



Agenda: Battle Creek City Commission

Meeting Date: June 2, 2026 - 7:00 PM
Location: City Commission Chambers
Chair: Mayor Mark A. Behnke
Title: Battle Creek City Hall - City Commission Chambers - 3rd Floor

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

CHAIR NOTES ADDED OR DELETED RESOLUTIONS

PETITIONS COMMUNICATIONS REPORTS

PUBLIC HEARINGS

A Public Hearing to receive public comment on the 2026 Annual Action Plan and Proposed Use of Funds for the federal Community Development Block Grant (CDBG) and the HOME Investment Partnership programs for Program Year 2026 (July 1, 2026, to June 30, 2027).

PUBLIC COMMENT REGARDING ANY REMAINING AGENDA ITEMS

COMMISSION COMMENT REGARDING MEETING BUSINESS

CONSENT AGENDA

Minutes

Minutes for the May 19, 2026 City Commission Regular Meeting

Petitions, Communications, Reports

City Manager's Report for June 2, 2026

Proclamations Awards

Proclamation for Men's Health Week

Resolutions

389 - A Resolution seeking to make permanent Temporary Traffic Control Order #1741.

390 - A Resolution seeking to make permanent Temporary Traffic Control Order #1742.

391 - A Resolution accepting the proposal of best value for benefits broker from Advantage Benefits Group, Inc., in an estimated annual amount of \$100,000.00.

392 - A Resolution seeking authorization for the City Manager to enter into a permanent Easement For Electric Facilities agreement to Consumers Energy Company upon a portion of 339 West Michigan Avenue, Parcel No. 52-0256-00-050-0, for the purpose of installing and maintaining electricity power transmission infrastructure to support the City owned electric vehicle charging station.

393 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Battle Creek Downtown Development Authority (BCDDA).

394 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Lakeview Downtown Development Authority (LDDA).

395 - A Resolution seeking approval of the fiscal year 2025-2026 amended budget for the Battle Creek Brownfield Redevelopment Authority (BCBRA).

396 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Battle Creek Brownfield Redevelopment Authority (BCBRA).

397 - A Resolution seeking approval of the fiscal year 2025-2026 amended General Operating budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

398 - A Resolution seeking adoption of the fiscal year 2026-2027 General Operating budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

399 - A Resolution seeking approval of the fiscal year 2025-2026 amended Capital Projects budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

400 - A Resolution seeking adoption of the fiscal year 2026-2027 Capital Projects budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

401 - A Resolution seeking approval of the fiscal year 2025-2026 amended budget for the Battle Creek Local Development Finance Authority (LDFA).

402 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Battle Creek Local Development Finance Authority (LDFA).

RESOLUTIONS NOT INCLUDED IN THE CONSENT AGENDA

403 - A Resolution seeking approval for amendments to the "2026-2027 Fee, Bond and Insurance Schedule" for the City of Battle Creek.

404 - A Resolution seeking approval of the 2026 Millage Rates and seeking adoption of the General Fund and Special Funds Budgets for the fiscal year 2026-2027.

405 - A Resolution seeking to establish residential refuse collection rates beginning July 1, 2026, through June 30, 2030.

406 - A Resolution seeking authorization for Police Sergeant Nicholas Woolman to

purchase 12 months of military time for the purpose of increasing his service credit toward retirement.

407 - A Resolution seeking approval of the 2026 Annual Action Plan and Proposed Use of Funds for Program Year 2026 (July 1, 2026 to June 30, 2027) for the Community Development Block Grant in the amount of \$1,172,453 and HOME Investment Partnership in the amount of \$238,167.87.

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 speaker's 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 business 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, but only when the law requires a separate period of public comment, 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 public comment period on any specific agenda item, whether it be a public hearing, an ordinance introduction or adoption, a consent agenda item, or a resolution not on the consent agenda, each speaker may address the Commission once, regarding anything on the meeting agenda, for a total not to exceed four minutes regardless of how many agenda items the speaker is addressing, which time period may be lengthened or

shortened by the Mayor or presiding officer when appropriate.

(d) 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.

(e) Applicants or Appellants, as defined below, or an attorney retained to represent them, are not bound by the specific time limitations set out above but may have the amount of time deemed reasonably necessary by the Mayor or presiding official to present their case to the City Commission without violating the rules set out below in subsection 4(a) through (g), with which they are obligated to comply.

(i) Applicant is defined an individual or business entity seeking a City Commission final decision on a matter for which the individual has made application to the City based upon a specific provision in a City Ordinance or state statute for permission to take a specific action;

(ii) Appellant is an individual appealing a decision of a City official or an inferior body based upon a specific provision in City ordinances entitling the individual to appeal the decision to the City Commission.

(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 their 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 Mayor, or the presiding Commissioner or official, and not to individual Commissioners or staff members. 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, and the speaker may be required to leave the meeting after having been ruled out-of-order for a breach of the peace committed at the meeting as permitted by the OMA, when the speaker violates above sub-section 3 or the following:

(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 their 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.

(5) Individuals attending City Commission meetings or workshops, excluding City staff, shall not pass the commission chambers bar upon which the podium is affixed (and which divides the audience section from the well of the chambers) without having been invited to do so by the Mayor or official presiding over the meeting, or after requesting and explicitly being granted permission to do so. Any individual violating this subsection will be ruled out-of-order by the Mayor or presiding official and the individual may be required to leave the meeting for a breach of the peace committed at the meeting as permitted by the OMA.



General Detail

A Public Hearing to receive public comment on the 2026 Annual Action Plan and Proposed Use of Funds for the federal Community Development Block Grant (CDBG) and the HOME Investment Partnership programs for Program Year 2026 (July 1, 2026, to June 30, 2027).

Battle Creek City Commission

Action Summary

Staff Member: Helen Guzzo, Community Development Supervisor

Department: Community Development

Summary

A Public Hearing to receive public comment on the 2026 Annual Action Plan, which is the application to the U.S. Department of Housing and Urban Development (HUD) for the city to receive its formula allocation of annual funding for the federal Community Development Block Grant and HOME Investment Partnership programs. The Public Hearing is part of the citizen participation plan and the requirements for receiving this federal funding.

Budgetary Considerations

HUD has notified the city that it will receive \$1,172,453 in federal Community Development Block Grant (CDBG) and \$238,167.87 in HOME Investment Partnership funds.

CDBG funds are proposed to be spent as follows:

1. General Administration (10%): \$117,245

Provides necessary city staffing to develop, implement and monitor the overall performance of all Community Development Block Grant activities.

2. Neighborhood Planning Administration (10%): \$117,245

Provides the necessary management to conduct specific studies for planning and the development of the Consolidated Plan, including support for Neighborhood Planning Councils and other community boards, commissions and committees. This function also covers environmental review and fair housing activities.

3. Neighborhood Code Compliance: \$250,000

Provides staffing for the City's Neighborhood Code Compliance Program continuing efforts to

provide the residents of Battle Creek with effective code enforcement, and to complement other Community Development activities in low- and moderate-income areas of the City. Code Compliance helps to arrest the decline in targeted areas through enforcing property maintenance codes, inspection and permitting of rental property, monitoring vacant and abandoned properties, addresses other health and safety issues related to housing issues, and responding to citizen concerns.

4. Housing Rehabilitation, Minor Home Repair: \$472,963

Provides grants and loans to homeowners for health and safety necessary repairs, mainly replacing roofs, furnaces, water heaters, and outdoor steps. Repairs are funded up to \$25,000 and do not disturb lead paint surfaces. The primary focus is exterior repairs for cited code violations and addressing health and safety issues.

5. Housing Rehabilitation, Lead Abatement Match Program: \$100,000

The city has received a four-year, \$4.7 million grant to abate lead in 70 homes that have young children age 6 and under. The Lead Abatement Match program will provide matching funds for this program for homes abated for lead paint risks in the City of Battle Creek.

6. Housing Rehab Minor Home Repair, Project Delivery Costs: \$115,000

Funds the costs to staff the Minor Home Repair program including conducting intake, documenting income eligibility, conducting inspections, developing cost specifications, working with contractors and processing payments.

Total CDBG Entitlement Budget: \$1,172,453.00

HOME INVESTMENT PARTNERSHIP

7. General Administration (10%): \$23,816.00

The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all HOME programs.

8. Community Housing Development Organization (CHDO) In-Fill Housing 15% Set Aside): \$143,000

Provides funds for development of a newly built single-family home within the City by Battle Creek Area Habitat for Humanity, a certified Community Housing Development Organization. Upon completion of construction, the property will be made available for purchase to a low to moderate-income homebuyer.

9. Tenant Based Rental Assistance (TBRA): \$71,351.87

Provides short-term rental assistance of up to six months to eligible low-income households experiencing a housing emergency and also participating in housing case management or another self-sufficiency program. Neighborhoods, Inc of Battle Creek has been the sub-recipient administering this program.

Total HOME Investment Partnership Budget: \$238,167.87

History, Background and Discussion

This is the 51st year of the CDBG program and the 36th year of the HOME program. The funding levels for both programs are slightly lower than last year.

Positions

All public comments will be considered.

Attachments

- 1. City of Battle Creek 2026 Annual Action City of Battle Creek 2026 Annual Action Plan
Plan Public Notice 4.21.2026 Revised Public Notice 4.21.2026 Revised.pdf
- 2. 2026 Annual Action Plan Draft 2026 Annual Action Plan Draft.pdf

CITY OF BATTLE CREEK PUBLIC NOTICE
COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP
2026 ANNUAL ACTION PLAN AND PROPOSED USE OF FUNDS
PUBLIC HEARING
TUESDAY, JUNE 2, 2026, CITY COMMISSION MEETING, 7:00PM

Under 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 prepare an annual plan that describes how the City will allocate Community Development Block Grant and HOME Investment Partnership funds to meet the needs of low- and moderate-income people in Battle Creek. The Annual Action Plan also serves as an application for Community Development Block Grant and HOME Investment Partnership funds. The 2026 Annual Action Plan is consistent with the priorities contained in the 2025-2029 Consolidated Plan.

The Annual Action Plan describes the activities that will be funded during the 2026 Program Year from July 1, 2026 to June 30, 2027. This public notice is being published to make citizens aware of a thirty (30) calendar day comment period for the 2026 Annual Action Plan, including the proposed use of funds, will commence on April 30, 2026, and conclude on June 2, 2026. A draft of the plan is available for public review at City Hall, Room 104, 10 North Division Street during normal business hours and online at <http://battlecreekmi.gov/181>.

As part of the City of Battle Creek’s Citizen Participation process, the City will hold a formal public hearing on the 2026 Annual Action Plan including the Proposed Use of Funds on **Tuesday, June 2, 2026 at 7:00 P.M. during the regular City Commission Meeting.**

The Annual Action Plan includes an estimate of available resources from private and public sources to address identified needs; a description of the specific objectives to be addressed this program year; a summary of the eligible programs or projects that the City of Battle Creek will undertake to address the needs; a description of the geographic areas of the city in which assistance will be directed; a description of the activities to evaluate and reduce the number of housing units containing lead-based paint hazards; and the standards in which the city will monitor its housing and community development projects.

PROGRAM YEAR 2026 PROPOSED USE OF FUNDS
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

- | | |
|---|------------------|
| 1. General Administration (10%) | \$117,245 |
| Provides necessary city staffing to develop, implement and monitor the overall performance of all Community Development Block Grant activities. | |
| 2. Neighborhood Planning Administration (10%) | \$117,245 |
| Provides the necessary management to conduct specific studies for planning and the development of the Consolidated Plan, including support for Neighborhood Planning Councils and other community boards, commissions and committees. This function also covers environmental review and fair housing activities. | |
| 3. Neighborhood Code Compliance | \$250,000 |
| Provides staffing for the City’s Neighborhood Code Compliance Program continuing efforts to provide the citizens of Battle Creek with effective code enforcement, and to complement other Community Development activities in low- and moderate-income areas of the City. Code Compliance helps to arrest decline in targeted areas through enforcing property maintenance codes, inspection and permitting of rental property, monitoring vacant and abandoned properties, addresses other health and safety issues related to housing issues, and responds to citizen concerns. | |
| 4. Housing Rehabilitation: Minor Home Repair | \$472,963 |
| Provides grants and loans to homeowners for health and safety necessary repairs mainly replacing roofs, furnaces, water heaters, and outdoor steps. Repairs are funded up to \$25,000 and do not disturb lead paint surfaces. The primary focus is exterior repairs for cited code violations and addressing health and safety issues. | |

5. Housing Rehabilitation: Lead Abatement Match Program	\$100,000
The city has received a four-year, \$4.7 million grant to abate lead in 70 homes that have young children age 6 and under. The Lead Abatement Match program will provide matching funds for this program for homes abated for lead paint risks in the City of Battle Creek.	
6. Housing Rehab Minor Home Repair: Project Delivery Costs	\$115,000
Funds the costs to staff the Minor Home Repair program including conducting intake, documenting income eligibility, conducting inspections, developing cost specifications, working with contractors and processing payments.	
<hr/> Total CDBG Entitlement Budget	<hr/> \$1,172,453.00

**PROGRAM YEAR 2026 PROPOSED USE OF FUNDS
HOME INVESTMENT PARTNERSHIP**

7. General Administration (10%)	\$23,816.00
The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all HOME programs.	
8. Community Housing Development Organization In-Fill Housing (CHDO 15% Set Aside)	\$143,000
Provides funds for development of a new built single-family home within the City by Battle Creek Area Habitat for Humanity, a certified Community Housing Development Organization. Upon completion of construction, the property will be made available for purchase by a low- to moderate income homebuyer.	
9. Tenant Based Rental Assistance (TBRA)	\$71,351.87
Provides short-term rental assistance of up to six months to eligible low-income households experiencing a housing emergency and also participating in housing case management or another self-sufficiency program. Neighborhoods, Inc of Battle Creek has been the subrecipient administering this program.	
<hr/> Total HOME Investment Partnership Budget	<hr/> \$238,167.87

Comments on the 2026 Annual Action Plan or Proposed Use of Funds may be made to: Helen Guzzo, Community Development Supervisor, City of Battle Creek, Community Development Department, City Hall, Room 104, 10 North Division Street, Battle Creek, MI 49014, at 269-966-3267, or hguzzo@battlecreekmi.gov.

The City of Battle Creek will provide necessary auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered in the meeting upon seven-day notice. Individuals with disabilities, requiring auxiliary aids or services should contact the City of Battle Creek by writing Vicki Houser at Office of the City Clerk, PO Box 1717, Battle Creek, MI 49016 or calling (269) 966-3348 (TDD), or vlhouser@battlecreekmi.gov.

The City of Battle Creek will also provide interpretation services and translation of any printed materials being considered in this meeting upon seven-day notice. Individuals needing interpretation or translation should contact Sara Espinoza at (269) 966-3364 or sespinoza@battlecreekmi.gov.

CITY OF BATTLE CREEK



2026 ANNUAL ACTION PLAN

Community Development Division

April 30, 2026

www.battlecreekmi.gov

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Battle Creek’s Community Development Division supports neighborhoods by administering federal, state, and local grant programs and coordinating planning around community development efforts. It administers the federal Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) formula grant programs. It is also responsible for administering a HUD-funded Lead Hazard Control Program, a Lead Safe Program funded by the Michigan Department of Health and Human Services (MDHHS), and a Battle Creek Public School (BCPS) Teacher Housing Incentive Program funded by the W.K. Kellogg Foundation. Every five years the City of Battle Creek coordinates a community-wide planning and needs assessment process to develop a five-year Consolidated Plan which governs the spending of these federal funds. This Annual Action Plan is for the second year of the 2025-2029 Consolidated Plan for which the Community Development engaged in an extensive public engagement process last year. The funding chart shows actual amounts spent in Program Year (PY) 2024, the PY 2025 budget and the proposed spending for PY 2026. The 2026 Program Year runs from July 1, 2026 to June 30, 2027.

CDBG and HOME Spending Chart

	2024 Actual	2025 Budget	2026 Budget
Community Development Block Grant (CDBG) Allocation	\$1,228,110	\$1,205,390	\$1,172,453
Housing Rehab: Minor Home Repair (MHR)	\$ 600,589	\$ 320,407	\$ 472,963
Housing Rehab: MHR Project Delivery Costs	\$ 100,566	\$ 115,000	\$ 115,000
Senior Minor Home Repair: Community Action as a subrecipient	\$ 224,857	\$ 36,773	
Code Compliance	\$ 321,761	\$ 250,000	\$ 250,000
Lead Abatement Match Program	\$ -	\$ -	\$ 100,000
Facility Improvement - Early Childhood Development Center (2022 & 2023 funds)	\$ -	\$ 490,000	\$ -
Recovery Housing at 614 NE Capital	\$ 33,490	\$ 653,757	\$ -
Administration & Neighborhood Planning (funds city staff)	\$ 248,969	\$ 245,621	\$ 234,490
Public Services: Fair Housing Testing & Education	\$ 61,943	\$ 13,057	\$ -
Public Services: Legal Services Eviction Diversion	\$ 35,000	\$ -	\$ -
Public Services: VOCES Housing Outreach and Referral	\$ 29,219	\$ 5,781	\$ -
Total CDBG Funding	\$ 1,656,393	\$ 2,130,396	\$ 1,172,453
	2024 Actual	2025 Budget	2026 Proposed
HOME Investment Partnership (HOME) Allocation	\$337,487	\$267,571	\$238,168
Habitat for Humanity: Community Housing Dev. Organization (CHDO Projects)	\$ 228,338	\$ 200,662	\$ 143,000
Neighborhoods, Inc: Tenant Based Rental Assistance (TBRA)	\$ 135,997	\$ 341,119	\$ 71,352
HOME Administration	\$ 36,206	\$ 37,777	\$ 23,816
In-Fill Housing	\$ -	\$ 489,357	\$ -
Down Payment Assistance	\$ -	\$ 200,000	\$ -
Total HOME Funding	\$ 400,542	\$ 1,268,915	\$ 238,168

The Consolidated Plan calls for a community-wide planning process to identify needs and create a plan to address them. It includes consulting with individuals and organizations in both the private and public sectors. It involves the collection and analysis of data concerning the needs of households, as well as the market conditions that shape where we live, work, and play. The result is a plan that accounts for community development-related activities throughout the

City, sets measurable goals for meeting specific community needs, and gives direction for how City-administered federal dollars will be spent.

For each year of the five-year plan, the City prepares an Annual Action Plan, which updates priorities; details one-year goals and outcomes; and explains how funds will be allocated to achieve local goals. Other federal funds provided through the U.S. Department of Housing and Urban Development (HUD), not administered by the City of Battle Creek, but included in the planning process, include Continuum of Care Homeless Assistance, and public and assisted housing provided by the Battle Creek Housing Commission.

2. Summarize the objectives and outcomes identified in the Plan

The goal of the City's Five-Year Consolidated Plan is to ensure safe, prosperous, and equitable communities by creating strong, sustainable, and inclusive neighborhoods and quality affordable homes for all people of Battle Creek.

In order to achieve this goal, the plan has five strategic priorities.

Local Priority 1: Ensure Housing is Safe, Affordable and Accessible

Communities are stronger when people have access to quality affordable and safe housing. This priority encompasses preserving current affordable housing, development of new units, increasing the mix of housing options, ensuring that low- and moderate-income neighborhoods benefit from housing resources, and that rental housing is safe.

Accessible housing includes fair housing where all people have the right to choose housing free from unlawful discrimination. Federal, state and local fair housing laws protect people from discrimination in housing transactions such as rentals, sales, lending, and insurance. When accepting grant funds from HUD, the City agrees to affirmatively further fair housing.

Local Priority 2: Restore Vitality in Low- and Moderate-Income Neighborhoods

Vibrant and strong neighborhoods help make a city a good place to live, work and play. Healthy neighborhoods possess a sense of place and a feeling of safety and familiarity. Houses are occupied and well maintained. Public spaces are inviting, walkable, and lively. Strategies and projects that promote healthy neighborhoods create, facilitate, ensure, or enhance vitality and make Battle Creek a great community.

Local Priority 3: Increase Public Awareness and Community Engagement Through Collaboration and Empowerment

This priority promotes engagement and empowerment at all levels of the community. Empowerment refers to the process by which people gain control over the factors and decisions that shape their lives. To that end, this priority puts an emphasis on projects that

promote home ownership, create or clarify pathways for community members to access and utilize resources; and/or that engage them in community decision making. This priority includes the City’s efforts to promote civic engagement and to support Neighborhood Planning Councils as local groups that improve communication with local government.

Other objectives in this priority include organizing at the institutional level to create a sense of shared purpose, increase capacity, coordinate planning, partner across sectors and build coalitions.

Public awareness is educating the public about the City regulations concerning housing and building inspections. How to be a good renter and how to do home maintenance were discussed as needs during the citizen engagement. Increasing public knowledge about the programs that are funded and what services are available to help people solve problems.

Local Priority 4: Alleviate Poverty through public services and infrastructure development

Battle Creek has a higher poverty rate than the State of Michigan or the nation with 18% of residents living at or below the poverty rate (2023 American Community Survey (ACS)), with 9,391 of Battle Creek’s 52,175 residents living in poverty. The United Way conducts a study annually on the working poor, or those households that are Asset-Limited, Income-Constrained, and Employed (ALICE) that make or receive income that is below the basic cost of living for their area. Of the 21,233 Battle Creek households, 52% of households earn below the basic cost of living for Calhoun County. This priority encompasses strategies that raise income, reduce the impact of being low income, and break up concentrated poverty. Children have a higher poverty rate than other age cohorts.

Poverty

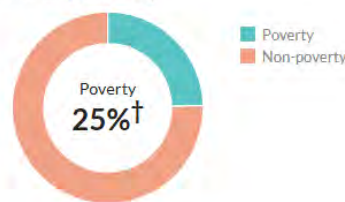
18%

Persons below poverty line

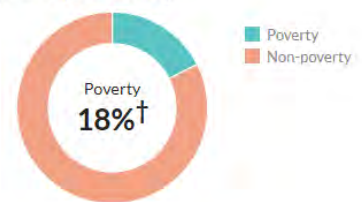
about 25 percent higher than the rate in Calhoun County: 14.2%

about 1.4 times the rate in Michigan: 13.1%

Children (Under 18)



Seniors (65 and over)



Local Priority 5: Activate Underutilized Land for Housing Development

The City will encourage the activation of public, vacant and/or underutilized land consistent with Master Plan. Activation of these spaces enables communities to preserve natural resources for public use; promote higher densities and a wider range of land uses around downtown and major corridors; assemble property for larger scale developments and improve connectivity between neighborhoods and the downtown. Activities will include the promotion of permanent supportive rental housing, development of affordable rental housing and funding the development of in-fill housing.

3. Evaluation of past performance

During HUD Program Year 2024 (July 1, 2024 through June 30, 2025) which is considered the 2025 Fiscal Year for the City of Battle Creek, Community Development spent \$5,271,460 of federal, state and local funds to help the citizens of Battle Creek improve their homes and their community. Community Development spent funds provided through seven different funding sources.

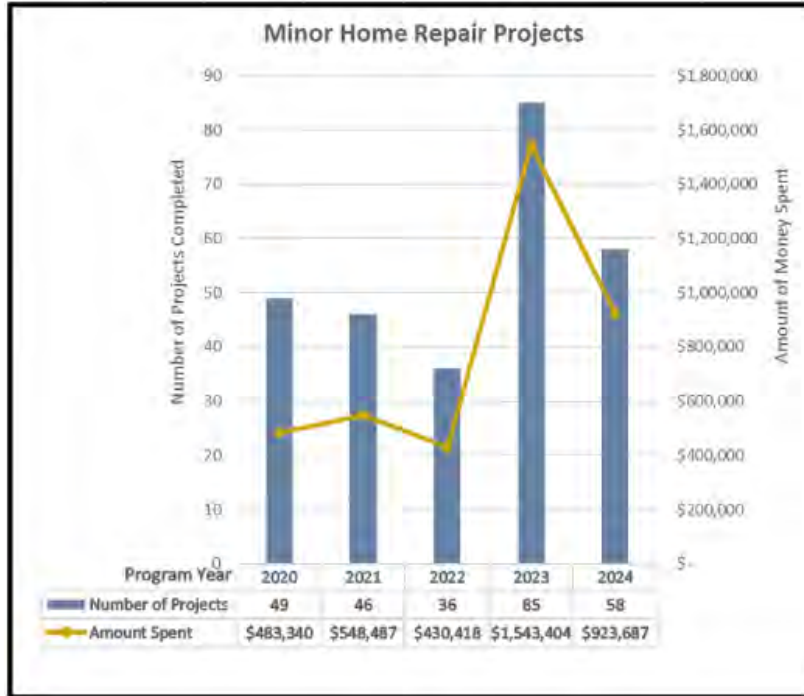
Community Development Programs	Amount Spent 2025
Community Development Block Grant (CDBG)	\$1,655,593
Home Investment Partnership (HOME)	\$400,542
CHIP Lead Abatement	\$1,205,704
CHIP Health and Safety	\$82,555
HUD Lead Hazard Control	\$1,465,278
BCPS Housing Incentive Program	\$205,639
HOME American Rescue Program (HOME-ARP)	\$256,149
Total	\$5,271,460

Local Priority 1: Ensure Housing is Safe, Affordable and Accessible

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In the 2024 Program Year, the City CDBG and HOME programs funded code enforcement, CDBG administration and neighborhood planning, minor home repair, development of one new single-family home by the Battle Creek Area Habitat for Humanity, and tenant-based rental assistance program administered by Neighborhoods Inc of Battle Creek. Most of these activities were targeted in CDBG low- and moderate-income target areas. Some Minor Home Repair projects occurred in other areas of the City but all households assisted were at or below 80% of the area median income.

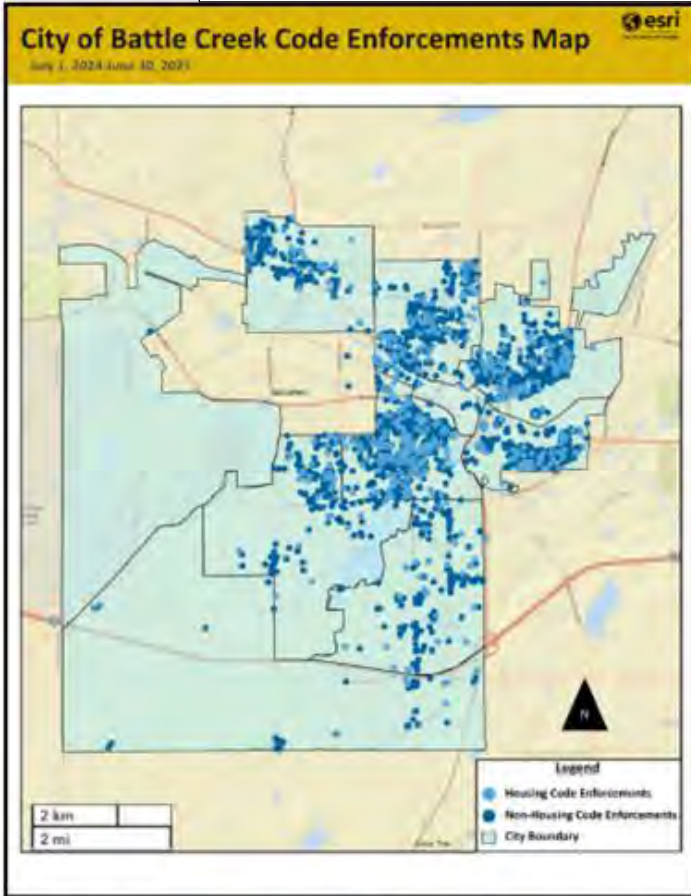
- Completed 58 Minor Home Repairs, the City’s Minor Home Repair program spent \$698,830 to complete 40 projects for low- and moderate-income homeowners, and Community Action spent \$224,857 completing 18 Senior Minor Home Repair projects.



- The City's Lead Safe Programs completed lead abatement of 35 residential units. The 2021-2025 HUD Lead Hazard Reduction Program spent, \$1,465,278 from July 1, 2024 through the closeout of the grant, October 31, 2025, with the Community Development completing 9 abatements within the City of Battle Creek and Community Action completing 10 abatements in the balance of Calhoun County. For the Medicaid-funded Child Health Improvement Program (CHIP) program from the State of Michigan, from October 1, 2024 through September 30, 2025, 16 abatements were completed with spending of \$1,205,704, five abatements were completed by the City of Battle Creek and eleven abatements were completed by Community Action.

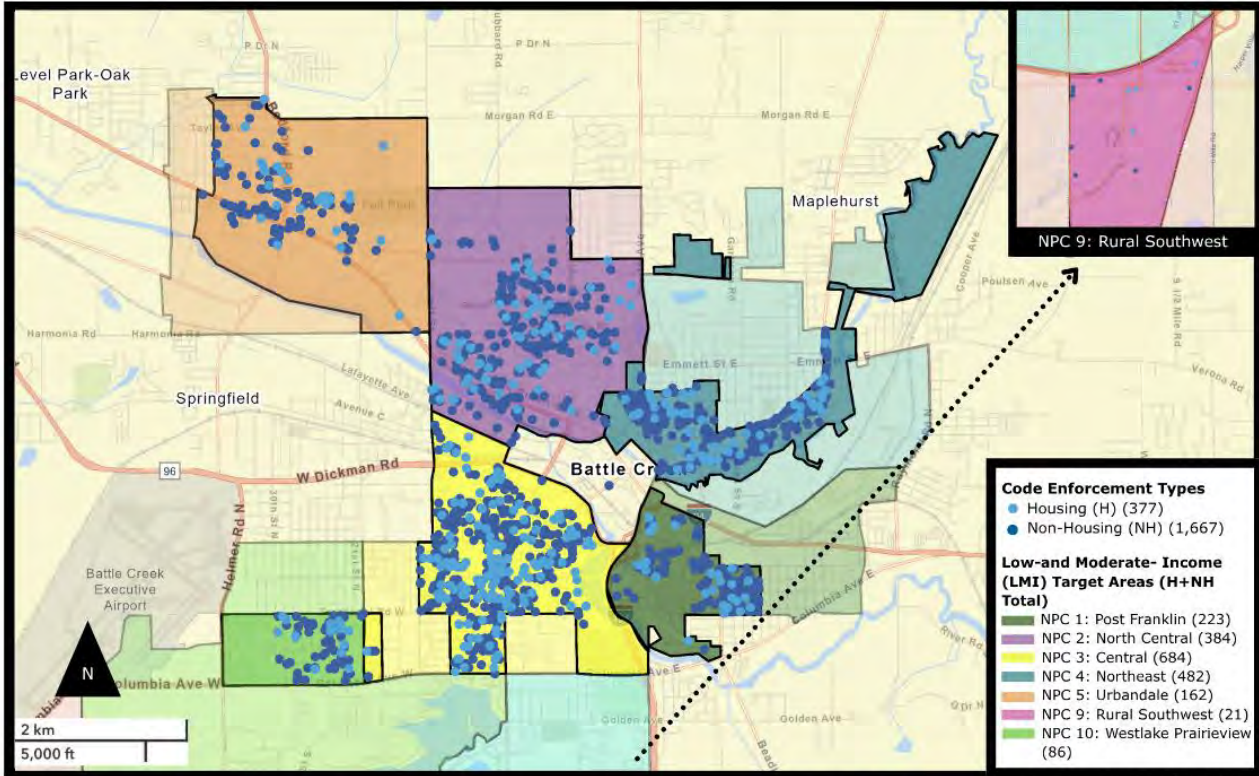
- Code Compliance completed 555 housing code enforcements and 2,598 non-housing code enforcements. Housing enforcements are abandoned/vacant housing monitoring, violations of housing code, no utilities, and rental inspections. Non-housing enforcements are early/late garbage, front yard parking, inoperable vehicles, junk accumulation, long grass over 9 inches and not clearing snow on sidewalks within 24 hours after a snow fall has ended.

2025 Total Code Outcomes in Neighborhood Planning Councils



Neighborhood Planning Council	Housing Code Enforcements	Non-Housing Code Enforcements
Post Franklin (NPC 1)	68	365
North Central (NPC 2)	87	377
Central (NPC 3)	183	610
Northeast (NPC 4)	104	666
Urbandale (NPC 5)	38	198
Westlake/Prarieview (NPC 10)	46	211
Minges Brook-Riverside (NPC 11)	29	171
Total	555	2,598

Housing Enforcements: Abandoned/Vacant Housing, Housing Code, No Utilities, Property Maintenance Code, Rental Registration
Non-Housing Enforcements: Early/Late Garbage, Front Yard Parking, Inoperable Vehicle, Junk Accumulation, Long Grass, Snow-Sidewalks



- Within the CDBG Revitalization Areas, Code Compliance completed 377 housing enforcements and 1,667 non-housing enforcements.
- The City of Battle Creek took over ownership of a vacant apartment building located at 614 NE Capital, after paying back HUD for a failed rental rehabilitation partnership with a local developer. The City competitively bid the rehabilitation of the property awarding the work to Cornerstone Construction out of Rochester, Michigan. The City has used a mixture of locally controlled opioid settlement funds and CDBG to complete renovations of the five apartments and laundry and conference space in the basement of the building. The completed building will be turned over to Recovery Services Unlimited to be operated as recovery housing for people with opioid use disorder for transitional housing. A ribbon cutting ceremony is scheduled for late May 2026 with full occupancy expected before June 30, 2026.

- Upholdings, a private developer of permanent supportive housing, received an award of Low-Income Housing Tax Credits (LIHTC) for 55 units of one-bedroom apartments on vacant land at 240 E Michigan, combining vacant parcels owned by the City of Battle Creek, the Calhoun County Land Bank, and the Battle Creek Housing Commission. The City has competitively awarded \$369,159 of HOME-ARP funds to this development.
- Battle Creek Habitat for Humanity built and sold to qualified low-income homebuyers two single family homes in the Urbandale Neighborhood Planning Council. Using HOME Investment Partnership funds set-aside for a Community Housing Development Organization (CHDO), Habitat has built six new homes in a development across from LaMora Park Elementary, three of these homes have been funded by the HOME program with Habitat raising and contributing other funds as needed. In PY2024, Habitat completed a new build at 25 N Woodlawn (\$143,000 in HOME funds), and in PY2025 they completed a new build at 273 W Spaulding (\$143,000 in HOME funds). The proceeds of these two new houses were then used to build a third home at 20 N Cedar which will be completed and sold to a new homeowner in May 2025.



- Neighborhoods Inc., the Housing Access Resource Agency designated by the Michigan State Housing Development Authority for Calhoun County, administered a HOME-funded Tenant Based Rental Assistance (TBRA) program which helped 56 households find housing to recover from

homelessness and housing instability with \$135,997 in federal funds. TBRA is short-term rental assistance (from three to six months) along with rental security deposits with the average amount of assistance of \$3,185.

- Since 2017, the W.K. Kellogg Foundation has funded a Housing Incentive Program to help recruit and assist teachers and administrators working for the Battle Creek Public Schools. Community Development administers the program in partnership with area

realtors and lenders to provide down assistance. Educators who live in the target areas within Battle Creek neighborhoods may receive up to \$20,000; or up to \$10,000 if the house is within the school district but outside of the target areas. Teachers and administrators have to remain employed by the district for three years after the date of closing to have a three-year mortgage guaranteeing the down payment assistance forgiven. For teachers moving into the school district and obtaining a new 12-month lease, a rental assistance program provides up to \$4,500 in rental assistance for one year (\$375 per month). In 2025, the program spent \$205,629 assisting nine teachers or administrators with down payment assistance and 13 received rental assistance with six new teachers enrolling in the rental program during the year. Since its inception, 66 households have been assisted in purchasing a home.

- Fair housing is the right to choose housing free from unlawful discrimination. Federal, state and local fair housing laws protect people from discrimination in housing transactions such as rentals, sales, lending, and insurance. When accepting grant funds from HUD, the City agrees to use the funds affirmatively further fair housing. In 2024, the City funded the Fair Housing Center to test the real estate and rental housing markets for discrimination replicating similar testing that was funded and conducted in 2015 and 2018. The report for the 2024 testing is found on the Community Development special reports on the City website. Two fair housing training sessions were held in 2025.



FAIR HOUSING WORKSHOP
FOR LANDLORDS & PROPERTY MANAGERS

FREE Event!
Refreshments Provided!
March 5 @ 4 - 5:30 pm

Kool Family Community Center
Lew Boyd Multi-Purpose Room
200 W Michigan Ave, Battle Creek, MI 49017

Register Here



Join us to learn about fair housing rights, how to avoid discrimination, and how to best support tenants.

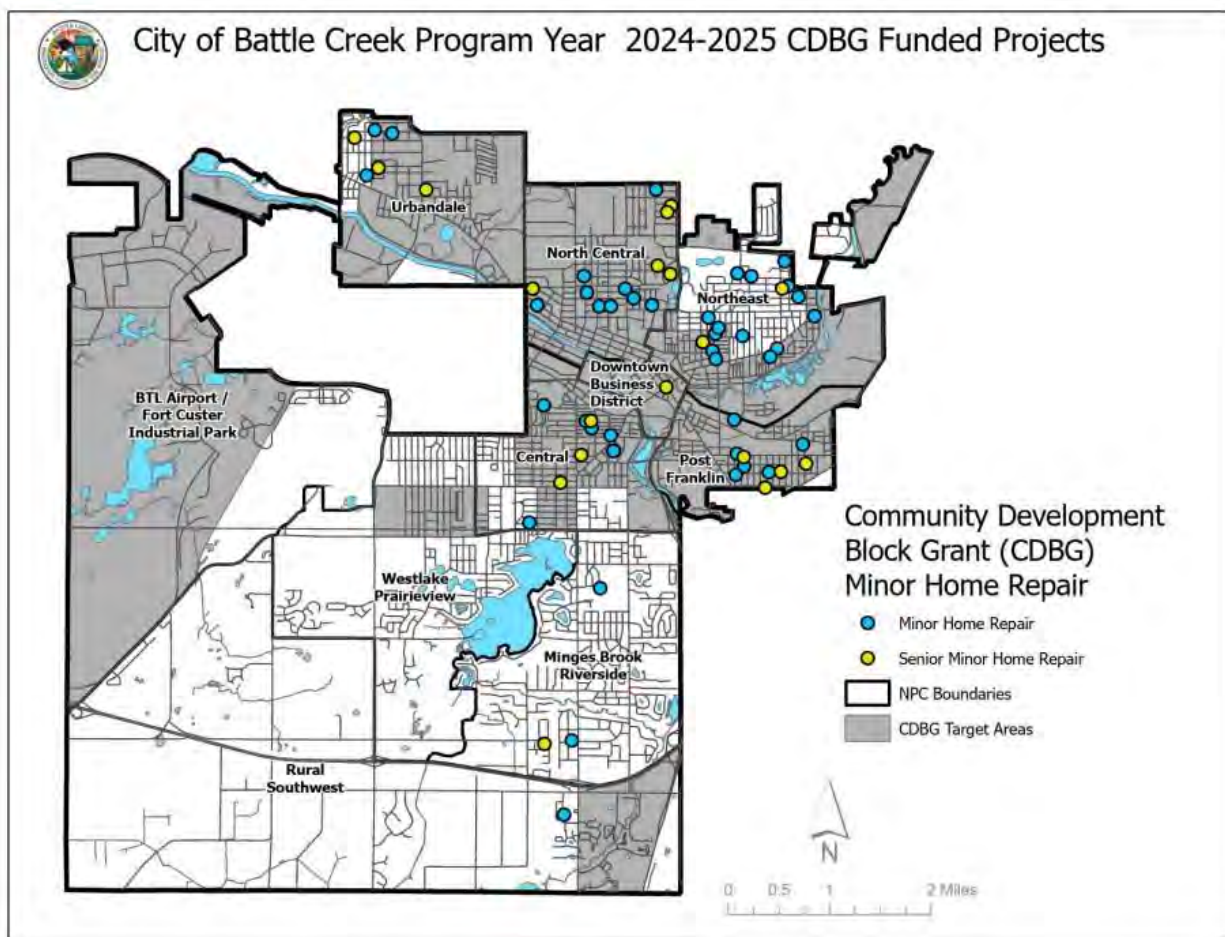
NEIGHBORHOODS INC. OF BATTLE CREEK



Fair Housing Center OF SOUTHWEST MICHIGAN

Local Priority 2: Restore Vitality in Low- and Moderate-Income Neighborhoods

- Minor Home Repair funds are designed to preserve Battle Creek’s older housing stock and help low-income homeowners address health and safety repairs that they cannot otherwise afford. The program helps prevent houses from becoming vacant and abandoned. The program also prevents homelessness. During PY2024, 58 households were assisted with Minor Home Repair citywide.
- Community Development supports Neighborhood Planning Councils to help neighbors address nuance houses and other concerns. The planning councils are designed to enhance and improve communications between residents and City services.
- Code Compliance conducts systemic housing surveys, inspecting every residential and commercial property in the City during a three-year inspection cycle.



Local Priority 3: Increase Public Awareness and Community Engagement Through Collaboration and Empowerment

- City staff continue to serve on the Battle Creek Homeless Coalition, as well as the co-chair of the Housing Solutions Board.
- Collaboration on the Lead Safe Program continues with the Calhoun County Health Department and Community Action. Staff are strengthening outreach to Head Start and early childhood education with a public health campaign about the risks of lead poisoning.
- Community Development continues to provide staff support the seven Neighborhood Planning Councils. Code Compliance officials attend all monthly NPCs meetings.
- Staff attend the quarterly housing collaboration meetings hosted by the W.K. Kellogg Foundation and Kalamazoo LISC.
- Community Development staff have actively participated in the Planning Division lead public process for the Housing Strategy update to the Master Plan.

Local Priority 4: Alleviate Poverty through public services and infrastructure development

- The HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) is one time funding provided in response to the COVID pandemic to help communities reduce homelessness and increase housing stability. In 2021, the City received \$1,095,587 in HOME American Rescue Act Program (HOME-ARP) formula funds. In 2025, Community Development spent \$256,419 to help several supportive services, including Haven Life Recovery Programs, Neighborhoods Inc. of Battle Creek, The SHARE Center, and Gracious Homes Recovery Housing.

Programs	Spent YTD	Budget	Households Assisted
Haven Life Recovery Programs	\$88,967	\$252,000	227
Neighborhoods Inc	\$83,640	\$147,000	596
The SHARE Center	\$45,762	\$111,090	108
Gracious Homes Recovery Housing	\$20,471	\$52,000	14
City Administration	\$17,578	\$164,338	
Upholdings Perm. Supportive Housing		\$369,159	Coming 2027
Total	\$256,419	\$1,095,587	945

- Voces provided housing advocacy and interpretation services to Hispanic and Latino households to help them access resources with a CDBG public services grant of \$35,000. VOCES served 81 households in PY2024 with \$29,219, and served an additional 13 household in PY205 with \$5,781 of CDBG funds
- HOME funded Tenant Based Rental Assistance (TBRA) provided through Neighborhoods, Inc. of Battle Creek assisted 37 households in PY2024.
- Legal Services Eviction Diversion program was funded in PY2024 with CDBG public services funding of \$35,000 to provide legal advice and advocacy for households in court for evictions. Legal Services provided 95 households with eviction diversions services in PY2024.

Local Priority 5: Activate Underutilized Land for Housing Development

- Community Development has committed \$369,159 to help fund the creation of 55 one-bedroom units for chronically homeless individuals in a permanent supportive housing project called Northern Pines at 240 E. Michigan on vacant land where housing was demolished. The parcels are owned by the City of Battle Creek, the Calhoun County Land Bank and the Battle Creek Housing Commission. Construction costs would be paid through the Low-Income Housing Tax Credit program and operating costs would come from project-based housing vouchers from the Battle Creek Housing Commission. A ground breaking is expected in the fall of 2026.
- The Land Bank continued a land reuse strategy in the Northcentral (NPC 2) area also known as the Washington Heights Neighborhood with their Advisory Committee (AC). The AC worked diligently in 2023 to decide the disposition of 167 properties that are owned the CCLBA. The end use of the properties activated land for development, side lots to adjacent owners, beautification, and other uses of the properties in the community. The Land Bank continued to be engaged in Post/Franklin (NPC1) neighborhood and developed a land reuse strategy for vacant properties.
- Calhoun County Land Bank Authority's (CCLBA) concentrated work in the Northcentral (NPC 2) area with W.K. Kellogg Foundation funding continues to be driven by the community engagement of the Washington Heights Neighborhood Advisory Committee. CCLBA staff with this 14-member group of residents, property, and business owners, elected official and community leaders has had success in providing a platform for citizens to engage in the use of the property that is vacant in their neighborhood. This engaged group has promoted community forums and involved stakeholder including the Battle Creek Area Habitat for Humanity, and many City divisions including Community Development, the Historic District Commission, Code Compliance and Planning and Zoning. CCLBA has a memorandum of understanding with Washington Heights United

Methodist Church for a future housing development on CCLBA property and formerly City of Battle Creek owned parcels. Work has been done to clear titles and conduct predevelopment work to prepare to build in-fill housing.

- In addition, with funding from the W.K. Kellogg Foundation, the CCLBA is now able to provide clear title on properties being sold through its Side Lot Program and help owners combine the new lot with their existing home so long as there are no other barriers like an existing mortgage. The pilot program provides the new owner with clear title, and when possible, a combined property resulting in a better asset and investment. This is helping neighbors solve problems like shared driveways and to add to their property. This effort help return publicly owned land back to individual homeowners who then can mow and maintain the property.
- CCLBA also made investments in a handful houses in its portfolio to return them to productive use so that they can be sold affordably to homeowners who then can start paying taxes on these properties.
- Code Compliance completed 66 new vacant building enforcements and issued 87 citations to secure vacant buildings that were previously identified.

4. Summary of Citizen Participation Process and consultation process

The City had substantial citizen participation in the creation of its 2025-2029 Consolidated Plan, including consultations with community leaders, and public meetings to gather public input. The Community Development Supervisor has participated in meetings with all seven NPCs as a component of the Citizen Participation and consultation initiative.

The Community Development Supervisor's phone number and email were listed in the public notice for receiving comments. Listed in the public notice was how accommodations for disabilities and how language interpretation could be arranged.

A draft proposed 2026 Use of Funds and Annual Action Plan was published to the City's webpage on April 30, 2026, to start a 30-day public comment period which ended at the scheduled public hearing at the June 2, 2026, City Commission meeting. City Commission listened to public comment at the June 2, 2026, meeting and approved the proposed use of funds.

5. Summary of public comments

This will be a brief narrative summary of comments received at the June 2, 2026, public hearing and reference the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views expressed in the consultations, public survey, public meetings and

public hearings were accepted.

7. Summary

All proposed activities and budgets are published in the weekly local free distribution newspaper, The SHOPPER News, and translated into Spanish to be run in a bi-weekly Spanish-language newspaper, Nueva Opinion. The City of Battle Creek holds three annual public hearings about federal community development funding. The first public hearing is held in the fall of each year to solicit citizen input on Battle Creek's Consolidated Annual Performance and Evaluation Report (CAPER). Then, in the late winter/early spring, a second public hearing is held on housing and community development needs. A third public hearing is held in the spring to obtain citizen comments and review of the proposed budget and use of funds in the Annual Action Plan, or the Consolidated Plan every five years.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	BATTLE CREEK	City of Battle Creek Community Development
HOME Administrator	BATTLE CREEK	City of Battle Creek Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The City of Battle Creek is an entitlement grantee for Community Development Block Grant (CDBG) and HOME Investment Partnership funds. Battle Creek 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 estimated population of 52,374. (American Communities Survey, 2024).

The administration of federal community development funding is conducted by the Community Development Division which is part of the Community Services Department comprised of Inspections, Planning, Code Compliance, and Community Development. The Community Development Division is staffed seven professionals headed by a Manager, a Housing Rehabilitation Coordinator, a Lead Inspector, a Lead Grant Coordinator, a Community Development Data Analyst, a Construction Specialist, and an Intake Specialist. The Community Development Supervisor reports to the Director of Community Services who reports to the Assistant City Manager.

The City 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 council 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. The City Manager, the chief administrative officer, 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, overseeing the day-to-day operations of the government and appointing the government’s department heads.

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for the administration of each grant program and funding source.

Consolidated Plan Public Contact Information:

Helen Guzzo, LMSW, Manager

Community Development

City of Battle Creek City Hall, 10 N. Division Street, Suite 114 Battle Creek, MI 49014

269-966-3315

hhguzzo@battlecreekmi.gov

Website: www.battlecreekmi.gov/181

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Community Development staff have taken a leadership role in initiatives to elevate and address housing issues within the community, raise awareness of lead paint poisoning risks, and advance the efforts of the Calhoun County Continuum of Care to improve services for people experiencing homelessness. These activities included both informal and formal consultations with numerous community organizations and are crucial for meeting the objectives of the 2025-2029 Consolidated Plan. Staff participate in a number of organizations that are doing fair housing work including working with the Fair Housing Center of South West Michigan; Battle Creek TRHT Coalition; and the Battle Creek Area Association of REALTORS (BCAAR). BCAAR is active in efforts to increase homeownership in Battle Creek.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City of Battle Creek participates in a number of collaborative relationships that enhance coordination between housing and service organizations. Collaborative work includes support to seven Neighborhood Planning Councils, the Greater Battle Creek Homeless Coalition, the Calhoun County Lead Task Force.

The Calhoun County Land Bank Authority is a key partner in efforts to address vacant buildings, maintenance on vacant properties and other efforts to improve neighborhood conditions. Summit Pointe, the Calhoun County Community Mental Health Authority, is a member of the Calhoun County Continuum of Care.

Community Development staff serve on the Board of the Battle Creek Housing Commission and Milestone Senior Services. Through the Lead Safe Program, Community Development works closely with the Calhoun County Department of Public Health. Through its lead poisoning prevention work and its Minor Home Repair program, Community Development works closely with the staff of Community Action. Community Development also works collaboratively with Calhoun County Senior Services, the County organization that administers senior millage tax funding, and CareWell Services, the Area Agency on Aging organization serving Calhoun County.

Neighborhood Planning Councils (NPCs) are seven resident groups representing different geographic areas of Battle Creek. NPCs provide a forum for residents, City staff and City Commissioners to discuss neighborhood concerns. The City educates members about City programs and pending decisions, opportunities or changes. NPCs decide which recommendations or strategies they would like to develop. Meetings are open to all and take place once a month.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Greater Battle Creek Homeless Coalition is the Continuum of Care coordinating body for the City of Battle Creek and Calhoun County. It is a community collaboration with an executive board, the Housing Solutions Board, which manages participation in the statewide Homeless Management Information System (HMIS) and funding applications. Staff from the City’s Community Development Department participates in the Homeless Coalition attending monthly meetings and co-chair the Housing Solutions Board, the decision-making body for Calhoun County’s Continuum of Care.

Working together members of the Homeless Coalition address the needs of homeless persons and persons at risk of homelessness. The inventory of homeless services and facilities described in MA-30 Homeless Facilities details the array of services that are provided to help prevent homelessness and to help people recover from a housing crisis.

City staff have been particularly engaged with the Continuum of Care during the pandemic. Just over \$1 million of CDBG-CV CARES Act in 2020-2024 and in 2021 the HOME American Rescue Act funding also just over \$1 million, along with HOME TBRA funds were sub-granted to CoC agencies for the purpose of providing rent assistance, utility assistance, housing case management, eviction diversion, and translation services.

CDBG Corona Virus Emergency Funding (April 2020 to January 2024)		
Type of Assistance Funded/Agency	Amount	Dates of Service/Number of persons or households served
Emergency Hotel Vouchers (SAFE PLACE)	\$ 20,000.00	4/2020-6/2021, 285 domestic violence survivors housed in hotels; safe, socially distanced shelter
Eviction Diversion (Legal Services)	\$ 20,000.00	7/2020-12/2020, 85 persons assisted
Housing Case Management (Summit Pointe)	\$ 21,708.00	10/2020-9/2021, 44 households
Housing Case Management (Neighborhoods Inc.)	\$ 38,292.00	1/2022-6/2023, 52 households
Utility Assistance (Community Action)	\$ 56,313.72	7/2020-12/2020, 46 households
Housing-related Interpretation and Advocacy (VOCES)	\$ 59,491.63	7/2020-4/2021, served 85 people (78 Spanish-speaking)
Emergency Homeless Shelter (The SHARE Center)	\$ 62,885.97	10/2020-3/2021, funding to operate Full Blast as a homeless shelter, 349 people assisted
City of Battle Creek Administration	\$ 142,404.31	1/2020-12/2023, City Administration to plan and administer funding
Rental Assistance (Summit Pointe)	\$ 148,711.73	6/2020-3/2021, 44 households
Homeless Shelter (Battle Creek Shelter)	\$ 200,000.00	1/2022-5/2022, expanded hours at a new shelter, 451 people assisted
Rental Assistance (Neighborhoods, Inc., new HARA)	\$ 235,168.64	1/2022-1/2024, three months plus security deposits and utility deposits, 71 households assisted
Total CDBG-CV Funds Spent	\$ 1,004,976.00	

Staff worked with the Homeless Coalition and its executive board, the Housing Solutions Board, to select the subrecipients for the CDBG-CV and HOME-ARP funding in a competitive funding request for proposals process.

HOME-American Rescue Act (ARP): One-time funding received in 2021	Amount Funded	Remaining
Haven Life Recovery Programs, Supportive Services: 227 households assisted (Completed 6/30/2025)	\$ 252,000	\$ -
Neighborhoods Inc of Battle Creek, Supportive Services, Housing case management: 596 households assisted (Complete 1/16/2026)	\$ 147,000	\$ -
The SHARE Center, Supportive Services: 108 households (Still Open)	\$ 111,090	\$ 10,517
Gracious Homes Recovery Housing, Supportive Services: 14 households assisted (Completed 6/30/2025)	\$ 52,000	\$ -
City Administration & Planning (15%)	\$ 164,338	\$ 62,908
Upholdings Permanent Supportive Housing Gap Funding, 55 one-bedroom units (Expected in 2027)	\$ 369,159	\$ 369,159
TOTAL HOME-ARP HUD FUNDING	\$ 1,095,587	\$ 442,584

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Battle Creek receives Emergency Solutions Grants (ESG) funding through MSHDA and its balance of state program for ESG non-entitlement jurisdictions. The Housing Solutions Board (HSB), part of the Battle Creek Homeless Coalition, runs the application process for ESG funding and for HUD Continuum of Care homeless assistance funding.

Throughout the year, Community Development staff met with numerous representatives of the Homeless Coalition to discuss their priorities and alignment with the Annual Action Plan. The consultations focused on permanent supportive housing, facilities improvements, overcoming housing access barriers, eviction diversion, increased need for rent and utility as and providing ongoing case management and other supportive services to the homeless were listed as priorities.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat runs a Re-store storefront that recycles building materials, providing them at low cost to Battle Creek residents and providing a source of funding for projects. Habitat has been specializing in building handicapped ramps in partnership with Community Action. Habitat has responded to changes in the housing market with the limited supply of housing available switching from a strategy of rehabbing vacant homes to building new ones.
2	Agency/Group/Organization	COMMUNITY ACTION AGENCY OF SCM
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Action is a key partner in the City's work around lead abatement for both state-funded and HUD-funded lead remediation. In Battle Creek, it runs Head Start, Early Head Start, a Foster Grandparent program, and Emergency Food Assistance and Commodity Supplemental Food programs. Community Action also administers utility assistance and weatherization. CA provides 3,000 rides per month for seniors and the disabled. Transportation is still the number one need of parents participating in Head Start and is a big need in Battle Creek. The City and Community Action regularly coordinate minor home repair services. Community Action and Community Development staff meet regularly on issues surrounding lead in housing and supportive services.
3	Agency/Group/Organization	NEIGHBORHOODS, INC
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the	Neighborhoods, Inc. homeless housing program is funded by the HUD Continuum of Care; NIBC serves at the Housing Access Resource Agency (HARA) for the Battle Creek Continuum of Care. They use a Housing First model as much as possible in a limited

	consultation or areas for improved coordination?	resource environment. NIBC receives HOME Tenant-Based Rental Assistance (TBRA) funds for the purpose of providing rent assistance and housing case management.
4	Agency/Group/Organization	New Level Sports
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	New Level Sports Ministries is a non-profit youth program that assists student-athletes to develop purpose-driven lives through participation in educational enrichment, personal growth, and physical development activities. New Level Sports is also the lead agency behind the development of the Youth Village, a multigenerational, mixed-use neighborhood development in the Washington Heights neighborhood. On February 5, 2026, Community Development toured the afterschool programming that New Level Sports runs. CDBG funds have been committed to expand day care run by New Level Sports. The organization has not provided a financing plan that has been approvable and feasible.
5	Agency/Group/Organization	Battle Creek Homeless Coalition
	Agency/Group/Organization Type	Housing PHA Services-Victims of Domestic Violence Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development staff attend Homeless Coalition meetings throughout the year. Staff keep the coalition apprised of the City Annual Action Plan process and receive updates from area agencies regarding current trends. Members of the Homeless Coalition span a variety of partners who serve the homeless population with wide-ranging services. Community needs are a regular topic of conversation at coalition meetings.
6	Agency/Group/Organization	SHARE Center
	Agency/Group/Organization Type	Services-homeless Services - Victims

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The SHARE Center is a drop-in day program for homeless people. It offers services for those who are ready to make positive life changes and offers peer support specialists to provide services. Consultation with the SHARE Center Executive Director focused on priority needs including having Permanent Supportive Housing in the City, a shelter option for youth and families, and a program that covers background checks to help with tenant application costs. SHARE Center was one of the ARPA recipients in the City of Battle Creek funding the purchase of a van, the installation of new showers and additional office space for case managers focused on employment and family case management as well as a new recovery coach. An outreach recovery coach is being funded by a HOME-ARP grant
7	Agency/Group/Organization	THE HAVEN OF REST MINISTRIES
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Haven of Rest Ministries has served the Battle Creek community since 1956. They are a key stakeholder among homeless service providers. Consultation with the Haven of Rest Executive Director focused on the need for providing recovery programs to the residents of the Haven as well as case management services to assist in finding and maintaining housing. The Haven of Rest received HOME-ARP funds from Community Development to continue to offer case management services and its Life Recovery Programs.
8	Agency/Group/Organization	Housing Solutions Board
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Solutions Board is the Calhoun County Homeless Coalition executive board and represents the broad interests of all stakeholders whose goal is to create self-sufficient individuals and families. Community Development staff are represented on the board, as are local government representatives from Calhoun County, Albion, and Springfield.
9	Agency/Group/Organization	LEGAL SERVICES OF SOUTH CENTRAL MICHIGAN
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Legal Services provides the only free legal services in the county. Legal Services prioritizes cases for homelessness prevention, victims of domestic violence, seniors, and loss of benefits. Community Development staff consulted Legal Services about best practices for eviction diversion and continued partnership.
10	Agency/Group/Organization	Calhoun County Broadband Task Force
	Agency/Group/Organization Type	Services - Narrowing the Digital Divide Other government - County Planning organization
	What section of the Plan was addressed by Consultation?	Economic Development Expanding broadband to underserved areas
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This group meets monthly and is mapping out the underserved areas of the county and underserved populations. It is leading the area in marshalling and applying for federal grants to expand board band services. It is working with broadband internet service providers to map out areas where services should be expanded and to document to the FCC areas that are not served.
11	Agency/Group/Organization	Battle Creek Housing Commission
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Supervisor serves as the Board President for the Battle Creek Housing Commission and the Community Services Director serves as member of the Board also. The Battle Creek Housing Commission owns and operates 320 units of housing that is in the Rental Assistance Demonstration (RAD) process converting from the Public Housing HUD platform to

		the Multi-Family funding platform. The Housing Commission operated over 635 housing choice vouchers including 150 HUD-VASH vouchers with the VA Medical Center located in Battle Creek in the Fort Custer industrial park area. Community Development conducts environmental reviews for the Battle Creek Housing Commission.
12	Agency/Group/Organization	Summit Pointe
	Agency/Group/Organization Type	Services-Children Services-homeless Publicly Funded Institution/System of Care Community Mental Health Authority
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Mental Health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Summit Pointe is the Community Mental Health Agency serving Calhoun County. It is a member of the Calhoun County Continuum of Care. It is a partner with the City of Battle Creek Police Department in training officers with Critical Crisis Intervention Team skills and works with the County Jail to assist with supportive services for inmates. To receive services from Summit Pointe, participants must be enrolled in Medicaid.
13	Agency/Group/Organization	Calhoun County Response Consortium
	Agency/Group/Organization Type	Agency - Emergency Management
	What section of the Plan was addressed by Consultation?	Coordination of Emergency Response
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Calhoun County Response Consortium (CCRC) was formally founded as the Battle Creek Response Consortium in February 2013 to provide a greater degree of pre-event coordination and collaboration was needed to ensure more effective, efficient community responses to emergencies, crises, or disasters.
14	Agency/Group/Organization	Washington Heights United Methodist Church
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Service-Fair Housing Civic Leaders Neighborhood Organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Housing Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Washington Heights United Methodist Church (WHUMC) was established in 1909 as a Sunday School on the corner of Roseneath and Hubbard. Currently, Washington Heights considers itself to be a Hub of H.O.P.E. for the Washington Heights community. Washington Heights is leading the development of 17 market rate in-fill housing units to help revitalized Washington Heights by providing new homeownership opportunities to the residents of the historically black neighborhood. Washington Heights has been leading conversations with the community about restoration efforts for the community.
15	Agency/Group/Organization	Calhoun County Land Bank Authority
	Agency/Group/Organization Type	Housing Services - Housing Other government - County Land Bank Authority
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Vacant buildings and community revitalization
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Calhoun County Land Bank Authority (CCLBA) is a catalyst for community stabilization by creating equitable, inclusive opportunities through sustainably repurposing challenged properties. In the Washington Heights neighborhood, the CCLBA owns over 250 properties; they are a neighbor, property owner, and a vested community partner. Washington Heights is also known as Neighborhood Planning Council 2 (NPC2). The CCLBA has worked continuously here since 2007. The following examples showcase positive synergies the Land Bank has fostered over the years: The current Sunlight Gardens urban farm evolved from a leasing relationship between Sprout Urban Farms and the CCLBA in 2012. The Neighborhood Mow & Maintenance program originated in the Washington Heights neighborhood in 2015. Additionally, 153 blight elimination demolitions, 16 Transform This Home (TTH) projects, 3 Habitat for Humanity partnership rehabilitation projects, and one Rock the Block cleanup have happened in Washington Heights with the Land Bank leadership. The Land Bank is also working in the Post Addition Neighborhood, Neighborhood Planning Council #1 on a plan to utilize and reuse its vacant parcels remaining from the demolition of vacant and abandoned homes.

Identify any Agency Types not consulted and provide rationale for not consulting

City staff are planning consultations with nearby local governments of Albion and Springfield but were unable to complete the consultations before the completion of the Annual Action Plan. Both municipalities are engaged in their community development efforts and have expressed an interest in a meeting to discuss common issues and community needs more generally. Community Development could coordinate with local banks and credit unions about local investment in housing.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	United Way of South Central Michigan	Community Development has used CDBG-CV and HOME-ARP funding to provide housing case management, tenant-based rental assistance, and outreach services to many organizations that provide services to homeless people. The Community Development Supervisor was elected as co-chair of the Housing Solutions Board, the decision-making body for the Continuum of Care, in May 2024.
City of Battle Creek Master Plan	City of Battle Creek Planning and Zoning Division	The Master Plan is a guide for growth and development over the next twenty years. A public engagement effort to add a housing strategy was part of the citizen participation plan for the 2025-2029 Consolidated Plan and the 2026 Annual Action Plan.

Table 2 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The citizen participation process for the creation of the 2026 Annual Action Plan included consultations with community stakeholders and one public hearings. The purpose of the citizen engagement was to obtain citizens’ views, respond to proposals, address questions, and provide important program information. Information gathered added to what was learned during the preparation of the City’s 25-2029 Consolidated Plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ads	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	<p>Notice of the June 2, 2026, Public Hearing on the 2026 Annual Action Plan and proposed use of funds in the Shopper, a local newspaper on April 30, 2026, and the Spanish Language newspaper, Nueva Opinion on April 23, 2026.</p>	No comments received.	No comments were received.	
2	Public Hearing	Non-targeted/broad community	Public hearing at a regular City Commission meeting on June 2, 2026.	Public comment received is summarized in the Citizen Participation attachment.	All comments were accepted.	https://bat.tlecreekmi.gov/420/Agendas-Minutes-Videos

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Internet Outreach	Non-targeted/broad community	<p>Posted the public notice and Annual Action Plan DRAFT to the website on April 30, 2026</p> <p>City posted a social media announcement about the public hearing and proposed budget</p>	No comments were received.	No comments were received.	

Table 3 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1,2)

The City of Battle Creek's Community Development Division administers the federal Community Development (CDBG) and HOME Investment Partnership (HOME) programs to benefit low- and moderate-income residents. The City uses a significant portion of the CDBG program to provide a Minor Home Repair program citywide to help low- and moderate-income homeowners make health and safety repairs that they cannot afford to make on their own, and to fund Code Compliance in targeted areas of the City to help improve and maintain positive neighborhood conditions. The HOME Investment Partnership funds administration, development of in-fill housing and tenant-based rental housing. In Program Year 2026, from July 1, 2026 to June 30, 2027, that allocations for the CDBG program is \$1,172,453 and for the HOME program is \$239,168.

Other federal funds provided through the U.S. Department of Housing and Urban Development (HUD), not administered by the City of Battle Creek, but considered in the creation of the five-year Consolidated Plan and each Annual Action Plan, include Continuum of Care assistance provided to organizations addressing homelessness in Battle Creek and the greater Calhoun County, and Emergency Shelter Grant funds provided through the Balance of State program administered by the Michigan State Housing Development Authority (MSHDA). The Battle Creek Housing Commission, the public housing authority in Battle Creek, administers the Section 8 housing choice voucher for the cities of Battle Creek and Albion. The Battle Creek Housing Commission, collaborates with the U.S. Veteran Affairs Medical Center to administer a HUD-Veterans Affairs Supportive Housing (VASH) housing choice voucher program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Admin and Planning Attainable Housing Code Compliance	\$1,172,453	\$20,000	\$490,000	\$1,682,453	\$3,600,000	CDBG funds Minor Home Repair, Code Compliance, City Administration and Planning, and Housing Rehabilitation Project Delivery Costs. The City is using prior year resources to a project with New Level sports to expand childcare. The City estimates it will be receiving \$20,000 in program income during the program year and apply this to the Minor Home Repair program. PY2026 is the second year in the 2025-2029 Consolidated Plan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$238,267.87	0	\$689,357.00	\$927,624.87	\$715,000	No program income is expected to be received. This budget does include the use of prior year resources, specifically \$689,357. Program Year 2026 is the second year of the 2025-2029 Consolidated Plan.

Table 4 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

In the Minor Home Repair program, program staff make referrals to other programs to increase the amount of rehabilitation assistance available to low- and moderate-income homeowners, referrals are made to Community Action for its Senior Minor Home Repair program funded through local Senior Millage tax funds, and for the Federal weatherization program. CDBG funds are used for match for the HUD funded Lead Hazard Reduction Abatement grant. The City completed its first five years of HUD Lead Abatement in October 2025. In August 2026, the City received a four-year grant of \$4,750,000 to continue its Lead Safe Program providing public education about the dangers of lead poisoning and helping to abate the homes of children who are or are at risk of lead poisoning. The Lead Safe Program is also funded by the State of Michigan through the Childhood Health Improvement Program (CHIP) Lead Remediation program using Medicaid funds to fund lead abatement.

When it established the HOME Investment Partnership Program, Congress intended to establish a partnership between the federal government, states, units of local government and nonprofit organizations to expand the supply of affordable housing for low-income families according to 24 CFR§92.218, and requires match contributions to be made to qualified housing in an amount equal to 25% of appropriated HOME funds drawn down for housing projects.

Historically the City of Battle Creek's HOME match has been reduced to zero or 12.5% based on poverty and per capital income of Battle Creek residents. Match documentation is collected from the volunteer hours that the City's CHDO contributes to building or rehabilitating homes. Battle Creek Habitat for Humanity documents its volunteer hours with a volunteer sign-in and sign-out log. These hours contributed volunteer hours are valued at \$10.00 per hour and these hours are recorded as match for the City of Battle Creek HOME program.

If appropriate, describe publicly owned land or property located within the City that may be used to address the needs identified in the plan

The Calhoun County Land Bank Authority and the City own the majority of vacant residential property in CDBG Revitalization Target Areas. The Calhoun County Land Bank has been a key partner in applying for rehabilitation and demolition funding to remove or renovate vacant and abandoned residential buildings. The Land Bank has worked with Neighborhood Planning Councils in two revitalization areas to designate redevelopment plans, going to each vacant property and its intended reuse in Washington Heights and the Post Addition. The Landbank is helping to slowly helping renovate vacant homes and build in-fill housing to strengthen these to neighborhoods.

Close to downtown and near the Kalamazoo River, Battle Creek Unlimited, the City's economic development corporation, has worked with the Michigan Economic Development Corporation and the Michigan State Housing Development Authority to prepare land from a vacant and abandoned K Mart building so that new workforce housing serving those with incomes between 80 and 120% of area median income can be developed. The K-Mart building and parking lot was demolished and the land promoted for affordable housing development. MSHDA made an award of Low-Income Housing Tax Credits (LIHTC) to the development which in Phase 1 of a multiphase redevelopment plan will build 48 units of workforce housing and an onsite day care.

The City and the County's Community Mental Health Services provider, Summit Pointe, has been working with a developer, Upholding, to create permanent supportive housing. MSHDA has awarded the project on the east side of town Low Income Housing Tax Credits (LIHTC) to build 55 units of one-bedroom apartments to serve single people or couples who have experience chronic homelessness. Upholdings is calling this development, Northern Pines. Summit Pointe, the mental health authority for Calhoun County, will be providing service funds through the Medicaid program, to fund services for the housing development. This development would be built on vacant land that the City of Battle Creek owns along with parcels owned by the Calhoun County Land Bank and the Battle Creek Housing Commission.

Discussion

Because of staffing changes and impacts from the COVID pandemic, the City of Battle Creek has significant unspent funds for which plans have been developed but not moved to an approvable project. In Program Years 2022 and 2023, the City made a commitment of CDBG funds to New Level Sports for the development of a Childcare and Preschool facility. Construction of this facility has been delayed because of contaminated soil and environmental concerns. New Level Sports could not raise the needed funds for the original plans and have now switched to another property to add on to an existing afterschool program. The City committed \$490,000 to the project that has failed to progress. If New Level Sports does not present a project that can be approved by July 1, 2026, the funds will be reprogrammed to the Minor Home Repair program. The Minor Home Repair program maintains a wait list for services and spends funding quickly while helping low- and moderate-income homeowners fix housing health and safety issues.

In June 2026, the City will complete the rehabilitation of a longtime vacant building at 614 NE Capital creating five apartment units that will be used for recovery housing for low- and moderate-income people in recovery from opioid use disorder. The City has contributed over \$200,000 in funds from its Opioid Settlement accounts for the rehabilitation of this apartment building. The City selected Recovery Services Unlimited as the organization that will operate the building for ten years before becoming the owner of the property. This property as the site of a nonperforming rental rehabilitation CDBG project for which the City paid back its CDBG account for funds expended without creating a national accomplishment within five years in 2023.

Sort	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Attainable Housing	7/1/2026	6/30/2027	Affordable Housing	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area	Ensure the safety of rental housing Increase the mix of housing options Preserve and maintain existing affordable housing Increase access to affordable housing Help underserved groups access and use resources Improve property conditions in LMI neighborhoods	CDBG: \$587,963 HOME: \$903,709	Housing Rehabilitated: 30 Homeowner Housing Added: 3 Tenant-based rental assistance/ Rapid Rehousing: 20 Direct Financial Assistance to Homebuyers: 13 Households Assisted
2	Housing Code Compliance	7/1/2026	6/30/2027	Affordable Housing Non-Housing Community Development	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area	Ensure the safety of rental housing Preserve and maintain existing affordable housing Reduce the effects of low income on life quality Improve property conditions in LMI neighborhoods	CDBG: \$250,000	Housing Code Enforcement/Foreclosed Property Care: 2,000 Household Housing Units 36

Annual Goals and Objectives

AP-20 Annual Goals and Objectives Goals Summary Information

1	Goal Name	Attainable Housing
	Goal Description	<p>CDBG and HOME funds will be utilized to help low- and moderate-income residents have attainable housing.</p> <p>The City will operate a CDBG funded Minor Home Repair program. Combining program funds of \$472,963; estimated program income of \$20,000 and Housing Rehab Project Delivery Costs pf \$115,000 = \$607,963. CDBG funded Minor Home Repair provides home repair for health and safety required items that do not disturb lead paint services. The average cost per project in PY 2024 was \$16,000; which will result in 30 households being assisted in PY 2026.</p> <p>HOME Investment Partnership funds of \$238,168 for Program Year 2026 will fund: Battle Creek Habitat for Humanity, CHDO in-fill housing development: \$143,000 for new construction of one 3-bedroom home, one low-income households will be assisted.</p> <p>Neighborhoods, Inc. Tenant Based Rental Assistance, \$71,352 of 2026 HOME funds will assist approximately 20 households. Average amount of assistance in previous years is \$3,566 for three to six months of rental assistance including security deposits. The written agreement for PY2025 will have remaining funds that will be spent in PY2026.</p>
2	Goal Name	Housing Code Compliance
	Goal Description	<p>CDBG pays a portion of City Code Officers who work in the five CDBG target areas. Five of the City’s Neighborhood Planning Councils represents these areas; Code Officers attend these monthly meetings and coordinate with law enforcement in their service areas. Depending on the service area, a different percentage of each of the five City Code Officers time is charged to the CDBG program depending on the percentage of low- and moderate-income residents in the boundaries of the Neighborhood Planning Councils.</p>

AP-35 Projects – 91.220(d)

The 2026 Program Year runs from July 1, 2026 to June 30, 2027. The City runs the Minor Home Repair program citywide and funds its Code Compliance program in the seven target areas with CDBG funds.

For the HOME program, the City will fund subrecipients, Neighborhoods, Inc., to administer a Tenant-Based Rental Assistance program and a Community Housing Development Organization (CHDO), Battle Creek Area Habitat for Humanity, to construct one three-bedroom home for a low-income, first-time homebuyer. Prior year funds will fund two in-fill housing developments with a developer selected by a Request for Proposal, and a down payment assistance program.

Table 52: Projects

#	Project Name
1	General Administration
2	Neighborhood Planning Administration
3	Neighborhood Code Compliance
4	Housing Rehabilitation: Minor Home Repair
5	Housing Rehab. Administration (Activity Delivery Costs)
6	Housing Rehab- Lead Abatement Match Program
7	HOME General Administration
8	Community Housing Development Organization In-Fill Housing
9	Tenant Based Rental Assistance (TBRA)
10	In-Fill Housing Development
11	Down Payment Assistance

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Minor Home Repair program continues to experience strong demand for its services and a waitlist exists for services. There continues to be unmet need for housing both homeownership and rental in Battle Creek. A number of core neighborhoods have an abundance of vacant lots from deteriorated housing being torn down, in-fill housing would provide needed housing and help

neighborhoods stabilize housing values. The cost of construction vs. the value of homes when construction is completed prevents private construction and developers from investing in building new single family and duplex housing in neighborhoods. The CDBG and HOME investments help address underserved housing needs.

AP-38 Project Summary

1	Project Name	CDBG Administration
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area
	Goals Supported	Attainable Housing Housing Code Enforcement
	Needs Addressed	Ensure safety of rental housing Increase the mix of housing options Preserve and maintain existing affordable housing Increase access to affordable housing Better connect LMI neighborhoods and downtown Promote dense, mixed-use development downtown Reduce the effects of low income on life quality Reduce areas of concentrated poverty Help underserved groups access and use resources Support efforts around homelessness prevention Improve fair housing awareness and accountability Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$117,245
	Description	The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	This funding supports the CDBG program, which ensures program compliance and the directing of funds to the highest needs in the community. Code Compliance will touch over 2,000 households and ensure stable or improving neighborhood conditions for many low- and moderate-income households living in the City's core neighborhoods. The Minor Home Repair program will assist at least 30 households. Staffing will also help resolve the implementation challenges from the stalled Youth Village Child Care project.
	Location Description	Community Development activities are provided citywide.

	Planned Activities	The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs. The City uses 10% of the total CDBG allocation for general administration functions.
2	Project Name	Neighborhood Planning
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area
	Goals Supported	Attainable Housing Housing Code Enforcement
	Needs Addressed	Ensure safety of rental housing Increase access to affordable housing Improve fair housing awareness and accountability
	Funding	CDBG: \$117,245
	Description	This City function provides the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, participation in the Continuum of Care through the Housing Solutions Board, civic organizations, individuals, and other boards, commissions and committees.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	This function provides citywide benefit to activities conducted under strategic planning and neighborhood planning including developing the Consolidated Plan, ensuring consultations around community development and housing needs in Battle Creek, conducting housing and marketing studies, facilitating the citizen engagement process, supporting the effectiveness of Neighborhood Planning Councils, supporting collaborative efforts to address homelessness and other community initiatives.
	Location Description	Activities occur citywide.

	Planned Activities	The City of Battle will be implementing the Consolidated Plan for 2025-2029 during the 2026 Program Year. Neighborhood Planning Administration provides the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.
3	Project Name	Code Compliance
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Housing Code Enforcement
	Needs Addressed	Ensure safety of rental housing Preserve and maintain existing affordable housing Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$250,000
	Description	The purpose of this activity is to provide effective staffing for the City Neighborhood Compliance Division to continue its efforts to provide the citizens of Battle Creek with effective code enforcement, and to complement other Community Development activities in blighted and distressed areas. This activity will serve to arrest a decline in targeted areas due to housing code violations, vacant and abandoned properties, citizen complaints regarding refuse and weed control and health and safety issues related to rental properties.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Area benefit is calculated as the number of low-and moderate-income individuals living in the targeted areas for code compliance. The population estimate for these seven areas is 24,830 with 15,747 being low- and moderate-income people. It is expected that Code Compliance will impact 2,000 housing units. Code Compliance implements the City's rental registration ordinance and conducts rental property inspections in addition to exterior violations and junk accumulation for houses in neighborhoods.
	Location Description	Code Compliance is funded in seven CDBG target areas.

	Planned Activities	Code enforcement activities include exterior of housing and property inspections; write up and resolution of housing code violations; partnerships with community groups and the police department to address vacant housing and nuisances in neighborhoods, and rental registration and rental inspections.
4	Project Name	Housing Rehabilitation - Minor Home Repair
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Preserve and maintain existing affordable housing Reduce the effects of low income on life quality Help underserved groups access and use resources Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$492,963
	Description	This City of Battle Creek activity will provide grants to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. The City provides up to \$25,000 for repairs that do not disturb lead paint surfaces.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	The average amount of Minor Home Repair assistance in PY 2025 was \$16,000. It is estimated that 30 households will be assisted in PY 2026 with \$472,963 of 2026 CDBG funds and an estimate amount of program income of \$20,000 from the repayment of mortgages from previous years of rehabilitation funding. The Minor Home Repair program serves Battle Creek homeowners who meet the income guidelines, the program is first come, first served through an application system. Because of the cost of labor and materials have increased, less people are being served and the average costs for each project has increased.
	Location Description	The program is available citywide to low- and moderate-income households that meet the eligibility guidelines. Often repairs are made to homes located in the CDBG target areas.

	Planned Activities	This City of Battle Creek activity will provide grants to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues.
5	Project Name	Housing Rehab. Administration (Activity Delivery Costs)
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Preserve and maintain existing affordable housing Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$115,000
	Description	This activity funds the costs to staff the Minor Home Repair program including conducting intake, documenting income eligibility, conducting home inspections, developing cost specifications, working with contractors and processing payments.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	The average amount of assistance provided in program year 2025 was \$16,000 per Minor Home Repair project. So, with \$492,963 in funding available, approximately 30 households will be assisted.
	Location Description	This activity supports the delivery of Minor Home Repair services citywide.
	Planned Activities	The 2026 Annual Action Plan makes \$492,963 available in the Minor Home Repair program. This activity provides the staffing or project delivery costs for the Minor Home Repair program.
6	Project Name	Housing Rehab- Lead Abatement Match Program
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing

	Needs Addressed	Preserve and maintain existing affordable housing Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$100,000
	Description	The City has received a four-year, \$4.7 million grant to abate lead in 70 homes that have young children age 6 and under. The Lead Abatement Match program will provide matching funds for this program for homes abated for lead paint risks in the City of Battle Creek.
	Target Date	6/30/27
7	Project Name	General Administration (HOME)
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Increase the mix of housing options Preserve and maintain existing affordable housing Increase access to affordable housing Reduce the effects of low income on life quality Help underserved groups access and use resources Improve fair housing awareness and accountability Improve property conditions in LMI neighborhoods
	Funding	HOME: \$23,817
	Description	The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all HOME programs.
	Target Date	6/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	<p>This project supports all the HOME funded projects. In PY 2026, an estimated 36 households will be assisted.</p> <p>Battle Creek Area Habitat for Humanity, In-fill housing developed by a CHDO: 1 household assisted</p> <p>In-fill Housing RFP: 2 households</p> <p>Neighborhoods Inc., Tenant Based Rental Assistance: 20 households with 2026 funds written agreement, and agreements funded with previous years allocations.</p> <p>Down Payment Assistance: 13 households</p>
	Location Description	Services will be available citywide.
	Planned Activities	Staffing for HOME program oversight, compliance and implementation. City staff will hold two Requests for Proposals to allocate in-fill housing funding and down payment assistance.
8	Project Name	Community Housing Development Organization In-Fill Housing (CHDO Set Aside of at least 15%)
	Target Area	Northcentral Revitalization Area Urbandale Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Increase the mix of housing options Increase access to affordable housing Reduce the effects of low income on life quality
	Funding	HOME: \$143,000
	Description	This activity will provide gap funds for development of one new built single-family home within the City. Upon completion of construction, Habitat will sell the property to a prequalified low- to moderate-income homebuyer.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	One family will obtain homeownership through this funding.
	Location Description	To Be Determined
	Planned Activities	Funding will build a modest three-bedroom home. Habitat for Humanity estimates the cost to build using volunteer labor and some contributed materials to be \$130,000 along with up to \$13,000 in down payment assistance.
9	Project Name	Tenant Based Rental Assistance (TBRA)

Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area
Goals Supported	Attainable Housing
Needs Addressed	Ensure safety of rental housing Increase access to affordable housing Reduce the effects of low income on life quality Reduce areas of concentrated poverty Help underserved groups access and use resources Support efforts around homelessness prevention
Funding	HOME: \$71,352
Description	This activity provides short-term rental assistance of three to six months to eligible low-income households experiencing a housing emergency.
Target Date	6/30/2027
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 20 households will be assisted with three to six months of rental assistance along with security and utility deposits.
Location Description	Assistance will be citywide.
Planned Activities	Tenant Based Rental Assistance will provide short-term rental assistance to help prevent, and help families recover from, homelessness to help households live in safe, quality housing.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City has identified five geographic areas for targeted investment. These areas are called CDBG Revitalization Areas and are listed below. While the boundaries are not coterminous, there is a correlation between poor housing conditions, minority race/ethnicity status, and low- and moderate-income households in Battle Creek neighborhoods. These poor conditions are concentrated in portions of the Fremont/McKinley, North Central, Post Addition, and Central Neighborhood Planning Council areas. The City has identified revitalization areas within each of these NPC areas that are at risk of decline (as is discussed in the section MA-50 "Needs and Market Analysis Discussion" of the Consolidated Plan).

These areas will be targeted with resources and programs intended to arrest neighborhood decline. This includes CDBG- funded City programs like Minor Home Repair and Code Compliance, as well as programs and activities operated by the Police Department, Parks and Recreation, the Department of Public Works, the Calhoun County Land Bank, community groups, and local non-profits. The proposed target areas encompass 7,183 residential parcels (of 17,000 citywide).

Target Area	Percentage of Funds
Central Revitalization Area	16%
Northeast Revitalization Area	14%
North Central Revitalization Area	26%
Post Addition Revitalization Area	7%
Rural Southwest Revitalization Area	1%
Urbandale Revitalization Area	34%
Westlake Prairieview Revitalization	2%

Table 51 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Market analysis and survey data show the Post Addition, Central, and Northcentral Revitalization Areas to have the greatest need. Resources targeted to these areas build on investments from previous years.

Discussion:

The City has been targeting resources in these neighborhoods for a long time. Each area is represented by a Neighborhood Planning Council where neighborhood residents, police officers, City Commissioners, and City staff meet monthly to discuss neighborhood and city issues and initiatives. Each Neighborhood Planning Council was part of the citizen engagement process for the 2025-2029 Consolidated Plan.

AP-55 Affordable Housing – 91.220(g)

In Program Year 2026, the majority of people and families that will benefit from affordable housing resources will be homeowners seeking assistance with home repairs and individuals in need of financial assistance to purchase a home or access rental housing. The City's Minor Home Repair program will focus on smaller projects that address housing code violations and other housing deficiencies related to health and safety. A Tenant-Based Rental Assistance program will be offered that provides rental assistance to individuals facing eviction or housing instability.

One Year Goals for the Number of Households to be Supported	
Homeless	20
Non-Homeless	46
Special-Needs	0
Total	66

Table 52 - One-Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	20
The Production of New Units	3
Rehab of Existing Units	30
Acquisition of Existing Units	13
Total	66

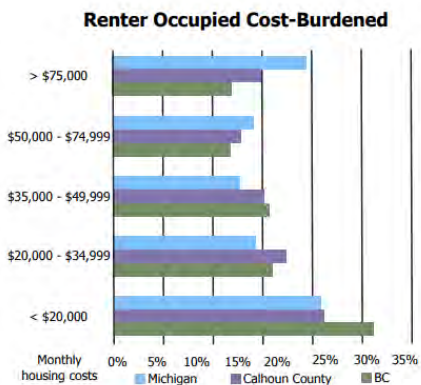
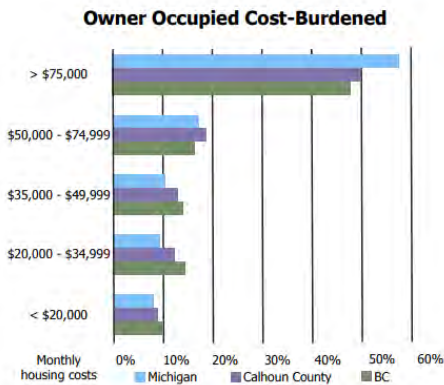
Table 53 - One Year Goals for Affordable Housing by Support Type

Discussion:

As discussed in the needs assessment, the most common housing problem in the City is severe housing cost burden, where residents pay more than 50% of their household income for housing and utility costs. This problem is more prevalent among renters (3,587 households) than homeowners (3,015). However, this is largely the result of renters generally having lower incomes than homeowners.

Many of the target revitalization areas have older homes in need of repair. Housing cost burden contributes to the lack of upkeep. However, values are beginning to rise in CDBG Revitalization Areas, with some areas of Washington Heights and the Post Addition areas seeing 60 to 90 percent increases in residential prices over the last five years, outpacing the City. This is creating incentives for property owners to invest in these neighborhoods and is creating wealth-building opportunities for some low and moderate-income families.

The affordable housing activities will meet the definition of 92.252 for rental housing and/or 92.254 for homeownership, as applicable. Affordable housing meeting the HOME definition for both rental and homeownership.



AP-60 Public Housing – 91.220(h)

The Battle Creek Housing Commission is a medium-sized housing authority that owns and manages 320 public housing units with family units at Parkway Manor and Northside Homes and older adults and disabled housing at Cherry Hill Manor and Kellogg Manor. In September 2025, the Battle Creek Housing Commission completed the process of converting its public housing inventory of housing to project-based vouchers through the Rental Assistance Demonstration (RAD) program so that now rents and operating costs will be reimbursed from the U.S. Department of Housing and Urban Development through contracts for project-based vouchers instead of public housing division. The incentive to do this is that the reimbursement from HUD is more stable and is usually higher. Cherry Hill provides 150 one-bedroom units to older adults, age 50 and over. Kellogg Manor, 70 units for people with disabilities and older adults, age 50 and over; Northside Homes, 16 single family homes scattered within the Washington Heights neighborhood, and Parkway Manor, 84 apartments for families.

The Housing Commission has budget authority for 700 Housing Choice vouchers, which includes 175 of HUD-VASH certificates for veterans who have experienced homelessness. It also owns and manages 13 remaining single-family homes available for homeownership in a lease- to- purchase program. This program started with 150 homes that have been sold to families to create homeownership. The Battle Creek Housing Commission opens its Housing Choice Voucher Program waiting list annually in April. Sign-up for the waiting list is online and the Battle Creek Housing Commission draws 300-500 names by random, computerized lottery to be placed on the waiting list.

Actions planned during the next year to address the needs to public housing

The Battle Creek Housing Commission and the City of Battle Creek have a close working relationship and collaborate on joint projects including human resource services. There are no planned activities using federal CDBG or HOME funding in the next program year for public housing. The Community Development Supervisor and the Community Services Director serve on the Board of the Battle Creek Housing Commission.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Battle Creek Housing Commission provides opportunities for families who apply and qualify for entrance into the homeownership program. In 1990, the Housing Commission constructed 150 single family homes in a HUD funded Turnkey III program. Thirteen single family homes remain to be sold in the program, scattered throughout neighborhoods in the Battle Creek area rented to qualified families with an option to purchase that is exercised at the option of the resident family. Residents must be employed and/or have a continuing source of income and remain employed throughout their rental term. Two-, three- and four-bedroom units are available. Residents are responsible for all utilities and agree to perform all routine and non-routine maintenance. Most of the homes have been converted from rental to homeownership by the resident families and it has

proven to be a very successful program.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Battle Creek Housing Commission is not a troubled agency. While older, the housing commission housing stock is in good condition. Cherry Hill was built in 1970 and is in the initial development phase of undergoing a major rehabilitation of its common areas and entrance with financing through the Low-Income Housing Tax Credit program.

Discussion:

The Battle Creek Housing Commission has been a member of the Greater Battle Creek Homeless Coalition since the start of the coalition.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

While the City does not specifically fund housing and supportive services for homeless people and people who are not homeless but who have special needs, the City works with a large network of social service agencies and the Calhoun County Continuum of Care to coordinate services and communication among providers of services and housing. Different organizations in the network of service providers work with specific populations of people, such as the elderly, frail elderly, persons with disabilities, and public housing residents. The Community Development manager serves as the co-chair of the Housing Solutions Board, the planning and decision-making body for the Calhoun County Continuum of Care.

In spring 2024, the Lead Planning Body for the Battle Creek/Calhoun County Continuum of Care notified HUD and MSHDA that it was resigning from this role to focus its agency's attention away from housing and homelessness to focus on providing mental health services. Summit Pointe, the community mental health agency for Calhoun County, had served in the lead planning body role since the beginning of the Continuum of Care requirements. Through a competitive process, the Housing Solutions Board, the decision-making body for the Continuum of Care, selected the United Way of South Central Michigan to be the new lead planning body. The United Way currently also

serves as the Lead Planning Body for the Kalamazoo City and County Continuum of Care.

Applicant Name & Project	Type	2025	2024	2023	2022	2021	2020
HUD Continuum of Care of Homeless Assistance (COC) (MI-514)	Annual Renewal Demand (ARD)						
United Way of SCM HMIS Renewal (Was Summit Point until 2023)	HMIS		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
United Way of SCM COC Lead Planning Body (Was Summit Point until 2023)	Planning		\$ 50,000	\$ 50,000	\$ 17,901		\$ 33,020
Summit Pointe - Permanent Supportive Housing I Renewal	Permanent Supportive Housing		\$ 89,975	\$ 79,547	\$ 70,367	\$ 69,239	\$ 69,239
Summit Pointe - Permanent Supportive Housing II Renewal	Permanent Supportive Housing		\$ 86,140	\$ 78,053	\$ 71,489	\$ 70,577	\$ 70,577
Summit Pointe - Permanent Supportive Housing III New	Permanent Supportive Housing		\$ 113,191	\$ -	\$ -	\$ -	\$ -
Haven of Rest - Life Recovery Program Renewal	Transitional Housing		\$ -	\$ 88,330	\$ 88,300	\$ 88,300	\$ 88,330
Haven of Rest - Womens Life Recovery	Supportive Services		\$ -	\$ -	\$ -	\$ 33,020	\$ -
SAFE Place - Calhoun County Domestic Violence Services Renewal	Domestic Violence Bonus		\$ 113,824	\$ 104,172	\$ 97,440	\$ 97,020	\$ -
SHARE Center - Supportive Services Renewal/Coordinated Entry	Supportive Services		\$ 33,978	\$ 32,360	\$ 32,360	\$ 32,360	\$ -
Coordinated Entry - Housing Navigator (moving from Summit Pointe to NIBC)	Supportive Services		\$ 31,327				
BC Shelter - Housing Navigator	Supportive Services		\$ -		\$ 29,835	\$ -	\$ -
			\$ 558,435	\$ 472,462	\$ 447,692	\$ 430,516	\$ 301,166
MSHDA Emergency Shelter Grant (ESG) Balance of State Competition		2025	2024	2023	2022		
Neighborhoods, Inc. of Battle Creek, Housing Assistance Resource Agency (HARA)		\$ 118,401.00	\$ 120,545	\$ 123,053	\$ 109,634		
Haven of Rest Ministries - Emergency Shelter		\$ 49,112.00	\$ 50,000	\$ 40,150	\$ 38,944		
Battle Creek Shelter				\$ 21,159	\$ 21,959		
Battle Creek Community Foundation - BC Shelter					\$ 13,827		
Total Awards		\$ 167,513.00	\$ 170,545	\$ 184,362	\$ 184,364		
	Reduction from previous years	\$ 3,032.00	\$ 13,817				

Describe the City’s one-year goals and actions for reducing and ending homelessness including:

- 1) Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Outreach to homeless people occurs mainly by the staff of the SHARE Center and the Haven of Rest. The current peer support/recovery coach who performs outreach for the SHARE Center is paid through a HOME-ARP grant through June 30, 2026.

The SHARE Center serves as a Daytime Drop-In center with coffee, breakfast items, bathrooms, personal hygiene kits, complimentary haircuts, daily meals, personal identification facilitation, computer lab, telephone services and laundry facilities. The SHARE Center staff facilitate one-on-one and group sessions supporting recovery, in addition to case management, which coordinates care for homeless people requiring medical, behavioral and substance abuse services. The SHARE Center also facilitates enrollment into the Healthy Michigan Plan Medicaid expansion program, and provides the SHARE Center mailing address and phone number to the homeless individuals/families for enrollment/health plan information correspondence. The day shelter also works to engage people in employment services and coordinates housing solutions. The SHARE Center works closely with the Department of Veterans Affairs to support all the veterans who use the Center. The SHARE Center is funded by the Michigan State Housing Development Authority’s Emergency Solutions Grant.

Staff at shelters engage people in services and help them find housing. The Haven has a dedicated staff person with lived experience who leads outreach efforts. Volunteers work with him to distribute items like sack lunches, bottles of water, clothing, or blankets, depending on donations and what is appropriate for the weather at the time, to homeless people living on the street and not in any of the shelters.

The U.S. Department of Veterans Affairs in partnership with the Homeless Coalition, also annually organizes a Calhoun County Connect & Veterans’ Stand Down health fair, which engages the

homeless community and veterans in services and provides free basic needs items to people. It offers free haircuts, lunch, toiletries, blankets, and other free items. This event is always widely attended, and providers offer services to engage homeless people. The VA also has outreach staff who work with the shelters to enroll veterans in services. About 300 people attend this event hosted at the City's recreation facility every October.

Battle Creek has several meal programs that offer outreach services where individuals and families come for meals including the SHARE Center; Salvation Army Sally's Kitchen lunch program, Monday through Saturday; Upton Avenue Original Church luncheon program every Tuesday; St. Philip's Sunday Supper program; God's Kitchen; and St. Thomas Episcopal Church summer breakfast program, which provides a healthy breakfast when children/families are not able to receive school breakfasts.

A weakness in Battle Creek's Continuum of Care is that none of the shelters serve unaccompanied minors under the age of 17. Child Protective Services helps place youth but there isn't a licensed facility available to serve children and teenagers that are no longer can rely on their family for shelter and care.

2) Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Battle Creek's inventory of emergency and transitional beds is usually adequate to fill the needs for men, but there is an increased number of women and families seeking emergency shelter. During the COVID pandemic, a new low-barrier, emergency shelter opened up in Battle Creek to help with social distancing with funding from the Battle Creek Community Foundation and CDBG-CV funds from HUD through the City of Battle Creek. This shelter closed on May 1, 2024, due to a lack of ongoing operating funds. Existing programs absorbed the people who had been using the Battle Creek Shelter for overnight and day shelter.

There is a continuing need for case management to help people connect to housing, employment and services. There is an unmet need in permanent supportive housing and in affordable housing in quality condition for families and individuals. Homeless providers work creatively to obtain private donations, government funding and foundation funding to fulfill their missions to help homeless people and others leaving unsafe home situations. They work constantly to maintain funding for their current inventory of shelter beds and services.

The City's HOME-ARP funds were allocated to support these needs, including five sub-grants to homeless service providers to provide housing case management and other supportive services. The City has reserved \$369,159 in HOME-ARP funds to provide gap funds for a 55-unit permanent supportive housing development.

3) Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating

access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

There is a shortage of safe, quality, affordable housing in Battle Creek for low-income families and individuals. A housing counselor will work with a family or individual to see if they qualify for available housing assistance. The first step is always to obtain Social Security cards and birth certificates.

The Haven provides case management to help families and individuals obtain a regular income to pay for housing and to access community resources to help prevent further episodes of homelessness.

VOCES provides housing advocacy and interpretation services to the Latino/Hispanic community. This has been an important aspect of helping the Spanish-speaking community access housing resources. The goal is general increased awareness of available resources and navigating the often-complex application process.

Goodwill's Financial Opportunities Center has an excellent financial program to help people work through debt and low credit scores. Legal Services provides legal services and eviction prevention. Women's Co-op provides support for women leaving poverty and seeking help through their store, volunteering and the Solutions Highway Program. Neighborhoods, Inc. of Battle Creek provides homeownership counseling for those interested and able to own their own home, and also rents units to people recovering from homelessness.

- 4) Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Several organizations provide homelessness prevention in the Greater Battle Creek Homeless Coalition including Neighborhood, Inc., which provides foreclosure counseling and helps people restructure their debt and mortgages; Goodwill Financial Opportunities Center that also provides budget and foreclosure counseling; Legal Services that provides legal intervention and education about foreclosures and evictions.

Neighborhoods, Inc. is also the Housing Access Resource Agency (HARA) for Calhoun County, which provides eviction prevention services and help for homeless people to find housing. Neighborhoods, Inc. supports housing solutions for homeless people through several grant funding streams, primarily through the Michigan Housing Development Authority (MSHDA) and the U.S. Department

of Housing and Urban Development (HUD). NIBC is sub-recipient of CDBG-CV, HOME-ARP and HOME TBRA funds with plans for continued partnership.

- MSHDA Emergency Solutions Grant (ESG) Homeless Prevention Financial Assistance and Case Management funding provides individual support, relocation, housing stabilization services, and financial assistance to avoid eviction and prevent homelessness.
- MSHDA ESG Rapid Re-Housing (RRH) funding includes Case Management and Financial Assistance to provide individual case support, housing stability services, and short-term funding to cover security deposit funding and up to six months' rent to rapidly exit homelessness.
- MSHDA ESG Homeless Management Information System (HMIS) funding provides data management support.

The Homeless Coalition has negotiated discharge protocols with local police departments and hospitals in the past years. There is a need to reexamine them with the Calhoun County Jail, Calhoun County Sheriff's Department, the Battle Creek Police Department, and the two local hospitals, Bronson Battle Creek near downtown and Oakland Hospital in Marshall.

Discussion

Battle Creek has experienced, caring organizations providing shelter and supportive services. The Haven has developed treatment programs for helping people overcome substance abuse problems and other issues that hamper re-establishing independent living. Summit Pointe, Battle Creek's community mental health provider, has expanded its mental health services to serve those who are dually diagnosed with both mental health and substance abuse disorders. The SHARE Center provides outreach and peer mentoring in an environment rich with services for those making changes in their lives. There continues to be a shortage of housing case management to help people find and remain stable in permanent housing. There is also a shortage of permanent supportive housing. Transportation also remains a challenge. The shortage of subsidized housing inhibits the implementation of the Rapid Re-Housing and Housing First models. While workers at the Haven and the SHARE Center help connect people to services in the community, there remains a shortage of affordable housing for those with low incomes. S.A.F.E. Place works with victims recovering from domestic violence who also find housing a difficult piece of the recovery puzzle.

AP-75 Barriers to affordable housing – 91.220(j)

The City of Battle Creek has periodically reviewed State and local regulations, policies and practices to continue to make improvements and eliminate barriers to families accessing affordable housing. There are a number of State and local regulations designed to promote the orderly development and maintenance of safe, decent and sanitary housing in the community. Sometimes these regulations can act as barriers to affordable housing, and City staff continue to make adjustments.

In the City's last Analysis of Impediments to Fair Housing, there were no specific regulations listed as impediments to fair housing. Several recommendations were made for the City to explore and consider zoning and land use changes.

In 2026, the Fair Housing Center of Southwest Michigan provided two fair housing trainings and published a report on investigations of the rental and real estate market conducted in 2024. The investigations follow up on the 2015 and 2018 testing of fair housing, this report was discussed with the community and the Battle Creek Area Association of Realtors and is available on the City's website.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing, such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To eliminate duplication, the City uses the building codes established by the State for uniform construction standards. These standards parallel the three National Code standards and are minimum provisions to ensure general safety for the public. The State codes and guidelines are also appealable to the State. Consequently, the City's building codes do not appear to hinder the development or preservation of affordable housing.

Likewise, the locally established Minimum Housing Code does not create a barrier for affordable housing. These standards parallel the International Property Maintenance Code (IPMC) and are minimum requirements established to preserve and promote the public health, safety, comfort, personality and general welfare of the people. Their enforcement is necessary to preserve and encourage the private/public interests in housing and its maintenance. At the same time, these standards are appealable, locally, to ensure there are no undue hardships. An examination of the community's fee structures indicates the City's building permit fees and charges are at a median, as compared to surrounding communities.

The City's zoning and land-use codes promote the morals, aesthetics, prosperity, health, safety and general welfare of all people in Battle Creek. These codes are constructed to allow compatible development throughout the community and are flexible enough to encourage redevelopment in the community's existing, established areas. This is evidenced by development in both the City's outlying and urban areas. These codes, like other local codes, are appealable locally to ensure

equitable and fair treatment. All residential properties are assessed on a citywide basis using market sales data of comparable properties in and around the immediate neighborhood. Citywide assessing appears to ensure an equitable treatment of residential property and provides an incentive to those who maintain and improve their properties. The current public policies relating to housing and, in particular, affordable housing, do not appear to be excessive, exclusionary, or discriminatory nor do they duplicate any other policies.

The City of Battle Creek is participating in the Redevelopment Ready Communities initiative through the Michigan State Housing Development Authority. This state-wide program promotes communities that are competitive and ready for redevelopment. The process and eventual certification ensure that a community is transparent, predictable, and efficient in their daily development practices, which includes having a streamlined development review process. The third-party review and potential regulatory and/or policy changes that will come out of this program will ensure that those coming forward to invest in property can do so as efficiently and expeditiously as possible.

The City's master plan was updated in 2018 and is in the process of adopting revisions to include a housing strategy in 2026; part of this review included research and recommendations for housing development and redevelopment, including the availability of diverse housing options and affordability levels.

Discussion:

Real Estate:

In the Battle Creek housing market, there is limited variety in the types of available housing suitable for different types of households. The Fair Housing studies identified a need to increase the variety of owner and rental housing in the City (more than just single-family homes) for empty nesters, students, young professionals and the elderly. This needed housing should be located downtown where pedestrian amenities, educational opportunities, public transportation and fewer maintenance burdens exist.

Evidence points to possible Fair Housing violations in real estate advertising. A review of rental advertisements in one publication indicated that few promotional photographs feature minority residents. The Battle Creek Area Association of Realtors does display the equal opportunity logo at events, on their website and does adhere to a code of ethics.

Public Policy:

A special permitting process is required to establish a State licensed residential facility. Battle Creek requires a minimum lot size and a special permitting process for establishing a State licensed residential facility in the City. A review of discrimination complaints and fair housing testing indicates that Battle Creek may have instances of housing discrimination based on familial status (presence of

children under the age of 18).

Neighborhood Conditions:

In some neighborhoods there is a concentration of substandard rental housing units in minority census tracts. There is a strong correlation between older housing stock and the presence of racial minorities and suggested increased code enforcement, continue the rental registration program and increase public-private rehabilitation programs for rental housing using HUD, MSHDA, and historic tax credits.

Finance:

For some residents, credit issues limit financing options and the ability to qualify for a loan. Many applicants are denied mortgages due to poor credit or lack of credit. Goodwill's Financial Opportunities Center and Neighborhood, Inc. have foreclosure and homeownership programs that teach financial literacy, help prevent homeless and provide homeownership coaching. Evaluation of lending patterns is an area the City should explore further. The City could encourage lending institutions to consider alternative measures to determine credit worthiness such as utility bills and occupational longevity. The City could host a roundtable with lending institutions to discuss the outcomes of the Housing Mortgage Data Activities (HMDA) trends and the need for investment in lower income census tracts.

Socioeconomics:

Some neighborhoods demonstrate a concentration of socio-economic problems and poverty. Increasing socioeconomic integration has the positive benefit of decreasing poverty concentration, decreasing blight, increasing social capital and increasing variety in neighborhoods, and promoting in-fill development.

AP-85 Other Actions – 91.220(k)

The City of Battle Creek spends federal community development funding to improve neighborhood conditions so that residents feel safe and enjoy a vibrant, healthy community. Funds and planning activities are intended to help restore and support the private housing market, especially in low—and moderate-income areas.

Actions planned to address obstacles to meeting underserved needs

Almost all CDBG and HOME funding is spent in low- and moderate-income areas of the community. These neighborhoods are identified in the five revitalization areas set up in previous Consolidated Plans. The City will continue to implement housing and community development activities that meet the underserved needs in the community.

Actions planned to foster and maintain affordable housing

Housing has typically been relatively affordable in Battle Creek in recent years (compared to similar communities), with the condition and safety of housing affordable to those with low incomes being the greatest concern. However, in the last few years, home sale prices have increased as much as 60-90% in some low- and moderate-income areas. Talking to area Realtors, the supply of houses for sale is low and housing prices, after being stagnant for many years, are rapidly increasing. **The median value of owner-occupied housing in Battle Creek is low compared to the rest of Calhoun County and the State of Michigan.**

Value

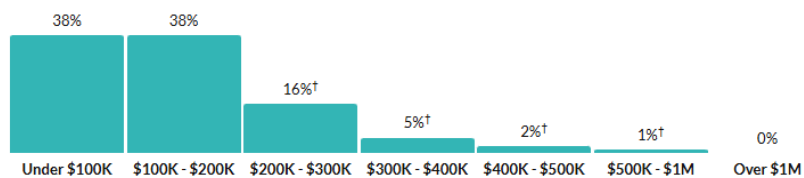
\$127,600

Median value of owner-occupied housing units

about 80 percent of the amount in Calhoun County: \$151,500

about three-fifths of the amount in Michigan: \$217,600

Value of owner-occupied housing units



Show data / Embed

The City offers Minor Home Repair to help sustain low and moderate-income homeowners in their housing. In a given year, anywhere from 30 to 50 percent of participants in the program are single seniors on fixed incomes. Often these seniors have paid off their mortgages and are living in areas where they have built up supportive social networks. Minor Home Repair assistance helps with costs that might otherwise cause a senior to be displaced from an otherwise independent living situation.

Many partners have been working on creating viable infill housing models for Battle Creek

neighborhoods, including the Calhoun County Land Bank Authority (CCLBA), the Urban League, Neighborhoods Inc. of Battle Creek (NIBC), and Habitat for Humanity, and Washington Heights United Methodist Church Hub of Hope. The CCLBA received a \$500,000 private foundation grant to do some infill housing in the Washington Heights area. The Urban League, NIBC, New Level Sports Youth Village, and the Hub of Hope have prepared or are working on proposals for infill housing developments. The City will release an RFP in 2026 for infill housing proposals using HOME funds. The City of Battle Creek with Kellogg Foundation funds has completed a housing assessment which is available on the website.

The City Manager's office continues to take the lead on facilitating a permanent supportive housing development in Battle Creek. In July 2025, Upholdings a Chicago-based developer of permanent supportive housing, was awarded a Low-Income Housing Tax Credit (LIHTC) award from the Michigan State Housing Development Authority (MSHDA) for a 55-unit one-bedroom apartment permanent supportive development. Most of the land for this proposed development is City owned land and is located in NPC #1, a CDBG target area. HOME-ARP funding is budgeted to provide \$369,159 toward gap funding for this development. The Battle Creek Housing Commission has pledged 55 Project-Based Vouchers to fund the operating costs of the housing.

Actions planned to reduce lead-based paint hazards:

Any rehabilitation activities on housing units constructed before 1978 will have lead hazards identified and actions taken to remove the hazard. All rehab work is required to be done with lead-safe work practices. In the rehabilitation of homeowner housing, homeowners receive an EPA Lead education pamphlet and sign a notice that they have received such notification.

The City of Battle Creek has two Lead Abatement Programs that will address lead hazards in housing in the PY 2026. The Lead Safe Program is a Michigan Department of Health and Human Services funded program that uses \$1.3 million in CHIP Medicaid funds to do full lead abatement on homes that have a lead poisoned child or pregnant woman on Medicaid living in them. The program is implemented by the City of Battle Creek in partnership with Community Action (CA), with City staff completing projects within the city limits and CA completing projects in the balance of the county.

The City completed a HUD-funded \$3.4 million HUD lead hazard control grant that began in January 2021 in October 2025. The City recently completed negotiations for a second round of HUD Lead Hazard Control funding for an additional four years with \$4,750,000 of funding. The Lead Hazard Control Program assists low and moderate-income families living in housing built before 1978 with identifying, controlling, and/or abating lead hazards. This grant is offered to families countywide. Community Action is the City's partner on this grant, implementing projects in the areas of the county outside the city limits.

Actions planned to reduce the number of poverty-level families

With a poverty rate of 18%, reducing poverty is a goal for Battle Creek. A number of collaborative

efforts are under way to improve the quality of life and economic well-being of residents, including:

- Minor Home Repair program helps sustain families in affordable owner-occupied housing. Because property values in downtown neighborhoods are beginning to rise in recent years, this creates a wealth building opportunity.
- United Way conducts an annual ALICE Analysis, an educational effort to focus programs and policy on those families struggling just above the poverty line to make it financially.
- Women’s Co-op, Solutions Highway, a coaching program working with the Goodwill Financial Opportunities Center and volunteering to help low-income women improve their family and employment outcomes.
- Down payment assistance will be offered to create pathways to homeownership for low- and moderate-income families
- As part of its collaboration with the Battle Creek Area Association of Realtors, the Fair Housing Center, and the Urban League, the City continues to work to promote homeownership — disseminating a locally created homebuyer guide and holding homebuyer workshops.

Actions planned to develop institutional structure:

Community Development is supporting the development of a housing strategy for the planning document, the Master Plan. In Program Year 2026, the City will complete a housing strategy portion of an update of the Master Plan for the City of Battle Creek. Community Development is also participating in the development of a new Comprehensive Plan for Calhoun County being led by Calhoun County Community Development.

Actions planned to enhance coordination between public and private housing and social service agencies:

The City is involved in numerous collaborations and efforts to improve resident and community engagement. The City will continue with its participation in the Homeless Coalition and the Housing Solutions Board, and the Battle Creek Realtor Association. The City participates with the Calhoun County Public Health Department on the Calhoun County Lead Poisoning Prevention Task Force. The City of Battle Creek will continue to work with the Calhoun County Land Bank Authority to maintain and make use of the properties held for redevelopment.

The City of Battle Creek agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code.

The City of Battle Creek will not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964.

Discussion:

The use of federal CDBG and HOME funds and planning activities are intended to help restore and support the private housing market, especially in low—and moderate-income neighborhoods of Battle Creek.

AP-90 Program Specific Requirements – 91.220(I) (1,2,4)

The City of Battle Creek will utilize its PY 2026 CDBG allocation to only fund CDBG eligible activities as listed in 24 CFT 91.220. The City will operate a Minor Home Repair program, fund Code Compliance efforts in targeted neighborhoods, and fund the city administration and neighborhood planning functions of the program. The City will also complete funding of construction of a child care facility and rehabilitation of recovery housing for people recovering from Opioid Addiction funded from previous years of CDBG funding.

The goal of the City of Battle Creek Community Development Division is to implement programs in compliance with HUD and other Federal regulations. Program income is tracked and spent first before program funding. Sub-recipients are monitored annually and provided technical assistance to be in compliance with Federal regulations. Funds are competitively bid in accordance with procurement rules.

The City of Battle Creek agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code.

The City of Battle Creek will not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out. The City has reprogrammed all program income received to the Housing Rehabilitation Minor Home Repair program. Program income is expended as it is received and deposited.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

- | | |
|--|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan, for Program Year 2026: | 95.00% |

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Battle Creek will utilize its PY 2026 HOME allocation to fund only HOME eligible activities as listed in CFR 92.205. No other form of investment is being used beyond those identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Resale and Recapture guidelines used by the City of Battle Creek are discussed below.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City of Battle Creek utilizes the recapture option in its homebuyer and homeowner rehabilitation programs. The City reserves the right to utilize the resale option at its discretion when developing a new HOME-funded program or activity. Sub recipients and CHDOs use the same recapture policy as the City of Battle Creek.

Recapture: Under the recapture option, the City of Battle Creek will require the initial HOME assisted homebuyer/homeowner to repay the outstanding HOME subsidy at the time of resale. The HOME subsidy will be forgiven on a pro rata basis, depending on the amount of assistance originally given, of 1/5, 1/10 or 1/15 per year. On a pro rata basis, the assistance will be fully forgiven after the term of affordability ends. The term of affordability will end, as a result of the sale of the assisted property by the homeowner, when the adjusted pro rata subsidy is repaid in whole to the City. At no time will the amount subject to recapture exceed the amount of the net proceeds from the sale of the property. The recapture provision will be enforced with a recorded lien on the assisted property. Deed restrictions will be utilized as needed and appropriate.

Resale: The homebuyer may sell the property during the term of affordability provided that the following conditions are met: The subsequent purchaser is a low or moderate-income household that will use the property as their principal residence, pay homeowner insurance, and keep property taxes current. Low- or moderate-income households are defined as households whose gross annual income does not exceed 80 percent of the area median income, adjusted for household size. Due to space limitations, the rest of the resale policy is described in the 2025-2029 Consolidated Plan and in the HOME Policies and Procedures for the City of Battle Creek.

The fair return on investment will equal the sum of 1) the amount of homeowner investment, and 2) the amount of the standardized appreciation value, less any investment by the City required at the time of resale to enable the property to meet local housing code. The investment

of the homeowner is calculated by adding the down payment made by the homeowner during the period of ownership, and the value of the mortgage principal repaid by the homeowner during the period of ownership and the value of any improvement installed at the expense of the homeowner. The standardized appreciation value will equal three percent of the original purchase price for each year the homeowner holds title to the property, calculated as one-quarter percent per month.

The sale price of the property may not exceed the lesser of 1) the appraised value of the property at the time of sale, or 2) a sale price that provides for an affordable mortgage. The sales price must also be under the HOME Homeownership Value Limits (95% of area medium property value). A mortgage is considered affordable if the monthly payment for principal, interest, taxes and insurance (PITI) does not exceed 30 percent of the gross monthly income of a household with an income that is between 70 and 80 percent of area median income adjusted for household size. If necessary, the City of Battle Creek will invest additional HOME funds to assure the subsequent mortgage is affordable.

- 4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

The City of Battle Creek will not use HOME funds to refinance existing debt secured by multifamily housing. HOME funds will also not be used to rehabilitate multifamily housing in conjunction with any refinancing of existing debt.

- 5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).**

The City of Battle Creek does fund a Tenant-Based Rental Assistance (TBRA) program through a sub-recipient, Neighborhoods, Inc. of Battle Creek. They assist people who have been homeless or to help prevent homelessness. They do not utilize a preference for persons with special needs or disabilities.

- 6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g., persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).**

The City of Battle Creek funds a TBRA program but the subrecipient does not use preferences. Income eligibility is documented, and households are served on a first-come, first served basis.

- 7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a**

manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

The City does not fund rental housing projects that use a preference or limitation beyond income.

The City of Battle Creek utilizes a first-come-first-served application policy for programs implemented directly to citizens. Applications to City programs are available online on its website and are available for pickup at City Hall during normal business hours. Applications are regularly mailed out to potential clients when requested or identified as a candidate for City programs. People without computer access are offered to have an intake interview with the Intake Specialist, who enters the application information into the computer for the applicant.

Subrecipients are monitored and provided technical assistance to also be in compliance with Federal regulations. Funds are competitively bid in accordance with procurement rules.

The City uses the HOME affordable homeownership limits for Battle Creek set by HUD.



Agenda: Battle Creek City Commission

Meeting Date: May 19, 2026 - 7:00 PM
Location: City Commission Chambers
Chair: Mayor Mark A. Behnke
Title: Battle Creek City Hall - City Commission Chambers - 3rd Floor

INVOCATION

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Comm. Morris.

ROLL CALL

City Commission

Mayor Mark Behnke	Commissioner Paige Katsarsky-Smith
Commissioner Jessica LaCosse	Commissioner Jim Lance
Commissioner Jenasia Morris	Commissioner Carla Reynolds
Commissioner Patrick O'Donnell	Commissioner Christopher Simmons
Vice Mayor Sherry Sofia	

City Staff

Amanda Zimmerlin, City Manager	William Kim, City Attorney
Marcie Gillette, Assistant City Manager	Victoria Houser, City Clerk
Shannon Bagley, Police Chief	Aaron Kuhn, Revenue Services Director
Michelle Hull, Human Resource Director	Elizabeth Riser, Risk Compliance Manager
Chad Frein, IT Director	Dacy Schmitt, Planning Supervisor
Helen Guzzo, Community Development Manager	

PROCLAMATIONS AWARDS

Comm. LaCosse

Random Act of Kindness Certificates - Kamryn Clark, Rex Clark and Sasha Clark

Comm. LaCosse shared her experience with the Clark family, expressing appreciation for their assistance to everyone at the park.

CHAIR NOTES ADDED OR DELETED RESOLUTIONS

There were no added or deleted resolutions.

PETITIONS COMMUNICATIONS REPORTS

A communication was received from Patrick Barnett, which was shared with the commission.

PUBLIC HEARINGS

A Public Hearing to receive public comment on the City of Battle Creek's proposed FY 2026-2027 Budget.

Mayor Behnke declared the public hearing open, inviting attendees to provide public comment.

Brian Najdowski suggested the budget be cut by reducing Code Compliance responsibilities.

Joe Harris stated the budget did not show any funds for the Verona Well Field.

Hearing no additional public comments, Mayor Behnke adjourned the public hearing.

PUBLIC COMMENT REGARDING ANY REMAINING AGENDA ITEMS

There were no public comments.

ADOPTION OF ORDINANCES

382 - A Resolution adopting Ordinance 12-2026, to amend Chapter 1281 of Title Six — Zoning of the Code of Ordinances to make text corrections, clarify requirements, correct formatting and make changes substantive in nature to Sections 1281.01(k)(8)B., 1281.01(k)(10), 1281.04(c)(1)A&B and 1280.01(g)A.

Motion/Vote 1

Motion to Approve

Moved By: Paige Katsarky-Smith

Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None

Abstain: None

MOTION Passed

383 - A Resolution adopting Ordinance 13-2026 to rezone the properties located at 14 Yuba St. (Parcel #8040-00-147-0), 175 Main St. (Parcel #0890-00-075-0), and 169 Main St. (Parcel #0890-00-075-0) from MFR High-Density Multiple Family District to T-3 Neighborhood Commercial District for the purpose of converting an existing vacant single-

family residence on the site into an office building to support organization operations. It should be noted that 175 Main St. and 169 Main St. share a common parcel but are separate in their addresses.

Comm. O'Donnell thanked CA for their taking care of their area of the City, bringing in more staff and increasing visibility.

Motion/Vote 1

Motion to Approve

Moved By: Paige Katsarky-Smith

Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None

Abstain: None

MOTION Passed

COMMISSION COMMENT REGARDING MEETING BUSINESS

There were no Commission comments.

CONSENT AGENDA

Motion/Vote 1

Motion to Approve

Moved By: Paige Katsarky-Smith

Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None

Abstain: None

MOTION Passed

Minutes

Minutes for the May 5, 2026 City Commission Regular Meeting

Minutes for the May 7, 2026 City Commission Budget Workshop

Petitions, Communications, Reports

City Manager's Report for May 19, 2026

Review Committee Meeting Minutes for May 12, 2026

Ambulance Report for April 2026

Resolutions

384 - A Resolution appointing Megan Bertucci as a new member to the Sustainable Battle Creek Committee.

Motion/Vote 1

Motion to Approve

Moved By: Paige Katsarky-Smith

Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None

Abstain: None

MOTION Passed

385 - A Resolution seeking authorization for the City Manager to enter into a permanent Easement For Electric Facilities agreement to Consumers Energy Company through a portion of Lafayette Street, and through a portion of Kendall Street, identified as Parcel No. 52-0390-00-365-0, for the purpose of upgrading and maintaining electricity power transmission infrastructure.

Motion/Vote 1

Motion to Approve

Moved By: Paige Katsarky-Smith

Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None

Abstain: None

MOTION Passed

RESOLUTIONS NOT INCLUDED IN THE CONSENT AGENDA

386 - A Resolution authorizing the City Manager to sign a ten-year mortgage in the amount of \$862,000 with Recovery Services Unlimited Inc. to operate a recovery transitional housing program at 614 NE Capital, a five-unit apartment building renovated by the City of Battle Creek with federal Community Development Block Grant funds and locally controlled Opioid Settlement funds.

Comm. LaCosse inquired as to the annual mortgage payment on the \$862K over 10 years, also asking why the cost was so high.

Helen Guzzo, Community Development Manager, noted the City received several bids on the project, and the project was awarded to the lowest competitive bidder. Ms. Guzzo also noted the facility consisted of five units, with 2-3 bedrooms, with a no-payment, no-interest mortgage, creating affordable recovery housing.

Motion/Vote 1

Motion to Approve

Moved By: Paige Katsarky-Smith

Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None

Abstain: None

MOTION Passed

387 - A Resolution seeking acceptance of the proposal of best value from Trapeze Software Group, Inc., dba TripSpark Technologies for Intelligent Transportation Systems (ITS), Computer Aided Dispatch (CAD), and Automatic Vehicle Location (AVL) services in a not-to-exceed three-year amount of \$1,250,000.

Mallory Avis, Executive Director, TACC, stated the funds would allow them to replace all of the onboard technology and back office technology, including real-time vehicle information.

Motion/Vote 1

Motion to Approve

Moved By: Paige Katsarky-Smith

Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None
Abstain: None

MOTION Passed

388 - A Resolution seeking approval to conduct a Closed Session on two legal matters.

Motion/Vote 1
Motion to Approve
Moved By: Paige Katsarky-Smith
Supported By: James Lance

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None
Abstain: None

MOTION Passed

GENERAL PUBLIC COMMENT

(Limited to three minutes per individual)

David Moore commented on the public hearing, stating he did not understand what the hearing was for. Mr. Moore thanked Comm. LaCosse for giving him a ride to the meeting.

Joe Harris made several suggestions, including online surveys regarding the City's budget, location of solar fields on abandoned industrial sites, special assessments on multi-housing dwellings that have frequent calls for service, and elimination of property tax for residents 65 and older.

Brian Najdowski complained about the Commission, expressing his opinion they are not in compliance with the OMA, also complaining about Code Compliance, the AT&T building, potholes and semi-trucks.

COMMISSION COMMENTS

Comm. O'Donnell thanked the mayor for helping with a driveway issue.

Comm. LaCosse apologized for her late arrival, also expressing hope the City could get more competitive bids on projects.

Comm. Reynolds apologized for missing the Budget workshop, sharing that she had a death in her family.

RECESS

The Commission recessed to Closed Session at 7:33 pm.

CLOSED SESSION

RETURN FROM RECESS

The Commission returned from Closed Session at 8:08 pm.

Motion: To approve the settlement of Marshall v City of Battle creek, BC0-23-59-01 and Shanks v City of Battle Creek, BC0-23-17-01, in the amounts recommended by counsel for the City.

Motion/Vote 1

Motion to Approve

Moved By: Jessica Lacosse

Supported By: Paige Katsarky-Smith

Ayes: Paige Katsarky-Smith, Jessica Lacosse, Jenasia Morris, Mark Behnke, Patrick O'Donnell, Carla Reynolds, Christopher Simmons, Sherry Sofia, James Lance

Nays: None

Abstain: None

MOTION Passed

ADJOURNMENT

Mayor Behnke adjourned the meeting at 8:11 pm.



DATE: 05/28/2026
TO: Mayor, Vice Mayor and City Commissioners
FROM: Amanda Zimmerlin, City Manager
RE: City Manager's Report – June 2, 2026, Regular Meeting Agenda

A Public Hearing to receive public comment on the 2026 Annual Action Plan and Proposed Use of Funds for the federal Community Development Block Grant (CDBG) and the HOME Investment Partnership programs for Program Year 2026 (July 1, 2026, to June 30, 2027).

This is a public hearing to receive comment on the 2026 Annual Action Plan and Proposed Use of Funds for federal Community Development Block Grant and HOME Investment Partnership funding for Program Year 2026.

403 A Resolution seeking approval for amendments to the "2026-2027 Fee, Bond and Insurance Schedule" for the City of Battle Creek.

Section 802.24 of the Codified Ordinance of the City of Battle Creek provides that the City Commission shall from time to time, by resolution, enact a schedule of fees required to be paid, bonds required to be posted, and insurance required to be carried. This Resolution, if approved, would approve amendments to the Fee, Bond, and Insurance Schedule for 2026-2027. **Approval is Recommended.**

404 A Resolution seeking approval of the 2026 Millage Rates and seeking adoption of the General Fund and Special Funds Budgets for the fiscal year 2026-2027.

If approved, this Resolution would approve the 2026 millage rates and adopt the General Fund and Special Funds Budgets for the 2026-2027 Fiscal year. **Approval is Recommended.**

405 A Resolution seeking to establish residential refuse collection rates beginning July 1, 2026, through June 30, 2030.

The City Commission approved an initial contract of five years with Republic Services at their meeting on December 15, 2020. The initial term of the contract allows for up to a

four-year renewal that would run through June 2030. The initial five-year term will expire at the end of June 2026. If approved, this Resolution would establish residential refuse collection rates beginning July 1, 2026 through June 30, 2030. **Approval is Recommended.**

406

A Resolution seeking authorization for Police Sergeant Nicholas Woolman to purchase 12 months of military time for the purpose of increasing his service credit toward retirement.

In 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 Inspector William Payne 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. Police Sergeant Nicholas Woolman made a request for purchase of military service credit on April 20, 2026, to purchase 12 months of military time to give him the ability to retire in 2030. **Approval is Recommended.**

407

A Resolution seeking approval of the 2026 Annual Action Plan and Proposed Use of Funds for Program Year 2026 (July 1, 2026 to June 30, 2027) for the Community Development Block Grant in the amount of \$1,172,453 and HOME Investment Partnership in the amount of \$238,167.87.

This Resolution, if approved, would adopt the 2026 Annual Action Plan and Proposed Use of Funds for Program Year 2026 (July 1, 2026 - June 30, 2027) for the Community Development Block Grant in the amount of \$1,172,453 and HOME Investment Partnership in the amount of \$238,167.87. **Approval is Recommended.**

Proclamation

WHEREAS, Men's Health Month is part of an ongoing international effort to educate men, boys, and their families about the importance of preventive health screenings, early detection, and healthy lifestyles; and

WHEREAS, nationwide, men have a life expectancy that is approximately six years shorter than that of women and experience higher rates of chronic disease, including diabetes, obesity, cancer, heart disease, and premature mortality; and

WHEREAS, Men's Health Month provides an opportunity to recognize the mental and physical health needs of men and boys, while encouraging fathers and caregivers to serve as positive role models through preventive care, healthy living, and help-seeking behaviors; and

WHEREAS, the growing public health epidemic of "Deaths of Despair," including deaths related to suicide, substance use disorders, alcohol misuse, and homelessness, underscores the urgent need to raise awareness of unrecognized and undiagnosed depression, mental stress, and emotional distress among boys and men; and

WHEREAS, the centerpiece of Men's Health Month is National Men's Health Week, a special awareness period passed by Congress and signed into law on May 31, 1994, and observed annually through the efforts of Men's Health Network to build health empathy, recognition, and understanding of the unique health needs facing men and boys;

NOW, THEREFORE, I, Mark A. Behnke, Mayor of the City of Battle Creek, Michigan, do hereby proclaim the *week of June 15-21, 2026*, as

"MEN'S HEALTH WEEK"

in the Greater Battle Creek Area and encourage all neighbors to pursue preventative health practices and early detection efforts throughout the year.



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 2nd day of June 2026.


Mark A. Behnke, Mayor



Resolution No: 389
City Commission Meeting 6/2/2026

389 - A Resolution seeking to make permanent Temporary Traffic Control Order #1741.

Battle Creek City Commission
Action Summary

Staff Member: Darren Campbell, Traffic Engineering Manager

Department: Department of Public Works (DPW)

Summary

RESOLUTION NO. 389

Resolved by the Commission of the City of Battle Creek:

That the City Manager is authorized to approve and make permanent the Temporary Traffic Control Order (TTCO) at the location as noted in the attached TTCO #1741.

Budgetary Considerations

Not applicable

History, Background and Discussion

The attached TTCO has been in effect for at least sixty (60) days and is recommended for approval to permanent status. The Traffic Engineering staff has verified the need for this modification and appropriate controls have been installed.

TTCO #1741

Establishment of parking restrictions along both sides of Carlyle St. south of Michigan Ave.

This TTCO was issued after coordination with city staff to address concerns regarding parked vehicles restricting visibility and drivability of Carlyle St.

Positions

The Public Works Department supports this Resolution.

Attachments

1. TTCO 1741 - Carlyle St. Parking

Restrictions

Restrictions.pdf

Department of Public Works



MEMORANDUM

To: Victoria L. Houser, City Clerk
From: Darren Campbell, Traffic Engineering Manager
Date: April 6, 2026
Re: Carlyle St. Parking Restrictions TTCO #1741

Pursuant to the provisions set forth in Section R 28.1153 of the Uniform Traffic Code, the following regulations will become effective upon modification of the appropriate traffic control devices:

THAT, the east side of Carlyle St., starting at Jackson St. and extending north to Michigan Ave. be designated as “No Parking”

THAT, the west side of Carlyle St., starting at Michigan Ave. and extending south to Jackson St. be designated as “Two Hour Parking”

THAT, this temporary traffic control order hereby rescinds and supersedes all previous traffic control orders referring to the above location.

The traffic control devices will be modified in accordance with the provisions set forth in the “Michigan Manual of Uniform Traffic Control Devices.”

Cc: Amanda Zimmerlin, City Manager
Shannon Bagley, Chief of Police
Steve Skalski, DPW Director
Ron Worthington, Signs/Signal Supervisor



Resolution No: 390
City Commission Meeting 6/2/2026

390 - A Resolution seeking to make permanent Temporary Traffic Control Order #1742.

Battle Creek City Commission
Action Summary

Staff Member: Darren Campbell, Traffic Engineering Manager

Department: Department of Public Works (DPW)

Summary

RESOLUTION NO. 390

Resolved by the Commission of the City of Battle Creek:

That the City Manager is authorized to approve and make permanent the Temporary Traffic Control Order (TTCO) at the location as noted in the attached TTCO #1742.

Budgetary Considerations

Not applicable

History, Background and Discussion

The attached TTCO has been in effect for at least sixty (60) days and is recommended for approval to permanent status. The Traffic Engineering staff has verified the need for this modification and appropriate controls have been installed.

TTCO #1742

Conversion of the intersection of Territorial Rd. & LaVista Blvd. from a two-way stop to an all-way stop based on federal warrants for crash history.

In July 2025, a resident contacted the Department of Public Works with concerns about the intersection of Territorial Rd. & LaVista Blvd. and requested action from the Engineering Department to change the configuration of the intersection to address crashes.

The Public Works department conducted a traffic engineering study and determined that the intersection should be converted to an all-way stop based on meeting the warrant for crash

history. Due to road and sidewalk work on LaVista Blvd. in 2025, the intersection was converted into a four-way stop on April 8, 2026. The intersection previously functioned as a two-way stop for LaVista Blvd. with an intersection control beacon, two stop signs in each direction and two "Cross Traffic Does Not Stop" signs in each direction.

The Federal Highway Administration publishes the Manual on Uniform Traffic Control Devices (MUTCD). This manual establishes the standards and methods to be used nationwide in determining how and when to implement traffic signs, signals, pavement markings and other traffic control devices. The Michigan Department of Transportation adapts the MUTCD for use in the State through supplements, amendments and references to State law to establish the Michigan MUTCD. The City of Battle Creek uses this version of the manual to guide all decisions regarding traffic control devices.

The MUTCD requires four-leg intersections to follow a progression of increasingly restrictive control: minor street yield control, minor street stop control, all-way stop control and finally, a traffic signal. The MUTCD provides guidance to use the least restrictive form of control that provides appropriate levels of safety and efficiency for all road users. It's also recommended to use alternative treatments to address safety concerns before progressing to the next level of intersection control.

Guidance is provided for engineers to consider a number of factors when determining if a change is necessary. The most common factors for an established intersection are sight distance, traffic volume and crash history.

The MUTCD states that "all-way stop control may be installed at an intersection where an engineering study indicated that.....there are five or more reported crashes in a 12-month period or six or more reported crashes in a 36-month period that were of a type susceptible to correction by the installation of all-way stop control."

The crash type "that were of a type susceptible to correction by the installation of all-way stop control" is an angle crash, also known as a broadside or T-bone crash. These are crashes where a vehicle collides with another vehicle at approximately a 90° angle. These crashes often produce considerable property damage and personal injuries.

Both conditions of the all-way stop control warrant were met at this intersection. From 2023-2025, there were eight angle crashes, including five angle crashes in 2023 alone. As a result of these eight crashes, two people were injured and thirteen vehicles needed to be towed from the scene. Police crash reports for those eight crashes have been attached. In one crash report, a person stated that they entered the intersection from LaVista Blvd. because they thought the intersection was a four-way stop, despite the signs saying otherwise.

The concerned resident also mentioned that a crash had resulted in a vehicle ending up in her front yard, causing damage to her property. That crash report has also been attached.

By installing these new stop signs, we are bringing the intersection into compliance with FHWA and State of Michigan standards. Consequences of non-compliance on our roads and

intersections can result in decreased public safety, loss of state/federal funding for road projects as well as the risk of increased liability for the City.

This Resolution makes the temporary traffic control order for these stop signs permanent. Traffic control orders are required to be on file with the city clerk in order to make stop signs enforceable. If this Resolution fails, the intersection will remain as an all-way stop, but will not be legally enforceable by our police department.

Positions

The Public Works Department supports approval of this Resolution.


Attachments

- 1. MUTCD - Intersection Signing MUTCD - Intersection Signing.pdf
- 2. Territorial-LaVista 2023-2025 Crash Reports Territorial-LaVista 2023-2025 Crash Reports.pdf
- 3. 2018-07-17 Crash into 604 Territorial Front Yard 2018-07-17 Crash into 604 Territorial Front Yard.pdf

SIGNING FOR RIGHT-OF-WAY AT INTERSECTIONS

Section 2B.06 General Considerations

Support:

- 01  Unsignalized intersections represent the most common form of intersection right-of-way control. Selection of control type might be impacted by specific requirements of State law or local ordinances. [MCL 257.649 within the "Michigan Vehicle Code" establishes Right of Way rules in Michigan.](#)
- 02 Roundabouts and traffic circles are circular intersection designs and are not traffic control devices. The decision to convert an intersection from a conventional intersection to a circular intersection is an engineering design decision and not a traffic control device decision. As such, criteria for conversion from a conventional intersection to a circular intersection are not included in the MUTCD.

Guidance:

- 03 *The type of traffic control used at an unsignalized intersection should be the least restrictive that provides appropriate levels of safety and efficiency for all road users.*

Support:

- 04 Some types of right-of-way control that can exist at an unsignalized intersection in order from the least restrictive to the most restrictive are the following:
- A. No intersection control (see Section 2B.09): There are no right-of-way traffic control devices on any of the approaches to the intersection.
 - B. Yield control (see Section 2B.10): YIELD signs are placed on all approaches (for a circular intersection), on opposing approaches for a four-leg intersection, on a single approach for a three-leg intersection, or in the median of a divided highway. The YIELD signs are placed on the minor road.
 - C. Minor road stop control (see Section 2B.11): STOP signs are typically placed on opposing approaches (for a four-leg intersection) or on a single approach (for a three-leg intersection). The STOP signs are normally placed on the minor road. Section 2B.07 contains guidance on selecting the minor road.
 - D. All-way stop control (see Section 2B.12): STOP signs are placed on all approaches to the intersection.

Guidance:

- 05 *When selecting a form of intersection control, the following factors should be considered:*
- A. *Motor vehicle, bicycle, and pedestrian traffic volumes on all approaches; where the term units/day or units/hour is indicated, it should be the total of motor vehicle, bicycle, and pedestrian volume;*
 - B. *Driver yielding behavior with regard to all modes of conflicting traffic, including bicyclists and pedestrians;*
 - C. *Number and angle of approaches;*
 - D. *Approach speeds;*
 - E. *Sight distance available on each approach;*
 - F. *Reported crash experience; and*
 - G. *The presence of a grade crossing near the intersection.*

Standard:

- 06 **YIELD or STOP signs shall not be used for speed control.**

Support:

- 07 Appropriate traffic calming or other speed control measures are available to control vehicle speeds, such as those that do not have the potential to diminish the effectiveness of traffic control devices when used for their specified purpose.

Standard:

- 08 **Because the potential for conflicting commands could create driver confusion, YIELD or STOP signs shall not be used in conjunction with any traffic control signal operation, except in the following cases:**
- A. **If the signal indication for an approach is a flashing red at all times;**
 - B. **If a minor street or driveway is located within or adjacent to the area controlled by the traffic control signal, but does not require separate traffic signal control because an extremely low potential for conflict exists; or**
 - C. **If a channelized turn lane is separated from the adjacent travel lanes by an island and the channelized turn lane is not controlled by a traffic control signal.**
- 09 **STOP signs and YIELD signs shall not be installed on different approaches to the same unsignalized intersection if those approaches conflict with or oppose each other, except as provided for in Items A and B in Paragraph 3 of Section 2B.10.**

10 **Portable or part-time STOP or YIELD signs shall not be used except for emergency and temporary traffic control zone purposes.**

11 **A portable or part-time (folding) STOP sign that is manually placed into view and manually removed from view shall not be used during a power outage to control a signalized approach unless the maintaining agency establishes that the signal indication that will first be displayed to that approach upon restoration of power is a flashing red signal indication and that the portable STOP sign will be manually removed from view prior to resuming stop-and-go operation of the traffic control signal.**

Option:

12 A portable or part-time (folding) STOP sign that is electrically or mechanically operated such that it only displays the stop message during a power outage and ceases to display the stop message upon restoration of power may be used during a power outage to control a signalized approach.

Support:

13 The use of STOP signs at grade crossings is described in Sections 8B.04 and 8B.05.

14 Section 9B.01 contains provisions regarding the assignment of priority where a shared-use path crosses a roadway.

Section 2B.07 Determining the Minor Road for Unsignalized Intersections

Guidance:

01 *The selection of the minor road to be controlled by YIELD or STOP signs should be based on one or more of the following criteria:*

- A. *A roadway intersecting a designated through or numbered highway,*
- B. *A roadway with the lower functional classification,*
- C. *A roadway with the lower traffic volume,*
- D. *A roadway with the lower speed limit, and/or*
- E. *A roadway that intersects with a roadway that has a higher priority for one or more modes of travel.*

02 *When two roadways that have relatively equal volumes, speeds, and/or other characteristics intersect, the following factors should be considered in selecting the minor road for installation of YIELD or STOP signs:*

- A. *Controlling the direction that conflicts the most with established pedestrian crossing activity or school walking routes;*
- B. *Controlling the direction that has obscured vision, dips, or bumps that already require drivers to use lower operating speeds; and*
- C. *Controlling the direction that has the best sight distance from a controlled position to observe conflicting traffic.*

Section 2B.08 Right-of-Way Intersection Control Considerations

Guidance:

01 *Before converting to a more restrictive form of right-of-way control at an unsignalized intersection, the following alternative treatments to address safety, operational, or other concerns should be among those to be considered:*

- A. *Where yield or stop controlled, installing Yield Ahead or Stop Ahead signs on the appropriate approaches to the intersection;*
- B. *Removing parking on one or more approaches;*
- C. *Removing sight distance obstructions;*
- D. *Installing signs along the major street to warn road users approaching the intersection;*
- E. *Relocating the stop line(s) and making other changes to improve the sight distance at the intersection;*
- F. *Installing measures designed to reduce speeds on the approaches;*
- G. *Installing an Intersection Control Beacon (see Section 4S.02) or Stop Beacon (see Section 4S.05) at the intersection to supplement STOP sign control;*
- H. *Installing a Warning Beacon (see Section 4S.03) on warning signs in advance of a stop-controlled intersection on major-street and/or minor-street approaches;*
- I. *Adding one or more lanes on a minor-street approach to reduce the number of vehicles per lane on the approach;*
- J. *Revising the geometrics at the intersection to channelize vehicular movements and reduce the time required for a vehicle to complete a movement, which could also assist pedestrians;*
- K. *Revising the geometrics at the intersection to add pedestrian median refuge islands and/or curb extensions;*
- L. *Installing roadway lighting if a disproportionate number of crashes occur at night;*

- M. Restricting one or more turning movements on a full-time or part-time basis if alternate routes are available;*
- N. Installing on the major street a pedestrian-actuated device: Warning Beacon (see Section 4S.03), rectangular rapid-flashing beacon (see Section 4L.01), or In-Roadway Warning Lights (see Chapter 4U), if pedestrian safety is the major concern;*
- O. If the warrant is satisfied, installing all-way stop control;*
- P. Installing a pedestrian hybrid beacon (see Chapter 4J) on the major street to address pedestrian safety;*
- Q. Installing a circular intersection; and*
- R. Employing other alternatives, depending on conditions at the intersection.*

Section 2B.09 No Intersection Control

Guidance:

- 01 *The decision not to use intersection control should be based on engineering judgment.*

Option:

- 02 The following factors may be considered:
- A. Intersection sight distance is adequate on all approaches.
 - B. All approaches to the intersection are a single lane and there are no separate turn lanes.
 - C. The combined motor vehicle, bicycle, and pedestrian volume (existing or projected) entering the intersection from all approaches averages less than 1,000 units per day or 80 units in the peak hour.
 - D. There are no marked crosswalks or bicycle lanes on any approach.
 - E. None of the approaches to the intersection are for a through highway, main road, or higher functional classification.
 - F. The angle of intersection is between 90 and 75 degrees.
 - G. The functional classification of the intersecting streets is either the intersection of two local streets or the intersection of a local street with a collector street.

Section 2B.10 Yield Control

Guidance:

- 01 *At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs.*
- 02 *Yield control should be considered when engineering judgment indicates that all of the following conditions exist:*
- A. *Intersection sight distance is adequate on the approaches to be controlled by YIELD signs.*
 - B. *All approaches to the intersection are a single lane and there are no separate turn lanes.*
 - C. *One of the following crash-related criteria applies:*
 - D. *For changing from no intersection control to yield control, there have been two or more reported crashes in the previous 12 months that are susceptible to correction by the installation of a YIELD sign.*
 - E. *For changing from minor road stop control to yield control, there have been two or fewer reported crashes in the previous 12 months.*
 - F. *The combined motor vehicle, bicycle, and pedestrian volume entering the intersection averages less than 1,800 units per day or 140 units in the peak hour.*
 - G. *The angle of intersection is between 90 and 75 degrees.*
 - H. *The functional classification of the intersecting streets is either the intersection of two local streets or the intersection of a local street with a collector street.*

Option:

- 03 YIELD signs may be installed at an intersection when any of the following conditions apply:
- A. At the second intersection of a divided highway crossing or median break functioning as two separate intersections (see Figure 2B-19). In this case, a YIELD sign may be installed at the entrance to the second intersection.
 - B. For a channelized turn lane that is separated from the adjacent travel lanes by an island, even if the adjacent lanes at the intersection are controlled by a highway traffic control signal or by a STOP sign.
 - C. At an intersection where a special problem exists and where engineering judgment indicates the problem to be susceptible to correction by the use of the YIELD sign.
 - D. Facing the entering roadway for a merge-type movement if engineering judgment indicates that control is needed because acceleration geometry and/or sight distance is not adequate for merging traffic operation.
 - E. On low-volume rural roads if engineering judgment indicates that a YIELD sign would provide adequate control.

- F. On an approach to an intersection where the only permissible movement is a right-turn movement with an intersection geometry similar to a channelized right-turn lane or an approach to a roundabout.

Guidance:

- 04 *The YIELD signs should be installed on opposing minor-street approaches (for a four-leg intersection) or on the minor-street approach (for a three-leg intersection). When two intersecting roadways have relatively equal volumes, speeds, and other characteristics, yield control should be installed on the approach that conflicts the most with established pedestrian crossing activity, school walking routes, or bicycle crossing activity.*

Standard:

- 05 **A YIELD sign shall be used to require road users to yield the right-of-way to other traffic at the entrance to a roundabout. YIELD signs at roundabouts shall be used to control the approach roadways and shall not be used to control the circulatory roadway.**
- 06 **YIELD signs shall not be placed on all of the approaches to an intersection, except at roundabouts.**

Section 2B.11 Minor Road Stop Control

Guidance:

- 01 *Stop control on the minor-road approach or approaches to an intersection should be considered when engineering judgment indicates that one or more of the following conditions exist:*
- A. *A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway.*
 - B. *Crash records indicate that:*
 1. *For a four-leg intersection, there are three or more reported crashes in a 12-month period or six or more reported crashes in a 36-month period. The crashes should be susceptible to correction by installation of minor-road stop control.*
 2. *For a three-leg intersection, there are three or more reported crashes in a 12-month period or five or more reported crashes in a 36-month period. The crashes should be susceptible to correction by installation of minor-road stop control.*
 - C. *The intersection is of a lower functional classification road with a higher functional classification road.*
 - D. *Conditions that previously supported the installation of all-way stop control no longer exist.*
- 02 *On low-volume rural roads, a STOP sign should be considered at an intersection where engineering judgment indicates that Item C in Paragraph 1 of this Section is applicable or where the intersection has inadequate sight distance for the operating vehicle speeds.*

Section 2B.12 All-Way Stop Control

Support:

- 01 The provisions in the following sections describe warrants for the recommended engineering study to determine all-way stop control. Warrants are not a substitute for engineering judgment. The fact that a warrant for a particular traffic control device is met is not conclusive justification to install or not install all-way stop control. Because each intersection will have unique characteristics that affect its operational performance or safety, it is the engineering study for a given intersection that is ultimately the basis for a decision to install or not install all-way stop control.
- 02 All-way stop controls at intersections with substantially differing approach volumes can reduce the effectiveness of these devices for all roadway users.

Guidance:

- 03 *The decision to establish all-way stop control at an unsignalized intersection should be based on an engineering study. The engineering study for all-way stop control should include an analysis of factors related to the existing operation and safety at the intersection, the potential to improve these conditions, and the applicable factors contained in the following all-way stop control warrants:*
- A. *All-Way Stop Control Warrant A: Crash Experience (see Section 2B.13)*
 - B. *All-Way Stop Control Warrant B: Sight Distance (see Section 2B.14)*
 - C. *All-Way Stop Control Warrant C: Transition to Signal Control or Transition to Yield Control at a Circular Intersection (see Section 2B.15)*
 - D. *All-Way Stop Control Warrant D: 8-Hour Volume (Vehicles, Pedestrians, Bicycles) (see Section 2B.16)*
 - E. *All-Way Stop Control Warrant E: Other Factors (see Section 2B.17)*

Option:

- 04 The decision to install all-way stop control on site roadways open to public travel may be based on engineering judgment.

Standard:

- 05 **The satisfaction of an all-way stop control warrant or warrants shall not in itself require the installation of all-way stop control at an unsignalized intersection.**

Section 2B.13 All-Way Stop Control Warrant A: Crash Experience

Option:

- 01 All-way stop control may be installed at an intersection where an engineering study indicates that:
- A. For a four-leg intersection, there are five or more reported crashes in a 12-month period or six or more reported crashes in a 36-month period that were of a type susceptible to correction by the installation of all-way stop control.
 - B. For a three-leg intersection, there are four or more reported crashes in a 12-month period or five or more reported crashes in a 36-month period that were of a type susceptible to correction by the installation of all-way stop control.

Section 2B.14 All-Way Stop Control Warrant B: Sight Distance

Option:

- 01 All-way stop control may be installed at an intersection where an engineering study indicates that sight distance on the minor-road approaches controlled by a STOP sign is not adequate for a vehicle to turn onto or cross the major (uncontrolled) road.

Support:

- 02 At such a location, a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop.

Section 2B.15 All-Way Stop Control Warrant C: Transition to Signal Control or Transition to Yield Control at a Circular Intersection

Option:

- 01 All-way stop control may be installed at locations where all-way stop control is an interim measure that can be installed to control traffic while arrangements are being made for the installation of a traffic control signal (see Chapter 4C) at the intersection or for the installation of yield control at a circular intersection.

Section 2B.16 All-Way Stop Control Warrant D: 8-Hour Volume (Vehicles, Pedestrians, Bicycles)

Option:

- 01 All-way stop control may be installed at an intersection where an engineering study indicates:
- A. The combined motor vehicle, bicycle, and pedestrian volume entering the intersection from the major-street approaches is at least 300 units per hour for each of any 8 hours of a typical day; and
 - B. The combined motor vehicle, bicycle, and pedestrian volume entering the intersection from the minor-street approaches is at least 200 units per hour for each of any of the same 8 hours.
- 02 If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants may be reduced to 70 percent of the values given in Items A and B in Paragraph 1 of this Section.

Section 2B.17 All-Way Stop Control Warrant E: Other Factors

Option:

- 01 All-way stop control may be installed at an intersection where an engineering study indicates that all-way stop control is needed due to other factors not addressed in the other all-way stop control warrants. Such other factors may include, but are not limited to, the following:
- A. The need to control left-turn conflicts,
 - B. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where all-way stop control would improve traffic operational characteristics of the intersection, or
 - C. Where pedestrian and/or bicyclist movements support the installation of all-way stop control.

Section 2B.18 STOP Sign or YIELD Sign Placement**Standard:**

- 01 **The STOP or YIELD sign shall be installed on the near side of the intersection on the right-hand side of the approach to which it applies. When the STOP or YIELD sign is installed at this required location**

and the sign visibility is restricted, a Stop Ahead sign (see Section 2C.35) shall be installed in advance of the STOP sign or a Yield Ahead sign (see Section 2C.35) shall be installed in advance of the YIELD sign.

02 **The STOP or YIELD sign shall be located as close as practicable to the intersection it regulates, while optimizing its visibility to the road user it is intended to regulate.**

03 **STOP signs and YIELD signs shall not be mounted on the same post.**

Support:

04 Section 2A.05 contains information about mounting signs back-to-back with a STOP or YIELD sign.

Guidance:

05 *STOP or YIELD signs should not be placed farther than 50 feet from the edge of the pavement of the intersected roadway (see Drawing F in Figure 2A-3).*

06 *Supplemental plaques used in conjunction with a STOP or YIELD sign should be limited to those specified for such use in this Manual.*

Option:

07 Where drivers proceeding straight ahead must yield to traffic approaching from the opposite direction, such as at a one-lane bridge, a TO ONCOMING TRAFFIC (R1-2aP) plaque (see Figure 2B-1) may be mounted below the YIELD sign.

08 Where drivers must yield to traffic in a multi-lane roundabout, a TO TRAFFIC IN CIRCLE (R1-2bP) or TO ALL LANES (R1-2cP) plaque (see Figure 2B-1) may be mounted below the YIELD sign.

Support:

09 Figure 2A-3 shows examples of some typical placements of STOP signs and YIELD signs.

10 Section 2A.13 contains additional information about separate and combined mounting of other signs with STOP or YIELD signs.

Guidance:

11 *Stop lines that are used to supplement a STOP sign should be located as described in Section 3B.19. Yield lines that are used to supplement a YIELD sign should be located as described in Section 3B.19.*

12 *Where there is a marked crosswalk at the intersection, the STOP sign should be installed in advance of the edge of the crosswalk that is nearest to the approaching traffic.*

13 *Except at roundabouts and channelized right-turn lanes, where there is a marked crosswalk at the intersection, the YIELD sign should be installed in advance of the edge of the crosswalk that is nearest to the approaching traffic.*

14 *Where two roads intersect at an acute angle, the STOP or YIELD sign should be positioned at an angle, or shielded, so that the legend is out of view of traffic to which it does not apply.*

15 *If a raised splitter island is available on the left-hand side of a multi-lane roundabout approach, an additional YIELD sign should be placed on the left-hand side of the approach.*

Option:

16 If a raised splitter island is available on the left-hand side of a single-lane roundabout approach, an additional YIELD sign may be placed on the left-hand side of the approach.

17 At wide-throat intersections or where two or more approach lanes of traffic exist on the signed approach, an additional STOP or YIELD sign may be installed on the left-hand side of the road and/or a stop or yield line may be used to improve observance of the right-of-way control. At channelized intersections or at divided roadways separated by a median or divisional island, the additional STOP or YIELD sign may be placed on a channelizing island, or in the median or on the divisional island. An additional STOP or YIELD sign may also be placed overhead facing the approach at the intersection to improve observance of the right-of-way control.

Standard:

18 **More than one STOP sign or more than one YIELD sign shall not be placed on the same support facing in the same direction.**

Option:

19 For a yield-controlled channelized right-turn movement onto a roadway without an acceleration lane and for an entrance ramp onto a freeway or expressway without an acceleration lane, a NO MERGE AREA (W4-5aP) supplemental plaque (see Section 2C.45) may be mounted below a Yield Ahead (W3-2) sign and/or below a YIELD (R1-2) sign when engineering judgment indicates that road users would expect an acceleration lane to be present.

UNIT / DRIVER	Unit Number	Unit Known	State	Driver License Number	Date of Birth (Age)	License Type	Endorsements	Sex	Race	Total Occupants	Hazardous Action	
	02	Yes	MI	#####	###/###/#### (39)	<input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	<input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	M		01	None	
	Unit Type	Driver Information				Driver is Owner	Injury	Position	Restraint			
	MV	##### ##### BELLEVUE, MI 49021 (###) ###-####				Yes	O	Front - Left	Shoulder and Lap Belt			
	Driver Condition at Time of Crash					Driver Distracted By		Ejected	Trapped	Airbag Deployed		
	1st Appeared Normal					2nd Not Distracted				Not Deployed		
	Hospital					Ambulance						
	NONE					NONE						
	Alcohol Suspected	Contributing Factor	Alcohol Test Type			Alcohol Test Results		Interlock Device				
	No	No	<input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			<input type="radio"/> Pending Test Results:		No				
	Drug Suspected	Contributing Factor	Drug Test Type			Drug Test Results		Citation Issued				
	No	No	<input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			<input type="radio"/> Pending Test Results:		<input type="radio"/> Hazardous <input checked="" type="radio"/> Other				
	Vehicle Registration	State	Vehicle Description	Year	Make	Model			Color			
EJM2804	MI		1993	CHEVROLET	SPORTVAN/VAN			GREEN				
VIN	Vehicle Type		Special Vehicles		Private Trailer Type	Vehicle Defect						
1GBEG25K5PF324130	Passenger Car, SUV, Van		Not Applicable									
Automation System(s) in Vehicle		Automation System Level in Vehicle			Automation System Level Engaged at Time of Crash							
No		Unknown			Unknown							
Insurance Company			Insurance Policy #			Towed By			Towed To			
#####			#####									
Location of Greatest Damage	First Impact	Extent of Damage (Power Unit and/or Trailers)		Vehicle Direction	Vehicle Use			Action Prior				
08	08	Functional Damage		E	Private			Going Straight Ahead				
Sequence of Events		First	Second		Third			Fourth				
		● 17 - Motor Veh in Transport										
		● indicates MOST harmful event)										
PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position	Restraint			
					Injury	Ejected	Trapped	Airbag Deployed				
	Hospital				Ambulance							
TRUCK / BUS	Carrier Information				USDOT		MC	MPSC				
					Driver's CDL Type	Endorsements		CDL Exempt				
						<input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X		<input type="radio"/> Farm <input type="radio"/> Other				
	GVWR/GCWR		Vehicle Configuration			Cargo Body Type	Medical Card	Hazardous Material		ID #	Class #	
	<input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.							<input type="radio"/> Placard <input type="radio"/> Cargo Spill				
OWNERS	Owner Information				Owner Information							
	##### ##### #####, ## #####-#### (###) ###-####											
WITNESS	Witness Information				Witness Information							
Investigated at Scene	Yes	Reported Date (Time)	1st Investigator Name (Badge)		2nd Investigator Name (Badge)			Photos				
		02/22/2023 (16:04)	HERBSTREITH, STEPHEN					No				
NARRATIVE	Narrative				Diagram							
	V-1 was starting up in the roadway. V-1 thought V-2 had a stop sign which they did not. V-2 struck V-1 as it entered the roadway. The driver of V-1 was cited for Fail to Yield #B005753. The driver of V-2 was cited for No proof ins and expired reg. #B005752.				<p style="text-align: center;">W TERRITORIAL RD</p> <p style="text-align: right;">Drawing Not To Scale.</p>							

SANITIZED SANITIZED SANITIZED SANITIZED SANITIZED SANITIZED SANITIZED SANITIZED SANITIZED SANITIZED

Authority: 1949 PA 300, Sec.257.622 Compliance: Required MSP UD-10E Penalty: \$100 and/or 90 days (Rev 11/2020)		External # 0034256		Crash ID 2828934		Page 01 of 01 File Class 9300-1					
STATE OF MICHIGAN TRAFFIC CRASH REPORT				Incident # 23001752		Reviewer CASE, JEFFERY					
ORI MI 1323700		Department Name Battle Creek Police Department									
Crash Date 02/27/2023	Crash Time 07:19	No. of Units 02	Crash Type Angle	Special Circumstances <input checked="" type="checkbox"/> None <input type="checkbox"/> Fleeing Police <input type="checkbox"/> Hit and Run <input type="checkbox"/> Unknown <input type="checkbox"/> School Bus <input type="checkbox"/> Animal		Special Checks <input type="checkbox"/> Fatal <input type="checkbox"/> Non-Traffic Area <input type="checkbox"/> ORV/Snowmobile					
County 13 - Calhoun		Traffic Control Stop Sign		Relation to Roadway On the Road		Weather Rain		Area INTR Within Intersection			
City/Twsp 80 - Battle Creek		Contributing Circumstances 1st None		2nd		Light Dawn	Road Surface Condition Wet		Total Lanes 02	Speed Limit 30	Posted Yes
Work Zone (if applicable) Type Workers Present Activity Location											

LOCATION	Prefix W		Primary Road Name TERRITORIAL				Road Type RD		Suffix		Divided Roadway	
	Distance / Direction 5 Feet E				Trafficway Not Physically Divided							
	Prefix W		Intersecting Road Name LAVISTA				Road Type RD		Suffix		Divided Roadway	

UNIT / DRIVER	Unit Number 01	Unit Known Yes	State MI	Driver License Number #####			Date of Birth (Age) ##/##/#### (24)		License Type <input checked="" type="checkbox"/> Operator <input type="checkbox"/> Chauffeur <input type="checkbox"/> Moped		Endorsements <input type="checkbox"/> Cycle <input type="checkbox"/> Farm <input type="checkbox"/> Recreation		Sex F	Race	Total Occupants 01	Hazardous Action Failed to Yield
	Unit Type MV	Driver Information ##### ##### SPRINGFIELD CITY, MI 49037 (###) ###-####						Driver is Owner Yes	Injury O	Position Front - Left		Restraint Shoulder and Lap Belt				
	Driver Condition at Time of Crash 1st Appeared Normal				2nd				Driver Distracted By Not Distracted				Ejected	Trapped	Airbag Deployed Not Deployed	
	Hospital NONE		Ambulance NONE													
	Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> PBT <input type="checkbox"/> Refused <input type="checkbox"/> Not Offered				Alcohol Test Results <input type="checkbox"/> Pending		Test Results:		Interlock Device No					
	Drug Suspected No	Contributing Factor No	Drug Test Type <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> Refused <input type="checkbox"/> Not Offered				Drug Test Results <input type="checkbox"/> Pending		Test Results:		Citation Issued <input checked="" type="checkbox"/> Hazardous <input type="checkbox"/> Other					
	Vehicle Registration DVR1773		State MI	Vehicle Description Year 2013		Make VOLKSWAGEN			Model PASSAT		Color WHITE					
	VIN 1VWBH7A36DC016594		Vehicle Type Passenger Car, SUV, Van		Special Vehicles Not Applicable			Private Trailer Type		Vehicle Defect						
	Automation System(s) in Vehicle No		Automation System Level in Vehicle Unknown				Automation System Level Engaged at Time of Crash Unknown									
	Insurance Company #####			Insurance Policy # #####									Towed By TIGERS		Towed To TIGERS	

PASSENGERS	Passenger Information	Date of Birth (Age)		Sex	Race	Position	Restraint					
	Injury	Ejected	Trapped	Airbag Deployed								
	Hospital											Ambulance
	Passenger Information	Date of Birth (Age)		Sex	Race	Position	Restraint					
	Injury	Ejected	Trapped	Airbag Deployed								
	Hospital											Ambulance

TRUCK / BUS	Carrier Information				USDOT		MC		MPSC		
	Driver's CDL Type				Endorsements OH OP OT ON OS OX		CDL Exempt <input type="checkbox"/> Farm <input type="checkbox"/> Other				
	GVWR/GCWR <input type="checkbox"/> 10,000 lbs. or Less <input type="checkbox"/> 10,001 - 26,000 lbs. <input type="checkbox"/> Greater than 26,000 lbs.			Vehicle Configuration		Cargo Body Type	Medical Card		Hazardous Material <input type="checkbox"/> Placard <input type="checkbox"/> Cargo Spill		ID #

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####						Owner Information					
	Damaged Property											

Public				Owner & Phone							
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SANITIZED

Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/##/#### (57)	License Type ● Operator ○ Chauffeur ○ Moped	Endorsements ○ Cycle ○ Farm ○ Recreation	Sex F	Race	Total Occupants 01	Hazardous Action None	
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####			Driver is Owner Yes	Injury B	Position Front - Left	Restraint Shoulder and Lap Belt				
Driver Condition at Time of Crash 1st Appeared Normal				2nd Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Not Deployed			
Hospital BRONSON BATTLE CREEK HOSPITAL					Ambulance LIFECARE AMB SVC						
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type ○ Breath ○ Blood ○ Urine ○ Field ○ PBT ○ Refused ○ Not Offered			Alcohol Test Results ○ Pending	Test Results:	Interlock Device No				
Drug Suspected No	Contributing Factor No	Drug Test Type ○ Blood ○ Urine ○ Field ○ Refused ○ Not Offered			Drug Test Results ○ Pending	Test Results:	Citation Issued ○ Hazardous ○ Other				
Vehicle Registration 4KXT05	State MI	Vehicle Description 2007	Year	Make HONDA	Model FIT	Color BLUE					
VIN JHMGD37447S035151	Vehicle Type Passenger Car, SUV, Van		Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect						
Automation System(s) in Vehicle No	Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown							
Insurance Company #####			Insurance Policy # #####			Towed By BUDS TOWING		Towed To			
Location of Greatest Damage 01	First Impact 01	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction W	Vehicle Use Private		Action Prior Going Straight Ahead				
Sequence of Events ● 17 - Motor Veh in Transport				First		Second		Third		Fourth	

PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint
	Hospital			Ambulance				
PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint
	Hospital			Ambulance				

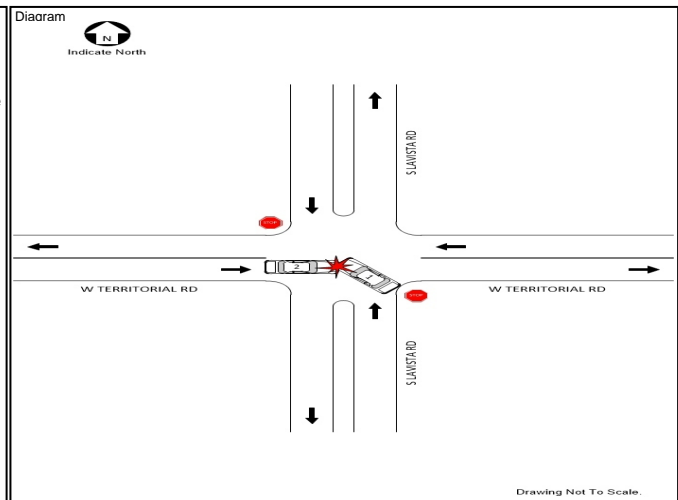
TRUCK/BUS	Carrier Information			USDOT	MC	MPSC		
	GVWR/GCWR ○ 10,000 lbs. or Less ○ 10,001 - 26,000 lbs. ○ Greater than 26,000 lbs.			Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material ○ Placard ○ Cargo Spill	ID #

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####			Owner Information			
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WITNESS	Witness Information ##### ##### #####, ## #####-#### (###) ###-####			Witness Information			
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Investigated at Scene Yes	Reported Date (Time) 02/27/2023 (07:39)	1st Investigator Name (Badge) MATTHEWS, ANGELA	2nd Investigator Name (Badge)	Photos No
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Narrative
 Vehicle 2 was eastbound on W Territorial. Vehicle 1 was northbound on S Lavista at the stop sign for W Territorial. Vehicle 1 failed to yield the right of way to vehicle 2. Vehicle 1 entered the roadway and struck vehicle 2. Driver of vehicle 2 was transported to BBC by Life Care due to neck and low back pain. Driver vehicle 1 was issued citation B005806 for failure to yield causing an accident. Both vehicles were towed due to the extent of damage to them. Witness Hinton was the caller.



SANITIZED

Authority: 1949 PA 300, Sec.257-622
Compliance: Required MSP UD-10E
Penalty: \$100 and/or 90 days (Rev 11/2020)

External # 0034367
Crash ID 2851769

Page 01 of 01
File Class 9300-1

STATE OF MICHIGAN TRAFFIC CRASH REPORT

Incident # 23002174

Reviewer GENSCH, WILLIAM

ORI MI 1323700 Department Name Battle Creek Police Department

Crash Date 03/13/2023 Crash Time 13:08 No. of Units 02 Crash Type Angle Special Circumstances: None, Fleeing Police, Hit and Run, Unknown, School Bus, Animal Special Checks: Fatal, Non-Traffic Area, ORV/Snowmobile

County 13 - Calhoun Traffic Control Signal Relation to Roadway On the Road Weather Snow Area INTR Within Intersection

City/Twsp 80 - Battle Creek Contributing Circumstances: 1st None, 2nd None Light Daylight Road Surface Condition Wet Total Lanes 03 Speed Limit 25 Posted Yes

Work Zone (if applicable): Type, Workers Present, Activity, Location

Prefix N Primary Road Name LA VISTA Road Type BLVD Suffix Divided Roadway

Distance / Direction 10 Feet E Trafficway Not Physically Divided

Prefix N Intersecting Road Name TERRITORIAL Road Type RD Suffix Divided Roadway

Unit Number 01 Unit Known Yes State MI Driver License Number ##### Date of Birth (Age) ####/####/#### (42) License Type: Operator, Chauffeur, Moped Endorsements: Cycle, Farm, Recreation Sex F Race Total Occupants 03 Hazardous Action Failed to Yield

Unit Type MV Driver Information: ##### BATTLE CREEK, MI 49015 (###) ###-#### Driver is Owner No Injury O Position Front - Left Restraint Restraint Use Unknown

Driver Condition at Time of Crash: 1st Appeared Normal, 2nd Unknown Driver Distracted By Unknown Ejected Trapped Airbag Deployed Not Deployed

Hospital NONE Ambulance NONE

Alcohol Suspected No Contributing Factor No Alcohol Test Type: Breath, Blood, Urine, Field, PBT, Refused, Not Offered Alcohol Test Results: Pending Test Results: Interlock Device No

Drug Suspected No Contributing Factor No Drug Test Type: Blood, Urine, Field, Refused, Not Offered Drug Test Results: Pending Test Results: Citation Issued: Hazardous, Other

Vehicle Registration 7MZW76 State MI Vehicle Description 2005 CADILLAC Make Model SRX Color GOLD

VIN 1GYEE63A850232927 Vehicle Type Passenger Car, SUV, Van Special Vehicles Not Applicable Private Trailer Type Vehicle Defect

Automation System(s) in Vehicle No Automation System Level in Vehicle Unknown Automation System Level Engaged at Time of Crash Unknown

Insurance Company ##### Insurance Policy # ##### Towed By Towed To

Location of Greatest Damage 01 First Impact 01 Extent of Damage (Power Unit and/or Trailers) Minor Damage Vehicle Direction N Vehicle Use Private Action Prior Turning Right

Sequence of Events: First 17 - Motor Veh in Transport Second Third Fourth (● indicates MOST harmful event)

Passenger Information: Date of Birth (Age), Sex, Race, Position, Restraint, Injury, Ejected, Trapped, Airbag Deployed

Passenger Information: Hospital, Ambulance

Passenger Information: Date of Birth (Age), Sex, Race, Position, Restraint, Injury, Ejected, Trapped, Airbag Deployed

Passenger Information: Hospital, Ambulance

Carrier Information: USDOT, MC, MPSC

Driver's CDL Type, Endorsements: H, P, T, N, S, O, X, CDL Exempt: Farm, Other

GVWR/GCWR: 10,000 lbs. or Less, 10,001 - 26,000 lbs., Greater than 26,000 lbs. Vehicle Configuration, Cargo Body Type, Medical Card, Hazardous Material: Placard, Cargo Spill, ID #, Class #

Owner Information: #####, ## ####-#### (###) ###-####

Damaged Property, Public, Owner & Phone

SANITIZED

Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/###/#### (39)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex F	Race	Total Occupants 02	Hazardous Action None
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####			Driver is Owner No	Injury O	Position Front - Left	Restraint Restraint Use Unknown			
Driver Condition at Time of Crash 1st Appeared Normal				2nd		Driver Distracted By Unknown	Ejected	Trapped	Airbag Deployed Not Deployed	
Hospital NONE				Ambulance NONE						
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending	Test Results:	Interlock Device No			
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending	Test Results:	Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other			
Vehicle Registration DSQ3130	State MI	Vehicle Description Year 2016	Make FORD	Model EDGE	Color WHITE					
VIN 2FMPK4J96GBC65104	Vehicle Type Passenger Car, SUV, Van	Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect						
Automation System(s) in Vehicle No	Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown						
Insurance Company #####	Insurance Policy # #####			Towed By MCCLAINES TOWING SERVICE			Towed To			
Location of Greatest Damage 03	First Impact 03	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction E	Vehicle Use Private			Action Prior Turning Left		
Sequence of Events ● 17 - Motor Veh in Transport (● indicates MOST harmful event)										

PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position	Restraint
					Injury	Ejected	Trapped	Airbag Deployed	
	Hospital				Ambulance				
PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position	Restraint
					Injury	Ejected	Trapped	Airbag Deployed	
	Hospital				Ambulance				

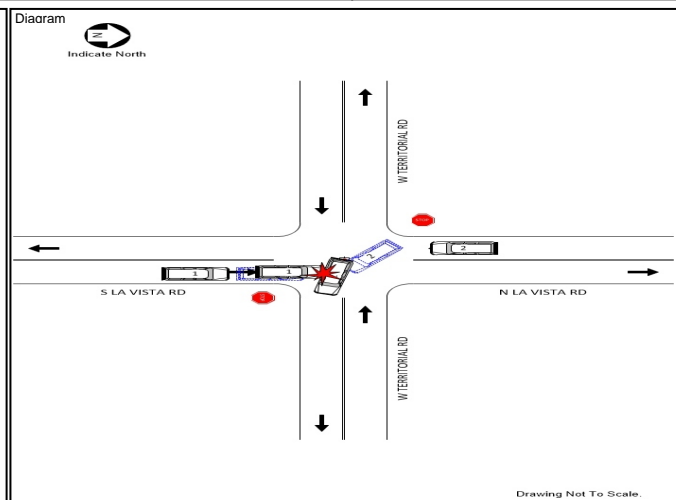
TRUCK/BUS	Carrier Information			USDOT	MC	MPSC	
				Driver's CDL Type	Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X	CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other	
GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill	ID #	Class #

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####			Owner Information		

WITNESS	Witness Information			Witness Information		

Investigated at Scene Yes	Reported Date (Time) 03/13/2023 (13:26)	1st Investigator Name (Badge) BROWER, JENNA	2nd Investigator Name (Badge)	Photos No
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Narrative
 Vehicle 1 was turning e/b on to W Territorial Rd from S La Vista Blvd when it failed to yield and hit vehicle 2 that was turning e/b onto W Territorial Rd from N La Vista Blvd. Vehicle 1 sustained minor front end damage. Vehicle 2 sustained significant damage to the passenger rear end and was towed by McClaines.



SANITIZED SANITIZED SANITIZED

Authority: 1949 PA 300, Sec.257.622 Compliance: Required MSP UD-10E Penalty: \$100 and/or 90 days (Rev 11/2020)		External # 0034618		Crash ID 2857555		Page 01 of 01 File Class 9300-1						
STATE OF MICHIGAN TRAFFIC CRASH REPORT						Incident # 23002971						
ORI MI 1323700		Department Name Battle Creek Police Department				Reviewer BELL, STUART						
Crash Date 04/08/2023	Crash Time 16:00	No. of Units 02	Crash Type Angle	Special Circumstances <input checked="" type="checkbox"/> None <input type="checkbox"/> Fleeing Police <input type="checkbox"/> Hit and Run <input type="checkbox"/> Unknown <input type="checkbox"/> School Bus <input type="checkbox"/> Animal		Special Checks <input type="checkbox"/> Fatal <input type="checkbox"/> Non-Traffic Area <input type="checkbox"/> ORV/Snowmobile						
County 13 - Calhoun	Traffic Control None	Relation to Roadway On the Road		Weather Clear	Area INTR Within Intersection							
City/Twsp 80 - Battle Creek	Contributing Circumstances 1st None		2nd	Light Daylight	Road Surface Condition Dry	Total Lanes 02	Speed Limit 25	Posted Yes				
Work Zone (if applicable) Type		Workers Present	Activity	Location								
LOCATION	Prefix W	Primary Road Name TERRITORIAL		Road Type RD	Suffix	Divided Roadway						
	Distance / Direction 10 Feet N		Trafficway Not Physically Divided									
	Prefix W	Intersecting Road Name LAVISTA		Road Type BLVD	Suffix	Divided Roadway						
UNIT / DRIVER	Unit Number 01	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/###/#### (42)	License Type <input checked="" type="checkbox"/> Operator <input type="checkbox"/> Chauffeur <input type="checkbox"/> Moped	Endorsements <input type="checkbox"/> Cycle <input type="checkbox"/> Farm <input type="checkbox"/> Recreation	Sex M	Race	Total Occupants 01	Hazardous Action Failed to Yield	
	Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####				Driver is Owner No	Injury O	Position Front - Left	Restraint Shoulder and Lap Belt			
	Driver Condition at Time of Crash 1st Appeared Normal		2nd		Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Not Deployed			
	Hospital NONE		Ambulance NONE									
	Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> PBT <input type="checkbox"/> Refused <input checked="" type="checkbox"/> Not Offered			Alcohol Test Results <input type="checkbox"/> Pending	Test Results:	Interlock Device No				
	Drug Suspected No	Contributing Factor No	Drug Test Type <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> Refused <input checked="" type="checkbox"/> Not Offered			Drug Test Results <input type="checkbox"/> Pending	Test Results:	Citation Issued <input checked="" type="checkbox"/> Hazardous <input checked="" type="checkbox"/> Other				
	Vehicle Registration EQE0710	State MI	Vehicle Description 1997	Year 1997	Make FORD	Model F150	Color GREEN					
	VIN 2FTDF07W6VCA74307	Vehicle Type Pickup Truck		Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect						
	Automation System(s) in Vehicle No		Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown						
	Insurance Company #####		Insurance Policy # #####			Towed By TIGERS TOWING		Towed To				
	Location of Greatest Damage 01	First Impact 01	Extent of Damage (Power Unit and/or Trailers) Minor Damage		Vehicle Direction NW	Vehicle Use Private	Action Prior Going Straight Ahead					
	Sequence of Events ● indicates MOST harmful event)		First ● 17 - Motor Veh in Transport	Second	Third	Fourth						
	PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint			
			Injury	Ejected	Trapped	Airbag Deployed						
Hospital			Ambulance									
Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint					
			Injury	Ejected	Trapped	Airbag Deployed						
Hospital			Ambulance									
TRUCK/BUS	Carrier Information				USDOT	MC	MPSC					
					Driver's CDL Type	Endorsements OH OP OT ON OS OX	CDL Exempt <input type="checkbox"/> Farm <input type="checkbox"/> Other					
GVWR/GCWR <input type="checkbox"/> 10,000 lbs. or Less <input type="checkbox"/> 10,001 - 26,000 lbs. <input type="checkbox"/> Greater than 26,000 lbs.		Vehicle Configuration		Cargo Body Type	Medical Card	Hazardous Material <input type="checkbox"/> Placard <input type="checkbox"/> Cargo Spill		ID #	Class #			
Owner Information ##### ##### #####, ## #####-#### (###) ###-####				Owner Information								
Damaged Property				Public	Owner & Phone							

SANITIZED

Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/###/#### (33)	License Type <input type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex F	Race	Total Occupants 01	Hazardous Action None
Unit Type MV	Driver Information ##### ##### BEDFORD TOWNSHIP, MI 49037 (###) ###-####			Driver is Owner Yes	Injury O	Position Front - Left	Restraint Shoulder and Lap Belt			
Driver Condition at Time of Crash 1st Appeared Normal				2nd		Driver Distracted By Not Distracted	Ejected	Trapped	Airbag Deployed Deployed - Side	
Hospital NONE				Ambulance NONE						
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input checked="" type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending Test Results:		Interlock Device No			
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input checked="" type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other			
Vehicle Registration ERK1531	State MI	Vehicle Description Year 2010	Make TOYOTA	Model AVALON	Color GRAY					
VIN 4T1BK3DB6AU369256	Vehicle Type Passenger Car, SUV, Van		Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect					
Automation System(s) in Vehicle No		Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown					
Insurance Company #####			Insurance Policy # #####			Towed By		Towed To		
Location of Greatest Damage 07	First Impact 07	Extent of Damage (Power Unit and/or Trailers) Functional Damage		Vehicle Direction SW	Vehicle Use Private		Action Prior Going Straight Ahead			
Sequence of Events First ● 17 - Motor Veh in Transport				Second		Third		Fourth		

Passenger Information ##### ##### BEDFORD TOWNSHIP, MI 49037 (###) ###-####				Date of Birth (Age) ###/###/#### (9)	Sex M	Race	Position Front - Right	Restraint Shoulder and Lap Belt			
				Injury B	Ejected	Trapped	Airbag Deployed Deployed - Side				
Hospital NONE				Ambulance NONE							
Passenger Information				Date of Birth (Age)	Sex	Race	Position	Restraint			
				Injury	Ejected	Trapped	Airbag Deployed				
Hospital				Ambulance							

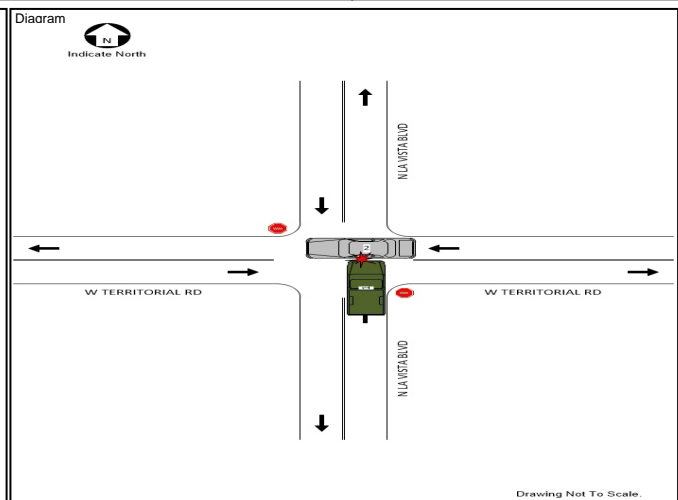
Carrier Information			USDOT	MC	MPSC			
GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.			Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill	ID #	Class #
Driver's CDL Type			Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X	CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other				

Owner Information ##### ##### #####, ## #####-#### (###) ###-####	Owner Information
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Witness Information	Witness Information
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Investigated at Scene Yes	Reported Date (Time) 04/08/2023 (18:45)	1st Investigator Name (Badge) BARNEY, CHANDLER	2nd Investigator Name (Badge)	Photos No
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Narrative
Unit 2 was traveling Westbound on W Territorial Rd. when unit 1 crashed into the driver side of unit 2. Driver 1 advised that he was stopped at the stop sign on LaVista Blvd. and pulled out to continue Northbound on LaVista. Driver 1 saw another car coming and he accelerated quickly to get through the intersection, leading to crashing into unit 2.



SANITIZED

Authority: 1949 PA 300, Sec.257-622
Compliance: Required MSP UD-10E
Penalty: \$100 and/or 90 days (Rev 11/2020)

External # 0035712
Crash ID 2940478

Page 01 of 01
File Class 9300-1

STATE OF MICHIGAN TRAFFIC CRASH REPORT

Incident # 23007091
Reviewer GAMMONS, GREGORY

ORI MI 1323700		Department Name Battle Creek Police Department			
Crash Date 07/24/2023	Crash Time 21:52	No. of Units 02	Crash Type Angle	Special Circumstances <input checked="" type="checkbox"/> None <input type="checkbox"/> Fleeting Police <input type="checkbox"/> Hit and Run <input type="checkbox"/> Unknown <input type="checkbox"/> School Bus <input type="checkbox"/> Animal	Special Checks <input type="checkbox"/> Fatal <input type="checkbox"/> Non-Traffic Area <input type="checkbox"/> ORV/Snowmobile
County 13 - Calhoun	Traffic Control Stop w/Flashing Beacon	Relation to Roadway On the Road	Weather Clear	Area INTR Within Intersection	
City/Twsp 80 - Battle Creek	Contributing Circumstances 1st None 2nd		Light Dark-Lighted	Road Surface Condition Dry	Total Lanes 04 Speed Limit 35 Posted Yes
Work Zone (if applicable) Type Workers Present Activity Location					

Prefix W	Primary Road Name TERRITORIAL	Road Type RD	Suffix	Divided Roadway N
Distance / Direction 1 Feet W		Trafficway Not Physically Divided		
Prefix W	Intersecting Road Name LA VISTA	Road Type AVE	Suffix	Divided Roadway

Unit Number 01	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/###/#### (16)	License Type <input type="checkbox"/> Operator <input type="checkbox"/> Chauffeur <input type="checkbox"/> Moped	Endorsements <input type="checkbox"/> Cycle <input type="checkbox"/> Farm <input type="checkbox"/> Recreation	Sex F	Race	Total Occupants 01	Hazardous Action Failed to Yield
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####				Driver is Owner Yes	Injury O	Position Front - Left		Restraint Restraint Use Unknown	
Driver Condition at Time of Crash 1st Appeared Normal 2nd				Driver Distracted By Unknown		Ejected	Trapped	Airbag Deployed Deployed - Curtain		

Hospital NONE		Ambulance NONE		
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> PBT <input type="checkbox"/> Refused <input type="checkbox"/> Not Offered	Alcohol Test Results <input type="checkbox"/> Pending Test Results:	Interlock Device No
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> Refused <input type="checkbox"/> Not Offered	Drug Test Results <input type="checkbox"/> Pending Test Results:	Citation Issued <input type="checkbox"/> Hazardous <input type="checkbox"/> Other

Vehicle Registration 4CS12	State MI	Vehicle Description Year 2021	Make DODGE	Model CHALLENGER	Color BLACK
VIN 2C3CDZC90MH590285	Vehicle Type Passenger Car, SUV, Van	Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect	
Automation System(s) in Vehicle No	Automation System Level in Vehicle Unknown	Automation System Level Engaged at Time of Crash Unknown			

Insurance Company #####	Insurance Policy # #####	Towed By TIGERS	Towed To TIGERS		
Location of Greatest Damage 01	First Impact 01	Extent of Damage (Power Unit and/or Trailers) Disabling Damage	Vehicle Direction S	Vehicle Use Private	Action Prior Going Straight Ahead
Sequence of Events First ● 17 - Motor Veh in Transport Second Third Fourth (● indicates MOST harmful event)					

PASSENGERS	Passenger Information		Date of Birth (Age)	Sex	Race	Position	Restraint
			Injury	Ejected	Trapped	Airbag Deployed	
	Hospital		Ambulance				
PASSENGERS	Passenger Information		Date of Birth (Age)	Sex	Race	Position	Restraint
			Injury	Ejected	Trapped	Airbag Deployed	
	Hospital		Ambulance				

TRUCK/BUS	Carrier Information		USDOT	MC	MPSC		
			Driver's CDL Type	Endorsements OH OP OT ON OS OX	CDL Exempt <input type="checkbox"/> Farm <input type="checkbox"/> Other		
GVWR/GCWR <input type="checkbox"/> 10,000 lbs. or Less <input type="checkbox"/> 10,001 - 26,000 lbs. <input type="checkbox"/> Greater than 26,000 lbs.		Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material <input type="checkbox"/> Placard <input type="checkbox"/> Cargo Spill	ID #	Class #

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####		Owner Information	
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Damaged Property	Public	Owner & Phone
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Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/###/#### (56)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex F	Race	Total Occupants 01	Hazardous Action Unknown	
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####				Driver is Owner No	Injury O	Position Front - Left		Restraint Shoulder and Lap Belt		
Driver Condition at Time of Crash 1st Appeared Normal				2nd Driver Distracted By Unknown			Ejected	Trapped	Airbag Deployed Not Deployed		
Hospital NONE				Ambulance NONE							
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending Test Results:		Interlock Device No				
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other				
Vehicle Registration DTA9028	State MI	Vehicle Description Year 2014	Make FORD	Model FUSION	Color BLACK						
VIN 3FA6P0D94ER290352	Vehicle Type Passenger Car, SUV, Van		Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect						
Automation System(s) in Vehicle No		Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown						
Insurance Company #####			Insurance Policy # #####			Towed By MCCLAINES		Towed To MCCLAINES			
Location of Greatest Damage 03	First Impact 03	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction W	Vehicle Use Private			Action Prior Going Straight Ahead			
Sequence of Events ● 17 - Motor Veh in Transport				First		Second		Third		Fourth	
● indicates MOST harmful event											

Passenger Information	Date of Birth (Age)	Sex	Race	Position	Restraint
	Injury	Ejected	Trapped	Airbag Deployed	
Hospital					Ambulance
Passenger Information	Date of Birth (Age)	Sex	Race	Position	Restraint
	Injury	Ejected	Trapped	Airbag Deployed	
Hospital					Ambulance

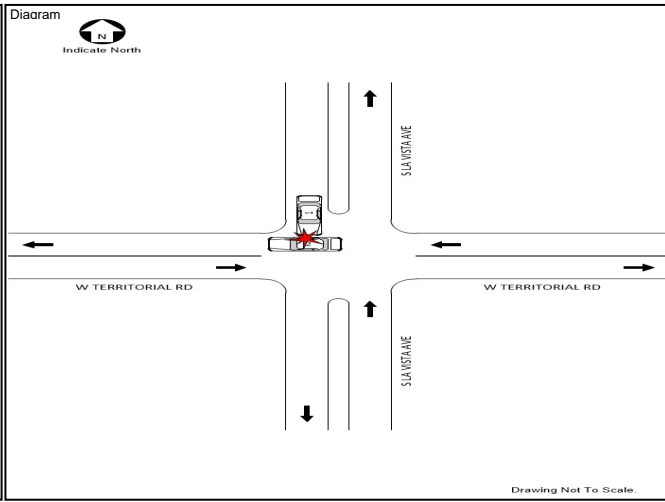
Carrier Information	USDOT	MC	MPSC			
GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.	Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill	ID #	Class #
Driver's CDL Type		Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X	CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other			

Owner Information ##### ##### #####, ## #####-#### (###) ###-####	Owner Information
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Witness Information	Witness Information
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Investigated at Scene Yes	Reported Date (Time) 07/24/2023 (22:31)	1st Investigator Name (Badge) BROWER, JENNA	2nd Investigator Name (Badge)	Photos No
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Narrative
Vehicle 1 was traveling s/b on La Vista Ave when it failed to yield, hitting vehicle 2 that was traveling w/b on W Territorial Rd. Both vehicles sustained disabling damage and were towed from the scene. There were no injuries.



SANITIZED

Authority: 1949 PA 300, Sec.257.622
Compliance: Required MSP UD-10E
Penalty: \$100 and/or 90 days (Rev 11/2020)

External # 0038293
Crash ID 3136791

Page 01 of 01
File Class 9300-1

STATE OF MICHIGAN TRAFFIC CRASH REPORT

Incident # 24001865

ORI MI 1323700
Department Name Battle Creek Police Department

Reviewer GETTEL, KELSON

Crash Date 03/04/2024
Crash Time 07:08
No. of Units 02
Crash Type Angle
Special Circumstances
 None
 Fleeing Police
 Hit and Run
 Unknown
 School Bus
 Animal
Special Checks
 Fatal
 Non-Traffic Area
 ORV/Snowmobile

County 13 - Calhoun
Traffic Control Stop Sign
Relation to Roadway On the Road
Weather Clear
Area INTR Within Intersection

City/Twsp 80 - Battle Creek
Contributing Circumstances
1st None
2nd
Light Daylight
Road Surface Condition Dry
Total Lanes 02
Speed Limit 30
Posted Yes

Work Zone (if applicable)
Type Workers Present Activity Location

Prefix N
Primary Road Name LA VISTA
Road Type BLVD
Suffix Divided Roadway

Distance / Direction 10 Feet S
Trafficway Not Physically Divided

Prefix N
Intersecting Road Name TERRITORIAL
Road Type RD
Suffix Divided Roadway

Unit Number 01
Unit Known Yes
State MI
Driver License Number #####
Date of Birth (Age) ##/##/#### (16)
License Type
 Operator
 Chauffeur
 Moped
Endorsements
 Cycle
 Farm
 Recreation
Sex M
Race
Total Occupants 01
Hazardous Action Disregard Traffic Control

Unit Type MV
Driver Information

BATTLE CREEK, MI 49015 (###) ###-####
Driver is Owner No
Injury O
Position Front - Left
Restraint Shoulder and Lap Belt

Driver Condition at Time of Crash
1st Appeared Normal
2nd
Driver Distracted By Not Distracted
Ejected
Trapped
Airbag Deployed Not Deployed

Hospital NONE
Ambulance NONE

Alcohol Suspected No
Contributing Factor No
Alcohol Test Type
 Breath
 Blood
 Urine
 Field
 PBT
 Refused
 Not Offered
Alcohol Test Results
 Pending
Test Results:
Interlock Device No

Drug Suspected No
Contributing Factor No
Drug Test Type
 Blood
 Urine
 Field
 Refused
 Not Offered
Drug Test Results
 Pending
Test Results:
Citation Issued
 Hazardous
 Other

Vehicle Registration ERU0410
State MI
Vehicle Description Year 2014
Make TOYOTA
Model CAMRY
Color SILVER OR ALUMI

VIN 4T1BF1FK0EU449969
Vehicle Type Passenger Car, SUV, Van
Special Vehicles Not Applicable
Private Trailer Type
Vehicle Defect

Automation System(s) in Vehicle No
Automation System Level in Vehicle Unknown
Automation System Level Engaged at Time of Crash Unknown

Insurance Company

Insurance Policy #

Towed By BUDS TOWING
Towed To

Location of Greatest Damage 01
First Impact 01
Extent of Damage (Power Unit and/or Trailers) Disabling Damage
Vehicle Direction S
Vehicle Use Private
Action Prior Going Straight Ahead

Sequence of Events
First
● 17 - Motor Veh in Transport
Second
Third
Fourth
(● indicates MOST harmful event)

Passenger Information
Date of Birth (Age)
Sex
Race
Position
Restraint
Injury
Ejected
Trapped
Airbag Deployed

Hospital
Ambulance

Passenger Information
Date of Birth (Age)
Sex
Race
Position
Restraint
Injury
Ejected
Trapped
Airbag Deployed

Hospital
Ambulance

Carrier Information
USDOT
MC
MPSC

Driver's CDL Type
Endorsements
OH OP OT
ON OS OX
CDL Exempt
 Farm
 Other

GVWR/GCWR
 10,000 lbs. or Less
 10,001 - 26,000 lbs.
 Greater than 26,000 lbs.
Vehicle Configuration
Cargo Body Type
Medical Card
Hazardous Material
 Placard
 Cargo Spill
ID #
Class #

Owner Information

#####, ## #####-#### (###) ###-####

Owner Information

Damaged Property
Public
Owner & Phone

SANITIZED

Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ##/##/#### (60)	License Type ● Operator ○ Chauffeur ○ Moped	Endorsements ○ Cycle ○ Farm ○ Recreation	Sex M	Race	Total Occupants 01	Hazardous Action None
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####			Driver is Owner Yes	Injury O	Position Front - Left	Restraint Shoulder and Lap Belt			
Driver Condition at Time of Crash 1st Appeared Normal				2nd Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Not Deployed		
Hospital NONE				Ambulance NONE						
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type ○ Breath ○ Blood ○ Urine ○ Field ○ PBT ○ Refused ○ Not Offered			Alcohol Test Results ○ Pending	Test Results:	Interlock Device No			
Drug Suspected No	Contributing Factor No	Drug Test Type ○ Blood ○ Urine ○ Field ○ Refused ○ Not Offered			Drug Test Results ○ Pending	Test Results:	Citation Issued ○ Hazardous ○ Other			
Vehicle Registration BPC770	State MI	Vehicle Description Year 2023	Make TOYOTA	Model TACOMA	Color BLUE					
VIN 3TMCZ5AN9PM595920	Vehicle Type Passenger Car, SUV, Van	Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect						
Automation System(s) in Vehicle No	Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown						
Insurance Company #####		Insurance Policy # #####			Towed By M AND M TOWING			Towed To		
Location of Greatest Damage 03	First Impact 03	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction W	Vehicle Use Private			Action Prior Going Straight Ahead		
Sequence of Events ● 17 - Motor Veh in Transport				First		Second		Third		Fourth

PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint	
				Injury	Ejected	Trapped	Airbag Deployed		
Hospital			Ambulance						
PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint	
				Injury	Ejected	Trapped	Airbag Deployed		
Hospital			Ambulance						

TRUCK/BUS	Carrier Information			USDOT	MC	MPSC	
				Driver's CDL Type	Endorsements OH OP OT ON OS OX	CDL Exempt ○ Farm ○ Other	
GVWR/GCWR ○ 10,000 lbs. or Less ○ 10,001 - 26,000 lbs. ○ Greater than 26,000 lbs.		Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material ○ Placard ○ Cargo Spill	ID #	Class #

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####			Owner Information		

WITNESS	Witness Information			Witness Information		

Investigated at Scene Yes	Reported Date (Time) 03/04/2024 (07:30)	1st Investigator Name (Badge) OCONNELL, RYAN	2nd Investigator Name (Badge)	Photos No
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Narrative	Diagram
Unit 2 was traveling west on W Territorial Rd. Unit 1 was traveling south on N La Vista Blvd and came to the stop sign at the intersection of N La Vista Blvd and W Territorial Rd. Unit 1 believed that the intersection was clear and proceeded into the intersection. Unit 1 collided into the passenger side of Unit 2 within the intersection. Unit 2 did not have a stop sign and had the right of way. The driver of Unit 1 was issued citation #B009952 for disregarding a stop sign.	

Authority: 1949 PA 300, Sec.257.622
Compliance: Required MSP UD-10E
Penalty: \$100 and/or 90 days (Rev 11/2020)

External # 0039490
Crash ID 3235672

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File Class 9300-1

STATE OF MICHIGAN TRAFFIC CRASH REPORT

Incident # 24005732

ORI MI 1323700
Department Name Battle Creek Police Department

Reviewer VANDYKE, CARL

Crash Date 07/03/2024
Crash Time 22:29
No. of Units 02
Crash Type Angle
Special Circumstances None Hit and Run School Bus
 Fleeing Police Unknown Animal
Special Checks Fatal Non-Traffic Area ORV/Snowmobile

County 13 - Calhoun
Traffic Control Stop Sign
Relation to Roadway On the Road
Weather Clear
Area INTR Within Intersection

City/Twsp 80 - Battle Creek
Contributing Circumstances 1st None 2nd
Light Dark-Lighted
Road Surface Condition Dry
Total Lanes 02
Speed Limit 35
Posted Yes

Work Zone (if applicable) Type Workers Present Activity Location

Prefix W Primary Road Name TERRITORIAL Road Type RD Suffix Divided Roadway

Distance / Direction AT Trafficway Not Physically Divided

Prefix W Intersecting Road Name LAVISTA Road Type BLVD Suffix Divided Roadway

Unit Number 01 Unit Known Yes State IL Driver License Number ##### Date of Birth (Age) ###/###/#### (18) License Type Operator Cycle Chauffeur Farm Moped Recreation Endorsements Sex M Race Total Occupants 01 Hazardous Action Failed to Yield

Unit Type MV Driver Information ##### Driver is Owner No Injury O Position Front - Left Restraint Shoulder and Lap Belt

Driver Condition at Time of Crash 1st Appeared Normal 2nd Driver Distracted By Not Distracted Ejected Trapped Airbag Deployed Not Deployed

Hospital NONE Ambulance NONE

Alcohol Suspected No Contributing Factor No Alcohol Test Type Breath Blood Urine Field PBT Refused Not Offered Alcohol Test Results Pending Test Results: Interlock Device No

Drug Suspected No Contributing Factor No Drug Test Type Blood Urine Field Refused Not Offered Drug Test Results Pending Test Results: Citation Issued Hazardous Other

Vehicle Registration AM72848 State IL Vehicle Description Year 2017 Make JEEP Model Color WHITE

VIN 1C4RJFAG3HC812681 Vehicle Type Passenger Car, SUV, Van Special Vehicles Not Applicable Private Trailer Type Vehicle Defect

Automation System(s) in Vehicle No Automation System Level in Vehicle Unknown Automation System Level Engaged at Time of Crash Unknown

Insurance Company ##### Insurance Policy # ##### Towed By TIGERS TOWING Towed To TIGERS

Location of Greatest Damage 06 First Impact 06 Extent of Damage (Power Unit and/or Trailers) Disabling Damage Vehicle Direction N Vehicle Use Private Action Prior Going Straight Ahead

Sequence of Events First 17 - Motor Veh in Transport Second Third Fourth (● indicates MOST harmful event)

Passenger Information Date of Birth (Age) Sex Race Position Restraint Injury Ejected Trapped Airbag Deployed

Passenger Information Date of Birth (Age) Sex Race Position Restraint Injury Ejected Trapped Airbag Deployed

Passenger Information Date of Birth (Age) Sex Race Position Restraint Injury Ejected Trapped Airbag Deployed

Carrier Information USDOT MC MPSC Driver's CDL Type Endorsements H P T N S X CDL Exempt Farm Other

GVWR/GCWR 10,000 lbs. or Less 10,001 - 26,000 lbs. Greater than 26,000 lbs. Vehicle Configuration Cargo Body Type Medical Card Hazardous Material Placard Cargo Spill ID # Class #

Owner Information Owner Information

Damaged Property Public Owner & Phone

SANITIZED

Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/###/#### (42)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex M	Race	Total Occupants 01	Hazardous Action None	
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####			Driver is Owner Yes	Injury O	Position Front - Left	Restraint Shoulder and Lap Belt				
Driver Condition at Time of Crash 1st Appeared Normal				2nd Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Not Deployed			
Hospital NONE				Ambulance NONE							
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input checked="" type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending	Test Results:	Interlock Device No				
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input checked="" type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending	Test Results:	Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other				
Vehicle Registration DJN7478	State MI	Vehicle Description 2016	Year	Make HONDA	Model PILOT	Color BLACK					
VIN 5FNYP6H37GB017408	Vehicle Type Passenger Car, SUV, Van		Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect						
Automation System(s) in Vehicle No	Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown							
Insurance Company #####			Insurance Policy # #####			Towed By M AND M TOWING		Towed To M AND M TOWING			
Location of Greatest Damage 01	First Impact 01	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction W	Vehicle Use Private		Action Prior Going Straight Ahead				
Sequence of Events ● indicates MOST harmful event)				First ● 17 - Motor Veh in Transport		Second		Third		Fourth	

PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint
	Injury	Ejected	Trapped	Airbag Deployed				
Hospital			Ambulance					
PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Race	Position	Restraint
	Injury	Ejected	Trapped	Airbag Deployed				
Hospital			Ambulance					

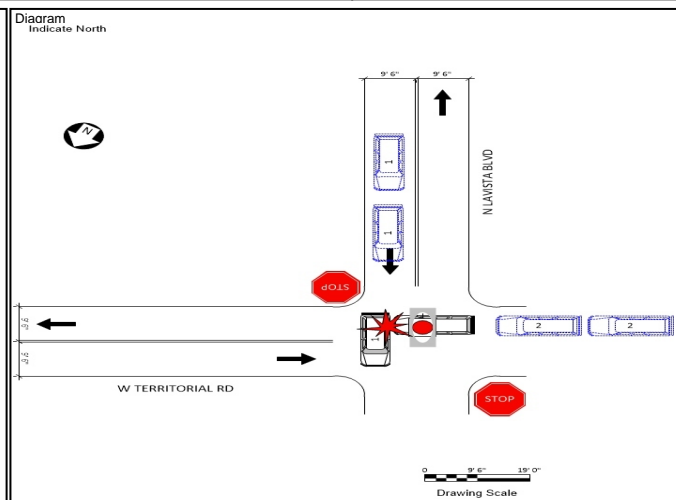
TRUCK/BUS	Carrier Information			USDOT	MC	MPSC		
	Driver's CDL Type			Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X	CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other			
GVWR/GCWR	<input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill	ID #	Class #

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####			Owner Information			
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WITNESS	Witness Information			Witness Information			
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Investigated at Scene Yes	Reported Date (Time) 07/03/2024 (23:21)	1st Investigator Name (Badge) RUSSELL, PATRICK	2nd Investigator Name (Badge)	Photos No
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Narrative
 Vehicle #1 was traveling on N Lavista Blvd. while Vehicle #2 was traveling E. on W. Territorial Rd. Vehicle #1 had a stop sign at their intersection and failed to yield the right way. Vehicle #1 entered the intersection causing Vehicle #2 to crash into the rear end of Vehicle #1. Vehicle #1 was issued a citation under (Citation B010886)



Authority: 1949 PA 300, Sec.257.622
Compliance: Required MSP UD-10E
Penalty: \$100 and/or 90 days (Rev 11/2020)

External # 0040153
Crash ID 3296679

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File Class 9300-1

STATE OF MICHIGAN TRAFFIC CRASH REPORT

Incident # 24008336

Reviewer FICKLE, CHAD

ORI MI 1323700	Department Name Battle Creek Police Department				Special Circumstances <input checked="" type="checkbox"/> None <input type="checkbox"/> None <input type="checkbox"/> Fleeing Police <input type="checkbox"/> Hit and Run <input type="checkbox"/> Unknown <input type="checkbox"/> School Bus <input type="checkbox"/> Animal				Special Checks <input type="checkbox"/> Fatal <input type="checkbox"/> Non-Traffic Area <input type="checkbox"/> ORV/Snowmobile				
Crash Date 09/19/2024	Crash Time 15:31	No. of Units 02	Crash Type Angle	Weather Clear	Area INTR Within Intersection	Work Zone (if applicable) Type Workers Present Activity Location				Total Lanes 02		Speed Limit 25	Posted Yes

LOCATION	Prefix TERRITORIAL	Road Type RD	Suffix	Divided Roadway
	Distance / Direction AT	Trafficway Not Physically Divided		
	Prefix LAVISTA	Road Type BLVD	Suffix	Divided Roadway

Unit Number 01	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ##/##/#### (57)	License Type <input checked="" type="checkbox"/> Operator <input type="checkbox"/> Chauffeur <input type="checkbox"/> Moped	Endorsements <input type="checkbox"/> Cycle <input type="checkbox"/> Farm <input type="checkbox"/> Recreation	Sex M	Race	Total Occupants 01	Hazardous Action Failed to Yield	
Unit Type MV	Driver Information ##### CLIMAX, MI 49034 (###) ###-####				Driver is Owner Yes	Injury O	Position Front - Left		Restraint Shoulder and Lap Belt		
Driver Condition at Time of Crash 1st Appeared Normal			2nd		Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Not Deployed		
Hospital NONE					Ambulance NONE						
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> PBT <input type="checkbox"/> Refused <input type="checkbox"/> Not Offered			Alcohol Test Results <input type="checkbox"/> Pending	Test Results:		Interlock Device No			
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="checkbox"/> Blood <input type="checkbox"/> Urine <input type="checkbox"/> Field <input type="checkbox"/> Refused <input type="checkbox"/> Not Offered			Drug Test Results <input type="checkbox"/> Pending	Test Results:		Citation Issued <input checked="" type="checkbox"/> Hazardous <input type="checkbox"/> Other			
Vehicle Registration BWX769	State MI	Vehicle Description Year 2011	Make TOYOTA	Model TUNDRA	Color GREEN						
VIN 5TFEY5F16BX112727	Vehicle Type Pickup Truck	Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect							
Automation System(s) in Vehicle No		Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown						
Insurance Company #####			Insurance Policy # #####			Towed By TIGERS			Towed To TIGERS		
Location of Greatest Damage 02	First Impact 02	Extent of Damage (Power Unit and/or Trailers) Functional Damage		Vehicle Direction S	Vehicle Use Private			Action Prior Going Straight Ahead			
Sequence of Events ● 17 - Motor Veh in Transport (● indicates MOST harmful event)											

PASSENGERS	Passenger Information		Date of Birth (Age)	Sex	Race	Position	Restraint
			Injury	Ejected	Trapped	Airbag Deployed	
	Hospital						
Passenger Information		Date of Birth (Age)	Sex	Race	Position	Restraint	
		Injury	Ejected	Trapped	Airbag Deployed		
Hospital							Ambulance

TRUCK/BUS	Carrier Information			USDOT	MC	MPSC
				Driver's CDL Type	Endorsements OH OP OT ON OS OX	CDL Exempt <input type="checkbox"/> Farm <input type="checkbox"/> Other
	GVWR/GCWR <input type="checkbox"/> 10,000 lbs. or Less <input type="checkbox"/> 10,001 - 26,000 lbs. <input type="checkbox"/> Greater than 26,000 lbs.		Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material <input type="checkbox"/> Placard <input type="checkbox"/> Cargo Spill

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####			Owner Information		
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Damaged Property	Public	Owner & Phone
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SANITIZED

Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ##/##/#### (42)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex M	Race	Total Occupants 01	Hazardous Action None
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####				Driver is Owner No	Injury O	Position Front - Left		Restraint Shoulder and Lap Belt	
Driver Condition at Time of Crash 1st Appeared Normal				2nd		Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Not Deployed
Hospital NONE					Ambulance NONE					
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending		Test Results:		Interlock Device No	
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending		Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other	
Vehicle Registration 4136L9	State MI	Vehicle Description 1997	Year	Make CHEVROLET	Model S TRUCK	Color RED				
VIN 1GCCS14X9VK168283		Vehicle Type Pickup Truck	Special Vehicles Not Applicable		Private Trailer Type	Vehicle Defect				
Automation System(s) in Vehicle No		Automation System Level in Vehicle Unknown			Automation System Level Engaged at Time of Crash Unknown					
Insurance Company #####			Insurance Policy # #####			Towed By M AND M			Towed To M AND M	
Location of Greatest Damage 08	First Impact 08	Extent of Damage (Power Unit and/or Trailers) Functional Damage		Vehicle Direction E	Vehicle Use Private			Action Prior Going Straight Ahead		
Sequence of Events First ● 17 - Motor Veh in Transport				Second		Third		Fourth		

Passenger Information	Date of Birth (Age)	Sex	Race	Position	Restraint
	Injury	Ejected	Trapped	Airbag Deployed	
Hospital Ambulance					
Passenger Information	Date of Birth (Age)	Sex	Race	Position	Restraint
	Injury	Ejected	Trapped	Airbag Deployed	
Hospital Ambulance					

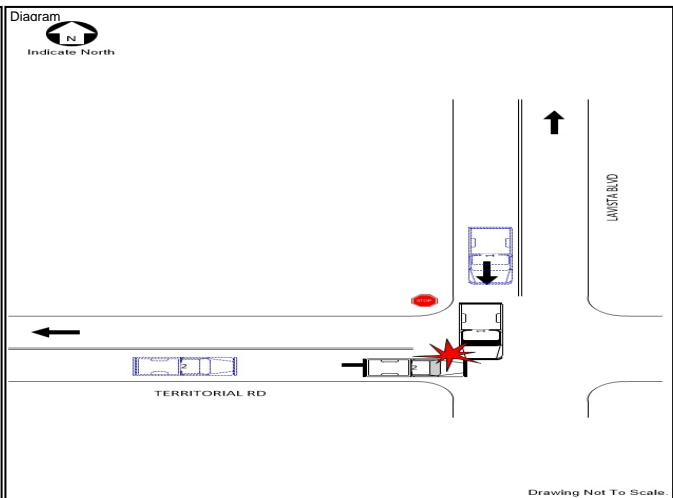
Carrier Information	USDOT	MC	MPSC
GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.	Vehicle Configuration	Cargo Body Type	Medical Card
Driver's CDL Type OH OP OT ON OS OX		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other	
Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID #	Class #

Owner Information ##### ##### #####, ## #####-#### (###) ###-####	Owner Information
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Witness Information	Witness Information
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Investigated at Scene Yes	Reported Date (Time) 09/19/2024 (15:55)	1st Investigator Name (Badge) STREET, JOSHUA	2nd Investigator Name (Badge)	Photos No
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Narrative
UNIT#1 was traveling SB on Lavista Blvd. and stopped at the stop sign at Territorial Rd. UNIT#2 had the right of way going EB on Territorial Rd. UNIT#1 advised they looked and cleared the intersection before pulling out however they pulled out in front of UNIT#2 causing the collision. Both vehicles crashed into each other with the front end of their vehicles. No injuries, UNIT#1 was towed by Tigers Towing, UNIT#2 was towed by M and M. UNIT#1 was cited for failing to yield right of way causing the accident. CN# B011589



Authority: 1949 PA 300, Sec.257-622
Compliance: Required MSP UD-10E
Penalty: \$100 and/or 90 days (Rev 01/2016)

External # 0014751
Crash ID 1428928

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File Class 9300-1

STATE OF MICHIGAN TRAFFIC CRASH REPORT

ORI MI 1323700	Department Name Battle Creek Police Department				Incident # 18006715	Reviewer EAGER, SCOTT
Crash Date 07/17/2018	Crash Time 18:35	No. of Units 02	Crash Type Angle	Special Circumstances <input checked="" type="radio"/> None <input type="radio"/> Fleeing Police <input type="radio"/> Hit and Run <input type="radio"/> Unknown <input type="radio"/> School Bus <input type="radio"/> Animal	Special Checks <input type="radio"/> Fatal <input type="radio"/> Non-Traffic Area <input type="radio"/> ORV/Snowmobile	
County 13 - Calhoun	Traffic Control Stop w/Flashing Beacon	Relation to Roadway On the Road		Weather Clear	Area INTR Within Intersection	
City/Twsp 80 - Battle Creek	Contributing Circumstances 1st None 2nd		Light Daylight	Road Surface Condition Dry	Total Lanes 02	Speed Limit 30
Work Zone (if applicable) Type Workers Present Activity Location						

LOCATION	Prefix N	Primary Road Name LAVISTA	Road Type BLVD	Suffix	Divided Roadway	
	Distance / Direction 75 Feet N		Trafficway Not Physically Divided			
	Prefix N	Intersecting Road Name TERRITORIAL	Road Type RD	Suffix	Divided Roadway	

Unit Number 01	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/###/#### (58)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex F	Total Occupants 01	Hazardous Action Failed to Yield
Unit Type MV	Driver Information ##### ##### BATTLE CREEK, MI 49015 (###) ###-####				Driver is Owner Yes	Injury O	Position Front - Left		Restraint Shoulder and Lap Belt
Driver Condition at Time of Crash 1st Appeared Normal 2nd				Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Deployed - Front	

Hospital NONE		Ambulance NONE		
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered	Alcohol Test Results <input type="radio"/> Pending Test Results:	Interlock Device No
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered	Drug Test Results <input type="radio"/> Pending Test Results:	Citation Issued <input checked="" type="radio"/> Hazardous <input type="radio"/> Other

Vehicle Registration AMR151	State MI	Vehicle Description Year 2012 Make JEEP Model LIBERTY Color GREEN
VIN 1C4PJMAK8CW217011	Vehicle Type Passenger Car, SUV, Van	Special Vehicles Not Applicable
Automation System(s) in Vehicle	Automation System Level in Vehicle	Automation System Level Engaged at Time of Crash

Insurance Company #####	Insurance Policy # #####	Towed By BUDS TOWING	Towed To
Location of Greatest Damage 02	First Impact 02	Extent of Damage (Power Unit and/or Trailers) Disabling Damage	Vehicle Direction N
Sequence of Events First ● 17 - Motor Veh in Transport	Second 03 - Ran Off Roadway-Left	Third 39 - Tree	Fourth

PASSENGERS	Passenger Information	Date of Birth (Age)	Sex	Position	Restraint
	Injury		Ejected	Trapped	Airbag Deployed
	Hospital				
Ambulance					
Passenger Information	Date of Birth (Age)	Sex	Position	Restraint	
Injury		Ejected	Trapped	Airbag Deployed	
Hospital					
Ambulance					

TRUCK/BUS	Carrier Information	USDOT	MC	MPSC
	Driver's CDL Type	Endorsements OH OP OT ON OS OX	CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other	
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.	Vehicle Configuration	Cargo Body Type	Medical Card

OWNERS	Owner Information ##### ##### #####, ## #####-#### (###) ###-####	Owner Information
--------	--	-------------------

Damaged Property CHERRY TREE AND YARD TORN UP	Public No	Owner & Phone ##### (###) ###-####
--	--------------	--

SANITIZED

Unit Number 02	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/##/#### (19)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex M	Total Occupants 01	Hazardous Action None	
Unit Type MV	Driver Information ##### BURLINGTON, MI 49029 (###) ###-####			Driver is Owner No	Injury O	Position Front - Left	Restraint Shoulder and Lap Belt			
Driver Condition at Time of Crash 1st Appeared Normal				2nd Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Deployed - Front		
Hospital NONE				Ambulance NONE						
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending Test Results:		Interlock Device No			
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other			
Vehicle Registration DVH1248	State MI	Vehicle Description 1999	Year 1999	Make CHRYSLER	Model 300M	Color DARK BLUE				
VIN 2C3HE66G8XH714125	Vehicle Type Passenger Car, SUV, Van			Special Vehicles Not Applicable	Private Trailer Type	Vehicle Defect				
Automation System(s) in Vehicle		Automation System Level in Vehicle			Automation System Level Engaged at Time of Crash					
Insurance Company #####		Insurance Policy # #####			Towed By M AND M TOWING		Towed To			
Location of Greatest Damage 02	First Impact 02	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction W	Vehicle Use Private		Action Prior Going Straight Ahead			
Sequence of Events ● 17 - Motor Veh in Transport				First		Second		Third		Fourth

PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Position	Restraint
	Hospital			Injury	Ejected	Trapped	Airbag Deployed
Hospital			Ambulance				
PASSENGERS	Passenger Information			Date of Birth (Age)	Sex	Position	Restraint
	Hospital			Injury	Ejected	Trapped	Airbag Deployed
Hospital			Ambulance				

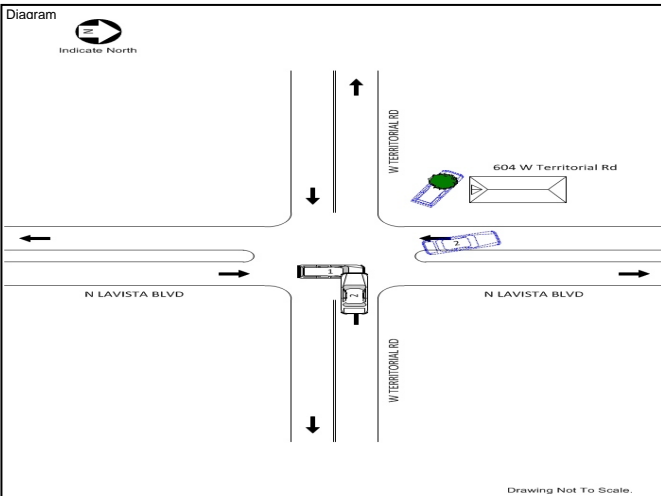
TRUCK/BUS	Carrier Information				USDOT	MC	MPSC		
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.				Vehicle Configuration	Cargo Body Type	Medical Card	Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill	ID #
Driver's CDL Type					Endorsements OH OP OT ON OS OX		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other		

OWNERS	Owner Information ##### ##### #####, ## ####-#### (###) ###-####			Owner Information		
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WITNESS	Witness Information ##### ##### #####, ## ####-#### (###) ###-####			Witness Information		
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Investigated at Scene Yes	Reported Date (Time) 07/17/2018 (19:06)	1st Investigator Name (Badge) LEACH, EMILY	2nd Investigator Name (Badge)	Photos No
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Narrative
Unit 1 was stopped on N LaVista Blvd and went to cross Territorial Rd striking Unit 2 traveling westbound. Unit 1 failed to yield, striking Unit 2. No injuries reported. Unit 1 cited (605456) for failing to yield. Unit 1 ended up in the yard of 604 Territorial Rd, causing damage to the yard and trees. Witness 1, indicated Unit 1 was stopped at stop sign, let two cars go by and then pulled across Territorial Rd, striking Unit 2 traveling westbound.





Resolution No: 391
City Commission Meeting 6/2/2026

391 - A Resolution accepting the proposal of best value for benefits broker from Advantage Benefits Group, Inc., in an estimated annual amount of \$100,000.00.

Battle Creek City Commission
Action Summary

Staff Member: Elizabeth Riser, Insurance Loss Control Specialist

Department: Purchasing

Summary

RESOLUTION NO. 391

Resolved by the Commission of the City of Battle Creek:

That the proposal of best value for benefits broker is accepted from Advantage Benefits Group, Inc., in an estimated annual amount of \$100,000.00. The City Manager is authorized to execute Contract No. 2026-066R and all renewals, which will be paid from 677.271.9280.801010 Health Insurance Professional Services.

Budgetary Considerations

History, Background and Discussion

The solicitation was issued April 15, 2026, for a benefits broker to provide employee benefit and consulting services, for a one year contract with the City's option to renew up to nine optional one-year renewals.

A copy of the RFP was posted on our bid management website and direct notifications were sent to five peer recommended firms. In addition, a local advertisement was placed. Proposals were due on April 29, 2026. Responses were as follows:

Advantage Benefits Group
Hub International
Gallagher Benefits Services, Inc.

Segal

Proposals were sent to the selection committee, which was comprised of:

Amanda Zimmerlin, City Manager
Michelle Hull, Human Resources Director
Aaron Kuhn, Revenue Services Director

Committee members reviewed and scored each proposal relative to the evaluation criteria set forth in the RFP. The Committee met on May 6, 2026, to discuss their scores and arrive at consensus scores. Those scores out of 75 were as follows:

64 - Advantage Benefits Group
64 - Hub International
60 - Gallagher Benefits Services, Inc.
60 - Segal

The committee then decided to interview the two top-scoring firms. Those interviews were held on May 11 and May 14, and consisted of a brief presentation by each firm, followed by a question and answer session. The purpose of the interviews was to further inquire into the company's history and qualifications, as well as to gauge potential rapport.

Interviews were worth an additional 25 points and combined scoring with their initial proposals to arrive at the following scores:

INTERVIEWS

85 – Advantage Benefits Group - \$100,000
83 – Hub International - \$120,000

The committee was impressed with Advantage Benefits Groups Services and presentation, but preferred Hub's pricing structure, which was inclusive of EDI feeds. Advantage Benefits Group charged separately for EDI feeds. It is anticipated that this additional fee would make the total pricing very similar. Before making a final decision, the committee requested that Purchasing reach out to references. Purchasing was able to contact 4 references for Advantage Benefits Group and 2 references for Hub International. Following the review of the references, the committee agreed to award to Advantage Benefits Group, Inc, for one year with up to nine optional one-year renewals.

Positions

Attachments

1. Hull - Memo Hull - Memo.pdf



CITY OF BATTLE CREEK

HUMAN RESOURCES DEPARTMENT

MEMORANDUM

Date: May 26, 2026

To: Elizabeth Riser, Risk Compliance Manager

From: Michelle Hull, Human Resources Director

The purpose of the Benefits Broker is to assist with the most advantageous placement of insurance coverage with respect to the terms and conditions of coverage, continuity of services and cost. In addition, the broker should be capable of providing a full range of value-added services including but not limited to those outlined in the scope of work section of the Request for Proposals.

The agency selected will perform an extensive review of our current benefit plans, summary plan descriptions, HIPAA and ACA compliance and will make recommendations on how to minimize the overall costs to the city, our employees and our retiree base while meeting or exceeding contractual and mandated compliance and legal obligations. The selected agency will work closely with city leadership to strategically offer a comprehensive benefit program that will assist with attracting and retaining employees. Furthermore, the agency will continuously monitor the health insurance industry for trends and recommended programs to help minimize financial exposure.

The City sought proposals from qualified independent insurance brokers to provide employee benefit and consulting services. The benefits covered include medical, dental, vision and life insurance for 550+ eligible employees. In addition, the city administers medical, vision and dental insurance for approximately 400+ retirees. The city has also historically offered voluntary benefits for life insurance, critical illness, accident insurance and hospital indemnity. Additionally, the city continuously seeks to expand the menu of voluntary benefits.

The cost for agency services is a budgeted expense item within G/L 677.271.9280.801010.

Regards,

Michelle Hull



Resolution No: 392
City Commission Meeting 6/2/2026

392 - A Resolution seeking authorization for the City Manager to enter into a permanent Easement For Electric Facilities agreement to Consumers Energy Company upon a portion of 339 West Michigan Avenue, Parcel No. 52-0256-00-050-0, for the purpose of installing and maintaining electricity power transmission infrastructure to support the City owned electric vehicle charging station.

Battle Creek City Commission
Action Summary

Staff Member: Marcel Stoetzel, Deputy City Attorney
Department: City Attorney's Office

Summary

RESOLUTION NO. 392

Resolved by the Commission of the City of Battle Creek:

That the City Manager is authorized to enter into the attached Easement For Electric Facilities agreement, or one in substantially similar form approved by the City Attorney, granting Consumers Energy Company, a Michigan corporation, a permanent easement in, under, across and through a portion of 339 West Michigan Avenue, identified as Parcel No. 52-0256-00-050-0, for the purpose of installing and maintaining electricity power transmission infrastructure to support the City owned electric vehicle charging station.

Budgetary Considerations

None.

History, Background and Discussion

The City of Battle Creek owns property at 339 West Michigan Avenue identified as Parcel No. 52-0256-00-050-0. The City has installed an electric vehicle charging station at the Transit Department (Transportation Authority of Calhoun County) bus garage and needs electric infrastructure installed to power the electric vehicle charging station.

Positions

Director of Operations Brendan Pizzala supports this Resolution.

Attachments

1 MI93380_05072026_CityofBattleCreekBCTra MI93380_05072026_CityofBattleCreekBCTra
. nsitGarage_ESMT CLEAN nsitGarage_ESMT CLEAN.pdf

EASEMENT FOR ELECTRIC FACILITIES

SAP# 1077221201
Design# 11881004
Agreement# MI00000093380

CITY OF BATTLE CREEK, a Michigan municipal corporation, whose address is 10 North Division Street, Battle Creek, Michigan 49014 (hereinafter "Owner")

for \$1.00 and other good and valuable consideration [*exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to MCLA 207.526(f)*] grants and warrants to

CONSUMERS ENERGY COMPANY, a Michigan corporation, One Energy Plaza, Jackson, Michigan 49201 (hereinafter "Consumers")

a permanent easement to enter Owner's land (hereinafter "Owner's Land") located in the City of Battle Creek, County of Calhoun, and State of Michigan as more particularly described in the attached Exhibit A to construct, operate, maintain, inspect (including aerial patrol), survey, replace, reconstruct, improve, remove, relocate, change the size of, enlarge, and protect a line or lines of electric facilities in, on, over, under, across, and through a portion of Owner's Land (hereinafter "Easement Area") as more fully described in the attached Exhibit B, together with any pole structures, poles, or any combination of same, wires, cables, conduits, crossarms, braces, guys, anchors, transformers, electric control circuits and devices, location markers and signs, communication systems, utility lines, protective apparatus and all other equipment, appurtenances, associated fixtures, and facilities, whether above or below grade, useful or incidental to or for the operation or protection thereof, and to conduct such other activities within the Easement Area as may be reasonably necessary connection therewith as determined by Consumers for the purpose of transmitting and distributing electricity.

Additional Work Space: In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.

Access: Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.

Trees and Other Vegetation: Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.

Buildings/Structures: Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

Ground Elevation: Owner shall not materially alter the ground elevation within the Easement Area without a prior written agreement executed by Consumers Real Estate Department allowing said alteration.

Exercise of Easement: Consumers' nonuse or limited use of this Easement shall not preclude Consumers' later use of this Easement to its full extent.

Ownership: Owner covenants with Consumers that they are the lawful fee simple owner of the aforesaid lands, and that they have the right and authority to make this grant, and that they will forever warrant and defend the title thereto against all claims whatsoever.

Successors: This Easement shall bind and benefit Owner's and Consumers' respective heirs, successors, lessees, licensees, and assigns.

Counterparts: This Easement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.

Date: _____

Owner: CITY OF BATTLE CREEK, a
Michigan municipal corporation

Signature

By: Amanda Zimmerlin _____
Print Name

Its: City Manager _____
Print Title

Acknowledgment

The foregoing instrument was acknowledged before me in Calhoun _____ County, Michigan _____,

on _____ by _____, _____ of
Date Name Title

City of Battle Creek, on behalf of corporation.

Notary Public

Print Name

County, _____

Acting in _____ County

My Commission expires: _____

PROPERTY OWNERS MAIL
SIGNED EASEMENT TO:
Ashley Devereaux
Consumers Energy Company
311 E Michigan Ave
Battle Creek, MI 49014
ROW Manager: Amber Wiswell

Prepared By:
Shelby D. Marchione, 5/7/26 EP7-464
Consumers Energy Company
One Energy Plaza
Jackson, MI 49201

REGISTER OF DEEDS OFFICE
USE ONLY
Return recorded instrument to:
Carrie J. Main, EP7-464
Consumers Energy Company
One Energy Plaza
Jackson, MI 49201

EXHIBIT A

Owner's Land

Land situated in the City of Battle Creek, County of Calhoun, State of Michigan:

Lots 40, 41, 42, 43, 62, 63, 64 and 65 of Plat of Battle Creek RB6, part of the Southwest 1/4 of Section 1, Town 2 South, Range 8 West, according to Calhoun County Records.

Also known as: 339 West Michigan Avenue, Battle Creek, Michigan 49037

Parcel ID: 0256-00-050-0

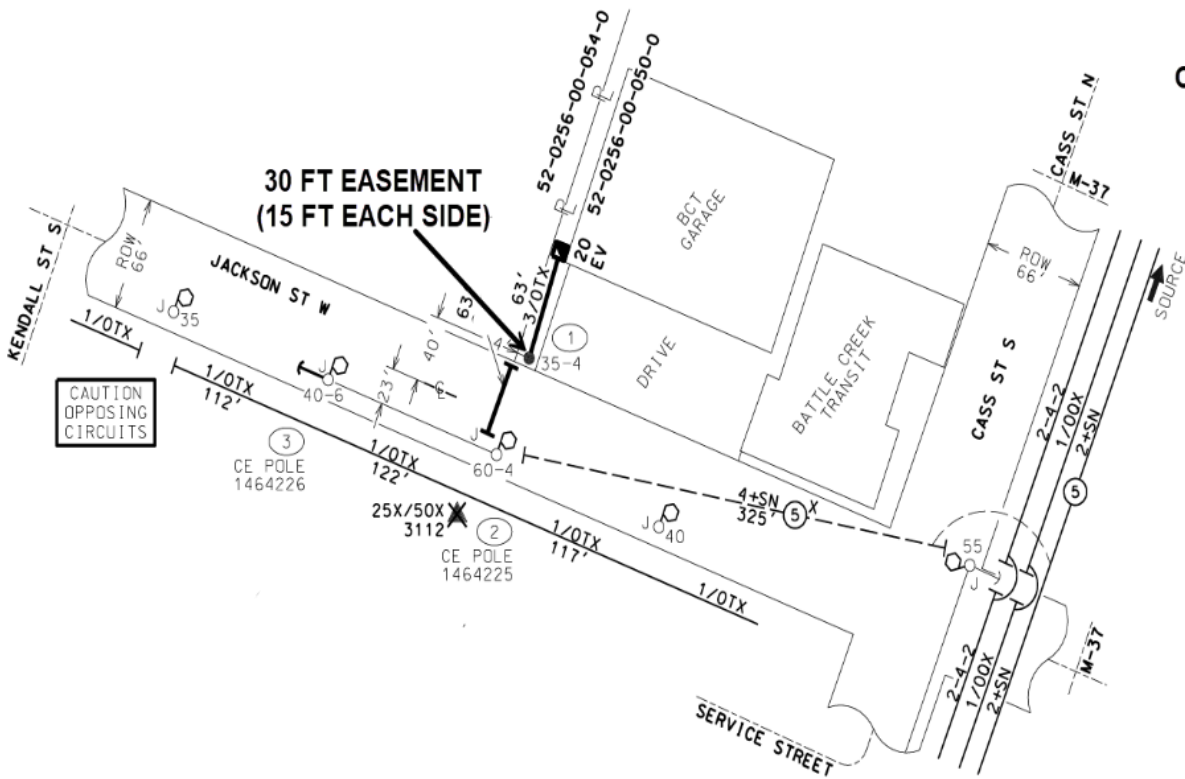
EXHIBIT B

Easement Area

A 30.00-foot-wide strip of land, being 15.00 feet on each side of the facilities of the line constructed on Owner's Land, the facilities to be located approximately as shown in the attached drawing.



Calhoun County





Resolution No: 393
City Commission Meeting 6/2/2026

393 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Battle Creek Downtown Development Authority (BCDDA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 393

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the Battle Creek Downtown Development Authority (BCDDA) fiscal year 2026-2027 budget per the attached worksheet.

Budgetary Considerations

If adopted, this will set the budget for the Battle Creek Downtown Development Authority (BCDDA) for the 2026-2027 fiscal year.

History, Background and Discussion

Positions

At their board meeting on April 27, 2026, the Battle Creek Downtown Development Authority (BCDDA) reviewed and approved the fiscal year 2026-2027 budget as presented on the attached worksheet.

Attachments

1. DDA Proposed FY27 DDA Proposed FY27.pdf

**City of Battle Creek
Downtown Development Authority
Proposed Budget
For the Year Ending June 30, 2027**

	FY 25-26 Adopted Budget	FY 25-26 Estimated	FY 26-27 Proposed Budget
<u>GENERAL FUND</u>			
GENERAL REVENUES:			
Tax Increment Revenue	\$ 2,127,744	\$ 2,747,124	\$ 2,804,654
State Aid Revenue (Personal Property Tax Replacement)	2,677,960	2,763,467	2,575,252
Rents	35,700	33,833	44,000
Investment earnings	60,300	110,000	110,000
Investment appreciation/depreciation	45,800	45,800	45,800
Miscellaneous	-	44,446	-
Total General Revenues	4,947,504	5,744,670	5,579,706
EXPENDITURES:			
Debt Service -			
2008/2013 Bonds - Pipeline Refunding	Term 2025/2034	2,733,203	2,733,203
2013 Capital Improvement Bonds	2033	177,241	197,689
Total Debt Service		2,910,444	2,930,892
General Operating Expenditures:			
Administration		21,600	25,000
CBD maintenance		1,041,473	1,041,473
CBD downtown plantings		55,000	55,000
Downtown policing		212,710	212,710
Intermodal facility contract		92,000	92,000
Kellogg Arena support		350,000	350,000
Economic Development Fund support		120,000	120,000
Downtown special projects		400,000	515,000
Total General Operating Expenditures		2,292,783	2,411,183
Total Expenditures		5,203,227	5,342,075
TOTAL GENERAL FUND REVENUES	4,947,504	5,744,670	5,579,706
TOTAL GENERAL FUND EXPENDITURES	5,203,227	5,342,075	5,868,770
EXCESS REVENUES OVER (UNDER) OPER. EXPENDITURES			
	\$ (255,723)	\$ 402,595	\$ (289,064)
Fund Balance, beginning of year	2,785,000	3,040,744	3,443,339
Fund Balance, end of year (GENERAL FUND)	\$ 2,529,277	\$ 3,443,339	\$ 3,154,275



Resolution No: 394
City Commission Meeting 6/2/2026

394 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Lakeview Downtown Development Authority (LDDA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 394

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the LDDA fiscal year 2026-2027 budget per the attached worksheet.

Budgetary Considerations

If approved, this will set the budget for the Lakeview Downtown Development Authority (LDDA) for the 2026-2027 fiscal year.

History, Background and Discussion

Positions

At their board meeting on April 28, 2026, the Lakeview Downtown Development Authority (LDDA) reviewed and approved the fiscal year 2026-2027 budget as presented on the attached worksheet.

Attachments

1. LDDA Proposed FY27 budget LDDA Proposed FY27 budget.pdf

**Lakeview Downtown Development Authority
2026-2027 Fiscal Year Budget (Proposed)**

<u>Revenue</u>	<u>Proposed FY 27</u>
Item	
Tax Incremental Revenue	\$3,240,741.00 (1)
Investment Income	\$109,670.00
Rental Income	\$0.00
TOTAL	\$3,350,411.00

<u>Expense</u>	
Item	
Professional/administrative fees	\$2,500.00 (2)
Audit fees	\$12,500.00 (2)
Projects	\$600,000.00
Unexpended funds- TACC	\$256,529.00 (3)
Unexpended funds- City	\$1,465,495.00 (3)
Unexpended funds- County	\$665,153.00 (3)
Unexpended funds- KCC	\$348,234.00 (3)
TOTAL	\$3,350,411.00

Change in fund balance	\$0.00
Fund balance, beginning of year	\$805,197.00
Fund balance, end of year	\$805,197.00

(1) Assumes captured taxable value of \$115,460,841

and capture of City, KCC, TACC, and County Millage in FY 2026/2027

(2) To City Finance Department

(3) Expected to be returned proportionately to City, KCC, TACC, and Calhoun County

(3) Commission requested this figure to be split out by jurisdiction/millage



Resolution No: 395
City Commission Meeting 6/2/2026

395 - A Resolution seeking approval of the fiscal year 2025-2026 amended budget for the Battle Creek Brownfield Redevelopment Authority (BCBRA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 395

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the BCBRA fiscal year 2025-2026 amended budget per the attached worksheet.

Budgetary Considerations

History, Background and Discussion

Positions

At their board meeting on May 18, 2026, the Battle Creek Brownfield Redevelopment Authority (BCBRA) reviewed and approved the fiscal year 2025-2026 amended budget as presented on the attached worksheet.

Attachments

1. BRA Amended FY26 BRA Amended FY26.pdf

Brownfield Redevelopment Finance Authority

Proposed Amended Budget FY 26

2026 Proposed
Amended Amount

Fund: 243 Brownfield Redevelopment Fin Aut

Revenue

243.726.0000 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment Revenue	\$339,921.00
--	--------------

Revenue Totals	<u>\$339,921.00</u>
-----------------------	---------------------

Expenditures

243.726.2252 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment Expense	\$1,096,000.00
--	----------------

243.726.2254 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment - TODA	\$189,539.00
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243.726.2255 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment - ReConserve	\$38,671.00
---	-------------

243.726.2256 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelop - Heritage Tower	\$34,552.00
---	-------------

Expenditure Totals	<u>\$1,358,762.00</u>
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Fund Total: Brownfield Redevelopment Fin Aut	(\$1,018,841.00)
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06/30/25 Working Capital	<u>\$2,053,001.00</u>
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06/30/26 Working Capital	\$1,034,160.00
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Resolution No: 396
City Commission Meeting 6/2/2026

396 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Battle Creek Brownfield Redevelopment Authority (BCBRA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director
Department: Finance

Summary

RESOLUTION NO. 396

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the Battle Creek Brownfield Redevelopment Authority (BCBRA) fiscal year 2026-2027 budget per the attached worksheet.

Budgetary Considerations

If approved, this will set the budget for the Battle Creek Brownfield Redevelopment Authority (BCBRA) for the 2026-2027 fiscal year.

History, Background and Discussion

Positions

At their board meeting on May 18, 2026, the Battle Creek Brownfield Redevelopment Authority (BCBRA) reviewed and approved the fiscal year 2026-2027 budget as presented on the attached worksheet.

Attachments

1. BRA Proposed FY27 BRA Proposed FY27.pdf

Brownfield Redevelopment Finance Authority

Proposed Budget FY 27

2027 Proposed
Budget

Fund: 243 Brownfield Redevelopment Fin Aut

Revenue

243.726.0000 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment Revenue	\$284,246.00
--	--------------

Revenue Totals	\$284,246.00
-----------------------	---------------------

Expenditures

243.726.2252 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment Expense	\$97,000.00
--	-------------

243.726.2254 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment - TODA	\$181,856.00
---	--------------

243.726.2255 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelopment - ReConserve	\$38,671.00
---	-------------

243.726.2256 - Brownfield Redevelopment Fin Aut,Brownfield,BRA Redevelop - Heritage Tower	\$52,185.00
---	-------------

Expenditure Totals	\$369,712.00
---------------------------	---------------------

Fund Total: Brownfield Redevelopment Fin Aut	(\$85,466.00)
---	----------------------

06/30/26 Projected Fund Balance	\$1,034,160.00
--	-----------------------

06/30/27 Projected Fund Balance	\$948,694.00
--	---------------------



Resolution No: 397
City Commission Meeting 6/2/2026

397 - A Resolution seeking approval of the fiscal year 2025-2026 amended General Operating budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 397

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the Battle Creek Tax Increment Finance Authority (BCTIFA) fiscal year 2025-2026 amended General Operating budget per the attached worksheet.

Budgetary Considerations

History, Background and Discussion

Positions

At their board meeting on May 18, 2026, the Battle Creek Tax Increment Finance Authority (BCTIFA) reviewed and approved the fiscal year 2025-2026 amended General Operating budget as presented on the attached worksheet.

Attachments

1. BCTIFA General Amended FY26 BCTIFA General Amended FY26.pdf

BCTIFA General Operating Budget

Proposed Amended Budget FY 26

**2026 Proposed
Amended Amount**

Fund: 247 BCTIFA Ft Custer General Fund

Revenue

247.724.0000 - BCTIFA Ft Custer General Fund,TIFA,BCTIFA Revenue	\$3,611,516.00
247.724.2520 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer BCTIFA Projects	\$138,296.00
Revenue Totals	\$3,749,812.00

Expenditures

247.724.2500 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer Maint & Development	\$267,000.00
247.724.2510 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer Debt	\$711,272.00
247.724.2520 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer BCTIFA Projects	\$3,431,263.00
Expenditure Totals	\$4,409,535.00

Fund Total: BCTIFA Ft Custer General Fund	(\$659,723.00)
06/30/25 Working Capital	\$2,340,978.00
06/30/26 Projected Working Capital	\$1,681,255.00



Resolution No: 398
City Commission Meeting 6/2/2026

398 - A Resolution seeking adoption of the fiscal year 2026-2027 General Operating budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 398

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the fiscal year 2026-2027 General Operating budget for the Battle Creek Tax Increment Finance Authority (BCTIFA) per the attached worksheet.

Budgetary Considerations

If approved, this Resolution would set the 2026-2027 General Operating budget for the BCTIFA.

History, Background and Discussion

Positions

At their board meeting on May 18, 2026, the Battle Creek Tax Increment Finance Authority (BCTIFA) reviewed and approved the fiscal year 2026-2027 General Operating budget as presented on the attached worksheet.

Attachments

1. BCTIFA General Proposed FY27 BCTIFA General Proposed FY27.pdf

BCTIFA General Operating Budget

Proposed Budget FY 27

**2027 Proposed
Budget**

Fund: 247 BCTIFA Ft Custer General Fund

Revenue

247.724.0000 - BCTIFA Ft Custer General Fund,TIFA,BCTIFA Revenue	\$3,261,953.00
247.724.2520 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer BCTIFA Projects	\$134,762.00
Revenue Totals	\$3,396,715.00

Expenditures

247.724.2500 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer Maint & Development	\$327,000.00
247.724.2510 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer Debt	\$701,470.00
247.724.2520 - BCTIFA Ft Custer General Fund,TIFA,Ft Custer BCTIFA Projects	\$2,984,663.00
Expenditure Totals	\$4,013,133.00

Fund Total: BCTIFA Ft Custer General Fund	(\$616,418.00)
06/30/26 Projected Working Capital	\$1,681,255.00
06/30/27 Projected Working Capital	\$1,064,837.00



Resolution No: 399
City Commission Meeting 6/2/2026

399 - A Resolution seeking approval of the fiscal year 2025-2026 amended Capital Projects budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 399

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the Battle Creek Tax Increment Finance Authority (BCTIFA) fiscal year 2025-2026 amended Capital Projects budget per the attached worksheet.

Budgetary Considerations

History, Background and Discussion

Positions

At their board meeting on May 18, 2026, the Battle Creek Tax Increment Finance Authority (BCTIFA) reviewed and approved the fiscal year 2025-2026 amended Capital Projects budget as presented on the attached worksheet.

Attachments

1. BCTIFA Capital Amended FY26 BCTIFA Capital Amended FY26.pdf

BCTIFA Capital Projects

Proposed Amended Budget FY 26

**2026 Proposed
Amended Amount**

Fund: 495 BCTIFA Capital Projects

Revenue

495.724.0000 - BCTIFA Capital Projects, TIFA, BCTIFA Capital Projects Rev	\$1,934,340.00
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Revenue Totals	\$1,934,340.00
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Expenditures

495.901.8870 - BCTIFA Capital Projects, TIFA, Capital Projects	\$500,000.00
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495.901.8890 - BCTIFA Capital Projects, TIFA, Park Development	\$1,372,566.00
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495.901.9923 - BCTIFA Capital Projects, TIFA, FCIP Roadway Resurfacing	\$235,000.00
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Expenditure Totals	\$2,107,566.00
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Fund Total: BCTIFA Capital Projects	(\$173,226.00)
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06/30/25 Working Capital	\$2,653,807.00
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06/30/26 Projected Working Capital	\$2,480,581.00
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Resolution No: 400
City Commission Meeting 6/2/2026

400 - A Resolution seeking adoption of the fiscal year 2026-2027 Capital Projects budget for the Battle Creek Tax Increment Finance Authority (BCTIFA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 400

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the Battle Creek Tax Increment Finance Authority (BCTIFA) fiscal year 2026-2027 Capital Projects budget per the attached worksheet.

Budgetary Considerations

If adopted, this would set the capital projects budget for the BCTIFA for fiscal year 2026-2027.

History, Background and Discussion

Positions

At their board meeting on May 18, 2026, the Battle Creek Tax Increment Finance Authority (BCTIFA) reviewed and approved the fiscal year 2026-2027 Capital Projects budget as presented on the attached worksheet.

Attachments

1. BCTIFA Capital Proposed FY27 BCTIFA Capital Proposed FY27.pdf

BCTIFA Capital Projects

Proposed Budget FY 27

**2027 Proposed
Budget**

Fund: 495 BCTIFA Capital Projects

Revenue

495.724.0000 - BCTIFA Capital Projects, TIFA, BCTIFA Capital Projects Rev	\$1,613,340.00
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Revenue Totals	\$1,613,340.00
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Expenditures

495.901.8870 - BCTIFA Capital Projects, TIFA, Capital Projects	\$920,000.00
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495.901.8890 - BCTIFA Capital Projects, TIFA, Park Development	\$81,335.00
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495.901.9923 - BCTIFA Capital Projects, TIFA, FCIP Roadway Resurfacing	\$700,000.00
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Expenditure Totals	\$1,701,335.00
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Fund Total: BCTIFA Capital Projects	(\$87,995.00)
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06/30/26 Projected Working Capital	\$2,480,581.00
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06/30/27 Projected Working Capital	\$2,392,586.00
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Resolution No: 401
City Commission Meeting 6/2/2026

401 - A Resolution seeking approval of the fiscal year 2025-2026 amended budget for the Battle Creek Local Development Finance Authority (LDFA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 401

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the Battle Creek Local Development Finance Authority (LDFA) fiscal year 2025-2026 amended budget per the attached worksheet.

Budgetary Considerations

History, Background and Discussion

Positions

At their meeting on May 18, 2026, the Battle Creek Local Development Finance Authority (LDFA) reviewed and approved the fiscal year 2025-2026 amended budget as presented on the attached worksheet.

Attachments

1. LDFA Amended FY26 LDFA Amended FY26.pdf

Local Development Finance Authority (LDFA)

Proposed Amended Budget FY 26

	2026 Proposed Amended Amount
<hr/>	
Fund: 250 Local Development Finance Auth	
Revenue	
250.727.0000 - Local Development Finance Auth,SmartZone,Smartzone Finance Auth Rev	\$579,973.00
Revenue Totals	\$579,973.00
Expenditures	
250.727.2541 - Local Development Finance Auth,SmartZone,Smartzone Area 1	\$153,000.00
250.727.2542 - Local Development Finance Auth,SmartZone,Watkins Road Improvements	\$421,000.00
Expenditure Totals	\$574,000.00
Fund Total: Local Development Finance Auth	\$5,973.00
06/30/25 Working Capital	\$223,502.00
06/30/26 Projected Working Capital	\$229,475.00



Resolution No: 402
City Commission Meeting 6/2/2026

402 - A Resolution seeking adoption of the fiscal year 2026-2027 budget for the Battle Creek Local Development Finance Authority (LDFA).

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 402

Resolved by the Commission of the City of Battle Creek:

That this Resolution sets forth the Battle Creek Local Development Finance Authority (LDFA) fiscal year 2026-2027 budget per the attached worksheet.

Budgetary Considerations

If adopted, this will set the budget for the Battle Creek Local Development Finance Authority (LDFA) for the 2026-2027 fiscal year.

History, Background and Discussion

Positions

At their meeting on May 18, 2026, the Battle Creek Local Development Finance Authority (LDFA) reviewed and approved its budget for the 2026-2027 fiscal year as presented in the attached worksheet.

Attachments

1. LDFA Proposed FY27 LDFA Proposed FY27.pdf

Local Development Finance Authority (LDFA)

Proposed Budget FY 27

	2027 Proposed Budget
<hr/>	
Fund: 250 Local Development Finance Auth	
Revenue	
250.727.0000 - Local Development Finance Auth,SmartZone,Smartzone Finance Auth Rev	\$650,591.00
Revenue Totals	\$650,591.00
Expenditures	
250.727.2541 - Local Development Finance Auth,SmartZone,Smartzone Area 1	\$153,000.00
250.727.2542 - Local Development Finance Auth,SmartZone,Watkins Road Improvements	\$500,000.00
Expenditure Totals	\$653,000.00
Fund Total: Local Development Finance Auth	(\$2,409.00)
06/30/26 Projected Working Capital	\$229,475.00
06/30/27 Projected Working Capital	\$227,066.00



Resolution No: 403
City Commission Meeting 6/2/2026

403 - A Resolution seeking approval for amendments to the "2026-2027 Fee, Bond and Insurance Schedule" for the City of Battle Creek.

Battle Creek City Commission
Action Summary

Staff Member: Victoria Houser, City Clerk

Department: City Clerk's Office

Summary

RESOLUTION NO. 403

Resolved by the Commission of the City of Battle Creek:

That Section 802.24 of the Codified Ordinances of the City of Battle Creek provides the City Commission shall, from time to time, by resolution, enact a schedule of fees required to be paid, bonds required to be posted, and insurance required to be carried. The fee, bond, and/or insurance is required to obtain a license to engage in the operation, conduct, or carrying on of any trade, profession, business, or privilege for which a license or permit is required by the Codified Ordinances.

The amendments to the Fee, Bond & Insurance Schedule for the City of Battle Creek, effective July 1, 2026 through June 30, 2027, are attached hereto and made a part thereof, is adopted pursuant to Section 802.24 of the Codified Ordinances of the City of Battle Creek. Please note the Water and Sewer rates are effective through August 15, 2026 until new water and sewer rates are approved by the City Commission.

Budgetary Considerations

The costs contained in the Schedule were analyzed by City departments and reflect the cost of providing the various services.

The following departments made modifications to their fee structures:

Assessing

Code Compliance
Fire Department
Inspection Division
Parks & Recreation
Planning & Zoning
Police Department
Utility Billing
Airport

The Business Unit for each department has been removed as the Account Credited contains the business unit.

Transit fees have been removed as those fees are now established by the Transit Authority of Calhoun County.

History, Background and Discussion

Section 802.24 of the Codified Ordinances states the City Commission shall enact a schedule of fees required to be paid, bonds required to be posted, and insurance required to be carried, in order to obtain a license or permit from the City. A license or permit must be obtained to engage in the operation, conduct, or carrying on of any trade, profession, business, or privilege.

Additionally, the Schedule provides the fee structure for all services provided by the City, not just those related to the issuance of licenses or permits. This comprehensive listing is an excellent resource and provides invaluable information for Commissioners, staff, citizens, and businesses.

Positions

Attachments

1. 26-27 Fee Bond and Insurance Schedule -26-27 Fee Bond and Insurance Schedule - changes changes.pdf
2. 26-27 Fee Bond and Insurance Schedule -26-27 Fee Bond and Insurance Schedule - FINAL FINAL.pdf

ASSESSOR

The Assessing Department is required by State law to assess properties at 50% of their market value. The Assessor conducts physical inspections of residential properties, updates old records to calculate new assessed values, updates commercial and industrial appraisal records, and conducts a Personal Property Audit Program.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Copies	\$ 1.00 first page	101.257.0000.681040	No charge for property owner: \$ 0.50 each additional page
Deeds	\$ 0.50 each additional page		\$ 0.50 each additional page
Affidavits	\$ 1.00 first page		\$ 0.50 each additional page
Certificates	\$ 1.00 first page		\$ 0.50 each additional page
Applications	\$ 1.00 first page		\$ 0.50 each additional page
Building file records	\$ 1.00 first page		\$ 0.50 each additional page
Tax bill copies	\$ 1.00 first page		\$ 0.50 each additional page
Tax receipts	\$ 1.00 first page		\$ 0.50 each additional page
Legal Descriptions	\$ 1.00 first page		\$ 0.50 each additional page
Faxes/Mail Requests	\$ 3.00 first two pages	101.257.0000.681040	No charge for property owner
Additional pages	\$ 1.00		
All Property Record Cards	\$ 1.00	101.257.0000.681040	No charge for property owner
Additional pages over 1	\$ 0.50		
Extra buildings	\$ 0.50		
Sketch	\$ 0.50		
Photo image	\$ 0.50		
Internet Users	Free		(Property Record Data)

ASSESSOR

Business Unit 2270 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Special Reports	\$ 0.20 (printing)	101.257.0000.681040	
Assessment Rolls	Cost: Employee Wage + Benefits	101.257.0000.681040	
Sale Books			
Property Lists			
Value & Tax Lists			
Electronic Reports			
Electronic version of database, partial or complete	\$ 1,000.00	101.257.0000.681040	
All Land Splits and/or Combinations:			
Application for land split (Public Road Frontage: all parcels)			
First two tax parcels	\$ 100.00	101.257.0000.681040	
Each additional tax parcel	\$ 25.00	101.257.0000.681040	
Application for land split (Non-Public Road Frontage)			
First two tax parcels	\$ 150.00	101.257.0000.681040	
Each additional tax parcel	\$ 50.00	101.257.0000.681040	
Application for combinations			<u>No charge to combine. Application is still required</u>
Combination of two tax parcels	\$ 100.00	101.257.0000.681040	
Each additional tax parcel	\$ 10.00	101.257.0000.681040	
No additional charge for combining tax parcels with no public road frontage			
Note: No charge to other government units for record requests less than \$25.00. Reserve the right to charge government units for requests of \$25.00 or more. No charge to government units for land division splits.			

BATTLE CREEK TRANSIT

Business Unit 1588

The Transit System provides public transportation throughout the Battle Creek area. Regular route buses operate from 5:15 a.m. to 6:45 p.m., Monday through Friday, and 9:15 a.m. to 5:00 p.m., on Saturday. Tele-Transit service is available from 5:15 a.m. to 11:45 p.m., Monday through Friday, and 9:15 a.m. to 5:15 p.m., on Saturday.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Bus Fares		-588.596.0000.618010	Transfers are free-
Adults and children taller than the fare box	\$ 1.75		
Seniors and handicapped	\$ 0.85		
Children shorter than the fare box	Free		
Passes		-588.596.0000.618030	
12 Ride Punch	\$ 15.00		
{Seniors/Disabled}	\$ 8.00		
48 Ride Punch	\$ 56.00		
{Seniors/Disabled}	\$ 34.00		
Student	\$ 45.00		
10 Rides Tele-transit	\$ 50.00		
{Seniors/Disabled}	\$ 30.00		
20 Rides Tele-transit	\$ 100.00		
{Seniors/Disabled}	\$ 60.00		
Tele-Transit		-588.596.0000.618010	
Senior and disabled	\$ 3.00		
General public	\$ 5.00		Weekdays after 6:45 P.M.
General public	\$ 7.00		Weekdays before 6:45 P.M.
Reduced Fare Program	\$ 2.00	-588.596.0000.618010	Identification card for seniors and disabled individuals

BATTLE CREEK TRANSIT

Business Unit 1588 (cont.)

~~BCGo is a State funded countywide mobility pilot. All BCGo expenses are currently funded through the Michigan Department of Transportation.~~

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BCGo Fares		-588.596.6323.618010	Weekdays 6:00am – 9:00pm
<6 miles	\$ 3.00		
6-10 miles	\$ 5.00		
11-15 miles	\$ 7.00		
16-20 miles	\$ 10.00		
>20 miles	\$ 15.00		
Additional passenger(s)	\$ 3.00		
ITC Long Term Parking		-597.596.2650.620090	
First 15 minutes	Free		
16 minutes to 2 hours	\$ 2.00		
121 minutes to 3 hours	\$ 4.00		
181 minutes to 4 hours	\$ 6.00		
241 minutes to full day	\$ 8.00		
Maximum (Weekly/7 days)	\$ 50.00		
Lost Ticket fee/30 days	\$150.00		

CITY ATTORNEY'S OFFICE

Business Unit

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Freedom of Information		101.266.0000.646010	
Attorney Labor	Employee Wage + benefits		Lowest paid Attorney Staff capable of fulfilling the request, hourly
Copy Rate	\$0.10/page		
Mailing	Actual Costs		
Digital Media	\$ 3.00/thumb drive, minimum		Cost is dependent on size of media

CITY CLERK

Business Unit 2110

The City Clerk is responsible for providing specialized clerical and administrative services to the Mayor and the City Commission; provides for the issuance of licenses as outlined in City Ordinance; acts as the Freedom of Information coordinator; manages City cemeteries; maintains all public records of the City; provides the coordination, direction, and conduct of all the elections within the City; acts as ex-officio member of the Civil Service Commission; maintains firefighter personnel files, and conducts testing activities and preparation of Eligibility Lists for positions within the Fire Department as directed by the Civil Service Commission.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Ambulance	\$ 25.00	101.215.0000.478040	
Amusement Device	\$ 25.00/device	101.215.0000.478060	
Auctioneers		101.215.0000.478030	License and Permit Bond - \$2,000
One Day License	\$ 15.00		
One Year License	\$ 50.00		
Bowling Alleys		101.215.0000.478080	
Annual Fee	\$ 25.00		
Per Alley	\$ 15.00		
Burning Permits		101.215.0000.478070	
Bonfire	\$ 25.00		
Carnivals & Shows		101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability
First Day	\$ 50.00		
Each Additional Day	\$ 25.00		
Circuses	\$ 150.00/day	101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability
City Charter	\$ 15.00	101.215.0000.681040	Available on City Website
Codified Ordinance Book	\$ 160.00	101.215.0000.681040	Available on City Website
Replacement Pages	\$ 30.00		
Commercial Redevelopment		101.215.0000.478020	
Exemption Certificate application	\$ 150.00		
Request for District	\$ 200.00		
Copying Charges	\$ 0.15/single page	101.215.0000.681040	
Drop Box Permits	\$ 60.00/box	101.215.0000.478080	Clerk
		101.701.0000.491020	Planning
Fee, Bond and Insurance Schedule		101.215.0000.681040	
Full Booklet	\$ 20.00		Available on City Website

Business Unit 2110 City Clerk (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Cemeteries		101.215.0000.478090	
Grave Opening & Closing Rates	May 2nd – October 31st		November 1st – May 1st
Full Burial - Adult (61" - 96" vault)	\$650.00		\$900.00
Oversize Burial (oversize vault)	\$750.00		\$1,000.00
Full Burial - Child	\$450.00		\$700.00
Infant Burial - Stillborn (up to 36" vault)	\$300.00		\$550.00
Cremated remains	\$250.00		\$500.00
Saturdays or Sundays	\$300.00 additional		\$300.00 additional
Late/Short Notice Fee (less than 36 hours prior to funeral start time)	\$500.00 additional		\$500.00 additional
Holidays	\$400.00 additional		\$400.00 additional
Dis-interments (all vault sizes)	\$750.00		\$1,000.00
Dis-interments (cremation)	\$325.00		\$575.00
Overtime Rate	\$350.00		\$350.00
No service may be scheduled to start offsite after 2PM, or arrive at the cemetery after 3PM: In the event that the procession arrives after 3PM, overtime charge will apply. Holidays: New Year's Day, MLK Jr. Day, President's Day, Good Friday*, Easter*, Mother's Day, Memorial Day*, Father's Day, Juneteenth, July 4 th **, Labor Day*, Veteran's Day, Thanksgiving Day and day after, Christmas Eve, Christmas Day, New Year's Eve. *Includes the entire weekend: **If July 4 th occurs on a Tuesday, July 3 rd is included: If July 4 th occurs on a Thursday, July 5 th is included.			
Burial Lots		101.215.0000.451120	
Per Section #	\$ 500.00		
Transfer of title	\$ 25.00		
Foundations	\$ 0.45/sq. inch		To include a 3" border
Installed twice per season: Spring (prior to Memorial Day) or Fall (prior to November 30 th)			
Elections		101.215.0000.681040	
Registration lists	\$ 0.15/single page		
Turnout reports	\$ 0.15/single page		
Voter Disc or CD	\$ 20.00		
Labels	\$ 0.21/label		
Labor	FOIA rates		Lowest paid Staff capable of fulfilling request

CITY CLERK

Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance	
Facility Use Fees		101.215.0000.478040		
Administrative Fee	\$ 25.00	Monday – Friday: 4:00 pm – 9:00 pm		
	\$100.00	Saturday or Sunday		
	Hourly Facility Use Fee	Monday – Friday	Saturday	Sunday
City Hall	8:00 am – 5:00 pm	5:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm
Room 301, Commission Chambers	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour
Room 302A, Conference Room	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour
Room 302B, Conference Room	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour
Police Department	8:00 am – 5:00 pm	5:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm
Room 109, Community Room	No Fee	\$58.35/hour	\$58.35/hour	\$58.35/hour
Department of Public Works	8:00 am – 4:00 pm	4:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm
Room 204, Conference Room	Not Available	\$55.23/hour	\$55.23/hour	\$55.23/hour
Room 214 Multi-Purpose Room	Not Available	\$55.23/hour	\$55.23/hour	\$55.23/hour
Battle Creek Executive Airport at Kellogg Field	8:00 am – 4:00 pm	4:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm
Room 130, Conference Room	No Fee	\$55.42/hour	\$55.42/hour	\$55.42/hour
Multi-Purpose Room	No Fee	\$55.42/hour	\$55.42/hour	\$55.42/hour
Going out of Business permit	\$ 50.00/30 days	101.215.0000.478080	Only two extensions allowed	
Extension of permit	\$ 50.00 each extension			
Industrial Facilities		101.215.0000.478040		
Exemption certificate application	\$ 150.00		Fees established by State	
Request for abatement district	\$ 200.00		Fees established by State	
Marriage/Wedding Officiating	\$ 25.00	101.000.0000.681040		
Mechanical Amusement Rides	\$ 15.00/ ride/day	101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability	
Neighborhood Enterprise Zone		101.215.0000.681040		
Application	\$ 20.00			
Transfer	\$ 20.00			
Notary Services	\$ 5.00	101.215.0000.681040		

CITY CLERK
~~Business Unit 2110~~ (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Obsolete Property		101.215.0000.478020	
Exemption certificate application	\$ 150.00		
Request for abatement district	\$ 200.00		
Open Meetings Act Annual Notice Request	\$ 1.00/meeting		
Pawnbrokers		101.215.0000.478040	
Annual fee	\$ 200.00		Registration with Leads Online: Must Attend 2-Year Certification Training; \$3,000 Bond with at least two sureties
Each Additional employee fee	\$ 10.00		
Pool and Billiard Halls		101.215.0000.478015	
Annual fee	\$ 25.00		
Each table	\$ 15.00		
Precinct Inspector Compensation		101.262.0000.703020	
Precinct Chairperson	\$ 16.00/hour		
Electronic Poll Book Operator	\$ 15.00/hour		
Precinct Inspector	\$ 14.00/hour		
Receiving Board	\$ 15.00/hour		
Election Training	Minimum Wage		
Precinct Maps		101.215.0000.681040	
Combined Wards	\$ 15.00		
Individual Ward	\$ 5.00		
Quadricycles			
Vehicle Permit	\$ 250.00	101.000.0000.681040	Vehicle Inspection required, proof of Bodily Injury and Property Damage Liability insurance with a minimum \$2,000,000 CLS Comprehensive coverage
Driver Permit, including background check	\$ 25.00	101.215.0000.681040	
Replacement Permit	\$ 10.00	101.215.0000.681040	

CITY CLERK
Business Unit 2110 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Refuse Haulers			
		101.215.0000.478080	
Annual Fee	\$ 100.00		\$500,000 CSL Comprehensive General Liability, \$500,000 Automobile Liability, \$1,000 Bond
Inspection fee	\$ 20.00/vehicle		
Replacement tag	\$ 15.00/vehicle		
Electric Scooter/Skateboard			
		101.215.0000.478080	Vehicle Inspection Required: Commercial General Liability insurance coverage with a limit of \$1,000,000 each occurrence and \$2,000,000 aggregate: Automobile insurance \$1,000,000 each occurrence/aggregate: Umbrella or Liability coverage of \$5,000,000 each occurrence/aggregate Licensee employs persons within the City, Workers' Compensation coverage of no less than statutory requirement
Business License - Initial (2 year)	\$1,000.00	101.215.0000.478080	
Compliance Fee (Year 2)	\$ 250.00	101.215.0000.478080	
Renewal Fee - Every 2 Years	\$ 500.00	101.215.0000.478080	
Secondhand Goods/Junk Dealers			
		101.215.0000.478080	Registration with LeadsOnline per year paid for BCPD
Annual Fee	\$ 200.00/year		
Each Additional Employee	\$ 10.00		
Shooting Galleries			
	\$ 25.00/year	101.215.0000.478080	\$1,000,000.00 CSL General Liability
Special Events			
Parking Spaces	\$ 0.50/space/day		
Clean-up by City	\$ 50.00/hr.	101.446.4560.681040	
Pole Banners	\$ 40.00 each	101.446.7190.681040	
Barricades - all delivered and picked up by DPW	N/C		
Electricity Usage - Parks	\$ 25.00	101.446.4560.681040	
Electricity Usage Downtown	\$ 25.00	101.446.7190.681040	
Tax Abatements			
		101.215.0000.478020	
Tax Abatement Application	\$ 150.00		
Establishment of an Abatement District	\$ 200.00		

CITY CLERK
~~Business Unit 2110~~ (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Theaters			
Up to 500 seats	\$ 25.00/theater	101.215.0000.478080	
501 - 1,000 seats	\$ 40.00/theater		
1,001 and more seats	\$ 50.00/theater		
Tree Trimmers - Forestry Contractors	\$ 25.00/year	101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability: \$500,000 Automobile Liability
Used Motor Vehicle Sales Lot			
New	\$ 170.00/year	101.215.0000.478010	Clerk
		101.701.0000.491020	Planning
Renewal (rec'd prior to 9/15)	\$ 85.00/year	101.215.0000.478010	Clerk
Vendors			
		101.215.0000.478050	
License fee	\$ 50.00		\$1,000 License and Permit Bond \$300,000 per accident - Bodily Injury \$100,000 per accident - Property Damage OR \$300,000 - Bodily Injury & Property Damage (Combined Single Limit)
Each succeeding month	\$ 20.00/month		
Each succeeding month w/Downtown Designation	\$ 30.00/month		
Each Additional Employee	\$ 10.00 per added employee		
Food Trucks & Food Truck Vendors			
		101.215.0000.478050	
License fee: to include 1 st month fee	\$ 50.00/truck		\$1,000 License and Permit Bond General Liability: Minimum \$100,000 combined single limit (CSL) for bodily injury & Property Damage Public Auto Liability: Minimum \$100,000 for motor vehicle public liability & property damage Additional Insured: The City of Battle Creek must be listed as an "Additional Insured" on both policies
Each succeeding month	\$ 20.00/month/truck		
Each succeeding month w/ Downtown Designation	\$ 30.00/month/truck		

Food Trucks & Food Truck Vendors must provide evidence of compliance with all County Health Department and State requirements and payment of fees.

CODE COMPLIANCE

Business Unit 8040

Code Compliance is responsible for neighborhoods to ensure compliance with the city’s housing code. The primary concern is helping property owners bring their property into compliance with the City Housing Code. In order to do this, they address many issues, including inoperable vehicles, junk and trash in yards, exterior housing violations, and interior housing violations on rental property, and rental inspections.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Administrative Search Warrant	\$ 250.00	101.701.8040.490120	
Dangerous Building Appeal	\$ 50.00 for 2 nd Appeal	249.371.0000.681040	No fee for first appeal
Demolition		101.371.3880.635020	
Administration fee	\$ 125.00		
Investigation fee	\$ 50.00		
Board of Appeal	\$ 40.00 for 2 nd Appeal	249.371.0000.681040	No fee for first appeal
Inspection Lockout	\$ 40.00	217.703.6216.681040	
Property cleanup		101.371.3880.681130	
Administration fee	\$ 125.00		
Investigation fee	\$ 50.00		
Re-inspection	\$ 40.00	217.703.6216.681040	
Rental Inspection / Unit	\$ 10.00	217.703.6216.681040	No fee for first inspection
Rental Registration		217.703.6216.681040	
Voluntary	\$ 5060 .00		
Solicited by City	\$ 500.00		
Rental Registration Renewal		101.701.8040.490120	
Voluntary	\$ 5060 .00		
Late	\$ 5060 .00		
Securing building		101.371.3880.635020	
Administration fee	\$ 125.00		
Investigation fee	\$ 45.00		
Cost to secure fee	\$ 30.00/opening minimum		

CODE COMPLIANCE
~~Business Unit 8040~~ (cont.)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Vacant & Abandoned Structures**		101.701.8040.491030	
Registration fee	\$ 25.00		
Monitoring fee	\$ 40.00/month		
Administrative Search Warrant	\$ 250.00	101.701.8040.490120	
**Exemptions: to comply with the Vacant & Abandoned Structure Ordinance, non-profit agencies, such as Neighborhoods Inc., and properties owned by governmental entities, such as Calhoun County, will be required to register their properties, but the registration and monitoring fees are waived by the City of Battle Creek.			
Weed Control		101.371.5300.681030	Includes 1st hour of mowing
Mowing Fee	\$ 75.00 min/50.00 each add 'l hr.		
Administration fee	\$ 50.00		
Investigation	\$ 25.00		
Hotel/Motel/Tourist Home			
Application	\$ 32.00	101.701.8040.491030	
Initial Inspection	\$ 15.00/unit	101.701.8040.491030	
Reinspection	\$ 15.00/unit	101.701.8040.491030	
Permit Renewal Late Fee	\$ 150.00	101.701.8040.491030	
Police Department Analysis	\$ 57.00	101.315.0000.703030	
Fire Department Inspection	\$ 125.00	101.337.0000.681040	
Inspections Division		249.371.0000.681040	
Outdoor Pool Inspection	\$ 50.00		
Indoor Pool Inspection	\$ 100.00		
All Trades Inspection	\$ 400.00		

ECONOMIC DEVELOPMENT (Small Business Development)

~~Business Unit 6000~~

Economic Development is responsible for promoting the growth and development of small business in the community. Staffed by the city's Small Business Development Office, the economic development team contributes to a business ecosystem that supports and sustains business by providing access to capital, technical advice, regulatory guidance, recruitment and retention and other business supports designed to launch and grow local business.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Cargo Shops		244.728.6000.667020	
Seasonal Rental Fee	\$ 1,200.00		Liability Insurance

FINANCE DEPARTMENT

Business Unit 2290

The Finance Department coordinates the preparation of the Annual Budget and the Comprehensive Annual Financial Report; administers City bond issues; monitors cash balances and invests funds; assists with water, sewer, and garbage rate studies; and monitors the financial condition of all City funds. In addition, the Finance Department is responsible for maintaining the financial accounting system for all city departments; processes payroll and payables, and creates invoices.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Annual Financial Report		101.191.0000.681040	
Full booklet	\$ 35.00		
Per page	\$ 0.10		
Attachment to City employee		101.191.0000.681040	
Wages - garnishment	\$ 35.00		
Budget		101.191.0000.681040	
Pamphlet	\$ 0.20		
Per page	\$ 0.10		
Capital Improvement Plan		101.191.0000.681040	
Full booklet	\$ 26.00		
Per page	\$ 0.10		
Foreign Exchange Payment		101.191.0000.681040	
Charge for Invoice Payments in Currency Other than U.S.		101.191.0000.681040.	
Conversion fee	\$ 10.00		
Flat rate charge	\$ 65.00		
International Wire	\$ 17.00		
Late Fees			
Charge for late payments on invoices	\$ 5.00 one-time fee		Departments carrying the receivables will show revenue in 681040.
Finance charge for late payments on invoices	2.5 % (per year)	101.191.0000.681040	

FIRE DEPARTMENT

~~Business Unit 3380~~

The Fire Department is responsible for fire response, rescue, primary medical response, hazardous material abatement, fire cause and safety inspections, and fire prevention programs throughout the community. Included in these duties are programs for industrial in-plant protection, liquor establishments, hospitals, schools and commercial property fire safety inspections. Other responsibilities include the inspection of firework sales, and the overseeing of underground tank removal and installation. Public services include vehicle ~~lock-outs~~lockouts, lift assists, and smoke detector installations.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Burning Permits		101.215.0000.478070	
Bonfires	\$ 25.00		Issued by the City Clerk's office
Fire Reports		101.337.0000.681040	
Each page	\$ 0.10		Estimated paper costs as established by State
Clerical fee	Employee Wage + benefits	101.337.0000.681040	Lowest paid Clerical Staff capable of fulfilling the
Postage	Current Rate		request. hourly calculation per MI FOIA law
Audio Tapes	\$ 21.00/hour	101.337.0000.681040	
Personnel Costs	Hourly Rate	Overtime Rate	101.339.0000.681040
Fire Fighter	\$ 68.20 55.69	\$ 95.30 66.13	
Equipment Operator	\$ 68.17	\$ 82.18	
Fire Lieutenant	\$ 76.85 73.53	\$ 110.39 87.16	
Fire Captain	\$ 83.98 77.57	\$ 120.68 92.94	
Battalion Chief	\$ 89.09 84.18	\$ 127.68 103.50	
Fire Marshal	\$ 79.66 88.59	\$ 114.49 110.83	
Fire Inspector	\$ 74.22 83.40	\$ 107.62 104.58	
Chief	\$ 107.07 96.15		
Services		101.337.0000.681040	
Fire Engine	\$ 85.00/hour		
Ladder Truck	\$ 125.00/hour		
Staff Car/Pick-up	\$ 20.00/hour		
Hazardous Materials	\$ 85.00/hour		
Fire Apparatus Response	\$ 110.00/hour		
Inspection Fees		101.337.0000.681040	FLAT FEE PRICING
Fire alarm system	\$ 75.00	101.337.0000.681040	
Fire suppression/protection	\$ 75.00		
Additional inspection	\$ 50.00		
False Alarms		101.337.0000.681040	
3rd occurrence/calendar year	\$ 50.00		
Each subsequent occurrence in a calendar year	\$ 50.00		

GIS DEPARTMENT

~~Business Unit 9170~~

The GIS Department provides mapping and analysis of spatial data in the Battle Creek Utility Service area. Normal operating hours are Monday - Friday, 8:00 a.m. - 5:00 p.m.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Commissioned GIS Work:			
Custom Map Production, Analysis, or GIS Services	\$ 50.00/hour	670.228.9170.617050	Production of deliverables that do not currently exist. First print/PDF included. One Hour minimum.
Printed Map	\$ 15.00/each		Printing of previously compiled maps or media (letter, ledger, 36", or 42" available)
GIS Digital Data Products*:			
Maintained Data (Irregular Update Schedule)			
Road Centerlines	\$ 500.00	670.228.9170.617050	Tile area equals 0.32mi ² . Call for imagery specifications.
Zoning Boundaries	\$ 500.00		
NPC Boundaries	\$ 100.00		
Maintained Data (Regular Update Schedule)			
Parcel Boundaries (Geometry Only)	\$ 4,650.00	101.257.0000.681040	(\$0.20/ea.)
Parcel Boundaries (With Attributes)	\$ 5,400.00		(\$0.23/ea.)
Production Data (Not updated, Final Form)			
2' Elevation Contours	\$ 5.00/tile	670.228.9170.617050	Derived from LiDAR point clouds.
Aerial Imagery			
2020 Imagery	\$ 5.00/tile	101.257.0000.681040	Tile area equals 0.32mi ² . Call for imagery specifications.
2015 Imagery	\$ 5.00/tile	101.257.0000.681040	
2010 Imagery	\$ 5.00/tile	101.257.0000.681040	
2008/2001/1996 Imagery	\$ 5.00/tile	670.228.9170.617050	
Oblique Imagery			
2010 Oblique Imagery	\$5.00/tile/directio	101.257.0000.681040	N, S, E, W exposures, flown @ 45°
LiDAR Point Clouds			
2008 Tiles	\$ 5.00/tile	670.228.9170.617050	Medium Point Density
2010 Tiles	\$ 5.00/tile	101.257.0000.681040	High Point Density

* A signed data usage agreement is required for all GIS data purchases. Other GIS digital data not listed may be available. Contact GIS department for information.

Aerial Imagery	2008 Flight Initial Purchase	2010 USGS Sale Amount
	\$250,000.00	\$22,000.00
Number of Tiles Acquired/Sold	2,420	2,420
Cost Per Tile	\$103.31	\$9.09
BCGIS Sale Price Per Tile	\$ 5.00	\$5.00
Subsidized Cost Per Tile	\$ 98.31	\$4.09

INSPECTION DIVISION

Business Unit 3870

The Inspection Division is responsible for enforcing the State of Michigan Building, Electrical, Mechanical and Plumbing Codes as well as the City of Battle Creek Sign and related Zoning Ordinances. This Division is involved in issuing permits, conducting plan reviews, inspecting all re-construction, new construction, demolition and maintaining permanent records of these activities.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Service Fees		249.371.0000.490010	
Additional fee for violation of re-inspections greater than 2	\$ 50 75.00		
Administrative Search Warrant	\$ 250.00		
Lock-out Fee - Inspections	\$ 50 75.00		
Work Without a Permit Fee (All Trades)	\$ 150.00	249.371.0000.490010	
Plan Review Fees- Residential		249.371.0000.490010	
Construction value of \$5,000.00 or less or demolition projects	\$ 0.00		
Construction valuations of greater than \$5,000.00	shall be 20% of the building permit fee		
Permits		249.371.0000.490010	
Residential Re-Roof	\$ 100.00 103.50		
Residential Demo Without Basement	\$ 120.00 123.50		
Residential Demo With Basement	\$ 180.00 183.50		
Commercial Demo	\$ 75.00 Plus \$.02 (per Sq. Ft.) of Structure		
In ground Pool (Electrical Permit included)	\$ 180.00 183.50	249.371.0000.490010	
Above Ground Pool (Electrical Permit included)	\$ 120.00 123.50	249.371.0000.490010	

INSPECTION DIVISION

~~Business Unit 3870 (continued)~~

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Valuation		249.371.0000.490010	
\$1.00 to \$4000.00	\$ 100.00 <u>103.50</u>	249.371.0000.490010	
\$4001.00 to \$10,000.00	\$ 135.00 <u>138.50</u>	249.371.0000.490010	
\$10,001.00 to \$15,000.00	\$ 170.00 <u>173.50</u>	249.371.0000.490010	
\$15,001.00 to \$20,000.00	\$ 205.00 <u>208.50</u>	249.371.0000.490010	
\$20,001.00 to \$50,000.00	\$ 205.00 <u>208.50</u> for first \$20,000 plus \$6.00 for each additional \$1,000	249.371.0000.490010	
\$50,001.00 to \$500,000.00	\$ 365.00 <u>368.50</u> for first \$50,000 plus \$2.50 for each additional \$1,000	249.371.0000.490010	
\$500,001.00 to \$1,000,000.00	\$3,200.00 for first \$500,000 plus \$5.75 for each additional \$1,000	249.371.0000.490010	
\$1,000,001 to \$5,000,000	\$6,230.00 for first \$1,000,000 plus \$4.75 for each additional \$1,000	249.371.0000.490010	
\$5,000,001 to \$10,000,000	\$25,550.00 for first \$5,000,000 plus \$2.35 for each additional \$1,000	249.371.0000.490010	
\$10,000,001 and up	\$46,750.00 for first \$10,000,000 plus \$2.75 for each additional \$1,000	249.371.0000.490010	

The fee shall be based upon the estimated valuation established by multiplying the square footage of the building by a square foot construction cost table or by another method established and approved by the Inspections Supervisor. The square foot construction cost table is available in the City of Battle Creek Inspections office. No permit shall be issued upon a lesser value then determined from this table or approved by the Inspections Supervisor.

INSPECTION DIVISION

~~Business Unit 3870 (continued)~~

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Inspection fee Zoning approval fee	\$ 50 <u>75</u> .00/hr./\$ 50 <u>75</u> .00 minimum	249.371.0000.490010	
Fee to Re-establish Expired permit	\$ 75.00	249.371.0000.490010	

Note: Applies to residential and commercial permits

ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING WORK

INSPECTION DIVISION

Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Commercial Plan Review		249.371.0000.49001 0	
Construction value of \$5,000.00 or less or demolition projects	30% of Building Permit Fee		
Additional review of revisions, addendums, architects' supplemental instructions, and change orders etc. (other than deferred submittals noted in the original plan review)	\$ 75.00 per hour ½ hour increments over one hour		
Zoning approval fee	\$ 20.00	249.371.0000.49001 0	A site plan review fee may be required in lieu of zoning fee
Investigation fee	See Section 12		
Certificate of Occupancy	\$ 100.00		

Description	Current Charges	Account Credited	Additional Requirements/Insurance
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Use Group Definitions: Reference State of Michigan Building Code

Assembly = A-1, A-2, A-3, A-4 & A-5	Business = B	Educational = E
Factory/Industrial = F-1 & F-2	High Hazard = H-1, H-2, H-3, H=4 & H-5	Mercantile = M
Residential = R-1 & R-2	Storage = S-1 & S-2	Utility and Miscellaneous = U

ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING THE WORK.

INSPECTION DIVISION

Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
ELECTRICAL PERMIT			
FLAT FEE PRICING			
		249.371.0000.490010	
Service only up to 400 AMP	\$100.00 103.50		
Storable Pools less than 48 inches	\$ 50.00 53.50		
Standby Generators electric only	\$150.00 153.50		(Generator KW)
INSPECTION FEES			
		249.371.0000.490010	
1 Application Fee Commercial	\$ 75.00 78.50		
1 Application fee Residential	\$ 78.50 0.00		
2 Additional inspection, Underground, Safety etc.	\$ 50 75.00		
SERVICES			
		249.371.0000.490010	
4 Temporary Service	\$ 25.00		
5 0 100-4200 AMP	\$ 205.00		
6 4010-800 AMP	\$ 305.00		
7 801-1200 AMP	\$ 405.00		
8 OVER 1200 AMP	\$ 5075.00		
9 Transformers & Motors. up to 15 KVA or H.P.	\$ 50.00		
10 Transformers & Motors. up to 15 to 50 KVA or	\$ 670.00		
11 Transformers & Motors. 50 KVA or H.P. & above	\$ 780.00		
12 Sub or Accessory Panels	\$ 20.00		
13 Transfer Switch / Generator	\$ 75.00		
CIRCUITS			
		249.371.0000.490010	
14 Retro-Fit Light Fixtures (per 25) Commercial Only	\$ 20.00		
15 Alt Energy up to 50 KW (solar, wind, PV, etc.)	\$ 50.00		
16 Ufer Ground	\$ 50.00		
17 Circuits (or alteration to existing circuit)	\$ 5.00		
18 220 Volt Circuits	\$ 10.00		
19 440 or Higher Volt Circuits	\$ 15.00		
20 Furnace or Unit Heater (per unit)	\$ 10.00		
21 Radiant or Baseboard Heat (per circuit)	\$ 10.00		
22 Dishwasher	\$ 10.00		
23 Water Well Circuit	\$ 10.00		
24 Air Conditioners or HVAC Equipment (up to 5 ton)	\$ 15.00		

INSPECTION DIVISION

~~Business Unit 3870~~ (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
CIRCUITS (cont.)		249.371.0000.490010-	
25 Air Conditioners (over 5 ton)	\$ 25.00		
26 Swimming Pool Bonding	\$ 35.00		
27 Signs and Neon (per unit)	\$ 25.00		
28 Data / Telecommunications (per device)	\$ 5.00		
29 Data / Telecommunications (per circuit)	\$ 5.00		
30 Feeders / Bus Duct (per 50 feet)	\$ 10.00		
31 Fire Alarm/ Nurse Call System (up to 10	\$ 55.00		
32 Fire Alarm/ Nurse Call (each additional device)	\$ 5.00		
33 Vehicle Charger (per unit)	\$ 10.00		
34 Solar Photovoltaic System where the total inverter generating capacity is less than 5,000KW (each panel)	\$ 2.00		
35 Solar Photovoltaic System where the total inverter generating capacity is no less than 5,000KW (each panel)	\$ 1.00		
Plan review Fee (when required)	25% of calculated Building Plan Review Fee		

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
MECHANICAL PERMITS		249.371.0000.490020	
FLAT FEE PRICING			
Furnace Replacement	\$ 100.00 <u>103.5</u>		
Water Heater Replacement	\$ 5 <u>75.00</u>		
AC Replacement	\$ 100.00 <u>103.5</u>		
Generator Gas only	\$ 55.00 <u>78.50</u>		
Furnace and AC Replacement	\$ 110.00 <u>113.50</u>		
INSPECTIONS FEES			
1 Administration fee Commercial	\$ 75.00 <u>78.50</u>		
1 Administration fee Residential	\$ 50.00 <u>78.50</u>		
2 Additional Inspection, Underground, Safety etc.	\$ 50 <u>75.00</u>		
ITEM FEES			
4 Gas/Oil Burning Equipment - (New or Replacement) Air Handler	\$ 35.00	16	Piping (per Ft) (minimum \$30) \$ 0.05
5 Residential Boiler	\$ 35.00	17	Gas Piping: New Installation (each opening) \$ 15.00
6 Chimney, factory built - Class A, B Chimney Liners etc.	\$ 30.00	18	V.A.V. Box \$ 15.00
7 Gas Burning Fireplace	\$ 35.00	19	Refrigeration (split system) \$ 35.00
8 Humidifiers	\$ 20.00	20	Rooftop or Ground Mount HVAC \$ 55.00
9 Water Heaters	\$ 5.00	21	Heat Recovery / ERV \$ 15.00
10 Solar; Hot Water set of 3 panels (includes piping)	\$ 25.00	22	Unit Heaters \$ 20.00
11 Bath/Kitchen/Laundry Exhaust (\$5 ea./ min. \$15)	\$ 5.00	23	Fire Suppression/ Protection (per head) (minimum \$25) \$ 0.75
12 Aboveground / Underground LP Tanks	\$ 256.00	24	Commercial Hood (incl. duct and make-up air unit) \$ 60.00
13 Air conditioning or Heat Pump Split System	\$ 35.00	25	Chiller/ Cooling Tower \$ 35.00
14 Multi Head AC or HP Additional Heads	\$ 15.00	26	Geothermal W Hydro Loop (Per Ft) (Min \$30) \$ 0.02
15 Duct System (per ft.) (Minimum \$30)	\$ 0.10		
Plan review Fee (when required)	25% of calculated Building Plan Review Fee		

INSPECTION DIVISION

Description		Current Charges	Account Credited	Additional Requirements/Insurance
PLUMBING PERMIT			249.12.3870.453.040 <u>249.371.000.453040</u>	
FLAT FEE PRICING				
	Water heater Replacement	\$ 55.00 <u>78.50</u>	SECTION VIII Water Closet Condensate Drain Washing Machine Garbage Grinder Refrigerator Water Outlet Cooler Emergency Shower Emergency Eye Wash Bathtub Lavatories Water Connected Sterilizer Floor Drain Drinking Fountain Ice Making Machine Water Heater Laundry Tray Water Softener Acid Waste Drain Urinal Dishwasher Slop Sink Roof Drain Connection to a Sprinkler System (irrigation) Water Connection to Carbonated Beverage Dispensers Water Outlet or Connection to any Make-up Water Tank	
	Full Bath Remodel	\$ 115.00 <u>118.50</u>		
	Half Bath Remodel	\$ 110.00 <u>113.50</u>		
	Water Service Only	\$ 100.00 <u>103.50</u>		
	Sewer Only	\$ 100.00 <u>103.50</u>		
	Laundry Relocation	\$ 110.00 <u>113.50</u>		
	Water and Sewer Install	\$ 150.00 <u>153.50</u>		
	Kitchen Remodel	\$ 115.00 <u>118.50</u>		
	Backflow Preventer (1)	\$ 100.00 <u>103.50</u>		
INSPECTION FEES				
1	Administration fee Commercial	\$ 75.00 <u>78.50</u>		
1	Administration fee Residential	\$ 50.00 <u>78.50</u>		
2	Additional inspection, Underground, Safety etc.	\$ 50.00 <u>75.00</u>		
ITEM FEES				
4	Miscellaneous Fixtures (each) (see section VIII)	\$ 5.00		
5	Water Service (per 100 ft.)	\$ 15.00		
6	Water Distribution (per 100 ft.)	\$ 10.00		
7	Sump Pumps and Ejectors (each)	\$ 5.00		
8	Private Sewers (per 100 feet)	\$ 15.00		
9	Municipal Sewers (per 100 feet)	\$ 15.00		
10	Storm Sewer (per 100 feet)	\$ 15.00		
11	Catch Basins and Manholes (each)	\$ 15.00		
12	Building Drain (per 100 feet)	\$ 15.00		
13	Miscellaneous Drains (each)	\$ 5.00		
14	Stacks-All (each)	\$ 11.00		
15	Air Admittances Valves (each)	\$ 5.00		
Plan review Fee (when required) 25% of calculated Building Plan Review Fee				

INSPECTION DIVISION
Business Unit 3870 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
LICENSE REGISTRATION FEES			
Electrical			
License Registration	\$ 15.00	249.371.0000.490100	
Plumbing			
License Registration	\$ 15.00	249.371.0000.490010	
Mechanical			
License Registration	\$ 15.00	249.371.0000.490210	
Building			
License Registration	\$ 15.00	249.371.0000.490090	
Demolition			
Demolition License	\$ 50.00	249.371.0000.490090	
Demolition Bond	\$ 500.00	101.000.0000.202320	Required for demolition of houses and commercial buildings by persons without a Demolition License. Not required for residential accessory buildings without basements. Bond refundable after completion of demolition and inspection approval.
Moving/Wrecking	\$ 50.00/year	\$5,000 Bond: \$1,000,000 CSL Comprehensive General Liability. Must state XCU coverage is included/not excluded.	
*A license may be issued excluding blasting, in this case, blasting may be excluded from XCU insurance			

PARKS AND RECREATION DEPARTMENT

Business Unit 6970

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BINDER PARK GOLF COURSE			
Green Fees			
Weekdays			
9 Holes	\$ 15.50 <u>16.50</u>	101.751.6970.619010	
18 holes	\$ 27.50 <u>31.00</u>	101.751.6970.619020	
27 holes	\$ 39.00 <u>42.00</u>	101.751.6970.619030	
9 holes (league)	\$ 15.50 <u>16.50</u>	101.751.6970.619040	
Weekends			
9 holes	\$ 17.50 <u>18.50</u>	101.751.6970.619010	
18 holes	\$ 31.00 <u>34.00</u>	101.751.6970.619020	
27 holes	\$ 42.00 <u>46.00</u>	101.751.6970.619030	
Green Fees – Jr./Sr.		101.751.6970.619060	Mon-Fri before 2pm, Sat/Sun after 4pm
9 holes	\$ 10.00 <u>13.50</u>		
18 holes	\$ 16.50 <u>22.00</u>		
27 holes	\$ 21.50 <u>31.50</u>		
Three Hole Course			
3 holes	\$ 4.00 <u>7.50</u>	101.751.6970.619090	
First Tee Program		101.751.6970.619090	
3 holes	\$ — 3.00		
9 holes	\$ — 5.50		Requires First Tee membership card
18 holes	\$ — 11.00		
Memberships - Golf			
Single	\$ 650.00 <u>750.00</u>	101.751.6970.619220	
Couples	\$ 900.00 <u>930.00</u>	101.751.6970.619210	
Senior (55+)	\$ 530.00 <u>660.00</u>	101.751.6970.619240	
Senior Couples	\$ 750.00 <u>750.00</u>	101.751.6970.619250	
Family	\$ 1,010.00 <u>1110.00</u>	101.751.6970.619200	
Junior	\$ 265.00 <u>350.00</u>	101.751.6970.619230	
School- <u>College</u>	\$ 350.00 <u>450.00</u>	101.751.6970.619230	

Ltd. Single	\$ 400.00 <u>500.00</u>	101.751.6970.619270	Mon-Fri before 2pm, Sat/Sun after 4pm
Ltd. Couple	\$ 600.00 <u>700.00</u>	101.751.6970.619270	Mon-Fri before 2pm, Sat/Sun after 4pm
One Day Membership	\$ 300.00 <u>350.00</u>	101.751.6970.619270	

PARKS AND RECREATION DEPARTMENT

Business Unit 6970 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BINDER PARK GOLF COURSE			
Range and Practice Holes			
Non-golf members		101.751.6970.619090	
Single	\$ 355.00 <u>335.00</u>		
Couple	\$ 375.00 <u>385.00</u>		
Family	\$ 435.00 <u>450.00</u>		
Golf Members		101.751.6970.619090	
Single	\$ 195.00 <u>210.00</u>		
Couple	\$ 260.00 <u>275.00</u>		
Family	\$ 320.00 <u>335.00</u>		
Range		101.751.6970.619100	
Regular bucket	\$ 5.25 <u>6.00</u>		
Large bucket	\$ 9.00 <u>10.00</u>		
Jumbo bucket	\$ 13.00 <u>14.00</u>		
		101.751.6970.619300	Mon-Fri before 2pm, Sat/Sun after 4pm
Carts			
3 holes	\$ 3.50 <u>4.50</u>		
9 holes	\$ 9.50 <u>11.50</u>		
18 holes	\$ 19.00 <u>20.00</u>		
27 holes	\$ 25.00 <u>27.00</u>		
9 holes Sr./Jr.	\$ 8.50 <u>9.50</u>		
18 holes Sr./Jr.	\$ 16.50 <u>17.00</u>		
27 holes Sr./Jr.	\$ 23.00 <u>25.00</u>		
Golf Equipment			
Pull carts	\$ 2.00 <u>5.00</u>	101.751.6970.619310	
Clubs and accessories	n/a	101.751.6970.619320	Rates: Contact Pro Shop
Facility Rentals			
Picnic Shelter/Pavilion	n/a	101.751.6970.619200	Rates: Contact Pro Shop

Club House

n/a

101.751.6970.619230

Rates: Contact Pro Shop

~~First Tee~~Youth Golf Building

n/a

101.751.6970.619230

Rates: Contact Pro Shop

PARKS AND RECREATION DEPARTMENT

Business Unit 7020

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Late fee for program registration	\$7.00 - \$10.00	101.751.6981.630450	
Girls Fast Pitch	\$ 680.00	101.751.9891.630020	Rental based instead of registration based
Soccer Camp 3-5 yr. Old	\$ 40.00		Currently do not offer, hope to bring back in 2026
Soccer Camp 6-16 yr. Old	\$ 80.00		Currently do not offer, hope to bring back in 2026
Lifeguard Training	\$ 200.00	101.751.6516.630090	CPR/First Aid/ Emergency Oxygen
Little Tyke T-Ball	\$ 45.00	101.751.6523.630090	
Adult Stan Musial Baseball- Rental based instead of registration based now	\$ 1,875.00	101.751.9891.630020	Insurance, Concussion Forms, Background Checks
Youth Flag Football- No longer offer, due to schools offering this program	\$ 55.00	101.751.6526.630090	
Spring Soccer	\$ 50.00	101.751.6570.630090	
Claude Evans Basketball	\$ 80.00	101.751.6580.630090	Ran by a different organization
Youth Baseball - Rental based instead of registration based now		101.751.6610.630090	Insurance, Concussion Forms, Background Checks
8u-14u	\$ 800.00		
16-18u	\$ 700.00		
Adult Softball Fall - Partnership with City Ball LLC - Field Rental		101.751.6620.630090	
10 games	\$ 485.00		ASA Insurance
20 games	\$ 815.00		ASA Insurance
Adult Softball Summer - Partnership with City Ball LLC - Field Rental		101.751.6630.630090	
10 games	\$ 485.00		ASA Insurance
20 games	\$ 815.00		ASA Insurance
Fall Soccer	\$ 50.00	101.751.6650.630090	
Youth Individual Baseball	\$ 60.00	101.751.6610.630090	

PARKS AND RECREATION DEPARTMENT

Business Unit 7022

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Kidventure Camp		101.751.6223.630090	Camp license, staff training
10 weeks	\$ 1,700.00		
Weekly	\$ 200.00		
½ Summer Option	\$ 900.00		
Baseball Training Camp	\$ 80.00	101.751.6229.630090	
Youth Indoor Flag Football	\$ 45.00	101.751.6234.630090	
Start Smart Golf	\$ 35.00	101.751.6291.630520	
Volleyball Camp	\$ 75.00	101.751.6251.630090	
Youth Indoor Soccer	\$ 45.00	101.751.6257.630090	
Start Smart Sports Development	\$ 35.00	101.751.6258.630090	
Start Smart Basketball	\$ 35.00	101.751.6266.630090	
Spring Break Camp	\$ 200.00	101.751.6267.630090	
Youth Floor Hockey	\$ 45.00	101.751.6268.630090	
Tiny Tot Floor Hockey	\$ 35.00	101.751.6269.630090	
International Floor Hockey Tournament	\$ 150.00	101.751.6270.630090	
Start Smart Indoor Soccer	\$ 35.00	101.751.6271.630090	
BC Kings Floor Hockey Tournament	\$ 150.00	101.751.6251.630090	
Winter Break Camp	\$ 40.00 per day	101.751.6238.630090	
Learn to Skate	\$ 65.00	101.751.6720.630090	
Youth Ice Hockey Development	\$ 65.00	101.751.6601.630090	

PARKS AND RECREATION DEPARTMENT

~~Business Unit 7023~~

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Instruction			
PGA Jr League	\$ 165.00	101.751.6291.630520	
Jr Golf Camps	\$ 45.00	101.751.6291.630520	

PARKS AND RECREATION DEPARTMENT

~~Business Unit 7028~~

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Lifeguard Training	\$ 200.00	101.751.6516.630090	Training class for Lifeguards for waterpark
Lifeguard Recertification	\$ 100.00	101.751.6516.630090	
CPR Training	\$ 65.00	101.751.7028.630090	
CPR Recertification	\$ 65.00	101.751.7028.630090	
First Aid Training	\$ 65.00	101.751.7028.630090	
First Aid Recertification	\$ 65.00	101.751.7028.630090	
CPR/First Aid/BBP	\$ 100.00	101.751.7028.630090	

PARKS AND RECREATION DEPARTMENT

Business Unit 7050

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Field refits	\$ 50.00 - \$100.00	101.751.9889.630020	Fee dependent on field being used
Diamond Rental - Tournaments		101.751.9889.630020	
C.O. Brown Stadium	\$ 650.00		Includes all refits, supervision, and clean-up
Nichols Field	\$ 550.00		Includes all refits, supervision, and clean-up
Morrison Field	\$ 540.00		Includes all refits, supervision, and clean-up
Terry Newton Field	\$ 200.00		Includes all refits, supervision, and clean-up
Convis Field	\$ 300.00		Includes all refits, supervision, and clean-up
Flannery Field	\$ 300.00		Includes all refits, supervision, and clean-up
Diamond Rental- Practices/Games		101.751.9891.630020	
C.O. Brown Stadium- Youth	\$ 50.00/\$ 100.00		Practice Costs/Game Costs
C.O. Brown Stadium- Adult	\$ 100.00/\$ 125.00		Practice Costs/Game Costs
Nichols Field- Youth	\$ 50.00/\$ 75.00		Practice Costs/Game Costs
Nichols Field- Adult	\$ 75.00/\$ 100.00		Practice Costs/Game Costs
Morrison Field- Youth	\$ 50.00/\$ 75.00		Practice Costs/Game Costs
Morrison Field- adult	\$ 75.00/\$ 100.00		Practice Costs/Game Costs
Convis Field- Youth	\$ 35.00/\$ 65.00		Practice Costs/Game Costs
Convis Field- Adult	\$ 45.00/\$ 75.00		Practice Costs/Game Costs
Terry Newton Field	\$ 25.00		Practice Costs/Game Costs
Team Fees (2+ day tournaments)		101.751.9889.630020	
C.O. Brown Stadium	\$ 75.00		per team, per tournament
Nichols Field	\$ 75.00		per team, per tournament
Morrison Field	\$ 75.00		per team, per tournament
Terry Newton	\$ 75.00		per team, per tournament
Convis Field	\$ 75.00		per team, per tournament
Flannery Field	\$ 75.00		per team, per tournament
Scoreboards		101.751.9889.630020	
C. O. Brown Stadium	\$ 50.00		per game
Nichols Field	\$ 40.00		per game
Morrison Field	\$ 40.00		per game
Convis Field	\$ 40.00		per game: no scoreboards currently work
Flannery Field	\$ 40.00		per game: only Flannery 3

PARKS AND RECREATION DEPARTMENT

Business Unit 7050

Description	Description	Description	Description
Lighting		101.751.9889.630020	
C. O. Brown Stadium	\$ 85.00		per hour
Nichols Field	\$ 65.00		per hour
Morrison Field	\$ 65.00		per hour
Convis Field	\$ 50.00		per hour
Flannery Field	\$ 50.00		per hour
Temporary Fencing		101.751.9889.630020	
Convis Field	\$ 200.00		
Flannery Field	\$ 200.00		

PARKS AND RECREATION DEPARTMENT

Business Unit 7100

Description	Current Charges	Account Credited	Additional Requirements/Insurance
WILLARD BEACH			
Admission Fee	\$ 3.00 / \$ 7.00 <u>\$5 per</u>	101.751.7100.631020	Individual/Vehicle- <u>go to one rate</u>
	\$ 35.00	101.751.7100.631010	Per row, per use
Pavilions 1, 2, 3 and Octagon	\$ 35.00	101.751.7100.631010	
Large Pavilion on Beach	\$ 75.00	101.751.7100.631010	
Facilities/Restrooms	\$ 25.00	101.751.7100.631010	September and October before winterization
PARK FACILITIES			
Contact the Department of Public Works for Park Facility accessory items			
Fell Park Restrooms – Contact DPW	\$ 25.00	n/a	Fully refundable deposit after key return
Picnic tables – Contact DPW	\$ 25.00	101.751.7100.631010	Per table, community events only

PARKS AND RECREATION DEPARTMENT

Business Unit 7160

Description	Current Charges	Account Credited	Additional Requirements/Insurance
FULL BLAST: Flash Flood			
Admission Fees			
General Admission	\$ 15.00/person	101.751.7160.630130	Per Day
Season pass	\$ 100.00/person	101.751.7160.630100	
Season pass - Family of 4	\$ 360.00	101.751.7160.630100	
Equipment Rental			
		<u>Free</u>	
Lockers	\$ 5.00	101.751.7160.630310	<u>No longer renting, Visitor to provide own lock</u>
Life Jackets	\$ 5.00	101.751.7160.630130	
Double Tubes	\$ 5.00	101.751.7160.630150	
Summer group rentals			
	General Admission		
Participants (25-74)	\$ 14.50/person	101.751.7160.630200	Per Day
Participants (75-124)	\$ 14.25/person	101.751.7160.630200	Per Day
Participants (125-249)	\$ 14.00/person	101.751.7160.630200	Per Day
Participants (250+)	\$ 13.75/person	101.751.7160.630200	Per Day
Birthday Parties			
Indoor (Labor Day to Memorial Day)	\$ 25.00/hour		
Tables	\$ 5.00/table		
Chairs	\$ 0.50/chair		
Clean up fee	\$ 25.00		
Outdoor (Memorial-Labor Day)	\$ 18.00/child	101.751.7160.630280	
	\$ 8.00/adult		

PARKS AND RECREATION DEPARTMENT

Business Unit 7170

Description	Current Charges	Account Credited	Additional Requirements/Insurance
FULL BLAST			
Sports Forum			
Memberships			
Fitness membership (1 month)	\$ 30.00	101.751.7175.630360	Monthly
Fitness membership (12 months)	\$ 300.00	101.751.7175.630360	Yearly membership
Second Individual- Remove Option	\$ 140.00	101.751.7175.630360	Yearly membership
3+ people- Remove Option	\$ 95.00	101.751.7175.630360	Yearly membership
Walk and play pass	\$ 25.00	101.751.7175.630360	Monthly
Day pass	\$ 10.00	101.751.7175.630120	Daily Rate
Facilities Rental			
Gymnasiums (1,2,3)	\$ 30.00	101.751.7170.630320	Depending on user group
Sports Court	\$ 20.00	101.751.7170.630320	
Batting Cages	\$ 20.00	101.751.7170.630320	Hourly rates
Tournament Clean Up Fee	\$ 25.00 per court	101.751.7170.630320	
After Business Hours Rental Rates	\$50.00/hour per court \$18.00/hour for Building Supervisor	101.751.7170.630320	Additional Clean-up fee charged
Equipment Rental			
Tables	\$ 5.00 per unit	101.751.7170.630320	
Chairs	\$ 0.50 per unit	101.751.7170.630320	
Picnic Tables (Lunch Style Tables)	\$ 5.00 per unit	101.751.7170.630320	
Scoreboards	\$ 5.00 per hour	101.751.7170.630320	

PLANNING AND ZONING DIVISION DEPARTMENT

~~Business Unit 7018020~~

The Planning Department performs the following functions and responsibilities - overall administration of the Planning Department, staff control to the Planning Commission, Zoning Board of Appeals and the Historic District Commission; site plan review; zoning ordinance preparation, interpretation and enforcement; tax-reverted property sales; Census coordination and dissemination of data; and preparation of master plans for future growth and development.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Planned Unit Residential Development	\$ 750.00	101.701.0000.4910420	
Planning and Zoning Map	\$ 40.00	101.701.0000.681040	Available on City's website at no charge
Planning and Zoning Ordinance	\$ 40.00	101.701.0000.681040	Available on City's website at no charge
Plats		101.701.0000.491020	
Filing Fee	\$ 4030.500	101.701.0000.491040	
Per Lot Review Fee	\$ 430.500	101.701.0000.491040	
Site Condo			
Filing Fee	\$ 400.00	101.701.0000.491020	
Condo review fee-per site	\$ 40.00		
Special Use Permits	\$ 750.00	101.701.0000.491040	
Telecommunications Towers			
Administrative Review/Collocation	\$ 2530.500	101.701.0000.491020	
Zoning Board of Appeals		101.701.0000.491020	
Residential	\$ 2030.500	101.701.0000.491020	
Commercial/Industrial	\$ 2030.500	101.701.0000.491020	
Zoning Reclassifications	\$ 7530.00	101.701.0000.491040	
Street/Alley/ROW Vacations	\$ 300.00	101.701.0000.681040	
Site Plan Review: Under 5 Acres	\$ 3030.500	101.701.0000.490250	For properties under 5 acres
Site Plan Review: Over 5 Acres	\$ 4030.500	101.701.0000.490250	For properties over 5 acres
Commercial Building <u>Permit</u> Plan Review	\$ 40.00	101.701.0000.490250	
Property Disposition			
Buildable lots in a residential zoning district	\$ 300.00	101.701.8040.491030	
Non-buildable lots in a residential zoning district	\$ 150.00	101.701.8040.491030	
Any Commercial Zoning District	\$ 480.00	101.701.8040.491030	
Any Industrial Zoning District	\$ 750.00	101.701.8040.491030	
Calhoun County Register of Deeds (Deed Recording)	**	101.701.8040.491030	**Fee established by Calhoun County

PLANNING AND ZONING DIVISION DEPARTMENT
Business Unit ~~7018020~~ (cont.)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
SIGN PERMITS (Permanent Signs)			
Administrative Fee	\$ 50.00	101.701.0000.490250	
Zoning Approval	\$ 40.00	101.701.0000.490250	
Inspection Fee - First \$1000 of cost	\$ 50.00	101.701.0000.490250	
Inspection Fee -each add'l\$1000 of cost	\$ 20.00	101.701.0000.490250	
ZONING PERMITS (Fences less than 6" high, residential accessory structures less than 200 sq. ft. in area, and commercial accessory structures less than 120 sq. ft. in area)			
Administrative Fee	303.005 \$	101. 371701 .0000. 4530 70490250	
Zoning Approval	\$ 30.00	101. 3701 .0000.4 53079 0250	
Inspection Fee	\$ 40.00	101. 3701 .0000.4 53079 0250	
Motor Home Parking Permit	\$ 40.00	101.701.0000.490250	
Hen, Quail, and Duck Permits	\$ 25.00	101.701.0000.490250	
<u>Having Hens, Quail, and Ducks without a Permit</u>	<u>\$75.00</u>	<u>101.701.0000.490250</u>	
Administrative Search Warrants	\$ 250.00	101.701.0000.681040	
House Trailers	\$ 25.00	101.701.0000.490250	Maximum allowed - six weeks
Zoning Compliance Letter	\$ 100.00		
Work without a Permit (<u>sign</u>, fence and accessory	\$ 150.00	101.701.0000.490250	
Marihuana Business Permitting (New and Annual Renewal)		All Fees are Non-Refundable	
Adult Use Marihuana Establishment	\$5,000.00	101.215.0000.478015	Worker's Compensation Insurance – MI: Statutory limits, Commercial General Liability & Bodily Injury Insurance, with minimum limits of \$100,000
<u>Annual Renewal</u>	\$5,000.00		
<u>Medical</u> Adult Use Marihuana Establishment	\$5,000.00	101.215.0000.478015	
Annual Renewals	\$5,000.00		
Late Fee (if renewal application submitted after November 1st each year)	\$ 250.00	101.215.0000.478015	

**POLICE DEPARTMENT
COMMUNITY SERVICE**

Business Unit 3110

The Community Services Division is responsible for the conduct of crime prevention, school safety and other community outreach programs. The Programs include: Neighborhood Watch, School Liaison Officers, Adult School Crossing Guards and Special Events/Block Parties.

Description	Regular	Overtime	Account Credited	Additional Requirements/Insurance
PERSONNEL COSTS:				
Police Officer	\$ 52.76 60.29	\$ 66.76 78.90	101.315.0000.703030	Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response cost collection or support services are to be determined by the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes. All personnel costs factor in 5% administrative cost for equipment (car, gas)
Police Sergeant	\$ 69.81 74.76	\$ 95.06 98.85	101.315.0000.703030	
Police Lt's	\$ 90.73 95.27	\$ 126.90 126.72	101.315.0000.703030	
Police Detective	\$ 64.28 69.43	\$ 98.41 91.60	101.310.3070.703030	
Police Officer -Crime Lab	\$ 59.07 60.29	\$ 77.25 78.90	101.310.3060.703030	
Forensic Specialist	\$ 56.63 62.06	\$ 73.61 80.92	101.310.3060.703030	
Word Processor/Typist	\$ 23.55	\$ 38.65	101.305.3210.703030	
Cadets	\$ 22.84	\$ 33.32	101.315.3110.703030	

POLICE DEPARTMENT

COST RECOVERY FOR EMERGENCY RESPONSE

Business Unit 3250

The fees are designed to provide for the recovery of costs associated with emergency response personnel and equipment in instances where an emergency situation is caused by a person operating a motor vehicle under the influence of an intoxicating liquor or a controlled substance. The establishment of fees will allow a standard charge per hour for personnel and ~~vehicles, vehicles~~ involved in an emergency response.

Description	Regular	Overtime	Account Credited	Additional Requirements/Insurance
PERSONNEL COSTS:				Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response cost collection or support services are to be determined by
Police Officer	52.76 60.29	66.76 78.90	101.315.0000.703030	
Police Sergeant	69.81 74.76	95.06 98.85	101.315.0000.703030	
Police Lt's	90.73 95.27	126.90 126.72	101.315.0000.703030	
Police Detective	64.28 69.43	98.41 91.6	101.310.3070.703030	

			101.310.3060.703030	the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes.
Forensic Specialist	56.63 62.06	73.61 80.92		
Word Processor/Typist	\$ 23.55	\$ 38.65	101.305.3210.703030	
Cadets	\$ 22.84	\$ 33.32	101.315.3110.703030	

**POLICE DEPARTMENT
COST RECOVERY FOR EMERGENCY RESPONSE**

Business Unit 3250 (cont.)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
VEHICLE COSTS:			
Police vehicles	\$ 13.35/hr	101.315.0000.681040	
Legal cost	As charged by the service provider and/or City personnel costs and related expenses		
Emergency medical services	As charged by the service provider		
Collection costs	As charged by the service provider and/or City personnel costs and related expenses		
Travel Expenses	As charged by the service provider and/or City personnel costs and related expenses		
OUIL Cost Recovery Fee	\$ 153.00 175.00	101.315.0000.629020	
Blood Test	\$ 77.00 150.00	101.315.0000.629020	
OUIL Accident Scene Investigation	\$ 53.00 250.00	101.315.0000.629020	
Warrant Cost Recovery	Current Wages & vehicle Cost		
FALSE ALARMS			
First Occurrence	\$ 0.00		2 Officer response totaling 15 minutes
Second Occurrence	\$ 0.00		to respond & clear the call
Each Additional Occurrence in a calendar year	\$ 50.00		

**POLICE DEPARTMENT
FIELD SERVICES**

Business Unit 3250 (continued)

The Police Field Services Division is responsible for administering the Court-Ordered PBT Test and the Court-Ordered Breathalyzer Test.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
TESTS:			
		101.315.0000.681040	
Court-Ordered PBT Test	\$ 15.00		Specialized training by a Sgt.
Court-Ordered Breathalyzer Test	\$ 20.00		Specialized training by a Sgt.

**POLICE DEPARTMENT
ANIMAL CONTROL SERVICES**

Description	Current Charges	Additional Requirements/Insurance
Animal Retrieval Fee: Intake	\$ 20.00	As charged by the service provider
Additional Day Housing	\$ 10.00	As charged by the service provider
Unaltered animal retrieval fee: 2 nd retrieval/calendar year	\$ 25.00	As charged by the service provider
Unaltered animal retrieval fee: 3 rd retrieval/calendar year	\$ 100.00	As charged by the service provider
Pet Microchipping	\$ 20.00	As charged by the service provider

**POLICE DEPARTMENT
INVESTIGATIONS**

Business Unit 3070

The Investigation Division conducts the initial investigation of major crimes and follow-up investigation of all other serious crimes. In addition, this Division conducts drug investigations and operates a full-service crime laboratory.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Precious Metal and Gold Permits	\$ 50.00	101.310.3070.681040	Registration in the LeadsOnline software
Precious Metal and Gold Dealer Permit	\$ 20.00		Registration in the LeadsOnline software

**POLICE DEPARTMENT
MANAGEMENT SERVICES**

Business Unit 3210

The Management Services Division has the primary task of providing records and clerical support for the Police Department. Division responsibilities include computer services, budget, building and grounds, records management and payroll.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Burglar/Panic Alarm Annual Registration	\$ 25.00	101.305.3210.681040	
Fingerprint processing	\$ 20.00 plus	101.305.3210.479020	Fingerprint Training, access to the system
	State/Federal Mandated fees		
Accident reports	\$ 10.00	101.305.3210.479040	
Criminal/Background checks	\$ 15.00	101.305.3210.479030	Notary, LEIN Certification
SOR – Sex Offender Registry	\$ 50.00	101.310.3070.479070	Notary, LEIN Certification
Police reports			
Clerical fee	Wage + benefits	101.305.3210.479040	Lowest paid Staff able of fulfilling request
Copy fee	\$ 0.10/page		
Postage	Current rate		
Gun Registration Copy	\$ 1.00	101.305.3210.479010	
Fax	\$ 2.00	101.305.3210.681040	
Notary fee	\$ 5.00	101.305.3210.479040	
Photograph development	\$ 0.75	101.310.3060.681040	
Disk/CD format	\$ 1.80	101.310.3060.681040	
Flash Drive			
8 G	\$ 3.93		
16G	\$ 3.99		
32G	\$ 4.79		
Editing fee	\$ 3.80/ 5 minutes	101.310.3060.681040	

**PUBLIC WORKS DEPARTMENT
PARKING DIVISION**

Business Unit 5430

The Parking Division is responsible for the operation and maintenance of the Downtown Parking System. The System includes 15 surface parking lots and two structured parking facilities. Parking revenue includes meter (hourly) and permit fees, leases and special event parking.

Description		Current Charges	
Parking Structures: West Michigan & Riverwalk Parking			
All parking related revenues and expenses are administered by ABM Parking Services			
First hour		Free	Minutes
	Each additional hour	2nd Hour	61-120
		3rd Hour	121-180
		4th Hour	181-240
		5th Hour	241-300
		6th Hour	301-360
	Maximum		Fee
			Free
			\$ 4.00
			\$ 5.00
			\$ 6.00
			\$ 7.00
			\$ 8.00/day
Parking Structure: Hamblin Avenue			
(698 spaces)			
		1 st Hour	11-60
		2nd Hour	61-120
		3rd Hour	121-180
		4th Hour	181-240
		5th Hour	241-300
		6th Hour	301-360
		7 th Hour	361-420
		8 th – 10 th Hour	421-600
		More than 11 hours	601+ minutes
		Daily Maximum (Overnight)	
			\$ 2.00
			\$ 3.00
			\$ 4.00
			\$ 5.00
			\$ 6.00
			\$ 7.00
			\$ 8.00
			\$ 8.00
			\$ 14.00
			\$ 14.00
Monthly Permits		Up to \$100.00/vehicle	
Special Events		\$1.00 to \$10.00/vehicle	
Honor Boxes		\$ 0.25/hr.	
Lost Ticket Fee			
	West Michigan Parking Structure	\$ 8.00	
	Hamblin Avenue Parking Structure	\$ 14.00	

Violations	Original Fee	10-20 days	21+ days
Overtime Parking (non-DPD)	\$ 5.00	\$ 10.00	\$ 15.00
Second ticket during same calendar day	\$ 10.00	\$ 15.00	\$ 20.00
Third and additional tickets during same	\$ 15.00	\$ 20.00	\$ 25.00
Night Parking	\$ 5.00	\$ 10.00	\$ 15.00
Second & subsequent tickets/month(f)	\$ 10.00	\$ 15.00	\$ 20.00
Taking Two Spaces	\$ 5.00	\$ 10.00	\$ 15.00
Parking Against Traffic	\$ 5.00	\$ 10.00	\$ 15.00
Not Parallel to Curb	\$ 5.00	\$ 10.00	\$ 15.00
Blocking Crosswalk	\$ 5.00	\$ 10.00	\$ 15.00
Blocking Sidewalk	\$ 5.00	\$ 10.00	\$ 15.00
Blocking Drive or Alley	\$ 5.00	\$ 10.00	\$ 15.00
Restricted Parking(d)	\$ 5.00	\$ 10.00	\$ 15.00
Double Parking	\$ 10.00	\$ 15.00	\$ 20.00
Obstructing Traffic	\$ 10.00	\$ 15.00	\$ 20.00
Bus Stop Zone	\$ 10.00	\$ 15.00	\$ 20.00
15 ft. of Fire Hydrant	\$ 10.00	\$ 15.00	\$ 20.00
Parking on Bridge	\$ 10.00	\$ 15.00	\$ 20.00
Parking in Fire Lane	\$ 10.00	\$ 15.00	\$ 20.00
Blocking Emergency Exits	\$ 10.00	\$ 15.00	\$ 20.00
Key in Vehicle Unattended	\$ 5.00	\$ 10.00	\$ 15.00
Miscellaneous Violations	\$ 5.00	\$ 10.00	\$ 15.00
Front Yard Parking	\$ 10.00	\$ 15.00	\$ 20.00
Second and subsequent	\$ 25.00	\$ 30.00	\$ 50.00
Disabled Person Only	\$ 100.00	\$ 175.00	\$ 250.00
Commercial Vehicle/Truck Parking (e)	\$ 20.00	\$ 25.00	\$ 30.00
Second ticket/month(f)	\$ 40.00	\$ 50.00	\$ 60.00
Third and additional ticket/month	\$ 60.00	\$ 75.00	\$ 90.00

Number of Tickets Within a Year	Fine Amount	Fine if Paid by Close of Next Business Day
First Ticket	Courtesy	
Second and Third Tickets	\$ 5.00	\$ 2.00
Fourth and Fifth Tickets	\$ 10.00	\$ 5.00
Sixth and Seventh Tickets	\$ 25.00	\$ 12.00
Eighth and Ninth Tickets	\$ 50.00	\$ 25.00
Tenth or More Tickets	\$ 100.00	\$ 50.00

<u>ITC Long Term Parking</u>		<u>597.596.2650.620090</u>
<u>First 15 minutes</u>	<u>Free</u>	

<u>16 minutes to 2 hours</u>	<u>\$ 2.00</u>		
<u>121 minutes to 3 hours</u>	<u>\$ 4.00</u>		
<u>181 minutes to 4 hours</u>	<u>\$ 6.00</u>		
<u>241 minutes to full day</u>	<u>\$ 8.00</u>		
<u>Maximum (Weekly/7 days)</u>	<u>\$ 50.00</u>		
<u>Lost Ticket fee/30 days</u>	<u>\$150.00</u>		

**PUBLIC WORKS DEPARTMENT
RECORDS DIVISION**

~~Business Unit 4450 (Organization Set—202.449.4792)~~

The Records Division is responsible for the record information and drawings for water mains, sanitary sewers and street improvements, water/sewer connections, and construction within the public right-of-way. Connection fees are developed by the Water Division, managed by the Records Division, and submitted to the City Commission for approval.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Right of Way Permits			
Residential/Commercial/Individual			
Mailbox Installation	\$ 0.00	Request residents apply for permit and contact MISS-Digg before installing	
Curb cuts, driveways, etc.	\$ 100.00 each	202.449.0000.681040	
Lane/road closures, obstructions	\$ 150.00 each	202.449.0000.681040	
Tree Removal (City Owned)	\$ 150.00 each	202.449.0000.681040	\$400 deposit on all city owned trees removed. Deposit can be returned upon the Individual/Contractor planting no less than 2 trees within the City Right-of-Way in a space approved by the City. Trees planted must be at least 1.5" in diameter and be a tree from the City approved list. The Individual/Contractor has 365 days from the tree removal to plant trees or the deposit will be forfeited to the Environmental Department to plant trees.
Overweight/Wide loads on Local Streets	\$ 200.00	202.449.0000.681040	
Street Cut Penalty	\$ 2,000.00 each	202.449.0000.632020	
Work Without a Permit Fee	\$ 500.00 each	202.449.0000.681040	
Annual Right of Way Permit	\$ 750.00	202.449.0000.681040	Permits valid for Calendar Year January 1 – December 31.
Annual Permit fees waived for nonprofit organizations.			
DPW Document Copies		591.536.0000.681040	
(Maps 18" X 24" and larger)	\$ 15.00		

DPW GIS Map Production

Commissioned DPW GIS Work

(Custom map production, analysis, DPW GIS Services)

Printed Maps

\$ 50.00/hr. 591.536.0000.681040

Production of Deliverables that do not currently exist. First print/PDF included (Minimum of one hour, estimate provided.)

\$ 15.00 each 591.536.0000.681040

Printing of previously compiled maps/media. (Letter, ledger, 36" or 42" print sizes available)

PUBLIC WORKS DEPARTMENT

SIGN & SIGNAL DIVISION

Business Unit 5430

Street Sign Resale

\$ 25.00

**PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION**

~~Business Unit 4440 (now Organization Set—591.23.4440)~~

Description	Current Charges			Account Credited	
Water Service					
Installation				591.536.0000.616230	
Residential (¾" or smaller water meter)	\$ 4,200.00 each	For existing tap and view or normal initial service line construction. Extenuating Circumstance may incur additional costs			
Time & Materials					
Service and Meter Size	Construction	Capacity Fee	Meter Setting Fee	Total	591.536.0000.616230
Residential Water Service 5/8" Meter	Estimate	\$ 610.00	\$60.00	TBD	
Residential Water Service 3/4" Meter	Estimate	\$ 915.00	\$60.00	TBD	
Residential Water Service 1" Meter	Estimate	\$ 1,525.00	\$60.00	TBD	
Commercial Water Service 1 ½" Meter	Estimate	\$ 3,050.00	\$60.00	TBD	
	Estimate				
Commercial Water Service 2" Meter	Provided	\$ 4,880.00	\$60.00	TBD	
Commercial Water Service 3" Meter	Estimate	\$ 9,150.00	\$60.00	TBD	
Commercial Water Service 4" Meter	Estimate	\$ 15,250.00	\$60.00	TBD	
Commercial Water Service 6" Meter	Estimate	\$ 30,500.00	\$60.00	TBD	
Commercial Water Service 8" Meter	Estimate	\$ 48,800.00	\$60.00	TBD	
Commercial Water Service 10" Meter	Estimate	\$ 70,150.00	\$60.00	TBD	
Sewer Services (Sanitary)					
Installation				590.537.0000.615110	
Residential (¾" or smaller water meter)	\$ 4,200.00 each	For existing tap and view or normal initial service line construction. Extenuating Circumstance may incur additional costs			
Time & Materials					
Capacity	Construction	Capacity Fee	Total	590.537.0000.615110	
1" Service with a 5/8" Meter	Estimate	\$ 740.00	TBD		
1" Service with a 3/4" Meter	Estimate	\$ 1,110.01	TBD		
1" Service with a 1" Meter	Estimate	\$ 1,850.01	TBD		
2" Service with a 1 ½" Meter	Estimate	\$ 3,700.00	TBD		
2" Service with a 2" Meter	Estimate	\$ 5,920.00	TBD		
4" Service with a 3" Meter	Estimate	\$ 11,100.00	TBD		
4" Service with a 4" Meter	Estimate	\$ 18,500.00	TBD		
6" Service with a 6" Meter	Estimate	\$ 37,000.00	TBD		
8" Service with a 8" Meter	Estimate	\$ 59,200.00	TBD		
10" Service with a 8" Meter	Estimate	\$ 85,100.00	TBD		
Storm Sewer Services - All	Time and Materials			202.449.0000.681040	

TREASURER

Business Unit 2540

The Treasurer’s Office is responsible for the receipting of all funds ~~due~~due to the City. The Treasurer also prepares and collects property tax bills, special assessment bills and collects utility bills, dog licenses, parking violations, delinquent personal property tax, City Income Tax and miscellaneous invoices.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Dog/Cat Licenses			
a Non-neutered	\$ 20.00	101.430.0000.479060	
b Neutered – One-year license	\$ 5.00	101.430.0000.479060	
c Neutered - Three-year license	\$ 12.00	101.430.0000.479060	
Service animal	Free		Signed affidavit by owner
d Replacement fee	\$ 5.00	101.430.0000.479060	
Kennel Licenses			
a Less than 11 dogs and/or cats	\$ 10.00	101.430.0000.479060	
b Eleven or more dogs and/or cats	\$ 25.00	101.430.0000.479060	
c Late charge	Double original fee	101.430.0000.479060	
Kennel Inspection Fee			
a 3-10 Dogs and/or Cats	\$ 40.00	101.430.0000.629150	
b 11-30 Dogs and/or Cats	\$ 65.00	101.430.0000.629150	
c 31+ Dogs and/or Cats	\$ 105.00	101.430.0000.629150	
Return Check or Bank Draft and Credit Card Chargeback/Return Fee	\$ 35.00	101.253.0000.681040	
Late fee on City miscellaneous invoices	1.50%/month/ maximum	(Invoicing dept. #) 664090	
Credit/Debit Card Service Fee			
Electronic Check Fee	3.95%	Minimum \$2.50	

UTILITY BILLING

~~Business Unit 5570~~

The Water Billing Division is responsible for mailing monthly invoices to users of the City's water, sewer and refuse services. In addition, the Division responds to customer needs in areas ~~such as:~~such as turn-ons and turn-offs, high bill complaints and payment arrangements.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Water turn-on charge	\$ 60.00	591.536.0000.616010	Fee charged for water turn on (new account turn on does not apply)
Missed Appointment Fee	\$ 30.00	591.536.0000.616010	
Metering Equipment Charges	Equipment Cost	Setting Fee	Total Charge
5/8" Positive Displacement	\$ 98.00	\$60.00	\$ 158.00
3/4" Positive Displacement	\$ 135.00	\$60.00	\$ 195.00
1" Positive Displacement	\$ 210.00	\$60.00	\$ 270.00
1 1/2" Positive Displacement	\$ 500.00	\$60.00	\$ 560.00
2" Positive Displacement	\$ 750.00	\$60.00	\$ 810.00
1 1/2" Turbine Class II	\$ 880.00	\$60.00	\$ 940.00
2" Turbine Class II	\$ 950.00	\$60.00	\$ 1,010.00
3" Turbine Class II	\$ 1,500.00	\$60.00	\$ 1,560.00
4" Turbine Class II	\$ 1,800.00	\$60.00	\$ 1,860.00
6" Turbine Class II	\$ 3,100.00	\$60.00	\$ 3,170.00
8" Turbine Class II	\$ 3,720.15	\$60.00	\$ 3,780.15
10" Turbine Class II	\$ 6,200.00	\$60.00	\$ 6,260.00
2" Compound	\$ 2,000.00	\$60.00	\$ 2,060.00
3" Compound	\$ 2,750.00	\$60.00	\$ 2,810.00
4" Compound	\$ 3,500.00	\$60.00	\$ 3,560.00
6" Compound	\$ 5,000.00	\$60.00	\$ 5,060.00
R900 Radio transmitter	\$ 80.00	\$60.00	\$ 140.00
R900 Radio transmitter pit unit	\$ 108.00	\$60.00	\$ 168.00
5/8" Mach 10 Ultrasonic	\$ 250.00	\$60.00	\$ 310.00
3/4" Mach 10 Ultrasonic	\$ 299.00	\$60.00	\$ 359.00
1" Mach 10 Ultrasonic	\$ 350.00	\$60.00	\$ 410.00
1 1/2" Mach 10 Ultrasonic	\$ 799.00	\$60.00	\$ 859.00
2" Mach 10 Ultrasonic	\$ 950.00	\$60.00	\$ 1,010.00
3" Mach 10 Ultrasonic	\$ 2,038.50	\$60.00	\$ 2,098.50
4" Mach 10 Ultrasonic	\$ 2,950.50	\$60.00	\$ 3,010.50
6" Mach 10 Ultrasonic	\$ 4,446.50	\$60.00	\$ 4,506.50
8" Mach 10 Ultrasonic	\$ 6,851.50	\$60.00	\$ 6,911.50
Call in charge, includes \$60 turn on fee	\$215.00 per incident	591.536.0000.616010	Regular Business hours 7:30 a.m. – 4:00
Monthly Water Commodity Charge		591.536.0000.616010	Rate per 100 cubic feet (748 Gallons)
All metered water	\$1.64	07/01/2025-6/30/2026	

UTILITY BILLING

~~Business Unit 5570~~ (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Monthly Water Readiness to Serve Charge		591.536.0000.616010	
Inside City	7/1/25 - 8/15/26		
5/8" meter	\$ 15.04		
3/4" meter	\$ 21.36		
1" meter	\$ 33.96		
1 1/2" meter	\$ 65.51		
2" meter	\$ 103.35		
3" meter	\$ 191.65		
4" meter	\$ 317.81		
6" meter	\$ 633.16		
8" meter	\$ 1,011.61		
10" meter	\$ 1,453.13		
Over 10"	Calculated at the time of permit		
Monthly Fire Sprinkler Charge (based on proportional cost allocation)		591.536.0000.616010	
Inside City	7/1/25 - 8/15/26		
2" Tap	\$ 11.77		
3" Tap	\$ 22.08		
4" Tap	\$ 36.80		
6" Tap	\$ 73.61		
8" Tap	\$ 117.78		
10" Tap	\$ 169.29		
12" Tap	\$ 243.78		
Hydrant meter fees:		591.536.0000.616010	
Permitted Hydrant Use	Security Deposit	Fee: Metering Equipment Setting	Consumption @ 1.5 times Current City of BC rate
1" Metered Garden Hose	\$ 300.00	\$60.00	See rate schedule
3" Metered Fire Hose	\$ 1,500.00	\$60.00	See rate schedule
3" Daily Unmetered Hose	\$ 300.00	\$60.00 Set up and hydrant Operation training	\$65.00 per additional day, not billed on consumption
1" Daily Unmetered Hose	\$ 150.00	\$60.00 Set up and hydrant Operation training	\$30.00 per additional day, not billed on consumption
Loading Fee (1/2 Hr. wage)	1 day of 3" Ready to Serve		Consumption @ Current City of BC

Bulk Water @ DPW Building

\$ 11.14

\$ 5.27

See rate table

UTILITY BILLING

Business Unit 5570 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Sewer charge/100 cubic feet	\$4.17	590.537.0000.615010	
Monthly Sewer Readiness Charge – (prorated on bills) (inside City & outside City customers billed by City)	7/1/25 - 8/15/26	590.537.0000.615010	
5/8" meter	\$ 18.45		
3/4" meter	\$ 26.60		
1" meter	\$ 42.88		
1 ½ " meter	\$ 83.60		
2" meter	\$ 132.44		
3" meter	\$ 245.42		
4" meter	\$ 409.22		
6" meter	\$ 816.29		
8" meter	\$ 1,304.75		
10" meter	\$ 1,874.63		
Industrial Pretreatment Program (IPP)		590.537.0000.615010	
BOD and Suspended Solids Charges	7/1/25 - 8/15/26		
BOD (per pound over 300 mg/l)	\$ 0.2600		
SS (per pound over 300 mg/l)	\$ 0.4400		
Sampling (per sample)	\$ 361.26		
Flat Rate Monthly Sewer Usage Charge Per Residential Equivalent Unit	7/1/25 - 8/15/26	590.537.0000.615010	
Inside City	\$49.73		
Solid Waste (Garbage) Collection Charges		596.528.0000.614010	
Garbage Rates (based on 30 days)	7/1/25 - 8/15/26		
Curb	\$ 23.25		
Curb discount	\$ 14.79		
Backyard	\$ 36.09		
Backyard discount	\$ 22.93		
Tenant Deposits		591.000.0000.255010.	
Water	Three times Ready to Service Charge (per largest meter size presently installed)		
Sewer	Three times Ready to Service Charge (per largest meter size presently installed)		
Garbage	Three times 30-day rate currently in effect		
Return Check or Bank Draft and Credit Card Chargeback/Return Fee	\$ 35.00	591.536.0000.681050	

Opt-Out Exception Meter Reading Fee (as defined in the Exception Request - Automated Meter Read Device "Opt-Out" form)

\$60.00/quarter

Completion of Exception Request, appointment scheduled during the 3rd month of every quarter of the year & provide access to the water meter.

BATTLE CREEK EXECUTIVE AIRPORT AT KELLOGG FIELD

~~Business Unit 1580~~

The Battle Creek Executive Airport (BTL) at Kellogg Field's mission is to maintain and leverage safe, secure, and efficient infrastructure that 1) fosters an environment for diverse, high-quality aviation products, services, and facilities 2) sustains and enhances economic development and 3) connects the Battle Creek community to the national airspace system and the world. BTL operates a 10,004-foot primary runway, a 4,100-foot parallel runway, and a 4,835-foot crosswind runway. Duncan Aviation provides the public with Fixed Base Operator (FBO) services such as fuel, engine maintenance, avionics, etc. Duncan Aviation also provides complete aircraft remanufacturing services. Other major tenants include the Western Michigan University College of Aviation, the FAA Great Lakes Region Flight Inspection Field Office, as well as the Michigan Air National Guard.

Description	Current Charges	Account Credited	Additional
Gross aircraft landing weight fee		581.595.0000.628010	
Less than 8,000 lbs.	Free		
8,000 to 12,500 lbs.	\$ 58.00 <u>61.00</u>		
12,501 to 24,999 lbs.	\$ 91.00 <u>96.00</u>		
25,000 to 54,999 lbs.	\$ 153.00 <u>161.00</u>		
55,000 to 89,999 lbs.	\$ 206.00 <u>216.00</u>		
90,000 to 129,999 lbs.	\$ 309.00 <u>325.00</u>		
130,000+ lbs.	\$ 2.75 <u>3.00</u> per 1,000		
Fuel flowage fee	\$0.15/gallon	581.595.0000.628020	
Keys and Airport Badges			
T-hangar key fee	\$ 38.00	581.595.0000.681040	Includes 2 keys, non-refundable
Additional T-hangar keys	\$ 16.50/each key	581.595.0000.681040	Non-refundable
Airport Badge - New	\$ 42.00/badge	581.595.0000.628080	Non-refundable
Airport Badge with Driving Privileges - New	\$ 74.00/badge	581.595.0000.628080	Non-refundable
Airport Badge with Driving Privileges - Renewal	\$ 58.00/badge	581.595.0000.628080	Non-refundable
Replace Lost/Stolen Badge/Unreturned - 1st occurrence	\$ 110.00/badge	581.595.0000.628080	Non-refundable
Replace Lost/Stolen Badge/Unreturned - 2nd occurrence	\$ 165.00/badge	581.595.0000.628080	Non-refundable
Replace Worn out/Damaged Badge	\$ 35.00/badge	581.595.0000.628080	Non-refundable

Landing Fee Exemptions: The Battle Creek Executive Airport will waive landing fees for the following: based aircraft, military aircraft, and non-profit agencies. Any other requests to waive a landing fee will be determined by Airport Management.

BATTLE CREEK EXECUTIVE AIRPORT AT KELLOGG FIELD

Business Unit 1580 (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
T-Hangar Rental Rates			
Slide Door Width – 39’ 9” Depth – 31’ 4” Tail Width – 12’ 5” Hangar #3 & #8 offers extra storage space	\$146.00/month	581.595.0000.628060	Insurance requirements set by City
Electric Bi-Fold Door Width – 41’ 6” Depth – 32’ Tail Width – 20’ 6” Height Clearance – 11’ 11”	\$182.00/month	581.595.0000.628060	Insurance requirements set by City
End T-Hangars Dimensions – Same As Above Each Hangar offers extra storage space	\$203.00/month	581.595.0000.628060	Insurance requirements set by City
Electric Bi-Fold Door Width – 42’ Depth – 33’ Height Clearance – 12’	\$233.00/month	581.595.0000.628060	Insurance requirements set by City
Electric Bi-Fold Door Width – 43’ 6” Depth – 38’ Tail Width – 21’ 7” Height Clearance – 13’ 11” Hangar #46 offers extra storage space	\$242.00/month	581.595.0000.628060	Insurance requirements set by City
Airport owned/operated Open Tie-Down	\$45.00/month	581.595.0000.681040	Insurance requirements set by City

Note: 1) Lease agreement required.

2) Insurance requirements determined by the City's Risk Manager and all policies shall name Lessor as additional insured.

3) Lessee shall pay a late fee equal to 10% of the monthly rent payment each time the rent has not been paid within seven (7) calendar days after it was first due.

ASSESSOR

The Assessing Department is required by State law to assess properties at 50% of their market value. The Assessor conducts physical inspections of residential properties, updates old records to calculate new assessed values, updates commercial and industrial appraisal records, and conducts a Personal Property Audit Program.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Copies	\$ 1.00 first page	101.257.0000.681040	No charge for property owner: \$ 0.50 each additional page
Affidavits	\$ 1.00 first page		\$ 0.50 each additional page
Certificates	\$ 1.00 first page		\$ 0.50 each additional page
Applications	\$ 1.00 first page		\$ 0.50 each additional page
Legal Descriptions	\$ 1.00 first page		\$ 0.50 each additional page
All Property Record Cards	\$ 1.00	101.257.0000.681040	No charge for property owner
Additional pages over 1	\$ 0.50		
Extra buildings	\$ 0.50		
Sketch	\$ 0.50		
Photo image	\$ 0.50		
Internet Users	Free		(Property Record Data)
Special Reports	\$ 0.20 (printing)	101.257.0000.681040	
Assessment Rolls			
Sale Books			
Property Lists	Cost: Employee Wage + Benefits	101.257.0000.681040	
Value & Tax Lists			
Electronic Reports			
Electronic version of database, partial or complete	\$ 1,000.00	101.257.0000.681040	
All Land Splits and/or Combinations:			
Application for land split (Public Road Frontage: all parcels)			
First two tax parcels	\$ 100.00	101.257.0000.681040	
Each additional tax parcel	\$ 25.00	101.257.0000.681040	
Application for land split (Non-Public Road Frontage)			
First two tax parcels	\$ 150.00	101.257.0000.681040	
Each additional tax parcel	\$ 50.00	101.257.0000.681040	
Application for combinations			No charge to combine. Application is still required

Note: No charge to other government units for record requests less than \$25.00. Reserve the right to charge government units for requests of \$25.00 or more. No charge to government units for land division splits.

CITY ATTORNEY'S OFFICE

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Freedom of Information		101.266.0000.646010	
Attorney Labor	Employee Wage + benefits		Lowest paid Attorney Staff capable of fulfilling the request, hourly
Copy Rate	\$0.10/page		
Mailing	Actual Costs		
Digital Media	\$ 3.00/thumb drive, minimum		Cost is dependent on size of media

CITY CLERK

The City Clerk is responsible for providing specialized clerical and administrative services to the Mayor and the City Commission; provides for the issuance of licenses as outlined in City Ordinance; acts as the Freedom of Information coordinator; manages City cemeteries; maintains all public records of the City; provides the coordination, direction, and conduct of all the elections within the City; acts as ex-officio member of the Civil Service Commission; maintains firefighter personnel files, and conducts testing activities and preparation of Eligibility Lists for positions within the Fire Department as directed by the Civil Service Commission.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Ambulance	\$ 25.00	101.215.0000.478040	
Amusement Device	\$ 25.00/device	101.215.0000.478060	
Auctioneers		101.215.0000.478030	License and Permit Bond - \$2,000
One Day License	\$ 15.00		
One Year License	\$ 50.00		
Bowling Alleys		101.215.0000.478080	
Annual Fee	\$ 25.00		
Per Alley	\$ 15.00		
Burning Permits		101.215.0000.478070	
Bonfire	\$ 25.00		
Carnivals & Shows		101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability
First Day	\$ 50.00		
Each Additional Day	\$ 25.00		
Circuses	\$ 150.00/day	101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability
City Charter	\$ 15.00	101.215.0000.681040	Available on City Website
Codified Ordinance Book	\$ 160.00	101.215.0000.681040	Available on City Website
Replacement Pages	\$ 30.00		

CITY CLERK (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Commercial Redevelopment		101.215.0000.478020	
Exemption Certificate application	\$ 150.00		
Request for District	\$ 200.00		
Copying Charges	\$ 0.15/single page	101.215.0000.681040	
Drop Box Permits	\$ 60.00/box	101.215.0000.478080	Clerk
		101.701.0000.491020	Planning
Fee, Bond and Insurance Schedule		101.215.0000.681040	
Full Booklet	\$ 20.00		Available on City Website

Cemeteries

101.215.0000.478090

Grave Opening & Closing Rates

May 2nd – October 31st

November 1st – May 1st

Full Burial - Adult (61" - 96" vault)	\$650.00	\$900.00
Oversize Burial (oversize vault)	\$750.00	\$1,000.00
Full Burial - Child	\$450.00	\$700.00
Infant Burial - Stillborn (up to 36" vault)	\$300.00	\$550.00
Cremated remains	\$250.00	\$500.00
Saturdays or Sundays	\$300.00 additional	\$300.00 additional
Late/Short Notice Fee (less than 36 hours prior to funeral start time)	\$500.00 additional	\$500.00 additional
Holidays	\$400.00 additional	\$400.00 additional
Dis-interments (all vault sizes)	\$750.00	\$1,000.00
Dis-interments (cremation)	\$325.00	\$575.00
Overtime Rate	\$350.00	\$350.00

No service may be scheduled to start offsite after 2PM, or arrive at the cemetery after 3PM: In the event that the procession arrives after 3PM, overtime charge will apply. Holidays: New Year's Day, MLK Jr. Day, President's Day, Good Friday*, Easter*, Mother's Day, Memorial Day*, Father's Day, Juneteenth, July 4th**, Labor Day*, Veteran's Day, Thanksgiving Day and day after, Christmas Eve, Christmas Day, New Year's Eve.

*Includes the entire weekend: **If July 4th occurs on a Tuesday, July 3rd is included: If July 4th occurs on a Thursday, July 5th is included.

Burial Lots

101.215.0000.451120

Per Section # \$ 500.00

Transfer of title \$ 25.00

Foundations

\$ 0.45/sq. inch

To include a 3" border

Installed twice per season: Spring (prior to Memorial Day) or Fall (prior to November 30th)

CITY CLERK (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance		
Elections		101.215.0000.681040			
Registration lists	\$ 0.15/single page				
Turnout reports	\$ 0.15/single page				
Voter Disc or CD	\$ 20.00				
Labels	\$ 0.21/label				
Labor	FOIA rates		Lowest paid Staff capable of fulfilling request		
Facility Use Fees		101.215.0000.478040			
Administrative Fee	\$ 25.00	Monday – Friday: 4:00 pm – 9:00 pm			
	\$100.00	Saturday or Sunday			
	Hourly Facility Use Fee	Monday – Friday	Saturday	Sunday	
City Hall	8:00 am – 5:00 pm	5:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm	
Room 301, Commission Chambers	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour	
Room 302A, Conference Room	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour	
Room 302B, Conference Room	No Fee	\$29.57/hour	\$29.57/hour	\$29.57/hour	
Police Department	8:00 am – 5:00 pm	5:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm	
Room 109, Community Room	No Fee	\$58.35/hour	\$58.35/hour	\$58.35/hour	
Department of Public Works	8:00 am – 4:00 pm	4:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm	
Room 204, Conference Room	Not Available	\$55.23/hour	\$55.23/hour	\$55.23/hour	
Room 214 Multi-Purpose Room	Not Available	\$55.23/hour	\$55.23/hour	\$55.23/hour	
Battle Creek Executive Airport at Kellogg Field	8:00 am – 4:00 pm	4:00 pm – 9:00 pm	8:00 am – 9:00 pm	12:00 pm – 6:00 pm	
Room 130, Conference Room	No Fee	\$55.42/hour	\$55.42/hour	\$55.42/hour	
Multi-Purpose Room	No Fee	\$55.42/hour	\$55.42/hour	\$55.42/hour	
Going out of Business permit	\$ 50.00/30 days	101.215.0000.478080	Only two extensions allowed		
Extension of permit	\$ 50.00 each extension				
Industrial Facilities		101.215.0000.478040			
Exemption certificate application	\$ 150.00		Fees established by State		
Request for abatement district	\$ 200.00		Fees established by State		
Marriage/Wedding Officiating	\$ 25.00	101.000.0000.681040			
Mechanical Amusement Rides	\$ 15.00/ ride/day	101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability		

CITY CLERK (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Neighborhood Enterprise Zone		101.215.0000.681040	
Application	\$ 20.00		
Transfer	\$ 20.00		
Notary Services	\$ 5.00	101.215.0000.681040	
Obsolete Property		101.215.0000.478020	
Exemption certificate application	\$ 150.00		
Request for abatement district	\$ 200.00		
Open Meetings Act Annual Notice Request	\$ 1.00/meeting		
Pawnbrokers		101.215.0000.478040	
Annual fee	\$ 200.00		Registration with Leads Online: Must Attend 2-Year Certification Training; \$3,000 Bond with at least two sureties
Each Additional employee fee	\$ 10.00		
Pool and Billiard Halls		101.215.0000.478015	
Annual fee	\$ 25.00		
Each table	\$ 15.00		
Precinct Inspector Compensation		101.262.0000.703020	
Precinct Chairperson	\$ 16.00/hour		
Electronic Poll Book Operator	\$ 15.00/hour		
Precinct Inspector	\$ 14.00/hour		
Receiving Board	\$ 15.00/hour		
Election Training	Minimum Wage		
Precinct Maps		101.215.0000.681040	
Combined Wards	\$ 15.00		
Individual Ward	\$ 5.00		
Quadricycles			
Vehicle Permit	\$ 250.00	101.000.0000.681040	Vehicle Inspection required, proof of Bodily Injury and Property Damage Liability insurance with a minimum \$2,000,000 CLS Comprehensive coverage
Driver Permit, including background check	\$ 25.00	101.215.0000.681040	
Replacement Permit	\$ 10.00	101.215.0000.681040	

CITY CLERK (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Refuse Haulers			
		101.215.0000.478080	
Annual Fee	\$ 100.00		\$500,000 CSL Comprehensive General Liability, \$500,000 Automobile Liability, \$1,000 Bond
Inspection fee	\$ 20.00/vehicle		
Replacement tag	\$ 15.00/vehicle		
Electric Scooter/Skateboard			
Business License - Initial (2 year)	\$1,000.00	101.215.0000.478080	Vehicle Inspection Required: Commercial General Liability insurance coverage with a limit of \$1,000,000 each occurrence and \$2,000,000 aggregate: Automobile insurance \$1,000,000 each occurrence/aggregate: Umbrella or Liability coverage of \$5,000,000 each occurrence/aggregate Licensee employs persons within the City, Workers' Compensation coverage of no less than statutory requirement
Compliance Fee (Year 2)	\$ 250.00	101.215.0000.478080	
Renewal Fee - Every 2 Years	\$ 500.00	101.215.0000.478080	
Secondhand Goods/Junk Dealers			
		101.215.0000.478080	Registration with LeadsOnline per year paid for BCPD
Annual Fee	\$ 200.00/year		
Each Additional Employee	\$ 10.00		
Shooting Galleries	\$ 25.00/year	101.215.0000.478080	\$1,000,000.00 CSL General Liability
Special Events			
Parking Spaces	\$ 0.50/space/day		
Clean-up by City	\$ 50.00/hr.	101.446.4560.681040	
Pole Banners	\$ 40.00 each	101.446.7190.681040	
Barricades - all delivered and picked up by DPW	N/C		
Electricity Usage - Parks	\$ 25.00	101.446.4560.681040	
Electricity Usage Downtown	\$ 25.00	101.446.7190.681040	
Tax Abatements			
		101.215.0000.478020	
Tax Abatement Application	\$ 150.00		
Establishment of an Abatement District	\$ 200.00		

CITY CLERK (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Theaters		101.215.0000.478080	
Up to 500 seats	\$ 25.00/theater		
501 - 1,000 seats	\$ 40.00/theater		
1,001 and more seats	\$ 50.00/theater		
Tree Trimmers - Forestry Contractors	\$ 25.00/year	101.215.0000.478080	\$1,000,000 CSL Comprehensive General Liability: \$500,000 Automobile Liability
Used Motor Vehicle Sales Lot			
New	\$ 170.00/year	101.215.0000.478010	Clerk
		101.701.0000.491020	Planning
Renewal (rec'd prior to 9/15)	\$ 85.00/year	101.215.0000.478010	Clerk
Vendors		101.215.0000.478050	
License fee	\$ 50.00		\$1,000 License and Permit Bond
Each succeeding month	\$ 20.00/month		\$300,000 per accident - Bodily Injury
Each succeeding month w/Downtown Designation	\$ 30.00/month		\$100,000 per accident - Property Damage OR \$300,000 - Bodily Injury & Property Damage (Combined Single Limit)
Each Additional Employee	\$ 10.00 per added employee		
Food Trucks & Food Truck Vendors		101.215.0000.478050	\$1,000 License and Permit Bond
License fee: to include 1 st month fee	\$ 50.00/truck		General Liability: Minimum \$100,000 combined single limit (CSL) for bodily injury & Property Damage
Each succeeding month	\$ 20.00/month/truck		Public Auto Liability: Minimum \$100,000 for motor vehicle public liability & property damage
Each succeeding month w/ Downtown Designation	\$ 30.00/month/truck		Additional Insured: The City of Battle Creek must be listed as an "Additional Insured" on both policies

Food Trucks & Food Truck Vendors must provide evidence of compliance with all County Health Department and State requirements and payment of fees.

CODE COMPLIANCE

Code Compliance is responsible for neighborhoods to ensure compliance with the city's housing code. The primary concern is helping property owners bring their property into compliance with the City Housing Code. In order to do this, they address many issues, including inoperable vehicles, junk and trash in yards, exterior housing violations, and interior housing violations on rental property, and rental inspections.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Administrative Search Warrant	\$ 250.00	101.701.8040.490120	
Dangerous Building Appeal	\$ 50.00 for 2 nd Appeal	249.371.0000.681040	No fee for first appeal
Demolition		101.371.3880.635020	
Administration fee	\$ 125.00		
Investigation fee	\$ 50.00		
Board of Appeal	\$ 40.00 for 2 nd Appeal	249.371.0000.681040	No fee for first appeal
Inspection Lockout	\$ 40.00	217.703.6216.681040	
Property cleanup		101.371.3880.681130	
Administration fee	\$ 125.00		
Investigation fee	\$ 50.00		
Re-inspection	\$ 40.00	217.703.6216.681040	
Rental Inspection / Unit	\$ 10.00	217.703.6216.681040	No fee for first inspection
Rental Registration		217.703.6216.681040	
Voluntary	\$ 60.00		
Solicited by City	\$ 500.00		
Rental Registration Renewal		101.701.8040.490120	
Voluntary	\$ 60.00		
Late	\$ 60.00		
Securing building		101.371.3880.635020	
Administration fee	\$ 125.00		
Investigation fee	\$ 45.00		
Cost to secure fee	\$ 30.00/opening minimum		

CODE COMPLIANCE (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Vacant & Abandoned Structures**		101.701.8040.491030	
Registration fee	\$ 25.00		
Monitoring fee	\$ 40.00/month		
Administrative Search Warrant	\$ 250.00	101.701.8040.490120	
**Exemptions: to comply with the Vacant & Abandoned Structure Ordinance, non-profit agencies, such as Neighborhoods Inc., and properties owned by governmental entities, such as Calhoun County, will be required to register their properties, but the registration and monitoring fees are waived by the City of Battle Creek.			
Weed Control		101.371.5300.681030	Includes 1st hour of mowing
Mowing Fee	\$ 75.00 min/50.00 each add 'l hr.		
Administration fee	\$ 50.00		
Investigation	\$ 25.00		
Hotel/Motel/Tourist Home			
Application	\$ 32.00	101.701.8040.491030	
Initial Inspection	\$ 15.00/unit	101.701.8040.491030	
Reinspection	\$ 15.00/unit	101.701.8040.491030	
Permit Renewal Late Fee	\$ 150.00	101.701.8040.491030	
Police Department Analysis	\$ 57.00	101.315.0000.703030	
Fire Department Inspection	\$ 125.00	101.337.0000.681040	
Inspections Division		249.371.0000.681040	
Outdoor Pool Inspection	\$ 50.00		
Indoor Pool Inspection	\$ 100.00		
All Trades Inspection	\$ 400.00		

ECONOMIC DEVELOPMENT (Small Business Development)

Economic Development is responsible for promoting the growth and development of small business in the community. Staffed by the city's Small Business Development Office, the economic development team contributes to a business ecosystem that supports and sustains business by providing access to capital, technical advice, regulatory guidance, recruitment and retention and other business supports designed to launch and grow local business.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Cargo Shops		244.728.6000.667020	
Seasonal Rental Fee	\$ 1,200.00		Liability Insurance

FINANCE DEPARTMENT

The Finance Department coordinates the preparation of the Annual Budget and the Comprehensive Annual Financial Report; administers City bond issues; monitors cash balances and invests funds; assists with water, sewer, and garbage rate studies; and monitors the financial condition of all City funds. In addition, the Finance Department is responsible for maintaining the financial accounting system for all city departments; processes payroll and payables, and creates invoices.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Annual Financial Report		101.191.0000.681040	
Full booklet	\$ 35.00		
Per page	\$ 0.10		
Attachment to City employee		101.191.0000.681040	
Wages - garnishment	\$ 35.00		
Budget		101.191.0000.681040	
Pamphlet	\$ 0.20		
Per page	\$ 0.10		
Capital Improvement Plan		101.191.0000.681040	
Full booklet	\$ 26.00		
Per page	\$ 0.10		
Foreign Exchange Payment		101.191.0000.681040	
Charge for Invoice Payments in Currency Other than U.S.		101.191.0000.681040.	
Conversion fee	\$ 10.00		
Flat rate charge	\$ 65.00		
International Wire	\$ 17.00		
Late Fees			
Charge for late payments on invoices	\$ 5.00 one-time fee		Departments carrying the receivables will show revenue in 681040.
Finance charge for late payments on invoices	2.5 % (per year)	101.191.0000.681040	

FIRE DEPARTMENT

The Fire Department is responsible for fire response, rescue, primary medical response, hazardous material abatement, fire cause and safety inspections, and fire prevention programs throughout the community. Included in these duties are programs for industrial in-plant protection, liquor establishments, hospitals, schools and commercial property fire safety inspections. Other responsibilities include the inspection of firework sales, and the overseeing of underground tank removal and installation. Public services include vehicle lockouts, lift assists, and smoke detector installations.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Burning Permits		101.215.0000.478070	
Bonfires	\$ 25.00		Issued by the City Clerk's office
Fire Reports		101.337.0000.681040	
Each page	\$ 0.10		Estimated paper costs as established by State Lowest paid Clerical Staff capable of fulfilling the request. hourly calculation per MI FOIA law
Clerical fee	Employee Wage + benefits	101.337.0000.681040	
Postage	Current Rate		
Audio Tapes	\$ 21.00/hour	101.337.0000.681040	
Personnel Costs	Hourly Rate	Overtime Rate	101.339.0000.681040
Fire Fighter	\$ 68.20	\$ 95.30	
Fire Lieutenant	\$ 76.85	\$ 110.39	
Fire Captain	\$ 83.98	\$ 120.68	
Battalion Chief	\$ 89.09	\$ 127.68	
Fire Marshal	\$ 79.66	\$ 114.49	
Fire Inspector	\$ 74.22	\$ 107.62	
Chief	\$ 107.07		
Services		101.337.0000.681040	
Fire Engine	\$ 85.00/hour		
Ladder Truck	\$ 125.00/hour		
Staff Car/Pick-up	\$ 20.00/hour		
Hazardous Materials	\$ 85.00/hour		
Fire Apparatus Response	\$ 110.00/hour		
Inspection Fees		101.337.0000.681040	FLAT FEE PRICING
Fire alarm system	\$ 75.00	101.337.0000.681040	
Fire suppression/protection	\$ 75.00		
Additional inspection	\$ 50.00		
False Alarms		101.337.0000.681040	
3rd occurrence/calendar year	\$ 50.00		
Each subsequent occurrence in a calendar year	\$ 50.00		

GIS DEPARTMENT

The GIS Department provides mapping and analysis of spatial data in the Battle Creek Utility Service area. Normal operating hours are Monday - Friday, 8:00 a.m. - 5:00 p.m.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Commissioned GIS Work:		670.228.9170.617050	
Custom Map Production, Analysis, or GIS Services	\$ 50.00/hour		Production of deliverables that do not currently exist. First print/PDF included. One Hour minimum.
Printed Map	\$ 15.00/each		Printing of previously compiled maps or media (letter, ledger, 36", or 42" available)
GIS Digital Data Products*:			
Maintained Data (Irregular Update Schedule)		670.228.9170.617050	Tile area equals 0.32mi ² . Call for imagery specifications.
Road Centerlines	\$ 500.00		
Zoning Boundaries	\$ 500.00		
NPC Boundaries	\$ 100.00		
Maintained Data (Regular Update Schedule)		101.257.0000.681040	
Parcel Boundaries (Geometry Only)	\$ 4,650.00		(\$0.20/ea.)
Parcel Boundaries (With Attributes)	\$ 5,400.00		(\$0.23/ea.)
Production Data (Not updated, Final Form)			
2' Elevation Contours	\$ 5.00/tile	670.228.9170.617050	Derived from LiDAR point clouds.
Aerial Imagery			
2020 Imagery	\$ 5.00/tile	101.257.0000.681040	
2015 Imagery	\$ 5.00/tile	101.257.0000.681040	
2010 Imagery	\$ 5.00/tile	101.257.0000.681040	Tile area equals 0.32mi ² . Call for imagery specifications.
2008/2001/1996 Imagery	\$ 5.00/tile	670.228.9170.617050	
Oblique Imagery			
2010 Oblique Imagery	\$5.00/tile/directio	101.257.0000.681040	N, S, E, W exposures, flown @ 45°
LiDAR Point Clouds			
2008 Tiles	\$ 5.00/tile	670.228.9170.617050	Medium Point Density
2010 Tiles	\$ 5.00/tile	101.257.0000.681040	High Point Density

* A signed data usage agreement is required for all GIS data purchases. Other GIS digital data not listed may be available. Contact GIS department for information.

Aerial Imagery	2008 Flight Initial Purchase	2010 USGS Sale Amount
	\$250,000.00	\$22,000.00
Number of Tiles Acquired/Sold	2,420	2,420
Cost Per Tile	\$103.31	\$9.09
BCGIS Sale Price Per Tile	\$ 5.00	\$5.00
Subsidized Cost Per Tile	\$ 98.31	\$4.09

INSPECTION DIVISION

The Inspection Division is responsible for enforcing the State of Michigan Building, Electrical, Mechanical and Plumbing Codes as well as the City of Battle Creek Sign and related Zoning Ordinances. This Division is involved in issuing permits, conducting plan reviews, inspecting all re-construction, new construction, demolition and maintaining permanent records of these activities.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Service Fees		249.371.0000.490010	
Additional fee for violation of re-inspections greater than 2	\$ 75.00		
Administrative Search Warrant	\$ 250.00		
Lock-out Fee - Inspections	\$ 75.00		
Work Without a Permit Fee (All Trades)	\$ 150.00	249.371.0000.490010	
Plan Review Fees- Residential		249.371.0000.490010	
Construction value of \$5,000.00 or less or demolition projects	\$ 0.00		
Construction valuations of greater than \$5,000.00	shall be 20% of the building permit fee		
Permits		249.371.0000.490010	
Residential Re-Roof	\$ 103.50		
Residential Demo Without Basement	\$ 123.50		
Residential Demo With Basement	\$ 183.50		
Commercial Demo	\$ 75.00 Plus \$.02 (per Sq. Ft.) of Structure		
In ground Pool (Electrical Permit included)	\$ 183.50	249.371.0000.490010	
Above Ground Pool (Electrical Permit included)	\$ 123.50	249.371.0000.490010	

**INSPECTION DIVISION
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Valuation		249.371.0000.490010	
\$1.00 to \$4000.00	\$103.50	249.371.0000.490010	
\$4001.00 to \$10,000.00	\$138.50	249.371.0000.490010	
\$10,001.00 to \$15,000.00	\$173.50	249.371.0000.490010	
\$15,001.00 to \$20,000.00	\$208.50	249.371.0000.490010	
\$20,001.00 to \$50,000.00	\$208.50 for first \$20,000 plus \$6.00 for each additional \$1,000	249.371.0000.490010	
\$50,001.00 to \$500,000.00	\$368.50 for first \$50,000 plus \$2.50 for each additional \$1,000	249.371.0000.490010	
\$500,001.00 to \$1,000,000.00	\$3,200.00 for first \$500,000 plus \$5.75 for each additional \$1,000	249.371.0000.490010	
\$1,000,001 to \$5,000,000	\$6,230.00 for first \$1,000,000 plus \$4.75 for each additional \$1,000	249.371.0000.490010	
\$5,000,001 to \$10,000,000	\$25,550.00 for first \$5,000,000 plus \$2.35 for each additional \$1,000	249.371.0000.490010	
\$10,000,001 and up	\$46,750.00 for first \$10,000,000 plus \$2.75 for each additional \$1,000	249.371.0000.490010	

The fee shall be based upon the estimated valuation established by multiplying the square footage of the building by a square foot construction cost table or by another method established and approved by the Inspections Supervisor. The square foot construction cost table is available in the City of Battle Creek Inspections office. No permit shall be issued upon a lesser value then determined from this table or approved by the Inspections Supervisor.

INSPECTION DIVISION

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Inspection fee Zoning approval fee	\$ 75.00/hr./\$75.00 minimum	249.371.0000.490010	
Fee to Re-establish Expired permit	\$ 75.00	249.371.0000.490010	

Note: Applies to residential and commercial permits

ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING WORK

**INSPECTION DIVISION
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Commercial Plan Review		249.371.0000.49001 0	
Construction value of \$5,000.00 or less or demolition projects	30% of Building Permit Fee		
Additional review of revisions, addendums, architects' supplemental instructions, and change orders etc. (other than deferred submittals noted in the original plan review)	\$ 75.00 per hour ½ hour increments over one hour		
Zoning approval fee	\$ 20.00	249.371.0000.49001 0	A site plan review fee may be required in lieu of zoning fee
Investigation fee	See Section 12		
Certificate of Occupancy	\$ 100.00		

Description	Current Charges	Account Credited	Additional Requirements/Insurance
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Use Group Definitions: Reference State of Michigan Building Code

Assembly = A-1, A-2, A-3, A-4 & A-5	Business = B	Educational = E
Factory/Industrial = F-1 & F-2	High Hazard = H-1, H-2, H-3, H=4 & H-5	Mercantile = M
Residential = R-1 & R-2	Storage = S-1 & S-2	Utility and Miscellaneous = U

ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING THE WORK.

**INSPECTION DIVISION
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
ELECTRICAL PERMIT			
FLAT FEE PRICING		249.371.0000.490010	
Service only up to 400 AMP	\$103.50		
Storable Pools less than 48 inches	\$ 53.50		
Standby Generators electric only	\$153.50		(Generator KW)
INSPECTION FEES		249.371.0000.490010	
1 Application Fee Commercial	\$ 78.50		
1 Application fee Residential	\$ 78.50		
2 Additional inspection, Underground, Safety etc.	\$ 75.00		
SERVICES		249.371.0000.490010	
4 Temporary Service	\$ 25.00		
5 100-200 AMP	\$ 25.00		
6 400-800 AMP	\$ 35.00		
7 801-1200 AMP	\$ 45.00		
8 OVER 1200 AMP	\$ 75.00		
9 Transformers & Motors. up to 15 KVA or H.P.	\$ 50.00		
10 Transformers & Motors. up to 15 to 50 KVA or	\$ 70.00		
11 Transformers & Motors. 50 KVA or H.P. & above	\$ 80.00		
12 Sub or Accessory Panels	\$ 20.00		
13 Transfer Switch / Generator	\$ 75.00		
CIRCUITS		249.371.0000.490010	
14 Light Fixtures (per 25)	\$ 20.00		
15 Alt Energy up to 50 KW (solar, wind, PV, etc.)	\$ 50.00		
16 Ufer Ground	\$ 50.00		
17 Circuits (or alteration to existing circuit)	\$ 5.00		
18 220 Volt Circuits	\$ 10.00		
19 440 or Higher Volt Circuits	\$ 15.00		
20 Furnace or Unit Heater (per unit)	\$ 10.00		
21 Radiant or Baseboard Heat (per circuit)	\$ 10.00		
22 Dishwasher	\$ 10.00		
23 Water Well Circuit	\$ 10.00		
24 Air Conditioners or HVAC Equipment (up to 5 ton)	\$ 15.00		

**INSPECTION DIVISION
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
CIRCUITS (cont.)		249.371.0000.490010	
25 Air Conditioners (over 5 ton)	\$ 25.00		
26 Swimming Pool Bonding	\$ 35.00		
27 Signs and Neon (per unit)	\$ 25.00		
28 Data / Telecommunications (per device)	\$ 5.00		
29 Data / Telecommunications (per circuit)	\$ 5.00		
30 Feeders / Bus Duct (per 50 feet)	\$ 10.00		
31 Fire Alarm/ Nurse Call System (up to 10	\$ 55.00		
32 Fire Alarm/ Nurse Call (each additional device)	\$ 5.00		
33 Vehicle Charger (per unit)	\$ 10.00		
34 Solar Photovoltaic System where the total inverter generating capacity is less than 5,000KW (each panel)	\$ 2.00		
35 Solar Photovoltaic System where the total inverter generating capacity is no less than 5,000KW (each panel)	\$ 1.00		
Plan review Fee (when required)			25% of calculated Building Plan Review Fee

**INSPECTION DIVISION
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
MECHANICAL PERMITS		249.371.0000.490020	
FLAT FEE PRICING			
Furnace Replacement	\$ 103.50		
Water Heater Replacement	\$ 75.00		
AC Replacement	\$ 103.50		
Generator Gas only	\$ 78.50		
Furnace and AC Replacement	\$ 113.50		
INSPECTIONS FEES			
1 Administration fee Commercial	\$ 78.50		
1 Administration fee Residential	\$ 78.50		
2 Additional Inspection, Underground, Safety etc.	\$ 75.00		
ITEM FEES			
4 Gas/Oil Burning Equipment - (New or Replacement) Air Handler	\$ 35.00	16 Piping (per Ft) (minimum \$30)	\$ 0.05
5 Residential Boiler	\$ 35.00	17 Gas Piping: New Installation (each opening)	\$ 15.00
6 Chimney, factory built - Class A, B Chimney Liners etc.	\$ 30.00	18 V.A.V. Box	\$ 15.00
7 Gas Burning Fireplace	\$ 35.00	19 Refrigeration (split system)	\$ 35.00
8 Humidifiers	\$ 20.00	20 Rooftop or Ground Mount HVAC	\$ 55.00
9 Water Heaters	\$ 5.00	21 Heat Recovery / ERV	\$ 15.00
10 Solar; Hot Water set of 3 panels (includes piping)	\$ 25.00	22 Unit Heaters	\$ 20.00
11 Bath/Kitchen/Laundry Exhaust (\$5 ea./ min. \$15)	\$ 5.00	23 Fire Suppression/ Protection (per head) (minimum \$25)	\$ 0.75
12 Aboveground / Underground LP Tanks	\$ 256.00	24 Commercial Hood (incl. duct and make-up air unit)	\$ 60.00
13 Air conditioning or Heat Pump Split System	\$ 35.00	25 Chiller/ Cooling Tower	\$ 35.00
14 Multi Head AC or HP Additional Heads	\$ 15.00	26 Geothermal W Hydro Loop (Per Ft) (Min \$30)	\$ 0.02
15 Duct System (per ft.) (Minimum \$30)	\$ 0.10		
Plan review Fee (when required)	25% of calculated Building Plan Review Fee		

**INSPECTION DIVISION
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
PLUMBING PERMIT		249.371.0000.453040	
FLAT FEE PRICING			
Water heater Replacement	\$ 78.50	SECTION VIII	
Full Bath Remodel	\$ 118.50	Water Closet	
Half Bath Remodel	\$ 113.50	Condensate Drain	
Water Service Only	\$ 103.50	Washing Machine	
Sewer Only	\$ 103.50	Garbage Grinder	
Laundry Relocation	\$ 113.50	Refrigerator	
Water and Sewer Install	\$ 153.50	Water Outlet Cooler	
Kitchen Remodel	\$ 118.50	Emergency Shower	
Backflow Preventer (1)	\$ 103.50	Emergency Eye Wash	
INSPECTION FEES			
1 Administration fee Commercial	\$ 78.50	Bathtub	
1 Administration fee Residential	\$ 78.50	Lavatories	
2 Additional inspection, Underground, Safety etc.	\$ 75.00	Water Connected Sterilizer	
ITEM FEES			
4 Miscellaneous Fixtures (each) (see section VIII)	\$ 5.00	Floor Drain	
5 Water Service (per 100 ft.)	\$ 15.00	Drinking Fountain	
6 Water Distribution (per 100 ft.)	\$ 10.00	Ice Making Machine	
7 Sump Pumps and Ejectors (each)	\$ 5.00	Water Heater	
8 Private Sewers (per 100 feet)	\$ 15.00	Laundry Tray	
9 Municipal Sewers (per 100 feet)	\$ 15.00	Water Softener	
10 Storm Sewer (per 100 feet)	\$ 15.00	Acid Waste Drain	
11 Catch Basins and Manholes (each)	\$ 15.00	Urinal	
12 Building Drain (per 100 feet)	\$ 15.00	Dishwasher	
13 Miscellaneous Drains (each)	\$ 5.00	Slop Sink	
14 Stacks-All (each)	\$ 11.00	Roof Drain	
15 Air Admittances Valves (each)	\$ 5.00	Connection to a Sprinkler System (irrigation)	
Plan review Fee (when required) 25% of calculated Building Plan Review Fee		Water Connection to Carbonated Beverage Dispensers	
		Water Outlet or Connection to any Make-up Water Tank	

**INSPECTION DIVISION
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
LICENSE REGISTRATION FEES			
Electrical			
License Registration	\$ 15.00	249.371.0000.490100	
Plumbing			
License Registration	\$ 15.00	249.371.0000.490010	
Mechanical			
License Registration	\$ 15.00	249.371.0000.490210	
Building			
License Registration	\$ 15.00	249.371.0000.490090	
Demolition			
Demolition License	\$ 50.00	249.371.0000.490090	
Demolition Bond	\$ 500.00	101.000.0000.202320	Required for demolition of houses and commercial buildings by persons without a Demolition License. Not required for residential accessory buildings without basements. Bond refundable after completion of demolition and inspection approval.
Moving/Wrecking	\$ 50.00/year	\$5,000 Bond: \$1,000,000 CSL Comprehensive General Liability. Must state XCU coverage is included/not excluded.	
*A license may be issued excluding blasting, in this case, blasting may be excluded from XCU insurance			

PARKS AND RECREATION DEPARTMENT

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BINDER PARK GOLF COURSE			
Green Fees			
Weekdays			
9 Holes	\$ 16.50	101.751.6970.619010	
18 holes	\$ 31.00	101.751.6970.619020	
27 holes	\$ 42.00	101.751.6970.619030	
9 holes (league)	\$ 16.50	101.751.6970.619040	
Weekends			
9 holes	\$ 18.50	101.751.6970.619010	
18 holes	\$ 34.00	101.751.6970.619020	
27 holes	\$ 46.00	101.751.6970.619030	
Green Fees – Jr./Sr.		101.751.6970.619060	Mon-Fri before 2pm, Sat/Sun after 4pm
9 holes	\$ 13.50		
18 holes	\$ 22.00		
27 holes	\$ 31.50		
Three Hole Course			
3 holes	\$ 7.50	101.751.6970.619090	
Memberships - Golf			
Single	\$ 750.00	101.751.6970.619220	
Couples	\$ 930.00	101.751.6970.619210	
Senior (55+)	\$ 660.00	101.751.6970.619240	
Senior Couples	\$ 750.00	101.751.6970.619250	
Family	\$ 1,110.00	101.751.6970.619200	
Junior	\$ 350.00	101.751.6970.619230	
School- College	\$ 450.00	101.751.6970.619230	
Ltd. Single	\$ 500.00	101.751.6970.619270	Mon-Fri before 2pm, Sat/Sun after 4pm
Ltd. Couple	\$ 700.00	101.751.6970.619270	Mon-Fri before 2pm, Sat/Sun after 4pm
One Day Membership	\$ 350.00	101.751.6970.619270	

PARKS AND RECREATION DEPARTMENT (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
BINDER PARK GOLF COURSE			
Range and Practice Holes			
Non-golf members		101.751.6970.619090	
Single	\$ 335.00		
Couple	\$ 385.00		
Family	\$ 450.00		
Golf Members		101.751.6970.619090	
Single	\$ 210.00		
Couple	\$ 275.00		
Family	\$ 335.00		
Range		101.751.6970.619100	
Regular bucket	\$ 6.00		
Large bucket	\$ 10.00		
Jumbo bucket	\$ 14.00		
Carts		101.751.6970.619300	Mon-Fri before 2pm, Sat/Sun after 4pm
3 holes	\$ 4.50		
9 holes	\$ 11.50		
18 holes	\$ 20.00		
27 holes	\$ 27.00		
9 holes Sr./Jr.	\$ 9.50		
18 holes Sr./Jr.	\$ 17.00		
27 holes Sr./Jr.	\$ 25.00		
Golf Equipment			
Pull carts	\$ 5.00	101.751.6970.619310	
Clubs and accessories	*	101.751.6970.619320	*Rates: Contact Pro Shop
Facility Rentals			
Picnic Shelter/Pavilion	*	101.751.6970.619200	*Rates: Contact Pro Shop
Club House	*	101.751.6970.619230	*Rates: Contact Pro Shop
Youth Golf Building	*	101.751.6970.619230	*Rates: Contact Pro Shop
Instruction			
PGA Jr League	\$ 165.00	101.751.6291.630520	
Jr Golf Camps	\$ 45.00	101.751.6291.630520	

PARKS AND RECREATION DEPARTMENT (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Late fee for program registration	\$ 7.00 - \$10.00	101.751.6981.630450	
Girls Fast Pitch	\$ 680.00	101.751.9891.630020	Rental based instead of registration based
Little Tyke T-Ball	\$ 45.00	101.751.6523.630090	
Adult Stan Musial Baseball - Rental	\$ 1,875.00	101.751.9891.630020	Insurance, Concussion Form, Background Check
Spring Soccer	\$ 50.00	101.751.6570.630090	
Youth Baseball - Rental based instead of registration based now		101.751.6610.630090	Insurance, Concussion Form, Background Check
8u-14u	\$ 800.00		
16-18u	\$ 700.00		
Adult Softball Fall - Partnership with City Ball LLC - Field Rental		101.751.6620.630090	
10 games	\$ 485.00		ASA Insurance
20 games	\$ 815.00		ASA Insurance
Adult Softball Summer - Partnership with City Ball LLC - Field Rental		101.751.6630.630090	
10 games	\$ 485.00		ASA Insurance
20 games	\$ 815.00		ASA Insurance
Fall Soccer	\$ 50.00	101.751.6650.630090	
Youth Individual Baseball	\$ 60.00	101.751.6610.630090	
Kidventure Camp		101.751.6223.630090	Camp license, staff training
10 weeks	\$ 1,700.00		
Weekly	\$ 200.00		
½ Summer Option	\$ 900.00		
Baseball Training Camp	\$ 80.00	101.751.6229.630090	
Youth Indoor Flag Football	\$ 45.00	101.751.6234.630090	
Start Smart Golf	\$ 35.00	101.751.6291.630520	
Volleyball Camp	\$ 75.00	101.751.6251.630090	
Youth Indoor Soccer	\$ 45.00	101.751.6257.630090	
Start Smart Sports Development	\$ 35.00	101.751.6258.630090	
Start Smart Basketball	\$ 35.00	101.751.6266.630090	
Spring Break Camp	\$ 200.00	101.751.6267.630090	
Youth Floor Hockey	\$ 45.00	101.751.6268.630090	
Tiny Tot Floor Hockey	\$ 35.00	101.751.6269.630090	
International Floor Hockey Tournament	\$ 150.00	101.751.6270.630090	

PARKS AND RECREATION DEPARTMENT (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Start Smart Indoor Soccer	\$ 35.00	101.751.6271.630090	
BC Kings Floor Hockey Tournament	\$ 150.00	101.751.6251.630090	
Winter Break Camp	\$ 40.00 per day	101.751.6238.630090	
Learn to Skate	\$ 65.00	101.751.6720.630090	
Youth Ice Hockey Development	\$ 65.00	101.751.6601.630090	

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Lifeguard Training	\$ 200.00	101.751.6516.630090	Training class for Lifeguards for waterpark: CPR/First Aid/ Emergency Oxygen
Lifeguard Recertification	\$ 100.00	101.751.6516.630090	
CPR Training	\$ 65.00	101.751.7028.630090	
CPR Recertification	\$ 65.00	101.751.7028.630090	
First Aid Training	\$ 65.00	101.751.7028.630090	
First Aid Recertification	\$ 65.00	101.751.7028.630090	
CPR/First Aid/BBP	\$ 100.00	101.751.7028.630090	

PARKS AND RECREATION DEPARTMENT (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
WILLARD BEACH			
Admission Fee	\$ 5.00 per car	101.751.7100.631020	
Annual Vehicle Pass	\$ 30.00	101.751.7100.631020	
Pavilion Reservation	\$ 35.00	101.751.7100.631010	Per row, per use
Pavilions 1, 2, 3 and Octagon	\$ 35.00	101.751.7100.631010	
Large Pavilion on Beach	\$ 75.00	101.751.7100.631010	
Facilities/Restrooms	\$ 25.00	101.751.7100.631010	September and October before winterization
PARK FACILITIES			
Contact the Department of Public Works for Park Facility accessory items			
Fell Park Restrooms – Contact DPW	\$ 25.00	n/a	Fully refundable deposit after key return
Picnic tables – Contact DPW	\$ 25.00	101.751.7100.631010	Per table, community events only

PARKS AND RECREATION DEPARTMENT (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
FULL BLAST: Flash Flood			
Admission Fees			
General Admission	\$ 15.00/person	101.751.7160.630130	Per Day
Season pass	\$ 100.00/person	101.751.7160.630100	
Season pass - Family of 4	\$ 360.00	101.751.7160.630100	
Equipment Rental			
Lockers	Free	101.751.7160.630310	Visitor to provide own lock
Life Jackets	\$ 5.00	101.751.7160.630130	
Double Tubes	\$ 5.00	101.751.7160.630150	
Summer group rentals			
Participants (25-74)	\$ 14.50/person	101.751.7160.630200	Per Day
Participants (75-124)	\$ 14.25/person	101.751.7160.630200	Per Day
Participants (125-249)	\$ 14.00/person	101.751.7160.630200	Per Day
Participants (250+)	\$ 13.75/person	101.751.7160.630200	Per Day
Birthday Parties			
Indoor (Labor Day to Memorial Day)	\$ 25.00/hour		
Tables	\$ 5.00/table		
Chairs	\$ 0.50/chair		
Clean-up fee	\$ 25.00		
Outdoor (Memorial-Labor Day)	\$ 18.00/child	101.751.7160.630280	
	\$ 8.00/adult		
FULL BLAST: Sports Forum			
Memberships			
Fitness membership (1 month)	\$ 30.00	101.751.7175.630360	Monthly
Fitness membership (12 months)	\$ 300.00	101.751.7175.630360	Yearly membership
Second Individual- Remove Option	\$ 140.00	101.751.7175.630360	Yearly membership
3+ people- Remove Option	\$ 95.00	101.751.7175.630360	Yearly membership
Walk and play pass	\$ 25.00	101.751.7175.630360	Monthly
Day pass	\$ 10.00	101.751.7175.630120	Daily Rate
Facilities Rental			
Gymnasiums (1,2,3)	\$ 30.00	101.751.7170.630320	Depending on user group
Sports Court	\$ 20.00	101.751.7170.630320	
Batting Cages	\$ 20.00	101.751.7170.630320	Hourly rates
Tournament Clean Up Fee	\$ 25.00 per court	101.751.7170.630320	

PARKS AND RECREATION DEPARTMENT (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
After Business Hours Rental Rates	\$50.00/hour per court \$18.00/hour for Building Supervisor	101.751.7170.630320	Additional Clean-up fee charged
Equipment Rental			
Tables	\$ 5.00 per unit	101.751.7170.630320	
Chairs	\$ 0.50 per unit	101.751.7170.630320	
Picnic Tables (Lunch Style Tables)	\$ 5.00 per unit	101.751.7170.630320	
Scoreboards	\$ 5.00 per hour	101.751.7170.630320	
Bailey Park	Current Charges	Account Credited	Additional Requirements/Insurance
Field refits	\$ 50.00 - \$100.00	101.751.9889.630020	Fee dependent on field being used
Diamond Rental - Tournaments		101.751.9889.630020	
C.O. Brown Stadium	\$ 650.00		Includes all refits, supervision, and clean-up
Nichols Field	\$ 550.00		Includes all refits, supervision, and clean-up
Morrison Field	\$ 540.00		Includes all refits, supervision, and clean-up
Terry Newton Field	\$ 200.00		Includes all refits, supervision, and clean-up
Convis Field	\$ 300.00		Includes all refits, supervision, and clean-up
Flannery Field	\$ 300.00		Includes all refits, supervision, and clean-up
Diamond Rental- Practices/Games		101.751.9891.630020	
C.O. Brown Stadium- Youth	\$ 50.00/\$ 100.00		Practice Costs/Game Costs
C.O. Brown Stadium- Adult	\$ 100.00/\$ 125.00		Practice Costs/Game Costs
Nichols Field- Youth	\$ 50.00/\$ 75.00		Practice Costs/Game Costs
Nichols Field- Adult	\$ 75.00/\$ 100.00		Practice Costs/Game Costs
Morrison Field- Youth	\$ 50.00/\$ 75.00		Practice Costs/Game Costs
Morrison Field- adult	\$ 75.00/\$ 100.00		Practice Costs/Game Costs
Convis Field- Youth	\$ 35.00/\$ 65.00		Practice Costs/Game Costs
Convis Field- Adult	\$ 45.00/\$ 75.00		Practice Costs/Game Costs
Terry Newton Field	\$ 25.00		Practice Costs/Game Costs
Team Fees (2+ day tournaments)		101.751.9889.630020	
C.O. Brown Stadium	\$ 75.00		per team, per tournament
Nichols Field	\$ 75.00		per team, per tournament
Morrison Field	\$ 75.00		per team, per tournament

Terry Newton	\$ 75.00		per team, per tournament
Convis Field	\$ 75.00		per team, per tournament
Flannery Field	\$ 75.00		per team, per tournament
Scoreboards		101.751.9889.630020	
C. O. Brown Stadium	\$ 50.00		per game
Nichols Field	\$ 40.00		per game
Morrison Field	\$ 40.00		per game
Convis Field	\$ 40.00		per game: no scoreboards currently work
Flannery Field	\$ 40.00		per game: only Flannery 3

PARKS AND RECREATION DEPARTMENT

Description	Description	Description	Description
Lighting		101.751.9889.630020	
C. O. Brown Stadium	\$ 85.00		per hour
Nichols Field	\$ 65.00		per hour
Morrison Field	\$ 65.00		per hour
Convis Field	\$ 50.00		per hour
Flannery Field	\$ 50.00		per hour
Temporary Fencing		101.751.9889.630020	
Convis Field	\$ 200.00		
Flannery Field	\$ 200.00		

PLANNING AND ZONING DIVISION

The Planning Department performs the following functions and responsibilities - overall administration of the Planning Department, staff control to the Planning Commission, Zoning Board of Appeals and the Historic District Commission; site plan review; zoning ordinance preparation, interpretation and enforcement; tax-reverted property sales; Census coordination and dissemination of data; and preparation of master plans for future growth and development.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Planned Unit Residential Development	\$ 750.00	101.701.0000.491040	
Planning and Zoning Map	\$ 40.00	101.701.0000.681040	Available on City's website at no charge
Planning and Zoning Ordinance	\$ 40.00	101.701.0000.681040	Available on City's website at no charge
Plats			
Filing Fee	\$ 403.50	101.701.0000.491040	
Per Lot Review Fee	\$ 43.50	101.701.0000.491040	
Site Condo			
Filing Fee	\$ 400.00	101.701.0000.491020	
Condo review fee-per site	\$ 40.00		
Special Use Permits	\$ 750.00	101.701.0000.491040	
Telecommunications Towers			
Administrative Review/Collocation	\$ 253.50	101.701.0000.491020	
Zoning Board of Appeals			
Residential	\$ 203.50	101.701.0000.491020	
Commercial/Industrial	\$ 203.50	101.701.0000.491020	
Zoning Reclassifications	\$ 753.00	101.701.0000.491040	
Street/Alley/ROW Vacations	\$ 300.00	101.701.0000.681040	
Site Plan Review: Under 5 Acres	\$ 303.50	101.701.0000.490250	For properties under 5 acres
Site Plan Review: Over 5 Acres	\$ 403.50	101.701.0000.490250	For properties over 5 acres
Commercial Building Permit Plan Review	\$ 40.00	101.701.0000.490250	
Property Disposition			
Buildable lots in a residential zoning district	\$ 300.00	101.701.8040.491030	
Non-buildable lots in a residential zoning district	\$ 150.00	101.701.8040.491030	
Any Commercial Zoning District	\$ 480.00	101.701.8040.491030	
Any Industrial Zoning District	\$ 750.00	101.701.8040.491030	
Calhoun County Register of Deeds (Deed Recording)	**	101.701.8040.491030	**Fee established by Calhoun County

PLANNING AND ZONING DIVISION (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
SIGN PERMITS (Permanent Signs)			
Administrative Fee	\$ 50.00	101.701.0000.490250	
Zoning Approval	\$ 40.00	101.701.0000.490250	
Inspection Fee - First \$1000 of cost	\$ 50.00	101.701.0000.490250	
Inspection Fee -each add'l\$1000 of cost	\$ 20.00	101.701.0000.490250	
ZONING PERMITS (Fences less than 6" high, residential accessory structures less than 200 sq. ft. in area, and commercial accessory structures less than 120 sq. ft. in area)			
Administrative Fee	\$ 33.50	101.371.0000.453070	
Zoning Approval	\$ 30.00	101.371.0000.453070	
Inspection Fee	\$ 40.00	101.371.0000.453070	
Motor Home Parking Permit	\$ 40.00	101.701.0000.490250	
Hen, Quail, and Duck Permits	\$ 25.00	101.701.0000.490250	
Having Hens, Quail, and Ducks without a Permit	\$ 75.00	101.701.0000.490250	
Administrative Search Warrants	\$ 250.00	101.701.0000.681040	
House Trailers	\$ 25.00	101.701.0000.490250	Maximum allowed - six weeks
Zoning Compliance Letter	\$ 100.00		
Work without a Permit (sign, fence and accessory	\$ 150.00	101.701.0000.490250	
Marihuana Business Permitting (New and Annual Renewal)		All Fees are Non-Refundable	
Adult Use Marihuana Establishment	\$5,000.00	101.215.0000.478015	Worker's Compensation Insurance – MI: Statutory limits, Commercial General Liability & Bodily Injury Insurance, with minimum limits of \$100,000
Medical Marihuana Establishment	\$5,000.00	101.215.0000.478015	
Annual Renewals	\$5,000.00		
Late Fee (if renewal application submitted after November 1st each year)	\$ 250.00	101.215.0000.478015	

**POLICE DEPARTMENT
COMMUNITY SERVICE**

The Community Services Division is responsible for the conduct of crime prevention, school safety and other community outreach programs. The Programs include: Neighborhood Watch, School Liaison Officers, Adult School Crossing Guards and Special Events/Block Parties.

Description	Regular	Overtime	Account Credited	Additional Requirements/Insurance
PERSONNEL COSTS:				
Police Officer	\$ 60.29	\$ 78.90	101.315.0000.703030	Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response cost collection or support services are to be determined by the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes. All personnel costs factor in 5% administrative cost for equipment (car, gas) and technology.
Police Sergeant	\$ 74.76	\$ 98.85	101.315.0000.703030	
Police Lt's	\$ 95.27	\$ 126.72	101.315.0000.703030	
Police Detective	\$ 69.43	\$ 91.60	101.310.3070.703030	
Police Officer -Crime Lab	\$ 60.29	\$ 78.90	101.310.3060.703030	
Forensic Specialist	\$ 62.06	\$ 80.92	101.310.3060.703030	
Word Processor/Typist	\$ 23.55	\$ 38.65	101.305.3210.703030	
Cadets	\$ 22.84	\$ 33.32	101.315.3110.703030	

COST RECOVERY FOR EMERGENCY RESPONSE

The fees are designed to provide for the recovery of costs associated with emergency response personnel and equipment in instances where an emergency situation is caused by a person operating a motor vehicle under the influence of an intoxicating liquor or a controlled substance. The establishment of fees will allow a standard charge per hour for personnel and vehicles involved in an emergency response.

Description	Regular	Overtime	Account Credited	Additional Requirements/Insurance
PERSONNEL COSTS:				
Police Officer	\$ 60.29	\$ 78.90	101.315.0000.703030	Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response cost collection or support services are to be determined by the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes.
Police Sergeant	\$ 74.76	\$ 98.85	101.315.0000.703030	
Police Lt's	\$ 95.27	\$ 126.72	101.315.0000.703030	
Police Detective	\$ 69.43	\$ 91.60	101.310.3070.703030	
Forensic Specialist	\$ 62.06	\$ 80.92	101.310.3060.703030	
Word Processor/Typist	\$ 23.55	\$ 38.65	101.305.3210.703030	
Cadets	\$ 22.84	\$ 33.32	101.315.3110.703030	

**POLICE DEPARTMENT
COST RECOVERY FOR EMERGENCY RESPONSE (continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
VEHICLE COSTS:			
Police vehicles	\$ 13.35/hr.	101.315.0000.681040	
Legal cost			As charged by the service provider and/or City personnel costs and related expenses
Emergency medical services			As charged by the service provider
Collection costs			As charged by the service provider and/or City personnel costs and related expenses
Travel Expenses			As charged by the service provider and/or City personnel costs and related expenses
OUIL Cost Recovery Fee	\$ 175.00	101.315.0000.629020	
Blood Test	\$ 150.00	101.315.0000.629020	
OUIL Accident Scene Investigation	\$ 250.00	101.315.0000.629020	
Warrant Cost Recovery			Current Wages & vehicle Cost
FALSE ALARMS			
First Occurrence	\$ 0.00		2 Officer response totaling 15 minutes to respond & clear the call
Second Occurrence	\$ 0.00		
Each Additional Occurrence in a calendar year	\$ 50.00		

FIELD SERVICES

The Police Field Services Division is responsible for administering the Court-Ordered PBT Test and the Court-Ordered Breathalyzer Test.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
TESTS:			
		101.315.0000.681040	
Court-Ordered PBT Test	\$ 15.00		Specialized training by a Sgt.
Court-Ordered Breathalyzer Test	\$ 20.00		Specialized training by a Sgt.

ANIMAL CONTROL SERVICES

Description	Current Charges	Additional Requirements/Insurance
Animal Retrieval Fee: Intake	\$ 20.00	As charged by the service provider
Additional Day Housing	\$ 10.00	As charged by the service provider
Unaltered animal retrieval fee: 2 nd retrieval/calendar year	\$ 25.00	As charged by the service provider
Unaltered animal retrieval fee: 3 rd retrieval/calendar year	\$ 100.00	As charged by the service provider
Pet Microchipping	\$ 20.00	As charged by the service provider

**POLICE DEPARTMENT
INVESTIGATIONS**

The Investigation Division conducts the initial investigation of major crimes and follow-up investigation of all other serious crimes. In addition, this Division conducts drug investigations and operates a full-service crime laboratory.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Precious Metal and Gold Permits	\$ 50.00	101.310.3070.681040	Registration in the LeadsOnline software
Precious Metal and Gold Dealer Permit	\$ 20.00		Registration in the LeadsOnline software

**POLICE DEPARTMENT
MANAGEMENT SERVICES**

The Management Services Division has the primary task of providing records and clerical support for the Police Department. Division responsibilities include computer services, budget, building and grounds, records management and payroll.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Burglar/Panic Alarm Annual Registration	\$ 25.00	101.305.3210.681040	
Fingerprint processing	\$ 20.00 plus State/Federal Mandated fees	101.305.3210.479020	Fingerprint Training, access to the system
Accident reports	\$ 10.00	101.305.3210.479040	
Criminal/Background checks	\$ 15.00	101.305.3210.479030	Notary, LEIN Certification
SOR – Sex Offender Registry	\$ 50.00	101.310.3070.479070	Notary, LEIN Certification
Police reports			
Clerical fee	Wage + benefits	101.305.3210.479040	Lowest paid Staff able of fulfilling request
Copy fee	\$ 0.10/page		
Postage	Current rate		
Gun Registration Copy	\$ 1.00	101.305.3210.479010	
Fax	\$ 2.00	101.305.3210.681040	
Notary fee	\$ 5.00	101.305.3210.479040	
Photograph development	\$ 0.75	101.310.3060.681040	
Disk/CD format	\$ 1.80	101.310.3060.681040	
Flash Drive			
8 G	\$ 3.93		
16G	\$ 3.99		
32G	\$ 4.79		
Editing fee	\$ 3.80/5 minutes	101.310.3060.681040	

**PUBLIC WORKS DEPARTMENT
PARKING DIVISION**

The Parking Division is responsible for the operation and maintenance of the Downtown Parking System. The System includes 15 surface parking lots and two structured parking facilities. Parking revenue includes meter (hourly) and permit fees, leases and special event parking.

Description

Current Charges

Parking Structures: West Michigan & Riverwalk Parking

All parking related revenues and expenses are administered by ABM Parking Services

First hour	Free	Minutes	Fee
Each additional hour	2nd Hour	61-120	Free
	3rd Hour	121-180	\$ 4.00
	4th Hour	181-240	\$ 5.00
	5th Hour	241-300	\$ 6.00
	6th Hour	301-360	\$ 7.00
			\$ 8.00/day

Maximum

Parking Structure: Hamblin Avenue (698 spaces)

1 st Hour	11-60	\$ 2.00
2nd Hour	61-120	\$ 3.00
3rd Hour	121-180	\$ 4.00
4th Hour	181-240	\$ 5.00
5th Hour	241-300	\$ 6.00
6th Hour	301-360	\$ 7.00
7 th Hour	361-420	\$ 8.00
8 th – 10 th Hour	421-600	\$ 8.00
More than 11 hours	601+ minutes	\$ 14.00
Daily Maximum (Overnight)		\$ 14.00

Monthly Permits

Up to \$100.00/vehicle

Special Events

\$1.00 to \$10.00/vehicle

Honor Boxes

\$ 0.25/hr.

Lost Ticket Fee

West Michigan Parking Structure

\$ 8.00

Hamblin Avenue Parking Structure

\$ 14.00

ITC Long Term Parking

597.596.2650.620090

First 15 minutes

Free

16 minutes to 2 hours

\$ 2.00

121 minutes to 3 hours

\$ 4.00

181 minutes to 4 hours

\$ 6.00

241 minutes to full day

\$ 8.00

Maximum (Weekly/7 days)

\$ 50.00

Lost Ticket fee/30 days

\$150.00

**PUBLIC WORKS DEPARTMENT
PARKING DIVISION (continued)**

Violations	Original Fee	10-20 days	21+ days
Overtime Parking (non-DPD)	\$ 5.00	\$ 10.00	\$ 15.00
Second ticket during same calendar day	\$ 10.00	\$ 15.00	\$ 20.00
Third and additional tickets during same calendar day	\$ 15.00	\$ 20.00	\$ 25.00
Night Parking	\$ 5.00	\$ 10.00	\$ 15.00
Second & subsequent tickets/month(f)	\$ 10.00	\$ 15.00	\$ 20.00
Taking Two Spaces	\$ 5.00	\$ 10.00	\$ 15.00
Parking Against Traffic	\$ 5.00	\$ 10.00	\$ 15.00
Not Parallel to Curb	\$ 5.00	\$ 10.00	\$ 15.00
Blocking Crosswalk	\$ 5.00	\$ 10.00	\$ 15.00
Blocking Sidewalk	\$ 5.00	\$ 10.00	\$ 15.00
Blocking Drive or Alley	\$ 5.00	\$ 10.00	\$ 15.00
Restricted Parking(d)	\$ 5.00	\$ 10.00	\$ 15.00
Double Parking	\$ 10.00	\$ 15.00	\$ 20.00
Obstructing Traffic	\$ 10.00	\$ 15.00	\$ 20.00
Bus Stop Zone	\$ 10.00	\$ 15.00	\$ 20.00
15 ft. of Fire Hydrant	\$ 10.00	\$ 15.00	\$ 20.00
Parking on Bridge	\$ 10.00	\$ 15.00	\$ 20.00
Parking in Fire Lane	\$ 10.00	\$ 15.00	\$ 20.00
Blocking Emergency Exits	\$ 10.00	\$ 15.00	\$ 20.00
Key in Vehicle Unattended	\$ 5.00	\$ 10.00	\$ 15.00
Miscellaneous Violations	\$ 5.00	\$ 10.00	\$ 15.00
Front Yard Parking	\$ 10.00	\$ 15.00	\$ 20.00
Second and subsequent tickets/bimonthly (g)	\$ 25.00	\$ 30.00	\$ 50.00
Disabled Person Only	\$ 100.00	\$ 175.00	\$ 250.00
Commercial Vehicle/Truck Parking (e)	\$ 20.00	\$ 25.00	\$ 30.00
Second ticket/month(f)	\$ 40.00	\$ 50.00	\$ 60.00
Third and additional ticket/month	\$ 60.00	\$ 75.00	\$ 90.00
Number of Tickets Within a Year	Fine Amount	Fine if Paid by Close of Next Business Day	
First Ticket	Courtesy		
Second and Third Tickets	\$ 5.00		\$ 2.00
Fourth and Fifth Tickets	\$ 10.00		\$ 5.00
Sixth and Seventh Tickets	\$ 25.00		\$ 12.00
Eighth and Ninth Tickets	\$ 50.00		\$ 25.00
Tenth or More Tickets	\$ 100.00		\$ 50.00

**PUBLIC WORKS DEPARTMENT
RECORDS DIVISION**

The Records Division is responsible for the record information and drawings for water mains, sanitary sewers and street improvements, water/sewer connections, and construction within the public right-of-way. Connection fees are developed by the Water Division, managed by the Records Division, and submitted to the City Commission for approval.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Right of Way Permits			
Residential/Commercial/Individual			
Mailbox Installation	\$ 0.00	Request residents apply for permit and contact MISS-Digg before installing	
Curb cuts, driveways, etc.	\$ 100.00 each	202.449.0000.681040	
Lane/road closures, obstructions	\$ 150.00 each	202.449.0000.681040	
Tree Removal (City Owned)	\$ 150.00 each	202.449.0000.681040	\$400 deposit on all city owned trees removed.
Deposit can be returned upon the Individual/Contractor planting no less than 2 trees within the City Right-of-Way in a space approved by the City. Trees planted must be at least 1.5" in diameter and be a tree from the City approved list. The Individual/Contractor has 365 days from the tree removal to plant trees or the deposit will be forfeited to the Environmental Department to plant trees.			
Overweight/Wide loads on Local Streets	\$ 200.00	202.449.0000.681040	
Street Cut Penalty	\$ 2,000.00 each	202.449.0000.632020	
Work Without a Permit Fee	\$ 500.00 each	202.449.0000.681040	
Annual Right of Way Permit	\$ 750.00	202.449.0000.681040	Permits valid for Calendar Year
Annual Permit fees waived for nonprofit organizations.			January 1 – December 31.
DPW Document Copies		591.536.0000.681040	
(Maps 18" X 24" and larger)	\$ 15.00		
DPW GIS Map Production	\$ 50.00/hr.	591.536.0000.681040	Production of Deliverables that do not currently exist. First print/PDF included (Minimum of one hour, estimate provided.)
Commissioned DPW GIS Work			
(Custom map production, analysis, DPW GIS Services)			
Printed Maps	\$ 15.00 each	591.536.0000.681040	Printing of previously compiled maps/media. (Letter, ledger, 36" or 42" print sizes available)

SIGN & SIGNAL DIVISION

Street Sign Resale	\$ 25.00		
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**PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION**

Description	Current Charges				Account Credited
Water Service					
Installation					591.536.0000.616230
Residential (¾" or smaller water meter)	\$ 4,200.00 each	For existing tap and view or normal initial service line construction. Extenuating Circumstance may incur additional costs			
Time & Materials					
Service and Meter Size	Construction	Capacity Fee	Meter Setting Fee	Total	591.536.0000.616230
Residential Water Service 5/8" Meter	Estimate	\$ 610.00	\$60.00	TBD	
Residential Water Service 3/4" Meter	Estimate	\$ 915.00	\$60.00	TBD	
Residential Water Service 1" Meter	Estimate	\$ 1,525.00	\$60.00	TBD	
Commercial Water Service 1 ½" Meter	Estimate	\$ 3,050.00	\$60.00	TBD	
	Estimate				
Commercial Water Service 2" Meter	Provided	\$ 4,880.00	\$60.00	TBD	
Commercial Water Service 3" Meter	Estimate	\$ 9,150.00	\$60.00	TBD	
Commercial Water Service 4" Meter	Estimate	\$ 15,250.00	\$60.00	TBD	
Commercial Water Service 6" Meter	Estimate	\$ 30,500.00	\$60.00	TBD	
Commercial Water Service 8" Meter	Estimate	\$ 48,800.00	\$60.00	TBD	
Commercial Water Service 10" Meter	Estimate	\$ 70,150.00	\$60.00	TBD	
Sewer Services (Sanitary)					
Installation					590.537.0000.615110
Residential (¾" or smaller water meter)	\$ 4,200.00 each	For existing tap and view or normal initial service line construction. Extenuating Circumstance may incur additional costs			
Time & Materials					
Capacity	Construction	Capacity Fee	Total		590.537.0000.615110
1" Service with a 5/8" Meter	Estimate	\$ 740.00	TBD		
1" Service with a 3/4" Meter	Estimate	\$ 1,110.01	TBD		
1" Service with a 1" Meter	Estimate	\$ 1,850.01	TBD		
2" Service with a 1 ½" Meter	Estimate	\$ 3,700.00	TBD		
2" Service with a 2" Meter	Estimate	\$ 5,920.00	TBD		
4" Service with a 3" Meter	Estimate	\$ 11,100.00	TBD		
4" Service with a 4" Meter	Estimate	\$ 18,500.00	TBD		
6" Service with a 6" Meter	Estimate	\$ 37,000.00	TBD		
8" Service with an 8" Meter	Estimate	\$ 59,200.00	TBD		
10" Service with an 8" Meter	Estimate	\$ 85,100.00	TBD		
Storm Sewer Services - All	Time and Materials				202.449.0000.681040

TREASURER

The Treasurer’s Office is responsible for the receipting of all funds due to the City. The Treasurer also prepares and collects property tax bills, special assessment bills and collects utility bills, dog licenses, parking violations, delinquent personal property tax, City Income Tax and miscellaneous invoices.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Dog/Cat Licenses			
a Non-neutered	\$ 20.00	101.430.0000.479060	
b Neutered – One-year license	\$ 5.00	101.430.0000.479060	
c Neutered - Three-year license	\$ 12.00	101.430.0000.479060	
d Service animal	Free		Signed affidavit by owner
e Replacement fee	\$ 5.00	101.430.0000.479060	
Kennel Licenses			
a Less than 11 dogs and/or cats	\$ 10.00	101.430.0000.479060	
b Eleven or more dogs and/or cats	\$ 25.00	101.430.0000.479060	
c Late charge	Double original fee	101.430.0000.479060	
Kennel Inspection Fee			
a 3-10 Dogs and/or Cats	\$ 40.00	101.430.0000.629150	
b 11-30 Dogs and/or Cats	\$ 65.00	101.430.0000.629150	
c 31+ Dogs and/or Cats	\$ 105.00	101.430.0000.629150	
Return Check or Bank Draft and Credit Card Chargeback/Return Fee	\$ 35.00	101.253.0000.681040	
Late fee on City miscellaneous invoices	1.50%/month/ maximum	(Invoicing dept. #) 664090	
Credit/Debit Card Service Fee			
Electronic Check Fee	3.95%	Minimum \$2.50	

UTILITY BILLING

The Water Billing Division is responsible for mailing monthly invoices to users of the City's water, sewer and refuse services. In addition, the Division responds to customer needs in areas such as turn-ons and turn-offs, high bill complaints and payment arrangements.

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Water turn-on charge	\$ 60.00	591.536.0000.616010	Fee charged for water turn on (new account turn on does not apply)
Missed Appointment Fee	\$ 30.00	591.536.0000.616010	
Metering Equipment Charges	Equipment Cost	Setting Fee	Total Charge
5/8" Positive Displacement	\$ 98.00	\$60.00	\$ 158.00
3/4" Positive Displacement	\$ 135.00	\$60.00	\$ 195.00
1" Positive Displacement	\$ 210.00	\$60.00	\$ 270.00
1 1/2" Positive Displacement	\$ 500.00	\$60.00	\$ 560.00
2" Positive Displacement	\$ 750.00	\$60.00	\$ 810.00
1 1/2" Turbine Class II	\$ 880.00	\$60.00	\$ 940.00
2" Turbine Class II	\$ 950.00	\$60.00	\$ 1,010.00
3" Turbine Class II	\$ 1,500.00	\$60.00	\$ 1,560.00
4" Turbine Class II	\$ 1,800.00	\$60.00	\$ 1,860.00
6" Turbine Class II	\$ 3,100.00	\$60.00	\$ 3,170.00
8" Turbine Class II	\$ 3,720.15	\$60.00	\$ 3,780.15
10" Turbine Class II	\$ 6,200.00	\$60.00	\$ 6,260.00
2" Compound	\$ 2,000.00	\$60.00	\$ 2,060.00
3" Compound	\$ 2,750.00	\$60.00	\$ 2,810.00
4" Compound	\$ 3,500.00	\$60.00	\$ 3,560.00
6" Compound	\$ 5,000.00	\$60.00	\$ 5,060.00
R900 Radio transmitter	\$ 80.00	\$60.00	\$ 140.00
R900 Radio transmitter pit unit	\$ 108.00	\$60.00	\$ 168.00
5/8" Mach 10 Ultrasonic	\$ 250.00	\$60.00	\$ 310.00
3/4" Mach 10 Ultrasonic	\$ 299.00	\$60.00	\$ 359.00
1" Mach 10 Ultrasonic	\$ 350.00	\$60.00	\$ 410.00
1 1/2" Mach 10 Ultrasonic	\$ 799.00	\$60.00	\$ 859.00
2" Mach 10 Ultrasonic	\$ 950.00	\$60.00	\$ 1,010.00
3" Mach 10 Ultrasonic	\$ 2,038.50	\$60.00	\$ 2,098.50
4" Mach 10 Ultrasonic	\$ 2,950.50	\$60.00	\$ 3,010.50
6" Mach 10 Ultrasonic	\$ 4,446.50	\$60.00	\$ 4,506.50
8" Mach 10 Ultrasonic	\$ 6,851.50	\$60.00	\$ 6,911.50
Call in charge, includes \$60 turn on fee	\$215.00 per incident	591.536.0000.616010	Regular Business hours 7:30 a.m. – 4:00
Monthly Water Commodity Charge		591.536.0000.616010	Rate per 100 cubic feet (748 Gallons)
All metered water	\$1.64	07/01/2025-6/30/2026	

**UTILITY BILLING
(continued)**

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Monthly Water Readiness to Serve Charge		591.536.0000.616010	
Inside City	7/1/25 - 8/15/26		
5/8" meter	\$ 15.04		
3/4" meter	\$ 21.36		
1" meter	\$ 33.96		
1 1/2" meter	\$ 65.51		
2" meter	\$ 103.35		
3" meter	\$ 191.65		
4" meter	\$ 317.81		
6" meter	\$ 633.16		
8" meter	\$ 1,011.61		
10" meter	\$ 1,453.13		
Over 10"	Calculated at the time of permit		
Monthly Fire Sprinkler Charge (based on proportional cost allocation)		591.536.0000.616010	
Inside City	7/1/25 - 8/15/26		
2" Tap	\$ 11.77		
3" Tap	\$ 22.08		
4" Tap	\$ 36.80		
6" Tap	\$ 73.61		
8" Tap	\$ 117.78		
10" Tap	\$ 169.29		
12" Tap	\$ 243.78		
Hydrant meter fees:		591.536.0000.616010	
Permitted Hydrant Use	Security Deposit	Fee: Metering Equipment Setting	Consumption @ 1.5 times Current City of BC rate
1" Metered Garden Hose	\$ 300.00	\$60.00	See rate schedule
3" Metered Fire Hose	\$ 1,500.00	\$60.00	See rate schedule
3" Daily Unmetered Hose	\$ 300.00	\$60.00 Set up and hydrant Operation training	\$65.00 per additional day, not billed on consumption
1" Daily Unmetered Hose	\$ 150.00	\$60.00 Set up and hydrant Operation training	\$30.00 per additional day, not billed on consumption
Loading Fee (1/2 Hr. wage)	1 day of 3" Ready to Serve		Consumption @ Current City of BC
Bulk Water @ DPW Building	\$ 11.14	\$ 5.27	See rate table

UTILITY BILLING (continued)

Description	Current Charges	Account Credited	Additional Requirements/Insurance
Sewer charge/100 cubic feet	\$4.17	590.537.0000.615010	
Monthly Sewer Readiness Charge – (prorated on bills) (inside City & outside City customers billed by City)	7/1/25 - 8/15/26	590.537.0000.615010	
5/8" meter	\$ 18.45		
3/4" meter	\$ 26.60		
1" meter	\$ 42.88		
1 ½ " meter	\$ 83.60		
2" meter	\$ 132.44		
3" meter	\$ 245.42		
4" meter	\$ 409.22		
6" meter	\$ 816.29		
8" meter	\$ 1,304.75		
10" meter	\$ 1,874.63		
Industrial Pretreatment Program (IPP)		590.537.0000.615010	
BOD and Suspended Solids Charges	7/1/25 - 8/15/26		
BOD (per pound over 300 mg/l)	\$ 0.2600		
SS (per pound over 300 mg/l)	\$ 0.4400		
Sampling (per sample)	\$ 361.26		
Flat Rate Monthly Sewer Usage Charge Per Residential Equivalent Unit	7/1/25 - 8/15/26	590.537.0000.615010	
Inside City	\$49.73		
Solid Waste (Garbage) Collection Charges		596.528.0000.614010	
Garbage Rates (based on 30 days)	7/1/25 - 8/15/26		
Curb	\$ 23.25		
Curb discount	\$ 14.79		
Backyard	\$ 36.09		
Backyard discount	\$ 22.93		
Tenant Deposits		591.000.0000.255010.	
Water	Three times Ready to Service Charge (per largest meter size presently installed)		
Sewer	Three times Ready to Service Charge (per largest meter size presently installed)		
Garbage	Three times 30-day rate currently in effect		
Return Check or Bank Draft and Credit Card Chargeback/Return Fee	\$ 35.00	591.536.0000.681050	
Opt-Out Exception Meter Reading Fee (as defined in the Exception Request - Automated Meter Read Device "Opt-Out" form)	\$60.00/quarter	Completion of Exception Request, appointment scheduled during the 3rd month of every quarter of the year & provide access to the water meter.	

BATTLE CREEK EXECUTIVE AIRPORT AT KELLOGG FIELD

The Battle Creek Executive Airport (BTL) at Kellogg Field's mission is to maintain and leverage safe, secure, and efficient infrastructure that 1) fosters an environment for diverse, high-quality aviation products, services, and facilities 2) sustains and enhances economic development and 3) connects the Battle Creek community to the national airspace system and the world. BTL operates a 10,004-foot primary runway, a 4,100-foot parallel runway, and a 4,835-foot crosswind runway. Duncan Aviation provides the public with Fixed Base Operator (FBO) services such as fuel, engine maintenance, avionics, etc. Duncan Aviation also provides complete aircraft remanufacturing services. Other major tenants include the Western Michigan University College of Aviation, the FAA Great Lakes Region Flight Inspection Field Office, as well as the Michigan Air National Guard.

Description	Current Charges	Account Credited	Additional
Gross aircraft landing weight fee		581.595.0000.628010	
Less than 8,000 lbs.	Free		
8,000 to 12,500 lbs.	\$ 61.00		
12,501 to 24,999 lbs.	\$ 96.00		
25,000 to 54,999 lbs.	\$ 161.00		
55,000 to 89,999 lbs.	\$ 216.00		
90,000 to 129,999 lbs.	\$ 325.00		
130,000+ lbs.	\$ 3.00 per 1,000 lbs.		
Fuel flowage fee	\$0.15/gallon	581.595.0000.628020	
Keys and Airport Badges			
T-hangar key fee	\$ 38.00	581.595.0000.681040	Includes 2 keys, non-refundable
Additional T-hangar keys	\$ 16.50/each key	581.595.0000.681040	Non-refundable
Airport Badge - New	\$ 42.00/badge	581.595.0000.628080	Non-refundable
Airport Badge with Driving Privileges - New	\$ 74.00/badge	581.595.0000.628080	Non-refundable
Airport Badge with Driving Privileges - Renewal	\$ 58.00/badge	581.595.0000.628080	Non-refundable
Replace Lost/Stolen Badge/Unreturned - 1st occurrence	\$ 110.00/badge	581.595.0000.628080	Non-refundable
Replace Lost/Stolen Badge/Unreturned - 2nd occurrence	\$ 165.00/badge	581.595.0000.628080	Non-refundable
Replace Worn out/Damaged Badge	\$ 35.00/badge	581.595.0000.628080	Non-refundable

Landing Fee Exemptions: The Battle Creek Executive Airport will waive landing fees for the following: based aircraft, military aircraft, and non-profit agencies. Any other requests to waive a landing fee will be determined by Airport Management.

BATTLE CREEK EXECUTIVE AIRPORT AT KELLOGG FIELD

Description	Current Charges	Account Credited	Additional Requirements/Insurance
T-Hangar Rental Rates			
Slide Door Width – 39’ 9” Depth – 31’ 4” Tail Width – 12’ 5” Hangar #3 & #8 offers extra storage space	\$146.00/month	581.595.0000.628060	Insurance requirements set by City
Electric Bi-Fold Door Width – 41’ 6” Depth – 32’ Tail Width – 20’ 6” Height Clearance – 11’ 11”	\$182.00/month	581.595.0000.628060	Insurance requirements set by City
End T-Hangars Dimensions – Same As Above Each Hangar offers extra storage space	\$203.00/month	581.595.0000.628060	Insurance requirements set by City
Electric Bi-Fold Door Width – 42’ Depth – 33’ Height Clearance – 12’	\$233.00/month	581.595.0000.628060	Insurance requirements set by City
Electric Bi-Fold Door Width – 43’ 6” Depth – 38’ Tail Width – 21’ 7” Height Clearance – 13’ 11” Hangar #46 offers extra storage space	\$242.00/month	581.595.0000.628060	Insurance requirements set by City
Airport owned/operated Open Tie-Down	\$45.00/month	581.595.0000.681040	Insurance requirements set by City

Note: 1) Lease agreement required.

2) Insurance requirements determined by the City's Risk Manager and all policies shall name Lessor as additional insured.

3) Lessee shall pay a late fee equal to 10% of the monthly rent payment each time the rent has not been paid within seven (7) calendar days after it was first due.



Resolution No: 404
City Commission Meeting 6/2/2026

404 - A Resolution seeking approval of the 2026 Millage Rates and seeking adoption of the General Fund and Special Funds Budgets for the fiscal year 2026-2027.

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director
Department: Finance

Summary

RESOLUTION NO. 404

Resolved by the Commission of the City of Battle Creek:

that,

MILLAGE COMPARISON

LEVY	Actual 2025-2026	Proposed 2026-2027	INCREASE/ (DECREASE)
OPERATING	7.987	9.113	1.126
CAPITAL PROJECTS/CAPITAL PROJECT DEBT	0.500	0.500	0.000
STREET/DRAINAGE IMPROVEMENTS	1.126	0.000	(1.126)
POLICE & FIRE RETIREMENT	5.583	5.287	(0.296)
TOTALS	15.196	14.900	(0.296)

Operating	\$ 12,521,766
Capital Projects/Capital Projects Debt	\$ 687,028
Streets	\$ -
P&F Pension	\$ 7,263,972
TOTAL	\$ 20,472,766

In 1960 the City was authorized to levy 11.60 mills.

11.3326 Headlee Amendment reduction of operating millage
 9.6130 Proposed levy for FY27
 1.7196 Available operating millage

The annual tax impact to a household whose taxable value is:

\$30,000	(\$8.89)
\$50,000	(\$14.82)
\$100,000	(\$29.65)
\$150,000	(\$44.47)
\$200,000	(\$59.30)

The General Fund and Special Funds Budgets, as submitted to the City Commission by the City Manager for the fiscal year beginning July 1, 2026 are adopted in the form and amounts stated below and as shown in the attached general fund budget by activity:

General Fund (101)

Revenue and Transfers In	\$65,078,084
Expenditures and Transfers Out	\$65,722,811
Fund Balance - (Decrease)	(\$644,727)

Youth Center Endowment Fund (155)

Revenue and Transfers In	\$0
Expenditures and Transfers Out	\$7,500
Fund Balance - (Decrease)	(\$7,500)

Expendable Trust Fund (192)

Revenue and Transfers In	\$249,500
Expenditures and Transfers Out	\$255,000
Fund Balance - (Decrease)	(\$5,500)

Major Streets and Trunklines Fund (202)

Revenue and Transfers In	\$14,003,244
Expenditures and Transfers Out	\$14,184,798
Fund Balance - (Decrease)	(\$181,554)

Local Streets Fund (203)

Revenue and Transfers In	\$4,573,241
Expenditures and Transfers Out	\$5,886,727
Fund Balance - (Decrease)	(\$1,313,486)

Community Development Block Grant (217)

Revenue and Transfers In	\$0
Expenditures and Transfers Out	\$0

HOME (218)

Revenue and Transfers In	\$0
Expenditures and Transfers Out	\$0

American Rescue Plan Act-ARPA (223)

Revenue and Transfers In	\$1,468,991
Expenditures and Transfers Out	\$1,468,991

Special Grants (232)

Revenue and Transfers In	\$0
Expenditures and Transfers Out	\$0
Economic Development Fund (244)	
Revenue and Transfers In	\$914,587
Expenditures and Transfers Out	\$877,654
Fund Balance – Increase	\$36,933
Building Inspection Fund (249)	
Revenue and Transfers In	\$1,025,950
Expenditures and Transfers Out	\$1,359,196
Fund Balance – (Decrease)	(\$333,246)
Narcotics Forfeiture Fund (265)	
Revenue and Transfers In	\$135,000
Expenditures and Transfers Out	\$120,281
Fund Balance – Increase	\$14,719
Michigan Justice Training Fund (266)	
Revenue and Transfers In	\$25,000
Expenditures and Transfers Out	\$18,747
Fund Balance – Increase	\$6,253
2016 Capital Improvement Bonds Fund (370)	
Revenue and Transfers In	\$1,054,725
Expenditures and Transfers Out	\$1,054,725
2013 Capital Improvement Bonds Fund (372)	
Revenue and Transfers In	\$1,021,581
Expenditures and Transfers Out	\$1,021,581
2025 Capital Improvement Bonds Fund (373)	
Revenue and Transfers In	\$1,687,000
Expenditures and Transfers Out	\$1,687,000
Major and Local Streets Capital Projects Funds (402 and 403)	
Revenue and Transfers In	\$4,232,851
Expenditures and Transfers Out	\$5,045,246
Fund Balance – (Decrease)	(\$812,395)
Auto Parking System Fund (514)	
Revenue and Transfers In	\$1,407,292
Expenditures and Transfers Out	\$1,379,955

Fund Balance – Increase	\$27,337
FAA Hangar Fund (580)	
Revenue and Transfers In	\$606,600
Expenditures and Transfers Out	\$604,844
Fund Balance – Increase	\$1,756
WK Kellogg Airport Fund (581)	
Revenue and Transfers In	\$2,978,104
Expenditures and Transfers Out	\$2,943,400
Fund Balance – Increase	\$34,704
Sewer Fund (590 Operations)	
Revenue and Transfers In	\$26,153,969
Expenditures and Transfers Out	\$23,150,580
Fund Balance – Increase	\$3,003,389
Water Fund (591 Operations)	
Revenue and Transfers In	\$12,609,408
Expenditures and Transfers Out	\$11,638,063
Fund Balance – Increase	\$971,345
Solid Waste Collection Fund (596)	
Revenue and Transfers In	\$4,800,000
Expenditures and Transfers Out	\$4,943,107
Fund Balance – (Decrease)	(\$143,107)
Intermodal Fund (597)	
Revenue and Transfers In	\$227,000
Expenditures and Transfers Out	\$113,639
Fund Balance – Increase	\$113,361
Equipment Center Fund (661 Operations)	
Revenue and Transfers In	\$15,008,912
Expenditures and Transfers Out	\$7,034,737
Fund Balance – Increase	\$7,974,175
Information Technology Fund (670)	
Revenue and Transfers In	\$3,830,905
Expenditures and Transfers Out	\$4,175,020
Fund Balance – (Decrease)	(\$344,115)
Self-Insurance Fund (677)	

Revenue and Transfers In	\$15,664,260
Expenditures and Transfers Out	\$15,780,885
Fund Balance – (Decrease)	(\$116,625)

Reproduction Fund (681)

Revenue and Transfers In	\$371,217
Expenditures and Transfers Out	\$353,629
Fund Balance - Increase	\$17,588

CCDC (959)

Revenue and Transfers In	\$1,635,957
Expenditures and Transfers Out	\$1,635,957

and that, the City Manager is authorized to administer the Battle Creek Budget in accordance with the following budget policy:

BATTLE CREEK BUDGET - CITY COMMISSION POLICY

The Battle Creek Budget incorporates citizen input and community-wide strategic planning. The City administration is challenged to improve operating efficiency and responsiveness, and provide services at acceptable levels in exchange for greater authority and flexibility.

Specific components of the Battle Creek Budget are as follows:

The City Manager has prepared this recommended annual budget that considers current service levels, input from the community-wide strategic planning process, the City Commission goal-setting process and priorities that reflect the changing needs of the community.

The City Manager is accountable and responsible for providing services at acceptable levels within the total net appropriation. ("Net appropriation" is defined as expenditures minus related assigned revenue budget). Any significant change in service levels requires the approval of the City Commission.

All appropriations are made on a fund basis, with details by activity for the General Fund appropriation.

The City Manager is authorized to assign and transfer budgets within the fund that do not increase total fund net appropriations.

The City Manager is authorized to approve staffing reclassifications and staffing levels that do not increase net appropriations.

The City Manager is authorized to transfer approved program appropriations and encumbrance balances resulting from the City's year-end audit, and which reflect a carry forward between fiscal periods.

The City Manager may establish the necessary appropriation budget by increasing the total fund appropriation for donations, grants received, additional confiscated monies, insurance proceeds, and miscellaneous cash which are received for various purposes.

Based on the most recent audited financial information, any amount of General Fund undesignated, unreserved fund balance in excess of seventeen percent of total General Fund revenues may be transferred to the General Capital Improvement Fund.

FOOTNOTE: The City Manager may delegate authority for certain administrative functions as provided in Chapter 5 of the City Charter.

Budgetary Considerations

History, Background and Discussion

On May 7, 2026, the City Commission held a budget workshop to discuss the proposed 2026-2027 General Fund and Special Funds Budgets. The attached detail of the general fund activities has been revised to reflect Commission comments and direction given to staff at the workshop.

Positions

Attachments

- | | | |
|----|------------------------------|----------------------------------|
| 1. | Resolution Attachments - pg1 | Resolution Attachments - pg1.pdf |
| 2. | Resolution Attachments - pg2 | Resolution Attachments - pg2.pdf |
| 3. | Resolution Attachments - pg3 | Resolution Attachments - pg3.pdf |

General Fund Budget by Activity 2026-2027
--

City of Battle Creek

General Fund Revenue Summary

For the Fiscal Year 7/1/26 - 6/30/27

	2027 Proposed Revenue Budget	
<hr/>		
Fund: 101 - General Fund		
<hr/>		
REVENUE		
Activity Total: 000 - Revenue	57,404,683	Detail on page 2
Activity Total: 175 - City Hall Maintenance	1,000	
Activity Total: 191 - Finance	81,676	
Activity Total: 215 - Clerk	3,395	
Activity Total: 253 - Treasurer	200	
Activity Total: 257 - Assessor	1,100	
Activity Total: 262 - Elections	2,650	
Activity Total: 266 - Attorney	60,000	
Activity Total: 305-430 - Police Dept.	2,676,281	
Activity Total: 337-339 - Fire	6,908	
Activity Total: 446 - Streets	1,210,842	
Activity Total: 447 - Engineering	105,000	
Activity Total: 371-701 - Community Svcs	295,500	
Activity Total: 751 - Recreation	2,761,849	
Activity Total: 800 - Cable Access	467,000	
TOTAL REVENUE: 101 - General Fund	65,078,084	

General Fund Budget by Activity 2026-2027

City of Battle Creek

General Fund Revenue Detail

For the Fiscal Year 7/1/26 - 6/30/27

Account	Account Description	2027 Proposed Revenue Budget
101.000.0000.402010.	GF Real Prop Tx	18,880,090
101.000.0000.402050.	GF NEZ Rhb Prop Tx	2,339
101.000.0000.410010.	GF Pers Prop Tx	2,357,814
101.000.0000.410070.	GF Mobile Home Prop Tx	5,081
101.000.0000.432010.	GF PILOT BC Hsg	19,010
101.000.0000.432020.	GF PILOT Sprinview Twr	14,774
101.000.0000.432030.	GF PILOT Bdfrd Mnr	8,543
101.000.0000.432040.	GF PILOT Bent Tree Apts	5,551
101.000.0000.432060.	GF PILOT Knollwood	4,462
101.000.0000.432070.	GF PILOT Minges Crk Vill	14,649
101.000.0000.432080.	GF PILOT Vill Irving Prk	784
101.000.0000.432090.	GF PILOT Westbrook Plc	2,847
101.000.0000.432100.	GF PILOT Res Westbrook Plc	2,827
101.000.0000.437010.	GF IFT Exempt	60,565
101.000.0000.438010.	GF IT Pers/Partnr	23,476,527
101.000.0000.438050.	GF IT Corp	2,285,693
101.000.0000.438090.	GF IT Refunds	(2,396,221)
101.000.0000.447010.	GF Prop Tx Admin	962,513
101.000.0000.448010.	GF Marijuana Tx	931,000
101.000.0000.550080.	GF Liquor Lic	45,731
101.000.0000.573001.	GF PPT Reimb	675,000
101.000.0000.574001.	GF St Statutory	1,885,839
101.000.0000.574002.	GF St Constitutional	5,231,570
101.000.0000.582251.	GF Txfr LDDA	1,465,495
101.000.0000.606010.	GF Dist Crt 10 Fees	72,800
101.000.0000.664010.	GF Invest Appr	150,000
101.000.0000.664020.	GF Invst Int	950,000
101.000.0000.667020.	GF Other Rent	25,000
101.000.0000.677010.	GF Admin Reimb	10,600
101.000.0000.681020.	GF Msc Rev	38,800
101.000.0000.681040.	GF Msc Rev	90,000
101.000.0000.699223.	Transfer In from ARPA	125,000
	Activity Total: 000 - Revenue	57,404,683

City of Battle Creek
General Fund Expense Summary
For the Fiscal Year 7/1/26 - 6/30/27

	2027 Proposed Revenue Budget
Fund: 101 - General Fund	
EXPENSE	
Activity Total: 000 - Contributions	278,441
Activity Total: 101 - City Commission	230,639
Activity Total: 172 - City Manager	1,983,941
Activity Total: 175 - City Hall Maintenance	1,200,293
Activity Total: 191 - Finance	1,438,334
Activity Total: 215 - Clerk	359,201
Activity Total: 221 - Income Tax	887,124
Activity Total: 233 - Purchasing	349,733
Activity Total: 253 - Treasurer	425,976
Activity Total: 257 - Assessor	741,054
Activity Total: 262 - Elections	688,754
Activity Total: 266 - Attorney	1,426,717
Activity Total: 267 - Labor Attorney	135,796
Activity Total: 269 - Civil Service	187,625
Activity Total: 270 - Human Resources	806,273
Activity Total: 305-430 - Police Department	27,118,336
Activity Total: 325 - Police Dispatch	346,084
Activity Total: 337-339 - Fire Department	17,239,091
Activity Total: 371-701-703 - Comm Svcs	1,658,454
Activity Total: 446 - Streets	3,887,062
Activity Total: 447 - Engineering	100,000
Activity Total: 594 - BCATS	33,123
Activity Total: 751 - Recreation	3,929,560
Activity Total: 800 - Cable Access	271,200
TOTAL EXPENSE: 101 - General Fund	65,722,811



Resolution No: 405
City Commission Meeting 6/2/2026

405 - A Resolution seeking to establish residential refuse collection rates beginning July 1, 2026, through June 30, 2030.

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 405

Resolved by the Commission of the City of Battle Creek:

That the following monthly rates for the collection of residential refuse are effective for all bills rendered during the dates listed below:

Time Period	Curbside Regular	Curbside Discount	Backyard Regular	Backyard Discount
7/26 - 6/27	25.35	16.09	39.34	24.98
7/27 - 6/28	27.25	17.30	42.29	26.85
7/28 - 6/29	29.15	18.51	45.25	28.73
7/29 - 6/30	30.90	19.62	47.96	30.46

Upon approval, the revised rates will be added to the Fee, Bond and Insurance Schedule.

Budgetary Considerations

Should these rates be adopted, it would help to stabilize reserves in the Solid Waste Fund over the four-year renewal term with Republic Services.

History, Background and Discussion

The City Commission approved an initial contract of five years with Republic Services at their meeting on December 15, 2020. The initial term of the contract allows for up to a four-year

renewal that would run through June 2030. The initial five-year term will expire at the end of June 2026.

The City charges residents a monthly fee to cover Solid Waste Fund expenditures, which include contractor payments for waste hauling, as well as garbage-related code compliance activities and billing/administrative costs. Within the rates charged by the contractor is a monthly fuel surcharge, which is in part calculated based on the average Midwest diesel price.

Due to rising fuel costs throughout 2021 and 2022, the monthly fuel surcharge was significant, totaling nearly \$300k in calendar year 2022. This led to a significant depletion of the fund balance in the Solid Waste Fund. City staff presented at a workshop in early 2023 some options to help alleviate the depletion in fund balance caused by the monthly fuel surcharge. These options included:

- Use ARPA funding to cover the shortfall through the end of fiscal year 2023. Adjust customer rates for fiscal years 2024-2026.
- Use ARPA funding to cover the shortfall through the end of fiscal year 2024. Adjust customer rates for fiscal years 2025-2026.
- Use ARPA funding and the City's General Fund to cover the shortfall through the remaining years of the contract without a rate adjustment to customers.

That workshop presentation is attached for reference. The Commission chose option three. Now that ARPA funds are fully obligated and near fully expended, there is no funding available to supplement the Solid Waste Fund for the next four years.

The rates include an adjustment of the calculated fuel surcharge base rate to \$4.00 per gallon from the \$2.47 per gallon base rate in the initial term.

While the adjustment in rates would result in an increase to residential customers of approximately \$25 per year in the first year, it should be noted that the City of Battle Creek is one of the only cities in the nation that still offers unlimited pickup for its customers.

Positions

Attachments

1. Solid Waste Fund Workshop Presentation Solid Waste Fund Workshop Presentation.pdf

Solid Waste Fund

Commission Workshop 4/11/22

Background

- ▶ The City signed a contract with Republic Services in early 2021 to provide refuse and recycle services to City residents.
 - ▶ The contract with Republic Services runs through June 30, 2026 with options for two additional two-year renewals making the maximum expiration date June 30, 2030.
 - ▶ Rates for the renewal periods (July 1, 2026 and beyond) would be reviewed and approved by the Commission prior to the expiration of the current contract.
- ▶ Currently, there are nearly 17,000 residential customers that receive weekly refuse pickup and biweekly recycle pickup.

Background (cont.)

- ▶ Included in the current contract with Republic Services is a fuel surcharge.
 - ▶ The surcharge is calculated monthly using the following formula and uses the following components:
 - ▶ Contractor's percentage of unit price for fuel
 - ▶ Contractor's unit price
 - ▶ Average price per gallon diesel
 - ▶ U.S. Department of Energy diesel fuel price for Midwest region on invoice dates
 - ▶ When the contract was signed in January 2021, the Midwest region diesel fuel price was \$2.622 per gallon.

Background (cont.)

- ▶ For much of the rest of 2021, the diesel fuel price hovered above \$3 per gallon.
- ▶ In the spring of 2022, diesel prices skyrocketed, reaching a peak of \$5.662 per gallon in June 2022.
 - ▶ Prices remained above \$5 per gallon for 7 of the 12 months in 2022.
- ▶ Because of the drastic increase in the price of diesel, the fuel surcharge from Republic Services increased considerably.
 - ▶ The fuel surcharges for calendar year 2022 totaled nearly \$300,000.

AVERAGE DIESEL PRICES BY MONTH 2020-2022



Fuel Surcharge by Month January 2022 - Current



Issue

- ▶ Because of the unanticipated rise in fuel costs, there has been an extraordinary strain on the fund balance of the City's Solid Waste Fund.
 - ▶ The Solid Waste Fund incurred a loss of \$179,774 for the year ended June 30, 2022
 - ▶ Net Working Capital (Current Assets - Current Liabilities) totaled \$241,227 at June 30, 2022 with Cash and Investments totaling \$0 as of the same date
 - ▶ Estimates for FY 23 are projecting a loss between \$250-\$300k
- ▶ This means that the City is not currently collecting enough revenue to cover its costs.

Issue (cont.)

- ▶ Not only should the City be collecting enough revenue to cover expenses, there is also a need to rebuild fund balance in the Solid Waste Fund to make it sustainable in the long-term.

What We Have Done So Far...

- ▶ Changed payroll allocations of some employees being charged to the fund to remove as much administrative cost from the fund as is reasonable.
 - ▶ This will result in a savings of approximately \$30,000 per year.

Proposed Solution #1

- ▶ Use ARPA funding to cover the shortfall through the end of the City's fiscal year on June 30, 2023.
- ▶ Adjust rates beginning on July 1, 2023 to \$24.85 for Curbside Regular instead of the current projected rate of \$21.48.
 - ▶ This would lead to the customer paying an additional \$121.32 over the remaining life of contract that ends on June 30, 2026.

Proposed Solution #2

- ▶ Use ARPA funding to cover the shortfall through the end of the City's fiscal year on June 30, 2023.
- ▶ Use of ARPA funding to cover any potential shortfall for fiscal year 2024.
- ▶ Adjust rates beginning on July 1, 2024 to \$25.71 for Curbside Regular instead of the current projected rate of \$22.34.
 - ▶ This would lead to the customer paying an additional \$80.60 over the remaining life of contract that ends on June 30, 2026.

Proposed Solution #3

- ▶ Use ARPA funding and the City's General Fund to cover the shortfall over the remaining life of the contract that ends on June 30, 2026.
 - ▶ Since any potential shortfall would be absorbed by the City, there would be no impact to residents over that time.



Resolution No: 406
City Commission Meeting 6/2/2026

406 - A Resolution seeking authorization for Police Sergeant Nicholas Woolman to purchase 12 months of military time for the purpose of increasing his service credit toward retirement.

Battle Creek City Commission
Action Summary

Staff Member: Aaron Kuhn, Revenue Services Director

Department: Finance

Summary

RESOLUTION NO. 406

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 Police Sergeant Nicholas Woolman to increase his service credit toward retirement. The actuarial cost of this purchase is \$31,738.12, with Sergeant Woolman's cost being \$12,516.91.

Budgetary Considerations

The cost of this purchase is actuarially determined. 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 July 1, 2027. This inclusion is based on the Legacy Cost Committee recommendation that was approved by the City Commission with Resolution 23 dated December 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 Police Sergeant Nicholas Woolman 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. Police Sergeant Nicholas Woolman made a request on April 20, 2026, to

purchase 12 months of military time to give him the ability to retire on September 11, 2030, with 25 years of service. His form DD-214 was received to validate the military time. The required actuarial calculation was submitted and received, the cost of which will be paid by Sergeant Woolman.

Positions

Attachments

1. Memo to Commission Woolman Memo to Commission Woolman.pdf



CITY OF BATTLE CREEK

FINANCE DEPARTMENT



POLICE & FIRE
RETIREMENT
SYSTEM

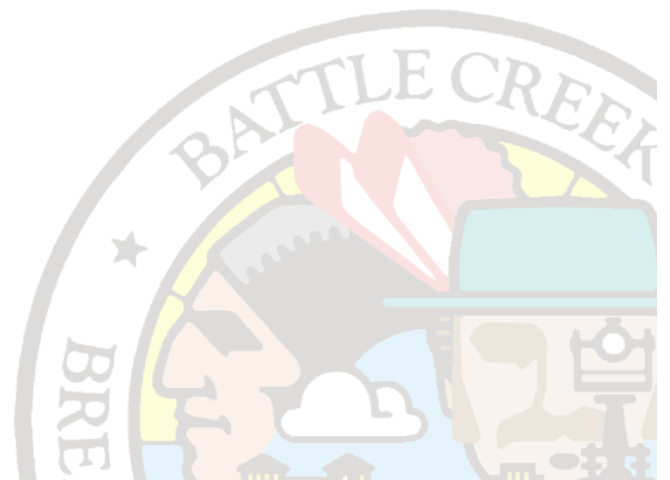
Memorandum

To: Aaron Kuhn, Revenue Services Director
From: Lily Vardell, Pension Administrator
Date: May 26, 2026
Re: Purchase of Military Time – Nicholas Woolman, Police Sergeant

The actuarial calculation for Police Sergeant Nicholas Woolman's purchase of twelve (12) months military service time was received on May 22, 2026. The lump sum cost of the additional service credit is \$31,738.12. There is no requirement for the City to fund this in a lump sum payment; however, based on resolution 23 adopted by the City Commission on December 17, 2019, the City's portion will be included in the millage rate calculation for the fiscal year beginning July 1, 2027.

The request for purchase of military service credit was received via email on April 20, 2026. Along with the request was the required form DD-214 Certificate of Release or Discharge from Active Duty verifying his military service. This purchase will give Police Sergeant Woolman the ability to retire September 11, 2030.

This request must now be approved or denied by City Commission. Should it be approved, in accordance with city policy and Public Act 345 of 1937, as amended, the cost to the member, Nicholas Woolman, is \$12,516.91.





Resolution No: 407
City Commission Meeting 6/2/2026

407 - A Resolution seeking approval of the 2026 Annual Action Plan and Proposed Use of Funds for Program Year 2026 (July 1, 2026 to June 30, 2027) for the Community Development Block Grant in the amount of \$1,172,453 and HOME Investment Partnership in the amount of \$238,167.87.

Battle Creek City Commission
Action Summary

Staff Member: Helen Guzzo, Community Development Supervisor

Department: Community Development

Summary

RESOLUTION NO. 407

Resolved by the Commission of the City of Battle Creek:

That the 2026 Annual Action Plan and Proposed Use of Funds for Program Year 2026 (July 1, 2026 to June 30, 2027) for the Community Development Block Grant in the amount of \$1,172,453 and HOME Investment Partnership in the amount of \$238,167.87 are approved, and that the City Manager is authorized to sign grant agreements, certifications and other documents for these federal funds as approved by the City Attorney.

The attached 2026 Annual Action Plan and the Public Notice for the Public Hearing contain a summary of the proposed use of these federal funds.

Budgetary Considerations

The Annual Action Plan and Proposed Use of Funds are the application for this funding from the U.S. Department of Housing and Urban Development (HUD). The city is allocated \$1,175,453 in CDBG funding and \$238,167.87 in HOME funding for the next program year. These amounts are slightly lower than the previous year. The city employs 4 staff that are funded through these programs.

History, Background and Discussion

Under 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 prepare an annual plan that describes how the City will allocate Community Development Block Grant and HOME Investment Partnership funds to meet the needs of low- and moderate-income people in Battle Creek. The Annual Action Plan also serves as an application for Community Development Block Grant and HOME Investment Partnership funds. The 2026 Annual Action Plan is consistent with the priorities contained in the 2025-2029 Consolidated Plan. The Annual Action Plan describes the activities that will be funded during the 2026 Program Year from July 1, 2026, to June 30, 2027.

The Annual Action Plan includes an estimate of available resources from private and public sources to address identified needs; a description of the specific objectives to be addressed this program year; a summary of the eligible programs or projects that the City of Battle Creek will undertake to address the needs; a description of the geographic areas of the city in which assistance will be directed; a description of the activities to evaluate and reduce the number of housing units containing lead-based paint hazards; and the standards in which the city will monitor its housing and community development projects.

Positions

Approval is Recommended. The public hearing provides for some prospective on the need for the programs in the community.

Attachments

- 1. City of Battle Creek 2026 Annual Action City of Battle Creek 2026 Annual Action Plan Public Notice 4.21.2026 Revised (1) Public Notice 4.21.2026 Revised (1).pdf
- 2. 2026 Annual Action Plan Draft 2026 Annual Action Plan Draft.pdf

CITY OF BATTLE CREEK PUBLIC NOTICE
COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP
2026 ANNUAL ACTION PLAN AND PROPOSED USE OF FUNDS
PUBLIC HEARING
TUESDAY, JUNE 2, 2026, CITY COMMISSION MEETING, 7:00PM

Under 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 prepare an annual plan that describes how the City will allocate Community Development Block Grant and HOME Investment Partnership funds to meet the needs of low- and moderate-income people in Battle Creek. The Annual Action Plan also serves as an application for Community Development Block Grant and HOME Investment Partnership funds. The 2026 Annual Action Plan is consistent with the priorities contained in the 2025-2029 Consolidated Plan.

The Annual Action Plan describes the activities that will be funded during the 2026 Program Year from July 1, 2026 to June 30, 2027. This public notice is being published to make citizens aware of a thirty (30) calendar day comment period for the 2026 Annual Action Plan, including the proposed use of funds, will commence on April 30, 2026, and conclude on June 2, 2026. A draft of the plan is available for public review at City Hall, Room 104, 10 North Division Street during normal business hours and online at <http://battlecreekmi.gov/181>.

As part of the City of Battle Creek’s Citizen Participation process, the City will hold a formal public hearing on the 2026 Annual Action Plan including the Proposed Use of Funds on **Tuesday, June 2, 2026 at 7:00 P.M. during the regular City Commission Meeting.**

The Annual Action Plan includes an estimate of available resources from private and public sources to address identified needs; a description of the specific objectives to be addressed this program year; a summary of the eligible programs or projects that the City of Battle Creek will undertake to address the needs; a description of the geographic areas of the city in which assistance will be directed; a description of the activities to evaluate and reduce the number of housing units containing lead-based paint hazards; and the standards in which the city will monitor its housing and community development projects.

PROGRAM YEAR 2026 PROPOSED USE OF FUNDS
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

- | | |
|---|------------------|
| 1. General Administration (10%) | \$117,245 |
| Provides necessary city staffing to develop, implement and monitor the overall performance of all Community Development Block Grant activities. | |
| 2. Neighborhood Planning Administration (10%) | \$117,245 |
| Provides the necessary management to conduct specific studies for planning and the development of the Consolidated Plan, including support for Neighborhood Planning Councils and other community boards, commissions and committees. This function also covers environmental review and fair housing activities. | |
| 3. Neighborhood Code Compliance | \$250,000 |
| Provides staffing for the City’s Neighborhood Code Compliance Program continuing efforts to provide the citizens of Battle Creek with effective code enforcement, and to complement other Community Development activities in low- and moderate-income areas of the City. Code Compliance helps to arrest decline in targeted areas through enforcing property maintenance codes, inspection and permitting of rental property, monitoring vacant and abandoned properties, addresses other health and safety issues related to housing issues, and responds to citizen concerns. | |
| 4. Housing Rehabilitation: Minor Home Repair | \$472,963 |
| Provides grants and loans to homeowners for health and safety necessary repairs mainly replacing roofs, furnaces, water heaters, and outdoor steps. Repairs are funded up to \$25,000 and do not disturb lead paint surfaces. The primary focus is exterior repairs for cited code violations and addressing health and safety issues. | |

5. Housing Rehabilitation: Lead Abatement Match Program	\$100,000
The city has received a four-year, \$4.7 million grant to abate lead in 70 homes that have young children age 6 and under. The Lead Abatement Match program will provide matching funds for this program for homes abated for lead paint risks in the City of Battle Creek.	
6. Housing Rehab Minor Home Repair: Project Delivery Costs	\$115,000
Funds the costs to staff the Minor Home Repair program including conducting intake, documenting income eligibility, conducting inspections, developing cost specifications, working with contractors and processing payments.	
<hr/> Total CDBG Entitlement Budget	<hr/> \$1,172,453.00

**PROGRAM YEAR 2026 PROPOSED USE OF FUNDS
HOME INVESTMENT PARTNERSHIP**

7. General Administration (10%)	\$23,816.00
The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all HOME programs.	
8. Community Housing Development Organization In-Fill Housing (CHDO 15% Set Aside)	\$143,000
Provides funds for development of a new built single-family home within the City by Battle Creek Area Habitat for Humanity, a certified Community Housing Development Organization. Upon completion of construction, the property will be made available for purchase by a low- to moderate income homebuyer.	
9. Tenant Based Rental Assistance (TBRA)	\$71,351.87
Provides short-term rental assistance of up to six months to eligible low-income households experiencing a housing emergency and also participating in housing case management or another self-sufficiency program. Neighborhoods, Inc of Battle Creek has been the subrecipient administering this program.	
<hr/> Total HOME Investment Partnership Budget	<hr/> \$238,167.87

Comments on the 2026 Annual Action Plan or Proposed Use of Funds may be made to: Helen Guzzo, Community Development Supervisor, City of Battle Creek, Community Development Department, City Hall, Room 104, 10 North Division Street, Battle Creek, MI 49014, at 269-966-3267, or hguzzo@battlecreekmi.gov.

The City of Battle Creek will provide necessary auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered in the meeting upon seven-day notice. Individuals with disabilities, requiring auxiliary aids or services should contact the City of Battle Creek by writing Vicki Houser at Office of the City Clerk, PO Box 1717, Battle Creek, MI 49016 or calling (269) 966-3348 (TDD), or vlhouser@battlecreekmi.gov.

The City of Battle Creek will also provide interpretation services and translation of any printed materials being considered in this meeting upon seven-day notice. Individuals needing interpretation or translation should contact Sara Espinoza at (269) 966-3364 or sespinoza@battlecreekmi.gov.

CITY OF BATTLE CREEK



2026 ANNUAL ACTION PLAN

Community Development Division

April 30, 2026

www.battlecreekmi.gov

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Battle Creek’s Community Development Division supports neighborhoods by administering federal, state, and local grant programs and coordinating planning around community development efforts. It administers the federal Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) formula grant programs. It is also responsible for administering a HUD-funded Lead Hazard Control Program, a Lead Safe Program funded by the Michigan Department of Health and Human Services (MDHHS), and a Battle Creek Public School (BCPS) Teacher Housing Incentive Program funded by the W.K. Kellogg Foundation. Every five years the City of Battle Creek coordinates a community-wide planning and needs assessment process to develop a five-year Consolidated Plan which governs the spending of these federal funds. This Annual Action Plan is for the second year of the 2025-2029 Consolidated Plan for which the Community Development engaged in an extensive public engagement process last year. The funding chart shows actual amounts spent in Program Year (PY) 2024, the PY 2025 budget and the proposed spending for PY 2026. The 2026 Program Year runs from July 1, 2026 to June 30, 2027.

CDBG and HOME Spending Chart

	2024 Actual	2025 Budget	2026 Budget
Community Development Block Grant (CDBG) Allocation	\$1,228,110	\$1,205,390	\$1,172,453
Housing Rehab: Minor Home Repair (MHR)	\$ 600,589	\$ 320,407	\$ 472,963
Housing Rehab: MHR Project Delivery Costs	\$ 100,566	\$ 115,000	\$ 115,000
Senior Minor Home Repair: Community Action as a subrecipient	\$ 224,857	\$ 36,773	
Code Compliance	\$ 321,761	\$ 250,000	\$ 250,000
Lead Abatement Match Program	\$ -	\$ -	\$ 100,000
Facility Improvement - Early Childhood Development Center (2022 & 2023 funds)	\$ -	\$ 490,000	\$ -
Recovery Housing at 614 NE Capital	\$ 33,490	\$ 653,757	\$ -
Administration & Neighborhood Planning (funds city staff)	\$ 248,969	\$ 245,621	\$ 234,490
Public Services: Fair Housing Testing & Education	\$ 61,943	\$ 13,057	\$ -
Public Services: Legal Services Eviction Diversion	\$ 35,000	\$ -	\$ -
Public Services: VOCES Housing Outreach and Referral	\$ 29,219	\$ 5,781	\$ -
Total CDBG Funding	\$ 1,656,393	\$ 2,130,396	\$ 1,172,453
	2024 Actual	2025 Budget	2026 Proposed
HOME Investment Partnership (HOME) Allocation	\$337,487	\$267,571	\$238,168
Habitat for Humanity: Community Housing Dev. Organization (CHDO Projects)	\$ 228,338	\$ 200,662	\$ 143,000
Neighborhoods, Inc: Tenant Based Rental Assistance (TBRA)	\$ 135,997	\$ 341,119	\$ 71,352
HOME Administration	\$ 36,206	\$ 37,777	\$ 23,816
In-Fill Housing	\$ -	\$ 489,357	\$ -
Down Payment Assistance	\$ -	\$ 200,000	\$ -
Total HOME Funding	\$ 400,542	\$ 1,268,915	\$ 238,168

The Consolidated Plan calls for a community-wide planning process to identify needs and create a plan to address them. It includes consulting with individuals and organizations in both the private and public sectors. It involves the collection and analysis of data concerning the needs of households, as well as the market conditions that shape where we live, work, and play. The result is a plan that accounts for community development-related activities throughout the

City, sets measurable goals for meeting specific community needs, and gives direction for how City-administered federal dollars will be spent.

For each year of the five-year plan, the City prepares an Annual Action Plan, which updates priorities; details one-year goals and outcomes; and explains how funds will be allocated to achieve local goals. Other federal funds provided through the U.S. Department of Housing and Urban Development (HUD), not administered by the City of Battle Creek, but included in the planning process, include Continuum of Care Homeless Assistance, and public and assisted housing provided by the Battle Creek Housing Commission.

2. Summarize the objectives and outcomes identified in the Plan

The goal of the City's Five-Year Consolidated Plan is to ensure safe, prosperous, and equitable communities by creating strong, sustainable, and inclusive neighborhoods and quality affordable homes for all people of Battle Creek.

In order to achieve this goal, the plan has five strategic priorities.

Local Priority 1: Ensure Housing is Safe, Affordable and Accessible

Communities are stronger when people have access to quality affordable and safe housing. This priority encompasses preserving current affordable housing, development of new units, increasing the mix of housing options, ensuring that low- and moderate-income neighborhoods benefit from housing resources, and that rental housing is safe.

Accessible housing includes fair housing where all people have the right to choose housing free from unlawful discrimination. Federal, state and local fair housing laws protect people from discrimination in housing transactions such as rentals, sales, lending, and insurance. When accepting grant funds from HUD, the City agrees to affirmatively further fair housing.

Local Priority 2: Restore Vitality in Low- and Moderate-Income Neighborhoods

Vibrant and strong neighborhoods help make a city a good place to live, work and play. Healthy neighborhoods possess a sense of place and a feeling of safety and familiarity. Houses are occupied and well maintained. Public spaces are inviting, walkable, and lively. Strategies and projects that promote healthy neighborhoods create, facilitate, ensure, or enhance vitality and make Battle Creek a great community.

Local Priority 3: Increase Public Awareness and Community Engagement Through Collaboration and Empowerment

This priority promotes engagement and empowerment at all levels of the community. Empowerment refers to the process by which people gain control over the factors and decisions that shape their lives. To that end, this priority puts an emphasis on projects that

promote home ownership, create or clarify pathways for community members to access and utilize resources; and/or that engage them in community decision making. This priority includes the City’s efforts to promote civic engagement and to support Neighborhood Planning Councils as local groups that improve communication with local government.

Other objectives in this priority include organizing at the institutional level to create a sense of shared purpose, increase capacity, coordinate planning, partner across sectors and build coalitions.

Public awareness is educating the public about the City regulations concerning housing and building inspections. How to be a good renter and how to do home maintenance were discussed as needs during the citizen engagement. Increasing public knowledge about the programs that are funded and what services are available to help people solve problems.

Local Priority 4: Alleviate Poverty through public services and infrastructure development

Battle Creek has a higher poverty rate than the State of Michigan or the nation with 18% of residents living at or below the poverty rate (2023 American Community Survey (ACS)), with 9,391 of Battle Creek’s 52,175 residents living in poverty. The United Way conducts a study annually on the working poor, or those households that are Asset-Limited, Income-Constrained, and Employed (ALICE) that make or receive income that is below the basic cost of living for their area. Of the 21,233 Battle Creek households, 52% of households earn below the basic cost of living for Calhoun County. This priority encompasses strategies that raise income, reduce the impact of being low income, and break up concentrated poverty. Children have a higher poverty rate than other age cohorts.

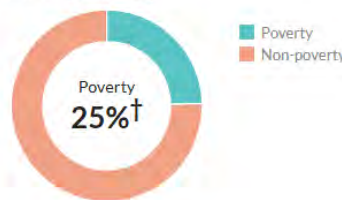
Poverty

18%

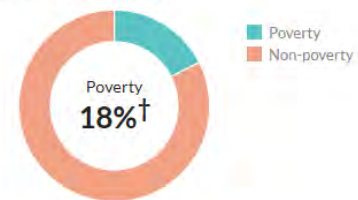
Persons below poverty line

about 25 percent higher than the rate in Calhoun County: 14.2%
 about 1.4 times the rate in Michigan: 13.1%

Children (Under 18)



Seniors (65 and over)



Local Priority 5: Activate Underutilized Land for Housing Development

The City will encourage the activation of public, vacant and/or underutilized land consistent with Master Plan. Activation of these spaces enables communities to preserve natural resources for public use; promote higher densities and a wider range of land uses around downtown and major corridors; assemble property for larger scale developments and improve connectivity between neighborhoods and the downtown. Activities will include the promotion of permanent supportive rental housing, development of affordable rental housing and funding the development of in-fill housing.

3. Evaluation of past performance

During HUD Program Year 2024 (July 1, 2024 through June 30, 2025) which is considered the 2025 Fiscal Year for the City of Battle Creek, Community Development spent \$5,271,460 of federal, state and local funds to help the citizens of Battle Creek improve their homes and their community. Community Development spent funds provided through seven different funding sources.

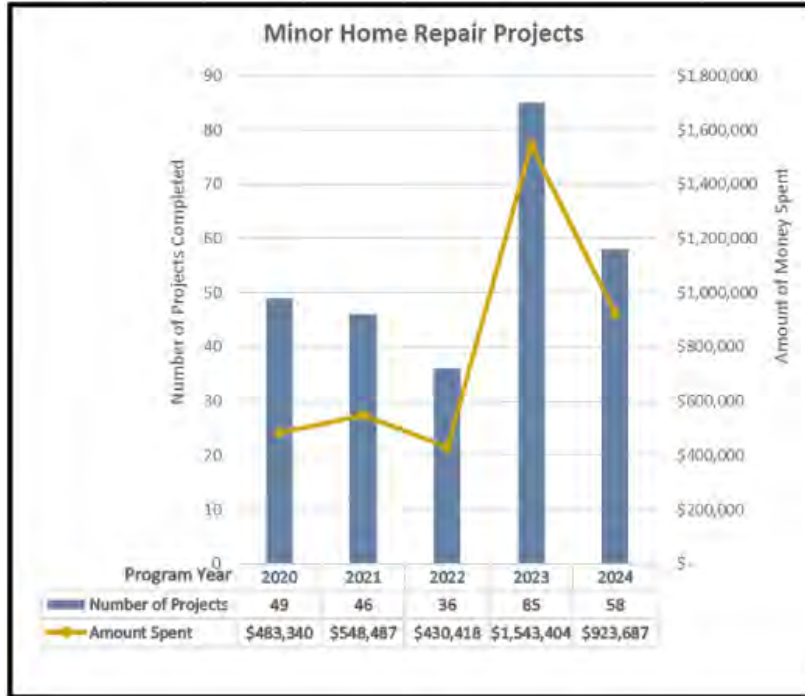
Community Development Programs	Amount Spent 2025
Community Development Block Grant (CDBG)	\$1,655,593
Home Investment Partnership (HOME)	\$400,542
CHIP Lead Abatement	\$1,205,704
CHIP Health and Safety	\$82,555
HUD Lead Hazard Control	\$1,465,278
BCPS Housing Incentive Program	\$205,639
HOME American Rescue Program (HOME-ARP)	\$256,149
Total	\$5,271,460

Local Priority 1: Ensure Housing is Safe, Affordable and Accessible

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In the 2024 Program Year, the City CDBG and HOME programs funded code enforcement, CDBG administration and neighborhood planning, minor home repair, development of one new single-family home by the Battle Creek Area Habitat for Humanity, and tenant-based rental assistance program administered by Neighborhoods Inc of Battle Creek. Most of these activities were targeted in CDBG low- and moderate-income target areas. Some Minor Home Repair projects occurred in other areas of the City but all households assisted were at or below 80% of the area median income.

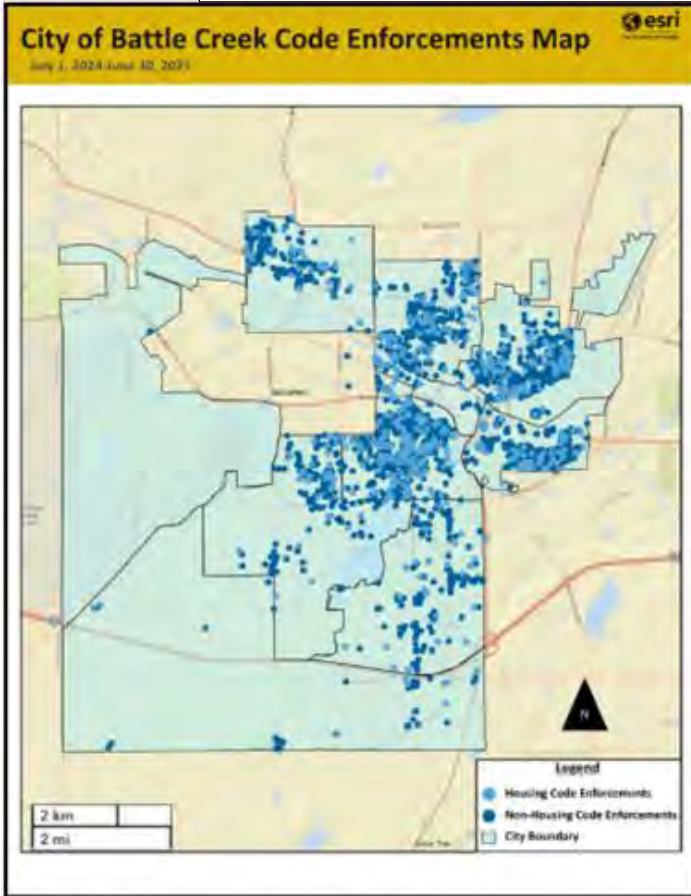
- Completed 58 Minor Home Repairs, the City’s Minor Home Repair program spent \$698,830 to complete 40 projects for low- and moderate-income homeowners, and Community Action spent \$224,857 completing 18 Senior Minor Home Repair projects.



- The City’s Lead Safe Programs completed lead abatement of 35 residential units. The 2021-2025 HUD Lead Hazard Reduction Program spent, \$1,465,278 from July 1, 2024 through the closeout of the grant, October 31, 2025, with the Community Development completing 9 abatements within the City of Battle Creek and Community Action completing 10 abatements in the balance of Calhoun County. For the Medicaid-funded Child Health Improvement Program (CHIP) program from the State of Michigan, from October 1, 2024 through September 30, 2025, 16 abatements were completed with spending of \$1,205,704, five abatements were completed by the City of Battle Creek and eleven abatements were completed by Community Action.

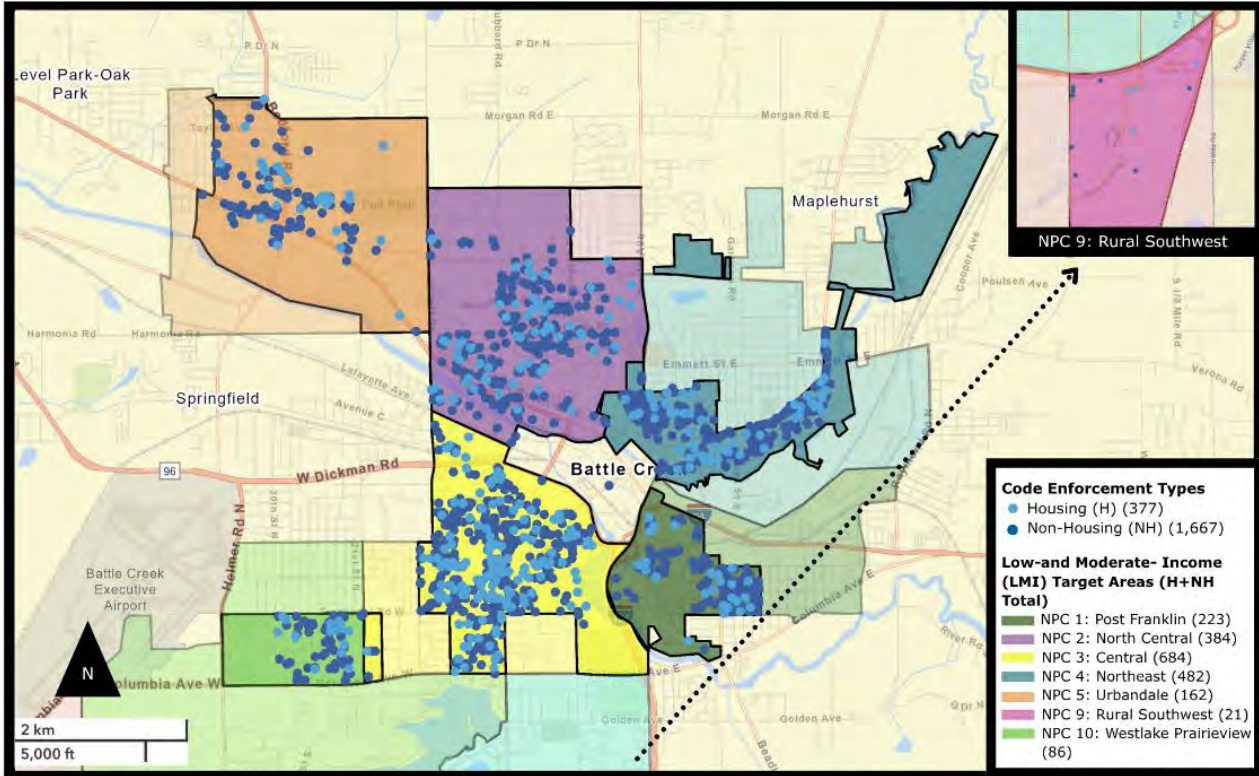
- Code Compliance completed 555 housing code enforcements and 2,598 non-housing code enforcements. Housing enforcements are abandoned/vacant housing monitoring, violations of housing code, no utilities, and rental inspections. Non-housing enforcements are early/late garbage, front yard parking, inoperable vehicles, junk accumulation, long grass over 9 inches and not clearing snow on sidewalks within 24 hours after a snow fall has ended.

2025 Total Code Outcomes in Neighborhood Planning Councils



Neighborhood Planning Council	Housing Code Enforcements	Non-Housing Code Enforcements
Post Franklin (NPC 1)	68	365
North Central (NPC 2)	87	377
Central (NPC 3)	183	610
Northeast (NPC 4)	104	666
Urbandale (NPC 5)	38	198
Westlake/Prarieview (NPC 10)	46	211
Minges Brook-Riverside (NPC 11)	29	171
Total	555	2,598

Housing Enforcements: Abandoned/Vacant Housing, Housing Code, No Utilities, Property Maintenance Code, Rental Registration
Non-Housing Enforcements: Early/Late Garbage, Front Yard Parking, Inoperable Vehicle, Junk Accumulation, Long Grass, Snow-Sidewalks

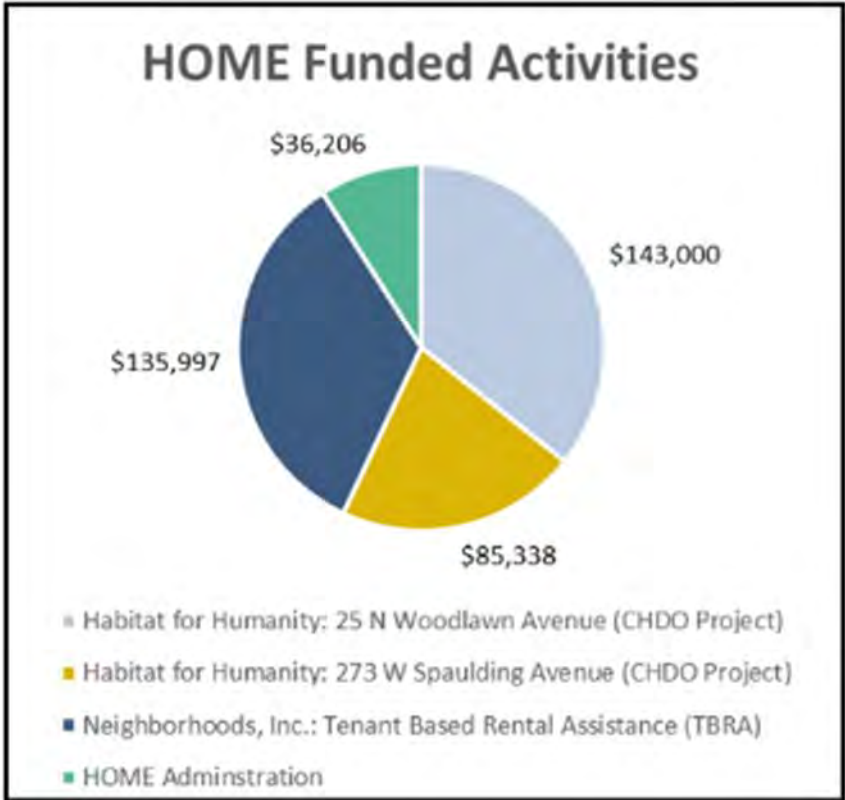


Housing Code Enforcements: Abandoned/Vacant Housing, Housing Code, No Utilities, Property Maintenance Code, Rental Registration
Non-Housing Code Enforcements: Early/Late Garbage, Front Yard Parking, Inoperable Vehicle, Junk Accumulation, Snow-Sidewalks, Yard Weeds
Low- and Moderate-Income Target Areas (LMI): Census Block Groups where at least 51% of the residents are low- and mod-income persons

Reporting: 7/1/2024-6/30/2025

- Within the CDBG Revitalization Areas, Code Compliance completed 377 housing enforcements and 1,667 non-housing enforcements.
- The City of Battle Creek took over ownership of a vacant apartment building located at 614 NE Capital, after paying back HUD for a failed rental rehabilitation partnership with a local developer. The City competitively bid the rehabilitation of the property awarding the work to Cornerstone Construction out of Rochester, Michigan. The City has used a mixture of locally controlled opioid settlement funds and CDBG to complete renovations of the five apartments and laundry and conference space in the basement of the building. The completed building will be turned over to Recovery Services Unlimited to be operated as recovery housing for people with opioid use disorder for transitional housing. A ribbon cutting ceremony is scheduled for late May 2026 with full occupancy expected before June 30, 2026.

- Upholdings, a private developer of permanent supportive housing, received an award of Low-Income Housing Tax Credits (LIHTC) for 55 units of one-bedroom apartments on vacant land at 240 E Michigan, combining vacant parcels owned by the City of Battle Creek, the Calhoun County Land Bank, and the Battle Creek Housing Commission. The City has competitively awarded \$369,159 of HOME-ARP funds to this development.
- Battle Creek Habitat for Humanity built and sold to qualified low-income homebuyers two single family homes in the Urbandale Neighborhood Planning Council. Using HOME Investment Partnership funds set-aside for a Community Housing Development Organization (CHDO), Habitat has built six new homes in a development across from LaMora Park Elementary, three of these homes have been funded by the HOME program with Habitat raising and contributing other funds as needed. In PY2024, Habitat completed a new build at 25 N Woodlawn (\$143,000 in HOME funds), and in PY2025 they completed a new build at 273 W Spaulding (\$143,000 in HOME funds). The proceeds of these two new houses were then used to build a third home at 20 N Cedar which will be completed and sold to a new homeowner in May 2025.



- Neighborhoods Inc., the Housing Access Resource Agency designated by the Michigan State Housing Development Authority for Calhoun County, administered a HOME-funded Tenant Based Rental Assistance (TBRA) program which helped 56 households find housing to recover from

homelessness and housing instability with \$135,997 in federal funds. TBRA is short-term rental assistance (from three to six months) along with rental security deposits with the average amount of assistance of \$3,185.

- Since 2017, the W.K. Kellogg Foundation has funded a Housing Incentive Program to help recruit and assist teachers and administrators working for the Battle Creek Public Schools. Community Development administers the program in partnership with area

realtors and lenders to provide down assistance. Educators who live in the target areas within Battle Creek neighborhoods may receive up to \$20,000; or up to \$10,000 if the house is within the school district but outside of the target areas. Teachers and administrators have to remain employed by the district for three years after the date of closing to have a three-year mortgage guaranteeing the down payment assistance forgiven. For teachers moving into the school district and obtaining a new 12-month lease, a rental assistance program provides up to \$4,500 in rental assistance for one year (\$375 per month). In 2025, the program spent \$205,629 assisting nine teachers or administrators with down payment assistance and 13 received rental assistance with six new teachers enrolling in the rental program during the year. Since its inception, 66 households have been assisted in purchasing a home.

- Fair housing is the right to choose housing free from unlawful discrimination. Federal, state and local fair housing laws protect people from discrimination in housing transactions such as rentals, sales, lending, and insurance. When accepting grant funds from HUD, the City agrees to use the funds affirmatively further fair housing. In 2024, the City funded the Fair Housing Center to test the real estate and rental housing markets for discrimination replicating similar testing that was funded and conducted in 2015 and 2018. The report for the 2024 testing is found on the Community Development special reports on the City website. Two fair housing training sessions were held in 2025.



FAIR HOUSING WORKSHOP
FOR LANDLORDS & PROPERTY MANAGERS

FREE Event!
Refreshments Provided!
March 5 @ 4 - 5:30 pm

Kool Family Community Center
Lew Boyd Multi-Purpose Room
200 W Michigan Ave, Battle Creek, MI 49017

Register Here



Join us to learn about fair housing rights, how to avoid discrimination, and how to best support tenants.

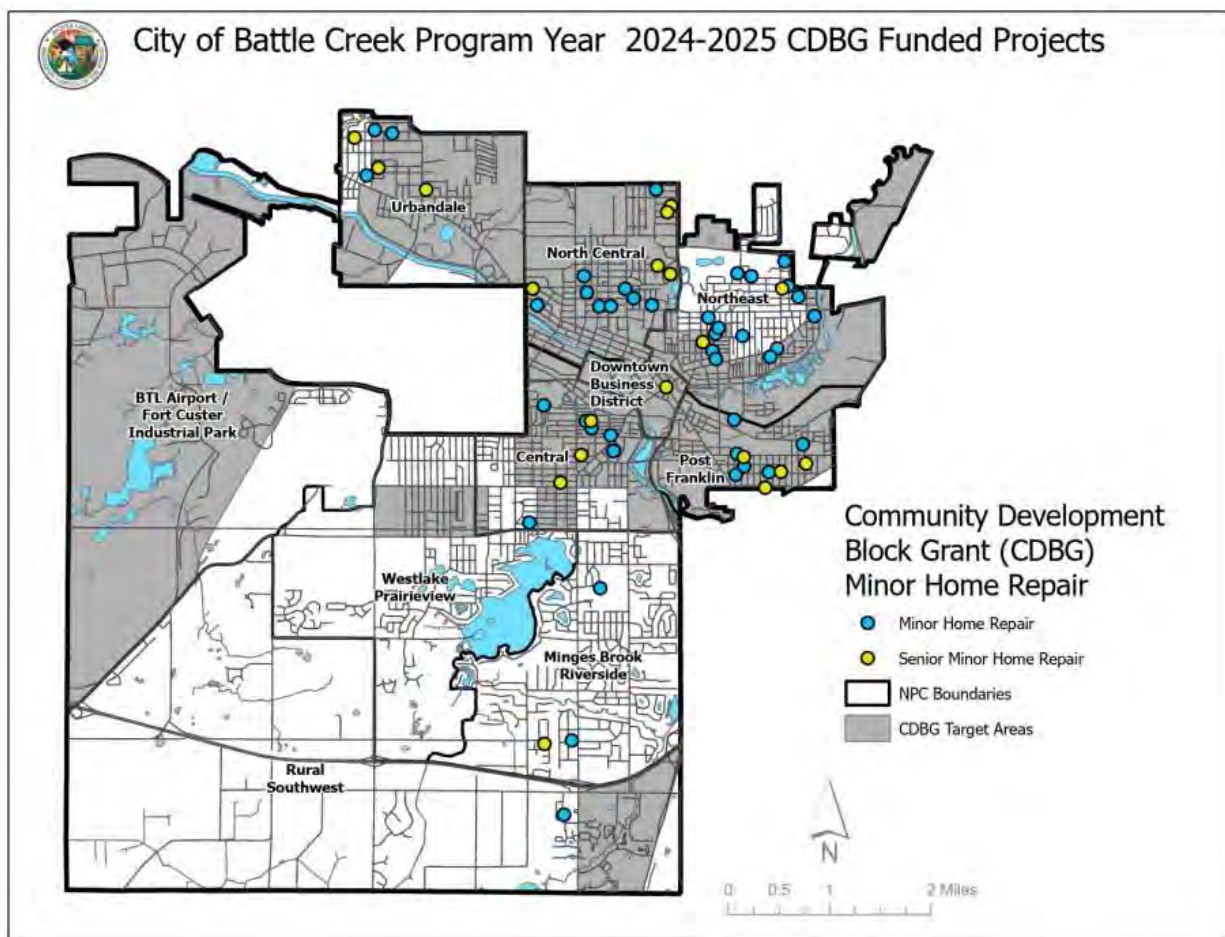
NEIGHBORHOODS INC. OF BATTLE CREEK



Fair Housing Center OF SOUTHWEST MICHIGAN

Local Priority 2: Restore Vitality in Low- and Moderate-Income Neighborhoods

- Minor Home Repair funds are designed to preserve Battle Creek’s older housing stock and help low-income homeowners address health and safety repairs that they cannot otherwise afford. The program helps prevent houses from becoming vacant and abandoned. The program also prevents homelessness. During PY2024, 58 households were assisted with Minor Home Repair citywide.
- Community Development supports Neighborhood Planning Councils to help neighbors address nuance houses and other concerns. The planning councils are designed to enhance and improve communications between residents and City services.
- Code Compliance conducts systemic housing surveys, inspecting every residential and commercial property in the City during a three-year inspection cycle.



Local Priority 3: Increase Public Awareness and Community Engagement Through Collaboration and Empowerment

- City staff continue to serve on the Battle Creek Homeless Coalition, as well as the co-chair of the Housing Solutions Board.
- Collaboration on the Lead Safe Program continues with the Calhoun County Health Department and Community Action. Staff are strengthening outreach to Head Start and early childhood education with a public health campaign about the risks of lead poisoning.
- Community Development continues to provide staff support the seven Neighborhood Planning Councils. Code Compliance officials attend all monthly NPCs meetings.
- Staff attend the quarterly housing collaboration meetings hosted by the W.K. Kellogg Foundation and Kalamazoo LISC.
- Community Development staff have actively participated in the Planning Division lead public process for the Housing Strategy update to the Master Plan.

Local Priority 4: Alleviate Poverty through public services and infrastructure development

- The HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) is one time funding provided in response to the COVID pandemic to help communities reduce homelessness and increase housing stability. In 2021, the City received \$1,095,587 in HOME American Rescue Act Program (HOME-ARP) formula funds. In 2025, Community Development spent \$256,419 to help several supportive services, including Haven Life Recovery Programs, Neighborhoods Inc. of Battle Creek, The SHARE Center, and Gracious Homes Recovery Housing.

Programs	Spent YTD	Budget	Households Assisted
Haven Life Recovery Programs	\$88,967	\$252,000	227
Neighborhoods Inc	\$83,640	\$147,000	596
The SHARE Center	\$45,762	\$111,090	108
Gracious Homes Recovery Housing	\$20,471	\$52,000	14
City Administration	\$17,578	\$164,338	
Upholdings Perm. Supportive Housing		\$369,159	Coming 2027
Total	\$256,419	\$1,095,587	945

- Voces provided housing advocacy and interpretation services to Hispanic and Latino households to help them access resources with a CDBG public services grant of \$35,000. VOCES served 81 households in PY2024 with \$29,219, and served an additional 13 household in PY205 with \$5,781 of CDBG funds
- HOME funded Tenant Based Rental Assistance (TBRA) provided through Neighborhoods, Inc. of Battle Creek assisted 37 households in PY2024.
- Legal Services Eviction Diversion program was funded in PY2024 with CDBG public services funding of \$35,000 to provide legal advice and advocacy for households in court for evictions. Legal Services provided 95 households with eviction diversions services in PY2024.

Local Priority 5: Activate Underutilized Land for Housing Development

- Community Development has committed \$369,159 to help fund the creation of 55 one-bedroom units for chronically homeless individuals in a permanent supportive housing project called Northern Pines at 240 E. Michigan on vacant land where housing was demolished. The parcels are owned by the City of Battle Creek, the Calhoun County Land Bank and the Battle Creek Housing Commission. Construction costs would be paid through the Low-Income Housing Tax Credit program and operating costs would come from project-based housing vouchers from the Battle Creek Housing Commission. A ground breaking is expected in the fall of 2026.
- The Land Bank continued a land reuse strategy in the Northcentral (NPC 2) area also known as the Washington Heights Neighborhood with their Advisory Committee (AC). The AC worked diligently in 2023 to decide the disposition of 167 properties that are owned the CCLBA. The end use of the properties activated land for development, side lots to adjacent owners, beautification, and other uses of the properties in the community. The Land Bank continued to be engaged in Post/Franklin (NPC1) neighborhood and developed a land reuse strategy for vacant properties.
- Calhoun County Land Bank Authority's (CCLBA) concentrated work in the Northcentral (NPC 2) area with W.K. Kellogg Foundation funding continues to be driven by the community engagement of the Washington Heights Neighborhood Advisory Committee. CCLBA staff with this 14-member group of residents, property, and business owners, elected official and community leaders has had success in providing a platform for citizens to engage in the use of the property that is vacant in their neighborhood. This engaged group has promoted community forums and involved stakeholder including the Battle Creek Area Habitat for Humanity, and many City divisions including Community Development, the Historic District Commission, Code Compliance and Planning and Zoning. CCLBA has a memorandum of understanding with Washington Heights United

Methodist Church for a future housing development on CCLBA property and formerly City of Battle Creek owned particles. Work has been done to clear titles and conduct predevelopment work to prepare to build in-fill housing.

- In addition, with funding from the W.K. Kellogg Foundation, the CCLBA is now able to provide clear title on properties being sold through its Side Lot Program and help owners combine the new lot with their existing home so long as there are no other barriers like an existing mortgage. The pilot program provides the new owner with clear title, and when possible, a combined property resulting in a better asset and investment. This is helping neighbors solve problems like shared driveways and to add to their property. This effort help return publicly owned land back to individual homeowners who then can mow and maintain the property.
- CCLBA also made investments in a handful houses in its portfolio to return them to productive use so that they can be sold affordably to homeowners who then can start paying taxes on these properties.
- Code Compliance completed 66 new vacant building enforcements and issued 87 citations to secure vacant buildings that were previously identified.

4. Summary of Citizen Participation Process and consultation process

The City had substantial citizen participation in the creation of its 2025-2029 Consolidated Plan, including consultations with community leaders, and public meetings to gather public input. The Community Development Supervisor has participated in meetings with all seven NPCs as a component of the Citizen Participation and consultation initiative.

The Community Development Supervisor's phone number and email were listed in the public notice for receiving comments. Listed in the public notice was how accommodations for disabilities and how language interpretation could be arranged.

A draft proposed 2026 Use of Funds and Annual Action Plan was published to the City's webpage on April 30, 2026, to start a 30-day public comment period which ended at the scheduled public hearing at the June 2, 2026, City Commission meeting. City Commission listened to public comment at the June 2, 2026, meeting and approved the proposed use of funds.

5. Summary of public comments

This will be a brief narrative summary of comments received at the June 2, 2026, public hearing and reference the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views expressed in the consultations, public survey, public meetings and

public hearings were accepted.

7. Summary

All proposed activities and budgets are published in the weekly local free distribution newspaper, The SHOPPER News, and translated into Spanish to be run in a bi-weekly Spanish-language newspaper, Nueva Opinion. The City of Battle Creek holds three annual public hearings about federal community development funding. The first public hearing is held in the fall of each year to solicit citizen input on Battle Creek's Consolidated Annual Performance and Evaluation Report (CAPER). Then, in the late winter/early spring, a second public hearing is held on housing and community development needs. A third public hearing is held in the spring to obtain citizen comments and review of the proposed budget and use of funds in the Annual Action Plan, or the Consolidated Plan every five years.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	BATTLE CREEK	City of Battle Creek Community Development
HOME Administrator	BATTLE CREEK	City of Battle Creek Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The City of Battle Creek is an entitlement grantee for Community Development Block Grant (CDBG) and HOME Investment Partnership funds. Battle Creek 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 estimated population of 52,374. (American Communities Survey, 2024).

The administration of federal community development funding is conducted by the Community Development Division which is part of the Community Services Department comprised of Inspections, Planning, Code Compliance, and Community Development. The Community Development Division is staffed seven professionals headed by a Manager, a Housing Rehabilitation Coordinator, a Lead Inspector, a Lead Grant Coordinator, a Community Development Data Analyst, a Construction Specialist, and an Intake Specialist. The Community Development Supervisor reports to the Director of Community Services who reports to the Assistant City Manager.

The City 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 council 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. The City Manager, the chief administrative officer, 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, overseeing the day-to-day operations of the government and appointing the government’s department heads.

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for the administration of each grant program and funding source.

Consolidated Plan Public Contact Information:

Helen Guzzo, LMSW, Manager

Community Development

City of Battle Creek City Hall, 10 N. Division Street, Suite 114 Battle Creek, MI 49014

269-966-3315

hhguzzo@battlecreekmi.gov

Website: www.battlecreekmi.gov/181

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Community Development staff have taken a leadership role in initiatives to elevate and address housing issues within the community, raise awareness of lead paint poisoning risks, and advance the efforts of the Calhoun County Continuum of Care to improve services for people experiencing homelessness. These activities included both informal and formal consultations with numerous community organizations and are crucial for meeting the objectives of the 2025-2029 Consolidated Plan. Staff participate in a number of organizations that are doing fair housing work including working with the Fair Housing Center of South West Michigan; Battle Creek TRHT Coalition; and the Battle Creek Area Association of REALTORS (BCAAR). BCAAR is active in efforts to increase homeownership in Battle Creek.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City of Battle Creek participates in a number of collaborative relationships that enhance coordination between housing and service organizations. Collaborative work includes support to seven Neighborhood Planning Councils, the Greater Battle Creek Homeless Coalition, the Calhoun County Lead Task Force.

The Calhoun County Land Bank Authority is a key partner in efforts to address vacant buildings, maintenance on vacant properties and other efforts to improve neighborhood conditions. Summit Pointe, the Calhoun County Community Mental Health Authority, is a member of the Calhoun County Continuum of Care.

Community Development staff serve on the Board of the Battle Creek Housing Commission and Milestone Senior Services. Through the Lead Safe Program, Community Development works closely with the Calhoun County Department of Public Health. Through its lead poisoning prevention work and its Minor Home Repair program, Community Development works closely with the staff of Community Action. Community Development also works collaboratively with Calhoun County Senior Services, the County organization that administers senior millage tax funding, and CareWell Services, the Area Agency on Aging organization serving Calhoun County.

Neighborhood Planning Councils (NPCs) are seven resident groups representing different geographic areas of Battle Creek. NPCs provide a forum for residents, City staff and City Commissioners to discuss neighborhood concerns. The City educates members about City programs and pending decisions, opportunities or changes. NPCs decide which recommendations or strategies they would like to develop. Meetings are open to all and take place once a month.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Greater Battle Creek Homeless Coalition is the Continuum of Care coordinating body for the City of Battle Creek and Calhoun County. It is a community collaboration with an executive board, the Housing Solutions Board, which manages participation in the statewide Homeless Management Information System (HMIS) and funding applications. Staff from the City’s Community Development Department participates in the Homeless Coalition attending monthly meetings and co-chair the Housing Solutions Board, the decision-making body for Calhoun County’s Continuum of Care.

Working together members of the Homeless Coalition address the needs of homeless persons and persons at risk of homelessness. The inventory of homeless services and facilities described in MA-30 Homeless Facilities details the array of services that are provided to help prevent homelessness and to help people recover from a housing crisis.

City staff have been particularly engaged with the Continuum of Care during the pandemic. Just over \$1 million of CDBG-CV CARES Act in 2020-2024 and in 2021 the HOME American Rescue Act funding also just over \$1 million, along with HOME TBRA funds were sub-granted to CoC agencies for the purpose of providing rent assistance, utility assistance, housing case management, eviction diversion, and translation services.

CDBG Corona Virus Emergency Funding (April 2020 to January 2024)		
Type of Assistance Funded/Agency	Amount	Dates of Service/Number of persons or households served
Emergency Hotel Vouchers (SAFE PLACE)	\$ 20,000.00	4/2020-6/2021, 285 domestic violence survivors housed in hotels; safe, socially distanced shelter
Eviction Diversion (Legal Services)	\$ 20,000.00	7/2020-12/2020, 85 persons assisted
Housing Case Management (Summit Pointe)	\$ 21,708.00	10/2020-9/2021, 44 households
Housing Case Management (Neighborhoods Inc.)	\$ 38,292.00	1/2022-6/2023, 52 households
Utility Assistance (Community Action)	\$ 56,313.72	7/2020-12/2020, 46 households
Housing-related Interpretation and Advocacy (VOCES)	\$ 59,491.63	7/2020-4/2021, served 85 people (78 Spanish-speaking)
Emergency Homeless Shelter (The SHARE Center)	\$ 62,885.97	10/2020-3/2021, funding to operate Full Blast as a homeless shelter, 349 people assisted
City of Battle Creek Administration	\$ 142,404.31	1/2020-12/2023, City Administration to plan and administer funding
Rental Assistance (Summit Pointe)	\$ 148,711.73	6/2020-3/2021, 44 households
Homeless Shelter (Battle Creek Shelter)	\$ 200,000.00	1/2022-5/2022, expanded hours at a new shelter, 451 people assisted
Rental Assistance (Neighborhoods, Inc., new HARA)	\$ 235,168.64	1/2022-1/2024, three months plus security deposits and utility deposits, 71 households assisted
Total CDBG-CV Funds Spent	\$ 1,004,976.00	

Staff worked with the Homeless Coalition and its executive board, the Housing Solutions Board, to select the subrecipients for the CDBG-CV and HOME-ARP funding in a competitive funding request for proposals process.

HOME-American Rescue Act (ARP): One-time funding received in 2021	Amount Funded	Remaining
Haven Life Recovery Programs, Supportive Services: 227 households assisted (Completed 6/30/2025)	\$ 252,000	\$ -
Neighborhoods Inc of Battle Creek, Supportive Services, Housing case management: 596 households assisted (Complete 1/16/2026)	\$ 147,000	\$ -
The SHARE Center, Supportive Services: 108 households (Still Open)	\$ 111,090	\$ 10,517
Gracious Homes Recovery Housing, Supportive Services: 14 households assisted (Completed 6/30/2025)	\$ 52,000	\$ -
City Administration & Planning (15%)	\$ 164,338	\$ 62,908
Upholdings Permanent Supportive Housing Gap Funding, 55 one-bedroom units (Expected in 2027)	\$ 369,159	\$ 369,159
TOTAL HOME-ARP HUD FUNDING	\$ 1,095,587	\$ 442,584

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Battle Creek receives Emergency Solutions Grants (ESG) funding through MSHDA and its balance of state program for ESG non-entitlement jurisdictions. The Housing Solutions Board (HSB), part of the Battle Creek Homeless Coalition, runs the application process for ESG funding and for HUD Continuum of Care homeless assistance funding.

Throughout the year, Community Development staff met with numerous representatives of the Homeless Coalition to discuss their priorities and alignment with the Annual Action Plan. The consultations focused on permanent supportive housing, facilities improvements, overcoming housing access barriers, eviction diversion, increased need for rent and utility as and providing ongoing case management and other supportive services to the homeless were listed as priorities.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat runs a Re-store storefront that recycles building materials, providing them at low cost to Battle Creek residents and providing a source of funding for projects. Habitat has been specializing in building handicapped ramps in partnership with Community Action. Habitat has responded to changes in the housing market with the limited supply of housing available switching from a strategy of rehabbing vacant homes to building new ones.
2	Agency/Group/Organization	COMMUNITY ACTION AGENCY OF SCM
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Action is a key partner in the City's work around lead abatement for both state-funded and HUD-funded lead remediation. In Battle Creek, it runs Head Start, Early Head Start, a Foster Grandparent program, and Emergency Food Assistance and Commodity Supplemental Food programs. Community Action also administers utility assistance and weatherization. CA provides 3,000 rides per month for seniors and the disabled. Transportation is still the number one need of parents participating in Head Start and is a big need in Battle Creek. The City and Community Action regularly coordinate minor home repair services. Community Action and Community Development staff meet regularly on issues surrounding lead in housing and supportive services.
3	Agency/Group/Organization	NEIGHBORHOODS, INC
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the	Neighborhoods, Inc. homeless housing program is funded by the HUD Continuum of Care; NIBC serves at the Housing Access Resource Agency (HARA) for the Battle Creek Continuum of Care. They use a Housing First model as much as possible in a limited

	consultation or areas for improved coordination?	resource environment. NIBC receives HOME Tenant-Based Rental Assistance (TBRA) funds for the purpose of providing rent assistance and housing case management.
4	Agency/Group/Organization	New Level Sports
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	New Level Sports Ministries is a non-profit youth program that assists student-athletes to develop purpose-driven lives through participation in educational enrichment, personal growth, and physical development activities. New Level Sports is also the lead agency behind the development of the Youth Village, a multigenerational, mixed-use neighborhood development in the Washington Heights neighborhood. On February 5, 2026, Community Development toured the afterschool programming that New Level Sports runs. CDBG funds have been committed to expand day care run by New Level Sports. The organization has not provided a financing plan that has been approvable and feasible.
5	Agency/Group/Organization	Battle Creek Homeless Coalition
	Agency/Group/Organization Type	Housing PHA Services-Victims of Domestic Violence Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development staff attend Homeless Coalition meetings throughout the year. Staff keep the coalition apprised of the City Annual Action Plan process and receive updates from area agencies regarding current trends. Members of the Homeless Coalition span a variety of partners who serve the homeless population with wide-ranging services. Community needs are a regular topic of conversation at coalition meetings.
6	Agency/Group/Organization	SHARE Center
	Agency/Group/Organization Type	Services-homeless Services - Victims

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The SHARE Center is a drop-in day program for homeless people. It offers services for those who are ready to make positive life changes and offers peer support specialists to provide services. Consultation with the SHARE Center Executive Director focused on priority needs including having Permanent Supportive Housing in the City, a shelter option for youth and families, and a program that covers background checks to help with tenant application costs. SHARE Center was one of the ARPA recipients in the City of Battle Creek funding the purchase of a van, the installation of new showers and additional office space for case managers focused on employment and family case management as well as a new recovery coach. An outreach recovery coach is being funded by a HOME-ARP grant
7	Agency/Group/Organization	THE HAVEN OF REST MINISTRIES
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Haven of Rest Ministries has served the Battle Creek community since 1956. They are a key stakeholder among homeless service providers. Consultation with the Haven of Rest Executive Director focused on the need for providing recovery programs to the residents of the Haven as well as case management services to assist in finding and maintaining housing. The Haven of Rest received HOME-ARP funds from Community Development to continue to offer case management services and its Life Recovery Programs.
8	Agency/Group/Organization	Housing Solutions Board
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Solutions Board is the Calhoun County Homeless Coalition executive board and represents the broad interests of all stakeholders whose goal is to create self-sufficient individuals and families. Community Development staff are represented on the board, as are local government representatives from Calhoun County, Albion, and Springfield.
9	Agency/Group/Organization	LEGAL SERVICES OF SOUTH CENTRAL MICHIGAN
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Legal Services provides the only free legal services in the county. Legal Services prioritizes cases for homelessness prevention, victims of domestic violence, seniors, and loss of benefits. Community Development staff consulted Legal Services about best practices for eviction diversion and continued partnership.
10	Agency/Group/Organization	Calhoun County Broadband Task Force
	Agency/Group/Organization Type	Services - Narrowing the Digital Divide Other government - County Planning organization
	What section of the Plan was addressed by Consultation?	Economic Development Expanding broadband to underserved areas
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This group meets monthly and is mapping out the underserved areas of the county and underserved populations. It is leading the area in marshalling and applying for federal grants to expand board band services. It is working with broadband internet service providers to map out areas where services should be expanded and to document to the FCC areas that are not served.
11	Agency/Group/Organization	Battle Creek Housing Commission
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Supervisor serves as the Board President for the Battle Creek Housing Commission and the Community Services Director serves as member of the Board also. The Battle Creek Housing Commission owns and operates 320 units of housing that is in the Rental Assistance Demonstration (RAD) process converting from the Public Housing HUD platform to

		the Multi-Family funding platform. The Housing Commission operated over 635 housing choice vouchers including 150 HUD-VASH vouchers with the VA Medical Center located in Battle Creek in the Fort Custer industrial park area. Community Development conducts environmental reviews for the Battle Creek Housing Commission.
12	Agency/Group/Organization	Summit Pointe
	Agency/Group/Organization Type	Services-Children Services-homeless Publicly Funded Institution/System of Care Community Mental Health Authority
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Mental Health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Summit Pointe is the Community Mental Health Agency serving Calhoun County. It is a member of the Calhoun County Continuum of Care. It is a partner with the City of Battle Creek Police Department in training officers with Critical Crisis Intervention Team skills and works with the County Jail to assist with supportive services for inmates. To receive services from Summit Pointe, participants must be enrolled in Medicaid.
13	Agency/Group/Organization	Calhoun County Response Consortium
	Agency/Group/Organization Type	Agency - Emergency Management
	What section of the Plan was addressed by Consultation?	Coordination of Emergency Response
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Calhoun County Response Consortium (CCRC) was formally founded as the Battle Creek Response Consortium in February 2013 to provide a greater degree of pre-event coordination and collaboration was needed to ensure more effective, efficient community responses to emergencies, crises, or disasters.
14	Agency/Group/Organization	Washington Heights United Methodist Church
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Service-Fair Housing Civic Leaders Neighborhood Organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Housing Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Washington Heights United Methodist Church (WHUMC) was established in 1909 as a Sunday School on the corner of Roseneath and Hubbard. Currently, Washington Heights considers itself to be a Hub of H.O.P.E. for the Washington Heights community. Washington Heights is leading the development of 17 market rate in-fill housing units to help revitalized Washington Heights by providing new homeownership opportunities to the residents of the historically black neighborhood. Washington Heights has been leading conversations with the community about restoration efforts for the community.
15	Agency/Group/Organization	Calhoun County Land Bank Authority
	Agency/Group/Organization Type	Housing Services - Housing Other government - County Land Bank Authority
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Vacant buildings and community revitalization
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Calhoun County Land Bank Authority (CCLBA) is a catalyst for community stabilization by creating equitable, inclusive opportunities through sustainably repurposing challenged properties. In the Washington Heights neighborhood, the CCLBA owns over 250 properties; they are a neighbor, property owner, and a vested community partner. Washington Heights is also known as Neighborhood Planning Council 2 (NPC2). The CCLBA has worked continuously here since 2007. The following examples showcase positive synergies the Land Bank has fostered over the years: The current Sunlight Gardens urban farm evolved from a leasing relationship between Sprout Urban Farms and the CCLBA in 2012. The Neighborhood Mow & Maintenance program originated in the Washington Heights neighborhood in 2015. Additionally, 153 blight elimination demolitions, 16 Transform This Home (TTH) projects, 3 Habitat for Humanity partnership rehabilitation projects, and one Rock the Block cleanup have happened in Washington Heights with the Land Bank leadership. The Land Bank is also working in the Post Addition Neighborhood, Neighborhood Planning Council #1 on a plan to utilize and reuse its vacant parcels remaining from the demolition of vacant and abandoned homes.

Identify any Agency Types not consulted and provide rationale for not consulting

City staff are planning consultations with nearby local governments of Albion and Springfield but were unable to complete the consultations before the completion of the Annual Action Plan. Both municipalities are engaged in their community development efforts and have expressed an interest in a meeting to discuss common issues and community needs more generally. Community Development could coordinate with local banks and credit unions about local investment in housing.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	United Way of South Central Michigan	Community Development has used CDBG-CV and HOME-ARP funding to provide housing case management, tenant-based rental assistance, and outreach services to many organizations that provide services to homeless people. The Community Development Supervisor was elected as co-chair of the Housing Solutions Board, the decision-making body for the Continuum of Care, in May 2024.
City of Battle Creek Master Plan	City of Battle Creek Planning and Zoning Division	The Master Plan is a guide for growth and development over the next twenty years. A public engagement effort to add a housing strategy was part of the citizen participation plan for the 2025-2029 Consolidated Plan and the 2026 Annual Action Plan.

Table 2 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The citizen participation process for the creation of the 2026 Annual Action Plan included consultations with community stakeholders and one public hearings. The purpose of the citizen engagement was to obtain citizens’ views, respond to proposals, address questions, and provide important program information. Information gathered added to what was learned during the preparation of the City’s 25-2029 Consolidated Plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ads	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	<p>Notice of the June 2, 2026, Public Hearing on the 2026 Annual Action Plan and proposed use of funds in the Shopper, a local newspaper on April 30, 2026, and the Spanish Language newspaper, Nueva Opinion on April 23, 2026.</p>	No comments received.	No comments were received.	
2	Public Hearing	Non-targeted/broad community	Public hearing at a regular City Commission meeting on June 2, 2026.	Public comment received is summarized in the Citizen Participation attachment.	All comments were accepted.	https://bat.tlecreekmi.gov/420/Agendas-Minutes-Videos

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Internet Outreach	Non-targeted/broad community	<p>Posted the public notice and Annual Action Plan DRAFT to the website on April 30, 2026</p> <p>City posted a social media announcement about the public hearing and proposed budget</p>	No comments were received.	No comments were received.	

Table 3 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1,2)

The City of Battle Creek's Community Development Division administers the federal Community Development (CDBG) and HOME Investment Partnership (HOME) programs to benefit low- and moderate-income residents. The City uses a significant portion of the CDBG program to provide a Minor Home Repair program citywide to help low- and moderate-income homeowners make health and safety repairs that they cannot afford to make on their own, and to fund Code Compliance in targeted areas of the City to help improve and maintain positive neighborhood conditions. The HOME Investment Partnership funds administration, development of in-fill housing and tenant-based rental housing. In Program Year 2026, from July 1, 2026 to June 30, 2027, that allocations for the CDBG program is \$1,172,453 and for the HOME program is \$239,168.

Other federal funds provided through the U.S. Department of Housing and Urban Development (HUD), not administered by the City of Battle Creek, but considered in the creation of the five-year Consolidated Plan and each Annual Action Plan, include Continuum of Care assistance provided to organizations addressing homelessness in Battle Creek and the greater Calhoun County, and Emergency Shelter Grant funds provided through the Balance of State program administered by the Michigan State Housing Development Authority (MSHDA). The Battle Creek Housing Commission, the public housing authority in Battle Creek, administers the Section 8 housing choice voucher for the cities of Battle Creek and Albion. The Battle Creek Housing Commission, collaborates with the U.S. Veteran Affairs Medical Center to administer a HUD-Veterans Affairs Supportive Housing (VASH) housing choice voucher program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Admin and Planning Attainable Housing Code Compliance	\$1,172,453	\$20,000	\$490,000	\$1,682,453	\$3,600,000	CDBG funds Minor Home Repair, Code Compliance, City Administration and Planning, and Housing Rehabilitation Project Delivery Costs. The City is using prior year resources to a project with New Level sports to expand childcare. The City estimates it will be receiving \$20,000 in program income during the program year and apply this to the Minor Home Repair program. PY2026 is the second year in the 2025-2029 Consolidated Plan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$238,267.87	0	\$689,357.00	\$927,624.87	\$715,000	No program income is expected to be received. This budget does include the use of prior year resources, specifically \$689,357. Program Year 2026 is the second year of the 2025-2029 Consolidated Plan.

Table 4 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

In the Minor Home Repair program, program staff make referrals to other programs to increase the amount of rehabilitation assistance available to low- and moderate-income homeowners, referrals are made to Community Action for its Senior Minor Home Repair program funded through local Senior Millage tax funds, and for the Federal weatherization program. CDBG funds are used for match for the HUD funded Lead Hazard Reduction Abatement grant. The City completed its first five years of HUD Lead Abatement in October 2025. In August 2026, the City received a four-year grant of \$4,750,000 to continue its Lead Safe Program providing public education about the dangers of lead poisoning and helping to abate the homes of children who are or are at risk of lead poisoning. The Lead Safe Program is also funded by the State of Michigan through the Childhood Health Improvement Program (CHIP) Lead Remediation program using Medicaid funds to fund lead abatement.

When it established the HOME Investment Partnership Program, Congress intended to establish a partnership between the federal government, states, units of local government and nonprofit organizations to expand the supply of affordable housing for low-income families according to 24 CFR§92.218, and requires match contributions to be made to qualified housing in an amount equal to 25% of appropriated HOME funds drawn down for housing projects.

Historically the City of Battle Creek's HOME match has been reduced to zero or 12.5% based on poverty and per capital income of Battle Creek residents. Match documentation is collected from the volunteer hours that the City's CHDO contributes to building or rehabilitating homes. Battle Creek Habitat for Humanity documents its volunteer hours with a volunteer sign-in and sign-out log. These hours contributed volunteer hours are valued at \$10.00 per hour and these hours are recorded as match for the City of Battle Creek HOME program.

If appropriate, describe publicly owned land or property located within the City that may be used to address the needs identified in the plan

The Calhoun County Land Bank Authority and the City own the majority of vacant residential property in CDBG Revitalization Target Areas. The Calhoun County Land Bank has been a key partner in applying for rehabilitation and demolition funding to remove or renovate vacant and abandoned residential buildings. The Land Bank has worked with Neighborhood Planning Councils in two revitalization areas to designate redevelopment plans, going to each vacant property and its intended reuse in Washington Heights and the Post Addition. The Landbank is helping to slowly helping renovate vacant homes and build in-fill housing to strengthen these to neighborhoods.

Close to downtown and near the Kalamazoo River, Battle Creek Unlimited, the City's economic development corporation, has worked with the Michigan Economic Development Corporation and the Michigan State Housing Development Authority to prepare land from a vacant and abandoned K Mart building so that new workforce housing serving those with incomes between 80 and 120% of area median income can be developed. The K-Mart building and parking lot was demolished and the land promoted for affordable housing development. MSHDA made an award of Low-Income Housing Tax Credits (LIHTC) to the development which in Phase 1 of a multiphase redevelopment plan will build 48 units of workforce housing and an onsite day care.

The City and the County's Community Mental Health Services provider, Summit Pointe, has been working with a developer, Upholding, to create permanent supportive housing. MSHDA has awarded the project on the east side of town Low Income Housing Tax Credits (LIHTC) to build 55 units of one-bedroom apartments to serve single people or couples who have experience chronic homelessness. Upholdings is calling this development, Northern Pines. Summit Pointe, the mental health authority for Calhoun County, will be providing service funds through the Medicaid program, to fund services for the housing development. This development would be built on vacant land that the City of Battle Creek owns along with parcels owned by the Calhoun County Land Bank and the Battle Creek Housing Commission.

Discussion

Because of staffing changes and impacts from the COVID pandemic, the City of Battle Creek has significant unspent funds for which plans have been developed but not moved to an approvable project. In Program Years 2022 and 2023, the City made a commitment of CDBG funds to New Level Sports for the development of a Childcare and Preschool facility. Construction of this facility has been delayed because of contaminated soil and environmental concerns. New Level Sports could not raise the needed funds for the original plans and have now switched to another property to add on to an existing afterschool program. The City committed \$490,000 to the project that has failed to progress. If New Level Sports does not present a project that can be approved by July 1, 2026, the funds will be reprogrammed to the Minor Home Repair program. The Minor Home Repair program maintains a wait list for services and spends funding quickly while helping low- and moderate-income homeowners fix housing health and safety issues.

In June 2026, the City will complete the rehabilitation of a longtime vacant building at 614 NE Capital creating five apartment units that will be used for recovery housing for low- and moderate-income people in recovery from opioid use disorder. The City has contributed over \$200,000 in funds from its Opioid Settlement accounts for the rehabilitation of this apartment building. The City selected Recovery Services Unlimited as the organization that will operate the building for ten years before becoming the owner of the property. This property as the site of a nonperforming rental rehabilitation CDBG project for which the City paid back its CDBG account for funds expended without creating a national accomplishment within five years in 2023.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives Goals Summary Information

1	Goal Name	Attainable Housing
	Goal Description	<p>CDBG and HOME funds will be utilized to help low- and moderate-income residents have attainable housing.</p> <p>The City will operate a CDBG funded Minor Home Repair program. Combining program funds of \$472,963; estimated program income of \$20,000 and Housing Rehab Project Delivery Costs of \$115,000 = \$607,963. CDBG funded Minor Home Repair provides home repair for health and safety required items that do not disturb lead paint services. The average cost per project in PY 2024 was \$16,000; which will result in 30 households being assisted in PY 2026.</p> <p>HOME Investment Partnership funds of \$238,168 for Program Year 2026 will fund:</p> <p>Battle Creek Habitat for Humanity, CHDO in-fill housing development: \$143,000 for new construction of one 3-bedroom home, one low-income households will be assisted.</p> <p>Neighborhoods, Inc. Tenant Based Rental Assistance, \$71,352 of 2026 HOME funds will assist approximately 20 households. Average amount of assistance in previous years is \$3,566 for three to six months of rental assistance including security deposits. The written agreement for PY2025 will have remaining funds that will be spent in PY2026.</p>
2	Goal Name	Housing Code Compliance
	Goal Description	<p>CDBG pays a portion of City Code Officers who work in the five CDBG target areas. Five of the City's Neighborhood Planning Councils represents these areas; Code Officers attend these monthly meetings and coordinate with law enforcement in their service areas. Depending on the service area, a different percentage of each of the five City Code Officers time is charged to the CDBG program depending on the percentage of low- and moderate-income residents in the boundaries of the Neighborhood Planning Councils.</p>

AP-35 Projects – 91.220(d)

The 2026 Program Year runs from July 1, 2026 to June 30, 2027. The City runs the Minor Home Repair program citywide and funds its Code Compliance program in the seven target areas with CDBG funds.

For the HOME program, the City will fund subrecipients, Neighborhoods, Inc., to administer a Tenant-Based Rental Assistance program and a Community Housing Development Organization (CHDO), Battle Creek Area Habitat for Humanity, to construct one three-bedroom home for a low-income, first-time homebuyer. Prior year funds will fund two in-fill housing developments with a developer selected by a Request for Proposal, and a down payment assistance program.

Table 52: Projects

#	Project Name
1	General Administration
2	Neighborhood Planning Administration
3	Neighborhood Code Compliance
4	Housing Rehabilitation: Minor Home Repair
5	Housing Rehab. Administration (Activity Delivery Costs)
6	Housing Rehab- Lead Abatement Match Program
7	HOME General Administration
8	Community Housing Development Organization In-Fill Housing
9	Tenant Based Rental Assistance (TBRA)
10	In-Fill Housing Development
11	Down Payment Assistance

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Minor Home Repair program continues to experience strong demand for its services and a waitlist exists for services. There continues to be unmet need for housing both homeownership and rental in Battle Creek. A number of core neighborhoods have an abundance of vacant lots from deteriorated housing being torn down, in-fill housing would provide needed housing and help

neighborhoods stabilize housing values. The cost of construction vs. the value of homes when construction is completed prevents private construction and developers from investing in building new single family and duplex housing in neighborhoods. The CDBG and HOME investments help address underserved housing needs.

AP-38 Project Summary

1	Project Name	CDBG Administration
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area
	Goals Supported	Attainable Housing Housing Code Enforcement
	Needs Addressed	Ensure safety of rental housing Increase the mix of housing options Preserve and maintain existing affordable housing Increase access to affordable housing Better connect LMI neighborhoods and downtown Promote dense, mixed-use development downtown Reduce the effects of low income on life quality Reduce areas of concentrated poverty Help underserved groups access and use resources Support efforts around homelessness prevention Improve fair housing awareness and accountability Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$117,245
	Description	The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	This funding supports the CDBG program, which ensures program compliance and the directing of funds to the highest needs in the community. Code Compliance will touch over 2,000 households and ensure stable or improving neighborhood conditions for many low- and moderate-income households living in the City's core neighborhoods. The Minor Home Repair program will assist at least 30 households. Staffing will also help resolve the implementation challenges from the stalled Youth Village Child Care project.
	Location Description	Community Development activities are provided citywide.

	Planned Activities	The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all Community Development Block Grant programs. The City uses 10% of the total CDBG allocation for general administration functions.
2	Project Name	Neighborhood Planning
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area
	Goals Supported	Attainable Housing Housing Code Enforcement
	Needs Addressed	Ensure safety of rental housing Increase access to affordable housing Improve fair housing awareness and accountability
	Funding	CDBG: \$117,245
	Description	This City function provides the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, participation in the Continuum of Care through the Housing Solutions Board, civic organizations, individuals, and other boards, commissions and committees.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	This function provides citywide benefit to activities conducted under strategic planning and neighborhood planning including developing the Consolidated Plan, ensuring consultations around community development and housing needs in Battle Creek, conducting housing and marketing studies, facilitating the citizen engagement process, supporting the effectiveness of Neighborhood Planning Councils, supporting collaborative efforts to address homelessness and other community initiatives.
	Location Description	Activities occur citywide.

	Planned Activities	The City of Battle will be implementing the Consolidated Plan for 2025-2029 during the 2026 Program Year. Neighborhood Planning Administration provides the necessary management to conduct specific studies related to the overall program design of the comprehensive planning process and the development of the Consolidated Plan, involving Neighborhood Planning Councils, civic organizations, individuals, and other boards, commissions and committees.
3	Project Name	Code Compliance
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Housing Code Enforcement
	Needs Addressed	Ensure safety of rental housing Preserve and maintain existing affordable housing Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$250,000
	Description	The purpose of this activity is to provide effective staffing for the City Neighborhood Compliance Division to continue its efforts to provide the citizens of Battle Creek with effective code enforcement, and to complement other Community Development activities in blighted and distressed areas. This activity will serve to arrest a decline in targeted areas due to housing code violations, vacant and abandoned properties, citizen complaints regarding refuse and weed control and health and safety issues related to rental properties.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Area benefit is calculated as the number of low-and moderate-income individuals living in the targeted areas for code compliance. The population estimate for these seven areas is 24,830 with 15,747 being low- and moderate-income people. It is expected that Code Compliance will impact 2,000 housing units. Code Compliance implements the City's rental registration ordinance and conducts rental property inspections in addition to exterior violations and junk accumulation for houses in neighborhoods.
	Location Description	Code Compliance is funded in seven CDBG target areas.

	Planned Activities	Code enforcement activities include exterior of housing and property inspections; write up and resolution of housing code violations; partnerships with community groups and the police department to address vacant housing and nuisances in neighborhoods, and rental registration and rental inspections.
4	Project Name	Housing Rehabilitation - Minor Home Repair
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Preserve and maintain existing affordable housing Reduce the effects of low income on life quality Help underserved groups access and use resources Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$492,963
	Description	This City of Battle Creek activity will provide grants to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues. The City provides up to \$25,000 for repairs that do not disturb lead paint surfaces.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	The average amount of Minor Home Repair assistance in PY 2025 was \$16,000. It is estimated that 30 households will be assisted in PY 2026 with \$472,963 of 2026 CDBG funds and an estimate amount of program income of \$20,000 from the repayment of mortgages from previous years of rehabilitation funding. The Minor Home Repair program serves Battle Creek homeowners who meet the income guidelines, the program is first come, first served through an application system. Because of the cost of labor and materials have increased, less people are being served and the average costs for each project has increased.
	Location Description	The program is available citywide to low- and moderate-income households that meet the eligibility guidelines. Often repairs are made to homes located in the CDBG target areas.

	Planned Activities	This City of Battle Creek activity will provide grants to homeowners for necessary repairs. The primary focus will be exterior repairs for cited code violations and health and safety issues.
5	Project Name	Housing Rehab. Administration (Activity Delivery Costs)
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Preserve and maintain existing affordable housing Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$115,000
	Description	This activity funds the costs to staff the Minor Home Repair program including conducting intake, documenting income eligibility, conducting home inspections, developing cost specifications, working with contractors and processing payments.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	The average amount of assistance provided in program year 2025 was \$16,000 per Minor Home Repair project. So, with \$492,963 in funding available, approximately 30 households will be assisted.
	Location Description	This activity supports the delivery of Minor Home Repair services citywide.
	Planned Activities	The 2026 Annual Action Plan makes \$492,963 available in the Minor Home Repair program. This activity provides the staffing or project delivery costs for the Minor Home Repair program.
6	Project Name	Housing Rehab- Lead Abatement Match Program
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing

	Needs Addressed	Preserve and maintain existing affordable housing Improve property conditions in LMI neighborhoods
	Funding	CDBG: \$100,000
	Description	The City has received a four-year, \$4.7 million grant to abate lead in 70 homes that have young children age 6 and under. The Lead Abatement Match program will provide matching funds for this program for homes abated for lead paint risks in the City of Battle Creek.
	Target Date	6/30/27
7	Project Name	General Administration (HOME)
	Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairieview Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Increase the mix of housing options Preserve and maintain existing affordable housing Increase access to affordable housing Reduce the effects of low income on life quality Help underserved groups access and use resources Improve fair housing awareness and accountability Improve property conditions in LMI neighborhoods
	Funding	HOME: \$23,817
	Description	The function of this City activity is to provide necessary staffing to develop, implement and monitor the overall performance of all HOME programs.
	Target Date	6/30/2027

	Estimate the number and type of families that will benefit from the proposed activities	<p>This project supports all the HOME funded projects. In PY 2026, an estimated 36 households will be assisted.</p> <p>Battle Creek Area Habitat for Humanity, In-fill housing developed by a CHDO: 1 household assisted</p> <p>In-fill Housing RFP: 2 households</p> <p>Neighborhoods Inc., Tenant Based Rental Assistance: 20 households with 2026 funds written agreement, and agreements funded with previous years allocations.</p> <p>Down Payment Assistance: 13 households</p>
	Location Description	Services will be available citywide.
	Planned Activities	Staffing for HOME program oversight, compliance and implementation. City staff will hold two Requests for Proposals to allocate in-fill housing funding and down payment assistance.
8	Project Name	Community Housing Development Organization In-Fill Housing (CHDO Set Aside of at least 15%)
	Target Area	Northcentral Revitalization Area Urbandale Revitalization Area
	Goals Supported	Attainable Housing
	Needs Addressed	Increase the mix of housing options Increase access to affordable housing Reduce the effects of low income on life quality
	Funding	HOME: \$143,000
	Description	This activity will provide gap funds for development of one new built single-family home within the City. Upon completion of construction, Habitat will sell the property to a prequalified low- to moderate-income homebuyer.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	One family will obtain homeownership through this funding.
	Location Description	To Be Determined
	Planned Activities	Funding will build a modest three-bedroom home. Habitat for Humanity estimates the cost to build using volunteer labor and some contributed materials to be \$130,000 along with up to \$13,000 in down payment assistance.
9	Project Name	Tenant Based Rental Assistance (TBRA)

Target Area	Central Revitalization Area Northeast Revitalization Area Northcentral Revitalization Area Post Addition Revitalization Area Rural Southwest Revitalization Area Urbandale Revitalization Area Westlake Prairievew Revitalization Area
Goals Supported	Attainable Housing
Needs Addressed	Ensure safety of rental housing Increase access to affordable housing Reduce the effects of low income on life quality Reduce areas of concentrated poverty Help underserved groups access and use resources Support efforts around homelessness prevention
Funding	HOME: \$71,352
Description	This activity provides short-term rental assistance of three to six months to eligible low-income households experiencing a housing emergency.
Target Date	6/30/2027
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 20 households will be assisted with three to six months of rental assistance along with security and utility deposits.
Location Description	Assistance will be citywide.
Planned Activities	Tenant Based Rental Assistance will provide short-term rental assistance to help prevent, and help families recover from, homelessness to help households live in safe, quality housing.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City has identified five geographic areas for targeted investment. These areas are called CDBG Revitalization Areas and are listed below. While the boundaries are not coterminous, there is a correlation between poor housing conditions, minority race/ethnicity status, and low- and moderate-income households in Battle Creek neighborhoods. These poor conditions are concentrated in portions of the Fremont/McKinley, North Central, Post Addition, and Central Neighborhood Planning Council areas. The City has identified revitalization areas within each of these NPC areas that are at risk of decline (as is discussed in the section MA-50 "Needs and Market Analysis Discussion" of the Consolidated Plan).

These areas will be targeted with resources and programs intended to arrest neighborhood decline. This includes CDBG- funded City programs like Minor Home Repair and Code Compliance, as well as programs and activities operated by the Police Department, Parks and Recreation, the Department of Public Works, the Calhoun County Land Bank, community groups, and local non-profits. The proposed target areas encompass 7,183 residential parcels (of 17,000 citywide).

Target Area	Percentage of Funds
Central Revitalization Area	16%
Northeast Revitalization Area	14%
North Central Revitalization Area	26%
Post Addition Revitalization Area	7%
Rural Southwest Revitalization Area	1%
Urbandale Revitalization Area	34%
Westlake Prairieview Revitalization	2%

Table 51 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Market analysis and survey data show the Post Addition, Central, and Northcentral Revitalization Areas to have the greatest need. Resources targeted to these areas build on investments from previous years.

Discussion:

The City has been targeting resources in these neighborhoods for a long time. Each area is represented by a Neighborhood Planning Council where neighborhood residents, police officers, City Commissioners, and City staff meet monthly to discuss neighborhood and city issues and initiatives. Each Neighborhood Planning Council was part of the citizen engagement process for the 2025-2029 Consolidated Plan.

AP-55 Affordable Housing – 91.220(g)

In Program Year 2026, the majority of people and families that will benefit from affordable housing resources will be homeowners seeking assistance with home repairs and individuals in need of financial assistance to purchase a home or access rental housing. The City's Minor Home Repair program will focus on smaller projects that address housing code violations and other housing deficiencies related to health and safety. A Tenant-Based Rental Assistance program will be offered that provides rental assistance to individuals facing eviction or housing instability.

One Year Goals for the Number of Households to be Supported	
Homeless	20
Non-Homeless	46
Special-Needs	0
Total	66

Table 52 - One-Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	20
The Production of New Units	3
Rehab of Existing Units	30
Acquisition of Existing Units	13
Total	66

Table 53 - One Year Goals for Affordable Housing by Support Type

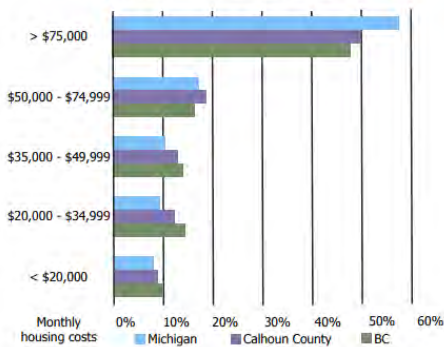
Discussion:

As discussed in the needs assessment, the most common housing problem in the City is severe housing cost burden, where residents pay more than 50% of their household income for housing and utility costs. This problem is more prevalent among renters (3,587 households) than homeowners (3,015). However, this is largely the result of renters generally having lower incomes than homeowners.

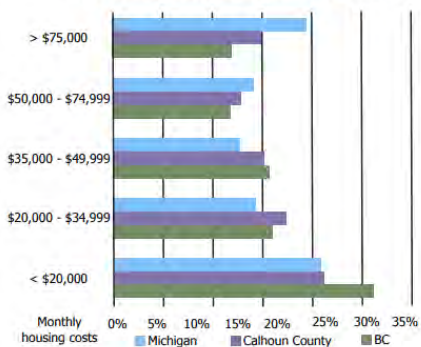
Many of the target revitalization areas have older homes in need of repair. Housing cost burden contributes to the lack of upkeep. However, values are beginning to rise in CDBG Revitalization Areas, with some areas of Washington Heights and the Post Addition areas seeing 60 to 90 percent increases in residential prices over the last five years, outpacing the City. This is creating incentives for property owners to invest in these neighborhoods and is creating wealth-building opportunities for some low and moderate-income families.

The affordable housing activities will meet the definition of 92.252 for rental housing and/or 92.254 for homeownership, as applicable. Affordable housing meeting the HOME definition for both rental and homeownership.

Owner Occupied Cost-Burdened



Renter Occupied Cost-Burdened



AP-60 Public Housing – 91.220(h)

The Battle Creek Housing Commission is a medium-sized housing authority that owns and manages 320 public housing units with family units at Parkway Manor and Northside Homes and older adults and disabled housing at Cherry Hill Manor and Kellogg Manor. In September 2025, the Battle Creek Housing Commission completed the process of converting its public housing inventory of housing to project-based vouchers through the Rental Assistance Demonstration (RAD) program so that now rents and operating costs will be reimbursed from the U.S. Department of Housing and Urban Development through contracts for project-based vouchers instead of public housing division. The incentive to do this is that the reimbursement from HUD is more stable and is usually higher. Cherry Hill provides 150 one-bedroom units to older adults, age 50 and over. Kellogg Manor, 70 units for people with disabilities and older adults, age 50 and over; Northside Homes, 16 single family homes scattered within the Washington Heights neighborhood, and Parkway Manor, 84 apartments for families.

The Housing Commission has budget authority for 700 Housing Choice vouchers, which includes 175 of HUD-VASH certificates for veterans who have experienced homelessness. It also owns and manages 13 remaining single-family homes available for homeownership in a lease- to- purchase program. This program started with 150 homes that have been sold to families to create homeownership. The Battle Creek Housing Commission opens its Housing Choice Voucher Program waiting list annually in April. Sign-up for the waiting list is online and the Battle Creek Housing Commission draws 300-500 names by random, computerized lottery to be placed on the waiting list.

Actions planned during the next year to address the needs to public housing

The Battle Creek Housing Commission and the City of Battle Creek have a close working relationship and collaborate on joint projects including human resource services. There are no planned activities using federal CDBG or HOME funding in the next program year for public housing. The Community Development Supervisor and the Community Services Director serve on the Board of the Battle Creek Housing Commission.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Battle Creek Housing Commission provides opportunities for families who apply and qualify for entrance into the homeownership program. In 1990, the Housing Commission constructed 150 single family homes in a HUD funded Turnkey III program. Thirteen single family homes remain to be sold in the program, scattered throughout neighborhoods in the Battle Creek area rented to qualified families with an option to purchase that is exercised at the option of the resident family. Residents must be employed and/or have a continuing source of income and remain employed throughout their rental term. Two-, three- and four-bedroom units are available. Residents are responsible for all utilities and agree to perform all routine and non-routine maintenance. Most of the homes have been converted from rental to homeownership by the resident families and it has

proven to be a very successful program.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Battle Creek Housing Commission is not a troubled agency. While older, the housing commission housing stock is in good condition. Cherry Hill was built in 1970 and is in the initial development phase of undergoing a major rehabilitation of its common areas and entrance with financing through the Low-Income Housing Tax Credit program.

Discussion:

The Battle Creek Housing Commission has been a member of the Greater Battle Creek Homeless Coalition since the start of the coalition.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

While the City does not specifically fund housing and supportive services for homeless people and people who are not homeless but who have special needs, the City works with a large network of social service agencies and the Calhoun County Continuum of Care to coordinate services and communication among providers of services and housing. Different organizations in the network of service providers work with specific populations of people, such as the elderly, frail elderly, persons with disabilities, and public housing residents. The Community Development manager serves as the co-chair of the Housing Solutions Board, the planning and decision-making body for the Calhoun County Continuum of Care.

In spring 2024, the Lead Planning Body for the Battle Creek/Calhoun County Continuum of Care notified HUD and MSHDA that it was resigning from this role to focus its agency's attention away from housing and homelessness to focus on providing mental health services. Summit Pointe, the community mental health agency for Calhoun County, had served in the lead planning body role since the beginning of the Continuum of Care requirements. Through a competitive process, the Housing Solutions Board, the decision-making body for the Continuum of Care, selected the United Way of South Central Michigan to be the new lead planning body. The United Way currently also

serves as the Lead Planning Body for the Kalamazoo City and County Continuum of Care.

Applicant Name & Project	Type	2025	2024	2023	2022	2021	2020
HUD Continuum of Care of Homeless Assistance (COC) (MI-514)	Annual Renewal Demand (ARD)						
United Way of SCM HMIS Renewal (Was Summit Point until 2023)	HMIS		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
United Way of SCM COC Lead Planning Body (Was Summit Point until 2023)	Planning		\$ 50,000	\$ 50,000	\$ 17,901		\$ 33,020
Summit Pointe - Permanent Supportive Housing I Renewal	Permanent Supportive Housing		\$ 89,975	\$ 79,547	\$ 70,367	\$ 69,239	\$ 69,239
Summit Pointe - Permanent Supportive Housing II Renewal	Permanent Supportive Housing		\$ 86,140	\$ 78,053	\$ 71,489	\$ 70,577	\$ 70,577
Summit Pointe - Permanent Supportive Housing III New	Permanent Supportive Housing		\$ 113,191	\$ -	\$ -	\$ -	\$ -
Haven of Rest - Life Recovery Program Renewal	Transitional Housing		\$ -	\$ 88,330	\$ 88,300	\$ 88,300	\$ 88,330
Haven of Rest - Womens Life Recovery	Supportive Services		\$ -	\$ -	\$ -	\$ 33,020	\$ -
SAFE Place - Calhoun County Domestic Violence Services Renewal	Domestic Violence Bonus		\$ 113,824	\$ 104,172	\$ 97,440	\$ 97,020	\$ -
SHARE Center - Supportive Services Renewal/Coordinated Entry	Supportive Services		\$ 33,978	\$ 32,360	\$ 32,360	\$ 32,360	\$ -
Coordinated Entry - Housing Navigator (moving from Summit Pointe to NIBC)	Supportive Services		\$ 31,327				
BC Shelter - Housing Navigator	Supportive Services		\$ -		\$ 29,835	\$ -	\$ -
			\$ 558,435	\$ 472,462	\$ 447,692	\$ 430,516	\$ 301,166
MSHDA Emergency Shelter Grant (ESG) Balance of State Competition							
Neighborhoods, Inc. of Battle Creek, Housing Assistance Resource Agency (HARA)		2025	2024	2023	2022		
Haven of Rest Ministries - Emergency Shelter		\$ 118,401.00	\$ 120,545	\$ 123,053	\$ 109,634		
Battle Creek Shelter		\$ 49,112.00	\$ 50,000	\$ 40,150	\$ 38,944		
Battle Creek Community Foundation - BC Shelter				\$ 21,159	\$ 21,959		
Total Awards		\$ 167,513.00	\$ 170,545	\$ 184,362	\$ 184,364		
	Reduction from previous years	\$ 3,032.00	\$ 13,817				

Describe the City's one-year goals and actions for reducing and ending homelessness including:

- 1) Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Outreach to homeless people occurs mainly by the staff of the SHARE Center and the Haven of Rest. The current peer support/recovery coach who performs outreach for the SHARE Center is paid through a HOME-ARP grant through June 30, 2026.

The SHARE Center serves as a Daytime Drop-In center with coffee, breakfast items, bathrooms, personal hygiene kits, complimentary haircuts, daily meals, personal identification facilitation, computer lab, telephone services and laundry facilities. The SHARE Center staff facilitate one-on-one and group sessions supporting recovery, in addition to case management, which coordinates care for homeless people requiring medical, behavioral and substance abuse services. The SHARE Center also facilitates enrollment into the Healthy Michigan Plan Medicaid expansion program, and provides the SHARE Center mailing address and phone number to the homeless individuals/families for enrollment/health plan information correspondence. The day shelter also works to engage people in employment services and coordinates housing solutions. The SHARE Center works closely with the Department of Veterans Affairs to support all the veterans who use the Center. The SHARE Center is funded by the Michigan State Housing Development Authority's Emergency Solutions Grant.

Staff at shelters engage people in services and help them find housing. The Haven has a dedicated staff person with lived experience who leads outreach efforts. Volunteers work with him to distribute items like sack lunches, bottles of water, clothing, or blankets, depending on donations and what is appropriate for the weather at the time, to homeless people living on the street and not in any of the shelters.

The U.S. Department of Veterans Affairs in partnership with the Homeless Coalition, also annually organizes a Calhoun County Connect & Veterans' Stand Down health fair, which engages the

homeless community and veterans in services and provides free basic needs items to people. It offers free haircuts, lunch, toiletries, blankets, and other free items. This event is always widely attended, and providers offer services to engage homeless people. The VA also has outreach staff who work with the shelters to enroll veterans in services. About 300 people attend this event hosted at the City's recreation facility every October.

Battle Creek has several meal programs that offer outreach services where individuals and families come for meals including the SHARE Center; Salvation Army Sally's Kitchen lunch program, Monday through Saturday; Upton Avenue Original Church luncheon program every Tuesday; St. Philip's Sunday Supper program; God's Kitchen; and St. Thomas Episcopal Church summer breakfast program, which provides a healthy breakfast when children/families are not able to receive school breakfasts.

A weakness in Battle Creek's Continuum of Care is that none of the shelters serve unaccompanied minors under the age of 17. Child Protective Services helps place youth but there isn't a licensed facility available to serve children and teenagers that are no longer can rely on their family for shelter and care.

2) Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Battle Creek's inventory of emergency and transitional beds is usually adequate to fill the needs for men, but there is an increased number of women and families seeking emergency shelter. During the COVID pandemic, a new low-barrier, emergency shelter opened up in Battle Creek to help with social distancing with funding from the Battle Creek Community Foundation and CDBG-CV funds from HUD through the City of Battle Creek. This shelter closed on May 1, 2024, due to a lack of ongoing operating funds. Existing programs absorbed the people who had been using the Battle Creek Shelter for overnight and day shelter.

There is a continuing need for case management to help people connect to housing, employment and services. There is an unmet need in permanent supportive housing and in affordable housing in quality condition for families and individuals. Homeless providers work creatively to obtain private donations, government funding and foundation funding to fulfill their missions to help homeless people and others leaving unsafe home situations. They work constantly to maintain funding for their current inventory of shelter beds and services.

The City's HOME-ARP funds were allocated to support these needs, including five sub-grants to homeless service providers to provide housing case management and other supportive services. The City has reserved \$369,159 in HOME-ARP funds to provide gap funds for a 55-unit permanent supportive housing development.

3) Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating

access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

There is a shortage of safe, quality, affordable housing in Battle Creek for low-income families and individuals. A housing counselor will work with a family or individual to see if they qualify for available housing assistance. The first step is always to obtain Social Security cards and birth certificates.

The Haven provides case management to help families and individuals obtain a regular income to pay for housing and to access community resources to help prevent further episodes of homelessness.

VOCES provides housing advocacy and interpretation services to the Latino/Hispanic community. This has been an important aspect of helping the Spanish-speaking community access housing resources. The goal is general increased awareness of available resources and navigating the often-complex application process.

Goodwill's Financial Opportunities Center has an excellent financial program to help people work through debt and low credit scores. Legal Services provides legal services and eviction prevention. Women's Co-op provides support for women leaving poverty and seeking help through their store, volunteering and the Solutions Highway Program. Neighborhoods, Inc. of Battle Creek provides homeownership counseling for those interested and able to own their own home, and also rents units to people recovering from homelessness.

- 4) Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Several organizations provide homelessness prevention in the Greater Battle Creek Homeless Coalition including Neighborhood, Inc., which provides foreclosure counseling and helps people restructure their debt and mortgages; Goodwill Financial Opportunities Center that also provides budget and foreclosure counseling; Legal Services that provides legal intervention and education about foreclosures and evictions.

Neighborhoods, Inc. is also the Housing Access Resource Agency (HARA) for Calhoun County, which provides eviction prevention services and help for homeless people to find housing. Neighborhoods, Inc. supports housing solutions for homeless people through several grant funding streams, primarily through the Michigan Housing Development Authority (MSHDA) and the U.S. Department

of Housing and Urban Development (HUD). NIBC is sub-recipient of CDBG-CV, HOME-ARP and HOME TBRA funds with plans for continued partnership.

- MSHDA Emergency Solutions Grant (ESG) Homeless Prevention Financial Assistance and Case Management funding provides individual support, relocation, housing stabilization services, and financial assistance to avoid eviction and prevent homelessness.
- MSHDA ESG Rapid Re-Housing (RRH) funding includes Case Management and Financial Assistance to provide individual case support, housing stability services, and short-term funding to cover security deposit funding and up to six months' rent to rapidly exit homelessness.
- MSHDA ESG Homeless Management Information System (HMIS) funding provides data management support.

The Homeless Coalition has negotiated discharge protocols with local police departments and hospitals in the past years. There is a need to reexamine them with the Calhoun County Jail, Calhoun County Sheriff's Department, the Battle Creek Police Department, and the two local hospitals, Bronson Battle Creek near downtown and Oakland Hospital in Marshall.

Discussion

Battle Creek has experienced, caring organizations providing shelter and supportive services. The Haven has developed treatment programs for helping people overcome substance abuse problems and other issues that hamper re-establishing independent living. Summit Pointe, Battle Creek's community mental health provider, has expanded its mental health services to serve those who are dually diagnosed with both mental health and substance abuse disorders. The SHARE Center provides outreach and peer mentoring in an environment rich with services for those making changes in their lives. There continues to be a shortage of housing case management to help people find and remain stable in permanent housing. There is also a shortage of permanent supportive housing. Transportation also remains a challenge. The shortage of subsidized housing inhibits the implementation of the Rapid Re-Housing and Housing First models. While workers at the Haven and the SHARE Center help connect people to services in the community, there remains a shortage of affordable housing for those with low incomes. S.A.F.E. Place works with victims recovering from domestic violence who also find housing a difficult piece of the recovery puzzle.

AP-75 Barriers to affordable housing – 91.220(j)

The City of Battle Creek has periodically reviewed State and local regulations, policies and practices to continue to make improvements and eliminate barriers to families accessing affordable housing. There are a number of State and local regulations designed to promote the orderly development and maintenance of safe, decent and sanitary housing in the community. Sometimes these regulations can act as barriers to affordable housing, and City staff continue to make adjustments.

In the City's last Analysis of Impediments to Fair Housing, there were no specific regulations listed as impediments to fair housing. Several recommendations were made for the City to explore and consider zoning and land use changes.

In 2026, the Fair Housing Center of Southwest Michigan provided two fair housing trainings and published a report on investigations of the rental and real estate market conducted in 2024. The investigations follow up on the 2015 and 2018 testing of fair housing, this report was discussed with the community and the Battle Creek Area Association of Realtors and is available on the City's website.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing, such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To eliminate duplication, the City uses the building codes established by the State for uniform construction standards. These standards parallel the three National Code standards and are minimum provisions to ensure general safety for the public. The State codes and guidelines are also appealable to the State. Consequently, the City's building codes do not appear to hinder the development or preservation of affordable housing.

Likewise, the locally established Minimum Housing Code does not create a barrier for affordable housing. These standards parallel the International Property Maintenance Code (IPMC) and are minimum requirements established to preserve and promote the public health, safety, comfort, personality and general welfare of the people. Their enforcement is necessary to preserve and encourage the private/public interests in housing and its maintenance. At the same time, these standards are appealable, locally, to ensure there are no undue hardships. An examination of the community's fee structures indicates the City's building permit fees and charges are at a median, as compared to surrounding communities.

The City's zoning and land-use codes promote the morals, aesthetics, prosperity, health, safety and general welfare of all people in Battle Creek. These codes are constructed to allow compatible development throughout the community and are flexible enough to encourage redevelopment in the community's existing, established areas. This is evidenced by development in both the City's outlying and urban areas. These codes, like other local codes, are appealable locally to ensure

equitable and fair treatment. All residential properties are assessed on a citywide basis using market sales data of comparable properties in and around the immediate neighborhood. Citywide assessing appears to ensure an equitable treatment of residential property and provides an incentive to those who maintain and improve their properties. The current public policies relating to housing and, in particular, affordable housing, do not appear to be excessive, exclusionary, or discriminatory nor do they duplicate any other policies.

The City of Battle Creek is participating in the Redevelopment Ready Communities initiative through the Michigan State Housing Development Authority. This state-wide program promotes communities that are competitive and ready for redevelopment. The process and eventual certification ensure that a community is transparent, predictable, and efficient in their daily development practices, which includes having a streamlined development review process. The third-party review and potential regulatory and/or policy changes that will come out of this program will ensure that those coming forward to invest in property can do so as efficiently and expeditiously as possible.

The City's master plan was updated in 2018 and is in the process of adopting revisions to include a housing strategy in 2026; part of this review included research and recommendations for housing development and redevelopment, including the availability of diverse housing options and affordability levels.

Discussion:

Real Estate:

In the Battle Creek housing market, there is limited variety in the types of available housing suitable for different types of households. The Fair Housing studies identified a need to increase the variety of owner and rental housing in the City (more than just single-family homes) for empty nesters, students, young professionals and the elderly. This needed housing should be located downtown where pedestrian amenities, educational opportunities, public transportation and fewer maintenance burdens exist.

Evidence points to possible Fair Housing violations in real estate advertising. A review of rental advertisements in one publication indicated that few promotional photographs feature minority residents. The Battle Creek Area Association of Realtors does display the equal opportunity logo at events, on their website and does adhere to a code of ethics.

Public Policy:

A special permitting process is required to establish a State licensed residential facility. Battle Creek requires a minimum lot size and a special permitting process for establishing a State licensed residential facility in the City. A review of discrimination complaints and fair housing testing indicates that Battle Creek may have instances of housing discrimination based on familial status (presence of

children under the age of 18).

Neighborhood Conditions:

In some neighborhoods there is a concentration of substandard rental housing units in minority census tracts. There is a strong correlation between older housing stock and the presence of racial minorities and suggested increased code enforcement, continue the rental registration program and increase public-private rehabilitation programs for rental housing using HUD, MSHDA, and historic tax credits.

Finance:

For some residents, credit issues limit financing options and the ability to qualify for a loan. Many applicants are denied mortgages due to poor credit or lack of credit. Goodwill's Financial Opportunities Center and Neighborhood, Inc. have foreclosure and homeownership programs that teach financial literacy, help prevent homeless and provide homeownership coaching. Evaluation of lending patterns is an area the City should explore further. The City could encourage lending institutions to consider alternative measures to determine credit worthiness such as utility bills and occupational longevity. The City could host a roundtable with lending institutions to discuss the outcomes of the Housing Mortgage Data Activities (HMDA) trends and the need for investment in lower income census tracts.

Socioeconomics:

Some neighborhoods demonstrate a concentration of socio-economic problems and poverty. Increasing socioeconomic integration has the positive benefit of decreasing poverty concentration, decreasing blight, increasing social capital and increasing variety in neighborhoods, and promoting in-fill development.

AP-85 Other Actions – 91.220(k)

The City of Battle Creek spends federal community development funding to improve neighborhood conditions so that residents feel safe and enjoy a vibrant, healthy community. Funds and planning activities are intended to help restore and support the private housing market, especially in low- and moderate-income areas.

Actions planned to address obstacles to meeting underserved needs

Almost all CDBG and HOME funding is spent in low- and moderate-income areas of the community. These neighborhoods are identified in the five revitalization areas set up in previous Consolidated Plans. The City will continue to implement housing and community development activities that meet the underserved needs in the community.

Actions planned to foster and maintain affordable housing

Housing has typically been relatively affordable in Battle Creek in recent years (compared to similar communities), with the condition and safety of housing affordable to those with low incomes being the greatest concern. However, in the last few years, home sale prices have increased as much as 60-90% in some low- and moderate-income areas. Talking to area Realtors, the supply of houses for sale is low and housing prices, after being stagnant for many years, are rapidly increasing. **The median value of owner-occupied housing in Battle Creek is low compared to the rest of Calhoun County and the State of Michigan.**

Value

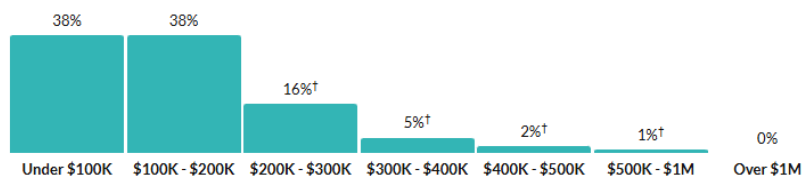
\$127,600

Median value of owner-occupied housing units

about 80 percent of the amount in Calhoun County: \$151,500

about three-fifths of the amount in Michigan: \$217,600

Value of owner-occupied housing units



Show data / Embed

The City offers Minor Home Repair to help sustain low and moderate-income homeowners in their housing. In a given year, anywhere from 30 to 50 percent of participants in the program are single seniors on fixed incomes. Often these seniors have paid off their mortgages and are living in areas where they have built up supportive social networks. Minor Home Repair assistance helps with costs that might otherwise cause a senior to be displaced from an otherwise independent living situation.

Many partners have been working on creating viable infill housing models for Battle Creek

neighborhoods, including the Calhoun County Land Bank Authority (CCLBA), the Urban League, Neighborhoods Inc. of Battle Creek (NIBC), and Habitat for Humanity, and Washington Heights United Methodist Church Hub of Hope. The CCLBA received a \$500,000 private foundation grant to do some infill housing in the Washington Heights area. The Urban League, NIBC, New Level Sports Youth Village, and the Hub of Hope have prepared or are working on proposals for infill housing developments. The City will release an RFP in 2026 for infill housing proposals using HOME funds. The City of Battle Creek with Kellogg Foundation funds has completed a housing assessment which is available on the website.

The City Manager's office continues to take the lead on facilitating a permanent supportive housing development in Battle Creek. In July 2025, Upholdings a Chicago-based developer of permanent supportive housing, was awarded a Low-Income Housing Tax Credit (LIHTC) award from the Michigan State Housing Development Authority (MSHDA) for a 55-unit one-bedroom apartment permanent supportive development. Most of the land for this proposed development is City owned land and is located in NPC #1, a CDBG target area. HOME-ARP funding is budgeted to provide \$369,159 toward gap funding for this development. The Battle Creek Housing Commission has pledged 55 Project-Based Vouchers to fund the operating costs of the housing.

Actions planned to reduce lead-based paint hazards:

Any rehabilitation activities on housing units constructed before 1978 will have lead hazards identified and actions taken to remove the hazard. All rehab work is required to be done with lead-safe work practices. In the rehabilitation of homeowner housing, homeowners receive an EPA Lead education pamphlet and sign a notice that they have received such notification.

The City of Battle Creek has two Lead Abatement Programs that will address lead hazards in housing in the PY 2026. The Lead Safe Program is a Michigan Department of Health and Human Services funded program that uses \$1.3 million in CHIP Medicaid funds to do full lead abatement on homes that have a lead poisoned child or pregnant woman on Medicaid living in them. The program is implemented by the City of Battle Creek in partnership with Community Action (CA), with City staff completing projects within the city limits and CA completing projects in the balance of the county.

The City completed a HUD-funded \$3.4 million HUD lead hazard control grant that began in January 2021 in October 2025. The City recently completed negotiations for a second round of HUD Lead Hazard Control funding for an additional four years with \$4,750,000 of funding. The Lead Hazard Control Program assists low and moderate-income families living in housing built before 1978 with identifying, controlling, and/or abating lead hazards. This grant is offered to families countywide. Community Action is the City's partner on this grant, implementing projects in the areas of the county outside the city limits.

Actions planned to reduce the number of poverty-level families

With a poverty rate of 18%, reducing poverty is a goal for Battle Creek. A number of collaborative

efforts are under way to improve the quality of life and economic well-being of residents, including:

- Minor Home Repair program helps sustain families in affordable owner-occupied housing. Because property values in downtown neighborhoods are beginning to rise in recent years, this creates a wealth building opportunity.
- United Way conducts an annual ALICE Analysis, an educational effort to focus programs and policy on those families struggling just above the poverty line to make it financially.
- Women’s Co-op, Solutions Highway, a coaching program working with the Goodwill Financial Opportunities Center and volunteering to help low-income women improve their family and employment outcomes.
- Down payment assistance will be offered to create pathways to homeownership for low- and moderate-income families
- As part of its collaboration with the Battle Creek Area Association of Realtors, the Fair Housing Center, and the Urban League, the City continues to work to promote homeownership — disseminating a locally created homebuyer guide and holding homebuyer workshops.

Actions planned to develop institutional structure:

Community Development is supporting the development of a housing strategy for the planning document, the Master Plan. In Program Year 2026, the City will complete a housing strategy portion of an update of the Master Plan for the City of Battle Creek. Community Development is also participating in the development of a new Comprehensive Plan for Calhoun County being led by Calhoun County Community Development.

Actions planned to enhance coordination between public and private housing and social service agencies:

The City is involved in numerous collaborations and efforts to improve resident and community engagement. The City will continue with its participation in the Homeless Coalition and the Housing Solutions Board, and the Battle Creek Realtor Association. The City participates with the Calhoun County Public Health Department on the Calhoun County Lead Poisoning Prevention Task Force. The City of Battle Creek will continue to work with the Calhoun County Land Bank Authority to maintain and make use of the properties held for redevelopment.

The City of Battle Creek agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code.

The City of Battle Creek will not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964.

Discussion:

The use of federal CDBG and HOME funds and planning activities are intended to help restore and support the private housing market, especially in low—and moderate-income neighborhoods of Battle Creek.

AP-90 Program Specific Requirements – 91.220(I) (1,2,4)

The City of Battle Creek will utilize its PY 2026 CDBG allocation to only fund CDBG eligible activities as listed in 24 CFT 91.220. The City will operate a Minor Home Repair program, fund Code Compliance efforts in targeted neighborhoods, and fund the city administration and neighborhood planning functions of the program. The City will also complete funding of construction of a child care facility and rehabilitation of recovery housing for people recovering from Opioid Addiction funded from previous years of CDBG funding.

The goal of the City of Battle Creek Community Development Division is to implement programs in compliance with HUD and other Federal regulations. Program income is tracked and spent first before program funding. Sub-recipients are monitored annually and provided technical assistance to be in compliance with Federal regulations. Funds are competitively bid in accordance with procurement rules.

The City of Battle Creek agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code.

The City of Battle Creek will not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out. The City has reprogrammed all program income received to the Housing Rehabilitation Minor Home Repair program. Program income is expended as it is received and deposited.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

- | | |
|--|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan, for Program Year 2026: | 95.00% |

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Battle Creek will utilize its PY 2026 HOME allocation to fund only HOME eligible activities as listed in CFR 92.205. No other form of investment is being used beyond those identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Resale and Recapture guidelines used by the City of Battle Creek are discussed below.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City of Battle Creek utilizes the recapture option in its homebuyer and homeowner rehabilitation programs. The City reserves the right to utilize the resale option at its discretion when developing a new HOME-funded program or activity. Sub recipients and CHDOs use the same recapture policy as the City of Battle Creek.

Recapture: Under the recapture option, the City of Battle Creek will require the initial HOME assisted homebuyer/homeowner to repay the outstanding HOME subsidy at the time of resale. The HOME subsidy will be forgiven on a pro rata basis, depending on the amount of assistance originally given, of 1/5, 1/10 or 1/15 per year. On a pro rata basis, the assistance will be fully forgiven after the term of affordability ends. The term of affordability will end, as a result of the sale of the assisted property by the homeowner, when the adjusted pro rata subsidy is repaid in whole to the City. At no time will the amount subject to recapture exceed the amount of the net proceeds from the sale of the property. The recapture provision will be enforced with a recorded lien on the assisted property. Deed restrictions will be utilized as needed and appropriate.

Resale: The homebuyer may sell the property during the term of affordability provided that the following conditions are met: The subsequent purchaser is a low or moderate-income household that will use the property as their principal residence, pay homeowner insurance, and keep property taxes current. Low- or moderate-income households are defined as households whose gross annual income does not exceed 80 percent of the area median income, adjusted for household size. Due to space limitations, the rest of the resale policy is described in the 2025-2029 Consolidated Plan and in the HOME Policies and Procedures for the City of Battle Creek.

The fair return on investment will equal the sum of 1) the amount of homeowner investment, and 2) the amount of the standardized appreciation value, less any investment by the City required at the time of resale to enable the property to meet local housing code. The investment

of the homeowner is calculated by adding the down payment made by the homeowner during the period of ownership, and the value of the mortgage principal repaid by the homeowner during the period of ownership and the value of any improvement installed at the expense of the homeowner. The standardized appreciation value will equal three percent of the original purchase price for each year the homeowner holds title to the property, calculated as one-quarter percent per month.

The sale price of the property may not exceed the lesser of 1) the appraised value of the property at the time of sale, or 2) a sale price that provides for an affordable mortgage. The sales price must also be under the HOME Homeownership Value Limits (95% of area medium property value). A mortgage is considered affordable if the monthly payment for principal, interest, taxes and insurance (PITI) does not exceed 30 percent of the gross monthly income of a household with an income that is between 70 and 80 percent of area median income adjusted for household size. If necessary, the City of Battle Creek will invest additional HOME funds to assure the subsequent mortgage is affordable.

- 4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

The City of Battle Creek will not use HOME funds to refinance existing debt secured by multifamily housing. HOME funds will also not be used to rehabilitate multifamily housing in conjunction with any refinancing of existing debt.

- 5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).**

The City of Battle Creek does fund a Tenant-Based Rental Assistance (TBRA) program through a sub-recipient, Neighborhoods, Inc. of Battle Creek. They assist people who have been homeless or to help prevent homelessness. They do not utilize a preference for persons with special needs or disabilities.

- 6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g., persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).**

The City of Battle Creek funds a TBRA program but the subrecipient does not use preferences. Income eligibility is documented, and households are served on a first-come, first served basis.

- 7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a**

manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

The City does not fund rental housing projects that use a preference or limitation beyond income.

The City of Battle Creek utilizes a first-come-first-served application policy for programs implemented directly to citizens. Applications to City programs are available online on its website and are available for pickup at City Hall during normal business hours. Applications are regularly mailed out to potential clients when requested or identified as a candidate for City programs. People without computer access are offered to have an intake interview with the Intake Specialist, who enters the application information into the computer for the applicant.

Subrecipients are monitored and provided technical assistance to also be in compliance with Federal regulations. Funds are competitively bid in accordance with procurement rules.

The City uses the HOME affordable homeownership limits for Battle Creek set by HUD.