

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, February 3, 2025 - 6:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

3. PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS

- a. Presentations
 - i. Presentation of Corporal Badge to Officer Sarah Dzagulones
 - ii. Alan C. Young & Associates Audit Presentation
- b. Citizen Comments

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

- a. Approval of Minutes
 - i. January 21, 2025 - Regular Meeting
 - ii. January 21, 2025 - Closed Session
- b. Communications
 - i. MMRMA Monthly Acknowledgement
 - ii. MMRMA Monthly Report
- c. Council Follow Up List
- d. DPS Report
- e. Special Events
 - i. Flop E. Bunny
 - ii. Memorial Day Parade
 - iii. Belleville Farmers Market
 - iv. Taste of Belleville
 - v. Harvest Fest
 - vi. Monster Mutt Walk
 - vii. Halloween Downtown
 - viii. Third Thursday
 - ix. Addendum

6. PUBLIC HEARINGS

- a. None.

7. INTRODUCTION OF ORDINANCES

- a. None.

8. GENERAL BUSINESS DISCUSSION

- a. Resolution 25-003 – Resolution Authorizing City Manager to Execute Horizon Park Grant Award Documents
- b. Resolution #25-004 – Resolution of Support – DUWA Amendments and Restated Articles
- c. City of Belleville/ POAM Revised Agreement (NOTE: City Council may elect to enter in to Closed Session by majority vote under MCL 15.268(c): *For strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.*)
- d.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- a. Accounts Payable
- b. Departmental Expenditures
 - i. Stryker Sales LLC

10. CITY MANAGER COMMENTS

11. CITY COUNCIL MEMBER COMMENTS

12. MAYOR'S COMMENTS

13. CITIZENS COMMENTS ON NON-AGENDA ITEMS

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

**CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
MINUTES
Tuesday, January 21, 2025 - 6:30 pm**

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Council Member Beebe	Present
Council Member Kissel	Present
Council Member Priest	Present
Mayor Pro-Tem Bates	Present
Mayor Voigt	Present

3. PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS

a. Presentations

i. Baker Biwi – New Belleville Business

1. Trina Banerjee, who is looking to open a bakery in the Belleville area, presented her idea and brought cupcakes for those in attendance.

ii. State of the City

1. Mayor Voigt presented a report detailing the current state of the city, as well as the projects accomplished over the last year.

b. Citizen Comments

i. None.

4. APPROVAL OF AGENDA

MOTION: Motion by Bates, supported by Priest to approve the agenda as presented.

Motion Carried.

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

a. Approval of Minutes

i. None.

b. Communications

i. None.

c. Council Follow Up List

d. DPS Report

- e. Special Events

MOTION: Motion by Beebe, supported by Priest to approve the consent agenda as presented.

Motion Carried.

6. PUBLIC HEARINGS

- a. None.

7. INTRODUCTION OF ORDINANCES

- a. None.

8. GENERAL BUSINESS DISCUSSION

- a. 2025 Goal Setting
 - i. Council Members participated in an activity defining their goals for 2025. The goals included economic development, ordinance enforcement, and planning for roads and sidewalks, to name a few.
- b. Purchase of 5 Fire Hydrants

MOTION: Motion by Beebe, supported by Kissel to approve the purchase of two fire hydrants, one of which will replace an inoperable hydrant in Victory Park.

ROLL CALL VOTE:

Council Member Priest	Aye
Mayor Voigt	Aye
Council Member Kissel	Aye
Mayor Pro-Tem Bates	Aye
Council Member Beebe	Aye

Motion Carried.

- c. CityWorks Renewal

MOTION: Motion by Bates, supported by Beebe to renew the city's contract with CityWorks.

ROLL CALL VOTE:

Council Member Priest	Aye
Mayor Voigt	Aye
Council Member Kissel	Aye
Mayor Pro-Tem Bates	Aye
Council Member Beebe	Aye

Motion Carried.

d. CINTAS First Aid and Eyewash Station

MOTION: Motion by Kissel, supported by Priest to approve the purchase of two eye washing stations, one for City Hall and one for the DPW building, as well as a first-aid supply cabinet for the DPW building.

ROLL CALL VOTE:

Council Member Priest	Aye
Mayor Voigt	Aye
Council Member Kissel	Aye
Mayor Pro-Tem Bates	Aye
Council Member Beebe	Aye

Motion Carried.

e. Resolution # 25-002 – Charitable Gaming License, Tiger Village

MOTION: Motion by Priest, supported by Kissel to approve Resolution # 25-002, recognizing Tiger Village as a community organization in order for them to obtain a charitable gaming license.

Motion Carried.

f. City of Belleville/ POAM Tentative Agreement (NOTE: City Council may elect to enter in to Closed Session by majority vote under MCL 15.268(c): *For strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.*)

g. City of Belleville/GELC Tentative Agreement (NOTE: City Council may elect to enter in to Closed Session by majority vote under MCL 15.268(c): *For strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.*)

MOTION: Motion by Bates, supported by Kissel to enter Closed Session at 7:32 p.m. to discuss the POAM and GELC tentative agreements per MCL 15.268(c)

Motion Carried.

MOTION: Motion by Bates, supported by Beebe to exit Closed Session at 7:52 p.m.

Motion Carried.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- a. Accounts Payable
 - i. None.

- b. Departmental Expenditures
 - i. None.

MOTION: Motion by Kissel, supported by Priest to approve Accounts Payable and Departmental Expenditures in excess of \$2,500, as presented.

ROLL CALL VOTE:

Council Member Priest	Aye
Mayor Voigt	Aye
Council Member Kissel	Aye
Mayor Pro-Tem Bates	Aye
Council Member Beebe	Aye

Motion Carried.

10. CITY MANAGER COMMENTS

- a. Happy New Year to everyone.
- b. Would like to address short-term property rentals with the Planning Commission.
- c. A pole has been installed for the new tornado siren; the siren itself will be installed later.
- d. Installations of water meters throughout the city currently stand at 35.7% completed.
- e. The 2025 goal setting session will most likely take place at the next meeting.
- f. The revised GELC and POAM union contracts will be presented at the next regular meeting.
- g. An L-4029, the form that sets tax millage rates, will possibly be presented at the next regular meeting.

11. CITY COUNCIL MEMBER COMMENTS

- a. **Council Member Priest**
 - i. No comments
- b. **Council Member Kissel**
 - i. There will be a Planning Commission meeting this Thursday, January 9th, at 6:30 p.m.
 - ii. The Michigan Municipal League Housing Survey is now online.
 - iii. The city's Master Plan refresh continues to move forward.
- c. **Council Member Beebe**
 - i. Enjoys the Council Meetings being held at 6:30 p.m.
 - ii. Encourages residents to get their new water meters installed.

12. MAYOR'S COMMENTS

- a. Sends condolences to Mary Jane Dawson and family on the passing of Rick Dawson.

13. CITIZENS COMMENTS ON NON-AGENDA ITEMS

- i. Rosemary Otzman
 - a. Asked if there will be another joint planning session with the Planning Commission.

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- a. None.

15. ADJOURNMENT

MOTION: Motion by Priest, supported by Beebe to adjourn at 7:16 PM.
No objections were noted.

Motion Carried.

Respectfully submitted by
Briana Hootman
City Clerk/Treasurer



January 17, 2025

TO: MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY MEMBER

RE: **Monthly Acknowledgement Report**

Dear Member:

Attached, please find the Monthly Acknowledgement Report of all incidents and claims received by this office, from you, during the month of December 2024. If you have submitted any notice only, claim, or litigation during December 2024 that is not included on this report, or if there is something on this report that does not appear to belong to you, please contact MMRMA – Claims and advise at your earliest convenience.

The purpose of the report is to assure that no notice only, claim, or litigation is missed and all claims on the report belong to your entity.

If you have any questions, please do not hesitate to call 734-513-0300 or email me at skincaid@mmrma.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "SK", with a stylized flourish extending to the right.

Starr M. Kincaid, Esq.
Director of Claims and Legal Services
skincaid@mmrma.org

SMK/kf

Attachment(s)

Monthly Acknowledgement Report

City of Belleville

M0001053

For Period: 12/01/2024 To 12/31/2024

No Claims Have Been Reported For The Given Period

Belleville Special Event Application



Name/Type of Event	Flop E Bunny Candy Hunt
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profit
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization <i>(PO Box is not acceptable)</i>	152 Main Street, suite 2, Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	19-Apr
Actual operational dates and hours of event	April 19 - 11:30- 2:30 pm
Beginning Time of Event (including Set-Up time)	10:00 AM
Ending Time of Event (including Tear-Down time)	3pm
Location(s) of Event	Victory Park - Gabazo and park
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Easter Candy Hunt and Pictures with Flop E Bunny
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Cosmic Bounce, Kiwanis bring refreshments & used book sale, Girl Scout cook
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event Application



Funding

How will this event be funded?	Sponsors and Belleville CBC
Who will be compensated for goods or services that support this event?	DJ, Photographer, ROTC
Will the City be reimbursed for services rendered?	NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	YES

Public Safety / Public Services

Approximate number of participants expected.	1,000 to 2,000
What is the plan for parking?	Parking Lot & Street Parking
How will this event be staffed / supervised?	Volunteers
Will event require Police, Fire, EMS services?	Hope not
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	N/A
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	Whatever is expected at the time.
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	No
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	No
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	A-frame in park Monday prior to event and taken down after event.
<i>Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs</i>	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	See Addendum

Belleville Special Event Application



Public Safety / Public Services (continued)	
Will food be available / sold at event? If yes, describe by whom.	YES, by Belleville Kiwanis
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	No
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	Pizza and soft drinks
**Please Note: Special permission and permit is required	
List Attachments:	
1 Insurance Policy	
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Action	Signature / date
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
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Action	Signature / date
FINAL APPROVAL	

Belleville Special Event Application



Name/Type of Event	Memorial Day Parade
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profit
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization <i>(PO Box is not acceptable)</i>	152 Main Street, Suite 2, Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	26-May
Actual operational dates and hours of event	May 26 - 10am - 4pm
Beginning Time of Event (including Set-Up time)	8am
Ending Time of Event (including Tear-Down time)	5pm
Location(s) of Event	Parade on Main Street and 4th Street Place for Market
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Recognition of veterans with a parade prior to ceremony on High St.
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	DJ, parade
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event Application



Funding

How will this event be funded?	Sponsors/CBC/Vendors
Who will be compensated for goods or services that support this event?	DJ, NJROTC,
Will the City be reimbursed for services rendered?	_____ YES _____ X _____ NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_____ X _____ YES _____ NO

Public Safety / Public Services

Approximate number of participants expected.	400 +
What is the plan for parking?	Parking Lots & street parking
How will this event be staffed / supervised?	Volunteers
Will event require Police, Fire, EMS services?	Yes for the Parade
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	No
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	Should not be a problem - lots of space.
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Yes, W.Columbia, Main, Roys for Parade
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	Yard sign the week before.
Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	See Addendum

Belleville Special Event Application



Public Safety / Public Services (continued)	
Will food be available / sold at event? If yes, describe by whom.	NO
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	Yes available, not sold. Dora District
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	Follow State & County Guidelines
**Please Note: Special permission and permit is required	
List Attachments:	
insurance Policy	
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Action	Signature / date
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
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Action	Signature / date
FINAL APPROVAL	

Belleville Special Event Application



Name/Type of Event	Belleville Farmers Market
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profit
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization (PO Box is not acceptable)	152 Main Street, Suite 2, Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual (PO Box is not acceptable)	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual (PO Box is not acceptable)	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	June 2 through October 13, 2025
Actual operational dates and hours of event	June 2 through October 13, 2025 - 4pm-7:30 pm
Beginning Time of Event (including Set-Up time)	2pm
Ending Time of Event (including Tear-Down time)	8pm
Location(s) of Event	4th Street Square and 4th Street Place
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Bring farm to table for residents. Vendors will include farms, bakers & crafters
Activities associated with event i.e. parade, vendors, concert, etc. (Attach additional documentation if necessary)	DJ
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event Application



Funding

How will this event be funded?	Sponsors/CBC/Vendors
Who will be compensated for goods or services that support this event?	DJ, NJROTC, Market Manager
Will the City be reimbursed for services rendered?	_____ YES _____X_____ NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_____X_____ YES _____ NO

Public Safety / Public Services

Approximate number of participants expected.	400 +
What is the plan for parking?	Parking Lot & street parking
How will this event be staffed / supervised?	Volunteers
Will event require Police, Fire, EMS services?	No
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	One a week event. Nothing left overnight.
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	Should not be a problem - lots of space.
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Yes, 4th Street Place on Mondays
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	Yes
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	A-Frames up on Friday Night and taken down Tuesday Morning
<i>Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs</i>	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	See Addendum

Belleville Special Event Application



Public Safety / Public Services (continued)	
Will food be available / sold at event? If yes, describe by whom.	Yes, hot dog vendor & polish meals
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	Yes available, not sold. Dora District
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. <i>(Attach additional documentation if necessary)</i>	Follow State & County Guidelines
**Please Note: Special permission and permit is required	
List Attachments:	
insurance Policy	
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Action	Signature / date
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
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Action	Signature / date
FINAL APPROVAL	

Belleville Special Event Application



Name/Type of Event	Taste of Belleville
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profit
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization <i>(PO Box is not acceptable)</i>	152 Main Street, Suite 2, Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	21-Aug
Actual operational dates and hours of event	August 21- 6pm to 8pm
Beginning Time of Event (including Set-Up time)	3:00 PM
Ending Time of Event (including Tear-Down time)	9:00 PM
Location(s) of Event	High Street/ Horizon Park
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Specialty food from restaurants/clubs
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	DJ
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event Application



Funding

How will this event be funded?	Sponsors/CBC/Vendors
Who will be compensated for goods or services that support this event?	DJ, NJROTC
Will the City be reimbursed for services rendered?	_____ YES _____X_____ NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_____X_____ YES _____ NO

Public Safety / Public Services

Approximate number of participants expected.	400 +
What is the plan for parking?	Parking Lot & street parking
How will this event be staffed / supervised?	Volunteers
Will event require Police, Fire, EMS services?	No
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	Should not be a problem - lots of space.
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	YES - High Street. 3pm to 9pm
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	Barricades. We set up & take down. City picks up.
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	Sponsor Yard Sign the week of.
Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	See Addendum

Belleville Special Event Application



Public Safety / Public Services (continued)	
Will food be available / sold at event? If yes, describe by whom.	YES . By local vendors.
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	Yes available, not sold. Dora District
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. <i>(Attach additional documentation if necessary)</i>	Follow State & County Guidelines
**Please Note: Special permission and permit is required	
List Attachments:	
insurance Policy	
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Action	Signature / date
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
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Action	Signature / date
FINAL APPROVAL	

Belleville Special Event Application



Name/Type of Event	Harvest Fest
Organization Name of Event Sponsor	Belleville Area District Library/CBC/BAM
Type of sponsoring organization	Non-Profits
Organization Website Address	www.belleville.lib.mi.us
Complete Address of Organization <i>(PO Box is not acceptable)</i>	167 4th Street, Belleville, MI 48111
Responsible Individual	Mary Jo Suchy, Library Director
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	167 4th St. Belleville, MI 48111
24-hour emergency telephone number	Cell ph: ; Library ph: 734-699-3291
Cellular Phone Number	See above
Email Address	mjsuchy@belleville.lib.mi.us
Driver's License Number and Date of Birth	
Alternate Responsible Individual	Janet Millard
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	Saturday, October 11, 2025
Actual operational dates and hours of event	11am-3pm
Beginning Time of Event (including Set-Up time)	9:00 am
Ending Time of Event (including Tear-Down time)	4 pm
Location(s) of Event	At the library, Museum and 4th Street Place
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Old fashioned harvest fest involving library, CBC, the Museum, Art Factory, and multiple community groups.
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Crafts and activities, i.e. harvest games, quilt crafts, corn shelling, scavenger hunt, nickel dig, sidewalk chalk drawing, pumpkin painting, etc. Harvest Mkt. & food vendors. Tractor Parade at 11 am.

Belleville Special Event Application	
Funding	
How will this event be funded?	Friends of the Library/sponsors/Vendors/ CBC/Museum
Who will be compensated for goods or services that support this event?	DJ, special music, NJROTC
Will the City be reimbursed for services rendered?	_____ YES No NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_____ X _____ YES NO
Public Safety / Public Services	
Approximate number of participants expected.	300 to 500
What is the plan for parking?	Library/Public parking lot, street parking on Charles St.
How will this event be staffed / supervised?	Library staff, Friends of the Library, community organizations, volunteers
Will event require Police, Fire, EMS services?	_____ YES X NO
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	N/A
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	N/A
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Yes, close 4 th Street Place and Main Street for the 11am tractor Parade. The tractors will stay on Main Street until around 1pm.
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	_____ YES NO The barricades on Place will still be there for the Farmers Market that ends the following Monday.
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	Signs to be put up no more than two weeks before the event. They will be taken down within 2 days after the event. 2' canvas signs and yard signs.
Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs	

Describe the plan for rubbish collection and removal. (Attach additional documentation if necessary)	See Addendum
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Belleville Special Event Application

Public Safety / Public Services (continued)	
<u>Will food be available / sold at event?</u> <u>If yes, describe by whom.</u>	Yes, Amazing Dawgs: Hot dogs/walking tacos Vera's Kuntry Kitchen – Polish Dinners/pasties Crafters with bakery and maybe tacos
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	_____YES X NO
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	Registered vendor with Wayne County.
**Please Note: Special permission and permit is required	
List Attachments:	
1CBC Insurance Policy	
2	
3	
4	
5	
Applicant must be present at the City Council Meeting when this application is presented	
Action	Signature / date
Preliminary Approval from City Manager	_____
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
1	
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Action	Signature / date
FINAL APPROVAL	

Belleville Special Event Application



Name/Type of Event	Costumed Monster Mutt Walk
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profit
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization <i>(PO Box is not acceptable)</i>	152 Main Street, Suite 2, Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	October 18, 11am to 2pm
Actual operational dates and hours of event	October 18, Noon to 2pm
Beginning Time of Event (including Set-Up time)	11am
Ending Time of Event (including Tear-Down time)	2:30pm
Location(s) of Event	4th Street Place
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Booville Event: Monster Mutt Walk. Cosume judging & short parade on the sidewalks.
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	The dogs will parade on the sidewalks.
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event Application



Funding

How will this event be funded?	Sponsors & fees
Who will be compensated for goods or services that support this event?	No One
Will the City be reimbursed for services rendered?	NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_YES

Public Safety / Public Services

Approximate number of participants expected.	50 people plus dogs
What is the plan for parking?	Parking Lot & street parking
How will this event be staffed / supervised?	Volunteers
Will event require Police, Fire, EMS services?	No
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	N/A
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	Whatever is required by this date.
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Yes, 4th Street Place
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	Yes, 4th Street Place
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	Sponsor Yard Sign. Put up a couple of weeks prior to the event. Down the day of the event.

Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs

Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	See Addendum
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Belleville Special Event Application



Public Safety / Public Services (continued)	
Will food be available / sold at event? If yes, describe by whom.	No
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	No
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. <i>(Attach additional documentation if necessary)</i>	N/A
**Please Note: Special permission and permit is required	
List Attachments:	
1 Insurance Policy	
2	
3	
4	
5	
Action	Signature / date
Preliminary Approval from City Manager	
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
1	
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Action	Signature / date
FINAL APPROVAL	

Belleville Special Event Application



Name/Type of Event	Halloween Downtown
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profit
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization <i>(PO Box is not acceptable)</i>	152 Main Street, suite 2, Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	jmillard@bellevillemi.com
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	October 31 - 3:30pm-7:30pm
Actual operational dates and hours of event	October 31 - 5pm-7pm
Beginning Time of Event (including Set-Up time)	3:30 PM
Ending Time of Event (including Tear-Down time)	7:30 PM
Location(s) of Event	4th Street Place & Square
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	Treats for Children
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Costume Contest with prizes, Food Trucks on 4th Street Place
Are there any unusual activities planned or anticipated as a result of this event i.e. large groups of people, protests, gun salutes, fireworks, etc?	No

Belleville Special Event Application



Funding

How will this event be funded?	Sponsors
Who will be compensated for goods or services that support this event?	No
Will the City be reimbursed for services rendered?	NO
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	YES

Public Safety / Public Services

Approximate number of participants expected.	1,000 to 2,000
What is the plan for parking?	Parking Lot & Street Parking
How will this event be staffed / supervised?	Volunteers
Will event require Police, Fire, EMS services?	Hope not
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	N/A
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	Whatever is expected at the time.
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	Yes, 4th Street Place
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	No
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	2 signs for sponsors & times. Yard signs up a couple of weeks prior to event
Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	Taken to dumpster behind Egons.

Belleville Special Event Application



Public Safety / Public Services (continued)	
Will food be available / sold at event? If yes, describe by whom.	YES - They haven't been scheduled yet - The last two years we have had 2-3.
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	Not at the event but it a Dora District
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	
**Please Note: Special permission and permit is required	
List Attachments:	
1 Insurance Policy	
2	
3	
4	
5	
Action	Signature / date
Preliminary Approval from City Manager	<i>[Signature]</i> 1/13/25
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	<i>[Signature]</i> 1/13/25
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
1	
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Action	Signature / date
FINAL APPROVAL	

Belleville Special Event Application



Name/Type of Event	Third Thursday in the Ville
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profit
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization <i>(PO Box is not acceptable)</i>	152 Main Street, Suite 2 Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	Third Thursdays –March through October
Actual operational dates and hours of event	5pm-8pm
Beginning Time of Event (including Set-Up time)	3pm
Ending Time of Event (including Tear-Down time)	9pm
Location(s) of Event	4 th Street Square
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	To enhance the Third Thursday special shopping evening in downtown Belleville
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Local farms & crafter/vendors

Belleville Special Event Application

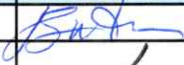
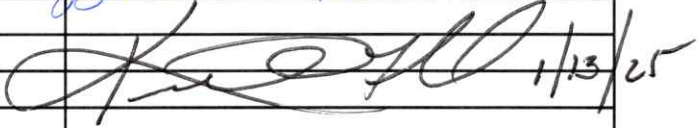
Funding

How will this event be funded?	Belleville CBC/sponsors
Who will be compensated for goods or services that support this event?	None
Will the City be reimbursed for services rendered?	No _____
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_____ X _____ YES NO

Public Safety / Public Services

Approximate number of participants expected.	30 to 50
What is the plan for parking?	Parking lot & street
How will this event be staffed / supervised?	By organizer
Will event require Police, Fire, EMS services?	_____ YES NO X
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	N/A
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	N/A
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	_____
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	_____ YES _____ X _____ NO
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	A-Frame – put on 3 rd Thursday and taken down the next morning
Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	If there is any it will be put in existing containers

Belleville Special Event Application

Public Safety / Public Services (continued)	
Will food be available / sold at event? <u>If yes, describe by whom.</u>	Bakery Items sold by local bakers
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	☐ YES ☒ NO X
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	Operating under Cottage Laws.
**Please Note: Special permission and permit is required	
List Attachments:	
1CBC Insurance Policy	
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Applicant must be present at the City Council Meeting when this application is presented	
Action	Signature / date
Preliminary Approval from City Manager	 1/13/25
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	
Preliminary Approval from Fire Chief	
Presented to City Council	 1/13/25
Amendments to application if any	
1	
2	
3	
4	
5	
Action	Signature / date
FINAL APPROVAL	

MICHIGAN DEPARTMENT OF TRANSPORTATION

CITY OF BELLEVILLE

CONTRACT

This Contract is made and entered into between the Michigan Department of Transportation (MDOT), of 425 West Ottawa Street, P.O. Box 30050, Lansing, Michigan 48909, and the City of Belleville (AGENCY) of 6 Main Street, Belleville, Michigan 48111 in accordance with 2024 Public Act 121, Sections 250 and 1111, effective July 24, 2024, for the purpose of establishing the amount of the Legislative Earmark (EARMARK) to the AGENCY, and setting forth the services to be provided as a result of such earmark. The sponsor of this EARMARK is State Representative Reggie Miller as shown in Appendix B.

The EARMARK is to be expended on approved projects. MDOT is responsible for administering these funds.

MDOT and the AGENCY recognize and affirm that the funds provided under this Contract shall not be used for any purpose other than those provided in 2024 Public Act 121, and as provided herein. No funds may be expended prior to October 1, 2024, unless approved by the State Budget Office, and no expenditures shall be reimbursed outside of the PROJECT purpose. All funds shall be awarded and project completed by September 30, 2029, any unspent funds will be returned to the state treasury at that time. This Contract must be executed by June 1, 2025 or the grant funds will be returned to the state treasury. An extension may be granted by the state budget director.

This Contract sets forth a grant from MDOT to the AGENCY for the completion of Belleville Lake bank stabilization along Horizon Park (PROJECT).

The Parties agree that:

The AGENCY will:

1. Undertake and complete the PROJECT in accordance with the terms and conditions of this Contract.
2. The PROJECT cost will be paid for by EARMARK funds. EARMARK funds will be applied to the PROJECT costs at a participation ratio of 100 percent up to an amount not to exceed \$750,000. The AGENCY will be responsible for all costs in excess of the funds shown above.

3. The AGENCY must request payment by submitting a Request for Payment Form (Exhibit A) and a Project Cost Reporting & Certification Form (Exhibit B) to MDOT annually and upon completion of the PROJECT.

The AGENCY agrees that the costs reported to MDOT for this Contract will represent only those items that are properly chargeable in accordance with this Contract. The AGENCY also certifies that it has read the Contract terms and has made itself aware of the applicable laws, regulations, and terms of this Contract that apply to the reporting of costs incurred under the terms of this Contract.

4. Certify that the PROJECT shall be in compliance with all applicable laws, ordinances, and codes of the United States, the State of Michigan, and the local government(s) in the area(s) in which the PROJECT is performed and obtain all permits, licenses, and other authorizations that are required for the performance of the PROJECT.
5. Ensure that any unspent or misused above-mentioned funds at PROJECT completion are lapsed back to the EARMARK Fund.
6. For auditing processes, all records, including executed contracts, are to be maintained for seven years from the date of the project completion date. MDOT, or its representative, may inspect, copy, or audit the records at any reasonable time after giving reasonable notice. The AGENCY shall respond to all reasonable information requests from MDOT related to PROJECT expenditures and retain PROJECT records for a period of not less than seven years, and the PROJECT may be subject to monitoring, site visits, and audits as determined by MDOT.
7. If the construction of the PROJECT is to be contracted, certify that the contracting procedures followed in connection with the administration of the construction contract for the PROJECT were based on an open competitive bid process and that the construction contract for the PROJECT was publicly advertised and awarded on the basis of the lowest responsive and responsible bid in accordance with applicable State and local statutes, regulations, and ordinances. Selection of Consultants and subcontracts will be in conformance with the AGENCY's contracting process.
8. If the construction of the PROJECT is to be contracted, ensure the contractor who is awarded the contract for the construction of the PROJECT has the appropriate bonds/liability insurance.
9. MDOT will make payments on a milestone basis, with lump sum payments to be made upon the accomplishment of defined milestones, as set forth below, and will not exceed the maximum amount in Section 2.

	Milestones	
Receipt of Exhibit A (Initial Payment)	\$375,000	50%
Initial Payment has been fully expended (Final Payment)	\$375,000	50%
<u>Total</u>	<u>\$750,000</u>	<u>100%</u>

10. MDOT may conduct a follow-up review of work activity.

IT IS FURTHER AGREED THAT:

11. 2004 Public Act 533 requires that payments under this Contract be processed by electronic funds transfer (EFT). The AGENCY is required to register to receive payments by EFT at SIGMA Vendor Self Service (VSS) website (www.michigan.gov/SIGMAVSS).
12. Each party to this Contract will remain responsible for any claims arising out of the performance of this Contract, as provided by this Contract or by law.

This Contract is not intended to increase or decrease either party's liability for or immunity from tort claims.

This Contract is not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this Contract.

MDOT will not be subject to any obligations or liabilities by contractors of the AGENCY or their subcontractors or any other person not a party to the Contract without its specific consent and notwithstanding its concurrence with or approval of the award of any contract or subcontract or the solicitation thereof.

13. The parties will consider the PROJECT to be complete when certified by the agency. This certification is not intended to nor does it relieve the AGENCY of any of its obligations and responsibilities herein.
14. This Contract will be in effect from the date of award through the estimated construction completion date on Exhibit A. All documented costs associated with this project are eligible for reimbursement, not to exceed the amount shown in Section 2 of this Contract.
15. Prior to expiration, the time for completion of performance under this Contract may be extended by MDOT upon written request and justification from the AGENCY. Upon approval and authorization by MDOT, a written time extension amendment will be prepared and issued by MDOT. Any such extension will not operate as a waiver by MDOT of any of its rights herein set forth.

16. In connection with the performance of SERVICES under this Contract, the AGENCY (hereinafter in Appendix A referred to as the "contractor") agrees to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts," as set forth in Appendix A, dated June 2011. This provision will be included in all subcontracts relating to this Contract.
17. This Contract may be terminated at such time as may be agreed upon by both parties or by either party giving thirty (30) days written notice to the other party. Furthermore, it may be modified at any time as agreed upon by both parties. In the event, the AGENCY terminates this Contract; it will make full repayment to MDOT.
18. Failure to submit all required forms and/or failure to comply with Contract terms may result in withholding of future Act 51 funds.
19. In case of any discrepancies between the body of this Contract and any exhibits hereto, the body of this Contract will govern.

20. This Contract will become binding on the parties and of full force and effect upon signing by the duly authorized representatives of the AGENCY and MDOT and upon adoption of a resolution approving said Contract and authorizing the signature(s) thereto of the respective representative(s) of the AGENCY, a certified copy of which resolution will be sent to MDOT with this Contract, as applicable.

CITY OF BELLEVILLE

By: _____
Title:

MICHIGAN DEPARTMENT OF TRANSPORTATION

By: _____
for Title: Department Director



APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any 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 a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011



APPENDIX B

31ST DISTRICT
STATE CAPITOL
P.O. BOX 30014
LANSING, MI 48909-7514

MICHIGAN HOUSE OF REPRESENTATIVES

REGGIE MILLER STATE REPRESENTATIVE

PHONE: (517) 373-0159
FAX: (517) 373-5893
ReggieMiller@house.mi.gov

October 28, 2024

Jennifer L. Flood
State Budget Director
111 South Capitol Avenue
Lansing, MI 48910

Director Wieferich
Department of Transportation
425 W. Ottawa Street
Lansing, MI 48909

Dear Directors:

SUBJECT: Legislative Sponsorship of Public Act 121 of 2024 Grant

In accordance with Public Act 121 of 2024, Article 15, Section 1111, I am pleased to sponsor the grant identified below and I certify that this grant is for a public purpose.

The following information summarizes the grant I am sponsoring:

GRANT SUMMARY

Grant Recipient: City of Belleville
Grant Amount: \$750,000.00
Boilerplate Section: Article 15, Sec. 1111(1)
Authorizing Grant
Boilerplate Language: (1) From the funds appropriated in part 1 for critical infrastructure projects the department shall allocate \$750,000.00 for a park improvement to a city with a population between 4,000 and 4,100 according to the latest federal decennial census in a county with a population greater than 1,700,000 according to the latest federal decennial census.
Public Purpose: For a bank stabilization project at Horizon Park that will allow the community to safely enjoy the largest lake in Wayne County.

Please see attachments for completed grant application form and grant project budget which provide additional detail and contact information for the grant recipient. My office is available for questions should they arise.

Sincerely,

Representative Reggie Miller



REQUEST FOR PAYMENT - EXHIBIT A LOCAL AGENCY PROGRAMS

In order to receive payment, this form must be completed and returned to MDOT Local Agency Programs. E-mail completed form to Kristen Sullivan at SullivanK4@Michigan.gov.

CONTRACT NUMBER	
GRANTEE	
ROUTE NAME	
LOCATION DESCRIPTION	
ESTIMATED CONSTRUCTION COMPLETION DATE	
APPROVED GRANT AMOUNT	
ESTIMATED PROJECT BUDGET	
SPONSOR NAME	

AMOUNT OF PAYMENT REQUEST	
---------------------------	--

CERTIFICATIONS

I certify that the PROJECT complies with all applicable laws, ordinances, and codes of the United States, the State of Michigan, and the local government(s) in the area(s) in which the PROJECT is performed; and further, that all permits, licenses, and other authorizations required for the performance of the PROJECT will be obtained.

FOR CONTRACTED PROJECTS: I certify that the construction contracting procedures followed for the PROJECT will be based on an open competitive bid process; and further, that the construction contract for the PROJECT will be publicly advertised and awarded based on the lowest responsive and responsible bid, in accordance with applicable State and local statutes, regulations, and ordinances.

If this PROJECT will be contracted, initial here _____.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		PRINTED NAME AND TITLE	
AGENCY FEDERAL ID NUMBER	E-MAIL ADDRESS	PHONE NUMBER	DATE
AGENCY ADDRESS			
VENDOR NUMBER IN SIGMA VSS <i>(If known)</i>			
☐ INITIAL PAYMENT			
☐ FINAL PAYMENT - If the initial 50% of the payment has been fully expended, initial here _____.			
☐ TIME EXTENSION <i>(Requested SBO approval, if applicable)</i>			

FOR MDOT USE ONLY

RECEIVED AND REVIEWED BY MDOT LOCAL AGENCY ANALYST	DATE
--	------

PROJECT COST REPORTING AND CERTIFICATION - EXHIBIT B LOCAL AGENCY PROGRAMS

Complete and return this form annually by November 1st AND within 30 days of completion of the project and final payment of construction costs. E-mail completed form to Kristen Sullivan at SullivanK4@Michigan.gov.

CONTRACT NUMBER	
GRANTEE	
ROUTE NAME	
LOCATION DESCRIPTION	

(1) Total Eligible Project Costs	\$
(2) Total Grant Amount	\$
(3) Unspent Balance of Grant	\$
(1) Total Eligible Project Costs	\$
(2) Total Grant Amount	\$
(3) Total Unspent Funds To Be Returned To MDOT (Total original grant amount <i>minus</i> the total eligible costs.)	\$
D. PROJECT DESCRIPTION (Provide a detailed description of services completed)	

CERTIFICATIONS

(1) I certify that the PROJECT is being or has been constructed in accordance with the PROJECT plans, specifications, and construction contract.

(2) I certify that the final costs reported with this form are accurate and that all items for which payment has been requested are eligible for payment with the grant funds.

(3) If construction of the project was contracted, I certify that the contracting procedures followed in connection with the administration of the construction contract for the PROJECT were based on an open competitive bid process and that the construction contract for the PROJECT was publicly advertised and awarded on the basis of the lowest responsive and responsible bid in accordance with applicable State and local statutes, regulations, and ordinances.

If this project was constructed by force account, initial here _____.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		PRINTED NAME & TITLE	
AGENCY FEDERAL ID NUMBER	E-MAIL	PHONE NUMBER	DATE

FOR MDOT USE ONLY

RECEIVED BY MDOT LOCAL AGENCY PROGRAM ENGINEER	DATE
--	------

**RESOLUTION OF THE _____ (CITY/CHARTER TOWNSHIP)
OF _____ TO APPROVE THE
SECOND AMENDED ARTICLES OF INCORPORATION
OF THE DOWNRIVER UTILITY WASTEWATER AUTHORITY**

RESOLUTION NO. _____

WHEREAS, 1955 PA 233, as amended ("Act 233") authorizes an authority to acquire sewage disposal systems as defined within said act and to improve, enlarge, expand, and operate such systems; and

WHEREAS, by the terms of Act 233, the Downriver Utility Wastewater Authority ("DUWA"), with members the cities of Belleville, Ecorse, Lincoln Park, River Rouge, Southgate, Wyandotte, Allen Park, Taylor, Dearborn Heights, Romulus, Riverview, and the Charter Townships of Van Buren and Brownstown ("Communities") has ownership and operation of a sewage disposal system ("System"), and

WHEREAS, DUWA owns and operates the System pursuant to Articles of Incorporation and Bylaws; and

WHEREAS, the DUWA Board of Commissioners have recommended changes to the Articles of Incorporation to acknowledge change in circumstances and such Amended Articles have been reviewed by the municipality's counsel and the DUWA Legal Committee and the DUWA Board.

NOW THEREFORE, be it resolved that the City/Charter Township of _____ ("municipality") hereby agrees that:

1. The Second Amended Articles of Incorporation of the DUWA are hereby approved and the appropriate administrative official of the municipality is hereby authorized to execute said Articles.

ON MOTION OF _____ SUPPORTED BY _____ the foregoing Resolution was adopted by the following vote:

ROLL CALL: ABSENT _____ AYE _____ NAY _____

I, _____, Clerk for the City/Charter Township of _____, hereby certify that the foregoing is a true and accurate copy of a Resolution adopted by the City Council/Township Board for the City/Charter Township of _____ at a regular meeting held on the ____ day of _____, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been available as required by said Act.

_____, Clerk

<https://fausonebohn.sharepoint.com/teams/FausoneGrysko/FGFiles/WPDocs/JGF/DUWA/Corporate Records/Resolution to approve Second Amd & Restated Articles.docx>

ACCOUNTS PAYABLE EXPENDITURES
COUNCIL MEETING ON
FEB 3 2025

DATE	AMOUNT	DESCRIPTION	G. TOTAL
2/3/2025	\$124,460.27	EFT	\$124,460.27
2/3/2025	\$830,098.37	CHECKS	\$830,098.37
GRAND TOTAL			\$ 954,558.64

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 8002 - 8039

BANK CODE: CHA2 - CHASE NEW ACCOUNT - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
01/24/2025	8002	ARBOR CUT TREE SERVICE	TREE TRIMMING/REMOVAL - HILLSIDE CEMETE	18,000.00
01/24/2025	8003	CARDMEMBER SERVICE	CC BILL - DEC 3, 2024 TO JAN 2, 2025	9,672.15
01/24/2025	8004	SMITH, JASON C	MILEAGE REIMBURSEMENT - MME WINTER INST	165.20
01/24/2025	8005	WATER LANDSCAPES LLC	NEW PUMP INSTALL - HILLSIDE CEMETERY	3,091.43
01/30/2025	8008	BELLEVILLE AREA DISTRICT LIBR	WX25 TAX DISBURSEMENT	98,862.08
01/30/2025	8009	BELLEVILLE AREA INDEPENDENT	ADVERTISING & NOTICE OF PUBLIC SALE	770.00
01/30/2025	8010	BS & A SOFTWARE	TAX SYSTEM - ANNUAL SERVICE FEE (2/1/25	19,878.00
01/30/2025	8011	CITY OF BELLEVILLE	WATER BILLS - 10.11.24 TO 12.10.24	384.06
01/30/2025	8012	DETROIT SALT COMPANY	WINTER SUPPLIES & MAINT	5,750.59
01/30/2025	8013	DOWNTOWN DEVELOPMENT AUTHORIT	WX25 TAX DISBURSEMENT	151,960.97
01/30/2025	8014	DTE ENERGY	7 SOUTH ELECTRIC AND COMMERICAL	207.59
01/30/2025	8015	DTE ENERGY	800 N LIBERTY - 9100 3977 6497 - STREET	50.68
01/30/2025	8016	DTE ENERGY	27 2ND ST STREETLIGHTING - 9100 4093 55	582.16
01/30/2025	8017	DTE ENERGY	445 WATERBURY CT - ELECTRIC	2,569.03
01/30/2025	8018	GIFFELS WEBSTER	PROJECT 1995200 PLANNING SERVICES THROU	2,220.83
01/30/2025	8019	HUBY, DAVED	REIMBURSEMENT	82.22
01/30/2025	8020	IMPERIAL DADE	CITY HALL JANITOR SUPPLIES	817.79
01/30/2025	8021	KCI	PROPOSAL #233432	703.05
01/30/2025	8022	KONICA MINOLTA BUSINESS	MONTHLY FEE PD	138.28
01/30/2025	8023	MISSION SQUARE	1/13/2025 - 1/26/2025	272.00
01/30/2025	8024	MONROE COUNTY FIREFIGHTER'S A	FD - TRAINING	1,500.00
01/30/2025	8025	MOWBRAY, DENNIS	INSPECTOR PAY JAN 2025	280.00
01/30/2025	8026	MR. MUFFLER	2021 VEHICLE MAINT	450.00
01/30/2025	8027	MR. MUFFLER	OIL CHANGE - VEH # 223	175.00
01/30/2025	8028	NAPA AUTO PARTS	PD - VEHICLE MAINT	29.99
01/30/2025	8029	OPTIMUM NATURAL DISTRIBUTORS	5 GALLON FIILTERED REFILL	43.68
01/30/2025	8030	PRINTING SYSTEMS INC	ELECTION SUPPLIES	37.75
01/30/2025	8031	SNIDER ELECTRIC LLC	DDA STREET LIGHTING	2,126.00
01/30/2025	8032	THE KELLY FIRM	CITY - LEGAL SERVICES	1,633.50
01/30/2025	8033	TURNOUT MANAGEMENT	FD	108.00
01/30/2025	8034	WATT, JOSEPH	INSPECTION PAY JAN 2025	640.00
01/30/2025	8035	WAYNE COUNTY DEPT OF ENVIRONM	FY 2023 DRAIN ASSESSMENT	11,775.65
01/30/2025	8036	WAYNE COUNTY TREASURER (SET)	WX23 DISBURSEMENT	494,503.13
01/30/2025	8037	WEINGARTZ	WINTER - SUPPLIES & MAINT	325.00
01/30/2025	8038	WELLS FARGO VENDOR FINANCIAL	ACCESSORY SOFTWARE	52.56
01/30/2025	8039	ZARB, BERNARD	INSPECTION PAY	240.00
CHA2 TOTALS:				
Total of 36 Checks:				830,098.37
Less 0 Void Checks:				0.00
Total of 36 Disbursements:				830,098.37

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 893 - 914

BANK CODE: CHA2 - CHASE NEW ACCOUNT - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
01/30/2025	893(E)	CINTAS	FD-MEDICAL SUPPLIES	90.83
01/30/2025	894(E)	COMCAST	CITY HALL PHONE BILL (JAN 21, 25 - FEB	390.98
01/30/2025	895(E)	GREAT LAKES WATER AUTHORITY	CITY WATER BILL DEC 1 TO JAN 1, 2025	30,641.30
01/30/2025	896(E)	HENNESSEY ENGINEERS INC	PROJECT 85320 - 5TH LIBERTY PARKING LOT	4,832.50
01/30/2025	897(E)	MENARDS	DPW LUNCH ROOM	363.43
01/30/2025	898(E)	MISTER MAT RENTAL SERVICE	MAT RENTAL	49.00
01/30/2025	899(E)	MUNICIPAL EMPLOYEES RETIREMEN	EMPLOYEES RETIREMENT (DEC 2024)	42,208.72
01/30/2025	901(E)	OAKLAND COUNTY	CLEMIS-MEMBERSHIP	6,070.85
01/30/2025	902(E)	PLANTE & MORAN PLLC	ACCOUNTING SERVICES RENDERED THRU NOV 2	20,044.50
01/30/2025	903(E)	PRINCIPAL LIFE	LIFE INSURANCE - FEB 2025	1,079.85
01/30/2025	906(E)	QUILL CORPORATION	SUPPLIES TREASURER	34.48
01/30/2025	907(E)	SLC METER LLC	NEW WATER METER SUPPLIES	2,698.40
01/30/2025	908(E)	STEVENS DISPOSAL & RECYCLING	DPW (20YD EXCHANGED)	700.00
01/30/2025	909(E)	STRYKER SALES, LLC	FD- EQUIP	6,881.04
01/30/2025	910(E)	SUMPTER ACE HARDWARE	WATER SUPPLIES & MAINT	670.23
01/30/2025	912(E)	VC3, INC	ROUTER/TREASURER OFFICE	1,975.44
01/30/2025	914(E)	WEX BANK	FUEL BILL - DEC 7 TO JAN 6, 2024	5,728.72
CHA2 TOTALS:				
Total of 17 Checks:				124,460.27
Less 0 Void Checks:				0.00
Total of 17 Disbursements:				124,460.27