cash Position – Option 2



FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

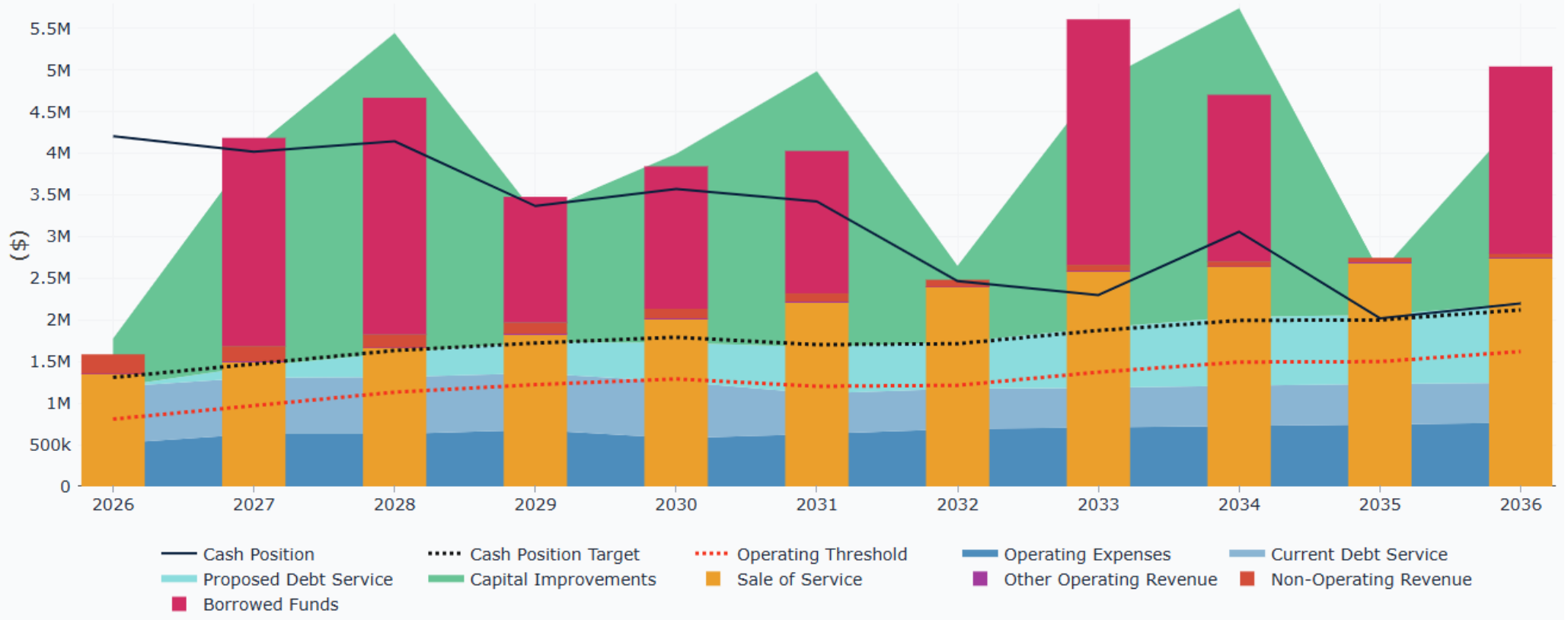
- Fund 592 Cash Projection – Option 1



FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
8.00%	8.00%	8.00%	8.00%	8.00%	7.00%	5.00%	4.00%	2.00%	2.00%

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

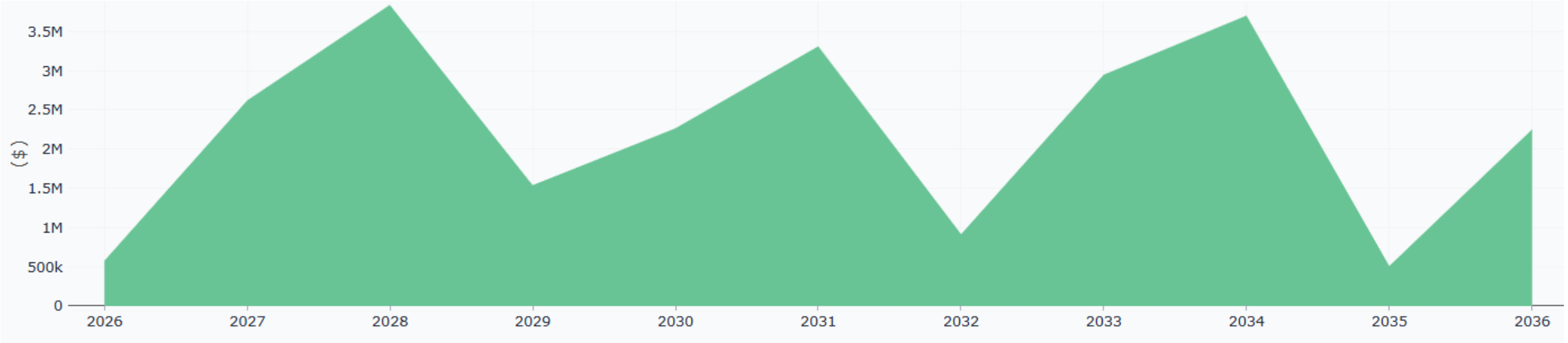
- Fund 592 Cash Projection – Option 2



FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
11.00%	11.00%	10.00%	10.00%	10.00%	8.00%	8.00%	2.00%	2.00%	2.00%

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

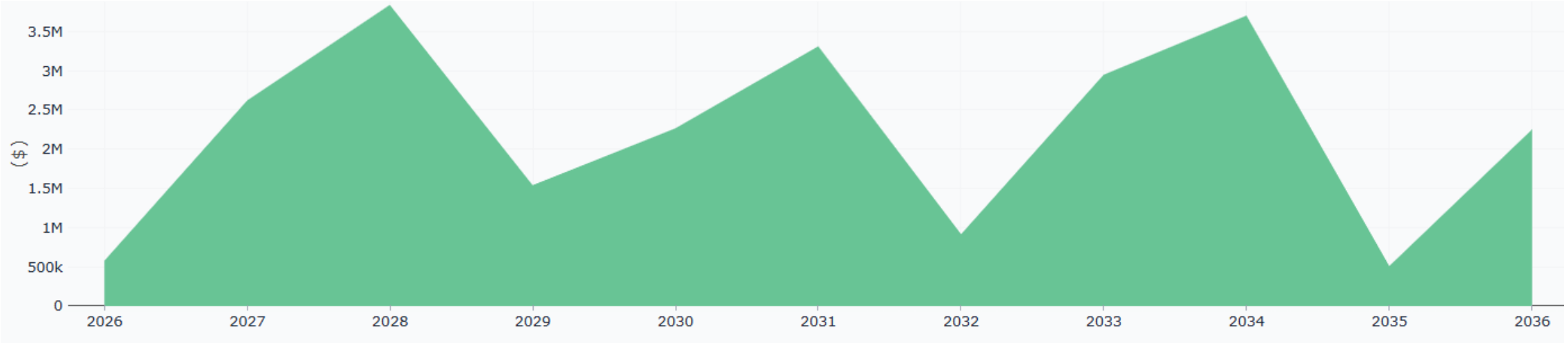
- Fund 592 Capital Projects – Option 1



GL Number	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
	LSLR	100,000.00	2,500,000.00	2,500,000.00	-	1,710,000.00	1,710,000.00	-	2,000,000.00	2,000,000.00	-	2,250,000.00
903.120	Napier Ave	-	-	-	-	132,000.00	1,368,000.00	-	-	-	-	-
903.160	Botham	471,100.00	-	-	-	-	-	-	-	-	-	-
903.179	Sunset & Mohawk	-	-	-	-	-	-	-	-	1,702,500.00	-	-
903.194	Anchors Way Drainage	-	-	-	1,320,000.00	-	-	-	-	-	-	-
903.205	Main St	6,200.00	41,900.00	342,800.00	188,600.00	-	-	-	-	-	-	-
903.206	Morton & Kingsley	-	-	-	-	-	-	-	946,000.00	-	-	-
903.208	Upton Phase 2	-	78,000.00	996,300.00	-	-	-	-	-	-	-	-
903.303	Myrtle & Riverwood	-	-	-	-	-	83,700.00	915,400.00	-	-	-	-
903.304	Hillcrest	-	-	-	-	-	-	-	-	-	510,000.00	-
904.917	Harrison	-	-	-	30,000.00	425,000.00	-	-	-	-	-	-
904.932	State St	-	-	-	-	-	150,100.00	-	-	-	-	-
		577,300.00	2,619,900.00	3,839,100.00	1,538,600.00	2,267,000.00	3,311,800.00	915,400.00	2,946,000.00	3,702,500.00	510,000.00	2,250,000.00

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

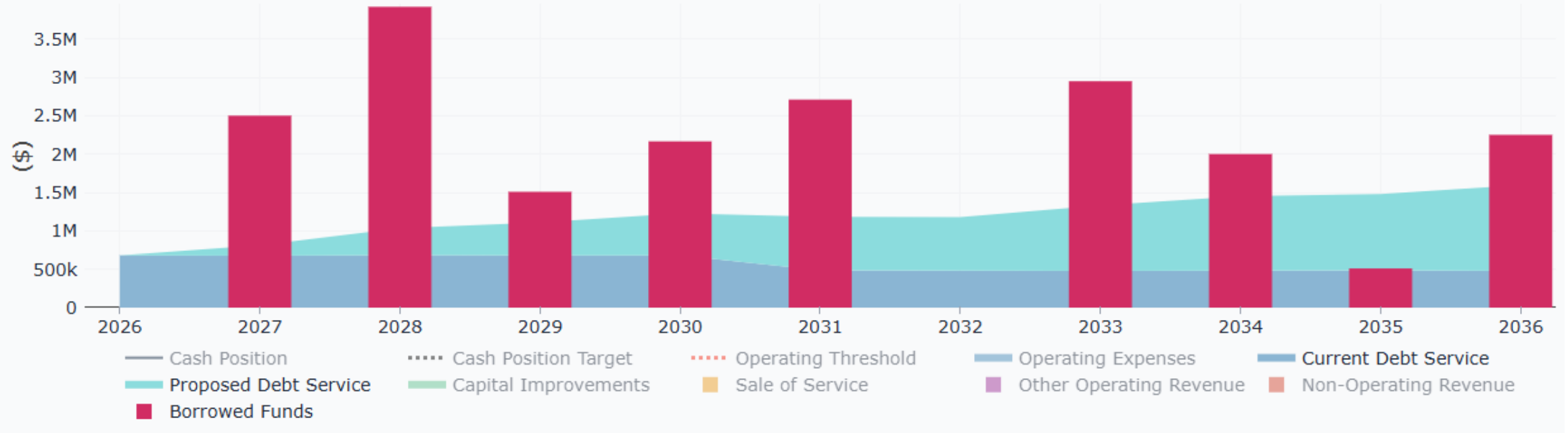
- Fund 592 Capital Projects – Option 2



GL Number	Description	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36
	LSLR	100,000.00	2,500,000.00	2,500,000.00	-	1,710,000.00	1,710,000.00	-	2,000,000.00	2,000,000.00	-	2,250,000.00
903.120	Napier Ave	-	-	-	-	132,000.00	1,368,000.00	-	-	-	-	-
903.160	Botham	471,100.00	-	-	-	-	-	-	-	-	-	-
903.179	Sunset & Mohawk	-	-	-	-	-	-	-	-	1,702,500.00	-	-
903.194	Anchors Way Drainage	-	-	-	1,320,000.00	-	-	-	-	-	-	-
903.205	Main St	6,200.00	41,900.00	342,800.00	188,600.00	-	-	-	-	-	-	-
903.206	Morton & Kingsley	-	-	-	-	-	-	-	946,000.00	-	-	-
903.208	Upton Phase 2	-	78,000.00	996,300.00	-	-	-	-	-	-	-	-
903.303	Myrtle & Riverwood	-	-	-	-	-	83,700.00	915,400.00	-	-	-	-
903.304	Hillcrest	-	-	-	-	-	-	-	-	-	510,000.00	-
904.917	Harrison	-	-	-	30,000.00	425,000.00	-	-	-	-	-	-
904.932	State St	-	-	-	-	-	150,100.00	-	-	-	-	-
		577,300.00	2,619,900.00	3,839,100.00	1,538,600.00	2,267,000.00	3,311,800.00	915,400.00	2,946,000.00	3,702,500.00	510,000.00	2,250,000.00

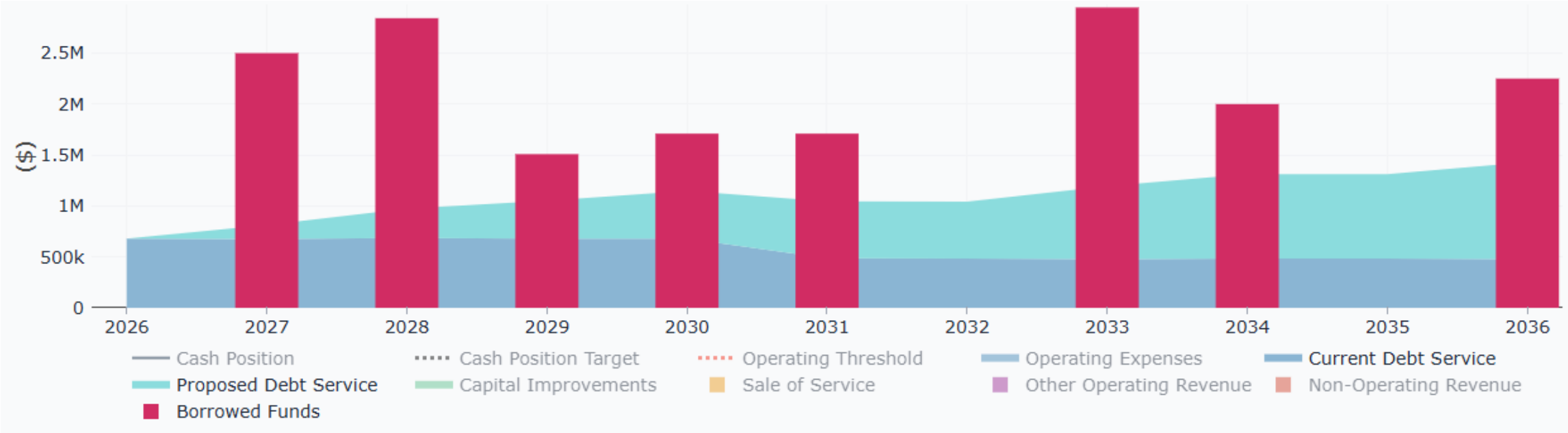
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 592 Debt Service – Option 1



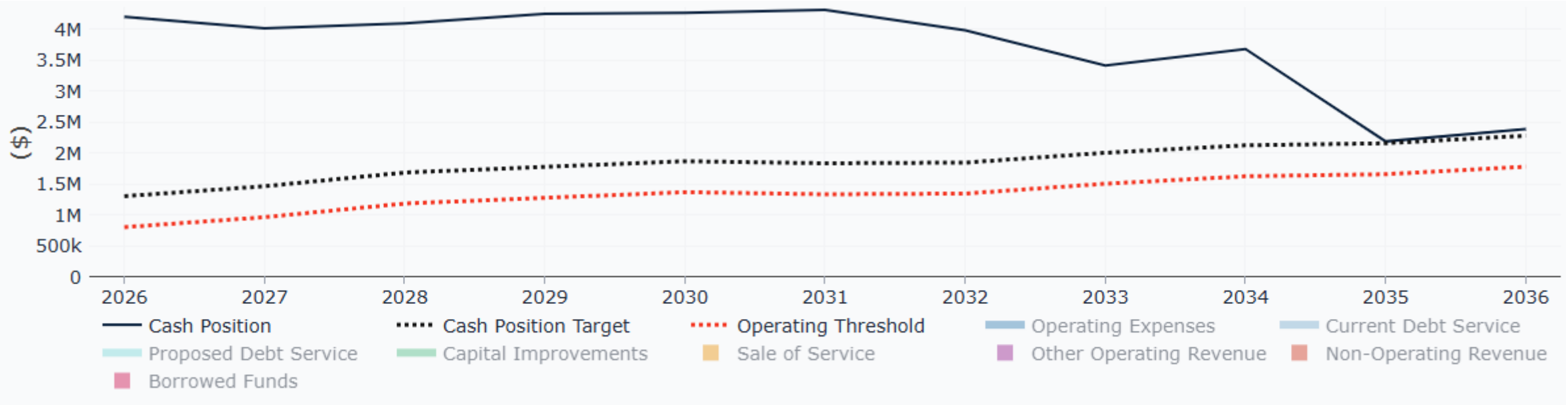
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 592 Debt Service – Option 2



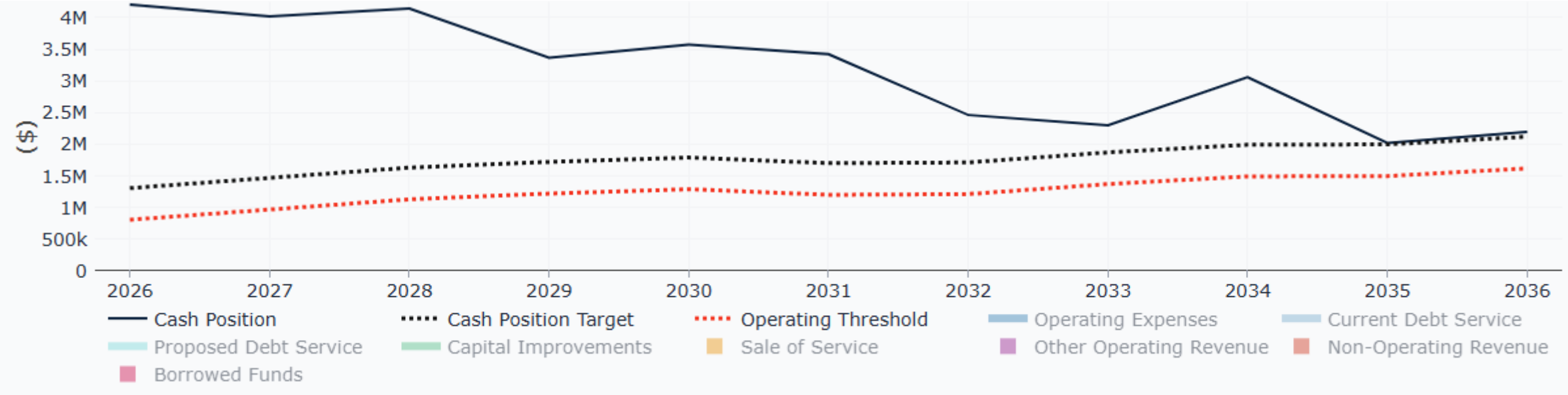
FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 592 Cash Position – Option 1



FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

- Fund 592 Cash Position – Option 2



FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

AWWA Typical Use Bill - Option 1

	FY26	FY27	Change
Water-Domestic (System Rate - 591)	132.39	139.12	6.73
Sewer (City Sewer Rate - 590)	225.10	263.37	38.28
System Development (City Water Rate - 592)	52.92	57.15	4.23
Billed Amount *	410.41	459.64	49.24
Per Month	136.8	153.21	16.41
Per Day	4.56	5.11	0.55

AWWA Typical Use Bill - Option 2

	FY26	FY27	Change
Water-Domestic (System Rate - 591)	132.39	139.12	6.73
Sewer (City Sewer Rate - 590)	225.10	270.12	45.02
System Development (City Water Rate - 592)	52.92	58.74	5.82
Billed Amount *	410.41	467.98	57.57
Per Month	136.8	155.99	19.19
Per Day	4.56	5.20	0.64

* AWWA 90 Gallons per Day, per Person, 3.2 Household Size; 1 CCF = 748.052 Gallons

FY27 Fund 590 City Sewer & 592 City Water Rates – Study Session

Meter Size in Inches	FY21 Sewer Rate	FY22 Sewer Rate	FY23 Sewer Rate	FY24 Sewer Rate	FY25 Sewer Rate	FY26 Sewer Rate	Option 1 Sewer	Option 2 Sewer	Change
5/8	22.83	23.12	26.09	29.48	33.31	37.64	44.04	45.17	1.13
3/4	25.11	25.44	28.70	32.43	36.65	41.41	48.45	49.69	1.24
1	31.96	32.38	36.53	41.28	46.65	52.71	61.67	63.25	1.58
1 1/2	41.09	41.63	46.96	53.06	59.96	67.75	79.27	81.30	2.03
2	66.21	67.07	75.66	85.50	96.62	109.18	127.74	131.02	3.28
3	251.13	254.42	286.99	324.30	366.46	414.10	484.50	496.92	12.42
4	319.62	323.80	365.27	412.76	466.42	527.05	616.65	632.46	15.81
6	479.43	485.71	547.90	619.13	699.62	790.57	924.97	948.68	23.71
Per Unit	3.18	3.59	3.75	4.24	4.79	5.41	6.33	6.49	0.16
Flat Rate	53.33	86.85	86.85	86.85	98.14	110.90	129.75	133.08	3.33

Meter Size in Inches	FY21 SJC Water Rate	FY22 SJC Water Rate	FY23 SJC Water Rate	FY24 SJC Water Rate	FY25 SJC Water Rate	FY26 SJC Water Rate	Option 1 SJC Water	Option 2 SJC Water	Change
5/8	36.09	43.23	43.20	46.22	49.46	52.92	57.15	58.74	1.59
3/4	50.53	56.32	60.48	64.71	69.24	74.09	80.02	82.24	2.22
1	90.23	100.58	108.00	115.56	123.65	132.31	142.89	146.86	3.97
1 1/2	205.71	229.32	246.24	263.48	281.92	301.65	325.78	334.83	9.05
2	360.90	402.31	432.00	462.24	494.60	529.22	571.56	587.43	15.87
3	830.07	925.31	993.59	1,063.14	1,137.56	1,217.19	1,314.57	1,351.08	36.51
4	1,479.69	1,649.46	1,771.18	1,895.16	2,027.82	2,169.77	2,343.35	2,408.44	65.09
6	3,320.28	3,701.23	3,974.36	4,252.57	4,550.25	4,868.77	5,258.27	5,404.33	146.06