



CITY OF ALLEGAN  
REGULAR CITY COUNCIL MEETING  
Monday, March 23, 2020 – 6:00PM  
City Hall – 231 Trowbridge Street Allegan, MI 49010

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6:00 PM Council Meeting (Action to be taken by Council on the following agenda items)

**Note: Please be courteous and turn cell phones off during the meeting.**

1. **CALL TO ORDER**

2. **ROLL CALL (Excused Absences if Any)**

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF AGENDA**

4A.1 – Approval of the Regular Council Meeting Agenda for March 23, 2020.

5. **APPROVAL OF MINUTES**

5A.1 – Approval of the Study-Session Meeting Minutes for March 9, 2020.

5A.2 – Approval of the Regular Meeting Minutes for March 9, 2020.

6. **SPECIAL PRESENTATIONS & RECOGNITIONS BY MAYOR OR COUNCIL**

7. **FIRST READING OF ORDINANCE**

8. **PUBLIC HEARINGS AND ADOPTION OF ORDINANCE**

8A.1 – Request the City Council hold a public hearing, for Monday, March 23, 2020 (1) one Obsolete Property Rehabilitation Exemption Certificate Application, for 243 Hubbard Street, Allegan, MI 49010. Subsequently adopt Resolution 20.10 and approving the Certificate Application.

9. **PUBLIC COMMENTS FOR ITEMS NOT INCLUDED IN THE AGENDA**

10. **WRITTEN PETITIONS & REPORTS FROM SPECIAL COMMITTEES**

11. **REPORTS FROM BOARDS, COMMISSIONS & CITY OFFICES**

11A. City Boards, Commissions and Area Agencies

11B. Finance Department

11B.1 - Request to Approve Accounts Payable and Payroll.

11C. Police Department

11D. Water Utilities

11E. Public Works

11F. City Manager & City Clerk

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11F.1 – Request the City Council to Adopt Resolution 20.11 Initial Receipt Period for Marihuana Licensing.

11F.2 – Request the City Council to Adopt Resolution 20.13 Annual fee for Marihuana Licensing.

11F.3 – Request the City Council to Adopt Resolution 20.12 Absent Voter Counting Board.

11F.4 – Request the City Council to Adopt Resolution 20.14 Cutler Street Parking Lot Grant Application.

11F.5 – Request the City Council to Adopt Resolution 20.15 Downtown Streetscape Grant Application.

11F.6 – Request the City Council to Adopt Resolution 20.16 Authorization to Cancel Public Meetings

**12. BOARD APPOINTMENTS**

**13. COMMUNICATIONS FROM CITY MANAGER, COUNCIL & MAYOR**

**14. CLOSED SESSION**

**15. ADJOURNMENT**

**PLEASE NOTE**

**AUDIENCE PARTICIPATION:**

In addition to addressing the Council during public hearings and under “Public Comment,” members of the audience may address the Council, on items listed under agenda numbers 11B-11F; please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda numbers 11B-11F above shall be as follows:

1. Announcement of the agenda item by the Mayor.
2. Verbal report provided by staff.
3. Mayor asks councilmembers if they have any questions for staff to clarify the staff report.
4. Mayor opens/closes the floor to receive public comment (if a public hearing is required or if the mayor determines public comments is warranted).
5. Motion is made by a council member and seconded by another council member.
6. Mayor then calls on councilmembers to discuss the motion, if councilmembers wish to discuss.
7. Mayor calls for a vote on the item after discussion has occurred.

**City of Allegan**  
**City Council Study Session Minutes**

Monday, March 9, 2020 at 5:30 P.M  
City Council Chambers, 231 Trowbridge Street  
Allegan, MI 49010

**I. Call to order**

Mayor Perrigo called the meeting to order at 5:30 P.M.

**II. Water & Sewer Rate Study**

Doug Sweeris, Director, Water Utilities along with Jim Greis, Shawn Hauch and Joe Wilson from the Water Utilities were in attendance to provide Council with a review of the Allegan Water Utilities Capital Improvement Asset Management and Rate Structure presentation. The presentation also included an update of the Allegan Lead Service Line Replacement schedule.

Sweeris presentation discussed the following topics: Overview of Water Utilities, Definitions, Current Budget and Rate Structure, Education on the Capital Improvement Plan, Education on the Asset Management Plan, Upcoming Capital Projects, Review of Proposed Rate Structure and what the Direction from Council will be.

Council thanked staff for the detailed presentation and will continue to review the information. City Manager, Joel Dye, indicated staff will be available for further questions.

**III. Public Comment**

Let the record show, not public comment was received.

**IV. Review of Regular Meeting Agenda for Monday, March 9, 2020**

No updates or changes.

**V. Adjournment**

Mayor Perrigo adjourned the meeting at 6:55

Minutes submitted by: Christopher Tapper, City Clerk, City of Allegan

# **City of Allegan**

## **City Council Regular Meeting Minutes**

Monday, March 9, 2020 at 7:00 P.M.  
City Council Chambers, 231 Trowbridge Street  
Allegan, MI 49010

### **I. Call to order**

Mayor Perrigo called the meeting to order at 7:00 P.M.

### **II. Roll Call**

Clerk Tapper, provided roll call, the following attendance was presented; Council members, Bird, Hanse, Mayor Pro-Tem Andrus, Mayor Perrigo, Galloway, Redding, and McKenzie were in attendance.

Also in attendance; City Manager, Joel Dye, City Clerk, Christopher Tapper, Water Utilities, Director, Doug Sweeris, Finance Director, Tracy Stull and Parker Johnson, Promotions Coordinator.

### **III. Approval of Agenda**

Mayor Pro Tem Andrus offered a motion with support from Galloway, to approve the agenda for Monday, March 9, 2020. **Motion Passed 7-0.**

### **IV. Approval of Minutes**

Galloway, offered a motion with support from Bird, to approve the corrected, Study-Session Meeting Minutes for February 24, 2020. **Motion Passed 7-0.**

Bird, offered a motion with support from Galloway, to approve the corrected Regular Meeting minutes for February 24, 2020. **Motion Passed 7-0.**

Hanse, offered a motion with support from Mayor Pro Tem, Andrus, to approve the Closed Meeting Minutes for February 24, 2020. **Motion Passed 7-0.**

### **V. First Reading of Ordinance.**

Bird, offered a motion with support from Redding to approve the scheduling of a public hearing, for Monday, March 23, 2020 (1) one Obsolete Property Rehabilitation Exemption Certificate Application, for 243 Hubbard Street, Allegan, MI 49010. **Motion Passed 7-0.**

## VI. Public Hearing and Adoption of Ordinance

Mayor Perrigo opened the public hearing for Ordinance 484, City of Allegan Marihuana Zoning Ordinance at 7:17 P.M.

Several members of the audience were in attendance to voice concerns of the proposed Ordinance 484. Concerns listed; once the City allows the businesses to start there will no way for the City to stop the spread of use, this proposal is only a money grab of municipalities, only a small number of City residents voted for the legalization and wanting to issue the businesses will not be close to the public and or private schools in the community.

Mayor Perrigo closed the public hearing for Ordinance 484, City of Allegan Marihuana Zoning Ordinance at 7:26 P.M.

Mayor Pro Tem, Andrus, offered a motion with support from McKenzie to approve and adopt Ordinance 484, City of Allegan Marihuana Zoning Ordinance. Mayor Perrigo asked for a Roll Call vote; Bird (yes), Hanse (no) Mayor Pro Tem, Andrus (yes), Mayor Perrigo (yes), Galloway (no), Redding (yes) and McKenzie (yes) **Motion passed 5-2.**

Mayor Perrigo opened the public hearing for Ordinance 485, City of Allegan Marihuana Zoning Licensing Ordinance at 7:46 P.M.

Several members of the audience were in attendance to voice concerns of the proposed Ordinance 484. Concerns listed; once the City allows the businesses to start there will no way for the City to stop the spread of use, this proposal is only a money grab of municipalities, only a small number of City residents voted for the legalization and wanting to issue the businesses will not be close to the public and or private schools in the community.

Mayor Perrigo closed the public hearing for Ordinance 485, City of Allegan Marihuana Zoning Licensing Ordinance at 7:47 P.M.

McKenzie, offered a motion with support from Mayor Pro Tem, Andrus to approve and adopt Ordinance 485, City of Allegan Marihuana Licensing Zoning Ordinance. Mayor Perrigo asked for a Roll Call vote; Bird (yes), Hanse (no) Mayor Pro Tem, Andrus (yes), Mayor Perrigo (yes), Galloway (no), Redding (yes) and McKenzie (yes) **Motion passed 5-2.**

## VII. Public Comments for Items not included in the Agenda

Comments received by the public included, asking Council to revisit Ordinance 447, discussion regarding March 10, 2020 Primary Election, Ordinance 484 & 485.

## VIII. Reports from Boards, Commissions & City Offices

Mayor Pro Tem, Andrus reported on Airport held on March 2, 2020. Reports were included in the Council meeting packet dated, March 9, 2020.

Mayor Pro-Tem Andrus, offered a motion with support from McKenzie to approve agenda item 11B.1 Accounts Payable and Payroll in the amount of \$2,642,513.32.

**Motion Passed 7-0.**

Redding, offered a motion with support from Bird to approve agenda item 11D.1 to approve Purchase Order from Midwest Municipal Instrumentation, 4391 Bonnymede Ct., Jackson, MI 49201 in the amount not to exceed \$12,730.00 for (4) four flow meter for the Water resource Recovery Facility. **Motion Passed 7-0.**

Hanse, offered a motion with support from Redding to approve agenda item 11D.2 to approve Purchase Order from Trojan UV, 3020 Gore Rd. London Ontario, Canada N5V in the amount not to exceed \$20,139.40 for rebuild parts for the UV disinfection system. **Motion Passed 7-0.**

Bird, offered a motion with support from Redding to approve agenda item 11F.1 to approve Purchase Order 20-0562 from Lock Master Security LLC at a cost not to exceed \$8,905.00 for new network video recording surveillance camera system at the Riverfront Boardwalk & Restroom Facility. **Motion Passed 7-0.**

Galloway, offered a motion with support from Mayor Pro Tem, Andrus to approve agenda item 11F.2 approve Purchase Order 20-0566 GovtHR to conduct a Classification and Compensation Study for all City Employees at a cost not to exceed \$17,950.00. **Motion Passed 7-0.**

McKenzie, offered a motion with support from Redding to approve agenda item 11F.3 and direct staff to accept the Griswold admiration gift and send an acknowledgement of appreciation to the Pickle Ball Group of Allegan. **Motion Passed 7-0.**

## IX. Board Appointments

Bird, offered a motion with support from McKenzie to approve recommendation from the Mayor and appoint Trisha Winter, to the Positively Allegan Board, for a (3) three-year term. **Motion Passed 7-0.**

Mayor Pro Tem, Andrus offered a motion with support from Redding to approve recommendation from the Mayor and appoint Ben Schaendorf, to the DDA Board, for a (3) three-year term. **Motion Passed 7-0.**

Galloway, offered a motion with support from McKenzie to approve recommendation from the Mayor and appoint Phil Siegler to the DDA Board, for a (3) three-year term. **Motion Passed 7-0.**

Mayor Pro Tem, Andrus, offered a motion with support from Bird to approve recommendation from the Mayor and appoint William Morgan, Board of Review, for a (3) three-year term. **Motion Passed 7-0.**

Bird, offered a motion with support from Mayor Pro Tem, Andrus to approve recommendation from the Mayor and appoint James Ludema, Airport Advisory Board, for a (3) three-year term. **Motion Passed 7-0.**

McKenzie, offered a motion with support from Bird to approve recommendation from the Mayor and appoint Judi McCall, Public Spaces Commission (2) two year term expired – reappointment for (3) three-year term **Motion Passed 7-0.**

Mayor Pro Tem, Andrus, offered a motion with support from Redding to approve recommendation from the Mayor and appoint Peter Savage, Public Spaces Commission (1) one year term expired – reappointment for (3) three-year term **Motion Passed 7-0.**

Bird, offered a motion with support from McKenzie to approve recommendation from the Mayor and appoint Tracy Clawson, DDA Board (3) three year term expired – reappointment for (3) three-year term **Motion Passed 7-0.**

## X. Communication from City Manager, Council & Mayor

McKenzie, nothing new, Hanse, noted of the discussion on next agenda regarding Ordinance 447, Mayor Pro-Tem Andrus, thanked Sgt McFadden at Allegan City PD, Galloway, thanked the public for comments but reminded the public the Council may not always agree with each other on every vote but we are a Council of one and we are working together for the best of the community, Redding, commented on the HDC

meeting, Bird, thanked the public for comments regarding the March Elections but to please try and keep the comments positive and productive, Mayor Perrigo, echoed the comments of Bird.

**XI. Adjournment**

Mayor Perrigo adjourned the meeting at 8:25 P.M.

Minutes submitted by: Christopher Tapper, City Clerk, City of Allegan

DRAFT



Agenda Item 8A.1

MEMORANDUM

TO: Allegan City Council  
FROM: Christopher Tapper, City Clerk  
RE: Request City Council hold a public hearing, subsequently adopt Resolution 20.10 Obsolete Property Rehabilitation Certificate for 243 Hubbard Street  
DATE: 3/23/2020

Summary

It is requested the Allegan City Council hold a public hearing, to receive comments on the Application for Obsolete Property Rehabilitation Exemption Certificate, for 243 Hubbard Street, Tantrick Brewing Company and subsequently adopt Resolution 20.10.

The potentially adopting resolution approving the Obsolete Property Rehabilitation Certificate for property located at 243 Hubbard Street which is in the Obsolete Property Rehabilitation District #1 for the City of Allegan. This action allows properties in that district to apply for a tax exemption on real property tax increases for 12 years.

At the March 9, 2020 Allegan City Council meeting, the Council approved the scheduling to hold a public hearing, for (1) one Obsolete Property Rehabilitation Exemption Certificate Application, for 243 Hubbard Street, Allegan, MI 49010. The applicant has completed the City of Allegan, OPRA application. The City of Allegan, Assessor has provided a statement letter.

A total of \$204,400.00 will be invested in this project.

Recommendation

It is recommended that City Council hold the required public hearing and subsequently adopt the attached Resolution 20.10 for the approval of an Obsolete Property Rehabilitation Certificate for 243 Hubbard Street.

Attachments

Resolution 20.10  
Letter from City Assessor  
Application from the Applicant



**CITY OF ALLEGAN  
RESOLUTION 20.10**

**Resolution 20.13 Approving Obsolete Property Rehabilitation Exemption  
Certificate Application for TANTRICK BREWING COMPANY Located at 243  
Hubbard Street**

**RESOLUTION TO APPROVE AN OBSOLETE PROPERTY REHABILITATION  
EXEMPTION CERTIFICATE APPLICATION  
PA 146 OF 2000 AS AMENDED**

Minutes of a regular meeting of the City Council of the City of Allegan, held on,  
Monday, March 23, 2020 at the 231 Trowbridge, Allegan City Hall, in Allegan, Michigan  
at 6:00 p.m.

The following preamble and resolution were offered by Council Member \_\_\_\_\_ and  
supported by Council Member \_\_\_\_\_.

**WHEREAS**, pursuant to PA 146 of 2000, the City of Allegan is a Qualified  
Local Governmental Unit eligible to establish one or more Obsolete Property  
Rehabilitation Districts; and

**WHEREAS**, the City of Allegan legally established the Downtown Allegan  
Obsolete Property Rehabilitation District No.1 on June 26, 2017, after a public hearing  
held on June 26, 2017; and

**WHEREAS**, the taxable value of the property proposed to be exempt plus the  
aggregate taxable value of property already exempt under Public Act 146 of 2000 and  
under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the  
City of Allegan; and

**WHEREAS**, the application was approved at a public hearing as provided by  
section 4(2) of Public Act 146 of 2000 on Monday, March 23, 2020; and

**WHEREAS**, TANTRICK BREWING COMPANY is not delinquent in any taxes  
related to the facility; and

**WHEREAS**, the application is for obsolete property as defined in section 2(h) of  
Public Act 146 of 2000; and

**WHEREAS**, the applicant TANTRICK BREWING COMPANY has provided answers to all required questions under the application instructions to the City of Allegan; and

**WHEREAS**, the City of Allegan requires that rehabilitation of the facility shall be completed by April 1, 2022; and

**WHEREAS**, the City of Allegan reserves the right to grant extensions to the rehabilitation completion date, only if the applicant TANTRICK BREWING COMPANY does so, in writing to the City Council within (30) thirty days; and

**WHEREAS**, the City of Allegan reserves the right to withdraw and or cancel the **OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE**, of the applicant, TANTRICK BREWING COMPANY, if the rehabilitation is not completed, within the rehabilitation completion date; and

**WHEREAS**, the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

**WHEREAS**, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in the City of Allegan eligible under Public Act 146 of 2000 to establish such a district; and

**WHEREAS**, completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, (increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community) in which the facility is situated; and

**WHEREAS**, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(1) of Public Act 146 of 2000.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Allegan be and hereby is granted an Obsolete Property Rehabilitation Exemption for the real property, excluding land, located in the Downtown Allegan Obsolete Property Rehabilitation District No.1 at 134 Water Street for a period of 12 years, beginning December 31, 2020 and ending December 30, 2032 , pursuant to the provisions of PA 146 of 2000, as amended.

YEAS:  
NAYS:  
ABSTAIN:  
ABSENT:

**Dated:** \_\_\_\_\_

**RESOLUTION DECLARED: ADOPTED/REJECTED**

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Allegan, County of Allegan Michigan at a regular meeting held on Monday, March 23, 2020.

\_\_\_\_\_  
Christopher Tapper, City Clerk

**CERTIFICATION**

**I, Danielle Bird, the duly appointed City Clerk of the City of Allegan, Allegan County, Michigan, certify that this is a true and complete copy of a resolution adopted by the City Council of the City of Allegan at a meeting on Monday, March 23, 2020.**

\_\_\_\_\_  
**Christopher Tapper, City Clerk**



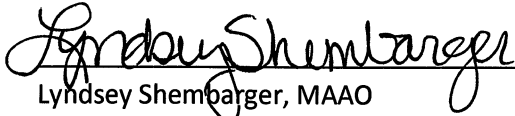
City of Allegan  
Assessing Department  
231 Trowbridge Street Allegan, MI 49010  
Phone: 269.673.5511  
Fax: 269.686.5139

March 19, 2020

STATEMENT OF OBSOLESCENCE FROM ASSESSOR

Subject Property Address: 243 Hubbard Street  
PP# 03-51-305-045-00

The building that is the subject of this request is a downtown building constructed around 1900. The building is designed for and has historically been used as restaurant. The obsolescence is evident in the lack of modern electrical, plumbing, heating and mechanical systems necessary for a restaurant as well as from the poor condition of the walls, floors, and ceilings. The windows and doors are also very old and inefficient by today's standards. In the opinion of the assessor, this property suffers in excess of 50% functional obsolescence.

  
Lyndsey Shembarger, MAAO  
Assessor

City of Allegan  
Obsolete Property Rehabilitation Act Exemption  
P.A. 146 of 2000, as amended  
Additional Information for Obsolete Property Rehabilitation Certificate

Applicant Name: Tantrick Properties, LLC

Location of Facility: 243 Hubbard St Allegan, MI 49010

Rehabilitation District Number: District # (1) one

A. General description of existing facility: Year Built: 1900 No. of Stories: 2

Square Footage: 1725 sq. Ft.

Original Use: Bar/ Restaurant

Most Recent Use: Real Estate Office

B. General description of proposed use: Building will be utilized as a taproom and kitchen for Tantrick Brewing Co.

C. Description of general nature & extent of rehabilitation to be undertaken: The entire building will be refinished inside and out including a new roof, siding, doors and interior walls, floor and ceiling. The rear exterior door will be moved and the interior stairway and restrooms will be rebuilt to meet current building code requirements. The downstairs riverfront area will be fitted for a kitchen and the upstairs level will be remodeled to include a bar, walk in cooler and mop closet with storage.

D. Descriptive list of fixed building equipment that will be part of the rehabilitated facility: The facility will contain a walk in cooler, permanent bar with 30 taps, a dumb waiter, two bathrooms, two furnaces, two water heaters and a full kitchen including range with vent hood and fryer.

E. Time schedule for undertaking & completing rehabilitation of facility:  
Rehabilitation will start 4/1/2020 and is expected to take less than 3 months.

F. Statement of economic advantages expected from exemption: The expansion of Tantrick Brewing Co from its current location to this taproom will allow for the addition of a full kitchen and increase seating capacity by 20 patrons. The move will retain one full time job and add 4 more full time jobs, one for kitchen work and one for bar service. In addition, the project will create 2 FTE jobs during construction. According to a 2016 study by John Dunham & Associates prepared for the Beer Institute, the impact of 1 FTE in a brewery creates 33 indirect FTE jobs. Local commerce and tourism will also increase. The project will revitalize a commercial space that hasn't had a vibrant appearance in the community in over 20 years, creating a more aesthetically pleasing experience on the Riverfront of Allegan and attracting other businesses to the area.

*Attach additional page if necessary, to complete answers. This form will be included with the application and sent to the state as part of the required information packet. City of Allegan 231 Trowbridge Street Allegan, MI 49010*

Kugelard Construction

3869 Monroe Road  
MI 49010

# Estimate

Date	Estimate #
2/11/2020	01601

Name / Address
Tantrick Brewing 243 Hubbard Bldg Allegan, MI 49010

			Project
Description	Qty	Rate	Total
Site Work incl dumpsters and demo		5,000.00	5,000.00
Framing interior/exterior, steps, bathrooms, eyebrows on exterior L/M		8,000.00	8,000.00
Drywall and FRP, incl cooler room, both levels, ceiling refinish		10,500.00	10,500.00
Garage doors with screens		9,500.00	9,500.00
Exterior doors- Aluminum frame black		8,500.00	8,500.00
Rear windows and skylights		4,800.00	4,800.00
New roof entire building with gutters and curb, building gutters incl		15,600.00	15,600.00
Exterior L/M for front and back of building		18,000.00	18,000.00
Millwork & Trim allowance for bar, shelving, trim around new walls, bar area cabinets		15,000.00	15,000.00
Plumbing, both levels		26,235.00	26,235.00
Electrical & Lighting, incl 2000 allowance for new fixtures		17,000.00	17,000.00
New furnaces, rooftop unit, reworking ductwork, and Hood vent for lower level		33,495.00	33,495.00
Fire suppression for Hood vent		3,500.00	3,500.00
Refrigeration for walk in cooler		3,000.00	3,000.00
Painting, staining L/M and mural painting		10,000.00	10,000.00
Interior doors with closers for Restrooms		1,600.00	1,600.00
Flooring allowance both levels		12,000.00	12,000.00
Hardware and specialties for Restrooms, both levels, door hardware		5,000.00	5,000.00
Contingency line for unforeseen costs		5,000.00	5,000.00
Plans and Permits		3,000.00	3,000.00
Security cameras		1,000.00	1,000.00
General Contractor Overhead and profit		21,000.00	21,000.00
2% charge added to subcontractors		4,000.00	4,000.00
Furnishings		10,000.00	10,000.00
		<b>Total</b>	\$250,730.00



Agenda Item 11B.1

MEMORANDUM

TO: Allegan City Council  
FROM: Christopher Tapper, City Clerk  
RE: Approval of Accounts Payable and Payroll  
DATE: March 23, 2020

Summary

It is requested that City Council approve accounts payable in the amount of \$406,391.42 and payroll in the amount of \$98,306.42 for a total disbursement of \$504,697.84.

Attached is the accounts payable and payroll summary sheet.

Recommendation

It is recommended that that City Council approve accounts payable in the amount of \$406,391.42 and payroll in the amount of \$98,306.42 for a total disbursement of \$504,697.84.

Attachment

Accounts Payable and Payroll Summary Sheet

# Disbursement Report

## March 18, 2020

March 6th thru March 23rd, 2020  
Accounts Payable by Fund

	General Fund	\$	13,289.44
	Major Streets	\$	9,714.92
	Local Streets	\$	75,857.39
	Grants	\$	1,277.02
	DDA	\$	40.00
	PA	\$	2,665.00
	Sewer	\$	127,229.13
	Water	\$	171,395.51
	Motor Vehicle Pool	\$	4,767.73
	Trust & Agency	\$	155.28
<b>Total A/P by Fund</b>			<b>\$ 406,391.42</b>
<hr/>			
Regular Check Run	\$		400,407.20
EFT Payments	\$		-
Off-Cycle Check Runs	\$		5,984.22
<b>Total Checks</b>			<b>\$ 406,391.42</b>
<hr/>			
Payroll Check Remittances	\$		1,776.29
Payroll EFT Remittances	\$		31,388.42
<b>Total Checks</b>			<b>\$ 33,164.71</b>
<hr/>			
Payroll - March 17th 2020 (for WE 03/14/2020)	\$		65,141.71
<b>Total Payroll</b>			<b>\$ 98,306.42</b>
<hr/>			
<b>Total Disbursements</b>			<b>\$ 504,697.84</b>

**3/18/2020**

<b>Ck#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Date</b>
73860	Top Gun Tree Care	Tree Removals	\$5,400.00	03/11/20
73861	Amazon	Printer Paper/Ink/Office Supplies	\$484.22	03/12/20
73862	City of Allegan - Petty Cash	Quarters for Arcade	\$100.00	03/13/20
<b>Total Manual Checks</b>			<b>\$5,984.22</b>	

**EFT Payment Report**

<b>Ck#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Date</b>
N/A			\$0.00	
<b>Total EFT Payments</b>			<b>\$0.00</b>	

**Payroll Remittance Checks Report**

<b>Ck#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Date</b>
73863	MISDU	Child Support	\$1,776.29	03/18/20
<b>Total Payroll Checks</b>			<b>**Included in Payroll Total</b>	<b>\$1,776.29</b>

**EFT Payroll Payment Report**

<b>Ck#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Date</b>
703	John Hancock	Retirement-457	\$2,499.58	03/18/20
704	Aflac	Aflac	\$623.64	03/18/20
705	IRS	Federal WH Tax	\$21,550.56	03/18/20
706	John Hancock	MPP	\$6,714.64	03/18/20
<b>Total Payroll EFT Payments</b>			<b>\$31,388.42</b>	

**Total Manual Checks**

**\$39,148.93**

**Check Register**

**3/18/2020**

**Check**

<b>#</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Total Amount</b>	<b># Invoices</b>
73864	AGILE SAFETY	Gas Alert Micro Clip/Oxygen Sensor/Batteries	\$ 307.81	1
73865	ALLEGAN GENERAL HOSPITAL	Employee DOT Physicals	\$ 156.00	1
73866	AUTO-WARES GROUP	Ball Joints/U-Joint - Truck 236	\$ 160.97	2
73867	BARBER FORD INC	Antifreeze	\$ 872.65	1
73868	BATTERIES PLUS BULBS	Batteries	\$ 287.60	2
73869	BEAVER RESEARCH COMPANY	Beaver Bed Time	\$ 58.56	1
73870	BELL EQUIPMENT CO	Street Sweeper Parts	\$ 2,660.63	2
73871	BERENDS HENDRICKS STUIT INSURANCE	Premiums - Positively Allegan	\$ 2,665.00	1
73872	BRIAN WARREN	Employee Reimbursement - CDL License	\$ 30.00	1
73873	CHARTER COMMUNICATIONS HOLDING CO	Internet Services	\$ 474.45	4
73874	CLARK HILL, PLC	Professional Services	\$ 708.00	1
73875	CORE & MAIN LP	Meter Body	\$ 4,474.20	1
73876	EARTHWORKS	February Plowing - PD	\$ 350.00	1
73877	FRONTIER COMMUNICATIONS OF MICHIGAN	Phone Services	\$ 50.50	1
73878	GREAT LAKES CLEANING SYSTEM INC	Coupler/O-Ring	\$ 20.60	1
73879	HOME DEPOT	Belt Sander/Sanding Belt/Table Saw	\$ 364.58	1
73880	HUNTINGTON BANK	Bond Payment	\$ 79,488.75	1
73881	K-JAM SUPPLY INC.	Square Pan	\$ 225.00	1
73882	KUGELARD CONSTRUCTION LLC	Ceiling Repair - Griswold	\$ 750.00	1
73883	LOCK MASTER SECURITY LLC	Locks & Keys - Welcome Center/City Hall	\$ 435.00	1
73884	M Tech Company	Loaner MPlus Monitpr	\$ 49.43	1
73885	MCMASTER-CARR COMPANY	Ball Knob	\$ 15.92	1
73886	MCNALLY ELEVATOR COMPANY, INC.	Maintenance for March - May 2020	\$ 98.00	1
73887	MICHAEL ENGLAND	Employee Reimbursement - Parking Fees	\$ 10.00	1
73888	MICHIGAN RURAL WATER ASSOCIATION	Class - Water Review S3/S4 - M.England	\$ 310.00	1
73889	MITEL	Phones - April	\$ 1,423.27	1
73890	OFFICE DEPOT, INC.	Office Supplies - Comb Binding Pulsar	\$ 201.91	1
73891	ONE ENTERPRISES	Tax Refund	\$ 155.28	1
73892	PARAMOUNT	Film - Pretty In Pink - Sonic the Hedghog	\$ 656.00	1
73893	PRAETORIAN GROUP, INC	PoliceOne Academy - Subscription 02/2020 - 2021	\$ 396.00	1
73894	PURITY CYLINDER GASES, INC.	Sprayon Lubricant	\$ 60.72	1
73895	REPUBLIC SERVICES INC	Services for Feb 2020	\$ 1,362.20	1
73896	RICOH USA, INC.	Color/B&W Printing	\$ 907.01	3
73897	SCHROTENBOER ELECTRIC INC.	Wiring - Basement Storage Room	\$ 2,975.62	1
73898	SME-SOIL & MATERIALS ENGINEERS INC	EPA Assessment Grant	\$ 1,277.02	1
73899	SNAP ON TOOLS	Red Styls Pro Light/Bit Adaptor	\$ 34.75	1
73900	SOUTHWEST MICHIGAN DUST CONTROL INC	Brine - DOS 02/17/2020	\$ 590.00	1
73901	STATE INDUSTRIAL PRODUCTS CORP	Water Treatment/Hand Sanitizer/Disinfectant	\$ 2,452.31	6
73902	STX	Film - The Gentlemen	\$ 196.35	1
73903	SUMNER PLUMBING	Rodded Line in Basement - City Hall	\$ 170.00	1
73904	SUPERIOR ASPHALT INC	Asphalt	\$ 420.00	2
73905	THE MAINTENANCE CONNECTION	Parts and Supplies	\$ 613.21	1
73906	US BANK NATIONAL ASSOCIATION	Bond Payments	\$ 288,175.00	1
73907	VALLEY CITY LINEN	Towels Mops Bags & Rugs - CH & Griswold	\$ 209.50	5
73908	VERIZON WIRELESS SERVICES LLC	Cell Phones	\$ 2,700.85	1
73909	WATCHGUARD INC	HDMI Cable for IR Camera	\$ 45.00	1

Check Register

3/18/2020

Check

#	Vendor Name	Description	Total Amount	# Invoices
73910	WEST MICHIGAN UNIFORM	Uniforms	\$ 271.55	3
73911	WHITNEY D EHRESMAN	Refund - Griswold Rental	\$ 90.00	1
Total Checks: 48			\$ 400,407.20	68

Agenda Item 11F.1

MEMORANDUM

TO: Allegan City Council  
FROM: Christopher Tapper, City Clerk  
RE: Request City Council Adopt 20.11 Initial Receipt Period for Marijuana Provisioning Center, Retailers, and Microbusiness  
DATE: 3/23/2020

Summary

It is requested the Allegan City Council adopt 20.11 Initial Receipt Period for Marijuana Provisioning Centers, Retailers and Micro business.

The City of Allegan has adopted Ordinance 485 Regulatory Licensing of Marihuana Establishments. As part of the establishment of licensing, fees and application process, the City Council's next step will need to set initial receipt period for Marihuana Provisioning Centers, Retailers and Microbusiness.

The attached Resolution 20.11 will address the process and procedures set forth for those interested applicants. Staff has recommended the initial receipt period of approximately (3) three months.

Recommendation

It is recommended the City Council adopt Resolution 20.11 Setting Initial Receipt Period for Marihuana Provisioning Center, Retailers and Microbusiness.

Attachments

Resolution 20.11



**CITY OF ALLEGAN  
ALLEGAN COUNTY, MICHIGAN**

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, moved adoption of the following resolution:

**RESOLUTION NO 20.11**

**RESOLUTION SETTING INITIAL RECEIPT PERIOD FOR MARIHUANA PROVISIONING CENTERS, RETAILERS, AND MICROBUSINESS**

WHEREAS, Section 1707.33(b)(12)(f) of the City of Allegan Zoning Ordinance provides that “the lot on which a provisioning center, retailer, or microbusiness is located must be at least 1,000 feet from another lot that contains any of those three business types.”

WHEREAS, in order to fairly and efficiently implement this requirement, Section 31-3 of the Allegan City Code provides a procedure for determining the priority of applications received shortly after the marihuana businesses become lawful in the City of Allegan.

WHEREAS, the applicable procedure includes an “initial receipt period” in which the City will accept applications for provisioning centers, retailers, and microbusinesses from interested parties.

WHEREAS, Section 31-3(d)(1) provides: “If, after close of business on the end date of the initial receipt period, the City has received complete applications for 2 or more locations proposed as provisioning centers, retailers, or microbusinesses such that, if all were granted, there would be a violation of the 1,000-foot separation requirement in Section 1707.33 of the zoning ordinance, the clerk will conduct a drawing or drawings to randomly select one or more of those applications for conditional authorization.”

WHEREAS, Section 31-3(b) provides that the initial receipt period is to be set by resolution of the City Council.

WHEREAS, the City Council believes that there are a number of competing interests that must be taken into account in setting the initial receipt period, including: (1) the interest of giving prospective applicants sufficient time to prepare and submit applications; and (2) the interest of allowing prepared applicants to move forward with their applications in a timely fashion.

WHEREAS, after considering these factors and the recommendation of City staff, the City Council has determined that an initial receipt period of approximately 3 months is appropriate.

Now, it is therefore resolved that:

1. The “initial receipt period” shall commence on the effective date of Ordinance 485 and shall end at the close of business on Friday, June 26.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

YEAS: Council Members \_\_\_\_\_

NAYS: Council Members \_\_\_\_\_

ABSTAIN: Council Members \_\_\_\_\_

ABSENT: Council Members \_\_\_\_\_

**CERTIFICATION**

As its Clerk, I certify that this is a true and complete copy of a resolution adopted by the Allegan City Council of the City of Allegan, Allegan County, Michigan, at a regular meeting held on Monday, March 23, 2020.

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Christopher Tapper, Clerk  
City of Allegan



Agenda Item 11F.2

MEMORANDUM

TO: Allegan City Council  
FROM: Christopher Tapper, City Clerk  
RE: Request City Council Adopt 20.13 Setting Annual Administrative Fee for Marihuana Business  
DATE: 3/23/2020

Summary

It is requested the Allegan City Council adopt 20.13 Setting Annual Administrative Fee for Marihuana Business.

The City of Allegan has adopted Ordinance 485 Regulatory Licensing of Marihuana Establishments. As part of the establishment of licensing, fees and application process, the City Council will need to set annual administrative fees for Marihuana Business, in the City of Allegan.

The attached Resolution 20.13 will address the process and procedures set forth for those interested applicants. The annual fee shall be calculated based on a per-parcel basis based on the number of state operating licenses that have been issued for that parcel.

Recommendation

It is recommended the City Council adopt Resolution 20.13 Setting Annual Administrative Fee for Marihuana Business.

Attachments

Resolution 20.13  
City of Allegan, Marihuana Business Application



**CITY OF ALLEGAN  
ALLEGAN COUNTY, MICHIGAN**

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, moved adoption of the following resolution:

**RESOLUTION NO 20.13**

**RESOLUTION SETTING ANNUAL ADMINISTRATIVE FEE FOR MARIHUANA BUSINESSES**

WHEREAS, Section Chapter 31, Section 3, of the City of Allegan Code of Ordinance provides that the annual fee for marihuana businesses shall be set from time to time by resolution of the Allegan City Council.

WHEREAS, the Allegan City Council wishes to set the amount of the annual administrative fee.

Now, it is therefore resolved that:

1. The annual fee shall be calculated based on a per-parcel basis based on the number of state operating licenses that have been issued for that parcel. The total amount of the annual administrative fee shall be as follows:

- Parcel with 1 state operating license - \$5,000
- Parcel with 2 state operating licenses - \$10,000
- Parcel with 3 state operating licenses - \$12,5000
- Parcel with 4 or more state operating licenses - \$15,000

2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

YEAS: Council Members \_\_\_\_\_

NAYS: Council Members \_\_\_\_\_

ABSTAIN: Council Members \_\_\_\_\_

ABSENT: Council Members \_\_\_\_\_

**CERTIFICATION**

As its Clerk, I certify that this is a true and complete copy of a resolution adopted by the Allegan City Council of the City of Allegan, Allegan County, Michigan, at a regular meeting held on Monday, March 23, 2020.

\_\_\_\_\_  
Christopher Tapper, Clerk  
City of Allegan



# MARIJUANA BUSINESS APPLICATION

City of Allegan – City Clerk’s Office  
 231 Trowbridge Street, Allegan, MI 49010  
 (269) 673-5511 ▪ Email [ctapper@cityofallegan.org](mailto:ctapper@cityofallegan.org) ▪ [www.cityofallegan.org](http://www.cityofallegan.org)

Please type or print clearly:

I. APPLICANT INFORMATION*			
Applicant Name:		Doing Business As:	
Mailing Address:		City:	State: Zip:
Telephone Number:		E-mail Address:	

II. LICENSE TYPES
<p><b>Medical Businesses</b></p> <p> <input type="checkbox"/> Grower    <input type="checkbox"/> Processor    <input type="checkbox"/> Secure Transporter    <input type="checkbox"/> Safety Compliance    <input type="checkbox"/> Provisioning Center  <input type="checkbox"/> Grower – Class A  <input type="checkbox"/> Grower – Class B  <input type="checkbox"/> Grower – Class C – Number of Class C licenses to be used at this location: _____         </p> <p><b>Adult-Use Businesses</b></p> <p> <input type="checkbox"/> Grower    <input type="checkbox"/> Processor    <input type="checkbox"/> Secure Transporter    <input type="checkbox"/> Safety Compliance    <input type="checkbox"/> Retailer    <input type="checkbox"/> Microbusiness  <input type="checkbox"/> Grower – Class A  <input type="checkbox"/> Grower – Class B  <input type="checkbox"/> Grower – Class C – Number of Class C licenses to be used at this location: _____         </p>

III. BUSINESS LOCATION			
Property Address:		Zoning District:	Tax ID Number:
Property Status:			
<input type="checkbox"/> Owned <input type="checkbox"/> Leasing <input type="checkbox"/> Option <input type="checkbox"/> Land Contract			
Owner Name (if different than applicant):			
Owner Mailing Address:		City:	State: Zip:

Owner Telephone Number:	Owner E-mail Address:
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<p><b>IV. APPLICATION MATERIALS</b></p> <p>The following is a checklist of items that must be submitted with applications for Recreational Marijuana Establishments. Incomplete applications will not be processed.</p> <p><input type="checkbox"/> Completed application form</p> <p><input type="checkbox"/> Advance of applicable annual fees:</p> <p style="padding-left: 20px;"><input type="checkbox"/> Parcel with 1 state operating license - \$5,000</p> <p style="padding-left: 20px;"><input type="checkbox"/> Parcel with 2 state operating licenses - \$10,000</p> <p style="padding-left: 20px;"><input type="checkbox"/> Parcel with 3 state operating licenses - \$12,500</p> <p style="padding-left: 20px;"><input type="checkbox"/> Parcel with 4 or more state operating licenses - \$15,000</p> <p><input type="checkbox"/> If the current property owner is different than the applicant, the property owner's signature is required in addition to the applicants. Only one application shall be submitted per property, unless the applications are proposed for co-located facilities.</p> <p><input type="checkbox"/> A copy of the official paperwork issued by LARA indicating that the applicant has successfully completed the prequalification step of the application for a state operating license.</p>
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<p><b>V. SIGNATURES</b></p> <p>Signature of Applicant: _____ Date: _____</p> <p>Signature of Property Owner (if applicable): _____ Date: _____</p>
--

<b>OFFICE USE ONLY</b>	
<p><b>Application #</b> _____</p> <p><i>Application received by City Clerk's Office</i></p> <p>Date and Time: _____</p> <p>Staff Signature: _____</p> <p><i>Conditional Authorization Issued by City Clerk's Office</i></p> <p>Date and Time: _____</p> <p>Staff Signature: _____</p> <p><i>Final Authorization Issued by City Clerk's Office</i></p> <p>Date and Time: _____</p> <p>Staff Signature: _____</p>	<p><i>Final Authorization Checklist</i></p> <p>Within 12 months of Conditional Authorization date:</p> <p><input type="checkbox"/> Applicant obtains Special Use Permit approval from the Planning Commission</p> <p>Within 18 months of Conditional Authorization date above:</p> <p><input type="checkbox"/> Applicant obtains state operating license from LARA</p>

Agenda Item 11F.3

MEMORANDUM

TO: Allegan City Council  
FROM: Christopher Tapper, City Clerk  
RE: Request City Council adopt Resolution 20.12 Creating Absent Voter Counting Board  
DATE: 3/09/2020

Summary

It is requested the Allegan City Council adopt Resolution 20.12 Creating Absent Voter Counting Board.

When the statewide ballot proposal 18-3, all eligible and registered voters in Michigan may now request an absent voter ballot without providing a reason.

With the continued increases in Absent Voter Registration, along with the current unprecedented public health crisis. As City Clerk, it is my belief the State of Michigan will be encouraging more communities to create Absent Voter Counting Board reassuring elections will continue in a safe and collaborative process. With the creation of the Absent Voter Counting Board, this will allow one Precinct dedicated to counting only Absent Voter Ballots.

The creation of the Absent Vote Counting Board will also ease the end of night tracking and totaling of ballots. Which will allow a quicker response of the day's totals to the County Clerk, along with the reporting to the State of Michigan.

Recommendation

It is recommended the City Council adopt Resolution 20.12 Creating Absent Voter Counting Board.

Attachments

Resolution 20.12



**CITY OF ALLEGAN  
RESOLUTION 20.12**

**RESOLUTION CREATING ABSENT VOTER COUNTING BOARD**

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, moved adoption of the following resolution:

**WHEREAS**, Allegan City Clerk is responsible for conduction elections in the City of Allegan;

**WHEREAS**, Michigan Lection Law (Act 116 of 1954), Section 168.792a permits the City of Allegan, by resolution, to provide for Absent Voter Counting Board (s) appointed by the Election Commission; and

**WHEREAS**, the City of Allegan Election Day Absent Voter Counting Board is responsible for the duties as outlined in Section 168.792a of the Michigan Election Law (Act 116 of 1954);

**NOW, THEREFORE, BE IT RESOLVED**, that the Allegan City Clerk, is authorized to establish an Election Day Absent Voter Counting Board (s) for all future elections beginning May 2020;

**DATED:**

YEAS:

NAYS:

ABSENT:

ABSTAIN:

**RESOLUTION DECLARED:**

**CERTIFICATION**

**I, Christopher Tapper, duly appointed City Clerk of the City of Allegan; do hereby certify that the above is a true and correct copy of a resolution adopted by the City Council of the City of Allegan, Michigan, on this 23rd day of March, 2020.**

---

**Christopher Tapper, City Clerk**

Agenda Item 11F.4

MEMORANDUM

TO: Allegan City Council  
FROM: Joel Dye, City Manager  
RE: Request City Council Adopt 20.14 Cutler Street Parking Lot Grant Application  
DATE: 3/23/2020

Summary

It is requested the Allegan City Council adopt 20.14 approving the submission of a grant application to the USDA RDBG for \$99,000 to help potentially pay for a portion of the \$320,000 Cutler Street Parking Lot reconstruction project scheduled to occur in the FY2021 Budget Season.

The City of Allegan is planning on reconstructing the Cutler Street Parking Lot in the FY21 Budget Season. The total cost to reconstruct this project is \$320,000. To help reduce the burden of this reconstruction project the City, working with Abonmarche, would like to apply for a \$99,000 grant from the USDA RDBG. This project is part of implementing the Downtown Streetscape Improvement Project which is a goal of the City Council for the upcoming year. It should also be noted that this project has been reviewed by the DDA.

Recommendation

It is recommended the Allegan City Council adopt 20.14 approving the submission of a grant application to the USDA RDBG for \$99,000 to help potentially pay for a portion of the \$320,000 Cutler Street Parking Lot Reconstruction scheduled to occur in the FY2021 Budget Season.

Attachments

Resolution 20.14

Aerial Photo of the Cutler Street Parking Lot



**CITY OF ALLEGAN  
RESOLUTION 20.14**

**THE CITY OF ALLEGAN  
ALLEGAN COUNTY, MICHIGAN**

**A RESOLUTION AUTHORIZING THE CITY OF ALLEGAN TO APPLY FOR A  
RURAL BUSINESS DEVELOPMENT (RBDG) GRANT FOR THE IMPROVEMENT OF  
CUTLER/CHESTNUT STREET PARKING LOT**

Minutes of a regular meeting of the City of Allegan, held at 231 Trowbridge Street, Allegan, Michigan 49010 on March 23, 2020 at 6:00 p.m. local time.

The following preamble and resolution was offered by  
Council Member \_\_\_\_\_ and supported by Council Member \_\_\_\_\_.

**WHEREAS**, funds have become available to the U.S. Department of Agriculture through the RBDG Grant Program to provide grants to local units of government for technical assistance and training for small rural businesses; and,

**WHEREAS**, the City of Allegan continues to seek additional opportunities to assist small and emerging local businesses; and

**WHEREAS**, the City of Allegan desires to improve amenities at Cutler/Chestnut Street by improving the existing parking lot amenities; and

**WHEREAS**, the City of Allegan supports the submission of an application titled "Allegan RBDG Application Parking Lot" to the RBDG Grant Program for the improvement of Cutler Street Parking Lot at Cutler and Chestnut Street, in Allegan; and

**WHEREAS**, the proposed application is supported by the Downtown Streetscape Plan; and,

**WHEREAS**, the City of Allegan has made a financial commitment to the project in the amount of \$99,000 matching fund; and,

**NOW THEREFORE BE IT RESOLVED**, that the City of Allegan does hereby authorize the City Manager of Allegan to make application to the Rural Business



Development Grant Program in the amount of \$99,000 and further resolves to make available its financial obligation amount of \$219,875.50 (69%) of a total of \$318,857.50 project cost.

**DATED:**

YEAS:

NAYS:

ABSENT:

ABSTAIN:

**RESOLUTION DECLARED:**

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**Christopher Tapper, City Clerk**

**CERTIFICATION**

**I, Christopher Tapper, duly appointed City Clerk of the City of Allegan; do hereby certify that the above is a true and correct copy of a resolution adopted by the City Council of the City of Allegan, Michigan, on this 23rd day of March, 2020.**

---

**Christopher Tapper, City Clerk**



Agenda Item 11F.5

MEMORANDUM

TO: Allegan City Council  
FROM: Joel Dye, City Manager  
RE: Request City Council Adopt 20.15 Downtown Streetscape Grant Application  
DATE: 3/23/2020

Summary

It is requested the Allegan City Council adopt 20.15 approving the submission of a grant application to the USDA RDBG for \$99,000 to help potentially pay for a portion of the \$109,000 engineering costs for Locust Street and Brady Street.

Last year the City of Allegan completed their downtown streetscape plan. This plan identifies several million dollars' worth of improvements to improve the streetscape of our downtown which is a goal of the City Council for the upcoming year. To begin the process of implementing the improvements to the streetscape, we are now at a stage where we first must engineer the project and create the construction documents. Staff is recommending that we first tackle the Locust Street and Brady Street section of our downtown, since most of the retail and foot traffic occurs on those two streets.

Recommendation

It is recommended the Allegan City Council adopt 20.15 approving the submission of a grant application to the USDA RDBG for \$99,000 to help potentially pay for a portion of the \$109,000 engineering costs for Locust Street and Brady Street.

Attachments

Resolution 20.15

Aerial Photo of Locust Street and Brady Street



**CITY OF ALLEGAN  
RESOLUTION 20.15**

**THE CITY OF ALLEGAN  
ALLEGAN COUNTY, MICHIGAN**

**A RESOLUTION AUTHORIZING THE CITY OF ALLEGAN TO APPLY FOR A  
RURAL BUSINESS DEVELOPMENT (RBDG) GRANT FOR THE IMPROVEMENT OF  
DOWNTOWN STREETScape**

Minutes of a regular meeting of the City of Allegan, held at 231 Trowbridge Street, Allegan, Michigan 49010 on March 23, 2020 at 6:00 p.m. local time.

The following preamble and resolution was offered by  
Council Member \_\_\_\_\_ and supported by Council Member \_\_\_\_\_.

**WHEREAS**, funds have become available to the U.S. Department of Agriculture through the RBDG Grant Program to provide grants to local units of government for technical assistance and training for small rural businesses; and,

**WHEREAS**, the City of Allegan continues to seek additional opportunities to assist small and emerging local businesses; and

**WHEREAS**, the City of Allegan desires to improve amenities along Locust and Hubbard Streets by renovating the streetscape; and

**WHEREAS**, the City of Allegan supports the submission of an application titled "Allegan RBDG TA Application Downtown" to the RBDG Grant Program for the improvement of downtown streetscape, in Allegan; and

**WHEREAS**, the proposed application is supported by the Community's Downtown Streetscape Plan; and,

**WHEREAS**, the City of Allegan has made a financial commitment to the project in the amount of \$10,000 matching fund: and,

**NOW THEREFORE BE IT RESOLVED**, that the City of Allegan does hereby authorize the City Manager of the City of Allegan to make application to the Rural Business Development Grant

Program in the amount of \$99,000 and further resolves to make available its financial obligation amount of \$10,000 (9.9%) of a total of \$109,000 project cost.

**DATED:**

YEAS:

NAYS:

ABSENT:

ABSTAIN:

**RESOLUTION DECLARED:**

\_\_\_\_\_  
**Christopher Tapper, City Clerk**

**CERTIFICATION**

**I, Christopher Tapper, duly appointed City Clerk of the City of Allegan; do hereby certify that the above is a true and correct copy of a resolution adopted by the City Council of the City of Allegan, Michigan, on this 23rd day of March, 2020.**

\_\_\_\_\_  
**Christopher Tapper, City Clerk**







**CITY OF ALLEGAN  
RESOLUTION 20.16**

**A RESOLUTION AUTHORIZING THE MAYOR, MAYOR PRO TEM AND THE CITY  
MANAGER TO CANCEL A PUBLIC MEETING**

**WHEREAS**, Allegan City Charter, Section 5.11 Regular Meeting of Council shall be held at least twice in each calendar month at the usual place of holding meetings of the Council. If any time set by resolution of the Council for the holding of a regular meeting of the Council shall be a holiday or on such other days as may be set by Council; and

**WHEREAS**, Allegan City Charter, Section 5.12 Special Meetings of the Council may be called by the City Clerk on the written request of the Mayor or any (2) two Members of the Council or the City Manager upon (18) eighteen hours' written notice to each member of the Council. The written notice shall designate the purpose of such meeting; and

**WHEREAS**, Allegan City Charter, Section 5.16 Rules of Order, the Council shall determine its own rules and orders of business and shall keep a written or printed journal of all its proceedings in English language which shall be signed by the Mayor and Clerk; and.

**WHEREAS**, Allegan City Council rules and procedures state that only City Council may cancel a city council meeting; and

**WHEREAS**, The Covid – 19 Virus has severely limited daily life activities and the guiding recommendations are to limit unnecessary interactions;

**NOW, THEREFORE, BE IT RESOLVED**, that by agreement in written form, the Allegan City Mayor, Mayor Pro – Tem and City Manager collectively and collaboratively are authorized to cancel any city public meeting, including upcoming city council meetings as needed and with appropriate notification to the City Council and general public, citizens and residents of the City of Allegan, Michigan.

DATED:

YEAS:

NAYS:

ABSENT:

ABSTAIN:

**RESOLUTION DECLARED:**

---

**Christopher Tapper, City Clerk**

**CERTIFICATION**

**I, Christopher Tapper, duly appointed City Clerk of the City of Allegan; do hereby certify that the above is a true and correct copy of a resolution adopted by the City Council of the City of Allegan, Michigan, on this 23rd day of March, 2020.**

---

**Christopher Tapper, City Clerk**