



## **Agenda: Battle Creek City Commission**

Meeting Date: January 18, 2022- 7:00 PM

Location: City Commission Chambers

Chair: Mayor Mark A. Behnke

Title: City Hall, City Commission Chambers

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### **INVOCATION**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

### **PROCLAMATIONS AWARDS**

National Day of Racial Healing Proclamation

### **PRESENTATIONS**

Audit Presentation by Stephen Blann of Rehmann Robson

Staff Report by Recreation Director Duska Brumm

### **CHAIR NOTES ADDED OR DELETED RESOLUTIONS**

### **PETITIONS COMMUNICATIONS REPORTS**

### **PUBLIC HEARING**

A Public Hearing for the purpose of hearing public comments on housing and community development needs for the City's 2022-23 Annual Action Plan.

### **INTRODUCTION OF ORDINANCES**

01-2022 A Proposed Ordinance to amend Sections 6 and 29 of Chapter 1064, Garbage and Rubbish Collection and Disposal, to allow for Recycling Bin or Recycling Cart Audits by the City contractor's employees, City staff, and those designated by City staff, to ensure compliance with recycling material requirements.

### **PUBLIC COMMENTS REGARDING CONSENTAGENDAAND RESOLUTIONS NOT ON CONSENTAGENDA**

(Limited to three minutes per individual)

### **COMMISSION COMMENT REGARDING MEETING BUSINESS**

### **CONSENTAGENDA**

**Minutes:**

Minutes for January 4, 2022 City Commission Meeting

**Petitions, Communications, Reports:**

Ambulance Report for December 2021

City Manager's Report for January 18, 2022

**Resolutions:**

**RESOLUTIONS NOT INCLUDED IN THE CONSENT AGENDA**

- 287 A Resolution identifying the 2022-23 work plan and measures of success for City Manager Rebecca Fleury's evaluation criteria.
- 288 A Resolution to approve S08-2021 for a Special Use Permit Amendment to allow the reduction of the parking lot size from the previously granted Special Use Permit approved on 11/10/20 by the City Commission for property located at 5725 Beckley Road (Parcel # 0075-00-720-0) zoned B2 "Regional Commercial District" pursuant to Section 1251.42 and 1281.05 of the zoning code.
- 289 A Resolution to approve S09-2021 for a Special Use Permit to allow for a Self-Storage Facility, for an existing building located at 535 E. Emmett Street (Parcel # 5760-00-073-0) zoned "T3 Neighborhood Commercial District" pursuant to Sections 1240.13 and 1251.42 of the zoning code.
- 290 A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Specialized Services funding.
- 291 A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for New Freedom Funding.
- 292 A Resolution of Intent to apply for State financial assistance for Battle Creek Transit for FY2023 under Act No. 51 of the Public Acts of 1951, as amended.
- 293 A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Service Development and New Technology Program (SDNT) funding.
- 294 A Resolution adopting a scoring rubric and related documents by which the City Commission will evaluate, score and prioritize projects submitted by the public for American Rescue Plan Act State and Local Fiscal Recovery Funds
- 295 A Resolution authorizing Fire Lieutenant Bush McCarthy to purchase 12 months of military time for the purpose of increasing his service credit towards retirement.
- 296 A Resolution authorizing the City Manager to employ retiree Michelle Culp on a part-time basis under 296.09(c).
- 297 A Resolution authorizing the City Manager to employ retiree Karen Diver on a part-time basis under 296.09(c).
- 298 A Resolution authorizing the rehire of city retiree Tracy Hovarter to serve as Police and Fire Pension Administrator with an effective date of November 29, 2021.
- 299 Resolution authorizing the City Manager to enter into an Agreement with Battle Creek Community Foundation (BCCF) for police department grant administration services.
- 300 Resolution authorizing advisory committees, boards and commissions to meet virtually provided it is live streamed, the public has advance notice of it, and public comment is offered.

**GENERAL PUBLIC COMMENT**

(Limited to three minutes per individual)

## **COMMISSION COMMENTS**

### **ADJOURNMENT**

It is the desire of the City Commission to encourage public expression in the course of its meetings. Such expression can be integral to the decision-making process of the City Commission. It is the intention of the City Commission to respect the rights of persons addressing the Commission. Public comment periods are a time for citizens to make comments; they are not intended as a forum for debate or to engage in question-answer dialogues with the Commission or staff. Commissioners are encouraged not to directly respond to speakers during public comment periods. At the conclusion of the speakers remarks, the Mayor or individual Commissioners may refer a question to City staff, if appropriate. Also, individual Commissioners may choose to respond to speakers during the Commission Comment period. It is with these aims in mind, so as to promote decorum and civility and an orderly process for conducting its public meetings, that the following rules concerning public comments, consistent with applicable law, are adopted by the City Commission.

(1) Persons attending a regular or special Commission Meeting shall be permitted to address the City Commission in conformity with this rule. The opportunity to address the Commission shall be limited to the following:

(a) Persons desiring to address the City Commission are encouraged, but shall not be required, to fill out and turn in to either the City Clerk, Mayor, or presiding Commissioner, prior to the meeting, a comment card disclosing the following information: The person's name, address, and telephone number; the specific issue, topic or resolution the individual wishes to address.

(b) During public hearings when scheduled, speakers may present facts and opinions on the specific matter being heard by the Commission. A three-minute time limit is imposed per speaker. In the discretion of the Mayor or presiding officer, the time limit for individual speakers may be lengthened or shortened when appropriate.

(c) During the consideration of specific ordinances when scheduled, speakers may present facts and opinions on the specific ordinance being considered by the City Commission. Speakers addressing the City Commission during this time shall limit their comments to the specific issue being considered. A three-minute time limit, which may be lengthened or shortened by the Mayor or presiding officer when appropriate, is imposed per speaker, per matter considered.

(d) During the public comment period on the consent agenda and resolutions not on the consent agenda, each speaker may address the Commission once, regarding anything on the consent agenda and resolutions not on the consent agenda, for a total not to exceed three minutes regardless of how many consent agenda items or regular resolutions the speaker is addressing, which time period may be lengthened or shortened by the Mayor or presiding officer when appropriate. Period may be lengthened or shortened by the Mayor or presiding officer when appropriate.

(e) During the General Public Comment portion of the meeting, speakers may address the City Commission on any matter within the control and jurisdiction of the City of Battle Creek. A speaker shall be permitted to address the City Commission

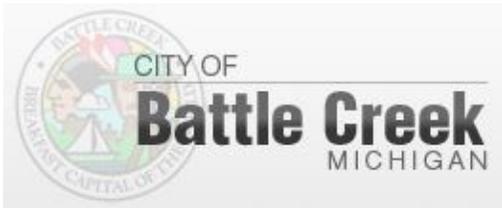
once, for up to three minutes, during this portion of the meeting.

(2) An individual wishing to address the City Commission shall wait to be recognized by the Mayor or presiding Commissioner before speaking. An individual who has not filled out a card requesting to address the City Commission shall raise his or her hand and wait to be recognized by the Mayor or presiding Commissioner before speaking and shall identify themselves by name and address and, if appropriate, group affiliation for the record.

(3) Speakers shall address all remarks to the City Commission as a whole, and not to individual Commissioners. Speakers shall not address their remarks to members of the public in attendance at the meeting.

(4) A speaker will be ruled out-of-order by the Mayor or presiding Commissioner and the Commission will continue with its business when the speaker:

- (a) Becomes repetitive or speaks longer than the allotted time;
- (b) Attempts to yield any unused portion of time to other speakers;
- (c) Engages in a personal attack upon a city employee, administrator or Commissioner only if the personal attack is totally unrelated to the manner in which the employee, administrator or Commissioner carries out his or her public duties or office;
- (d) Uses obscene or profane language;
- (e) Engages in slanderous or defamatory speech;
- (f) Uses derogatory racial, sexual or ethnic slurs or epithets relating to any individual or category of persons; or
- (g) Engages in conduct that interrupts or disrupts the meeting.



General Detail NO.

National Day of Racial Healing Proclamation

**BATTLE CREEK, MICHIGAN - 1/18/2022**

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Rebecca Forbes, Executive Assistant

**Department:** City Manager

**SUMMARY**

National Day of Racial Healing Proclamation

**BUDGETARY CONSIDERATIONS**

**HISTORY, BACKGROUND and DISCUSSION**

**DISCUSSION OF THE ISSUE**

**POSITIONS**

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**ATTACHMENTS:**

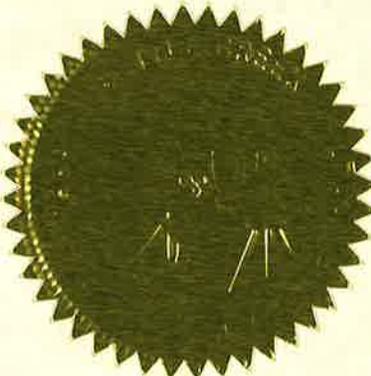
File Name	Description
<input type="checkbox"/> National_Day_of_Racial_Healing_2022.pdf	National Day of Racial Healing Proclamation

# Proclamation

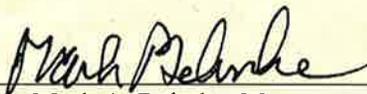
- WHEREAS,** we have all witnessed racial divisiveness rising in America's urban, rural, suburban, and tribal communities today, which threatens the very core of this great country's unified front; and
- WHEREAS,** just like those who came before us, it is our duty to protect the children of this country and maintain communities in which they may all have the opportunity to succeed; and
- WHEREAS,** we understand and recognize that there is a racial divide in our country and we must all work earnestly to heal the wounds created by racial, ethnic and religious bias and build an equitable and just society so that all children can thrive; and
- WHEREAS,** children have the right to be provided every opportunity to learn, grow, and thrive in nurturing environments that don't violate their safety, dignity, and humanity; and
- WHEREAS,** every single person has the capability to make changes within themselves that can have profound effects on an entire society; and
- WHEREAS,** if we all dedicate ourselves to the principles of truth, racial healing and transformation, we can bring about the necessary changes in thinking, behavior, and systems that will propel this great country forward as a unified force, where racial biases will become a thing of the past; and
- WHEREAS,** racial healing is a vital and crucial commitment to the education, social, mental and overall well-being of our children;
- NOW, THEREFORE,** I, Mark A. Behnke, Mayor of the City of Battle Creek, Michigan, in conjunction with others across the United States of America, acknowledge and do hereby proclaim, *Tuesday, January 18, 2022* as

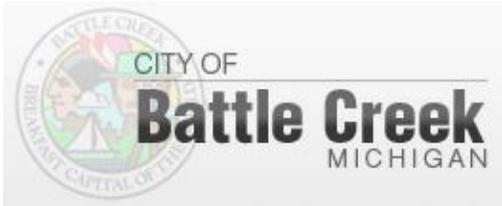
## **"NATIONAL DAY OF RACIAL HEALING"**

and urge the residents of our community, and communities across the country, to promote racial healing and transformation in the ways that are best suited for them individually, as a means to working together to ensure the best quality of life for every child.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Logo of the City of Battle Creek, Michigan, to be affixed this 18<sup>th</sup> day of January, 2022.

  
Mark A. Behnke, Mayor



Resolution NO.

Audit Presentation by Stephen Blann of Rehmann Robson

**BATTLE CREEK, MICHIGAN - 1/18/2022**

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Linda Morrison, Revenue Services Director

**Department:** Finance

**SUMMARY**

Audit Presentation by Stephen Blann of Rehmann Robson

**BUDGETARY CONSIDERATIONS**

**HISTORY, BACKGROUND and DISCUSSION**

**DISCUSSION OF THE ISSUE**

**POSITIONS**

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ATTACHMENTS:

File Name	Description
City_of_Battle_Creek_-_Annual_Comprehensive_Financial_Report_6-30-21.pdf	Annual Comprehensive Financial Report 6.30.21



# CITY OF BATTLE CREEK MICHIGAN



# 2021

## ANNUAL COMPREHENSIVE FINANCIAL REPORT

**Fiscal Year Ending**  
**JUNE 30, 2021**

Prepared by the  
Finance Department

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# City of Battle Creek, Michigan

For the Year Ended  
June 30, 2021

Annual  
Comprehensive  
Financial Report

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# CITY OF BATTLE CREEK, MICHIGAN

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## **INTRODUCTORY SECTION**

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# CITY OF BATTLE CREEK

## OFFICE OF THE CITY MANAGER

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December 21, 2021

**To the Honorable Mayor, Members of the City Commission  
and Citizens of the City of Battle Creek, Michigan:**

State law requires that all local governments, subject to certain size criteria, publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. Pursuant to that requirement, we hereby issue the annual comprehensive financial report of the City of Battle Creek, Michigan (the "City") for the fiscal year ended June 30, 2021.

This report consists of management's representations concerning the finances of the City. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, City management has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The City's financial statements have been audited by Rehmann Robson, a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the fiscal year ended June 30, 2021 are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City's financial statements for the fiscal year ended June 30, 2021 are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

GAAP require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the report of the independent auditors.

## **Profile of the Government**

The City of Battle Creek, incorporated as a City in 1859 and as a Home Rule City in 1913, is located in southwest Michigan, approximately 115 miles west of Detroit and 160 miles northeast of Chicago. It is the largest city in Calhoun County, encompassing an area of 44 square miles, with a current population of 52,721. The City is well known as the breakfast food capital of the world.

The government has operated under the commission-manager form of government since 1961. Policymaking and legislative authorities are vested in the City Commission, which is comprised of nine members including the mayor. The governing commission is responsible, among other things, for passing ordinances and resolutions, making public policy decisions, adopting the budget, appointing boards, commissions, and committees, approving contracts, authorizing real estate transactions, awarding bids, selling property, and hiring the government's manager and attorney. Four Commissioners are elected at-large for two-year terms and five Commissioners are elected from the five wards representing various geographic areas within the City, also serving two-year terms. The vice mayor is selected by the City Commissioners from among themselves, and effective with the November 2020 election the Mayor is elected by popular vote for a two-year term.

The City Manager is the chief administrative officer of the City and is appointed by and serves at the pleasure of the City Commission. The City Manager is responsible for carrying out the policies and ordinances of the City Commission, for overseeing the day-to-day operations of the government, and appointing the government's department heads.

The City of Battle Creek provides a full range of services by more than 500 employees located at various locations throughout the City including: police and fire protection; the construction and maintenance of highways, streets and other infrastructure; a general aviation airport; wastewater treatment and disposal; water treatment and distribution; community services, economic development; recreational activities and public transportation services.

## **Factors Affecting Financial Condition**

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City of Battle Creek operates.

**Local economy.** The City's economy is diverse with a sizable, mature tax base valued at almost \$2.7 billion for the year ended June 30, 2021. The residential amenities provide area residents with convenient and affordable housing to take advantage of the City's industrial, commercial, cultural, educational and recreational opportunities. The City is home to Kellogg Company's world headquarters and their Research & Development facility, the W.K. Kellogg Foundation, and the Hart-Dole-Inouye Federal Center. Battle Creek has many other major corporate community members including Post Cereals, Denso, II Stanley, Duncan Aviation, and Bronson Hospital. Downtown Battle Creek features unique residential, commercial, and retail spaces; activities include the annual Cereal Festival, Spring and Fall into the Arts art walks, a Farmers Market, and free outdoor concerts. Battle Creek's general aviation airport and industrial park are diversifying the economy and attracting worldwide business for military, aviation, logistics, aerospace and alternative energy.

**Long-term financial planning.** The City of Battle Creek believes long-term financial planning has been and will continue to be an important component to ensure the City's fiscal health. Economic development and downtown development continue to be high priorities for the City. Battle Creek Unlimited, a non-profit organization partnering with the City to perform economic development, continues to promote and develop the City's Fort Custer Industrial Park (FCIP).

Along with efforts to ensure a future growth in tax revenue, the City has developed a Capital Improvements Program (CIP) to identify its long-term capital needs and ability to fund the program. Identified in the CIP for the six years 2022-2027 are over \$332 million in capital needs including airport development and maintenance projects as well as fire station/apparatus replacements. During the fiscal year ended June 30, 2021, almost \$4 million in improvements at the Verona Pumping Station and RIM (Radon, Iron & Manganese) plant were completed as well as \$2.7 million for the sanitary sewer interceptor rehabilitation. The prioritization of projects included in the CIP continues to guide what new projects will be evaluated for inclusion in the budget in the near term.

From an operational perspective, the City's general fund revenue profile is diverse but has been severely impacted by the COVID-19 pandemic. Income tax revenue accounted for 30.9% of total general fund revenues for the year ending June 30, 2021 and has declined \$2.3 million from the prior year. This reduction was offset by \$2.9 million one time federal Coronavirus Relief funding in the general fund for public safety payroll expenditure reimbursement, local government grants, and hazard pay. Property tax revenue makes up another 32.8% of general fund revenues for the year ending June 30, 2021, and the City has 1.375-mill (12.1%) margin available under the Headlee rollback limit for operation. This could generate approximately \$1.5 million in additional property tax revenue.

The federal government's American Rescue Plan Act of 2021, in part, established emergency funding for state, local territorial, and Tribal governments. The goal of this funding is to support our response to the COVID-19 pandemic and the economic impacts. The City of Battle Creek will receive a total of \$30,545,339, half of which was received in May 2021. These funds must be committed by December 31, 2024 and expended by December 31, 2026. The City Commission and administration have been deliberate in facilitating community conversations to insure these funds are used to respond to acute pandemic-response needs, fill revenue shortfalls, and support the populations hardest-hit by the COVID-19 crisis. This support represents a once-in-a-generation opportunity to reflect on community needs and strategically invest these resources in our future.

The priority based budgeting methodology has been fully implemented with an update during the fiscal year ending June 30, 2021 to the community results and definitions and basic program attributes. Updates to program identification and costing, prioritization by departments and scoring teams, and analysis of mandated programs and partnership opportunities, to identify potential savings, is on-going. This strategic tool has assisted in the identification of actionable opportunities.

In March 2020, the World Health Organization declared the novel coronavirus outbreak (COVID-19) to be a global pandemic. The extent of the ultimate impact of the pandemic on the City's operational and financial performance will depend on various developments, including the duration and spread of the outbreak and its impact on employees, vendors, and taxpayers, all of which cannot be reasonably predicted at this time. In addition, it will continue to place additional demands on the City. While management reasonably expects the COVID-19 outbreak to negatively impact the City's financial position, changes in financial position, and, where applicable, the timing and amounts of cash flows, the related financial consequences and duration are highly uncertain.

## **Awards and Acknowledgements**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its annual comprehensive financial report (ACFR) for the fiscal year ended June 30, 2020. This was the twenty-first consecutive year that the City has received this prestigious award. In order to be awarded a Certificate of Achievement, the government published an easily readable and efficiently organized ACFR. This report satisfied both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current ACFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the City of Battle Creek. We would like to express our appreciation to all members of the departments who assisted and contributed to the preparation of this report. Credit also must be given to the Mayor and City Commission for their support for maintaining the highest standards of professionalism in the management of the City of Battle Creek's finances.

**Rebecca L. Fleury**  
**City Manager**

**Linda A. Morrison**  
**Revenue Services Director**

[Signatures omitted for security purposes.]

**CITY OF BATTLE CREEK, MICHIGAN**

**GFOA Certificate of Achievement**



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**City of Battle Creek  
Michigan**

For its Comprehensive Annual  
Financial Report  
For the Fiscal Year Ended

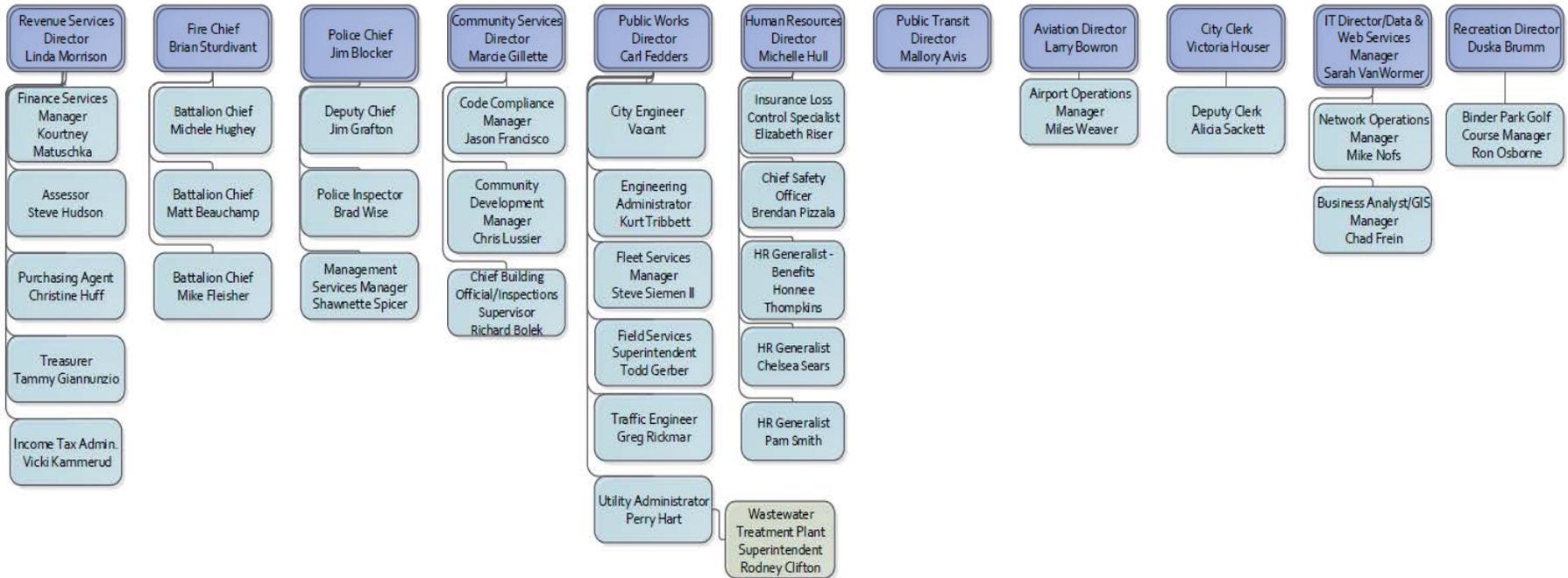
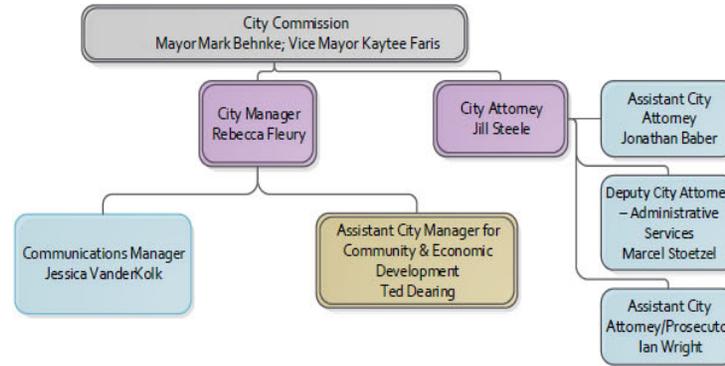
June 30, 2020

*Christopher P. Morrill*

Executive Director/CEO

# CITY OF BATTLE CREEK, MICHIGAN

## Organizational Chart



# CITY OF BATTLE CREEK, MICHIGAN

## List of Principal City Officials

### CITY COMMISSION:

Mark Behnke  
***Mayor***

Kaytee Faris  
***Vice Mayor***

Kristin Blood  
Jenasia Morris  
Boonikka Herring  
Kathy Szenda Wilson  
Jim Lance  
Carla Reynolds  
Sherry Sofia

### **Administration**

Rebecca L. Fleury  
***City Manager***

Jill Humphreys Steele  
***City Attorney***

Linda A. Morrison  
***Revenue Services Director***

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## **FINANCIAL SECTION**

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## INDEPENDENT AUDITORS' REPORT

December 21, 2021

Honorable Mayor and  
Members of the City Commission  
City of Battle Creek, Michigan

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the **City of Battle Creek, Michigan** (the "City"), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Independent Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Rehmann is an independent member of Nexia International.



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the City of Battle Creek, Michigan, as of June 30, 2021, and the respective changes in financial position and cash flows, where applicable, thereof and the budgetary comparisons for the general fund, major street and trunkline maintenance, and special grants special revenue funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

***Implementation of GASB Statement No. 84***

As described in Note 23, the City implemented the provisions of GASB Statement No. 84, *Fiduciary Activities*, in the current year. Accordingly, beginning net position of the fiduciary funds were restated. Our opinion is not modified with respect to this matter.

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the schedules for the pension and other postemployment benefits plans, as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Other Information***

Our audit was conducted for the purpose of forming opinions of the financial statements that collectively comprise the City's basic financial statements. The combining and individual fund financial statements and schedules, the introductory section, the statistical section, and the continuing disclosure filing are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section, statistical section and continuing disclosure filing are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued, under separate cover, our report dated December 21, 2021, on our consideration of the City of Battle Creek, Michigan's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Rehmann Johnson LLC". The signature is written in a cursive, flowing style.

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## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

# CITY OF BATTLE CREEK, MICHIGAN

## Management's Discussion and Analysis

As management of the *City of Battle Creek, Michigan*, we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2021. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, as noted in the table of contents.

### Financial Highlights

· Total net position	\$ 170,932,618
· Change in total net position	4,959,802
· Fund balances, governmental funds	25,390,357
· Change in fund balances, governmental funds	4,733,556
· Unassigned fund balance, general fund	12,193,420
· Change in fund balance, general fund	4,617,517
· General obligation and revenue bonds outstanding	42,020,000
· Change in general obligation and revenue bonds outstanding	(4,000,000)

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the residual reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information shows how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, public safety, public works, highways and streets, recreation and community development. The business-type activities of the City include water and wastewater, public transit, solid waste collection, airport, parking, economic development, and intermodal facility.

The government-wide financial statements include not only the City itself (known as the *primary government*), but also legally separate entities for which the City is financially accountable. Financial information for these *component units* are reported separately from the financial information presented for the primary government itself. These component units include the Battle Creek Downtown Development Authority, the Lakeview Downtown Development Authority, the Battle Creek Tax Incremental Financing Authority, the Brownfield Redevelopment Authority, the Local Development Finance Authority, and the Cereal City Development Corporation. The Building Authority, although also legally separate, functions for all practical purposes as a department of the City, and therefore has been included as an integral part of the primary government.

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

## CITY OF BATTLE CREEK, MICHIGAN

### Management's Discussion and Analysis

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City maintains numerous individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, major street and trunkline maintenance special revenue fund, and the special grants special revenue fund, which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The City adopts an annual appropriated budget for its general and special revenue funds. Budgetary comparison statements or schedules have been provided herein to demonstrate compliance with those budgets.

**Proprietary funds.** The City maintains two different types of proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City uses enterprise funds to account for its wastewater, water, public transit, solid waste collection and other operations. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for its equipment center, self-insurance, information services and reproduction services. Because these services predominantly benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and wastewater system, Battle Creek Transit System, and Battle Creek Executive Airport/FAA which are considered to be major funds of the City. Conversely, all of the internal service funds are combined into a single, aggregated presentation in the proprietary fund financial statements. Individual fund data for the internal service funds is provided in the form of combining statements elsewhere in this report.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information*. This includes schedules for the City's pension and other postemployment benefits to its employees.

The combined statements referred to earlier in connection with nonmajor, internal service and fiduciary funds are presented immediately following the required supplementary information.

#### Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City of Battle Creek, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$170,932,618 at the close of the most recent fiscal year.

## CITY OF BATTLE CREEK, MICHIGAN

### Management's Discussion and Analysis

By far the largest portion of the City's net position reflects its investment in capital assets (e.g., land, buildings, vehicles, equipment, systems and infrastructure), less any related debt used to acquire those assets that are still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

	Net Position					
	Governmental activities		Business-type activities		Total	
	2021	2020	2021	2020	2021	2020
<b>Assets</b>						
Current and other assets	\$ 66,936,792	\$ 44,448,510	\$ 44,147,425	\$ 40,425,500	\$ 111,084,217	\$ 84,874,010
Capital assets	216,669,681	224,667,520	102,643,800	107,151,072	319,313,481	331,818,592
<b>Total assets</b>	<b>283,606,473</b>	<b>269,116,030</b>	<b>146,791,225</b>	<b>147,576,572</b>	<b>430,397,698</b>	<b>416,692,602</b>
<b>Deferred outflows of resources</b>	<b>18,196,354</b>	<b>14,736,317</b>	<b>6,343,382</b>	<b>5,325,519</b>	<b>24,539,736</b>	<b>20,061,836</b>
<b>Liabilities</b>						
Other liabilities	24,022,552	7,367,162	3,465,686	4,477,006	27,488,238	11,844,168
Long-term debt	43,545,056	46,113,994	15,129,160	16,569,172	58,674,216	62,683,166
Other liabilities due in more than one year:						
Net pension liability	66,229,355	88,338,491	28,630,708	27,903,318	94,860,063	116,241,809
Net other postemployment benefit liability	43,415,156	41,851,310	21,480,443	20,706,702	64,895,599	62,558,012
<b>Total liabilities</b>	<b>177,212,119</b>	<b>183,670,957</b>	<b>68,705,997</b>	<b>69,656,198</b>	<b>245,918,116</b>	<b>253,327,155</b>
<b>Deferred inflows of resources</b>	<b>33,311,649</b>	<b>12,861,792</b>	<b>4,775,051</b>	<b>4,592,675</b>	<b>38,086,700</b>	<b>17,454,467</b>
<b>Net position</b>						
Net investment in capital assets	185,862,504	191,520,117	88,369,618	91,403,421	274,232,122	282,923,538
Restricted	20,375,257	18,202,625	-	-	20,375,257	18,202,625
Unrestricted (deficit)	(114,958,702)	(122,403,144)	(8,716,059)	(12,750,203)	(123,674,761)	(135,153,347)
<b>Total net position</b>	<b>\$ 91,279,059</b>	<b>\$ 87,319,598</b>	<b>\$ 79,653,559</b>	<b>\$ 78,653,218</b>	<b>\$ 170,932,618</b>	<b>\$ 165,972,816</b>

An additional portion of the City's net position (11.9 percent) represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position (deficit)* may be used to meet the government's ongoing obligations to citizens and creditors. At the end of the current fiscal year, the City reported positive balances in the net investment of capital assets and restricted net position, however, the unrestricted deficit was a result of the City's net pension liability and net other postemployment benefit liability.

## CITY OF BATTLE CREEK, MICHIGAN

### Management's Discussion and Analysis

The City's net position increased by \$4,959,802 from the prior year net position. This is an improvement from the prior year's \$2,983,294 decrease. Compared to the prior year, the current year improvement can be attributed to a significant reduction of \$4.5 million in expense for the adjustment to the net pension liability and related deferrals for the police & fire pension plan as a result of the outstanding investment performance of the fund (including \$33.7 million in net appreciation in fair value of investments) for the fiscal year as well as changes over time of benefits in an effort to reduce legacy costs. Additionally, the City received \$2.9 million in one-time federal Coronavirus grants in the current year which offset reductions in income tax revenue, and total government activities operating grants and contributions included increases from the prior year in Act51 (street) revenues as well as community development grants specific to the coronavirus. All combining to result in a net position increase of almost \$5 million (a positive change of approximately \$8 million from the prior year's reduction). More detailed descriptions of changes are in the following sections.

	Changes in Net Position					
	Governmental activities		Business-type activities		Total	
	2021	2020	2021	2020	2021	2020
<b>Revenues</b>						
Program revenues:						
Charges for services	\$ 8,159,657	\$ 8,062,848	\$ 35,495,990	\$ 33,221,837	\$ 43,655,647	\$ 41,284,685
Grants and contributions -						
Operating	22,383,284	16,942,788	8,676,463	8,866,555	31,059,747	25,809,343
General revenues:						
Property taxes	18,116,070	17,730,992	262,590	331,350	18,378,660	18,062,342
Income taxes	15,367,014	17,655,425	-	-	15,367,014	17,655,425
Grants and contributions not						
restricted to specific programs	6,647,453	5,801,172	-	-	6,647,453	5,801,172
Unrestricted investment						
earnings (loss)	(482,855)	304,794	(5,524)	590,823	(488,379)	895,617
<b>Total revenues</b>	<b>70,190,623</b>	<b>66,498,019</b>	<b>44,429,519</b>	<b>43,010,565</b>	<b>114,620,142</b>	<b>109,508,584</b>
<b>Expenses</b>						
General government	10,896,106	10,686,689	-	-	10,896,106	10,686,689
Public safety	26,917,782	34,220,728	-	-	26,917,782	34,220,728
Public works	3,044,775	2,674,653	-	-	3,044,775	2,674,653
Highways and streets	15,516,910	15,801,903	-	-	15,516,910	15,801,903
Recreation	3,972,724	4,357,976	-	-	3,972,724	4,357,976
Community development	4,421,780	2,881,623	-	-	4,421,780	2,881,623
Interest on long-term debt	1,394,090	1,506,833	-	-	1,394,090	1,506,833
Water and wastewater	-	-	28,255,466	26,172,350	28,255,466	26,172,350
Public transit	-	-	5,214,313	5,084,066	5,214,313	5,084,066
Solid waste collection	-	-	4,026,661	3,665,768	4,026,661	3,665,768
Airport	-	-	3,198,782	3,050,388	3,198,782	3,050,388
Parking	-	-	1,102,095	1,324,223	1,102,095	1,324,223
Economic development	-	-	1,235,819	950,621	1,235,819	950,621
Intermodal facility	-	-	463,037	114,057	463,037	114,057
<b>Total expenses</b>	<b>66,164,167</b>	<b>72,130,405</b>	<b>43,496,173</b>	<b>40,361,473</b>	<b>109,660,340</b>	<b>112,491,878</b>
Change in net position, before transfers	4,026,456	(5,632,386)	933,346	2,649,092	4,959,802	(2,983,294)
<b>Transfers</b>	<b>(66,995)</b>	<b>(809,450)</b>	<b>66,995</b>	<b>809,450</b>	<b>-</b>	<b>-</b>
<b>Change in net position</b>	<b>3,959,461</b>	<b>(6,441,836)</b>	<b>1,000,341</b>	<b>3,458,542</b>	<b>4,959,802</b>	<b>(2,983,294)</b>
Net position, beginning of year	87,319,598	93,761,434	78,653,218	75,194,676	165,972,816	168,956,110
<b>Net position, end of year</b>	<b>\$ 91,279,059</b>	<b>\$ 87,319,598</b>	<b>\$ 79,653,559</b>	<b>\$ 78,653,218</b>	<b>\$ 170,932,618</b>	<b>\$ 165,972,816</b>

## CITY OF BATTLE CREEK, MICHIGAN

### Management's Discussion and Analysis

**Governmental activities.** Governmental activities increased the City's net position by \$3,959,461 (as compared to a prior year decrease of \$6,441,836). Key elements of this increase and the change from the prior year include:

The total revenue increase of \$3,692,604 is primarily due to the \$2,926,142 federal coronavirus CARES grant revenue received in the current year. On the expense side, the decrease of \$5,966,238 is primarily the result of expense reductions for the net pension liability and related deferral adjustments for the police and fire pension plan.

**Business-type activities.** Business-type activities increased the City's net position by \$1,000,341 as compared to an increase of \$3,458,542 in the prior year. Key elements of this change from the prior year include:

Revenues declined for investment earnings \$585,299 due to the poor interest rate environment throughout the year. For the Intermodal Fund, transfers in declined \$742,455 due to the one time transfer in the prior year to move the Intermodal Facility operations from the general fund to an enterprise fund as well the current year depreciation of assets. This results in the fund reflecting a net expense in the fund of \$342,523 in the current year versus net revenue in the prior year of \$25,439. Current year economic development activities in response to the COVID-19 environment increased expenses \$285,198 from the prior year, and there was a change in the residential solid waste contract in the current year along with the adoption of new residential garbage rates. These current year changes included a deliberate spend-down of solid waste fund balance to spread rate increases out over the five year adoption period resulting in the \$284,871 decrease in net position year over year.

#### Financial Analysis of the City's Governmental Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable resources*. Such information is useful in assessing the City's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$25,390,357 an increase of \$4,733,556. The nonspendable portion of fund balance decreased from \$1,126,719 to \$1,084,720. Nonspendable fund balance is not available for new spending because it has been set aside for the following purposes:

- to generate income for the support and maintenance of the youth center and Kellogg Arena (\$879,909); and
- for inventories and prepaid expenditures (\$204,811).

The general fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance (which is only reported in the general fund) was \$12,193,420, while total fund balance was \$14,264,639. In accordance with the City's adopted fund balance policy, the minimum unassigned fund balance in the general fund of no less than 8% of current year budgeted operating revenue has been met. The percent as of June 30, 2021 is 25.8%.

The fund balance of the City's general fund increased by \$4,617,517 during the current fiscal year compared to a \$20,509 use of fund balance in the prior year. This fluctuation is primarily the result of the \$2,926,142 federal coronavirus CARES act grant received in the current year as well as a \$853,756 increase in state shared revenue over the prior year. Additionally, there was \$1,769,896 in expenditure reductions from the prior year to help offset the \$2,288,411 decline in income tax revenue attributed to the remote work environment due to COVID-19.

The major street and trunkline maintenance special revenue fund has a restricted fund balance of \$4,245,978 at year end. The fund is used to account for the repair and maintenance of streets and sidewalks. The fund experienced an increase of \$1,226,815 in fund balance in the current year compared with a budgeted use of fund balance of \$809,209. Budgeted revenues and expenditures were conservative, and a not-so-harsh winter contributed to the positive variance from budget as did a \$698,715 increase in gas and weight tax revenue passed through the State of Michigan.

## CITY OF BATTLE CREEK, MICHIGAN

### Management's Discussion and Analysis

The special grants special revenue fund was created to account for various grants received by the City and has a committed fund balance of \$869,333 at year end. The committed fund balance is comprised of promissory note proceeds in excess of expenditures for the Milton Tower economic development project (primarily in prior years). This multi-year project has been funded through the W.K. Kellogg Foundation and the excess promissory note proceeds are being held for future expenditures. The balance sheet (cash and unearned revenue) reflects the receipt of half of the City's allocation of American Rescue Plan Act funds in May 2021 in the amount of \$15,272,670. At year end, none had been expended.

**Proprietary funds.** The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the water and wastewater system fund at the end of the year amounted to a deficit of \$10,080,215. This deficit is the result of the net pension liability and net other postemployment benefit liability. The fund had an increase in total net position for the year of \$2,639,964. Factors concerning the finances of this fund have already been addressed in the discussion of the City's business-type activities.

The Battle Creek Transit System reported a net position deficit of \$7,963,807. The fund reported a decrease in net position of \$199,657. The deficit net position is primarily a result of the change in the net pension liability, net other postemployment benefit liability and related deferred outflows/inflows.

The Battle Creek Executive Airport / FAA fund reported a net position of \$11,503,696. The fund reported a decrease in net position of \$734,311. The net position decrease is a result of depreciation on capital assets and relatively small increases in the liabilities for pension and other postemployment benefits.

#### General Fund Budgetary Highlights

The general fund ended the year with a positive net change in fund balance of \$4,617,517. This is an extraordinary turn around compared to the general fund original adopted budget with expenditures in excess of revenues and a use of fund balance of \$4,975,825. The City had budget adjustments totaling \$4,498,399 which resulted in a final budgeted use of fund balance in the amount of \$477,426. As noted above, the general fund Intergovernmental federal revenue includes the one-time coronavirus relief grant of \$2,926,142 which was included as part of the budget amendment. Income tax revenues far exceeded the conservative budget (which assumed a 20% reduction in revenues from the prior year) by \$1,827,014. There were general fund position eliminations included in the budget amendment, and reductions in personnel-related expenses were realized sooner than expected due to movement of personnel throughout the organization. In general, departments delayed expenditures and training/travel was halted during the pandemic.

#### Capital Assets and Debt Administration

**Capital Assets.** The City's investment in capital assets for its governmental and business-type activities as of June 30, 2021, amounted to \$319,313,481 (net of accumulated depreciation). This investment in capital assets includes land and land improvements, construction in progress, buildings, vehicles, equipment, infrastructure and systems. Net capital assets for governmental activities decreased by 3.6%, and for business-type activities increased by 4.2%.

	City of Battle Creek's Capital Assets (Net of Depreciation)					
	Governmental activities		Business-type activities		Total	
	2021	2020	2021	2020	2021	2020
Land and land improvements	\$ 10,441,512	\$ 12,165,248	\$ 5,242,678	\$ 5,310,272	\$ 15,684,190	\$ 17,475,520
Construction in progress	342,939	111,838	1,437,761	7,275,277	1,780,700	7,387,115
Buildings	37,275,554	39,261,883	34,436,444	31,956,027	71,711,998	71,217,910
Vehicles	6,740,004	6,903,882	1,229,178	1,433,162	7,969,182	8,337,044
Equipment	3,304,507	2,628,728	923,606	833,059	4,228,113	3,461,787
Infrastructure	158,565,165	163,595,941	-	-	158,565,165	163,595,941
Systems	-	-	59,374,133	60,343,275	59,374,133	60,343,275
<b>Total</b>	<b>\$ 216,669,681</b>	<b>\$ 224,667,520</b>	<b>\$ 102,643,800</b>	<b>\$ 107,151,072</b>	<b>\$ 319,313,481</b>	<b>\$ 331,818,592</b>

# CITY OF BATTLE CREEK, MICHIGAN

## Management's Discussion and Analysis

Major capital asset events during the current fiscal year included:

- Vehicle additions in the current year included police interceptor vehicles as well as front end loaders. The Airport completed the Federal Aviation building rehabilitation, body cameras for the police and breathing apparatus equipment for fire were purchased.
- Wastewater's secondary treatment project was placed into service in the current fiscal year in the amount of \$14.4 million and is reflected in the large increase in buildings for business-type activities. Verona Pumping Station Improvements and RIM (Radon, Iron, and Manganese) facility improvements were completed and added to the water/wastewater system's assets.

Additional information on the City's capital assets can be found in Note 7 to the financial statements.

**Long-term Debt.** At the end of the current fiscal year, the City had total bonded debt outstanding of \$42,020,000. Of this amount, \$28,390,000 is comprised of debt backed by the full faith and credit of the government. The remainder of the City's bonded debt represents bonds secured solely by specified revenue sources.

	General Obligation and Revenue Bonds					
	Governmental activities		Business-type activities		Total	
	2021	2020	2021	2020	2021	2020
General obligation bonds	\$ 28,390,000	\$ 30,985,000	\$ -	\$ -	\$ 28,390,000	\$ 30,985,000
Revenue bonds	-	-	13,630,000	15,035,000	13,630,000	15,035,000
<b>Total</b>	<b>\$ 28,390,000</b>	<b>\$ 30,985,000</b>	<b>\$ 13,630,000</b>	<b>\$ 15,035,000</b>	<b>\$ 42,020,000</b>	<b>\$ 46,020,000</b>

The City's total bonded debt decreased by \$4,000,000 (8.7 percent) during the current fiscal year as a result of scheduled debt payments.

The following chart depicts the City's credit rating for the various outstanding debt and the different rating agencies:

	Moody's	S&P	Fitch
General obligation limited tax bonds	A1	AA-	AA-
Water and wastewater revenue bonds	N/A	AA-	N/A

State statutes limit the amount of general obligation debt a governmental entity may issue to 10 percent of its total state equalized valuation. The City's current outstanding general obligation debt is substantially below the current debt limit of \$145,938,633.

Additional information on the City's long-term debt can be found in Note 10 to the financial statements.

### Economic Factors

The impact of the global pandemic continues for the City, its residents and its and local employers. The negative effect on income tax has not been as severe as anticipated, however the continuation of remote work by many local employers will have repercussions to the City's budget.

## CITY OF BATTLE CREEK, MICHIGAN

### Management's Discussion and Analysis

#### Next Year's Budgets and Rates

The following factors were considered in preparing the City's budget for the 2021/22 fiscal year:

- Due to anticipated COVID-19 related negative impacts to income taxes and state shared revenues in the general fund, the fiscal year 2022 adopted budget reflected a use of fund balance in the amount of \$3,630,579. A mid-year adjustment is anticipated as American Rescue Plan Act funds are allocated and expenditure reductions are extended. The impact of the elimination of 26 positions in fiscal years 2020 and 2021 continues into the new year, and administration continues to search for cost-cutting measures using the priority based budgeting model and spending freezes.
- Efforts continue to fund pension and other postemployment benefit liabilities with strategies recommended by the Legacy Cost Committee. The positive effects of changes to Police and Fire pension liabilities can be seen in a reduction of the millage needed to generate the actuarially calculated contribution.
- The property tax millage rate was reduced from the prior year, with a .169 decrease in the police & fire pension component and no corresponding reduction in the general fund operating component.
- Internal service fund and administrative cost allocations continue to be evaluated.

#### Requests for Information

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. The financial statements are available on the City's website: [www.battlecreekmi.gov](http://www.battlecreekmi.gov). Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City Revenue Services Director, P.O. Box 1717, Battle Creek, Michigan 49016-1717.

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## **BASIC FINANCIAL STATEMENTS**

## **GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**CITY OF BATTLE CREEK, MICHIGAN**

**Statement of Net Position**

June 30, 2021

	Primary Government			Component Units
	Governmental Activities	Business-type Activities	Total	
<b>Assets</b>				
Pooled cash and investments	\$ 51,891,442	\$ 21,840,547	\$ 73,731,989	\$ 10,670,445
Receivables	14,514,199	9,759,195	24,273,394	866,127
Receivables, long-term portion	3,434,773	6,775,390	10,210,163	3,243,824
Internal balances	(3,848,256)	3,848,256	-	-
Inventories and prepaid items	944,634	1,924,037	2,868,671	26,459
Capital assets not being depreciated	2,393,272	4,998,215	7,391,487	15,149,830
Capital assets being depreciated, net	214,276,409	97,645,585	311,921,994	7,864,714
<b>Total assets</b>	<b>283,606,473</b>	<b>146,791,225</b>	<b>430,397,698</b>	<b>37,821,399</b>
<b>Deferred outflows of resources</b>				
Deferred charge on refunding	735,367	-	735,367	1,091,484
Deferred pension amounts	12,251,893	3,766,088	16,017,981	-
Deferred other postemployment benefit amounts	5,209,094	2,577,294	7,786,388	-
<b>Total deferred outflows of resources</b>	<b>18,196,354</b>	<b>6,343,382</b>	<b>24,539,736</b>	<b>1,091,484</b>
<b>Liabilities</b>				
Accounts payable and accrued liabilities	7,725,408	2,954,700	10,680,108	3,233,614
Accrued interest payable	581,045	56,289	637,334	189,202
Unearned revenue	15,716,099	454,697	16,170,796	17,510
Long-term debt:				
Due within one year	6,442,201	2,282,947	8,725,148	2,078,688
Due in more than one year	37,102,855	12,846,213	49,949,068	31,802,133
Other liabilities due in more than one year:				
Net pension liability	66,229,355	28,630,708	94,860,063	-
Net other postemployment benefit liability	43,415,156	21,480,443	64,895,599	-
<b>Total liabilities</b>	<b>177,212,119</b>	<b>68,705,997</b>	<b>245,918,116</b>	<b>37,321,147</b>
<b>Deferred inflows of resources</b>				
Deferred pension amounts	26,247,576	1,279,970	27,527,546	-
Deferred other postemployment benefit amounts	7,064,073	3,495,081	10,559,154	-
<b>Total deferred inflows of resources</b>	<b>33,311,649</b>	<b>4,775,051</b>	<b>38,086,700</b>	<b>-</b>
<b>Net position</b>				
Net investment in capital assets	185,862,504	88,369,618	274,232,122	22,978,218
Restricted for:				
Debt service	11,628,208	-	11,628,208	3,681
Endowment - nonexpendable	879,909	-	879,909	-
Endowment - expendable	106,991	-	106,991	-
Other purposes	7,760,149	-	7,760,149	1,243,824
Unrestricted (deficit)	(114,958,702)	(8,716,059)	(123,674,761)	(22,633,987)
<b>Total net position (deficit)</b>	<b>\$ 91,279,059</b>	<b>\$ 79,653,559</b>	<b>\$ 170,932,618</b>	<b>\$ 1,591,736</b>

The accompanying notes are an integral part of these financial statements.

# CITY OF BATTLE CREEK, MICHIGAN

## Statement of Activities

For the Year Ended June 30, 2021

Functions / Programs	Expenses	Program Revenues			Net (Expense) Revenues
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Primary government</b>					
Governmental activities:					
General government	\$ 10,896,106	\$ 4,678,274	\$ 4,705,777	\$ -	\$ (1,512,055)
Public safety	26,917,782	1,495,221	3,568,271	-	(21,854,290)
Public works	3,044,775	41,676	83,794	-	(2,919,305)
Highways and streets	15,516,910	12,805	9,578,759	-	(5,925,346)
Recreation	3,972,724	1,848,686	8,456	-	(2,115,582)
Community development	4,421,780	82,995	4,438,227	-	99,442
Interest on long-term debt	1,394,090	-	-	-	(1,394,090)
<b>Total governmental activities</b>	<b>66,164,167</b>	<b>8,159,657</b>	<b>22,383,284</b>	<b>-</b>	<b>(35,621,226)</b>
Business-type activities:					
Water and wastewater	28,255,466	30,518,398	1,061,370	-	3,324,302
Public transit	5,214,313	251,862	4,612,245	-	(350,206)
Solid waste collection	4,026,661	3,769,920	-	-	(256,741)
Airport	3,198,782	168,459	2,316,786	-	(713,537)
Parking	1,102,095	776,968	-	-	(325,127)
Economic development	1,235,819	-	575,931	-	(659,888)
Intermodal facility	463,037	10,383	110,131	-	(342,523)
<b>Total business-type activities</b>	<b>43,496,173</b>	<b>35,495,990</b>	<b>8,676,463</b>	<b>-</b>	<b>676,280</b>
<b>Total primary government</b>	<b>\$ 109,660,340</b>	<b>\$ 43,655,647</b>	<b>\$ 31,059,747</b>	<b>\$ -</b>	<b>\$ (34,944,946)</b>
<b>Component units</b>					
Community development	\$ 9,616,701	\$ 650,319	\$ 3,935,351	\$ 1,523,631	\$ (3,507,400)

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# CITY OF BATTLE CREEK, MICHIGAN

## Statement of Activities

For the Year Ended June 30, 2021

	Primary Government			Component Units
	Governmental Activities	Business-type Activities	Total	
<b>Changes in net position</b>				
Net (expense) revenues	\$ (35,621,226)	\$ 676,280	\$ (34,944,946)	\$ (3,507,400)
General revenues:				
Property taxes	18,116,070	262,590	18,378,660	5,508,561
Income taxes	15,367,014	-	15,367,014	-
Grants and contributions not restricted to specific programs	6,647,453	-	6,647,453	-
Unrestricted investment earnings (loss)	(482,855)	(5,524)	(488,379)	213,901
Transfers	(66,995)	66,995	-	-
Total general revenues and transfers	39,580,687	324,061	39,904,748	5,722,462
<b>Change in net position</b>	3,959,461	1,000,341	4,959,802	2,215,062
Net position, beginning of year	87,319,598	78,653,218	165,972,816	(623,326)
<b>Net position, end of year</b>	\$ 91,279,059	\$ 79,653,559	\$ 170,932,618	\$ 1,591,736

concluded.

The accompanying notes are an integral part of these financial statements.

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## **FUND FINANCIAL STATEMENTS**

## CITY OF BATTLE CREEK, MICHIGAN

### Balance Sheet

Governmental Funds

June 30, 2021

	General	Major Street and Trunkline Maintenance	Special Grants	Nonmajor Governmental Funds	Total Governmental Funds
<b>Assets</b>					
Pooled cash and investments	\$ 13,761,391	\$ 3,114,030	\$ 16,219,583	\$ 6,113,314	\$ 39,208,318
Receivables:					
Interest	1,169	-	-	30,095	31,264
Accounts	1,031,479	48,254	3,979	1,542	1,085,254
Special assessments	156,126	-	-	96,486	252,612
Due from other governments	1,234,300	1,128,006	309,358	589,110	3,260,774
Taxes	400,576	-	-	-	400,576
Loans	-	-	8,173,706	623,567	8,797,273
Loans, long-term portion	-	-	-	3,434,773	3,434,773
Inventories	110,245	-	-	-	110,245
Prepaid items	82,068	-	9,992	2,506	94,566
Interfund receivable	2,414,976	-	-	-	2,414,976
<b>Total assets</b>	<b>\$ 19,192,330</b>	<b>\$ 4,290,290</b>	<b>\$ 24,716,618</b>	<b>\$ 10,891,393</b>	<b>\$ 59,090,631</b>
<b>Liabilities</b>					
Accounts payable	\$ 1,259,871	\$ 42,527	\$ 149,526	\$ 372,683	\$ 1,824,607
Accrued payroll	3,589,505	-	-	-	3,589,505
Retentions, deposits and other liabilities	-	-	-	225,185	225,185
Interfund payable	-	-	-	116,313	116,313
Unearned revenue	9,732	1,785	15,524,053	34,772	15,570,342
<b>Total liabilities</b>	<b>4,859,108</b>	<b>44,312</b>	<b>15,673,579</b>	<b>748,953</b>	<b>21,325,952</b>
<b>Deferred inflows of resources</b>					
Unavailable revenue:					
Special assessments	68,583	-	-	96,486	165,069
Loans, grants and related interest	-	-	8,173,706	4,035,547	12,209,253
<b>Total deferred inflows of resources</b>	<b>68,583</b>	<b>-</b>	<b>8,173,706</b>	<b>4,132,033</b>	<b>12,374,322</b>
<b>Fund balances</b>					
Nonspendable	192,313	-	9,992	882,415	1,084,720
Restricted	246,617	4,245,978	-	3,374,545	7,867,140
Committed	1,522,791	-	859,341	1,329,601	3,711,733
Assigned	109,498	-	-	423,846	533,344
Unassigned	12,193,420	-	-	-	12,193,420
<b>Total fund balances</b>	<b>14,264,639</b>	<b>4,245,978</b>	<b>869,333</b>	<b>6,010,407</b>	<b>25,390,357</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 19,192,330</b>	<b>\$ 4,290,290</b>	<b>\$ 24,716,618</b>	<b>\$ 10,891,393</b>	<b>\$ 59,090,631</b>

The accompanying notes are an integral part of these financial statements.

## CITY OF BATTLE CREEK, MICHIGAN

### Reconciliation

Fund Balances of Governmental Funds  
to Net Position of Governmental Activities  
June 30, 2021

<b>Fund balances - total governmental funds</b>	\$ 25,390,357
Amounts reported for <i>governmental activities</i> in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	
Capital assets not being depreciated	2,393,272
Capital assets being depreciated, net	214,276,409
Less: capital assets being accounted for in internal service funds	(6,946,941)
Internal service funds are used by management to charge the costs of certain equipment usage to individual governmental funds. The assets and liabilities of the internal service funds are included in governmental activities in the statement of net position.	
Net position of governmental internal service funds	16,142,093
Portion of internal service funds cumulative net operating income attributed to business-type funds	(3,848,256)
Because the focus of governmental funds is on short-term financing, some assets will not be available to pay for current expenditures. Those assets (i.e., receivables) are offset by deferred inflows of resources in the governmental funds and, therefore, not included in fund balance.	
Unavailable special assessments	165,069
Loans receivable related to the sale of capital assets and other loans	12,209,253
Gains and losses on refunding are not reported in the governmental funds, whereas they are capitalized and amortized for net position.	
Deferred charge on refunding	735,367
Certain liabilities, such as bonds payable, are not due and payable in the current period and therefore are not reported in the funds.	
Bonds and notes from direct borrowings and direct placements payable	(40,025,401)
Accrued interest on bonds and notes from direct borrowings and direct placements payable	(581,045)
Net pension liability	(66,229,355)
Deferred outflows related to the net pension liability	12,251,893
Deferred inflows related to the net pension liability	(26,247,576)
Net other postemployment benefit liability	(43,415,156)
Deferred outflows related to the net other postemployment benefit liability	5,209,094
Deferred inflows related to the net other postemployment benefit liability	(7,064,073)
Compensated absences	(3,135,945)
<b>Net position of governmental activities</b>	<u>\$ 91,279,059</u>

The accompanying notes are an integral part of these financial statements.

**CITY OF BATTLE CREEK, MICHIGAN**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

Governmental Funds

For the Year Ended June 30, 2021

	General	Major Street and Trunkline Maintenance	Special Grants	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues</b>					
Taxes	\$ 31,702,548	\$ -	\$ -	\$ 1,780,536	\$ 33,483,084
Licenses and permits	1,097,170	-	-	-	1,097,170
Intergovernmental:					
Federal	2,966,087	-	1,617,940	1,366,207	5,950,234
State	7,871,682	7,704,065	8,141	1,938,963	17,522,851
Local	2,229,448	-	-	854,436	3,083,884
Charges for services	3,196,560	-	-	867,573	4,064,133
Fines and forfeitures	58,055	-	-	-	58,055
Investment earnings (loss)	45,958	(1,387)	1,508	(3,597)	42,482
Contributions	5,629	-	632,384	3,250	641,263
Rents and leases	56,261	19,556	-	44,531	120,348
Other	408,035	25,821	-	106,475	540,331
<b>Total revenues</b>	<b>49,637,433</b>	<b>7,748,055</b>	<b>2,259,973</b>	<b>6,958,374</b>	<b>66,603,835</b>
<b>Expenditures</b>					
Current expenditures:					
General government	4,653,682	-	396,513	1,268,595	6,318,790
Public safety	31,253,817	-	652,853	80,000	31,986,670
Public works	2,565,138	-	-	-	2,565,138
Highway and streets	-	4,502,240	-	4,853,910	9,356,150
Recreation	2,092,693	-	-	-	2,092,693
Community development	564,752	-	2,987,666	1,386,491	4,938,909
Inspections	-	-	-	840,235	840,235
Non-departmental	1,120,340	-	-	-	1,120,340
Debt service:					
Principal	195,000	-	-	2,893,186	3,088,186
Interest	43,191	-	-	1,244,918	1,288,109
<b>Total expenditures</b>	<b>42,488,613</b>	<b>4,502,240</b>	<b>4,037,032</b>	<b>12,567,335</b>	<b>63,595,220</b>
Revenue over (under) expenditures	7,148,820	3,245,815	(1,777,059)	(5,608,961)	3,008,615
<b>Other financing sources (uses)</b>					
Proceeds from installment obligation	-	-	-	737,299	737,299
Transfers in	62,711	-	49,145	5,714,557	5,826,413
Transfers out	(2,594,014)	(2,019,000)	-	(225,757)	(4,838,771)
<b>Total other financing sources (uses)</b>	<b>(2,531,303)</b>	<b>(2,019,000)</b>	<b>49,145</b>	<b>6,226,099</b>	<b>1,724,941</b>
<b>Net change in fund balances</b>	<b>4,617,517</b>	<b>1,226,815</b>	<b>(1,727,914)</b>	<b>617,138</b>	<b>4,733,556</b>
Fund balances, beginning of year	9,647,122	3,019,163	2,597,247	5,393,269	20,656,801
<b>Fund balances, end of year</b>	<b>\$ 14,264,639</b>	<b>\$ 4,245,978</b>	<b>\$ 869,333</b>	<b>\$ 6,010,407</b>	<b>\$ 25,390,357</b>

The accompanying notes are an integral part of these financial statements.

## CITY OF BATTLE CREEK, MICHIGAN

### Reconciliation

Net Changes in Fund Balances of Governmental Funds  
to Change in Net Position of Governmental Activities  
For the Year Ended June 30, 2021

<b>Net change in fund balances - total governmental funds</b>	\$ 4,733,556
Amounts reported for <i>governmental activities</i> in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	
Acquisition/construction of capital assets	4,790,865
Less: acquisition/construction of capital assets being accounted for in internal service funds	(2,034,067)
Depreciation expense	(12,734,972)
Less: depreciation expense being accounted for in internal service funds	2,028,424
Loss on disposal of capital assets	(51,162)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds, but rather deferred to subsequent fiscal years.	
Change in long-term special assessments receivable	(94,576)
Change in unavailable revenues related to loans and grants receivable	1,819,888
Bond proceeds provide current financial resources to governmental funds in the period issued, but issuing bonds increases long-term debt in the statement of net position. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term debt in the statement of net position.	
Principal payments on long-term debt	3,088,186
Proceeds from issuance of installment obligations	(737,299)
Amount received from other entities for their share of debt principal	(535,000)
Amortization of bond premium	130,573
Amortization of bond discount	(8,657)
Amortization of deferred charge on refunding	(72,697)
Internal service funds are used by management to charge the costs of certain equipment usage to individual governmental funds. The net revenues (expense) attributable to those funds is reported with governmental activities.	
Net operating income from governmental activities in internal service funds	1,660,529
Less: net operating income from business-type activities in internal service funds	(615,230)
Interest earnings from governmental internal service funds	9,663
Loss on disposal of capital assets from governmental internal service funds	(2,570)
Transfers received in governmental internal service funds	419,157
Transfers made from governmental internal services funds	(1,473,794)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds.	
Change in accrued interest payable on bonds	(155,200)
Change in the net pension liability and related deferred amounts	3,511,946
Change in net other postemployment benefit liability and related deferred amounts	116,221
Change in the accrual for compensated absences	165,677
<b>Change in net position of governmental activities</b>	<u>\$ 3,959,461</u>

The accompanying notes are an integral part of these financial statements.

# CITY OF BATTLE CREEK, MICHIGAN

## Statement of Revenues, Expenditures and Change in Fund Balance

Budget and Actual - General Fund  
For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>				
Taxes:				
City income	\$ 13,540,000	\$ 13,540,000	\$ 15,367,014	\$ 1,827,014
Real estate	14,020,187	14,020,187	13,652,915	(367,272)
Personal property	1,734,224	1,734,224	1,911,707	177,483
Administration fees	700,127	700,127	701,531	1,404
Other	66,208	66,747	69,381	2,634
<b>Total taxes</b>	<b>30,060,746</b>	<b>30,061,285</b>	<b>31,702,548</b>	<b>1,641,263</b>
Licenses and permits	856,731	876,731	1,097,170	220,439
Intergovernmental:				
Federal	40,000	2,963,043	2,966,087	3,044
State	5,493,548	7,183,216	7,871,682	688,466
Local	2,167,120	2,244,120	2,229,448	(14,672)
<b>Total intergovernmental</b>	<b>7,700,668</b>	<b>12,390,379</b>	<b>13,067,217</b>	<b>676,838</b>
Charges for services:				
Recreation	1,938,092	1,938,092	1,791,292	(146,800)
Police services	1,350,126	1,350,126	1,405,268	55,142
<b>Total charges for services</b>	<b>3,288,218</b>	<b>3,288,218</b>	<b>3,196,560</b>	<b>(91,658)</b>
Fines and forfeitures	110,000	110,000	58,055	(51,945)
Investment earnings	20,000	20,000	45,958	25,958
Contributions	4,722	4,722	5,629	907
Rent and leases	51,751	51,751	56,261	4,510
Other	283,378	390,553	408,035	17,482
<b>Total revenues</b>	<b>42,376,214</b>	<b>47,193,639</b>	<b>49,637,433</b>	<b>2,443,794</b>

continued...

# CITY OF BATTLE CREEK, MICHIGAN

## Statement of Revenues, Expenditures and Change in Fund Balance

Budget and Actual - General Fund  
For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Expenditures</b>				
General government:				
Administration:				
Mayor and city commission	\$ 129,603	\$ 129,603	\$ 124,687	\$ (4,916)
City clerk and elections	641,819	641,819	553,607	(88,212)
City manager	923,947	923,947	881,638	(42,309)
Neighborhood code compliance	295,633	299,633	295,105	(4,528)
Labor relations	292,158	294,158	287,587	(6,571)
Human resources	367,953	367,953	293,415	(74,538)
Legal department	1,132,603	1,132,603	1,048,044	(84,559)
Civil service	117,452	117,452	67,086	(50,366)
Administrative reimbursements	(2,473,059)	(2,431,769)	(2,437,975)	(6,206)
<b>Total administration</b>	<b>1,428,109</b>	<b>1,475,399</b>	<b>1,113,194</b>	<b>(362,205)</b>
Revenue services:				
Finance	1,126,024	1,087,484	1,017,153	(70,331)
Purchasing	333,079	333,079	321,789	(11,290)
Treasurer's office	358,311	343,883	342,792	(1,091)
Assessing	940,564	940,564	783,042	(157,522)
City hall maintenance	498,631	522,631	518,129	(4,502)
Income tax division	699,953	603,870	557,583	(46,287)
<b>Total revenue services</b>	<b>3,956,562</b>	<b>3,831,511</b>	<b>3,540,488</b>	<b>(291,023)</b>
<b>Total general government</b>	<b>5,384,671</b>	<b>5,306,910</b>	<b>4,653,682</b>	<b>(653,228)</b>
Public safety:				
Police department	19,523,467	19,469,303	18,679,063	(790,240)
Fire department	11,342,985	11,571,967	11,581,066	9,099
Dispatch	939,239	994,239	993,688	(551)
<b>Total public safety</b>	<b>31,805,691</b>	<b>32,035,509</b>	<b>31,253,817</b>	<b>(781,692)</b>

continued...

# CITY OF BATTLE CREEK, MICHIGAN

## Statement of Revenues, Expenditures and Change in Fund Balance

Budget and Actual - General Fund  
For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Expenditures (continued)</b>				
Public works -				
Street and storm sewers	\$ 2,771,458	\$ 2,827,458	\$ 2,565,138	\$ (262,320)
Recreation	2,863,563	2,676,274	2,092,693	(583,581)
Community development	774,547	669,592	564,752	(104,840)
Non-departmental:				
Special projects	99,000	153,000	145,147	(7,853)
AccessVision	322,795	342,795	321,427	(21,368)
Retiree health contributions	653,766	653,766	653,766	-
Total non-departmental	1,075,561	1,149,561	1,120,340	(29,221)
Debt service:				
Principal	195,000	195,000	195,000	-
Interest	43,191	43,191	43,191	-
Total debt service	238,191	238,191	238,191	-
<b>Total expenditures</b>	<b>44,913,682</b>	<b>44,903,495</b>	<b>42,488,613</b>	<b>(2,414,882)</b>
Revenue over (under) expenditures	(2,537,468)	2,290,144	7,148,820	4,858,676
<b>Other financing sources (uses)</b>				
Transfers in	-	-	62,711	62,711
Transfers out	(2,438,357)	(2,767,570)	(2,594,014)	(173,556)
<b>Total other financing sources (uses)</b>	<b>(2,438,357)</b>	<b>(2,767,570)</b>	<b>(2,531,303)</b>	<b>(236,267)</b>
<b>Net change in fund balance</b>	<b>(4,975,825)</b>	<b>(477,426)</b>	<b>4,617,517</b>	<b>5,094,943</b>
Fund balance, beginning of year	9,647,122	9,647,122	9,647,122	-
<b>Fund balance, end of year</b>	<b>\$ 4,671,297</b>	<b>\$ 9,169,696</b>	<b>\$ 14,264,639</b>	<b>\$ 5,094,943</b>

concluded.

The accompanying notes are an integral part of these financial statements.

## CITY OF BATTLE CREEK, MICHIGAN

### Statement of Revenues, Expenditures and Change in Fund Balance

Budget and Actual - Major Street and Trunkline Maintenance Fund  
For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>				
Intergovernmental - state	\$ 6,216,000	\$ 6,216,000	\$ 7,704,065	\$ 1,488,065
Investment loss	-	-	(1,387)	(1,387)
Rents and leases	18,000	18,000	19,556	1,556
Other	500	500	25,821	25,321
<b>Total revenues</b>	<b>6,234,500</b>	<b>6,234,500</b>	<b>7,748,055</b>	<b>1,513,555</b>
<b>Expenditures</b>				
Current expenditures - Highways and streets	5,030,317	5,024,709	4,502,240	(522,469)
Revenues over expenditures	1,204,183	1,209,791	3,245,815	2,036,024
<b>Other financing uses</b>				
Transfers out	(2,019,000)	(2,019,000)	(2,019,000)	-
<b>Net change in fund balances</b>	<b>(814,817)</b>	<b>(809,209)</b>	<b>1,226,815</b>	<b>2,036,024</b>
Fund balance, beginning of year	3,019,163	3,019,163	3,019,163	-
<b>Fund balance, end of year</b>	<b>\$ 2,204,346</b>	<b>\$ 2,209,954</b>	<b>\$ 4,245,978</b>	<b>\$ 2,036,024</b>

The accompanying notes are an integral part of these financial statements.

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## CITY OF BATTLE CREEK, MICHIGAN

### Statement of Revenues, Expenditures and Change in Fund Balance

Budget and Actual - Special Grants Fund

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>				
Intergovernmental:				
Federal	\$ -	\$ 7,907,019	\$ 1,617,940	\$ (6,289,079)
State	-	247,490	8,141	(239,349)
Investment earnings	-	1,508	1,508	-
Contributions	-	1,121,011	632,384	(488,627)
Other	-	12,729	-	(12,729)
<b>Total revenues</b>	-	9,289,757	2,259,973	(7,029,784)
<b>Expenditures</b>				
Current expenditures:				
General government	-	961,300	396,513	(564,787)
Public safety	-	3,571,239	652,853	(2,918,386)
Recreation	-	32,208	-	(32,208)
Community development	-	6,327,392	2,987,666	(3,339,726)
<b>Total expenditures</b>	-	10,892,139	4,037,032	(6,855,107)
Revenues under expenditures	-	(1,602,382)	(1,777,059)	(174,677)
<b>Other financing sources</b>				
Transfers in	-	772,601	49,145	(723,456)
<b>Net change in fund balances</b>	-	(829,781)	(1,727,914)	(898,133)
Fund balance, beginning of year	2,597,247	2,597,247	2,597,247	-
<b>Fund balance, end of year</b>	\$ 2,597,247	\$ 1,767,466	\$ 869,333	\$ (898,133)

The accompanying notes are an integral part of these financial statements.

**CITY OF BATTLE CREEK, MICHIGAN**

**Statement of Net Position**

Proprietary Funds  
June 30, 2021

	Business-type Activities - Enterprise Funds					Governmental Activities
	Water and Wastewater System	Battle Creek Transit System	Battle Creek Executive Airport / FAA	Nonmajor Enterprise Funds	Total	Internal Service Funds
<b>Assets</b>						
Current assets:						
Pooled cash and investments	\$ 20,639,865	\$ -	\$ 822,720	\$ 2,676,625	\$ 24,139,210	\$ 10,384,461
Receivables:						
Interest	-	-	16,129	2,031	18,160	92,023
Accounts	4,764,210	788	55,831	851,399	5,672,228	594,423
Special assessments	152,337	-	-	-	152,337	-
Due from other governments	-	2,854,082	388	-	2,854,470	-
Loans, current portion	-	-	-	1,062,000	1,062,000	-
Inventories	1,782,779	129,759	-	-	1,912,538	484,754
Prepaid items	6,070	5,319	110	-	11,499	255,069
<b>Total current assets</b>	<b>27,345,261</b>	<b>2,989,948</b>	<b>895,178</b>	<b>4,592,055</b>	<b>35,822,442</b>	<b>11,810,730</b>
Noncurrent assets:						
Loans receivable, long-term portion	-	-	-	6,775,390	6,775,390	-
Capital assets not being depreciated	1,663,036	66,499	1,763,555	1,505,125	4,998,215	48,823
Capital assets being depreciated, net	81,327,307	1,866,207	12,340,314	2,111,757	97,645,585	6,898,118
<b>Total noncurrent assets</b>	<b>82,990,343</b>	<b>1,932,706</b>	<b>14,103,869</b>	<b>10,392,272</b>	<b>109,419,190</b>	<b>6,946,941</b>
<b>Total assets</b>	<b>110,335,604</b>	<b>4,922,654</b>	<b>14,999,047</b>	<b>14,984,327</b>	<b>145,241,632</b>	<b>18,757,671</b>
<b>Deferred outflows of resources</b>						
Deferred pension amounts	2,611,521	833,854	284,059	36,654	3,766,088	-
Deferred other postemployment benefit amounts	1,884,306	545,047	147,941	-	2,577,294	-
<b>Total deferred outflows of resources</b>	<b>4,495,827</b>	<b>1,378,901</b>	<b>432,000</b>	<b>36,654</b>	<b>6,343,382</b>	<b>-</b>
<b>Liabilities</b>						
Current liabilities:						
Accounts payable and accrued liabilities	1,444,301	38,063	61,825	887,040	2,431,229	677,088
Accrued payroll	-	-	15,972	1,439	17,411	-
Retentions, deposits and other liabilities	408,212	-	-	97,848	506,060	-
Accrued interest payable	56,289	-	-	-	56,289	-
Interfund payable	-	2,226,124	-	72,539	2,298,663	-
Unearned revenue	391,625	-	62,572	500	454,697	145,757
Compensated absences, current portion	557,859	87,104	87,574	36,941	769,478	245,604
Claims payable, current portion	-	-	-	-	-	1,031,916
Lease payable, current portion	-	-	-	-	-	28,771
Bonds payable, current portion	1,513,469	-	-	-	1,513,469	-
<b>Total current liabilities</b>	<b>4,371,755</b>	<b>2,351,291</b>	<b>227,943</b>	<b>1,096,307</b>	<b>8,047,296</b>	<b>2,129,136</b>
Noncurrent liabilities:						
Compensated absences	61,985	9,679	9,731	4,105	85,500	-
Claims payable	-	-	-	-	-	377,107
Lease payable	-	-	-	-	-	109,335
Bonds payable	12,760,713	-	-	-	12,760,713	-
Net pension liability	19,853,411	6,339,159	2,159,494	278,644	28,630,708	-
Net other postemployment benefit liability	15,704,735	4,542,692	1,233,016	-	21,480,443	-
<b>Total noncurrent liabilities</b>	<b>48,380,844</b>	<b>10,891,530</b>	<b>3,402,241</b>	<b>282,749</b>	<b>62,957,364</b>	<b>486,442</b>
<b>Total liabilities</b>	<b>52,752,599</b>	<b>13,242,821</b>	<b>3,630,184</b>	<b>1,379,056</b>	<b>71,004,660</b>	<b>2,615,578</b>
<b>Deferred inflows of resources</b>						
Deferred pension amounts	887,570	283,400	96,543	12,457	1,279,970	-
Deferred other postemployment benefit amounts	2,555,316	739,141	200,624	-	3,495,081	-
<b>Total deferred inflows of resources</b>	<b>3,442,886</b>	<b>1,022,541</b>	<b>297,167</b>	<b>12,457</b>	<b>4,775,051</b>	<b>-</b>
<b>Net position</b>						
Net investment in capital assets	68,716,161	1,932,706	14,103,869	3,616,882	88,369,618	6,808,835
Unrestricted (deficit)	(10,080,215)	(9,896,513)	(2,600,173)	10,012,586	(12,564,315)	9,333,258
<b>Total net position (deficit)</b>	<b>\$ 58,635,946</b>	<b>\$ (7,963,807)</b>	<b>\$ 11,503,696</b>	<b>\$ 13,629,468</b>	<b>\$ 75,805,303</b>	<b>\$ 16,142,093</b>

The accompanying notes are an integral part of these financial statements.

## CITY OF BATTLE CREEK, MICHIGAN

### Reconciliation

Net Position of Enterprise Funds  
to Net Position of Business-type Activities  
June 30, 2021

**Net position - total enterprise funds** \$ 75,805,303

Amounts reported for *business-type activities* in the statement of net position are different because:

Internal service funds are used by management to charge the costs of certain services to individual governmental and enterprise funds. The net revenues (expense) of the internal service funds are allocated to governmental and business-type activities.

Portion of internal service funds cumulative net operating income attributed to enterprise funds.

3,848,256

**Net position of business-type activities**

\$ 79,653,559

The accompanying notes are an integral part of these financial statements.

**CITY OF BATTLE CREEK, MICHIGAN**

**Statement of Revenues, Expenses and Changes in Fund Net Position**

Proprietary Funds

For the Year Ended June 30, 2021

	Business-type Activities - Enterprise Funds					Governmental Activities
	Water and Wastewater System	Battle Creek Transit System	Battle Creek Executive Airport / FAA	Nonmajor Enterprise Funds	Total	Internal Service Funds
<b>Operating revenues</b>						
Charges for services	\$ 30,518,398	\$ 251,862	\$ 168,459	\$ 4,557,271	\$ 35,495,990	\$ 20,967,727
Rents and leases	226,720	-	1,269,209	106,711	1,602,640	1,760,600
Other	428,773	1,408	37,061	61,746	528,988	353,076
<b>Total operating revenues</b>	<b>31,173,891</b>	<b>253,270</b>	<b>1,474,729</b>	<b>4,725,728</b>	<b>37,627,618</b>	<b>23,081,403</b>
<b>Operating expenses</b>						
Personnel services	10,223,176	3,885,064	1,249,612	953,834	16,311,686	3,302,352
Materials and supplies	2,413,521	490,499	151,330	92,174	3,147,524	1,544,228
Contractual and other	9,221,610	558,306	749,369	5,118,165	15,647,450	14,545,870
Depreciation	6,684,219	359,890	1,069,049	672,101	8,785,259	2,028,424
<b>Total operating expenses</b>	<b>28,542,526</b>	<b>5,293,759</b>	<b>3,219,360</b>	<b>6,836,274</b>	<b>43,891,919</b>	<b>21,420,874</b>
Operating income (loss)	2,631,365	(5,040,489)	(1,744,631)	(2,110,546)	(6,264,301)	1,660,529
<b>Nonoperating revenues (expenses)</b>						
Property taxes	-	-	-	262,590	262,590	-
Intergovernmental subsidies:						
Federal	405,877	2,262,138	-	-	2,668,015	-
State	-	2,348,699	667	391,605	2,740,971	-
Local	-	-	1,009,849	126,000	1,135,849	-
Investment earnings (loss)	(5,794)	-	(196)	466	(5,524)	9,663
Interest expense	(216,446)	-	-	-	(216,446)	-
Loss on disposal of capital assets	(3,038)	-	-	-	(3,038)	(2,570)
<b>Total nonoperating revenues</b>	<b>180,599</b>	<b>4,610,837</b>	<b>1,010,320</b>	<b>780,661</b>	<b>6,582,417</b>	<b>7,093</b>
Income (loss) before transfers	2,811,964	(429,652)	(734,311)	(1,329,885)	318,116	1,667,622
<b>Transfers in</b>	-	229,995	-	9,000	238,995	419,157
<b>Transfers out</b>	<b>(172,000)</b>	-	-	-	<b>(172,000)</b>	<b>(1,473,794)</b>
<b>Change in net position</b>	<b>2,639,964</b>	<b>(199,657)</b>	<b>(734,311)</b>	<b>(1,320,885)</b>	<b>385,111</b>	<b>612,985</b>
Net position (deficit), beginning of year	55,995,982	(7,764,150)	12,238,007	14,950,353	75,420,192	15,529,108
<b>Net position (deficit), end of year</b>	<b>\$ 58,635,946</b>	<b>\$ (7,963,807)</b>	<b>\$ 11,503,696</b>	<b>\$ 13,629,468</b>	<b>\$ 75,805,303</b>	<b>\$ 16,142,093</b>

The accompanying notes are an integral part of these financial statements.

## CITY OF BATTLE CREEK, MICHIGAN

### Reconciliation

Change in Net Position of Enterprise Funds  
to Change in Net Position of Business-type Activities  
For the Year Ended June 30, 2021

<b>Change in net position - total enterprise funds</b>	\$ 385,111
Amounts reported for <i>business-type activities</i> in the statement of activities are different because:	
Internal service funds are used by management to charge the costs of certain services to individual governmental and enterprise funds. The current year net operating income of the internal service funds are allocated to governmental and business-type activities.	<u>615,230</u>
<b>Change in net position of business-type activities</b>	<u><u>\$ 1,000,341</u></u>

The accompanying notes are an integral part of these financial statements.

**CITY OF BATTLE CREEK, MICHIGAN**

**Statement of Cash Flows**

Proprietary Funds  
For the Year Ended June 30, 2021

	Business-type Activities - Enterprise Funds					Governmental Activities
	Water and Wastewater System	Battle Creek Transit System	Battle Creek Executive Airport / FAA	Nonmajor Enterprise Funds	Total	Internal Service Funds
<b>Cash flows from operating activities</b>						
Receipts from customers and users	\$ 30,695,853	\$ 233,855	\$ 1,674,183	\$ 4,645,018	\$ 37,248,909	\$ -
Receipts from interfund services	-	-	-	-	-	23,081,403
Payments to suppliers and contractors	(11,331,595)	(1,392,035)	(1,343,264)	(5,132,850)	(19,199,744)	(16,253,265)
Payments to employees	(9,743,136)	(3,516,095)	(1,172,047)	(941,311)	(15,372,589)	(3,262,505)
Payments for interfund services	(506,544)	(79,446)	(20,578)	(8,662)	(615,230)	-
<b>Net cash provided by (used in) operating activities</b>	<b>9,114,578</b>	<b>(4,753,721)</b>	<b>(861,706)</b>	<b>(1,437,805)</b>	<b>2,061,346</b>	<b>3,565,633</b>
<b>Cash flows from noncapital financing activities</b>						
Transfers in	-	229,995	-	9,000	238,995	419,157
Transfers out	(172,000)	-	-	-	(172,000)	(1,473,794)
Property taxes	-	-	-	262,590	262,590	-
Intergovernmental subsidies	405,877	4,610,837	1,010,516	517,605	6,544,835	-
<b>Net cash provided by (used in) noncapital financing activities</b>	<b>233,877</b>	<b>4,840,832</b>	<b>1,010,516</b>	<b>789,195</b>	<b>6,874,420</b>	<b>(1,054,637)</b>
<b>Cash flows from capital and related financing activities</b>						
Principal and interest paid on debt	(1,701,050)	-	-	-	(1,701,050)	-
Principal paid on capital lease	-	-	-	-	-	(120,186)
Issuance of capital lease	-	-	-	-	-	149,882
Purchase of capital assets	(3,910,923)	(87,111)	(282,991)	-	(4,281,025)	(2,034,067)
<b>Net cash used in capital and related financing activities</b>	<b>(5,611,973)</b>	<b>(87,111)</b>	<b>(282,991)</b>	<b>-</b>	<b>(5,982,075)</b>	<b>(2,004,371)</b>
<b>Cash flows from investing activities</b>						
Investment earnings (loss)	(5,794)	-	83	48,724	43,013	12,165
<b>Net change in pooled cash and investments</b>	<b>3,730,688</b>	<b>-</b>	<b>(134,098)</b>	<b>(599,886)</b>	<b>2,996,704</b>	<b>518,790</b>
Pooled cash and investments, beginning of year	16,909,177	-	956,818	3,276,511	21,142,506	9,865,671
<b>Pooled cash and investments, end of year</b>	<b>\$ 20,639,865</b>	<b>\$ -</b>	<b>\$ 822,720</b>	<b>\$ 2,676,625</b>	<b>\$ 24,139,210</b>	<b>\$ 10,384,461</b>

continued...

**CITY OF BATTLE CREEK, MICHIGAN**

**Statement of Cash Flows**

Proprietary Funds  
For the Year Ended June 30, 2021

	Business-type Activities - Enterprise Funds					Governmental Activities
	Water and Wastewater System	Battle Creek Transit System	Battle Creek Executive Airport / FAA	Nonmajor Enterprise Funds	Total	Internal Service Funds
<b>Cash flows from operating activities</b>						
Operating income (loss)	\$ 2,631,365	\$ (5,040,489)	\$ (1,744,631)	\$ (2,110,546)	\$ (6,264,301)	\$ 1,660,529
Adjustments to reconcile operating income (loss) to net cash from operating activities:						
Depreciation	6,684,219	359,890	1,069,049	672,101	8,785,259	2,028,424
Changes in assets and liabilities:						
Accounts receivable	(431,513)	(474)	74,854	(79,721)	(436,854)	22,795
Special assessments receivable	(16,094)	-	-	-	(16,094)	-
Due from other governments	18,618	(18,941)	157,051	-	156,728	-
Loans receivable	-	-	-	4,830	4,830	-
Inventories	(49,471)	(6,936)	-	-	(56,407)	(173,124)
Prepaid items	(2,220)	(5,319)	-	450	(7,089)	(20,524)
Accounts payable and accrued liabilities	(337,162)	(393,541)	(463,143)	54,186	(1,139,660)	(233,469)
Compensated absences	20,630	15,617	26,321	5,486	68,054	39,847
Retentions, deposits and other liabilities	185,845	-	-	1,522	187,367	-
Claims payable	-	-	-	-	-	193,572
Interfund payable	-	188,519	-	7,839	196,358	-
Unearned revenue	(49,049)	-	(32,451)	(989)	(82,489)	47,583
Net pension liability	504,395	161,052	54,864	7,079	727,390	-
Deferred outflows related to the net pension liability	(713,301)	17,921	(77,587)	(10,012)	(782,979)	-
Deferred inflows related to the net pension liability	710,356	(18,861)	77,267	9,970	778,732	-
Net other postemployment benefit liability	565,696	163,631	44,414	-	773,741	-
Deferred outflows related to the net other postemployment benefit liability	7,890	55,536	620	-	64,046	-
Deferred inflows related to the net other postemployment benefit liability	(615,626)	(231,326)	(48,334)	-	(895,286)	-
<b>Net cash provided by (used in) operating activities</b>	<u>\$ 9,114,578</u>	<u>\$ (4,753,721)</u>	<u>\$ (861,706)</u>	<u>\$ (1,437,805)</u>	<u>\$ 2,061,346</u>	<u>\$ 3,565,633</u>

concluded.

The accompanying notes are an integral part of these financial statements.

# CITY OF BATTLE CREEK, MICHIGAN

## Statement of Fiduciary Net Position

Fiduciary Funds

June 30, 2021

	Pension and Other Employee Benefit Trust Funds	Custodial Funds
<b>Assets</b>		
Pooled cash and investments	\$ -	\$ 144,837
Cash and cash equivalents	5,252,776	-
Investments:		
Fixed income:		
Corporate bonds	17,799,844	-
Foreign bonds	1,712,209	-
U.S. government securities	38,532,251	-
Mutual funds	130,953,642	-
Interest receivable	162,643	-
Pension contributions receivable	140,820	-
Delinquent taxes receivable	-	556,941
<b>Total assets</b>	<u>194,554,185</u>	<u>701,778</u>
<b>Liabilities</b>		
Due to other governments	331,308	-
Undistributed receipts	-	564,628
<b>Total liabilities</b>	<u>331,308</u>	<u>564,628</u>
<b>Net position</b>		
Restricted for:		
Pension	185,763,214	-
Other postemployment healthcare benefits	8,459,663	-
Individuals, organizations, and other governments	-	137,150
<b>Total net position</b>	<u>\$ 194,222,877</u>	<u>\$ 137,150</u>

The accompanying notes are an integral part of these financial statements.

# CITY OF BATTLE CREEK, MICHIGAN

## Statement of Changes in Fiduciary Net Position

Fiduciary Funds

For the Year Ended June 30, 2021

	Pension and Other Employee Benefit Trust Funds	Custodial Funds
<b>Additions</b>		
Investment income:		
Net appreciation in fair value of investments	\$ 33,699,729	\$ -
Interest and dividends	4,255,351	-
Less investment expenses	(652,050)	-
	<u>37,303,030</u>	<u>-</u>
Total net investment income		
Contributions:		
Employer	7,687,219	-
Employee	1,964,355	-
	<u>9,651,574</u>	<u>-</u>
Total contributions		
Fire insurance collections	-	726,933
Taxes collected for other governments	-	71,722,555
	<u>46,954,604</u>	<u>72,449,488</u>
<b>Total additions</b>		
<b>Deductions</b>		
Benefit payments and refunds	13,824,094	-
Administrative expenses	178,003	-
Fire insurance distributions	-	732,574
Payments of taxes to other governments	-	71,722,555
	<u>14,002,097</u>	<u>72,455,129</u>
<b>Total deductions</b>		
<b>Change to net position</b>	32,952,507	(5,641)
Net position, beginning of year, as restated	<u>161,270,370</u>	<u>142,791</u>
<b>Net position, end of year</b>	<u>\$ 194,222,877</u>	<u>\$ 137,150</u>

The accompanying notes are an integral part of these financial statements.

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## **COMPONENT UNITS FINANCIAL STATEMENTS**

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Statement of Net Position

Component Units

June 30, 2021

	Battle Creek Downtown Development Authority	Lakeview Downtown Development Authority	Battle Creek Tax Increment Financing Authority	Brownfield Redevelopment Authority
<b>Assets</b>				
Pooled cash and investments	\$ 1,709,857	\$ 118,161	\$ 6,777,685	\$ 1,696,797
Receivables, net	348,028	2,273	77,593	-
Inventories	-	-	-	-
Prepaid items	2,316	-	-	-
Loans receivable, net:				
Due within one year	219,000	-	-	-
Due in more than one year	493,962	-	2,749,862	-
Capital assets not being depreciated	-	-	15,149,830	-
Capital assets being depreciated, net	-	-	7,828,388	-
<b>Total assets</b>	<b>2,773,163</b>	<b>120,434</b>	<b>32,583,358</b>	<b>1,696,797</b>
<b>Deferred outflows of resources</b>				
Deferred charge on refunding	1,091,484	-	-	-
<b>Liabilities</b>				
Accounts payable and accrued liabilities	59,404	-	2,802,022	267,825
Accrued interest payable	176,883	-	12,319	-
Unearned revenue	675	-	-	-
Long-term debt:				
Due within one year	1,729,484	-	349,204	-
Due in more than one year	25,928,452	-	3,123,819	2,749,862
<b>Total liabilities</b>	<b>27,894,898</b>	<b>-</b>	<b>6,287,364</b>	<b>3,017,687</b>
<b>Net position</b>				
Investment in capital assets	-	-	22,978,218	-
Restricted for debt service	-	-	3,681	-
Restricted for loan commitments and lending activity	1,243,824	-	-	-
Unrestricted (deficit)	(25,274,075)	120,434	3,314,095	(1,320,890)
<b>Total net position (deficit)</b>	<b>\$ (24,030,251)</b>	<b>\$ 120,434</b>	<b>\$ 26,295,994</b>	<b>\$ (1,320,890)</b>

continued...

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Statement of Net Position

Component Units

June 30, 2021

	Local Development Finance Authority	Cereal City Development Corporation	Total
<b>Assets</b>			
Pooled cash and investments	\$ 16,951	\$ 350,994	\$ 10,670,445
Receivables, net	11	219,222	647,127
Inventories	-	19,048	19,048
Prepaid items	-	5,095	7,411
Loans receivable, net:			
Due within one year	-	-	219,000
Due in more than one year	-	-	3,243,824
Capital assets not being depreciated	-	-	15,149,830
Capital assets being depreciated, net	-	36,326	7,864,714
<b>Total assets</b>	<u>16,962</u>	<u>630,685</u>	<u>37,821,399</u>
<b>Deferred outflows of resources</b>			
Deferred charge on refunding	-	-	1,091,484
<b>Liabilities</b>			
Accounts payable and accrued liabilities	-	104,363	3,233,614
Accrued interest payable	-	-	189,202
Unearned revenue	-	16,835	17,510
Long-term debt:			
Due within one year	-	-	2,078,688
Due in more than one year	-	-	31,802,133
<b>Total liabilities</b>	<u>-</u>	<u>121,198</u>	<u>37,321,147</u>
<b>Net position</b>			
Investment in capital assets	-	-	22,978,218
Restricted for debt service	-	-	3,681
Restricted for loan commitments and lending activity	-	-	1,243,824
Unrestricted (deficit)	16,962	509,487	(22,633,987)
<b>Total net position (deficit)</b>	<u>\$ 16,962</u>	<u>\$ 509,487</u>	<u>\$ 1,591,736</u>

concluded.

The accompanying notes are an integral part of these financial statements.

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Activities

Component Units

For the Year Ended June 30, 2021

	Battle Creek Downtown Development Authority	Lakeview Downtown Development Authority	Battle Creek Tax Increment Financing Authority	Brownfield Redevelopment Authority
<b>Expenses</b>				
Community development	\$ 2,995,282	\$ 2,056,438	\$ 3,520,241	\$ 224,177
<b>Program revenues</b>				
Charges for services	48,981	25,000	56,935	-
Operating grants and contributions	3,180,702	-	-	53,321
Capital grants and contributions	-	-	1,523,631	-
<b>Total program revenues</b>	<b>3,229,683</b>	<b>25,000</b>	<b>1,580,566</b>	<b>53,321</b>
Net program revenues (expenses)	234,401	(2,031,438)	(1,939,675)	(170,856)
<b>General revenues</b>				
Property taxes	1,643,555	2,046,127	1,205,036	613,843
Unrestricted investment earnings	19,761	5,466	179,986	8,585
<b>Total general revenues</b>	<b>1,663,316</b>	<b>2,051,593</b>	<b>1,385,022</b>	<b>622,428</b>
<b>Change in net position</b>	<b>1,897,717</b>	<b>20,155</b>	<b>(554,653)</b>	<b>451,572</b>
Net position (deficit), beginning of year	(25,927,968)	100,279	26,850,647	(1,772,462)
<b>Net position (deficit), end of year</b>	<b>\$ (24,030,251)</b>	<b>\$ 120,434</b>	<b>\$ 26,295,994</b>	<b>\$ (1,320,890)</b>

continued...

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Activities

Component Units

For the Year Ended June 30, 2021

	Local Development Finance Authority	Cereal City Development Corporation	Total
<b>Expenses</b>			
Community development	\$ 1,751	\$ 818,812	\$ 9,616,701
<b>Program revenues</b>			
Charges for services	-	519,403	650,319
Operating grants and contributions	-	701,328	3,935,351
Capital grants and contributions	-	-	1,523,631
<b>Total program revenues</b>	-	1,220,731	6,109,301
Net program revenues (expenses)	(1,751)	401,919	(3,507,400)
<b>General revenues</b>			
Property taxes	-	-	5,508,561
Unrestricted investment earnings	103	-	213,901
<b>Total general revenues</b>	103	-	5,722,462
<b>Change in net position</b>	(1,648)	401,919	2,215,062
Net position (deficit), beginning of year	18,610	107,568	(623,326)
<b>Net position (deficit), end of year</b>	\$ 16,962	\$ 509,487	\$ 1,591,736

concluded.

The accompanying notes are an integral part of these financial statements.

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## **NOTES TO FINANCIAL STATEMENTS**

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Reporting Entity

The accompanying financial statements present the activities of the City of Battle Creek, Michigan (the “City”) and its seven component units, legally separate organizations for which the City is financially accountable. The activities of the Building Authority are so intertwined with the City that it is, in substance, the same as the City and, therefore, is blended and reported as if it were part of the City. The other six component units are not so intertwined and, therefore, are discretely presented in a separate column in the government-wide financial statements to emphasize that they are legally separate from the City. The component units each have a June 30 year end.

Component Unit	Included in the Reporting Entity Because	Separate Financial Statements Available
Building Authority (BA); finances and constructs the City’s public buildings	City Commission appoints, may remove BA board and would be financially responsible for any debt of the BA	Not prepared
Battle Creek Downtown Development Authority (DDA); corrects and prevents deterioration in the downtown district, encourages historical preservation and promotes economic development	City Commission appoints, may remove DDA board and would be financially responsible for any debt of the DDA	Finance Department in City Hall
Lakeview Downtown Development Authority (LDDA); promotes development of the Lakeview district	City Commission appoints, may remove LDDA board and would be financially responsible for any debt of the LDDA	Finance Department in City Hall
Battle Creek Tax Increment Financing Authority (TIFA); administers the Fort Custer Industrial Park development district	City Commission appoints, may remove TIFA board and would be financially responsible for any debt of the TIFA	Finance Department in City Hall
Brownfield Redevelopment Authority (BRA); administers brownfield redevelopment projects	City Commission appoints, may remove BRA board and would be financially responsible for any debt of the BRA	Finance Department in City Hall
Local Development Finance Authority (LDFA); encourages technological development through the City’s “SmartZone”	City Commission appoints, may remove LDFA board and would be financially responsible for any debt of the LDFA	Finance Department in City Hall
Cereal City Development Corporation (CCDC); promotes community and economic development through the organization and management of events in the City	City Commission appoints, may remove CCDC board and would be financially responsible for any debt of the CCDC	CCDC Administration Office

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

#### *Fiduciary Component Units*

The *City of Battle Creek, Michigan Police and Fire Retirement System* (the "System") is a single-employer defined benefit contributory pension plan which provides retirement, disability and death benefits to, and contributes toward postemployment healthcare benefits for, plan members and their beneficiaries in accordance with the City's pension ordinance. The System is included as a fiduciary component unit of the City because (1) the System is a legally separate entity; (2) the City Commission appoints a voting majority of the Board of Trustees; and (3) the City makes contributions to the System on behalf of its participants. Plan amendments are under the authority of the City. Changes in required contributions are subject to collective bargaining agreements and approval by the City Commission.

The *Single-Employer Other Postemployment Benefit Plan* (the "Plan") is a single-employer defined benefit postemployment healthcare plan provides health care benefits to certain full-time employees upon retirement, in accordance with labor agreements and/or the City Administrative Code, or in the case of police and fire personnel according to City Commission resolution. The Plan is included as a fiduciary component unit of the City because: (1) the Plan is a legally separate entity; (2) the City Commission appoints a voting majority of the trustees; and (3) the City makes contributions to the Plan on behalf of its participants. The Plan provisions are established and may be amended by the City Commission, subject to the City's various collective bargaining agreements.

#### ***Basis of Presentation***

*Government-wide Financial Statements.* The statements of net position and activities display information about the primary government (the "City") and its component units. These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. These statements distinguish between the City's *governmental* and *business-type activities*. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for the different business-type activities of the City and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include (a) fees, fines and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

*Fund Financial Statements.* The fund financial statements provide information about the City's funds, including its fiduciary funds and blended component units. Separate statements for each fund category – *governmental*, *proprietary* and *fiduciary* – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

The City reports the following major governmental funds:

*General fund.* This is the government's primary operating fund. It is used to account for and report all financial resources not accounted for and reported in another fund.

*Major street and trunkline maintenance special revenue fund.* These funds are used to account for all road street expenditures that are designated as "major".

*Special grants special revenue fund.* These funds are used to account for grant revenues and expenditures received for various projects throughout the City.

The City has the following major enterprise funds:

*Water and wastewater system fund.* This fund accounts for the activities of the City's water distribution, water treatment, sewage disposal and sewage treatment systems.

*Battle Creek transit system fund.* This fund accounts for the activities of the City's transit system.

*Battle Creek executive airport / FAA fund.* This fund accounts for the activities of the City's airport.

Additionally, the City reports the following fund types:

*Special revenue funds.* These funds are used to account and report proceeds of *specific revenue sources* that are *restricted* or *committed* to expenditure for *specific purposes* other than debt service or capital projects.

*Debt service funds.* These funds account for all financial resources restricted, committed or assigned to expenditure for principal and interest.

*Capital projects funds.* These funds account for all financial resources restricted to expenditure for the acquisition or construction of capital assets.

*Permanent funds.* These funds account for resources restricted to the extent that only earnings, and not principal, may be used for purposes that support the government's purposes.

*Enterprise funds.* These funds account for those operations that are financed and operated in a manner similar to private business or where the City has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

*Internal service funds.* These funds account for operations that provide services to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis. This includes machinery, equipment and building space management services; liability, auto, health, dental, life and workers' compensation self-insurance; information technology services; and printing, mailing and reproduction services.

*Pension and other employee benefits trust funds.* These funds account for the activities of the Police and Fire Retirement System, Retiree Health Insurance Funding Trust (formerly known as Voluntary Employee Beneficiary Association), and Fire Retiree Health Care Trust, which accumulate resources for retirement and other employee benefit payments to qualified employees.

*Custodial funds.* These funds account for assets held for other governments in a custodial capacity, including property tax collections and fire insurance escrow.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes and other charges between the government's water and sewer function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

#### ***Measurement Focus, Basis of Accounting, and Financial Statement Presentation***

*Government-wide, proprietary and fiduciary fund financial statements.* The government-wide, proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, except for custodial funds, which do not have a measurement focus. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Operating expenses for proprietary funds include the cost of sales/services, administration and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Nonexchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements and donations. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

*Governmental fund financial statements.* Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year end, except for income tax revenue for which a 15-day collection period is used. Property taxes, franchise taxes, licenses and interest are considered to be susceptible to accrual.

Expenditures generally are recorded when a related fund liability is incurred, except for debt service expenditures, compensated absences, and claims and judgments, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds from general long-term debt and acquisitions under capital leases, if any, are reported as other financing sources.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants, and then by general revenues, subject to satisfying any grant program matching provisions.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

#### Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Equity

##### *Deposits and Investments*

The City maintains a cash and investment pool for all City monies. Each fund's portion of the cash and investment pool is displayed on the statement of net position or balance sheet as "pooled cash and investments." The cash resources of the pension and other employee benefits trust funds are invested separately. The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. State statutes authorize the government to deposit in the accounts of federally insured banks, credit unions, and savings and loan associations, and to invest in obligations of the U.S. Treasury, certain commercial paper, repurchase agreements, bankers' acceptances, and mutual funds composed of otherwise legal investments. The State's Pension Investment Act, as amended, authorizes the pension trust fund to invest in common stocks, real estate, and various other investment instruments, subject to certain limitations.

Investments are stated at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Mortgages are valued on the basis of future principal and interest payments, and are discounted at prevailing interest rates for similar instruments. Investments that do not have established market values are reported at estimated fair value. Cash deposits are reported at carrying amounts, which reasonably approximates fair value.

Unrealized appreciation or depreciation on pension trust fund investments due to changes in fair value are recognized each year.

##### *Receivables and Payables*

All trade and delinquent property tax receivables are shown net of an allowance for uncollectibles, as applicable.

Certain loans receivable in governmental funds consist of rehabilitation and redevelopment loans that are generally not expected or scheduled to be collected in the subsequent year.

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either *interfund receivables/payables* (i.e., the current portion of interfund loans) or *advances to/from other funds* (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as *due to/from other funds*. Any residual balances outstanding between the governmental and business-type activities are reported in the government-wide financial statements as *internal balances*.

##### *Inventories and Prepaid Items*

All inventories are valued at cost using the first-in/first-out method.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements using the consumption method.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### *Capital Assets*

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. The government defines capital assets as assets with an initial, individual cost of more than \$10,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition cost at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities, if any, is included as part of the capitalized value of the assets constructed.

Capital assets of the primary government are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Land improvements	5-50
Buildings	50
Vehicles	7-10
Equipment	3-10
Public domain infrastructure	50
Water and wastewater system infrastructure	25-50

### *Deferred Outflows of Resources*

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources until then. The City reports a deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. The City also reports deferred outflows of resources related to the net pension and other postemployment benefit liabilities. A portion of these costs represent contributions to the plan subsequent to the plan measurement date.

### Notes to Financial Statements

#### *Compensated Absences*

It is the government's policy to permit employees to accumulate earned but unused vacation and compensatory time benefits, subject to certain limitations. Certain bargaining unit employees (i.e., firefighters) are also permitted to accumulate earned but unused sick leave. All vacation and compensatory time pay and fifty percent of sick leave are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations or retirements. Liability accruals for vacation and compensatory time in the government-wide and proprietary fund financial statements are allocated between current and long-term liabilities; the liability for sick leave in the governmental activities is allocated between current and long-term. The classifications between current and long-term are based on approximate recent historical usage.

#### *Long-term Obligations*

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from actual debt proceeds, are reported as debt service expenditures.

#### *Deferred Inflows of Resources*

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources until that time. The governmental funds report unavailable revenues, which arise only under the modified accrual basis of accounting, from three sources: special assessments, property taxes, loans, and grants receivable. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. In addition, the City reports deferred inflows of resources for change in expected and actual investment returns, assumptions, and benefits provided in its pension and other postemployment benefits plans.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### *Fund Balances*

Governmental funds report *nonspendable fund balance* for amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. *Restricted fund balance* is reported when externally imposed constraints are placed on the use of the resources by grantors, contributors, or laws or regulations of other governments. The *committed fund balance* classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority, the City Commission. The City Commission is the highest level of decision-making authority for the government that can authorize a resolution prior to the end of the fiscal year to commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation. *Assigned fund balance* is reported for amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The City Commission has by resolution authorized City management to assign fund balance. *Unassigned fund balance* is the residual classification used only for the general fund and any deficits reported in other governmental funds.

When the government incurs expenditures for purposes for which various fund balance classifications can be used, it is the government's policy to use restricted fund balance first, then committed, assigned and finally unassigned fund balance.

### *Pensions and Other Postemployment Benefits (OPEB)*

For purposes of measuring the net pension and OPEB liability, deferred outflows of resources and deferred inflows of resources related to pensions and OPEB, and pension and OPEB expense, information about the fiduciary net position of the plans and additions to/deductions from the plan fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

## 2. BUDGETARY INFORMATION

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the general and special revenue funds. Annual appropriations lapse at year end, except for those approved by the City Commission for carry forward. The legal level of budgetary control is the department level.

The City Commission requires the City Manager to submit an estimate of revenues and anticipated expenditures for the succeeding fiscal year in June. The City Manager is then authorized to assign and transfer budget amounts within each fund to the extent that the net total fund appropriation (which the City defines as gross authorized expenditures less related revenues that are specifically designated to fund those activities) is not exceeded. City Commission approval is required for any budgetary changes that result in an increase to net appropriations.

Formal budgetary integration is employed as a management control during the year. Supplemental appropriations were approved by the City Commission in the form of budget amendment resolutions or as part of special authorizing motions for grants.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 3. EXCESS OF EXPENDITURES OVER APPROPRIATIONS

State statutes provide that a local unit shall not incur expenditures in excess of the amount appropriated. The approved budgets of the City were adopted on a department level basis.

During the year ended June 30, 2021, the City incurred expenditures in excess of the amounts appropriated at the legal level of budgetary control as follows:

	Amended Budget	Actual	Over Budget
<b>General fund</b>			
Public safety -			
Fire department	\$ 11,571,967	\$ 11,581,066	\$ 9,099

### 4. DEPOSITS AND INVESTMENTS - POOLED CASH AND INVESTMENTS

Following is a reconciliation of deposit and investment balances, including both pooled cash and investments as well as pension and other employee benefits trust fund balances, as of June 30, 2021:

	Primary Government	Component Units	Total
<b>Statement of net position</b>			
Pooled cash and investments	\$ 73,731,989	\$ 10,670,445	\$ 84,402,434
<b>Statement of fiduciary net position</b>			
Pooled cash and investments:			
Custodial funds	144,837	-	144,837
Cash and cash equivalents - pension	5,252,776	-	5,252,776
Investments	188,997,946	-	188,997,946
<b>Total</b>	<u>\$ 268,127,548</u>	<u>\$ 10,670,445</u>	<u>\$ 278,797,993</u>
<b>Deposits and investments:</b>			
Bank deposits:			
Checking and savings			\$ 21,387,585
Certificates of deposit (due within one year)			286,476
Portfolio cash - pension			5,252,776
Investments in securities, mutual funds and similar vehicles:			
Pool			62,488,457
Pension			180,794,915
Other employee benefits			8,203,031
Cash on deposit with third party			372,613
Cash on hand			12,140
<b>Total</b>			<u>\$ 278,797,993</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

*Custodial Credit Risk - Deposits.* For deposits, custodial credit risk is the risk, that in the event of a bank failure, the City's deposits may not be returned to the government. As of June 30, 2021, \$20,475,706 of the City's total bank balance of \$21,326,700 (total book balance was \$21,674,061) was exposed to custodial credit risk as it was uninsured and uncollateralized.

The City's investment policy does not specifically address this risk, although the City believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all bank deposits. As a result, the City evaluates each financial institution with which it deposits City funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

*Custodial Credit Risk – Investments.* Following is a summary of the City's pooled investments as of June 30, 2021:

U.S. agencies	\$ 27,401,707
Municipal bonds	100,000
Money market accounts	<u>34,986,750</u>
<b>Total investments</b>	<u><u>\$ 62,488,457</u></u>

For investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's investment policy requires that investment securities be held in third-party safekeeping by a designated institution and that the safekeeping agent follow the procedure of delivery vs. payment. As of June 30, 2021, none of the City's investments, excluding the money market accounts which are not subject to custodial credit risk, were exposed to risk since the securities are held in the City's name by the counterparty.

*Credit Risk.* As of June 30, 2021, \$1,117,971 of the City's investments in securities of U.S. agencies were rated AAA by Standard and Poor's and \$26,283,736 of the City's investments in securities of U.S. agencies were rated Aaa by Moody's. The City also held investments in municipal bonds and money market accounts, which are not rated. All of the City's investments comply with its policy regarding the types of investments it may hold.

*Concentration of Credit Risk.* At June 30, 2021, the investment portfolio was concentrated as follows:

	% of portfolio
<b>U.S. agencies</b>	
Governmental National Mortgage Association	90.0%
Federal National Mortgage Association	5.5%
Federal Home Loan Bank	3.7%
Federal Home Loan Mortgage Corporation	0.8%

The City's investment policy does not address concentration of credit risk.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

*Interest Rate Risk.* As of June 30, 2021, maturities of the City’s investments in the debt securities were as follows:

	Investment Maturities (fair value by years)				
	Fair Value	Less Than 1	1-5	6-10	Over 10
U.S. agencies	\$ 27,401,707	\$ 11,328,303	\$ 14,955,433	\$ 134,163	\$ 983,808
Municipal bonds	100,000	-	-	100,000	-
	<u>\$ 27,501,707</u>	<u>\$ 11,328,303</u>	<u>\$ 14,955,433</u>	<u>\$ 234,163</u>	<u>\$ 983,808</u>

The City’s investment policy does not address interest rate risk.

*Fair Value Measurements.* The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; and level 3 inputs are significant unobservable inputs. These levels are determined by the City’s investment manager and are determined at the fund level based on a review of the investment’s class, structure and what kind of securities are held in the funds.

Level 2 inputs use one of the following valuation techniques depending on the investment: a) traditional net asset valuation (dividing the asset value by the number of units owned), b) matrix pricing technique (relying on the securities’ relationship to other benchmark quoted securities instead of exclusively on quoted prices for specific securities), or c) quoted market prices for similar assets in active markets or quoted prices for identical or similar assets in markets that are not active.

The City’s recurring fair value measurements as of June 30, 2021 for its investments in the money market accounts are valued using quoted prices in active markets (Level 1 inputs). Government agency securities and municipal bonds are valued by a pricing service that uses matrix pricing. Observable inputs consist of the price or yield of the underlying securities and bonds as the investments are only traded in secondary markets (Level 2 inputs).

## 5. DEPOSITS, INVESTMENTS AND SECURITIES LENDING - PENSION AND OPEB TRUST FUNDS

The deposits and investments of the Police and Fire Retirement System Trust Fund (the “System”) and of the other employee benefits trust funds are maintained separately from the City’s pooled cash and investments, and are subject to separate investment policies and state statutes. Accordingly, the required disclosures for these deposits and investments are presented separately.

**Deposits** - The System and the other employee benefits trust funds do not maintain any checking or other demand/time deposit accounts. Amounts reported as cash and cash equivalents in the statement of plan net position are composed entirely of short-term investments in money market accounts.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

**Investments** - The Michigan Public Employees Retirement Systems' Investment Act, Public Act 314 of 1965, as amended, authorizes the System to invest in stocks, government and corporate securities, mortgages, real estate, and various other investment instruments, subject to certain limitations. The Retirement Board has the responsibility and authority to oversee the investment portfolio. Various professional investment managers are contracted to assist in managing the System's assets. All investment decisions are subject to Michigan law and the investment policy established by the Retirement Board.

**Investments at fair value, as determined by quoted market price**

Fixed income:	
Corporate bonds	\$ 17,799,844
Foreign bonds	1,712,209
U.S. government securities	<u>38,532,251</u>
	58,044,304
Mutual funds	<u>122,750,611</u>
<b>Total investments</b>	<u><u>\$ 180,794,915</u></u>

In addition to the above, the System and the other employee benefits trust funds had short-term investments of \$5,252,776 held in money market accounts as of June 30, 2021. Also, the Retiree Health Funding Vehicle fund, one of the other employee benefits trust funds, had \$8,203,031 held in mutual funds at year end.

*Credit Risk.* The System's investment policy provides that its investments in fixed income securities be limited to those rated Ba2 or better by a nationally recognized statistical rating organization. The System's investments in all other securities (not fixed income) are not rated by Moody's. The System's investments in corporate bonds, foreign bonds, municipal bonds, and U.S. government securities were rated by Moody's as follows:

	Rating
Aaa	\$ 32,069,917
Aa1	65,190
Aa2	100,656
Aa3	136,475
A1	1,572,018
A2	3,939,703
A3	1,049,280
Baa1 and below	7,092,744
Not rated	<u>12,018,321</u>
Totals	<u><u>\$ 58,044,304</u></u>

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

*Custodial Credit Risk.* For investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the System will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The System's investment policy requires that investment securities be held in trust by a third-party institution in the System's name. As such, although uninsured and unregistered, the System's investments are not exposed to custodial credit risk since the securities are held by the counterparty's trust department in the System's name. Investments in money market accounts and mutual funds are not subject to custodial credit risk.

*Concentration of Credit Risk.* At June 30, 2021, the System's investment portfolio was concentrated as follows:

	% of portfolio
Fidelity - mutual funds	30.4%
PIMCO - mutual funds	11.0%
U.S. treasury bonds	10.7%
Europac growth - mutual funds	6.9%
Hartford - mutual funds	6.8%

*Concentration of Credit Risk.* The System's investments are not exposed to concentration of credit risk relative to a single issuer (i.e. company or government agency) inasmuch as no holdings equal or exceed 5% or more of total investments.

*Interest Rate Risk.* As of June 30, 2021, maturities of the System's fixed income securities were as follows:

	Fair Value	Investment Maturities (fair value by years)			
		Less Than 1	1-5	6-10	More Than 10
Corporate bonds	\$ 17,799,844	\$ 333,832	\$ 6,558,100	\$ 4,256,960	\$ 6,650,952
Foreign bonds	1,712,209	-	1,068,268	116,315	527,626
U.S. government securities	38,532,251	4,769,571	19,496,270	4,859,117	9,407,293
	<u>\$ 58,044,304</u>	<u>\$ 5,103,403</u>	<u>\$ 27,122,638</u>	<u>\$ 9,232,392</u>	<u>\$ 16,585,871</u>

None of the above securities are callable.

The System's investment policy does not place limits on the maximum maturity for any single fixed income security or the weighted average for the portfolio maturity or a particular segment thereof. At June 30, 2021, the actual weighted average maturity was 10.96 years.

*Foreign Currency Risk.* Foreign currency risk is the risk that significant fluctuations in exchange rates may adversely affect the fair value of an investment. The System has various investment holdings in foreign bonds of \$1,712,209; these holdings are primarily in common and preferred stocks of Canadian (dollars) and European (euros) companies along with various other global companies.

*Rate of return.* For the year ended June 30, 2021, the annual money-weighted rate of return on plan investments, net of investment expenses, was 23.22%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

*Securities Lending.* A contract approved by the System's Board permits the System to lend its securities to broker-dealers and banks (borrowers) for collateral that will be returned for the same securities in the future. The System's custodial bank manages the securities lending program and receives cash as collateral. The collateral securities cannot be pledged or sold by the System unless the borrower defaults. Collateral cash is initially pledged at 100 percent of the fair value of the securities lent, and may not fall below 100 percent during the term of the loan. There are no restrictions on the amount of securities that can be loaned. Securities on loan at year end are classified in the preceding schedule of investments according to the category for the collateral received on the securities lent.

At year end, the System has no credit risk exposure to borrowers because the amounts the System owes the borrowers exceed the amounts the borrowers owe the System. The contract with the System's custodian requires it to indemnify the System if the borrowers fail to return the securities (and if the collateral is inadequate to replace the securities lent) or fail to pay the System for income distributions by the securities' issuers while the securities are on loan.

*Fair Value Measurements.* The System categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The System had the following recurring fair value measurements as of June 30, 2021:

	Level 1	Level 2	Level 3	Total
Fixed income:				
Corporate bonds	\$ 450,359	\$ 17,349,485	\$ -	\$ 17,799,844
Foreign bonds	-	1,712,209	-	1,712,209
U.S. government securities	-	38,532,251	-	38,532,251
Mutual funds	122,750,611	-	-	122,750,611
	<u>\$ 123,200,970</u>	<u>\$ 57,593,945</u>	<u>\$ -</u>	<u>\$ 180,794,915</u>

The City's recurring fair value measurements as of June 30, 2021 for its investments listed as Level 2 inputs in the table above were valued by a pricing service that uses matrix pricing. Observable inputs consist of the price or yield of the underlying securities and bonds as the investments are only traded in secondary markets.

The Retiree Health Funding Vehicle fund's recurring fair value measurements as of June 30, 2021 were related to its investments in mutual funds. These investments were valued by a pricing service that uses matrix pricing. Observable inputs consist of the price or yield of the underlying securities and bonds as the investments are only traded in secondary markets. (Level 2 inputs).

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 6. RECEIVABLES

Receivables in the governmental and business-type activities are as follows:

	<b>Governmental Activities</b>	<b>Business-type Activities</b>
Interest	\$ 123,287	\$ 18,160
Accounts	2,778,612	6,364,006
Allowance for uncollectible accounts	(1,098,935)	(691,778)
Special assessments, due within one year	252,612	152,337
Due from other governments	3,260,774	2,854,470
Taxes	400,576	-
Loans, due within a year	8,797,273	1,062,000
Subtotal	<u>14,514,199</u>	<u>9,759,195</u>
Loans, long-term portion	<u>3,434,773</u>	<u>6,775,390</u>
	<u>\$ 17,948,972</u>	<u>\$ 16,534,585</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 7. CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2021, was as follows:

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
<b>Governmental activities</b>					
Capital assets not being depreciated:					
Land	\$ 2,050,333	\$ -	\$ -	\$ -	\$ 2,050,333
Construction in progress	111,838	282,263	(51,162)	-	342,939
	<u>2,162,171</u>	<u>282,263</u>	<u>(51,162)</u>	<u>-</u>	<u>2,393,272</u>
Capital assets being depreciated:					
Land improvements	25,765,373	47,238	-	-	25,812,611
Buildings	73,318,770	70,128	-	-	73,388,898
Vehicles	18,243,454	1,675,150	(464,207)	-	19,454,397
Equipment	28,294,513	1,577,303	(1,451,609)	-	28,420,207
Infrastructure	307,908,473	1,138,783	-	-	309,047,256
	<u>453,530,583</u>	<u>4,508,602</u>	<u>(1,915,816)</u>	<u>-</u>	<u>456,123,369</u>
Less accumulated depreciation for:					
Land improvements	(15,650,458)	(1,770,974)	-	-	(17,421,432)
Buildings	(34,056,887)	(2,056,457)	-	-	(36,113,344)
Vehicles	(11,339,572)	(1,836,458)	461,637	-	(12,714,393)
Equipment	(25,665,785)	(901,524)	1,451,609	-	(25,115,700)
Infrastructure	(144,312,532)	(6,169,559)	-	-	(150,482,091)
	<u>(231,025,234)</u>	<u>(12,734,972)</u>	<u>1,913,246</u>	<u>-</u>	<u>(241,846,960)</u>
Total capital assets being depreciated, net	<u>222,505,349</u>	<u>(8,226,370)</u>	<u>(2,570)</u>	<u>-</u>	<u>214,276,409</u>
<b>Governmental activities capital assets, net</b>	<u>\$ 224,667,520</u>	<u>\$ (7,944,107)</u>	<u>\$ (53,732)</u>	<u>\$ -</u>	<u>\$ 216,669,681</u>

Depreciation expense was charged to programs of the primary government as follows:

<b>Governmental activities:</b>	
Public safety	\$ 1,159,773
Public works, including depreciation of general infrastructure assets	7,666,306
Recreation	1,880,469
Capital assets held by the government's internal service funds are charged to the various functions based on their usage of the assets	<u>2,028,424</u>
<b>Total depreciation expense - governmental activities</b>	<u>\$ 12,734,972</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
<b>Business-type activities</b>					
Capital assets not being depreciated:					
Land	\$ 3,560,454	\$ -	\$ -	\$ -	\$ 3,560,454
Construction in progress	7,275,277	1,268,983	-	(7,106,499)	1,437,761
	<u>10,835,731</u>	<u>1,268,983</u>	<u>-</u>	<u>(7,106,499)</u>	<u>4,998,215</u>
Capital assets being depreciated:					
Land improvements	6,984,945	82,865	(113,773)	-	6,954,037
Buildings	88,752,266	304,982	-	4,458,747	93,515,995
Vehicles	4,699,940	70,726	(52,484)	-	4,718,182
Equipment	14,333,412	270,390	(19,124)	18,500	14,603,178
Systems	203,106,337	2,283,079	(150,878)	2,629,252	207,867,790
	<u>317,876,900</u>	<u>3,012,042</u>	<u>(336,259)</u>	<u>7,106,499</u>	<u>327,659,182</u>
Less accumulated depreciation for:					
Land improvements	(5,235,127)	(150,459)	113,773	-	(5,271,813)
Buildings	(56,796,239)	(2,283,312)	-	-	(59,079,551)
Vehicles	(3,266,778)	(274,710)	52,484	-	(3,489,004)
Equipment	(13,500,353)	(198,343)	19,124	-	(13,679,572)
Systems	(142,763,062)	(5,878,435)	147,840	-	(148,493,657)
	<u>(221,561,559)</u>	<u>(8,785,259)</u>	<u>333,221</u>	<u>-</u>	<u>(230,013,597)</u>
Total capital assets being depreciated, net	<u>96,315,341</u>	<u>(5,773,217)</u>	<u>(3,038)</u>	<u>7,106,499</u>	<u>97,645,585</u>
<b>Business-type activities capital assets, net</b>	<u>\$ 107,151,072</u>	<u>\$ (4,504,234)</u>	<u>\$ (3,038)</u>	<u>\$ -</u>	<u>\$ 102,643,800</u>
<b>Business-type activities:</b>					
Wastewater					\$ 4,969,703
Water					1,714,516
Public transit					359,890
Airport					1,069,049
Parking					330,475
Intermodal facility					<u>341,626</u>
<b>Total depreciation expense - business-type activities</b>					<u>\$ 8,785,259</u>

At June 30, 2021, the City had outstanding commitments through construction contracts of approximately \$3.1 million in relation to the various building, street and equipment improvements.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

Activity for the TIFA for the year ended June 30, 2021, was as follows:

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
<b>Component unit - TIFA</b>					
Capital assets not being depreciated:					
Land	\$ 14,114,255	\$ -	\$ (404,670)	\$ -	\$ 13,709,585
Construction in progress	1,571,738	209,734	-	(341,227)	1,440,245
	<u>15,685,993</u>	<u>209,734</u>	<u>(404,670)</u>	<u>(341,227)</u>	<u>15,149,830</u>
Capital assets being depreciated:					
Land improvements	7,872,420	229,202	-	341,227	8,442,849
Equipment	388,323	-	-	-	388,323
	<u>8,260,743</u>	<u>229,202</u>	<u>-</u>	<u>341,227</u>	<u>8,831,172</u>
Less accumulated depreciation for:					
Land improvements	(494,761)	(164,968)	-	-	(659,729)
Equipment	(330,825)	(12,230)	-	-	(343,055)
	<u>(825,586)</u>	<u>(177,198)</u>	<u>-</u>	<u>-</u>	<u>(1,002,784)</u>
Total capital assets being depreciated, net	<u>7,435,157</u>	<u>52,004</u>	<u>-</u>	<u>341,227</u>	<u>7,828,388</u>
<b>TIFA capital assets, net</b>	<u>\$ 23,121,150</u>	<u>\$ 261,738</u>	<u>\$ (404,670)</u>	<u>\$ -</u>	<u>\$ 22,978,218</u>

Activity for the Cereal City Development Corporation for the year ended June 30, 2021, was as follows:

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
<b>Component unit - CCDC</b>					
Capital assets being depreciated:					
Equipment	\$ 47,478	\$ 3,496	\$ -	\$ -	\$ 50,974
Less accumulated depreciation for:					
Equipment	(6,124)	(8,524)	-	-	(14,648)
<b>CCDC capital assets, net</b>	<u>\$ 41,354</u>	<u>\$ (5,028)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 36,326</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 8. PAYABLES

Accounts payable and accrued liabilities in the governmental and business-type activities are as follows:

	Governmental Activities	Business-type Activities
Accounts payable and accrued liabilities	\$ 2,501,695	\$ 2,431,229
Accrued payroll	3,589,505	17,411
Retentions, deposits and other liabilities	225,185	506,060
Claims payable, current portion	1,031,916	-
Claims payable, long-term portion	377,107	-
	<u>\$ 7,725,408</u>	<u>\$ 2,954,700</u>

### 9. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

At June 30, 2021, the following interfund balances were outstanding:

Receivable Fund	Payable Funds			Total
	Nonmajor Governmental Funds	Battle Creek Transit System Fund	Nonmajor Enterprise Funds	
General fund	<u>\$ 116,313</u>	<u>\$ 2,226,124</u>	<u>\$ 72,539</u>	<u>\$ 2,414,976</u>

These balances result from negative cash balances in the respective funds with interfund payables, also to move charges for services from the general to nonmajor funds.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

For the year ended June 30, 2021, interfund transfers consisted of the following:

Transfers Out	Transfers In			
	General Fund	Special Grants Fund	Nonmajor Governmental Funds	Battle Creek Transit System
General fund	\$ -	\$ 44,390	\$ 2,102,472	\$ 229,995
Major street and trunkline maintenance fund	-	-	2,010,000	-
Nonmajor governmental funds	62,711	4,755	158,291	-
Water and wastewater fund	-	-	-	-
Internal service funds	-	-	1,443,794	-
	<u>\$ 62,711</u>	<u>\$ 49,145</u>	<u>\$ 5,714,557</u>	<u>\$ 229,995</u>

Transfers Out	Transfers In		
	Nonmajor Enterprise Funds	Internal Service Funds	Total
General fund	\$ -	\$ 217,157	\$ 2,594,014
Major street and trunkline maintenance fund	9,000	-	2,019,000
Nonmajor governmental funds	-	-	225,757
Water and wastewater fund	-	172,000	172,000
Internal service funds	-	30,000	1,473,794
	<u>\$ 9,000</u>	<u>\$ 419,157</u>	<u>\$ 6,484,565</u>

Transfers are used to: (1) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them; (2) move receipts restricted to or allowed for debt service from the funds collecting the receipts to the debt service fund as debt service payments become due; and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

The more significant of these transfers are from the general fund to the nonmajor governmental funds for various projects, initiatives and debt service.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 10. LONG-TERM DEBT

*General obligation bonds.* The government issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities.

General obligation bonds are direct obligations and pledge the full faith and credit of the government. These bonds are issued as 5 to 25 year serial bonds with varying amounts of principal maturing each year. General obligation bonds currently outstanding are as follows:

	Year of Maturity	Interest Rates	Original Amount	Amount
<b>Governmental activities</b>				
2008 building authority refunding	2023	3.000% - 4.125%	\$ 8,605,000	\$ 1,135,000
2009 building authority - golf course refunding	2025	3.000% - 4.200%	2,240,000	860,000
2011 building authority limited tax refunding	2026	3.000% - 4.125%	6,725,000	2,355,000
2016 capital improvement - refunding	2033	2.500% - 4.000%	12,605,000	10,350,000
2016 general obligation limited tax bonds	2042	4.000% - 5.000%	15,265,000	13,690,000
<b>Total governmental activities</b>				<u>\$ 28,390,000</u>
<b>Discretely presented component units</b>				
2009 tax increment - airport	2029	3.000% - 4.300%	\$ 3,935,000	\$ 1,920,000
2010 tax increment - airport hangar	2030	2.000% - 4.750%	3,585,000	1,560,000
<b>Total component units</b>				<u>\$ 3,480,000</u>

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ended June 30,	Governmental Activities		Component Units	
	Principal	Interest	Principal	Interest
2022	\$ 2,710,000	\$ 1,143,591	\$ 350,000	\$ 143,839
2023	2,485,000	1,040,991	365,000	129,849
2024	1,835,000	940,166	380,000	115,269
2025	1,920,000	865,691	400,000	99,435
2026	1,735,000	787,456	415,000	82,103
2027-2031	7,345,000	3,076,319	1,570,000	144,314
2032-2036	5,330,000	1,656,925	-	-
2037-2041	4,085,000	763,175	-	-
2042	945,000	23,625	-	-
	<u>\$ 28,390,000</u>	<u>\$ 10,297,939</u>	<u>\$ 3,480,000</u>	<u>\$ 714,809</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

*Revenue bonds.* The City issues revenue bonds where the income derived from the acquired or constructed assets is pledged to pay debt service. Revenue bonds currently outstanding are as follows:

	Year of Maturity	Interest Rates	Original Amount	Amount
<b>Business-type activities</b>				
2011 water and wastewater system refunding	2022	3.000% - 4.000%	\$ 6,045,000	\$ 720,000
2016A water and wastewater system	2036	4.000% - 5.000%	7,725,000	6,205,000
2016B water and wastewater system	2036	1.660% - 4.460%	8,890,000	<u>6,705,000</u>
<b>Total business-type activities</b>				<u>\$ 13,630,000</u>
<b>Discretely presented component units</b>				
2017 downtown development refunding	2034	2.836% - 3.984%	\$ 22,260,000	\$ 22,260,000
2018 downtown development refunding	2025	2.000% - 5.000%	9,260,000	<u>4,920,000</u>
<b>Total component units</b>				<u>\$ 27,180,000</u>

Revenue bond debt service requirements to maturity are as follows:

Year Ended June 30,	Business-type Activities		Component Units	
	Principal	Interest	Principal	Interest
2022	\$ 1,445,000	\$ 574,664	\$ 1,610,000	\$ 1,061,297
2023	740,000	535,779	1,620,000	980,797
2024	750,000	510,049	1,690,000	912,131
2025	765,000	483,274	1,760,000	839,413
2026	780,000	455,168	1,970,000	762,703
2027-2031	4,230,000	1,747,921	10,935,000	2,738,367
2032-2036	<u>4,920,000</u>	<u>715,856</u>	<u>7,595,000</u>	<u>607,973</u>
	<u>\$ 13,630,000</u>	<u>\$ 5,022,711</u>	<u>\$ 27,180,000</u>	<u>\$ 7,902,681</u>

The City has pledged future water and wastewater customer revenues, net of specified operating expenses, to repay \$6,045,000 and \$16,615,000 in water and wastewater system revenue bonds issued in June 2011 and December 2016, respectively. Proceeds from the bonds provided financing for various water main and sewer projects. The bonds are payable solely from water and wastewater customer net revenues and are payable through 2036. Annual principal and interest payments on the bonds are expected to require approximately 21% of net revenues. The total principal and interest remaining to be paid on the bonds is \$18,652,711. Principal and interest paid for the current year and total customer net revenues were \$2,031,089 and \$9,721,461, respectively.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

Notes from direct borrowings and direct placements - installment obligations. The government has entered into various long-term installment payment agreements.

	Year of Maturity	Interest Rates	Original Amount	Amount
<b>Governmental activities</b>				
2007 energy savings equipment contract #1	2023	4.660%	\$ 3,708,005	\$ 499,971
2008 energy savings equipment contract #2	2023	4.560%	280,000	37,338
2008 energy savings equipment contract #3	2022	4.210%	90,420	12,089
2021 police equipment	2025	n/a	737,299	589,840
2021 city hall copiers	2026	2.500%	149,882	138,104
<b>Total governmental activities</b>				<u>\$ 1,277,342</u>

Annual debt service requirements to maturity for the installment obligations are as follows:

Year Ended June 30,	Governmental Activities	
	Principal	Interest
2022	\$ 542,327	\$ 24,564
2023	360,266	5,259
2024	177,716	1,664
2025	178,487	893
2026	18,546	229
	<u>\$ 1,277,342</u>	<u>\$ 32,609</u>

*Loans payable.* During the year ended June 30, 2008, the Brownfield Redevelopment Authority entered into a loan with the Battle Creek Tax Increment Finance Authority (both component units of the City of Battle Creek) to borrow up to \$3,530,000 for use with a particular brownfield project. As of June 30, 2020, the Brownfield Redevelopment Authority had drawn a total of \$2,560,708 on the authorized amount, and there was no balance outstanding. During the year ended June 30, 2010, another loan was made between the two component units in the total amount of \$5,500,000 to be used in accordance with another particular brownfield plan. As of June 30, 2021, a total of \$2,749,862 had been drawn on the authorized amount and is currently outstanding.

Since repayment between the two component units is based on the future collection of incremental tax revenues, the loans are reported as a long-term liability by the Brownfield and a noncurrent receivable by the TIFA. The repayment obligations include interest at 5% per annum.

**CITY OF BATTLE CREEK, MICHIGAN**

**Notes to Financial Statements**

Loans outstanding at year end are as follows:

	<b>Year of Maturity</b>	<b>Interest Rate</b>	<b>Original Amount</b>	<b>Amount</b>
<b>Discretely presented component units</b>				
Brownfield redevelopment loans	n/a	5.000%	\$ 9,030,000	<u>\$ 2,749,862</u>

*Notes from direct borrowings and direct placements - promissory note.* During the year ended June 30, 2019, the City entered into a promissory note with the W.K. Kellogg Foundation to borrow up to \$8,775,000 to fund the redevelopment of the Milton building. As of June 30, 2021, the City had drawn a total of \$8,620,963 on the authorized amount, which is the outstanding balance at year end. Principal payments are due beginning fiscal year 2024 and interest payments are due beginning fiscal year 2025.

The promissory note outstanding at year end is as follows:

	<b>Year of Maturity</b>	<b>Interest Rate</b>	<b>Original Amount</b>	<b>Amount</b>
<b>Governmental Activities</b>				
2019 W.K. Kellogg Foundation note	2033	2.000%	\$ 8,775,000	<u>\$ 8,620,963</u>

Annual debt service requirements to maturity for the promissory note are as follows:

<b>Year Ended June 30,</b>	<b>Governmental Activities</b>	
	<b>Principal</b>	<b>Interest</b>
2022	\$ -	\$ -
2023	-	-
2024	2,000,000	-
2025	752,778	1,013,732
2026	752,778	112,916
2027-2031	3,763,890	338,750
2032-2033	<u>1,351,517</u>	<u>30,112</u>
	<u>\$ 8,620,963</u>	<u>\$ 1,495,510</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

*Changes in long-term debt.* Long-term debt activity for fiscal year 2021 was as follows:

	Beginning Balance	Additions	Deductions	Ending Balance	Due Within One Year
<b>Primary government</b>					
<b>Governmental activities</b>					
General obligation bonds	\$ 30,985,000	\$ -	\$ (2,595,000)	\$ 28,390,000	\$ 2,710,000
Notes from direct borrowings and direct placements:					
Installment obligations	1,003,533	887,181	(613,372)	1,277,342	542,327
Promissory note	8,620,963	-	-	8,620,963	-
Compensated absences	3,507,380	1,564,944	(1,690,775)	3,381,549	3,067,958
Deferred amounts:					
For issuance premiums	2,084,785	-	(130,573)	1,954,212	130,573
For issuance discounts	(87,667)	-	8,657	(79,010)	(8,657)
<b>Total governmental activities debt</b>	<b>\$ 46,113,994</b>	<b>\$ 2,452,125</b>	<b>\$ (5,021,063)</b>	<b>\$ 43,545,056</b>	<b>\$ 6,442,201</b>
<b>Business-type activities</b>					
Revenue bonds	\$ 15,035,000	\$ -	\$ (1,405,000)	\$ 13,630,000	\$ 1,445,000
Compensated absences	821,521	845,686	(812,229)	854,978	769,478
Deferred amounts - For issuance premiums	712,651	-	(68,469)	644,182	68,469
<b>Total business-type activities debt</b>	<b>\$ 16,569,172</b>	<b>\$ 845,686</b>	<b>\$ (2,285,698)</b>	<b>\$ 15,129,160</b>	<b>\$ 2,282,947</b>
<b>Component units</b>					
<b>DDA</b>					
Revenue bonds	\$ 28,695,000	\$ -	\$ (1,515,000)	\$ 27,180,000	\$ 1,610,000
Deferred amounts - For issuance premiums	597,420	-	(119,484)	477,936	119,484
<b>Total DDA debt</b>	<b>\$ 29,292,420</b>	<b>\$ -</b>	<b>\$ (1,634,484)</b>	<b>\$ 27,657,936</b>	<b>\$ 1,729,484</b>
<b>TIFA</b>					
General obligation bonds	\$ 3,820,000	\$ -	\$ (340,000)	\$ 3,480,000	\$ 350,000
Deferred amounts - For issuance discounts	(7,773)	-	796	(6,977)	(796)
<b>Total TIFA debt</b>	<b>\$ 3,812,227</b>	<b>\$ -</b>	<b>\$ (339,204)</b>	<b>\$ 3,473,023</b>	<b>\$ 349,204</b>
<b>Brownfield</b>					
Loans payable	\$ 2,749,862	\$ -	\$ -	\$ 2,749,862	\$ -
<b>CCDC</b>					
Loans payable	\$ 117,256	\$ 187,007	\$ (304,263)	\$ -	\$ -

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

State statutes limit the amount of general obligation debt a governmental entity may issue to 10% of its total assessed valuation. The current debt limitation for the City is \$145.9 million, which significantly exceeds the City's outstanding general obligation debt subject to limitation of \$66.0 million.

For the governmental activities, compensated absences, net pension liability and net other postemployment benefit liability are generally liquidated by the general fund.

#### 11. SEGMENT INFORMATION - ENTERPRISE FUNDS

The government issued revenue bonds to finance certain improvements to its water and wastewater system. Because the water and wastewater fund, an individual fund that accounts entirely for the government's water and wastewater activities, is a segment and is reported as a major fund in the fund financial statements, segment disclosures herein are not required.

#### 12. ENDOWMENTS

**Youth Center Endowment Permanent Trust Fund.** For the year ended June 30, 2021, the net loss on investments of donor-restricted endowments was \$115. Under the terms of the endowment, and consistent with State statutes, the City is authorized based on a total-return policy to spend the net appreciation for the benefit of the youth center. At year end, accumulated available net appreciation of \$28,650 is reported in restricted fund balance/net position; the nonspendable endowment balance is \$256,376.

**Kellogg Arena Endowment Permanent Trust Fund.** For the year ended June 30, 2021, the net loss on investments of donor-restricted endowments was \$307. Under the terms of the endowment, and consistent with State statutes, the City is authorized based on a total-return policy to spend the net appreciation for the benefit of the Kellogg Arena. At year end, accumulated available net appreciation of \$78,341 is reported in restricted fund balance/net position; the nonspendable endowment balance is \$623,533.

#### 13. RISK MANAGEMENT

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries, as well as medical, dental and death benefits provided to employees. The City has purchased commercial insurance for employee dental and life coverages, certain property and inland marine exposures, airport liability, and liquor liability. The City's workers' compensation exposure is handled on a self-funded basis using a third-party administrator, with excess insurance for claims greater than a self-insured retention (SIR) of \$650,000 per occurrence. As of July 1, 1986, the City's general and related liability insurance was allowed to expire; any occurrences prior to that date may be covered by liability policies previously in effect. At that time the City began self-administering general liability and related exposures, utilizing excess liability insurance for losses greater than a SIR of \$1 million per occurrence. On July 1, 2016 the City became a member of the public-entity self-insurance pool, Michigan Municipal Risk Management Authority for excess coverage related to both property and liability losses. The limits of the excess liability insurance have been as follows: \$15 million per occurrence effective September 1, 1999; \$5 million per occurrence effective October 1, 2002; \$9 million per occurrence effective November 14, 2003; then \$10 million per occurrence effective July 1, 2016.

Settled claims related to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Effective October 1, 2003, the City converted from a premium-based policy for employee medical coverage to a self-funded plan, with specific stop-loss insurance that limits claim exposure to \$120,000 per contract (i.e., employee and dependents), annually.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

The government makes annual contributions to MMRMA based on actuarial studies using historical data and insurance industry statistics. These contributions are paid from the governmental activities using premiums paid into it by other funds of the government. Such contributions as received by MMRMA are allocated between its general and member retention funds. Economic resources in the MMRMA’s general fund are expended for reinsurance coverage, claim payments and certain general and administrative costs, whereas resources in the member retention fund are used for loss payments and defense costs up to the members’ self insured retention limits along with certain other member specific costs. Accordingly, the City records an asset for its portion of the unexpended member retention fund. At June 30, 2021, the balance of the City’s member retention fund was \$372,613.

The City estimates its self-insured liability for workers’ compensation, medical and comprehensive general liability claims that have been incurred through the end of the fiscal year, including both those claims that have been reported as well as those that have not yet been reported. These estimates are prepared by the City’s Risk Management Department and recorded in the self-insurance internal service fund. Changes in the estimated liability for the fiscal years ended June 30 were as follows:

	2021	2020
Estimated liability, beginning of year	\$ 1,215,451	\$ 1,357,364
Estimated claims incurred, including changes in estimates	6,884,863	6,740,928
Claim payments	<u>(6,691,291)</u>	<u>(6,882,841)</u>
<b>Estimated liability, end of year</b>	<b><u>\$ 1,409,023</u></b>	<b><u>\$ 1,215,451</u></b>

## 14. PROPERTY TAXES

The government’s property taxes are levied each July 1 on the taxable valuation of property located in the City as of the preceding December 31, the lien date. Property taxes are payable without penalty and interest through August 20; as of March 1 of the succeeding year, unpaid real property taxes are sold to and collected by Calhoun County. Assessed values, as established annually by the government and subject to acceptance by the County, are equalized by the State at an estimated 50% of current market value. The taxable value of real and personal property in the City for the 2020 levy, including industrial facilities and neighborhood enterprise zone properties, but net of renaissance zones, was \$1,278,703,409. The government’s general operating tax rate for fiscal 2020-21 was 9.846 mills with an additional 5.947 mills for police and fire pension and 0.5 mills for debt service.

Property taxes for the DDA, LDDA, LDFA, TIFA and BRA are derived from tax increment financing agreements with the various applicable taxing authorities. Under these arrangements, the tax increment finance entities receive the property taxes levied on the increment of current taxable values over the base year values on those properties located within the established tax increment financing district.

Property taxes are recognized in the fiscal year in which they are levied.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

#### 15. TAX ABATEMENTS

The City received reduced property tax revenues during 2021 as a result of industrial facilities tax exemptions (IFT's) and brownfield redevelopment agreements entered into by the City.

The IFT's were entered into based upon the Plant Rehabilitation and Industrial Development Districts Act, (known as the Industrial Facilities Exemption), PA 198 of 1974, as amended. IFT's provide a tax incentive to manufacturers to enable renovation and expansion of aging facilities, assist in the building of new facilities, and to promote the establishment of high tech facilities. Properties qualifying for IFT status are taxed at 50% of the millage rate applicable to other real and personal property in the City. The abatements amounted to \$122,675 in reduced City tax revenues for 2021.

Brownfield redevelopment agreements are intended to reimburse taxpayers that remediate environmental contamination on their properties. These agreements were entered into based upon the Brownfield Redevelopment Act, PA 381 of 1996, as amended. Under this Act, a municipality may create a brownfield redevelopment authority to develop and implement brownfield projects. Tax increment financing may be used as a tool for property redevelopment. The abatements amounted to \$292,871 in reduced City tax revenues for 2021.

#### 16. CONTINGENT LIABILITIES

Amounts received or receivable from grantor agencies are subject to audit and potential adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

The government is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, it is the opinion of the government's counsel that resolution of these matters will not have a material adverse effect on the financial condition of the government.

The City has filed various tax increment capture and personal property tax exemption loss forms with the Michigan Department of Treasury for their review and have received reimbursement. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. Any amounts which may be adjusted by the Department of Treasury cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

The City is currently involved in various tax appeals pending before the Michigan Tax Tribunal. The appeals cover various commercial and industrial properties for 2021. Due to the large number of appeals currently before the Tribunal, the time frame for resolution of these matters is unknown at this time. The City has an estimated maximum exposure of approximately \$2.6 million in taxable value. The City is vigorously defending all litigation.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 17. DEFINED BENEFIT PENSION PLANS

#### Police and Fire Retirement System

The Police and Fire Retirement System (the "System") is a single-employer defined benefit pension plan that provides retirement, health, disability and death benefits to all full-time police and fire personnel of the City, subject to the limitations on health care benefits described in Note 18. The System is administered by the Retirement Board of the Police and Fire Retirement System. The System issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the System at 10 North Division Street, Battle Creek, MI 49014 or is available on the City's website: [www.battlecreekmi.gov](http://www.battlecreekmi.gov).

The financial statements of the System are prepared using the accrual basis of accounting. System member contributions are recognized in the period in which the contributions are due. The City's contributions are recognized when due and a formal commitment to provide the contributions has been made. Benefits and refunds are recognized when due and payable in accordance with the terms of the plans.

System investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on national or international exchanges are valued at the last reported sales price at current exchange rates. Investments for which market quotations are not readily available are valued at their fair values as determined by the custodian under the direction of the Retirement Board, with the assistance of a valuation service. Administrative costs are financed through investment earnings.

*Plan Membership.* At June 30, 2020, the date of the latest actuarial valuation, plan membership consisted of the following:

Retirees and beneficiaries currently receiving benefits	269
Terminated employees entitled to but not yet receiving benefits	8
Vested and non-vested active participants	<u>171</u>
<b>Total membership</b>	<u><u>448</u></u>

*Benefits Provided.* The System provides retirement, disability, and death benefits. Retirement benefits for police and fire members are generally calculated as 3.00% of the member's final three or five-year average salary (depending on the group) times the member's years of service up to a maximum of 25 years, plus an additional 1.00% of final average compensation times the number of years of service in excess of 25 years. Retirement benefits cannot exceed 80% of final average compensation. Members with 25 years of service or who are age 60 are eligible to retire and receive benefits.

*Contributions.* Plan members are required to contribute between 9.25% and 12.22% of their annual covered salary to the System for pension benefits, depending on bargaining unit. The City contributes such additional amounts as necessary, based on actuarial determinations, to provide assets sufficient to pay for member benefits. The City's pension contribution for the year ended June 30, 2021 represented 43.47% of the annual covered payroll.

*Rate of Return.* For the year ended June 30, 2021, the annual money-weighted rate of return on plan investments, net of investment expenses, was 23.22%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

*Deferred Retirement Option Program (DROP).* In lieu of retiring and receiving a monthly benefit, an eligible participant may elect to participate in the DROP by making an irrevocable election to terminate employment with the City and retire upon ceasing participation in the DROP. The DROP election must specify the future retirement date which must be within the maximum time period permitted (typically 3 to 5 years, based on bargaining unit and hire date). Upon entry in the DROP, the participant ceases to accrue years of service in the defined benefit pension plan. The participant remains an employee of the City for all other purposes, but the retirement benefit payment is calculated and payments commence into a separate, restricted account. These monthly payments, along with interest earnings thereon, are not distributed to the participant until employment has terminated. DROP activity is summarized as follows as of June 30:

Year Ended June 30,	Beginning Balance	Credits	Interest	Distributions	Ending Balance
2021	\$ 924,889	\$ 626,877	\$ 20,799	\$ 492,390	\$ 1,080,175

*Net Pension Liability of the City.* The City's net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2020 (rolled forward to June 30, 2021). The components of the net pension liability of the City were as follows:

Total pension liability	\$ 211,218,817
Plan fiduciary net position	<u>(186,019,846)</u>
<b>City's net pension liability</b>	<b><u>\$ 25,198,971</u></b>
Plan fiduciary net position as percentage of total pension liability	88.07%

*Actuarial Assumptions.* The total pension liability was determined by an actuarial valuation as of June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement:

Wage inflation	3.50%
Salary increases	4.00 to 15.50%, including inflation
Investment rate of return	6.50%
Retirement age	Age and service-based tables of rates that are specific to the type of eligibility condition. Last updated for the 2009 valuation.

RP-2014 Standard Mortality Tables with generation mortality improvement using projection scale MIP-2019.

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period July 1, 2009 to June 30, 2014. From time to time one or more of the assumptions is modified to reflect experience trends (but not random or temporary year-to-year fluctuations).

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2021 (see the discussion of the System's investment allocation policy) are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return	Expected Money-Weighted Rate of Return
U.S. agencies	42.00%	-0.25%	-0.11%
Domestic corporate securities	30.00%	4.50%	1.35%
Domestic equities	11.00%	4.70%	0.52%
American depository receipts	3.00%	-1.00%	-0.03%
International equities	14.00%	4.80%	0.67%
	<u>100.00%</u>		
Inflation			2.00%
Administrative expenses netted above			<u>2.10%</u>
<b>Investment rate of return</b>			<u><u>6.50%</u></u>

*Discount Rate.* A single discount rate of 6.50% was used to measure the total pension liability. This single discount rate was based on an expected rate of return on the plan investments of 6.50%. The projection of cash flows used to determine the single discount rate assumed that plan member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the Net Pension Liability to Changes in the Discount Rate.* The following presents the net pension liability of the City, calculated using the discount rate of 6.50% percent, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.50%) or 1-percentage-point higher (7.50%) than the current rate:

	1% Decrease (5.50%)	Current Discount (6.50%)	1% Increase (7.50%)
City's net pension liability (asset)	\$ 41,816,061	\$ 25,198,971	\$ (4,123,337)

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

*Changes in the Net Pension Liability.* The components of the change in the net pension liability are summarized as follows:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at June 30, 2020	\$ 203,308,697	\$ 154,958,172	\$ 48,350,525
Changes for the year:			
Service cost	3,784,164	-	3,784,164
Interest on total pension liability	12,950,656	-	12,950,656
Benefit changes	(23,512)	-	(23,512)
Differences between expected and actual experience	(2,568,605)	-	(2,568,605)
Assumption changes	5,687,254	-	5,687,254
Employer contributions	-	6,353,070	(6,353,070)
Employee contributions	-	1,593,679	(1,593,679)
Net investment income	-	35,530,257	(35,530,257)
Benefit payments	(11,919,837)	(11,919,837)	-
Administrative expense	-	(164,187)	164,187
Medical insurance premiums	-	(331,308)	331,308
Net changes	<u>7,910,120</u>	<u>31,061,674</u>	<u>(23,151,554)</u>
<b>Balances at June 30, 2021</b>	<u><u>\$ 211,218,817</u></u>	<u><u>\$ 186,019,846</u></u>	<u><u>\$ 25,198,971</u></u>

*Pension Plan Fiduciary Net Position.* Detailed information about the pension plan's fiduciary net position is available in the combining statements for the pension.

*Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.* For the year ended June 30, 2021, the City recognized pension expense of \$1,804,787. At June 30, 2021, the City reported pension-related deferred outflows of resources and deferred inflows of resources from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows (Inflows) of Resources
Difference between expected and actual experience	\$ 1,419,951	\$ 3,764,741	\$ (2,344,790)
Changes in assumptions	5,434,800	191,901	5,242,899
Net difference between projected and actual earnings on pension plan investments	-	20,456,623	(20,456,623)
<b>Total</b>	<u><u>\$ 6,854,751</u></u>	<u><u>\$ 24,413,265</u></u>	<u><u>\$ (17,558,514)</u></u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

Amounts reported as deferred outflows of resources resulting from contributions subsequent to the measurement date, if any, will be recognized as a reduction in the net pension liability for the year ending June 30, 2022. Amounts reported as pension-related deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Year Ended June 30,	Amount
2022	\$ (3,246,643)
2023	(4,590,399)
2024	(4,884,254)
2025	<u>(4,837,218)</u>
<b>Total</b>	<b><u>\$ (17,558,514)</u></b>

### Municipal Employees Retirement System of Michigan

*Plan Description.* The City participates in the Municipal Employees' Retirement System (MERS) of Michigan, a defined benefit pension plan providing certain retirement, disability and death benefits to plan members and beneficiaries. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. Public Act 427 of 1984, as amended, establishes and amends the benefit provisions of the participants in MERS. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the MERS website at [www.mersofmich.com](http://www.mersofmich.com).

*Benefits Provided.* Pension benefits vary by division/bargaining unit and are calculated based on final average compensation (based on a 3 or 5 year period) and multipliers ranging from 1.25% to 2.50%. Participants are considered to be fully vested in the plan after 6 to 10 years, depending on division/bargaining unit. Normal retirement age is 60 with early retirement at age 50 with 25 years of service, age 55 with 15 years of service, or age 55 with 25 years of service, depending on division/bargaining unit.

*Contributions.* The City is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Employer contributions range from 0.00% to 137.31% of annual payroll, or monthly amounts ranging from \$6,305 to \$125,668 depending on division/bargaining unit.

*Net Pension Liability.* The City's net pension liability was measured as of December 31, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The components of the net pension liability of the City were as follows:

Total pension liability	\$ 161,362,030
Plan fiduciary net position	<u>(91,700,938)</u>
<b>City's net pension liability</b>	<b><u>\$ 69,661,092</u></b>
Plan fiduciary net position as percentage of total pension liability	56.83%

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

*Actuarial Assumptions.* The total pension liability in the December 31, 2020 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	3.00% in the long-term
Investment rate of return	7.35%, net of investment and administrative expense including inflation

The base mortality tables used are constructed as described below and are based on are amount weighted sex distinct rates:

- Pre-retirement mortality based on 100% of Pub-2010 Juvenile Mortality Tables for ages 0-17, 100% of PubG-2010 Employee Mortality Tables for Ages 18-80, and 100% of PubG-2010 Healthy Retiree Tables for ages 81-120
- Non-disabled retired plan members and beneficiaries mortality based on 106% of Pub-2010 Juvenile Mortality Tables for ages 0-17, 106% of PubG-2010 Employee Mortality Tables for Ages 18-49, and 106% of PubG-2010 Healthy Retiree Tables for ages 50-120
- Disables retired plan members mortality based on 100% of Pub-2010 Juvenile Mortality Tables for ages 0-17, and 100% of PubNS-2010 Disabled Retiree Tables for ages 18-120

The actuarial assumptions used in the December 31, 2020 valuation were based on the results of the most recent actuarial experience study of 2014-2018.

*Employees Covered by Benefit Terms.* At December 31, 2020, plan membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefits	429
Inactive employees entitled to but not yet receiving benefits	152
Active employees	<u>331</u>
<b>Total membership</b>	<b><u><u>912</u></u></b>

*Long-term Expected Rate of Return.* The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return	Expected Money-Weighted Rate of Return
Global equity	60.0%	5.25%	3.15%
Global fixed income	20.0%	1.25%	0.25%
Private investments	<u>20.0%</u>	7.25%	1.45%
	<u><u>100.0%</u></u>		
Inflation			2.50%
Administrative expenses netted above			<u>0.25%</u>
<b>Investment rate of return</b>			<b><u><u>7.60%</u></u></b>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

*Discount Rate.* The discount rate used to measure the total pension liability as of December 31, 2020 was 7.6%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

### *Changes in Net Pension Liability*

The components of the change in the net pension liability are summarized as follows:

	<b>Total Pension Liability (a)</b>	<b>Plan Fiduciary Net Position (b)</b>	<b>Net Pension Liability (a) - (b)</b>
Balances at December 31, 2019	\$ 153,769,909	\$ 85,878,625	\$ 67,891,284
Changes for the year:			
Service cost	2,020,330	-	2,020,330
Interest	11,338,841	-	11,338,841
Changes in benefits	(95,157)	-	(95,157)
Differences between expected and actual experience	154,694	-	154,694
Changes in assumptions	5,342,989	-	5,342,989
Employer contributions	-	5,881,291	(5,881,291)
Employee contributions	-	828,777	(828,777)
Net investment income	-	10,450,840	(10,450,840)
Benefit payments, including refunds of employee contributions	(11,169,576)	(11,169,576)	-
Administrative expense	-	(169,019)	169,019
Net changes	<u>7,592,121</u>	<u>5,822,313</u>	<u>1,769,808</u>
<b>Balances at December 31, 2020</b>	<u>\$ 161,362,030</u>	<u>\$ 91,700,938</u>	<u>\$ 69,661,092</u>

*Sensitivity of the Net Pension Liability to Changes in the Discount Rate.* The following presents the net pension liability of the City, calculated using the discount rate of 7.60%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1% lower (6.60%) or 1% higher (8.60%) than the current rate:

<b>1% Decrease (6.60%)</b>	<b>Current Discount Rate (7.60%)</b>	<b>1% Increase (8.60%)</b>
\$ 86,719,309	\$ 69,661,092	\$ 55,189,209

*Pension Plan Fiduciary Net Position.* Detailed information about the pension plan's fiduciary net position is available in the separately issued Plan financial statements.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

#### *Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions*

For the year ended June 30, 2021, the City recognized pension expense of \$8,127,469. The City reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows (Inflows) of Resources
Difference between expected and actual experience	\$ 236,414	\$ 414,535	\$ (178,121)
Changes in assumptions	5,740,133	-	5,740,133
Net difference between projected and actual earnings on pension plan investments	-	2,699,746	(2,699,746)
	<u>5,976,547</u>	<u>3,114,281</u>	<u>2,862,266</u>
Contributions subsequent to the measurement date	3,186,683	-	3,186,683
	<u>3,186,683</u>	<u>-</u>	<u>3,186,683</u>
<b>Total</b>	<u>\$ 9,163,230</u>	<u>\$ 3,114,281</u>	<u>\$ 6,048,949</u>

The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability for the year ending June 30, 2022. Other amounts reported as deferred outflows and inflows of resources related to the pension will be recognized in pension expense as follows:

Year Ended June 30,	Amount
2022	\$ 2,342,000
2023	3,039,163
2024	(1,698,909)
2025	(819,988)
	<u>(819,988)</u>
<b>Total</b>	<u>\$ 2,862,266</u>

#### Summary of Pension Plans

	MERS	Police and Fire Retirement System	Total
Net pension liability (NPL)	\$ 69,661,092	\$ 25,198,971	\$ 94,860,063
Deferred outflows related to the NPL	9,163,230	6,854,751	16,017,981
Deferred inflows related to the NPL	3,114,281	24,413,265	27,527,546
Pension expense	8,127,469	1,804,787	9,932,256

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 18. POSTEMPLOYMENT BENEFITS

#### *General Information about the Plan*

The City provides health care benefits under a single-employer plan (the "Plan") to certain full-time employees upon retirement, in accordance with labor agreements and/or the City Administrative Code, or in the case of police and fire personnel according to City Commission resolution. The City includes pre-Medicare retirees and their dependents in its insured health care plan, with contributions required in varying amounts. The City purchases Medicare supplemental insurance for retirees eligible for Medicare. Complete details on the City's retiree healthcare benefits are available in the actuarial valuation or the plan document located on the City's website.

For police and fire employees, the obligation for police and fire personnel retiree health care, prior to fiscal 2007, was entirely advance-funded through the Police and Fire Retirement System (the "System"). Beginning in fiscal 2007, following negotiations and arbitration, the System became responsible for only the first \$331,308 of health care costs of the then current retirees. Police and fire personnel retiring on or after July 1, 2007 receive their health care benefits through either the Retiree Health Funding Vehicle (RHFV) or Fire Retiree Health Care trust fund, which are employee contributory plans (that are presented as other employee benefit trust funds herein; these two trust funds constitute the financial statements for the City's postemployment benefits plan). The System does not issue a separate financial report.

For other eligible City employees, the City contributes a maximum of \$200 per month on a pay-as-you-go basis towards the purchase of retiree health care.

The System's financial statements are prepared using the accrual basis of accounting. System contributions are recognized in the period in which the contributions are due and the employer has made a formal commitment to provide the contribution. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan.

Plan investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on national or international exchanges are valued at the last reported sales price at current exchange rates. Investments that do not have established market values are reported at estimated fair values as determined by the custodian under the direction of the Retirement Board with the assistance of a valuation service. Administrative costs are financed through investment earnings. The RHFV portion of the System's plan utilizes a retirement health funding vehicle trust established with the Municipal Employees Retiree System of Michigan to invest plan assets.

*Plan Membership.* Membership of the Plan consisted of the following at June 30, 2020, the date of the latest actuarial valuation:

Retirees and beneficiaries currently receiving benefits	310
Vested and non-vested active participants	<u>351</u>
<b>Total membership</b>	<b><u><u>661</u></u></b>

*Contributions.* The City contributes 3% of pay during active employment for the police members. Administrative costs of the plan are paid for by the City's general fund and internal service self-insurance fund. Certain plan participants are required to contribute to the plan ranging from 2% to 3% of annual pay. For the year ended June 30, 2021, plan participant and City contributions towards the cost of benefits and funding the plan were \$370,676 and \$1,334,149, respectively.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

The components of the net OPEB liability of the City at June 30, 2021, were as follows:

Total OPEB liability	\$ 73,098,630
Plan fiduciary net position	<u>8,203,031</u>
<b>Net OPEB liability</b>	<b><u>\$ 64,895,599</u></b>
Plan fiduciary net position as a percentage of the total OPEB liability	11.22%

*Actuarial Assumptions.* The City's net OPEB liability was measured as of June 30, 2021, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2020 (rolled forward to June 30, 2021) using the following actuarial assumptions, applied consistently to all periods included in the measurement:

Actuarial valuation date	June 30, 2020
Actuarial cost method	Entry Age Normal (level percentage of compensation)
Actuarial assumptions:	
Inflation	2.50%
Salary increases	3.50%
Investment rate of return	7.35%
20-year Aa municipal bond rate	2.18%
Mortality	Public General and Public Safety 2010 Employee and Healthy Retiree, Headcount weighted with improvement scale MP-2019

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study dated June 30, 2014 for the Police and Fire members and June 30, 2015 for general members.

*Investment Policy.* The OPEB Plan's policy in regard to the allocation of invested assets is established and may be amended by the Board. The investment policy has been formulated based on consideration of a wide range of policies and describes the prudent investment processes that the Board deems appropriate. The OPEB Plan's asset allocation policy is shown on the following pages.

*Rate of Return.* For the year ended June 30, 2021, the annual money-weighted rate of return on investments, net of investment expense, was 28.17%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Financial Statements

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the OPEB plan's target asset allocation as of June 30, 2021 are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return	Money-Weighted Rate of Return
Global equity	60.00%	5.25%	3.15%
Global fixed income	20.00%	1.25%	0.25%
Private assets	<u>20.00%</u>	7.25%	<u>1.45%</u>
	<u>100.00%</u>		4.85%
Inflation			<u>2.50%</u>
<b>Investment rate of return</b>			<u><u>7.35%</u></u>

*Discount Rate.* A single discount rate of 2.30% was used to measure the total OPEB liability. This was a decrease over the single discount rate of 2.73% used in the prior valuation. This single discount rate was based on an expected rate of return on OPEB plan investments of 7.35% and a municipal bond rate of 2.18%. The projection of cash flows used to determine the discount rate included reported, projected contributions while assets are drawn down to pay retiree benefits. Based on those assumptions, the retirement plan's fiduciary net position was projected to be sufficient to make projected future benefit payments of current plan members until 2028. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the "depletion date"), projected benefits were discounted at a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the total OPEB liability.

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### Changes in Net OPEB Liability

The components of the change in the net OPEB liability are summarized as follows:

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at June 30, 2020	\$ 68,870,210	\$ 6,312,198	\$ 62,558,012
Changes for the year:			
Service cost	1,624,371	-	1,624,371
Interest	1,903,031	-	1,903,031
Differences between expected and actual experience	(190,185)	-	(190,185)
Changes in assumptions	2,464,152	-	2,464,152
Employer contributions	-	1,334,149	(1,334,149)
Employee contributions	-	370,676	(370,676)
Net investment income	-	1,772,773	(1,772,773)
Benefit payments, including refunds of employee contributions	(1,572,949)	(1,572,949)	-
Administrative expense	-	(13,816)	13,816
Net changes	4,228,420	1,890,833	2,337,587
<b>Balances at June 30, 2021</b>	<b>\$ 73,098,630</b>	<b>\$ 8,203,031</b>	<b>\$ 64,895,599</b>

*Sensitivity of the Net OPEB Liability to Single Discount Rate Assumption.* The following presents the net OPEB liability of the City, calculated using the discount rate of 2.30%, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1% lower (1.30%) or 1% higher (3.30%) than the current rate:

1% Decrease (1.30%)	Current Discount Rate (2.30%)	1% Increase (3.30%)
\$ 78,429,787	\$ 64,895,599	\$ 54,339,607

*Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates.* The following represents the net OPEB liability of the City calculated using the current healthcare cost trend rate assumption, as well as, what the City's net OPEB liability would be if it were calculated using a trend rate of 1% lower or 1% higher than the current rate assumption:

1% Decrease (6.50% graded down to 3.50%)	Current Healthcare Cost Trend Rate (7.50% graded down to 4.50%)	1% Increase (8.50% graded down to 5.50%)
\$ 55,814,226	\$ 64,895,599	\$ 76,726,094

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### *OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB*

For the year ended June 30, 2021, the City recognized OPEB expense of \$1,160,430. The City reported deferred outflows/inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows (Inflows) of Resources
Difference between expected and actual experience	\$ -	\$ 1,042,634	\$ (1,042,634)
Changes in assumptions	7,786,388	8,755,770	(969,382)
Net difference between projected and actual earnings on OPEB plan investments	-	760,750	(760,750)
<b>Total</b>	<u>\$ 7,786,388</u>	<u>\$ 10,559,154</u>	<u>\$ (2,772,766)</u>

Amounts reported as deferred outflows/inflows of resources related to the OPEB will be recognized in OPEB expense as follows:

Year Ended June 30,	Amount
2022	\$ (1,541,826)
2023	(1,551,134)
2024	(858,958)
2025	<u>1,179,152</u>
<b>Total</b>	<u>\$ (2,772,766)</u>

## 19. OTHER POSTEMPLOYMENT BENEFIT PLAN TRUST FUND

### *Financial Statements*

Financial statements for the individual other postemployment benefits plan is as follows:

### *Statement of Fiduciary Net Position*

	Other Postemployment Benefit Plan Trust
<b>Assets</b>	
Investments - Mutual funds	<u>\$ 8,203,031</u>
<b>Net position</b>	
Restricted for postemployment healthcare benefits	<u>\$ 8,203,031</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### Statement of Changes in Fiduciary Net Position

	<b>Other Postemployment Benefit Plan Trust</b>
<b>Additions</b>	
Investment income - Investment earnings and dividends	\$ 1,772,773
Contributions:	
Employer	1,334,149
Employee	370,676
Total contributions	<u>1,704,825</u>
<b>Total additions</b>	<u>3,477,598</u>
<b>Deductions</b>	
Benefit payments	1,572,949
Administrative expenses	<u>13,816</u>
<b>Total deductions</b>	<u>1,586,765</u>
<b>Net change to net position</b>	1,890,833
Net position, beginning of year	<u>6,312,198</u>
<b>Net position, end of year</b>	<u><u>\$ 8,203,031</u></u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 20. NET INVESTMENT IN CAPITAL ASSETS

Following is a summary of net investment in capital assets, as presented in the government-wide statement of net position:

	<b>Governmental Activities</b>	<b>Business-type Activities</b>
Capital assets:		
Capital assets not being depreciated	\$ 2,393,272	\$ 4,998,215
Capital assets being depreciated	214,276,409	97,645,585
	<u>216,669,681</u>	<u>102,643,800</u>
Long-term debt related to capital assets:		
General obligation bonds	28,390,000	-
Revenue bonds	-	13,630,000
Notes from direct borrowings and direct placements	1,277,342	-
Deferred amounts:		
For issuance premiums	1,954,212	644,182
For issuance discounts	(79,010)	-
Deferred charge on refunding	(735,367)	-
	<u>30,807,177</u>	<u>14,274,182</u>
Net long-term debt related to capital assets		
	<u>\$ 185,862,504</u>	<u>\$ 88,369,618</u>
<b>Net investment in capital assets</b>		

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 21. FUND BALANCES - GOVERNMENTAL FUNDS

	General	Major Street and Trunkline Maintenance	Special Grants	Nonmajor Governmental	Total Governmental
Nonspendable:					
Inventories	\$ 110,245	\$ -	\$ -	\$ -	\$ 110,245
Prepaid items	82,068	-	9,992	2,506	94,566
Endowments	-	-	-	879,909	879,909
	<u>192,313</u>	<u>-</u>	<u>9,992</u>	<u>882,415</u>	<u>1,084,720</u>
Restricted for:					
Major streets	-	4,245,978	-	-	4,245,978
Local streets	-	-	-	1,074,545	1,074,545
Michigan justice training	-	-	-	6,120	6,120
Narcotics forfeiture	-	-	-	375,125	375,125
Building inspection	-	-	-	1,145,641	1,145,641
Youth center	-	-	-	28,650	28,650
Kellogg arena	-	-	-	78,341	78,341
Special projects	246,617	-	-	666,123	912,740
	<u>246,617</u>	<u>4,245,978</u>	<u>-</u>	<u>3,374,545</u>	<u>7,867,140</u>
Committed for:					
Special grants	-	-	859,341	-	859,341
Debt service	-	-	-	63,624	63,624
Capital projects	-	-	-	1,265,977	1,265,977
Special projects	1,522,791	-	-	-	1,522,791
	<u>1,522,791</u>	<u>-</u>	<u>859,341</u>	<u>1,329,601</u>	<u>3,711,733</u>
Assigned for:					
Departmental appropriations	-	-	-	423,846	423,846
Capital outlay and projects (encumbrances)	109,498	-	-	-	109,498
	<u>109,498</u>	<u>-</u>	<u>-</u>	<u>423,846</u>	<u>533,344</u>
Unassigned	<u>12,193,420</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,193,420</u>
Total fund balances, governmental funds	<u>\$ 14,264,639</u>	<u>\$ 4,245,978</u>	<u>\$ 869,333</u>	<u>\$ 6,010,407</u>	<u>\$ 25,390,357</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Financial Statements

### 22. CORONAVIRUS (COVID-19)

In March 2020, the World Health Organization declared the novel coronavirus outbreak (COVID-19) to be a global pandemic. While the pandemic has resulted in an increase in the demands on the City for providing emergency services to its citizens, the Federal Government has also provided significant resources to help mitigate the impacts of COVID-19. The City directly received over \$5.7 million during 2021 from various funding sources to be used to respond to the impacts of the COVID-19 pandemic through the CARES Act and other funding sources. This funding was used to provide relief in multiple areas such as public safety and public health programs, purchases of personal protection equipment (PPE), housing assistance, election assistance, utility bill assistance, and transportation assistance.

### 23. RESTATEMENT

The City adopted the provisions of GASB Statement No. 84, *Fiduciary Activities*, in the current year. As a result of this change, beginning net position of the custodial funds was increased by \$142,791.



**REQUIRED SUPPLEMENTARY INFORMATION**

## CITY OF BATTLE CREEK, MICHIGAN

### Required Supplementary Information

Police and Fire Retirement System

Schedule of Changes in Net Pension Liability and Related Ratios

	Fiscal Year Ended June 30,				
	2021	2020	2019	2018	2017
<b>Total pension liability</b>					
Service cost	\$ 3,784,164	\$ 4,041,341	\$ 4,068,824	\$ 4,070,388	\$ 3,637,644
Interest on total pension liability	12,950,656	12,839,189	12,286,062	11,769,474	11,630,004
Benefit changes	(23,512)	(108,003)	405,223	1,505,727	1,062,436
Difference between expected and actual experience	(2,568,605)	(3,167,079)	2,789,999	1,955,535	(5,040,576)
Assumption changes	5,687,254	(336,475)	-	6,224,926	-
Benefit payments	(11,919,837)	(10,931,209)	(10,617,625)	(10,066,683)	(10,375,906)
<b>Net change in total pension liability</b>	<b>7,910,120</b>	<b>2,337,764</b>	<b>8,932,483</b>	<b>15,459,367</b>	<b>913,602</b>
Total pension liability, beginning of year	203,308,697	200,970,933	192,038,450	176,579,083	175,665,481
<b>Total pension liability, end of year</b>	<b>211,218,817</b>	<b>203,308,697</b>	<b>200,970,933</b>	<b>192,038,450</b>	<b>176,579,083</b>
<b>Plan fiduciary net position</b>					
Employer contributions	6,353,070	5,869,972	5,544,586	5,180,487	4,746,323
Employee contributions	1,593,679	1,580,109	1,473,592	1,478,257	1,215,059
Net investment income	35,530,257	8,960,637	9,782,101	10,201,971	11,593,876
Benefit payments and refunds	(11,919,837)	(10,931,209)	(10,617,625)	(10,066,683)	(10,375,906)
Administrative expense	(164,187)	(203,023)	(177,368)	(214,905)	(219,010)
Medical insurance premiums	(331,308)	(428,009)	(484,052)	(500,000)	(500,000)
<b>Net change in plan fiduciary net position</b>	<b>31,061,674</b>	<b>4,848,477</b>	<b>5,521,234</b>	<b>6,079,127</b>	<b>6,460,342</b>
Plan fiduciary net position, beginning of year	154,958,172	150,109,695	144,588,461	138,509,334	132,048,992
<b>Plan fiduciary net position, end of year</b>	<b>186,019,846</b>	<b>154,958,172</b>	<b>150,109,695</b>	<b>144,588,461</b>	<b>138,509,334</b>
<b>Net pension liability</b>	<b>\$ 25,198,971</b>	<b>\$ 48,350,525</b>	<b>\$ 50,861,238</b>	<b>\$ 47,449,989</b>	<b>\$ 38,069,749</b>
Plan fiduciary net position as a percentage of total pension liability	88.07%	76.22%	74.69%	75.29%	78.44%
Covered payroll	\$ 14,616,125	\$ 14,766,506	\$ 14,897,135	\$ 14,718,606	\$ 14,043,138
Net pension liability as a percentage of covered payroll	172.41%	327.43%	341.42%	322.38%	271.09%

Fiscal Year Ended June 30,		
2016	2015	2014
\$ 3,649,198	\$ 3,460,667	\$ 3,152,919
11,317,045	10,533,430	10,227,546
704,651	2,043,014	-
(119,463)	-	-
4,988,871	4,476,291	-
(9,444,578)	(9,381,779)	(8,947,330)
11,095,724	11,131,623	4,433,135
164,569,757	153,438,134	149,004,999
175,665,481	164,569,757	153,438,134
4,664,957	4,612,446	4,316,203
1,077,632	1,076,523	984,463
2,617,277	4,868,622	17,087,045
(9,444,578)	(9,381,779)	(8,947,330)
(216,729)	(181,572)	(213,462)
(500,000)	(1,040,952)	(356,758)
(1,801,441)	(46,712)	12,870,161
133,850,433	133,897,145	121,026,984
132,048,992	133,850,433	133,897,145
\$ 43,616,489	\$ 30,719,324	\$ 19,540,989
75.17%	81.33%	87.26%
\$ 14,069,533	\$ 13,495,955	\$ 11,700,630
310.01%	227.62%	167.01%

## CITY OF BATTLE CREEK, MICHIGAN

### Required Supplementary Information

Police and Fire Retirement System  
Schedule of Contributions

Fiscal Year Ending June 30,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as Percentage of Covered Payroll
2014	\$ 4,316,203	\$ 4,316,203	\$ -	\$ 11,700,630	36.89%
2015	4,612,446	4,612,446	-	13,495,955	34.18%
2016	4,664,957	4,664,957	-	14,069,533	33.16%
2017	4,746,323	4,746,323	-	14,043,138	33.80%
2018	5,180,487	5,180,487	-	14,718,606	35.20%
2019	5,544,586	5,544,586	-	14,897,135	37.22%
2020	5,869,972	5,869,972	-	14,766,506	39.75%
2021	6,353,070	6,353,070	-	14,616,125	43.47%

## CITY OF BATTLE CREEK, MICHIGAN

### Required Supplementary Information

Police and Fire Retirement System  
Schedule of Investment Returns

<b>Fiscal Year Ending June 30,</b>	<b>Annual Return <sup>(1)</sup></b>
2014	14.01%
2015	3.44%
2016	15.82%
2017	9.02%
2018	6.89%
2019	6.81%
2020	6.17%
2021	23.22%

<sup>(1)</sup> Annual money-weighted rate of return, net of investment expenses.

**CITY OF BATTLE CREEK, MICHIGAN**

**Required Supplementary Information**

Municipal Employees Retirement System of Michigan  
 Schedule of Changes in Net Pension Liability and Related Ratios

	Fiscal Year Ended June 30,				
	2021	2020	2019	2018	2017
<b>Total pension liability</b>					
Service cost	\$ 2,020,330	\$ 2,050,623	\$ 2,056,135	\$ 1,998,171	\$ 1,934,782
Interest on total pension liability	11,338,841	11,458,164	11,210,574	10,978,431	10,808,541
Benefit changes	(95,157)	(47,708)	(25,969)	(17,297)	(2,988)
Difference between expected and actual experience	154,694	(829,069)	533,140	194,046	(833,627)
Assumption changes	5,342,989	4,356,282	-	-	-
Benefit payments and refunds	(11,169,576)	(10,840,207)	(10,512,334)	(10,048,722)	(9,580,787)
<b>Net change in total pension liability</b>	<u>7,592,121</u>	<u>6,148,085</u>	<u>3,261,546</u>	<u>3,104,629</u>	<u>2,325,921</u>
Total pension liability, beginning of year	<u>153,769,909</u>	<u>147,621,824</u>	<u>144,360,278</u>	<u>141,255,649</u>	<u>138,929,728</u>
<b>Total pension liability, end of year</b>	<u>161,362,030</u>	<u>153,769,909</u>	<u>147,621,824</u>	<u>144,360,278</u>	<u>141,255,649</u>
<b>Plan fiduciary net position</b>					
Employer contributions	5,881,291	5,530,584	5,598,951	5,382,451	4,375,156
Employee contributions	828,777	999,077	701,481	546,534	521,222
Net investment income (loss)	10,450,840	10,596,861	(3,297,646)	10,481,265	8,589,468
Benefit payments and refunds	(11,169,576)	(10,840,207)	(10,512,334)	(10,048,722)	(9,580,787)
Administrative expense	(169,019)	(182,419)	(166,380)	(166,302)	(169,762)
<b>Net change in plan fiduciary net position</b>	<u>5,822,313</u>	<u>6,103,896</u>	<u>(7,675,928)</u>	<u>6,195,226</u>	<u>3,735,297</u>
Plan fiduciary net position, beginning of year	<u>85,878,625</u>	<u>79,774,729</u>	<u>87,450,657</u>	<u>81,255,431</u>	<u>77,520,134</u>
<b>Plan fiduciary net position, end of year</b>	<u>91,700,938</u>	<u>85,878,625</u>	<u>79,774,729</u>	<u>87,450,657</u>	<u>81,255,431</u>
<b>Net pension liability</b>	<u>\$ 69,661,092</u>	<u>\$ 67,891,284</u>	<u>\$ 67,847,095</u>	<u>\$ 56,909,621</u>	<u>\$ 60,000,218</u>
Plan fiduciary net position as a percentage of total pension liability	56.83%	55.85%	54.04%	60.58%	57.52%
Covered payroll	<u>\$ 19,314,680</u>	<u>\$ 19,515,143</u>	<u>\$ 19,275,745</u>	<u>\$ 18,317,097</u>	<u>\$ 17,452,775</u>
Net pension liability as a percentage of covered payroll	360.66%	347.89%	351.98%	310.69%	343.79%



Fiscal Year Ended June 30,	
2016	2015

\$ 1,843,040	\$ 1,869,998
10,393,511	10,141,309
(11,965)	-
(626,575)	-
6,823,847	-
<u>(9,105,154)</u>	<u>(8,776,472)</u>
9,316,704	3,234,835
<u>129,613,024</u>	<u>126,378,189</u>
<u>138,929,728</u>	<u>129,613,024</u>

4,104,291	3,776,983
495,986	618,872
(1,203,250)	5,143,720
(9,105,154)	(8,776,472)
<u>(178,504)</u>	<u>(188,145)</u>
(5,886,631)	574,958

<u>83,406,765</u>	<u>82,831,807</u>
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<u>77,520,134</u>	<u>83,406,765</u>
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<u>\$ 61,409,594</u>	<u>\$ 46,206,259</u>
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55.80%	64.35%
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<u>\$ 17,263,618</u>	<u>\$ 17,200,636</u>
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355.72%	268.63%
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## CITY OF BATTLE CREEK, MICHIGAN

### Required Supplementary Information

Municipal Employees Retirement System of Michigan  
Schedule of Contributions

Fiscal Year Ending June 30,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as Percentage of Covered Payroll
2015	\$ 3,948,830	\$ 3,948,830	\$ -	\$ 17,543,028	22.51%
2016	4,134,354	4,134,354	-	17,777,859	23.26%
2017	4,865,316	4,865,316	-	18,269,545	26.63%
2018	5,729,486	5,729,486	-	19,014,825	30.13%
2019	5,407,865	5,407,865	-	18,355,363	29.46%
2020	5,607,397	5,607,397	-	18,071,110	31.03%
2021	6,267,154	6,267,154	-	18,788,375	33.36%

**CITY OF BATTLE CREEK, MICHIGAN**

**Required Supplementary Information**

Single-Employer Other Postemployment Benefit Plan  
 Schedule of Changes in Net OPEB Liability and Related Ratios

	Fiscal Year Ended June 30,				
	2021	2020	2019	2018	2017
<b>Total OPEB liability</b>					
Service cost	\$ 1,624,371	\$ 1,217,385	\$ 1,519,101	\$ 2,444,926	\$ 2,866,687
Interest on total OPEB liability	1,903,031	2,024,859	2,087,663	2,752,781	2,366,860
Difference between expected and actual experience	(190,185)	(271,616)	-	(1,747,090)	-
Assumption changes	2,464,152	5,092,881	4,524,282	(21,345,849)	(8,351,874)
Benefit payments	(1,572,949)	(1,875,778)	(1,920,528)	(2,178,985)	(1,600,811)
<b>Net change in total OPEB liability</b>	<u>4,228,420</u>	<u>6,187,731</u>	<u>6,210,518</u>	<u>(20,074,217)</u>	<u>(4,719,138)</u>
Total OPEB liability, beginning of year	68,870,210	62,682,479	56,471,961	76,546,178	81,265,316
<b>Total OPEB liability, end of year</b>	<u>73,098,630</u>	<u>68,870,210</u>	<u>62,682,479</u>	<u>56,471,961</u>	<u>76,546,178</u>
<b>Plan fiduciary net position</b>					
Employer contributions	1,334,149	1,410,390	1,446,699	1,734,099	1,204,642
Employee contributions	370,676	390,550	318,750	439,777	228,042
Net investment income	1,772,773	147,822	177,435	365,451	807,558
Benefit payments and refunds	(1,572,949)	(1,875,778)	(1,920,528)	(2,178,985)	(1,600,811)
Administrative expense	(13,816)	(11,266)	(12,876)	(14,677)	(10,920)
<b>Net change in plan fiduciary net position</b>	<u>1,890,833</u>	<u>61,718</u>	<u>9,480</u>	<u>345,665</u>	<u>628,511</u>
Plan fiduciary net position, beginning of year	6,312,198	6,250,480	6,241,000	5,895,335	5,266,824
<b>Plan fiduciary net position, end of year</b>	<u>8,203,031</u>	<u>6,312,198</u>	<u>6,250,480</u>	<u>6,241,000</u>	<u>5,895,335</u>
<b>Net OPEB liability</b>	<u>\$ 64,895,599</u>	<u>\$ 62,558,012</u>	<u>\$ 56,431,999</u>	<u>\$ 50,230,961</u>	<u>\$ 70,650,843</u>
Plan fiduciary net position as a percentage of total OPEB liability	11.22%	9.17%	9.97%	11.05%	7.70%
Covered payroll	<u>\$ 25,614,713</u>	<u>\$ 25,494,729</u>	<u>\$ 29,984,686</u>	<u>\$ 28,970,711</u>	<u>\$ 30,761,954</u>
Net OPEB liability as a percentage of covered payroll	253.35%	245.38%	188.20%	173.39%	229.67%

## CITY OF BATTLE CREEK, MICHIGAN

### Required Supplementary Information

Single-Employer Other Postemployment Benefit Plan  
 Schedule of Contributions

Fiscal Year Ending June 30,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as of % of Covered Payroll
2017	\$ 3,823,865	\$ 1,204,642	\$ 2,619,223	\$ 30,761,954	3.92%
2018	2,723,435	1,734,099	989,336	28,970,711	5.99%
2019	2,819,532	1,446,699	1,372,833	29,984,686	4.82%
2020	5,676,569	1,410,390	4,266,179	25,494,729	5.53%
2021	7,295,382	1,334,149	5,961,233	25,614,713	5.21%

## CITY OF BATTLE CREEK, MICHIGAN

### Required Supplementary Information

Single-Employer Other Postemployment Benefit Plan  
Schedule of Investment Returns

<b>Fiscal Year Ending June 30,</b>	<b>Annual Return <sup>(1)</sup></b>
2017	12.99%
2018	6.59%
2019	2.67%
2020	2.15%
2021	28.17%

<sup>(1)</sup> Annual money-weighted rate of return, net of investment expenses

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Required Supplementary Information

### Pension Information

#### *Police and Fire Retirement System*

GASB 67 was implemented in fiscal year 2014. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

Assumption Changes 2015: Changes include a decrease in wage inflation, decrease in projected salary increases, and the mortality tables were updated to RP-2014.

Assumption Changes 2016: Changes include an increase in wage inflation, increase in projected salary increases, and decrease in the investment rate of return.

Assumption Changes 2018: Changes include a decrease in the wage inflation, decrease in salary increases and decrease in the investment rate of return.

Assumption Changes 2020: The only change was the mortality rates were updated using a projection scale MIP-2019.

Assumption Changes 2021: The only change is the wage inflation rate was lowered from 4.0% to 3.5%

### Notes to Schedule of Contributions

Valuation date June 30, 2020

Notes Actuarially determined contribution amounts are calculated as of June 30 of each year, which is 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry-age normal
Amortization method	Level percentage-of-payroll, closed
Remaining amortization period	Closed 30 years for benefit improvements and assumption changes Closed 24 years for all other liabilities
Asset valuation method	5-year smoothed market, with 20% corridor
Inflation	3.50%
Salary increases	4.50%-15.50%, including inflation
Investment rate of return	6.50%
Retirement age	Age and service-based tables of rates that are specific to the type of eligibility condition. Last updated for the 2009 valuation.
Mortality rates	RP-2014 Standard Mortality Tables with generation mortality improvement using projection scale MIP-2019.
Other information	There were benefit changes regarding multipliers after 25 years of service, employee contributions, DROP eligibility, and pay included in FAC.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Required Supplementary Information

#### *Municipal Employees Retirement System of Michigan*

GASB 68 was implemented in fiscal year 2015. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

Assumption Changes 2016: Based on the 2009-2013 Experience Study the following assumptions were changed starting with the December 31, 2015 valuation: (1) mortality table was adjusted to reflect longer lifetimes, (2) assumed annual rate of return of investment return, net of all expenses, was lowered from 8% to 7.75% (3) asset smoothing period was changed from 10 years to 5 years (4) the amortization period was moved to a fixed period amortization for the December 31, 2015 annual valuations.

Assumption Changes 2020: Amounts reported as changes of assumptions resulted primarily from a decrease in the assumed rate of return from 7.75% to 7.35%, and a decrease in the assumed rate of wage inflation from 3.75% to 3.00%.

Assumption Changes 2021: Amounts reported as changes of assumptions resulted primarily from updates to demographic assumptions, including adjustments to the following actuarial assumptions: mortality, retirement, disability, and termination rates.

#### Notes to Schedule of Contributions

Valuation Date Actuarially determined contribution rates are calculated as of the December 31 that is 18 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates (2020, based on the 12/31/2017 actuarial valuation):

Actuarial cost method	Entry-age normal
Amortization method	Level percent of payroll, open
Remaining amortization period	20 years
Asset valuation method	5-year smooth market
Inflation	2.50%
Salary increases	3.75% in the long-term
Investment rate of return	7.75%, net of investment and administrative expense including inflation
Normal retirement age	Age 60
Mortality	50% Female/50% Male blend of the RP-2014 Healthy Annuitant Mortality Tables with rates multiplied by 105%, the RP-2014 Employee Mortality Tables, and the RP-2014 Juvenile Mortality Tables

# CITY OF BATTLE CREEK, MICHIGAN

## Notes to Required Supplementary Information

### OPEB Information

#### *Single-Employer Other Postemployment Benefit Plan*

Note: GASB 74 was implemented in fiscal year 2017. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

Assumption Changes 2017: Changes include a decrease in the investment return assumption for the General group, an increase in the investment return assumption for the Police and Fire groups, decrease in the wage inflation assumption, decrease to the healthcare cost trend rate, increase in the number of remaining years of decreasing healthcare cost trend rate, the General group is using updated Merit and Seniority wage increase assumptions, mortality rates, early retirement rates, withdrawal rates, and disability rates, and an elimination of the excise tax adjustment.

Assumption Changes 2018: Changes include a decrease in the single discount rate, decrease in the wage inflation assumption, decrease to the healthcare cost trend rate, increase in the number of remaining years of decreasing healthcare cost trend rate, the General group is using updated Merit and Seniority wage increase assumptions, mortality rates, early retirement rates, withdrawal rates, and disability rates, and an elimination of the excise tax adjustment.

Assumption Changes 2019: Changes include a decrease in the single discount rate and an elimination of the implicit benefit payments method.

Assumption Changes 2020: Changes include updating the mortality tables from RP-2014 with MP-2014 improvement scale to Public employer tables with MP-2019 improvements scale, an increase in the medical trend rates, and lowering the discount rate from 3.22% to 2.73%.

Assumption Changes 2021: Changes include a decrease in the medical trend rates, and lowering the discount rate from 2.73% to 2.30%.

### Notes to Schedule of Contributions

Actuarial valuation date	June 30, 2020
Actuarial cost method	Entry Age Normal (level percentage of compensation)
Remaining amortization period	11 years
Asset valuation method	Market Value
Inflation	2.50%
Salary increases	3.50%
Investment rate of return	7.35%
Discount rate	2.73% for 2021 contribution; 2.30% for June 30, 2021 liability and 2022 contribution
Retirement age	Experience-based table of rates that are specific to the type of eligibility condition.
Marital assumption	70% of active employees will have a covered spouse at retirement with females 3 years younger than males; Actual spouse data used for retirees.

## CITY OF BATTLE CREEK, MICHIGAN

### Notes to Required Supplementary Information

Mortality	General and public safety public employer, headcount weighted, sex-distinct mortality with improvement scale MP-2019; Disabled lives version used for disability contingency.
Health care trend rates	Trend starting at 8.25% graded down to 7.50% after one year and then by 0.25% per year to an ultimate rate of 4.50%
Utilization	90% of eligible employees will elect coverage at early retirement; Actual coverage used for non-active

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**COMBINING AND INDIVIDUAL FUND  
FINANCIAL STATEMENTS AND SCHEDULES**

**CITY OF BATTLE CREEK, MICHIGAN**

**Combining Balance Sheet**

Nonmajor Governmental Funds

June 30, 2021

	Special Revenue	Debt Service	Capital Projects	Permanent	Totals
<b>Assets</b>					
Pooled cash and investments	\$ 2,520,787	\$ 64,069	\$ 2,549,054	\$ 979,404	\$ 6,113,314
Receivables:					
Interest	10,619	11,980	-	7,496	30,095
Accounts	1,367	-	175	-	1,542
Special assessments	-	96,486	-	-	96,486
Due from other governments	589,110	-	-	-	589,110
Loans	-	623,567	-	-	623,567
Loans, long-term portion	2,783,667	651,106	-	-	3,434,773
Prepaid items	2,506	-	-	-	2,506
<b>Total assets</b>	<u>\$ 5,908,056</u>	<u>\$ 1,447,208</u>	<u>\$ 2,549,229</u>	<u>\$ 986,900</u>	<u>\$ 10,891,393</u>
<b>Liabilities</b>					
Accounts payable	\$ 178,954	\$ 446	\$ 193,283	\$ -	\$ 372,683
Retentions, deposits and other liabilities	225,185	-	-	-	225,185
Interfund payable	116,313	-	-	-	116,313
Unearned revenue	34,772	-	-	-	34,772
<b>Total liabilities</b>	<u>555,224</u>	<u>446</u>	<u>193,283</u>	<u>-</u>	<u>748,953</u>
<b>Deferred inflows of resources</b>					
Unavailable revenue:					
Special assessments	-	96,486	-	-	96,486
Loans, grants and related interest	2,748,895	1,286,652	-	-	4,035,547
<b>Total deferred inflows of resources</b>	<u>2,748,895</u>	<u>1,383,138</u>	<u>-</u>	<u>-</u>	<u>4,132,033</u>
<b>Fund balances</b>					
Nonspendable	2,506	-	-	879,909	882,415
Restricted	2,601,431	-	666,123	106,991	3,374,545
Committed	-	63,624	1,265,977	-	1,329,601
Assigned	-	-	423,846	-	423,846
<b>Total fund balances</b>	<u>2,603,937</u>	<u>63,624</u>	<u>2,355,946</u>	<u>986,900</u>	<u>6,010,407</u>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<u>\$ 5,908,056</u>	<u>\$ 1,447,208</u>	<u>\$ 2,549,229</u>	<u>\$ 986,900</u>	<u>\$ 10,891,393</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Governmental Funds

For the Year Ended June 30, 2021

	Special Revenue	Debt Service	Capital Projects	Permanent	Totals
<b>Revenues</b>					
Property tax	\$ -	\$ -	\$ 1,780,536	\$ -	\$ 1,780,536
Intergovernmental:					
Federal	1,366,207	-	-	-	1,366,207
State	1,938,963	-	-	-	1,938,963
Local	-	854,436	-	-	854,436
Charges for services	867,573	-	-	-	867,573
Investment loss	(2,844)	(26)	(305)	(422)	(3,597)
Contributions	-	-	3,250	-	3,250
Rents and leases	-	-	44,531	-	44,531
Other	91,651	-	14,824	-	106,475
<b>Total revenues</b>	<b>4,261,550</b>	<b>854,410</b>	<b>1,842,836</b>	<b>(422)</b>	<b>6,958,374</b>
<b>Expenditures</b>					
Current expenditures:					
General government	61,531	-	1,207,064	-	1,268,595
Public safety	-	-	80,000	-	80,000
Highway and streets	3,658,905	-	1,195,005	-	4,853,910
Community development	1,386,491	-	-	-	1,386,491
Inspections	840,235	-	-	-	840,235
Debt service:					
Principal	-	2,745,724	147,462	-	2,893,186
Interest	-	1,244,918	-	-	1,244,918
<b>Total expenditures</b>	<b>5,947,162</b>	<b>3,990,642</b>	<b>2,629,531</b>	<b>-</b>	<b>12,567,335</b>
Revenues under expenditures	(1,685,612)	(3,136,232)	(786,695)	(422)	(5,608,961)
<b>Other financing sources (uses)</b>					
Proceeds from installment obligation	-	-	737,299	-	737,299
Transfers in	2,010,000	3,136,381	568,176	-	5,714,557
Transfers out	(67,466)	-	(158,291)	-	(225,757)
<b>Total other financing sources</b>	<b>1,942,534</b>	<b>3,136,381</b>	<b>1,147,184</b>	<b>-</b>	<b>5,488,800</b>
<b>Net change in fund balances</b>	<b>256,922</b>	<b>149</b>	<b>360,489</b>	<b>(422)</b>	<b>617,138</b>
Fund balances, beginning of year	2,347,015	63,475	1,995,457	987,322	5,393,269
<b>Fund balances, end of year</b>	<b>\$ 2,603,937</b>	<b>\$ 63,624</b>	<b>\$ 2,355,946</b>	<b>\$ 986,900</b>	<b>\$ 6,010,407</b>

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Balance Sheet

Nonmajor Special Revenue Funds

June 30, 2021

	Community Development	Local Street	HOME Program	Michigan Justice Training
<b>Assets</b>				
Pooled cash and investments	\$ -	\$ 760,569	\$ -	\$ 6,120
Receivables:				
Interest	-	9,714	-	-
Accounts	-	1,367	-	-
Due from other governments	256,893	305,995	26,222	-
Loans, due in more than one year	2,748,895	-	34,772	-
Prepaid items	-	-	-	-
<b>Total assets</b>	<u>\$ 3,005,788</u>	<u>\$ 1,077,645</u>	<u>\$ 60,994</u>	<u>\$ 6,120</u>
<b>Liabilities</b>				
Accounts payable	\$ 147,929	\$ 3,100	\$ 18,873	\$ -
Retentions, deposits and other liabilities	-	-	-	-
Interfund payable	108,964	-	7,349	-
Unearned revenue	-	-	34,772	-
<b>Total liabilities</b>	<u>256,893</u>	<u>3,100</u>	<u>60,994</u>	<u>-</u>
<b>Deferred inflows of resources</b>				
Unavailable revenue -				
Loans, grants and related interest	2,748,895	-	-	-
<b>Fund balances</b>				
Nonspendable	-	-	-	-
Restricted	-	1,074,545	-	6,120
<b>Total fund balances</b>	<u>-</u>	<u>1,074,545</u>	<u>-</u>	<u>6,120</u>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<u>\$ 3,005,788</u>	<u>\$ 1,077,645</u>	<u>\$ 60,994</u>	<u>\$ 6,120</u>

continued...

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Balance Sheet

Nonmajor Special Revenue Funds

June 30, 2021

	Narcotics Forfeiture	Building Inspection Fund	Total
<b>Assets</b>			
Pooled cash and investments	\$ 601,074	\$ 1,153,024	\$ 2,520,787
Receivables:			
Interest	905	-	10,619
Accounts	-	-	1,367
Due from other governments	-	-	589,110
Loans, due in more than one year	-	-	2,783,667
Prepaid items	1,971	535	2,506
<b>Total assets</b>	<u>\$ 603,950</u>	<u>\$ 1,153,559</u>	<u>\$ 5,908,056</u>
<b>Liabilities</b>			
Accounts payable	\$ 1,669	\$ 7,383	\$ 178,954
Retentions, deposits and other liabilities	225,185	-	225,185
Interfund payable	-	-	116,313
Unearned revenue	-	-	34,772
<b>Total liabilities</b>	<u>226,854</u>	<u>7,383</u>	<u>555,224</u>
<b>Deferred inflows of resources</b>			
Unavailable revenue -			
Loans, grants and related interest	-	-	2,748,895
<b>Fund balances</b>			
Nonspendable	1,971	535	2,506
Restricted	375,125	1,145,641	2,601,431
<b>Total fund balances</b>	<u>377,096</u>	<u>1,146,176</u>	<u>2,603,937</u>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<u>\$ 603,950</u>	<u>\$ 1,153,559</u>	<u>\$ 5,908,056</u>

concluded.

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Special Revenue Funds  
For the Year Ended June 30, 2021

	Community Development	Local Street	HOME Program	Michigan Justice Training
<b>Revenues</b>				
Intergovernmental:				
Federal	\$ 1,286,164	\$ -	\$ 80,043	\$ -
State	-	1,868,343	-	11,542
Charges for services	-	-	-	-
Investment loss	-	(2,023)	-	-
Other	76,929	4,607	6,066	-
<b>Total revenues</b>	<u>1,363,093</u>	<u>1,870,927</u>	<u>86,109</u>	<u>11,542</u>
<b>Expenditures</b>				
Current expenditures:				
General government	-	-	-	13,165
Highways and streets	-	3,658,905	-	-
Community development	1,300,382	-	86,109	-
Inspections	-	-	-	-
<b>Total expenditures</b>	<u>1,300,382</u>	<u>3,658,905</u>	<u>86,109</u>	<u>13,165</u>
Revenues over (under) expenditures	62,711	(1,787,978)	-	(1,623)
<b>Other financing sources (uses)</b>				
Transfers in	-	2,010,000	-	-
Transfers out	(62,711)	-	-	-
<b>Total other financing sources (uses)</b>	<u>(62,711)</u>	<u>2,010,000</u>	<u>-</u>	<u>-</u>
<b>Net change in fund balances</b>	-	222,022	-	(1,623)
Fund balances, beginning of year	-	852,523	-	7,743
<b>Fund balances, end of year</b>	<u>\$ -</u>	<u>\$ 1,074,545</u>	<u>\$ -</u>	<u>\$ 6,120</u>

continued...

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Special Revenue Funds  
For the Year Ended June 30, 2021

	Narcotics Forfeiture	Building Inspection Fund	Total
<b>Revenues</b>			
Intergovernmental:			
Federal	\$ -	\$ -	\$ 1,366,207
State	59,078	-	1,938,963
Charges for services	-	867,573	867,573
Investment loss	(261)	(560)	(2,844)
Other	3,080	969	91,651
<b>Total revenues</b>	<u>61,897</u>	<u>867,982</u>	<u>4,261,550</u>
<b>Expenditures</b>			
Current expenditures:			
General government	48,366	-	61,531
Highways and streets	-	-	3,658,905
Community development	-	-	1,386,491
Inspections	-	840,235	840,235
<b>Total expenditures</b>	<u>48,366</u>	<u>840,235</u>	<u>5,947,162</u>
Revenues over (under) expenditures	13,531	27,747	(1,685,612)
<b>Other financing sources (uses)</b>			
Transfers in	-	-	2,010,000
Transfers out	(4,755)	-	(67,466)
<b>Total other financing sources (uses)</b>	<u>(4,755)</u>	<u>-</u>	<u>1,942,534</u>
<b>Net change in fund balances</b>	8,776	27,747	256,922
Fund balances, beginning of year	<u>368,320</u>	<u>1,118,429</u>	<u>2,347,015</u>
<b>Fund balances, end of year</b>	<u>\$ 377,096</u>	<u>\$ 1,146,176</u>	<u>\$ 2,603,937</u>

concluded.

# CITY OF BATTLE CREEK, MICHIGAN

## Schedule of Revenues, Expenditures and Changes in Fund Balances

Final Budget and Actual - Nonmajor Special Revenue Funds  
For the Year Ended June 30, 2021

	Community Development		
	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>			
Intergovernmental:			
Federal	\$ 3,061,059	\$ 1,286,164	\$ (1,774,895)
State	-	-	-
Charges for services	-	-	-
Investment earnings (loss)	-	-	-
Other	76,929	76,929	-
<b>Total revenues</b>	<u>3,137,988</u>	<u>1,363,093</u>	<u>(1,774,895)</u>
<b>Expenditures</b>			
Current expenditures:			
General government	-	-	-
Highways and streets	-	-	-
Community development	3,075,277	1,300,382	(1,774,895)
Inspections	-	-	-
<b>Total expenditures</b>	<u>3,075,277</u>	<u>1,300,382</u>	<u>(1,774,895)</u>
Revenues over (under) expenditures	62,711	62,711	-
<b>Other financing sources (uses)</b>			
Transfers in	-	-	-
Transfers out	(62,711)	(62,711)	-
<b>Total other financing sources (uses)</b>	<u>(62,711)</u>	<u>(62,711)</u>	<u>-</u>
<b>Net change in fund balances</b>	-	-	-
Fund balances, beginning of year	-	-	-
<b>Fund balances, end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

continued...

# CITY OF BATTLE CREEK, MICHIGAN

## Schedule of Revenues, Expenditures and Changes in Fund Balances

Final Budget and Actual - Nonmajor Special Revenue Funds  
For the Year Ended June 30, 2021

	Local Street Fund		
	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>			
Intergovernmental:			
Federal	\$ -	\$ -	\$ -
State	1,485,000	1,868,343	383,343
Charges for services	-	-	-
Investment earnings (loss)	-	(2,023)	(2,023)
Other	500	4,607	4,107
<b>Total revenues</b>	<u>1,485,500</u>	<u>1,870,927</u>	<u>385,427</u>
<b>Expenditures</b>			
Current expenditures:			
General government	-	-	-
Highways and streets	3,744,738	3,658,905	(85,833)
Community development	-	-	-
Inspections	-	-	-
<b>Total expenditures</b>	<u>3,744,738</u>	<u>3,658,905</u>	<u>(85,833)</u>
Revenues over (under) expenditures	(2,259,238)	(1,787,978)	471,260
<b>Other financing sources (uses)</b>			
Transfers in	2,010,000	2,010,000	-
Transfers out	-	-	-
<b>Total other financing sources (uses)</b>	<u>2,010,000</u>	<u>2,010,000</u>	<u>-</u>
<b>Net change in fund balances</b>	(249,238)	222,022	471,260
Fund balances, beginning of year	<u>852,523</u>	<u>852,523</u>	<u>-</u>
<b>Fund balances, end of year</b>	<u>\$ 603,285</u>	<u>\$ 1,074,545</u>	<u>\$ 471,260</u>

continued...

**CITY OF BATTLE CREEK, MICHIGAN**

**Schedule of Revenues, Expenditures and Changes in Fund Balances**

Final Budget and Actual - Nonmajor Special Revenue Funds  
For the Year Ended June 30, 2021

	HOME Program Fund		
	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>			
Intergovernmental:			
Federal	\$ 791,621	\$ 80,043	\$ (711,578)
State	-	-	-
Charges for services	-	-	-
Investment earnings (loss)	-	-	-
Other	6,066	6,066	-
<b>Total revenues</b>	<u>797,687</u>	<u>86,109</u>	<u>(711,578)</u>
<b>Expenditures</b>			
Current expenditures:			
General government	-	-	-
Highways and streets	-	-	-
Community development	797,687	86,109	(711,578)
Inspections	-	-	-
<b>Total expenditures</b>	<u>797,687</u>	<u>86,109</u>	<u>(711,578)</u>
Revenues over (under) expenditures	-	-	-
<b>Other financing sources (uses)</b>			
Transfers in	-	-	-
Transfers out	-	-	-
<b>Total other financing sources (uses)</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net change in fund balances</b>	-	-	-
Fund balances, beginning of year	-	-	-
<b>Fund balances, end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

continued...

# CITY OF BATTLE CREEK, MICHIGAN

## Schedule of Revenues, Expenditures and Changes in Fund Balances

Final Budget and Actual - Nonmajor Special Revenue Funds

For the Year Ended June 30, 2021

	Michigan Justice Training Fund		
	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>			
Intergovernmental:			
Federal	\$ -	\$ -	\$ -
State	20,000	11,542	(8,458)
Charges for services	-	-	-
Investment earnings (loss)	-	-	-
Other	-	-	-
<b>Total revenues</b>	<u>20,000</u>	<u>11,542</u>	<u>(8,458)</u>
<b>Expenditures</b>			
Current expenditures:			
General government	19,220	13,165	(6,055)
Highways and streets	-	-	-
Community development	-	-	-
Inspections	-	-	-
<b>Total expenditures</b>	<u>19,220</u>	<u>13,165</u>	<u>(6,055)</u>
Revenues over (under) expenditures	780	(1,623)	(2,403)
<b>Other financing sources (uses)</b>			
Transfers in	-	-	-
Transfers out	-	-	-
<b>Total other financing sources (uses)</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net change in fund balances</b>	780	(1,623)	(2,403)
Fund balances, beginning of year	<u>7,743</u>	<u>7,743</u>	<u>-</u>
<b>Fund balances, end of year</b>	<u>\$ 8,523</u>	<u>\$ 6,120</u>	<u>\$ (2,403)</u>

continued...

## CITY OF BATTLE CREEK, MICHIGAN

### Schedule of Revenues, Expenditures and Changes in Fund Balances

Final Budget and Actual - Nonmajor Special Revenue Funds  
For the Year Ended June 30, 2021

	Narcotics Forfeiture Fund		
	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>			
Intergovernmental:			
Federal	\$ -	\$ -	\$ -
State	150,000	59,078	(90,922)
Charges for services	-	-	-
Investment earnings (loss)	-	(261)	(261)
Other	-	3,080	3,080
<b>Total revenues</b>	<u>150,000</u>	<u>61,897</u>	<u>(88,103)</u>
<b>Expenditures</b>			
Current expenditures:			
General government	107,231	48,366	(58,865)
Highways and streets	-	-	-
Community development	-	-	-
Inspections	-	-	-
<b>Total expenditures</b>	<u>107,231</u>	<u>48,366</u>	<u>(58,865)</u>
Revenues over (under) expenditures	42,769	13,531	(29,238)
<b>Other financing sources (uses)</b>			
Transfers in	-	-	-
Transfers out	(4,755)	(4,755)	-
<b>Total other financing sources (uses)</b>	<u>(4,755)</u>	<u>(4,755)</u>	<u>-</u>
<b>Net change in fund balances</b>	38,014	8,776	(29,238)
Fund balances, beginning of year	<u>368,320</u>	<u>368,320</u>	<u>-</u>
<b>Fund balances, end of year</b>	<u>\$ 406,334</u>	<u>\$ 377,096</u>	<u>\$ (29,238)</u>

continued...

## CITY OF BATTLE CREEK, MICHIGAN

### Schedule of Revenues, Expenditures and Changes in Fund Balances

Final Budget and Actual - Nonmajor Special Revenue Funds

For the Year Ended June 30, 2021

	Building Inspection Fund		
	Final Budget	Actual	Actual Over (Under) Final Budget
<b>Revenues</b>			
Intergovernmental:			
Federal	\$ -	\$ -	\$ -
State	-	-	-
Charges for services	841,050	867,573	26,523
Investment earnings (loss)	15,000	(560)	(15,560)
Other	250	969	719
<b>Total revenues</b>	<b>856,300</b>	<b>867,982</b>	<b>11,682</b>
<b>Expenditures</b>			
Current expenditures:			
General government	-	-	-
Highways and streets	-	-	-
Community development	-	-	-
Inspections	847,701	840,235	(7,466)
<b>Total expenditures</b>	<b>847,701</b>	<b>840,235</b>	<b>(7,466)</b>
Revenues over (under) expenditures	8,599	27,747	19,148
<b>Other financing sources (uses)</b>			
Transfers in	-	-	-
Transfers out	-	-	-
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net change in fund balances</b>	<b>8,599</b>	<b>27,747</b>	<b>19,148</b>
Fund balances, beginning of year	1,118,429	1,118,429	-
<b>Fund balances, end of year</b>	<b>\$ 1,127,028</b>	<b>\$ 1,146,176</b>	<b>\$ 19,148</b>

concluded.

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Balance Sheet

Nonmajor Debt Service Funds

June 30, 2021

	DPW Building	Special Assessment Debt Service	Energy Savings	Capital Improvement Bonds
<b>Assets</b>				
Pooled cash and investments	\$ 1,739	\$ 56,393	\$ -	\$ 626
Receivables:				
Interest	-	-	-	449
Special assessments	-	96,486	-	-
Loans	-	-	-	68,567
Loans, long-term portion	-	-	-	71,106
<b>Total assets</b>	<u>\$ 1,739</u>	<u>\$ 152,879</u>	<u>\$ -</u>	<u>\$ 140,748</u>
<b>Liabilities</b>				
Accounts payable	<u>\$ -</u>	<u>\$ 446</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Deferred inflows of resources</b>				
Unavailable revenue:				
Special assessments	-	96,486	-	-
Loans and related interest	-	-	-	140,121
<b>Total deferred inflows of resources</b>	<u>-</u>	<u>96,486</u>	<u>-</u>	<u>140,121</u>
<b>Fund balances</b>				
Committed	<u>1,739</u>	<u>55,947</u>	<u>-</u>	<u>627</u>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<u>\$ 1,739</u>	<u>\$ 152,879</u>	<u>\$ -</u>	<u>\$ 140,748</u>

continued...

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Balance Sheet

Nonmajor Debt Service Funds

June 30, 2021

	Building Authority Bonds	Police Station Bonds	Total
<b>Assets</b>			
Pooled cash and investments	\$ 5,311	\$ -	\$ 64,069
Receivables:			
Interest	11,531	-	11,980
Special assessments	-	-	96,486
Loans	555,000	-	623,567
Loans, long-term portion	580,000	-	651,106
<b>Total assets</b>	<b>\$ 1,151,842</b>	<b>\$ -</b>	<b>\$ 1,447,208</b>
<b>Liabilities</b>			
Accounts payable	\$ -	\$ -	\$ 446
<b>Deferred inflows of resources</b>			
Unavailable revenue:			
Special assessments	-	-	96,486
Loans and related interest	1,146,531	-	1,286,652
<b>Total deferred inflows of resources</b>	<b>1,146,531</b>	<b>-</b>	<b>1,383,138</b>
<b>Fund balances</b>			
Committed	5,311	-	63,624
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 1,151,842</b>	<b>\$ -</b>	<b>\$ 1,447,208</b>

concluded.

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Debt Service Funds

For the Year Ended June 30, 2021

	DPW Building	Special Assessment Debt Service	Energy Savings	Capital Improvement Bonds
<b>Revenues</b>				
Intergovernmental - local	\$ -	\$ -	\$ -	\$ 251,411
Investment loss	-	(26)	-	-
<b>Total revenues</b>	<u>-</u>	<u>(26)</u>	<u>-</u>	<u>251,411</u>
<b>Expenditures</b>				
Debt service:				
Principal	660,000	-	345,724	790,000
Interest	108,215	-	37,596	395,482
<b>Total expenditures</b>	<u>768,215</u>	<u>-</u>	<u>383,320</u>	<u>1,185,482</u>
Revenues under expenditures	(768,215)	(26)	(383,320)	(934,071)
<b>Other financing sources</b>				
Transfers in	767,950	-	383,320	934,511
<b>Net change in fund balances</b>	(265)	(26)	-	440
Fund balances, beginning of year	2,004	55,973	-	187
<b>Fund balances, end of year</b>	<u>\$ 1,739</u>	<u>\$ 55,947</u>	<u>\$ -</u>	<u>\$ 627</u>

continued...

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Debt Service Funds

For the Year Ended June 30, 2021

	Building Authority Bonds	Police Station Bonds	Total
<b>Revenues</b>			
Intergovernmental - local	\$ 603,025	\$ -	\$ 854,436
Investment loss	-	-	(26)
<b>Total revenues</b>	<u>603,025</u>	<u>-</u>	<u>854,410</u>
<b>Expenditures</b>			
Debt service:			
Principal	535,000	415,000	2,745,724
Interest	68,025	635,600	1,244,918
<b>Total expenditures</b>	<u>603,025</u>	<u>1,050,600</u>	<u>3,990,642</u>
Revenues under expenditures	-	(1,050,600)	(3,136,232)
<b>Other financing sources</b>			
Transfers in	-	1,050,600	3,136,381
<b>Net change in fund balances</b>	-	-	149
Fund balances, beginning of year	<u>5,311</u>	<u>-</u>	<u>63,475</u>
<b>Fund balances, end of year</b>	<u>\$ 5,311</u>	<u>\$ -</u>	<u>\$ 63,624</u>

concluded.

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Balance Sheet

Nonmajor Capital Projects Funds

June 30, 2021

	Street Projects	General Capital Improvement	Capital Improvements Bonds	Police Station Capital Project	Total
<b>Assets</b>					
Pooled cash and investments	\$ 1,386,665	\$ 436,496	\$ 666,098	\$ 59,795	\$ 2,549,054
Receivables:					
Accounts	-	150	25	-	175
<b>Total assets</b>	<u>\$ 1,386,665</u>	<u>\$ 436,646</u>	<u>\$ 666,123</u>	<u>\$ 59,795</u>	<u>\$ 2,549,229</u>
<b>Liabilities</b>					
Accounts payable	\$ 120,688	\$ 12,800	\$ -	\$ 59,795	\$ 193,283
<b>Fund balances</b>					
Restricted	-	-	666,123	-	666,123
Committed	1,265,977	-	-	-	1,265,977
Assigned	-	423,846	-	-	423,846
<b>Total fund balances</b>	<u>1,265,977</u>	<u>423,846</u>	<u>666,123</u>	<u>-</u>	<u>2,355,946</u>
<b>Total liabilities and fund balances</b>	<u>\$ 1,386,665</u>	<u>\$ 436,646</u>	<u>\$ 666,123</u>	<u>\$ 59,795</u>	<u>\$ 2,549,229</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Capital Projects Funds  
For the Year Ended June 30, 2021

	Street Projects	General Capital Improvement	Capital Improvements Bonds	Police Station Capital Project	Total
<b>Revenue</b>					
Property tax	\$ 1,780,536	\$ -	\$ -	\$ -	\$ 1,780,536
Investment loss	-	-	(305)	-	(305)
Contributions	-	3,250	-	-	3,250
Rents and leases	-	44,531	-	-	44,531
Other	14,824	-	-	-	14,824
<b>Total revenue</b>	<b>1,795,360</b>	<b>47,781</b>	<b>(305)</b>	<b>-</b>	<b>1,842,836</b>
<b>Expenditures</b>					
Current expenditures:					
General government	-	1,190,901	16,163	-	1,207,064
Public safety	-	-	-	80,000	80,000
Highways and streets	1,195,005	-	-	-	1,195,005
Debt service -					
Principal	-	147,462	-	-	147,462
<b>Total expenditures</b>	<b>1,195,005</b>	<b>1,338,363</b>	<b>16,163</b>	<b>80,000</b>	<b>2,629,531</b>
Revenue over (under) expenditures	600,355	(1,290,582)	(16,468)	(80,000)	(786,695)
<b>Other financing sources (uses)</b>					
Proceeds from installment obligation	-	737,299	-	-	737,299
Transfers in	83,794	484,382	-	-	568,176
Transfers out	(158,291)	-	-	-	(158,291)
<b>Total other financing sources (uses)</b>	<b>(74,497)</b>	<b>1,221,681</b>	<b>-</b>	<b>-</b>	<b>1,147,184</b>
<b>Net change in fund balances</b>	<b>525,858</b>	<b>(68,901)</b>	<b>(16,468)</b>	<b>(80,000)</b>	<b>360,489</b>
Fund balances, beginning of year	740,119	492,747	682,591	80,000	1,995,457
<b>Fund balances, end of year</b>	<b>\$ 1,265,977</b>	<b>\$ 423,846</b>	<b>\$ 666,123</b>	<b>\$ -</b>	<b>\$ 2,355,946</b>

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Balance Sheet

Nonmajor Permanent Funds

June 30, 2021

	Youth Center Endowment	Kellogg Arena Endowment	Total
<b>Assets</b>			
Pooled cash and investments	\$ 280,348	\$ 699,056	\$ 979,404
Interest receivable	4,678	2,818	7,496
<b>Total assets</b>	<u>\$ 285,026</u>	<u>\$ 701,874</u>	<u>\$ 986,900</u>
<b>Fund balances</b>			
Nonspendable	\$ 256,376	\$ 623,533	\$ 879,909
Restricted	28,650	78,341	106,991
<b>Total fund balances</b>	<u>\$ 285,026</u>	<u>\$ 701,874</u>	<u>\$ 986,900</u>

**CITY OF BATTLE CREEK, MICHIGAN**

**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**

Nonmajor Permanent Funds  
 For the Year Ended June 30, 2021

	Youth Center Endowment	Kellogg Arena Endowment	Total
<b>Revenues</b>			
Investment loss	\$ (115)	\$ (307)	\$ (422)
Fund balances, beginning of year	<u>285,141</u>	<u>702,181</u>	<u>987,322</u>
<b>Fund balances, end of year</b>	<u>\$ 285,026</u>	<u>\$ 701,874</u>	<u>\$ 986,900</u>

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Statement of Net Position

Nonmajor Enterprise Funds

June 30, 2021

	Automobile Parking System	Solid Waste Collection	Economic Development Loan	Economic Development
<b>Assets</b>				
Current assets:				
Pooled cash and investments	\$ 532,046	\$ 373,579	\$ 1,509,564	\$ 261,436
Receivables:				
Interest	-	-	2,031	-
Accounts	849	747,446	-	18,585
Loans, current portion	-	-	1,062,000	-
Total current assets	<u>532,895</u>	<u>1,121,025</u>	<u>2,573,595</u>	<u>280,021</u>
Noncurrent assets:				
Loans receivable, net	-	-	6,775,390	-
Capital assets not being depreciated	1,505,125	-	-	-
Capital assets being depreciated, net	1,775,958	-	-	-
Total noncurrent assets	<u>3,281,083</u>	<u>-</u>	<u>6,775,390</u>	<u>-</u>
<b>Total assets</b>	<u>3,813,978</u>	<u>1,121,025</u>	<u>9,348,985</u>	<u>280,021</u>
<b>Deferred outflows of resources</b>				
Deferred pension amounts	-	36,654	-	-
<b>Liabilities</b>				
Current liabilities:				
Accounts payable and accrued liabilities	4,697	591,671	253,516	26,140
Accrued payroll	-	-	-	1,439
Retentions, deposits and other liabilities	-	96,648	-	1,200
Interfund payable	-	-	-	-
Unearned revenue	-	-	-	-
Compensated absences, current portion	-	20,133	-	16,808
Total current liabilities	<u>4,697</u>	<u>708,452</u>	<u>253,516</u>	<u>45,587</u>
Noncurrent liabilities:				
Compensated absences	-	2,237	-	1,868
Net pension liability	-	278,644	-	-
Total noncurrent liabilities	<u>-</u>	<u>280,881</u>	<u>-</u>	<u>1,868</u>
<b>Total liabilities</b>	<u>4,697</u>	<u>989,333</u>	<u>253,516</u>	<u>47,455</u>
<b>Deferred inflows of resources</b>				
Deferred pension amounts	-	12,457	-	-
<b>Net position</b>				
Net investment in capital assets	3,281,083	-	-	-
Unrestricted	528,198	155,889	9,095,469	232,566
<b>Total net position</b>	<u>\$ 3,809,281</u>	<u>\$ 155,889</u>	<u>\$ 9,095,469</u>	<u>\$ 232,566</u>



<b>Intermodal Facility</b>	<b>Total</b>
\$ -	\$ 2,676,625
-	2,031
84,519	851,399
-	1,062,000
<u>84,519</u>	<u>4,592,055</u>
-	6,775,390
-	1,505,125
335,799	2,111,757
<u>335,799</u>	<u>10,392,272</u>
<u>420,318</u>	<u>14,984,327</u>
-	<u>36,654</u>
11,016	887,040
-	1,439
-	97,848
72,539	72,539
500	500
-	36,941
<u>84,055</u>	<u>1,096,307</u>
-	4,105
-	278,644
-	<u>282,749</u>
<u>84,055</u>	<u>1,379,056</u>
-	<u>12,457</u>
335,799	3,616,882
464	10,012,586
<u>\$ 336,263</u>	<u>\$ 13,629,468</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Revenues, Expenses and Changes in Fund Net Position

Nonmajor Enterprise Funds

For the Year Ended June 30, 2021

	Automobile Parking System	Solid Waste Collection	Economic Development Loan	Economic Development
<b>Operating revenues</b>				
Charges for services	\$ 776,968	\$ 3,769,920	\$ -	\$ -
Rents and leases	-	-	-	2,580
Other	-	-	49,746	12,000
<b>Total operating revenues</b>	<u>776,968</u>	<u>3,769,920</u>	<u>49,746</u>	<u>14,580</u>
<b>Operating expenses</b>				
Personnel services	36	544,002	-	404,867
Materials and supplies	-	72,815	-	19,205
Contractual and other	771,584	3,418,462	514,636	297,155
Depreciation	330,475	-	-	-
<b>Total operating expenses</b>	<u>1,102,095</u>	<u>4,035,279</u>	<u>514,636</u>	<u>721,227</u>
Operating loss	<u>(325,127)</u>	<u>(265,359)</u>	<u>(464,890)</u>	<u>(706,647)</u>
<b>Nonoperating revenues (expenses)</b>				
Property taxes	-	-	-	262,590
Intergovernmental subsidies:				
State	-	-	-	391,605
Local	-	-	-	120,000
Investment income (loss)	(230)	(88)	985	(213)
<b>Total nonoperating revenues</b>	<u>(230)</u>	<u>(88)</u>	<u>985</u>	<u>773,982</u>
Income (loss) before transfers	(325,357)	(265,447)	(463,905)	67,335
<b>Transfers in</b>	<u>9,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Change in net position</b>	<u>(316,357)</u>	<u>(265,447)</u>	<u>(463,905)</u>	<u>67,335</u>
Net position, beginning of year	<u>4,125,638</u>	<u>421,336</u>	<u>9,559,374</u>	<u>165,231</u>
<b>Net position, end of year</b>	<u>\$ 3,809,281</u>	<u>\$ 155,889</u>	<u>\$ 9,095,469</u>	<u>\$ 232,566</u>



<b>Intermodal Facility</b>	<b>Total</b>
\$ 10,383	\$ 4,557,271
104,131	106,711
-	61,746
<hr/>	<hr/>
114,514	4,725,728
<hr/>	<hr/>
4,929	953,834
154	92,174
116,328	5,118,165
341,626	672,101
<hr/>	<hr/>
463,037	6,836,274
<hr/>	<hr/>
(348,523)	(2,110,546)
<hr/>	<hr/>
-	262,590
-	391,605
6,000	126,000
12	466
<hr/>	<hr/>
6,012	780,661
<hr/>	<hr/>
(342,511)	(1,329,885)
<hr/>	<hr/>
-	9,000
<hr/>	<hr/>
(342,511)	(1,320,885)
<hr/>	<hr/>
678,774	14,950,353
<hr/>	<hr/>
<u>\$ 336,263</u>	<u>\$ 13,629,468</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Cash Flows

Nonmajor Enterprise Funds  
For the Year Ended June 30, 2021

	Automobile Parking System	Solid Waste Collection	Economic Development Loan	Economic Development
<b>Cash flows from operating activities</b>				
Receipts from customers and users	\$ 776,119	\$ 3,700,047	\$ 62,178	\$ (4,005)
Payments to suppliers and contractors	(802,354)	(3,396,189)	(506,290)	(316,255)
Payments to employees	(36)	(541,912)	-	(394,434)
Payments for interfund services	-	(8,618)	-	(44)
<b>Net cash used in operating activities</b>	<u>(26,271)</u>	<u>(246,672)</u>	<u>(444,112)</u>	<u>(714,738)</u>
<b>Cash flows from noncapital financing activities</b>				
Transfers in	9,000	-	-	-
Property taxes	-	-	-	262,590
Intergovernmental subsidies	-	-	-	511,605
<b>Net cash provided by noncapital financing activities</b>	<u>9,000</u>	<u>-</u>	<u>-</u>	<u>774,195</u>
<b>Cash flows from investing activities</b>				
Investment earnings (loss)	(230)	(88)	49,155	(125)
<b>Net change in pooled cash and investments</b>	<u>(17,501)</u>	<u>(246,760)</u>	<u>(394,957)</u>	<u>59,332</u>
Pooled cash and investments, beginning of year	549,547	620,339	1,904,521	202,104
<b>Pooled cash and investments, end of year</b>	<u>\$ 532,046</u>	<u>\$ 373,579</u>	<u>\$ 1,509,564</u>	<u>\$ 261,436</u>
<b>Cash flows from operating activities</b>				
Operating loss	\$ (325,127)	\$ (265,359)	\$ (464,890)	\$ (706,647)
Adjustments to reconcile operating loss to net cash from operating activities:				
Depreciation	330,475	-	-	-
Changes in assets and liabilities:				
Accounts receivable	(849)	(69,873)	12,432	(18,585)
Loans receivable	-	-	4,830	-
Prepaid items	-	-	-	450
Accounts payable and accrued liabilities	(30,770)	85,848	3,516	(1,289)
Retentions, deposits and other liabilities	-	622	-	900
Compensated absences	-	(4,947)	-	10,433
Interfund payable	-	-	-	-
Unearned revenue	-	-	-	-
Net pension liability	-	7,079	-	-
Deferred outflows related to the net pension liability	-	(10,012)	-	-
Deferred inflows related to the net pension liability	-	9,970	-	-
<b>Net cash used in operating activities</b>	<u>\$ (26,271)</u>	<u>\$ (246,672)</u>	<u>\$ (444,112)</u>	<u>\$ (714,738)</u>

Intermodal Facility		Total	
\$ 110,679		\$ 4,645,018	
(111,762)		(5,132,850)	
(4,929)		(941,311)	
-		(8,662)	
<u>(6,012)</u>		<u>(1,437,805)</u>	
-		9,000	
-		262,590	
6,000		517,605	
<u>6,000</u>		<u>789,195</u>	
12		48,724	
-		(599,886)	
-		3,276,511	
<u>\$ -</u>		<u>\$ 2,676,625</u>	
\$ (348,523)		\$ (2,110,546)	
341,626		672,101	
(2,846)		(79,721)	
-		4,830	
-		450	
(3,119)		54,186	
-		1,522	
-		5,486	
7,839		7,839	
(989)		(989)	
-		7,079	
-		(10,012)	
-		9,970	
<u>\$ (6,012)</u>		<u>\$ (1,437,805)</u>	

# CITY OF BATTLE CREEK, MICHIGAN

## Combining Statement of Net Position

Internal Service Funds

June 30, 2021

	Equipment Center	Self- Insurance	Information Technology	Reproduction	Total
<b>Assets</b>					
Current assets:					
Pooled cash and investments	\$ 1,025,803	\$ 7,766,629	\$ 1,581,422	\$ 10,607	\$ 10,384,461
Receivables:					
Interest	2,278	89,745	-	-	92,023
Accounts	45,283	549,140	-	-	594,423
Inventories	484,754	-	-	-	484,754
Prepaid items	-	65,693	189,376	-	255,069
Total current assets	1,558,118	8,471,207	1,770,798	10,607	11,810,730
Noncurrent assets:					
Capital assets not being depreciated	31,708	17,115	-	-	48,823
Capital assets being depreciated, net	6,149,259	-	613,966	134,893	6,898,118
Total noncurrent assets	6,180,967	17,115	613,966	134,893	6,946,941
<b>Total assets</b>	<b>7,739,085</b>	<b>8,488,322</b>	<b>2,384,764</b>	<b>145,500</b>	<b>18,757,671</b>
<b>Liabilities</b>					
Current liabilities:					
Accounts payable	514,642	142,086	16,107	4,253	677,088
Unearned revenue	-	145,757	-	-	145,757
Claims payable, current portion	-	1,031,916	-	-	1,031,916
Compensated absences, current portion	89,542	35,156	117,175	3,731	245,604
Lease payable, current portion	-	-	-	28,771	28,771
Total current liabilities	604,184	1,354,915	133,282	36,755	2,129,136
Noncurrent liabilities:					
Claims payable	-	377,107	-	-	377,107
Lease payable	-	-	-	109,335	109,335
Total noncurrent liabilities	-	377,107	-	109,335	486,442
<b>Total liabilities</b>	<b>604,184</b>	<b>1,732,022</b>	<b>133,282</b>	<b>146,090</b>	<b>2,615,578</b>
<b>Net position</b>					
Net investment in capital assets	6,180,967	17,115	613,966	(3,213)	6,808,835
Unrestricted	953,934	6,739,185	1,637,516	2,623	9,333,258
<b>Total net position</b>	<b>\$ 7,134,901</b>	<b>\$ 6,756,300</b>	<b>\$ 2,251,482</b>	<b>\$ (590)</b>	<b>\$ 16,142,093</b>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Revenues, Expenses and Changes in Fund Net Position

Internal Service Funds

For the Year Ended June 30, 2021

	Equipment Center	Self- Insurance	Information Technology	Reproduction	Total
<b>Operating revenues</b>					
Charges for services	\$ 5,512,760	\$ 13,315,969	\$ 1,869,832	\$ 269,166	\$ 20,967,727
Rents and leases	1,760,600	-	-	-	1,760,600
Other	183,661	168,313	57	1,045	353,076
<b>Total operating revenues</b>	<b>7,457,021</b>	<b>13,484,282</b>	<b>1,869,889</b>	<b>270,211</b>	<b>23,081,403</b>
<b>Operating expenses</b>					
Personnel services	1,283,496	1,015,741	876,268	126,847	3,302,352
Materials and supplies	1,285,300	8,000	169,866	81,062	1,544,228
Contractual and other	2,265,484	11,741,957	462,970	75,459	14,545,870
Depreciation	1,886,633	-	121,145	20,646	2,028,424
<b>Total operating expenses</b>	<b>6,720,913</b>	<b>12,765,698</b>	<b>1,630,249</b>	<b>304,014</b>	<b>21,420,874</b>
Operating income (loss)	736,108	718,584	239,640	(33,803)	1,660,529
<b>Nonoperating revenues (expenses)</b>					
Investment income (loss)	(30)	9,693	-	-	9,663
Loss on sale of capital assets	(2,570)	-	-	-	(2,570)
<b>Total nonoperating revenues</b>	<b>(2,600)</b>	<b>9,693</b>	<b>-</b>	<b>-</b>	<b>7,093</b>
Income (loss) before transfers	733,508	728,277	239,640	(33,803)	1,667,622
Transfers in	-	97,157	292,000	30,000	419,157
Transfers out	(767,950)	(705,844)	-	-	(1,473,794)
<b>Change in net position</b>	<b>(34,442)</b>	<b>119,590</b>	<b>531,640</b>	<b>(3,803)</b>	<b>612,985</b>
Net position, beginning of year	7,169,343	6,636,710	1,719,842	3,213	15,529,108
<b>Net position, end of year</b>	<b>\$ 7,134,901</b>	<b>\$ 6,756,300</b>	<b>\$ 2,251,482</b>	<b>\$ (590)</b>	<b>\$ 16,142,093</b>

**CITY OF BATTLE CREEK, MICHIGAN**

**Combining Statement of Cash Flows**

Internal Service Funds

For the Year Ended June 30, 2021

	<b>Equipment Center</b>	<b>Self- Insurance</b>	<b>Information Technology</b>	<b>Reproduction</b>	<b>Total</b>
<b>Cash flows from operating activities</b>					
Receipts from interfund services	\$ 7,457,021	\$ 13,484,282	\$ 1,869,889	\$ 270,211	\$ 23,081,403
Payments to suppliers and contractors	(3,764,419)	(11,595,660)	(741,656)	(151,530)	(16,253,265)
Payments to employees	(1,292,074)	(1,008,885)	(827,673)	(133,873)	(3,262,505)
<b>Net cash provided by (used in) operating activities</b>	<u>2,400,528</u>	<u>879,737</u>	<u>300,560</u>	<u>(15,192)</u>	<u>3,565,633</u>
<b>Cash flows from noncapital financing activities</b>					
Transfers in	-	97,157	292,000	30,000	419,157
Transfers out	(767,950)	(705,844)	-	-	(1,473,794)
<b>Net cash provided by (used in) noncapital financing activities</b>	<u>(767,950)</u>	<u>(608,687)</u>	<u>292,000</u>	<u>30,000</u>	<u>(1,054,637)</u>
<b>Cash flows from capital and related financing activities</b>					
Principal paid on capital lease	-	-	(98,945)	(21,241)	(120,186)
Issuance of capital lease	-	-	-	149,882	149,882
Purchase of capital assets	(1,866,283)	-	(17,902)	(149,882)	(2,034,067)
<b>Net cash used in capital and related financing activities</b>	<u>(1,866,283)</u>	<u>-</u>	<u>(116,847)</u>	<u>(21,241)</u>	<u>(2,004,371)</u>
<b>Cash flows from investing activities</b>					
Investment earnings	391	11,774	-	-	12,165
<b>Net change in pooled cash and investments</b>	<u>(233,314)</u>	<u>282,824</u>	<u>475,713</u>	<u>(6,433)</u>	<u>518,790</u>
Pooled cash and investments, beginning of year	1,259,117	7,483,805	1,105,709	17,040	9,865,671
<b>Pooled cash and investments, end of year</b>	<u>\$ 1,025,803</u>	<u>\$ 7,766,629</u>	<u>\$ 1,581,422</u>	<u>\$ 10,607</u>	<u>\$ 10,384,461</u>
<b>Cash flows from operating activities</b>					
Operating income (loss)	\$ 736,108	\$ 718,584	\$ 239,640	\$ (33,803)	\$ 1,660,529
Adjustments to reconcile operating income (loss) to net cash from operating activities:					
Depreciation	1,886,633	-	121,145	20,646	2,028,424
Changes in assets and liabilities:					
Accounts receivable	11,504	7,901	-	3,390	22,795
Inventories	(173,124)	-	-	-	(173,124)
Prepaid items	-	(52,654)	32,130	-	(20,524)
Accounts payable and accrued liabilities	(52,015)	(42,105)	(140,950)	1,601	(233,469)
Compensated absences	(8,578)	6,856	48,595	(7,026)	39,847
Claims payable	-	193,572	-	-	193,572
Unearned revenue	-	47,583	-	-	47,583
<b>Net cash provided by (used in) operating activities</b>	<u>\$ 2,400,528</u>	<u>\$ 879,737</u>	<u>\$ 300,560</u>	<u>\$ (15,192)</u>	<u>\$ 3,565,633</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Fiduciary Net Position

Pension and Other Employee Benefits Trust Funds

June 30, 2021

	Pension Police and Fire Retirement System	Other Postemployment Benefit Plan Trust	Total
<b>Assets</b>			
Cash and cash equivalents	\$ 5,252,776	\$ -	\$ 5,252,776
Investments:			
Fixed income:			
Corporate bonds	17,799,844	-	17,799,844
Foreign bonds	1,712,209	-	1,712,209
U.S. government securities	38,532,251	-	38,532,251
Mutual funds	122,750,611	8,203,031	130,953,642
Interest receivable	162,643	-	162,643
Pension contributions receivable	140,820	-	140,820
<b>Total assets</b>	<u>186,351,154</u>	<u>8,203,031</u>	<u>194,554,185</u>
<b>Liabilities</b>			
Due to other governments	<u>331,308</u>	<u>-</u>	<u>331,308</u>
<b>Net position</b>			
Restricted for pension and postemployment healthcare benefits	<u>\$ 186,019,846</u>	<u>\$ 8,203,031</u>	<u>\$ 194,222,877</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Changes in Fiduciary Net Position

Pension and Other Employee Benefits Trust Funds  
For the Year Ended June 30, 2021

	Pension Police and Fire Retirement System	Other Postemployment Benefit Plan Trust	Total
<b>Additions</b>			
Investment income:			
Net appreciation in fair value of investments	\$ 33,699,729	\$ -	\$ 33,699,729
Investment earnings and dividends	2,482,578	1,772,773	4,255,351
Less investment expenses	(652,050)	-	(652,050)
Total net investment income	<u>35,530,257</u>	<u>1,772,773</u>	<u>37,303,030</u>
Contributions:			
Employer	6,353,070	1,334,149	7,687,219
Employee	1,593,679	370,676	1,964,355
Total contributions	<u>7,946,749</u>	<u>1,704,825</u>	<u>9,651,574</u>
<b>Total additions</b>	<u>43,477,006</u>	<u>3,477,598</u>	<u>46,954,604</u>
<b>Deductions</b>			
Benefit payments and refunds	12,251,145	1,572,949	13,824,094
Administrative expenses	164,187	13,816	178,003
<b>Total deductions</b>	<u>12,415,332</u>	<u>1,586,765</u>	<u>14,002,097</u>
<b>Net change to net position</b>	31,061,674	1,890,833	32,952,507
Net position, beginning of year	<u>154,958,172</u>	<u>6,312,198</u>	<u>161,270,370</u>
<b>Net position, end of year</b>	<u>\$ 186,019,846</u>	<u>\$ 8,203,031</u>	<u>\$ 194,222,877</u>

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Fiduciary Net Position

Custodial Funds

June 30, 2021

	Fire Insurance Escrow	Delinquent Personal Property Taxes	Summer Property Tax Collection	Winter Property Tax Collection	Total
<b>Assets</b>					
Pooled cash and investments	\$ 137,150	\$ 6,595	\$ 570	\$ 522	\$ 144,837
Delinquent taxes receivable	-	556,941	-	-	556,941
<b>Total assets</b>	137,150	563,536	570	522	701,778
<b>Liabilities</b>					
Undistributed receipts	-	563,536	570	522	564,628
<b>Net position</b>					
Restricted for individuals, organizations, and other governments	\$ 137,150	\$ -	\$ -	\$ -	\$ 137,150

## CITY OF BATTLE CREEK, MICHIGAN

### Combining Statement of Changes in Fiduciary Net Position

Custodial Funds

For the Year Ended June 30, 2021

	Fire Insurance Escrow	Delinquent Personal Property Taxes	Summer Property Tax Collection	Winter Property Tax Collection	Total
<b>Additions</b>					
Fire insurance collections	\$ 726,933	\$ -	\$ -	\$ -	\$ 726,933
Taxes collected for other governments	-	893,228	52,347,702	18,481,625	71,722,555
<b>Total additions</b>	<u>726,933</u>	<u>893,228</u>	<u>52,347,702</u>	<u>18,481,625</u>	<u>72,449,488</u>
<b>Deductions</b>					
Fire insurance distributions	732,574	-	-	-	732,574
Payments of taxes to other governments	-	893,228	52,347,702	18,481,625	71,722,555
<b>Total deductions</b>	<u>732,574</u>	<u>893,228</u>	<u>52,347,702</u>	<u>18,481,625</u>	<u>72,455,129</u>
<b>Change in net position</b>	(5,641)	-	-	-	(5,641)
Net position, beginning of year, as restated	<u>142,791</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>142,791</u>
<b>Net position, end of year</b>	<u>\$ 137,150</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 137,150</u>

## **STATISTICAL SECTION**

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# CITY OF BATTLE CREEK, MICHIGAN

## Statistical Section Table of Contents

This part of the City of Battle Creek, Michigan's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

		<b><u>Page</u></b>
<b>Financial Trends (Schedules 1-5)</b>	These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	156
<b>Revenue Capacity (Schedules 6-28)</b>	These schedules contain information to help the reader assess the government's most significant local revenue sources: property taxes and water and wastewater usage fees.	168
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Sources: Unless otherwise noted, the information in these schedules are derived from the annual comprehensive financial reports for the applicable year.

**Net Position by Component**

Last Ten Fiscal Years

*(accrual basis of accounting)*

	2012	2013	2014	2015	2016
<b>Governmental activities</b>					
Net investment in capital assets	\$ 216,252,011	\$ 216,155,508	\$ 213,803,703	\$ 212,763,742	\$ 209,385,180
Restricted	2,328,940	3,326,396	2,671,582	6,422,246	10,573,097
Unrestricted (deficit)	21,344,934	16,137,588	13,828,647	(39,592,709)	(56,384,540)
<b>Total governmental activities</b>	<u>\$ 239,925,885</u>	<u>\$ 235,619,492</u>	<u>\$ 230,303,932</u>	<u>\$ 179,593,279</u>	<u>\$ 163,573,737</u>
<b>Business-type activities</b>					
Net investment in capital assets	\$ 93,175,690	\$ 92,885,198	\$ 92,099,833	\$ 91,757,657	\$ 94,256,830
Unrestricted (deficit)	19,223,068	19,988,459	20,628,055	6,044,949	6,738,128
<b>Total business-type activities</b>	<u>\$ 112,398,758</u>	<u>\$ 112,873,657</u>	<u>\$ 112,727,888</u>	<u>\$ 97,802,606</u>	<u>\$ 100,994,958</u>
<b>Primary government</b>					
Net investment in capital assets	\$ 309,427,701	\$ 309,040,706	\$ 305,903,536	\$ 304,521,399	\$ 303,642,010
Restricted	2,328,940	3,326,396	2,671,582	6,422,246	10,573,097
Unrestricted (deficit)	40,568,002	36,126,047	34,456,702	(33,547,760)	(49,646,412)
<b>Total primary government</b>	<u>\$ 352,324,643</u>	<u>\$ 348,493,149</u>	<u>\$ 343,031,820</u>	<u>\$ 277,395,885</u>	<u>\$ 264,568,695</u>

continued...

**Net Position by Component**

Last Ten Fiscal Years

(accrual basis of accounting)

	2017	2018	2019	2020	2021
<b>Governmental activities</b>					
Net investment in capital assets	\$ 204,289,221	\$ 202,996,774	\$ 196,784,239	\$ 191,520,117	\$ 185,862,504
Restricted	9,498,489	11,428,992	17,761,851	18,202,625	20,375,257
Unrestricted (deficit)	(66,228,790)	(108,310,558)	(120,784,656)	(122,403,144)	(114,958,702)
<b>Total governmental activities</b>	<u>\$ 147,558,920</u>	<u>\$ 106,115,208</u>	<u>\$ 93,761,434</u>	<u>\$ 87,319,598</u>	<u>\$ 91,279,059</u>
<b>Business-type activities</b>					
Net investment in capital assets	\$ 77,696,600	\$ 84,440,617	\$ 88,322,398	\$ 91,403,421	\$ 88,369,618
Unrestricted (deficit)	18,432,807	(13,736,110)	(13,127,722)	(12,750,203)	(8,716,059)
<b>Total business-type activities</b>	<u>\$ 96,129,407</u>	<u>\$ 70,704,507</u>	<u>\$ 75,194,676</u>	<u>\$ 78,653,218</u>	<u>\$ 79,653,559</u>
<b>Primary government</b>					
Net investment in capital assets	\$ 281,985,821	\$ 287,437,391	\$ 285,106,637	\$ 282,923,538	\$ 274,232,122
Restricted	9,498,489	11,428,992	17,761,851	18,202,625	20,375,257
Unrestricted (deficit)	(47,795,983)	(122,046,668)	(133,912,378)	(135,153,347)	(123,674,761)
<b>Total primary government</b>	<u>\$ 243,688,327</u>	<u>\$ 176,819,715</u>	<u>\$ 168,956,110</u>	<u>\$ 165,972,816</u>	<u>\$ 170,932,618</u>

concluded.

Source: City of Battle Creek Finance Department

Note: GASB Statements No. 63 and 65 were implemented for fiscal year ended June 30, 2013. This resulted in a change renaming net assets to net position and invested in capital assets, net of related debt to net investment in capital assets. As a result of implementation, bond issuance costs have been eliminated. Prior years were not restated.

Note: GASB Statement No. 68 was implemented for the fiscal year ended June 30, 2015. This resulted in presentation of the City's net pension liability on the statement of net position. Prior years were not restated.

Note: GASB Statement No. 75 was implemented for the fiscal year ended June 30, 2018. This resulted in presentation of the City's net pension liability on the statement of net position. Prior years were not restated.

**Changes in Net Position**Last Ten Fiscal Years  
(accrual basis of accounting)

	2012	2013	2014	2015	2016
<b>Expenses</b>					
Governmental activities:					
General government	\$ 12,250,359	\$ 10,372,803	\$ 12,208,561	\$ 8,841,596	\$ 13,522,067
Public safety	27,025,682	26,952,192	27,215,335	29,790,342	38,643,958
Public works	2,396,590	1,891,765	2,199,624	2,239,223	2,016,152
Highways and streets	7,149,971	11,585,808	9,731,567	14,960,926	11,759,289
Recreation	6,280,210	6,323,529	5,759,128	6,491,021	7,662,739
Community development	6,589,947	4,907,271	3,019,449	2,709,435	2,960,152
Interest on long-term debt	826,922	745,018	1,206,989	1,307,722	1,193,277
Total governmental activities	62,519,681	62,778,386	61,340,653	66,340,265	77,757,634
Business-type activities:					
Water and wastewater	23,030,037	22,768,048	23,572,816	23,714,281	25,024,426
Public transit	4,705,296	4,924,554	4,814,924	4,551,257	4,519,401
Solid waste collection	2,865,831	2,940,000	3,004,407	2,977,648	3,021,188
Airport	2,662,373	2,511,613	2,485,677	2,512,780	2,566,234
Parking	1,406,230	1,509,283	1,549,455	1,369,956	1,475,329
Economic development	124,973	148,922	130,400	124,121	183,616
Intermodal facility	-	-	-	-	-
Total business-type activities	34,794,740	34,802,420	35,557,679	35,250,043	36,790,194
Total primary government expenses	97,314,421	97,580,806	96,898,332	101,590,308	114,547,828
<b>Program revenues</b>					
Governmental activities:					
Charges for services:					
General government	3,270,597	3,363,317	2,824,535	3,442,117	3,598,573
Public safety	1,148,538	960,535	907,128	900,686	907,947
Public works	98,263	84,207	201,493	120,379	144,941
Highways and streets	7,498	4,251	27,929	13,953	6,932
Recreation	3,735,452	3,635,347	3,250,950	3,400,581	3,822,885
Community development	607,631	830,898	277,924	135,693	57,780
Operating grants and contributions	21,767,295	12,618,453	10,289,625	12,533,025	14,753,846
Capital grants and contributions	-	-	-	762,199	34,404
Total governmental activities	30,635,274	21,497,008	17,779,584	21,308,633	23,327,308

continued...

**Changes in Net Position**Last Ten Fiscal Years  
(accrual basis of accounting)

	2017	2018	2019	2020	2021
<b>Expenses</b>					
Governmental activities:					
General government	\$ 13,804,561	\$ 12,298,063	\$ 13,560,047	\$ 10,686,689	\$ 10,896,106
Public safety	38,272,687	37,754,399	39,249,188	34,220,728	26,917,782
Public works	1,925,529	2,848,257	2,818,928	2,674,653	3,044,775
Highways and streets	12,962,951	14,614,111	14,773,886	15,801,903	15,516,910
Recreation	7,549,260	6,786,153	5,324,142	4,357,976	3,972,724
Community development	2,575,566	2,582,810	7,103,236	2,881,623	4,421,780
Interest on long-term debt	1,383,774	1,576,922	1,508,678	1,506,833	1,394,090
Total governmental activities	78,474,328	78,460,715	84,338,105	72,130,405	66,164,167
Business-type activities:					
Water and wastewater	29,865,464	27,208,769	26,135,213	26,172,350	28,255,466
Public transit	4,787,343	4,763,055	4,819,992	5,084,066	5,214,313
Solid waste collection	3,327,216	3,418,516	3,539,162	3,665,768	4,026,661
Airport	2,620,027	2,684,727	2,919,251	3,050,388	3,198,782
Parking	1,418,990	1,378,093	1,520,256	1,324,223	1,102,095
Economic development	296,334	593,984	698,406	950,621	1,235,819
Intermodal facility	-	-	-	114,057	463,037
Total business-type activities	42,315,374	40,047,144	39,632,280	40,361,473	43,496,173
Total primary government expenses	120,789,702	118,507,859	123,970,385	112,491,878	109,660,340
<b>Program revenues</b>					
Governmental activities:					
Charges for services:					
General government	3,188,666	4,404,461	4,661,434	4,601,421	4,678,274
Public safety	1,119,088	1,463,042	1,633,937	1,556,763	1,495,221
Public works	118,886	116,923	116,846	134,530	41,676
Highways and streets	4,559	2,494	749	5,921	12,805
Recreation	3,511,655	3,670,917	2,340,253	1,717,759	1,848,686
Community development	78,892	41,774	53,650	46,454	82,995
Operating grants and contributions	15,546,274	17,633,267	22,433,015	16,942,788	22,383,284
Capital grants and contributions	320,769	3,391,624	338,769	-	-
Total governmental activities	23,888,789	30,724,502	31,578,653	25,005,636	30,542,941

continued...

**Changes in Net Position**Last Ten Fiscal Years  
(accrual basis of accounting)

	2012	2013	2014	2015	2016
Business-type activities:					
Charges for services:					
Water and wastewater	\$ 23,093,486	\$ 24,221,426	\$ 25,051,611	\$ 26,556,368	\$ 28,161,891
Public transit	423,116	415,699	425,705	430,572	407,480
Solid waste collection	2,865,400	2,863,898	3,082,169	3,094,738	3,212,994
Airport	1,358,819	1,364,368	1,365,747	1,389,514	1,354,099
Parking	1,117,414	1,229,770	1,330,971	1,398,498	1,384,948
Economic development	163,229	37,639	91,571	55,703	7,636
Intermodal facility	-	-	-	-	-
Operating grants and contributions	4,197,347	5,060,638	3,571,072	3,987,451	4,336,403
Total business-type activities	33,218,811	35,193,438	34,918,846	36,912,844	38,865,451
Total primary government					
Program revenues	63,854,085	56,690,446	52,698,430	58,221,477	62,192,759
<b>Net (expense)/revenue</b>					
Government activities	(31,884,407)	(41,281,378)	(43,561,069)	(45,031,632)	(54,430,326)
Business-type activities	(1,575,929)	391,018	(638,833)	1,662,801	2,075,257
Total primary government net expense	(33,460,336)	(40,890,360)	(44,199,902)	(43,368,831)	(52,355,069)
<b>General revenues</b>					
Governmental activities:					
General revenues:					
Property taxes	16,542,171	15,809,783	16,258,935	16,028,806	16,189,320
Income taxes	15,009,421	16,234,540	16,093,707	16,475,837	16,414,572
Grants and contributions not restricted to specific programs	5,296,135	5,271,399	5,336,347	5,441,022	5,637,815
Unrestricted investment earnings	1,176,170	371,196	953,036	856,338	770,022
Transfers - internal activities	(23,829)	(349,082)	(396,516)	(453,061)	(600,945)
Total governmental activities	38,000,068	37,337,836	38,245,509	38,348,942	38,410,784
Business-type activities:					
General revenues:					
Property taxes	-	-	-	-	-
Unrestricted investment earnings (loss)	97,266	(63,487)	96,548	74,665	269,643
Rents and leases	-	-	-	-	246,507
Transfers - internal activities	23,829	349,082	396,516	453,061	600,945
Total business-type activities	121,095	285,595	493,064	527,726	1,117,095
Total primary government	38,121,163	37,623,431	38,738,573	38,876,668	39,527,879
<b>Change in net position</b>					
Government activities	6,115,661	(3,943,542)	(5,315,560)	(6,682,690)	(16,019,542)
Business-type activities	(1,454,834)	676,613	(145,769)	2,190,527	3,192,352
Total primary government	\$ 4,660,827	\$ (3,266,929)	\$ (5,461,329)	\$ (4,492,163)	\$ (12,827,190)

continued...

**Changes in Net Position**Last Ten Fiscal Years  
(accrual basis of accounting)

	2017	2018	2019	2020	2021
Business-type activities:					
Charges for services:					
Water and wastewater	\$ 26,479,609	\$ 25,613,729	\$ 26,192,910	\$ 28,081,728	\$ 30,518,398
Public transit	378,300	366,930	339,299	288,168	251,862
Solid waste collection	3,407,372	3,389,107	3,512,255	3,641,860	3,769,920
Airport	1,459,032	1,666,987	1,309,971	141,486	168,459
Parking	1,333,331	1,131,526	1,171,483	1,063,764	776,968
Economic development	6,270	-	-	-	-
Intermodal facility	-	-	-	4,831	10,383
Operating grants and contributions	3,698,755	4,664,524	9,873,639	8,866,555	8,676,463
Total business-type activities	36,762,669	36,832,803	42,399,557	42,088,392	44,172,453
Total primary government					
Program revenues	60,651,458	67,557,305	73,978,210	67,094,028	74,715,394
<b>Net (expense)/revenue</b>					
Government activities	(54,585,539)	(47,736,213)	(52,759,452)	(47,124,769)	(35,621,226)
Business-type activities	(5,552,705)	(3,214,341)	2,767,277	1,726,919	676,280
Total primary government net expense	(60,138,244)	(50,950,554)	(49,992,175)	(45,397,850)	(34,944,946)
<b>General revenues</b>					
Governmental activities:					
General revenues:					
Property taxes	16,457,014	17,109,789	16,993,111	17,730,992	18,116,070
Income taxes	16,581,118	16,718,592	17,664,804	17,655,425	15,367,014
Grants and contributions not restricted to specific programs	5,678,681	5,822,141	6,116,033	5,801,172	6,647,453
Unrestricted investment earnings	293,860	125,428	366,154	304,794	(482,855)
Transfers - internal activities	(439,951)	(631,231)	(734,424)	(809,450)	(66,995)
Total governmental activities	38,570,722	39,144,719	40,405,678	40,682,933	39,580,687
Business-type activities:					
General revenues:					
Property taxes	-	321,410	363,711	331,350	262,590
Unrestricted investment earnings (loss)	49,396	8,976	624,757	590,823	(5,524)
Rents and leases	197,807	213,253	-	-	-
Transfers - internal activities	439,951	631,231	734,424	809,450	66,995
Total business-type activities	687,154	1,174,870	1,722,892	1,731,623	324,061
Total primary government	39,257,876	40,319,589	42,128,570	42,414,556	39,904,748
<b>Change in net position</b>					
Government activities	(16,014,817)	(8,591,494)	(12,353,774)	(6,441,836)	3,959,461
Business-type activities	(4,865,551)	(2,039,471)	4,490,169	3,458,542	1,000,341
Total primary government	\$ (20,880,368)	\$ (10,630,965)	\$ (7,863,605)	\$ (2,983,294)	\$ 4,959,802

concluded.

Source: City of Battle Creek Finance Department

**Fund Balances - Governmental Funds**

Last Ten Fiscal Years

(modified accrual basis of accounting)

	2012	2013	2014	2015	2016
<b>General fund</b>					
Nonspendable	\$ 865,127	\$ 448,287	\$ 484,653	\$ 455,414	\$ 508,342
Restricted	163,327	146,469	147,134	103,499	384,726
Committed	892,532	835,064	844,624	891,241	936,502
Assigned	1,064,255	68,152	91,720	101,236	61,973
Unassigned	4,895,117	6,171,173	6,580,891	6,417,328	6,181,573
Total general fund	<u>\$ 7,880,358</u>	<u>\$ 7,669,145</u>	<u>\$ 8,149,022</u>	<u>\$ 7,968,718</u>	<u>\$ 8,073,116</u>
<b>All other governmental funds</b>					
Nonspendable	\$ 964,756	\$ 1,012,623	\$ 1,016,652	\$ 1,011,593	\$ 1,019,048
Restricted	556,164	755,079	11,477,425	6,468,777	4,791,668
Committed	2,209,308	2,389,690	2,436,895	2,418,119	1,727,350
Assigned	599,288	1,329,963	739,577	454,581	354,092
Unassigned (deficit)	-	(179,235)	(131,387)	(9,922)	-
Total all other governmental funds	<u>\$ 4,329,516</u>	<u>\$ 5,308,120</u>	<u>\$ 15,539,162</u>	<u>\$ 10,343,148</u>	<u>\$ 7,892,158</u>

continued...

**Fund Balances - Governmental Funds**  
Last Ten Fiscal Years  
(modified accrual basis of accounting)

	2017	2018	2019	2020	2021
<b>General fund</b>					
Nonspendable	\$ 376,049	\$ 457,410	\$ 183,770	\$ 241,416	\$ 192,313
Restricted	241,186	229,368	234,490	247,563	246,617
Committed	1,313,835	1,347,241	1,383,226	1,373,506	1,522,791
Assigned	96,131	130,763	117,019	390	109,498
Unassigned	5,958,796	5,958,796	6,221,349	7,784,247	12,193,420
<b>Total general fund</b>	<u>\$ 7,985,997</u>	<u>\$ 8,123,578</u>	<u>\$ 8,139,854</u>	<u>\$ 9,647,122</u>	<u>\$ 14,264,639</u>
<b>All other governmental funds</b>					
Nonspendable	\$ 1,024,394	\$ 932,537	\$ 879,909	\$ 885,303	\$ 892,407
Restricted	16,317,974	7,278,525	6,033,641	6,180,972	7,620,523
Committed	2,504,157	805,359	2,848,023	3,450,657	2,188,942
Assigned	248,647	282,439	473,038	492,747	423,846
Unassigned (deficit)	-	-	-	-	-
<b>Total all other governmental funds</b>	<u>\$ 20,095,172</u>	<u>\$ 9,298,860</u>	<u>\$ 10,234,611</u>	<u>\$ 11,009,679</u>	<u>\$ 11,125,718</u>

concluded.

Source: City of Battle Creek Finance Department

Note: The City implemented GASB Statement No. 54 in fiscal year 2011. Previous years were not restated.

**Changes in Fund Balances - Governmental Funds**

Last Ten Fiscal Years

*(modified accrual basis of accounting)*

	2012	2013	2014	2015	2016
<b>Revenues</b>					
Income taxes	\$ 15,009,421	\$ 16,234,540	\$ 16,093,707	\$ 16,475,837	\$ 16,414,572
Property taxes	16,542,171	15,809,783	16,258,935	16,028,806	16,189,320
Licenses and permits	813,942	832,745	922,738	965,987	1,029,815
Intergovernmental	25,974,924	17,729,297	15,443,105	17,614,000	20,026,447
Charges for services	5,235,921	5,058,388	4,520,247	4,778,052	5,082,714
Fines and forfeitures	151,470	143,710	134,497	127,535	129,805
Investment income	648,835	110,735	559,839	555,685	501,922
Other	5,225,127	3,441,665	2,968,516	2,026,275	1,914,836
<b>Total revenues</b>	<b>69,601,811</b>	<b>59,360,863</b>	<b>56,901,584</b>	<b>58,572,177</b>	<b>61,289,431</b>
<b>Expenditures</b>					
General government	10,840,690	8,324,868	13,218,040	8,934,304	9,999,068
Public safety	25,721,232	25,856,822	25,587,422	26,469,518	27,427,085
Public works	2,422,655	1,801,123	2,152,726	2,103,888	2,571,981
Highway and streets	13,336,410	10,504,607	9,261,973	14,242,456	10,667,566
Recreation	5,396,641	5,404,433	4,784,815	5,438,183	5,495,002
Community development	5,871,937	3,729,026	1,725,369	1,452,582	1,853,905
Inspections	400,956	432,009	438,325	580,355	616,610
Unallocated	1,230,028	1,789,974	1,272,866	1,350,777	1,286,389
Debt service:					
Principal retirement	1,843,730	1,439,473	1,960,721	2,342,497	2,539,826
Interest	723,652	748,414	1,183,898	1,346,762	1,207,672
Bond issuance costs	-	-	312,339	-	-
<b>Total expenditures</b>	<b>67,787,931</b>	<b>60,030,749</b>	<b>61,898,494</b>	<b>64,261,322</b>	<b>63,665,104</b>
Revenues over (under) expenditures	1,813,880	(669,886)	(4,996,910)	(5,689,145)	(2,375,673)
<b>Other financing sources (uses)</b>					
Issuance of bonds and notes	-	-	15,370,000	-	12,605,000
Premium on bonds	-	-	383,666	-	860,638
Payment to refunding bond escrow agent	-	-	-	-	(13,548,312)
Transfers in	5,629,173	6,035,359	5,400,117	6,559,688	5,406,192
Transfers out	(5,931,128)	(4,598,082)	(5,445,954)	(6,246,861)	(5,294,437)
<b>Total other financing sources (uses)</b>	<b>(301,955)</b>	<b>1,437,277</b>	<b>15,707,829</b>	<b>312,827</b>	<b>29,081</b>
<b>Net changes in fund balances</b>	<b>\$ 1,511,925</b>	<b>\$ 767,391</b>	<b>\$ 10,710,919</b>	<b>\$ (5,376,318)</b>	<b>\$ (2,346,592)</b>
Debt services as a percentage of noncapital expenditures	4.7%	4.2%	6.0%	6.8%	6.5%

continued...

**Changes in Fund Balances - Governmental Funds**

Last Ten Fiscal Years  
(modified accrual basis of accounting)

	2017	2018	2019	2020	2021
<b>Revenues</b>					
Income taxes	\$ 16,581,118	\$ 16,718,592	\$ 17,664,804	\$ 17,655,425	\$ 15,367,014
Property taxes	16,457,014	17,109,789	16,993,111	17,730,992	18,116,070
Licenses and permits	1,019,433	1,057,206	1,197,941	1,207,799	1,097,170
Intergovernmental	21,084,486	21,598,338	22,537,392	22,041,015	26,556,969
Charges for services	4,879,599	5,448,749	4,479,349	3,995,008	4,064,133
Fines and forfeitures	125,194	116,581	118,908	88,956	58,055
Investment income	157,485	3,800	750,741	650,868	42,482
Other	1,972,148	4,479,724	1,800,126	1,276,232	1,301,942
<b>Total revenues</b>	<b>62,276,477</b>	<b>66,532,779</b>	<b>65,542,372</b>	<b>64,646,295</b>	<b>66,603,835</b>
<b>Expenditures</b>					
General government	13,203,880	9,706,024	8,671,057	5,908,695	6,318,790
Public safety	29,417,044	41,320,776	35,080,658	32,315,635	31,986,670
Public works	2,463,778	2,873,537	2,817,820	2,735,534	2,565,138
Highway and streets	9,568,383	9,569,149	9,312,518	9,371,605	9,356,150
Recreation	5,012,445	5,220,992	3,424,227	2,751,357	2,092,693
Community development	1,126,055	1,987,820	7,707,306	3,460,685	4,938,909
Inspections	625,830	673,614	725,683	782,807	840,235
Unallocated	1,330,575	1,323,813	1,211,464	1,142,697	1,120,340
Debt service:					
Principal retirement	2,072,734	2,701,249	2,690,397	2,820,215	3,088,186
Interest	1,367,461	1,649,639	1,508,685	1,402,951	1,288,109
Bond issuance costs	-	-	-	-	-
<b>Total expenditures</b>	<b>66,188,185</b>	<b>77,026,613</b>	<b>73,149,815</b>	<b>62,692,181</b>	<b>63,595,220</b>
Revenues over (under) expenditures	(3,911,708)	(10,493,834)	(7,607,443)	1,954,114	3,008,615
<b>Other financing sources (uses)</b>					
Issuance of bonds and notes	15,265,000	-	8,620,963	-	737,299
Premium on bonds	1,489,463	-	-	-	-
Payment to refunding bond escrow agent	-	-	-	-	-
Transfers in	6,588,752	5,240,901	5,693,706	5,817,544	5,826,413
Transfers out	(7,315,611)	(5,405,798)	(5,755,199)	(5,489,322)	(4,838,771)
<b>Total other financing sources (uses)</b>	<b>16,027,604</b>	<b>(164,897)</b>	<b>8,559,470</b>	<b>328,222</b>	<b>1,724,941</b>
<b>Net changes in fund balances</b>	<b>\$ 12,115,896</b>	<b>\$ (10,658,731)</b>	<b>\$ 952,027</b>	<b>\$ 2,282,336</b>	<b>\$ 4,733,556</b>
Debt services as a percentage of noncapital expenditures	5.9%	7.1%	6.3%	7.4%	7.4%

concluded.

Source: City of Battle Creek Finance Department

**Changes in Fund Balances - General Fund**

Last Ten Fiscal Years

*(modified accrual basis of accounting)*

	2012	2013	2014	2015	2016
<b>Revenues</b>					
Income taxes	\$ 15,009,421	\$ 16,234,540	\$ 16,093,707	\$ 16,475,837	\$ 16,414,572
Property taxes	14,909,932	14,227,428	14,683,943	14,504,834	14,668,381
Licenses and permits	698,145	696,355	744,302	868,181	1,021,229
Intergovernmental	6,353,111	6,595,260	6,659,514	6,809,508	8,698,540
Charges for services	2,228,868	2,026,494	1,981,271	2,040,194	2,378,225
Fines and forfeitures	151,470	143,710	134,497	127,535	129,805
Investment earnings (loss)	577,687	146,653	511,395	516,880	426,096
Contributions	-	-	-	-	-
Rents and leases	-	-	-	-	-
Other	3,167,419	1,833,188	1,965,686	872,559	1,034,513
<b>Total revenues</b>	<b>43,096,053</b>	<b>41,903,628</b>	<b>42,774,315</b>	<b>42,215,528</b>	<b>44,771,361</b>
<b>Expenditures</b>					
General government	7,082,687	7,268,561	7,225,082	6,371,999	6,772,153
Public safety	24,741,135	25,021,620	25,303,386	25,835,041	27,204,080
Public works	2,422,655	1,801,123	2,152,726	2,103,888	2,571,981
Recreation	3,017,352	2,887,026	2,708,291	3,001,790	3,301,833
Community development	-	-	-	-	-
Non-departmental	1,230,028	1,789,974	1,272,866	1,350,777	1,286,389
Debt service:					
Principal	-	-	-	-	-
Interest	-	-	-	-	-
<b>Total expenditures</b>	<b>38,493,857</b>	<b>38,768,304</b>	<b>38,662,351</b>	<b>38,663,495</b>	<b>41,136,436</b>
Revenues over expenditures	4,602,196	3,135,324	4,111,964	3,552,033	3,634,925
<b>Other financing sources (uses)</b>					
Transfers in	167,792	1,056	16,600	-	106,731
Transfers out	(4,681,082)	(3,347,593)	(3,648,687)	(3,732,337)	(3,637,258)
<b>Total other financing sources (uses)</b>	<b>(4,513,290)</b>	<b>(3,346,537)</b>	<b>(3,632,087)</b>	<b>(3,732,337)</b>	<b>(3,530,527)</b>
<b>Net changes in fund balances</b>	<b>\$ 88,906</b>	<b>\$ (211,213)</b>	<b>\$ 479,877</b>	<b>\$ (180,304)</b>	<b>\$ 104,398</b>

continued...

**Changes in Fund Balances - General Fund**

Last Ten Fiscal Years

*(modified accrual basis of accounting)*

	2017	2018	2019	2020	2021
<b>Revenues</b>					
Income taxes	\$ 16,581,118	\$ 16,718,592	\$ 17,664,804	\$ 17,655,425	\$ 15,367,014
Property taxes	14,950,795	15,657,346	15,437,292	16,177,669	16,335,534
Licenses and permits	1,019,433	1,057,206	1,197,941	1,207,799	1,097,170
Intergovernmental	11,717,251	10,361,118	8,538,406	8,820,790	13,067,217
Charges for services	2,482,779	4,310,766	3,774,648	3,013,652	3,196,560
Fines and forfeitures	125,194	116,581	118,908	88,956	58,055
Investment earnings (loss)	145,145	(4,463)	596,605	464,299	45,958
Contributions	-	3,407	2,878	10,988	5,629
Rents and leases	-	213,991	160,897	54,001	56,261
Other	928,761	1,601,274	445,622	693,008	408,035
<b>Total revenues</b>	<u>47,950,476</u>	<u>50,035,818</u>	<u>47,938,001</u>	<u>48,186,587</u>	<u>49,637,433</u>
<b>Expenditures</b>					
General government	6,648,823	6,757,373	5,353,716	5,232,787	4,653,682
Public safety	29,009,596	30,488,624	31,208,161	31,502,922	31,253,817
Public works	2,463,778	2,873,537	2,817,820	2,735,534	2,565,138
Recreation	3,036,624	4,322,645	3,353,181	2,741,065	2,092,693
Community development	-	607,252	686,024	668,190	564,752
Non-departmental	1,330,575	1,323,813	1,211,464	1,142,697	1,120,340
Debt service:					
Principal	-	345,000	180,000	185,000	195,000
Interest	-	98,183	57,514	50,314	43,191
<b>Total expenditures</b>	<u>42,489,396</u>	<u>46,816,427</u>	<u>44,867,880</u>	<u>44,258,509</u>	<u>42,488,613</u>
Revenues over expenditures	<u>5,461,080</u>	<u>3,219,391</u>	<u>3,070,121</u>	<u>3,928,078</u>	<u>7,148,820</u>
<b>Other financing sources (uses)</b>					
Transfers in	21,113	201,565	-	-	62,711
Transfers out	(5,569,312)	(3,283,375)	(3,053,845)	(2,420,810)	(2,594,014)
<b>Total other financing sources (uses)</b>	<u>(5,548,199)</u>	<u>(3,081,810)</u>	<u>(3,053,845)</u>	<u>(2,420,810)</u>	<u>(2,531,303)</u>
<b>Net changes in fund balances</b>	<u>\$ (87,119)</u>	<u>\$ 137,581</u>	<u>\$ 16,276</u>	<u>\$ 1,507,268</u>	<u>\$ 4,617,517</u>

concluded.

Source: City of Battle Creek Finance Department

**Assessed and Taxable Value of Property**

Last Ten Fiscal Years  
(in thousands of dollars)

Fiscal Year Ended June 30,	Tax Year	Valued as of December 31,	(1) Total Assessed Value (S.E.V.)	Taxable Value	
				Real Property	Personal Property
2021	2020	2019	\$ 1,329,501,813	\$ 1,136,179,631	\$ 129,844,418
2020	2019	2018	1,281,987,110	1,104,909,615	148,389,245
2019	2018	2017	1,257,426,739	1,076,813,647	155,035,548
2018	2017	2016	1,394,675,388	1,063,247,903	150,132,197
2017	2016	2015	1,374,803,682	1,056,829,386	162,533,256
2016	2015	2014	1,597,755,968	1,058,229,131	331,368,399
2015	2014	2013	1,580,734,432	1,071,816,975	323,079,746
2014	2013	2012	1,601,470,703	1,090,543,166	321,394,012
2013	2012	2011	1,672,651,855	1,125,760,929	324,590,974
2012	2011	2010	1,727,239,263	1,147,982,019	323,603,422

continued...

**Assessed and Taxable Value of Property**

Last Ten Fiscal Years  
(in thousands of dollars)

Fiscal Year Ended June 30,	Taxable Value			Total Estimated Actual Value of Taxable Property	Total Direct Tax Rate
	(2) Industrial Facilities	(2) Neighborhood Enterprise Zone	Total		
2021	\$ 25,109,886	\$ 30,138	\$ 1,291,164,073	\$ 2,659,003,626	15.9340
2020	32,840,820	40,104	1,286,179,784	2,563,974,220	15.9340
2019	51,542,516	40,104	1,283,431,815	2,514,853,478	15.7490
2018	58,777,497	52,084	1,272,209,681	2,789,350,776	15.7490
2017	67,913,737	52,084	1,287,328,463	2,749,607,364	15.4190
2016	149,463,733	52,084	1,539,113,347	3,195,511,936	14.7360
2015	146,581,873	62,440	1,541,541,034	3,161,468,864	14.7360
2014	143,777,085	96,372	1,555,810,635	3,202,941,406	14.7360
2013	163,610,573	149,072	1,614,111,548	3,345,303,710	14.7360
2012	171,383,082	315,736	1,643,284,259	3,454,478,526	14.7360

concluded.

**Notes:** Property in the City of Battle Creek is assessed every year representing approximately 50% of the actual value for all real and personal property. Taxable value is the figure used to calculate property taxes. The taxable value is limited to annual increases of 5% or the State of Michigan Consumer Price Index, whichever is less, except if a property is sold. The assessed value becomes the taxable value in the year following a sale. Property taxes are levied July 1 of the succeeding fiscal year based on taxable values as of December 31.

- (1) Assessed value is ad valorem property only and does not include tax abated properties (see #2 below).
- (2) Represents current values of tax abated properties.

Source: City of Battle Creek Assessor's Office.

**Direct and Overlapping Property Tax Rates**

Last Ten Fiscal Years  
(rate per \$1,000 of taxable value)

Fiscal Year Ended June 30,	Levied July 1,	(1) City of Battle Creek			Total Direct Rate	Battle Creek Public Schools	State Education Tax
		Operating	Debt	Pension			
2021	2020	9.4870	0.5000	5.9470	15.9340	24.0000	6.0000
2020	2019	9.8460	0.5000	5.5880	15.9340	24.0000	6.0000
2019	2018	9.8460	0.5000	5.4030	15.7490	24.0000	6.0000
2018	2017	10.2400	0.5000	5.0090	15.7490	24.0000	6.0000
2017	2016	10.2400	0.5000	4.6790	15.4190	24.0000	6.0000
2016	2015	10.2400	-	4.4960	14.7360	24.3200	6.0000
2015	2014	10.3070	-	4.4290	14.7360	24.6000	6.0000
2014	2013	10.6480	-	4.0880	14.7360	24.8500	6.0000
2013	2012	10.9270	-	3.8090	14.7360	24.3400	6.0000
2012	2011	10.9880	-	3.7480	14.7360	24.3400	6.0000

**Direct and Overlapping Property Tax Rates**

Last Ten Fiscal Years  
(rate per \$1,000 of taxable value)

Fiscal Year Ended June 30,	Calhoun Intermediate School District	Kellogg Community College	District Library	County	Totals	
					Non-Homestead	Homestead (2)
2021	6.2057	3.6136	2.0000	6.6713	64.4246	46.4246
2020	6.2057	3.6136	2.0000	6.4713	64.2246	46.2246
2019	6.2057	3.6136	2.0000	6.4713	64.0396	46.0396
2018	6.2057	3.6136	2.0000	6.4713	64.0396	46.0396
2017	6.2057	3.6136	2.0000	6.4713	63.7096	45.7096
2016	6.2057	3.6136	2.0000	6.4713	63.3466	45.3466
2015	6.2057	3.6136	2.0000	6.4713	63.6266	45.6266
2014	6.2057	3.6136	2.0000	6.4713	63.8766	45.8766
2013	6.2057	3.7106	2.0000	6.3713	63.3636	45.3636
2012	6.2057	3.7106	2.0000	6.3713	63.3636	45.3636

- (1) Approximately 2/3 of the City's taxable value is contained in Battle Creek School District. Four other school districts overlap into the geographical boundaries of the City. The millage rates for these other school districts are approximately equivalent to Battle Creek School District's.
- (2) Passage of Proposal A in 1994 reduced operating millage for Michigan public schools to 18 mills for non-homestead properties and exempted homestead properties. Both homestead and non-homestead properties are subject to the State Education Tax of 6 mills as well as any debt service levy.

Source: City of Battle Creek Finance Department

**Principal Property Taxpayers**  
Current Year and Nine Years Ago

Taxpayer	2012		
	Taxable Value	Rank	Percentage of Total City Taxable Value
Kellogg Company	\$ 126,108,080	1	7.67%
Consumers Energy	19,363,549	4	1.18%
Semco Energy Inc.	10,120,719	7	0.62%
Denso Manufacturing MI Inc.	40,943,615	2	2.49%
Post Foods LLC	38,057,121	3	2.32%
Musashi Auto Parts-Michigan Inc.	9,264,194	9	0.56%
Edward Rose Development Co.	-	-	0.00%
Prairie Farms Dairy Inc.	-	-	0.00%
Lakeview Square LLC	-	-	0.00%
El-AD Arbor of Battle Creek	-	-	0.00%
Ralcorp Holdings Inc.	13,659,536	5	0.83%
5775 Beckley Road Holdings LLC	13,142,484	6	0.80%
Graphic Packaging International	9,701,153	8	0.59%
Pacific Coast Packaging Corp	8,125,985	10	0.49%
	<u>\$ 288,486,436</u>		<u>17.56%</u>

continued...

**Principal Property Taxpayers**  
Current Year and Nine Years Ago

Taxpayer	2021		
	Taxable Value	Rank	Percentage of Total City Taxable Value
Kellogg Company	\$ 55,679,912	1	4.31%
Consumers Energy	41,835,816	2	3.24%
Semco Energy Inc.	17,436,013	3	1.35%
Denso Manufacturing MI Inc.	13,242,683	4	1.03%
Post Foods LLC	10,689,265	5	0.83%
Musashi Auto Parts-Michigan Inc.	7,963,037	6	0.62%
Edward Rose Development Co.	6,543,923	7	0.51%
Prairie Farms Dairy Inc.	6,484,572	8	0.50%
Lakeview Square LLC	6,341,309	9	0.49%
El-AD Arbor of Battle Creek	5,991,586	10	0.46%
Ralcorp Holdings Inc.	-	-	0.00%
5775 Beckley Road Holdings LLC	-	-	0.00%
Graphic Packaging International	-	-	0.00%
Pacific Coast Packaging Corp	-	-	0.00%
	<u>\$ 172,208,116</u>		<u>13.34%</u>

concluded.

Source: City of Battle Creek Assessor's Office.

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**Property Tax Levies and Collections**  
Last Ten Fiscal Years

Year	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Subsequent Years Collections	Total Collections to Date	
		Amount	% of Levy		Amount	% of Levy
2021	\$ 20,170,957	\$ 20,150,624	99.90%	\$ 7,570	\$ 20,158,194	99.94%
2020	20,052,215	20,013,011	99.80%	408	20,013,419	99.81%
2019	19,568,359	19,528,723	99.80%	2,090	19,530,813	99.81%
2018	19,173,957	19,127,382	99.76%	580	19,127,962	99.76%
2017	18,905,774	18,872,333	99.82%	3,248	18,875,581	99.84%
2016	20,813,769	20,779,353	99.83%	8,403	20,787,756	99.88%
2015	20,686,120	20,672,222	99.93%	1,967	20,674,189	99.94%
2014	21,005,303	20,940,399	99.69%	4,911	20,945,310	99.71%
2013	21,447,205	21,408,738	99.82%	3,195	21,411,933	99.84%
2012	22,158,202	22,104,514	99.76%	12,611	22,117,125	99.81%

Source: City of Battle Creek Treasurer's Office

**CITY OF BATTLE CREEK, MICHIGAN**

Schedule 10  
Unaudited

**Number of Water System Customers by User Class**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	14,430	14,814	14,791	14,765	14,757
Commercial (1)	1,557	1,622	1,628	1,617	1,619
Industrial	128	129	132	131	130
	<u>16,115</u>	<u>16,565</u>	<u>16,551</u>	<u>16,513</u>	<u>16,506</u>
<b>Outside City</b>					
Emmett Township	649	669	669	668	675
Bedford Township	430	438	430	426	420
Springfield City	Bulk	Bulk	Bulk	Bulk	Bulk
Pennfield Township	Bulk	Bulk	Bulk	Bulk	Bulk
	<u>1,079</u>	<u>1,107</u>	<u>1,099</u>	<u>1,094</u>	<u>1,095</u>
<b>Totals</b>	<u>17,194</u>	<u>17,672</u>	<u>17,650</u>	<u>17,607</u>	<u>17,601</u>

continued...

**Number of Water System Customers by User Class**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	14,771	14,754	14,791	14,806	14,967
Commercial (1)	1,634	1,646	1,671	1,650	1,511
Industrial	126	126	124	123	123
	<u>16,531</u>	<u>16,526</u>	<u>16,586</u>	<u>16,579</u>	<u>16,601</u>
<b>Outside City</b>					
Emmett Township	699	708	714	714	714
Bedford Township	428	428	429	430	429
Springfield City	Bulk	Bulk	Bulk	Bulk	Bulk
Pennfield Township	Bulk	Bulk	Bulk	Bulk	Bulk
	<u>1,127</u>	<u>1,136</u>	<u>1,143</u>	<u>1,144</u>	<u>1,144</u>
<b>Totals</b>	<u>17,658</u>	<u>17,662</u>	<u>17,729</u>	<u>17,723</u>	<u>17,745</u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

**Number of Water System Customers by User Class as a Percent of Total**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	83.92%	83.83%	83.80%	83.86%	83.84%
Commercial	9.06%	9.18%	9.22%	9.18%	9.20%
Industrial	0.74%	0.72%	0.75%	0.74%	0.74%
	<u>93.72%</u>	<u>93.73%</u>	<u>93.77%</u>	<u>93.79%</u>	<u>93.78%</u>
<b>Outside City</b>					
Emmett Township	3.78%	3.79%	3.79%	3.79%	3.84%
Bedford Township	2.50%	2.48%	2.44%	2.42%	2.39%
Springfield City	n/a	n/a	n/a	n/a	n/a
Pennfield Township	n/a	n/a	n/a	n/a	n/a
	<u>6.28%</u>	<u>6.27%</u>	<u>6.23%</u>	<u>6.21%</u>	<u>6.22%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

continued...

**Number of Water System Customers by User Class as a Percent of Total**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	83.65%	83.54%	83.43%	83.54%	84.35%
Commercial	9.25%	9.32%	9.43%	9.31%	8.52%
Industrial	0.71%	0.71%	0.70%	0.69%	0.69%
	<u>93.62%</u>	<u>93.57%</u>	<u>93.55%</u>	<u>93.54%</u>	<u>93.56%</u>
<b>Outside City</b>					
Emmett Township	3.96%	4.01%	4.03%	4.03%	4.02%
Bedford Township	2.42%	2.42%	2.42%	2.43%	2.42%
Springfield City	n/a	n/a	n/a	n/a	n/a
Pennfield Township	n/a	n/a	n/a	n/a	n/a
	<u>6.38%</u>	<u>6.43%</u>	<u>6.45%</u>	<u>6.46%</u>	<u>6.44%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

concluded.

Source: City of Battle Creek Treasurer's Office

**Water System Revenues by User Class**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	\$ 3,197,288	\$ 3,410,041	\$ 3,403,962	\$ 3,478,565	\$ 3,575,598
Commercial (1)	1,886,236	2,099,206	2,092,311	2,028,652	2,243,876
Industrial	2,047,362	2,005,796	2,133,970	2,179,161	2,367,369
	<u>7,130,886</u>	<u>7,515,043</u>	<u>7,630,243</u>	<u>7,686,378</u>	<u>8,186,843</u>
<b>Outside City</b>					
Emmett Township	568,638	495,823	610,684	626,495	689,318
Bedford Township	90,044	101,866	92,695	98,325	100,731
East Leroy Township	23,539	34,188	19,460	12,481	13,024
Springfield City	252,402	275,733	333,441	272,671	266,165
Pennfield Township	28,274	55,498	29,619	27,805	29,562
	<u>962,897</u>	<u>963,108</u>	<u>1,085,899</u>	<u>1,037,776</u>	<u>1,098,800</u>
<b>Totals</b>	<u>\$ 8,093,783</u>	<u>\$ 8,478,151</u>	<u>\$ 8,716,142</u>	<u>\$ 8,724,154</u>	<u>\$ 9,285,643</u>

continued...

**Water System Revenues by User Class**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	\$ 3,724,145	\$ 3,826,075	\$ 3,871,053	\$ 3,953,830	\$ 4,172,430
Commercial (1)	2,124,857	2,102,968	2,150,138	2,140,818	2,300,744
Industrial	1,939,402	1,579,649	1,651,605	1,777,862	1,882,016
	<u>7,788,404</u>	<u>7,508,692</u>	<u>7,672,796</u>	<u>7,872,510</u>	<u>8,355,190</u>
<b>Outside City</b>					
Emmett Township	695,064	709,973	742,075	693,906	777,471
Bedford Township	99,809	105,058	107,763	108,217	113,524
East Leroy Township	11,817	11,156	12,989	13,086	15,133
Springfield City	290,922	224,405	228,116	162,726	285,116
Pennfield Township	35,524	44,202	46,033	44,912	66,279
	<u>1,133,136</u>	<u>1,094,794</u>	<u>1,136,976</u>	<u>1,022,847</u>	<u>1,257,524</u>
<b>Totals</b>	<u>\$ 8,921,540</u>	<u>\$ 8,603,486</u>	<u>\$ 8,809,772</u>	<u>\$ 8,895,357</u>	<u>\$ 9,612,713</u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

**Water System Revenues by User Class as a Percent of Total Revenue**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	39.50%	40.22%	39.05%	39.87%	38.51%
Commercial (1)	23.30%	24.76%	24.01%	23.25%	24.17%
Industrial	25.30%	23.66%	24.48%	24.98%	25.49%
	<u>88.10%</u>	<u>88.64%</u>	<u>87.54%</u>	<u>88.10%</u>	<u>88.17%</u>
<b>Outside City</b>					
Emmett Township	7.03%	5.85%	7.01%	7.18%	7.42%
Bedford Township	1.11%	1.20%	1.06%	1.13%	1.08%
East Leroy Township	0.29%	0.40%	0.22%	0.14%	0.14%
Springfield City	3.12%	3.25%	3.83%	3.13%	2.87%
Pennfield Township	0.35%	0.66%	0.34%	0.32%	0.32%
	<u>11.90%</u>	<u>11.36%</u>	<u>12.46%</u>	<u>11.90%</u>	<u>11.83%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

continued...

**Water System Revenues by User Class as a Percent of Total Revenue**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	41.74%	44.47%	43.94%	44.45%	43.41%
Commercial (1)	23.82%	24.44%	24.41%	24.07%	23.93%
Industrial	21.74%	18.36%	18.75%	19.98%	19.57%
	<u>87.30%</u>	<u>87.27%</u>	<u>87.09%</u>	<u>88.50%</u>	<u>86.91%</u>
<b>Outside City</b>					
Emmett Township	7.79%	8.25%	8.42%	7.80%	8.09%
Bedford Township	1.12%	1.22%	1.22%	1.22%	1.18%
East Leroy Township	0.13%	0.13%	0.15%	0.15%	0.16%
Springfield City	3.26%	2.61%	2.59%	1.83%	2.97%
Pennfield Township	0.40%	0.51%	0.52%	0.50%	0.69%
	<u>12.70%</u>	<u>12.73%</u>	<u>12.91%</u>	<u>11.50%</u>	<u>13.09%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

**Water System Sales Volume by User Class (Cubic Feet)**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015 (2)	2016 (2)
<b>In-City</b>					
Residential	110,428,535	128,321,154	113,821,573	105,232,458	96,499,847
Commercial (1)	94,180,609	108,996,437	101,258,848	91,052,374	95,356,781
Industrial	135,043,271	130,981,050	131,575,143	127,625,133	127,002,299
	<u>339,652,415</u>	<u>368,298,641</u>	<u>346,655,564</u>	<u>323,909,965</u>	<u>318,858,927</u>
<b>Outside City</b>					
Emmett Township	20,989,946	22,861,381	25,097,179	23,111,371	23,441,862
Bedford Township	3,387,117	3,989,779	3,281,149	3,127,698	2,888,704
Springfield City	20,084,605	20,452,628	18,474,474	16,888,944	16,888,943
Pennfield Township	2,506,600	2,238,500	2,223,900	2,123,500	2,164,000
	<u>46,968,268</u>	<u>49,542,288</u>	<u>49,076,702</u>	<u>45,251,513</u>	<u>45,383,509</u>
<b>Totals</b>	<u><u>386,620,683</u></u>	<u><u>417,840,929</u></u>	<u><u>395,732,266</u></u>	<u><u>369,161,478</u></u>	<u><u>364,242,436</u></u>

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**Water System Sales Volume by User Class (Cubic Feet)**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	109,281,509	106,630,876	103,873,324	101,247,759	110,045,782
Commercial (1)	90,252,021	89,941,367	85,985,666	80,523,471	83,408,109
Industrial	113,625,946	102,822,926	104,534,592	110,750,621	117,380,631
	<u>313,159,476</u>	<u>299,395,169</u>	<u>294,393,582</u>	<u>292,521,851</u>	<u>310,834,522</u>
<b>Outside City</b>					
Emmett Township	25,738,764	27,512,531	29,987,370	23,612,244	25,784,938
Bedford Township	2,820,489	3,110,360	3,090,877	2,717,530	2,894,348
Springfield City	17,389,269	17,243,502	16,925,328	19,146,343	18,010,490
Pennfield Township	2,199,500	2,255,800	2,218,600	2,213,400	2,157,900
	<u>48,148,022</u>	<u>50,122,193</u>	<u>52,222,175</u>	<u>47,689,517</u>	<u>48,847,676</u>
<b>Totals</b>	<u>361,307,498</u>	<u>349,517,362</u>	<u>346,615,757</u>	<u>340,211,368</u>	<u>359,682,198</u>

concluded.

- (1) This class includes commercial and governmental users.
- (2) Installation of new read system causing negative usage from non-working transmitters not yet changed out but did not impact charges; two-year phase in for In-City, Emmett Township & Bedford Township

Source: City of Battle Creek Treasurer's Office

**Water System Sales Volume by User Class as a Percent of Total Sales (Cubic Feet)**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	28.56%	30.71%	28.76%	28.51%	26.49%
Commercial (1)	24.36%	26.09%	25.59%	24.66%	26.18%
Industrial	34.93%	31.35%	33.25%	34.57%	34.87%
	<u>87.85%</u>	<u>88.15%</u>	<u>87.60%</u>	<u>87.74%</u>	<u>87.54%</u>
<b>Outside City</b>					
Emmett Township	5.43%	5.47%	6.34%	6.26%	6.44%
Bedford Township	0.88%	0.95%	0.83%	0.85%	0.79%
Springfield City	5.19%	4.89%	4.67%	4.57%	4.64%
Pennfield Township	0.65%	0.54%	0.56%	0.58%	0.59%
	<u>12.15%</u>	<u>11.85%</u>	<u>12.40%</u>	<u>12.26%</u>	<u>12.46%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

continued...

**Water System Sales Volume by User Class as a Percent of Total Sales (Cubic Feet)**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	30.25%	30.51%	29.97%	29.76%	30.60%
Commercial (1)	24.98%	25.73%	24.81%	23.67%	23.19%
Industrial	31.45%	29.42%	30.16%	32.55%	32.63%
	<u>86.67%</u>	<u>85.66%</u>	<u>84.93%</u>	<u>85.98%</u>	<u>86.42%</u>
<b>Outside City</b>					
Emmett Township	7.12%	7.87%	8.65%	6.94%	7.17%
Bedford Township	0.78%	0.89%	0.89%	0.80%	0.80%
Springfield City	4.81%	4.93%	4.88%	5.63%	5.01%
Pennfield Township	0.61%	0.65%	0.64%	0.65%	0.60%
	<u>13.33%</u>	<u>14.34%</u>	<u>15.07%</u>	<u>14.02%</u>	<u>13.58%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

**Water Pumped and Sold (Cubic Feet)**  
Last Ten Fiscal Years

Fiscal Year Ended June 30	Water Pumped	Percent Increase (Decrease)	Water Sold	Percent Increase (Decrease)	Water Sold as a % of Water Pumped
2021	413,315,508	0.20%	359,682,198	5.72%	87.02%
2020	412,501,337	-2.05%	340,211,368	-1.85%	82.48%
2019	421,137,701	-7.23%	346,615,757	-0.83%	82.30%
2018	453,945,187	-0.51%	349,517,362	-3.26%	77.00%
2017	456,264,706	-2.34%	361,307,498	-0.81%	79.19%
2016	467,175,134	1.93%	364,242,436	-1.33%	77.97%
2015	458,343,805	-3.76%	369,161,478	-6.71%	80.54%
2014	476,232,936	-0.45%	395,732,266	-5.29%	83.10%
2013	478,366,477	-6.11%	417,840,929	8.08%	87.35%
2012	509,471,267	5.72%	386,620,683	-0.01%	75.89%

Source: City of Battle Creek Treasurer's Office

**Water Revenues and Usage - Major Customers**  
Fiscal Year Ended June 30, 2021

Company	Product or Service	Consumption (Cu. Ft.)	% of Total	Revenue	% of Total
Post Foods	Breakfast Foods	33,437,687	9.30%	\$ 465,264	4.84%
Kellogg Company - Plant	Breakfast Foods	29,225,642	8.13%	396,842	4.13%
Prairie Farms Dairy	Dairy Processing	12,869,347	3.58%	185,503	1.93%
Graphic Packaging/MI Paperboard	Paper Mill	12,544,617	3.49%	177,785	1.85%
Fire Keepers Casino	Gambling/Entertainment	8,201,300	2.28%	156,373	1.63%
Rock-Tenn/Waldorf Corp	Paperboard	5,569,970	1.55%	55,277	0.58%
Denso Mfg - Michigan	Automotive Parts	5,338,537	1.48%	105,231	1.09%
Bronson Battle Creek	Medical Services	3,545,625	0.99%	76,253	0.79%
VA Medical Center - Hospital	Medical Services	3,185,041	0.89%	91,832	0.96%
City of Battle Creek - WWTP	Government	3,092,600	0.86%	46,667	0.49%
Ft Custer Trng Ctr-Milt&Vet Affrs	Government	2,359,299	0.66%	36,108	0.38%
Calhoun County Justice Center	Government-Jails/Courts	1,946,720	0.54%	32,360	0.34%
Adient (fka Johnson Controls)	Heating & Venting	1,678,081	0.47%	36,313	0.38%
Gallagher Laundry	Laundry	1,628,588	0.45%	26,553	0.28%
Advantage Sintered Metals	Automotive Parts	1,537,789	0.43%	24,352	0.25%
Kellogg Company - Research	Food Research	1,362,673	0.38%	32,742	0.34%
Pedcor Investments (Teal Run Apts)	Apartment Complex	1,302,300	0.36%	19,124	0.20%
River Oaks Apts	Apartment Complex	1,155,700	0.32%	17,242	0.18%
Musashi Auto Parts Inc	Automotive Parts	1,146,200	0.32%	44,912	0.47%
Silver Star Apts	Apartment Complex	1,124,309	0.31%	18,969	0.20%
<b>Totals</b>		<u>132,252,025</u>	<u>36.77%</u>	<u>\$ 2,045,702</u>	<u>21.28%</u>

Source: City of Battle Creek Treasurer's Office

## CITY OF BATTLE CREEK, MICHIGAN

### Current Water Rates

Last Ten Fiscal Years

Monthly Water Commodity Charge (1)					
(Fiscal Year Ending June 30)					
	2012	2013	2014	2015	2016
<b>Inside City</b>					
0 to 4,410,000	\$ 1.39	\$ 1.46	\$ 1.53	\$ 1.60	\$ 1.68
4,410,001 to 11,000,000	0.07	0.71	0.74	0.78	0.82
Over 11,000,000	1.02	1.07	1.12	1.18	1.24
<b>Outside City (bulk rate)</b>					
Pennfield Township	1.01	1.06	1.11	1.17	1.23
Springfield City	1.39	1.46	1.53	1.60	1.68

Monthly Readiness-to-Serve Charge (2)					
(Fiscal Year Ending June 30)					
	2012	2013	2014	2015	2016
<b>Inside City</b>					
5/8"	\$ 7.97	\$ 8.37	\$ 8.79	\$ 9.23	\$ 9.69
3/4" or less	10.00	10.50	11.02	11.57	12.15
1"	14.04	14.74	15.48	16.25	17.06
1.5"	24.14	25.35	26.61	27.94	29.34
2"	36.27	38.08	39.98	41.98	44.08
3"	64.56	67.79	71.18	74.74	78.48
4"	104.99	110.24	115.75	121.54	127.62
6"	206.05	216.35	227.17	238.53	250.46
8"	327.33	343.69	360.88	378.92	397.87
10"	468.81	492.26	516.87	542.71	569.85

Monthly Fire Sprinkler Charges (3)					
(Fiscal Year Ending June 30)					
	2012	2013	2014	2015	2016
<b>Inside City</b>					
2"	\$ 5.95	\$ 6.25	\$ 6.56	\$ 6.89	\$ 7.24
3"	11.15	11.71	12.29	12.91	13.55
4"	18.61	19.54	20.51	21.54	22.62
6"	37.18	39.04	40.99	43.04	45.19
8"	59.51	62.49	65.61	68.89	72.34
10"	85.55	89.83	94.32	99.04	103.99

(1) Rate per 100 cubic feet.

(2) Rate based on meter size; Outside City rates are set by contract.

(3) Rate based on connection size; Outside City rates are set by contract.

(4) Rate effective 1/1/2017

Source: City of Battle Creek Treasurer's Office



<b>Monthly Water Commodity Charge (1)</b>				
<b>(Fiscal Year Ending June 30)</b>				
<b>2017 (4)</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
\$ 1.16	\$ 1.20	\$ 1.24	\$ 1.27	\$ 1.31
1.16	1.20	1.24	1.27	1.31
1.16	1.20	1.24	1.27	1.31
1.78	1.78	1.78	1.78	1.86
1.16	1.20	1.24	1.31	1.39

<b>Monthly Readiness-to-Serve Charge (2)</b>				
<b>(Fiscal Year Ending June 30)</b>				
<b>2017 (4)</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
\$ 12.19	\$ 12.51	\$ 12.51	\$ 13.15	\$ 13.47
16.94	17.35	17.76	18.18	18.59
26.43	27.02	27.62	28.23	28.82
50.15	51.22	52.28	53.35	54.42
78.63	80.25	81.87	83.50	85.13
145.06	147.99	150.92	153.86	156.79
239.97	244.77	249.56	254.36	259.16
477.25	486.71	496.16	505.63	515.08
761.98	777.03	792.08	807.14	822.20
1,094.16	1,115.74	1,137.32	1,158.91	1,180.49

<b>Monthly Fire Sprinkler Charges (3)</b>				
<b>(Fiscal Year Ending June 30)</b>				
<b>2017 (4)</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
\$ 7.60	\$ 7.98	\$ 8.38	\$ 8.80	\$ 9.24
14.23	14.94	15.69	16.47	17.29
23.75	24.94	26.19	27.49	28.87
47.45	49.82	52.31	54.93	57.68
75.96	79.75	83.74	87.93	92.33
109.19	114.65	120.38	126.40	132.72

**Number of Wastewater System Customers by User Class**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	15,304	15,812	15,785	15,745	15,734
Commercial (1)	1,500	1,570	1,576	1,570	1,580
Industrial	119	119	122	121	120
	<u>16,923</u>	<u>17,501</u>	<u>17,483</u>	<u>17,436</u>	<u>17,434</u>
<b>Outside City</b>					
Emmett Township	1,690	1,660	1,683	1,681	1,685
Bedford Township	553	563	553	549	543
Springfield City	Bulk	Bulk	Bulk	Bulk	Bulk
Pennfield Township	Bulk	Bulk	Bulk	Bulk	Bulk
	<u>2,243</u>	<u>2,223</u>	<u>2,236</u>	<u>2,230</u>	<u>2,228</u>
<b>Totals</b>	<u>19,166</u>	<u>19,724</u>	<u>19,719</u>	<u>19,666</u>	<u>19,662</u>

continued...

**Number of Wastewater System Customers by User Class**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	15,740	15,707	15,735	15,764	15,945
Commercial (1)	1,583	1,613	1,631	1,615	1,471
Industrial	117	118	116	116	116
	<u>17,440</u>	<u>17,438</u>	<u>17,482</u>	<u>17,495</u>	<u>17,532</u>
<b>Outside City</b>					
Emmett Township	1,688	1,686	1,690	1,688	1,687
Bedford Township	551	551	554	555	557
Springfield City	Bulk	Bulk	Bulk	Bulk	Bulk
Pennfield Township	Bulk	Bulk	Bulk	Bulk	Bulk
	<u>2,239</u>	<u>2,237</u>	<u>2,244</u>	<u>2,243</u>	<u>2,244</u>
<b>Totals</b>	<u>19,679</u>	<u>19,675</u>	<u>19,726</u>	<u>19,738</u>	<u>19,776</u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

**Wastewater System Customers by User Class as a Percent of Total**  
Last Ten Fiscal Years Ended June 30, 2021

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	79.85%	80.17%	80.05%	80.06%	80.02%
Commercial (1)	7.83%	7.96%	7.99%	7.98%	8.04%
Industrial	0.62%	0.60%	0.62%	0.62%	0.61%
	<u>88.30%</u>	<u>88.73%</u>	<u>88.66%</u>	<u>88.66%</u>	<u>88.67%</u>
<b>Outside City</b>					
Emmett Township	8.82%	8.42%	8.53%	8.55%	8.57%
Bedford Township	2.88%	2.85%	2.80%	2.79%	2.76%
Springfield City	n/a	n/a	n/a	n/a	n/a
Pennfield Township	n/a	n/a	n/a	n/a	n/a
	<u>11.70%</u>	<u>11.27%</u>	<u>11.34%</u>	<u>11.34%</u>	<u>11.33%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

continued...

**Wastewater System Customers by User Class as a Percent of Total**  
Last Ten Fiscal Years Ended June 30, 2021

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	79.98%	79.83%	79.77%	79.87%	80.63%
Commercial (1)	8.04%	8.20%	8.27%	8.18%	7.44%
Industrial	0.59%	0.60%	0.59%	0.59%	0.59%
	<u>88.62%</u>	<u>88.63%</u>	<u>88.62%</u>	<u>88.64%</u>	<u>88.65%</u>
<b>Outside City</b>					
Emmett Township	8.58%	8.57%	8.57%	8.55%	8.53%
Bedford Township	2.80%	2.80%	2.81%	2.81%	2.82%
Springfield City	n/a	n/a	n/a	n/a	n/a
Pennfield Township	n/a	n/a	n/a	n/a	n/a
	<u>11.38%</u>	<u>11.37%</u>	<u>11.38%</u>	<u>11.36%</u>	<u>11.35%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

**CITY OF BATTLE CREEK, MICHIGAN**

Schedule 21  
Unaudited

**Wastewater System Revenues by User Class**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	\$ 4,323,322	\$ 4,450,077	\$ 4,764,798	\$ 4,941,109	\$ 5,139,653
Commercial (1)	2,340,662	2,385,212	2,592,433	2,576,867	2,771,042
Industrial	5,220,780	5,815,387	5,564,090	6,810,953	7,429,068
	<u>11,884,764</u>	<u>12,650,676</u>	<u>12,921,321</u>	<u>14,328,929</u>	<u>15,339,763</u>
<b>Outside City</b>					
Emmett Township	852,108	905,189	1,087,836	1,137,984	1,221,559
Bedford Township	236,027	130,388	228,892	241,437	248,684
East Leroy Township	24,345	35,571	16,971	11,468	11,988
Springfield City	536,885	557,175	586,192	595,998	582,021
Pennfield Township	519,595	545,549	551,887	570,497	621,812
	<u>2,168,960</u>	<u>2,173,872</u>	<u>2,471,778</u>	<u>2,557,384</u>	<u>2,686,064</u>
<b>Totals</b>	<u>\$ 14,053,724</u>	<u>\$ 14,824,548</u>	<u>\$ 15,393,099</u>	<u>\$ 16,886,313</u>	<u>\$ 18,025,827</u>

continued...

**Wastewater System Revenues by User Class**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	\$ 5,148,865	\$ 5,432,302	\$ 5,637,868	\$ 5,869,353	\$ 6,238,700
Commercial (1)	2,841,250	3,132,960	2,961,203	3,242,680	3,490,002
Industrial	6,115,683	5,908,955	5,833,930	7,136,176	7,775,654
	<u>14,105,798</u>	<u>14,474,217</u>	<u>14,433,001</u>	<u>16,248,209</u>	<u>17,504,356</u>
<b>Outside City</b>					
Emmett Township	1,090,616	1,026,430	1,081,177	1,202,641	1,418,201
Bedford Township	211,904	190,646	229,160	259,229	279,514
East Leroy Township	11,036	11,085	13,613	13,978	16,936
Springfield City	696,193	487,718	573,952	502,982	714,152
Pennfield Township	550,298	489,705	557,253	622,752	603,539
	<u>2,560,047</u>	<u>2,205,584</u>	<u>2,455,155</u>	<u>2,601,582</u>	<u>3,032,342</u>
<b>Totals</b>	<u>\$ 16,665,845</u>	<u>\$ 16,679,801</u>	<u>\$ 16,888,156</u>	<u>\$ 18,849,791</u>	<u>\$ 20,536,698</u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

**Wastewater System Revenues by User Class as a Percent of Total Revenue**  
Last Ten Fiscal Years

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	30.76%	30.02%	30.95%	29.26%	28.51%
Commercial (1)	16.66%	16.09%	16.84%	15.26%	15.37%
Industrial	37.15%	39.23%	36.15%	40.33%	41.21%
	<u>84.57%</u>	<u>85.34%</u>	<u>83.94%</u>	<u>84.86%</u>	<u>85.10%</u>
<b>Outside City</b>					
Emmett Township	6.06%	6.11%	7.07%	6.74%	6.78%
Bedford Township	1.68%	0.88%	1.49%	1.43%	1.38%
East Leroy Township	0.17%	0.24%	0.11%	0.07%	0.07%
Springfield City	3.82%	3.76%	3.81%	3.53%	3.23%
Pennfield Township	3.70%	3.68%	3.59%	3.38%	3.45%
	<u>15.43%</u>	<u>14.66%</u>	<u>16.06%</u>	<u>15.14%</u>	<u>14.90%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

continued...

**Wastewater System Revenues by User Class as a Percent of Total Revenue**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	30.89%	32.57%	33.38%	31.14%	30.38%
Commercial (1)	17.05%	18.78%	17.53%	17.20%	16.99%
Industrial	36.70%	35.43%	34.54%	37.86%	37.86%
	<u>84.64%</u>	<u>86.78%</u>	<u>85.46%</u>	<u>86.20%</u>	<u>85.23%</u>
<b>Outside City</b>					
Emmett Township	6.54%	6.15%	6.40%	6.38%	6.91%
Bedford Township	1.27%	1.14%	1.36%	1.38%	1.36%
East Leroy Township	0.07%	0.07%	0.08%	0.07%	0.08%
Springfield City	4.18%	2.92%	3.40%	2.67%	3.48%
Pennfield Township	3.30%	2.94%	3.30%	3.30%	2.94%
	<u>15.36%</u>	<u>13.22%</u>	<u>14.54%</u>	<u>13.80%</u>	<u>14.77%</u>
<b>Totals</b>	<u><u>100.00%</u></u>	<u><u>100.00%</u></u>	<u><u>100.00%</u></u>	<u><u>100.00%</u></u>	<u><u>100.00%</u></u>

concluded.

(1) This class includes commercial and governmental users.

Source: City of Battle Creek Treasurer's Office

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**Wastewater System Ten Year History of Volumes**

<b>Fiscal Year Ended June 30,</b>	<b>Total Customers</b>	<b>Total Annual Amount of Sewer Treatment Sold (000,000's Gallons)</b>	<b>Total Annual Amount of Sewer Treated (000,000's Gallons)</b>
2021	19,776	2,176	2,901
2020	19,738	2,110	3,285
2019	19,726	2,205	3,164
2018	19,675	2,182	3,237
2017	19,679	2,200	3,165
2016	19,662	2,237	3,158
2015	19,666	2,216	3,127
2014	19,719	2,287	3,233
2013	19,724	2,356	3,043
2012	19,166	2,278	3,380

Source: City of Battle Creek Treasurer's Office

**Wastewater System Sales Volume by User Class (Cubic Feet)**

Last Ten Fiscal Years

Type of User	2012	2013	2014	2015 (2)	2016 (2)
<b>In-City</b>					
Residential	115,628,965	121,420,791	118,523,455	111,516,777	109,037,746
Commercial (1)	76,113,173	79,329,661	80,966,406	74,033,282	80,135,131
Industrial	45,466,669	43,565,656	37,475,733	43,364,117	41,786,764
	<u>237,208,807</u>	<u>244,316,108</u>	<u>236,965,594</u>	<u>228,914,176</u>	<u>230,959,641</u>
<b>Outside City</b>					
Emmett Township	28,112,337	32,937,121	32,620,458	30,937,747	31,523,803
Bedford Township	5,798,143	5,866,583	5,462,014	5,251,629	5,014,441
Springfield City	17,028,636	16,822,846	16,791,021	16,858,507	16,326,066
Pennfield Township	16,344,800	14,984,100	14,855,300	15,111,650	15,230,642
	<u>67,283,916</u>	<u>70,610,650</u>	<u>69,728,793</u>	<u>68,159,533</u>	<u>68,094,952</u>
<b>Totals</b>	<u>304,492,723</u>	<u>314,926,758</u>	<u>306,694,387</u>	<u>297,073,709</u>	<u>299,054,593</u>

continued...

**Wastewater System Sales Volume by User Class (Cubic Feet)**  
Last Ten Fiscal Years

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	114,331,877	112,157,156	109,764,654	107,918,337	116,380,311
Commercial (1)	76,958,752	75,611,297	75,207,462	68,801,690	67,770,882
Industrial	33,223,800	33,052,416	38,215,999	39,091,900	39,625,132
	<u>224,514,429</u>	<u>220,820,869</u>	<u>223,188,115</u>	<u>215,811,927</u>	<u>223,776,325</u>
<b>Outside City</b>					
Emmett Township	32,901,531	33,767,468	35,373,893	30,081,969	30,875,709
Bedford Township	6,382,474	6,543,986	6,883,023	6,543,615	6,860,185
Springfield City	15,711,208	15,892,464	14,779,666	15,207,078	15,058,012
Pennfield Township	14,531,008	14,724,732	14,576,875	14,487,868	14,289,260
	<u>69,526,221</u>	<u>70,928,650</u>	<u>71,613,457</u>	<u>66,320,530</u>	<u>67,083,166</u>
<b>Totals</b>	<u>294,040,650</u>	<u>291,749,519</u>	<u>294,801,572</u>	<u>282,132,457</u>	<u>290,859,491</u>

concluded.

- (1) This class includes commercial and governmental users.
- (2) Installation of new read system causing negative usage from non-working transmitters not yet changed out but did not impact charges; two-year phase in for In-City, Emmett Township & Bedford Township

Source: City of Battle Creek Treasurer's Office

**Wastewater System Sales Volume by User Class as a Percent of Total Sales (Cubic Feet)**

Last Ten Fiscal Years Ended June 30, 2021

Type of User	2012	2013	2014	2015	2016
<b>In-City</b>					
Residential	37.97%	38.56%	38.65%	37.54%	36.46%
Commercial (1)	25.00%	25.19%	26.40%	24.92%	26.80%
Industrial	14.93%	13.83%	12.22%	14.60%	13.97%
	<u>77.90%</u>	<u>77.58%</u>	<u>77.26%</u>	<u>77.06%</u>	<u>77.23%</u>
<b>Outside City</b>					
Emmett Township	9.23%	10.46%	10.64%	10.41%	10.54%
Bedford Township	1.90%	1.86%	1.78%	1.77%	1.68%
Springfield City	5.60%	5.34%	5.47%	5.67%	5.46%
Pennfield Township	5.37%	4.76%	4.84%	5.09%	5.09%
	<u>22.10%</u>	<u>22.42%</u>	<u>22.74%</u>	<u>22.94%</u>	<u>22.77%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

continued...

**Wastewater System Sales Volume by User Class as a Percent of Total Sales (Cubic Feet)**

Last Ten Fiscal Years Ended June 30, 2021

Type of User	2017	2018	2019	2020	2021
<b>In-City</b>					
Residential	38.88%	38.44%	37.23%	38.25%	40.01%
Commercial (1)	26.17%	25.92%	25.51%	24.39%	23.30%
Industrial	11.30%	11.33%	12.96%	13.85%	13.62%
	<u>76.35%</u>	<u>75.69%</u>	<u>75.71%</u>	<u>76.49%</u>	<u>76.93%</u>
<b>Outside City</b>					
Emmett Township	11.19%	11.57%	12.00%	10.66%	10.62%
Bedford Township	2.17%	2.24%	2.33%	2.32%	2.36%
Springfield City	5.34%	5.45%	5.01%	5.39%	5.18%
Pennfield Township	4.94%	5.05%	4.94%	5.14%	4.91%
	<u>23.65%</u>	<u>24.31%</u>	<u>24.29%</u>	<u>23.51%</u>	<u>23.07%</u>
<b>Totals</b>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

concluded.

(1) This class includes commercial and governmental users

Source: City of Battle Creek Treasurer's Office

**Wastewater Revenue and Usage - Major Customers**

Fiscal Year Ended June 30, 2021

Company	Product or Service	Consumption (Cu. Ft.)	% of Total	Revenue	% of Total
Graphic Packaging/MI Paperboard	Paper Mill	21,607,233	7.43%	\$ 1,999,296	9.74%
Kellogg Company - Plant	Breakfast Foods	21,952,807	7.55%	1,284,909	6.26%
Post Foods	Breakfast Foods	20,915,032	7.19%	1,287,256	6.27%
Rock-Tenn/Waldorf Corp	Paperboard	10,666,257	3.67%	1,020,359	4.97%
Prairie Farms Dairy	Dairy Processing	12,869,347	4.42%	460,098	2.24%
Fire Keepers Casino	Gambling/Entertainment	7,087,100	2.44%	314,879	1.53%
Denso Manufacturing	Automotive Parts	5,338,537	1.84%	197,777	0.96%
VA Medical Center - Hospital	Medical Services	3,763,667	1.29%	169,886	0.83%
Bronson Battle Creek Health Sys.	Medical Services	3,131,700	1.08%	121,440	0.59%
Ft Custer Training Center	Govt-Military Training	2,359,299	0.81%	86,797	0.42%
Calhoun County Justice Center	Government-Jails/Courts	1,946,720	0.67%	74,573	0.36%
Adient (fka Johnson Controls)	Heating & Venting	1,678,081	0.58%	64,986	0.32%
Gallagher Laundry	Laundry Services	1,564,588	0.54%	57,882	0.28%
Advantage Sintered Metals	Automotive Parts	1,537,789	0.53%	56,999	0.28%
Pedcor Investments (Teal Run)	Apartment Complex	1,302,300	0.45%	46,310	0.23%
Parkway Manor	Apartment Complex	1,026,700	0.35%	43,733	0.21%
Springview Tower	Apartment Complex	1,089,200	0.37%	41,382	0.20%
River Oaks Apts	Apartment Complex	1,155,700	0.40%	41,338	0.20%
VA Medical Center - Laundry	Laundry Services	1,070,400	0.37%	40,716	0.20%
Kellogg Company - Research	Food Research	926,873	0.32%	39,839	0.19%
<b>Totals</b>		<b>122,989,330</b>	<b>42.28%</b>	<b>\$ 7,450,455</b>	<b>36.28%</b>

(1) Consumption measured in Cubic Feet (M3).

Source: City of Battle Creek Treasurer's Office

**Largest Wastewater Customers**

Last Ten Fiscal Years Ended June 30, 2021

Fiscal Year Ended June 30,	Kellogg Company - Plant		Graphic Packaging/ MI Paperboard		Post Foods	
	Consumption	Revenue	Consumption	Revenue	Consumption	Revenue
2021	21,952,807	\$ 1,284,909	21,607,233	\$ 1,999,296	20,915,032	\$ 1,287,256
2020	19,764,572	1,085,083	21,128,289	1,576,120	13,732,594	880,383
2019	20,057,298	972,760	19,787,487	1,575,543	17,557,283	982,794
2018	26,335,561	1,298,942	15,354,074	1,198,843	15,226,777	940,847
2017	33,097,513	1,836,219	19,500,504	1,318,531	18,678,676	1,012,752
2016	37,451,373	2,054,596	20,810,403	1,353,332	18,665,795	1,064,837
2015	36,730,863	2,145,752	20,691,327	1,204,360	17,275,989	957,122
2014	40,663,447	1,881,377	19,534,989	1,026,706	20,099,514	1,239,005
2013	36,616,531	1,700,951	21,209,655	1,075,708	16,555,655	1,187,606
2012	39,537,470	1,664,917	18,827,932	842,539	18,013,957	1,115,070

Consumption measured in Cubic Feet (M3).

Source: City of Battle Creek Treasurer's Office

## CITY OF BATTLE CREEK, MICHIGAN

### Current Wastewater Rates

From July 1, 2011 to June 30, 2021

#### Commodity Charge

Date	Regular Commodity Rate (per ccf or 750 gallons)
July 1, 2011 – June 30, 2012	\$2.110
July 1, 2012 – June 30, 2013	\$2.220
July 1, 2013 – June 30, 2014	\$2.330
July 1, 2014 – June 30, 2015	\$2.440
July 1, 2015 – December 31, 2016	\$2.570
January 1, 2017 – June 30, 2017	\$2.890
July 1, 2017 – June 30, 2018	\$3.040
July 1, 2018 – June 30, 2019	\$3.190
July 1, 2019 – June 30, 2020	\$3.340
July 1, 2020 – June 30, 2021	\$3.349

#### Monitoring Charge

Date	Monitoring Charge (per sample)
July 1, 2011 – June 30, 2012	\$94.29
July 1, 2012 – June 30, 2013	\$99.00
July 1, 2013 – June 30, 2014	\$103.95
July 1, 2014 – June 30, 2015	\$109.15
July 1, 2015 – December 31, 2016	\$114.61
January 1, 2017 – June 30, 2017	\$176.04
July 1, 2017 – June 30, 2018	\$184.78
July 1, 2018 – June 30, 2019	\$193.53
July 1, 2019 – June 30, 2020	\$202.27
July 1, 2020 – June 30, 2021	\$211.02

continued...

Source: City of Battle Creek Finance Department

**Readiness to Serve Charges**

**Inside City and Outside City Customers Billed by City**

Meter Size	July 1, 2011 to June 30, 2012	July 1, 2012 to June 30, 2013	July 1, 2013 to June 30, 2014	July 1, 2014 to June 30, 2015	July 1, 2015 to Dec 31, 2016
5/8"	\$10.66	\$11.19	\$11.75	\$12.34	\$12.95
3/4"	\$14.06	\$14.76	\$15.50	\$16.28	\$17.08
1"	\$20.86	\$21.91	\$23.00	\$24.15	\$25.36
1.5"	\$37.87	\$39.77	\$41.76	\$43.84	\$46.04
2"	\$58.29	\$61.20	\$64.26	\$67.47	\$70.85
3"	\$105.91	\$111.21	\$116.77	\$122.61	\$128.74
4"	\$173.95	\$182.65	\$191.78	\$201.37	\$211.44
6"	\$344.05	\$361.26	\$379.32	\$398.28	\$418.20
8"	\$548.17	\$575.58	\$604.36	\$634.58	\$666.31
10"	\$786.31	\$825.63	\$866.91	\$910.26	\$955.77

Meter Size	January 1, 2017 to June 30, 2017	July 1, 2017 to June 30, 2018	July 1, 2018 to June 30, 2019	July 1, 2019 to June 30, 2020	July 1, 2020 to June 30, 2021
5/8"	\$11.32	\$11.89	\$12.46	\$13.03	\$13.60
3/4"	\$16.01	\$16.83	\$17.65	\$18.47	\$19.29
1"	\$25.38	\$26.70	\$28.02	\$29.34	\$30.66
1.5"	\$48.80	\$51.37	\$53.94	\$56.51	\$59.08
2"	\$76.91	\$80.98	\$85.05	\$89.12	\$93.19
3"	\$142.50	\$150.07	\$157.64	\$165.21	\$172.78
4"	\$236.20	\$248.77	\$261.34	\$273.91	\$286.48
6"	\$470.45	\$495.52	\$520.59	\$545.66	\$570.73
8"	\$751.55	\$791.62	\$831.69	\$871.76	\$911.83
10"	\$1,079.50	\$1,137.07	\$1,194.64	\$1,252.21	\$1,309.78

continued...

Source: City of Battle Creek Finance Department

## CITY OF BATTLE CREEK, MICHIGAN

### Current Wastewater Rates

From July 1, 2011 to June 30, 2021

#### BOD and Suspended Solids Charges

Date	BOD Charge (per pound)	Suspended Solids Charge (per pound)
July 1, 2011 – June 30, 2012	\$0.1653	0.2224
July 1, 2012 – June 30, 2013	\$0.1753	0.2335
July 1, 2013 – June 30, 2014	\$0.1822	0.2452
July 1, 2014 – June 30, 2015	\$0.1913	0.2574
July 1, 2015 – December 31, 2016	\$0.2009	0.2703
January 1, 2017 – June 30, 2017	\$0.1842	0.2213
July 1, 2017 – June 30, 2018	\$0.1919	0.2313
July 1, 2018 – June 30, 2019	\$0.1996	0.2413
July 1, 2019 – June 30, 2020	\$0.2072	0.2513
July 1, 2020 – June 30, 2021	\$0.2149	0.2613

#### Sewer Customer Only (No Water Service)

Customer is charged based on 750 cubic feet per month commodity charge, readiness to serve charge (same as outside City performing their own billing), and bill processing charge (below).

Date	Bill Processing Charge
July 1, 2011 – June 30, 2012	\$0.85
July 1, 2012 – June 30, 2013	\$0.89
July 1, 2013 – June 30, 2014	\$0.94
July 1, 2014 – June 30, 2015	\$0.98
July 1, 2015 – June 30, 2016	\$1.03
July 1, 2016 – June 30, 2017	\$0.00
July 1, 2017 – June 30, 2018	\$0.00
July 1, 2018 – June 30, 2019	\$0.00
July 1, 2019 – June 30, 2020	\$0.00
July 1, 2020 – June 30, 2021	\$0.00

continued...

Source: City of Battle Creek Finance Department

**Outside City Performing Their Own Billing**

Meter Size	July 1, 2011 to June 30, 2012	July 1, 2012 to June 30, 2013	July 1, 2013 to June 30, 2014	July 1, 2014 to June 30, 2015	July 1, 2015 to Dec. 31, 2016
5/8"	\$6.80	\$7.14	\$7.50	\$7.88	\$8.27
3/4"	\$10.21	\$10.72	\$11.25	\$11.81	\$12.41
1"	\$17.01	\$17.86	\$18.75	\$19.69	\$20.68
1.5"	\$34.02	\$35.72	\$37.51	\$39.38	\$41.35
2"	\$54.43	\$57.15	\$60.01	\$63.01	\$66.16
3"	\$102.06	\$107.16	\$112.52	\$118.15	\$124.05
4"	\$170.10	\$178.61	\$187.54	\$196.91	\$206.76
6"	\$340.20	\$357.21	\$375.07	\$393.82	\$413.52
8"	\$544.32	\$571.54	\$600.11	\$630.12	\$661.62
10"	\$782.46	\$821.58	\$862.66	\$905.80	\$951.09

Meter Size	January 1, 2016 to June 30, 2017	July 1, 2017 to June 30, 2018	July 1, 2018 to June 30, 2019	July 1, 2019 to June 30, 2020	July 1, 2020 to June 30, 2021
5/8"	n/a	n/a	n/a	n/a	n/a
3/4"	n/a	n/a	n/a	n/a	n/a
1"	n/a	n/a	n/a	n/a	n/a
1.5"	n/a	n/a	n/a	n/a	n/a
2"	n/a	n/a	n/a	n/a	n/a
3"	n/a	n/a	n/a	n/a	n/a
4"	n/a	n/a	n/a	n/a	n/a
6"	n/a	n/a	n/a	n/a	n/a
8"	n/a	n/a	n/a	n/a	n/a
10"	n/a	n/a	n/a	n/a	n/a

concluded.

Source: City of Battle Creek Finance Department

## CITY OF BATTLE CREEK, MICHIGAN

### Ratios of Total Outstanding Debt

Last Ten Fiscal Years

Year	Governmental Activities			Business-type Activities			Total Primary Government
	General Obligation Bonds	Installment Obligations	Promissory Note	General Obligation Bonds	Revenue Bonds (1)	Capital Leases	
2021	\$ 30,265,202	\$ 1,277,342	\$ 8,620,963	\$ -	\$ 14,274,182	\$ -	\$ 54,437,689
2020	32,982,118	1,003,533	8,620,963	-	15,747,651	-	58,354,265
2019	35,594,034	1,444,746	8,620,963	-	17,181,120	-	62,840,863
2018	38,090,950	1,870,522	-	-	18,579,589	42,626	58,583,687
2017	40,612,866	2,281,561	-	-	19,943,058	83,072	62,920,557
2016	25,687,717	2,183,807	-	-	5,545,073	185,573	33,602,170
2015	27,208,801	2,404,545	-	-	7,650,827	323,650	37,587,823
2014	29,329,373	2,667,042	-	-	9,718,581	494,130	42,209,126
2013	15,326,278	3,084,762	-	-	11,533,335	656,732	30,601,107
2012	16,545,805	3,479,235	-	-	12,865,000	855,100	33,745,140

(1) Amounts are presented net of applicable premiums and discounts which is consistent with the presentation in the footnotes. For purposes of the continuing disclosure filing, bonds are required to be presented at face value. Accordingly, differences may exist.

Source: City of Battle Creek Finance Department

Schedule 29a  
Unaudited



<b>% of Personal Income</b>	<b>Per Capita</b>
-------------------------------------	-----------------------

1.01%	\$ 1,032.56
1.08%	1,133.64
1.21%	1,226.23
1.14%	1,142.29
1.27%	1,220.95
0.71%	651.34
0.76%	725.17
0.88%	814.09
0.64%	590.21
0.70%	650.20

**Ratios of General Bonded Debt Outstanding**  
Last Ten Fiscal Years

Year	General Bonded Debt Outstanding				% of Personal Income	% of Actual Taxable Value of Property	Per Capita
	Governmental Activities		Business-type Activities	Net General Bonded Debt			
	General Obligation Bonds	Less: Amounts Restricted to Repaying Principal	General Obligation Bonds				
2021	\$ 30,265,202	\$ (7,500)	\$ -	\$ 30,257,702	0.56%	2.34%	\$ 574.06
2020	32,982,118	(8,825)	-	32,973,293	0.61%	2.56%	640.74
2019	35,594,034	(7,388)	-	35,586,646	0.69%	2.77%	694.56
2018	38,090,950	(510,217)	-	37,580,733	0.74%	2.95%	742.72
2017	40,612,866	(8,950)	-	40,603,916	0.82%	3.15%	788.08
2016	25,687,717	(9,160)	-	25,678,557	0.54%	1.67%	497.93
2015	27,208,801	(104,025)	-	27,104,776	0.55%	1.76%	524.93
2014	29,329,373	(17,300)	-	29,312,073	0.61%	1.88%	565.68
2013	15,326,278	(9,300)	-	15,316,978	0.32%	0.95%	295.60
2012	16,545,805	(9,300)	-	16,536,505	0.34%	1.01%	318.80

Source: City of Battle Creek Finance Department

**Computation of Net Direct and Overlapping Debt**

As of June 30, 2021

	(1) Net Debt Outstanding	Percentage Applicable to City of Battle Creek	Amount Applicable to City of Battle Creek
<b>Direct:</b>			
City issued bonded debt (2)	\$ 30,265,202	100.00%	\$ 30,265,202
Installment obligations	1,277,342	100.00%	1,277,342
Promissory note	8,620,963	100.00%	8,620,963
			<u>40,163,507</u>
<b>Overlapping: (3)</b>			
Lakeview School District	85,517,828	100.00%	85,517,828
Battle Creek Public Schools	42,785,000	69.64%	29,795,474
Calhoun County	96,431,600	33.54%	32,343,159
Kellogg Community College	10,850,000	33.37%	3,620,645
Pennfield School District	26,340,970	3.90%	1,027,298
Climax-Scotts School District	11,120,365	3.79%	421,462
Harper Creek School District	54,595,924	0.24%	131,030
Kalamazoo Valley Community College	6,410,000	0.05%	3,205
Willard Public Library	225,000	54.82%	123,345
			<u>152,983,446</u>
<b>Total direct and overlapping debt</b>			<u><u>\$ 193,146,953</u></u>

(1) Excludes self-supporting debt.

(2) Excludes discretely presented component unit.

(3) The percentage of overlapping debt applicable is estimated using taxable assessed values. Applicable percentages were estimated by dividing the portion of the county's taxable assessed value that is within the City's boundaries and dividing it by the county's total taxable assessed value.

Source: City of Battle Creek Finance Department and Municipal Advisory Council of Michigan.

**Legal Debt Margin**

Last Ten Fiscal Years

State Equalized Value - ad valorem property		\$	1,433,929,528
State Equalized Value - tax abated property:			
Industrial Facilities			25,426,662
Neighborhood Enterprise Zone			30,138
			<u>30,138</u>
<b>Total State Equalized Value (SEV)</b>		\$	<u><u>1,459,386,328</u></u>
Legal debt limit (10% of SEV)		\$	145,938,633
Outstanding debt subject to limitation	\$	72,680,000	
Less exempt obligations		<u>(6,705,000)</u>	
			<u>65,975,000</u>
<b>Legal debt margin</b>		\$	<u><u>79,963,633</u></u>
<b>Debt subject to limitation as a percent of SEV</b>			<u><u>4.52%</u></u>

Fiscal Year	Debt Limit	Total Net Debt Applicable to Limit	Legal Debt Margin	Total Net Debt Applicable to Limit as a Percentage of Debt Limit
2021	\$ 145,938,633	\$ 65,975,000	\$ 79,963,633	45.21%
2020	143,041,559	71,400,000	71,641,559	49.92%
2019	141,252,335	76,585,000	64,667,335	54.22%
2018	139,467,539	81,970,000	57,497,539	58.77%
2017	137,480,368	87,045,000	50,435,368	63.31%
2016	159,775,597	67,035,000	92,740,597	41.96%
2015	158,073,443	74,512,544	83,560,899	47.14%
2014	160,147,070	81,122,042	79,025,028	50.65%
2013	167,265,186	86,884,761	80,380,425	51.94%
2012	172,723,926	70,681,234	102,042,692	40.92%

Source: City of Battle Creek Finance Department

**Water and Wastewater System Revenue Bond Coverage**

Last Ten Fiscal Years

Fiscal Year Ended June 30,	(1) Gross Revenue	(2) Operating Expenses	Net Revenue Available for Debt Service	(3) Total Debt Service Requirement	Coverage
2021	\$ 31,579,768	\$ 21,858,307	\$ 9,721,461	\$ 2,031,089	4.79
2020	29,477,961	20,546,942	8,931,019	2,039,538	4.38
2019	27,303,704	20,547,371	6,756,333	2,048,609	3.30
2018	26,424,364	19,585,368	6,838,996	2,055,335	3.33
2017	26,703,276	19,371,198	7,332,078	2,214,162	3.31
2016	28,647,154	18,478,024	10,169,130	2,210,990	4.60
2015	26,653,760	16,625,760	10,028,000	2,208,762	4.54
2014	25,174,150	16,432,935	8,741,215	2,265,350	3.86
2013	24,197,436	15,601,499	8,595,937	2,265,125	3.79
2012	23,225,329	15,793,089	7,432,240	2,455,437	3.03

(1) Includes operating and nonoperating revenue, excluding investment earnings, interest expense, and loss on disposal of assets.

(2) Excludes depreciation expense.

(3) Includes principal and interest on revenue bonds only.

Source: City of Battle Creek Finance Department

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**Demographic and Economic Statistics**  
Last Ten Fiscal Years

Year	Population	(a) Personal Income (thousands of dollars)	(a) Per Capita Personal Income	Unemployment Rate
2021	52,721	\$ 5,400,823	\$ 40,257	6.80%
2020	51,475	5,416,654	40,276	15.30%
2019	51,247	5,188,500	38,683	4.60%
2018	51,286	5,118,164	38,086	4.50%
2017	51,534	4,963,912	36,958	4.40%
2016	51,589	4,732,090	35,084	4.40%
2015	51,833	4,923,591	36,468	5.40%
2014	51,848	4,812,597	35,623	6.70%
2013	51,848	4,812,597	35,623	8.40%
2012	51,900	4,812,597	35,623	11.20%

(a) Battle Creek MSA data.

Sources: U.S. Census Bureau, U.S. Department of Commerce  
Michigan Department of Career Development Employment Service Agency  
Michigan Economic Development Corporation

Source: City of Battle Creek Finance Department

**Principal Employers**

Current Year and Nine Years Ago

Employer	2012		
	Employees	Rank	% of Total City Employment
Denso Manufacturing Michigan, Inc.	1,759	2	7.83%
Kellogg Company	2,500	1	11.13%
Veterans Administration Med Center	1,300	4	5.79%
Hart-Doyle-Inouye Federal Center	1,206	6	5.37%
Bronson Battle Creek	1,400	3	6.23%
Fort Custer Training Center	-	-	0.00%
TRMI	-	-	0.00%
Michigan Air National Guard	1,300	4	5.79%
Musashi Auto Parts Inc.	-	-	0.00%
Duncan Aviation	-	-	0.00%
Battle Creek Public Schools	1,089	7	4.85%
Kellogg Community College	920	8	4.10%
Il Stanley Company, Inc.	794	9	3.54%
Family Fare	700	10	3.12%
	<u>12,968</u>		<u>57.75%</u>

continued...

**Principal Employers**

Current Year and Nine Years Ago

Employer	2021		
	Employees	Rank	% of Total City Employment
Denso Manufacturing Michigan, Inc.	2,616	1	12.92%
Kellogg Company	2,000	2	9.88%
Veterans Administration Med Center	1,600	3	7.90%
Hart-Doyle-Inouye Federal Center	1,500	4	7.41%
Bronson Battle Creek	1,204	5	5.95%
Fort Custer Training Center	825	6	4.08%
TRMI	660	7	3.26%
Michigan Air National Guard	650	8	3.21%
Musashi Auto Parts Inc.	649	9	3.21%
Duncan Aviation	635	10	3.14%
	-	-	0.00%
	-	-	0.00%
	-	-	0.00%
	-	-	0.00%
	<u>12,339</u>		<u>60.95%</u>

concluded.

Source: City of Battle Creek Finance Department

**Full-Time Equivalent Employees by Function/Program**  
Last Ten Fiscal Years

Function/Program	2012	2013	2014	2015	2016
<b>General Fund and Special Revenue Funds</b>					
Administration	18	20	18	18	21
Community development	25	26	28	29	29
Finance	23	21	22	23	23
Police department	123	119	122	126	123
Fire department	79	77	78	80	83
Public works	54	57	60	59	58
Recreation	6	6	10	10	8
	<u>328</u>	<u>326</u>	<u>338</u>	<u>345</u>	<u>345</u>
<b>Enterprise Funds</b>					
Battle Creek executive airport	10	10	10	10	8
Battle Creek transit system	40	39	36	37	36
Sewer and wastewater plant	59	55	56	55	55
Water	37	38	38	39	38
Economic Development	-	-	-	-	-
	<u>146</u>	<u>142</u>	<u>140</u>	<u>141</u>	<u>137</u>
<b>Internal Service Funds</b>					
Information systems	10	9	13	13	11
Equipment center	15	14	14	14	15
Self insurance	3	3	3	3	2
Reproduction and stores	3	3	3	3	3
	<u>31</u>	<u>29</u>	<u>33</u>	<u>33</u>	<u>31</u>
<b>Total</b>	<u>505</u>	<u>497</u>	<u>511</u>	<u>519</u>	<u>513</u>

continued...

**Full-Time Equivalent Employees by Function/Program**  
Last Ten Fiscal Years

Function/Program	2017	2018	2019	2020	2021
<b>General Fund and Special Revenue Funds</b>					
Administration	19	20	20	22	22
Community development	27	32	33	34	30
Finance	23	24	24	24	18
Police department	127	128	127	123	113
Fire department	81	79	79	77	71
Public works	60	59	62	54	58
Recreation	9	9	7	8	5
	<u>346</u>	<u>351</u>	<u>352</u>	<u>342</u>	<u>316</u>
<b>Enterprise Funds</b>					
Battle Creek executive airport	10	10	11	11	11
Battle Creek transit system	35	43	38	39	38
Sewer and wastewater plant	56	52	58	51	55
Water	39	38	39	33	38
Economic Development	-	-	-	4	3
	<u>140</u>	<u>143</u>	<u>146</u>	<u>138</u>	<u>145</u>
<b>Internal Service Funds</b>					
Information systems	11	9	8	8	9
Equipment center	15	15	15	13	14
Self insurance	3	2	2	2	2
Reproduction and stores	3	3	3	3	2
	<u>32</u>	<u>29</u>	<u>28</u>	<u>26</u>	<u>27</u>
<b>Total</b>	<u>518</u>	<u>523</u>	<u>526</u>	<u>506</u>	<u>488</u>

concluded.

Source: City of Battle Creek Finance Department

**Operating Indicators by Function/Program**

Last Ten Fiscal Years

Function/Program	2012	2013	2014	2015	2016
<b>Public Safety</b>					
Police					
Number of incidents	58,741	56,276	44,599	44,686	54,569
Number of crash reports	1,703	1,802	2,004	1,980	1,903
Fire					
Number of incidents	5,258	6,071	6,441	6,940	7,086
Number of medical calls	3,800	3,958	4,149	4,847	5,197
Number of structural fires	78	60	48	47	61
<b>Public Works</b>					
Major street miles maintained	90	90	90	90	89
Local street miles maintained	204	204	205	205	205
<b>Culture &amp; Recreation</b>					
Participation:					
Softball	1,789	732	840	734	624
Soccer	745	817	735	948	951
Baseball	2,097	1,242	1,019	1,265	1,132
Basketball	73	34	54	198	202
Floor hockey	795	732	608	655	641
Football	134	136	149	223	160
Tennis	-	-	106	56	58
Volleyball	-	-	91	78	119
Other	708	493	814	891	1,001
Aquatic center participation	28,321	23,217	24,796	27,919	30,397
Rounds of golf	49,583	43,016	40,935	41,684	36,430
Parks maintained	24	24	24	24	29
Number of linear park trail miles	25	25	25	25	25
<b>Building Permits</b>					
Commercial and Industrial					
Number of permits	204	188	177	236	233
Dollar value	\$ 25,353,933	\$ 23,102,086	\$ 12,174,483	\$ 15,739,032	\$ 4,967,026
Residential					
Number of permits	986	865	740	634	797
Dollar value	\$ 7,566,696	\$ 7,342,332	\$ 9,863,788	\$ 4,151,057	\$ 7,277,474
Totals					
Number of permits	1,190	1,052	917	870	1,030
Dollar value	\$ 32,920,629	\$ 30,444,418	\$ 22,038,271	\$ 19,890,089	\$ 12,244,500

continued...

**Operating Indicators by Function/Program**  
Last Ten Fiscal Years

Function/Program	2017	2018	2019	2020	2021
<b>Public Safety</b>					
Police					
Number of incidents	56,688	59,736	53,668	46,091	36,114
Number of crash reports	1,886	1,911	1,778	1,663	1,786
Fire					
Number of incidents	7,222	7,271	7,578	7,683	7,692
Number of medical calls	5,308	4,871	5,002	4,869	5,580
Number of structural fires	68	67	69	55	68
<b>Public Works</b>					
Major street miles maintained	89	89	89	89	89
Local street miles maintained	205	205	205	206	206
<b>Culture &amp; Recreation</b>					
Participation:					
Softball	1,020	1,080	1,212	348	150
Soccer	873	1,012	859	281	342
Baseball	1,359	709	758	-	50
Basketball	345	172	162	153	-
Floor hockey	852	1,022	961	922	-
Football	164	180	194	108	-
Tennis	55	44	-	-	-
Volleyball	76	97	68	25	55
Other	2,072	2,185	2,296	571	586
Aquatic center participation	26,944	28,059	31,621	17,364	6,563
Rounds of golf	37,512	40,257	43,479	41,739	47,165
Parks maintained	29	29	29	29	29
Number of linear park trail miles	25	25	25	25	25
<b>Building Permits</b>					
Commercial and Industrial					
Number of permits	137	98	221	322	197
Dollar value	\$ 4,539,512	\$ 3,938,030	\$ 45,737,925	\$ 49,894,540	\$ 51,262,015
Residential					
Number of permits	802	799	858	3,627	1,187
Dollar value	\$ 6,995,271	\$ 6,655,015	\$ 7,388,726	\$ 35,565,683	\$ 18,882,576
Totals					
Number of permits	939	897	1,079	3,949	1,384
Dollar value	\$ 11,534,783	\$ 10,593,045	\$ 53,126,651	\$ 85,460,223	\$ 70,144,591

concluded.

Source: City of Battle Creek Finance Department

**Capital Asset Statistics by Function/Program**  
Last Ten Fiscal Years

Function/Program	2012	2013	2014	2015	2016
<b>Police - vehicle patrol units</b>					
Police patrol	43	43	40	40	40
Detective	17	18	20	20	20
Other	23	24	21	21	31
SIU	7	7	10	10	8
<b>Fire</b>					
Fire vehicle units:					
Trucks	2	2	2	2	2
Engines	8	8	8	8	7
Other	11	11	11	11	14
Fire stations	5	5	5	5	5
Administrative facilities	1	1	1	1	1
Storage facilities	-	-	-	-	-
<b>Recreation</b>					
Parks:					
Parkland acreage	1,036	1,036	1,036	1,036	1,036
Natural area acreage	380	380	380	380	380
Picnic areas	15	15	15	15	15
Buildings:					
Log cabins	1	1	1	1	1
Recreation center	1	1	1	1	1
Fishing structures	3	3	3	3	3
Pavilions	16	25	25	29	30
Concession	4	4	4	4	4
Swimming beach areas	1	1	1	1	1
Golf course - 27 holes	1	1	1	1	1
Trails:					
Nature	1	1	1	1	1
Multi-use	1	1	1	1	1
Playgrounds	22	22	22	22	22
Water areas -					
Water parks	1	1	1	1	1
<b>Public Works</b>					
Major street miles maintained	90.11	90.11	90.11	90.11	89.46
Local street miles maintained	204.49	204.44	204.52	204.52	204.52
Vehicles:					
Dump trucks	45	46	46	46	44
Heavy equipment	31	32	28	28	33
Other	205	207	211	211	208

continued...

**Capital Asset Statistics by Function/Program**  
Last Ten Fiscal Years

Function/Program	2017	2018	2019	2020	2021
<b>Police - vehicle patrol units</b>					
Police patrol	39	41	46	43	38
Detective	22	25	26	21	23
Other	33	32	25	22	20
SIU	8	9	8	7	7
<b>Fire</b>					
Fire vehicle units:					
Trucks	1	2	1	1	1
Engines	8	10	10	7	8
Other	15	15	15	15	14
Fire stations	5	5	5	5	5
Administrative facilities	1	1	1	1	1
Storage facilities	-	2	2	2	2
<b>Recreation</b>					
Parks:					
Parkland acreage	1,036	1,036	1,036	1,036	1,036
Natural area acreage	380	380	380	380	380
Picnic areas	15	15	15	15	15
Buildings:					
Log cabins	1	1	1	-	-
Recreation center	1	1	1	1	1
Fishing structures	3	3	3	3	3
Pavilions	30	30	30	30	30
Concession	4	4	4	4	4
Swimming beach areas	1	1	1	1	1
Golf course - 27 holes	1	1	1	1	1
Trails:					
Nature	1	1	1	1	1
Multi-use	1	1	1	1	1
Playgrounds	22	22	22	22	22
Water areas -					
Water parks	1	1	1	1	1
<b>Public Works</b>					
Major street miles maintained	89.28	89.28	89.28	89.41	89.41
Local street miles maintained	204.55	204.55	204.55	205.88	205.88
Vehicles:					
Dump trucks	47	50	49	48	45
Heavy equipment	34	34	35	34	30
Other	203	210	222	213	227

concluded.

Source: City of Battle Creek Finance Department

**Schedule of Insurance**

As of June 30, 2021

Type of Coverage Name of Company	Policy Expiration Date	Premium	Description
Airport Liability	7/1/22	\$20,142	\$60,000,000 CSL each occ.; \$1,000 ded. per occ./\$10,000 agg., \$60,000,000 per aircraft/occ Hangar Keepers liability. Terrorism declined.
Auto Liability	7/1/22	\$153,899	First dollar coverage for MI no-fault benefits and uninsured/underinsured claims. \$1,000,000 SIR for all other liability coverages.
Vehicle Physical Damage			\$25,000 SIR per vehicle / \$50,000 per occurrence for property damage. \$50,000 deductible for Fire/EMS vehicles. ACV coverage on all vehicles except Fire Protection Vehicles which are covered at replacement cost.
Data Breach, Privacy Electronic Media	7/1/22	Included in Liability Insurance	\$5 million aggregate/\$25 million all members - Data Breach and Privacy Liability/\$25,000 deductible.
Fiduciary (Designated Benefit Plan)	7/1/22	\$8,289.00	Coverage for Self Funded Health Plan. \$2,000,000.00 limit. \$25,000 SIR
Liquor Liability Binder Park Golf	3/8/22	\$1,652.00 (including surplus lines tax, fees)	\$1,000,000 each common cause/annual aggregate limit. No deductible. Note: License in name of Cereal City Development Corporation/City of Battle Creek. (excludes Terrorism).

continued...

**Schedule of Insurance**

As of June 30, 2021

Type of Coverage Name of Company	Policy Expiration Date	Premium	Description
Property/Liability Insurance	7/1/22	\$393,224	Property - \$50,000 deductible Limits of stated value for Buildings and Personal Property, \$5 million newly acquired, \$2 million fine arts, \$50 Million Terrorism, \$5 Million Earthquake and Flood  Liability - \$1 million SIR per occurrence \$10 million limit per occurrence \$5 million limit for terrorism Volunteer-MMRMA will pay up to \$25,000 per occurrence for medical expenses only to a volunteer. No member deductible or SIR applies. Emergency first aid - \$2,000 Limit, no member deductible or retention.
Pollution Liability	N/A	N/A	Note: Finance department files for self- insured authority with State, for UST liability. \$500,000 aggregate
Public Officials	7/1/22	Included in Liability Insurance	See Excess Liability , for losses above \$1 million SIR.
Worker's Comp. (Primary)	7/1/22	N/A	Note: If requested by W.C. Bureau, must update self-insured certification by July 1st. Also, must notify if any changes in excess coverage, or TPA.
Worker's Comp. (Excess)	7/1/22	\$55,396	Statutory limit, \$1,000,000 Employers Liability, Specific Excess subject to \$650,000 per accident or disease. No agg. limit on S.I.R. per year.
Inland Marine	7/1/22	\$3,358	Coverage for employee tools Limit \$500,000 per occurrence, \$10,000 per item. \$1,000 deductible

concluded.

**City of Battle Creek  
Total Taxable Value  
Fiscal Years Ended or Ending June 30, 2017 Through 2021**

Assessed Value as of December 31	Year of State Equalization And Tax Levy	City's Fiscal Year Ended or Ending June 30	Ad Valorem Taxable Value	Equivalent Taxable Value of Property Granted Tax Abatement Under Act 198 (1)	Total Taxable Value	Percent Increase Over Prior Year
2015	2016	2017	\$ 1,206,148,717	\$ 33,956,869	\$ 1,240,105,586	(14.56) %
2016	2017	2018	1,201,286,395	29,388,749	1,230,675,144	(0.76)
2017	2018	2019	1,220,014,593	25,771,258	1,245,785,851	(1.23)
2018	2019	2020	1,242,325,628	16,420,410	1,258,746,038	(1.04)
2019	2020	2021	1,253,718,154	12,554,943	1,266,273,097	(0.60)

Per Capita Total Taxable Value for the Fiscal Year Ending June 30, 2021 (2)..... \$ 24,018.38

(1) See "Tax Abatement" herein. Does not include the value of property located within the City' Renaissance Zone (the "Zone") which was created pursuant to the provisions of Act 376 of the Michigan Public Acts of 1996, as amended ("Act 376"). Act 376 was designed to stimulate private investment with the Zone through the abatement of certain property, income and business taxes. For the fiscal year ending June 30, 2021, the Taxable Value of property located in the Zone totaled \$1,543,576. Does not include the value of property located within the City's Neighborhood Enterprise Zone (the "NEZ"), authorized under Act 147, which is an abatement program to promote home ownership and investment in areas of the City where the greatest impact would occur and where such improvements may trigger additional investment in adjacent neighborhoods. For the fiscal year ending June 30, 2021 the Taxable Value of the property located in the NEZ totaled \$30,138.

(2) Based on the City's 2020 Census of 52,721.

Source: City of Battle Creek, State of Michigan – Department of Treasury and Calhoun County Equalization

**City of Battle Creek  
Percent of Total Taxable Value by Use and Class  
Fiscal Years Ended or Ending June 30, 2017 Through 2021**

Use	Fiscal Year Ended or Ending June 30				
	2017	2018	2019	2020	2021
Agricultural.....	0.19 %	0.19 %	0.19 %	0.18 %	0.19 %
Commercial .....	24.36	24.82	24.64	24.48	24.62
Industrial .....	17.56	15.70	15.36	13.77	12.24
Residential .....	54.74	55.81	56.27	57.55	58.81
Utility.....	3.16	3.48	3.54	4.02	4.14
Total .....	<u>100.00 %</u>	<u>100.00 %</u>	<u>100.00 %</u>	<u>100.00 %</u>	<u>100.00 %</u>
<b>Class</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Real Property .....	85.03 %	86.26 %	86.16 %	87.54 %	87.41 %
Personal Property.....	14.97	13.74	13.84	12.46	10.59
Total .....	<u>100.00 %</u>	<u>100.00 %</u>	<u>100.00 %</u>	<u>100.00 %</u>	<u>100.00 %</u>

Source: City of Battle Creek, State of Michigan – Department of Treasury and Calhoun County Equalization

**City of Battle Creek  
State Equalized Valuation  
Fiscal Years Ended or Ending June 30, 2017 Through 2021**

Assessed Value as of December 31	Year of State Equalization and Tax Levy	City's Fiscal Year Ended or Ending June 30	Ad Valorem SEV	SEV of Property		Percent Increase Over Prior Year
				Granted Tax Abatement Under Act 198 (1)	Total SEV	
2015	2016	2017	\$ 1,292,577,442	\$ 68,065,655	\$ 1,360,643,097	(14.10 %)
2016	2017	2018	1,322,119,981	59,201,289	1,381,321,270	1.52
2017	2018	2019	1,348,307,734	51,707,400	1,400,015,134	1.35
2018	2019	2020	1,385,238,255	33,344,717	1,418,582,972	1.33
2019	2020	2021	1,420,686,240	25,426,662	1,446,112,902	1.94

Per Capita Total SEV for the Fiscal Year Ending June 30, 2021 (2).....\$ 27,429.54

(1) See "Tax Abatement" herein. Does not include the value of property located within the City' Renaissance Zone (the "Zone") which was created pursuant to the provisions of Act 376 of the Michigan Public Acts of 1996, as amended ("Act 376"). Act 376 was designed to stimulate private investment with the Zone through the abatement of certain property, income and business taxes. For the fiscal year ending June 30, 2021, the SEV of property located in the Zone totaled \$2,994,904. Does not include the value of property located within the City's Neighborhood Enterprise Zone (the "NEZ"), authorized under Act 147, which is an abatement program to promote home ownership and investment in areas of the City where the greatest impact would occur and where such improvements may trigger additional investment in adjacent neighborhoods. For the fiscal year ending June 30, 2021 the Taxable Value of the property located in the NEZ totaled \$30,138.

(2) Based on the City's 2020 census of 52,721.

Source: City of Battle Creek, State of Michigan – Department of Treasury and Calhoun County Equalization

**City of Battle Creek  
Property Tax Rates  
Fiscal Years Ended or Ending June 30, 2017 Through 2021**

Levy July 1	Fiscal Year Ended or Ending June 30	Operating (1)				Police & Fire Pension (2)	Total
		General Operating	Capital Projects	Streets/ Drainage			
2016	2017	8.7400	0.5000	1.5000	4.6790	15.4190	
2017	2018	8.7400	0.5000	1.5000	5.0090	15.7490	
2018	2019	8.3460	0.5000	1.5000	5.4030	15.7490	
2019	2020	8.3460	0.5000	1.5000	5.5880	15.9340	
2020	2021	7.9870	0.5000	1.5000	5.9470	15.9340	

(1) See "Property Taxes" and "State Limitations on Property Taxes" herein.

(2) Voter approved in perpetuity. May be levied without limitation as to rate or amount.

Source: City of Battle Creek

**City of Battle Creek**  
**Homestead (1) Property Tax Rates by Governmental Unit**  
**Fiscal Years Ended or Ending June 30, 2017 Through 2021**

<u>Governmental Unit</u>	<u>Fiscal Years Ended or Ending June 30</u>				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
City of Battle Creek.....	15.4190	15.7490	15.7490	15.9340	15.9340
County of Calhoun .....	6.4713	6.4713	6.4713	6.4713	6.6713
State of Michigan (2).....	6.0000	6.0000	6.0000	6.0000	6.0000
Battle Creek Public Schools (3) .....	6.0000	6.0000	6.0000	6.0000	6.0000
Calhoun ISD.....	6.2057	6.2057	6.2057	6.2057	6.2057
Kellogg Community College.....	3.6136	3.6136	3.6136	3.6136	3.6136
Willard Public Library.....	<u>2.0000</u>	<u>2.0000</u>	<u>2.0000</u>	<u>2.0000</u>	<u>2.0000</u>
Total.....	<u>45.7096</u>	<u>46.0396</u>	<u>46.0396</u>	<u>46.2246</u>	<u>46.4246</u>

**City of Battle Creek**  
**Non-Homestead (1) Property Tax Rates by Governmental Unit**  
**Fiscal Years Ended or Ending June 30, 2017 Through 2021**

<u>Governmental Unit</u>	<u>Fiscal Years Ended or Ending June 30</u>				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021(3)</u>
City of Battle Creek.....	15.4190	15.7490	15.7490	15.9340	15.9340
County of Calhoun .....	6.4713	6.4713	6.4713	6.4713	6.6713
State of Michigan (2).....	6.0000	6.0000	6.0000	6.0000	6.0000
Battle Creek Public Schools (3) .....	24.0000	24.0000	24.0000	24.0000	24.0000
Calhoun ISD.....	6.2057	6.2057	6.2057	6.2057	6.2057
Kellogg Community College.....	3.6136	3.6136	3.6136	3.6136	3.6136
Willard Public Library.....	<u>2.0000</u>	<u>2.0000</u>	<u>2.0000</u>	<u>2.0000</u>	<u>2.0000</u>
Total.....	<u>63.7096</u>	<u>64.0396</u>	<u>64.0396</u>	<u>64.2246</u>	<u>64.4246</u>

- (1) *Principal Residence* means a dwelling or unit in a multiple-unit dwelling subject to ad valorem property taxes that is owned and occupied as a principal residence by the owner of the dwelling or unit. Principal residence includes all unoccupied property classified as agricultural adjacent and contiguous to the home of the owner that is not leased or rented by the owner to another person if the gross receipts of the agricultural or horticultural operations, if any, exceed the household income of the owner. If the gross receipts of the agricultural or horticultural operations do not exceed the household income of the owner, the principal residence includes only 5 acres adjacent and contiguous to the home of the owner. Principal Residence includes a life care facility registered under the living care disclosure act, Act No. 440 of the Public Acts of 1976, being sections 554.801 to 554.844 of the Michigan Compiled Laws. Principal residence also includes property owned by a cooperative housing corporation and occupied as a principal residence by tenant stockholders. *Non-principal residence* is property not included in the above definition.
- (2) Industrial personal property is exempt from the State Education Tax and up to 18 mills of the school operating millage. Commercial personal property is exempt from 12 of the 18 mills of school operating millage.
- (3) Portions of other school districts overlap the City's boundaries. The lowest and highest non-principal residence millage rates for the other overlapping school districts for the fiscal year ending June 30, 2021 ranged from 28.60 to 25.00.

Source: City of Battle Creek

**City of Battle Creek  
Property Tax Collections  
Fiscal Years Ended or Ending June 30, 2017 Through 2021**

Levy July 1	Fiscal Year Ended June 30	Tax Levy	Collections to March Following Levy	Percent Collected
2016	2017	\$ 18,905,774	\$ 18,872,333	99.82%
2017	2018	19,173,957	19,127,382	99.76
2018	2019	19,568,359	19,528,723	99.80
2019	2020	20,052,215	20,013,011	99.80
2020	2021	20,150,624	20,158,194	99.94

**CITY INCOME TAX**

The City's income tax was approved by voters in 1966. At the same time, residents voted to reduce the maximum general operating millage for property tax from 12.65 to 11.60 mills. Residents of the City pay 1% income tax on all federally taxable income, with a few exceptions, such as pensions, social security and unemployment, etc. Corporation net income is taxed at 1%. Non-resident pay a 0.5% income tax on all income earned performing a job or doing business within the City limits.

For tax years beginning with 2004, there is a \$750 personal exemption allowed on individual returns, with an additional \$750 for taxpayers 65 and over; persons permanently and totally disabled; and dependents of others who are required to file City returns. Subtractions for alimony, Keogh Retirement, and specified unreimbursed employee business expenses are allowed.

Fiscal Year Ended June 30	Gross Collections	Less: Refunds	Net Collections	% Increase Over Prior Year
2017	\$18,462,650	\$1,881,532	\$16,581,117	1.0%
2018	18,827,058	2,108,467	16,718,591	0.8
2019	19,454,034	1,789,230	17,664,804	5.7
2020	19,535,481	1,880,056	17,655,425	(0.05)
2021	17,493,920	2,126,906	15,367,014	(12.96)

**City of Battle Creek  
State Shared Revenues  
Fiscal Years Ended or Ending June 30, 2017 Through 2021**

	Fiscal Years Ended or Ending June 30				
	2017	2018	2019	2020	2021
Constitutional .....	\$ 4,191,285	\$ 4,301,987	\$ 4,498,185	\$ 4,493,812	\$ 5,095,491
Statutory/CVTRS .....	<u>1,436,386</u>	<u>1,478,658</u>	<u>1,478,448</u>	<u>1,260,375</u>	<u>1,512,452</u>
Total State Shared Revenues .....	<u>\$ 5,627,671</u>	<u>\$ 5,780,645</u>	<u>\$ 5,976,633</u>	<u>\$ 5,754,187</u>	<u>\$ 6,607,943</u>

**CITY DEBT**

**Legal Debt Margin**

Pursuant to the statutory and constitutional debt provisions set forth herein, the following table reflects the amount of additional debt the City may legally incur as of June 30, 2021.

Debt Limit (1) .....		\$ 144,611,290
Debt Outstanding (2).....	\$73,229,398	
Less: Exempt Debt (3).....	<u>12,910,000</u>	<u>60,319,398</u>
Legal Debt Margin .....		<u>\$ 84,291,892</u>

(1) 10% of \$1,446,112,902 which is the City's Total SEV for the fiscal year ending June 30, 2021. See "Property Valuations" herein.

(2) Includes the Bonds described herein and the Water and Wastewater System Revenue Bonds, Series 2016A and the Water and Wastewater System Revenue Bonds, Series 2016B (Federally Taxable – Qualified Energy Conservation Bonds).

(3) See "Statutory and Constitutional Debt Provisions" herein.

Source: Municipal Advisory Council of Michigan and the City of Battle Creek

**Debt Statement**

The following table reflects a breakdown of the City’s direct and overlapping debt as of June 30, 2021, including the Bonds described herein. Direct debt that is shown as self-supporting is paid from sources other than the City’s General Fund. To the extent necessary, the City may levy taxes on all taxable property within its boundaries without limitation as to rate or amount to pay the principal of and interest due on the bonds that are designated as Unlimited Tax ("UT"). However, the City’s ability to levy tax to pay the debt service on the bonds which are designated as Limited Tax ("LT") is subject to applicable charter, statutory and constitutional limitations. See "CITY TAXATION AND LIMITATIONS" herein.

**City of Battle Creek  
Direct and Overlapping Debt**

<u>City Direct Debt</u>	<u>Gross</u>	<u>Self-Supporting</u>	<u>Net</u>
<b>Building Authority Bonds:</b>			
Dated December 29, 2009 (LT).....	\$ 860,000	\$ 860,000	\$ -0-
Dated February 28, 2008 (LT).....	<u>1,135,000</u>	<u>1,135,000</u>	<u>-0-</u>
Subtotal.....	<u>\$ 1,995,000</u>	<u>\$ 1,995,000</u>	<u>\$ -0-</u>
<b>Downtown Development Authority Bonds:</b>			
Dated February 27, 2018 (LT).....	\$ 4,920,000	\$ 4,920,000	\$ -0-
Dated March 21, 2017 (LT).....	<u>22,260,000</u>	<u>22,260,000</u>	<u>-0-</u>
Subtotal.....	<u>\$ 27,180,000</u>	<u>\$ 27,180,000</u>	<u>\$ -0-</u>
<b>Tax Increment Finance Authority Bonds:</b>			
Dated March 31, 2010 (LT).....	\$ 1,560,000	\$ 1,560,000	\$ -0-
Dated January 20, 2009 (LT).....	<u>1,920,000</u>	<u>1,920,000</u>	<u>-0-</u>
Subtotal.....	<u>\$ 3,480,000</u>	<u>\$ 3,480,000</u>	<u>\$ -0-</u>
<b>Water and Wastewater Revenue Bonds: Dated</b>			
Dated December 28, 2016, Series A (1).....	\$ 6,205,000	\$ 6,205,000	\$ -0-
Dated December 28, 2016, Series B (1).....	<u>6,705,000</u>	<u>6,705,000</u>	<u>-0-</u>
Subtotal.....	<u>\$ 12,910,000</u>	<u>\$ 12,910,000</u>	<u>\$ -0-</u>
<b>General Obligation Bonds:</b>			
Dated December 28, 2016 C (LT) (1) .....	\$ 13,690,000	\$ -0-	\$ 13,690,000
Dated April 14, 2016 (LT) .....	10,350,000	-0-	10,350,000
Dated June 29, 2011 (LT) .....	<u>3,075,000</u>	<u>720,000</u>	<u>2,355,000</u>
Subtotal .....	<u>\$ 27,115,000</u>	<u>\$ 720,000</u>	<u>\$ 26,395,000</u>
<b>Installment &amp; Capital Purchase Contracts:</b>			
Energy Savings Equipment .....	\$ 549,398	\$ -0-	\$ 549,398
City Hall Copiers.....	138,104	-0-	138,104
Police Equipment.....	<u>589,840</u>	<u>-0-</u>	<u>589,840</u>
Subtotal	<u>\$ 1,277,342</u>	<u>\$ -0-</u>	<u>\$ 1,277,342</u>
<b>Total Direct Debt.....</b>	<u><b>\$ 73,957,342</b></u>	<u><b>\$ 46,285,000</b></u>	<u><b>\$ 27,672,342</b></u>
Per Capita Net City Direct Debt (2).....			\$524.88
Percent of Net Direct Debt to Total SEV (3) .....			1.91%

<u>Overlapping Debt (4)</u>	<u>Gross</u>	<u>Percent of Gross</u>	<u>City Share</u>
Battle Creek School District .....	\$ 42,785,000	69.64	\$ 29,795,474
Climax-Scotts School District.....	11,120,365	3.79	421,462
Harper Creek School District.....	54,595,924	0.24	131,030
Lakeview Calhoun School District .....	85,517,828	100.00	85,517,828
Pennfield School District .....	26,340,970	3.90	1,027,298
Calhoun Intermediate School District.....	0	0.00	0
Kalamazoo Valley Intermediate School District...	0	0.00	0
Kalamazoo Valley Community College .....	6,410,000	0.05	3,205
Kellogg Community College .....	10,850,000	33.37	3,620,645
Willard Public Library .....	225,000	54.82	123,345
Calhoun County .....	<u>96,431,600</u>	33.54	<u>32,343,159</u>
Total Overlapping Debt .....	<u>\$ 334,276,687</u>		<u>\$ 152,983,445</u>
 Total Net Direct and Overlapping Debt.....	 <u>\$ 407,506,085</u>		 <u>\$ 179,927,843</u>

Per Capita Net Overlapping Debt (2)..... \$2,901.76  
Percent of Net Overlapping Debt to Total SEV (3) ..... 10.58%

Per Capita Net Direct and Overlapping Debt (2) ..... \$3,412.83  
Percent of Net Direct and Overlapping Debt to Total SEV (3)..... 12.44%

- (1) The Bonds described herein. Including the Water and Wastewater System Revenue Bonds, Series 2016A and the Water and Wastewater System Revenue Bonds, Series 2016B (Federally Taxable – Qualified Energy Conservation Bonds).
- (2) Based on the City’s 2020 Census of 52,721
- (3) Based on \$1,446,112,902 which is the City’s Total SEV for the fiscal year ending June 30, 2021. See “CITY TAX AND LIMITATIONS - Property Valuations” and “CITY TAX AND LIMITATIONS” herein.
- (4) Overlapping debt is the portion of another taxing unit’s debt for which property taxpayers of the City are liable in addition to debt issued by the City.

Source: Municipal Advisory Council of Michigan and the City of Battle Creek.

### DEFINED BENEFIT PENSION PLANS

#### Police and Fire Retirement System

The City’s net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2020 (rolled forward to June 30, 2021). The components of the net pension liability of the City were as follows:

Total pension liability	\$211,218,817
Plan Fiduciary net position	<u>(186,019,846)</u>
City’s net pension liability	<u>\$ 25,198,971</u>
 Plan fiduciary net position as percentage of total pension liability	 88.07%

The components of the change in the net pension liability are summarized as follows:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) – (b)
Balance at June 30, 2020	\$ 203,308,697	\$ 154,958,172	\$ 48,350,525
Changes for the Year			
Service cost.....	3,784,164	-	3,784,164
Interest on total pension liability.....	12,950,656	-	12,950,656
Benefit changes .....	(23,512)	-	(23,512)
Differences between expected and actual experience	(2,568,605)	-	(2,568,605)
Assumption change.....	5,687,254	-	5,687,254
Employer contributions .....	-	6,353,070	(6,353,070)
Employee contribution .....	-	1,593,679	(1,593,679)
Net investment income .....	-	35,530,257	(35,530,257)
Benefit payments .....	(11,919,837)	(11,919,837)	-
Administrative expense.....	-	(164,187)	164,187
Other .....	-	(331,308)	331,308
Net changes	\$ 7,910,120	\$ 31,061,674	\$ (23,151,554)
Balance at June 30, 2021	\$ 211,218,817	\$ 186,019,846	\$ 25,198,971

**Pension Plans: Municipal Employees Retirement System of Michigan**

The City’s net pension liability was measured as of December 31, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The components of the net pension liability of the City were as follows:

Total pension liability	\$161,362,030
Plan fiduciary net position	<u>91,700,938</u>
City’s net pension liability	<u>\$ 69,661,092</u>
-Plan fiduciary net position as percentage of total pension liability	56.83%

The components of the change in the net pension liability are summarized as follows:

	Total Pension Liability	Increase (Decrease) Plan Fiduciary Net Position	Net Pension Liability
Balance at December 31, 2019	\$ 153,769,909	\$ 85,878,625	\$ 67,891,284
Changes for the Year			
Service cost .....	2,020,330	-	2,020,330
Interest.....	11,338,841	-	11,338,841
Changes in benefits .....	(95,157)	-	(95,157)
Differences between expected and actual experience .....	154,694	-	154,694
Changes in assumptions .....	5,342,989	-	5,342,989
Contributions: employer.....	-	5,881,291	(5,881,291)
Contributions: employee .....	-	828,777	(828,777)
Net investment loss .....	-	10,450,840	(10,450,840)
Benefit payments, including refunds.....	(11,169,576)	(11,169,576)	-
Administrative expense .....	-	(169,019)	169,019
Net changes	\$ 7,592,121	\$ 5,822,313	\$ 1,769,808
Balances at December 31, 2020	\$ 161,362,030	\$ 91,700,938	\$ 69,661,092

For the year ended June 30, 2021, the City recognized pension expense of \$8,127,469.

**City of Battle Creek Water and Wastewater System**  
**Approximate Number of Water Customers as Billed by User Classification and Location**  
**Fiscal Years Ended June 30, 2017 through 2021**

	Fiscal Year Ended June 30				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>City Customers</u>					
Residential.....	14,771	14,754	14,791	14,806	14,967
Commercial (1) .....	1,634	1,646	1,671	1,650	1,511
Industrial.....	<u>126</u>	<u>126</u>	<u>124</u>	<u>123</u>	<u>123</u>
Sub-total.....	16,513	16,526	16,586	16,586	16,601
<u>Customer Communities</u>					
Emmett .....	699	708	714	714	714
Bedford.....	428	428	429	430	429
Leroy (2) .....	Bulk	Bulk	Bulk	Bulk	Bulk
Pennfield (3).....	Bulk	Bulk	Bulk	Bulk	Bulk
Springfield (4) .....	<u>Bulk</u>	<u>Bulk</u>	<u>Bulk</u>	<u>Bulk</u>	<u>Bulk</u>
Sub-total.....	<u>1,127</u>	<u>1,136</u>	<u>1,143</u>	<u>1,144</u>	<u>1,143</u>
Total Customers .....	<u>17,658</u>	<u>17,662</u>	<u>17,729</u>	<u>17,723</u>	<u>17,744</u>

- (1) Includes governmental and tax-exempt customers.  
(2) Leroy has one water customer.  
(3) Pennfield has approximately 341 metered water customers.  
(4) Springfield has approximately 1,438 metered water customers.  
Source: City of Battle Creek

**City of Battle Creek Water and Wastewater System**  
**Approximate Number of Wastewater Customers by User Classification and Location**  
**Fiscal Years Ended June 30, 2017 through 2021**

	Fiscal Year Ended June 30				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>City Customers (1)</u>					
Residential.....	15,740	15,707	15,735	15,764	15,945
Commercial (2) .....	1,583	1,613	1,631	1,615	1,471
Industrial.....	<u>117</u>	<u>118</u>	<u>116</u>	<u>116</u>	<u>116</u>
Sub-total.....	17,440	17,438	17,482	17,495	17,532
<u>Customer Communities</u>					
Emmett (3).....	1,688	1,686	1,690	1,688	1,687
Bedford (4).....	551	551	554	555	557
Leroy .....	Bulk	Bulk	Bulk	Bulk	Bulk
Pennfield (5).....	Bulk	Bulk	Bulk	Bulk	Bulk
Springfield (6) .....	<u>Bulk</u>	<u>Bulk</u>	<u>Bulk</u>	<u>Bulk</u>	<u>Bulk</u>
Sub-total.....	<u>2,239</u>	<u>2,237</u>	<u>2,244</u>	<u>2,243</u>	<u>2,244</u>
Total Customers .....	<u>19,679</u>	<u>19,675</u>	<u>19,726</u>	<u>19,738</u>	<u>19,776</u>

- (1) Includes approximately 1,062 customers located in the City that are not metered and who pay a flat monthly rate.  
(2) Includes governmental and tax-exempt customers.  
(3) Includes approximately 1,005 customers located in Emmett that are not metered and who pay a flat monthly rate.  
(4) Includes approximately 158 customers located in Bedford that are not metered and who pay a flat monthly rate.  
(5) Includes approximately 607 customers located in Pennfield that are not metered and who pay a flat monthly rate.  
(6) Includes approximately 93 customers located in Springfield that are not metered and who pay a flat monthly rate.  
Source: City of Battle Creek

**City of Battle Creek Water and Wastewater System  
Water Volume as Billed by User Classification and Location (1)  
Fiscal Years Ended June 30, 2017 through 2021**

<u>City Customers</u>	Fiscal Year Ended June 30				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Residential.....	109,281,509	106,630,876	103,873,324	101,247,759	110,045,782
Commercial (2).....	90,252,021	89,941,367	85,985,666	80,523,471	83,408,109
Industrial.....	<u>113,625,946</u>	<u>102,822,926</u>	<u>104,534,592</u>	<u>110,750,621</u>	<u>117,380,631</u>
Sub-total.....	313,159,476	299,395,169	294,393,582	292,521,851	310,834,552
<u>Customer Communities</u>					
Emmett Township.....	25,738,764	27,512,531	29,987,370	23,612,244	25,784,938
Bedford Township.....	2,820,489	3,110,360	3,090,877	2,717,530	2,894,348
Springfield City.....	17,389,269	17,243,502	16,925,328	19,146,343	18,010,490
Pennfield Township.....	<u>2,199,500</u>	<u>2,255,800</u>	<u>2,218,00</u>	<u>2,213,400</u>	<u>2,157,900</u>
Sub-total.....	<u>48,148,022</u>	<u>50,122,193</u>	<u>52,222,175</u>	<u>47,689,517</u>	<u>48,847,676</u>
Total Water Billed.....	<u>361,307,498</u>	<u>349,517,362</u>	<u>346,615,757</u>	<u>340,211,368</u>	<u>359,682,198</u>

(1) Measured in cubic feet.

(2) Includes government and tax-exempt customers.

Source: City of Battle Creek

**City of Battle Creek Water and Wastewater System  
Wastewater Treatment Volume as Billed by User Classification and Location (1)  
Fiscal Years Ended June 30, 2017 Through 2021**

<u>City Customers</u>	Fiscal Year Ended June 30				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Residential.....	114,331,877	112,157,456	109,764,654	107,918,337	116,380,311
Commercial (2).....	76,958,752	75,611,297	75,207,462	68,801,690	67,770,882
Industrial.....	<u>33,223,800</u>	<u>33,052,416</u>	<u>38,215,999</u>	<u>39,091,900</u>	<u>39,625,132</u>
Sub-total.....	224,514,429	220,820,869	223,188,115	215,811,927	223,776,325
<u>Customer Communities</u>					
Emmett Township.....	32,901,531	33,767,468	35,373,893	30,081,969	30,875,709
Bedford Township.....	6,382,474	6,543,986	6,883,023	6,543,615	6,860,185
Springfield City.....	15,711,208	15,892,464	14,779,666	15,027,078	15,058,012
Pennfield Township.....	<u>14,531,008</u>	<u>14,724,732</u>	<u>14,576,875</u>	<u>14,487,868</u>	<u>14,289,260</u>
Sub-total.....	<u>69,526,221</u>	<u>70,928,650</u>	<u>71,613,457</u>	<u>66,320,530</u>	<u>67,083,166</u>
Total Wastewater Billed.....	<u>294,040,650</u>	<u>291,749,519</u>	<u>294,801,572</u>	<u>282,132,457</u>	<u>290,859,491</u>

(1) Measured in cubic feet.

(2) Includes government and tax-exempt customers.

Source: City of Battle Creek

**City of Battle Creek Water and Wastewater System  
Water System Revenues by User Class and Location  
Fiscal Years Ended June 30, 2017 Through 2021**

	Fiscal Year Ended June 30				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>City Customers</u>					
Residential.....	\$ 3,724,145	\$ 3,826,175	\$ 3,871,053	\$ 3,953,830	\$ 4,172,430
Commercial (1).....	2,124,857	2,102,968	2,150,138	2,140,818	2,300,744
Industrial .....	<u>1,939,402</u>	<u>1,579,649</u>	<u>1,651,605</u>	<u>1,777,862</u>	<u>1,882,016</u>
Sub-total.....	7,788,404	7,508,692	7,672,796	7,872,510	8,355,190
<u>Customer Communities</u>					
Emmett Township.....	695,064	709,973	742,075	693,906	777,471
Bedford Township.....	99,809	105,058	107,763	108,217	113,524
Leroy Township.....	11,817	11,156	12,989	13,086	15,133
Springfield City.....	290,922	224,405	228,116	162,726	285,116
Pennfield Township .....	<u>35,524</u>	<u>44,202</u>	<u>46,033</u>	<u>44,912</u>	<u>66,279</u>
Sub-total.....	<u>1,133,136</u>	<u>1,094,794</u>	<u>1,136,976</u>	<u>1,022,847</u>	<u>1,257,523</u>
Total Water Revenue .....	<u>\$ 8,921,540</u>	<u>\$ 8,603,486</u>	<u>\$ 8,809,772</u>	<u>\$ 8,895,357</u>	<u>\$ 9,612,713</u>

(1) Includes governmental and tax-exempt customers.

Source: City of Battle Creek

**City of Battle Creek Water and Wastewater System  
Wastewater System Revenues by User Class and Location  
Fiscal Years Ended June 30, 2016 Through 2020**

	Fiscal Year Ended June 30				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>City Customers</u>					
Residential.....	\$ 5,148,865	\$ 5,432,302	\$ 5,637,868	\$ 5,869,353	\$ 6,238,700
Commercial (1).....	2,841,250	3,132,960	2,961,203	3,242,680	3,490,002
Industrial .....	<u>6,115,683</u>	<u>5,809,955</u>	<u>5,833,930</u>	<u>7,136,176</u>	<u>7,775,654</u>
Sub-total.....	14,105,798	14,474,217	14,433,001	16,248,209	17,504,356
<u>Customer Communities</u>					
Emmett Township.....	1,090,616	1,026,430	1,081,177	1,202,641	1,418,201
Bedford Township.....	211,904	190,646	229,160	259,229	279,514
Leroy Township.....	11,306	11,085	13,613	13,978	16,936
Springfield City.....	696,193	487,718	573,952	502,982	714,152
Pennfield Township .....	<u>550,298</u>	<u>489,705</u>	<u>557,253</u>	<u>622,752</u>	<u>603,539</u>
Sub-total.....	<u>2,560,047</u>	<u>2,205,584</u>	<u>2,455,155</u>	<u>2,601,582</u>	<u>3,032,342</u>
Total Wastewater Revenue .....	<u>\$ 16,665,845</u>	<u>\$ 16,679,801</u>	<u>\$ 16,888,156</u>	<u>\$ 18,849,791</u>	<u>\$ 20,536,698</u>

(1) Includes governmental and tax-exempt customers.

Source: City of Battle Creek

**City of Battle Creek Water and Wastewater System  
Ten Largest Water Customers by Volume and Revenue  
Fiscal Year Ended June 30, 2021**

<u>Customer</u>	<u>Principal Product or Service</u>	<u>Water Volume Cubic Feet</u>	<u>Percent of Total (1)</u>	<u>Water Revenue</u>	<u>Percent of Total (2)</u>
Post Foods .....	Breakfast Foods.....	33,437,687	9.30%	\$465,264	4.84%
Kellogg Company-Plant .....	Breakfast Foods ...	29,225,642	8.13	396,842	4.13
Prairie Farms Dairy.....	Dairy Processing ...	12,869,347	3.58	185,503	1.93
Graphic Packaging.....	Paper Mill.....	12,544,617	3.49	177,785	1.85
Fire Keepers Casino.....	Gambling/Entertain	8,201,300	2.28	156,373	1.63
Rock-Tenn/Waldorf Corp	Paperboard .....	5,569,970	1.55	55,277	0.58
Denso Mfg - Michigan .....	Automotive Parts...	5,338,537	1.48	105,231	1.09
Bronson Battle Creek Health ...	Medical Services...	3,545,625	0.99	76,253	0.79
VA Medical Center.....	Medical Services ...	3,185,041	0.89	91,832	0.96
City of Battle Creek-WWTP.....	Government.....	<u>3,092,600</u>	<u>0.86</u>	<u>46,667</u>	<u>0.49</u>
	<b>Total</b>	<b><u>117,010,366</u></b>	<b><u>32.55%</u></b>	<b><u>\$1,757,027</u></b>	<b><u>18.29%</u></b>

(1) Based on water volume of 359,682,198 for the fiscal year ended June 30, 2021.

(2) Based on water revenue of \$9,612,713 for the fiscal year ended June 30, 2021.

Source: City of Battle Creek

**City of Battle Creek Water and Wastewater System  
Ten Largest Wastewater Customers by Volume and Revenue  
Fiscal Year Ended June 30, 2021**

<u>Customer</u>	<u>Principal Product or Service</u>	<u>Wastewater Volume Cubic Feet</u>	<u>Percent of Total (1)</u>	<u>Wastewater Revenue</u>	<u>Percent of Total (2)</u>
Graphic Packaging.....	Paper Mills .....	21,607,233	7.43%	\$1,999,296	9.74%
Kellogg Company - Plant .....	Breakfast Foods .....	21,952,807	7.55	1,284,909	6.26
Post Foods.....	Breakfast Foods .....	20,915,032	7.19	1,287,256	6.27
Rock-Tenn/Waldorf Corp.....	Paperboard.....	10,666,257	3.67	1,020,359	4.97
Prairie Farms Dairy.....	Dairy Processing ...	12,869,347	4.42	460,098	2.24
Fire Keepers Casino .....	Gambling/Entertain	7,087,100	2.44	314,879	1.53
Denso Manufacturing .....	Automotive Parts ...	5,338,537	1.84	197,777	0.96
VA Medical Center-Hospital.	Medical Services ...	3,763,667	1.29	169,886	0.83
Bronson Battle Creek Health	Medical Services ...	3,131,700	1.08	121,440	0.59
Ft Custer Training Center .....	Govt-MilitaryTrain.	<u>2,359,299</u>	<u>0.81</u>	<u>86,797</u>	<u>0.42</u>
	<b>Total</b>	<b><u>109,690,979</u></b>	<b><u>37.72%</u></b>	<b><u>\$6,942,697</u></b>	<b><u>33.81%</u></b>

(1) Based on treated wastewater volume of 290,859,491 for the fiscal year ended June 30, 2021.

(2) Based on wastewater revenue of \$20,536,698 for the fiscal year ended June 30, 2021.

Source: City of Battle Creek

## City of Battle Creek, Michigan

Historical and Projected Water and Wastewater System Operating Cash Flow and Debt Service Coverage  
Fiscal Years Ended or Ending June 30, 2014 Through 2023

	<u>2015</u>	(1)	<u>2016</u>	(1)	<u>2017</u>	(1)	<u>2018</u>	(1)	<u>2019</u>	(1)	<u>2020</u>	(1)	<u>2021</u>	(1)	<u>Budgeted</u> <u>2022</u>	(2)	<u>Projected</u> <u>2023</u>	(3)	<u>Projected</u> <u>2024</u>	(3)
<b>Operating Revenues</b>																				
Charges for services	\$ 25,841,894		\$ 27,570,117		\$ 25,925,301		\$ 25,613,729		\$ 25,955,170		\$ 28,081,728		\$ 30,518,398		\$ 31,908,650		\$ -		\$ -	
Rent and Leases	195,993		246,507		197,807		213,253		237,740		223,412		226,720		230,000		-		-	
Other	518,481		591,774		554,308		586,991		1,078,393		716,603		428,774		117,300		-		-	
<b>Total Operating Revenues</b>	<u>\$ 26,556,368</u>		<u>\$ 28,408,398</u>		<u>\$ 26,677,416</u>		<u>\$ 26,413,973</u>		<u>\$ 27,271,303</u>		<u>\$ 29,021,743</u>		<u>\$ 31,173,892</u>		<u>\$ 32,255,950</u>		<u>\$ 32,255,950</u>		<u>\$ 32,255,950</u>	
<b>Operating Expenses (4)</b>																				
Operating costs and expenses	\$ 17,019,384		\$ 18,478,024		\$ 19,371,198		\$ 19,585,368		\$ 20,547,371		\$ 20,546,942		\$ 21,041,864		\$ -		\$ -		\$ -	
Depreciation	6,248,164		6,196,554		6,220,151		5,917,458		5,868,013		6,256,018		6,684,218							
<b>Total Operating Expenses</b>	<u>\$ 23,267,548</u>		<u>\$ 24,674,578</u>		<u>\$ 25,591,349</u>		<u>\$ 25,502,826</u>		<u>\$ 26,415,384</u>		<u>\$ 26,802,960</u>		<u>\$ 27,726,082</u>		<u>\$ 23,158,741</u>		<u>\$ 23,853,503</u>		<u>\$ 24,569,108</u>	
<b>Operating Income (Loss)</b>	\$ 3,288,820		\$ 3,733,820		\$ 1,086,067		\$ 911,147		\$ 855,919		\$ 2,218,783		\$ 3,447,810		\$ 9,097,209		\$ 8,402,447		\$ 7,686,842	
<b>Non-Operating Revenues (Expenses) (5)</b>																				
Interest Income	\$ 59,350		\$ 215,329		\$ (6,297)		\$ (23,975)		\$ 533,023		\$ 468,448		\$ (5,794)		\$ -		\$ -		\$ -	
Intergovernmental Subsidies	\$ 38,043		23,427		25,860		10,391		32,401		456,218		17,982		-		-		-	
Loss on Disposal of Capital Assets	-		-		(3,996,528)		-		(36,461)		-		(3,038)		(3,038)		(3,038)		(3,038)	
Depreciation	6,248,164		6,196,554		6,220,151		5,917,458		5,868,013		6,256,018		6,684,218		-		-		-	
<b>Total Non-Operating Revenues (Expenses)</b>	<u>\$ 6,345,557</u>		<u>\$ 6,435,310</u>		<u>\$ 2,243,186</u>		<u>\$ 5,903,874</u>		<u>\$ 6,396,976</u>		<u>\$ 7,180,684</u>		<u>\$ 6,693,368</u>		<u>\$ (3,038)</u>		<u>\$ (3,038)</u>		<u>\$ (3,038)</u>	
<b>Operating Transfers</b>																				
Operating transfers in	-		-		-		-		-		-		-		-		-		-	
Operating transfers out	(361,592)		(395,993)		(481,376)		(301,999)		(212,806)		(172,000)		(172,000)		(172,000)		(177,160)		(182,475)	
<b>Net Operating Transfers</b>	<u>\$ (361,592)</u>		<u>\$ (395,993)</u>		<u>\$ (481,376)</u>		<u>\$ (301,999)</u>		<u>\$ (212,806)</u>		<u>\$ (172,000)</u>		<u>\$ (172,000)</u>		<u>\$ (172,000)</u>		<u>\$ (177,160)</u>		<u>\$ (182,475)</u>	
<b>NET INCOME AVAILABLE FOR DEBT SERVICE</b>	<u>\$ 9,272,785</u>		<u>\$ 9,773,137</u>		<u>\$ 2,847,877</u>		<u>\$ 6,513,022</u>		<u>\$ 7,040,089</u>		<u>\$ 9,227,467</u>		<u>\$ 9,969,178</u>		<u>\$ 8,922,171</u>		<u>\$ 8,222,249</u>		<u>\$ 7,501,329</u>	
<b>Debt Service Requirements</b>																				
2016 QECB (Revenue Bonds)(7)	\$ -		\$ -		\$ 474,061		\$ 474,850		\$ 489,691		\$ 487,802		\$ 474,849		\$ 474,850		\$ 474,850		\$ 474,850	
2016 Tax-Exempt (Revenue Bonds)	-		-		592,341		595,850		595,650		595,050		594,050		592,650		592,650		592,650	
2011 GO Bonds (6)	731,325		724,225		731,225		727,225		728,913		729,600		732,600		734,400		-		-	
2013 Revenue Refunding Bonds	1,541,500		1,551,500		1,547,750		-		-		-		-		-		-		-	
<b>Total</b>	<u>\$ 2,272,825</u>		<u>\$ 2,275,725</u>		<u>\$ 3,345,377</u>		<u>\$ 1,797,925</u>		<u>\$ 1,814,254</u>		<u>\$ 1,812,452</u>		<u>\$ 1,801,499</u>		<u>\$ 1,801,900</u>		<u>\$ 1,067,500</u>		<u>\$ 1,067,500</u>	
<b>Coverage Ratio Including the GO Bonds</b>	<b>4.08x</b>		<b>4.29x</b>		<b>0.85x</b>		<b>3.62x</b>		<b>3.88x</b>		<b>5.09x</b>		<b>5.53x</b>		<b>4.95x</b>		<b>7.70x</b>		<b>7.03x</b>	
<b>Coverage Ratio Revenue Only Bonds</b>	<b>6.02x</b>		<b>6.30x</b>		<b>1.09x</b>		<b>6.08x</b>		<b>6.49x</b>		<b>8.52x</b>		<b>9.33x</b>		<b>8.36x</b>		<b>7.70x</b>		<b>7.03x</b>	

(1) Actual.

(2) Adopted Budget.

(3) Operating revenues for the fiscal years ending June 30, 2023 and thereafter are not assumed to change.

(4) Operating expenditures, excluding depreciation, as projected for the fiscal year ending June 30, 2023 and thereafter are assumed to grow 3% annually.

(5) For the fiscal year ending June 30, 2023 and thereafter, non-operating revenues are not assumed to change.

(6) Represents the portion of the 2011 LTGO Refunding Bonds paid from the System.

(7) Net debt service. Includes Refundable Credit.

Source: City of Battle Creek



General Detail NO.

Staff Report by Recreation Director Duska Brumm

**BATTLE CREEK, MICHIGAN - 1/18/2022**

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Rebecca Forbes, Executive Assistant

**Department:** City Manager

**SUMMARY**

Staff Report by Recreation Director Duska Brumm

**BUDGETARY CONSIDERATIONS**

**HISTORY, BACKGROUND and DISCUSSION**

**DISCUSSION OF THE ISSUE**

**POSITIONS**

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**ATTACHMENTS:**

File Name	Description
2022_Commission_Presentation.pptx	Recreation Director- 2022 Commission Presentation

# RECREATION DEPARTMENT

BY THE NUMBERS

# MEET THE STAFF

❖ **Duska Brumm**  
**Recreation Director**

❖ **Nicole Gilmore**  
**Recreation Technician**

❖ **Ron Osborne**  
**Golf Course Manager**

❖ **Ryan Dingman**  
**Assistant Golf Course Manager**

❖ **(1) Intern**

❖ **(1) Part-time Front Desk Employee**

# **OUR MISSION**

**To provide recreation  
programs and services that  
improve the physical health  
and well-being of the  
individual and the community**

# FLASH FLOOD WATER PARK



	<u>2019</u>	<u>2021</u>
<b>Visitors:</b>	<b>31,266</b>	<b>22,713</b>
<b>Summer Fun Members:</b>	<b>233</b>	<b>127</b>
<b>Total Employees:</b>	<b>96</b>	<b>45</b>

# FLASH FLOOD WATER PARK



# BAILEY PARK

## Tournaments April -October

2019

29

2021

24



## Summer Employees

2019

18

2021

10



# WILLARD BEACH

	<u>2019</u>	<u>2021</u>
<b>Car Passes</b>	<b>1500</b>	<b>2732</b>
<b>Season Passes</b>	<b>265</b>	<b>337</b>
<b>Pavilion Rentals</b>	<b>86</b>	<b>95</b>
<b>Individual Passes</b>	<b>2500</b>	<b>4580</b>
<b>Seasonal Employees</b>	<b>7</b>	<b>4</b>



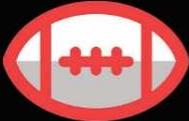
# BINDER PARK GOLF COURSE

	<u>2020</u>	<u>2021</u>
<b>Rounds of Golf</b>	<b>38,420</b>	<b>47,165</b>
<b>Seasonal Employees</b>	<b>44</b>	<b>29</b>
<b>Fundraising For Community</b>	<b>\$320,000</b>	<b>\$342,000</b>
<b>Non-Golf Programs Offered</b>	<b>7</b>	<b>5</b>

# BINDER PARK GOLF COURSE



# PROGRAMMING

	<u>2019</u>	<u>2021</u>		<u>2019</u>	<u>2021</u>
 <b>Baseball/ Softball:</b>	1120	675	 <b>Football:</b>	194	97*
 <b>Soccer:</b>	859	535*	 <b>Volleyball:</b>	68	86
 <b>Basketball:</b>	162	147	 <b>Golf:</b>	357	359
 <b>Floor Hockey:</b>	961	84*	 <b>Memberships:</b>	413	316

# KIDVENTURE CAMP

5

Average number  
of years  
campers attend

2019

**34 Employees**  
**6 Former Campers**

**306 Different  
Campers**

**115 Campers/Week**

**Weekly Field Trips  
& Activities**

2021

**19 Employees**  
**9 Returners from 2019**  
**6 Former Campers**

**175 Different  
Campers**

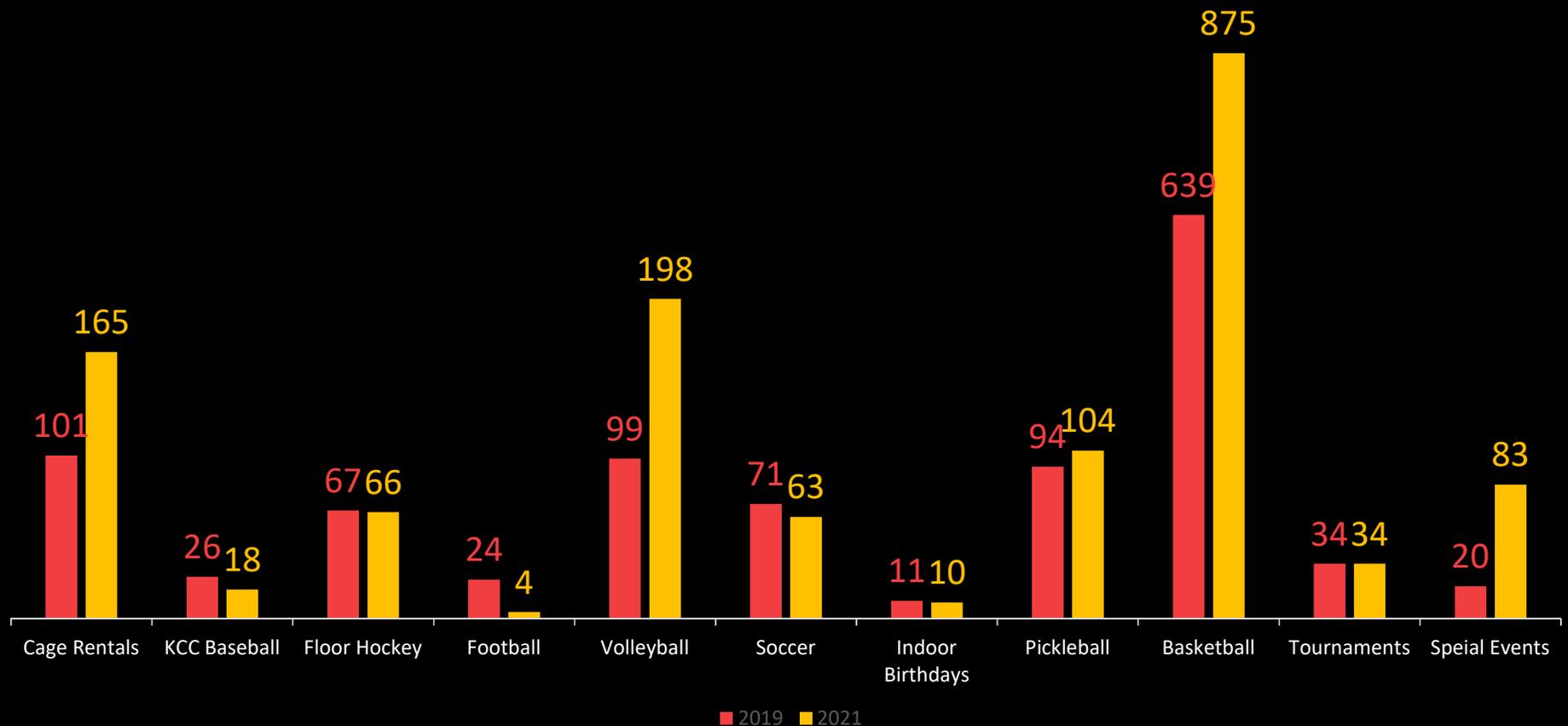
**90 Campers/Week**

**Weekly Field Trips  
& Activities**

# KIDVENTURE CAMP



# FACILITY RENTALS



# FACILITY RENTALS



# Bright Future

## Facility Improvements

**New Air Conditioning**

**Pool Resurfacing**

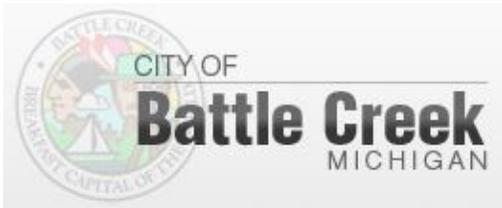
**Plumbing Repairs**

## Staffing & Employment

**Experienced Full-Time  
Staff**

**Positions Filled**





General Detail NO.

A Public Hearing for the purpose of hearing public comments on housing and community development needs for the City's 2022-23 Annual Action Plan.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

In accordance with Title I of the Housing and Community Development Act of 1974, as amended, and the Cranston-Gonzalez National Affordable Housing Act of 1990, the City of Battle Creek is required to obtain the views of citizens on housing and community development needs for Battle Creek, by holding a Public Hearing on its housing and community development needs prior to proposing its 2022-23 Annual Action Plan.

Views expressed during this public hearing will be used to inform all HUD funded activities developed in the coming year, including those that address homelessness, homeless prevention, and needs arising from the pandemic.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Chris Lussier, Community Development Manager

**Department:** Community Development

**SUMMARY**

A Public Hearing for the purpose of hearing public comments on housing and community development needs for the City's 2022-23 Annual Action Plan.

**BUDGETARY CONSIDERATIONS**

None.

**HISTORY, BACKGROUND and DISCUSSION**

As a basis for the Public Hearing, previous citizen input, as recorded in the Public Engagement Report of the City's 2020-2024 Consolidated Plan is available for review online at [www.battlecreekmi.gov/186](http://www.battlecreekmi.gov/186) under "Public Engagement Reports". Citizens wishing to make comments may do so either at the public hearing

or in writing to: Chris Lussier, Community Development Manager, City Hall, Room 104, 10 North Division Street, Battle Creek, MI 49014 (cplussier@battlecreekmi.gov). Notice of the Public Hearing and the availability of the City's Public Engagement Report were published in the Battle Creek Shopper News on December 30, 2021, and the New Opinion on January 6, 2022. In addition, communications targeting local non-profit service agencies and community groups were distributed via email and letter.

The Public Hearing and notices, as outlined above, adhere to the HUD regulations regarding community engagement as well as the City's Citizen Participation Plan.

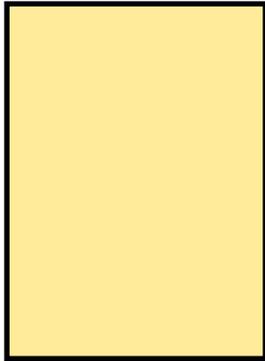
## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

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#### ATTACHMENTS:

File Name	Description
2020_Public_Engagement_Report.pdf	2020 Public Engagement Report



# City of Battle Creek 2020 Public Engagement Report

A Review of Public Participation in the Creation of the 2020-24 Consolidated Plan



## Citizen Engagement Overview

Every five years, the U.S. Department of Housing and Urban Development (HUD) requires the City of Battle Creek to conduct a community-wide needs assessment as part of the Consolidated Plan. This planning requirement serves as the application for Community Development Block Grant (CDBG) and HOME Investment Partnership entitlement funding.

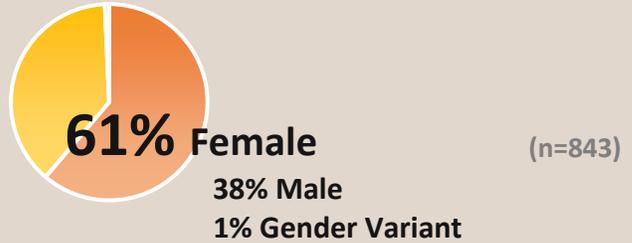
In the fall 2019, as part of the 2020-2024 Consolidated Plan planning process, the City of Battle Creek Community Development Division distributed a survey to the community (950 responses), and held 9 public meetings to gather public input.

**Public Meetings** (9 total) were held at six of the City's eight Neighborhood Planning Councils; a participant's meeting at the SHARE Center, a drop in day center for homeless people; a focus group session for service providers, and a Neighborhood Leadership meeting at the City's Department of Public Works. Over 125 people participated in the sessions. The majority of the data collected is from the perspective of people experiencing the needs first hand.

**Survey Respondents** (950 total) shared their perspective of the needs in their community. The survey was offered online and distributed via water bills. Respondents were asked to prioritize program activities and answer an open-ended question about improving their neighborhood—590 open ended responses were received. The demographics and priorities expressed in the surveys are presented on the following pages.

City staff worked with consultants from BC Pulse and a group of community volunteers to analyze the open-ended responses from the surveys. This analysis is available by request and may be added to this report as an addendum at a future date.

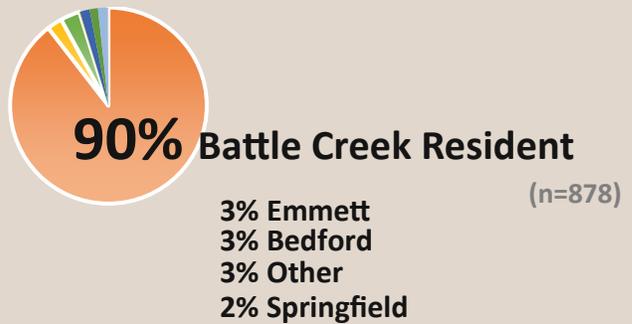
## Survey Respondents



52% of Battle Creek's population is Female.



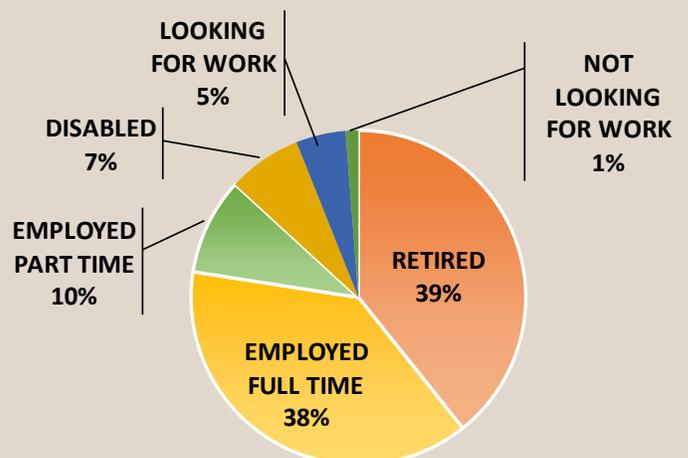
61% of Battle Creek's population lives in owner-occupied housing.



## Employment Status of Survey Respondents

(n=812)

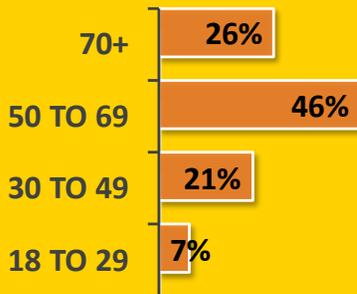
Answers the question: Which of the following best describes your employment status?



## Income of Survey Respondents (n=935)



## Age of Survey Respondents (n=1087)



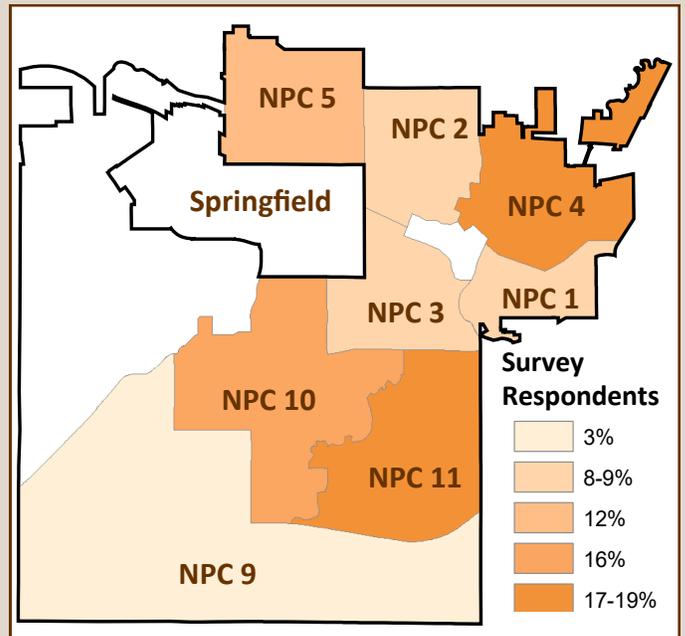
72% of survey respondents were residents over 50 despite only comprising 45% of the Ba le Creek popula on.

## Race/Ethnicity of Survey Respondents



## Residency of Survey Respondents

Answers the question: What Neighborhood Planning Council (NPC) do you currently live in?



NPC's 4, 5, 10, and 11 contributed the most respondents to the survey sample (12-19% each).

## Types of Data Collected

The survey presented the ques on "what housing and community development services are needed in your neighborhood". Respondents were asked to consider 38 community development services and rank them as "high", "medium", or "low" need, or indicate "no opinion".

The data aligned with ac viti s eligible for federal programs and focused on needed services as opposed to problems that needed fi ing.

The open-ended por on of the survey, as well as the discussion por ons of the public mee ngs resulted in answers to the ques on "If you could change one thing in your neighborhood, what would it be and how would you do it?"

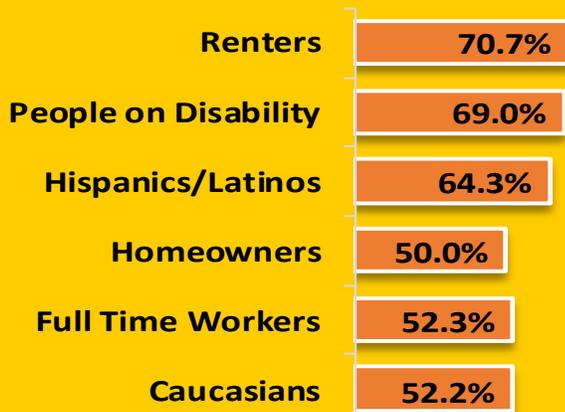
Respondents could menti n items not on the list and o en ide nfi d problems that they considered urgent and/or most important.

## Highest Service Need (n=1179)

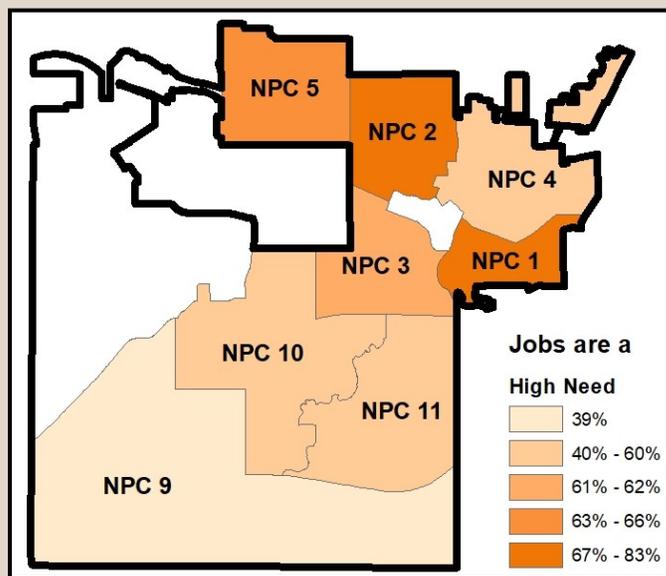
Answers the question: Of the 38 service needs listed on the survey, which were ranked as “High Need” by the most respondents?

Rank	Need Category	Percent
1	Mental Health Services	53%
2	Increase Job Opportunities	51%
3	Health Care	51%
4	Street Improvements	50%
5	Veteran Services	48%
6	Substance Abuse Services	47%
7	Senior Services	46%
8	Crime Prevention and Victim Services	44%
9	Rental Housing for People Who Are Homeless	43%
10	Youth Services	42%
11	Transportation	42%
12	Weatherization Improvements	41%
13	Child Care	40%
14	Rental Housing for Seniors	39%
15	Homeowner Housing Rehab	38%

**Mental Health Services** ranked as a high need regardless of respondents income, race, age, employment status, tenure, or residence—making it by far the most broadly felt need. Five years ago, mental health was ranked as the 8th highest concern, so this represents a significant change. While all demographic groups rated it as one of the highest needs, some groups did so more often than others.



**Increase Job Opportunities** was the second highest need overall, and most demographic groups ranked it as a top five concern. NPC’s 1, 2 and 5 rated it a high priority most often over 63% of the time.



**A few needs significantly increased in importance between the 2014 and 2019 surveys:**

**Rental housing for people that are homeless** increased 13 positions, ranking as the 9th highest concern. This was largely driven by respondents with household incomes below \$30,000 and African Americans, who included it as a top five issue for the first time in 2019. Respondents looking for work or underemployed rated it a high need over 60% of the time in both 2014 and 2019.

**Transportation** increased in priority by 12 positions to the 11th highest ranking. It was the second highest ranked priority for Hispanic/Latino respondents who rated it as a high need 67.9% of the time—up from 17.5% in 2014. Respondents with incomes under \$15,000 rated it high 60% of the time in 2019 and 54% in 2014; respondents with a disability, 64% compared to 59% in 2014; and renters, 65% compared to 59%.

Street light improvements and lead abatement while generally considered lower priority issues, did increase 9 and 8 positions in priority respectively.

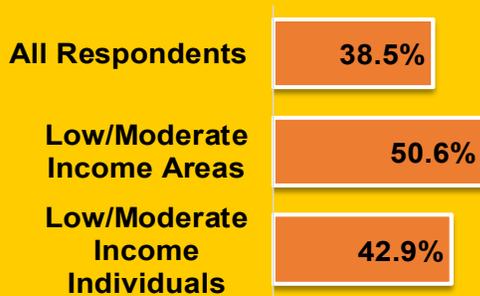
## Highest Service Needs Among Target Demographic Groups

Community Development programs must be targeted to benefit a Low/Moderate Income (LMI) Household (defined as \$29,500 or less for an individual or \$42,250 or less for a family of four) or produce a benefit for all people in an area where at least 51% of households are low/moderate income.

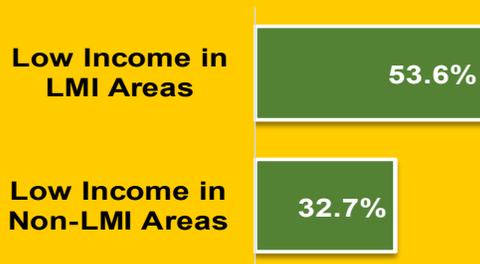
In some instances there were significant differences between the priorities of “all respondents” and those of these targeted populations.

**Homeowner Housing Rehab** ranked 15th amongst all

respondents but was a top five need for respondents living in LMI Areas with 50.6% rating it as high.



Living in an LMI area was a more significant factor than income in determining need. Low-income respondents in poorer areas rated homeowner rehab as a high need about 20% more often than low-income respondents living in middle and upper income neighborhoods.



## Most Important Issue (n=455)

Answers the question: Which issues were mentioned most often by respondents when asked what one thing they would change about their neighborhood?

Rank	Issue Category	Percent
1	Speeding/Traffic Concerns	11%
2	Public Safety	11%
3	Improved Public Infrastructure	8%
4	Street Lighting	7%
5	Build/Improve Sidwalks	6%
6	Code Compliance	6%
7	Improve Neighborhood Conditions	6%
8	Parking Issues	5%
9	Noise Issues	5%
10	Housing Rehab	5%
11	Trash/Neighborhood Clean-up	5%
12	Rental Housing Concerns	4%
13	Vacant Buildings	4%
14	Neighborhood Organizing/Relationship Building	4%
15	Economic Development	3%

Please note that the percentages above are much lower than the service need ranges because respondents to this question were asked to pick their top issue and give an open-ended response.

## Responses to this question were much more varied in 2019, and many top issues decreased in significance.

Responses about **speeding and street lighting** increased by a few percentage points, but in general most of the hot button issues from 2014 stayed the same or decreased in significance. **Code compliance** was the top issue in 2014, but in 2019 code related comments were cut in half—from 13% to 6%. Comments about improving **neighborhood conditions, rental housing concerns and addressing vacant buildings** were all similarly reduced.

In 2014, 12% of all comments were about the lack of **neighborhood organizing and relationship building**, compared to only 4% in 2019.

## Top Five Service Needs Amongst Various Demographic groups

Some demographic groups rated service needs higher on average than others. As part of the planning process for community development programs, demographic groups that have a special or disproportionate need must be considered. A comparison of the priorities of these demographic groups to those of “all respondents” suggest some potentially significant differences, and may indicate a special need.

Age: 19-29	%
Health Care	63.3%
Domestic Violence Services	58.3%
Child Care	58.3%
Help People Purchase Homes	56.7%
Crime Ed & Victim Services	56.7%

Age: 30-49	%
Mental Health Services	61.9%
Job Opportunities	60.8%
Street Improvements	57.4%
Youth Services	52.3%
Substance Abuse Services	52.3%

Age: 50-69	%
Mental Health Services	55.6%
Job Opportunities	55.1%
Street Improvements	52.5%
Health Care	52.2%
Substance Abuse Services	50.1%

Age: 70+	%
Senior Services	47.9%
Health Care	47.0%
Street Improvements	47.0%
Mental Health Services	42.9%
Job Opportunities	42.5%

Disabled	%
Job Opportunities	74.1%
Rental Housing for Homeless	72.4%
Mental Health Services	69.0%
Weatherization	67.2%
Veteran Services	65.5%

Employed Full Time	%
Job Opportunities	55.8%
Mental Health Services	52.3%
Substance Abuse Services	50.6%
Street Improvements	49.7%
Health Care	48.4%

Looking for Work	%
Street Improvements	74.4%
Rental Housing for Homeless	64.1%
Mental Health	64.1%
Job Opportunities	61.5%
Health Care	59.0%

Part Time	%
Mental Health Services	60.3%
Health Care	57.7%
Rental Housing for Homeless	57.4%
Job Opportunities	56.4%
Employment Training	55.1%

Retired	%
Senior Services	49.8%
Mental Health Services	49.5%
Street Improvements	48.3%
Health Care	48.3%
Job Opportunities	46.7%

Not Looking for Work	%
Rental Housing Rehabilitation	90.0%
Clean Up of Vacant Lots	90.0%
Job Opportunities	80.0%
Mental Health Services	70.0%
Health Care	70.0%

<b>Hispanic/Latino (n=28)</b>	
Child Care	67.9%
Transportation	67.9%
Mental Health Services	64.3%
Youth Services	64.3%
Street Improvements	64.3%

<b>Caucasian (n=558)</b>	
Mental Health Services	52.2%
Job Opportunities	50.7%
Health Care	48.9%
Street Improvements	48.8%
Substance Abuse Services	47.8%

<b>Asian/Pacific Islander (n=21)</b>	
Health Care	61.9%
Job Opportunities	61.9%
Help People Purchase Homes	57.1%
Weatherization	57.1%
Mental Health Services	57.1%
Crime Ed & Vic m Services	57.1%
Domestic Violence Services	57.1%

<b>African American (n=93)</b>	
Job Opportunities	76.3%
Help People Purchase Homes	67.7%
Rental Housing for Homeless People	67.7%
Mental Health Services	63.4%
Health Care	63.4%
Youth Services	63.4%
Street Improvements	63.4%

<b>Two or More Races (n=26)</b>	
Weatherization	76.9%
Veteran Services	61.5%
Lead Paint Testing/Abatement	57.7%
Legal Services for Renters	57.7%
Mental Health Services	57.7%
Clean Up Vacant Lots	57.7%
Street Improvements	57.7%
Street Lighting	57.7%
Accessibility for Disabled	57.7%
Child Care	57.7%

<b>Less than \$15,000</b>	
Mental Health Services	64.5%
Job Opportunities	64.5%
Street Improvements	62.7%
Rental Housing for Homeless People	60.9%
Veteran Services	60.9%

<b>\$15,000 to \$29,999</b>	
Job Opportunities	58.8%
Rental Housing for Homeless People	52.7%
Health Care	56.1%
Veteran Services	53.4%
Street Improvements	54.7%

<b>\$30,000 to \$44,999</b>	
Mental Health Services	57.5%
Health Care	56.6%
Senior Services	54.7%
Job Opportunities	53.8%
Weatherization	50.9%

<b>\$45,000 to \$59,999</b>	
Street Improvements	52.4%
Job Opportunities	49.5%
Mental Health Services	44.8%
Substance Abuse Services	44.8%
Health Care	42.9%

<b>Homeowner</b>	<b>%</b>
Health Care	53.6%
Job Opportunities	50.6%
Mental Health Services	50.0%
Street Improvements	48.9%
Substance Abuse Services	45.6%

<b>Renter</b>	<b>%</b>
Mental Health Services	70.7%
Crime Ed & Vic m Services	69.1%
Job Opportunities	68.3%
Street Improvements	66.7%
Youth Services	66.0%

The City of Battle Creek's **Community Development Division** supports neighborhoods by administering federal and state-funded programs and coordinating community development planning efforts. It administers the federal **Community Development Block Grant (CDBG)** and **HOME Investment Partnership** formula grant programs and the state CHIP Medicaid Lead Safe program.

For additional community development resources or more information about the five year consolidated planning process visit the Community Development Department's webpage at: [www.battlecreekmi.gov](http://www.battlecreekmi.gov)

The survey instrument and the data collected during the public engagement process is available upon request. For more information contact Community Development Manager Chris Lussier at [cplussier@battlecreekmi.gov](mailto:cplussier@battlecreekmi.gov) or (269) 966-3267.

**Prepared by:**

Chris Lussier

Community Development Manager

Mackenzie Rosenberg Scholte,

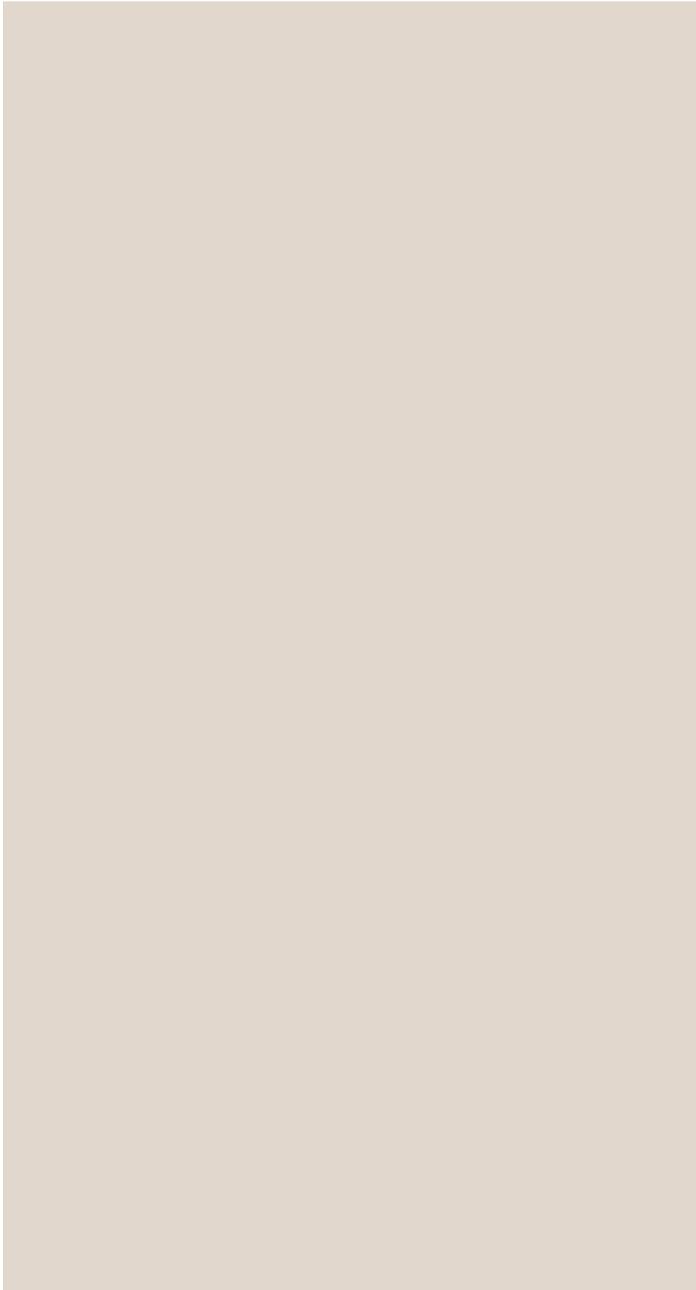
Community Development Specialist

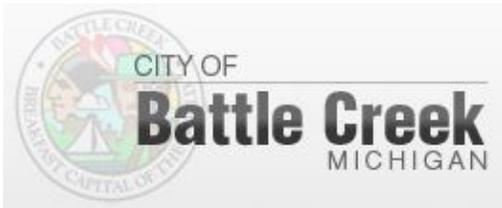
City of Battle Creek

Community Development Department

10 N. Division St.

Battle Creek, MI 49014





Ordinance

NO. 01-2022

A Proposed Ordinance to amend Sections 6 and 29 of Chapter 1064, Garbage and Rubbish Collection and Disposal, to allow for Recycling Bin or Recycling Cart Audits by the City contractor's employees, City staff, and those designated by City staff, to ensure compliance with recycling material requirements.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**The City of Battle Creek Ordains:**

Section 1. An ordinance to amend Sections 6 and 29 of Chapter 1064, Garbage and Rubbish Collection and Disposal, to allow for Recycling Bin and Recycling Cart Audits by the City contractor's employees, City staff, and those designated by City staff, to ensure compliance with recycling material requirements, as is attached and made a part hereof.

Section 2. Should any section, clause or phrase of this Ordinance be declared to be invalid, the same shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be invalid.

Section 3. All ordinances or parts of ordinances, in conflict with any of the provisions of this Ordinance, are hereby repealed, saving any prosecution, criminal or administrative appeal pending on, or violation cited on or before the effective date of this ordinance, which shall remain subject to the ordinance provision existing at the time of the alleged violation.

Section 4. This Ordinance shall take effect ten (10) days from the date of its adoption, in accordance with the provisions of Section 4.3(B) of Chapter 4 of the City Charter.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Jill Humphreys Steele, City Attorney

**Department:** City Attorney

**SUMMARY**

A Proposed Ordinance to amend Sections 6 and 29 of Chapter 1064, Garbage and Rubbish Collection

and Disposal, to allow for Recycling Bin or Recycling Cart Audits by the City contractor's employees, City staff, and those designated by City staff, to ensure compliance with recycling material requirements.

### **BUDGETARY CONSIDERATIONS**

There are none.

### **HISTORY, BACKGROUND and DISCUSSION**

In recent years, the City has experienced major contamination issues with certain inappropriate and/or contaminated material customers placed in recycling bins and recycling carts to the extent that many items placed in recycling receptacles had to go straight to the landfill. For example, some residents were using the recycling bins for yard waste, which is not acceptable under recycling rules.

Excess liquid in containers placed in the recycling receptacles is a contaminate and can and does cause the material to be rejected. Liquid and food waste had become a problem in the city before COVID and the "Opt In" process for recycling participation. If the contamination gets to the end-user, the market value is negatively affected. When a truckload of material intended to be recycled from Battle Creek is taken to the recycler and rejected due to contamination, the city is fined equaling about \$1750 per truckload.

The City has planned an aggressive campaign to educate city customers, to check the contents of the recycling carts and bins and then tag where there are violations to let the customer know when they have not placed proper material for recycling. This ordinance amendment is necessary to allow city employees, or designated representatives such as members of the Sustainable BC committee, to assist in the audits, because the current language of section 29 only allows the city contractor or the customer to look at the contents of recycling bins and recycling carts. The City Environmental and Storm Sewer Manager, Patty Hoch-Melluish has read of similar audit-type campaigns that have been successful in other parts of MI where a check is done regarding what's not acceptable and then tagging it to educate customers.

A review of local municipality rules and practices to address such contamination problems in recycling revealed the following:

- Cities that tag and or won't pick up contaminated recycling (deemed contaminated by city employee or recycling collectors): Kalamazoo and Lansing
- Cities that will discontinue recycling services to households who have contaminated recycling: Grand Rapids
- Cities that will report (vague on what the punishment or correction track will be) households that have contaminated recycling: Ann Arbor
- Cities that will fine residents for contaminated recycling: East Lansing and Detroit.

### **DISCUSSION OF THE ISSUE**

#### **POSITIONS**

The City Environmental and Storm Sewer Manager, Patty Hoch-Melluis and Bessie Stears, Environmental Program Coordinator, support this Resolution.

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#### ATTACHMENTS:

File Name

Description



1064.06 DEFINITIONS.

\* \* \*

(32) A. "Recycling bin" means a receptacle with a capacity of less than twenty gallons constructed of plastic, metal or fiberglass, and used exclusively to accommodate the collection of refuse intended for recycling.

B. "Recycling bin audit" and "recycling cart audit" means a random or periodic check by an authorized employee of a person licensed by the City for the collection of recycling material, or by a City employee (or designated City representative), of customer recycling bin or recycling cart contents to look for improper use resulting in contamination in violation of recycling rules and as a part of a recycling education campaign where bins and/or carts are flagged to notify customers of improper use.

C.B. "Recycling cart" means a receptacle with a capacity of ninety-six gallons, or less if approved by the City Manager, and provided by the City contractor to be used exclusively to accommodate the collection of refuse intended for recycling.

\* \* \*

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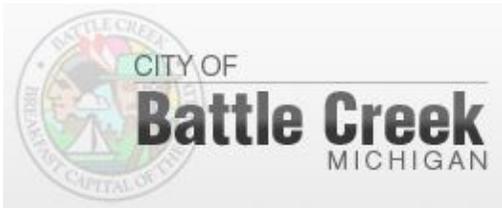
1064.29 INTERFERENCE WITH CONTAINERS AND REFUSE.

(a) No person, other than the owner or person lawfully in control of any premises, ~~or~~ an authorized employee of a person licensed by the City for the collection or removal of refuse, or a City employee or an individual specifically designated by City staff for the purpose of recycling bin or recycling cart audits, shall interfere in any manner with a container, recycling bin or cart, or plastic bags used for the accumulation or handling of rubbish, or remove any such container, recycling bin or cart, or plastic bag from the location where it has been placed by the owner or person lawfully in control of the premises; nor shall any such person disturb or remove refuse placed for collection.

(Ord. 10-91. Passed 5-14-91.)

(b) A person who violates this section is responsible for a Class D Municipal civil infraction and shall be subject to the civil fines provided in Section 202.98.

(Ord. 11-95. Passed 5-16-95; Ord. 2-2014. Passed 1-21-14.)



General Detail NO.

Minutes for January 4, 2022 City Commission Meeting

**BATTLE CREEK, MICHIGAN - 1/18/2022**

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Shawna Allen, Executive Assistant

**Department:** City Manager

**SUMMARY**

Minutes for January 4, 2022 City Commission Meeting

**BUDGETARY CONSIDERATIONS**

**HISTORY, BACKGROUND and DISCUSSION**

**DISCUSSION OF THE ISSUE**

**POSITIONS**

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ATTACHMENTS:

File Name	Description
☐ Minutes_2022_1_4_Meeting(800).pdf	Minutes for January 4, 2022 City Commission Meeting



## **Agenda: Battle Creek City Commission**

Meeting Date: January 4, 2022- 7:00 PM  
Location: City Commission Chambers  
Chair: Mayor Mark A. Behnke  
Title: City Commission Chambers - City Hall

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### **ATTENDANCE**

Mayor Mark Behnke	Rebecca Fleury, City Manager
Commissioner Kristin Blood	Jill Steele, City Attorney
Vice Mayor Kaytee Faris	Ted Dearing, Assistant City Manager
Commissioner Boonikka Herring	Victoria Houser, City Clerk
Commissioner Jim Lance	Troy Gilleylen, Deputy Police Chief
Commissioner Jenasia Morris	Carl Fedders, Public Works Director
Commissioner Carla Reynolds	Ryan Stange, IT, Network Architect
Commissioner Sherry Sofia	
Commissioner Kathy Szenda Wilson	

### **INVOCATION**

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Mayor Faris.

### **ROLL CALL**

### **CHAIR NOTES ADDED OR DELETED RESOLUTIONS**

There were no added or deleted resolutions.

### **PETITIONS COMMUNICATIONS REPORTS**

There were no petitions, communications or reports.

### **ADOPTION OF ORDINANCES**

276      A Resolution to adopt Ordinance #12-2021 to amend Section 2(XXI) of Chapter 212, Rules of Procedure of the Commission, to clarify and formalize the numbering system of ordinances and resolutions placed on the City Commission agenda.

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

**PUBLIC COMMENTS REGARDING CONSENTAGENDA AND RESOLUTIONS NOT ON CONSENTAGENDA**

John Kenefick commented on resolutions 285 and 286 regarding amendments to the 2020 Emergency Commercial and Industrial Demand Response Customer Agreements with Consumers Energy.

(Limited to three minutes per individual)

**COMMISSION COMMENT REGARDING MEETING BUSINESS**

Comm. Blood commented on resolution 284, complimenting the City's engineering staff for implementing this 4-way stop, which provides additional safety for local school children.

**CONSENTAGENDA**

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

Minutes for December 14, 2021 City Commission Workshop

Minutes for December 21, 2021 City Commission Workshop

Minutes for December 21, 2021 City Commission Meeting

City Manager's Report for January 4, 2022

**CONSENT RESOLUTIONS**

277 A Resolution appointing a member to the Battle Creek Transit Local Advisory Council.

Motion to Approve

Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

A Resolution appointing members to the Bicycle Advisory Committee.

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

278 A Resolution reappointing members to the Historic District Commission.

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

279 A Resolution reappointing a member to the Planning Commission.

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

280 A Resolution appointing a member to the Police and Fire Retiree Health Care

Insurance Board.

Motion to Approve

Moved By: KRISTIN BLOOD

Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

281 A Resolution reappointing members to the Sustainable BC Committee.

Motion to Approve

Moved By: KRISTIN BLOOD

Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

282 A Resolution reappointing members to the Tree Advisory Council.

Motion to Approve

Moved By: KRISTIN BLOOD

Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

283 A Resolution moving an alternate member to full member on the Zoning Board of Appeals.

Motion to Approve

Moved By: KRISTIN BLOOD

Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA,  
SZENDA WILSON

MOTION PASSED

284 A Resolution approving all-way stop control at the 28th Street South and Hupp Road intersection.

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA, SZENDA WILSON

MOTION PASSED

285 A Resolution authorizing the City Manager to execute a First Amendment to a 2020 Emergency Commercial and Industrial Demand Response Customer Agreement with Consumers Energy related to the Battle Creek Police Department at 34 N. Division Street.

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA, SZENDA WILSON

MOTION PASSED

286 A Resolution authorizing the City Manager to execute two First Amendments to 2020 Emergency Commercial and Industrial Demand Response Customer Agreements with Consumers Energy related to the Waste Water Plant and Verona Pumping Station facilities.

Motion to Approve  
Moved By: KRISTIN BLOOD  
Supported By: KAYTEE FARIS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA, SZENDA WILSON

MOTION PASSED

**RESOLUTIONS NOT INCLUDED IN THE CONSENT AGENDA**

**GENERAL PUBLIC COMMENT**

Kathy Antaya, 117 Parkridge, commented on the ARPA funds the City received, expressing concern with the application review process, urging staff and commissioners to consider allowing local residents to also provide input.

(Limited to three minutes per individual)

### **COMMISSION COMMENTS**

Comm. Herring thanked Ms. Antaya for her comments, expressing concern that some of the needs appear to be urgent, asking if all of the commission wanted to use a rubric to evaluate all of the proposed projects.

Rebecca Fleury, City Manager, stated staff understood there was general consensus to create a rubric and to vet all of the proposed projects.

Jill Steele, City Attorney, stated a commissioner is welcome to make a motion regarding a rubric, noting there must be specificity in the motion.

Comm. Sofia agreed her understanding was that a rubric would be used to analyze and score all of the proposed projects.

Vice Mayor Faris made a motion that based upon the discussion at a prior workshop, the Commission would evaluate and score all proposed ARPA community projects based upon a rubric provided by the City Manager's office.

Comm. Morris asked when the rubric would be available to analyze and score the submitted projects.

Ms. Fleury stated it would depend on whether the Commission is satisfied with the draft rubric to be presented.

Comm. Blood agreed a rubric should be used for all proposed projects, noting some projects were more urgent than others, asking if an outside company developed the rubric and if reviews could be done electronically for more efficiency.

Ms. Fleury stated staff used a variety of rubric examples, stating reviews could begin electronically.

**MOTION TO AMEND:** To require the City Manager to provide a draft copy of the proposed rubric to the City Commission no later than Friday, January 7, 2022, so that Commissioners will have an opportunity to review prior to the next Commission meeting.

Moved by: KRISTIN BLOOD

Supported by: JENASIA MORRIS

Comm. Lance questioned the consequences to the City Manager if the rubric was not completed and presented to the City Commission by Friday, January 7, 2022.

Attorney Steele stated the Commission would consider this during the City Manager's annual evaluation.

Comm. Morris stated the amended motion was more to encourage completion, that consequences were not being recommended.

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA, SZENDA WILSON

**MOTION PASSED**

MOTION TO APPROVE AS AMENDED: To evaluate and score all proposed ARPA community projects based upon a rubric provided by the City Manager's office to the Commission no later than Friday, January 7, 2022.

Moved by: KAYTEE FARIS

Supported by: CARLA REYNOLDS

Ayes: BLOOD, FARIS, HERRING, LANCE, BEHNKE, MORRIS, REYNOLDS, SOFIA, SZENDA WILSON

MOTION PASSED

### **ADJOURNMENT**

Mayor Behnke adjourned the meeting at 7:35 pm.

It is the desire of the City Commission to encourage public expression in the course of its meetings. Such expression can be integral to the decision-making process of the City Commission. It is the intention of the City Commission to respect the rights of persons addressing the Commission. Public comment periods are a time for citizens to make comments; they are not intended as a forum for debate or to engage in question-answer dialogues with the Commission or staff. Commissioners are encouraged not to directly respond to speakers during public comment periods. At the conclusion of the speakers remarks, the Mayor or individual Commissioners may refer a question to City staff, if appropriate. Also, individual Commissioners may choose to respond to speakers during the Commission Comment period. It is with these aims in mind, so as to promote decorum and civility and an orderly process for conducting its public meetings, that the following rules concerning public comments, consistent with applicable law, are adopted by the City Commission.

(1) Persons attending a regular or special Commission Meeting shall be permitted to address the City Commission in conformity with this rule. The opportunity to address the Commission shall be limited to the following:

(a) Persons desiring to address the City Commission are encouraged, but shall not be required, to fill out and turn in to either the City Clerk, Mayor, or presiding Commissioner, prior to the meeting, a comment card disclosing the following information: The person's name, address, and telephone number; the specific issue, topic or resolution the individual wishes to address.

(b) During public hearings when scheduled, speakers may present facts and opinions on the specific matter being heard by the Commission. A three-minute time limit is imposed per speaker. In the discretion of the Mayor or presiding officer, the time limit for individual speakers may be lengthened or shortened when appropriate.

(c) During the consideration of specific ordinances when scheduled, speakers may present facts and opinions on the specific ordinance being considered by the City Commission. Speakers addressing the City Commission during this time shall limit their comments to the specific issue being considered. A three-minute time limit, which may be lengthened or shortened by the Mayor or presiding officer when appropriate, is imposed per speaker, per matter considered.

(d) During the public comment period on the consent agenda and resolutions not on the consent agenda, each speaker may address the Commission once, regarding anything on the consent agenda and resolutions not on the consent agenda, for a total not to exceed three minutes regardless of how many consent agenda items or regular resolutions the speaker is addressing, which time period may be lengthened or shortened by the Mayor or presiding officer when appropriate. Period may be lengthened or shortened by the Mayor or presiding officer when appropriate.

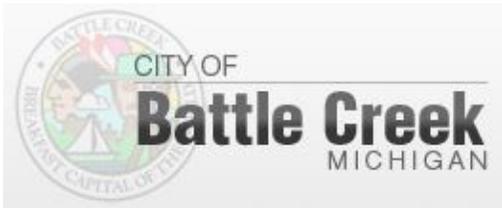
(e) During the General Public Comment portion of the meeting, speakers may address the City Commission on any matter within the control and jurisdiction of the City of Battle Creek. A speaker shall be permitted to address the City Commission once, for up to three minutes, during this portion of the meeting.

(2) An individual wishing to address the City Commission shall wait to be recognized by the Mayor or presiding Commissioner before speaking. An individual who has not filled out a card requesting to address the City Commission shall raise his or her hand and wait to be recognized by the Mayor or presiding Commissioner before speaking and shall identify themselves by name and address and, if appropriate, group affiliation for the record.

(3) Speakers shall address all remarks to the City Commission as a whole, and not to individual Commissioners. Speakers shall not address their remarks to members of the public in attendance at the meeting.

(4) A speaker will be ruled out-of-order by the Mayor or presiding Commissioner and the Commission will continue with its business when the speaker:

- (a) Becomes repetitive or speaks longer than the allotted time;
- (b) Attempts to yield any unused portion of time to other speakers;
- (c) Engages in a personal attack upon a city employee, administrator or Commissioner only if the personal attack is totally unrelated to the manner in which the employee, administrator or Commissioner carries out his or her public duties or office;
- (d) Uses obscene or profane language;
- (e) Engages in slanderous or defamatory speech;
- (f) Uses derogatory racial, sexual or ethnic slurs or epithets relating to any individual or category of persons; or
- (g) Engages in conduct that interrupts or disrupts the meeting.



General Detail NO.

Ambulance Report for December 2021

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**AMBULANCE SERVICES  
MONTHLY PERFORMANCE REPORT**

*Report for the month of December 2021*

**Life Care Ambulance Service**

Life Care Ambulance Service is under Contract with the City of Battle Creek effective June 2, 1998.

Under the Contract, they are requested to meet the following criteria at a minimum of 90% of all calls per month:

Life-threatening emergency runs throughout the City -- 8 Minutes, 30 Seconds  
Life-threatening emergency runs per Ward -- 9 Minutes, 30 Seconds  
Priority 3 Responses -- 15 Minutes

**Life-threatening Emergencies City-wide**

Number of runs for the month 563  
Percentage of runs accomplished within guidelines 74.0%

**Life-threatening Emergencies per Ward**

	<b>Ward 1</b>	<b>Ward 2</b>	<b>Ward 3</b>	<b>Ward 4</b>	<b>Ward 5</b>
Number of Runs	108	174	111	79	97
Percentage Achieved	75.0%	87.9%	79.3%	86.3%	75.3%

**Priority 3 Responses**

Number of runs for the month 347  
Percentage of runs accomplished within guidelines 70.03%

Please note that although area hospitals were not on diversion during the month of December, due to the hospitals being at or over capacity many days, the turnaround times were impacted and many times crews were waiting far longer to get back into service. Staffing continues to be a challenge as LifeCare Ambulance has also seen an increase in Covid-19 cases among their employees.

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Battle Creek City Commission  
1/18/2022  
**Action Summary**

**Staff Member:** Victoria Houser, City Clerk

**Department:** City Clerk

**SUMMARY**

Ambulance Report for December 2021

**BUDGETARY CONSIDERATIONS**

**HISTORY, BACKGROUND and DISCUSSION**

**DISCUSSION OF THE ISSUE**

**POSITIONS**

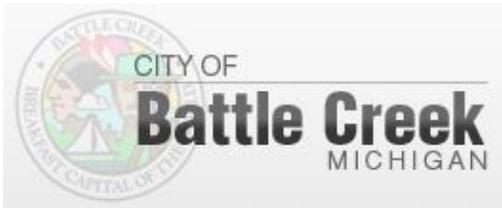
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ATTACHMENTS:

File Name

Description

No Attachments Available



General Detail NO.

City Manager's Report for January 18, 2022

**BATTLE CREEK, MICHIGAN - 1/18/2022**

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Rebecca L. Fleury, City Manager

**Department:** City Manager

**SUMMARY**

City Manager's Report for January 18, 2022

**BUDGETARY CONSIDERATIONS**

**HISTORY, BACKGROUND and DISCUSSION**

**DISCUSSION OF THE ISSUE**

**POSITIONS**

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ATTACHMENTS:

File Name	Description
City_Manager_Report_01182022.pdf	City Manager's Report for January 18, 2022

# MEMO

**Date:** 01/18/2022  
**To:** Mayor and City Commission  
**From:** Rebecca L. Fleury, City Manager  
**RE:** City Manager's January 18, 2022, Agenda Report

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**A Public Hearing for the purpose of hearing public comments on housing and community development needs for the City's 2022-23 Annual Action Plan.**

This Public Hearing is for the purpose of receiving public comments on housing and community development needs for the City's 2022-23 Annual Action Plan.

**01-2022**

**A Proposed Ordinance to amend Sections 6 and 29 of Chapter 1064, Garbage and Rubbish Collection and Disposal, to allow for Recycling Bin or Recycling Cart Audits by the City contractor's employees, City staff, and those designated by City staff, to ensure compliance with recycling material requirements.**

In recent years, the City has experienced major contamination issues with certain inappropriate and/or contaminated material customers placed in recycling bins and recycling carts to the extent that many items placed in recycling receptacles had to go straight to the landfill.

The City has planned an aggressive campaign to educate city customers, to check the contents of the recycling carts and bins and then tag where there are violations to let the customer know when they have not placed proper material for recycling. This ordinance amendment is necessary to allow city employees, or designated representatives such as members of the Sustainable BC committee, to assist in the audits, because the current language of section 29 only allows the city contractor or the customer to look at the contents of recycling bins and recycling carts.

This Proposed Ordinance would amend Sections 6 and 29 of Chapter 1064, Garbage and Rubbish Collection and Disposal, to allow for Recycling Bin or Recycling Cart Audits by the City contractor's employees, City staff, and those designated by City staff, to ensure compliance with recycling material requirements. **Approval is Recommended**

**287**

**A Resolution identifying the 2022-23 work plan and measures of success for City Manager Rebecca Fleury's evaluation criteria.**

Section 6 of City Manager Fleury's employment contract provides that she will be evaluated bi-annually on specific criteria developed jointly and approved by the City Commission and Ms. Fleury. This will be communicated to her at the beginning of the evaluation period.

This Resolution identifies the 2022-2023 work plan and measures of success for City Manager Rebecca Fleury's evaluation criteria. **Approval is Recommended**

**A Resolution to approve S08-2021 for a Special Use Permit Amendment to allow the reduction of the parking lot size from the previously granted Special Use Permit approved on 11/10/20 by the City Commission for property located at 5725 Beckley Road (Parcel # 0075-00-720-0) zoned B2 "Regional Commercial District" pursuant to Section 1251.42 and 1281.05 of the zoning code.**

The petitioner, Star Battle Creek LLC, requested an amendment to its existing Special Use Permit for an indoor self-storage in the B-2 Commercial District at property located at 5725 Beckley Road. The amendment results in a change to the property boundaries and lot area. Resolution 226 on November 2020 approved the use; however, as a condition of the use permit, any change to the site requires amendment to the permit.

This Resolution approves S08-2021 for a Special Use Permit Amendment to allow the reduction of the parking lot size from the previously granted Special Use Permit approved on 11/10/20 by the City Commission for property located at 5725 Beckley Road zoned B2 "Regional Commercial District" pursuant to Section 1251.42 and 1281.05 of the zoning code. **Approval is Recommended**

**A Resolution to approve S09-2021 for a Special Use Permit to allow for a Self-Storage Facility, for an existing building located at 535 E. Emmett Street (Parcel # 5760-00-073-0) zoned "T3 Neighborhood Commercial District" pursuant to Sections 1240.13 and 1251.42 of the zoning code.**

The petitioner, Richard Munger, requested a Special Use Permit for indoor self-storage on the west portion of the existing building containing approximately 10,228 square feet of storage space in the T-3 Neighborhood Commercial District at the property located at 535 E. Emmett Street.

The subject parcel area is approximately 1.39 acres in size and located on E. Emmett just west of Capital Avenue NE. The site includes a Dollar General within a portion of the subject site, as well as a 2,100 square feet addition to the building along the east facing façade. This addition is proposed for demolition to make space for parking. The entire building, including Dollar General, is approximately, 39,000 square feet and the area devoted to this proposed self-storage special land use is 10,228 square feet.

This Resolution approves S09-2021 for a Special Use Permit to allow for a Self-Storage Facility, for an existing building located at 535 E. Emmett Street zoned "T3 Neighborhood Commercial District" pursuant to Sections 1240.13 and 1251.42 of the zoning code. **Approval is Recommended**

**A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Specialized Services funding.**

Each year at this time, Battle Creek Transit works with area human service agencies and organizations to develop and submit grant applications to MDOT. Funds requested in these grant applications are available under MDOT's Specialized Services and Section 5310 programs to help eligible agencies and organizations provide transportation services to senior citizens and persons with disabilities.

Community Action, Community Inclusive Recreation, Marian E. Burch Adult Day Care and Battle Creek Transit are requesting a portion of \$108,434 in Specialized Services funds to help provide these services.

This Resolution supports the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Specialized Services funding. **Approval is Recommended**

**A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for New Freedom Funding.**

The goal of the New Freedom program is to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the workforce and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities.

Battle Creek Transit (BCT) wishes to continue the mobility management model that works at or with BCT to coordinate transportation and implement a centralized dispatch system which coordinates services between multiple providers. The mobility manager works closely with community transportation partners, human services agencies, and organizations which serve vulnerable and underserved populations, and provides travel training, trip planning, and additional assistance to passengers.

This Resolution supports the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for New Freedom Funding. **Approval is Recommended**

**292**

**A Resolution of Intent to apply for State financial assistance for Battle Creek Transit for FY2023 under Act No. 51 of the Public Acts of 1951, as amended.**

Pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the City of Battle Creek, established under Act 279, to provide a local transportation program for the state fiscal year of 2023 and, therefore, apply for state financial assistance under provisions of Act 51.

This application applies for both operating and capital funds to the Michigan Department of Transportation (MDOT) on behalf of Battle Creek Transit for FY2023.

This action supports a Resolution of Intent to apply for State financial assistance for Battle Creek Transit for FY2023 under Act No. 51 of the Public Acts of 1951, as amended. **Approval is Recommended**

**293**

**A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Service Development and New Technology Program (SDNT) funding.**

Battle Creek Transit's goal of the SDNT program is to have a selected firm provide planning, architectural/engineering services focused on the City of Battle Creek's need for a new Transit Operations, Maintenance and Storage Facility. Service will include general consulting and assistance with concept design of a cost-effective, and functional facility acceptable to meet both current operations and reflect considerations for future growth for the next thirty (30) years as indicated by the current available Transit Master Plan.

This Resolution supports the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Service Development and New Technology Program (SDNT) funding. **Approval is Recommended**

**294**

**A Resolution adopting a scoring rubric and related documents by which the City Commission will evaluate, score and prioritize projects submitted by the public for American Rescue Plan Act State and Local Fiscal Recovery Funds**

In 2020, the City of Battle Creek received \$30,545,339 in American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) to provide support to local units of government in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses. As a recipient of an SLFRF award, the City has substantial discretion to use the award funds in the ways that best suit the needs of local constituents as long as the use fits into specific funding guidelines that including the use of the funds to "responds to" a "negative economic impact" caused by the COVID-19 public health emergency. Funds may be awarded in part to provide assistance to households, small businesses, and nonprofits.

At the direction of the Commission, City Staff has prepared a scoring rubric, including a supplemental request application by which the Commission can evaluate, score and prioritize

projects eligible for American Rescue Plan Act State and Local Fiscal Recovery Funds as submitted by members of the public.

This Resolution adopts a scoring rubric and related documents by which the City Commission will evaluate, score and prioritize projects submitted by the public for American Rescue Plan Act State and Local Fiscal Recovery Funds. **Approval is Recommended**

**295**

**A Resolution authorizing Fire Lieutenant Bush McCarthy to purchase 12 months of military time for the purpose of increasing his service credit towards retirement.**

On March 21, 2006, the City Commission considered and approved two resolutions establishing policy on the purchase of military time. The policy permits a maximum purchase request of 12 months, and is at the total discretion of the City Commission.

This Resolution authorizes Fire Lieutenant Bush McCarthy to purchase 12 months of military time for the purpose of increasing his service credit towards retirement. **Approval is Recommended**

**296**

**A Resolution authorizing the City Manager to employ retiree Michelle Culp on a part-time basis under 296.09(c).**

Pursuant to Employment Provision 296.09 " (c) No person shall be employed by the City, or paid with City funds, who has retired under the provisions of . . . the Michigan Municipal Employees' Retirement System . . . The City Manager may make exceptions to this provision, with the approval of the City Commission, when . . . "she" feels the interests of the City would be served thereby."

The City Manager's Office currently has a vacancy and is in need of an individual with experience in this important position pending the recruitment, onboarding and training of a replacement. Because Michelle Culp held this position for an extended period of time and only recently retired, the City Manager believes that the interests of the City would be best served by making an exception to the general prohibition of re-employing City Retirees.

This Resolution authorizes the City Manager to employ retiree Michelle Culp on a part-time basis under 296.09(c). **Approval is Recommended**

**297**

**A Resolution authorizing the City Manager to employ retiree Karen Diver on a part-time basis under 296.09(c).**

The City Clerk's office often has challenges finding experienced individuals able to assist with election-related work, and this was especially true during the pandemic for the 2020 elections. City retiree Karen Diver has experience performing this type of work and was a reliable City employee prior to her retirement. The City Clerk needs continuing help with audits, elections, equipment, and record organization, but does not foresee enough need to create a position.

Because Karen Diver has the necessary experience, the City Manager believes that the interests of the City would be best served by making an exception to the general prohibition of re-employing City Retirees set out in city ordinance 296.09(c).

This Resolution authorizes the City Manager to employ retiree Karen Diver on a part-time basis under 296.09(c). **Approval is Recommended**

**298**

**A Resolution authorizing the rehire of city retiree Tracy Hovarter to serve as Police and Fire Pension Administrator with an effective date of November 29, 2021.**

Historically, the City Treasurer or a Finance Department employee has served as the Police & Fire Pension Administrator. Due to staff turnover, retirements and additional requirements in the duties performed by the Administrator, the position has changed; requiring the City and the Police & Fire Retirement Board to look outside the organization to fill the role. Fortunately, recent finance

department retiree Tracy Hovarter had the appropriate background and interest in the position. The Police & Fire Retirement Board has agreed to the appointment of Tracy as Police & Fire Pension Administrator.

This Resolution authorizes the rehire of city retiree Tracy Hovarter to serve as Police and Fire Pension Administrator with an effective date of November 29, 2021. **Approval is Recommended**

**299**

**Resolution authorizing the City Manager to enter into an Agreement with Battle Creek Community Foundation (BCCF) for police department grant administration services.**

For the calendar year 2021, the City paid the Battle Creek Community Foundation (BCCF) Twenty Thousand Dollars (\$20,000) to carry out Grant Administration Services. The City found this arrangement to be more cost effective as compared to assigning BCPD staff this responsibility, particularly given the expertise and experience BCCF has with grant seeking, application and administration.

This Resolution authorizes the City Manager to enter into an Agreement with Battle Creek Community Foundation (BCCF) for police department grant administration services. **Approval is Recommended**

**300**

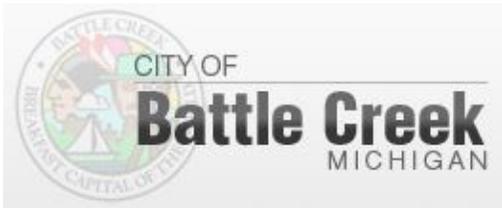
**Resolution authorizing advisory committees, boards and commissions to meet virtually provided it is live streamed, the public has advance notice of it, and public comment is offered.**

The continuing COVID-19 pandemic is at a critical level. The current surge due to Omicron and Delta variants, have resulted in Calhoun County reporting a current 31.4% positivity rate of COVID transmission. The Calhoun County Health Officer has recommended that large gatherings indoors be kept to a minimal or canceled.

With these factors in mind, City Commissioner Sofia requested that a resolution allowing advisory bodies to continue to meet virtually be placed on the agenda. This request was supported by Vice Mayor Faris and Commissioner Szenda Wilson.

There are pending amendments to the Open Meetings Act in the Michigan Legislature to again allow virtual meetings for those bodies who meet the definition of a "public body" and the intended gathering is a "public meeting," but they appear to be stalled.

This Resolution authorizes advisory committees, boards and commissions to meet virtually provided it is live streamed, the public has advance notice of it, and public comment is offered. **Approval is Recommended**



Resolution NO. 287

A Resolution identifying the 2022-23 work plan and measures of success for City Manager Rebecca Fleury's evaluation criteria.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That the City Commission and City Manager Rebecca Fleury met on November 18 and December 21, 2021, and agreed upon the attached work plan and measures of success upon which City Manager Fleury will be evaluated.

On November 16, 2021, by Resolution No. 256, the City Commission approved the evaluation of the City Manager move from every year to every two years. In 2023, an evaluation will be completed to determine the progress/success in relation to the work plan and measures of success set by the City Commission.

The City Manager goals are for a two-year period beginning October 1, 2021, through September 30, 2023.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Rebecca L. Fleury, City Manager

**Department:** City Manager

**SUMMARY**

A Resolution identifying the 2022-23 work plan and measures of success for City Manager Rebecca Fleury's evaluation criteria.

**BUDGETARY CONSIDERATIONS**

There are none directly related to this Resolution.

**HISTORY, BACKGROUND and DISCUSSION**

Section 6 of City Manager Fleury's employment contract provides that she will be evaluated bi-annually on specific criteria developed jointly and approved by the City Commission and Ms. Fleury and

communicated to her at the beginning of the evaluation period.

In developing that criteria, the City Manager Evaluation Committee created the "City Manager Evaluation Process Report," which was approved and adopted by the City Commission on February 3, 2015, by Resolution 80.

Part 2 of the aforementioned report provides that among the evaluation criteria, there will be a Goal-Related Evaluation Worksheet containing specific projects by which the City Manager will be evaluated as to her progress/success in meeting the work plan items and measures of success set by the Commission for the City Manager.

The attached document sets out the work plan and measures of success, providing the necessary information as required by Section 6 of her employment agreement.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

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#### ATTACHMENTS:

File Name	Description
 City_Manager_Work_Plan_2022_-_2023__Draft.pdf	City Manager Work Plan 2022-2023



# City Manager Work Plan 2022-2023



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## Introduction

On November 18 and December 21, 2021, the City Commission, the City Manager, and department heads met with a consultant to affirm the current City Manager evaluation process and to finalize the City Manager's Work Plan 2022-2023.

The original evaluation process was developed in 2014. Its purpose is to determine how effectively the City Manager is accomplishing the objectives established by the City Commission and how the responsibilities in key management areas are being carried out. The evaluation process was implemented successfully in the fall of 2015 and has been refined since then. The current evaluation process is depicted in this report.

The City Manager's Work Plan spans the next two years. It is the foundation not only for the City Manager's biennial evaluation but also for making Battle Creek an extraordinary community where people choose to live, work and play.

**Mark A. Behnke**

Mayor, City of Battle Creek

**Rebecca L. Fleury**

City Manager





## City Commission Mission, Vision, and Goals

### Our Mission

**To lead the City of Battle Creek with purpose and vision by passing laws and providing guidance to ensure a safe, prosperous and culturally enriched community.**

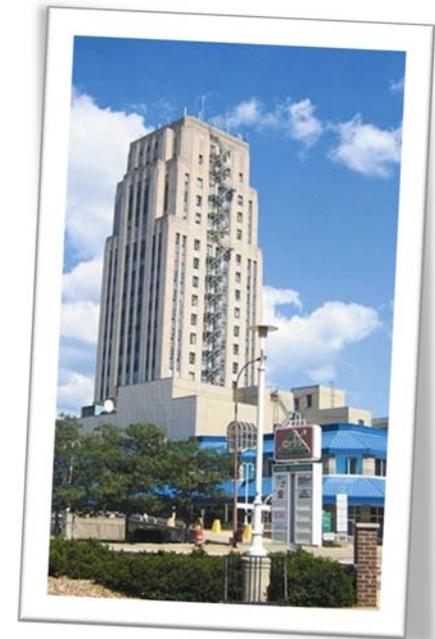
### Our Vision

**We envision Battle Creek as an extraordinary community where people choose to live, work and play.**

### Current Commission Goals and Community-Based Results

City Commissioners affirmed the current Commission goals and result areas established through the priority-based budgeting process.

1. Economy
2. Safety
3. Transportation and Mobility
4. Utilities
5. Environment, Physical Appearance & Community Design
6. Arts and Culture
7. Recreation
8. Governance





# City Manager Evaluation Process

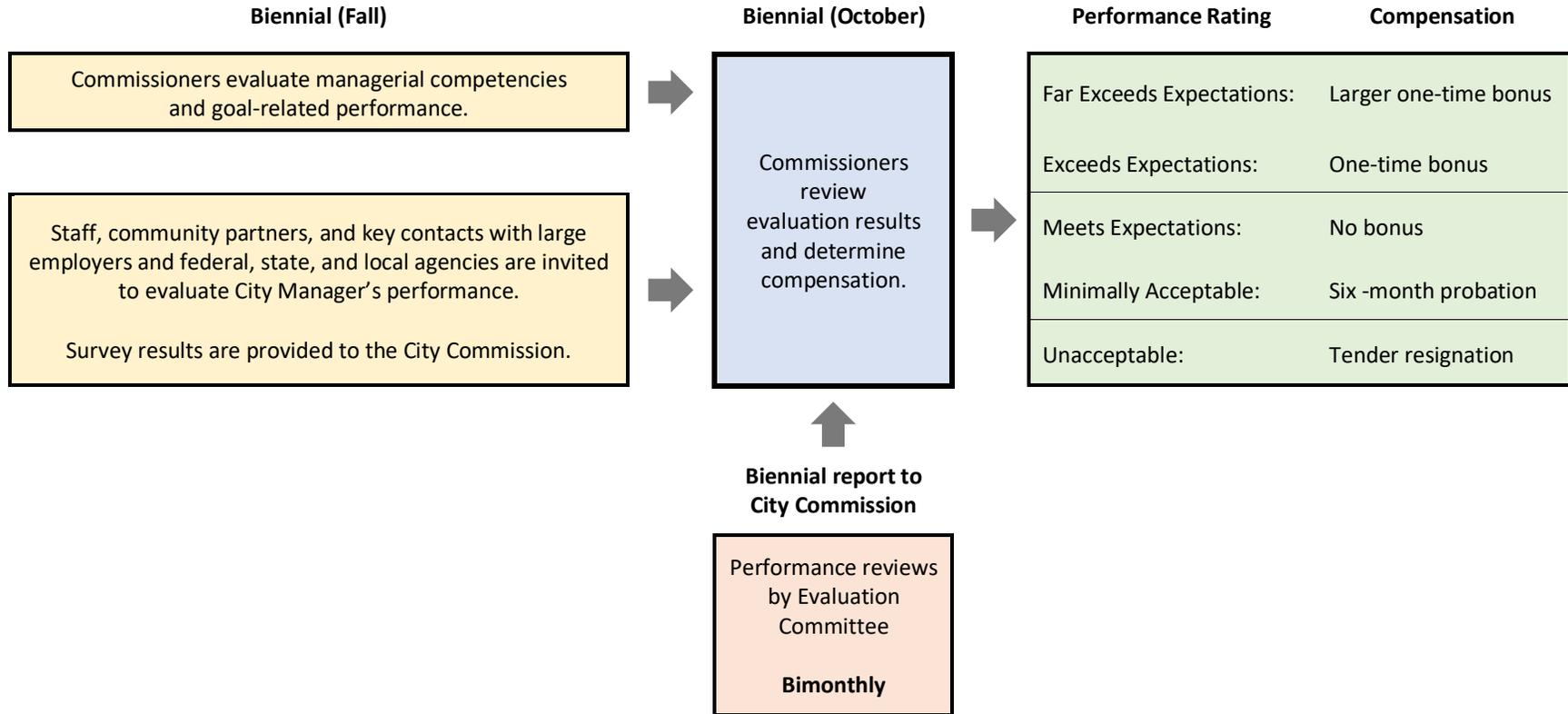


Figure 1: Work Flow of City Manager Evaluation Process



## City Manager Work Plan 2022-2023

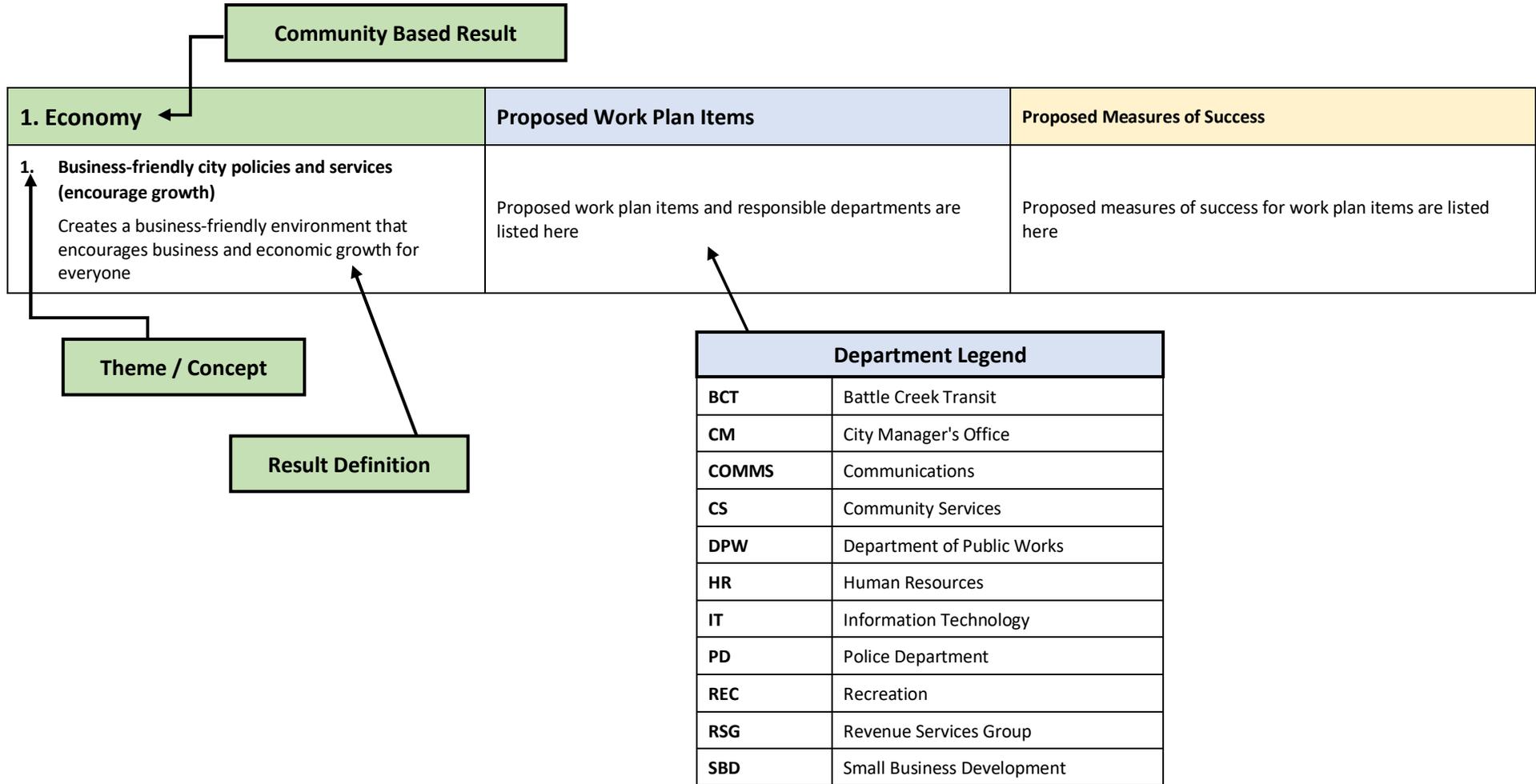
The City Manager work plan is intended to further the community based results. They provide a focal point for the City Manager to determine which specific efforts City staff should concentrate on. The City Manager will provide detailed progress reports on a regular basis.

Community Based Results	Number of Themes	Number of Work Plan Items	Percent of Total Work Plan Items
1. Economy	6	40	23.7%
2. Safety	7	35	20.7%
3. Transportation and Mobility	4	10	5.9%
4. Utilities	4	9	5.3%
5. Environment, Physical Appearance & Community Design	6	18	10.7%
6. Arts and Culture	4	10	5.9%
7. Recreation	3	7	4.1%
8. Governance	5	40	23.7%
<b>Total</b>	<b>39</b>	<b>169</b>	

Figure 2: Distribution of Work Plan Items Across Community Based Results



# Work Plan Legend





1. Economy	Proposed Work Plan Items	Proposed Measures of Success
<p><b>1. Business-friendly city policies and services (encourage growth)</b> Creates a business-friendly environment that encourages business and economic growth for everyone</p>	<p><b>SBD:</b> Manage a shared tool to track the entry and exit of businesses in the ecosystem</p>	<p>All businesses seeking help/technical assistance received support</p>
	<p><b>SBD:</b> Online listing of businesses by district</p>	<p>Accurate, up to date business listing by district for public consumption</p>
	<p><b>SBD:</b> Act as a business liaison and advocate for small business development</p>	<p>Where feasible, regulatory issues are mitigated as a barrier to entry</p>
	<p><b>CS:</b> Redesign trade permit applications and change the fee structure</p>	<p>Solicit feedback from contractors regarding new trade permit application design, prepare overview of existing and proposed fee structure, adoption of new fee structure</p>
	<p><b>CS:</b> Continue to offer predevelopment meetings</p>	<p>Offer in office and on site predevelopment meetings as requested and when opportunity is presented</p>
	<p><b>CS:</b> Expand availability of online applications and payment (Code and Planning/Zoning)</p>	<p>Add permit application and payment options: Site Plan, Rental Registration, Hen Permit, Fence Permit, Sign Permit, Shed Permit</p>
	<p><b>DPW:</b> Develop online tools to aid new development.</p>	<p>Develop online calculators for utility connection and future cost and online right of way permit and water and sewer connection permitting to expedite review and authorization.</p>
	<p><b>RSG:</b> RFP for modification of 1st floor city hall space and public entrance to be user friendly and accessible, lighting, art work that represents all neighbors (include deaf community) &gt; develop a work group VOCES, The Burma Center, TRHT, CIR Community Inclusion</p>	
	<p><b>IT:</b> Deploy 55 Mobile Devices (Laptops) before June 30, 2022</p>	<p>No laptops will be sitting on the shelves.</p>
	<p><b>IT:</b> Continued upgrades of software and network hardware</p>	<p>Software and network out of support dates will not have expired/passed.</p>
<p><b>IT:</b> Marketing plan for the 311</p>	<p>311 website will have new content. Communications will work with 311 on sending out marketing material. New material will be sent out every quarter.</p>	



1. Economy	Proposed Work Plan Items	Proposed Measures of Success
	<b>IT:</b> 311 Information Center Specialists expanding tasks to assist callers	311 Specialists will have added tasks and will be performing them.
	<b>Airport:</b> Review & plan update of Strategic Business Plan	Identify strengths and weaknesses of current business plan and update as needed
<b>2. Supports local business</b> Supports local businesses (including childcare and the arts) by ensuring and supporting quality job creation, workforce training, and transportation that is equitable for all	<b>SBD:</b> Advance the number of food retailers operating with integrated POS, online sales, and accounting software	Ensure the majority of business owners are aware of the benefits of tools and online sales
	<b>SBD:</b> Conduct business retention visits	General feeling of support among local business and that they have a connection with the city's SBD team
	<b>CS:</b> Professional lead abatement and construction workforce development – offer incentives, training, convene stakeholders (in collaboration with other community partners)	Establish work force development program, partner with existing programs to generate leads for lead contractors
	<b>CM:</b> Reach out and support childcare businesses in the Battle Creek area through economic development and other tools	
	<b>Airport:</b> Implement airport marketing plan	Meet with BCU to ensure maximum marketability for the airport
<b>3. Supports local workforce</b> Collaborates to support the local workforce with quality housing, safety, transportation access, utilities, and access to basic needs for all	<b>SBD:</b> Regular ESO collaborative meetings and ESO network referrals	Commitment to a collaborative and coordinated approach to managing the small business ecosystem
	<b>CS:</b> BCPS Housing Incentive Program	\$230,000 expenditure goal for down pmt rent assistance incentive, goal to serve 25 beneficiaries
	<b>CS:</b> Hotel/Motel Communal Kitchen Program	Create policy and procedures manual for the program, application and official program documents, hold community conversation with hotel/motel owners to education them about the program, receive applications from owners designating number of communal kitchens and long term stay units
	<b>CM:</b> Facilitate support for and pursue implementation of affordable housing development in Battle Creek.	Increase in the overall supply of available units



1. Economy	Proposed Work Plan Items	Proposed Measures of Success
<p><b>4. Business attraction and retention</b> Recruits, attracts, and retains a diverse mix of businesses</p>	<p><b>SBD:</b> Provide access to capital through small business grants/microloans</p>	<p>Provide a total \$50,000 in grants/loans targeting a group of 20 - 30 diverse small businesses</p>
	<p><b>SBD:</b> Cultivate new and early-stage entrepreneurs, including childcare, through a hands-on business operational model</p>	<p>All startups have access to technical assistance</p>
	<p><b>SBD:</b> Launch new businesses within the BC Cargo seasonal pop-up marketplace</p>	<p>Incubate 14 businesses over the next two years</p>
	<p><b>SBD:</b> Create an inspired and inclusive pool of entrepreneurs to pitch a business idea for financial investment</p>	<p>Launch of 2-3 new startups</p>
	<p><b>SBD:</b> Webinar Series on Succession Planning for business owners (recorded if needed)</p>	<p>Small business have access to succession strategies</p>
	<p><b>SBD:</b> Share business developments and investments in real-time through interactive GIS mapping system</p>	<p>Private and public access to a comprehensive investment map to aid decision-making</p>
	<p><b>Airport:</b> Continue to pursue the development of the Westside in partnership with Battle Creek Unlimited</p>	<p>Identify a source of funding for needed infrastructure improvements</p>
	<p><b>Airport:</b> Support Duncan Aviation expansion</p>	<p>Work with Duncan Aviation to achieve plans that are mutually beneficial</p>
<p><b>5. Attractive to residents, visitors and tourists</b> Offers a vibrant downtown and commercial areas that is attractive to residents, visitors and tourists</p>	<p><b>SBD:</b> Maintain online platform for local food ordering and delivery</p>	<p>Continued growth and development of EatsBC</p>
	<p><b>SBD:</b> Develop a mechanism for the public to understand business districts and their boundaries</p>	<p>Raise general awareness about the value of neighborhood-based commercial districts</p>
	<p><b>SBD:</b> Create awareness, promote events, brand, and increase the pride and image of the Downtown</p>	<p>Create a noticeable increase in the perception of vibrancy and activity in the downtown Number of events; participants/visitors at events</p>
	<p><b>CM:</b> coordinated branding and marketing campaign for the city</p>	<p>Explore additional city position and/or contract relationship for a professional designer to ensure coordinated branding and marketing</p>



1. Economy	Proposed Work Plan Items	Proposed Measures of Success
<p><b>5. Attractive to residents, visitors and tourists</b></p> <p>Offers a vibrant downtown and commercial areas that is attractive to residents, visitors and tourists</p>	<p><b>DPW:</b> Provide ongoing downtown maintenance.</p>	<p>Address 35 locations where Consumers Energy hand holes create trip hazards in the downtown area. Focus beautification efforts along linear path between Michigan Ave and McCamly St.</p>
	<p><b>CS:</b> Utilize Master Plan, Placemaking, and Redevelopment Ready to further enhance downtown vibrancy</p>	<p>Maintain redevelopment certification</p> <p>Work plan items are used as guiding principles that shape new and re-development in downtown</p> <p>% of occupancy downtown</p> <p>Financial metrics? (evaluate all items under economy)</p>
<p><b>6. Sustainable development</b></p> <p>Encourages and promotes sustainable development and redevelopment</p>	<p><b>SBD:</b> Develop a food industry specific group to buy environmentally friendly to-go-containers in bulk</p>	<p>Drive an increase in sustainable and environmentally friend material purchases</p>
	<p><b>DPW:</b> Continue to work w/Sustainable BC committee to prioritize action items from the plan</p>	<p>Show measurable progress annually toward meeting goals. If annual goals can't be met, report hurdles to meeting these goals and revise Plan based on lessons learned.</p>
	<p><b>CM:</b> City of BC stops buying bottled water for public events outside of emergency situations. Utilize tap water instead.</p>	<p>\$ spent on bottled waters</p>



2. Safety	Proposed Work Plan Items	Proposed Measures of Success
<b>1. Law enforcement</b> Enforces laws fairly, justly, and equitably	<b>PD:</b> Continue work on Equity Audit	Identified goals and objectives with associated timeline towards implementation
	<b>PD:</b> Continue work with Human Relations Board and other community stakeholders on the development of a citizens' review board	Continue transparent and joint discussions that provide process and system expertise in support of the development of a board  A request to develop a citizens' review board submitted to the commission
	<b>PD:</b> Expand community Engagement work through Citizens Police Academy, Youth Academy, and Police Explorers	Re-start all current community engagement programs, aimpoint, one session prior to close of FY 22
<b>2. Feeling of personal and physical safety</b> Supports feeling safe throughout the City - in your home, in your neighborhood, in your place of employment, in schools, in downtown and commercial areas	<b>CS:</b> Conduct inspections of Vacant/Abandoned and Dangerous Buildings	Continue to conduct vacant/abandoned and dangerous building safety inspections at no cost to the property owners, Number of properties that go back into productive use and number of dangerous buildings demolished
	<b>CS:</b> Develop a score card to assess demolition prioritization of dangerous	Completion of Strategic Score Card using Allowance and using it to assess all dangerous buildings
	<b>PD:</b> Will continue to actively advocate, recruit diverse and thoughtful Police Cadets to send to the Academy	Maintain a vacancy fill rate above 70%, aimpoint is 95% staffing level against budgeted strength
	<b>PD:</b> Achieving authorized strength in support of neighborhood-based Community Oriented Policing strategy	Requires 95% strength to implement program based on DOJ requirements. Include recruits in the training pipeline
	<b>PD:</b> Installation of pilot smart camera system in downtown areas of risk to increase Officer response	Full implementation by close of FY 22. Retain rolling estimate of success and near miss rate
	<b>PD:</b> Fully support and increase Officer wellness response, that integrates with city EAP and Chaplain programs	Implementation of Officer Wellness program, Brain Health-with comprehensive policy and process in place
	<b>DPW:</b> Continue Lead Service Line Replacement Program	Complete 200 lead service line replacements per year.
	<b>DPW:</b> Continue to work with Consumers Energy to promote street light outage reporting tool	Promote new reporting tool on social media at regular frequency, in BC Works, and with staff/contractor to conduct city wide inventory.



2. Safety	Proposed Work Plan Items	Proposed Measures of Success
<p><b>2. Feeling of personal and physical safety</b></p> <p>Supports feeling safe throughout the City - in your home, in your neighborhood, in your place of employment, in schools, in downtown and commercial areas</p>	<p><b>RSG:</b> RFP for modification of 1st floor city hall space and public entrance to be user friendly and accessible, lighting, art work that represents all neighbors (include deaf community) &gt; develop a work group            VOCES, The Burma Center, TRHT, CIR Community Inclusion</p>	
	<p><b>CM:</b> Ensure support systems in place to assist marginalized communities so that marginalized communities feel safe and welcomed in public spaces (Black, Latinx, Burmese, LGBTQ+, . . .)</p>	<p>Include visuals representing members of those communities in marketing and branding materials</p>
<p><b>3. Emergency response</b></p> <p>Prepares for, and responds to emergencies including life-threatening medical emergencies, fires, natural disasters, and epidemics</p>	<p><b>CS:</b> Create an Inspections Disaster Response Plan</p>	<p>Work with the cross departmental team to assess when Inspection services would be utilized in response to a disaster, Research how other communities are utilizing their Inspection Division in response to a disaster, Create a written Inspections Disaster Response Plan</p>
	<p><b>HR:</b> Work closely with Police &amp; Fire departments on recruitment and succession planning. Ensuring that vacancies are filled in a timely manner as to not impact effective staffing levels.</p>	<p>Time to hire            Timely onboarding            Explore possibilities with KCC to develop a sustainable fire program that could serve as a pipeline for the FD</p>
	<p><b>PD:</b> Develop and build up Joint Emergency Response Capability</p>	<p>As demonstrated during the pandemic, well trained, ready and prepared experts can support multi-jurisdictional emergencies, continue joint work            Warming and cooling shelters in place</p>
	<p><b>PD:</b> Increase Incident Command System Training and exercises for city</p>	<p>Starting in Q3, support one ICS based tabletop exercise for combined joint staff</p>
	<p><b>PD:</b> Begin research and testing process towards updating Officers communication systems (Radio's)</p>	<p>Build out RFP through needs analysis and coordinated work through the Michigan Communications system and CCCDA (Dispatch) NE911 requirements</p>
	<p><b>PD:</b> Expand Community Fusion Center capability with social service providers-broader jurisdictional reach</p>	<p>Build up and out Community Fusion capability with a goal to reach past jurisdictional limitations in support of whole community response</p>



2. Safety	Proposed Work Plan Items	Proposed Measures of Success
<p><b>3. Emergency response</b></p> <p>Prepares for, and responds to emergencies including life-threatening medical emergencies, fires, natural disasters, and epidemics</p>	<p><b>Fire:</b> Increase EMS certification(s) to address the "gap" in service between the response times of the City contract ambulance provider and fire department patient care.</p>	<p>Funding stream in place to recognize 10-15% increase in fire personnel EMS certifications. MFR to EMT-B, EMT-B to Paramedic.</p> <p>Continued partnership with KCC EMS Division for didactic and clinical instruction for fire personnel EMS certification upgrades. Planning process to identify necessary, State of MI required EMS equipment for fire department EMS upgrades.</p>
	<p><b>IT:</b> Continued Vigilance for detecting and blocking cyber threats 24/7</p>	<p>Our incidents will be minimal.</p>
	<p><b>IT:</b> E911 location mapping</p>	<p>We will have 100% of phones programmed and tested.</p>
	<p><b>Airport:</b> Review Airport Emergency Plan</p>	<p>Hold annual AEP meeting and work with mutual aid departments to increase safety and situational awareness at the airport</p>
	<p><b>CM:</b> Analysis of police/fire/ems service delivery models.</p>	<p>Complete and implement the recommendations.</p>
<p><b>3. Safe travel and mobility</b></p> <p>Facilitates and supports safe travel through the City for all modes of transportation (including motorists, pedestrians, cyclists, rail, air, bus) – especially in downtown, commercial areas and neighborhoods</p>	<p><b>PD:</b> Achieve authorized strength in support of traffic enforcement</p>	<p>Traffic safety focus, speed and pedestrian safety areas of concentration as well as crash prevention goals-a reduction of traffic accidents of 10%</p>
	<p><b>PD:</b> Restart Traffic Safety Unit</p>	<p>Coupled with recruiting and retention of talent-restart traffic unit if staffing levels reach 95%</p>
	<p><b>DPW:</b> Identify locations with high crash histories</p>	<p>Create heat maps using documented crashes to aid in areas of safety concerns. Include recommended improvements in CIP.</p>
	<p><b>DPW:</b> Relocate the winter salt storage facility to a more centrally located site</p>	<p>Approved special use permit, purchase of land, and construction of new facility.</p>
<p><b>4. Crisis response</b></p> <p>Prepared to respond to all crises whether it be through experiences of trauma, past and present, in collaboration with all available social support services</p>	<p><b>PD:</b> Continue to increase and enhance Community Fusion Centers capability and Officer calls for service reach out services, (connecting service providers, such as mental health to clients)</p>	<p>Increased cohesive and specific tracking numbers response for all CIT CFS by close of Q4-(RMS system impacts)</p>
	<p><b>PD:</b> Judicious use of technology in support of victims’ advocacy and consumer awareness of the criminal justice process</p>	<p>Approval and implementation of SPIDR-tech program in support of real-time communication with victims of crime on status of cases and who to contact within the PD</p>



2. Safety	Proposed Work Plan Items	Proposed Measures of Success
	<p><b>Comms:</b> Updates to emergency operations plans for communications and public information</p>	<p>Finalized versions of these plans by the end of this work plan period.</p>
<p><b>5. Fire protection and response</b> Collaborating to ensure equitable fire response, fire prevention and education</p>	<p><b>Fire:</b> Development of the BCFD Standards of Response Coverage (SORC) Document (a component of the fire accreditation process) which identifies community service level objectives (fire, EMS, special operations) and the adequate necessary response according to industry standards</p>	<p>Accreditation "applicant agency" status for by departmental "registered agency" status. Recruit and hire the Deputy Fire Chief. This assignment, along with the Fire Chief would co-lead the departmental efforts for BCFD accreditation. Become an "Applicant Agency" for Fire Accreditation through the Commission on Fire Accreditation at the Center for Public Safety Excellence.</p>
	<p><b>Fire:</b> Begin significant fire facilities maintenance and upgrade on all City firehouses.</p>	<p>Continue to identify funding streams to support this critically needed work at all firehouses. Utilizing the "work plan" punch list to begin tracking/monitoring and completion of projects within the "work plan". Continue to support funding of fire department fleet upgrades managed through City Fleet Services. Complete roof projects at Station 3, 4, and 6. Identify internal departmental funding to complete other manageable projects on the "punch list". Replacement of Fire Chief vehicle, supported with funding through City Fleet Services.</p>
<p><b>6. Police protection and response</b> Provides crime prevention, and personal safety from violent crime for all</p>	<p><b>PD:</b> Develop and support victim focused, trauma based High Risk Investigations Team, a response to violence in criminal sexual conduct and domestic cases</p>	<p>Expect Q3 start of the HRIT with a goal towards increased prosecution towards chronic and felonious abusers</p>
	<p><b>PD:</b> Hire prosecutor office coordinator to support, assist and liaison case management at prosecution</p>	<p>In process, hiring process has begun, with a goal of a part time person selected and hired NLT Q3</p>



3. Transportation and Mobility	Proposed Work Plan Items	Proposed Measures of Success
<p><b>1. Ease of mobility for all (beyond cars)</b></p> <p>Provides a safe and accessible network of sidewalks, paths, trails, and bike lanes, making it easy to walk, bike and move throughout the City</p>	<p><b>CS:</b> Finalize Non-Motorized Transportation Plan</p>	<p>Cross departmental team review, to assess next steps to move toward plan completion, implement next steps to finalize the plan for adoption</p>
	<p><b>DPW:</b> Complete inventory collection for public sidewalks and develop strategy for proactive asset management</p>	<p>Select Asset Management Data Management platform. Develop workplan and budget for data collection and Maintenance of data.</p>
	<p><b>DPW:</b> Assist Planning Division with the completion of the Non-Motorized Transportation Plan</p>	<p>Determine if non-motorized revision needs to be restarted or if it can be salvaged. Develop plans and assign task to DPW staff.</p>
<p><b>2. Connected, accessible, reliable transportation network</b></p> <p>Plans, designs, constructs and maintains transportation infrastructure (including the airport, roads, bridges, sidewalks, traffic signals, signage, street lighting and drainage)</p>	<p><b>DPW:</b> Implement and coordinate Asset Management Plan for Roads, Water Distribution, and sewer collection</p>	<p>Establish regular quarterly meeting frequency to discuss established asset management plans and changes. Incorporate section in revised asset management plans that highlight plan coordination.</p>
	<p><b>DPW:</b> Provide transparent update to date snowplow status during winter storms.</p>	<p>Implement public facing snowplow progress mapping site (AVL)</p>
	<p><b>BCT:</b> Complete bus shelter grants and issue RFP for design/construction, including sidewalk construction</p>	<p>Installation of bus shelters within two years</p>
	<p><b>Airport:</b> Implement new branding/directional signage on I-94 and I-194</p>	<p>Partner with MDOT to update highway signage</p>
<p><b>3. Traffic law enforcement (safe travel)</b></p> <p>Ensures the safety of motorists, pedestrians and cyclists through the effective enforcement of traffic laws</p>	<p><b>DPW:</b> Increase deployment of new traffic technologies and strategies</p>	<p>Revise traffic calming policy to include new traffic technologies. Construct Roundabout at Skyline and Hill Brady.</p>
<p><b>4. Public Transportation Accessibility</b></p> <p>Makes it easy to access and use public transit</p>	<p><b>BCT:</b> Award contract to Computer Aided Dispatch vendor to provide on-demand and app-based transportation software</p>	<p>Completion of the project</p>
	<p><b>BCT:</b> Continue discussions and action toward formation of countywide transportation authority</p>	<p>Continuation of the discussion</p>



4. Utilities	Proposed Work Plan Items	Proposed Measures of Success
<p><b>1. Safe Water</b> Provides access to safe drinking water and sanitary sewer services</p>	<p><b>DPW:</b> Safeguard groundwater source</p>	<p>Work with EGLE to determine if alternate source water or additional treatment is viable option to safeguard groundwater source.</p>
	<p><b>DPW:</b> Develop long range plan for biosolids disposal generated at the WWTP</p>	<p>Choose long range biosolid solution.</p>
	<p><b>DPW:</b> Outreach and education related to wellhead protection</p>	<p>Secure EGLE source water protection grants for wellhead protection education/outreach, consultant site visits to businesses in WHPA to assess potential risk to drinking water supply.</p>
<p><b>2. Stormwater/Drainage</b> Provides storm drainage and infrastructure for effective storm water management, and education on reporting/management of misuse</p>	<p><b>DPW:</b> Continue to work with USACE to develop hydraulic model for naturalization of concrete diversion channel</p>	<p>Complete survey and hydraulic analysis.</p>
	<p><b>DPW:</b> Promote and assist the passage of necessary legislation needed to create Stormwater Utility</p>	<p>Meet with state representatives to educate them on the need for legislation in an effort to gain support in Lansing.</p>
	<p><b>DPW:</b> Outreach and education related to stormwater and recognizing illicit discharges</p>	<p>Employee education on stormwater protection and recognizing and reporting illicit discharges in stormwater outfalls. Public education on stormwater required in the City's MS4 stormwater permit.</p>
<p><b>3. Internet</b> Collaborates to expand internet access</p>	<p><b>CM:</b> Finalize spending plan for ARPA broadband allocation and initiate implementation</p>	<p>Expand high-speed internet access to underserved areas of the community  Provide free wi-fi in public spaces (where possible)</p>
<p><b>4. Utility Offset</b> Use green energy sources and processes to reduce/offset utility costs to community</p>	<p><b>DPW:</b> Continue to work with Consumer's Energy and SEMCO to identify cost savings/energy efficiency opportunities in City buildings.</p>	<p>Identify areas of potential energy savings at the WWTP.</p>
	<p><b>RSG:</b> Convert utility bills to post cards</p>	<p>Bill testing is completed by 1/31/22 with full rollout to customers for the February 2022 bills. This will include communication efforts around eBills and on-line lookup capabilities for customers.</p>



5. Environment, Physical Appearance & Community Design	Proposed Work Plan Items	Proposed Measures of Success
<p><b>1. Sustainability Plan</b></p> <p>Follow Battle Creek’s Environmental Sustainability Plan to improve the quality of life for everyone</p>	<p><b>CS:</b> Conduct assessment of City owned vacant lot disposition program (inventory, sale price, purchase eligibility, etc.)</p>	<p>Assess complete inventory by zoning district, whether there are reasons why the City should maintain ownership. Review administrative policy to assess if conditions of purchase and sale price should be updated.</p>
	<p><b>DPW:</b> Continue to work w/Sustainable BC committee to prioritize action items from the plan</p>	<p>Show measurable progress annually toward meeting goals. If annual goals can't be met, report hurdles to meeting these goals and revise Plan based on lessons learned.</p>
	<p><b>BCT:</b> Being implementation of vehicle replacement/asset management plan. Award contract for 10 new, current emission standard, buses</p>	<p>Award of contract</p>
<p><b>2. Resource Quality</b></p> <p>Promotes practices that maintain clean and healthy air and water for everyday use</p>	<p><b>DPW:</b> Continue with annual outreach and education programs</p>	<p>Promote environmental stewardship through a variety of events and venues to reach a wide demographic within the community. This may include: Children's Water Festival; recycling events; cleanup events; Farmer's Market booth; social media; radio; movie theater advertising; Google Ads; mailed newsletters</p>
	<p><b>DPW:</b> Implement Wellhead protection program, Illicit discharge elimination program, and MS4 stormwater permit requirements.</p>	<p>Secure EGLE Source Water Protection grants for WHP outreach and wellhead protection efforts; inspect designated number of stormwater outfalls annually for illicit discharges; track annual MS4 permit requirements to ensure compliance.</p>
	<p><b>DPW:</b> Investigate potential odor control solutions for the Wastewater Treatment Plant</p>	<p>Conduct odor control pilots at the WWTP, determine log term solution.</p>



5. Environment, Physical Appearance & Community Design	Proposed Work Plan Items	Proposed Measures of Success
<b>3. Long-term Sustainability</b> Educates community about recycling, waste reduction, and conservation impacts and learning experiences around diversity, equity, and inclusion	<b>Comms:</b> Communication plans/campaigns around recycling, other sustainability issues, in collaboration with Environmental team	At least two plans or campaigns per year, and a review of related analytics between Communications and Environmental.
	<b>DPW:</b> Continue with annual outreach and education programs	Promote recycling through a variety of events and venues to reach a wide demographic within the community. This may include: school visits; recycling events; cleanup events; Farmer's Market booth; social media; radio; mailed newsletters
	<b>DPW:</b> Continue to work with contracted waste hauler to improve/expand city-wide recycling and outreach	Track monthly waste volumes and meet with waste hauler monthly to help determine geographic locations to focus outreach efforts.
<b>4. Attractive Community</b> Safe, clean, and maintained environment and equipment attracts both community members and visitors to amenities	<b>CS:</b> Continue Citywide Commercial and Residential Property Survey's	Conduct inspection of commercial and residential properties by geography on a 3-year rotating cycle
	<b>DPW:</b> Continue City-wide river/park cleanups; recycling events and outreach to assist community with solid waste disposal issues	Host two City cleanup/stewardship events each year; host multiple polystyrene, scrap tire and electronics collections events; provide information to residents on materials recycling and disposal options in the community.
	<b>RSG:</b> RFP for modification of 1st floor city hall space and public entrance to be user friendly and accessible, lighting, art work that represents all neighbors (include deaf community) > develop a work group VOCES, The Burma Center, TRHT, CIR Community Inclusion	
	<b>RSG:</b> Terra Cotta project on the City Hall building	Completion of the Terra Cotta project
<b>CM:</b> M-66 corridor not well-maintained	Continue talks with M-DOT and the County regarding cleanliness of M-66 corridor	



5. Environment, Physical Appearance & Community Design	Proposed Work Plan Items	Proposed Measures of Success
<b>5. Conservation</b> Maintains attractive community parks, corridors, gateways, public and community facilities, and streets that apply conservation practices when applicable	<b>DPW:</b> Seek opportunities to install natural habitats/trees for urban wildlife, stormwater reduction, pollinators, reduced greenhouse gas emissions, aesthetics	Collaborate with City departments to identify properties that would be appropriate for natural habitat.
	<b>DPW:</b> Research opportunities/grant funding for green infrastructure	Identify funding and partnership opportunities to install and maintain natural habitat and green infrastructure in appropriate locations.
<b>6. Development</b> Offers desirable, quality neighborhoods with equitable development, accessible sidewalks & transit, and preserved historic sites while promoting new development opportunities, in line with the City's Master Plan	<b>CS:</b> Develop and Implement a Historic Districts Awareness and Education Campaign	Create a multi-phased timeline for roll out, develop informational materials and social media implementation timeline.
	<b>CS:</b> Zoning and Mapping Ordinance (ZOMA) Review and Use – continue to track items that should be considered for future amendments	Present recommendations to Planning Commission and City Commission for ordinance amendments



6. Arts and Culture	Proposed Work Plan Items	Proposed Measures of Success
<b>1. Venues</b> Encourages development of shopping, dining, and entertainment venues that are open to all	<b>CM:</b> Work cooperatively with BCU and CCDC to complete planning and implementation of renovation of the Atrium at the former McCamly Plaza Hotel	Full implementation of renovations by the Hotel opening in 2023
	<b>CM:</b> Explore redevelopment efforts at Lakeview Square Mall.	Full engagement with GK Development and other stakeholders on a plan for redevelopment
<b>2. Activities</b> Supports cultural, arts, and musical activities that are available for anyone to participate within	<b>SBD:</b> Origami sculpture contest	Increased visits to the downtown for arts and culture programming
	<b>SBD:</b> Collaborate with CCDC and other stakeholders on an expansion and/or alternative options for operations of the Farmer's Market at FMS	Provide a market that is more accessible and diverse Explore alternative management option (t.b.d.)
	<b>SBD:</b> Conduct downtown events	Increased in the number of people participating in downtown activities
	<b>Airport:</b> Support the Battle Creek Field of Flight	Attend airshow related meetings and provide support for event
	<b>SBD:</b> Find a designated funding source for maintaining public art (non-city monies)	Initiate discussion with community partners to secure funding source(s)
<b>3. Diversity</b> Promotes diverse and inclusive events and venues for cultural enrichment and celebration	<b>SBD:</b> Partner with diverse community organizations to hold events	Increased visits to the downtown for arts and culture programming
<b>4. Support</b> Encourages collaboration, visibility, promotion and support for the arts and culture as well as adequate funding to support these activities	<b>CM:</b> Provide operating subsidy for Kellogg Arena and downtown events	Ensure adequate funding for a full season of event activity.
	<b>SBD:</b> Provide marketing support and technical assistance for arts and cultural events	Increased awareness of arts and culture in the community



7. Recreation	Proposed Work Plan Items	Proposed Measures of Success
<p><b>1. Parks and active lifestyle</b></p> <p>Offers community and neighborhood parks, green spaces, access to waterways and programs that are positioned to provide all people with an equal opportunity for leisure and support of an active lifestyle</p>	<p><b>DPW:</b> Investigate Kalamazoo River Trail opportunities for increased river recreation in the City</p>	<p>Complete survey and hydraulic analysis. City staff to participate in regional Kalamazoo River trailway steering committee to establish access to the Kalamazoo River for paddlers.</p>
	<p><b>DPW:</b> Greater investment in city parks and other outdoor spaces for maintenance</p>	<p>Utilize county parks millage and city funds to enhance BC green spaces</p>
<p><b>2. Connected community</b></p> <p>Offers trails and paths that connect the community through a pedestrian and bicycle network that affords mobility for everyone to move freely throughout the entire community</p>	<p><b>DPW:</b> Repave linear path sections to provide a surface suitable for all users</p>	<p>Repave 3/4 mile of Linear path.</p>
<p><b>3. Facilities and amenities</b></p> <p>Offers recreation facilities and amenities that are equally maintained and accessible to all people regardless of where they live or their abilities</p>	<p><b>Rec:</b> Complete planned improvements at Full Blast including air conditioning replacement, pool resurfacing and Flash Flood refresh</p>	<p>Air conditioning successfully up and running; pool resurfaced; new tables, chairs, and umbrellas purchased and updated landscaping complete.</p>
	<p><b>Rec:</b> Complete planned improvements at Bailey Park including lighting fixtures, irrigation and field maintenance</p>	<p>Parking lot lights upgraded to LED; CO Brown concourse lights upgraded to LED; old irrigation lines replaced; and field lips repaired.</p>
	<p><b>Rec:</b> Maintain Helping Hands Scholarship Program – available for participant and player fees for our programs</p>	<p>Enrollment in programs by participants that may not have been able to afford registration fees.</p>
	<p><b>Rec:</b> Offer a full slate of programming year-round to all people regardless of where they live or their abilities</p>	<p>Participation in our diverse programs offered each season regardless of location or ability of participant.</p>



8. Governance	Proposed Work Plan Items	Proposed Measures of Success
<p><b>1. Accessibility</b></p> <p>The city acts in an honest, accessible, open and transparent way and is engaging and responsive to its people</p>	<p><b>CS:</b> Complete a resident engagement assessment to include: NPC structure, various models of engagement (that also incorporates a focus on equity), historical overview of local resident engagement, resource needs assessment, etc.</p>	<p>Add questions specific to engagement on citizen survey, create engagement strategic scorecard using Allowance, solicit scorecard review and feedback from community, create RFP for engagement initiative, select and implement RFP services</p>
	<p><b>Comms:</b> Social media management</p>	<p>Continue social media presence and strategy; monitor analytics for potential adjustments.</p>
	<p><b>Comms:</b> City connection Podcast/AccessVision program</p>	<p>Episodes at least monthly, with promotion and branding, beginning Q2 2022. Monitor analytics.</p>
	<p><b>DPW:</b> Develop long range work plan for County Parks millage funds</p>	<p>Hold work session with City Commission to gather input. Incorporate long range plan in the CIP.</p>
<p><b>2. Best Practices</b></p> <p>The city uses best practice in financial management, policies, and practices while providing valuable services for the resources received</p>	<p><b>Comms:</b> Updated community engagement plan/strategy</p>	<p>Updated plan for use across the organization, and strategy progress from process started with Community Services in late 2021.</p>
	<p><b>Comms:</b> Communications Plan and Social Media Policy updates.</p>	<p>Completed updates of both plans by end of the work plan period.</p>
	<p><b>Comms:</b> City Commission community agendas, post-meeting round-ups</p>	<p>Consistent production of these items during this work plan period; monitor community engagement with them for potential adjustments.</p>
	<p><b>DPW:</b> Obtain American Public Works Association accreditation</p>	<p>Assign 100% of the practices to review by staff and complete documentation of 50% of the practices within 1 year.</p>
	<p><b>RSG:</b> Investment Policy Statement adoption by the City Commission</p>	<p>Formal adoption through resolution by the City Commission within 1 year</p>
	<p><b>RSG:</b> Fund Balance Policy update adoption by the City Commission</p>	<p>Formal adoption through resolution by the City Commission within 1 year</p>
	<p><b>RSG:</b> Debt Policy draft</p>	<p>Draft completed and reviewed by Finance and City Manager and ready to move forward to the City Commission via resolution.</p>



8. Governance	Proposed Work Plan Items	Proposed Measures of Success
<p><b>2. Best Practices</b></p> <p>The city uses best practice in financial management, policies, and practices while providing valuable services for the resources received</p>	<p><b>RSG:</b> Evaluate cost/benefit of closure of defined benefit pension for non-represented employees to be replaced with a hybrid plan similar to ATU</p>	<p>Financial analysis completed through data provided by MERS alongside analysis of Human Resources of the impact (positive/negative) to recruitment and retention within 1 year.</p>
	<p><b>RSG:</b> Release a request for proposal for consultants to assist in the search for and implementation of a new ERP system (financial, utilities, human resources modules)</p>	<p>An RFP is released by 3/31/22. Committee evaluation of responses completed by 4/30/22 and a firm is selected to begin the ERP selection process.</p>
	<p><b>RSG:</b> Consultant for implementation of new ERP system (financial, utilities, human resources modules) assists with the release of an RFP for ERP system with committee review/employee input for selection within 3 months.</p>	<p>Consultant assists with change management, staff input, and RFP preparation by 8/31/22.</p>
	<p><b>RSG:</b> Develop a forecast model for use in the budget process (using the Munetrix software product).</p>	<p>FY23 budget includes 5-year forecast</p>
	<p><b>RSG:</b> Implement an Audit and Finance Committee</p>	<p>An Audit and Finance Committee of the City Commission is in place for the start of the FY23 audit (September, 2022)</p>
	<p><b>IT:</b> Renew/Keep Current our Software Subscriptions so that all of our resources are kept up to date and available for our users</p>	<p>Software will not have expiration dates that have passed.</p>
	<p><b>IT:</b> Replace the 55 Devices that the users were using. Devices older than 5 years are not supported on our network</p>	<p>User devices will always have devices that are under warranty.</p>
	<p><b>IT:</b> Replace our Firewall with an updated model - Change our VPN Tunnels for Verizon/County/Air Gap Backup Traffic</p>	<p>We will received quotes. Selected a firewall that suits our needs. Implement.</p>
	<p><b>IT:</b> Continue to add CIS Controls to our Infrastructure from the 1st Implementation Group</p>	<p>Quarterly self-assessment.</p>
	<p><b>IT:</b> Webserver Upgrade for security and application functionality</p>	<p>A new webserver will in place that does not have out of date software and hardware.</p>
<p><b>Airport:</b> Review Primary Management &amp; Compliance documents</p>	<p>Conduct Airport Advisory Board meetings and provide updates to on-going governance study</p>	



8. Governance	Proposed Work Plan Items	Proposed Measures of Success
<p><b>3. Respectful</b></p> <p>The city treats everyone fairly, equitably and with respect as well as communicates key information about issues that affect them in a timely manner</p>	<p><b>CS:</b> Conduct assessment of Non-Discrimination Ordinance and recommendations for ordinance amendments</p>	<p>Conduct ordinance review and comparison to other communities, identify similarities and differences and ordinance amendment suggestions</p>
	<p><b>Comms:</b> Language access in news items, social media, website</p>	<p>Create Spanish and Burmese website landing pages in collaboration with VOCES and the Burma Center, completed by Q4 2023. Use information for targeted social media.</p>
	<p><b>Comms:</b> News releases/media relations for all departments</p>	<p>Continue relationships with departments and regional reporters; complete form system for news release requests.</p>
	<p><b>Comms:</b> Textedly text message opt-in/notifications</p>	<p>Complete plan for Textedly use and launch service.</p>
	<p><b>Comms:</b> Quarterly newsletter via Shopper News advertisement spreads</p>	<p>Schedule and execute four newsletters per year. Survey community for feedback.</p>
	<p><b>CM:</b> Review and Implement items from the Diversity, Equity and Inclusion Plan recommended by the Equity Audit results.</p>	<p>Create a phased approach for implementation to be managed by the Director of Diversity, Equity and Inclusion.</p>
<p><b>4. Collaboration</b></p> <p>The city engages and collaborates with other governmental entities on regional issues as well as with its community stakeholders to build a better tomorrow for everyone</p>	<p><b>CS:</b> TRHT (attend and participate in community lead initiatives)</p>	<p>Assist with planning an equity health fair, participate in various TRHT community lead initiatives, develop homebuyer education curriculum and homebuyer guide.</p>
	<p><b>CS:</b> Develop a community wide score card to evaluate permanent supportive housing development opportunities</p>	<p>Contract Allowance services to develop a strategic score card, involve City staff and community partners in the development, use the score card to assess housing development projects</p>
	<p><b>CS:</b> Homeless Coalition (attend and participate in community lead initiatives)</p>	<p>Planning of annual homeless health fair, serve on Housing Solutions Board (monthly meetings) and Homeless Coalition (monthly meetings), Expend \$500,000 in rent assistance programming</p>
	<p><b>CS:</b> AMSA (attend and participate in regional initiatives)</p>	<p>Attend AMSA quarterly meetings and bring forward ideas/opportunities for regional collaboration</p>
	<p><b>DPW:</b> Update water system agreements with outside jurisdictions.</p>	<p>Educate City Commission on current water system agreements and get legal advice on terminating current agreements.</p>



8. Governance	Proposed Work Plan Items	Proposed Measures of Success
	<b>DPW:</b> Work with MDOT on the upcoming design build project on I94 in 2023	Gather public input on aesthetics and gateway treatment proposed on Capital Ave Bridge over I94.
	<b>IT:</b> Cybersecurity assessment. This is in collaboration with the Region 5 District.	IT will have procured an assessment and will develop a plan to address the results of the assessment.
	<b>Airport:</b> Continue Governance study and review recommendations	Supply research and recommendations to Airport Advisory Board and provide input as to how recommendations can or cannot be achieved
<b>5. Competence</b> The city hires a qualified workforce focused on service excellence and that works toward planning and building a positive community future	<b>HR:</b> Key focus on recruitment and succession planning for key roles. Additional supervisory training has been identified as an area of focused improvement	Reduction in Open Positions YoY of up to 25%. Key Roles with pending retirements are identified and plans for recruitment have been documented. All supervisors (100%) to receive a leadership training identified by Human Resources.
	<b>HR:</b> Equity Study to be completed in FY22 with focused improvement on recruiting, training, and HR Policies	Receipt and review of Corrective Action Items or Recommendations for Improvement is reviewed with Senior Staff with plans identified to close gaps.  Train at least 50% of staff on DEI.
	<b>DPW:</b> Train new City Engineer	HR: work with Director of Public Works on onboarding training plan for first 6 months.
	<b>IT:</b> Cybersecurity education and training campaigns	100% completion as assigned.



## Workshop Participants

### Commissioners

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Mark Behnke	Mayor
Kaytee E. Faris	Vice-Mayor; Chair, CM Performance Evaluation Committee
Boonikka M. Herring	Commissioner
Carla C. Reynolds	Commissioner
Jenasia M. Morris	Commissioner
Kathy S. Wilson	Commissioner
Kristin D. Blood	Commissioner
Sherry L. Sofia	Commissioner

### Staff

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Rebecca L. Fleury	City Manager	Troy D. Gilleylen	Deputy Chief of Police
Ted E. Dearing	Assistant City Manager	Victoria L. Houser	City Clerk
Shawna M. Allen	Executive Assistant	Michelle Hull	Human Resources Director
Mallory R. Avis	Public Transit Director	Philip S. Kroll	Assistant Aviation Director
Shannon D. Bagley	Deputy Chief of Police	Linda A. Morrison	Revenue Services Director
Jim A. Blocker	Chief of Police	Nancy L. Mullett	Labor Attorney
Duska A. Brumm	Recreation Director, Parks and Rec	Jill H. Steele	City Attorney
Cassandra K. Cooper	Communications Specialist	Brian E. Sturdivant	Fire Chief
Carl E. Fedders	DPW Director	Jessica L. Vanderkolk	Communications Manager
Rebecca D. Forbes	Executive Assistant	Sarah E. VanWormer	Information Technology Director
Marcie M. Gillette	Community Services Director		



## Contact Information



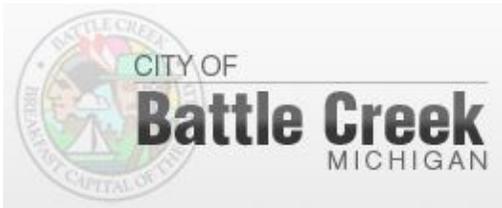
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## Resolution

NO. 288

A Resolution to approve S08-2021 for a Special Use Permit Amendment to allow the reduction of the parking lot size from the previously granted Special Use Permit approved on 11/10/20 by the City Commission for property located at 5725 Beckley Road (Parcel # 0075-00-720-0) zoned B2 “Regional Commercial District” pursuant to Section 1251.42 and 1281.05 of the zoning code.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

### **Resolved by the Commission of the City of Battle Creek:**

That the Planning Commission has reviewed the petition from Star Battle Creek LLC, Mr. Matt Parrinello, General Counsel, requesting a Special Use Permit Amendment for property located at 5725 Beckley Rd. The request is conditioned on the approval of the subdivision application by GK Real Estate; the subdivision will reduce the parking lot size from the previously granted Special Use Permit approved on 11/10/20 by City Commission. Property is zoned “B-2 Regional Commercial District” pursuant to Sec. 1251.42 & 1281.05 of the zoning code. Parcel # 0075-00-720-0.

The Planning Commission held a public hearing on this matter at its December 15, 2021 meeting, and after due consideration, recommended that the Battle Creek City Commission approve the petition for a Special Use Permit Amendment based upon the findings and conditions as set forth in the attached report of the Planning Commission.

The Battle Creek City Commission, having given its considerations to all information presented to it relating to said petition, adopts the finding and recommendations as set out in the report and supplemented by findings set forth on the record of this date which will be attached hereto, and does by way of this Resolution approve Special Use Permit S08-2021 for reduction of the parking lot size from the previously granted Special Use Permit at 5725 Beckley Road finding beyond reasonable doubt that the general standards set forth in Zoning Code 1251.42 and 1281.05 be satisfied by the completion and operation of the proposed development with the following conditions and/or restrictions:

1. The approval of this request is directly tied to the proposed use and elements of the proposed use as provided for by the applicant in the application. Any changes contrary to that which is included on the application would require review and approval by the Planning Commission and City Commission.
2. All necessary approvals, including site plan review and any required permits shall be obtained, and maintained if applicable, from the appropriate agencies, including but not limited to the State of Michigan, Department of Public Works, and Inspections Department prior to Certificate of Occupancy.
3. Pursuant to Section 1281.02, no change in the use or occupancy of land or in the use or occupancy of an existing building shall be made, nor shall any new building be occupied for any purpose, until a certificate of occupancy has been issued by the City or his or her agent. Such a certificate shall state that the new occupancy complies with Building and Zoning Codes.

4. Pursuant to Section 1281.05 (A)(5), certificates of occupancy for special uses shall be valid for a period established by the City Commission or as long as the use is established and maintained in conformity with the plans submitted and approved. Occupancy permits shall expire after one year if the use is not under construction or maintained. For good cause shown and upon written application, the Planning Commission may extend a special use permit for six months.

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Battle Creek City Commission  
1/18/2022

### **Action Summary**

**Staff Member:** Marcie Gillette, Community Services Director

**Department:** Planning

#### **SUMMARY**

A Resolution to approve S08-2021 for a Special Use Permit Amendment to allow the reduction of the parking lot size from the previously granted Special Use Permit approved on 11/10/20 by the City Commission for property located at 5725 Beckley Road (Parcel # 0075-00-720-0) zoned B2 “Regional Commercial District” pursuant to Section 1251.42 and 1281.05 of the zoning code.

#### **BUDGETARY CONSIDERATIONS**

Costs of the development are the responsibility of the developer. No use of City funds is expected for this development.

#### **HISTORY, BACKGROUND and DISCUSSION**

The petitioner, Star Battle Creek LLC, requested an amendment to its existing Special Use Permit for an indoor self-storage in the B-2 Commercial District at property located at 5725 Beckley Road, Parcel # 0075-00-720-0. The amendment results in a change to the property boundaries and lot area. Resolution 226 on November 2020 approved the use; however, as a condition of the use permit, any change to the site requires amendment to the permit.

The property was purchased in the spring of 2020, and the new owner, the applicant of this amended special use permit request, is looking to redevelop this property and sell a portion of the oversized parking lot. Therefore, a land division application was submitted, and subsequently denied, due to the existing special land use permit tied to the land.

The owners are seeking to split the parcel in two, creating a new buildable lot while maintaining parking and maneuvering lanes for their approved storage use. There are no proposed changes to the use, including the hours of operation, staffing or configuration other than lot area.

The new subject parcel area is 3.812 acres (was 8.02 acres) in size and located northwest of the intersection of Beckley Rd and M-66. The parcel was previously occupied by the Macy’s Department

Store, an anchor tenant of the Lakeview Square Mall, and includes ~38 parking spaces. The building has been vacant for more than three years.

The climate controlled self-storage would occupy most of the old Macy's building and would be located entirely within the existing building. Hours of operation would be 6am to 10pm, Sunday thru Saturday, and staffed by 1-2 employees between the hours of 9:30AM- 6:00PM which is similar with commercial uses allowed at this building and in this zoning district. The proposed facility will include indoor drive through loading and unloading lanes and the exact number of units will be determined by architectural plans that will be completed pending approval of the special use permit. Along with the proposed indoor self-storage units and indoor loading and unloading, the applicant is proposing to offer the sale of the usual packing and storage materials (boxes, tape etc.).

The special use permit application is requested pursuant to Planning and Zoning Code Section 1240.12 which allows for self storage facilities in the B2 Regional Commercial District.

The Special Use Permit has been reviewed for consistency with the City's Master Plan and was found to be consistent with the B2 Regional Commercial District land use classification and meets several goals of the Master Plan. Further, the permit has been reviewed for consistency with the intent and purpose of the Zoning Code and with conditions of the project was found to be consistent with the B2 Regional Commercial District. Based on the proposed use and surrounding existing uses, the proposal is not expected to negatively impact adjacent commercial businesses.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

The Planning Commission reviewed the request under the Special Use Permit criteria outlined in the zoning code and recommend the approval of the request based on the following findings:

(a) The approval of the amendment to the special use permit to allow a 3.812 acre lot area that includes reuse an existing building for self-storage will be harmonious with and in accordance with the general objectives of the City of Battle Creek Master Plan. The Land Use Plan of the Master Plan has this property designated as "Regional Commercial" as it is located along a major corridor that supports a high volume of local and regional traffic and will provide a variety of commercial tenants and amenities for local and regional customers. Furthermore, it is meant to allow high intensity uses and the largest scale of development. Goals in the Master Plan include adjusting land use regulations to match the changing character and community needs as well as identifying vacant or underutilized sites that could be developed to catalyze nearby investment. National market changes have resulted in large scale retail becoming largely obsolete, and the request as submitted allows for adaptive reuse and rehab of a large parcel/regional mall that has had difficulty with occupancy.

(b) The proposed use will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the neighborhood. The self-storage will be interior and self-contained, and appear similar to other commercial spaces in the vicinity. The approval would prompt building rehab and improvements that would improve and put into use that part of a largely vacant mall. There will be very little structural changes made to the building to accommodate this use, and the storage units that will be located within the building are modular in nature and can be easily removed if at some point the property owner wanted to consider a different use.

(c) The use of this property will not be hazardous or disturbing to existing or future neighboring uses as it would likely generate less traffic than if the entire building were occupied as originally constructed, and of similar hours of operation as other uses allowed in the zoning district.

(d) The use will be a substantial improvement to property in the immediate vicinity and to the community as a whole as a vacant large anchor tenant in the struggling Lakeview Square Mall will be renovated and activated with new tenants.

(e) Traffic is not anticipated to significantly increase as a result of the proposed use, and in fact, traffic should be significantly reduced from the previous Macy's tenant, and the mall area should be able to accommodate the expected traffic generated from this use. Additionally, there is adequate public infrastructure and utilities in place and no additional needs are required for this use. Parking is adequate given the usable floor area including office and storage units used at any one time.

(f) There will be no City expenses associated with the maintenance and improvements to the property, and therefore, the use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

(g) There will be no activities, processes, materials, equipment or conditions of operation that will be detrimental to any person, property or the general welfare by reason of an excessive generation of traffic, noise, smoke, fumes, glare, vibrations or odors. Any noise associated with the use will be the result of typical activities found in a typical regional mall setting.

(h) The use will be consistent with the intent and purpose of this Zoning Code in that the facility will be subject to compliance with all relevant sections of the zoning ordinance and codified ordinances, including noise, noxious vegetation, and property maintenance.

The Planning Commission approved the Special Use Permit Petition S08-2021, a request for a special use permit at 5725 Beckley Road, Parcel #0075-00-720-0, to amend the special land use permit for indoor self-storage on a parcel of 3.812 acres with the following conditions:

1. Amendment of the Special Land Use is subject to approval of the land division. Should the applicant not seek land division, the 2020 approval remains.
2. Individual storage units will be accessed from inside the building. Storage units shall not include any dwelling units, home occupations, medical/recreational marijuana, or any other use not allowed in the B-2 zoning district.
3. Any changes to the parking lot beyond sealcoating, filling potholes, and restriping in the same manner as what is existing, will require the submittal and approval of a site plan as outlined in Ch. 1261.
4. Prior to any landscaping maintenance at/near the structure and/or parking lot, a landscape plan that shows existing landscaping, a list of maintenance items for the existing landscaping, and proposed plantings in/around the structure and parking lot shall be submitted to the Planning Division for review and approval to ensure the amount and quality of landscaping remains equal to or better than what is existing.
5. The approval of this request is directly tied to the proposed use and elements of the proposed use as provided for by the applicant in the application. Any changes contrary to that which is included on the application would require review and approval by the Planning Commission and City Commission.
6. Easements granting access to and from the subject site, as well as to and from the severed (child) parcel shall be provided, in perpetuity, to ensure vehicular movements are maintained in and around the development from Beckley Road, as part of a Land Division application to the City Clerk.

7. All necessary approvals, including site plan review and any required permits shall be obtained, and maintained if applicable, from the appropriate agencies, including but not limited to the State of Michigan, Department of Public Works, and Inspections Department prior to Certificate of Occupancy.
8. Existing, approved plans shall be updated to include the new parcel dimensions.
9. Pursuant to Section 1281.02 (a), no change in the use or occupancy of land or in the use or occupancy of an existing building shall be made, nor shall any new building be occupied for any purpose, until a certificate of occupancy has been issued by the City or his or her agent. Such a certificate shall state that the new occupancy complies with Building and Zoning Codes.
10. Pursuant to Section 1281.05(a)(d5), certificates of occupancy for special uses shall be valid for a period established by the City Commission or as long as the use is established and maintained in conformity with the plans submitted and approved. Occupancy permits shall expire after one year if the use is not under construction or maintained. For good cause shown and upon written application, the Planning Commission may extend a special use permit for six months.

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**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>
☐ Staff_Report_SUP_S08-2021_5725_Beckley_Rd..pdf	Staff Report SUP S08-2021 5725 Beckley Rd.
☐ Application_SUP_S08-2021_5725_Beckley_Rd.pdf	Application SUP S08-2021 5725 Beckley Rd.



## Battle Creek City Planning Commission

### Staff report for the November 17, 2021 meeting

**To:** Planning Commissioners

**From:** Lynee Wells, AICP, Interim Planner

**Subject:** Petition S08-2021, a request for an amendment to the indoor self-storage special use permit for 5725 Beckley Road, Parcel #0075-00-720-0, to modify lot area.

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#### **Summary**

A petition from Star Battle Creek LLC, 900 Linden Ave., Rochester, New York 14625, requesting an amendment to its existing Special Use Permit for an indoor self-storage in the B-2 Commercial District at property located at 5725 Beckley Road, Parcel # 0075-00-720-0. The amendment results in a change to the property boundaries and lot area. Resolution 226 on November 2020 approved the use; however, as a condition of the use permit, any change to the site requires amendment to the permit.

#### **Background/Property Information**

The new subject parcel area is 3.812 acres (was 8.02 acres) in size and located northwest of the intersection of Beckley Rd and M-66. The parcel was previously occupied by the Macy's Department Store, an anchor tenant of the Lakeview Square Mall, and includes ~38 parking spaces. The building has been vacant for more than three years.

Staff became aware of this site modification during the review process for a land division at the subject site. The owners are seeking to split the parcel in two, creating a new buildable lot while maintaining parking and maneuvering lanes for their approved storage use. Resolution 226 approving the use states that the *request is directly tied to the proposed use and elements of the proposed use as provided for by the applicant in the application. Any changes contrary to that which is included on the application would require review and approval by the Planning Commission and City Commission.*

While the change in lot area and proposed land division may not be contrary to the application, it is nevertheless a major change to the site, and review is necessary. Additionally, since a special land use "runs with the land" it is necessary to memorialize this amendment removing the use applied to the portion of the lot which will be divided from site containing the existing building and indoor storage facility.



Front (south) and side (west) view

The property was purchased in the spring of 2020, and the new owner, the applicant of this amended special use permit request, is looking to redevelop this property and sell a portion of the oversized parking lot. Therefore, a land division application was submitted, and subsequently denied, due to the existing special land use permit tied to the land.



There are no proposed changes to the use, including the hours of operation, staffing or configuration other than lot area.

The climate controlled self-storage would occupy most of the old Macy's building and would be located entirely within the existing building. Hours of operation would be 6am to 10pm, Sunday thru Saturday, and staffed by 1-2 employees between the hours of 9:30AM- 6:00PM which is similar with commercial uses allowed at this building and in this zoning district. The proposed facility will include indoor drive through loading and unloading lanes and the exact number of units will be determined by architectural plans that will be completed pending approval of the special use permit.

Along with the proposed indoor self-storage units and indoor loading and unloading, the applicant is proposing to offer the sale of the usual packing and storage materials (boxes, tape etc.).

#### **Applicable Ordinance Provisions**

The special use permit application is requested pursuant to Planning and Zoning Code Chapter 1290-01(b)(21) which allows for "mini-warehouse developments on a site of not less than two acres". For this application, all other elements of the request comply with the zoning district in which the parcel is placed, and therefore the special use permit is only required for the self-storage portion of the project.

**Public Hearing and Notice Requirements**

As required by the Zoning Enabling Act of 2006, as amended, a public hearing notice was published in the Battle Creek Enquirer and notices of the public hearing were also sent by regular mail. To date, the Planning Department has not received any comments for or in opposition to this request.

**Neighborhood Outreach**

This Applicant has not attended any NPC meetings as ALL NPC meetings have been cancelled due to the COVID-19 outbreak. Currently, staff is not aware of a date when NPC meetings will resume.

**Basis For Determination**

As a special use, the Planning Commission is charged with reviewing each Special Use Permit request to determine any effects the proposed use would have on the Master Plan as well as on the character and development of the neighborhood. The ordinance and enabling legislation allow the Planning Commission and the City Commission to impose any conditions upon the request that would ensure the general objectives of the zoning ordinance are met and to preserve property values in the neighborhood.

The request shall be reviewed using the following standards listed in Chapter 1281.05 Basis for Determination (for Special Use Permits):

- (a) The use will be harmonious with and in accordance with the general objectives of the Master Plan.
- (b) The use will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the neighborhood.
- (c) The use will not be hazardous or disturbing to existing or future neighboring uses.
- (d) The use will be a substantial improvement to property in the immediate vicinity and to the community as a whole.
- (e) The use will be adequately served by essential public facilities and services, such as streets, highways, police and fire protection, drainage, refuse disposal and schools, or the persons or agencies responsible for the development shall be able to adequately provide such services.
- (f) The use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
- (g) The use will not create activities, processes, materials, equipment or conditions of operation that will be detrimental to any person, property or the general welfare by reason of an excessive generation of traffic, noise, smoke, fumes, glare, vibrations or odors.
- (h) The use will be consistent with the intent and purpose of this Zoning Code.

**Analysis and Recommendation**

Staff has reviewed the application and finds that it meets the requirements for submittal and is considered complete. Staff further finds the request consistent with the general standards listed in 1281.05 D, as outlined herein:

(a) The approval of the amendment to the special use permit to allow a 3.812 lot area that includes reuse an existing building for self-storage will be harmonious with and in accordance with the general objectives of the City of Battle Creek Master Plan. The Land Use Plan of the Master Plan has this property designated as "Regional Commercial" as it is located along a major corridor that supports a high volume of local and regional traffic and will provide a variety of commercial tenants and amenities for local and regional customers. Furthermore, it is meant to allow high intensity uses and the largest scale of development.

Goals in the Master Plan include the adjusting land use regulations to match the changing character and community needs as well as identifying vacant or underutilized sites that could be developed to catalyze nearby investment. National market changes have resulted in large scale retail becoming largely obsolete, and the request as submitted allows for adaptive reuse and rehab of a large parcel/regional mall that has had difficulty with occupancy.

(b) The proposed use will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the neighborhood. The self-storage will be interior and self-contained, and appear similar as other commercial spaces in the vicinity. The approval would prompt building rehab and improvements that would improve and put into use that part of a largely vacant mall. There will be very little structural changes made to the building to accommodate this use, and the storage units that will be located within the building are modular in nature and can be easily removed if at some point the property owner wanted to consider a different use.

(c) The use of this property will not be hazardous or disturbing to existing or future neighboring uses as it would likely generate less traffic than if the entire building were occupied as originally constructed, and of similar hours of operation as other uses allowed in the zoning district.

(d) The use will be a substantial improvement to property in the immediate vicinity and to the community as a whole as a vacant large anchor tenant in the struggling Lakeview Square Mall will be renovated and activated with new tenants.

(e) Traffic is not anticipated to significantly increase as a result of the proposed use, in fact, traffic should be significantly reduced from the previous Macy's tenant, and the mall area should be able to accommodate the expected traffic generated from this use. Additionally, there is adequate public infrastructure and utilities in place and no additional needs are required for this use. Parking is adequate given the usable floor area including office and storage units used at any one time.

(f) There will be no City expenses associated with the maintenance and improvements to the property, and therefore, the use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

(g) There will be no activities, processes, materials, equipment or conditions of operation that will be detrimental to any person, property or the general welfare by reason of an excessive generation of

traffic, noise, smoke, fumes, glare, vibrations or odors. Any noise associated with the use will be the result of typical activities found in a typical regional mall setting.

(h) The use will be consistent with the intent and purpose of this Zoning Code in that the facility will be subject to compliance with all relevant sections of the zoning ordinance and codified ordinances, including noise, noxious vegetation, and property maintenance.

**Therefore, as the request meets the general standards listed in Chapter 1281.05 as outlined above, planning staff recommends that the Planning Commission recommend to the City Commission approval of Special Use Permit Petition S08-2021, a request for a special use permit for 5725 Beckley Road, Parcel #0075-00-720-0, to amend the special land use permit for indoor self-storage on a parcel of 3.812 acres with the following conditions:**

1. Amendment of the Special Land Use is subject to approval of the land division, should the applicant not seek land division, the 2020 approval remains.
2. Individual storage units will be accessed from inside the building. Storage units shall not include any dwelling units, home occupations, medical/recreational marijuana, or any other use not allowed in the B-2 zoning district.
3. Any changes to the parking lot beyond sealcoating, filling potholes, and restriping in the same manner as what is existing, will require the submittal and approval of a site plan as outlined in Ch. 1261.
4. Prior to any landscaping maintenance at/near the structure and/or parking lot, a landscape plan that shows existing landscaping, a list of maintenance items for the existing landscaping, and proposed plantings in/around the structure and parking lot shall be submitted to the Planning Division for review and approval to ensure the amount and quality of landscaping remains equal to or better than what is existing.
5. The approval of this request is directly tied to the proposed use and elements of the proposed use as provided for by the applicant in the application. Any changes contrary to that which is included on the application would require review and approval by the Planning Commission and City Commission.
6. Easements granting access to and from the subject site, as well as to and from the severed (child) parcel shall be provided, in perpetuity, to ensure vehicular movements are maintained in and around the development from Beckley Road, as part of a Land Division application to the City Clerk.
7. All necessary approvals, including site plan review and any required permits shall be obtained, and maintained if applicable, from the appropriate agencies, including but not limited to the State of Michigan, Department of Public Works, and Inspections Department prior to Certificate of Occupancy.
8. Existing, approved plans shall be updated to include the new parcel dimensions.
9. Pursuant to Chapter 1232.01 (a), no change in the use or occupancy of land or in the use or occupancy of an existing building shall be made, nor shall any new building be occupied for any purpose, until a certificate of occupancy has been issued by the City or his or her agent. Such a certificate shall state that the new occupancy complies with Building and Zoning Codes.
10. Pursuant to Chapter 1290.02 (e), certificates of occupancy for special uses shall be valid for a period established by the City Commission or as long as the use is established and maintained in conformity with the plans submitted and approved. Occupancy permits shall expire after one year if the use is not under construction or maintained. For good cause shown and upon written application, the Planning Commission may extend a special use permit for six months.

The Planning Commission can add additional conditions to those listed above in the staff recommendation. The Planning Commission may also upon deliberation, choose an alternative action from the following alternatives:

- A1: Postpone the project for specific reasons, with agreement from the applicant;
- A2. Articulate revised rationale of the general standards and/or conditions to recommend to the City Commission Approval OR Denial of the subject application.

**Attachments**

The following information is attached and made part of this Staff report:

- Special Use Permit petition Form and Supplemental Information (Petition #S2-20)



# City of Battle Creek

Community Services – Planning and Zoning Division

City Hall • 10 N. Division Street, Ste. 117 • Battle Creek, Michigan 49014

Ph (269) 966-3320 • Fax (269) 966-3555 • [www.battlecreekmi.gov](http://www.battlecreekmi.gov)



## SPECIAL USE PERMIT Application

Petition No. S-08-21

Date Received: 10-21-21

### APPLICANT

NAME: Star Battle Creek, LLC Matt Parrinello, General Counsel

ADDRESS: 900 Linden Ave., Rochester, NY 14625

PHONE: (581) 500-1000 ext. 3 FAX: \_\_\_\_\_

EMAIL: matt@starmsm.com

### OWNER (if different from applicant)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**\*\*If the applicant is not the property owner, a letter signed by the owner agreeing to the Special Use Permit must be included with the application.**

### EXISTING CONDITIONS

Address(es) of property for which the request is being sought: \_\_\_\_\_

5725 Beckley Rd., Battle Creek, MI 49015

Current use of the property: Empty Commercial Building

List existing structures on the property and the approximate age of each. \_\_\_\_\_

102,072 Sq. Ft. Commercial Building approximately 38 years old.

\_\_\_\_\_

\_\_\_\_\_

Has property involved ever been the subject of a previous application? If yes, please list each one and the date the request came before the Planning Commission.

Resolution No. 226 heard on November 10, 2020

\_\_\_\_\_

\_\_\_\_\_

**PROJECT DESCRIPTION**

What is the proposed use of the property that warrants the special use permit? \_\_\_\_\_

Indoor Climate Controlled Self-Storage Facility.

Please list all activities that will take place on the property if the special use permit were approved?  
Rental of self-storage units along with sale of packing and storage materials (i.e. boxes and tape).

\_\_\_\_\_

How many employees currently work on the property? How many will be added if the special use permit is approved, and what days/times will they be onsite? Zero and 1-2 employees will be added. Hours for employees will be approximately 9:30 AM-6:00 PM.

Will the approval of the special land use necessitate changes to the property, i.e. building construction, additional parking, driveways, fencing? If yes, please provide a list of property improvements that will be associated with the special use permit. This request is conditioned on the approval of the subdivision application by

GK Real Estate. The subdivision will reduce our parking lot size from our previously granted Special Use Permit.

We will still have access and use of the parking lot through the Operating Agreement.

What are the proposed hours of operation for the special use? Please indicate if the special land use will be temporary, seasonal, or long term in nature, providing dates and timeframes if applicable:  
6:00 AM-10:00 PM and the use will be long term.

\_\_\_\_\_

**STANDARDS FOR APPROVAL**

Chapter 1290 Special Uses and Land Development lists standards that will be reviewed by the Planning Commission and City Commission and the request for special use permit will only be approved if these standards are met. Provide factual and supportive evidence that your application meets each of these standards. Additional sheets may be attached if necessary.

Will the special land use be designed, constructed, maintained, and/or operated in a manner harmonious with the character of adjacent properties and the surrounding area?  Yes  No

The structure of the building will be maintained as it currently is. Outdoor improvements will be minimal and done in order to return the property to a well maintained asset to the community.

Will the special land use change the character of adjacent properties and the surrounding area?  Yes  No

Our rental of storage units and sale of accompanying materials is aligned with the commercial nature of the surrounding properties and surrounding area.

Will the special land use be hazardous to adjacent properties or involve uses, activities, materials or equipment which will be detrimental to the health, safety or welfare of persons or properties?

Yes  No

Our rental of storage units involves no use of any materials, equipment or activities that are detrimental to the health, safety or welfare of persons or properties. Storage of hazardous materials is not permitted in our facilities.

Will the special land use be a substantial improvement to property in the immediate vicinity and to the community as a whole?  Yes  No

The property has been vacant for over 3 years. We will be returning the property to a viable commercial property that provides a service to the community.

Will the special land use place demands on public facilities or services in excess of current capacity?

Yes  No

Our use involves minimal demands on public facilities and services and far less than the previous use by Macy's.

Will the special land use produce excessive traffic, noise, smoke, fumes, or glare?  Yes  No

Our use produces minimal traffic as our average daily visits from new and returning customers is approximately 7-10.

Our units are all indoors so there is minimal if any noise coming from our facilities. There is not smoke, fumes or glare from our use.

#### SUBMITTAL REQUIREMENTS

Each request requires the following items to be submitted along with the completed application; incomplete applications will not be forwarded to the Planning Commission.

1. Payment of a non-refundable \$600.00 filing fee, made payable to the City of Battle Creek.
2. An affidavit authorizing an applicant to act on behalf of the owner if the petitioner is not the owner.
3. Legal description of subject property and a list of all deed restrictions.
4. Property Site Plan as outlined in "Special Use Permit, Information and Procedures".

#### APPLICANT SIGNATURE

By signing this application, the applicant hereby declares that all answers given herein are true to the best of their knowledge, and confirms that all information required for submission of a special use permit have been submitted. Furthermore, the applicant confirms that they have thoroughly read "Special Use Permit, Information and Procedures" and agrees to comply with all requirements and procedures for special use permit.

Matthew Parrinello, General Counsel  
Name

10-19-21  
Date

# CERTIFIED SURVEY MAP

**RECORDING INFORMATION**

THIS IS ATTACHED TO AND MADE PART OF THE SKETCH TO FOLLOW.

Scope of Survey

Monument Engineering Group Associates, Inc. (MEGA) was contracted to perform a Land Division for Tax ID: 52-0075-00-720-0, also known as 5725 Beckley Road, located in the City of Battle Creek, Calhoun County, Michigan.

References

- Carr & Associates, LLC, Job No.: 18-9375, Date: 1/12/2018
- Chicago Title Insurance Company, Commitment No.: CCHI2104744NT, Date: 6/21/2021

Bearing Reference

Bearings are based on Exhibit "A" of Chicago Title Insurance Company, Commitment No.: CCHI2104744NT, Date: 6/21/2021.

Sections corner Witnesses

*Center of Section 25, T2S-R8W*

Found iron with aluminum cap stamped "3160" in monument box, as described and recorded in Liber 3134-Page 654, Calhoun County Records.

*South 1/4 corner Section 25, T2S-R8W*

Found iron in monument box, as described and recorded in Liber 1778-Page 572, Calhoun County Records.

*SouthEast corner Section 25, T2S-R8W*

Found iron in monument box, as described and recorded in Liber 1743-Page 582, Calhoun County Records.

**Certification**

I, Marc E. Budzinski, P.S., 4001053492 being a Licensed Professional Surveyor, hereby certify to the client named hereon that I have surveyed and mapped the parcel(s) hereon described and that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and that all the requirements of P.A. 132 of 1970, as amended, have been complied with.

This plat was prepared for the exclusive use of the person, persons, or entity named in the certification hereon. Said certificate does not extend to any unnamed person without an express recertification by the surveyor naming said person.

	<p><b>INNOVATIVE GEOSPATIAL &amp; ENGINEERING SOLUTIONS</b></p> 	<p>298 VETERANS DRIVE FOWLERVILLE, MICHIGAN 48836 (OFFICE) 517-223-3512 monumentengineering.com</p> <p><small>SERVICE DISABLED VETERAN OWNED SMALL BUSINESS (SDVOSB)</small></p>	<p>CLIENT: <b>GK REAL ESTATE</b></p>
	<p>SE 1/4, SEC 25, T2S-R8W, BATTLE CREEK</p> <p>(M) - Measured Dist. (R) - Recorded Dist.                  ● MON - Found Concrete Monument                  ● FIR/P - Found Iron Rod/Pipe                  ○ SIR - Set Iron Rod                  ▲ MAG - Set Magnetic Nail                  P.O.B./E. - Point of Beginning/Ending                  ● - Soil Evaluation Dig                  -x-x-x- Fence      □ - Line Stake</p>		<p>DATE: 10/19/2021      DR. BY: BN      CHK BY: MB</p>
<p>SCALE: N/A      SHEET: 1 of 7      FILE: 21-209_Bndy LD      JOB No. 21-209</p>			

# CERTIFIED SURVEY MAP

(LAND DIVISION)  
(DESCRIPTION OF PARENT PARCEL)

Legal Description (Parent Parcel) (As Provided)  
(Per Chicago Title Insurance Company, Commitment No.: CCHI2104744NT, Date: 6/21/2021)

**EXHIBIT A DESCRIPTION:**

LAND SITUATED IN THE STATE OF MICHIGAN, COUNTY OF CALHOUN, CITY OF BATTLE CREEK.

**PARCEL 1:**

ALL THAT PART OF THE SOUTHEAST 1/4 OF SECTION 25, TOWN 2 SOUTH, RANGE 8 WEST, TOWNSHIP (NOW CITY) OF BATTLE CREEK, CALHOUN COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION; THENCE NORTH 89° 54' 57" EAST 1,115.18 FEET ALONG THE SOUTH LINE OF SAID SECTION; THENCE NORTH 25° 28' 39" WEST 107.07 FEET; THENCE EASTERLY 83.07 FEET ON A 1,110.52 FOOT RADIUS CURVE TO THE LEFT THE CHORD OF WHICH BEARS NORTH 80° 55' 51" EAST 83.05 FEET; THENCE EASTERLY 61.82 FEET ON A 639.48 FOOT RADIUS CURVE TO THE RIGHT THE CHORD OF WHICH BEARS NORTH 81° 33' 26" EAST 61.79 FEET TO THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE NORTH 25° 28' 39" WEST 344.93 FEET; THENCE NORTH 64° 31' 21" EAST 111.0 FEET; THENCE NORTH 25° 28' 39" WEST 48.67 FEET; THENCE NORTH 64° 31' 21" EAST 57.5 FEET; THENCE NORTH 25° 28' 39" WEST 140.0 FEET; THENCE NORTH 64° 31' 21" EAST 329.50 FEET; THENCE SOUTH 25° 28' 39" EAST 140.0 FEET; THENCE NORTH 64° 31' 21" EAST 72.0 FEET; THENCE SOUTH 25° 28' 39" EAST 13.67 FEET; THENCE NORTH 64° 31' 21" EAST 111.0 FEET; THENCE SOUTH 25° 28' 39" EAST 480.08 FEET; THENCE SOUTHWESTERLY 128.69 FEET ON A 516.52 FOOT RADIUS CURVE TO THE RIGHT THE CHORD OF WHICH BEARS SOUTH 68° 58' 30" WEST 128.35 FEET; THENCE SOUTHWESTERLY 309.0 FEET ON A 1,609.48 FOOT RADIUS CURVE TO THE LEFT THE CHORD OF WHICH BEARS SOUTH 70° 36' 44" WEST 308.52 FEET; THENCE WESTERLY 219.14 FEET ON A 560.52 FOOT RADIUS CURVE TO THE RIGHT THE CHORD OF WHICH BEARS SOUTH 76° 18' 44" WEST 217.74 FEET; THENCE WESTERLY 35.56 FEET ON A 639.48 FOOT RADIUS CURVE TO THE LEFT THE CHORD OF WHICH BEARS SOUTH 85° 55' 10" WEST 35.55 FEET TO THE PLACE OF BEGINNING.

**PARCEL 2:**

TOGETHER WITH NON-EXCLUSIVE EASEMENTS FOR INGRESS, EGRESS AND ACCESS, DISPOSAL OF STORM SEWER, AND STORM WATER FLOWAGE PURPOSES AS DISCLOSED BY WARRANTY DEED RECORDED IN LIBER 1251, PAGE 642.



**INNOVATIVE GEOSPATIAL & ENGINEERING SOLUTIONS**

298 VETERANS DRIVE  
 FOWLerville,  
 MICHIGAN 48836  
 (OFFICE) 517-223-3512  
 monumentengineering.com  
 SERVICE DISABLED VETERAN OWNED  
 SMALL BUSINESS (SDVOSB)

CLIENT: **GK REAL ESTATE**

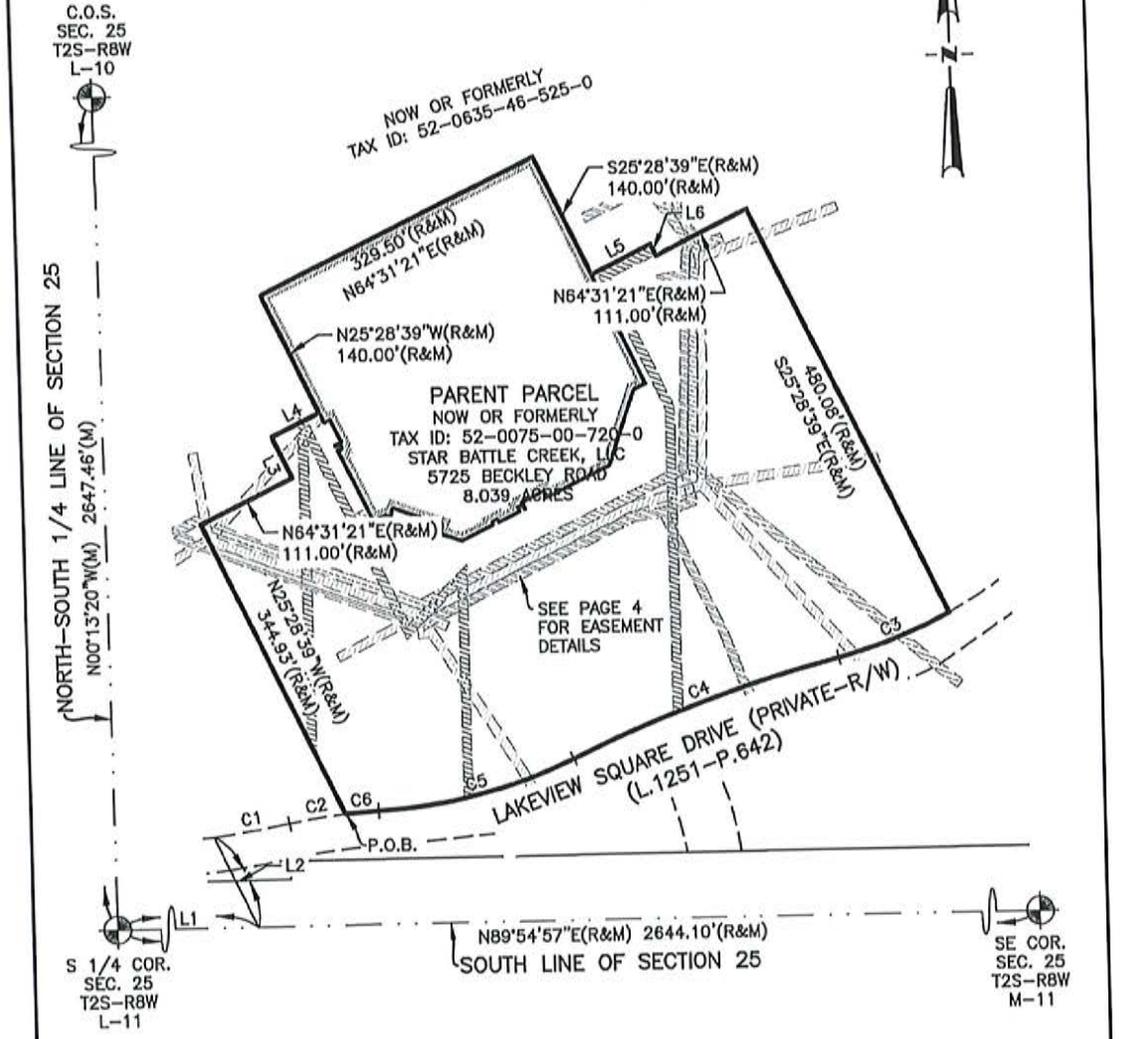
SE 1/4, SEC 25, T2S-R8W, BATTLE CREEK

(M) - Measured Dist. (R) - Recorded Dist.  
 ● MON - Found Concrete Monument  
 ● FIR/P - Found Iron Rod/Pipe  
 ○ SIR - Set Iron Rod  
 ▲ MAG - Set Magnetic Nail  
 P.O.B./E. - Point of Beginning/Ending  
 ● - Soil Evaluation Dig  
 \*-\*-\* - Fence      □ - Line Stake

SCALE: N/A	SHEET: 2 of 7	DATE: 10/19/2021	DR. BY: BN
FILE: 21-209_Bndy LD		CHK BY: MB	
JOB No. 21-209			

# CERTIFIED SURVEY MAP

(LAND DIVISION)  
(SKETCH OF PARENT PARCEL)



LINE TABLE (R&M)		
LINE #	BEARING	DISTANCE
L1	N89°54'57"E	1115.18'
L2	N25°28'39"W	107.07'
L3	N25°28'39"W	48.67'
L4	N64°31'21"E	57.50'
L5	N64°31'21"E	72.00'
L6	S25°28'39"E	13.67'

CURVE TABLE (R&M)				
CURVE #	LENGTH	RADIUS	DELTA	CHORD
C1	83.07'	1110.52'	4°17'09"	N80°55'51"E 83.05'
C2	61.81'	639.48'	5°32'18"	N81°33'26"E 61.79'
C3	128.69'	516.52'	14°16'41"	S68°58'30"W 128.35'
C4	309.00'	1609.48'	11°00'00"	S70°36'44"W 308.52'
C5	219.14'	560.52'	22°23'58"	S76°18'44"W 217.74'
C6	35.56'	639.48'	3°11'08"	S85°55'09"W 35.55'



INNOVATIVE GEOSPATIAL & ENGINEERING SOLUTIONS



298 VETERANS DRIVE  
 FOWLERVILLE,  
 MICHIGAN 48836  
 (OFFICE) 517-223-3512  
 monumentengineering.com

SERVICE DISABLED VETERAN OWNED  
 SMALL BUSINESS (SDVOSB)

LAST REVISION:

CLIENT: **GK REAL ESTATE**

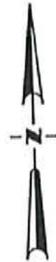
SE 1/4, SEC 25, T2S-RBW, BATTLE CREEK

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- x--- Fence
- - Line Stake

# CERTIFIED SURVEY MAP

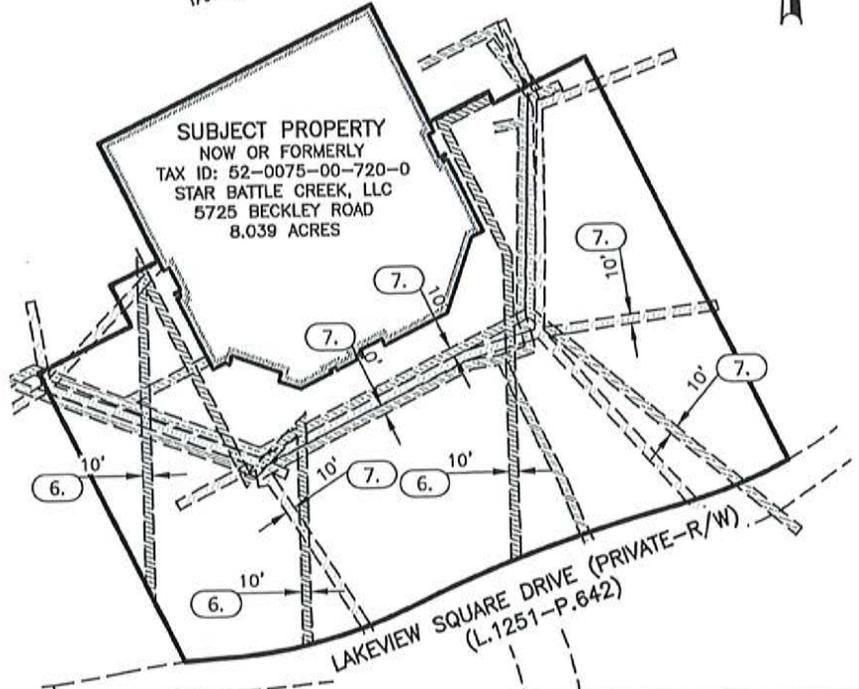
(LAND DIVISION)  
(EASEMENT SKETCH)

C.O.S.  
SEC. 25  
T2S-R8W  
L-10



NOW OR FORMERLY  
TAX ID: 52-0635-46-525-0

NORTH-SOUTH 1/4 LINE OF SECTION 25  
N00°13'20"W(M) 2647.46'(M)



SUBJECT PROPERTY  
NOW OR FORMERLY  
TAX ID: 52-0075-00-720-0  
STAR BATTLE CREEK, LLC  
5725 BECKLEY ROAD  
8.039 ACRES

LAKEVIEW SQUARE DRIVE (PRIVATE-R/W)  
(L.1251-P.642)

S 1/4 COR.  
SEC. 25  
T2S-R8W  
L-11

N89°54'57"E(R&M) 2644.10'(R&M)  
SOUTH LINE OF SECTION 25

SE COR.  
SEC. 25  
T2S-R8W  
M-11

## Easement Details

(Per Chicago Title Insurance Company, Commitment No.: CCHI2104744NT,  
Date: 6/21/2021)

- 6. EASEMENT IN FAVOR OF CONSUMERS POWER COMPANY  
RECORDED IN LIBER 1262, PAGE 240.
- 7. DEDICATION/EASEMENT GRANT IN FAVOR OF THE CITY OF BATTLE  
CREEK RECORDED IN LIBER 1304, PAGE 323.



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FOWLerville,  
MICHIGAN 48836  
(OFFICE) 517-223-3512  
monumentengineering.com  
SERVICE DISABLED VETERAN OWNED  
SMALL BUSINESS (SDVOSB)

LAST REVISION:

CLIENT:  
**GK REAL ESTATE**

SE 1/4, SEC 25, T2S-R8W, BATTLE CREEK

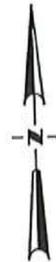
- (M) - Measured Dist. (R) - Recorded Dist.
- MON - Found Concrete Monument
- FIR/P - Found Iron Rod/Pipe
- SIR - Set Iron Rod
- △ MAG - Set Magnetic Nail
- P.O.B./E. - Point of Beginning/Ending
- - Soil Evaluation Dig
- \*-\*-\* - Fence □ - Line Stake

SCALE: 1"=150' SHEET: 4 of 7 DATE: 10/19/2021 DR. BY:BN CHK BY:MB  
FILE: 21-209\_Bndy LD JOB No. 21-209

# CERTIFIED SURVEY MAP

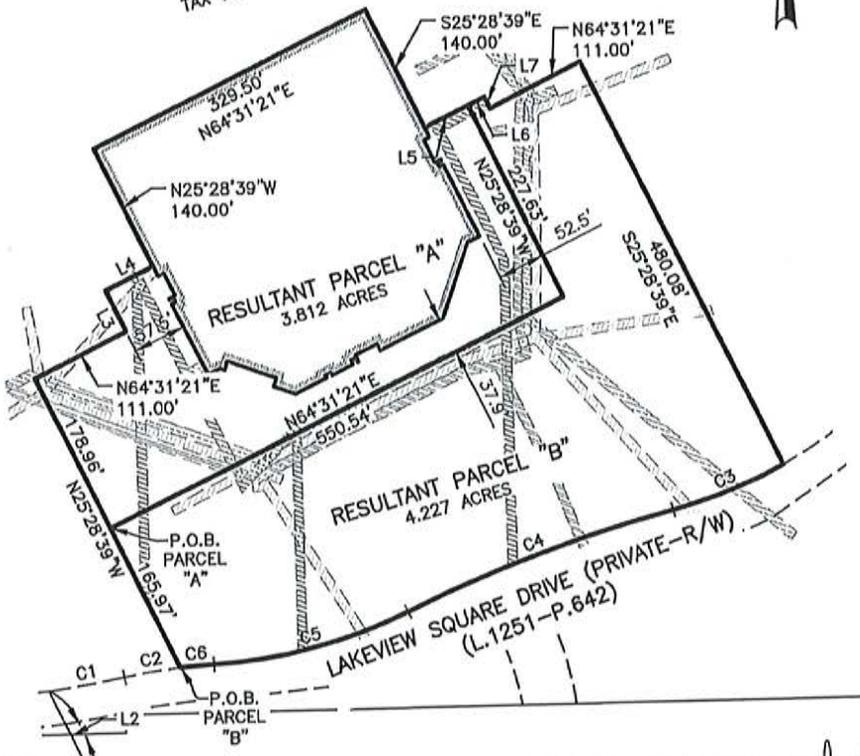
(LAND DIVISION)  
(SKETCH OF RESULTANT PARCELS)

C.O.S.  
SEC. 25  
T2S-R8W  
L-10



NOW OR FORMERLY  
TAX ID: 52-0835-46-525-0

NORTH-SOUTH 1/4 LINE OF SECTION 25  
N00°13'20"W 2647.46'



S 1/4 COR.  
SEC. 25  
T2S-R8W  
L-11

N89°54'57"E 2644.10'  
SOUTH LINE OF SECTION 25

SE COR.  
SEC. 25  
T2S-R8W  
M-11

LINE TABLE		
LINE #	BEARING	DISTANCE
L1	N89°54'57"E	1115.18'
L2	N25°28'39"W	107.07'
L3	N25°28'39"W	48.67'
L4	N64°31'21"E	57.50'
L5	N64°31'21"E	52.54'
L6	N64°31'21"E	19.46'
L7	S25°28'39"E	13.67'

CURVE TABLE				
CURVE #	LENGTH	RADIUS	DELTA	CHORD
C1	83.07'	1110.52'	4°17'09"	N80°55'51"E 83.05'
C2	61.81'	639.48'	5°32'18"	N81°33'26"E 61.79'
C3	128.69'	516.52'	14°16'41"	S68°58'30"W 128.35'
C4	309.00'	1609.48'	11°00'00"	S70°36'44"W 308.52'
C5	219.14'	560.52'	22°23'58"	S76°18'44"W 217.74'
C6	35.56'	639.48'	3°11'08"	S85°55'09"W 35.55'



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 monumentengineering.com  
SERVICE DISABLED VETERAN OWNED  
SMALL BUSINESS (SOVOSB)

CLIENT: **GK REAL ESTATE**

SE 1/4, SEC 25, T2S-R8W, BATTLE CREEK  
 (M) - Measured Dist. (R) - Recorded Dist.  
 ● MON - Found Concrete Monument  
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 ● - Soil Evaluation Dlg  
 \*-\*-\* - Fence    □ - Line Stake

LAST REVISION:

DATE: 10/19/2021    DR. BY: BN    CHK BY: MB  
 SCALE: 1"=150'    SHEET: 5 of 7    FILE: 21-209\_Bndy LD    JOB No. 21-209

# CERTIFIED SURVEY MAP

(LAND DIVISION)

(DESCRIPTION OF RESULTANT PARCELS)

## Legal Description (Resultant Parcel "A") (As Surveyed)

A part of the Southeast 1/4 of Section 25, Town 2 South, Range 8 West, City of Battle Creek, Calhoun County, Michigan, described as follows:

Commencing at the South 1/4 corner of said Section 25;  
 thence N89°54'57"E along the South line of said Section 25, 1115.18 feet;  
 thence N25°28'39"W, 107.07 feet,  
 thence 83.07 feet, along the arc of a curve to the left, said curve has a radius of 1110.52 feet, a central angle of 4°17'09", and a chord which bears N80°55'51"E at a distance of 83.05 feet;  
 thence 61.81 feet, along the arc of a curve to the right, said curve has a radius of 639.48 feet, a central angle of 5°32'18", and a chord which bears N81°33'26"E at a distance of 61.79 feet;  
 thence N25°28'39"W, 165.97 feet, to the POINT OF BEGINNING;  
 thence N25°28'39"W, 178.96 feet;  
 thence N64°31'21"E, 111.00 feet;  
 thence N25°28'39"W, 48.67 feet;  
 thence N64°31'21"E, 57.50 feet;  
 thence N25°28'39"W, 140.00 feet;  
 thence N64°31'21"E, 329.50 feet;  
 thence S25°28'39"E, 140.00 feet;  
 thence N64°31'21"E, 52.54 feet;  
 thence S25°28'39"E, 227.63 feet;  
 thence S64°31'21"W, 550.54 feet, to the POINT OF BEGINNING, containing 3.812 acres. Together with non-exclusive easements for ingress, egress and access, disposal of storm sewer, and storm water flowage purposes as disclosed by Warranty Deed recorded in Liber 1251, Page 642. Subject to any easements or restrictions of record.

## Legal Description (Resultant Parcel "B") (As Surveyed)

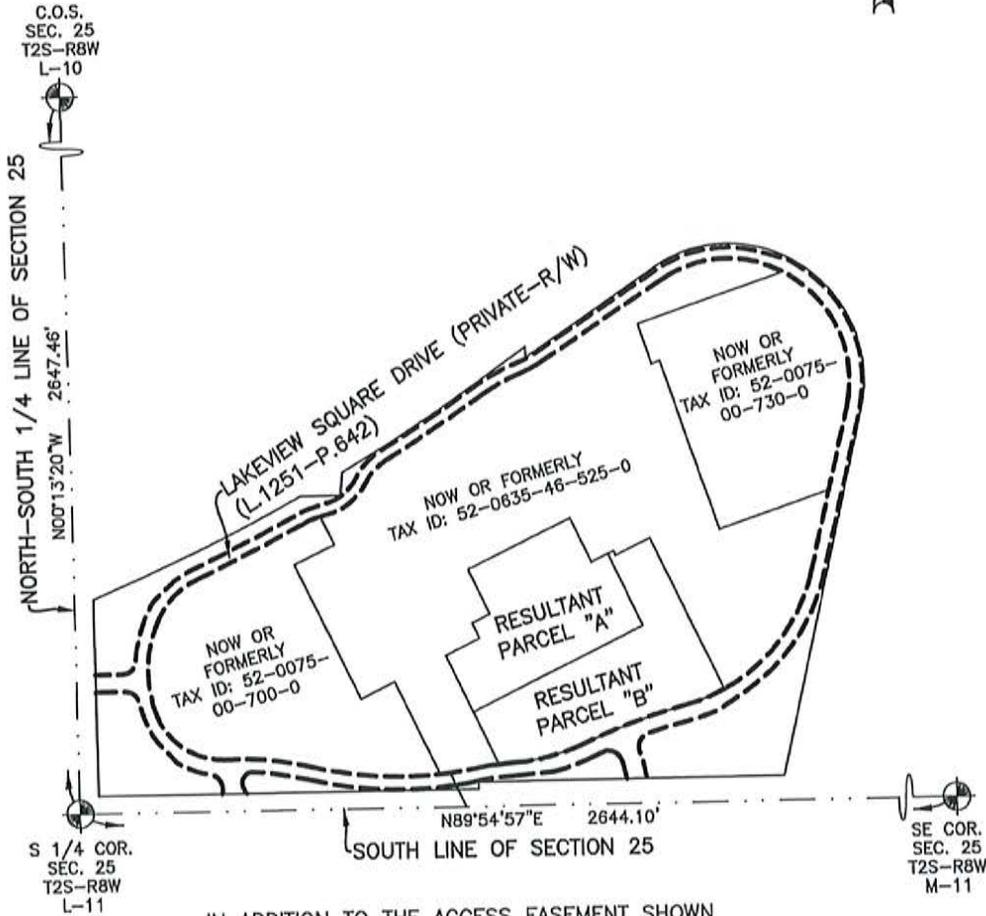
A part of the Southeast 1/4 of Section 25, Town 2 South, Range 8 West, City of Battle Creek, Calhoun County, Michigan, described as follows:

Commencing at the South 1/4 corner of said Section 25;  
 thence N89°54'57"E along the South line of said Section 25, 1115.18 feet;  
 thence N25°28'39"W, 107.07 feet,  
 thence 83.07 feet, along the arc of a curve to the left, said curve has a radius of 1110.52 feet, a central angle of 4°17'09", and a chord which bears N80°55'51"E at a distance of 83.05 feet;  
 thence 61.81 feet, along the arc of a curve to the right, said curve has a radius of 639.48 feet, a central angle of 5°32'18", and a chord which bears N81°33'26"E at a distance of 61.79 feet, to the POINT OF BEGINNING;  
 thence N25°28'39"W, 165.97 feet;  
 thence N64°31'21"E, 550.54 feet,  
 thence N25°28'39"W, 227.63 feet;  
 thence N64°31'21"E, 19.46 feet;  
 thence S25°28'39"E, 13.67 feet;  
 thence N64°31'21"E, 111.00 feet;  
 thence S25°28'39"E, 480.08 feet;  
 thence 128.69 feet, along the arc of a curve to the right, said curve has a radius of 516.52 feet, a central angle of 14°16'41", and a chord which bears S68°58'30"W at a distance of 128.35 feet;  
 thence 309.00 feet, along the arc of a curve to the left, said curve has a radius of 1609.48 feet, a central angle of 11°00'00", and a chord which bears S70°36'44"W at a distance of 308.52 feet;  
 thence 219.14 feet, along the arc of a curve to the right, said curve has a radius of 560.52 feet, a central angle of 22°23'58", and a chord which bears S76°18'44"W at a distance of 217.74 feet;  
 thence 35.56 feet, along the arc of a curve to the left, said curve has a radius of 639.48 feet, a central angle of 3°11'08", and a chord which bears S85°55'09"W at a distance of 35.55 feet, to the POINT OF BEGINNING, containing 4.227 acres. Together with non-exclusive easements for ingress, egress and access, disposal of storm sewer, and storm water flowage purposes as disclosed by Warranty Deed recorded in Liber 1251, Page 642. Subject to any easements or restrictions of record.

	<b>INNOVATIVE GEOSPATIAL &amp; ENGINEERING SOLUTIONS</b>  298 VETERANS DRIVE FOWLerville, MICHIGAN 48836 (OFFICE) 517-223-3512 monumentengineering.com <small>SERVICE DISABLED VETERAN OWNED                  SMALL BUSINESS (SDVOSB)</small>	CLIENT: <b>GK REAL ESTATE</b> SE 1/4, SEC 25, T2S-R8W, BATTLE CREEK (M) - Measured Dist. (R) - Recorded Dist. ● MON - Found Concrete Monument ● FIR/P - Found Iron Rod/Pipe ○ SIR - Set Iron Rod ▲ MAG - Set Magnetic Nail P.O.B./E. - Point of Beginning/Ending ● - Soil Evaluation Dig *-*-* - Fence      □ - Line Stake
	LAST REVISION: DATE: 10/19/2021      DR. BY: BN      CHK BY: MB SCALE: N/A      SHEET: 6 of 7      FILE : 21-209_Bndy LD      JOB No. 21-209	

# CERTIFIED SURVEY MAP

(LAND DIVISION)  
(SKETCH OF ACCESS DRIVE EASEMENT)



IN ADDITION TO THE ACCESS EASEMENT SHOWN ABOVE, THE RESULTANT PARCELS SUBJECT TO AND BENEFITING FROM AN OPERATING AGREEMENT RECORDED IN LIBER 1251, PAGE 660 AND AMENDING IN LIBER 3879, PAGE 56, COVERING CROSS ACCESS FOR THE MALL, UTILITIES, ETC.



INNOVATIVE GEOSPATIAL & ENGINEERING SOLUTIONS



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MICHIGAN 48836  
(OFFICE) 517-223-3512  
monumentengineering.com

SERVICE DISABLED VETERAN OWNED  
SMALL BUSINESS (SDVOSB)

LAST REVISION:

CLIENT:

**GK REAL ESTATE**

SE 1/4, SEC 25, T2S-R8W, BATTLE CREEK

- (M) - Measured Dist. (R) - Recorded Dist.
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- \*-\*-\* - Fence
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SCALE: 1"=400'	SHEET: 7 of 7	DATE: 10/19/2021	DR. BY:BN	CHK BY:MB
		FILE : 21-209_Bndy LD	JOB No. 21-209	





**SCHEDULE B, PART II  
EXCEPTIONS**

THIS COMMITMENT DOES NOT REPUBLISH ANY COVENANT, CONDITION, RESTRICTION, OR LIMITATION CONTAINED IN ANY DOCUMENT REFERRED TO IN THIS COMMITMENT TO THE EXTENT THAT THE SPECIFIC COVENANT, CONDITION, RESTRICTION, OR LIMITATION VIOLATES STATE OR FEDERAL LAW BASED ON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, HANDICAP, FAMILIAL STATUS, OR NATIONAL ORIGIN.

The Policy will not insure against loss or damage resulting from the terms and provisions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I—Requirements are met.
2.
  - a. Rights or claims of parties in possession not shown by the Public Records.
  - b. Any encroachment, encumbrance, violation, variation or adverse circumstance affecting the Title that would be disclosed by an accurate and complete survey of the Land.
  - c. Easements or claims of easements not shown by the Public Records and existing water, mineral, oil and exploration rights.
  - d. Any lien, or right to a lien, for services, labor, or material, heretofore or hereafter furnished, imposed by law and not shown by the Public Records.
  - e. Any and all oil, gas, mineral, mining rights and/or reservations thereof.
  - f. Taxes or special assessments which are not shown as existing liens by the Public Records.
3. Assignment and Assumption Agreement recorded in Liber 2885, page 212.
4. Term, provisions and conditions of Warranty Deed recorded in Liber 1251, page 642.
5. Operating Agreement recorded in Liber 1251, page 660 and First Amendment to Operating Agreement recorded in Liber 3879, page 56.
6. Easement in favor of Consumers Power Company recorded in Liber 1262, page 240.
7. Dedication/Easement Grant in favor of the City of Battle Creek recorded in Liber 1304, page 323.
8. Terms, conditions and provisions of the Covenant Deed recorded on January 25, 2018 in Liber 4203, Page 880.
9. Taxes and/or assessments which become a lien or become due and payable subsequent to the effective date herein.

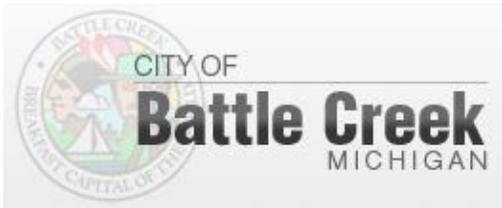
**END OF SCHEDULE B, PART II**

*This page is only a part of a 2016 ALTA® Commitment for Title Insurance Issued by Chicago Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I-Requirements; Schedule B, Part II-Exceptions; and a counter-signature by the Company or its Issuing agent that may be in electronic form.*

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Resolution NO. 289

A Resolution to approve S09-2021 for a Special Use Permit to allow for a Self-Storage Facility, for an existing building located at 535 E. Emmett Street (Parcel # 5760-00-073-0) zoned "T3 Neighborhood Commercial District" pursuant to Sections 1240.13 and 1251.42 of the zoning code.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That the Planning Commission has reviewed the petition from Richard Munger requesting a Special Use Permit for property located at 535 E. Emmett Street. The property is zoned "T3 Neighborhood Commercial District" pursuant to Sections 1240.13 and 1251.42 of the zoning code.

The Planning Commission held a public hearing on this matter at its December 15, 2021 meeting, and after due consideration, recommended that the Battle Creek City Commission approve the petition for a Special Use Permit based upon the findings and conditions as set forth in the attached report of the Planning Commission.

The Battle Creek City Commission, having given its considerations to all information presented to it relating to said petition, adopts the finding and recommendations as set out in the report and supplemented by findings set forth on the record of this date which will be attached hereto, and does by way of this resolution approve Special Use Permit S09-2021 for a self-storage facility, finding beyond reasonable doubt that the general standards set forth in Zoning Code Sections 1251.42 and 1281.05 be satisfied by the completion and operation of the proposed development with the following conditions and/or restrictions:

1. The approval of this request is directly tied to the proposed use and elements of the proposed use as provided for by the applicant in the application. Any changes contrary to that which is included on the application would require review and approval by the Planning Commission and City Commission.
2. All necessary approvals, including site plan review and any required permits shall be obtained, and if applicable, from the appropriate agencies, including but not limited to the State of Michigan, Department of Public Works, and Inspections Department prior to Certificate of Occupancy.
3. Pursuant to Section 1281.02, no change in the use or occupancy of land or in the use or occupancy of an existing building shall be made, nor shall any new building be occupied for any purpose, until a certificate of occupancy has been issued by the City or his or her agent. Such a certificate shall state that the new occupancy complies with Building and Zoning Codes.
4. Pursuant to Section 1281.05 (A)(5), certificates of occupancy for special uses shall be valid for a period established by the City Commission or as long as the use is established and maintained in conformity with the plans submitted and approved. Occupancy permits shall expire after one year if the use is not under construction or maintained. For good cause shown and upon written application, the Planning Commission may extend a special use permit for six months.

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Battle Creek City Commission

1/18/2022

## **Action Summary**

**Staff Member:** Marcie Gillette, Community Services Director

**Department:** Planning

### **SUMMARY**

A Resolution to approve S09-2021 for a Special Use Permit to allow for a Self-Storage Facility, for an existing building located at 535 E. Emmett Street (Parcel # 5760-00-073-0) zoned “T3 Neighborhood Commercial District” pursuant to Sections 1240.13 and 1251.42 of the zoning code.

### **BUDGETARY CONSIDERATIONS**

Costs of the development are the responsibility of the developer. No use of City funds is expected for this development.

### **HISTORY, BACKGROUND and DISCUSSION**

The petitioner, Richard Munger, requested a Special Use Permit for indoor self-storage on the west portion of the existing building containing approximately 10,228 square feet of storage space in the T-3 Neighborhood Commercial District at the property located at 535 E. Emmett Street, Parcel # 5760-00-073-0.

The subject parcel area is approximately 1.39 acres in size and located on E. Emmett just west of Capital Avenue NE. The site includes a Dollar General within a portion of the subject site, as well as a 2,100 square feet addition to the building along the east facing façade. This addition is proposed for demolition to make space for parking. The entire building, including Dollar General, is approximately, 39,000 square feet and the area devoted to this proposed self-storage special land use is 10,228 square feet.

This Special Use Permit application is requested pursuant to Planning and Zoning Code Section 1240.13(c) T3 zoning district which allows for “self-storage facilities as special land uses” per section 1251.42. For this application, all other elements of the request comply with the zoning district in which the parcel is placed, and therefore the special use permit is only required for the self-storage portion.

### **DISCUSSION OF THE ISSUE**

#### **POSITIONS**

The Planning Commission reviewed the request under the Special Use Permit criteria outlined in the zoning code and recommend the approval of the request based on the following findings:

(a) The approval of the special use permit to reuse an existing building for self-storage will be harmonious with and in accordance with the general objectives of the City of Battle Creek Master Plan. The Land Use

Plan of the Master Plan has this property designated as “Neighborhood Commercial” as it is located along a commercial corridor that supports local traffic and will provide a variety of commercial tenants and amenities for local customers. Furthermore, it is meant to allow convenience commercial, office and service to support area residential, including support for high density, apartment-style housing. Often this type of housing has limited space for storage, resulting in the need for self-storage businesses.

Goals in the Master Plan include adjusting land use regulations to match the changing character and community needs as well as identifying vacant or underutilized sites that could be developed to catalyze nearby investment. National market changes have resulted in retail becoming largely obsolete, and COVID impacts have seen a softening of the office market due to work from home preferences. The request as submitted allows for adaptive reuse and rehab of a strip commercial building that has had difficulty with occupancy.

(b) The proposed use will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the neighborhood. The self-storage will be interior and self-contained, and appear similar as other commercial spaces in the vicinity. The approval would prompt building rehab and improvements that would improve and put into use that part of the building. There will be very little structural changes made to the building to accommodate this use, and the storage units that will be located within the building are modular in nature and can be easily removed if at some point the property owner wanted to consider a different use.

(c) The use of this property will not be hazardous or disturbing to existing or future neighboring uses as it would likely generate less traffic than if the entire building were occupied as originally constructed, and of similar hours of operation as other uses allowed in the zoning district.

(d) The use will be a substantial improvement to property in the immediate vicinity and to the community as a whole as the building will become activated.

(e) Traffic is not anticipated to significantly increase as a result of the proposed use, and in fact, traffic should be significantly reduced from other commercial uses allowed in the T3 district. Additionally, there is adequate public infrastructure and utilities in place and no additional needs are required for this use. Parking is adequate given the usable floor area including office and storage units used at any one time.

(f) There will be no City expenses associated with the maintenance and improvements to the property, and therefore, the use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

(g) There will be no activities, processes, materials, equipment or conditions of operation that will be detrimental to any person, property or the general welfare by reason of an excessive generation of traffic, noise, smoke, fumes, glare, vibrations or odors. Any noise associated with the use will be the result of typical activities found in a commercial setting. Because storage can include any item a “tenant or renter” desires, without much oversight, Staff recommends that lease agreements be provided to the City for review to ensure statements are made related to prohibition of storage of any flammable or combustible items.

(h) The use will be consistent with the intent and purpose of this Zoning Code in that the facility will be subject to compliance with all relevant sections of the zoning ordinance and codified ordinances, including noise, noxious vegetation, and property maintenance.

(i) Specific to self-storage, the zoning ordinance requires that the use be screened by an 8’ tall fence; however, this business model pertaining to this request is indoor. Therefore, this standard has been met.

The Planning Commission approved the Special Use Permit Petition S09-2021, a request for a Special Use Permit at 535 Emmett Street, Parcel # 5760-00-073-0 to allow for indoor self-storage on the west portion of the existing building containing approximately 10,228 square feet of storage space, with the following conditions:

1. The owner shall include a statement prohibiting the storage of flammable or combustible materials as a condition of lease, and provide the City a copy of a current lease agreement for review and filing.
2. No outdoor storage shall be permitted.
3. Individual storage units will be accessed from inside the building. Storage units shall not include any dwelling units, home occupations, medical/recreational marijuana, or any other use not allowed in the T3 zoning district.
4. Any changes to the parking lot beyond sealcoating, filling potholes, and restriping in the same manner as what is existing, will require the submittal and approval of a site plan as outlined in Ch. 1261.
5. The approval of this request is directly tied to the proposed use and elements of the proposed use as provided for by the applicant in the application. Any changes contrary to that which is included on the application would require review and approval by the Planning Commission and City Commission.
6. All necessary approvals, including site plan review and any required permits shall be obtained if required by ordinance, and maintained if applicable, from the appropriate agencies, including but not limited to the State of Michigan, Department of Public Works, and Inspections Department prior to Certificate of Occupancy.
7. Pursuant to Section 1281.02(a), no change in the use or occupancy of land or in the use or occupancy of an existing building shall be made, nor shall any new building be occupied for any purpose, until a certificate of occupancy has been issued by the Chief Building Official or his or her agent. Such a certificate shall state that the new occupancy complies with Building and Zoning Codes.
8. Pursuant to Section 1281.05 A.(5), certificates of occupancy for special uses shall be valid for a period established by the City Commission or as long as the use is established and maintained in conformity with the plans submitted and approved. Occupancy permits shall expire after one year if the use is not under construction or maintained. For good cause shown and upon written application, the Planning Commission may extend a special use permit for six months.

---

**ATTACHMENTS:**

File Name	Description
☐ S09-2021Self_Storage_535_Emmett_Storage_SUP_Staff_Report.pdf	Staff Report SUP S09-2-21 535 E. Emmett Street Self-Storage
☐ SUP_535_E_Emmett_Street_Application.pdf	Application SUP S09-2021 535 E. Emmett Street



## Battle Creek City Planning Commission

### Staff report for the December 15, 2021 meeting

**To:** Planning Commissioners

**From:** Lynee Wells, AICP, Interim Planner

**Subject:** Petition S09-2021, Richard Munger, requesting a Special Use Permit Application for Self-Storage Facility, for an existing building located at 535 E. Emmett Street, the property is zoned "T-3 Neighborhood Commercial District" Parcel# 5760-00-073-0.

---

#### **Summary**

Petition from Richard Munger, owner PO BOX 424 Bellaire, Michigan 49615, requesting a Special Use Permit Application for Self-Storage Facility, for an existing building located at 535 E. Emmett Street, the property is zoned "T-3 Neighborhood Commercial District" pursuant to Sec. 1251.42 of the zoning code. Parcel# 5760-00-073-0.

#### **Background/Property Information**

The new subject parcel area is approximately 1.39 acres in size and located on E. Emmett just west of Capital Avenue NE. The area is zoned T3, Neighborhood Commercial, and the site includes a Dollar General within a portion of the subject site, as well as a 2,100 square feet addition to the building along the east facing facade. This addition is proposed for demolished to make space for parking. The entire building, including Dollar General is approximately, 39,000 square feet and the area devoted to this proposed self-storage special land use is 10,228 square feet.

#### **Applicable Ordinance Provisions**

The special use permit application is requested pursuant to Planning and Zoning Code Chapter 1240.13, C (T3 zoning district) which allows for "self-storage facilities as special land uses" per section 1251.42. For this application, all other elements of the request comply with the zoning district in which the parcel is placed, and therefore the special use permit is only required for the self-storage portion of the project.

#### **Public Hearing and Notice Requirements**

As required by the Zoning Enabling Act of 2006, as amended, a public hearing notice was published in the Battle Creek Enquirer and notices of the public hearing were also sent by regular mail. To date, the Planning Department has not received any comments for or in opposition to this request.

#### **Neighborhood Outreach**

This Applicant has not attended any NPC meetings as ALL NPC meetings have been cancelled due to the COVID-19 outbreak. Currently, staff is not aware of a date when NPC meetings will resume.

### **Basis For Determination**

As a special use, the Planning Commission is charged with reviewing each Special Use Permit request to determine any effects the proposed use would have on the Master Plan as well as on the character and development of the neighborhood. The ordinance and enabling legislation allow the Planning Commission and the City Commission to impose any conditions upon the request that would ensure the general objectives of the zoning ordinance are met and to preserve property values in the neighborhood.

The request shall be reviewed using the following standards listed in Chapter 1281.05 Basis for Determination for Special Use Permits) and 1251.42 (for mini-storage and self-storage):

- (a) The use will be harmonious with and in accordance with the general objectives of the Master Plan.
- (b) The use will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the neighborhood.
- (c) The use will not be hazardous or disturbing to existing or future neighboring uses.
- (d) The use will be a substantial improvement to property in the immediate vicinity and to the community as a whole.
- (e) The use will be adequately served by essential public facilities and services, such as streets, highways, police and fire protection, drainage, refuse disposal and schools, or the persons or agencies responsible for the development shall be able to adequately provide such services.
- (f) The use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
- (g) The use will not create activities, processes, materials, equipment or conditions of operation that will be detrimental to any person, property or the general welfare by reason of an excessive generation of traffic, noise, smoke, fumes, glare, vibrations or odors.
- (h) The use will be consistent with the intent and purpose of this Zoning Code.

### **Analysis and Recommendation**

Staff has reviewed the application and finds that it meets the requirements for submittal and is considered complete. Staff further finds the request consistent with the general standards listed in 1281.05 D, as outlined herein:

- (a) The approval of the special use permit to reuse an existing building for self-storage will be harmonious with and in accordance with the general objectives of the City of Battle Creek Master Plan. The Land Use Plan of the Master Plan has this property designated as “Neighborhood Commercial” as it is located along a commercial corridor that supports local traffic and will provide a variety of commercial tenants and amenities for local customers. Furthermore, it is meant to allow convenience commercial, office and service to support area residential, including support for high

density, apartment-style housing. Often this type of housing has limited space for storage, resulting in the need for self-storage businesses.

Goals in the Master Plan include the adjusting land use regulations to match the changing character and community needs as well as identifying vacant or underutilized sites that could be developed to catalyze nearby investment. National market changes have resulted in retail becoming largely obsolete, and COVID impacts have seen a softening of the office market due to work from home preferences. The request as submitted allows for adaptive reuse and rehab of a strip commercial building that has had difficulty with occupancy.

(b) The proposed use will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the neighborhood. The self-storage will be interior and self-contained, and appear similar as other commercial spaces in the vicinity. The approval would prompt building rehab and improvements that would improve and put into use that part of the building. There will be very little structural changes made to the building to accommodate this use, and the storage units that will be located within the building are modular in nature and can be easily removed if at some point the property owner wanted to consider a different use.

(c) The use of this property will not be hazardous or disturbing to existing or future neighboring uses as it would likely generate less traffic than if the entire building were occupied as originally constructed, and of similar hours of operation as other uses allowed in the zoning district.

(d) The use will be a substantial improvement to property in the immediate vicinity and to the community as a whole as the building will become activated.

(e) Traffic is not anticipated to significantly increase as a result of the proposed use, in fact, traffic should be significantly reduced from other commercial uses allowed in the T3 district. Additionally, there is adequate public infrastructure and utilities in place and no additional needs are required for this use. Parking is adequate given the usable floor area including office and storage units used at any one time.

(f) There will be no City expenses associated with the maintenance and improvements to the property, and therefore, the use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

(g) There will be no activities, processes, materials, equipment or conditions of operation that will be detrimental to any person, property or the general welfare by reason of an excessive generation of traffic, noise, smoke, fumes, glare, vibrations or odors. Any noise associated with the use will be the result of typical activities found in a commercial setting. Because storage can include any item a “tenant or renter” desires, without much oversight, Staff recommends that lease agreements be provided to the City for review to ensure statements are made related to prohibition of storage of any flammable or combustible items.

(h) The use will be consistent with the intent and purpose of this Zoning Code in that the facility will be subject to compliance with all relevant sections of the zoning ordinance and codified ordinances, including noise, noxious vegetation, and property maintenance.

(i) Specific to self-storage, the zoning ordinance requires that the use be screened by an 8' tall fence; however, this business model pertaining to this request is indoor. Therefore, this standard has been met.

**Therefore, as the request meets the general standards listed in Chapter 1281.05 as outlined above, planning staff recommends that the Planning Commission recommend to the City Commission approval of Special Use Permit Petition S09-2021, at 535 E. Emmett Street, parcel# 5760-00-073-0, to allow the special land use permit for indoor self-storage on the west portion of the existing building containing approximately 10,228 square feet of storage space, with the following conditions:**

1. The owner shall include a statement prohibiting the storage of flammable or combustible materials as a condition of lease, and provide the City a copy of a current lease agreement for review and filing.
2. No outdoor storage shall be permitted.
3. Individual storage units will be accessed from inside the building. Storage units shall not include any dwelling units, home occupations, medical/recreational marihuana, or any other use not allowed in the T3 zoning district.
4. Any changes to the parking lot beyond sealcoating, filling potholes, and restriping in the same manner as what is existing, will require the submittal and approval of a site plan as outlined in Ch. 1261.
5. The approval of this request is directly tied to the proposed use and elements of the proposed use as provided for by the applicant in the application. Any changes contrary to that which is included on the application would require review and approval by the Planning Commission and City Commission.
6. All necessary approvals, including site plan review and any required permits shall be obtained if required by ordinance, and maintained if applicable, from the appropriate agencies, including but not limited to the State of Michigan, Department of Public Works, and Inspections Department prior to Certificate of Occupancy.
7. Pursuant to Chapter 1232.01 (a), no change in the use or occupancy of land or in the use or occupancy of an existing building shall be made, nor shall any new building be occupied for any purpose, until a certificate of occupancy has been issued by the City or his or her agent. Such a certificate shall state that the new occupancy complies with Building and Zoning Codes.
8. Pursuant to Chapter 1290.02 (e), certificates of occupancy for special uses shall be valid for a period established by the City Commission or as long as the use is established and maintained in conformity with the plans submitted and approved. Occupancy permits shall expire after one year if the use is not under construction or maintained. For good cause shown and upon written application, the Planning Commission may extend a special use permit for six months.

The Planning Commission can add additional conditions to those listed above in the staff recommendation. The Planning Commission may also upon deliberation, choose an alternative action from the following alternatives:

- A1: Postpone the project for specific reasons, with agreement from the applicant;
- A2: Articulate revised rationale of the general standards and/or conditions to recommend to the City Commission Approval OR Denial of the subject application.

**Attachments**

The following information is attached and made part of this Staff report:

- Special Use Permit petition Form and Supplemental Information (Petition #S9-21)

paid

Sorry I thought I sent check. Found  
in copy printer.

*Rick Mungar*

V21-0065

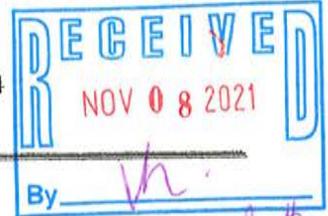


### City of Battle Creek

Community Services - Planning and Zoning Division

City Hall • 10 N. Division Street, Ste. 117 • Battle Creek, Michigan 49014

Ph (269) 966-3320 • Fax (269) 966-3555 • [www.battlecreekmi.gov](http://www.battlecreekmi.gov)



#5-09-21

### SPECIAL USE PERMIT Application

Petition No. V21-0065

Date Received: 11-8-21

*paid \$600  
CHECK # 6434*

**APPLICANT**

NAME: RICHARD MUNGER (OWNER)  
ADDRESS: P.O 424 BELLAIR, MI 49615  
PHONE: 231-533-4733 -FAX: CR11 517 974 1867  
EMAIL: RMUNGER@CHARTER.NET

**OWNER (if different from applicant)**

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**\*\*If the applicant is not the property owner, a letter signed by the owner agreeing to the Special Use Permit must be included with the application.**

**EXISTING CONDITIONS**

Address(es) of property for which the request is being sought: 535 EAST FEMMERT ST.  
BATTLE CREEK

Current use of the property: RETAIL (DOLLAR GENERAL) OFFICE

List existing structures on the property and the approximate age of each. 16000 Sq Ft  
Building 11,000 Dollar General 5000 Office Space  
Age of building estimate 1950  
Renovations to buildings AND MECHANICAL WORK LAST 20 years

Has property involved ever been the subject of a previous application? If yes, please list each one and the date the request came before the Planning Commission.

NO

**PROJECT DESCRIPTION**

What is the proposed use of the property that warrants the special use permit? USE PRESENT 5000 SQ FT OF OFFICES FOR CLIENT CONTROLLED SELF STORAGE AND/OR INDIVIDUAL OFFICE RENTAL TO INDIVIDUALS

Please list all activities that will take place on the property if the special use permit were approved?  
STORAGE OF PERSONAL HOUSE ITEMS OF NON HAZARDOUS NATURE. TENANTS WILL BE GIVEN PASS KEY TO ENTER BUILDING + PRIVATE LOCK WITH KEY. VIDEO CAMERAS BOTH EXTERIOR + INTERIOR WILL BE INSTALLED WITH EMERGENCY LIGHTS

How many employees currently work on the property? How many will be added if the special use permit is approved, and what days/times will they be onsite? 1 EMPLOYEE TO MAINTAIN NEW TENANT AND DO INTERIOR MAINTENANCE AND CLEANING. STORAGE TENANTS ON AVERAGE ONLY VISIT UNIT BI MONTHLY

Will the approval of the special land use necessitate changes to the property, i.e. building construction, additional parking, driveways, fencing? If yes, please provide a list of property improvements that will be associated with the special use permit. NO NEW BUILDINGS TO BE ERECTED. LOADINGS WILL BE DONE REAR OF BUILDING WITH EXISTING RAMP + DOOR. EXISTING FENCE ON NORTH SIDE OF PROPERTY TO REMAIN. THE INTERIOR WILL ADD SOME ADDITIONAL STORAGE UNITS TO PRESENT NUMBER OF OFFICES. TOTAL POTENTIAL RENTAL UNITS WILL BE 27.

What are the proposed hours of operation for the special use? Please indicate if the special land use will be temporary, seasonal, or long term in nature, providing dates and timeframes if applicable:  
OPERATION WILL BE LONG TERM. BUILDING USE TO TENANTS ONLY, WITH KEY WOULD BE AVAILABLE 24 HOURS TO VISIT THEIR STORAGE AREA AND PARK IN RAMPED AREA PROVIDED.

**STANDARDS FOR APPROVAL**

Chapter 1290 Special Uses and Land Development lists standards that will be reviewed by the Planning Commission and City Commission and the request for special use permit will only be approved if these standards are met. Provide factual and supportive evidence that your application meets each of these standards. Additional sheets may be attached if necessary.

Will the special land use be designed, constructed, maintained, and/or operated in a manner harmonious with the character of adjacent properties and the surrounding area?  Yes  No  
THE EXTERIOR OF BUILDING REMAINS SAME AS NOW SEEN. USE OF BUILDING WILL BE LESS THAN WHEN IT WAS AN OFFICE WITH STAFF AND TENANTS

Will the special land use change the character of adjacent properties and the surrounding area?  Yes  No  
NOT ASKING FOR ADDITIONAL STORAGE UNITS TO BE BUILT OR PROPOSED

Will the special land use be hazardous to adjacent properties or involve uses, activities, materials or equipment which will be detrimental to the health, safety or welfare of persons or properties?

Yes  No

Tenant will sign in lease they will not store hazardous materials in unit

Will the special land use be a substantial improvement to property in the immediate vicinity and to the community as a whole?  Yes  No

Based on distance to bus, bike parkway at West end of Dollar General Park area lot available parcel offers space with high possibility plus vacant offices in area tenant not likely. John Neeth has visited location and talked to get his name in narrative

Will the special land use place demands on public facilities or services in excess of current capacity?  Yes  No

Will the special land use produce excessive traffic, noise, smoke, fumes, or glare?  Yes  No

Less noise and congestion

### SUBMITTAL REQUIREMENTS

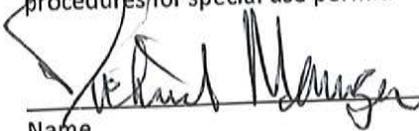
Each request requires the following items to be submitted along with the completed application; incomplete applications will not be forwarded to the Planning Commission.

1. Payment of a non-refundable \$600.00 filing fee, made payable to the City of Battle Creek.
2. An affidavit authorizing an applicant to act on behalf of the owner if the petitioner is not the owner.
3. Legal description of subject property and a list of all deed restrictions.
4. Property Site Plan as outlined in "Special Use Permit, Information and Procedures".

### APPLICANT SIGNATURE

By signing this application, the applicant hereby declares that all answers given herein are true to the best of their knowledge, and confirms that all information required for submission of a special use permit have been submitted. Furthermore, the applicant confirms that they have thoroughly read "Special Use Permit, Information and Procedures" and agrees to comply with all requirements and procedures for special use permit.

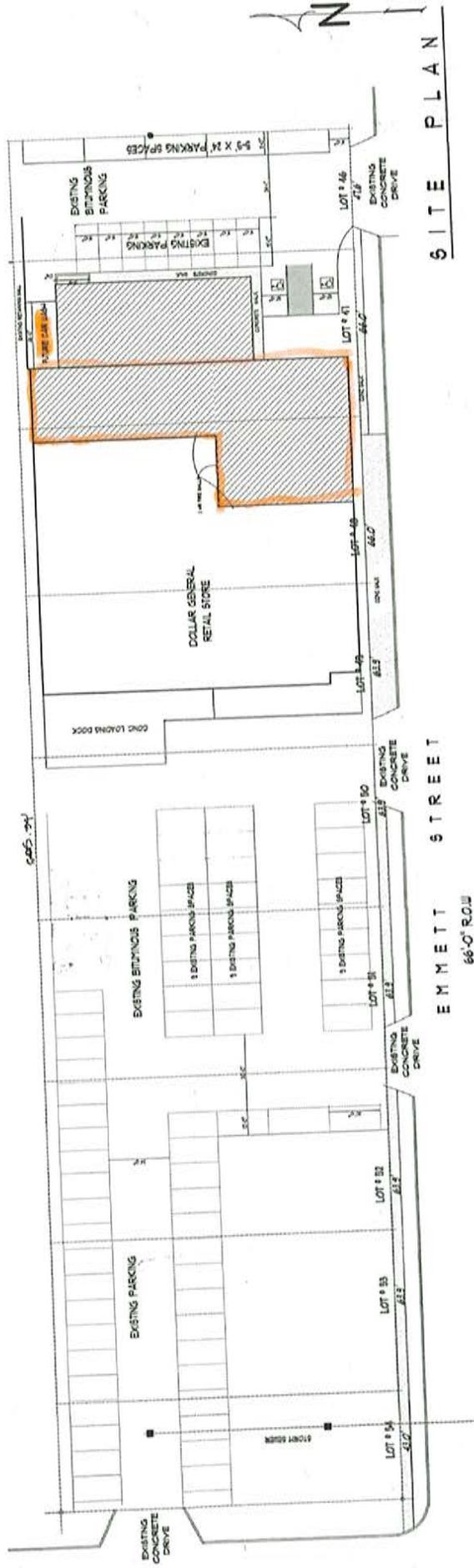
Name



Date

10-15-2021

Y A L E H  
9 1 0  
M M 1



S I T E P L A N

SCALE 1" = 30'-0"

15/21

**PROJECT INFORMATION**

HEATED STORAGE FACILITY  
 5335 EAST EMMET STREET  
 BATTLE CREEK MI

**NOTES**

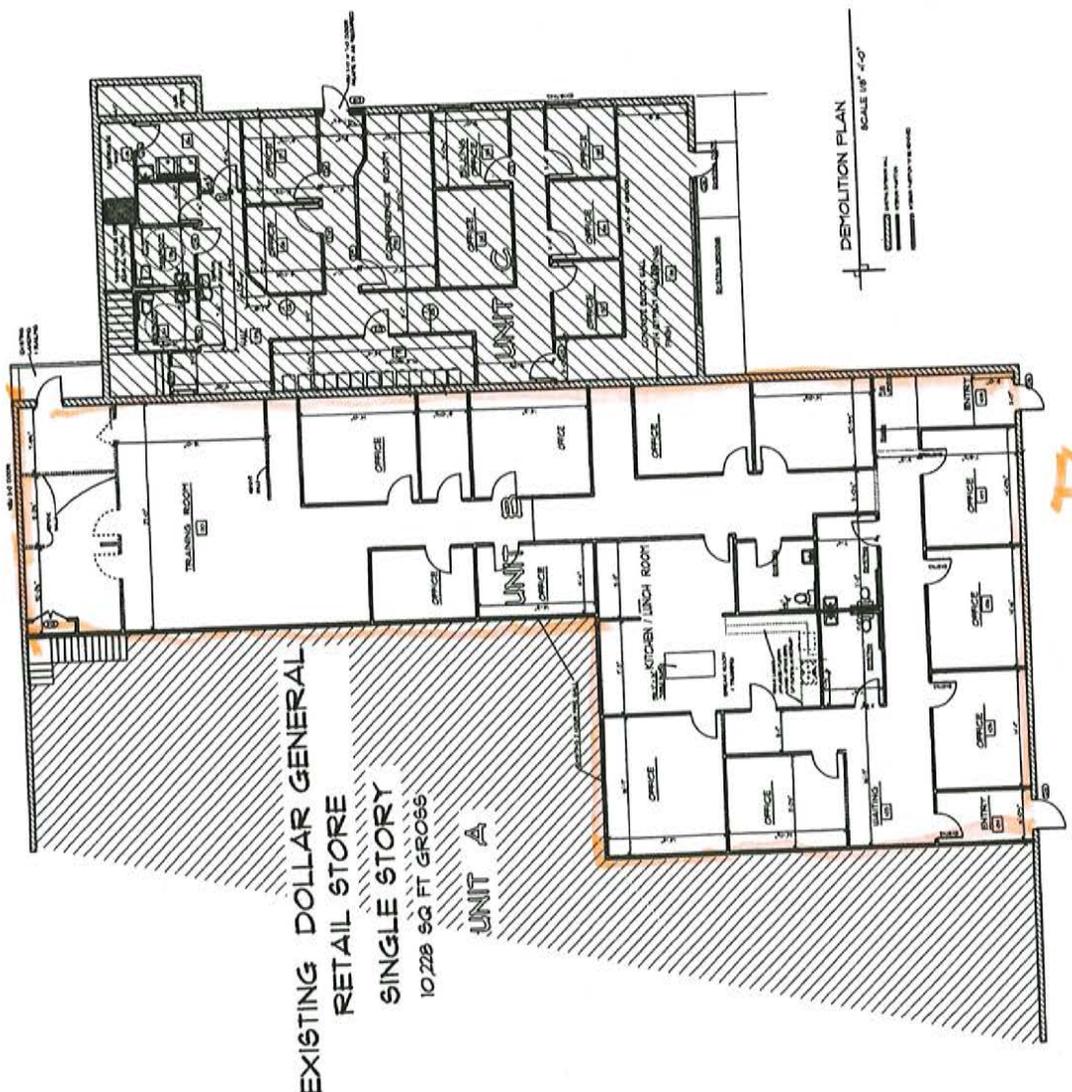
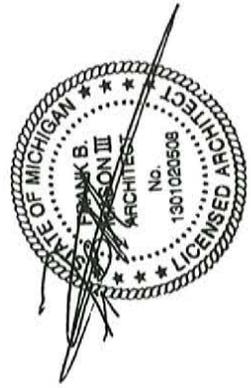
- CONSTRUCTION TYPE - 8 B / EXISTING CONSTRUCTION CONCRETE BLOCK EXTERIOR WALLS - STEEL BAR JOISTS WITH STEEL DECKING ROOF SYSTEM - STEEL 1" X 6" INTERIOR PARTITIONS
- ARE GROUP - 1, 4
- PROJECT SQUARE FOOTAGE - 4783 SQ FT
- OVERALL CAPACITY - 5
- PERSONS EXITS - 3
- THE MAXIMUM TRAVEL DISTANCE FOR THIS PROJECT IS 160 FEET
- ALL CONSTRUCTION SHALL COMPLY WITH
- MICHIGAN'S 2015 CONSTRUCTION CODES
- ICC-ANSI (ILLUSTRATED) STANDARDS FOR ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES
- ALL WORK BEING PERFORMED SHALL BE COMPLETED BY A LICENSED CONTRACTOR IN THAT FIELD.
- ELECTRIC NOTES WITH THE EXCEPTION OF WALL DEMOLITION NO ELECTRICAL WORK IS ANTICIPATED FOR THIS PROJECT
- MECHANICAL AND PLUMBING SYSTEMS ARE EXISTING AND WILL NOT BE ALTERED FOR THIS PROJECTS

No.	Revision/Date

FRANK MAS  
 AND ASSOCIAT  
 P.O BOX 42  
 MARSHALL MI

PROJECT

Date: 8-20-21  
 Drawn: [Signature]  
 Title: [Signature]



DEMOLITION PLAN  
 SCALE 1/8" = 1'-0"

AS IS

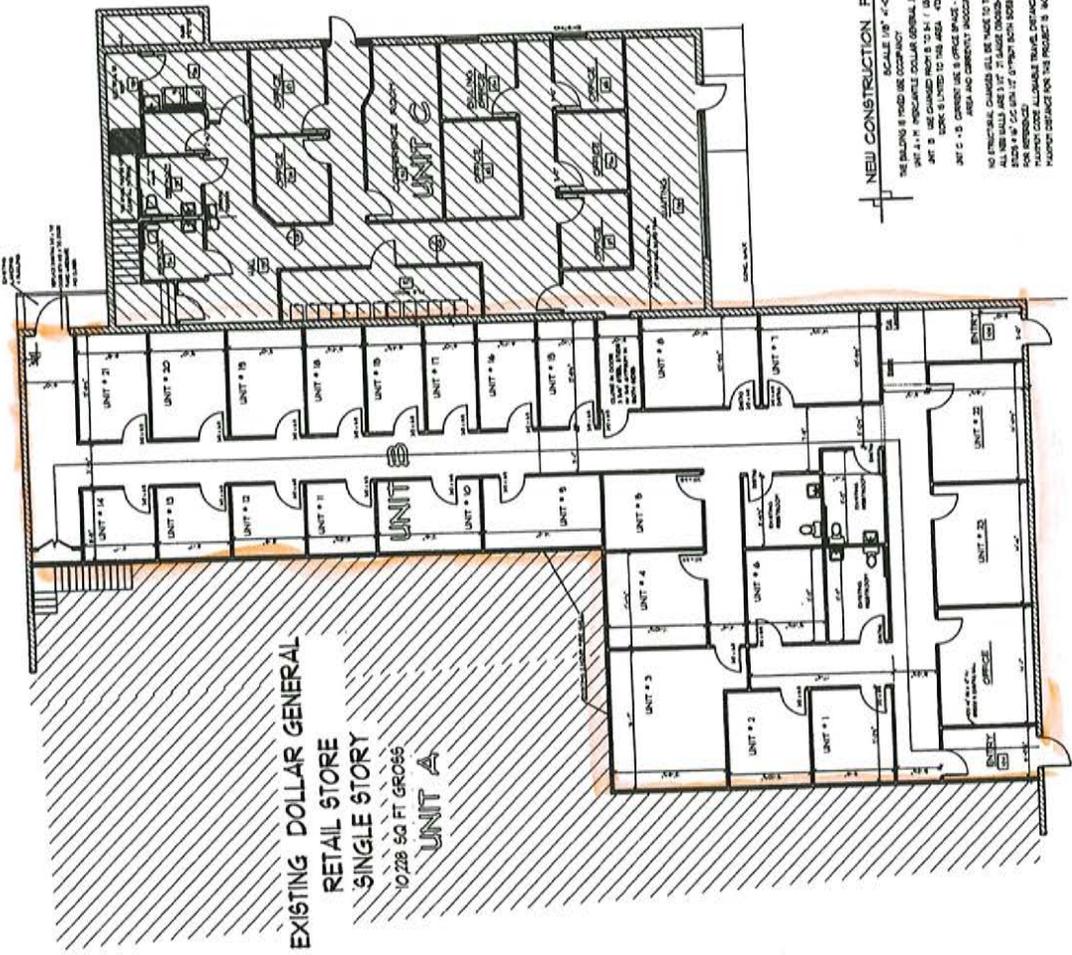
No.	Revision/Notes

**FRANK MASCO  
AND ASSOCIATES**  
P.O. BOX 42  
MARSHALL MI.

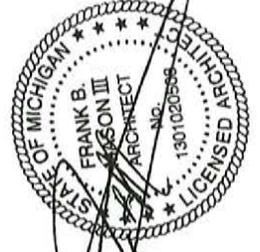
**PROJECT**

Sheet: 8-20-21

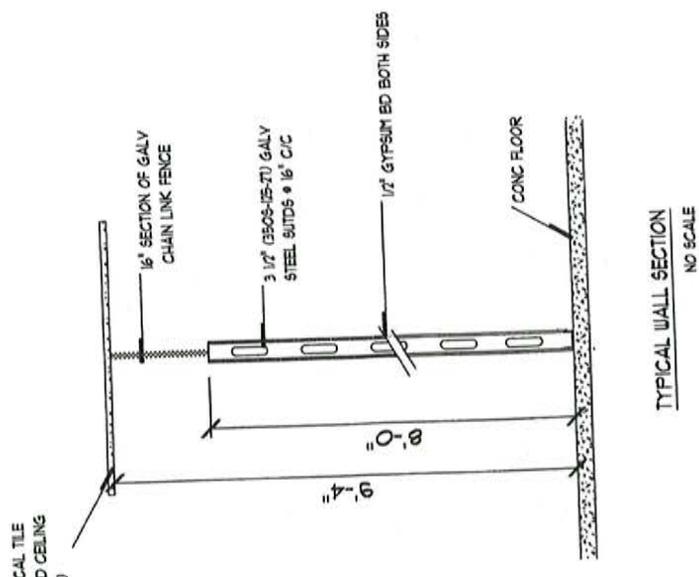
Date: 8-20-21



NO STRUCTURAL CHANGES TO EXISTING BUILDING.  
ALL NEW CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES.  
ALL NEW CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES.  
ALL NEW CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES.



*Proposed Renovation  
with 27 Storage  
Units.*



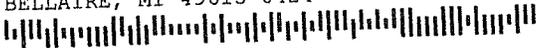
TAMMY GIANNUNZIO  
 BATTLE CREEK CITY TREASURER  
 PO BOX 239  
 BATTLE CREEK MI 49016-0239  
 PHONE: 269-966-3311



Parcel Location: 535 E EMMETT ST  
 Parcel Number: 5760-00-073-0

DUE DATE:	08/20/21
TOTAL TAX:	11,890.76
BALANCE DUE:	11,890.76

\*\*\*\*\*AUTO\*\*MIXED AADC 493  
 MUNGER, RICHARD R  
 PO BOX 424  
 BELLAIRE, MI 49615-0424



Please return top portion with payment & self-addressed, STAMPED envelope if you want a return receipt

2021 Summer BATTLE CREEK CITY TREASURER

Parcel Number: 5760-00-073-0

BATTLE CREEK PUBLIC SCHOOLS  
 School Code: 13020  
 Mortgage Co:

Class: 201 COMMERCIAL-IMPROVED  
 Ad Valorem  
 Adjusted Class:

DESCRIPTION	MILLAGE	AMOUNT
CITY OPERATING	8.48700	2,168.37
CITY ST MAINT	1.50000	383.24
POL/FIRE PENSION	5.77800	1,476.24
CAL CO OPERATING	5.37790	1,374.02
CALHOUN ISD	3.13000	799.69
KELLOGG CC	1.80680	461.62
STATE EDUCATION	6.00000	1,532.96
BC SCH OPERATING	9.00000	2,299.44
BC SCH BLDG FUND	1.00000	255.49
BC SCH DEBT	2.00000	510.98
WILLARD LIBRARY	2.00000	510.98



Property Assessed To:  
 MUNGER, RICHARD R

SUBTOTAL 46.07970 11,773.03  
 ADMIN FEE 117.73  
**TOTAL TAX DUE: 11,890.76**

Parcel Location: 535 E EMMETT ST

TAX DETAIL

Taxable Value:	255,494
State Equalized Value:	283,248
PRE/MBT %:	0.0000
MESSAGE TO TAXPAYER	
<p>RECEIPTS WILL ONLY BE RETURNED TO THE TAXPAYER IF A STAMPED, SELF-ADDRESSED ENVELOPE IS INCLUDED WITH THE PAYMENT.</p>	

Parcel Number: 5760-00-073-0

Legal Description:  
 NICHOLS PLAT LOTS 47 THRU 53 & PART OF LOT 54 DESC AS BEG SW COR OF LOT 47 - W ALG N LI OF EMMETT ST 426.4 FT - N ALG E LI OF YALE ST 135.63 FT - S 89 DEG 39 MIN 10 SEC E ALG N LI OF SD PLAT 451.7 FT - S TO PT ON N LI OF EMMETT ST - W 26.05 FT TO POB

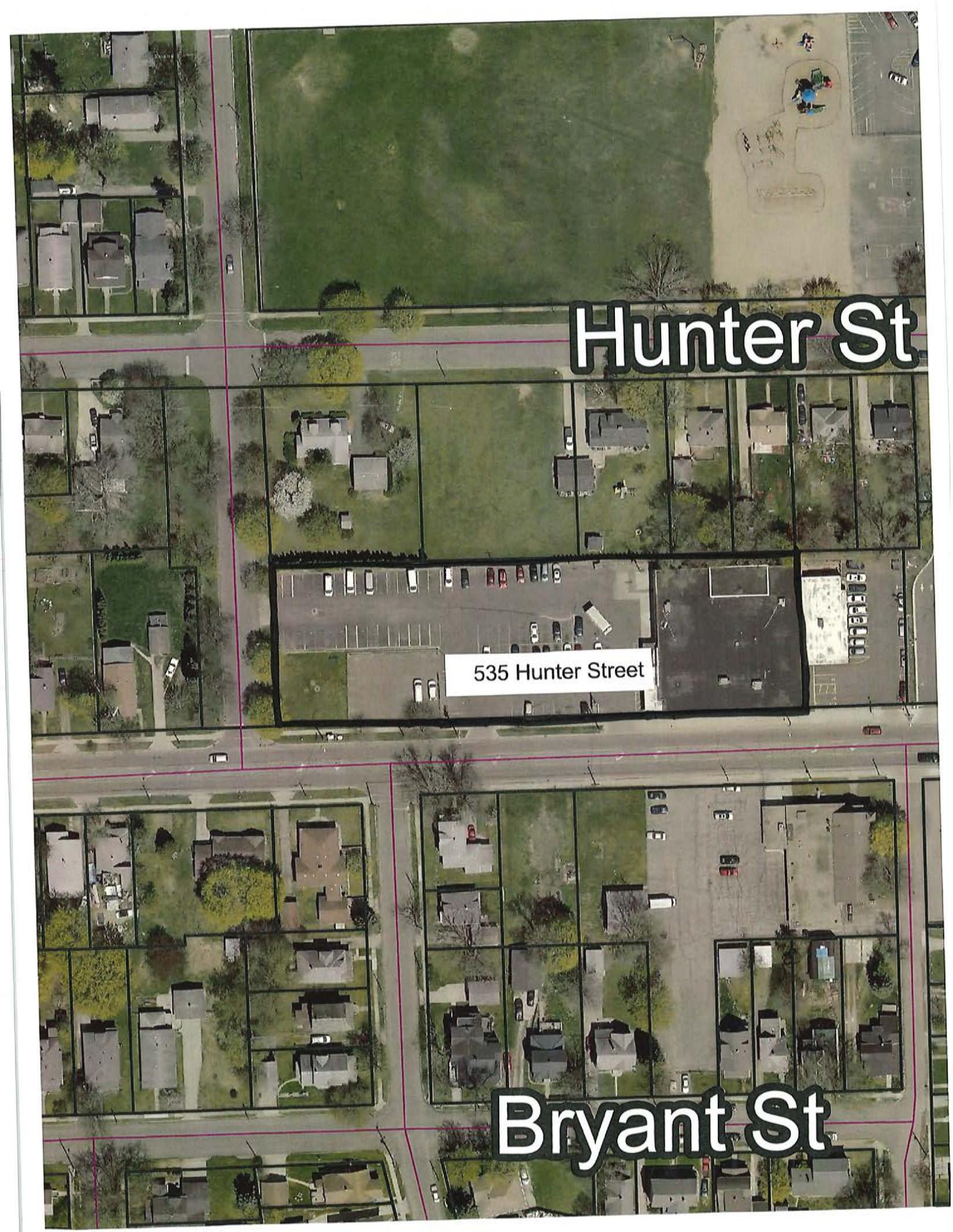
MAKE CHECKS PAYABLE TO: BATTLE CREEK CITY TREASURER

MAIL TO: BATTLE CREEK CITY TREASURER  
 PO BOX 239  
 BATTLE CREEK MI 49016-0239

DUE DATE: 08/20/21  
 3% PENALTY SHALL BE APPLIED AFTER 08/20/21







**Hunter St**

535 Hunter Street

**Bryant St**

*From Inspections: Copy*  
*Gave Original to Susan C.*

City of Battle Creek

Oct. 15, 2021

Planning and Zoning Division

Special use Application for 535 East Emmett St

I have enclosed the application and what I believe is the additional information requested to make application for a special use permit for my property.

A year ago I lost a long time tenant 30 years because of the covid outbreak which effected their business and revenue Alternative Choices. I listed property with real estate agents with hopes of renting however there was no success for a number of reasons. The abundance of vacant office space and also the parking for this location was a distance away being at the other end of the Dollar General parking lot which I own as well as clients and staff would prefer parking in near to entrance without a walk. I did work and show John Hart the location however his leads did not have a desire for the location.

Looking for other possible uses for the building I came up with two ideas of interest. Renting office space to individuals who were asked to work at home during covid and wanting a quiet secure place to work away from office and home I felt there might be a need for renting to individuals. Providing them with professional office space, with or without furniture, wifi internet, copy machines all monitored by video cameras. I do not know how successful this might be but feel there could be some possibilities.

I also have couple of friends who have self storage units and was advised of how popular and in demand these units are and especially for climate controlled units for protection of their household items. This would be renting individual units with total of 27 all heat and cooled with video monitoring.

I am not proposing building new storage units but using existing offices and adding few more in the open area of present office complex. If there was possible consideration for attempting to rent out some of the units for personal office rental use as well as storage units combining the two together is that a possibility. Again I do not know what the potential might be for such a venture but wondered if it could be considered by the Planning and Zoning.

In looking at Basis for consideration I feel my request for this use for items a-h complies with being an acceptable use. The other thing I would like to address is that last summer I did call the building department and inquired about self storage units being allowed and I was told yes they were and that is

when I contracted with Darrel Swanson to develop drawings with the intent of getting a building permit for self storage units. I do not remember the name of the individual who gave me the information. I will admit the prints I finally brought into the building inspection department took longer than they should have, but I did not receive anything from Zoning to indicate there was going to be a change in the zoning which as a property owner I should have received some notification. Mr. Swanson indicated he had not seen any notification of the proposed change. I can understand if zoning was attempting to stop new outside storage units from being built that makes sense. My request will have no noticeable exterior effect, traffic or hazardous implications.

I am sorry for this lengthy letter but would appreciate your support and appreciate the number of years I have worked with the City of Battle Creek and their cooperation. It has been a pleasure and gratifying. I would also be acceptable if planning had other ideas for use of the building space which would be of more benefit to both Battle Creek and myself would appreciate hearing your ideas.



CITY OF BATTLE CREEK  
10 N. Division Street, Room 117  
Battle Creek, MI 49014  
269.966.3382

*Per Susan 10/21/21*  
*NOTE: only: Self storage*  
*SUP ?*  
*see attached*

10/04/2021

RICHARD R MUNGER,  
PO BOX 424  
BELLAIRE, MI 49615-0424

Re: 535 E EMMETT ST – Interior renovation

In order to best protect the health, safety and welfare of residential and commercial structures throughout the city, it is important that property improvements adhere to requirements set forth by State Codes.

It has been observed that work may have been completed or is underway at 535 E EMMETT ST which requires a building permit.

**Zoning code issues:**

The lot is in the T3 district. Self-storage uses require Special Land Use approval, per Section 1251.42.

For this permit to be approved, the owner must submit an application, site plan, and fee to the planning department for consideration by the Planning Commission and Council for Special Land Use.

We ask that you please submit a permit application within ten (10) calendar days from the date of this notice for processing.

Obtaining the required permit will close the pending enforcement and avoid the issuance of a civil infraction.

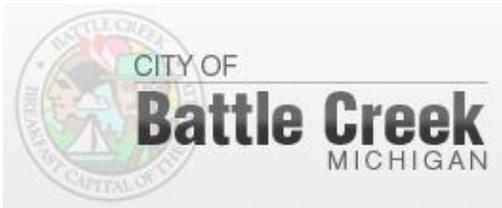
If you have any questions or feel that the work does not require a permit, please contact me at 269.966.3382 to discuss.

Your prompt attention to this matter is greatly appreciated.

Respectfully,

DON WILKINSON  
Building Official

*will do new Application*



Resolution NO. 290

A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Specialized Services funding.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That this Resolution supports the submittal of an application to MDOT by, and on behalf of, local human service agencies and Battle Creek Transit, for funds in the amount of \$108,434 to support transportation services to senior citizens and persons with disabilities in FY2023, covering the period of October 1, 2022 - September 30, 2023.

Moreover, the City of Battle Creek supports requests by area human services agencies of Section 5310 Capital funds to purchase vehicles and/or equipment used in providing transportation services to senior citizens and persons with disabilities.

The City Manager is also authorized to execute MDOT and third party agreements with local agencies on behalf of the City of Battle Creek for FY2023 Specialized Services funds.

---

Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Donna Hutchison, Grants Program Administrator

**Department:** Transit

**SUMMARY**

A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Specialized Services funding.

**BUDGETARY CONSIDERATIONS**

There are no City funds requested in this grant application. All funding will come from MDOT.

## **HISTORY, BACKGROUND and DISCUSSION**

Each year at this time, Battle Creek Transit works with area human service agencies and organizations to develop and submit grant applications to MDOT. Funds requested in these grant applications are available under MDOT's Specialized Services and Section 5310 programs to help eligible agencies and organizations provide transportation services to senior citizens and persons with disabilities. Community Action, Community Inclusive Recreation, Marian E. Burch Adult Day Care and Battle Creek Transit are requesting a portion of \$108,434 in Specialized Services funds to help provide these services. The actual allocation of these funds for FY2023 to these agencies was determined and approved by Battle Creek Transit's Local Coordinating Committee (LCC) at its meeting on January 11, 2022.

The application was developed as part of Battle Creek Transit's "Outreach Plan" that was created in response to a request by the City Commission, as well as a review by MDOT of its grant procedures and how they impacted grantees. This included timely notification of the availability of State transportation funds to area agencies and technical assistance to help these agencies develop and submit applications.

Additionally, Specialized Services and Human Service Agencies are responsible for submitting their own capital requests to the State for capital funds under the Section 5310 program to purchase new or replacement vehicles and/or equipment. Approval or denial of their applications will be made by MDOT based upon established guidelines, criteria, and availability of funding.

The Vehicle Accessibility Plans for all agencies requesting funding were reviewed by Battle Creek Transit's Local Advisory Council (LAC) at its meeting on January 11, 2022.

This Resolution supports the submittal of the application by the City on behalf of the human services agencies to MDOT for State funds for FY2023 beginning October 1, 2022. The Resolution also authorizes the City Manager to execute agreements with MDOT and the human service agencies for FY2023 Specialized Services funds.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

The Local Coordinating Committee (LCC) met on January 11, 2022 and reviewed and discussed the Specialized Services application and allocated the Specialized Services funding as noted in the Specialized Services application. The Local Advisory Council (LAC) met on January 11, 2022 and reviewed and discussed the human services agencies vehicle accessibility plans.

Battle Creek Transit supports the submittal of these applications to MDOT.

A public notice is posted and advertised allowing individuals the opportunity to review the proposed applications and provide comment.

---

### **ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>
<input type="checkbox"/> FY2023_Specialized_Services_Application.pdf	FY2023 Specialized Services Application
<input type="checkbox"/> LCC_Minutes_1.11.22.pdf	LCC Minutes.1.11.22

**Battle Creek Transit**

**339 West Michigan Ave.  
Battle Creek, MI 49037**

**(269) 966-3588**

**Urban Medium**

**Specialized Services/5310**

**Annual Budgeted**

**2023**

**Total Eligible Expenses: \$0**

**Comments: FY 2023 Annual Specialized Services application covering the period of October 1, 2022 to September 30, 2023**

**Vehicle Allocations: Community Action - 10; Marian Burch - 8; Community Inclusive Recreation - 5; Battle Creek Transit - 1**

**Battle Creek Transit**  
**Urban Medium**  
**Specialized Services/5310**  
**Annual Budgeted**  
**2023**

**Non Financial Schedule Report**

**Public Service**

<b>Code</b>	<b>Description</b>	<b>Agency</b>	<b>Volunteer</b>	<b>Total</b>
610	Vehicle Hours	36,792	0	36,792
611	Vehicle Miles	621,881	0	621,881
616	Unlinked Passenger Trips - Elderly	8,333	0	8,333
617	Unlinked Passenger Trips - Persons w/Disabilities	15,913	0	15,913
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	2,398	0	2,398

**Total Passengers: 26,644**

**Vehicle Information**

<b>Code</b>	<b>Description</b>	<b>Quantity</b>
655	Total Demand-Response Vehicles	24
656	Demand-Response Vehicle w/ Lifts	18
658	Total Transit Vehicles	24

**Total Vehicles: 24**

**Miscellaneous Information**

<b>Code</b>	<b>Description</b>	<b>Quantity DR</b>
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FY 2023 SPECIALIZED SERVICES  
BUDGET DATA FORM

Name Of Applicant (legal organization name)

Battle Creek, City of

REVENUE SCHEDULE

FY 2023

Passenger Fares(paid by rider)		\$ 15,000
Contract Fares (paid by another organization)		\$ 75,000
Local (source)	United Way	\$ 3,000
	Miller Foundation Grant	\$ 5,000
	Fundraiser	\$ 8,000
	Calhoun County Senior Mil	\$ 500,000
		\$ 110,000
State (source)	Specialized Services	\$ 108,434
		\$
Federal (source)		\$
		\$
Other (source)	Program Revenue	\$ 118,722
	Foster Grandparent Progra	\$ 3,000
<b>Total Operating Revenue</b>		<b>\$ 946,156</b>

EXPENSE SCHEDULE

Labor and Fringe Benefits	\$ 554,278
Services, Materials and Supplies (gas, oil, work performed by another agency)	\$ 174,645
Casualty and Liability Insurance	\$ 55,822
Purchased Transportation Service Within Service Area	\$
Leases and Rentals	\$
Depreciation and Amortization	\$ 87,000
All Other	\$ 74,411
<b>Total Operating Expenses</b>	<b>\$ 946,156</b>

Name Of Applicant (legal organization name)

Battle Creek, City of

**A. DOES YOUR COORDINATION COMMITTEE MEET AT LEAST QUARTERLY?**

Yes  No

**B. Identify the coordination committee's basic responsibilities. Provide a brief narrative of activities and/or major accomplishments the committee achieved in the previous fiscal year. Consider the following examples of activities: community events, customer input opportunities, designated leadership roles, coordination of client rides, development of specific goals and objectives, clearinghouse, central dispatch, joint driver training programs, shared maintenance, performance reviews, and budget management.**

The Local Coordinating Committee (LCC) votes specifically to allocate Specialized Services funds to human service agencies. Battle Creek Transit refers riders to other agencies when it is not able to provide transportation to them as requested.

**C. DESCRIBE PLANNED ACTIVITIES FOR THE NEXT FISCAL YEAR.**

Each of the specialized service agencies will continue to provide transportation to senior citizens or person with disability for a wide array of activities whether it be employment or work programs, medical related appointments, or simply social/recreational activities to the best of their abilities with staffing shortages affecting everyone at this time.

**D. Organizations must ensure that the level and quality of service will be provided without regard to race, color, or national origin and that these groups are not adversely affected by service changes. Please describe your efforts to comply with this requirement.**

BCT's Title VI Plan, including a LEP Plan was concurred by FTA's Region V in October, 2019 in accordance with FTA's Title VI Circular. BCT is updating its schedules and will continue its outreach efforts by providing them in Spanish and Burmese as well. Our website is able to be translated to almost any language by clicking a button. All subrecipients also agree to provide service without regard to race, color, or national origin.

E. Act 51 requires proposals for coordinated Specialized Services assistance funding be developed jointly between existing eligible authorities or eligible governmental agencies that provide public transportation services and the area agencies on aging or any other organization representing specialized services interests.

**COORDINATION COMMITTEE PARTICIPATION (List the people who have participated and the agency they represent.)**

<b>NAME</b>	Charles Asher	<b>AFFILIATION</b>	Community Action
<b>NAME</b>	Mark Woodford	<b>AFFILIATION</b>	Citizen using services & LAC Member
<b>NAME</b>	Paul Ecklund	<b>AFFILIATION</b>	Disability Network
<b>NAME</b>	Mary Frisby	<b>AFFILIATION</b>	Marian Burch Adult Day Care
<b>NAME</b>	Andy Tilma	<b>AFFILIATION</b>	Battle Creek Area Transportation Study
<b>NAME</b>	Jerry Sigourney	<b>AFFILIATION</b>	Citizen using services & LAC Member
<b>NAME</b>	Rhonda Ostrander-Cook	<b>AFFILIATION</b>	Community Inclusive Recreation
<b>NAME</b>	Mallory R. Avis	<b>AFFILIATION</b>	Battle Creek Transit

Name Of Applicant (legal organization name)

Battle Creek, City of

A. Provide the following information for your proposed service

Regular Service/Paid Driver.

Description of service and information for applicant and/or each sub-applicant as applicable (service area, schedule, type of service, etc.).

Specialized Services FY23 program is anticipated to be provided by the following agencies, all of which will be reimbursed on a per passenger basis & will utilize paid drivers & agency vehicles that have been funded following Section 5310 guidelines:

- 1) Community Action will provide demand response, door-to-door transportation services for senior citizens & persons with disabilities in Calhoun County, including rural areas. Services will be provided Monday-Friday, 8am - 5pm & Saturday 8am - 12pm. Rides will be schedule by telephone reservations.
- 2) Community Inclusive Recreation-provides accessible, supported door-to-door transportation for people with disabilities & seniors to employment & work programs, recreation, & arts & community events. Services are scheduled rides, on demand, from 8am - 9pm depending upon demand & requested scheduling.
- 3) Marian Burch provides seniors & persons with disabilities with a wider array of activities plus physical, speech, & occupational therapies if needed. Various social & recreational activities are offered Monday-Friday, along with a noon meal & morning & afternoon snacks. As part of the service, they provide transportation to & from the center for participants throughout Calhoun County.
- 4) Battle Creek Transit provides demand response services beyond what is required of complimentary paratransit. This service is open to the general public but primarily serves seniors & people with disabilities who do not meet ADA qualifications.

Note: Available funding for the area will be the same as the current fiscal year. Funds may be redistributed among subrecipients by agreement of the Coordination Committee.

Below, please provide the continuation funds being requested by the applicant...etc.

Applicant:

Dollar Amount Requested   by Mile Estimated Miles

Dollar Amount Requested   by Passenger Estimated Passengers

Do you have sub-applicants?  Yes  No

If your sub-applicant does not submit a budgeted Specialized Services Operating Assistance Report in PTMS, both estimated miles and estimated passengers are required. The estimated miles and passengers should reflect the service level of each sub-applicant regardless what is funded.

Name of Sub-Applicant	Community Action		
Dollar Amount Requested	24,156	By	<input checked="" type="radio"/> Passengers <input type="radio"/> Miles
Estimated Miles or Passengers	5,936		

Name of Sub-Applicant	Community Inclusive Recreation		
Dollar Amount Requested	50,100	By	<input checked="" type="radio"/> Passengers <input type="radio"/> Miles
Estimated Miles or Passengers	12,310		

Name of Sub-Applicant	Marian E Burch Adult Day Care		
Dollar Amount Requested	13,156	By	<input checked="" type="radio"/> Passengers <input type="radio"/> Miles
Estimated Miles or Passengers	3,233		

Name of Sub-Applicant	Battle Creek Transit		
Dollar Amount Requested	21,022	By	<input checked="" type="radio"/> Passengers <input type="radio"/> Miles
Estimated Miles or Passengers	5,165		

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**Volunteer Driver Service**

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Do You have volunteer Drivers?     Yes     No

**Describe training efforts relating to boarding equipment/assistance, sensitivity, etc, for agency staff and volunteer drivers. Provide information for applicant and/or each sub-applicant as applicable.**

1) Community Action: Boarding Equipment/Assistance-Drivers attend monthly meetings which include training & updates for assisting clients with walkers or in wheelchairs, proper wheelchair securement, operation of the wheelchair lift, securing the occupant, & what to do in case of an accident or emergency. Drivers are also trained in the proper use of boarding equipment such as wheelchair straps & lap belts. Sensitivity-Monthly meetings include training that prepare drivers to perform their duties while maintaining a respectful attitude towards every client. Drivers are trained to use "People First" language resources, to understand that not every disability is visible & to treat every client in a respectful manner. Other-Changes & updates to Policy & Procedures are discussed in monthly staff meetings. Transportation staff attend MassTransit conferences annually as funding will allow. Partnering agencies maintain & share a knowledge & training base of the changing needs of their clients & local state requirements for the program.

2) Community Inclusive Recreation: All drivers are trained in boarding assistance, recipient rights, people first language, person centered planning, & the culture of gentleness. They all have had CPR/First Aid training & maintain current certifications. They are also trained in de-escalation & non-violent intervention techniques. They receive special training on lift operation & tie downs for various designs of wheelchairs & other equipment.

3) Marian Burch: Training is provided for new hires on routes, how to load/unload clients, how to use the lifts, lock downs & other needed training such as Title VI, HIPPA, confidentiality, etc. Drivers are trained in all aspects of boarding & transporting passengers, including use of lifts, lock-down devices, how to transfer to & from wheelchairs to bus seats, use of gait belts, & safety measures. Periodically throughout the year, drivers receive training to reinforce the importance of passenger safety, driving in hazardous weather, dealing with onboard medical situations, cleaning & sanitizing the buses, & more.

4) BCT: Drivers complete Passenger Assistance Safety & Sensitivity (PASS) basic driver training. Drivers are trained on how to use wheelchair lifts/ramps & the proper method for securing mobility devices into the vehicles. All staff are provided customer service, equality, and diversity training. BCT provides training for new hires on the routes, all aspects of boarding & transporting passengers, & other needed trainings such as Title VI, HIPPA, confidentiality, etc. Staff receives periodic refresher training on all of the above mentioned items.

**BATTLE CREEK TRANSIT LOCAL COORDINATING COMMITTEE  
CITY COMMISSION CHAMBERS  
10 NORTH DIVISION  
BATTLE CREEK, MICHIGAN**

**January 11, 2021  
1:30 PM**

**Committee Members Present:** Charles Asher, Paul Ecklund, Mallory Avis, Jerry Sigourney, Mark Woodford, Rhonda Ostrander-Cook (1:33pm) and Andy Tilma (1:37pm)

**Committee Members Absent:** Mary Frisbee

**Others Present:**

**Staff Members Present:** Marcel Stoetzel, Deputy City Attorney: Donna Hutchison, Transit Grants Administrator: Victoria Houser, City Clerk

**Call to Order/Recognition of Quorum:** Mr. Asher called the meeting to order at 1:31 PM and recognized that a quorum was present.

**Approval of Agenda of the January 11, 2022 Meeting:**

A motion was made by Mr. Sigourney, supported by Mr. Woodford, to approve the agenda. All in favor, none opposed. Motion approved.

**Approval of Minutes of November 16, 2021 Meeting:**

A motion was made by Ms. Avis, supported by Mr. Ecklund, to approve the November 16, 2021 meeting minutes. All yes, none opposed. Motion approved.

**Communications to the Committee:** None

**Reports from Officers:** None

**General Public Comment:** None

**Old Business:** None

**New Business:**

**A. Review/Action on Reallocation of Remaining FY 2022 Specialized Services Funding Allocation**

Ms. Avis recommended the Committee take no action on reallocating at this time, stating it would be best to wait to reallocate funds as this was only the first quarter into FY 22, stating this would give providers more time to determine the impact of the ongoing pandemic. Ms. Avis noted allocation levels are the same as the 2023 requests, which were: Community Action \$24,156, Community Inclusive Recreation \$50,100, Marian Burch \$13,156 and Battle Creek Transit \$21,022.

A motion was made by Mr. Sigourney, supported by Mr. Ecklund, to maintain the existing Specialized Services funding allocation for FY 22. All in favor, none opposed. Motion approved.

**B. Review/Action on Proposed FY 2023 Specialized Services Application/Funding Allocation**

Ms. Avis informed the committee that MDOT has directed agencies to return to the original per passenger allocation rate of \$4.07. Ms. Avis noted MDOT had approved an increase in the allocations during the initial time of the pandemic.

A motion was made by Mr. Ecklund, supported by Mr. Woodford, to approve the 2023 Specialized Services Funding Allocations, as presented, which indicated Community Action \$24,156, Community Inclusive Recreation \$50,100, Marian Burch Adult Day Care \$13,156, and Battle Creek Transit \$21,022. All in favor, none opposed. Motion approved.

**C. Review/Discuss Transit State Application**

Ms. Avis informed the Committee that the BCT State application will include \$1,356,388 for regular service local bus operating. Ms. Avis noted BCT has also submitted a grant for \$229,995 for New Freedom Operating to cover demand response service after fixed route has come off the routes, 7:00pm to midnight on weekdays, Saturday service from 5:00pm to midnight and some Sunday service from 9:00 am to 6:00 pm. Ms. Avis also noted a continuation of the Mobility Management program, with a request for \$85,000 to cover the wages and benefits of a full time Mobility Manager. Ms. Avis noted the application also includes the consensus of the specialized services providers in an amount of \$108,434.

Ms. Avis also informed the committee that BCT was applying for \$250,000 in service initiatives, which is a separate grant application to continue phase 2 of BC Go service, the Calhoun County Coordinated Mobility Pilot, with continued planned discussions with Community Action.

Ms. Avis noted BCT was also submitting an SDNT planning grant project for architecture, engineering and design of a new transit facility for \$150,000.

**D. Discuss Timetable for MDOT**

- **Transit Application**
- **Specialized Services**
- **5310 Applications**

Ms. Avis noted the applications were due to MDOT by February 1, 2022, stating the resolution would be on the January 18, 2022 City Commission agenda.

**E. Agency Updates**

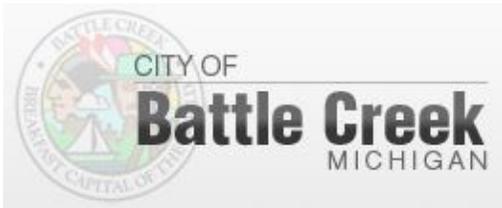
- **Battle Creek Transit:** Discussed
- **Community Action:** Discussed
- **Community Inclusive Recreation:** Discussed
- **Marian E. Burch:** None
- **Other:** No additional updates

**Announcements:**

A. **Next Meeting:** June 14, 2022 at 1:30pm. Location to be determined.

B. **Committee Member Comment:** Member comment took place.

**Adjournment:** The meeting was adjourned at 1:52 pm.



Resolution NO. 291

A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for New Freedom Funding.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That this Resolution supports the submittal of an application to MDOT on behalf of Battle Creek Transit for continuation of operating funds in the amount of \$461,345 and \$85,000 in continuation of capital funds under MDOTs 5310/New Freedom Program. If awarded this funding, this Resolution also supports the acceptance and execution of the grant award.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Donna Hutchison, Grants Program Administrator

**Department:** Transit

**SUMMARY**

A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for New Freedom Funding.

**BUDGETARY CONSIDERATIONS**

Operating funds require a \$231,350 match. Capital funds require no local contribution.

**HISTORY, BACKGROUND and DISCUSSION**

The goal of the New Freedom program is to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the workforce and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities.

Mobility Management: to continue the mobility management model that works at or with BCT to coordinate transportation and implement a centralized dispatch system which coordinates services between multiple providers. The mobility manager works closely with community transportation partners, human

services agencies, and organizations which serve vulnerable and underserved populations, and provides travel training, trip planning, and additional assistance to passengers.

Operating: provides for after hours demand response service which runs from 7 pm to 12 am Monday through Friday, 5 pm to 12am Saturday, and 9 am to 6 pm Sunday serving seniors, people with disabilities, and general public. No fixed routes are operating during these hours.

This Resolution also authorizes the City Manager to execute any agreement for the funds requested in the attached application.

**DISCUSSION OF THE ISSUE**

**POSITIONS**

Battle Creek Transit supports the submittal of this application to MDOT.

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ATTACHMENTS:

File Name	Description
 FY2023_New_Freedom_Application.pdf	FY2023 New Freedom Application

**Battle Creek Transit**

**339 West Michigan Ave.  
Battle Creek, MI 49037**

**(269) 966-3588**

**Urban Medium**

**New Freedom**

**Annual Budgeted**

**2023**

**Total Eligible Expenses: \$421,346**

**Comments: FY2023 New Freedom Application for the period of October 1, 2022 through September 30, 2023. Local Match provided by City of Battle Creek General Fund.**

**Battle Creek Transit**  
**Urban Medium**  
**New Freedom**  
**Annual Budgeted**  
**2023**

**Revenue Schedule Report**

Code	Description	LH	DR	Total
<b>401 :</b>	<b>Farebox Revenue</b>			
40100	Passenger Fares (-)		\$51,482	\$51,482
<b>409 :</b>	<b>Local Revenue</b>			
40910	Local Operating Assistance (-)		\$231,350	\$231,350
<b>413 :</b>	<b>Federal Contracts</b>			
41399	Other Federal Transit Contracts & Reimbursements (Explain in comment field) (MDOT Project Authorization TBD)		\$229,995	\$229,995

**Total Revenues: \$512,827**

**Battle Creek Transit**  
**Urban Medium**  
**New Freedom**  
**Annual Budgeted**  
**2023**

**Expense Schedule Report**

<b>Code</b>	<b>Description</b>	<b>LH</b>	<b>DR</b>	<b>Amount</b>
<b>501 :</b>	<b>Labor</b>			
50101	Operators Salaries & Wages (-)		\$170,285	\$170,285
50102	Other Salaries & Wages (-)		\$65,597	\$65,597
<b>502 :</b>	<b>Fringe Benefits</b>			
50200	Fringe Benefits (-)		\$84,138	\$84,138
50210	DC Pensions (-)		\$5,885	\$5,885
50220	DB Pensions (-)		\$48,428	\$48,428
<b>503 :</b>	<b>Services</b>			
50302	Advertising Fees (-)		\$21	\$21
50305	Audit Costs (-)		\$1,204	\$1,204
50399	Other Services (-)		\$30,791	\$30,791
<b>504 :</b>	<b>Materials and Supplies</b>			
50401	Fuel & Lubricants (-)		\$26,496	\$26,496
50402	Tires & Tubes (-)		\$4,035	\$4,035
50499	Other Materials & Supplies (-)		\$20,506	\$20,506
<b>505 :</b>	<b>Utilities</b>			
50500	Utilities (-)		\$6,445	\$6,445
<b>506 :</b>	<b>Insurance</b>			
50603	Liability Insurance (-)		\$7,114	\$7,114
50699	Other Insurance (-)		\$1,135	\$1,135

**Battle Creek Transit**  
**Urban Medium**  
**New Freedom**  
**Annual Budgeted**  
**2023**

**Expense Schedule Report**

<b>Code</b>	<b>Description</b>	<b>LH</b>	<b>DR</b>	<b>Amount</b>
<b>507 :</b>	<b>Taxes &amp; Fees</b>			
50700	Taxes & Fees (-)		\$24	\$24
<b>509 :</b>	<b>Misc Expenses</b>			
50902	Travel, Meetings & Training (-)		\$278	\$278
50903	Association Dues & Subscriptions (-)		\$1,136	\$1,136
<b>512 :</b>	<b>Operating Leases &amp; Rentals</b>			
51200	Operating Leases & Rentals (-)		\$1,268	\$1,268
<b>513 :</b>	<b>Depreciation</b>			
51300	Depreciation (-)		\$38,041	\$38,041
<b>550 :</b>	<b>Ineligible Expenses</b>			
55000	Ineligible JARC and NF Fares (-)		\$51,482	\$51,482
55007	Ineligible Depreciation (-)		\$38,041	\$38,041
55009	Ineligible Percent of Association Dues (-)		\$137	\$137
55010	Other Ineligible Expense Associated w/Aux. & Nontrans (Explain in comment field) (Misc Expenses, scrap, etc-)		\$1,821	\$1,821

**Total Expenses: \$512,827**

**Total Ineligible Expenses: \$91,481**

**Total Eligible Expenses: \$421,346**

**Battle Creek Transit  
Urban Medium  
New Freedom  
Annual Budgeted  
2023**

**Non Financial Schedule Report**

**Public Service**

Code	Description	Quantity LH	Quantity DR	Total
610	Vehicle Hours	0	5,176	5,176
611	Vehicle Miles	0	47,419	47,419
615	Unlinked Passenger Trips - Regular	0	1,250	1,250
616	Unlinked Passenger Trips - Elderly	0	5,306	5,306
617	Unlinked Passenger Trips - Persons w/Disabilities	0	5,306	5,306
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	0	620	620
622	Total Demand-Response Unlinked Passenger Trips	0	12,482	12,482
625	Days Operated	0	361	361

**Total Passengers: 12,482**

**Vehicle Information**

Code	Description	Quantity
655	Total Demand-Response Vehicles	2
656	Demand-Response Vehicle w/ Lifts	2
658	Total Transit Vehicles	2

**Total Vehicles: 2**

**Miscellaneous Information**

Code	Description	Quantity LH	Quantity DR
661	Total Transit Agency Employees (Full-Time Equivalents)	0	39

### FY 2023 ADA COMPLAINT INFORMATION

*You must retain copies of complaints for at least one year and a summary of all complaints for at least five years.*

Name Of Applicant (legal organization name)

Battle Creek, City of

Has the agency been named in any lawsuits or complaints in the last year which allege an individual was discriminated against or denied full participation in transportation based on disability.

Yes  No

Include a brief description of the complaint and status.

The City was the subject of a Department of Justice (DOJ) investigation which found twelve areas of non-compliance with the City's Intermodal Transportation Center (ITC). This investigation was the result of a complaint made not to the City but directly to the DOJ. The City has corrected eight of the twelve areas of compliance and has until June 30, 2022 to complete the remaining four corrections. The remaining corrections include engineering work that is weather dependent and address the slope of the sidewalk and walking paths from the parking area to the building.

In the last year, have you had ADA compliance review conducted on your transportation program as part of an overall FTA or MDOT Compliance Review?

Yes  No

Have any changes been made to your ADA Complaint Policy?

Yes  No

Name of Applicant (legal organization name)

Battle Creek, City of

certifies that local funds in the amount of \$ 231,350

are available to match federal Section 5317 New Freedom (NF) grant funds should they be awarded. **Farebox cannot be used as local match for NF, and must be backed out as ineligible under expense code 55000 in your OAR.** In the box below, please provide a breakdown of the source and amount of local funds. Please indicate if it is in-kind contribution or cash. For in-kind contributions, please indicate the types of services that will be provided and how you determined the value. Please refer to the Revenue & Expense Manual for an explanation of in-kind contributions.

City of Battle Creek General Fund

(Expenses require overmatch since we are not requesting an expansion of NF Operating, only continuation)

## FY 2023 CONTRACT CLAUSES CERTIFICATION

Certification 1

I acknowledge that I have reviewed a copy of the Contract Clauses. I understand that the nature of the project will determine which requirements of the contract clauses apply and I will comply with all applicable clauses for all FTA-funded contracts for the application year.

**Name Of The Person Authorized To Sign A Contract Or Project Authorization**

Rebecca L. Fleury

**Legal Organization Name**

Battle Creek, City of

**Title Of Authorized Signer**

**Signature Of Authorized Signer \*\* (See Below)**

**Date**

City Manager

.....

01/19/2022

**Board Chair Information:**

**Name\***

Rebecca L. Fleury

**Phone\* (###)###-####**

269-966-3378

**Email\***

rlfleury@battlecreekmi.gov

\* If the organization has a master agreement with MDOT, the organization name must match the name as it appears on the master agreement. Organizations with multiple contracts must submit multiple contract clauses certifications.

\*\* If the organization has a master agreement with MDOT, the signature must be the same as the authorized signer of the master agreement or an individual with legal authority to sign a project authorization for the organization. Your agency can change, add or remove an authorized signer at any time by completing a signature resolution.

## FY 2023 FTA CERTIFICATIONS AND ASSURANCES

Name Of Applicant (legal organization name)

Battle Creek, City of

The Applicant agrees to comply with the applicable requirements of categories below. \* Those requirements that do not apply to you or your project will not be enforced.

<u>Categories</u>	<u>Descriptions</u>
01.	Certifications and Assurances Required of Every Applicant.
02.	Public Transportation Agency Safety Plans.
03.	Tax Liability and Felony Convictions.
04.	Lobbying.
05.	Private Sector Protections.
06.	Transit Asset Management Plan.
07.	Rolling Stock Buy America Reviews and Bus Testing.
08.	Formula Grants for Rural Areas.
09.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.
10.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.
11.	Alcohol and Controlled Substances Testing.
12.	Demand Responsive Service.
13.	Interest and Financing Costs.
14.	Construction Hiring Preferences.

FTA and MDOT intend that the certifications and assurances the Applicant has selected on this form should apply, as required, to each project for which the Applicant seeks FTA assistance during application year.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document, and acknowledges that the provisions of the program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801 et.seq., and implemented by DOT regulations, 'Program Fraud Civil Remedies,' 49 CFR part 31 apply to any certification, assurance, or submission made to FTA. The criminal fraud provisions of 18 U.S. C. 1001 may apply to any certification, assurance, or submission made in connection with any program administered by FTA.

FY 2023 SECTION 5310/NEW FREEDOM  
GENERAL INFORMATION FORM

Name Of Applicant (legal organization name)

Battle Creek, City of

Check One :

Urbanized Area     Non Urbanized Area

Name of urbanized area

Battle Creek

Is your agency within a metropolitan planning organization (MPO)?

Yes     No

Has the project been included in the transportation improvement program (TIP) for this area?

Yes     No

Services Provided by applicant (including how 5310 vehicles will be used, service area, days and hours of operation, and reservation requirements)

BCT will operate expanded demand response service for seniors, persons w/disabilities & the general public beyond the existing fixed route hours & boundaries. This D-R service will operate from 7pm to 12am M-F, 5pm-12am Sat., and 9am-6pm Sun. BCT will utilize vans and cutaway buses to provide 100% accessible transportation 7 days per week with a combination of on-demand and advanced scheduling.

Projected Annual 5310 Ridership

12,482

Estimated Percentage of Ridership(%)

Elderly  %    Disabled  %    Other  %

Specify Other

General Public

Vehicles are intended to:

Replace Existing Vehicles     Expand Existing Service     Start New Service

Select One:

Attached are letters of support from each public and private transit and paratransit operator in the proposed service area indicating that he or she does not, and is not intending to, offer similar service in the same area; or proof of a good faith effort made in obtaining letters of support if an operator will not respond.

A public notice has been published (attach a copy of published public notice in PTMS).

Project 1

Name Of Applicant (legal organization name)

Battle Creek, City of

Project Name

Mobility Management

Category of project (e.g., New Freedom operating: New Freedom capital such as bus, equipment, marketing, planning, and/or mobility management). You must also submit capital and/or operating request in PTMS.

Mobility Management (this amount includes \$2,500 expansion as a COLA for the Mobility Manager)

Expansion  Continuation

Amount of FEDERAL funds requested for the project	Amount of STATE funds requested for the project	Local Match (If other than capital)	Total funding \$
68,000	17,000		85,000

Source of local match funds for operating (be specific - identify each source and \$ amount).

N/A

General area served:

- An urbanized area with population between 50,000 and 199,999
- A non-urbanized area with population below 50,000

Is this project in a tip:

- Yes
- No

Estimated number of rides (one way trips) to be provided for individuals with disabilities as a result of the new freedom project

2,640

Project description

Continue a mobility management model that works at or with BCT to coordinate countywide transportation & implement a centralized dispatch system which coordinates services between multiple providers. The mobility manager works closely with community transportation partners, human service agencies, & organizations which serve vulnerable & underserved populations, & provides travel training, trip planning, & assistance to passengers. This position will be billed as a direct expense to the grant.

Title of coordinated plan from which project is derived

Calhoun County Coordinated Public Transit Human Services Agency Plan

Specific strategy project relates to: page number and section where the specific strategy is stated

Page 14 - Under Strategies - the 2nd and 5th item listed

How does project address the identified strategy?

On Page 14 of the plan under Goals, the 2nd, 3rd, and 4th bulleted items are ways our project aims to address the strategies identified.

Are there multiple providers for this project/service?

- NO  YES If yes, please describe how the project/service provides for the coordination among the various providers

While there are other transportation providers in the area, nobody is currently coordinating efforts between them. Additionally, Calhoun County is the only county in the region that didn't have a countywide model and/or mobility manager to assist in coordinating countywide efforts. Each transportation provider currently serves limited populations with limited resources but has the capacity to serve additional rides in the area.

Project implementation plan and timeline

This is a continuation project for Mobility Management and BCGo (non-countywide) services. The mobility management position and activities are already in place and require continuation funding to continue. This funding would continue the position through September 30 2023. The New Freedom operating assistance provides funding for non-ADA demand responsive services at night and on the weekends. This project covers weekday service from 7pm until midnight, Saturday service from 5pm until midnight, and Sunday service from 9am until 6pm. Service will be restored/escalated as staffing becomes available post-pandemic. The operating period for this project is October 1, 2022 through September 30, 2023.

Additional information

A large, empty rectangular box with a thin black border, intended for providing additional information. The box is currently blank.

Name Of Applicant (legal organization name)

Battle Creek, City of

Project Name

Demand Response Operating

Category of project (e.g., New Freedom operating: New Freedom capital such as bus, equipment, marketing, planning, and/or mobility management). You must also submit capital and/or operating request in PTMS.

New Freedom Operating

- Expansion     
  Continuation

Amount of FEDERAL funds requested for the project	Amount of STATE funds requested for the project	Local Match (If other than capital)	Total funding \$
229,995		231,350	461,345

Source of local match funds for operating (be specific - identify each source and \$ amount).

City of Battle Creek General Fund  
 Project requires an overmatch based on expenses.

General area served:

- An urbanized area with population between 50,000 and 199,999  
 A non-urbanized area with population below 50,000

Is this project in a tip:

- Yes  
 No

Estimated number of rides (one way trips) to be provided for individuals with disabilities as a result of the new freedom project

12,482

Project description

After hours demand response service which runs from 7pm to 12am M-F, 5pm-12am Sat., and 9am-6pm Sun. serving seniors, people with disabilities, and general public. No fixed routes are operating during these hours.

Title of coordinated plan from which project is derived

Calhoun County Coordinated Public Transit Human Services Agency Plan

Specific strategy project relates to: page number and section where the specific strategy is stated

Page 14 - Under Strategies - the 2nd and 5th item listed

How does project address the identified strategy?

On Page 14 of the plan under Goals, the 2nd, 3rd, and 4th bulleted items are ways our project aims to address the strategies identified.

Are there multiple providers for this project/service?

- NO  YES If yes, please describe how the project/service provides for the coordination among the various providers

While there are other transportation providers in the area, nobody is currently coordinating efforts between them. Additionally, Calhoun County is the only county in the region that didn't have a countywide model and/or mobility manager to assist in coordinating countywide efforts. Each transportation provider currently serves limited populations with limited resources but has the capacity to serve additional rides in the area.

Project implementation plan and timeline

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Additional information

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This form is required for all agencies applying for Regular Services, Section 5311 JARC, Section 5310, and/or New Freedom projects.

Name of Applicant (legal organization name)

Battle Creek, City of

THE APPLICANT AGREES TO COMPLY WITH THE APPLICABLE REQUIREMENTS SELECTED BELOW:

- This organization has the necessary operational lifts on its vehicles as required by Act 51, [Section 10e (17) and 10e(18)] of the Public Acts of 1951, as amended, and the Americans with Disabilities Act of 1990.   
The organization also certifies that the lifts are maintained and cycled on a regularly scheduled basis.
- B. This organization has proof of insurance on file that meets the insurance requirements in exhibit a of your master agreement with the Michigan Department of Transportation.

The applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in statements submitted herein with this document. The truthfulness and accuracy of this document will enable the applicant to receive state funding.

Name Of Applicant (legal organization name)

Battle Creek, City of

All FTA funds recipients, except for urban agencies that receive all of their FTA funds directly from FTA, must submit the following information that covers the period since your last MDOT application. First-time applicants should submit information for the previous fiscal year.

1. Are there any active lawsuits or complaints naming the applicant that allege discrimination based on race, color or national origin with respect to service or other transit benefits?

Yes  No

2. Have you had any Title VI compliance review activities conducted with regard to your transportation program, including triennial compliance reviews conducted by FTA and/or MDOT?

Yes  No

3. When was your last title VI program approved by MDOT or FTA  MM/DD/YYYY

4. Has your Title VI Coordinator/EEO Officer changed during the reporting period or since your last Title VI Plan was approved?

Yes  No

5. Has your organization had any projects and/or service change that have Title VI, Limited English Proficiency (LEP), or Environmental Justice (EJ) impacts? Service change includes service expansion/reduction, route and/or hour changes, etc

Yes  No

6. During this reporting period, how were your employees educated about Title VI and their responsibility to ensure non-discrimination in any of your programs, services, or activities?

New employees are given a one-on-one training with the Transit Director or the Grants Program Administrator. Each individual is given a printout of the material covered and sign a form acknowledging receipt.

## FY 2023 VEHICLE ACCESSIBILITY PLAN UPDATE

**NOTICE:** The Local Advisory Council(LAC) must review and be given the opportunity to comment on this Vehicle Accessibility Plan (VAP). Please attach the signed minutes of the LAC meeting at which this VAP was discussed and approved.

Name Of Applicant (legal organization name)

Battle Creek, City of

1. Total D-R Fleet anticipated for application year (including locally funded vehicles)

9

2.Total Anticipated D-R Fleet Accessible or lift-equipped (including locally funded vehicles)

9

3. Has the agency made any changes in vehicle inventory described in No. 1 and No. 2 above since the last accessibility plan update was submitted?

(If "yes" explain changes and reasons for those changes below.)

No

4. Has the agency made any changes in the following since the last accessibility plan update was submitted?

- |                                      |     |
|--------------------------------------|-----|
| A. Fare structure                    | No  |
| B. Service area information          | No  |
| C. Service availability information  | No  |
| D. Service Hours/days of operation   | No  |
| E. Local advisory council membership | Yes |

Our representative from Area Agency on Aging (CareWell) has changed and is reflected on the LAC Member List.

5. Has the agency made any other changes in its vehicle accessibility plan since last submission of an accessibility plan or annual update?

No

6. How frequently does the agency's LAC meet?

Quarterly

**7. LAC MEMBER LIST (List below the members of your agency LAC. Attach a separate page of additional names if necessary.)**

**NOTICE: The Local Advisory Council (LAC) must review and be given the opportunity to comment on this Vehicle Accessibility Plan (VAP). Please attach the signed minutes of the LAC meeting at which this VAP was discussed and approved.**

**NOTE: MDOT Administrative Rule 202 requires that the applicant agency shall establish a LAC composed of a minimum of three members. No LAC member shall be a staff or board member of the applicant agency. The applicant agency shall ensure all of the following:**

**1) 50% of the LAC membership represents persons who are 65 years of age or older and persons who have disabilities within the service area;**

**2) the LAC membership includes people who have diverse disabilities and the elderly who are users of public transportation; and**

**3) the applicant agency has approved at least one member, or 12% of the membership, jointly with the area agency on aging.**

**Does the list of members reflect the membership in the minutes?**

Yes

---

**1. CHAIRPERSON'S NAME**

Paul Ecklund

**Affiliation (Name of organization, if any)**

Disability Network of Southwest Michigan

---

**This member represents**

Persons with Disabilities

---

**This member is**

A user of public transportation

A Person with Disabilities

---

**2. NAME**

Jerry Sigourney

**Affiliation (Name of organization, if any)**

None

---

**This member represents**

Persons with Disabilities

---

**This member is**

A user of public transportation

A Person with Disabilities

---

**3. NAME**

Mark Woodford

**Affiliation (Name of organization, if any)**

None

---

**This member represents**

Persons 65 years and older

---

**This member is**

Age 65 or older

A user of public transportation

A Person with Disabilities

---

**4. NAME**

Lynn Moss

**Affiliation (Name of organization, if any)**

CareWell (Area Agency on Aging)

---

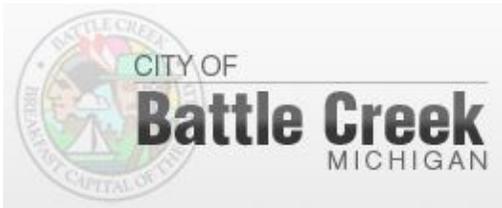
**This member represents**

Persons 65 years and older

---

**This member is**

Jointly appointed by an area



Resolution NO. 292

A Resolution of Intent to apply for State financial assistance for Battle Creek Transit for FY2023 under Act No. 51 of the Public Acts of 1951, as amended.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That Pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the City of Battle Creek, established under Act 279, to provide a local transportation program for the state fiscal year of 2023 and, therefore, apply for state financial assistance under provisions of Act 51.

This Resolution authorizes the City Manager to apply for both operating and capital funds to the Michigan Department of Transportation (MDOT) on behalf of Battle Creek Transit for FY2023. Furthermore, this resolution authorizes the City Manager to execute any agreements for the funds requested in the attached application.

The City certifies that no changes in eligibility documentation has occurred during the past State fiscal year. The City of Battle Creek has reviewed and approved the proposed budget within the application for State financial assistance, including estimated federal funding sources of \$1,987,386, estimated state funds of \$1,356,388, estimated local funds of \$1,053,131 with a total estimated expense of \$4,204,997.

The City of Battle Creek does make its intentions known to provide public transportation service and to apply for State financial assistance with this annual plan, in accordance with Act 51. Additionally, Mallory R. Avis is appointed the Transportation Coordinator for all public transportation matters, and is authorized to provide such information deemed necessary by the State Transportation Commission or department for its administration of Act 51 for FY2023.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Donna Hutchison, Grants Program Administrator

**Department:** Transit

**SUMMARY**

A Resolution of Intent to apply for State financial assistance for Battle Creek Transit for FY2023 under Act No. 51 of the Public Acts of 1951, as amended.

**BUDGETARY CONSIDERATIONS**

State financial assistance (local bus operating/LBO) to Battle Creek Transit is based upon a percentage of Transit's annual eligible expenses, estimated to be \$3,877,012. State operating funds in the estimated amount of \$1,356,388, for FY2023 is being requested.

**HISTORY, BACKGROUND and DISCUSSION**

Battle Creek Transit's Local Coordinating Committee (LCC) met on January 11, 2022 to review and discuss the attached application. Also Battle Creek Transit's Local Advisory Council (LAC) met January 11, 2022 to review and discuss Battle Creek Transit's Vehicle Accessibility Plan (also in the attached application). A 30-day public comment period is being provided in January/February to which the proposed applications will be noticed in the Battle Creek Shopper and on Transit's website.

This Resolution authorizes the City Manager to submit to MDOT an application for financial assistance for FY2023 under Act No. 51 of the Public Acts of 1951. Furthermore, this Resolution also authorizes the City Manager to execute any agreements for the funds requested in the attached application.

**DISCUSSION OF THE ISSUE**

**POSITIONS**

Battle Creek Transit supports the submittal of this application to MDOT. This application has been reviewed and discussed by the Local Coordinating Committee (LCC) and the Vehicle Accessibility Plan has been reviewed by the Local Advisory Council (LAC).

---

**ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>
<input type="checkbox"/> FY2023_Regular_Service_Application.pdf	FY2023 Regular Service Application
<input type="checkbox"/> LCC_Minutes_1.11.22.pdf	LCC Minutes.1.11.22
<input type="checkbox"/> Signed_LAC_minutes_1-11-22.pdf	Signed LAC Minutes.1.11.22
<input type="checkbox"/> Lynn_Moss_Email_re_VAP_Approval.pdf	Lynn Moss Email re VAP Approval

**Battle Creek Transit**

**339 West Michigan Ave.  
Battle Creek, MI 49037**

**(269) 966-3588**

**Urban Medium**

**Regular Service**

**Annual Budgeted**

**2023**

**Total Eligible Expenses: \$3,877,012**

**Comments: FY2023 Annual Operating Grant Application for the period of October 1, 2022 through September 30, 2023.**

**Battle Creek Transit**  
**Urban Medium**  
**Regular Service**  
**Annual Budgeted**  
**2023**

**Revenue Schedule Report**

<b>Code</b>	<b>Description</b>	<b>LH</b>	<b>DR</b>	<b>Total</b>
<b>401 :</b>	<b>Farebox Revenue</b>			
40100	Passenger Fares (-)	\$422,133		\$422,133
<b>406 :</b>	<b>Auxillary Trans Revenues</b>			
40615	Advertising (-)	\$46,075		\$46,075
<b>407 :</b>	<b>NonTrans Revenues</b>			
40799	Other NonTrans Revenue (Explain in comment field) (Scrap-)	\$1,479		\$1,479
<b>409 :</b>	<b>Local Revenue</b>			
40910	Local Operating Assistance (-)	\$583,444		\$583,444
<b>411 :</b>	<b>State Formula and Contracts</b>			
41101	State Operating Assistance (-)	\$1,356,388		\$1,356,388
<b>413 :</b>	<b>Federal Contracts</b>			
41302	Federal Section 5307 Operating (operating funds only) (-)	\$1,987,386		\$1,987,386
<b>Total Revenues: \$4,396,905</b>				

**Battle Creek Transit**  
**Urban Medium**  
**Regular Service**  
**Annual Budgeted**  
**2023**

**Expense Schedule Report**

<b>Code</b>	<b>Description</b>	<b>LH</b>	<b>DR</b>	<b>Amount</b>
<b>501 : Labor</b>				
50101	Operators Salaries & Wages (-)	\$1,396,273		\$1,396,273
50102	Other Salaries & Wages (-)	\$537,868		\$537,868
<b>502 : Fringe Benefits</b>				
50200	Fringe Benefits (-)	\$689,904		\$689,904
50210	DC Pensions (-)	\$48,252		\$48,252
50220	DB Pensions (-)	\$397,089		\$397,089
<b>503 : Services</b>				
50302	Advertising Fees (-)	\$172		\$172
50305	Audit Costs (-)	\$9,872		\$9,872
50399	Other Services (-)	\$252,474		\$252,474
<b>504 : Materials and Supplies</b>				
50401	Fuel & Lubricants (-)	\$217,261		\$217,261
50402	Tires & Tubes (-)	\$33,090		\$33,090
50499	Other Materials & Supplies (-)	\$168,144		\$168,144
<b>505 : Utilities</b>				
50500	Utilities (-)	\$52,847		\$52,847
<b>506 : Insurance</b>				
50603	Liability Insurance (-)	\$58,336		\$58,336
50699	Other Insurance (-)	\$9,309		\$9,309

**Battle Creek Transit  
Urban Medium  
Regular Service  
Annual Budgeted  
2023**

**Expense Schedule Report**

<b>Code</b>	<b>Description</b>	<b>LH</b>	<b>DR</b>	<b>Amount</b>
<b>507 :</b>	<b>Taxes &amp; Fees</b>			
50700	Taxes & Fees (-)	\$193		\$193
<b>509 :</b>	<b>Misc Expenses</b>			
50902	Travel, Meetings & Training (-)	\$2,280		\$2,280
50903	Association Dues & Subscriptions (-)	\$9,313		\$9,313
<b>512 :</b>	<b>Operating Leases &amp; Rentals</b>			
51200	Operating Leases & Rentals (-)	\$10,395		\$10,395
<b>513 :</b>	<b>Depreciation</b>			
51300	Depreciation (-)	\$311,924		\$311,924
<b>550 :</b>	<b>Ineligible Expenses</b>			
55007	Ineligible Depreciation (-)	\$311,924		\$311,924
55009	Ineligible Percent of Association Dues (-)	\$1,124		\$1,124
55010	Other Ineligible Expense Associated w/Aux. & Nontrans (Explain in comment field) (Sale of Scrap Metal, etc-)	\$14,936		\$14,936

**Total Expenses: \$4,204,996**

**Total Ineligible Expenses: \$327,984**

**Total Eligible Expenses: \$3,877,012**

**Battle Creek Transit  
Urban Medium  
Regular Service  
Annual Budgeted  
2023**

**Non Financial Schedule Report**

**Public Service**

Code	Description	Quantity LH	Quantity DR	Total
611	Vehicle Miles	505,522	0	505,522
615	Unlinked Passenger Trips - Regular	159,064	0	159,064
616	Unlinked Passenger Trips - Elderly	31,759	0	31,759
617	Unlinked Passenger Trips - Persons w/Disabilities	15,526	0	15,526
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	4,452	0	4,452
621	Total Line-Haul Unlinked Passenger Trips	202,917	0	202,917
622	Total Demand-Response Unlinked Passenger Trips	7,884	0	7,884
625	Days Operated	612	0	612

**Total Passengers: 210,801**

**Vehicle Information**

Code	Description	Quantity
653	Total Line-Haul Vehicles	13
654	Line-Haul Vehicle w/ Lifts	13
655	Total Demand-Response Vehicles	7
656	Demand-Response Vehicle w/ Lifts	7
658	Total Transit Vehicles	20

**Total Vehicles: 20**

**Miscellaneous Information**

Code	Description	Quantity LH	Quantity DR
601	Number of Routes (Line Haul Only)	8	0
602	Total Route Miles (Line Haul Only)	83	0
661	Total Transit Agency Employees (Full-Time Equivalents)	37	0

Name Of Applicant (legal organization name)

Battle Creek, City of

is applying for Section 5311, 5311(f), and/or 5339 funding under Federal Transit Law, as amended, for the application year. We will be bound by the provisions of this special 5333(b) [former 13(c)] labor warranty for the period of the grant.

Does a union represent the applicant's employees?  Yes  No

List union representation (only staff that has duties connected to the transit operation)

Union Name: Amalgamated Transit Union (ATU)

Union Name: Service Employees International (SEIU)

Union Name: Battle Creek Supervisors Association (BCSA)

Does agency use a third party transportation provider?  Yes  No

Are there other surface transportation providers in your area?  Yes  No

Note: Do not include school bus transportation providers and their unions

Indicate surface transportation providers and their union representation or none. (Providers serving the general public, including public agencies, private providers, and/or non-profit providers and their unions in your jurisdictional area)

Provider :	Community Action	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Community Inclusive Recre	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Marian Burch AdultDayCare	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Carewell-AreaAgencyAging	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Kingdom Builders Transp	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Greyhound Bus	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Dean Trailways of Mich	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	LifeCare	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Concorde Transportation	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	B & W Charters	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Great Lakes Motorcoach	Union Names:		None	<input checked="" type="checkbox"/>
Provider :	Indian Trails, Inc.	Union Names:		None	<input checked="" type="checkbox"/>
Provider :		Union Names:		None	<input type="checkbox"/>
Provider :		Union Names:		None	<input type="checkbox"/>
Provider :		Union Names:		None	<input type="checkbox"/>

## FY 2023 ADA COMPLAINT INFORMATION

*You must retain copies of complaints for at least one year and a summary of all complaints for at least five years.*

Name Of Applicant (legal organization name)

Battle Creek, City of

Has the agency been named in any lawsuits or complaints in the last year which allege an individual was discriminated against or denied full participation in transportation based on disability.

Yes  No

Include a brief description of the complaint and status.

The City was the subject of a Department of Justice (DOJ) investigation which found twelve areas of non-compliance with the City's Intermodal Transportation Center (ITC). This investigation was the result of a complaint made not to the City but directly to the DOJ. The City has corrected eight of the twelve areas of compliance and has until June 30, 2022 to complete the remaining four corrections. The remaining corrections include engineering work that is weather dependent and address the slope of the sidewalk and walking paths from the parking area to the building.

In the last year, have you had ADA compliance review conducted on your transportation program as part of an overall FTA or MDOT Compliance Review?

Yes  No

Have any changes been made to your ADA Complaint Policy?

Yes  No

## FY 2023 CONTRACT CLAUSES CERTIFICATION

Certification 1

I acknowledge that I have reviewed a copy of the Contract Clauses. I understand that the nature of the project will determine which requirements of the contract clauses apply and I will comply with all applicable clauses for all FTA-funded contracts for the application year.

**Name Of The Person Authorized To Sign A Contract Or Project Authorization**

Rebecca L. Fleury

**Legal Organization Name**

Battle Creek, City of

**Title Of Authorized Signer**

City Manager

**Signature Of Authorized Signer \*\* (See Below)      Date**

01/19/2022

**Board Chair Information:**

**Name\***

Rebecca L. Fleury

**Phone\* (###)###-####**

269-966-3378

**Email\***

rfleury@battlecreekmi.gov

\* If the organization has a master agreement with MDOT, the organization name must match the name as it appears on the master agreement. Organizations with multiple contracts must submit multiple contract clauses certifications.

\*\* If the organization has a master agreement with MDOT, the signature must be the same as the authorized signer of the master agreement or an individual with legal authority to sign a project authorization for the organization. Your agency can change, add or remove an authorized signer at any time by completing a signature resolution.

## FY 2023 COORDINATION PLAN FOR LOCAL BUS OPERATING ASSISTANCE

All agencies applying for Local Bus Operating Assistance must submit a coordination plan. (If an agency also is applying for Specialized Services Operating Assistance, only the Specialized Services coordination plan is required.)

Organizations must ensure that the level and quality of service will be provided without regard to race, color or national origin and that there is no disparate impact on groups protected by Title VI of the Civil Rights Act of 1964 and related statutes and regulations.

**Name of Applicant (legal organization name)**

Battle Creek, City of

**TRANSIT PROVIDER/PURCHASER AND COORDINATION EFFORTS**

Describe efforts for coordinating transit services with each of these agencies, including any purchase of service arrangements, training, maintenance, and dispatching services, etc. Also include a description of the process used to ensure coordination efforts are being pursued (i.e., LAC meetings, public hearings, etc.)

Providers in our area include:

Community Action  
Community Inclusive Recreation  
Marian Burch Adult Day Care  
Carewell - Area Agency on Aging  
Kingdom Builders Transportation  
Dream Limousine  
Greyhound Bus  
Dean Trailways of Michigan  
LifeCare Ambulance  
B & W Charters  
Great Lakes Motorcoach

Battle Creek Transit continue to be involved in several local efforts regarding the possibility of county-wide transportation in the future. Battle Creek Transit piloted Calhoun County Coordinated Mobility Pilot (BCGo) during 2021 which was a collaborated effort with Community Action. Our Transit Director continues to be involved with both the Policy Committee and the Technical Committee of our local MPO - Battle Creek Area Transportation Study (BCATS).

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## FUTURE TRANSIT OBJECTIVES

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Describe your future objectives regarding coordination/consolidation of transit services:

BCT will continue to post notices for both the Local Advisory Council (LAC) and Local Coordinating Committee (LCC) meetings on our website and Facebook pages. With COVID, our meetings continue to be held virtually but we will continue to stream the LAC and LCC meetings as well as our Public Transportation Committee (PTC) meetings on Facebook until in-person meetings can be held again. A planning workshop was not held this year however we did post a public notice inviting eligible, qualified non-profit organizations that service senior citizens and/or persons with disabilities in Calhoun County to reach out to us to learn how to apply for state funding to support their transportation programs. We did have one new provider make contact and we are working with them on their application efforts.

BCT continues to be an active participant in the discussions regarding the formation of a countywide transit authority.

## FY 2023 FTA CERTIFICATIONS AND ASSURANCES

Name Of Applicant (legal organization name)

Battle Creek, City of

The Applicant agrees to comply with the applicable requirements of categories below. \*  
Those requirements that do not apply to you or your project will not be enforced.

<u>Categories</u>	<u>Descriptions</u>
01.	Certifications and Assurances Required of Every Applicant.
02.	Public Transportation Agency Safety Plans.
03.	Tax Liability and Felony Convictions.
04.	Lobbying.
05.	Private Sector Protections.
06.	Transit Asset Management Plan.
07.	Rolling Stock Buy America Reviews and Bus Testing.
08.	Formula Grants for Rural Areas.
09.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.
10.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.
11.	Alcohol and Controlled Substances Testing.
12.	Demand Responsive Service.
13.	Interest and Financing Costs.
14.	Construction Hiring Preferences.

FTA and MDOT intend that the certifications and assurances the Applicant has selected on this form should apply, as required, to each project for which the Applicant seeks FTA assistance during application year.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document, and acknowledges that the provisions of the program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801 et.seq., and implemented by DOT regulations, 'Program Fraud Civil Remedies,' 49 CFR part 31 apply to any certification, assurance, or submission made to FTA. The criminal fraud provisions of 18 U.S. C. 1001 may apply to any certification, assurance, or submission made in connection with any program administered by FTA.

This form is required for all agencies applying for Regular Services, Section 5311 JARC, Section 5310, and/or New Freedom projects.

---

Name of Applicant (legal organization name)

Battle Creek, City of

THE APPLICANT AGREES TO COMPLY WITH THE APPLICABLE REQUIREMENTS SELECTED BELOW:

- This organization has the necessary operational lifts on its vehicles as required by Act 51, [Section 10e (17) and 10e(18)] of the Public Acts of 1951, as amended, and the Americans with Disabilities Act of 1990.
- The organization also certifies that the lifts are maintained and cycled on a regularly scheduled basis.
- B. This organization has proof of insurance on file that meets the insurance requirements in exhibit a of your master agreement with the Michigan Department of Transportation.

The applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in statements submitted herein with this document. The truthfulness and accuracy of this document will enable the applicant to receive state funding.

Name Of Applicant (legal organization name)

Battle Creek, City of

All FTA funds recipients, except for urban agencies that receive all of their FTA funds directly from FTA, must submit the following information that covers the period since your last MDOT application. First-time applicants should submit information for the previous fiscal year.

1. Are there any active lawsuits or complaints naming the applicant that allege discrimination based on race, color or national origin with respect to service or other transit benefits?

Yes  No

2. Have you had any Title VI compliance review activities conducted with regard to your transportation program, including triennial compliance reviews conducted by FTA and/or MDOT?

Yes  No

3. When was your last title VI program approved by MDOT or FTA  MM/DD/YYYY

4. Has your Title VI Coordinator/EEO Officer changed during the reporting period or since your last Title VI Plan was approved?

Yes  No

5. Has your organization had any projects and/or service change that have Title VI, Limited English Proficiency (LEP), or Environmental Justice (EJ) impacts? Service change includes service expansion/reduction, route and/or hour changes, etc

Yes  No

6. During this reporting period, how were your employees educated about Title VI and their responsibility to ensure non-discrimination in any of your programs, services, or activities?

New employees are given a one-on-one training with the Transit Director or the Grants Program Administrator. Each individual is given a printout of the material covered and sign a form acknowledging receipt.

**NOTICE: The Local Advisory Council(LAC) must review and be given the opportunity to comment on this Vehicle Accessibility Plan (VAP). Please attach the signed minutes of the LAC meeting at which this VAP was discussed and approved.**

Name Of Applicant (legal organization name)

Battle Creek, City of

1. Total D-R Fleet anticipated for application year (including locally funded vehicles)

9

2.Total Anticipated D-R Fleet Accessible or lift-equipped (including locally funded vehicles)

9

3. Has the agency made any changes in vehicle inventory described in No. 1 and No. 2 above since the last accessibility plan update was submitted?

(If "yes" explain changes and reasons for those changes below.)

No

4. Has the agency made any changes in the following since the last accessibility plan update was submitted?

A. Fare structure No

B. Service area information No

C. Service availability information No

D. Service Hours/days of operation No

E. Local advisory council membership Yes

Our representative from Area Agency on Aging (CareWell) has changed and is reflected on the LAC Member List.

5. Has the agency made any other changes in its vehicle accessibility plan since last submission of an accessibility plan or annual update?

No

6. How frequently does the agency's LAC meet?

Quarterly

**7. LAC MEMBER LIST (List below the members of your agency LAC. Attach a separate page of additional names if necessary.)**

**NOTICE: The Local Advisory Council (LAC) must review and be given the opportunity to comment on this Vehicle Accessibility Plan (VAP). Please attach the signed minutes of the LAC meeting at which this VAP was discussed and approved.**

**NOTE: MDOT Administrative Rule 202 requires that the applicant agency shall establish a LAC composed of a minimum of three members. No LAC member shall be a staff or board member of the applicant agency. The applicant agency shall ensure all of the following:**

**1) 50% of the LAC membership represents persons who are 65 years of age or older and persons who have disabilities within the service area;**

**2) the LAC membership includes people who have diverse disabilities and the elderly who are users of public transportation; and**

**3) the applicant agency has approved at least one member, or 12% of the membership, jointly with the area agency on aging.**

**Does the list of members reflect the membership in the minutes?**

Yes

---

**1. CHAIRPERSON'S NAME**

Paul Ecklund

**Affiliation (Name of organization, if any)**

Disability Network of Southwest Michigan

---

**This member represents**

Persons with Disabilities

---

**This member is**

A user of public transportation

A Person with Disabilities

---

**2. NAME**

Jerry Sigourney

**Affiliation (Name of organization, if any)**

None

---

**This member represents**

Persons with Disabilities

---

**This member is**

A user of public transportation

A Person with Disabilities

---

**3. NAME**

Mark Woodford

**Affiliation (Name of organization, if any)**

None

---

**This member represents**

Persons 65 years and older

---

**This member is**

Age 65 or older

A user of public transportation

A Person with Disabilities

---

**4. NAME**

Lynn Moss

**Affiliation (Name of organization, if any)**

CareWell (Area Agency on Aging)

---

**This member represents**

Persons 65 years and older

---

**This member is**

Jointly appointed by an area

**BATTLE CREEK TRANSIT LOCAL COORDINATING COMMITTEE  
CITY COMMISSION CHAMBERS  
10 NORTH DIVISION  
BATTLE CREEK, MICHIGAN**

**January 11, 2021  
1:30 PM**

**Committee Members Present:** Charles Asher, Paul Ecklund, Mallory Avis, Jerry Sigourney, Mark Woodford, Rhonda Ostrander-Cook (1:33pm) and Andy Tilma (1:37pm)

**Committee Members Absent:** Mary Frisbee

**Others Present:**

**Staff Members Present:** Marcel Stoetzel, Deputy City Attorney: Donna Hutchison, Transit Grants Administrator: Victoria Houser, City Clerk

**Call to Order/Recognition of Quorum:** Mr. Asher called the meeting to order at 1:31 PM and recognized that a quorum was present.

**Approval of Agenda of the January 11, 2022 Meeting:**

A motion was made by Mr. Sigourney, supported by Mr. Woodford, to approve the agenda. All in favor, none opposed. Motion approved.

**Approval of Minutes of November 16, 2021 Meeting:**

A motion was made by Ms. Avis, supported by Mr. Ecklund, to approve the November 16, 2021 meeting minutes. All yes, none opposed. Motion approved.

**Communications to the Committee:** None

**Reports from Officers:** None

**General Public Comment:** None

**Old Business:** None

**New Business:**

**A. Review/Action on Reallocation of Remaining FY 2022 Specialized Services Funding Allocation**

Ms. Avis recommended the Committee take no action on reallocating at this time, stating it would be best to wait to reallocate funds as this was only the first quarter into FY 22, stating this would give providers more time to determine the impact of the ongoing pandemic. Ms. Avis noted allocation levels are the same as the 2023 requests, which were: Community Action \$24,156, Community Inclusive Recreation \$50,100, Marian Burch \$13,156 and Battle Creek Transit \$21,022.

A motion was made by Mr. Sigourney, supported by Mr. Ecklund, to maintain the existing Specialized Services funding allocation for FY 22. All in favor, none opposed. Motion approved.

**B. Review/Action on Proposed FY 2023 Specialized Services Application/Funding Allocation**

Ms. Avis informed the committee that MDOT has directed agencies to return to the original per passenger allocation rate of \$4.07. Ms. Avis noted MDOT had approved an increase in the allocations during the initial time of the pandemic.

A motion was made by Mr. Ecklund, supported by Mr. Woodford, to approve the 2023 Specialized Services Funding Allocations, as presented, which indicated Community Action \$24,156, Community Inclusive Recreation \$50,100, Marian Burch Adult Day Care \$13,156, and Battle Creek Transit \$21,022. All in favor, none opposed. Motion approved.

**C. Review/Discuss Transit State Application**

Ms. Avis informed the Committee that the BCT State application will include \$1,356,388 for regular service local bus operating. Ms. Avis noted BCT has also submitted a grant for \$229,995 for New Freedom Operating to cover demand response service after fixed route has come off the routes, 7:00pm to midnight on weekdays, Saturday service from 5:00pm to midnight and some Sunday service from 9:00 am to 6:00 pm. Ms. Avis also noted a continuation of the Mobility Management program, with a request for \$85,000 to cover the wages and benefits of a full time Mobility Manager. Ms. Avis noted the application also includes the consensus of the specialized services providers in an amount of \$108,434.

Ms. Avis also informed the committee that BCT was applying for \$250,000 in service initiatives, which is a separate grant application to continue phase 2 of BC Go service, the Calhoun County Coordinated Mobility Pilot, with continued planned discussions with Community Action.

Ms. Avis noted BCT was also submitting an SDNT planning grant project for architecture, engineering and design of a new transit facility for \$150,000.

**D. Discuss Timetable for MDOT**

- **Transit Application**
- **Specialized Services**
- **5310 Applications**

Ms. Avis noted the applications were due to MDOT by February 1, 2022, stating the resolution would be on the January 18, 2022 City Commission agenda.

**E. Agency Updates**

- **Battle Creek Transit:** Discussed
- **Community Action:** Discussed
- **Community Inclusive Recreation:** Discussed
- **Marian E. Burch:** None
- **Other:** No additional updates

**Announcements:**

A. **Next Meeting:** June 14, 2022 at 1:30pm. Location to be determined.

B. **Committee Member Comment:** Member comment took place.

**Adjournment:** The meeting was adjourned at 1:52 pm.

**BATTLE CREEK TRANSIT LOCAL ADVISORY COUNCIL  
CITY COMMISSION CHAMBERS  
10 NORTH DIVISION  
BATTLE CREEK, MICHIGAN**

**January 11, 2022  
2:09 PM**

**Committee Members Present:** Paul Ecklund, Jerry Sigourney and Mark Woodford

**Committee Members Absent:** Lynn Moss

**Others Present:** Chuck Asher, Community Action: Rhonda Ostrander-Cook, CIR:

**Staff Members Present:** Mallory Avis, Transit Director: Victoria Houser, City Clerk: Marcel Stoetzel, Deputy City Attorney: Donna Hutchison, Transit Grants Administrator

**Call to Order/Recognition of Quorum:** Mr. Ecklund called the meeting to order at 2:09 PM, noting a quorum was present.

**Approval of Agenda of January 11, 2022 Meeting:** A motion was made by Mr. Sigourney, supported by Mr. Woodford, to approve the January 11, 2022 LAC meeting agenda. All in favor, none opposed. Motion approved.

**Approval of Minutes of November 16, 2021 Meeting:** A motion was made by Mr. Woodford, supported by Mr. Sigourney, to approve the November 16, 2021 LAC meeting minutes. All in favor, none opposed. Motion approved.

**Communications to the Council:** None

**Reports from Officers:** None

**General Public Comment:** None

**Old Business:**

**A. Election of Vice Chairperson:**

Mr. Sigourney nominated Lynn Moss as the Vice Chair of the Transit Local Advisory Committee.

A motion was made by Mr. Sigourney, supported by Mr. Woodford, to appoint Lynn Moss as Vice Chair to the Transit Local Advisory Committee. All in favor, none opposed. Motion approved.

**New Business:**

**A. Review/Action on FY 2023 Agency Vehicle Accessibility Plans**

Ms. Avis provided each agency's vehicle accessibility plans, noting the plans must detail how many vehicles they have and how many are accessible. Each agency provided information on their vehicles, with BCT having 9 vehicles, all accessible: Community Action having 10 vehicles, 5 which are accessible: Community Inclusive Recreation having 10 vehicles, which are all accessible: Marian Burch having 8 vehicles, 7 which are accessible. Ms. Avis noted none of the agencies had changes to their fare structures, service area, service availability, service hours or days of operation.

After review of each agency's vehicle accessibility plan, a motion was made by Mr. Sigourney, supported by Mr. Woodford, to approve the FY 2023 Agency Vehicle Accessibility plans submitted by Battle Creek Transit, Community Action, Community Inclusive Recreation and Marian Burch. All in favor, none opposed. Motion approved.

**B. Review/Discuss Transit State Application**

Ms. Avis provided information regarding the Transit State Application at the prior meeting, noting approval of the application would be on the January 18, 2022 City Commission agenda.

C. Discuss Timetable for MDOT - due February 1, 2022

- Transit Application
- Specialized Services
- 5310 Applications

D. Agency Updates –

- **Battle Creek Transit** – discussed at prior LCC meeting: staffing difficulties, reduced services, eliminated van from 7pm to midnight, combined 2 fixed routes, new CDL requirements as of February, several applications, interviews and testing
- **Community Action** – discussed at prior LCC meeting: able to negotiate new unit rate with senior millage to pay drivers, hired one new driver, 3 more to be completed, transport seniors and people with disabilities, reasonable safety issues, received 2 wheelchair vans last week, with one pending.
- **Community Inclusive Recreation** – discussed at prior LCC meeting: took December off, changed service delivery, not offering recreation or arts programming, still offered employment transportation, worried about clients with underlying issues. Now back to full service, taking extra precautions, last Quarter up to 22.5% for employment purposes, additional supportive employment services through community health. Ridership 57% of allocation for the year, continue to struggle with driver staffing
- **Marian E. Burch** – No update provided
- **Other** – No update provided

Announcements:

- A. **Next Meeting:** June 14, 2022 at 2:30. Location to be determined.
- B. **Committee Member Comment:** No member comment took place

Adjournment: The meeting was adjourned at 2:20 pm.

I, Victoria L. Houser, City Clerk  
of the City of Battle Creek,  
hereby certify  
the above and foregoing is a true and accurate copy  
of the minutes recorded for the January 11, 2022 meeting  
of the Battle Creek Transit Local Advisory Council.

*Victoria L. Houser*

---

Victoria L. Houser, City Clerk

Please note there has not been a subsequent meeting of the Local Advisory Council where the minutes could be considered or approved.

*Paul D. Ecklund*

---

Paul Ecklund, LAC Chairperson

## Donna M. Hutchison

---

**From:** Moss, Lynn <lmoss@carewellservices.org>  
**Sent:** Monday, January 10, 2022 8:35 AM  
**To:** Mallory R. Avis  
**Cc:** Donna M. Hutchison  
**Subject:** 1/11/22 LAC Meeting

**Email sent from outside of the City of Battle Creek. Use caution before clicking links/attachments.**

Good morning!

I am not able to attend the Local Advisory Council meeting on January 11, 2022. I have had the opportunity to review the Vehicle Accessibility Plans for the human service agencies and I am in support of the approval of these plans.

Thank you for everything!

*Lynn Moss, LLMSW*

Community Program Manager

Medicare/Medicaid Assistance Program (MMAP) Regional Coordinator

**CareWell Services Southwest**

200 West Michigan Avenue, Suite 102

Battle Creek, MI 49017

[www.carewellservices.org](http://www.carewellservices.org)

269-441-0931 Desk

269-441-0967 Fax

REGION 3B AREA AGENCY ON AGING



PROMOTING HEALTH • INDEPENDENCE • CHOICE

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Resolution NO. 293

A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Service Development and New Technology Program (SDNT) funding.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That this Resolution supports the submittal of an application to MDOT on behalf of Battle Creek Transit for capital funds in the amount of \$150,000 under MDOTs Service Development and New Technology Program (SDNT) Program. If awarded this funding, this Resolution also supports the acceptance and execution of the grant award.

---

Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Donna Hutchison, Grants Program Administrator

**Department:** Transit

**SUMMARY**

A Resolution supporting the submittal of an application to the Michigan Department of Transportation (MDOT) for FY2023 for Service Development and New Technology Program (SDNT) funding.

**BUDGETARY CONSIDERATIONS**

Up to 80 percent of federal funding assistance is provided with the balance coming from state matching funds.

**HISTORY, BACKGROUND and DISCUSSION**

Battle Creek Transit's goal of the SDNT program is to have a selected firm provide planning, architectural/engineering services focused on the City of Battle Creek's need for a new Transit Operations, Maintenance and Storage Facility. Service will include general consulting and assistance with concept design of a cost-effective, and functional facility acceptable to meet both current operations and reflect considerations for future growth for the next thirty (30) years as indicated by the current available Transit Master Plan. This type of plan is beneficial as Transit continues to submit applications for various

funding opportunities for a new facility to replace the current 30 year old facility that has become outdated and in need of many costly repairs and updates.

**DISCUSSION OF THE ISSUE**

**POSITIONS**

There are no City funds requested in this grant application.

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**ATTACHMENTS:**

File Name	Description
📄 FY2023_SDNT_Application.pdf	FY2023 SDNT Application

FY 2023 SERVICE DEVELOPMENT AND NEW  
TECHNOLOGY (SDNT) APPLICATION

Name Of Applicant (legal organization name)

City of Battle Creek / Battle Creek Transit

Name of Applicant's Project Manager Mallory Avis

Project Manager Phone # 2699663588

Project Manager Email Address mravis@battlecreekmi.gov

Project Title Planning and Architectural/Engineering Services

Project Objective (Explain why the project is needed, what is the existing issue to be resolved, what the purpose or goal of the project is, how this project will resolve the issue, who will benefit from the project, and who the target audience of the project is. How will you achieve the project's purpose or goal? Who will conduct the project? What methods do you anticipate using and why do you prefer these methods? Why do you think these methods are the best choice for the target audience and what are the anticipated results? How will you communicate these results to the target audience? Please include any additional relevant information about the project and its expected impacts and outcomes.)

The City of Battle Creek / Battle Creek Transit facility is over 30 years old and the administrative building itself sits on a foundation that is over 100 years old. Battle Creek Transit continues to submit grant applications for various building / facility funding opportunities. BCT would use the SDNT t to secure a firm to provide planning, architectural/engineering services focused on the City's need for a new Transit Operations, Maintenance and Storage Facilities. Services would include general consulting and assistance with the concept design site identification of a cost-effective, functional and larger facility acceptable to meet both current operations and reflect consideration for future growth for the next thirty (30) years as indicated by the currently available Transit Development Plan and current movement toward a countywide authority.

Although the facility design is not intended to be officially LEED certified, the intent of the design will be to meet a certain level of LEED standards, as budget allows, and as defined by the U. S. Green Building Council.

Preliminary Architectural Concept Designs/Engineering Tasks will include:

1. Consultant developed Agendas and Schedules.
2. Coordination with designated stakeholders to determine facility needs.
3. Coordination for and attendance at meetings with designated Battle Creek staff.
4. Review of current transit facility and operations/maintenance practices.
5. Collecting administration, maintenance, and pertinent operations data.
6. Reviewing fleet rosters, fleet replacement/expansion plans, and other relevant information.
7. Review of documents pertaining to the new site/location.
8. Draft concept designs presented to stakeholders and refined based on feedback.

A technical memorandum of the findings shall be prepared including a high-level concept block rendering that includes adequate updated programming and conceptual design work as required for subsequent development of the project.

A final packet (power-point or equivalent) will be prepared and presented to elected officials to approve the

**PROJECT AND DELIVERABLES:** What will be produced and/or implemented using the results of this project?

1. Final concept design and aggregate square footages.
2. Confirmed building program.
3. Confirmed floor plan.
4. Confirmed building system outline
5. Confirmed operational flow diagrams.
6. Test fit of project on site.
7. Supporting graphics sufficient to depict a recommended option.
8. Statement of probable cost based on industry standards.

What is the timeframe for the project? Projects are expected to begin within six months of an executed authorization. Please complete estimated milestone dates:

Solicitation Issued:

Contract Awarded:

Contract Completed:

This project would begin as soon as funds are awarded.

**PROJECT SUPPORT Note:** Provide letters of support- if the project is within a transit agency's geographical area, letters of support and coordination from the local transit agency must be provided.

**BUDGET** (If project will have multiple activities, or is paid based on milestone progress, split budget accordingly; otherwise show as one activity with the total amount being requested.)

ACTIVITY/ITEM	FEDERAL	STATE	LOCAL	TOTAL
Planning	\$ 120,000	\$ 30,000	\$ \$0	\$ 150,000
<b>TOTAL</b>	<b>\$ \$120000</b>	<b>\$ \$30000</b>	<b>\$ \$0</b>	<b>\$ \$150000</b>

## FY 2023 ADA COMPLAINT INFORMATION

*You must retain copies of complaints for at least one year and a summary of all complaints for at least five years.*

Name Of Applicant (legal organization name)

Battle Creek, City of

Has the agency been named in any lawsuits or complaints in the last year which allege an individual was discriminated against or denied full participation in transportation based on disability.

Yes  No

Include a brief description of the complaint and status.

The City was the subject of a Department of Justice (DOJ) investigation which found twelve areas of non-compliance with the City's Intermodal Transportation Center (ITC). This investigation was the result of a complaint made not to the City but directly to the DOJ. The City has corrected eight of the twelve areas of compliance and has until June 30, 2022 to complete the remaining four corrections. The remaining corrections include engineering work that is weather dependent and address the slope of the sidewalk and walking paths from the parking area to the building.

In the last year, have you had ADA compliance review conducted on your transportation program as part of an overall FTA or MDOT Compliance Review?

Yes  No

Have any changes been made to your ADA Complaint Policy?

Yes  No

## FY 2023 CONTRACT CLAUSES CERTIFICATION

Certification 1

I acknowledge that I have reviewed a copy of the Contract Clauses. I understand that the nature of the project will determine which requirements of the contract clauses apply and I will comply with all applicable clauses for all FTA-funded contracts for the application year.

### Name Of The Person Authorized To Sign A Contract Or Project Authorization

Rebecca L. Fleury

### Legal Organization Name

Battle Creek, City of

### Title Of Authorized Signer

City Manager

### Signature Of Authorized Signer \*\* (See Below)      Date

01/19/2022

### Board Chair Information:

#### Name\*

Rebecca L. Fleury

#### Phone\* (###)###-####

269-966-3378

#### Email\*

rifleury@battlecreekmi.gov

\* If the organization has a master agreement with MDOT, the organization name must match the name as it appears on the master agreement. Organizations with multiple contracts must submit multiple contract clauses certifications.

\*\* If the organization has a master agreement with MDOT, the signature must be the same as the authorized signer of the master agreement or an individual with legal authority to sign a project authorization for the organization. Your agency can change, add or remove an authorized signer at any time by completing a signature resolution.

## FY 2023 FTA CERTIFICATIONS AND ASSURANCES

Name Of Applicant (legal organization name)

Battle Creek, City of

The Applicant agrees to comply with the applicable requirements of categories below. \*  
Those requirements that do not apply to you or your project will not be enforced.

<u>Categories</u>	<u>Descriptions</u>
01.	Certifications and Assurances Required of Every Applicant.
02.	Public Transportation Agency Safety Plans.
03.	Tax Liability and Felony Convictions.
04.	Lobbying.
05.	Private Sector Protections.
06.	Transit Asset Management Plan.
07.	Rolling Stock Buy America Reviews and Bus Testing.
08.	Formula Grants for Rural Areas.
09.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.
10.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.
11.	Alcohol and Controlled Substances Testing.
12.	Demand Responsive Service.
13.	Interest and Financing Costs.
14.	Construction Hiring Preferences.

FTA and MDOT intend that the certifications and assurances the Applicant has selected on this form should apply, as required, to each project for which the Applicant seeks FTA assistance during application year.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document, and acknowledges that the provisions of the program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801 et.seq., and implemented by DOT regulations, 'Program Fraud Civil Remedies,' 49 CFR part 31 apply to any certification, assurance, or submission made to FTA. The criminal fraud provisions of 18 U.S. C. 1001 may apply to any certification, assurance, or submission made in connection with any program administered by FTA.

FY 2023 TITLE VI INFORMATION

Name Of Applicant (legal organization name)

Battle Creek, City of

All FTA funds recipients, except for urban agencies that receive all of their FTA funds directly from FTA, must submit the following information that covers the period since your last MDOT application. First-time applicants should submit information for the previous fiscal year.

1. Are there any active lawsuits or complaints naming the applicant that allege discrimination based on race, color or national origin with respect to service or other transit benefits?

Yes  No

2. Have you had any Title VI compliance review activities conducted with regard to your transportation program, including triennial compliance reviews conducted by FTA and/or MDOT?

Yes  No

3. When was your last title VI program approved by MDOT or FTA  MM/DD/YYYY

4. Has your Title VI Coordinator/EEO Officer changed during the reporting period or since your last Title VI Plan was approved?

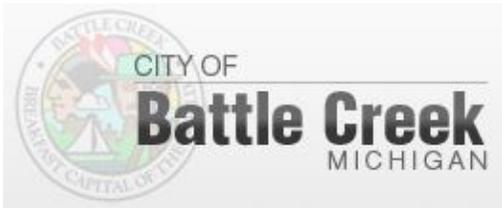
Yes  No

5. Has your organization had any projects and/or service change that have Title VI, Limited English Proficiency (LEP), or Environmental Justice (EJ) impacts? Service change includes service expansion/reduction, route and/or hour changes, etc

Yes  No

6. During this reporting period, how were your employees educated about Title VI and their responsibility to ensure non-discrimination in any of your programs, services, or activities?

New employees are given a one-on-one training with the Transit Director or the Grants Program Administrator. Each individual is given a printout of the material covered and sign a form acknowledging receipt.



Resolution NO. 294

A Resolution adopting a scoring rubric and related documents by which the City Commission will evaluate, score and prioritize projects submitted by the public for American Rescue Plan Act State and Local Fiscal Recovery Funds

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That at the direction of the Commission, City Staff has prepared a scoring rubric and supplemental request application by which the commission can evaluate, score and prioritize projects eligible for American Rescue Plan Act State and Local Fiscal Recovery Funds submitted by members of the public. The rubric allows for evaluation and scoring of projects based on alignment with the city's priority based budgeting results, themes that emerged from a public input process, Department of Treasury guidelines and a submission's complexity and urgency.

This Resolution adopts the rubric and related documents as presented for the purpose of evaluating, scoring and prioritizing projects submitted by members of the public for funding.

---

Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Rebecca L. Fleury, City Manager

**Department:** City Manager

**SUMMARY**

A Resolution adopting a scoring rubric and related documents by which the City Commission will evaluate, score and prioritize projects submitted by the public for American Rescue Plan Act State and Local Fiscal Recovery Funds

**BUDGETARY CONSIDERATIONS**

This Resolution has no budgetary impacts.

**HISTORY, BACKGROUND and DISCUSSION**

In 2020, the City of Battle Creek received \$30,545,339 in American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) to provide support to local units of government in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses. As a recipient of an SLFRF award, the City has substantial discretion to use the award funds in the ways that best suit the needs of local constituents as long as the use fits into specific funding guidelines that including the use of the funds to “responds to” a “negative economic impact” caused by the COVID-19 public health emergency. Funds may be awarded in part to provide assistance to households, small businesses, and nonprofits.

In order to solicit public feedback regarding the use of ARPA funds, the City held a series of Town Halls between October 13 and December 1, 2021. At the Town Halls, residents were encouraged to share ideas on how the City could use ARPA funding to help the community recover from the impacts of the pandemic. Individuals and organization were given a form to submit specific project ideas for funding. In all, the City has received 28 funding request for various projects and or programs designed to address the negative impacts of the pandemic.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

At the direction of the Commission, City Staff has prepared a scoring rubric, including a supplemental request application by which the Commission can evaluate, score and prioritize projects eligible for American Rescue Plan Act State and Local Fiscal Recovery Funds as submitted by members of the public. The rubric and supplemental request application allow for evaluation and scoring of projects based on:

1. The extent to which they align with PBB community results
2. The extent to which they address themes that emerged from the Town Halls
3. The extent to which they comply with the Treasury guidelines for the use of ARPA funds
4. The urgency and complexity of each project

Staff is recommending the use for the rubric and supplemental request form/application as part of the commission’s efforts to identify public projects for funding.

---

### **ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>
<input type="checkbox"/> Supplemental_Request.pdf	Supplemental Request
<input type="checkbox"/> Rubric_Instructions_memo.pdf	Rubric Instructions Memo
<input type="checkbox"/> Rubric.pdf	Rubric

**City of Battle Creek  
ARPA Funding Application  
Request for Supplemental Information**

Organization Name: \_\_\_\_\_

Project Title: \_\_\_\_\_

*(Note: Please provide complete answers to the two narrative questions below. Applicants may use the information provided in their initial submission where applicable).*

*Economic Impacts:* In 300 words or less, please provide a description of how your project responds to the negative economic impacts caused by the COVID-19 public health emergency.

*Use of Evidence:* In 300 words or less, please provide a description of what data or evidence-based practices were used to determine that the project as designed will lead to the desired outcomes.

Is your organization licensed to do business in the State of Michigan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your organization have audited financial statements for 2020/2021?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has your organization filed a timely IRS Tax Form 990 for 2020?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has your organization received and managed federal funding in the past?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(If no, are you working with a fiduciary or partner experienced in managing federal funds?)	<input type="checkbox"/> Yes*	<input type="checkbox"/> No

\*If applicable, please provide the name of your fiduciary or partner \_\_\_\_\_

**Attachment A – Budget Information**

What is the total cost of your project (including ARPA and all other funds)      \$ \_\_\_\_\_

What is the total amount of ARPA funds being requested from the City      \$ \_\_\_\_\_

**Budget Form**

*(Note: Revenue and Expense should indicate only the use of ARPA funds for the project. If you plan to spend ARPA funds over multiple years please indicate Revenue and Expense by year.)*

	Year 1 2022	Year 2 2023	Year 3 2024
ARPA funding request			

**Expenses**

Personnel cost			
Contractual services			
Office supplies			
Audit and legal fees			
Travel and training			
Advertising and promotions			
Insurance			
Rent			
Utilities			
Equipment and machinery			
Other			
<b>Total Expenses</b>			

Please provide a short description here of any expenses that fall into the “other” category.

ACKNOWLEDGEMENT: By signing this document you acknowledge that you are a representative authorized to sign on behalf of the submitting organization, that the information provided is accurate to the best of your ability and you have ***read and understand the State and Local Fiscal Recovery Funds Compliance and Reporting Guidance*** provided with this application.

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Date: \_\_\_\_\_

# Memo



**To:** Mayor, Vice Mayor and City Commissioners

**From:** Rebecca Fleury, City Manager

**Copy:** Ted Dearing, Assistant City Manager  
Linda Morrison, Revenue Services Director

**Date:** January 7, 2022

**Re:** **ARPA Public Submissions Scoring Rubric**

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Mayor, Vice Mayor and City Commissioners,

Attached is the draft scoring rubric for the public submissions seeking ARPA funding. The rubric attempts to evaluate projects based on:

1. The extent to which they align with PBB community results
2. The extent to which they address themes that emerged from the Town Halls
3. The extent to which they comply with the Treasury guidelines for the use of ARPA funds
4. The urgency and complexity of each project

The rubric is a spreadsheet with multiple tabs. The public projects are identified by sponsoring agency and a project number in rows 2 and 3 on each tab. **The first tab** is the summary tab and you will not need to fill out anything on this tab other than your priority ranking for each project. You can rank all 27 projects, your top ten, or however many you choose. Just record your ranking in row 29 (highlighted in yellow) under the appropriate project.

**The second tab** evaluates alignment with PBB results. You will see that some of the results have been combined and wording for some of the definitions has been modified to better fit with evaluating public projects. For each project, simply put an “x” in the cell under each project where you see alignment with the corresponding result definition. For example, under Result 1. Economy, (d) Attractive to residents, visitors and tourists, if you believe the project touches on this definition, place an “x” in row 10 under the project you are evaluating. The spreadsheet will track your totals in row 44. Once you have completed all projects, give each project a score of 1 to 4 in row 46 “Overall alignment with PBB results” using the scoring criteria in Column C. You can use the drop down menu or just type in your score. The points will automatically be recorded on the summary page.

**The third tab** evaluates alignment with themes from the Town Halls. For each project, simply put an “x” in the cell under each project where you see alignment with the corresponding theme. For example, if you believe the project supports small business, place an “x” in row 6 under the project you are

evaluating. The spreadsheet will track your totals in row 16 and automatically assign points on the summary page.

**The fourth tab** allows you to score projects based on compliance with ARPA guidelines. For each guideline use the drop down menu or type in a number between 1 and 4 with the exception of “Service Population” which calls for a score of “1” or “2”. The points will automatically be totaled on the summary page. Be sure and review the scoring criteria for each guideline.

On **the Fifth tab**, you will score projects based on their complexity and urgency. Again, projects are scored on a scale of 1 to 4 and the points are automatically calculated on the summary page.

**Tab six** provides a summary of all the projects for your review. Descriptions for each are included along with the request amount. **Tab seven** provides some guidance on what to consider when scoring “Use of Evidence” and “Equitable Outcomes” on the ARPA guidelines sheet (tab 4).

The first project on each sheet is a **sample project** that will help you understand how to fill out the various tabs. We are providing an **application form** to each submitting organization that asks for information on how the project ties back to the negative impacts of the pandemic, how evidence is used in the project, organizational capacity and basic budget information. This will help you score “Economic Impacts”, “Use of Evidence” and “Budget” on the ARPA guidelines sheet (tab 4). The application form is also attached.

Please let us know if you have any trouble completing the form or have questions.

City Commission Prioritization Rubric

Note: After reviewing your total score for each project, use row 29 to indicate your priority ranking for each project. WITH THE EXCEPTION OF RANKING PROJECTS BY PRIORITY ON COLUMN 29, DO NOT ENTER DATA ON THIS PAGE.

Project Summary Page

SAMPLE PROJECT	Arc of Calhoun County	Battle Creek Area Habitat for Humanity	Blycksheep	Burma Center	Calhoun County Homeless Coalition	Catalyzing Community Giving	Charitable Union	Community Action	Haven of Rest Ministries	Kingdom Builders Worldwide	Kingman Museum	Munn X Slaby	The Music Center	Neighborhoods Inc of Battle Creek	New Level Sports Ministries	RISE Corp (Wellness)	RISE Corp (Food)	SHARE Center	South Michigan Food Bank	South Michigan Food Bank	SW Michigan Community Impact Assoc.	United Way	Voces	Washington Heights United Methodist Church	What A Do Theatre	Workforce Development Institute	Wyszynski, Mike	Yaskulski, Sharon G.
Project X	Project 1	Project 2	Project 3	Project 4	Project 5	Project 6	Project 7	Project 8	Project 9	Project 10	Project 11	Project 12	Project 13	Project 14	Project 15	Project 16	Project 17	Project 18	Project 19	Project 20	Project 21	Project 22	Project 23	Project 24	Project 25	Project 26	Project 27	Project 28
<b>Alignment with PBB Results</b>																												
Result: 1. Economy (5 definitions)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Result: 2. Safety, Transportation, Mobility, & Utilities (5 definitions)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Result: 3. Environment, Physical Appearance and Community Design (5 definitions)	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Result: 4. Arts and Culture (4 definitions)	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Result: 5. Recreation (3 definitions)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Overall alignment with PBB results (15 points maximum)</b>	10	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.
<b>Alignment with Town Hall Themes</b>																												
<b>Overall alignment with Town Hall themes (10 points maximum)</b>	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARPA (Treasury) Guidelines</b>																												
Economic Impact(s)	10	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.
Program Design	5	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.
Use of Evidence	0	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.
Equitable Outcomes	5	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.
Budget	10	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.
Service Population	5	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.	inc.
<b>Complexity and Urgency ratings</b>																												
Complexity (1 = low to 4 = high)	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Urgency (1 = low to 4 = high)	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total project score</b>	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Priority Ranking for Funding (enter number 1 - 27)

**City Commission Prioritization Rubric**

**PBB Results**

Note: Place an "x" in the appropriate cell to indicate alignment/impact. Once you have completed the alignment grid, score each project on a scale of 1 to 4 with 1 indicating little or no alignment and 4 representing a high level of alignment.

SAMPLE PROJECT	Art of Calliquan County	Battle Creek Area Habitat for Humanity	Bvcksheep	Burma Center	Calhoun County Noncreek Coalition	Catalyzing Community Giving	Charitable Union	Community Action	Haven of Rest Ministries	Kingdom Builders Worldwide	Kingman Museum	Munn X Slaby	The Music Center	Neighborhoods Inc of Battle Creek	New Level Sports Ministries	RISE Corp (Wellness)	RISE Corp (Food)	SHARE Center	South Michigan Food Bank	South Michigan Food Bank	SW Michigan Community Impact Assoc.	United Way	Voces	Washington Heights United Methodist Church	What A Do Theatre	Workforce Development Institute	Wyszynski, Mike	Yaskulski, Sharon G.	
Project X	Project 1	Project 2	Project 3	Project 4	Project 5	Project 6	Project 7	Project 8	Project 9	Project 10	Project 11	Project 12	Project 13	Project 14	Project 15	Project 16	Project 17	Project 18	Project 19	Project 20	Project 21	Project 22	Project 23	Project 24	Project 25	Project 26	Project 27	Project 28	
<b>Alignment Grid</b>																													
<b>Result: 1. Economy</b>																													
Theme/Concept		Result Definition																											
(a) Support local business		Supports local businesses affected by the pandemic by ensuring and supporting quality job creation, workforce training, and transportation that is equitable for all																											
(b) Supports local workforce		Supports the local workforce with quality housing, safety, transportation access, utilities, and access to basic needs for all. This includes workers affected by the pandemic as well as supportive services, typically available to the workforce, that have been affected by the pandemic.																											
(c) Business attraction and retention		Sustains a diverse mix of businesses during the pandemic through recruitment, attraction or retention																											
(d) Attractive to residents, visitors and tourists		Supports the vibrancy of downtown and commercial areas to ensure they remain attractive and accessible to residents, visitors and tourists during the pandemic																											
(e) Sustainable development		Encourages and promotes sustainable development and redevelopment																											
<b>Economy total</b>		1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Result: 2. Safety, Transportation, Mobility, &amp; Utilities</b>																													
Theme/Concept		Result Definition																											
(a) Feeling of personal and physical safety		Supports feeling safe throughout the City -in your home, in your neighborhood, in your place of employment, in schools, in downtown and commercial areas																											
(b) Safe travel and mobility		Facilitates and supports safe (and socially distanced) travel through the City for all modes of transportation (including motorists, pedestrians, cyclists, rail, air, bus) -especially in downtown, commercial areas and neighborhoods																											
(c) Ease of mobility for all (beyond cars)		Improves safety or accessibility of the non-motorized transportation network (sidewalks, paths, trails, and bike lanes), making it easy to enjoy socially distanced recreation.																											
(d) Public Transportation Accessibility		Supports easy access and use of public transit																											
(e) Internet		Collaborates to expand internet access (increased opportunities for remote work and learning during the pandemic)																											
<b>Safety, Transportation, Mobility &amp; Utilities total</b>		1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Result: 3. Environment, Physical Appearance and Community Design</b>																													
Theme/Concept		Result Definition																											
(a) Sustainability Plan		Follow Battle Creek's Environmental Sustainability Plan to improve the quality of life for everyone																											
(b) Long-term Sustainability		Educates community about recycling, waste reduction, and conservation impacts and learning experiences around diversity, equity, and inclusion																											
(c) Attractive Community		Safe, clean, and maintained environment and equipment attracts both community members and visitors to amenities																											
(d) Conservation		Maintains attractive community parks, corridors, gateways, public and community facilities, and streets that apply conservation practices when applicable																											
(e) Development		Offers desirable, quality neighborhoods with equitable development, accessible sidewalks & transit, and preserved historic sites while promoting new development opportunities, in line with the City's Master Plan																											
<b>Environment, Physical Appearance and community Design total</b>		1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Result: 4. Arts and Culture</b>																													
Theme/Concept		Result Definition																											
(a) Venues		Encourages development or preservation of shopping, dining, and entertainment venues during the pandemic that are open to all																											
(b) Activities		Supports cultural, arts, and musical activities during the pandemic that encourage social distancing and are available for anyone to participate in.																											
(c) Diversity		Promotes or sustains diverse and inclusive events and venues for cultural enrichment and celebration during the pandemic																											
(d) Support for the arts		Encourages collaboration, visibility, promotion and support for the arts and culture during the pandemic as well as adequate funding to support these activities																											
<b>Arts and Culture total</b>		2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Result: 5. Recreation</b>																													
Theme/Concept		Result Definition																											
(a) Parks and active lifestyle		Offers community and neighborhood parks, green spaces, access to waterways and programs that are positioned to provide all people with an equal opportunity for leisure and support of an active lifestyle																											
(b) Connected community		Offers trails and paths that connect the community through a pedestrian and bicycle network that affords mobility for everyone to move freely throughout the entire community																											
(c) Facilities and amenities		Offers recreation facilities and amenities that are equally maintained and accessible to all people regardless of where they live or their abilities																											
<b>Recreation total</b>		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Total (All PBB Results)</b>		5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Overall alignment with PBB results (Commission rating on a scale of 1 - 4)</b>		3																											

**Scoring criteria**  
 4 = Strong alignment with PBB results (15 points)  
 3 = Moderate alignment with PBB results (10 points)  
 2 = Partial alignment with PBB results (5 points)  
 1 = Little or no alignment with PBB results (0 points)

City Commission Prioritization Rubric

Town Hall Themes  
 Note: Place an "x" in the appropriate cell to indicate alignment/impact.

SAMPLE PROJECT	Art of Calhoun County	Battle Creek Area Habitat for Humanity	Blvksheep	Burma Center	Calhoun County Homeless Coalition	Catalyzing Community Giving	Charitable Union	Community Action	Haven of Rest Ministries	Kingdom Builders Worldwide	Kingman Museum	Munn X Slaby	The Musk Center	Neighborhoods Inc of Battle Creek	New Level Sports Ministries	RISE Corp (Wellness)	RISE Corp (Food)	SHARE Center	South Michigan Food Bank	South Michigan Food Bank	SW Michigan Community Impact Assoc.	United Way	Voces	Washington Heights United Methodist Church	What A Do Theatre	Workforce Development Institute	Wyszynski, Mike	Yaskulski, Sharon G.	
Project X	Project 1	Project 2	Project 3	Project 4	Project 5	Project 6	Project 7	Project 8	Project 9	Project 10	Project 11	Project 12	Project 13	Project 14	Project 15	Project 16	Project 17	Project 18	Project 19	Project 20	Project 21	Project 22	Project 23	Project 24	Project 25	Project 26	Project 27	Project 28	
Programs and Services for Youth																													
Support for Arts and Culture																													
Small Business Support																													
Broadband support																													
Housing																													
Transportation																													
Access to food																													
Childcare																													
Language access needs																													
Premium pay for essential workers																													
Public Engagement																													
Alignment Total	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Scoring criteria  
 High level of alignment (3 or more themes) (10 points)  
 Aligns with themes (1 or 2 themes) (5 points)  
 Does not align with themes (0 points)

City Commission Prioritization Rubric

ARPA Guidelines

Note: see scoring criteria below. Use the drop down box to select a number between 1 and 4.

Result: 6. COVID Response (Themes taken from City of Kalamazoo ARPA Rubric)

Guideline	Description	Score
(a) Economic Impacts	Extent to which the project addresses the negative economic impacts of the pandemic	3
(b) Program Design	Extent of the organization's past success or stakeholder demand for the program	2
(c) Use of Evidence	Extent to which there is an evidence base that will support the program's success	1
(d) Equitable Outcomes	Extent to which the program supports equitable outcomes	2
(e) Budget	Extent to which the budget meets use requirements and is reasonable to achieve program goals	3
(f) Service Population	Extent to which the program addresses the needs of those most impacted by the pandemic	2

Scoring criteria

Economic impacts	4 = Strongly response to COVID-19 impact (15 points) 3 = Some response to COVID-19 impact (10 points) 2 = Partial response to COVID-19 impact (5 points) 1 = Little or no response to COVID-19 impact (0 points)
Program design	4 = Strong indication of past successes or indicated need from potential stakeholders for successful impact (6 points) 3 = Some indication of past successes or indicated need from potential stakeholders for successful impact (4 points) 2 = Partial indication of past successes or indicated need from potential stakeholders for successful impact (2 points) 1 = Little or no indication of past successes or indicated need from potential stakeholders for successful impact (0 points)
Use of evidence	4 = Strong evidence (15 points) 3 = Moderate evidence (10 points) 2 = Preliminary evidence (5 points) 1 = No evidence (0 points)
Equitable outcomes	4 = Strong promotion of equitable outcomes (15 points) 3 = Some promotion of equitable outcomes (10 points) 2 = Partial promotion of equitable outcomes (5 points) 1 = Little or no promotion of equitable outcomes (0 points)
Budget	4 = Budget meets use requirements and is reasonable to achieve program goals (12 points) 3 = Budget meets use requirements and is mostly reasonable to achieve program goals (8 points) 2 = Budget meets use requirements and is fairly reasonable to achieve program goals (4 points) 1 = Budget does not meet use requirements (0 points)
Service population	2 = Serves a population most impacted by the pandemic (2 points) 1 = Does not serve a population impacted by the pandemic (0 points)

SAMPLE PROJECT	Arc of Calhoun County	Battle Creek Area Habitat for Humanity	Blacksheep	Burma Center	Calhoun County Homeless Coalition	Catalyzing Community Giving	Charitable Union	Community Action	Haven of Rest Ministries	Kingdom Builders Worldwide	Kingman Museum	Munn X Slaby	The Music Center	Neighborhood of Battle Creek	New Level Sports Ministries	RISE Corp (Wellness)	RISE Corp (Food)	SHARE Center	Smith Michigan Food Bank	South Michigan Food Bank	SW Michigan Community Impact Assoc.	United Way	Voces	Washington Heights United Methodist Church	What A Do Theatre	Workforce Development Institute	Wyszynski, Mike	Yankauski, Sharon G.
Project X	Project 1	Project 2	Project 3	Project 4	Project 5	Project 6	Project 7	Project 8	Project 9	Project 10	Project 11	Project 12	Project 13	Project 14	Project 15	Project 16	Project 17	Project 18	Project 19	Project 20	Project 21	Project 22	Project 23	Project 24	Project 25	Project 26	Project 27	Project 28

City Commission Prioritization Rubric

Complexity & Urgency

Note: see scoring criteria below. Use the drop down box to select a number between 1 and 4.

SAMPLE PROJECT	Arc of Calhoun County	Battle Creek Area Habitat for Humanity	Blacksheep	Burma Center	Calhoun County Homeless Coalition	Catalyzing Community Giving	Charitable Union	Community Action	Haven of Rest Ministries	Kingdom Builders Worldwide	Klingman Museum	Munn X Slaby	Neighborhood of Battle Creek	New Level Sports Ministries	RISE Corp (Wellness)	RISE Corp (Food)	SHARE Center	South Michigan Food Bank	South Michigan Food Bank	SW Michigan Community Impact Assoc.	United Way	Voices	Washington Heights United Methodist Church	What A Do Theatre	Workforce Development Institute	Wyszynski, Mike	Yarkulski, Sharon G.	
Project X	Project 1	Project 2	Project 3	Project 4	Project 5	Project 6	Project 7	Project 8	Project 9	Project 10	Project 11	Project 12	Project 13	Project 14	Project 15	Project 16	Project 17	Project 18	Project 19	Project 20	Project 21	Project 22	Project 23	Project 24	Project 25	Project 26	Project 27	Project 28

Additional Factors: Complexity & Urgency

**Complexity** is a measure of the factors that affect the ability to implement the project. Low complexity projects are manageable, have clearly defined and supportive stakeholders, few unknowns, a demonstrated low level of difficulty, highly experienced implementers, etc. High complexity projects have a lot to manage and control, many stakeholders, conflicting power dynamics, lots of unknowns, a high level of difficulty, implementers that are unproven or have a mixed track record, etc.

**Urgency** is a measure of how quickly a project needs to be implemented in order to be impactful. Low urgency projects have the same impact regardless of when they are implemented; may have precursor activities that need to occur; lack an immediate or acute need; and/or do not have other activities whose success is contingent on their completion. High urgency projects are responding to an immediate or acute need, only have impact if they are implemented as soon as possible, and/or must be completed in the next year in order for other projects to achieve their objective.

Scoring criteria

Complexity

Note: 1 = extremely high level of complexity, 2 = high level of complexity, 3 = moderate level of complexity, 4 = low level of complexity.

Urgency

Note: 1 = low level of urgency, 2 = moderate level of urgency, 3 = high level of urgency, 4 = extremely urgent.

Project Number	Project Name	Project Location	Project Contact	Project Description	Project Status	Project Budget
1	Art of Culture/County	Daniel Johnson	Supporting employment/health and safety	Supporting employment and economic activity	Completed	\$120,000.00
2	Little Creek Area Habitat for Humanity	Robert Phillips	Weathering storms	For many years Habitat has been building a crisis response program for the residents of Little Creek. This program includes home ownership, home repair, and weatherization. We are currently looking for people who need a second home or a second opportunity to get out of their house in quite some time. A Habitat for Humanity project is currently under way in the Little Creek Cultural Center and other areas. We are looking for volunteers to help with the project. We are also looking for people who can help with the project. We are also looking for people who can help with the project.	In Progress	\$40,000.00
3	Shedden, ROM City, and Riverfront Town in partnership with the City of Detroit to develop an economic development	Vince Ward	The Little Creek Cultural Center	The Little Creek Cultural Center will deliver training, advising, mentoring support and assistance to grow Little Creek cultural and economic development. We are currently looking for people who need a second home or a second opportunity to get out of their house in quite some time. A Habitat for Humanity project is currently under way in the Little Creek Cultural Center and other areas. We are looking for volunteers to help with the project. We are also looking for people who can help with the project. We are also looking for people who can help with the project.	In Progress	\$2,100,000.00
4	Home Care	The Hill	HMC Replacement	HMC Replacement	In Progress	\$410,100.00
5	Cuban Court Homeside Quality/SAFE Center/77	Edith Adams			In Progress	TBD
6	Catalytic Community Group	Ulises May	The Village Network	The Village Network	In Progress	\$1,100,000.00
7	Charitable Union	Teresa Allen	GAP Nutrition	GAP Nutrition	In Progress	\$100,000.00
8	Community Action	Marcia Workman	Early Childhood Education/Inclusion Initiative Program	Early Childhood Education/Inclusion Initiative Program	In Progress	\$60,000.00
9	Hearts of East Michigan	Daniel Jones	Homeless Shelter, Kitchen & Dining Facility	Homeless Shelter, Kitchen & Dining Facility	In Progress	\$2,100,000.00
10	Organic Builders Workshops	Dr. Bishop Tina M. Smith	Kingston Builders	Kingston Builders	In Progress	\$40,000.00
11	Kingston Museum	Oliver O'Donoghue	Kingston Museum: Development of Reporting Plan	Kingston Museum: Development of Reporting Plan	In Progress	\$200,000.00
12	North's Utility	Aracelis Slay	Public Communications Agency	Public Communications Agency	In Progress	\$800,000.00
13	The Music Center	James Berneigh	Children's Music Program	Children's Music Program	In Progress	\$40,000.00
14	Neighborhoods Inc of Belle Creek	Kristyn Denison	Neighborhoods Inc. Operating Support	Neighborhoods Inc. Operating Support	In Progress	\$460,000.00
15	New Level Sports Ministries	Patricia Clark-Walby	New Level Sports	New Level Sports	In Progress	\$1,000,000.00
16	RSE Corp	Damon Brown	Community Wellness Center	Community Wellness Center	In Progress	\$1,000,000.00
17	RSE Corp	Damon Brown	Food Distribution	Food Distribution	In Progress	\$1,000,000.00
18	SHARE Center	Robert Ebers	Capital Needs and Service Expansion	Capital Needs and Service Expansion	In Progress	\$500,000.00
19	South Michigan Food Bank	Summer Runnock	Community Food Education Center	Community Food Education Center	In Progress	\$1,000,000.00
20	South Michigan Food Bank	Summer Runnock	Food Purchase	Food Purchase	In Progress	\$1,000,000.00
21	SOUTHWEST MICHIGAN COMMUNITY FINANCY ASSOCIATION	Joe Hooper	Affordable Housing Impact	Affordable Housing Impact	In Progress	TBD
22	United Way	OTIS Sayre	ALICE Basic Needs	ALICE Basic Needs	In Progress	\$200,000.00
23	Voices	Heidi Lark-Dennis, Jr.	Voters Building	Voters Building	In Progress	\$2,000,000.00
24	Washington Heights United Methodist Church and Community	Michelle French	Middleclass Housing/Rebuild Our Neighborhood	Middleclass Housing/Rebuild Our Neighborhood	In Progress	\$500,000.00
25	West A.D. Theatre	Teri Hooper	Bring Life Theatre in Belle Creek	Bring Life Theatre in Belle Creek	In Progress	\$45,000.00
26	Workforce Development Institute	Christy Salazar	All Apprenticeship/Training Programs	All Apprenticeship/Training Programs	In Progress	TBD
27	Wynton, Mike	Mike Whynnyal	The Way to Happiness	The Way to Happiness	In Progress	\$50,000.00
28	Yasuda, Sharon G	Sharon G. Yasuda	First Responders Support	First Responders Support	In Progress	TBD

**Evidence help field:**

**Strong evidence** means the evidence base that can support causal conclusions for the specific program proposed by the applicant with the highest level of confidence. This consists of one or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcomes.

**Moderate evidence** means that there is a reasonably developed evidence base that can support causal conclusions. The evidence base consists of one or more quasi-experimental studies with positive findings on one or more intended outcomes OR two or more nonexperimental studies with positive findings on one or more intended outcomes. Examples of research that meet the standards include: well-designed and well-implemented quasiexperimental studies that compare outcomes between the group receiving the intervention and a matched comparison group (i.e., a similar population that does not receive the intervention).

**Preliminary evidence** means that the evidence base can support conclusions about the program's contribution to observed outcomes. The evidence base consists of at least one nonexperimental study. A study that demonstrates improvement in program beneficiaries over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: (1) outcome studies that track program beneficiaries through a service pipeline and measure beneficiaries' responses at the end of the program; and (2) pre- and post-test research that determines whether beneficiaries have improved on an intended outcome.

**Equitable Outcomes help field:**

Equity – the guarantee of fair treatment, access, opportunity and advancement while at the same time striving to identify and eliminate barriers that have prevented the full participation of some groups.



Resolution NO. 295

A Resolution authorizing Fire Lieutenant Bush McCarthy to purchase 12 months of military time for the purpose of increasing his service credit towards retirement.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That Public Act 145 of 1987, which amended Public Act 345 of 1937, allows a municipality to grant the purchase of military time for retirement purposes. This Resolution is to authorize the purchase of 12 months of military time for Fire Lieutenant Bush McCarthy to increase his service credit towards retirement. The actuarial cost of this purchase is \$24,645.32, with Firefighter Howland's cost being \$9,560.99.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Linda A. Morrison, Revenue Services Director

**Department:** Finance

**SUMMARY**

A Resolution authorizing Fire Lieutenant Bush McCarthy to purchase 12 months of military time for the purpose of increasing his service credit towards retirement.

**BUDGETARY CONSIDERATIONS**

The cost of this purchase is determined actuarially. This 12 month purchase of military time will be included in the calculation of the police and fire pension millage for the fiscal year that begins 7/1/22. This inclusion is based on the Legacy Cost Committee recommendation that was approved by the City Commission with Resolution Number 23 dated 12/17/2019.

**HISTORY, BACKGROUND and DISCUSSION**

On March 21, 2006, the City Commission considered and approved two resolutions establishing policy on the purchase of military time. The policy permits a maximum purchase request of 12 months, and is at the total discretion of the City Commission. The current request from Fire Lieutenant McCarthy falls within

the guidelines of the policy.

Public Act 345 of 1937, as amended, allows a municipality to grant the purchase of military time for retirement purposes. Fire Lieutenant McCarthy made a request on October 21, 2021 to purchase 12 months of military time to give him the ability to retire April 27, 2032 with 25 years of service. His form DD-214 was received to validate the military time. The required actuarial valuation was submitted and received, the cost of which was paid by Fire Lieutenant McCarthy.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

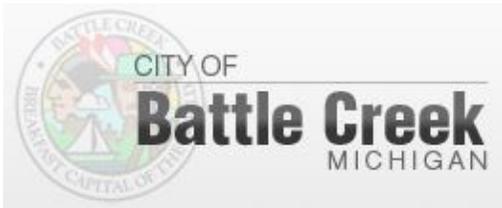
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#### ATTACHMENTS:

File Name

Description

No Attachments Available



Resolution NO. 296

A Resolution authorizing the City Manager to employ retiree Michelle Culp on a part-time basis under 296.09(c).

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That the City Manager is authorized to employ retiree Michelle Culp on a part-time basis to support a temporary vacancy and transition period in the City Manager's Office.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Michelle Hull, Human Resources Director

**Department:** Human Resources

**SUMMARY**

A Resolution authorizing the City Manager to employ retiree Michelle Culp on a part-time basis under 296.09(c).

**BUDGETARY CONSIDERATIONS**

Employment offer is for \$32.00/hour for all hours worked. Weekly hours are not-to-exceed 20 hours per week unless an emergency requires additional hours devoted to service and annual hours are not-to-exceed 1,000 per calendar year. Due to the part-time and temporary nature of the role, the position is ineligible for all fringe benefits. It is estimated that this temporary need will last no longer than 8-10 weeks.

**HISTORY, BACKGROUND and DISCUSSION**

Pursuant to Employment Provision 296.09 " (c) No person shall be employed by the City, or paid with City

funds, who has retired under the provisions of . . . the Michigan Municipal Employees' Retirement System . . .  
. The City Manager may make exceptions to this provision, with the approval of the City Commission, when  
. . . "she" feels the interests of the City would be served thereby."

City Manager's Office currently has a vacancy and is in need of an individual with experience in this important position pending the recruitment, onboarding and training of a replacement. Because Michelle Culp held this position for an extended period of time and only recently retired, the City Manager believes that the interests of the City would be best served by making an exception to the general prohibition of re-employing City Retirees.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

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#### ATTACHMENTS:

File Name	Description
☐ Michelle_Culp_-_Temp_Exec_Assistant.pdf	Temp Exec Assistant Offer Letter



# CITY OF BATTLE CREEK

## HUMAN RESOURCES DEPARTMENT

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January 7, 2022

Michelle K. Culp  
126 N Ridgeway Drive  
Battle Creek, MI 49015  
[Mkredman0072@sbcglobal.net](mailto:Mkredman0072@sbcglobal.net)

Dear Michelle,

It is with great pleasure that I write to offer you temporary, part-time employment as Executive Assistant for the City Manager's Office. Upon acceptance of this offer, our office will work with you to determine a start date. Your hourly rate will be \$32.00/hour.

As a condition of employment, you will be required to satisfactorily pass a pre-employment drug screen, background check, and provide verification of documents confirming legal authorization to work in the United States.

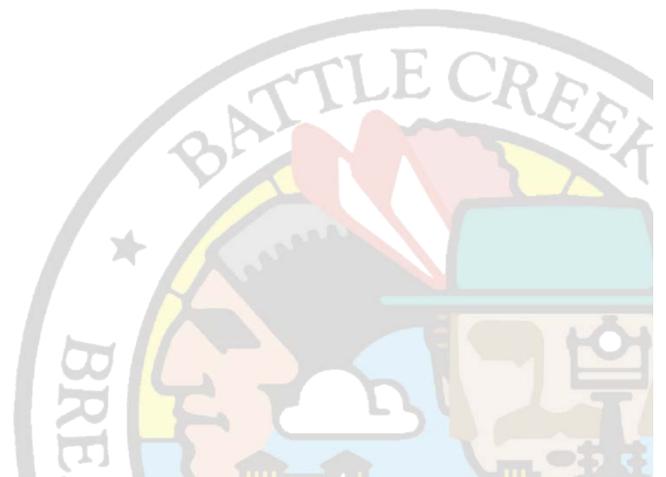
By accepting this position, you acknowledge that you will be employed by the City of Battle Creek in a temporary capacity only, which does not entitle you to any special consideration for permanent employment with the City. Furthermore, you acknowledge that this opportunity does not include any fringe benefit program, retirement program or any other benefit available to permanent employees; including paid holidays or stipends.

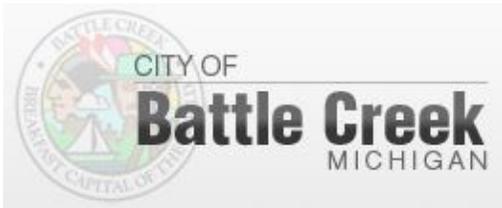
If these terms are acceptable, please provide a written acceptance to this offer at your earliest convenience via return email. If you have any questions, please contact me directly at 269-966-3392.

Sincerely,

Michelle Hull  
Human Resources Director

Cc: Rebecca Fleury  
Personnel File





Resolution NO. 297

A Resolution authorizing the City Manager to employ retiree Karen Diver on a part-time basis under 296.09(c).

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That the City Clerk's Office often has challenges finding experienced individuals able to assist with election-related work, and this was especially true during the pandemic for the 2020 elections. City retiree Karen Diver has experience performing this type of work and was a reliable City employee prior to her retirement. The City Clerk needs continuing help with audits, elections, equipment, and record organization, but does not foresee enough need to create a position. Because Karen Diver has the necessary experience, the City Manager believes that the interests of the City would be best served by making an exception to the general prohibition of re-employing City Retirees set out in city ordinance 296.09(c).

Therefore, retroactive to February, 2020, the City Manager may employ retiree Karen Diver on an as-needed part-time basis for necessary election-related work in the Clerk's office not to exceed 1,000 hours per year.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Victoria Houser, City Clerk

**Department:** City Clerk

**SUMMARY**

A Resolution authorizing the City Manager to employ retiree Karen Diver on a part-time basis under 296.09(c).

**BUDGETARY CONSIDERATIONS**

Employment offer is for \$15.00/hour for all hours worked. Weekly hours are not-to-exceed 24 hours per

week unless an emergency requires additional hours devoted to service and annual hours are not-to-exceed 1,000 per calendar year. Due to the part-time and temporary nature of the role, the position is ineligible for all fringe benefits.

### **HISTORY, BACKGROUND and DISCUSSION**

Pursuant to Employment Provision 296.09(c) "No person shall be employed by the City, or paid with City funds, who has retired under the provisions of . . . the Michigan Municipal Employees' Retirement System . . . The City Manager may make exceptions to this provision, with the approval of the City Commission, when . . . "she" feels the interests of the City would be served thereby."

City Clerk's Office is in need of an individual with experience in this position due to the upcoming election cycle. Karen Diver retired from the Utility Billing Department in 2016 after almost 32 years of service. Ms. Diver also served as Township Clerk for Fredonia Township, thus possessing the knowledge and certification to assist with elections and voter records in the Qualified Voter File. Because of this, the City Clerk believes that the interests of the City would be best served by making an exception to the general prohibition of re-employing City Retirees.

### **DISCUSSION OF THE ISSUE**

### **POSITIONS**

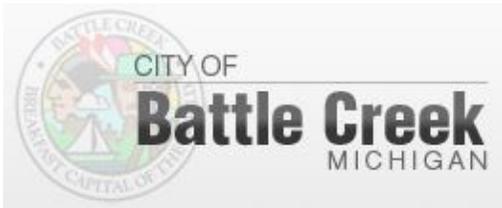
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#### ATTACHMENTS:

File Name

Description

No Attachments Available



Resolution NO. 298

A Resolution authorizing the rehire of city retiree Tracy Hovarter to serve as Police and Fire Pension Administrator with an effective date of November 29, 2021.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That the City Manager is authorized to employ retiree Tracy Hovarter to serve as Police and Fire Pension Administrator with an effective date of November 29, 2021.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Michelle Hull, Human Resources Director

**Department:** Human Resources

**SUMMARY**

A Resolution authorizing the rehire of city retiree Tracy Hovarter to serve as Police and Fire Pension Administrator with an effective date of November 29, 2021.

**BUDGETARY CONSIDERATIONS**

The Police & Fire Pension Administrator is paid an annual stipend of \$10,000. The stipend and employment taxes are paid by the Police & Fire Retirement System.

**HISTORY, BACKGROUND and DISCUSSION**

Pursuant to Employment Provision 296.09 " (c) No person shall be employed by the City, or paid with City funds, who has retired under the provisions of . . . the Michigan Municipal Employees' Retirement System . . . The City Manager may make exceptions to this provision, with the approval of the City Commission, when . . . "she" feels the interests of the City would be served thereby."

Historically, the City Treasurer or a Finance Department employee has served as the Police & Fire Pension Administrator. Due to staff turnover, retirements and additional requirements in the duties performed by the Administrator, the position has changed; requiring the City and the Police & Fire Retirement Board to look

outside the organization to fill the role. Fortunately, recent finance department retiree Tracy Hovarter had the appropriate background and interest in the position. The Police & Fire Retirement Board has agreed to the appointment of Tracy as Police & Fire Pension Administrator.

Because Tracy Hovarter has the necessary skills to support the Police & Fire Retirement Board and only recently retired, the City Manager believes that the interests of the City would be best served by making an exception to the general prohibition of re-employing City Retirees.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

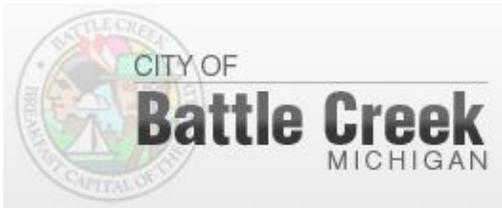
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#### ATTACHMENTS:

File Name

Description

No Attachments Available



Resolution NO. 299

Resolution authorizing the City Manager to enter into an Agreement with Battle Creek Community Foundation (BCCF) for police department grant administration services.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That after the retirement of Battle Creek Police Department (BCPD) staff who had handled grant applications and administration, it was determined that it would be most economical to contract with the Battle Creek Community Foundation (BCCF) to seek out and apply for grants to assist BCPD in carrying out its mission and duties and to have them administer these grants since this is an area of expertise with BCCF.

For the 2021 calendar year, the City contracted with BCCF for these duties and the City has been very satisfied with this arrangement. For the 2022 calendar year, the City currently has 17 awarded grants to benefit BCPD that need monitoring, reporting and to ensure compliance with statutory requirements.

The City Manager is authorized to enter into the attached agreement with BCCF for grant seeking, application and administration services to benefit BCPD in the amount of Twenty-Five Thousand Dollars (\$25,000) for the calendar year 2022 to be paid quarterly.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Jill Humphreys Steele, City Attorney

**Department:** City Attorney

**SUMMARY**

Resolution authorizing the City Manager to enter into an Agreement with Battle Creek Community Foundation (BCCF) for police department grant administration services.

**BUDGETARY CONSIDERATIONS**

The quarterly payments of Six Thousand Two Hundred Fifty Dollars (\$6,250) will be paid from G/L: 101.14.3040.801.010.

## **HISTORY, BACKGROUND and DISCUSSION**

For the calendar year 2021, the City paid BCCF Twenty Thousand Dollars (\$20,000) to carry out Grant Administration Services. The City found this arrangement to be more cost effective as compared to assigning BCPD staff this responsibility, particularly given the expertise and experience BCCF has with grant seeking, application and administration.

BCPD currently has 17 awarded grants that are administered by BCCF, with BCCF reporting two additional grant applications pending and (3) that will be written/applied for in the next 3 months. BCCF indicates there may be more coming up this spring from OJP that they will apply for on behalf of BCPD.

## **DISCUSSION OF THE ISSUE**

### **POSITIONS**

The police chief and the City Manager support approval of this Resolution.

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### **ATTACHMENTS:**

<b>File Name</b>	<b>Description</b>
□ Grant_admin_services_agreement_12-2022-_Clean.pdf	BCCF 2022 Grant Administration Agreement



# General Agreement

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**THIS AGREEMENT** made this \_\_\_\_\_ by and between the Battle Creek Community Foundation (First Party) and the City of Battle Creek/Battle Creek Police Department (Second Party).

**WITNESSETH:** That in consideration of the mutual covenants and agreements to be kept and performed on the part of said parties hereto, respectively as herein stated:

- I. Said party of the first part covenants and agrees that it shall work with the City of Battle Creek's Police Department on grant administration of local, state and federal grants. Said party of the first part shall provide the following:
  - Attendance at grant meetings
  - Submittal of grant reporting
  - Compliance with local, state and federal agencies for all grant requirements
  - Submittal of grant applications
  - Coordination with all subgrantees
  - Coordination with BCPD administration and City Finance Department
  - Knowledge of local, state and federal grant frameworks
  
- II. And said party of the second part covenants and agrees that it shall provide the following:
  - Access to existing grant files
  - Access credentials to local, state and federal grant frameworks for grant administration purposes
  - Data for grant reporting and writing purposes
  - Direction and program development for new grant proposals
  
- III. BCCF shall be paid a total of \$25,000.00 for services, paid in quarterly installments of 6,250. The total charges for services shall be all-inclusive covering the costs associated with completing this work, including but not limited to salaries, travel, fringes, supplies, miscellaneous expenses, and administrative costs. No benefits, unemployment, social security or any other compensation or withholdings will be made to or on behalf of BCCF, as they are an independent contractor and not an employee.
  
- IV. Either party may terminate this contract upon ten (10) days written notice. Upon termination, the party of the second part shall have no further obligation to pay the compensation specified above.

The contract will terminate on December 31, 2022, unless terminated earlier in accordance with this provision.

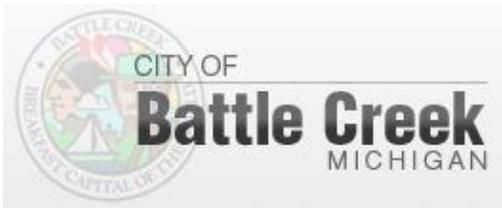
- V. Party of the First Part agrees that in carrying out the terms of this agreement that it shall not deny any person the equal protection of the laws; nor shall it deny any person the enjoyment of his or her civil rights or discriminate against any person because of his or her actual or perceived race, color, religion, national origin, sex, age, height, weight, marital status, physical or mental disability, family status, sexual orientation, or gender identity.

The Party of the First Part's signature on this Agreement is a certification that it is in compliance with the provisions of Chapter 214 of Battle Creek City ordinances. Party of the First Part further acknowledges and agrees that its breach of the agreement not to discriminate shall be a material breach of this contract.

- VI. This agreement shall be effective immediately upon the last date of signing below and be binding upon the parties, their successors, assigns and personal representatives. This agreement shall be enforced under the laws of the state of Michigan.

First Party: \_\_\_\_\_ Date: \_\_\_\_\_  
**Brenda L. Hunt, President & CEO**

Second Party: \_\_\_\_\_ Date: \_\_\_\_\_  
**Rebecca L. Fleury, City Manager**



Resolution NO. 300

Resolution authorizing advisory committees, boards and commissions to meet virtually provided it is live streamed, the public has advance notice of it, and public comment is offered.

**BATTLE CREEK, MICHIGAN - 1/18/2022**

**Resolved by the Commission of the City of Battle Creek:**

That the Battle Creek City Commission and City Administration has always subscribed to transparency when advisory bodies such as commission created committees, boards and commissions gather and meet and as such, has required that these bodies comply with the Open Meetings Act (OMA) even though the bodies may not meet the definition of a "public body" or the gathering doesn't fit the definition of a "public meeting" under the OMA, Michigan Public Act 267 of 1976.

The now expired portion of section 3a of the OMA, enacted to meet the public health concerns of the COVID-19 pandemic, resulted in all non-advisory City committees, boards, and commissions being required to conduct their "public meetings" in person as of January 1, 2022. The City has discovered in many instances, the flexibility in virtual attendance and/or participation resulted in greater attendance by committee, board and commission members, as well as the public.

THEREFORE, to provide more flexibility to advisory committee, board and commission members and the public, and to meet the continuing public health concerns presented by the COVID-19 pandemic, City advisory committees, boards and commissions who do not meet the definition of a "public body" and whose intended gathering does not meet the definition of a "public meeting" under the OMA may meet virtually regardless of any City Commission resolution, committee/board or commission bylaws, or ordinance provision requiring such meetings to comply with the OMA. Provided, however, that the public must be given notice of the meeting and an opportunity for public comment must be afforded, consistent with the OMA, and they must be live-streamed on one of the City's social media websites.

City staff acting as the liaison to such advisory bodies shall consult with the City Attorney to determine whether their meetings are required to be held in-person or whether they may meet virtually, consistent with the OMA.

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Battle Creek City Commission  
1/18/2022

**Action Summary**

**Staff Member:** Jill Humphreys Steele, City Attorney

**Department:** City Attorney

**SUMMARY**

Resolution authorizing advisory committees, boards and commissions to meet virtually provided it is live streamed, the public has advance notice of it, and public comment is offered.

**BUDGETARY CONSIDERATIONS**

There are none.

**HISTORY, BACKGROUND and DISCUSSION**

City Commissioner Sofia requested that a resolution allowing advisory bodies to continue to meet virtually be placed on the agenda, which request was supported by Vice Mayor Faris and Commissioner Szenda Wilson.

While there are pending amendments to the Open Meetings Act to again freely allow virtual meetings for those bodies who meet the definition of a "public body" and the intended gathering is a "public meeting," but they appear to be stalled.

The continuing COVID-19 pandemic, the current surge due to Omicron and Delta variants, have resulted in Calhoun County reporting a current 31.4% positivity rate of COVID transmission. Any community with a percentage of positive NAATs tests during the past 7 days of 10% or greater is categorized at the highest level of "high."

This Resolution has been presented to both provide flexibility and convenience to advisory body members and the public, as well as to address public health concerns.

**DISCUSSION OF THE ISSUE**

**POSITIONS**

Vice Mayor Faris, Commissioners Sofia and Szenda-Wilson, as well as the City Manager support this Resolution.

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**ATTACHMENTS:**

File Name

Description

No Attachments Available