



**Regular Meeting Agenda**  
**December 13, 2021 – 7:00 P.M.**

**1. Call to order, Roll Call of Council, Pledge of Allegiance, and Invocation**

**1.5 Appointment of President Pro Tempore & Finance Committee**

**2. Approval of Consent Agenda:**

Miller

- Approval of minutes of the November 8, 2021, Regular Council Meeting
- Approval of minutes of the November 8, 2021, Public Hearing Meeting
- Approval of minutes of the November 15, 2021, DDA Meeting
- Approval of the RARA November 17, 2021 Meeting
- Accept of Sheriff's Report for November 2021
- Accept the Building & Zoning Report for November 2021
- Approve the Bills to be paid

**3. Approval of Regular Agenda**

Miller

**4. Manager's Report**

Alden

**5. Public Acknowledgement on Agenda Items (Two minutes per speaker)**

**6. Unfinished Business**

- |  |           |
|--|-----------|
| • Marijuana Ordinance Committee Update               | Cook      |
| • DPW Update   | Cherven   |
| • USDA Wastewater Amendment \$11,500                 | Rasmussen |
| • USDA Water Amendment Update \$29,900               | Rasmussen |
| • Fleis&Vandenbrink 440-11 Sewer Invoice \$72,989.96 | Alden     |
| • Fleis&Vandenbrik 440-11 Water Invoice \$21,322.85  | Alden     |
| • Capital Improvement Plan Approval                  | Alden     |
| • Economic Development Plan Approval                 | Scow      |

**7. New Business**

- |   |         |
|---|---------|
| • Village of Roscommon 2022 Meeting Calendar                | Alden   |
| • Village of Roscommon 2022 Village Hall Calendar           | Alden   |
| • Approval of Planning Commission Candidate, Don Dixon      | Alden   |
| • Approval of Planning Commission Candidate, Steven DeVault | Alden   |
| • Approval of Planning Commission Candidate, Kris Suvada    | Alden   |
| • Liability & Property Pool Renewal Summary                 | Alden   |
| • Consumers Energy Standard Lighting Contract               | Cherven |

**8. Discussion Items**

**9. Public Acknowledgement (Two minutes per speaker)**

**10. Council Comments**

**11. Items for the Next Agenda**

**12. Adjournment**

**VILLAGE OF ROSCOMMON**  
**Minutes of the November 8, 2021**  
**Regular Council Meeting**

President Michael Miller called the Regular Council Meeting to order at 7:00 PM. Members of the Council present: Michael Miller, Dan Fishel, Tony Medina, Maureen Ruddy, Angela Cook and Heather Roemer. Others present - Manager Ron Alden, and Clerk Frances Dawson, Tammy Menghini, and Lance Cherven. Public present at the meeting were JoAnne Lederman and Dan Scow. The Pledge of Allegiance was recited by all and an Invocation was previously given by Trustee Dan Fishel.

**CONSENT AGENDA**

Moved by Cook , seconded by Ruddy, to accept the Consent Agenda with bills to be paid in the amount of \$13,596.01. Ayes: Ruddy, Cook, Fishel, Roemer, Medina, Miller. Nays: None. The motion carried.

**REGULAR AGENDA**

Moved by Roemer, seconded by Medina, to approve the Regular Agenda. Ayes: Roemer, Ruddy, Fishel, Cook, Medina, Miller. Nays: None. The motion carried.

**MANAGER'S REPORT**

Alden gave updates on:

Leaf pick up to continue as long as weather conditions continue to stay the same.

Thursday, November 11, 2021 there will be no leaf pick up due to Veterans Day.

The Compost site will be open only if weather conditions stay the same. Thank Tim Reilly and Robbie Otwell for a job well done for the summer. Thank the Road Commission for the chipper.

Consumers Energy has more meetings scheduled with the Manager to discuss programs that the Village would be eligible for. RE: Charging systems, larger electric plant if needed.

The Planning Commission has 4 candidates for interview. Jenny Walker, Chris Suvada, Don Dixon, Steven DeVault.

The Five Families Meeting went very well. There is an Economic Development meeting set for Wednesday November 10, 2021 @ 7:00 pm here at Village Hall. 4 meetings will be scheduled.

Saturday @9:00 am will be a Ribbon cutting at 801 Lake St. – The Butcher's Wife.

Food Distribution at the Bus Garage will be Saturday, November 20, 2021 @ 9:00 am.

Discussion on Roscommon signs on I-75 - Scow to check into. In previous years they were very expensive. May be grants available.

## PUBLIC ACKNOWLEDEMENT ON REGULAR AGENDA ITEMS

### UNFINISHED BUSINESS

Motion by Fishel, seconded by Ruddy for Joanne Lederman to fill Trustee Council seat until November 2022. Ayes: Miller, Fishel, Medina, Ruddy, Cook, Roemer. Nays: none. Motion carried.

Joanne Lederman was sworn in by Clerk Frances Dawson and immediately filled her Council Trustee position.

Manager Alden and Maureen Ruddy interviewed students and the Roscommon High School for the DDA Internship and have chosen Isabelle Cortes.

Motion by Fishel, seconded by Medina to appoint Isabelle Cortes to fill the DDA Student Representative position until July 2022. Ayes: Miller, Roemer, Medina, Ruddy, Fishel, Cook. Nays: none. Motion carried.

Cook with Marijuana Committee update: They were not able to meet last month but that the attorney has the ordinance to make it as secure as possible from any loopholes that so many other towns are experiencing.

### Cherven USDA Update:

Most of the work is happening at the well houses.

They are working a lot on the ponds at the plant. Having a few problems still getting parts.

There is still some extra money in the Grant so they are going thru issues that are a problem and getting them in order of repairs.

Almost all of the meters are in the residences, a lot of the businesses are getting put in but still waiting on parts for some of them.

### DPW Report:

Doing the training for the new sidewalk snow blower/sweeper.

Everything is winterized – picking up leaves for the last week and putting the benches away.

The DPW has a plan to try to avoid a Village wide let run and just put sections on it if needed.

Cherven plans to monitor the frost levels very closely.

Motion by Fishel, seconded by Cook to approve payment to F&V USDA Wastewater 440-11 for \$44,974.64. Ayes: Ruddy, Cook, Fishel, Roemer, Lederman, Medina, Miller. Nays: none. Motion carried.

Motion by Medina, seconded by Ruddy to approve payment to F&V USDA Water 440-11 for \$40,623.26. Ayes: Roemer, Ruddy, Fishel, Cook, Medina, Lederman, Miller. Nays: none. Motion carried.

### NEW BUSINESS

Motion by Cook, seconded by Ruddy to increase the Council pay to \$175.00 per month. Ayes: Miller, Lederman, Ruddy, Cook. Nays: Fishel, Medina, Roemer. Motion carried.

Motion by Lederman, seconded by Cook, to increase Council President pay to \$225.00 per month. Ayes: Miller, Ruddy, Lederman, Cook. Nays: Roemer, Medina, Fishel. Motion carried.

Alden gave all of the Council copies of the Capital Improvement Plan for them to go over and will be discussing at the December 13, 2021 meeting.

Alden/Cherven stated that there is no plan to make the Division Street bridge a drive thru. There are plans in conjunction with the Recreation Board to put in Pickle Ball Courts, Doggie Parks, walking paths, etc...

Paving is not planned to happen in 2022 because the County does not plan any so it would increase the cost too much. There are a few plans on the secondary roads to help improve them and preserve them to get by until they can be fixed permanently.

Discussion on sidewalks, water mains, secondary roads, which are all listed in the Plan with the scale of what needs fixing first to last.

Motion to adopt 2022 Budget Resolution (\$7,826,460.53) & Tax Levies (9.800 Mills/Gen Fund & 2.500/ Sewer Bond Debt) by Roemer, seconded by Ruddy. Ayes: Ruddy, Cook, Fishel, Roemer, Lederman, Medina, Miller. Nays: none. Motion carried.

Scow gave an update on the Public Participation Plan. This plan needs to be finalized for the Village to be up to date for grant funding.

Motion by Roemer, seconded by Fishel to approve Public Participation Plan. Ayes: Roemer, Ruddy, Fishel, Cook, Medina, Lederman, Miller. Nays: none. Motion carried.

#### DISCUSSION ITEMS

Discussed Residential Contact information. That we post this on the billing so that any new-comers get ahold of us to update their information. Medina wanted to know if there is a way between One Call System/Facebook/Website to get updated info or if there is a way to text some people, email some, call some.

#### PUBLIC ACKNOWLEDGEMENT

#### COUNCIL COMMENTS

Medina – Thank the Village and DPW for leaf pick up.

Ruddy – She is very happy with the Village and DPW work and how great the town looks.

Fishel – Gave history lesson on owners of the old Drug Store.

Roemer –

Cook – Thank you Dan Fishel for your history lesson. She enjoys hearing them.

Lederman – She is very happy to be on Council and excited to be a part of the growth of the community.

Miller – Thank Council for all that they do for the Village. Thank you DPW. Thank Scow for his hard work. Thank Dan Fishel for his history lessons.

ITEMS FOR THE NEXT AGENDA

2022 Meeting Dates, Holiday Dates, etc...

USDA Update

Capital Improvement Plan

ADJOURNMENT

Moved by Fishel, seconded by Cook to adjourn the meeting at 8:44 PM. All in favor. Hearing no objections, the motion carried.

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Michael Miller  
Village President

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Frances Dawson  
Village Clerk

**VILLAGE OF ROSCOMMON**  
Minutes of the November 8, 2021  
Budget Hearing Council Meeting

President Michael Miller called the Budget Public Hearing Meeting to order at 6:30 PM. Members of the Council present: Michael Miller, Dan Fishel, Tony Medina, Maureen Ruddy, Angela Cook and Heather Roemer. Others present - Manager Ron Alden, and Clerk Frances Dawson, Tammy Menghini, and Lance Cherven. Public present at the meeting were JoAnne Lederman and Dan Scow. The Pledge of Allegiance was recited by all and an Invocation was given by Trustee Dan Fishel.

**PUBLIC ACKNOWLEDGEMENT**

None

**NEW BUSINESS**

Discussion on Village Council Pay Amendment, Ordinance #20. With a recommendation of pay for President to increase to \$225 (\$112.50 per month and \$112.50 for attendance to the monthly meeting) per month and the Trustee pay to increase to \$175 (\$87.50 per month and \$87.50 for attendance to the monthly meeting) per month. With \$25 for Special Meetings to remain the same with no more than (6) six special meetings per year. Council and President also to receive \$25 for any training that they complete.

**ADJOURNMENT**

Motion by Roemer, seconded by Cook to adjourn the Public Hearing at 6:44 pm. Ayes: Miller, Fishel, Medina, Ruddy, Cook, Roemer. Nays: none. The motion carried.

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Michael Miller  
Village President

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Frances Dawson  
Village Clerk

**ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY**  
**BOARD MINUTES**  
**November 15, 2021**

**Members Present:** President Thomas O'Brien (2), Vice President Jim Anderson (3), Treasurer Andrea Weiss (2), Diane Love Suvada (4), Tom Barber (1), Phil Weiler (1), Student Member Isabella Cortes

**Virtual:** Sue McFatridge (4), Secretary Sue Jock (3),

**Excused:** Jessie Sharpe (4), Peggy Kish (Resident), CEO Ron Alden

**Absent:** Crystal Brabant (4), Mike Walker (1),

**Others Present:** Dan Scow

Welcome – student member Isabella (Bella) Cortes-to be sworn in.

No comments on the agenda

Motion by to accept October minutes as presented by Phil Weiler, second by Andrea Weiss, motion approved.

(Thru 11/12/2021) **Treasurer's report**

Cash on Hand	\$354,708.74
Deposits	\$1,390.00
	\$356,098.74

*Bill to be Approved: Ck #1218 Dan Scow* \$1,600.00

*Bill approved this month: Roscommon Cleaners and Laundry sign* \$200.00

**Ending Balance** **\$354,298.74**

Motion by Phil Weiler to accept treasurer's report as presented, second by Tom Barber, treasurer's report approved.

**CORRESPONDENCE & PUBLIC COMMENT** – None

**COMMITTEE REPORTS**

**Managers' Report –**

- Buck Pole today at Fred's
- Electric car charging stations funding will be available soon
- Opening on Planning Commission, four candidates will be interviewed
- Working on electrical outlets on light poles

**Economic Administrator:**

- Overview on the Ready Redevelopment Community application, we are currently working on certified level. There are not many certified communities in the State of Michigan and we are close to being completed this year. Dan laid out goals to complete the process and provided guidelines. The Rising Tide program has expired. The bylaws are being reviewed by the attorney. All members are asked to enroll in the Main Street program and start the training.

**Façade Grants:**

- Roscommon Historical Society requested \$4180. Jim Anderson clarified, this money was for commercial enhancement, along the road front. There is a verbiage in the law in the use that we can extend beyond the "road front" because of its historical nature. This also includes governmental. Motion by Tom Barber to approve the application, second by Jim Anderson, motion carried.
- It was agreed that a building owner can apply for a façade grant along with tenant signage smaller applications within one calendar year.
- No additional incentives were approved for predesign application fees. Any professional fees could be included within the matching grant application.

**Old Business:**

- AuSable River Center / Train property transfer paperwork-Completed to be registered.
- Veteran - Thank You for Serving banners, no new applications
- AuSable River Center dead tree - approved \$3,500 - not completed
- Overhead Power line ordinance recommendation – not completed
- New Industrial Park and Hiawatha sign – Approved \$1,500-purposals and designs pending.

**New Business:**

- Economic Development Plan and Corridor Plan Future Considerations we all need to review and be ready to approve the plan at our December meeting
- Transportation issue like, access by public transportation and alternative opportunities in the future will need to be included in the Corridor Plan Future Considerations.
- Discussion on the Industrial Park – water and sewer project could be part of ARA funding.

Dan asked (part of their marketing plan) to answer three questions. He provided post it to add after the meeting

Who are we?

What do we want to be?

How do we get there?

**Future Projects**

- Purchase Chase Bank Property
- Pavilion at the AuSable River Center
- Frontier Property
- Future Development Incentives                      Murals
- Greenspace to be considered in future planning.

**Liaison Reports:****Village:**

**Township-** Alden, Scow and Barber went to the Township Master Plan open house. They have a 20-year-old plan that is not rural.

**Chamber:** Small business Saturday coming up. Ladies night out was a huge success.

**RARA:** Reindeer Run is Dec 4<sup>th</sup> @ 3pm. 40<sup>th</sup> Annual Canoe race is Second Saturday of May

Next DDA Meeting – Monday, December 20<sup>th</sup>

Meeting Adjourned @ 9:44, motion Tom Barber by second by Andrea Weiss, motion carried.



## Roscommon Area Recreation Authority (RARA)

November 17, 2021

The meeting was called to order by Vice Chair E. Hart at 7:00 p.m. at the AuSable River Center.

**Board Members Present:** E. Hart, C. Allen, C. Hutek, D. Smitz, S. Hinds, K. Williams Excused: S. Jock

**Guests:** Jory Klumpp, RARA Director Tracy Bosworth and Tom Dale, Gahagan Nature Preserve

**Public Comment:** None

**Minutes** of the September 13, 2021 meeting minutes were approved as presented, motion C. Hutek, 2<sup>nd</sup> D. Smitz, motion carried.

**Treasurer Report** – Attached. Motion to approve the Treasurers report as presented C. Allen, 2<sup>nd</sup> S. Hines, motion carried.

**Correspondence:** None

### New Business:

- Board Appointments: Karrie Williams (Village) Eric Hart (Township)-3 year terms. Motion C. Allen, 2<sup>nd</sup> D. Smitz to appoint Karrie Williams (Village of Roscommon) to the RARA Board, motion carried. Motion C. Allen, 2<sup>nd</sup> S. D. Smitz to appoint Eric Hart (Higgins Township) to the RARA Board, motion carried. Elected RARA Board members will be appointed at the January Village/Township meetings.
- 2022 meeting dates: Jan 19, March 9, May 18, July 20, Sept 21, Nov 16<sup>th</sup>.
- Hoist brand equipment (3 pieces) for the CRAF Center was purchased from Forest Dune in the amount of \$1,200, approved via email vote November 8, 2021.
- 2023-2027 5 year Recreation Plan Committee: The 5 year Rec Plan for the SOM starts in January. Anyone available to work with Jory and Sue on this. Typically meet every 3-4 weeks from January-Summer. Meeting time is mid-day. Other members will be from the Township, Village, and community. Connie Allen and Tracy Bosworth are interested in working on the Recreation Plan.
- Resolution to adopt 2018-2022 5 year Recreation Plan for the RARA- after our motion to adopt the current Recreation Plan for the Recreation Authority, the plan has been available for review for 30 days, posted publicly and newspaper. Roll call vote: YEAS – K. Williams, D. Smitz, S. Hines, C. Hutek, E. Hart, C. Allen. NAYS: None. Resolution adopted.
- Park Ordinance: Adapted from Village Ordinance #54: Revised from the old ordinance and adopted from the newly adopted village ordinance: Metro Park shall close and be vacated each and every evening by 10:00pm (EST) or dark whichever comes first. Prohibited are the following: Camping, tree climbing, climbing on buildings or amenities (benches and tables). Alcohol is prohibited in the park unless a special permit has been procured. Dogs are permitted in Metro Park and subject to the state and county Leash Laws. Any law enforcement is authorized to issue a warning or civil infraction to any person in violation of this ordinance. C. Allen motioned to approve Village Ordinance #54, 2<sup>nd</sup> C. Hutek, motion carried (YEAS: K. Williams, D. Smitz, S. Hines, C. Hutek, E. Hart, C. Allen NAYS: None) Signage will need to be ordered and posted in Metro Park.
- Snowmobile Grant: \$13,000 received from RCCF private donor fund. Purchased 2022 Skidoo Skandic. Snowmobile is not a typical stock item due to usage. No units found in Michigan, earliest available was in Bemiji, MN. Total invoice was \$13,743. Volunteer groomers are excited to use the new sled!

- Old Snowmobile: The Yamaha snowmobile that was donated from Higgins Township will be offered for sale for \$1,500. These funds will cover the additional costs of the new snowmobile. Motion to approve C. Allen, 2<sup>nd</sup> K. Williams, motion carried.
- Approval by email November 8<sup>th</sup> not to exceed expenditures of \$1,500 for the balance of snowmobile and expenditures for trip pick up (fuel, hotel, meals). Motion C. Allen, 2<sup>nd</sup> D. Smitz, motion carried.
- CIV 5K run: Currently 30 people have signed up for the 5K. 50 T-shirts have been ordered for the runners.
- Updates on rentals and usage of CRAF Center and ARC: (Whitetails –January or February, Roscommon Rotary Spring Auction to be held in April). New things at ARC. Possible indoor market in the winter months for crafter and vendors, miscellaneous parties.

Old Business:

- RARA Website-up and running, looks great.
- Bank transfer to North Central Area Credit Union is complete. Accounts at Chase Bank will be closed once all checks have cleared.
- Metro Park Update – Information sent to engineering firm Fleese and Vanderbrink. No feedback yet.
- Property adjacent to ARC: Property deeds completed and ready to be filed, given to the RARA from the DDA. The Train Club will continue to operate the train and must maintain the property.
- Tisdale Trail Clean up – Completed October 23.
- Tree at ARC will be removed by Shelby Tree Service, funded by Roscommon DDA.
- Pictures with Santa in the ARC Fireplace Room will be held November 26 and 28.

CLOSED SESSION: Motion C. Allen, 2<sup>nd</sup> D. Smitz to close meeting to all non-members of RARA. Motion carried (6 Yeas, 0 Nays) This closed session is for decision making and information to the RARA Board and is not to be public knowledge or shared information.

Adjourn: Meeting adjourned at 7:58 p.m., motion C. Allen, 2<sup>nd</sup> K. Williams, motion carried. Next meeting is scheduled for Wednesday, January 19, 2022

Respectfully submitted,  
Connie Allen, Secretary

8:17 PM  
11/15/21  
Accrual Basis

**Roscommon Area Recreation Authority**  
**Balance Sheet**  
As of November 15, 2021

	Nov 15, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Chase Checking	18,981.29
Chase Savings	50,063.44
NCACU Checking	18,574.23
NCACU Savings	25.00
Total Checking/Savings	85,643.96
Other Current Assets	
Undeposited Funds	1,306.00
Total Other Current Assets	1,306.00
Total Current Assets	86,949.96
Fixed Assets	
Furniture and Equipment	3,854.08
Total Fixed Assets	3,854.08
<b>TOTAL ASSETS</b>	<b>90,804.04</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
Federal Tax Payable	-7,131.36
State Withholding Payable	-508.07
Total Payroll Liabilities	-7,639.43
Total Other Current Liabilities	-7,639.43
Total Current Liabilities	-7,639.43
Total Liabilities	-7,639.43
Equity	
Opening Balance Equity	55,869.86
Unrestricted Net Assets	19,858.72
Net Income	22,684.89
Total Equity	98,443.47
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>90,804.04</b>

Roscommon Area Recreation Authority  
RESOLUTION TO ADOPT  
THE PARK, RECREATION, AND OPEN SPACE MASTER PLAN 2018-2022

WHEREAS: The Roscommon Village Council, The Roscommon Area Recreation Authority and the Higgins Township Board has appointed a committee to assess, plan and develop the 2018-2022 Park, Recreation and Open Space Master Plan, and

WEHEREAS: The plan was approved by the State of Michigan in February 2018

WHEREAS: The plan has been available for Public Comment for more than Thirty Days, and

WHEREAS: The Roscommon Area Recreation Authority held a Public Meeting to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the plan to be adopted, and they have determined that the plan furthers the goals of the Master Plan for Recreation in the community, and

NOW, THEREFORE BE IT RESOLVED; That the Roscommon Area Recreation Authority adopts the VILLAGE OF ROSCOMMON, HIGGINS TOWNSHIP PARK, RECREATION, AND OPEN SPACE MASTER PLAN 2018-2022 PLAN, as a guide for improving the recreation for the residents and visitors to HIGGINS TOWNSHIP AND THE VILLAGE OF ROSCOMMON.

YEAS: *K. Williams, D. Smuty, A. Hines, C. Watee, E. Hart, C. Allen*

NAYS: *0*

ABSENT: *A. Jock*

I, Connie Allen, Secretary for the Roscommon Area Recreation Authority, do hereby certify that the foregoing is a true and original copy of a Resolution adopted by the Roscommon Area Recreation Authority at a regular meeting thereof held on November 17, 2021.

*Connie Allen*  
\_\_\_\_\_  
Connie Allen, Secretary

*11/17/2021*  
\_\_\_\_\_  
Dated



~ Working For a Brighter Future ~

# Village of Roscommon

702 Lake Street • P.O. Box 236 • Roscommon, Michigan 48653

Telephone (989) 275-5743 • Fax (989) 275-5998

December 1, 2021

BUILDING AND ZONING REPORT FOR THE MONTH OF December 2021.

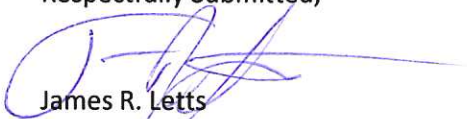
11/03/2021: Issued building permit for 402 Lake St.

11/09/2021; Issued building permit for 308 Lake St.

11/17/2021: Final inspection at 804 Lake St.

11/24/2021: Garage rough inspection on Fifth St.

Respectfully Submitted,



James R. Letts

Building Official and Zoning Administrator

*"This institution is an equal opportunity provider"*

TDD (800) 649-3777

ROSCOMMON, MICHIGAN • INC. 1885



October 22, 2021

Ron Alden, Village Manager  
Village of Roscommon  
702 Lake Street  
P.O. Box 236  
Roscommon, Michigan 48653

**Re: Status of USDA Water and Sewer Improvements Project - Additional Design, Engineering, and Construction Services**

Dear Ron,

We are enjoying working with the Village of Roscommon on the USDA Water and Sewer Improvements Project. We look forward to continuing towards the successful completion of this project. As we are continuing the construction phase of the project, we wanted to share with you the status of the project and provide a summary of additional engineering services for scope added to the project. As unforeseen conditions were encountered during construction, the following issues were reviewed with the Village. Each issue encountered had its overall benefit to the project but also came with an increase to our engineering costs.

### WASTEWATER SYSTEM IMPROVEMENTS

#### Lake Street and 5<sup>th</sup> Street – Sanitary Sewer Replacement

An area of collapsed sanitary sewer pipe was identified during construction and a Contractor bulletin and change order were issued to replace the collapsed pipe. Please refer to Change Order #4 for Sterling Excavation. Additional engineering services were required to move forward with the sewer replacement, including drafting a new plan and profile (Sheet C8), construction administration with the General Contractor, EGLE & Permit Part 41 permit modifications, additional RPR time, and construction staking services.

Wastewater System Improvements	
Description	Budget
Basic Services – Design, Construction Admin, & Record Drawings	\$4,500
Resident Project Observation - RPR	\$5,000
Additional Services – Const. Staking, Permitting, & Offsite Testing	\$2,000
<b>Total:</b>	<b>\$11,500</b>

### WATER SYSTEM IMPROVEMENTS

#### George Street and 7<sup>th</sup> Street – 12-Inch Watermain

During watermain replacement on George and 7<sup>th</sup> Street, service taps were intended to be installed on a parallel, existing 12-inch watermain. The installation of the service taps was unsuccessful. The existing C900 PVC pipe appeared to have excessive strain on the pipe from its initial installation, upon each tap of a new water service the pipe broke on multiple occasions. The watermain installation was therefore redesigned along this route. Please refer to Change Order #2 for Elmers. This construction scope incurred additional engineering services, including plan revisions, construction administration with the General Contractor, EGLE & Act 399 permit application, and additional RPR services.

603 Bay Street, First Floor  
Traverse City, MI 49684  
P: 231.932.8600  
F: 231.932.8700  
www.fveng.com

**Sheley Street – Contaminated Soils**

During the installation of watermain, existing soil within an area along Sheley Street was identified as contaminated with non-hazardous substance. The limits of the contaminant plume were not anticipated to be encountered as part of the project. Please see Change Order #3 for Elmers. Additional construction administration with the General Contractor and EGLE was required to remediate the environmentally impacted soil.

**Well 3 – Rehabilitation and Repairs**

During the maintenance cleaning and inspection of Well No.3, a hole was discovered in the existing well casing that required repair. Additional Engineering services were required to proceed with the repair, including developing a rehabilitation plan, construction administration with the General Contractor, EGLE Act 399 permit application, and additional RPR time.

<b>Water System Improvements</b>	
<b>Description</b>	<b>Budget</b>
<b><u>George Street &amp; 7<sup>th</sup> Street</u></b>	
Basic Services – Design, Construction Admin, & Record Drawings	\$4,000
Resident Project Observation - RPR	\$12,800
Additional Services – Permitting	\$1,500
<b><u>Sheley Street – Contaminated Soils</u></b>	
Basic Services – Construction Administration	\$1,000
Resident Project Observation - RPR	\$2,300
Additional Services – Permitting	\$1,000
<b><u>Well 3 – Rehabilitation and Repairs</u></b>	
Basic Services – Design, Construction Admin	\$5,200
Resident Project Observation - RPR	\$1,100
Additional Services – Permitting	\$1,000
<b>Total:</b>	<b>\$29,900</b>

During the USDA's review of the funding applications, engineering fees were reduced, and these funds were moved into project contingency. This was done with the understanding that if out-of-scope items came up on the project, engineering costs could be covered by the additional contingency.

We would be happy to answer any questions you may have regarding the additional project costs or our request to be reimbursed for our extra work.

Sincerely,

FLEIS & VANDENBRINK



Scott Rasmussen, P.E.  
Project Manager



Brian Rowley, P.E.  
Manager, Traverse City

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ESTIMATE OF FUNDS NEEDED  
FOR  
30-Day Period Commencing  
12/01/2021

Name of Borrower Village of Roscommon Sewer

Items	Amount of Funds
Development .....	\$
Contract or Job No. ....	
Contract or Job No. ....	
Contract or Job No. ....	
Land and Rights-of-Way .....	
Legal Services .....	
Engineering Fees .....	72,989.96
Interest .....	
Equipment .....	
Contingencies .....	
Refinancing .....	
Initial O&M .....	
Other .....	
TOTAL .....	\$ 72,989.96

Prepared by Village of Roscommon

*Name of Borrower*

By \_\_\_\_\_

Date \_\_\_\_\_

Approved by \_\_\_\_\_

Date \_\_\_\_\_

*According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.*

**INVOICE**

Ron Alden  
 Village of Roscommon  
 702 Lake Street  
 PO Box 236  
 Roscommon, MI 48653

November 17, 2021  
 Invoice No: 60587-S  
 Project No: 838942

**RE: Village of Roscommon - USDA RD Wastewater Improvements  
 Services through October 30, 2021**

	<b><u>Contract Amount</u></b>	<b><u>Billed to Date (Includes this invoice)</u></b>	<b><u>Remaining Contract Amount</u></b>	<b><u>This Invoice</u></b>
<b>Professional Services:</b>				
<b>Basic Services</b> - Design, Bidding & Construction Administration	\$520,000.00	\$499,130.93	\$20,869.07	\$20,145.95
<b>Resident Project Observation</b>	\$141,000.00	\$107,803.66	\$33,196.34	\$14,728.64
<b>Additional Services*</b> - Startup, Record Drawings, Soil Borings, ROW Map, Owner Training, O&M Manuals	<u>\$108,900.00</u>	<u>\$72,456.64</u>	<u>\$36,443.36</u>	<u>\$9,337.81</u>
	<b>\$769,900.00</b>	<b>\$679,391.23</b>	<b>\$90,508.77</b>	
<b>Total amount of this invoice</b>				<b><u>\$44,212.40</u></b>

*Terms: Net 15 days*

*Thank you for your business, it is sincerely appreciated.*

*If there are any questions regarding this invoice or the services provided, please contact us.*

via email: [manager@roscommonvillage.com](mailto:manager@roscommonvillage.com) / [dpwdirector@roscommonvillage.com](mailto:dpwdirector@roscommonvillage.com)

**Status Update:**

- Construction of the sewer collection system is mostly complete. Construction at the wastewater treatment facility is ongoing.

**INVOICE**

Ron Alden  
 Village of Roscommon  
 702 Lake Street  
 PO Box 236  
 Roscommon, MI 48653

December 7, 2021  
 Invoice No: 60704-S  
 Project No: 838942

**RE: Village of Roscommon - USDA RD Wastewater Improvements  
 Services through November 27, 2021**

	<b><u>Contract Amount</u></b>	<b><u>Billed to Date (Includes this invoice)</u></b>	<b><u>Remaining Contract Amount</u></b>	<b><u>This Invoice</u></b>
<b>Professional Services:</b>				
<b>Basic Services</b> - Design, Bidding & Construction Administration	\$520,000.00	\$509,827.17	\$10,172.83	\$10,696.24
<b>Resident Project Observation</b>	\$141,000.00	\$122,272.98	\$18,727.02	\$14,469.32
<b>Additional Services*</b> - Startup, Record Drawings, Soil Borings, ROW Map, Owner Training, O&M Manuals	<u>\$108,900.00</u>	<u>\$76,068.64</u>	<u>\$32,831.36</u>	<u>\$3,612.00</u>
	<b>\$769,900.00</b>	<b>\$708,168.79</b>	<b>\$61,731.21</b>	
<b>Total amount of this invoice</b>				<b><u>\$28,777.56</u></b>

*Terms: Net 15 days*

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via email: [manager@roscommonvillage.com](mailto:manager@roscommonvillage.com) / [dpwdirector@roscommonvillage.com](mailto:dpwdirector@roscommonvillage.com)

**Status Update:**

- Construction of the sewer collection system is mostly complete. Construction at the wastewater treatment facility is ongoing.

ESTIMATE OF FUNDS NEEDED  
FOR  
30-Day Period Commencing  
12/01/2021

Name of Borrower Village of Roscommon Water

Items	Amount of Funds
Development .....	\$
Contract or Job No. ....	
Contract or Job No. ....	
Contract or Job No. ....	
Land and Rights-of-Way .....	
Legal Services .....	
Engineering Fees .....	21,322.85
Interest .....	
Equipment .....	
Contingencies .....	
Refinancing .....	
Initial O&M .....	
Other .....	
TOTAL .....	\$ 21,322.85

Prepared by Village of Roscommon

Name of Borrower

By

Date

Approved by

Date

*According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.*

**INVOICE**

Ron Alden  
 Village of Roscommon  
 702 Lake Street  
 PO Box 236  
 Roscommon, MI 48653

November 17, 2021  
 Invoice No: 60587-W  
 Project No: 838946

**RE: Village of Roscommon - USDA RD Water Improvements  
 Services through October 30, 2021**

	<b><u>Contract Amount</u></b>	<b><u>Billed to Date (Includes this invoice)</u></b>	<b><u>Remaining Contract Amount</u></b>	<b><u>This Invoice</u></b>
<b>Professional Services:</b>				
<b>Basic Services</b> - Design, Bidding & Construction Administration	\$406,000.00	\$381,076.76	\$24,923.24	\$9,420.00
<b>Resident Project Observation</b>	\$129,000.00	\$124,220.55	\$4,779.45	\$529.00
<b>Additional Services*</b> - Startup, Record Drawings, Soil Borings, ROW Map, Owner Training, O&M Manuals	<u>\$143,650.00</u>	<u>\$118,217.46</u>	<u>\$25,432.54</u>	<u>\$2,957.49</u>
	<b>\$678,650.00</b>	<b>\$623,514.77</b>	<b>\$55,135.23</b>	
<b>Total amount of this invoice</b>				<b><u>\$12,906.49</u></b>

*Terms: Net 15 days*

*Thank you for your business, it is sincerely appreciated.*

*If there are any questions regarding this invoice or the services provided, please contact us.*

via email: [manager@roscommonvillage.com](mailto:manager@roscommonvillage.com) / [dpwdirector@roscommonvillage.com](mailto:dpwdirector@roscommonvillage.com)

**Status Update:**

- Construction of watermain is mostly complete and meter installation is ongoing. Well rehabilitation is ongoing.

## INVOICE

Ron Alden  
 Village of Roscommon  
 702 Lake Street  
 PO Box 236  
 Roscommon, MI 48653

December 7, 2021  
 Invoice No: 60704-W  
 Project No: 838946

**RE: Village of Roscommon - USDA RD Water Improvements  
 Services through November 27, 2021**

	<u>Contract Amount</u>	<u>Billed to Date (Includes this invoice)</u>	<u>Remaining Contract Amount</u>	<u>This Invoice</u>
<b>Professional Services:</b>				
<b>Basic Services</b> - Design, Bidding & Construction Administration	\$406,000.00	\$385,530.53	\$20,469.47	\$4,453.77
<b>Resident Project Observation</b>	\$129,000.00	\$125,098.64	\$3,901.36	\$878.09
<b>Additional Services*</b> - Startup, Record Drawings, Soil Borings, ROW Map, Owner Training, O&M Manuals	<u>\$143,650.00</u>	<u>\$121,301.96</u>	<u>\$22,348.04</u>	<u>\$3,084.50</u>
	<b>\$678,650.00</b>	<b>\$631,931.13</b>	<b>\$46,718.87</b>	
<b>Total amount of this invoice</b>				<b><u>\$8,416.36</u></b>

*Terms: Net 15 days*

*Thank you for your business, it is sincerely appreciated.*

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via email: [manager@roscommonvillage.com](mailto:manager@roscommonvillage.com) / [dpwdirector@roscommonvillage.com](mailto:dpwdirector@roscommonvillage.com)

**Status Update:**

•

Construction of watermain and meter installation is mostly complete. Well rehabilitation is ongoing.



# CAPITAL IMPROVEMENT PLAN

November 3, 2021

**MICHIGAN PLANNING ENABLING ACT (EXCERPT)**  
**Act 33 of 2008**

125.3865 Capital improvements program of public structures and improvements; preparation; basis.

Sec. 65. (1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.

(2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

**REDEVELOPMENT READINESS COMMUNITIES**  
**STANDARD**

(1.3) Capital Improvement Plan: The governing body has adopted a capital improvements plan

Village of Roscommon  
Capital Improvement Plan  
2022-2028

20-Nov-21

WASTEWATER

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
REPLACE BYPASS PUMP	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	SF/BO	LOW	ONGOING
INDUSTRIAL PARK SEWER	\$ -		\$ -	120K	\$ -	\$ -	SF/BO	MED	PENDING
MIXED USE SEWER	\$ -	120K			\$ -	\$ -	SF/BO	HIGH	PENDING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 30,000	120K	\$ -	120K	\$ -				

WATER

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
WATER SYSTEM MAIN /BALLINGER	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ -	WF	MEDIUM	ONGOING
WATER SYSTEM - OAK	\$ 153,000	\$ -	\$ -	\$ -	\$ -	\$ -	WF	HIGH	PENDING
EASTSIDE WATER QUALITY	\$ 680,000	\$ -	\$ -	\$ -	\$ -	\$ -	WF	LOW	ONGOING
WATER SYSTEM - FOURTH STREET	\$ 208,000	\$ -	\$ -	\$ -	\$ -	\$ -	WF	LOW	PENDING
WATER SYSTEM - BIDDLE	\$ 548,000	\$ -	\$ -	\$ -	\$ -	\$ -	WF	LOW	PENDING
WATER SYSTEM - INDUSTRIAL PARK	\$ -		\$ -	\$ 800,000	\$ -	\$ -	WF	MEDIUM	PENDING
WATER SYSTEM - MIXED USE	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -	WF	HIGH	PENDING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	1.589 mil	\$ 800,000	\$ 800,000	\$ 800,000	\$ -				

STORM SEWER

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
GEORGE AND MAIN STREETS CULVERT	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	GF	MEDIUM	ONGOING
BROOKS STREET CULVERT		\$ 10,000	\$ -	\$ -	\$ -	\$ -	GF	MEDIUM	ONGOING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 50,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -			

# BUILDINGS

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
SOLAR CONVERSIONS	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	GF	LOW	PENDING
UPDATE PUMP STATIONS HOUSES	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	SF	HIGH	PENDING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 25,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -			

LOCAL STREETS

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
N. ST. HELEN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	LSF	LOW	PENDING
TISDALE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	LSF	LOW	PENDING
ESTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	LSF	LOW	PENDING
WYCKOFF	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	LSF	LOW	PENDING
HILLTOP	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	LSF	LOW	PENDING
SHERWOOD	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	LSF	LOW	PENDING
DIVISION STREET BRIDGE	\$ -	\$ -	\$ -	\$ -	\$ -	100K	LSF	MEDIUM	PENDING
MAIN STREET BRIDGE	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ -	LSF	MEDIUM	PENDING
4TH STREET BRIDGE	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -	LSF	MEDIUM	PENDING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 60,000	\$ 20,000	\$ 800,000	\$ 800,000	\$ -	100K			

MAJOR STREETS

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
BALLINGER	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	MS	LOW	ONGOING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -			

# SIDEWALKS

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
SIDEWALK REPLACEMENT	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	GF	MEDIUM	ONGOING
SIDEWALK NEW	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	GF	MEDIUM	PENDING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ -			

## EQUIPMENT

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
SUV	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	GF	MEDIUM	
SNOWBLOWER/SWEEPER ATTACHMENTS	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	GF	LOW	PENDING
DUMP TRUCK/SNOW PLOW	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	GF	LOW	PENDING
BACKHOE	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	GF	LOW	PENDING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 150,000	\$ 15,000	\$ 150,000	\$ 15,000	\$ -	\$ -			

PARKS AND RECREATION

PROJECT DESCRIPTION	2022	2023	2024	2025	2026	2027	FUNDING	PRIORITY	STATUS
LIGHTING/POLES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	GF	LOW	ONGOING
BENCHES	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	DDA	LOW	ONGOING
METRO PARK UPGRADES		\$ 150,000	\$ -	\$ -	\$ -	\$ -	DNR	MEDIUM	PENDING
HIAWATHA RIVER PARK	\$ 50,000	1.5 mil	\$ -	\$ -	\$ -	\$ -	DNR/ME	HIGH	PENDING
RIVER CENTER PAVILLION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	DDA/GF	LOW	PENDING
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
TOTALS	\$ 55,000	1.65 mil	\$ -	\$ -	\$ -	\$ -			

MEDC ICE	ME
VILLAGE MATCH	VM
WATER FUND	WF
SEWER FUND	SF
BONDING	BO
TOWER FUND	TF

# VILLAGE OF ROSCOMMON 2022 - 2025 PRESERVATION/STRUCTURAL/MAINT IMPROVEMENTS PLAN

Rev. 11/1/21

ROAD	SEGMENT	2021 RATING	MILEAGE	TREATMENT	ESTIMATED COST
<b>2022 ROAD PLAN</b>					
<b>LOCAL</b>					
St. Helen St.	4th St. To 5th St.	7	0.06	Crack Seal	\$500.00
Robinson St.	5th St. To Main St.	6	0.06	Dura patch/Crack seal	\$1,000.00
Frederic St.	5th St. To Main St.	7	0.06	Crack Seal	\$500.00
State St.	5th St. To End	8	0.33	Crack Seal	\$2,700.00
Terrace Rd.	Division St. To George St.	8	0.22	Crack Seal	\$1,800.00
N. 1st St.	Lake St. To Brooks St.	7	0.10	Crack Seal	\$800.00
S. 1st St.	Lake St. To George St.	8	0.10	Crack Seal	\$800.00
N. 2nd St.	Lake St. To Brooks St.	7	0.08	Crack Seal	\$650.00
Brooks St.	5th St. To 1st St.	7	0.25	Crack Seal	\$2,000.00
<b>Major</b>					
Edna St.	5th St. To 4th St.	6	0.06	HMA Wedge/Chip & Fog Seal	\$2,000.00
4th St.	Lake St. To Edna St.	6	0.40	HMA Wedge/Chip & Fog Seal	\$10,500.00
Sheley St.	4th St. To 5th St.	7	0.06	Crack Seal	\$500.00
George St.	Sherwood Dr. To Division St.	8	0.30	Crack Seal	\$2,400.00
George St.	Division St. To 2nd St.	7	0.12	Crack Seal	\$1,000.00
Division St.	Lake St. To George St.	8	0.11	Crack Seal	\$900.00
S. 2nd St.	Lake St. To George St.	7	0.09	Crack Seal	\$800.00
Brooks St.	5th St. To 7th St.	7	0.20	Crack Seal	\$1,600.00
				<b>LOCAL COST</b>	\$10,750.00
				<b>MAJOR COST</b>	\$19,700.00
				<b>TOTAL COST</b>	\$30,450.00

ROAD	SEGMENT	2021 RATING	MILEAGE	TREATMENT	ESTIMATED COST
<b>2023 ROAD PLAN</b>					
<u>LOCAL</u>					
Hilltop Ln.	M-18 to End of HMA	5	0.10	Crush, Shape & Pave, Country Curb Removal, and Drainage Improvements	\$35,000.00
Tisdale Rd.	Lake St. to Esther Ct.	6	0.38	HMA Wedge/Full HMA	\$38,000.00
Esther Ct.	Tisdale Rd. To Tisdale Rd.	6	0.39	HMA Wedge/Full HMA	\$40,000.00
<u>MAJOR</u>					
				LOCAL COST	\$113,000.00
				MAJOR COST	\$0.00
				TOTAL COST	\$113,000.00

ROAD	SEGMENT	2021 RATING	MILEAGE	TREATMENT	ESTIMATED COST
<b>2024 ROAD PLAN</b>					
<u>LOCAL</u>					
S. 6th St.	St. Helen St. To Robinson St.	5	0.08	HMA Wedge/Full HMA	\$9,000.00
Sherwood Dr.	Lake St. To Oad Dr.	6	0.15	HMA Wedge/Full HMA	\$15,000.00
<u>MAJOR</u>					
Southline St.	Lake St. To End of HMA	6	0.43	HMA Wedge/Full HMA	\$60,000.00
				LOCAL COST	\$24,000.00
				MAJOR COST	\$60,000.00
				TOTAL COST	\$84,000.00

ROAD	SEGMENT	2021 RATING	MILEAGE	TREATMENT	ESTIMATED COST
<b>2025 ROAD PLAN</b>					
<u><b>LOCAL</b></u>					
N.6th St.	Sheley St. To George St.	9	0.16	Crack Seal	\$1,400.00
S. 7th St.	Brooks St. To George St.	8	0.16	Crack Seal	\$1,400.00
N. St. Helen St.	Main St. To 7th St.	8	0.14	Crack Seal	\$1,200.00
George St.	Main St. To 7th St.	9	0.12	Crack Seal	\$1,000.00
<u><b>MAJOR</b></u>					
George St.	4th St. To 5th St.	8	0.06	Crack Seal	\$500.00
George St.	5th St. To Main St.	8	0.07	Crack Seal	\$600.00
George St.	Main St. To 7th St.	9	0.12	Crack Seal	\$1,000.00
				<b>LOCAL COST</b>	<b>\$5,000.00</b>
				<b>MAJOR COST</b>	<b>\$2,100.00</b>
				<b>TOTAL COST</b>	<b>\$7,100.00</b>

## Village Streets

Street Name	From Description	To Description	Rating	Year Rated	Surface Type	Fix
Southline St	M-18	End of HMA	6	2021	HMA	HMA Wedging/Full HMA
Southline St	M-18	Pinecrest St	6	2021	HMA	HMA Wedging/Full HMA
Biddle St	Southline St	Squire St	7	2021	HMA	Dura Patch/Crack Seal
Ballard St	Southline St	Squire St	7	2021	HMA	Dura Patch/Crack Seal
Squire St	M-18	Biddle St	7	2021	HMA	Dura Patch/Crack Seal
Richardson St	Southline St	Union St	N/A	2021	Gravel	No Fix
Union St	M-18	Richardson St	6	2021	HMA	HMA Wedging/Full HMA
Pinecrest St	Southline St	Sherwood Dr	6	2021	HMA	HMA Wedging/Full HMA
Oak Dr	Sherwood Dr	Pinecrest St	6	2021	HMA	HMA Wedging/Full HMA
Sherwood Dr	M-18	Oak Dr	6	2021	HMA	HMA Wedging/Full HMA
George St	Sherwood Dr	Division St	8	2021	HMA	Crack Seal
George St	Division St	2nd St	7	2021	HMA	Crack Seal
George St	4th St	5th St	8	2021	HMA	No Fix
George St	5th St	Main St	8	2021	HMA	No Fix
George St	Main St	7th St	9	2021	HMA	No Fix
Terrace Rd	Division St	George St	8	2021	HMA	Crack Seal
Division St	M-18	George St	8	2021	HMA	Crack Seal
Division St	George St	End HMA	10	2021	HMA	New Reconstruct 2021
N. 1st St	M-18	Brooks St	7	2021	HMA	Crack Seal
S. 1st St	M-18	George St	8	2021	HMA	Crack Seal
N. 2nd St	M-18	Brooks St	7	2021	HMA	Crack Seal
S. 2nd St	M-18	George St	7	2021	HMA	Crack Seal
N. 3rd St	Sheley St	Brooks St	5	2021	HMA	HMA Wedging/Full HMA
N. 3rd St	M-18	Brooks St	5	2021	HMA	HMA Wedging/Full HMA
4th St	M-18	Edna St	6	2021	HMA	HMA Wedging/Chip & Fog
4th St	M-18	Robinson St	6	2021	HMA	HMA Wedging/Full HMA
4th St	Division St	Robinson St	6	2021	HMA	HMA Wedging/Full HMA
Brooks St	5th St	7th St	7	2021	HMA	Crack Seal
Brooks St	5th St	1st St	7	2021	HMA	Crack Seal
Sheley St	3rd St	4th St	4	2021	HMA	HMA Wedging/Full HMA
Division St	State St	4th St	6	2021	HMA	HMA Wedging/Full HMA

Village Streets						
Street Name	From Description	To Description	Rating	Year Rated	Surface Type	Fix
Sheley St	4th St	5th St	7	2021	HMA	Crack Seal
Sheley St	5th St	Main St	9	2021	HMA	No Fix
Sheley St	Main St	6th St	9	2021	HMA	No Fix
Edna St	4th St	5th St	6	2021	HMA	HMA Wedging/Chip & Fog
N. Main St	M-18	End HMA	5	2021	HMA	HMA Wedging/Full HMA
N. Main St	M-18	Bennett St	6	2021	HMA	HMA Wedging/Full HMA
N. 6th St	Sheley St	George St	9	2021	HMA	No Fix
S. 6th St	St. Helen	Robinson St	5	2021	HMA	HMA Wedging/Full HMA
S. 7th St	Brooks St	George St	8	2021	HMA	No Fix
S. 7th St	St. Helen	Robinson St	5	2021	HMA	HMA Wedging/Full HMA
Saint Helen St	4th St	5th St	7	2021	HMA	Crack Seal
N. Saint Helen St	Main St	7th St	8	2021	HMA	No Fix
Robinson St	4th St	5th St	7	2021	HMA	Crack Seal
Robinson St	5th St	Main St	6	2021	HMA	Dura Patch/Crack Seal
Robinson St	Main St	Ballanger Rd	8	2021	HMA	No Fix
Hannah St	Robinson St	Ballanger Rd	8	2021	HMA	No Fix
Ballanger Rd	Robinson St	Main St	5	2021	HMA	HMA Wedging/Full HMA
Ballanger Rd	Main St	5th St	4	2021	HMA	HMA Wedging/Full HMA
Frederic St	5th St	Main St	7	2021	HMA	Crack Seal
Higgins St	Main St	End	N/A	2021	GRAVEL	No Fix
State St	5th St	South St	8	2021	HMA	Crack Seal
Wyckoff Dr	5th St	State St	4	2021	HMA	HMA Wedging/Full HMA
South St	5th St	State St	N/A	2021	GRAVEL	No Fix
Tisdale Rd	M-18	Esther Ct	6	2021	HMA	HMA Wedging/Full HMA
Esther Ct	Tisdale Rd	Tisdale Rd	6	2021	HMA	HMA Wedging/Full HMA
Hilltop Ln	M-18	End HMA	6	2021	HMA	HMA Wedging/Full HMA

# Roscommon County Downtown Development Authority

2/22/2021

PRELIMINARY

## Short Term Projects

Project Name	Priority	Comments
AuSable-Dug Store		
Redevelopment-Readiness-Community-Initiative		
Rising Tide Certification		
Secure a Grant Writer		
Sawmill-Rural-Business-Development-Center		
Exit Signs at #239 and #244		Remove-No action
Chamber Village Maps		This is part of RCC, wayfinding and I think that will happen later
Permanent Farm Market Sign		
M18 Walkway Lighting or light poles		I think use vs cost this should not be a project-
Advertisement Program		
Empty Building Event	1	These two items do not cost money
801 Marketing "Spring Guide"	1	These two items do not cost money

## Long Term Projects

Project Name	Priority	Comments
Hiawatha Improvements		This goes with Pedestrian Bridge, staged grant from SOM. Due to USDA this project can not be started until 2023 realistically
Acquisition & Redevelopment of Village Buildings		I think building purchases should not be a routine habit of the DDA
Development of M-18 Commercial / Industrial	1	
Pedestrian Bridge at Wallace Park		
AuSable River Center Pavilion	2	
Downtown Public Bathrooms	3	
Division Street Trail 2020		Remove
Metro Park Improvements		This belongs to RARA
Ice Skating Rink		This is Recreation, but we could do it under the new pavilion at the ARC

## Maintenance Items

Item	Priority	Comments
Sidewalk Repairs		7- #1 votes. Including curbs. On going - Remove some, Redo some, Put in some
Light Pole, GFI Maintenance, replacement		The appearance would show pride-Ongoing
More Benches		5 for 2021 and 5 for 2022 was the plan I think
Trees Downtown		Specifically on the corner by BC
Inmate Tether and Supervision	5	If we have need for volunteer work to accomplish things. Not sure about this.



# Economic Development Plan

2022-2025

January 1, 2022

## INTRODUCTION

The Village of Roscommon updated its Master Plan in 2019. The purpose of the Master Plan is to foster the growth and advancement of the Village of Roscommon as a beautiful place to live, work, and recreate. To achieve this objective the Village of Roscommon has developed an economic plan to ensure the community is ready for its future development while sustaining an environmentally balanced community.

To ensure that the Village's Master Plan reflects the goals of the community, an online survey was prepared to gather input from residents. During June and July of 2018, the Village of Roscommon posted a community survey on their website and made printed copies available at the Village Offices. The Village intends to conduct a follow up survey in 2022. The survey was advertised through a press release and through social media platforms. Input was requested on several major issues including Quality of Life, Land Use and Development, Community Services, Roads and Transportation, and Economy and Business. Public input was also welcomed at all Planning Commission, Village Council, and RRC Committee (Economic Development Steering Team) meetings.

## COMMUNITY SURVEY DATA

### Respondents

The survey generated 158 responses. 83 of the respondents were year-round Village residents, 12 were seasonal residents, and 57 were not residents of the Village. 7% of the year-round residents of the Village responded to the survey. Over 92% of respondents are homeowners or property owners (rental or land) in the Village. 16% of respondents are business owners. Length of time spent living or owning property in Roscommon is split evenly between long-time residents and newer residents. The age of respondents showed a classic bell curve. Nearly 35% of respondents are classified in the professional/managerial occupation, 24 % are retired, over 13% are self-employed, and over 9% are in the skilled trades/crafts. 39% of respondents are employed within the Village of Roscommon.

### Quality of Life

62% of respondents are satisfied with the Village as a place to live or own property while 24% are very satisfied. When asked to identify Roscommon's biggest assets, some common themes emerged including the following general themes:

- Friendly
- Quiet/quaint
- Small town/Hometown feel
- Safe
- Natural resources
- Walkability
- Sense of community
- Cleanliness/Flowers
- Events and activities
- Parks/Recreation
- Businesses

Christmas in the Village was rated by 43% of respondents as the favorite community event with the Farmer's Market coming in second. However, it was noted that respondents would have like to select more than one event as their favorite.

When asked about the biggest problems within Roscommon, the responses were more varied. Many issues emerged such as:

- Lack of shopping/Poor economy/Vacant businesses
- Lack of lodging facilities
- Blight
- High cost of living (gas, taxes, water/sewer)
- Political disputes
- Too much regulation
- Lack of events/entertainment/recreation
- Drinking water quality
- Lack of opportunity
- Lack of services

### **Land Use and Housing**

Respondent's opinion of the quality and range of housing options in the village rated poor to moderate (71%). Over half feel that the Village should encourage more attached housing units and 46% feel the Village should allow accessory dwelling units (29% responded "no"). 53% feel that more low-cost senior housing is needed. Half of respondents support the development of Tiny Houses in the Village.

### **Services**

70% of respondents feel that the quality of services in the Village are good or adequate. Many ideas were generated about additional needed services. When asked if the Village should maintain services such as irrigation at parks, yard waste pick-up/drop-off, sidewalk snowplowing, street sweeping, sidewalk maintenance, street/walkway signage, most respondents feel that these services should be maintained or expanded. In addition, over 70% of respondents recycle.

### **Roads/Transportation**

69% of respondents are satisfied with the condition of the roads in the Village. The survey also asked for specific segments needing improvement. 7% are satisfied with snow removal services. Half of respondents feel that additional wayfinding signage is not needed in the Village.

### **Economy/Business**

62% of respondents feel that there are not enough job opportunities in the Village, however 44% also feel that they have enough money to meet their everyday needs (24% say they have "just enough" money while 23% say they do not have enough money to meet everyday needs). Over 79% favor offering incentives (such as partial tax abatements) to attract and retain new jobs and businesses. When asked if they would locate a business in the Village today, 33% said they would not while only 25% said that they would. 66% of respondents leave the Village for shopping one to two times per week and 45% leave the Village for entertainment one to two times per week. 30% leave the Village for medical care one to two times per week.

## **ECONOMIC CHALLENGES**

Though the Village has many strengths, it does have challenges in terms of economic

development:

- Lack of affordable housing
- Lack of incentives to developers and entrepreneurs
- Aging infrastructure
- Aging population
- Lack of living wage employment
- Empty storefronts and buildings
- Lack of local shopping opportunities
- Lack of lodging (hotels, etc.)
- Only 25% of survey respondents said they would locate a business in Roscommon
- Lack of motels/hotels

## **ECONOMIC OPPORTUNITIES**

- There are several properties in the DDA district and surrounding village that are prime for development. (e.g. Gary Franz Building, AuSable Bakery).
- The Village Council and Downton Development Authority are committed to assisting entrepreneurs and developers interested in the Village.
- The Downtown Development Authority has a history of exploring development ideas and assisting financially with development on a case-by-case basis.
- The Village of Roscommon is near significant market populations including Higgins Lake, Houghton Lake, St. Helen, and Grayling.
- The Village is strategically located on Interstate 75 with easy on and off access to its business loop.
- The Village includes or has immediate access to many recreational opportunities.
- The Village has lots and acreage available to industrial, commercial, and residential development.
- The Village is committed to engaging with Michigan Main Street to continue efforts to further develop and expand the local economy.

## KEY SUPPORT

The Village has identified the following key supporters to assist and contribute to its economic development:

[Roscommon County Economic Development Corporation](#)  
[Higgins Lake – Roscommon Chamber of Commerce](#)  
[East Michigan Council of Governments](#)  
[Michigan Economic Development Corporation](#)  
[Michigan State Housing Development Authority](#)  
[Michigan Main Street](#)

Other supporting partners and resources:

[Roscommon Rotary](#)  
[Roscommon Lions Club](#)  
[Zonta Club](#)  
[VFW Post 4159](#)  
[American Legion Post 96](#)  
[Roscommon Community Foundation](#)  
[Roscommon Area Public Schools](#)  
[Kirtland Community College](#)

## SUPPORTING REGIONAL ECONOMIC DEVELOPMENT EFFORTS

Key to the economic growth of the Village of Roscommon is engagement with regional economic development efforts. The Village will engage (send a representative as appropriate) with the [East Michigan Council of Governments](#) to incorporate the following goals into the Village's plan:

1. Capitalize on East Michigan's existing transportation assets (roads, rail, port facilities, airports, etc.) and make strategic investments in regional infrastructure, including broadband, that improve the region's economic competitiveness.
2. Build on the collaboration among East Michigan's higher education, adult education, primary and secondary education (PreK-12), and workforce development organizations to create a strong talent pool to support the regions current and future employers.
3. Leverage East Michigan's higher education institutions, major industries, medical complexes, and innovation assets to establish the region as a center for technology-based entrepreneurship and small business growth.
4. Embark on local and regional initiatives to strengthen the quality of place in each of East

Michigan's communities to create an attractive environment for residents and tourists.

5. Capitalize on the Kirtland Community College Strategic and Action Plan ([Kirtland Community College Strategic and Action Plan](#)). The Village will seek to be included in the school's strategic planning task force. The college is an untapped resource for the Village. The college's main objectives are:
  - a. Develop a five-year plan to construct an additional building on the Grayling Campus to include an event/ wellness center.
  - b. Finalize a plan for the Roscommon Campus.
  - c. Encourage local public schools to bring students to the various Kirtland locations
  - d. Identify funding resources
6. Capitalize on the Roscommon Area Public Schools Strategic Plan ([Roscommon Area Public Schools Strategic Plan](#)). Village will seek to be included in the school's strategic planning. The college's main objectives are:
  - a. Improve student achievement.
  - b. Cultivate critical relationships.
  - c. Maintain a effective learning environment.
  - d. Meet the varied needs of the school community.
  - e. Capitalize on the [Higgins Lake/Roscommon Chamber of Commerce](#) whose mission is to promote and enhance the business and economic development in the area.

7. Capitalize on the Roscommon County Michigan Strategic Plan – 2013. The Village has established a much closer relationship with the Roscommon County Economic Development Corporation. The director of the RCEDC is a member of the Village Economic Development Steering Committee. The major goals of the County and the Village are quite similar and have been incorporated when applicable in the village plan. The major goals of the County are:
- a. Youth and family support in the community\*
  - b. Education, marketing, and economic development\*
  - c. Financial stability and growth
  - d. Staff development – support and retention.

\*Specifically included in the Village plan

## **ECONOMIC DEVELOPMENT PROCESS**

Through the planning process, several actions were taken to develop a working framework for identifying strategic economic goals and objectives. The Council, the Planning Commission, the Downtown Development Authority, and a newly created Redevelopment Ready Communities Steering Committee (the EDST) worked with community stakeholders to identify several focus areas, objectives, and action items.

This economic development strategy incorporates the key goals and objectives expected to help drive the conditions needed to grow a strong economic Roscommon. Responsibility for implementing this plan includes governmental, private enterprise, community groups, and individuals. It is hoped this plan will stimulate enthusiasm and interest in community and economic development that in time becomes a self-sustaining way of life for Village residents and its neighboring communities.

The plan will be written, implemented, and then reviewed annually as follows:

November	Economic Development Steering Team (EDST)
December	Downtown Development Authority (DDA)
January	Village Council (VC)
February	Planning Commission and Zoning (PC/Z)
March	Roscommon County Economic Development Corporation
June	Village Council (VC)*

\* Village Council will review all revisions and adopt updated Economic Development Plan

Each of the objectives includes a “timeline” and “responsibilities” for development completion of the action steps:

**IMMEDIATE:** Low cost, easy implementation, directly addressing top priorities, or critical to the advancement of other strategies, and to be implemented within the next 1-6 months

**SHORT:** Low cost, easy implementation, directly addressing top priorities, or critical to the advancement of other strategies, and to be implemented within the next 6-12 months.

**MEDIUM:** Important actions that have some level of significant cost and can be implemented within the next 12-18 months.

**LONG:** Actions that often require significant amounts of funding that must be planned for over time or require other strategies to be completed prior to their implementation.

**ON-GOING:** Actions but which are continuously on-going in the Village.

**M** – Village Manager

**PC** – Planning Commission

**VC** - Village Council

**ZO** – Zoning Official

**DDA** – Downtown Development Authority

## ECONOMIC DEVELOPMENT GOAL

*“The Village of Roscommon will be ready for future development while sustaining an environmentally balanced community as a beautiful place to live, work, and recreate.”*

### Objective A

**Develop and promote the growth of a diverse economic base as well as the tourism economy to serve the employment and commercial needs of residents and visitors.**

#### Action Steps:

1. Ensure the zoning ordinance allows for areas of mixed-use development, higher density development, and walkable designs in addition to areas for general commercial and industrial development.
  - o VC/PC/EDST/M
  - o **IMMEDIATE ON-GOING**
2. Explore options (i.e. tax abatements) that would further assist with business recruitment.
  - o VC/PC/EDST/M
  - o **SHORT ON-GOING**
3. Encourage Village staff to participate in programs, seminars, and conferences which educate on available opportunities. Research incentives.
  - o VC/PC/EDST/M
  - o **MEDIUM ON-GOING**
4. Support the use of programs for rehabilitation by the DDA and Roscommon County (Façade Improvements Program, Brownfields, etc.)
  - o DDA/EDST/M/VC
  - o **SHORT ON-GOING**
5. Review and revise zoning to ensure that development of property within the Village is not unnecessarily burdensome; streamline approval processes.
  - o VC/PC/EDST/M
  - o **IMMEDIATE ON-GOING**
6. Support the development and maintenance of a vibrant downtown through implementation of the DDA Downtown Plan.
  - o DDA/M/EDST/VC
  - o **MEDIUM ON-GOING**
7. Amend the Zoning Ordinance to allow for mixed use development in the downtown and other areas identified as appropriate and consistent with existing surrounding neighborhoods.
  - o ZO/DDS/PC/M/EDST
  - o **IMMEDIATE ON-GOING**

8. Develop and implement policies and practices that attract new employment opportunities and increase the number of living wage jobs.
  - Partner with Kirtland Community College for training opportunities.
  - Partner with Michigan Works to promote job placements.
  - DDA/M/EDST/VC
  - **MEDIUM ON-GOING**
9. Conduct follow up survey to monitor progress.
  - EDST
  - **MEDIUM ON-GOING**

## **Objective B**

### ***Market the Village to attract additional commercial and industrial enterprises.***

#### **Action Steps:**

1. Work with tourism organizations and surrounding municipalities to promote the Roscommon area as a year-round tourism destination.
  - M/EDEST/DDA
  - **MEDIUM ON-GOING**
2. Work toward development of the priority redevelopment and infill development areas.
  - ZO/DDS/PC/M/EDST
  - **MEDIUM ON-GOING**
3. Develop a database that contains specific information pertaining to each commercial/industrial property that can be used as a marketing tool for redevelopment.
  - DDA/M/EDST/PC
  - **MEDIUM ON-GOING**
4. Market redevelopment ready properties through the RRC program with assistance from the State.
  - DDA/M/PC/EDST
  - **MEDIUM ON-GOING**
5. Ensure a strong marketing message is created and displayed on the Village's website and on other local websites (branding).
  - DDA/M/EDST
  - **SHORT ON-GOING**
6. Support and monitor marketing of the downtown with regional partners.
  - DDA/M/EDST
  - **MEDIUM ON-GOING**

7. Support and promote the development of mixed lodging opportunities within the Village by measures such as adopting zoning ordinance provisions that permit various forms of lodging, i.e. hotels, motels, bed and breakfasts, and tourist homes.
  - o DDA/M/EDST
  - o **LONG ON-GOING**
8. Modify zoning ordinance as needed Increase the availability and attainability of a range of housing options such as accessory housing units (ADU):
  - an apartment over the garage
  - a tiny house (on a foundation) in the backyard
  - a basement apartment
  - "Granny Flats"
  - o M/PC/ZO
  - o **MEDIUM ON-GOING**
9. Conduct follow up survey to monitor progress.
  - o EDST
  - o **MEDIUM ON-GOING**

### Objective C

***Work to attract a diverse age group to the Village by providing a thriving environment for training and job growth as well as by maintaining a family-friendly high quality of life.***

#### Action Steps:

1. Support and participate with local and regional economic development personnel and educational institutions to provide job training opportunities within the Village.
  - o M/DDA/EDST
  - o **MEDIUM ON-GOING**
2. Encourage entrepreneurial training programs to assist residents in starting and maintaining their own small businesses.
  - o VC/DDA/EDST/M
  - o **MEDIUM ON-GOING**
3. Create information packets for new and potential residents and businesses.
  - o EDST/M
  - o **LONG ON-GOING**
4. Become more internet and Wi-Fi friendly.
  - a. EDST/M/VC
  - b. **LONG ON-GOING**
5. Develop a strategy that addresses activities related to key economic development initiatives including business and talent attraction/retention, and education and infrastructure
  - o EDST/M/VC
  - o **LONG ON-GOING**

6. Provide clear guidelines for developers on the Village website and include illustrations in the Zoning Ordinance.
  - o M/PC/ZO
  - o **IMMEDIATE ON-GOING**
7. Implement and maintain the practices outlined by the MEDC Redevelopment Ready Communities Program.
  - o M/PC/ZO
  - o **IMMEDIATE ON-GOING**
8. Conduct follow up survey to monitor progress.
  - o EDST
  - o **MEDIUM ON-GOING**

## **Objective D**

***Provide a development-friendly environment in the Village.***

### **Action Steps:**

1. Ensure development approval processes are easy to follow, seamless, and predictable.
  - o M/PC/ZO
  - o **IMMEDIATE ON-GOING**
2. Provide clear guidelines for developers on the Village website and include illustrations in the Zoning Ordinance.
  - o M/PC/ZO
  - o **IMMEDIATE ON-GOING**
3. Provide clear guidelines for developers on the Village website and include illustrations in the Zoning Ordinance.
  - o M/PC/ZO
  - o **IMMEDIATE ON-GOING**
4. Implement and maintain the practices outlined by the MEDC Redevelopment Ready Communities Program.
  - o M/PC/ZO
  - o **IMMEDIATE ON-GOING**
5. Conduct follow up survey to monitor progress.
  - o EDST
  - o **MEDIUM ON-GOING**



## ROSCOMMON VILLAGE COUNCIL

### 2022 MEETING DATES

The Roscommon Village Council holds regular business meetings on the second Monday of each month unless changed by the Village Council. All meetings are held at the Village Hall, 702 Lake Street, Roscommon, MI 48653 at (7:00 P.M.) All meetings can be attended virtually by going to our website; [www.roscommonvillage.com](http://www.roscommonvillage.com) and click on the link

January 10<sup>th</sup>

July 11<sup>th</sup>

February 14<sup>th</sup>

August 8<sup>th</sup>

March 14<sup>th</sup>

September 12<sup>th</sup>

April 11<sup>th</sup>

October 10<sup>th</sup>

May 9<sup>th</sup>

November 8<sup>th</sup>

June 13<sup>th</sup>

December 13<sup>th</sup>

This notice is posted in compliance with PA 267 of 1976 as amended.



## ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY

### 2022 MEETING DATES

The Roscommon Downtown Development Authority holds regular business meetings on the third Monday of each month unless changed by the Village Council. All meetings are held at the Village Hall, 702 Lake Street, Roscommon, MI 48653 at (8:00 A.M.) All meetings can be attended virtually by going to our website; [www.roscommonvillage.com](http://www.roscommonvillage.com) and click on the link

January 24<sup>th</sup>

February 28<sup>th</sup>

March 21<sup>st</sup>

April 18<sup>th</sup>

May 16<sup>th</sup>

June 20<sup>th</sup>

July 18<sup>th</sup>

August 15<sup>th</sup>

September 19<sup>th</sup>

October 17<sup>th</sup>

November 21<sup>st</sup>

December 19<sup>th</sup>

This notice is posted in compliance with PA 267 of 1976 as amended.



The following shall be considered paid holidays for full-time employees of the Village.

Village Office will be closed on these dates.

New Year's Day

Martin Luther King Jr. Day

President's Day

Good Friday

Memorial Day

Independence Day

Labor Day

Veteran's Day

Thanksgiving Day

Friday after Thanksgiving

Christmas Eve Day

Christmas Day

If any of the above listed holidays fall on a Friday or Saturday, the paid holiday shall be on the preceding day. If any of the listed holidays falls on a Sunday, the paid holiday shall be on the following day.



michigan municipal league

# Liability & Property Pool

Renewal Summary

for

## **Village of Roscommon**

Connie M. Monson  
MML Liability & Property Pool  
(877) 370-8892

## Executive Overview

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The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability. The **Village of Roscommon** has been a Pool member since **2013**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This renewal summary is based on the the limits of coverage requested by the **Village of Roscommon**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this summary are being offered to the **Village of Roscommon** for an annual premium of **\$18,947**.

When compared to last year's cost of \$18,824 it represents a premium increase of **\$123**. The Village added a 2021 Multihog CX75 multi use equipment.

**2022 MML Dividend** - Board of Trustees voted to return another post-renewal dividend for Members renewing in 2022. The Village of Roscommon's portion of the dividend return is estimated to be **\$1,878**. Actual dividend calculations will not be available until year end. The Village will receive this dividend in the month following payment of your 2022 renewal premium.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

### **Our Mission**

**To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.**



**AUTHORIZATION FOR CHANGE IN  
STANDARD LIGHTING CONTRACT  
(COMPANY-OWNED) FORM 547**

Contract Number: 103035690231

Consumers Energy Company is authorized as of 12/1/21, by the Village of ROSCOMMON, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Village of ROSCOMMON, dated 11/9/2018.

Lighting Type:

General Unmetered Experimental Lighting Rate GU-XL

Notification Number(s):


1049921339

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 11/9/2018 shall remain in full force and effect.

Village of ROSCOMMON

By:

  
(Signature)

Lance Cherven  
(Printed)

Its

Director  
(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.



**AUTHORIZATION FOR CHANGE IN  
STANDARD LIGHTING CONTRACT  
(COMPANY-OWNED) FORM 547**

Contract Number: 100000283992

Consumers Energy Company is authorized as of 12/1/21, by the Village of ROSCOMMON, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Village of ROSCOMMON, dated 2/1/2017.

Lighting Type:

General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge

Notification Number(s):

1049921339

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 2/1/2017 shall remain in full force and effect.

Village of ROSCOMMON

By:

(Signature)

Lance Cherven

(Printed)

Its

Director

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

**RESOLUTION**

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Village of ROSCOMMON, dated 2/1/2017, in accordance with the Authorization for Change in Standard Lighting Contract dated \_\_\_\_\_,

heretofore submitted to and considered by this ☐ commission ☐ council ☐ board ;and

RESOLVED, further, that the \_\_\_\_\_ Clerk be and are authorized to execute such authorization for change on the behalf of the Village.

STATE OF MICHIGAN  
COUNTY OF Roscommon

I, \_\_\_\_\_, Clerk of the Village of ROSCOMMON, do hereby certify that the foregoing resolution was duly adopted by the ☐ commission ☐ council ☐ board of said municipality, at the meeting held on \_\_\_\_\_.

Dated:

\_\_\_\_\_  
Municipal Customer Type: Village

\_\_\_\_\_

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
4	<u>100</u>	<u>HPS</u>	<u>Cobrahead</u>	<u>Non-Cutoff</u>	<u>Remove</u>	N MAIN ST - FROM 108 MAIN ST TOO 204 N MAIN ST

**RESOLUTION**

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Village of ROSCOMMON, dated 11/9/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated \_\_\_\_\_,

heretofore submitted to and considered by this ☐ commission ☐ council ☐ board ;and

RESOLVED, further, that the \_\_\_\_\_ Clerk be and are authorized to execute such authorization for change on the behalf of the Village.

STATE OF MICHIGAN  
COUNTY OF Roscommon

I, \_\_\_\_\_, Clerk of the Village of ROSCOMMON, do hereby certify that the foregoing resolution was duly adopted by the ☐ commission ☐ council ☐ board of said municipality, at the meeting held on \_\_\_\_\_.

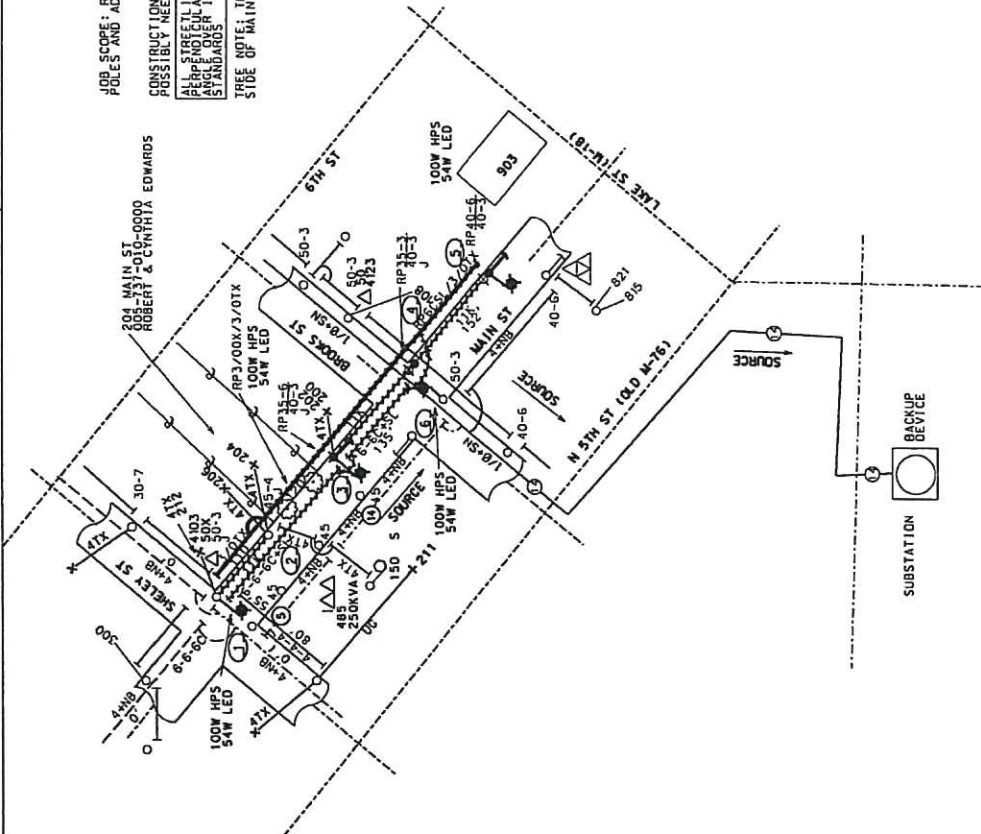
Dated:

\_\_\_\_\_  
Municipal Customer Type: Village

GENERAL UNMETERED EXPERIMENTAL LIGHTING RATE GU-XL

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
4	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	N MAIN ST - FROM 108 MAIN ST TOO 204 N MAIN ST

TREE NOTE: TRIM TREE CANOPY ALONG NORTH SIDE OF MAIN ST. FOR SECONDARY CLEARANCES.



- [illegible]

[illegible]