

City of Beaverton
City Council Agenda for the Regular Meeting
Monday, February 10, 2025
6:00 pm

Mayor:	Raymond Nau	
City Council Members:	Nellie List	Nila Frei
	Colleen Reader	Jennifer Harper
	Tiffany Burgess	Christine Gerace

1. Roll Call 6:00 pm
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment: This is an opportunity for persons to address the Council on issues relevant to City business but not on the meeting agenda. Please state your name and address.
5. Adoption of Meeting Minutes: Regular Meeting January 13, 2025.

Public Hearing: CDBG Funding for Land Use Study for Glidden/Terry Diane Property

6. Agenda Items:
 - A. Consideration of CDBG Funding for Land Use Study for Glidden/Terry Diane Property
 - B. Consideration of Beaverton Schools Tax Collection Agreement
 - C. Resolution 2025-5: Removal Of Special Assessment for Retired Parcel
 - D. Resolution 2025-6: Deficit Elimination Plan (Revised)
 - E. Resolution 2025-7: Trail of Two Cities Connector Pathway Contract with MLR Engineering
 - F. Resolution 2026-8: Walkability Action Institute Participation-No Cost to the City
 - G. Consideration of DPW Constructing a Hot Patcher for a Cost of Approximately \$9,000. (A new one is upwards of \$35,000)
 - H. Consideration of Quote from Heiden for 3-year Firewall Agreement
 - I. Consideration of 2025-2026 Election Commission Consisting of City Clerk Janelle Keen-Burgoyne and Tina Adrist. (One member is still needed for the commission)

J. Consideration to approve Fire Department Budget for 2025

7. Reports:

- A. County Commissioner's Report/Karen Moore
- B. DPW Report/Patrick Stanley
- C. Police Report/Chief Brad Davis
- D. Mayor's Report/Raymond Nau
- E. City Manager's Report/Shannon Sirpilla
- F. Dir. of Downtown and Comm. Dev./Matt Lang
- G. Library Use Data Report
- H. Gladwin County Conservation District/Christine Gerace

8. Ways & Means: Payments of Bills for January 2025: \$ 425,032.15

- A. Accounts Payable: \$ 123,200.94 Tax Disbursements: \$ 301,831.21

9. Committee Reports

- A. Fire Board
- B. Fair Board
- C. Parks and Recreation
- D. Police Committee
- E. Personnel Committee
- F. Downtown Development Authority

10. Communications:

11. Adjournment

City of Beaverton

Minutes of City Council Meeting
January 13, 2025

Meeting called to order by Mayor Raymond Nau at 6:00 PM

City Clerk Janelle Keen swore in re-elected council member Colleen Reader

Roll Call:

Present: Nellie List, Nila Frei, Jennifer Harper, Christine Gerace, Tiffany Burgess, Colleen Reader

Absent:

Pledge of Allegiance recited by all present.

Approval of Agenda: Motion by Frei, second by Harper to approve agenda with the following amendments: Item F: Subject changed to Resolution 2025-4: Work with Gladwin to submit for a 5-year Parks & Rec Planning Grant. All voting aye, motion carried

Public Comments: Judy Kebler questioned the mosquito control millage-Sirpilla gave explanation on mosquito control contract with APM

Approval of Meeting Minutes: Motion by Harper, second Frei to approve minutes as presented from Regular Meeting December 16, 2024. All voting aye, motion carried.

Business Agenda Items:

- A. Motion by Burgess, second by Harper to approve audit for FY 24. All voting aye, motion carried
- B. Motion by Harper, second by Burgess to approve Resolution 2025-1: Performance Resolution for Municipalities. All voting aye by roll call, Resolution adopted
- C. Motion by Frei, second by Harper to approve Resolution 2025-2: Deficit Elimination Plan. All voting aye by roll call, Resolution adopted
- D. Motion by Harper, second by Burgess to approve Resolution 2025-3: Approval of Annual Municipal Code of Ethics. All voting aye by roll call, Resolution adopted
- E. Motion by Burgess, second by Frei to approve purchase of sewer lagoon blower and repair kit for a cost of \$5,749.06. All voting aye, motion carried
- F. Motion by Harper, second by Reader to approve Resolution 2025-4: Work with Gladwin County to submit for a 5-year Parks & Rec Plan Grant. All voting aye by roll call, Resolution adopted
- G. Motion by Harper, second by List to approve updated committee appointments with an amendment to change Tiffany Burgess from a Trail of Two Cities member to an alternate member. All voting aye, motion carried

Reports:

- A. County Commission's Report/Karen Moore: 2 new commissioners were elected, Moore is once again Chairperson of the County Commission Board, EDC has an Economic Development and Michigan Works position that needs to be filled, the next Legislative Breakfast is on February 14th, pertaining to the FLTF, last week the Court of Appeals ruled in favor of the County, they

stated the assessment roll was valid, BABA annual meeting is Wednesday evening at 5:30pm at the BT, snowmobile races will be at the Gladwin County fairgrounds this Saturday and again February 8th and 22nd

- B. DPW Report/Pat Stanley: Written report provided, Stanley stated that we should be able to build our own asphalt hot patcher, we have previously been borrowing one from Gladwin, Stanley and Sirpilla will be meeting with Fleiss & Vandenbrink to discuss 10.3 million dollar grant for water infrastructure to make sure we agree on all the water mains that need to be replaced, new water tower will probably still be located in the industrial park, Sirpilla requested a housing be build over the wellhead, the next budget will include options for cleaning up the goose droppings at Ross Lake Park, Frei stated that the iron removal plant is working really well
- C. Police Report/Chief Brad Davis: Written report provided, 26 kids were involved with Shop with a Hero this year, the resident that housed chickens took the situation to a jury trial and was found guilty of all charges, she was fined and must remove all the chickens by May 5th
- D. Mayor's Report/Mayor Ray Nau: Written report provided, the trees downtown are going to be replaced with smaller, easier to maintain trees
- E. City Manager Report/Shannon Sirpilla: Written report provided, she's been checking on cost of lamppost banners, Sirpilla provided information on things that have been accomplished this past year, pavilion B at Ross Lake Park needs a new roof, audit has been completed and sent in to USDA, the curbside recycling idea was turned down by residents per a survey, we will bring back the recycling bin but will have 8 pulls/year instead of 5 and the cost will be the same, no word yet on insurance coverage on the damaged guard rail near the dam, we will have to update or replace some of the Cities computers, grants are still on track, RFP went out for police pavilion, Gerace commented that the ordinance meetings need to start up again
- F. Dir. Of Downtown/Comm. Development/Matt Lang: Written report provided, working on modifying our website
- G. Library Use Date Report: Printed report submitted
- H. Gladwin County Conservation District/Christine Gerace: Gerace reviewed the activities that are planned for the 1st annual canoe race, she passed out flyers of the itinerary, activities on Saturday afternoon will be concentrated in Beaverton, next meeting will be January 23rd

Ways & Means: Motion by Harper, second by Frei to approve bills for December: \$ 216,885.77

Accounts payable \$ 151,606.26 Tax disbursements \$ 65,279.51

Committee Reports:

- A. Fire Board – Written report submitted
- B. Fair Board – No report
- C. Parks and Recreation – work is continuing to get heat into the bathhouse at Calhoun Campground, Beth Overfield is coming back to oversee Farmer's Market, it will still be every Friday with an opening date of May 9th
- D. Police Committee – No report
- E. Personal Committee – Met with Matt Lang, code of ethics policy was signed, confirmed that the City was meeting his needs, all was going well with his new position
- F. Downtown Development Authority – Harper stated there was approval to be a part of the Michigan State University Planning Program which will help align us with the MEDC Community

redevelopment status, the cost of the MSU Urban and Regional Planning program for a City planning study will be \$3,500 which will be covered by the DDA

Communications: Reader stated that BJ Oard has accepted the position of chairman for the Trail Task Force

Adjournment: Motion by Burgess, second by Harper to adjourn meeting at 7:20PM. All voting aye, motion carried.

Respectfully submitted,

Janelle Keen-Burgoyne
City Clerk

City of Beaverton
NOTICE OF PUBLIC HEARING
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FUNDING FOR Land Use Study for Glidden/Terry Diane Property

City of Beaverton will conduct a public hearing on Monday, February 10th at 6:00 PM at 128 Saginaw St, Beaverton, MI 48612 for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

City of Beaverton proposes to use \$185,000 CDBG funds for infrastructure studies, surveying, and natural resource evaluation near Terry Diane, Glidden Road, Saginaw Street, Tonkin Street, and West Brown Street. Additionally, the project includes the development of a conceptual site plan for the Terry Diane and Glidden Road area and benefit at least 51% low to moderate income persons. No persons will be displaced as a result of the proposed activities.

Further information, including a copy of City of Beaverton's community development plan and CDBG application is available for review. To inspect the documents, please contact Shannon Sirpilla, (989)435-3511 or review at 128 Saginaw St, Beaverton, MI 48612. Comments may be submitted in writing through February 10th or made in person at the public hearing.

Citizen views and comments on the proposed application are welcome.

City of Beaverton
Shannon Sirpilla, City Manager
(989)-435-3511



Beaverton Schools

Office of the Superintendent

468 S. Ross St. P.O. Box 529 • Beaverton, Michigan 48612

989-246-3000 • Fax: 989-435-7631

January 10, 2025

Shannon Sirpilla
Beaverton City Manager
128 Saginaw Street
P.O. Box 477
Beaverton, MI 48612

Dear Mrs. Sirpilla:

Enclosed is a copy of a resolution of the Board of Education of Beaverton Schools, whereby the Board, pursuant to statute, has determined to impose a summer property tax levy in 2025 of all (100%) of school district property taxes, including debt services.

The Board of Education requests that the City collect the District's summer school property taxes levied upon property located within the boundaries of the City. If the City agrees to do so, please sign the enclosed proposed Tax Collection Agreement and return by March 31, 2025.

If the City does not agree to collect, or wishes to discuss the proposed agreement, please contact Heath Kaplan, Business Manager, at 989-246-3000, prior to March 31, 2025.

Sincerely,

Michael Hukan
Superintendent

CC: Township Clerk
Township Treasurer



Tax Collection Agreement

WHEREAS, the Beaverton Schools has presented **City of Beaverton** Board with an offer for the collection of taxes by the Township, as follows:

The proposed collections fee for 2025 is \$3.30 per parcel. The parcel count will be set directly from the warrants. This is to be the total cost of collection for the 2025 summer taxes.

The amount proposed will be for all expenses including but not limited to: tax roll, delinquent roll, binders, postage, envelopes, salaries, FICA, retirement benefits, if any.

Taxes collected are to be turned over to the Beaverton School District within ten (10) working days of the first and the fifteenth of each month until October 1, 2025 then ten (10) working days after the fifteenth of each succeeding month until the tax roll is turned into the county treasurer. Payment to include any delinquency fee and interest collected.

Payment to the Township Treasurer for collection fees will be issued as follows: 50% in July and 50% in November.

This offer is contingent upon its acceptance by all taxing units.

BE IT RESOLVED THAT, **City of Beaverton** accepts the proposal of the Beaverton Schools Board of Education and agrees to collect the 2025 summer taxes according to the terms of this agreement.

Supervisor

Date

Treasurer

Date

Superintendent of Schools

Date

CC: For Township records.

One copy returned to: Michael Hukan, Superintendent
Beaverton Schools
PO Box 529
Beaverton, MI 48612

Beaverton Schools, Gladwin and Clare Counties, Michigan

A regular meeting of the Board of Education of said school district was held in the high school library, in said district, on the 16th day of December, 2024, at 6:00 o'clock p.m.

The meeting was called to order by Zdrojewski, President.

Present: Members Dodman, Zdrojewski, Pahl, Longstreth, Grove, Brubaker.

Absent: Member Hayes.

The following preamble and resolution were offered by Member Brubaker, and supported by Member Longstreth.

WHEREAS, this Board of Education by resolution of December 11, 1995, determined to impose a summer property tax levy to collect all of school property taxes, including debt services upon property located within the school district, beginning with 1996 and continuing from year to year until specifically revoked by this Board of Education.

NOW THEREFORE BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1982 PA 333, hereby invokes for 2025 its previously adopted ongoing resolution imposing a summer property tax levy of all of school property taxes, including debt service, upon property located within the school district, beginning with 1996 and continuing from year to year until specifically revoked by this Board of Education and requests each city and/or township in which this district is located to collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which this district is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis, and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2025 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect summer tax levy shall be sent so that they are received by the appropriate governing bodies before January 1, 2025.

3. Pursuant to and in accordance with Section 1613(1) of the School Code, the Superintendent or designee is authorized and directed to negotiate on behalf of this district with the governing body of each city and/or township in which the district is located for the reasonable expenses for collection of the district's summer property tax levy that the city and/or township may bill under MCLA 280.1611 or MCLA 280.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. All resolution and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.


Ayes: Members Dodman, Zdrojewski, Pahl, Longstreth, Grove, Brubaker.

Nays: None.

Resolution declared adopted.


Secretary Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Beaverton Schools, Gladwin and Clare Counties, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on December 16, 2024, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).


Secretary Board of Education

RESOLUTION 2025-5

A RESOLUTION OF THE BEAVERTON CITY COUNCIL APPROVING TO REMOVE SPECIAL ASSESSMENT FROM RETIRED PARCELS IN THE CITY OF BEAVERTON.

WHEREAS,

- The City of Beaverton previously levied a special assessment on 160-001-304-001-00 and 160-007-200-049-00 to fund Mosquito Abatement; and
- The special assessment was intended to benefit the property owners within the designated assessment district; and
- The properties located at 160-001-304-001-00 and 160-007-200-049-00 have been retired and are no longer active parcels on the assessment roll; and
- The continued imposition of the special assessment on the retired parcel is no longer equitable or justifiable.

THEREFORE, BE IT RESOLVED THAT:

1. The City of Beaverton hereby removes the special assessment of \$41.00 imposed on 160-001-304-001-00 and \$41 imposed on 160-007-200-049-00, effective for the assessed tax year of 2024 moving forward.
2. The City of Beaverton will cease collecting any further payments related to the special assessment from the owner's of 160-001-304-001-00 and 160-007-200-049-00.
3. The City of Beaverton will adjust its records to reflect the removal of the special assessment of \$41.00 from 160-001-304-001-00 and \$41 from 160-007-200-049-00.
4. This resolution shall be effective immediately upon its adoption.

Certification

I, Janelle Keen, Beaverton City Clerk, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of Beaverton on Monday, February 10, 2025.

Beaverton City Clerk Signature

City of Beaverton Resolution for Deficit Elimination Plan

Resolution Number 2025 - 6

WHEREAS the City of Beaverton's (596) Rubbish Fund had a deficit unrestricted fund balance of \$556,467.00, and the (638) Equipment Fund had a deficit unrestricted net position of \$67,332.00 on June 30, 2024, and;

WHEREAS 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury, and;

NOW, THEREFORE, IT IS RESOLVED that the City of Beaverton's Council adopts the following as the City of Beaverton's Deficit Elimination Plan:

	596	596	596	596	596	596	596	596	596
Rubbish fund	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds
	Rubbish Fund	Rubbish Fund	Rubbish Fund	Rubbish Fund	Rubbish Fund	Rubbish Fund	Rubbish Fund	Rubbish Fund	Rubbish Fund
	2024	2025	2026	2027	2028	2029	2030	2031	2032
<u>Operating revenues</u>									
ARPA									
Charges for services	\$ 70,008	\$ 72,808	\$ 75,721	\$ 78,749	\$ 81,899	\$ 85,175	\$ 88,582	\$ 92,126	\$ 95,811
Total operating revenues	70,008	72,808	75,721	78,749	81,899	85,175	88,582	92,126	95,811
<u>Operating expenses</u>									
Salaries and wages								-	-
Payroll taxes								-	-
Employee benefits	195							-	-
Supplies	114	117	121	125	128	132	136	140	144
Postage	(94)	(97)	(100)	(103)	(106)	(109)	(112)	(116)	(119)
Telephone	-	-	-	-	-	-	-	-	-
Utilities									
Repair and maintenance	-	-	-	-	-	-	-	-	-
Contracted services	71,049	\$ 75,000	\$ 77,625	\$ 80,342	\$ 83,154	\$ 86,064	\$ 89,076	\$ 92,194	\$ 95,421
Equipment rental	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
Project cost									
Depreciation									
Total operating expenses	71,264	75,021	77,646	80,364	83,176	86,087	89,100	92,219	95,446
Operating loss	(1,256)	(2,212)	(1,926)	(1,614)	(1,277)	(912)	(518)	(93)	365
<u>Nonoperating revenues (expenses)</u>									
Transfer In from General Fund	70,000	70,000	70,000	70,000	71,000	71,000	71,000	72,000	72,000
Interest expense									
Other expense	-	-	-	-	-	-	-	-	-
Net nonoperating revenues (exp)	70,000	70,000	70,000	70,000	71,000	71,000	71,000	72,000	72,000
Loss before contributions and t	68,744	67,788	68,074	68,386	69,723	70,088	70,482	71,907	72,365
Changes in net position	68,744	67,788	68,074	68,386	69,723	70,088	70,482	71,907	72,365
Total net position - beginning	(625,210)	(556,466)	(488,679)	(420,604)	(352,219)	(282,495)	(212,407)	(141,925)	(70,018)
Total net position - ending	\$ (556,466)	\$ (488,679)	\$ (420,604)	\$ (352,219)	\$ (282,495)	\$ (212,407)	\$ (141,925)	\$ (70,018)	\$ 2,346
Unrestricted Net position (defic	(556,466)	(488,679)	(420,604)	(352,219)	(282,495)	(212,407)	(141,925)	(70,018)	2,346
Unrestricted	(556,467)	(488,679)	(420,604)	(352,219)	(282,495)	(212,407)	(141,925)	(70,018)	2,346

Equipment Fund	638	638	638	638	638	638
	Equipment Fund	Equipment Fund	Equipment Fund	Equipment Fund	Equipment Fund	Equipment Fund
	2024	2025	2026	2027	2028	2029
Unrestricted Net Position (Deficit) July 1	\$ (71,595)	\$ (67,332)	\$ (63,692)	\$ (50,692)	\$ (35,353)	\$ (18,693)
Operating revenues						
Equipment Rental	\$ 63,900	\$ 65,817	\$ 67,791	\$ 69,825	\$ 71,920	\$ 74,077
Other Revenue						
Total operating revenues	63,900	65,817	67,791	69,825	71,920	74,077
Operating expenses						
Salaries and wages	31,316	32,255	33,223	34,219	35,246	36,303
Payroll taxes	2,218	2,285	2,353	2,424	2,497	2,572
Employee benefits	9,532	9,817	10,112	10,415	10,728	11,050
Supplies	14,889	15,335	15,796	16,269	16,757	17,260
Postage	-	-	-	-	-	-
Telephone	-	-	-	-	-	-
Insurance	727	749	771	794	818	843
Utilities	-	-	-	-	-	-
Repair and maintenance	25,915	26,692	27,493	28,318	29,168	30,043
Contracted services	41	42	43	45	46	48
Equipment rental	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Depreciation	20,888	18,000	17,000	15,000	15,000	15,000
Total operating expenses	105,525	105,176	106,792	107,485	110,260	113,118
Operating loss	(41,626)	(39,360)	(39,000)	(37,660)	(38,340)	(39,040)
Nonoperating revenues (expenses)						
Transfers In	25,000	25,000	35,000	38,000	40,000	43,000
Other revenue						
Net nonoperating revenues (expenses)						
Loss before contributions and transfers	(16,626)	(14,360)	(4,000)	340	1,660	3,960
Changes in net position	(16,626)	(14,360)	(4,000)	340	1,660	3,960
Total net position - beginning	(22,889)	(39,515)	(53,874)	(57,875)	(57,535)	(55,875)
Total net position - ending	(39,515)	(53,874)	(57,875)	(57,535)	(55,875)	(51,916)
Unrestricted net position (+ depreciation)	(67,332)	(63,692)	(50,692)	(35,353)	(18,693)	267

Current Asset Current Liability Method	2024	2025	2026	2027	2027	2027
CA-CL (Deficit) July 1	\$ (71,595)	\$ (67,332)	\$ (63,692)	\$ (50,692)	\$ (35,353)	\$ (18,693)
Revenue	\$ 88,900	\$ 90,817	\$ 102,791	\$ 107,825	\$ 111,920	\$ 117,077
Expenditures	\$ (105,525)	\$ (105,176)	\$ (106,792)	\$ (107,485)	\$ (110,260)	\$ (113,118)
Add Back: Depreciation	\$ 20,888	\$ 18,000	\$ 17,000	\$ 15,000	\$ 15,000	\$ 15,000
CA-CL (Deficit) June 30	\$ (67,332)	\$ (63,692)	\$ (50,692)	\$ (35,353)	\$ (18,693)	\$ 267

BE IT FURTHER RESOLVED that the City of Beaverton will no longer pay bills from the Rubbish Fund, and will continue to pay bills from the General Fund, and;

BE IT FURTHER RESOLVED that the City of Beaverton will impose rate increases annually to coincide with cost increases per rubbish contract, and;

BE IT FURTHER RESOLVED that the City of Beaverton City Council anticipates additional equipment rental funding from streets that are now open for traffic. These streets were closed down for the 2020-21 fiscal year. The equipment rental charges will also be booked on a quarterly basis, so as not to be overlooked for the (638) Equipment Fund, and;

BE IT FURTHER RESOLVED that the City of Beaverton City Manager and/or City Clerk submits the revised Deficit Elimination Plan in its entirety to the Michigan Department of Treasury for Certification.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

Certified On February 10, 2025 by:

Janelle Keen, City Clerk



Rubbish Fund and Equipment Rental Deficit Elimination Plan

Executive Summary

This plan outlines the strategy to eliminate the existing deficits in the Rubbish Fund (\$556,467) and Equipment Rental Fund (\$67,332) by the year 2032. Both deficits will be paid out of the General Fund through a structured, phased approach. This plan aims to ensure the financial stability and sustainability of these funds while minimizing the impact on the General Fund.

Deficit Overview

Fund	Deficit Amount
Rubbish Fund	\$556,467
Equipment Rental Fund	\$67,332
Total	\$623,799

Causes of Deficits

- **Rubbish Fund:** Increased operational costs, unanticipated landfill expenses, and decreased revenue due to recycling market fluctuations. This deficit was brought forth by previous administration.
- **Equipment Rental Fund:** Rising maintenance and repair costs, unforeseen equipment breakdowns, and underestimation of rental demand.

Elimination Strategy

The core strategy for deficit elimination involves:

- **Phased Repayment:** The deficits will be repaid out of the General Fund in annual installments over the next 8 years (2025-2032).
- **Revenue Enhancement:** Explore opportunities to increase revenue for both the Rubbish and Equipment Rental funds through adjusted fee structures and expanded services by City Council Resolution vote.
- **Cost Containment:** Implement measures to control and reduce costs through operational efficiencies, preventive maintenance, and optimized resource allocation.

Phased Repayment Schedule

Rubbish fund	596	596	596	596	596	596	596	596	596
	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds	Enterprise Funds
	Rubbish	Rubbish	Rubbish	Rubbish	Rubbish	Rubbish	Rubbish	Rubbish	Rubbish
	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund
	2024	2025	2026	2027	2028	2029	2030	2031	2032
Operating revenues									
ARPA									
Charges for services	\$ 70,008	\$ 72,808	\$ 75,721	\$ 78,749	\$ 81,899	\$ 85,175	\$ 88,582	\$ 92,126	\$ 95,811
Total operating revenues	70,008	72,808	75,721	78,749	81,899	85,175	88,582	92,126	95,811
Operating expenses									
Salaries and wages								-	-
Payroll taxes								-	-
Employee benefits	195							-	-
Supplies	114	117	121	125	128	132	136	140	144
Postage	(94)	(97)	(100)	(103)	(106)	(109)	(112)	(116)	(119)
Telephone	-	-	-	-	-	-	-	-	-
Utilities									
Repair and maintenance	-	-	-	-	-	-	-	-	-
Contracted services	71,049	\$ 75,000	\$ 77,625	\$ 80,342	\$ 83,154	\$ 86,064	\$ 89,076	\$ 92,194	\$ 95,421
Equipment rental	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
Project cost									
Depreciation									
Total operating expenses	71,264	75,021	77,646	80,364	83,176	86,087	89,100	92,219	95,446
Operating loss	(1,256)	(2,212)	(1,926)	(1,614)	(1,277)	(912)	(518)	(93)	365
Nonoperating revenues (expenses)									
Transfer in from General Fund	70,000	70,000	70,000	70,000	71,000	71,000	71,000	72,000	72,000
Interest expense									
Other expense	-	-	-	-	-	-	-	-	-
Net nonoperating revenues (exp)	70,000	70,000	70,000	70,000	71,000	71,000	71,000	72,000	72,000
Loss before contributions and t	68,744	67,788	68,074	68,386	69,723	70,088	70,482	71,907	72,365
Changes in net position	68,744	67,788	68,074	68,386	69,723	70,088	70,482	71,907	72,365
Total net position - beginning	(625,210)	(556,466)	(488,679)	(420,604)	(352,219)	(282,495)	(212,407)	(141,925)	(70,018)
Total net position - ending	\$ (556,466)	\$ (488,679)	\$ (420,604)	\$ (352,219)	\$ (282,495)	\$ (212,407)	\$ (141,925)	\$ (70,018)	\$ 2,346
Unrestricted Net position (defic	(556,466)	(488,679)	(420,604)	(352,219)	(282,495)	(212,407)	(141,925)	(70,018)	2,346
Unrestricted	(556,467)	(488,679)	(420,604)	(352,219)	(282,495)	(212,407)	(141,925)	(70,018)	2,346

Equipment Fund	638	638	638	638	638	638
	Equipment Fund	Equipment Fund	Equipment Fund	Equipment Fund	Equipment Fund	Equipment Fund
	2024	2025	2026	2027	2028	2029
Unrestricted Net Position (Deficit) July 1	\$ (71,595)	\$ (67,332)	\$ (63,692)	\$ (50,692)	\$ (35,353)	\$ (18,693)
Operating revenues						
Equipment Rental	\$ 63,900	\$ 65,817	\$ 67,791	\$ 69,825	\$ 71,920	\$ 74,077
Other Revenue						
Total operating revenues	63,900	65,817	67,791	69,825	71,920	74,077
Operating expenses						
Salaries and wages	31,316	32,255	33,223	34,219	35,246	36,303
Payroll taxes	2,218	2,285	2,353	2,424	2,497	2,572
Employee benefits	9,532	9,817	10,112	10,415	10,728	11,050
Supplies	14,889	15,335	15,796	16,269	16,757	17,260
Postage	-	-	-	-	-	-
Telephone	-	-	-	-	-	-
Insurance	727	749	771	794	818	843
Utilities	-	-	-	-	-	-
Repair and maintenance	25,915	26,692	27,493	28,318	29,168	30,043
Contracted services	41	42	43	45	46	48
Equipment rental	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Depreciation	20,888	18,000	17,000	15,000	15,000	15,000
Total operating expenses	105,525	105,176	106,792	107,485	110,260	113,118
Operating loss	(41,626)	(39,360)	(39,000)	(37,660)	(38,340)	(39,040)
Nonoperating revenues (expenses)						
Transfers In	25,000	25,000	35,000	38,000	40,000	43,000
Other revenue						
Net nonoperating revenues (expenses)						
Loss before contributions and transfers	(16,626)	(14,360)	(4,000)	340	1,660	3,960
Changes in net position	(16,626)	(14,360)	(4,000)	340	1,660	3,960
Total net position - beginning	(22,889)	(39,515)	(53,874)	(57,875)	(57,535)	(55,875)
Total net position - ending	(39,515)	(53,874)	(57,875)	(57,535)	(55,875)	(51,916)
Unrestricted net position (+ depreciation)	(67,332)	(63,692)	(50,692)	(35,353)	(18,693)	267

Current Asset Current Liability Method	2024	2025	2026	2027	2027	2027
CA-CL (Deficit) July 1	\$ (71,595)	\$ (67,332)	\$ (63,692)	\$ (50,692)	\$ (35,353)	\$ (18,693)
Revenue	\$ 88,900	\$ 90,817	\$ 102,791	\$ 107,825	\$ 111,920	\$ 117,077
Expenditures	\$ (105,525)	\$ (105,176)	\$ (106,792)	\$ (107,485)	\$ (110,260)	\$ (113,118)
Add Back: Depreciation	\$ 20,888	\$ 18,000	\$ 17,000	\$ 15,000	\$ 15,000	\$ 15,000
CA-CL (Deficit) June 30	\$ (67,332)	\$ (63,692)	\$ (50,692)	\$ (35,353)	\$ (18,693)	\$ 267

Note: The annual payment amounts may be adjusted based on the actual revenue and expenditure performance of the funds and the General Fund's capacity.

Revenue Enhancement Measures

- **Rubbish Fund:**
 - Approve annually by resolution of the Council to adjust costs based on invoicing from waste company contracted by the City.
- **Equipment Rental Fund:**
 - Review and adjust rental rates based on equipment utilization and MDOT Schedule C cost manual.

Cost Containment Measures

- **Rubbish Fund:**
 - Negotiate favorable contracts with waste disposal providers.
 - Adopt by City Council Resolution annually to adjust residential rates based on invoicing from contracted waste removal company.
 - Our current waste contract outlines a four percent increase annually. The anticipated four percent increase in residential billing is anticipated to be approved by Council Resolution to align with the contract annually as well.
 - We have restructured our bank accounts and now receive monthly interest as opposed to just paying fees.
- **Equipment Rental Fund:**
 - Implement a proactive maintenance schedule to minimize equipment downtime.
 - Explore cost-effective repair options and consider used equipment purchases.

Monitoring and Evaluation

The progress of the deficit elimination plan will be monitored and evaluated on a quarterly basis. Key performance indicators will include:

- Revenue and expenditure performance of the Rubbish and Equipment Rental funds.
- Progress towards annual repayment targets.
- Implementation of the status of revenue enhancement and cost containment measures.

Contingency Planning

A contingency plan will be developed to address potential risks and uncertainties that could impact the deficit elimination timeline, such as:

- Significant fluctuations in waste management.
- Unforeseen equipment breakdowns or repair costs.
- Natural disasters or other emergencies that disrupt operations.

Conclusion

This comprehensive deficit elimination plan provides a clear roadmap for restoring the financial health of the Rubbish Fund and Equipment Rental Fund by 2032. Through a combination of phased repayment, revenue enhancement, and cost containment measures, the plan aims to achieve fiscal sustainability while minimizing the burden on the General Fund. Regular monitoring and evaluation, along with a robust contingency plan, will ensure the plan's successful implementation and long-term effectiveness.

RESOLUTION 2025-7

RESOLUTION OF THE BEAVERTON CITY COUNCIL TO ENTER INTO CONTRACT FOR THE CONSTRUCTION OF THE TRAIL OF TWO CITIES CONNECTOR PATHWAY

WHEREAS, the City of Beaverton has confidently secured grant funding from the CMF DNR SPARK for the Design, Engineering, Construction, Administration Services of the connector pathway for the Trail of Two Cities; and

WHEREAS, MLR Engineering has submitted a strong proposal for this project; and

WHEREAS, the City RFP review team has thoroughly reviewed and unanimously approved the proposal put forth by MLR Engineering;

NOW, THEREFORE, BE IT RESOLVED that the City of Beaverton officially enters into a contract with MLR Engineering for the Design, Engineering, Construction, Administration Services of the connector pathway for the Trail of Two Cities, utilizing the grant funds awarded by the CMF DNR SPARK.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage.

MOTION: _____

SUPPORT: _____

YEAS: _____

NAYS: _____

CERTIFIED BY:

Janelle Keen
City Clerk
February 10, 2025

RESOLUTION 2025-8

A RESOLUTION OF THE CITY OF BEAVERTON TO PARTICIPATE IN A WALKABILITY PLANNING GRANT WITH THE MICHIGAN DEPARTMENT OF HUMAN AND HEALTH SERVICES FOR 2025

WHEREAS, THE CITY OF BEAVERTON RECOGNIZES THE IMPORTANCE OF WALKABLE COMMUNITIES FOR THE HEALTH AND WELL-BEING OF ITS RESIDENTS;

WHEREAS, WALKABLE COMMUNITIES PROMOTE PHYSICAL ACTIVITY, REDUCE AIR POLLUTION, AND ENHANCE SOCIAL INTERACTION;

WHEREAS, THE DEPARTMENT OF HUMAN AND HEALTH SERVICES (DHHS) HAS ANNOUNCED THE AVAILABILITY OF GRANT FUNDING TO SUPPORT WALKABILITY PLANNING INITIATIVES;

WHEREAS, THE CITY OF BEAVERTON DESIRES TO IMPROVE ITS WALKABILITY AND CREATE A MORE PEDESTRIAN-FRIENDLY ENVIRONMENT;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEAVERTON:

1. THE CITY OF BEAVERTON HEREBY EXPRESSES ITS INTENT TO PARTICIPATE IN THE DHHS WALKABILITY PLANNING GRANT PROGRAM FOR THE YEAR 2025.
2. THE CITY MANAGER, OR THEIR DESIGNEE, IS HEREBY AUTHORIZED TO PREPARE AND SUBMIT A GRANT APPLICATION TO THE DHHS ON BEHALF OF THE CITY OF BEAVERTON.
3. THE CITY MANAGER, OR THEIR DESIGNEE, IS FURTHER AUTHORIZED TO NEGOTIATE AND EXECUTE ANY NECESSARY AGREEMENTS WITH THE DHHS RELATED TO THE GRANT PROGRAM.
4. THE CITY COUNCIL HEREBY COMMITS TO SUPPORTING THE IMPLEMENTATION OF THE WALKABILITY PLAN DEVELOPED AS A RESULT OF THE GRANT FUNDING WITH NO MATCH DOLLARS REQUIRED.
5. THIS RESOLUTION SHALL TAKE EFFECT IMMEDIATELY UPON ITS ADOPTION.

MOTION:_____

SUPPORT:_____

YEAS:_____

NAYS:_____

PASSED AND ADOPTED THIS 10TH DAY OF FEBRUARY, 2025.

Janelle Keen, City Clerk



City Walkability Plan Opportunity

Virtual Meeting Summary

Date: January 27, 2025

Planned Participants:

- City Manager, Shannon M Sirpilla
- DPW Director for Streets, Patrick Stanley
- Local Health Department Official (Pending)
- College Intern, Chloe Sprague
- DDA Director, Matthew Lang
- Parks & Recreation, Tiffany Burgess
- Elected Official-Planning, Mayor Raymond Nau

Purpose:

To discuss a city walkability plan opportunity funded by a grant from the Department of Health and Human Services (DHHS).

Key Points:

- **Grant Funding:** The grant will reimburse all travel and accommodation expenses for required in-person participation in April 2025.
- **Participation:**
 - Primarily virtual
 - In-person participation is mandatory from April 22-24, 2025, at a location to be determined.
- **Study Group:** A group of 4-6 members is needed to participate in the study. The ideal candidates are representatives from the City Manager's office, the Department of Public Works (Streets Division), the Local Health Department, the Planning Commission, and Parks & Recreation.

Next Steps:

- **Confirm Attendance:** Potential attendees are requested to confirm their availability and interest in participating in the walkability study.
- **Schedule Follow-Up:** A follow-up meeting will be scheduled to discuss the project in more detail and assign roles and responsibilities.

Action Items:

- **Potential Attendees:**
 - Confirm your availability and interest in participating.
 - Provide any scheduling constraints for the follow-up meeting.
- **DHHS Contracted Employee:**
 - Schedule a follow-up meeting.
 - Provide additional information about the grant and the walkability study.

Additional Information:

- The DHHS-contracted employee will provide more details about the grant, the walkability study, and the expected outcomes during the follow-up meeting.
- Participants are encouraged to ask questions and provide feedback during the meetings.

Description of Plan:

The Walkability Action Institute (WAI) is the nation's premier course on community and transportation design. It brings together top national experts to help cities implement policy, systems, and environmental changes that enhance community and transportation design, ultimately improving health, happiness, economic vitality, and access to everyday destinations. In partnership with MDHHS and MDOT, the WAI will cover costs related to developing an active transportation plan or initial scope and design for a proposed TAP (Transportation Alternatives Program) project. Toole Design Group, a nationwide leader in innovative, people-centered community and transportation design, will provide this support.



Alro Steel

3125 N. Water Street
Bay City, MI 48708

DUNS: 597-7301
Phone: (989) 893-9553

Quote

Alro Quote	110306165
Date	1/22/25
Purchase Order	

Bill To

Attn: PAT
City of Beaverton
124 W Brown st
Beaverton, MI 48612
(989) 435-9343

Ship To

City of Beaverton
124 W Brown st
Beaverton, MI 48612

Sales Contact

Jim Waterman

Customer Number

00069069

Ship Via

BY TRUCK

FOB

DESTINATION

Release

Line	Quantity	Description	Length/Size	Weight	Price	Ext. Price	Delivery Date
1	4.00 SHT	11GA A1011 CS-TYPE B 48 X 96 HOT ROLLED-TEMPER FLAT-SHEET .112 MIN. 1. Alro Part: 08003105	48 X 96 IN		98.2200 SHT <i>135.00</i>	\$392.88 <i>544.00</i>	0/00/00
2	5.00 SHT	11GA A1011 CS-TYPE B 60 X 120 HOT ROLLED-TEMPER FLAT-SHEET .112 MIN. 1. Alro Part: 08003365	60 X 120 IN		150.2000 SHT <i>211.50</i>	\$751.00 <i>1060.00</i>	0/00/00
3	2.00 SHT	16GA A1011 CS-TYPE B 60 X 120 HOT ROLLED-TEMPER FLAT-SHEET .055 MIN. 1. Alro Part: 08000300	60 X 120 IN		81.4700 SHT <i>144.60</i>	\$162.94 <i>288.00</i>	0/00/00
4	1.00 SHT	1/4 A-36 HR PLT 60 X 120 .240 MIN. TEMPER FLAT-MILL EDGE 1. Alro Part: 07000510	60 X 120 IN		301.3800 SHT <i>331.00</i>	\$301.38 <i>331.00</i> <i>104</i>	0/00/00
5	2.00 LNG	6 X 2 X 1/4 WALL TUBING ASTM A-500 GRADE B 1. Alro Part: 13032224	24 FT		235.0800 LNG <i>262.00</i>	\$470.16 <i>526.00</i>	0/00/00
6	1.00 LNG	2 SQ X 1/4 WALL TUBING ASTM A-500 GRADE B 1. Alro Part: 13009324	24 FT		113.7300 LNG	\$113.73	0/00/00

HOT PATCHER
MAT'L COST

AKIES *\$2000.00*
CONTROLLER & BURNER *\$200-3000*

2445.89
320.49
2766.38

\$2203.99
\$241.90
\$2445.89



We have prepared a quote for you

Hardware - Firewall Replacement

Quote # CO003693
Version 1

Prepared for:

City of Beaverton

Shannon Sirpilla
ssirpilla@beavertonmi.org

Fortigate 61F

* Contains Optional Items

Description	Price	Qty	Ext. Price
Fortinet FortiGate Network Security/Firewall Appliance - 10 Port - 10/100/1000Base-T - Gigabit Ethernet - 6 Gbit/s Firewall Throughput - AES (256-bit), SHA-256 - 200 VPN - 10 x RJ-45 - Desktop, Wall Mountable, Rack-mountable	\$895.00	1	\$895.00
Fortinet FortiGuard Enterprise Protection Bundle + FortiCare Premium - Subscription License Renewal - 1 License - 1 Year	\$797.25	1*	\$797.25
Fortinet FortiGuard Enterprise Protection Bundle + FortiCare Premium - Subscription License Renewal - 1 License - 3 Year	\$2,054.03	1	\$2,054.03

* Optional Subtotal: **\$797.25**

Subtotal: **\$2,949.03**

Services

Description	Total
Prep & Installation	\$575.00
Tech Labor Includes: <ul style="list-style-type: none"> • Receiving and setting up product • Installing drives and updates • Installing HTS software • Physical installation onsite • User Data Migration • Testing/Troubleshooting any issues 	

Subtotal: **\$575.00**

Hardware - Firewall Replacement



Prepared by:
Heiden Technology Solutions
Corbin Oldenburg
(989) 252-7183
coldenburg@heidentech.com

Prepared for:
City of Beaverton
128 Saginaw Street
PO Box 477
Beaverton, MI 48612
Shannon Sirpilla
(989) 435-3511
ssirpilla@beavertonmi.org

Quote Information:
Quote #: CO003693
Version: 1
Delivery Date: 02/03/2025
Expiration Date: 02/26/2025

Quote Summary

Description	Amount
Fortigate 61F	\$2,949.03
Services	\$575.00
Subtotal:	
\$3,524.03	
Estimated Sales Tax:	
\$176.94	
Total:	
\$3,700.97	

*Optional Expenses

Description	One-Time
Fortigate 61F	\$797.25
Optional Subtotal:	
\$797.25	

-Taxes, shipping, handling and other fees may apply.
-We reserve the right to cancel orders arising from pricing or other errors.
-We reserves the right to put an account on Support Hold once an invoice reaches 45 days past due.
-Hardware returns are only allowed within the first 30-days and are subject to a 30% restocking fee.
-Project Hardware totaling over \$10,000 will require half down to begin the project.
Thank you for your continued business!

2825 McCarty Rd
Saginaw, MI 48603
heidentechnology.com
989-607-9104



Heiden Technology Solutions

City of Beaverton

Signature:

A handwritten signature in black ink, appearing to read 'Corbin Oldenburg', is written over a horizontal line.

Name: Corbin Oldenburg

Title: Account Manager

Date: 02/03/2025

Signature:

Name: Shannon Sirpilla

Date:

[illegible]

EMS Rent Court for \$12,000/contingency
SEV used for taxabets to Fire Dept.

DPW REPORT

City of Beaverton

2/10/2025

Hello all,

The DPW has been steadily busy working on miscellaneous items in the shop. The equipment trailer is almost complete with a small amount of paint work to finish up. After that is completed, we will start working on either the vac truck or possibly starting the build of an asphalt hot patcher. We are waiting on some steel to be rolled for the vac truck debris tank so we can weld it in place to replace the bottom portion of the tank that is deteriorating. We have recently gotten the bucket truck back from the repair shop so now work can proceed on the trees that need to be removed on the downtown area.

I am still waiting on a heating contractor to get back with me in regards to possibly putting heat in the bathhouse at the campground.

Fleis & Vandenbrink has had contractors in several areas of the city doing soil borings where watermain will be replaced. The city has met with F & V to discuss some of the concerns they had as well as answer some questions about the new water tower placement. After talking with F & V they are indicating a possible start time around September this year. I am unsure if that is water tower work, water main work or possibly both.

THE CITY OF BEAVERTON M I C H I G A N

City Mayor Report – Monday, February 10, 2025

TO: City Council Members & Residents

FROM: Raymond Nau, Beaverton City Mayor

DATE: February 5, 2025

Working with the City Manager and other department heads to review and update the employee handbook. Key areas of focus include:

- **Policy Clarity:** Ensuring that all policies are clear, concise, and easily understandable.
- **Legal Compliance:** Updating policies to comply with current federal, state, and local laws.
- **Employee Benefits:** Clearly outline employee benefits, including health insurance, retirement plans, and paid time off.
- **Performance Expectations:** Setting clear expectations for employee performance and conduct.

Budgetary Considerations for the Next Fiscal Year

Preliminary Discussions

Preliminary discussions are underway to identify budgetary priorities for the next fiscal year. Key areas of focus include:

- **Employee Compensation:** Ensuring competitive salaries and benefits for city employees while remaining in compliance with our deficit restrictions.
- **Infrastructure Investment:** Allocating funds for essential infrastructure projects, such as road maintenance and public safety improvements.
- **Community Programs:** Supporting community programs and services that enhance the quality of life for Beaverton residents.

The City Manager and I will hold monthly meetings with City Staff to address any issues.

THE CITY OF BEAVERTON M I C H I G A N

City Manager Report – Monday, February 10, 2025

TO: Beaverton City Mayor & Council
FROM: Shannon M. Sirpilla, Beaverton City Manager
DATE: January 2, 2025

Banking:

Now that our financial audit has been completed, reconciliations for the months of November and December 2024 have also been completed! January statements have just become available, so that month will be done by the next council meeting.

Credit Card & Online Payments

We recently ended our agreement with Point & Pay and are now in contract with BS&A Online Payments. The cost on residents for BS&A Online payment service is slightly lower than what residents were being charged with Point & Pay. The only cost on the city was the initial card reader equipment for \$350 to accept in-person credit card payments. I've updated our website to reflect the new pricing and city hall employees also have a copy of the costs to relay the information to residents. Last year between in-person credit cards and online credit card payments along with electronic bank payments we processed a total of 778 transactions for a total amount of \$197,206.88 in payments received. This amount does not include Calhoun campground payments, as that is on its own payment processing system designed around the reservation website.

Guardrail Damages

I submitted an electronic claim to State Farm on December 23, 2024 for damages to the guardrail on Porter Stret that were incurred by one of their insured customers. The guardrail has been replaced, and State Farm confirmed payment in the amount of \$2,975 was issued to the City of Beaverton on January 27, 2025 has been received.

Technology Updates

I'm still working with Heiden Technologies to determine which computers are requiring replacement or upgrades with Windows 10 reaching end of life. Our firewall is also reaching an end of life and needs an upgrade as well. Our phone system was recently hijacked on Monday, February 3, 2025 with outgoing international calls being made through our primary line. Kinetix works on our 3CX phone systems and Telnet supports our service. Telnet shut down our phone line communications once the vulnerability was discovered and Kinetix worked with them to disable any outgoing international calling.

Cemetery Software

A few months back I asked Janelle to reach out to her Clerk listserv for cemetery software information. Janelle has only received a few responses and has reached out to them to schedule a demonstration. So far, we have received one virtual demonstration and have been provided with only one proposal for these specialized services.

Meeting on Water Infrastructure

Mayor Ray Nau, Pat Stanley, and I met with Fleis and VandenBrink engineers on Wednesday, January 29, 2025 to discuss placement of the water tower and other work being done for the grant. As we are updated with dates and what work is being done in the City, we will update our social media page to inform the community. Please encourage everyone to follow us on Facebook for updated information @BeavertonCityMI

Zoning Certification MSU

Currently working on my zoning administration Certification class with Michigan State University Extension campus, Mount Pleasant. At this time, everything is virtual, and the 2-day in-person required classes are held on February 20-February 21.

Grant Updates

- **MSHDA MI Neighborhood 1.0 \$472,000** – Home rehab grant documents have been submitted through the portal. Fully executed agreement signed 10/2/2024
 - A contractor / developer meeting was posted for Monday, September 16, 2024 at the Beaverton Activity Center in the Catalyst Room 2nd floor from 1:00-2:00pm. Matt Lang is working to secure contractors and developers to move this grant project forward once we receive the green light to proceed.
- **CMF DNR SPARK Grant \$769,500** – Working to execute a clean grant agreement to detail which pathway the connector can follow. Fully executed revised agreement signed received 11/11/2024
- **DWSRF Water System Improvements Grant \$10.3 million**– This is a project that will begin the bid process in the fall for work to begin in the spring of 2025. Water Tower, Water Lines, Water Mains, Water Well, and Water Meters. Fully executed agreement signed 1/22/2024
- **Porter and Ross Street Trailhead Project \$255,000** – Nothing has been finalized on the project due to the increased costs. We are working to stay within the scope of the project and within the budget. FY23
- **MEDC CDBG DR Planning Grant LOI (Disaster Recovery Grant Letter of Interest)** – RFP and RFQ's have been published and are due in our office by October 3, 2024. Grant agreement pending.
 - **Project A** not to exceed \$3,120,809 (Tonkin) and \$52,024 (Brown) LOI – Tonkin and Brown Streets for repair/replacement of storm sewer main line including culverts, manholes, and catch basins, remove and replace water main with services to the property line, mill existing pavement, repair curbing, driveway approaches, adjust manhole and catch basin structures, street sidewalk and ramp replacement, street lighting installation, and repave streets.
 - **Project B** not to exceed \$1,918,330 LOI – Ross Lake environmental studies, review, permitting, excess sediment and material removal, sediment disposal, clearing and grubbing, bank stabilization, channel restoration, habitat restoration, as-built drawings, and on-land best management practices (BMP) implementation.
 - The timeline for projects is as follows:
 - 4/15/2024 – Letters of Interest Received from MEDC
 - 9/6/2024 – RFQ Issuance
 - 9/18/2024 – Questions Submitted by
 - 10/3/2024 – Qualifications Due
 - 10/11/2024 – Review & Recommendation
 - 10/21/2024 – Decision by City of Beaverton
 - Estimate November 2024 – Contract Start
- **Michigan Department of Treasury \$15,000**– I was able to secure additional funds to help cover contracted costs for Scott Govitz and Tracey Connelly as they finish up grant projects they have been working on prior to my arrival. This will also help to pay for Kathy Methner's contracted grant writing. Fully executed agreement signed 8/21/2024
- **2023 Coronavirus State and Local Fiscal Recovery Fund Grant \$689,409.33** MCOLES Project in collaboration with Beaverton City Police Department to construct an 80' x 120' x 17' pavilion like structure in Ross Lake Park to promote recreational activities that will contribute to overall health of the community with a focus on youth, grades K-12. Fully executed agreement signed 10/1/2024
- **Michigan Department of Treasury \$7,200** –New funding request submitted for a college intern to assist with various city hall projects and to enhance student growth and development while maintaining residency in Mid-Michigan. Approved MOU signed by Mayor 11/25/2024

01/29/2025

CASH SUMMARY BY BANK FOR CITY OF BEAVERTON
FROM 12/01/2024 TO 12/31/2024

Bank Code GL Number	Description	Beginning Balance 12/01/2024	Total Debits	Total Credits	Ending Balance 12/31/2024
101-000-002.003	ROTARY SPLASH PAD FUND	\$ 346.71	\$ -	\$ -	\$ 346.71
101-000-002.004	FARMERS MARKET	\$ 5,176.44	\$ -	\$ -	\$ 5,176.44
202-000-004.000	GLIDDEN ROAD	\$ 47,663.52	\$ 72.99	\$ -	\$ 47,736.51
265-000-001.000	DRUG FOREFTURE ACCOUNT	\$ 12,545.55	\$ 19.21	\$ -	\$ 12,564.76
582-000-008.001	HYDRO BOND RESERVES	\$ 79,443.64	\$ 91.86	\$ -	\$ 79,535.50
591/2	SEWEGE DISP. OPER AND RECEIVING	\$ 302,763.30	\$ 348.41	\$ -	\$ 303,111.71
703-000-001.000	CURRENT TAX COLLECTION FUND CHECKING	\$ 1,406.04	\$ 281,875.32	\$ 65,279.51	\$ 218,001.85
GENERAL FUND	NEW POOLED CASH	\$ 764,346.82	\$ 271,903.33	\$ 212,938.54	\$ 823,311.61
TOTALS:		\$ 1,213,692.02	\$ 554,311.12	\$ 278,218.05	\$ 1,489,785.09

Schedule A – Payment Processing Services & Fees

Service	Fee
Payment Processing Implementation	\$0
Monthly Account Fee	\$0
Gateway	\$0
PCI DSS	\$0
Tokenization	\$0
Chargeback / Dispute Management	\$0
Real-Time ACH Validation	\$0
Real-Time Transaction Fraud & Risk Monitoring	\$0
Text – to – Pay	\$0
IVR	\$0

Credit Card

Credit Card – Visa, Mastercard, Discover, American Express – Pass-Through to Payor		
Online, Text, IVR, Counter	Percentage	Per Transaction
Utility Billing	2.95%	\$0.50
Tax	2.80%	\$0.50
Misc.	2.95%	\$0.50

Direct ACH using Bank Account

ACH – Pass-Through to Payor	
Transaction Amount	Fee per Transaction
\$0 - \$1,000	\$3.00
\$1,001 - \$5,000	\$6.00
\$5,001 +	\$12.00



THE CITY OF
BEAVERTON
M I C H I G A N

128 Saginaw Street • P.O. Box 477 • Beaverton, MI 48612-0477
Office: 989.435.3511 • Fax: 989.435.3223 • www.beavertonmi.org

Dear Sir/Madam,

I am writing to you today to file an insurance claim for damage caused to a guardrail in the City of Beaverton, Michigan. The damage was caused by William Carpenter, who is insured under policy number D821242226. The vehicle that caused the damage was a 2000 Fleetwood Storm, VIN: 1FCNF53S2Y0A03511.

On July 19, 2024, Mr. Carpenter was driving his vehicle on Porter Street in Beaverton, Michigan when he lost control and struck the guardrail. The guardrail was damaged beyond repair and has been replaced. The total cost of the damage was \$2,975.

I am requesting that you process this claim as soon as possible. I have attached the following documents to support my claim:

- A copy of the police report
- A cost of repairs

I can be reached at 989-435-3511 ext 4 or ssirpilla@beavertonmi.org if you have any questions or require additional information.

Thank you for your time and consideration.

Sincerely,

Shannon M Sirpilla
Beaverton City Manager



January 9th, 2025

Pricing Proposal for Beaverton City Cemetery, (Beaverton, MI)

Enhanced Cemetery Management Solution

1. Project Overview

The objective of this project is to modernize Beaverton City Cemetery's operations by implementing a comprehensive, cloud-based Cemetery Management Solution. This proposal details the scope of work, focusing on full digitization, data extraction, indexing, and archiving from specific physical records. The project will also include GPS mapping, full database integration, and the creation of a centralized platform for efficient cemetery management. 2 integration options are offered in this proposal:

- **Full-Service** Option where the entire field-work, digitization, and integration is handled by our team
- **Self-Service** Option where the field work is handled by the Beaverton City Cemetery's operational team





2. Scope of Work

Beaverton City Cemetery includes approximately 1200 recorded burials. This project involves the following steps:

A. Data Digitization and Integration

- **Digitization of Physical Records:** We will digitize the following records:

- Burial Records
- Ownership Records
- Maps

- (*Whichever is applicable. 3 documents included in this proposal)

Once digitized, these records will be merged into a **first database**, creating a complete digital archive. We will then conduct an **Audit** by merging this database with the current digital database (such as Excel files or Access databases) used by the cemetery.

- **Mapping and GPS Tagging:**

We will perform a comprehensive mapping of all burial plots. Tagging each plot with GPS coordinates and capturing high-resolution images of the headstones will be used to complete this task. From this fieldwork, a **second database** will be created based on the names on the headstones and GPS locations.

- **Final Database Integration and Audit:**

The second database created from field mapping and GPS tagging will undergo a final **Audit** by merging it with the previously created and merged database (physical artifact database + Excel digital database).





- The result will be a unified, master database that integrates all records, maps, and images for centralized access within the Cemetery Management Solution.

B. System Integrations and Customization

- **Customization:** Incorporate branding elements, including the cemetery's logo. Customize forms such as contracts, deeds, and billing documentation for a cohesive and professional user experience.
- **Integration:** Integrate with the cemetery's website to offer public access to records, maps, and an interactive "Find a Loved One" feature.

C. Software Setup and Customization

The Cemetery Management Solution will include the following modules, each tailored to include Beaverton City Cemetery's branding elements and customized forms (such as contracts, deeds, etc.), ensuring a cohesive experience aligned with the cemetery's unique requirements:

- | | |
|---|--|
| 1. Records Management
(Inventory) Module | 6. Sales Management Module:
Family Portal and Interactive Lot
Selector |
| 2. My Cemetery Application | |
| 3. Public Burial Search | 7. Burial Management Module |
| 4. Public Cemetery Application | 8. Work-order Module |
| 5. Kiosk Integration | 9. Report Management |





D. Onboarding and Training

1. **User Training:** Comprehensive training sessions for staff to familiarize them with system operations, records management, financial processes, and mapping tools.
 2. **Customer Support:** Ongoing support is available through various channels, including phone, email, and online help.
 3. **Documentation:** Provide detailed manuals and quick reference guides to ensure ease of use and smooth onboarding.
-

3. Deliverables

- **Software Features:**
 - Cloud-based, secure solution with regular updates.
 - Document and image management with customizable fields for detailed record-keeping.
 - Interactive maps with customizable views and public “Find a Grave” functionality.
 - Financial modules for billing, payment plans, and reporting.
 - E-commerce and sales functionalities, including an online store for flowers and other services.





- **Data Management:**

- Centralized repository for all burial records, images, and associated documents.
- Integration with the cemetery's website for public access to records and maps.
- Automated creation of marker memorials upon sale.

- **Support and Maintenance:**

- Ongoing updates, security patches, and system backups.
 - Aftercare services, including dedicated support and annual check-ins to address any needs.
-





4. Project Cost

Initial Setup Fees with Digitization and Integration

Based on the scope and parameters provided by we offer the following pricing options:

Option	Description	Cost
Full-Service Option	Comprehensive data collection, photography, GPS tagging, and all other fieldwork conducted by our team.	\$6,600
Self-Service Option	Allows Beaverton Cemetery to conduct fieldwork independently, using our training and remote support.	\$4,200

Subscription and Maintenance Fees

We offer two choices for ongoing subscription and maintenance fees:

Option	Description	Fee
Option 2	No percentage from sales, with a flat monthly fee	\$150 per month

These fees include system updates, data backups, customer support, and access to the latest software features.





5. Aftercare Services

- **Data Backup and Security:** Continuous data backup with regular security updates and protection measures.
 - **Customer Service:** Access to a dedicated support team for all inquiries, available via phone, email, and online help.
 - **System Review:** A review to discuss any new features, software updates, and specific needs based on user feedback, ensuring the system remains up-to-date and aligned with Nashwauk Cemetery's evolving requirements.
-



Our proposed pricing reflects the depth of features and customization that our solution offers. The one-time setup fee and ongoing monthly rate encompass extensive data migration, mapping, and customization, tailored to meet the specific needs of your cemetery.

Additionally, our solution was designed by a team with a **combined 150 years of experience in the cemetery** and end-of-life industry. This expertise has enabled us to develop a system that is not only extremely comprehensive and in-depth but also remarkably easy, enjoyable to use, and directly aligned with cemetery tasks, procedures, and best practices. We also recognize that each cemetery has unique operational needs and preferences; therefore, our system can be easily customized to fit those specific requirements.

Beyond administrative tasks, our solution ensures excellent communication with all staff, surrounding partners like funeral directors, grieving families, and the broader community. It provides outstanding services to grieving families and offers tools to help them navigate their grief. This combination of features and flexibility reinforces the added value of our solution.

With our solution, you don't need to worry about future advancements—we plan ahead with you and for you. Our approach **ensures lasting relevance**, as we have a dedicated team focused on the continuous development of new ideas and





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improvements. In fact, the best ideas don't come solely from us anymore; they come from our All Funeral Services family of clients. As a result, our software continually evolves, adapting year after year to meet new demands and remain aligned with industry advancements. This means your investment isn't just for today but is built to last for decades, sparing you from having to transition to a new solution in the near future. With us, you can confidently make a one-time expenditure, knowing it will continue to serve you well as your needs grow and change over time.

Thank you!

On behalf of the entire All Funeral Services Team, I want to extend our heartfelt appreciation for your time and consideration. We are genuinely excited about the possibility of partnering with you and bringing our passion, expertise, and innovative solutions to support your cemetery's unique needs. Our commitment to excellence and lasting relationships means we are here to provide not just a service but a collaborative experience that evolves with you over time. Thank you for considering us as a trusted partner in this meaningful work.

Tisha Clark

Senior Director of North American Accounts

This proposal is not a contract, and is non-binding, intended solely for informational purposes. All prices, solutions, and services outlined herein are subject to change without prior notice. This proposal is valid for a period not exceeding one month from the date of receipt and shall not be considered binding, nor shall it supersede any formal agreement or contract.



750 Lexington Avenue, 12th Floor New York NY, 10022

800-700-1050 | info@allfuneral.com | allfuneral.com



Project: City of Beaverton, EGLE FY24 Water System Improvements
Client Kickoff Meeting

Date/Time: January 29, 2025 @ 10:00 am

Attendance: See Sign in Sheet

MINUTES

I. Introduction/Communication Plan

A. Project Team

- Fleis and VandenBrink; Steve Rushfeldt, P.E. – Main point of contact
 - Water Distribution
 - Steve Rushfeldt, P.E. PM
 - Levi Rowan Project Engineer
 - Taylor Kratochvil Engineering Technician
 - Wells, Wellhouses, and Controls
 - Scott Hall, P.E. PM
 - Emma Graham Project Engineer
 - Ed Hawks Electrical Designer
 - Dave Gibbs Architectural Designer
 - Hydrogeological Evaluation
 - Katie Strohauser PM
- F&V Subconsultants
 - Asbestos & Lead Paint If needed
 - Geotechnical Soils & Structures
 - Drilling If needed
 - Construction Lab Testing Soils & Structures
- City of Beaverton
 - Shannon Sirpilla City Manager
 - Pat Stanley DPW Superintendent
 - *Dave Porteous* City Attorney
- EGLE
 - Shane Mudd District Engineer
 - Marley Diatkar Financial Analyst

B. Communication

- Design Meetings with City & F&V
 - Provide City opportunities for input during design
- Council Updates
- Information requests and questions – Pass through Steve R.; *update City prior to site visits so Shannon can update community of ongoing work (Survey crews, etc.)*
 - Call or email with questions at any time
 - Specific design questions can be discussed directly with respective project engineers

II. Budget

- A. Construction (note: below is the engineer's pre-design opinion of costs & are subject to change)
 - 1. Watermain – approx. \$4.021M

2. Meters – approx. \$0.372M
3. Well – approx. \$0.840M
4. Water Tower – approx. \$2.404M

Subtotal – \$7.637M
Contingency (10%) – \$0.764
Total – \$8.401M

III. Design

A. Water Distribution

1. **Geotechnical exploration by subconsultant (Soils & Structures):** start week of 2/3/25, *F&V to send Soil & Structures' schedule / location map*
 - *Access to peninsula via gates at/near dam should be OK per City; City equipment, approx. 16,000-lbs, utilizes this entryway near river/dam location*
2. **Construction method: open cut vs. HDD and live tap vs. isolated connections;** *all OK with City pending budget & location*
3. **Road re-surfacing preference: one-lane removal vs mill and overlay** *opposing side*
4. **Draft plans and specifications for watermain are underway**
 - Prelim review after meeting
 - Submitting to EGLE when complete
 - Proposed watermain alignment
 - **EGLE exemptions to be considered due to existing storm (i.e., variance)**
 - *Reconsider sizing and scope pending new Water Storage location*
5. **Discuss overall scope and preliminary cost estimates;** *F&V to modify scope per client kickoff meeting updates – omit Saginaw St. (WM done in 2022), etc. changes*
6. **Consider system-wide meters as part of Contract 1 (no separate contract)**
7. **Meter preference – Neptune, F&V to follow up with Steve Berra (Furgeson);** *City sending meter data for residential vs. commercial breakdown and log of recent replacements (addresses); software upgrade complete approx. 2019, currently radio-read; consider remote/smart metering, or hybrid system, pending budget*

B. Water Supply

1. **Preliminary environmental checks/hydrogeological report for EGLE in progress by F&V;** *post-meeting, discussed with F&V Environmental Group – EGLE reviews can be up to 4-6 months*
2. **New well is in place; pump to be designed**
3. **Second well as an option to be discussed with EGLE after analysis is completed**
 - **Developing a new well field off site from existing wells would be cost-prohibitive**
 - **Additional exploratory well drilling may be necessary**
 - **Capacity at iron removal plant for additional well; up to 350 gpm per City**
 - *Well House potentially built by City via water funds to save money under EGLE DWSRF project*
4. *Ex. Well #1 – approx. 110 gpm and Ex. Well #3 – approx. 175 gpm*
 - *Ex. Well #1 recent insurance claim and new pump installed, however underperforming per City*

C. Water Storage

1. **Discuss new tank location options (200,000-gal ex. multi-leg tank, built 1984)**
 - **Preferred site: existing site vs other options (i.e., WWTP parcel);** *WWTP site not preferred due to potential need for a mechanical WWTP in the future; City prefers 1-acre parcel on east side M-18 north of SDR Reality LLC or at Leo Ross Park (same site as ex. wells and iron removal building)*
2. **Discuss general design: type, color, logo, components; white and/or red – City to send F&V color coding and logo (branding standards developed in 2019)**
 - **Preferred style of tank; pedestal**
 - **Additional tank vs existing tank replacement; prefer to decommission old tank and maintaining one new larger-volume tank per City**
 - *If keeping ex. water tank, needs rehabilitation and maintenance items*

- Desired fire classification; *no preference currently, 1,000 gpm residential min. OK*
- Desire to increase system pressure? *No, current 45 to 60 psi is sufficient per City*
- Fencing and drive access
- Mixer and internal design
- Cathodic protection and coatings
- Electrical, antenna, controls, hatch(es), etc.
- Future plan developments (residential and commercial); *EJ Plastics and possible project east of M-18 (south of bridge) – ask Shannon post-meeting*

D. Information/direction needed from City

- Legal holidays and working hours – send to F&V; *City sent post-meeting*
- Any existing plans/as-builts, DEQ reports, etc. for F&V to scan; *none other than 2022 as-builts from Rowe on Glidden and Saginaw, iron removal plant; City following up post-meeting*
- Most recent water reliability study (2015)? *Yes*
- Most recent Asset Management Plan (2019)? *Yes*
- Most recent Master Plan (2020)? *Yes*
- Most recent well inspection report? *City following up*
- Most recent tank inspection report (Nelson 2018)? *Yes*
- Confirm pavement thickness detailed – 4" (2" base course, 2" top course)
 - Any unordinary existing removals to be aware of? (i.e., concrete under asphalt); *not to City's knowledge; class A asphalt roads on trucking routes such as Glidden and M-18*
- Preferred depth of bury? 5 & 1/2-ft min. for northern lower peninsula (approx. north of US-10); *5.5 d.o.b. OK per City*
- Preferred pipe materials and size – both WM and services; *C900 PVC WM is OK and either plastic with tracer wire (maintain grounding) or copper for water services is OK per City*
 - *F&V Environmental Group to check potential old gas station near M-18 & Porter St – could lead to disposal/handling specs, special gasketing, etc.*
- Flared vs. compression fitting preference; *flared fittings are preferred by City DPW*
- Any need for valve chambers? *No, per City DPW*
- Supplier for typical watermain appurtenances; *F&V to follow up for specifications; MP&V*
- Review existing watermain map, *see markups in attachments*
- Review proposed watermain alignment, connections, isolation valves, and hydrant locations
- Verify existing 8" valve east of Saginaw St & Church St (over 1,200-ft to M-18, next valve?)
- Confirm waterline size to Beaverton Activity Center (old school) on Tonkin St west of M-18
 - Fire suppression? Any other buildings to be aware of adding separate waterlines and/or increasing sizing? *City assumes 2" but unsure*
- Verify existing watermain sizing/orientation and connection details on Glidden at 3rd St & at Doane St
 - Confirm existing hydrant condition at both locations
- Age of existing watermain along M-18? *Cost savings to avoid busy intersections*
- Confirm parallel watermain on M-18 from Porter St to Land Rd; *yes*
- Verify proposed 8" connection details on M-18 at Lang Rd and at Burgess Rd; *City would like to prioritize M-18 and Porter St under Ross Lake WM work (i.e., Milestone language in spec)*
- Verify existing watermain sizing/orientation and connection details at M-18 near Sta. 133+50
 - Confirm existing hydrant condition here
- Verify existing watermain sizing/orientation and connection details at W Brown St & M-18
 - Confirm existing hydrant condition here
- Verify existing watermain sizing/orientation and connection details at Pearson St & M-18
 - Confirm existing hydrant condition here
- Confirm existing storm along Porter St north to W Knox Rd; *likely abandoned or not here per City, but keep in plans just in case for careful excavations by Contractor here*
- *City mentioned all houses on north side of W Knox Rd are on private wells (Tabacco Twp.)*
- Confirm misc. valve on Terry Diane near Sta. 166+75; *unsure, needs revisited*
- Verify proposed 12" connection details at Terry Diane & Glidden Rd; *continue north? Likely no, OK to stay south of this intersection most likely per City*

- Discuss proposed watermain alignments for bores under lake and river to peninsula
 - Approx. depth of lake under bridge?
 - Approx. depth of river?

E. Discussion Items

- Next meeting, TBD: *scheduled Design Progress Meeting 1 for Wed 2/12/25 @ 10:00 AM.*
- GIS inventory: *ArcGIS subscription expired; City interested in new equipment/etc. pending pricing; no current unit or GIS records being updated.*
- Other City projects? *Yes: listed below.*
 - *Trail Project (awarded to another consultant as low-bid) from Kroll Rd to Porter St & Center St*
 - *Park project near Pearson/M-18*
 - *Potential STM/Road project to extend Tonkin St dead-end further west & resurfacing (LOI issued); culvert replacement on/near Pearson & Brown*
 - *Potential MEDC Grant Development for civil infrastructure / apt. duplexes, approx. 3-acres, near Terry Diane and Glidden*
 - *Dam Improvements, pending FEMA funding*
- *City sending 2024 pump data wells #1 and #3 (received) and updated meter info (received)*

IV. Permits

- EGLE Act 399, water distribution, water supply, and water storage
- MDOT: Annual & Construction; *City to send login credentials to F&V*
- County / City Building Dept – TBD
- County Road – TBD, *F&V to call county regarding W Knox Rd ROW; hydrants on northside? (Tabacco Twp.); flowable fill, county requirements?*

V. Schedule (*tentative*)

	Watermain and Water Meters	Water Supply	Water Storage
Survey	Dec 24 (complete)	8-12 months	Dec 24 (complete)
Design Prelim	Dec 24 – Feb 25		Feb 25
Design Final	Mar 25 – Apr 25		Mar 25 – Apr 25
Permits	Apr 25		Apr 25
QA/QC	Apr 25 – May 25		Apr 25 – May 25
Bidding	TBD	12-18 months	TBD
Construction	Q3 25 – Q2 2026		Q2 26 – Q3 2026
Closeout	Q3 2026		Q3 2026

Attachments: Map – Existing System
Preliminary Plan Sheets – Contract 1
Water Usage Data Summary (2023)

City of Beaverton Water 2023

Month	Total Supply (Gal)	Average Day (Gal)	Avg. GPH (Gal/Hr)	Avg. GPM (Gal/Min)	Peak Day (Gal/Day)	Peak GPH (Gal/Hr)	Peak GPM (Gal/Min)
Jan	2,741,799	88,445	3,685	61	-	-	-
Feb	2,613,299	93,332	3,889	65	-	-	-
Mar	2,779,695	89,668	3,736	62	-	-	-
April	2,688,203	89,607	3,734	62	-	-	-
May	3,600,196	116,135	4,839	81	-	-	-
June	4,840,696	161,357	6,723	112	269,300	11,221	187
July	5,116,093	165,035	6,876	115	245,900	10,246	171
Aug	3,973,589	128,180	5,341	89	179,200	7,467	124
Sept	3,713,325	123,778	5,157	86	300,000	12,500	208
Oct	3,288,960	106,095	4,421	74	206,300	8,596	143
Nov	2,637,199	87,907	3,663	61	312,100	13,004	217
Dec	2,544,670	82,086	3,420	57	-	-	-
	40,537,724	111,062	4,628	77			

Notes:

Well No. 3 (1 of 2 ex. wells) runs nearly every day

Well No. 1 (2 of 2 ex. wells) runs as needed

Total Supply equals Well No. 1 + Well No. 2

Zoning Administrator Certificate Program Reminders

1 message

Citizen Planner Program <cplanner@msu.edu>

Mon, Feb 3, 2025 at 11:10 AM

To: "Neumann, Bradley" <neuman36@msu.edu>, "Fierke-Gmazel, Harmony" <gmazelh@msu.edu>, "Reilly, Mary" <reillym8@msu.edu>, "Augst, Tyler" <augsttyl@msu.edu>, "Warman, Eric" <warmaner@msu.edu>

Good morning,

Thank you all for a great first session! Please take a moment to carefully read several **IMPORTANT details/reminders below**:

1. **Please create your D2L account and send me your Guest ID** (instructions attached – if you already have an account due to taking Citizen Planner Online, you do not need to create a new one, just send me your guest ID and I will get you enrolled).
2. The recording of **Job Description, Responsibilities, and Basic Ethics** is now available in D2L (see Live via Zoom in Job Description, Responsibilities, and Basic Ethics).
3. In addition to last week's Zoom session, there are two additional modules delivered using self-paced, online learning that need to be completed between January 30 – February 19th. Completion of all three (3) modules is required prior to the in-person February 20-21st program in Mount Pleasant. If you attended last week's session, your attendance was marked, and you are all set for the first module.
4. We will provide lunch and dinner on February 20th then breakfast and lunch on February 21st. There will be additional snacks, coffee, and water during breaks. We encourage you to bring a water bottle if that is your preference. If you have any dietary restrictions that you did not already note on your registration, please let me know ASAP.
5. You should have received your Binder/classroom materials by now. Everything was shipped to the address listed on your registration. If you haven't received it yet, please let me know and I can check the tracking details. There is a copy of the agenda in the front of your binder.
6. Lastly, please bring your binder, both guidebooks and the following materials from your jurisdiction to the in-person training:
 - A copy of your zoning ordinance
 - A copy of your job description
 - A copy of all the zoning forms
 - A copy of any local ethics code

If you have any questions or concerns, please let me know. We are looking forward to meeting you in-person in Mount Pleasant.

Thank you,
Kara

Kara Kelly

Program Coordinator

Michigan State University Extension

Citizen Planner Program

Director's Report to the Beaverton Downtown Development Authority

Regular Meeting – January 13, 2025

I hope your holidays were fantastic! While this time of year may seem a little sleepy, so much work is underway regarding the many grants and projects throughout the community which we will start to see take shape soon. It's also an exciting time as we begin to brainstorm and plan events for the warmer parts of the year. As always, please don't hesitate to reach out to me to discuss how we can work collaboratively to enhance our community.

MI Neighborhood 1.0

The intake application for MI Neighborhood 1.0, which will be completed by the public, is currently under review and being finalized. Once a few more details are settled, I plan to host an informational meeting to introduce the program and then release the application publicly. This will mark an important step in engaging the community.

EGLE Environmental Justice Grant

Unfortunately, our project was not funded through this grant. While disappointing, we will continue to explore alternative funding opportunities for this initiative.

MEDC DR Planning

We have submitted an application for funding design and planning to the Michigan Economic Development Corporation (MEDC). This grant, if awarded, will support the design and planning of future residential neighborhoods. We are awaiting the results and will keep the board informed of any updates.

Redevelopment Ready Communities (RRC)

I recently met with our community planner to assess where the City stands in achieving RRC Essentials Status. Shannon and I will be collaborating to complete the remaining requirements, and I am confident we can achieve this milestone soon. Achieving RRC Essentials Status will open doors to additional grant opportunities and technical assistance from MEDC, significantly benefiting downtown and broader community development.

EGLE CEM Grant

I assisted the Beaverton Area Fire Department in submitting an application for nearly \$100,000 to fund equipment upgrades. They have been preliminarily granted approval and are now awaiting final grant execution. This is a great win for our local fire department and community safety.

Land Bank Blight Elimination

The County Treasurer is still working through some details, and there is a change from the

original plan of renovating 218 Glidden, which will now be demolished due to excessive mold and asbestos. 210 Glidden and 408 Doane are also still slated for demolition.

MEDC Multi-Family Housing

I have been engaged with MEDC regarding funds available for the construction of multi-family housing. We recently met with potential developers virtually and will continue to explore potential projects for the community through this funding program.

Business News

The Hen House Gift Shop has opened at 112 W. Brown St. Please join me in welcoming this new business to Downtown Beaverton. Their presence will enhance the vibrancy of our downtown area.

Events

I will be meeting with Zach from the Conservation District to discuss opportunities for events surrounding the canoe race in May. Additionally, I am working on developing a new summer event with an automotive focus.

In other event-related news, I recently participated in a project at Beaverton High School where students were presented with a real-life community issue scenario. This was a fantastic opportunity to engage with our youth and foster community involvement. Lastly, I hope to see all of you at the Beaverton Area Business Association's Annual Meeting on Wednesday, January 15th, at 5:30 PM at the Beaverton Tavern.

Other Updates

We are implementing a new program called Trello to manage grants and projects for the City and DDA. Shannon and I have been working to build out this system, which will streamline our processes and improve project tracking.

Thank you for your continued dedication and support as we move forward with these initiatives. I look forward to discussing these updates further at our meeting.

Respectfully submitted,

Matt Lang

Director, Beaverton Downtown Development Authority

Check Date	Check	Vendor Name	Description	Amount
Bank 703 CURRENT TAX COLLECTION FUND CHECKING				
01/08/2025	3965	BEAVERTON SCHOOLS	TAX DISBURSEMENT	196.39
01/08/2025	3966	City of Beaverton	TAX DISBURSEMENT	90,794.71
01/08/2025	3967	CLARE-GLADWIN RESD	TAX DISBURSEMENT	19,601.43
01/08/2025	3968	DDA BEAVERTON	TAX DISBURSEMENT/ADMIN FEE	86,666.97
01/08/2025	3969	GLADWIN COUNTY TREASURER	TAX DISBURSEMENT	15,869.13
01/08/2025	3970	MID MICHIGAN COMMUNITY COLLEGE	TAX DISBURSEMENT	4,743.02
01/16/2025	3971	BEAVERTON SCHOOLS	TAX DISBURSEMENT/ADMIN FEE	0.00
01/16/2025	3972	City of Beaverton	TAX DISBURSEMENT	0.00
01/16/2025	3973	CLARE-GLADWIN RESD	TAX DISBURSEMENT	0.00
01/16/2025	3974	DDA BEAVERTON	TAX DISBURSEMENT	0.00
01/16/2025	3975	GLADWIN COUNTY TREASURER	TAX DISBURSEMENT	0.00
01/16/2025	3976	MID MICHIGAN COMMUNITY COLLEGE	TAX DISBURSEMENT	0.00
01/22/2025	3977	BEAVERTON SCHOOLS	TAX DISBURSEMENT	2,243.25
01/22/2025	3978	City of Beaverton	TAX DISBURSEMENT AND ADMIN FEE	53,752.02
01/22/2025	3979	CLARE-GLADWIN RESD	TAX DISBURSEMENT	7,288.01
01/22/2025	3980	GLADWIN COUNTY TREASURER	TAX DISBURSEMENT	17,709.06
01/22/2025	3981	MID MICHIGAN COMMUNITY COLLEGE	TAX DISBURSEMENT	2,967.22
703 TOTALS:				
(6 Checks Voided)				
Total of 11 Disbursements:				301,831.21
Bank POOL2 NEW POOLED CASH				
01/06/2025	31522	ALERUS FINANCIAL	DEFINED CONTRIBUTIONS	4,018.00
01/06/2025	31523	HEALTH EQUITY	HSA 1ST QUARTER 2025	2,450.00
01/07/2025	31524	ADMINPROXY LLC	COMMUNITY PROJECT DIRECTOR	5,125.00
01/07/2025	31525	AT&T	BROADBAND/HOTSPOT/TOWER/LIFT STATION/WEL	236.25
01/07/2025	31526	ATCO INTERNATIONAL	ALL-PRO	137.00
01/07/2025	31527	BEAVERTON HARDWARE & SPORTS	MISC PARTS AND SUPPLIES	364.63
01/07/2025	31528	Beaverton Security Exc., Inc.	1 YD CLEAR/PICK UP WITH BACKHOE	40.00
01/07/2025	31529	CONSUMERS ENERGY	STREET LIGHTS	532.63
			CITY AREA LIGHTS	192.37
			STREET LIGHTS	951.31
				1,676.31
01/07/2025	31530	CRYSTAL FLASH	FUEL	685.72
01/07/2025	31531	FAMILY, FARM & HOME	MISC PARTS AND SUPPLIES/JORDAN CLOTHING	135.60
01/07/2025	31532	GALLS INC.	PAID FROM STMT/BRAD OK'D	177.46
01/07/2025	31533	GEOSYNTEC CONSULTANTS	PROJECT MOW565 ON CALL SERVICES	2,343.25
01/07/2025	31534	GLADWIN TIRE COMPANY	10 8.50X10 GROUND FORCE MOUNTED	100.00
01/07/2025	31535	ISP MANAGEMENT	INTERNET SERVICE	94.95
01/07/2025	31536	JIM'S AUTOMOTIVE, INC.	MISC PARTS AND SUPPLIES	721.16
01/07/2025	31537	MCCURDY WOTILA & PORTEOUS, PC	LEGAL SERVICES	3,760.00
01/07/2025	31538	PACE ANALYTICAL SERVICES, LLC	LAB	275.00
01/07/2025	31539	PURITY CYLINDER GASES INC	ACETYLENE	40.03
01/07/2025	31540	ROSATI'S FRESH MARKET	MISC SUPPLIES AND LAB SAMPLE SHIPPING	198.17
01/07/2025	31541	ROWE PROFESSIONAL SERVICES CO.	PROJECT 2300453	195.00
01/07/2025	31542	STANDARD INSURANCE CO	LIFE INSURANCE PREMIUMS	282.24
01/07/2025	31543	VERIZON WIRELESS	PHONES/IPADS/CAMERAS	574.36
01/07/2025	31544	KATHERINE KROLL	PD AND DPW OFFICE CLEANING	260.00
01/08/2025	31545	LI'L WILLIES, INC	PORTA POTTIES	85.00
01/15/2025	31548	ALICIA MEAD	OFFICE CLEANING	600.00
01/15/2025	31549	CENTRAL MI DIST. HEALTH DEPT.	LAB	80.00

Check Date	Check	Vendor Name	Description	Amount
01/22/2025	31570	JAMES OR SHARON MANNING	LAND CONTRACT PAYMENT	1,688.74
01/22/2025	31571	MID MICHIGAN COMMUNITY COLLEGE	TAX DISBURSEMENT	114.24
01/22/2025	31572	SCOTT GOVITZ	SPECIAL PROJECT COORDINATOR	855.00
01/22/2025	31573	STEARNS BUSINESS SERVICES LLC	CHAMBER 25 DIRECTORY AD DESIGN	390.00
			NOVEMBER WEB HOSTING	185.49
			DECEMBER WEB HOSTING	185.49
			JANUARY WEB HOSTING	185.49
				946.47
01/30/2025	31578	ACTION TRAFFIC	COMBO PANEL FLEAT/SKT/STEEL POST/HINGE P	341.50
			COMBO PANEL FLEAT SKT/STEEL POST/HINGE	481.50
				823.00
01/30/2025	31579	CHARTER COMMUNICATIONS	HYDRO	199.96
01/30/2025	31580	City of Beaverton	UTILITY BILL	815.17
			UTILITY BILL	172.58
			UTILITY BILL	637.00
				1,624.75
01/30/2025	31581	ELECTION SOURCE	ICP/ICX ANNUAL MAINT	634.95
01/30/2025	31582	FELLING TRAILERS, INC	ONE PIECE FENDER HR SHEET 12 GA MRP	370.94
01/30/2025	31583	FIRST BANKCARD	JANELLE'S CC	888.31
			SHANNON'S CC	925.91
				1,814.22
01/30/2025	31584	GEOSYNTEC CONSULTANTS	PROJECT MOW5565 ON CALL SERVICES	2,465.05
01/30/2025	31585	ISP MANAGEMENT	EQUIPMENT INSTALIMENT	1,521.00
01/30/2025	31586	KSS ENTERPRISES	BATHROOM HANDTOWELS	55.22
01/30/2025	31587	LUKE'S TRUCK AND TRAILER REPAIR	BUCKET TRUCK REPAIR	6,066.32
01/30/2025	31588	MICHIGAN ASSESSING COALITION, INC	ASSESSING SERVICES	1,300.00
01/30/2025	31589	MICHIGAN ASSOC. OF CHIEFS OF POLICE	ACTIVE VOTING	115.00
01/30/2025	31590	MICHIGAN PIPE & VALVE	MATCO NORCA B5-G56 GEAR	120.00
01/30/2025	31591	MICHIGAN POLICE EQUIPMENT	PD AMMO	640.00
			HOLOSUM HM3X LEM 3C MAGNIFIER/MAGPUL REA	263.00
				903.00
01/30/2025	31592	PURITY CYLINDER GASES INC	OXYGEN CYLINDERS	170.05
01/30/2025	31593	STANDARD INSURANCE CO	LIFE INSURANCE PREMIUM	282.24
01/30/2025	31594	VISUAL EDGE IT, INC	COPIER	43.84
01/30/2025	31595	WEX-SHELL	PD FUEL	431.21
01/30/2025	31596	City of Beaverton	UTILITIES	30.00
POOL2 TOTALS:				
Total of 71 Disbursements:				123,200.94

REPORT TOTALS:

(6 Checks Voided)

Total of 82 Disbursements:

425,032.15

January 6th, 2025 Fire Board Meeting Minutes

The Beaverton Area Fire Protection District Board held the monthly board meeting on Monday, January 6th, 2025 at 7:00 P.M.

Present: Frank Domako, BJ Oard, Christine Gerace, Tom Murray, John Blades, Nila Frei, and Aimee Gasche

Absent: None.

Firemen: Phil Andrist, Shayne Henry, and Adam Johnson

Guests: Jennifer Harper

Christine Gerace was introduced to the board. She is taking over Jennifer Harper's position on the fire board as a representative from the City of Beaverton.

CHIEF'S REPORT: The board meeting schedule for 2025 was posted on the bulletin board outside the fire hall. The same meeting schedule was kept from the prior year, with no September meeting scheduled due to Labor Day. Phil has begun to work on the 2025/2026 budget. He will have a proposed budget available at the February meeting for each entity to take back to their respective boards for approval. The BAFPD has been awarded the CEM grant for the purchase of the new electric Silverado. The department was also awarded the DNR grant. In regards to the Harrison Tanker, Phil would like to move more aggressively to get it out of the department bay since we will be having the new truck coming soon. He proposed calling the Minnesota department that was previously interested in the tanker and offering it to them for \$20,000. If the Minnesota department declines, Phil would like to post the tanker on the Brindlee Mountain Fire site in efforts to sell the truck as soon as possible to make room for the electric vehicle and corresponding equipment. Phil requested approval to purchase a new ice rescue suit. The department currently has 5 suits, only one of which is less than 5 years old. The other 4 are between 18-25 years old and past the date of recommended usage. The suits are currently on sale for \$875. Nila mentioned possibly reaching out to the Gladwin County Community Foundation for monetary assistance to purchase additional suits. Motion by BJ Oard to purchase one new ice rescue suit, spending up to \$1,000. Supported by John Blades. All ayes, motion passed.

OLD BUSINESS: Phil has had the company that the department purchased the outdoor storage materials from hold off on delivery until Spring.

NEW BUSINESS: Phil requested approval from the board to purchase ham or turkeys for the fire department members. Motion by Nila Frei to purchase hams or turkeys for the department members, supported by John Blades. All ayes, motion passed. After discussion regarding a vehicle fire during an ice storm and the difficulties of getting to the site because of the road conditions, Frank brought up possibly looking into purchasing a tire sock for such situations. Motion by BJ Oard to purchase a pair of Kevlar tire socks. Supported by Tom Murray. All ayes, motion passed. The Personnel Committee will need to add new members, as Jennifer Harper and Tim Mickler are no longer serving on the fire board. The Personnel Committee will need to schedule a performance review for Phil in the coming months.

PUBLIC COMMENT: None

January Payables: Expense Total: \$7,129.83; Salaries/Wages: \$3,054.50; Payroll Taxes: \$530.72

Beaverton Fire Department

February 3rd

2025

Monthly Progress Report

General:

OLD

- Spent a day with Erica Sprague's Class presenting on the fire dept and Fireworks safety
- Board Meeting Schedule has been posted, kept same as previous year, No Sept meeting
- Began work on 2025 Budget, Expect a complete proposed budget next meeting
- Great News! Received word that we have been awarded the CEM grant for the new Electric Silverado! Work on acquiring equipment will begin soon!
- More Great News! Received word that we have been awarded the DNR grant!
- Move the Harison Tanker Discussion.

NEW

- Fire extinguishers annual completed
- SCBA annual flow testing complete, 4 need repair, 3 of which will be warranty work.
- Should be able to start with purchases on EV grant early next week
- EMS holding Continuing education day here February 22
- Received another 2 pallets of bottled water as a donation from Ice Mountain, pick up this Friday
-

Personnel:

OLD

- 3 in Clare Co. fire class, (added a morning session to class here in Beaverton)
- 2 Starting Company Officer class this week

NEW

Budget/ Finance:

OLD

- Seeking approval to purchase 1 new Ice rescue suit. Original price of \$1280 on sale for \$875 *Community Foundation?*

NEW

- Proposed 2025 Budgets ready, 3% & 5% prepared.
- *Cost recovery to collect from those who need billing. 20% fee*

Operations:

Cost Recovery USA.

Total Runs-19 Medical (4) Fire (5) Power Lines (0) Misc. (9) MVA (0) Gas Related/CO (1)

would have to change ordinances to do this

Total Runs YTD (2025) - 023

Total Runs YTD (2024) - 035

Significant Events,

01/07 – Vehicle Fire, side of road – 3449 Dale rd

01/08 – M/A Structure Fire Harrison – 226 Matilda

01/14 – M/A Structure Fire Billings – 3356 Wieman rd

01/22 – Chimney Fire – 5099 Bard rd

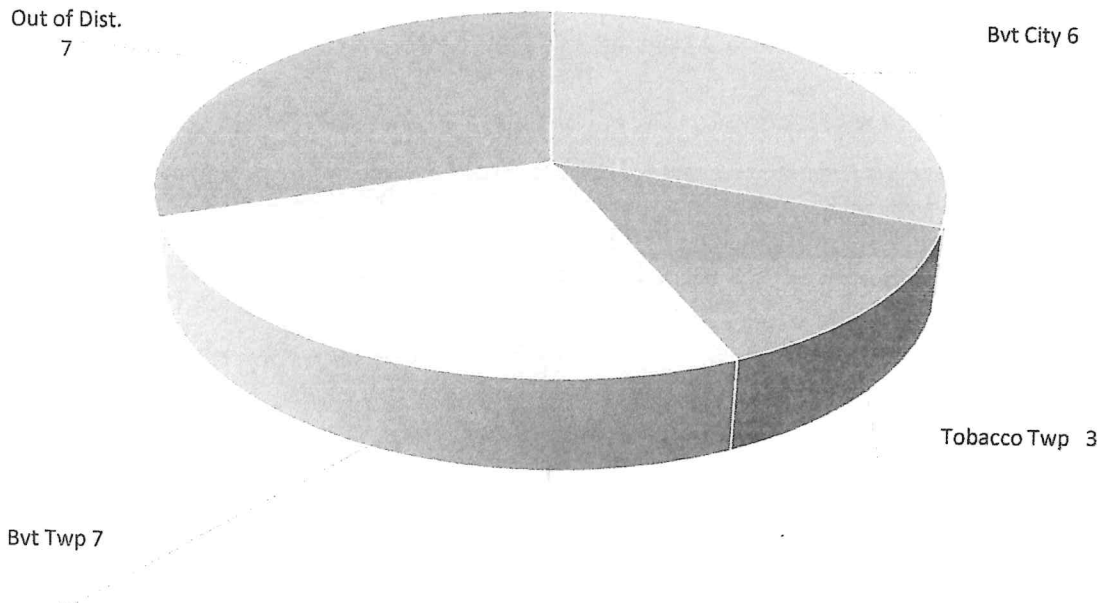
01/23 – M/A Structure Fire Billings – 4550 Church rd

Training:

January Training – Held the 14th – Ice Rescue

February Training – Scheduled for the 11th – CPR recert & Forcible entry.

Call Volume by Entity



EMS we go on less calls, 24 hrs/day advanced life support
EMS here - saves the F Dept. extra 12-15 mins. now 24 hrs. 13 hrs
less time on road - refreshed & ready medical / \$200 call saved \$500 calls on medical

Report on the Feb. 5, 2025 Beaverton Parks and Recreation Committee

Members of the Parks and Recreation Committee: Colleen Reader, Ch. Tiffany Burgess, Rev. Karen Blatt, Pam Cingano, Janet Whitman, Mayor Ray Nau, Shannon Sirpilla (City Manager), Joseph Stanton (DPW staff)

Farmer's Market-Location in Ross Lake Park

Produce and Crafts will both be available

Will open every Friday, will open May 9 to Oct. 1 TBA, (Mother's Day),

Charges: \$ 10 each time, \$ 100 for the Season

Manager will be Beth Overfield

Trail of Two Cities

The grant for completing the Trails connection into the City of Beaverton has gone out for bid. M&R Engineering has received the ok as it submitted the lowest bid.

Calhoun Campground

Joe Stanton and wife shall manage Calhoun Campground for the 2025 year.

Job description for the Calhoun Campground approved. Pay for the Calhoun Campground is \$ 8, 120 and will be paid out in equal, weekly payments from May 1 to Oct. 1.

Continue to work on painting the floor of the bathhouse.

Possibility of putting heat into the bathhouse

Master Plan for City of Beaverton Parks

The 2018-2023 Master Plan needs to be updated. Gladwin County has moved to have this Master Plan incorporated into a Gladwin County wide Master Plan.

Change in meeting dates and time for Beaverton Parks and Recreation Committee

First Wed, of the month, at 10 a.m

Signs to promote literary for children

Sara Dipinski from the Great start Program- Clare-Gladwin RESD brought us signs to be put up in Ross Lake Park that promote literary for children.

New pavilion in Ross Lake Park

Chief Davis has written and received grant monies to construct a Youth Pavilion in Ross Lake Park; will include bathrooms.

Discussion on an Emergency Food box put up on the edge of the city parking Lote

Not sure who put this box up or who is responsible for keeping it filled with emergency food supply or personal products supply

Status of Leo Ross Park

Water Treatment facility has been put up in Leo Ross Park; well house to come; future possibility for a community garden

New Business

New Chair for Parks and Recreation shall be appointed.

Jordan will be taking down dead ash trees in Calhoun Campground.

Farmer's Market signs to be located and put up.

Addressing the concern about the weeds in Ross Lake

Gladwin Co. has designated the City of Beaverton to have the full right to Ross Lake. City of Beaverton has received a letter of intent for the City to receive grant dollars for the spot dredging of Ross Lake by dredging at the mouth of 4 rivers flowing into Ross Lake. This will address the issue of the weeds in Ross Lake.

No desire to have weed-killing chemicals used in Ross Lake.

Walkability study for City of Beaverton will be done this April.

Respectfully submitted, Rev. Karen Blatt, Sec.