

AUGUST 18
2025

REGULAR MEETING

City Council



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

City of Bangor



Prepared by:

Clerk Umbanhowar

The Bangor City Council meets every first (1st) and third (3rd) Monday of each month at 7 PM at 257 W Monroe St, City Hall Council Chambers.



269.427.5831



cityofbangormi.org



clerk@cityofbangormi.gov

CALL MEETING TO ORDER

MAYOR FARMER WILL
CALL MEETING TO ORDER



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

PLEDGE OF ALLEGIANCE

THE MAYOR WILL CALL ON A COUNCIL
MEMBER TO LEAD THE PLEDGE,
EVERYONE CAN PARTICIPATE



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

ROLL CALL & QUORUM

CLERK WILL DO A ROLL CALL, QUORUM IS
FOUR (4) COUNCILMEMBERS



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

EXCUSE ABSENT COUNCIL MEMBERS

COUNCIL WILL ALREADY KNOW WHAT
COUNCIL MEMBERS ARE ABSENT AND
EXCUSES, THIS IS AN OPPORTUNITY TO
EXCUSE OR NOT EXCUSE A COUNCIL
MEMBERS ABSENCE AT EACH MEETING



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

APPROVAL AGENDA

COUNCIL WILL APPROVE
AGENDA FOR 08/18/25



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE



Date: Monday, August 18, 2025 // **Time:** 7:00 PM

Location: Council Chambers, 257 W Monroe St Bangor, MI 49013

Mayor: Lynne Farmer **Mayor Pro-Tem:** Pati Martinez-Serratos **City Manager:** Justin Weber
Council Members: Amber Garcia, Darla McCrumb, Heléne Rivers, Jeremy Uplinger, Renee Doroh

*City Council meetings are conducted in accordance with Michigan's Open Meeting Act (OMA),
1976 PA 267, MCL 15.261 et seq. and Roberts Rules of Order Newly Revised.*

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call and Determination of Quorum
4. Authorization to Excuse Absences, if any, from the Meeting
5. Approval of Agenda for 08/18/25

STAY CONNECTED
WEBSITE: cityofbangormi.org
FACEBOOK: BangorMI
YOUTUBE: @CityofBangorMI
NIXLE: text "49013" to 888777

6. Adopt Consent Agenda (Roll Call Vote)

All items listed under 'Consent Agenda Items' are considered to be routine and have previously been reviewed by Council, and will be enacted with one motion, unless stated otherwise by a Council Member, in which event the item will be removed from the consent agenda and considered in unfinished business.

- a. Approval of Regular Meeting minutes for 08/04/25
- b. Approval of General Checking Accounts Payable & Payroll for 08/13/25 for \$107,946.34
- c. Approval of T&A 2 Accounts Payable & Payroll for 08/13/25 for \$70,877.96

7. Comments/Concerns from the Audience/Public*

This is an opportunity for the public to address the Council and to make any appropriate comments. Persons addressing City Council are to wait until they are recognized by the Mayor/Chair. Please limit your comments to three (3) minutes per speaker.

8. Regular Business (Resolutions, Proclamations, Department Head Reports, and Presentations)

- a. Reports

- i) Department Heads

- Department of Public Works (DPW) DPW Director Lowder
- Police Department Officer, Report Provided
- Fire Department Fire Chief Babcock
- Code Enforcement/Zoning Code Enforcement Officer Ezekiel Drake
- Clerk's Department See Report Provided
- Treasurer's Department See Report Provided

- ii) Commission and Boards

- Planning Commission Chair Derek Babcock
- Cemetery Committee See Report Provided
- Parks & Recreation Advisory Board Councilmember Doroh
- Economic Development Corporation (EDC) City Manager Weber
- Downtown Development Authority (DDA) See Report Provided

- iii) Other

- Bangor Housing Commission and Van Buren County Senior Services Jerry Muenzer
- Van Buren Conservation District Calli Marshall

9. Unfinished Business/Postponed Items

- a. None
- b. Items Removed from Consent Agenda (If any item is removed from Consent Agenda, it is discussed here)

10. New Business

- a. ACTION ITEM: Public Hearing for MSHDA CDBG FundingMarket One Representative
The Chair will: Open the Public Hearing, Receive Public Testimony, and Close the Public Hearing.

The Council will: **Hold a public hearing to receive comments on the proposed MSHDA's Community Development Block Grant Funding** for the City of Bangor Home Rehab Project. Comments are limited to three (3) minutes and written comments were due to the City Clerk at clerk@cityofbangormi.gov no later than August 11, 2025, by 10AM.
- b. ACTION ITEM: Adopt Resolution 2025-11 MSHDA CDBG FundingMarket One Representative
After the Public Hearing for MSHDA CDBG Funding the next step will be the adoption by Resolution.

The City Council will: Adopt Resolution 2025-11 MSHDA CDBG Funding.
- c. ACTION ITEM: City Attorney Current Balance DueCity Attorney Graham
The Council will: Decide on the proposed offer from City Attorney Graham for Invoices due from Dec 1, 2024 to July 31, 2025.
- d. ACTION ITEM: Request for Hearing to Appeal TerminationCity Manager Weber
The City Council will: Decide to a hearing for former DPW Employee Jordan Cummins to appeal his termination. If the Council would like to proceed with the hearing, it would be at the next Regular City Council Meeting on Tuesday, September 2nd, 2025 @ 7PM.
- e. ACTION ITEM: City Paid Holidays.....City Manager Weber
The City Council will: Decide the amount of City paid holidays.

11. Comments/Concerns from the Audience/Public*

This is an opportunity for the public to address the Council and to make any appropriate comments. Persons addressing City Council are to wait until they are recognized by the Mayor/Chair. Please limit your comments to three (3) minutes per speaker.

12. Councilmember Closing Comments

13. Adjournment

Next Regularly Scheduled Meeting is

TUESDAY, SEPTEMBER 2ND, 2025 (MONDAY, SEPT 1ST IS A HOLIDAY)

For agendas and packets refer to the City's website at **www.cityofbangormi.org**

*The purpose of the public comment periods are for members of the public to inform the council of their views. Traditionally, Council does not respond to comments made at the meeting; however, the Mayor or City Manager may direct staff to follow up with the speaker as appropriate. Public and council comments are not required to be recorded. "Meeting Minutes are a record of what was done, not what was said" - Roberts Rules of Order Newly Revised (RONR)

Questions for City Hall Staff:

JUSTIN WEBER, CITY MANAGER: Email: j.weber@cityofbangormi.gov

STEPHENIE CAGLE, CITY TREASURER: Email: treasurer@cityofbangormi.gov

SHELLY UMBANHOWAR, CITY CLERK: Email: clerk@cityofbangormi.gov

ADOPT CONSENT AGENDA

COUNCIL WILL APPROVE
CONSENT AGENDA FOR 08/18/25
-MINUTES 08/04/25
-GENERAL AP APPROVAL
-T&A AP APPROVAL



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE



Council Chambers

Regular Meeting

7:00PM

257 W MONROE ST
BANGOR, MI 49013

1. This meeting was called to order by Mayor Farmer at 7:00 pm.
2. PLEDGE OF ALLEGIANCE IS LED BY COUNCILMEMBER MCCRUMB AND RECITED BY ALL PRESENT
3. ROLL CALL & DETERMINATION OF QUORUM

Attendee Name	Title	Status	
		Present	Absent
Lynne Farmer	Mayor	X	
Pati Martinez-Serratos	Mayor Pro Tem	X	
Hel�ne Rivers	Councilmember	X*	
*Arrived Late at 7:37PM			
Jeremy Uplinger	Councilmember	X	
Renee Doroh	Councilmember	X	
Amber Garcia	Councilmember		X
Darla McCrumb	Councilmember	X	
QUORUM MET (5 PRESENT, 1 ARRIVED LATE)			

OTHERS PRESENT

Justin Weber, City Manager
Shelly Umbanhowar, City Clerk
Stephenie Cagle, City Treasurer
Steve Lowder, DPW Director

Paul Leonard, Police Officer
Ezekiel Drake, Code Enforcement Officer
Approximately 10 members of the public

4. AUTHORIZATION TO EXCUSE ABSENT COUNCILMEMBER(S) FROM THE MEETING

Motion to excuse Councilmember Garcia from the meeting. Mover: Councilmember Uplinger and Second: Councilmember McCrumb. Motion Carried. Absent: Garcia, Rivers

5. APPROVAL OF REGULAR AGENDA

Motion to accept Regular Meeting 08/04/25 Agenda as presented.	
RESULT:	CARRIED (UNANIMOUS)
MOVER:	Jeremy Uplinger, Councilmember
SECONDER:	Renee Doroh, Councilmember
ABSENT:	Councilmember Rivers, Councilmember Garcia

6. APPROVAL OF CONSENT AGENDA**a. Consent Agenda**

Motion to accept Consent Agenda items: Regular Meeting Minutes **07/21/25**, Closed Session Meeting Minutes **07/21/25**. Accounts Payable/Payroll: General Checking in the amount of **\$73,170.08**, Roads Checking in the amount of **\$60,739.93**, and City **Policy 2025-100 Bank Reconciliation**.

RESULT: **MOTION CARRIED (5 YES, 2 ABSENT) (ROLL CALL)**
MOVER: Jeremy Uplinger, Councilmember
SECONDER: Pati Martinez-Serratos, Mayor Pro Tem
AYES: Rivers, Uplinger, McCrumb, Martinez-Serratos, Farmer
NAYS: None
ABSENT: Councilmember Rivers, Councilmember Garcia

7. OPPORTUNITY FOR PUBLIC COMMENT

Mayor Farmer opened the public comment. No public comments were offered. Mayor Farmer closed the public comment period.

8. REGULAR BUSINESS

None

9. UNFINISHED BUSINESS/POSTPONED ITEMS/REMOVED FROM CONSENT AGENDA ITEMS**A. Unfinished Business/Postponed Items**

Unfinished Business from the 07/21/25 Regular City Council Meeting:

City of Bangor DPW Quonset Hut – City Attorney Graham was not at the meeting yet. Motion to postpone this item until City Attorney Graham arrives. Mover: Councilmember Uplinger and Secunder: Mayor Pro-Tem Martinez-Serratos. Motion Carried. Absent: Garcia, Rivers

B. Item(s) removed from Consent Agenda

None

Resuming a Postponed item because City Attorney Graham has arrived:

Quonset Hut

Motion to issue Don Martin the Quonset Hut current occupant a 30 Day Notice to Remove Items and Vacate the City of Bangor DPW Quonset Hut and DPW retain use of the building.

RESULT: **MOTION CARRIED (4 YES, 1 NO, 2 ABSENT) (ROLL CALL)**
MOVER: Darla McCrumb, Councilmember
SECONDER: Renee Doroh, Councilmember
AYES: Doroh, Uplinger, McCrumb, Martinez-Serratos
NAYS: Farmer
ABSENT: Councilmember Rivers, Councilmember Garcia

10. NEW BUSINESS**A. South Haven Area Regional Airport Authority**

Motion to assign Councilmember Rivers as the City of Bangor representative to attend the SHARAA monthly meetings.

RESULT: **CARRIED (UNANIMOUS)**
MOVER: Renee Doroh, Councilmember
SECONDER: Jeremy Uplinger, Councilmember
OPPOSED: Pati Martinez-Serratos, Mayor Pro-Tem
ABSENT: Councilmember Rivers, Councilmember Garcia

B. Amended Blight Ordinance No. 291

Motion to adopt amended Ordinance No. 291, Blight Ordinance: Section 4. (D)
“A violation of this ordinance is a nuisance per se which may be abated in any manner available under Michigan law. Any person who violates this ordinance is responsible for a municipal civil infraction as defined by state law, and shall be subject to a civil fine of \$250 per day for a first violation, and a fine of \$500 per day for each subsequent violation.”

RESULT: CARRIED (UNANIMOUS)
MOVER: Jeremy Uplinger, Councilmember
SECONDER: Pati Martinez-Serratos, Mayor Pro-Tem
AYES: Doroh, Uplinger, McCrumb, Martinez-Serratos, Farmer
ABSENT: Councilmember Rivers, Councilmember Garcia

C. Approve Vredeveld Haefner LLC Proposal for Professional Auditing Services

Motion to accept the proposal from Vredeveld Haefner LLC to provide the City's professional auditing services.

RESULT: MOTION CARRIED (5 YES, 2 ABSENT) (ROLL CALL)
MOVER: Pati Martinez-Serratos, Mayor Pro-Tem
SECONDER: Renee Doroh, Councilmember
AYES: Doroh, Uplinger, McCrumb, Martinez-Serratos, Farmer
ABSENT: Councilmember Rivers, Councilmember Garcia

11. OPPORTUNITY FOR PUBLIC COMMENT

Mayor Farmer opened the public comment. No public comments were offered. Mayor Farmer closed the public comment period.

12. COUNCILMEMBER CLOSING COMMENTS

Councilmember comments were heard.

13. ADJOURNMENT

Motion to adjourn at 7:39 PM.

RESULTS: CARRIED (UNANIMOUS)
MOVER: Heléne Rivers, Councilmember
SECONDER: Renee Doroh, Councilmember

Shelly Umbanhowar, City Clerk

Mayor Lynne Farmer

CERTIFICATION

I, **Shelly Umbanhowar**, the duly appointed Clerk for the City of Bangor, do hereby certify that this is a true and exact copy of the minutes from the **Regular Meeting held on Monday, August 4, 2025**. These minutes were **approved by the City Council on Monday, August 18th, 2025**, by unanimous vote. The original is on file at the Bangor City Hall, 257 W. Monroe Street, Bangor, Michigan 49013.

Shelly Umbanhowar, City Clerk



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY COUNCIL

AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Doroh and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, City Clerk

CC: Stephenie Cagle, Treasurer; Shelly Umbanhowar, Clerk

Subject: Accounts Payable and Payroll

Date: 08/14/25

Recommended Action:

GENERAL CHECKING - Treasurer recommends City Council approval of the following:

- **Paper Checks** for 08/19/25 in the amount of **\$60,302.37.**
- **Debit Card Transactions for July 2025** in the amount of **\$4,050.06.**
- **Payroll** in the amount of **\$43,593.91.**
 - For a **grand total** amount of **\$107,946.34** from the **GCK-2** account.

• TOTAL AMOUNT OF <u>GCK-2</u> BILLS LIST & PAYROLL	<u>\$107,946.34</u>
--	----------------------------

T&A 2 - Treasurer recommends City Council approval of the following:

- **Bill List** for 08/01/25 in the amount of **\$70,877.96**
 - For a **grand total** amount of **\$70,877.96** from the **T&A 2** account.

• TOTAL AMOUNT OF <u>T&A 2</u> BILLS LIST	<u>\$70,877.96</u>
--	---------------------------

Council Action:

For Action

Summary:

See GCK-2 and T&A 2 Invoice approval lists.

08/12/2025 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF BANGOR
 EXP CHECK RUN DATES 08/19/2025 - 08/19/2025
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GCK-2

Vendor Code	Vendor Name		
	Invoice	Description	Amount
ABON	ABONMARCHE		
	159695	ACA TMF REPORT AND STUDY PROFESSIONAL SVCS THRU 07/31/25	15,500.00
TOTAL FOR: ABONMARCHE			15,500.00
AIS	AIS CONSTRUCTION EQUIPMENT CORP		
	W39212	BACKHOE REPAIR DPW	2,757.68
TOTAL FOR: AIS CONSTRUCTION EQUIPMENT CORP			2,757.68
STORY, ANG	ANGELA J. STORY		
	AUGUST 20, 2025	MONTHLY ASSESSING FEE - AUGUST 2025	1,383.33
TOTAL FOR: ANGELA J. STORY			1,383.33
APTUS&C	ASSOCIATION OF PUBLIC TREASURERS OF		
	30775	MEMBERSHIP RENEWAL - THROUGH SEPT 30, 2026	159.00
TOTAL FOR: ASSOCIATION OF PUBLIC TREASURERS OF			159.00
AUTO	AUTO-WARES GROUP		
	378-222410	TRUCK 6 DPW - MINI FUSE	6.39
	378-223370	DPW GENERATOR SPARK PLUG	2.25
	378-223406	POLICE - #53 - BATTERY SWITCH	11.79
TOTAL FOR: AUTO-WARES GROUP			20.43
BENISTAR	BENISTAR/UA-6803		
	09012025	RETIREMENT BENEFITS SEPT 2025	2,865.84
TOTAL FOR: BENISTAR/UA-6803			2,865.84
BERRIEN	BERRIEN COUNTY TREASURER		
	17140	VEHICLE IMPOUND FORM - POLICE DEPT SUPPLIES	190.40
TOTAL FOR: BERRIEN COUNTY TREASURER			190.40
BLUE FIRE	BLUE FIRE MEDIA, INC		
	32726	WEB-DEV MONTHLY PAYMENT - AUGUST 2025	100.00
TOTAL FOR: BLUE FIRE MEDIA, INC			100.00
CINTAS	CINTAS CORPORATION #301		
	4238828310	DPW UNIFORMS	70.85
	4239090771	RUGS CITY HALL & POLICE STATION	102.16
	4239560285	DPW UNIFORMS	70.85
TOTAL FOR: CINTAS CORPORATION #301			243.86

CONSUMERS	CONSUMERS ENERGY		
	081825.7710	POLICE STATION NATURAL GAS 06/24-07/22/25	22.43
	081825.8098	NATURAL GAS ARLINGTON LIFT 08/23-09/21/23	30.39
	081825.8353	NATURAL GAS DPW BUILDING 06/24-07/22/25	135.57
	081825.8536	CITY HALL NATURAL GAS 06/24-07/22/25	133.32
TOTAL FOR: CONSUMERS ENERGY			321.71
DANSAUTO	DAN'S AUTOMOTIVE		
	I011135	DPW/2008 FORD F-250 - OIL CHANGE	60.54
	I011140	DPW 2021 FORD F250 - OIL CHANGE	66.43
TOTAL FOR: DAN'S AUTOMOTIVE			126.97
ELHORN	ELHORN ENGINEERING COMPANY		
	307638	WATER TREATMENT SUPPLIES	1,530.00
TOTAL FOR: ELHORN ENGINEERING COMPANY			1,530.00
HINKLEY	HINKLEY TRAINING & CONSULTING, LLC		
	14-2025	FOIA CONSULTING & TRAINING SESSION - CITY MANAGER & CLERK	1,531.25
TOTAL FOR: HINKLEY TRAINING & CONSULTING, LLC			1,531.25
I&M/AEP	INDIANA MICHIGAN POWER		
	04017231707_090225	WELL #3 ELECTRIC 07/01-07/30/25	35.00
	04163431705_090225	MORA PARK ELECTRIC 07/01-07/30/25	443.98
	04198685705_082525	DOWNTOWN ELECTRIC 07/01-07/31/25	1,830.46
	04245352838_082225	SIGN FOR SUBDIVISION ELECTRIC 07/01-07/30/25	31.58
	04252867108_082825	WHITE OAK LIFT DR ELECTRIC SERVICES 06/27-07/28/25	52.53
	04263767701_090225	MORA PARK CONCESSION 07/01-07/30/25	29.84
	04304035704_090225	LIONS PARK ELECTRIC 07/01-07/30/25	38.51
	04308417106_090225	CHARLES PARK ELECTRIC 07/01-07/30/25	32.04
	04332631706_090225	M43 PARK ELECTRIC 07/01-07/30/25	34.95
	04336250909_090225	GETMAN LIFT ELECTRIC 07/01-07/30/25	122.11
	04484945516_090225	07/01-07/30/25 AERATORS ELECTRIC	1,374.62
	04486384706_090225	07/01-07/30/25 WELL #7 ELECTRIC	620.67
	04502584701_090225	DPW BLDG ELECTRIC 07/01-07/30/25	389.91
	04533584704_090225	STREET LIGHT ELECTRIC 07/01-07/30/25	48.17
	04565184704_090225	CITY HALL ELECTRIC 07/01-07/30/25	312.28
	04641721701_073025	MONROE PARK ELECTRIC 07/01-07/30/25	35.67
	04666721701_090225	MONROE PARK ELECTRIC 07/01-07/30/25	32.54
	04674522026_082225	ARLINGTON SIGN ELECTRIC 07/01-07/30/25	116.89
	04692724901_090225	PARK LIFT ELECTRIC 07/01-07/30/25	60.54
	04814950806_090225	LIONS LIFT ELECTRIC 07/01-07/30/25	376.44
	04833520408_090225	POLICE STATION ELECTRIC 07/01-07/30/25	415.70
	04875184709_090225	OUTSIDE LIGHTS ELECTRIC 07/01-07/30/25	57.83
	04935184707_090225	07/01-07/30/25 CITY HALL ELECTRIC	29.28
	04984353203_090225	ARLINGTON LIFT ELECTRIC 07/01-07/30/25	604.95
TOTAL FOR: INDIANA MICHIGAN POWER			7,126.49

INTEGRITY	INTEGRITY TECH PARTNERS		
		MONTHLY PROJECT LABOR - IT SERVICES CITY HALL, POLICE,	
	13612	DPW	1,374.40
TOTAL FOR: INTEGRITY TECH PARTNERS			1,374.40

INVOICE	INVOICE CLOUD, INC.		
	4096-2025_7	ONLINE BILL PAY FOR UB - JULY 2025	435.00
TOTAL FOR: INVOICE CLOUD, INC.			435.00

LAKESIDE	LAKESIDE FIRE AND SAFETY		
		DPW, CITY HALL & POLICE - ANNUAL FIRE EXTINGUISHER	
	LS25201	INSPECTION/MAINT	613.50
TOTAL FOR: LAKESIDE FIRE AND SAFETY			613.50

LANDERS	LANDERS HARDWARE INC		
		AUGER FOR POST SETTING, KIWANIS PARK STAIR	
	E218984	REPAIR/REPLACEMENT	60.00
		PARK RENTAL AUGER - EQUIPMENT FOR POST SETTING AT	
	E219051	KIWANIS PARK, REPAIR/MAINT STAIRS	60.00
	X425355	SHOP SUPPLIES - DPW	25.99
	Y470425	POLICE DEPT - PLUMBING SUPPLIES	39.57
	Y470462	LIONS PARK SUPPLIES - KEY	3.50
	Y471161	DPW TRAILER TIRE SUPPLIES	11.58
	Y471198	WATER - POLICE DEPT	11.98
	Y471303	WASH FOR TRUCKS - DPW	11.99
	Y471328	SHOP SUPPLIES - DPW	9.99
	Y471348	MOBILE PAINT SPRAYER - DPW	5.77
	Y471420	YARD SALE - DPW	4.59
	Y471557	DPW SHOP SUPPLIES - LINE TRIMMER	22.99
	Y471988	DPW WATER & TIRE PLUG	20.17
	Y472115	HARDWARE - KIWANIS PARK	14.94
	Y472535	509 CASS WATER LEAK - DPW SUPPLIES	12.98
	Y472652	KIDS CORNER PARK - PAINT FOR PLAYGROUND EQUIPMENT	184.10
	Y472741	TAPE FOR PAINTING KIDS PARK - EQUIPMENT	18.58
	Y472758	PAINT TRAYS FOR KIDS PARK - PAINTING DPW	26.55
	Y472765	WATER FOR DPW SHOP	13.18
	Y472856	SHOP SUPPLIES - KEYS FOR DPW	7.49
	Y472877	DISPOSABLE GLOVES - DPW SHOP SUPPLIES	59.97
		DPW SHOP SUPPLIES - BLADES, LETTER STICKERS, BOTTLED	
	Y473251	WATER	39.35
	Y473314	SEWER POND - RAIN GUAGE - DPW	18.99
	Y473361	WASP & HORNET SPRAY - LAB AT WELLS	4.99
	Y473676	POLICE DEPT - DRINKING WATER	11.98
	Y473715	POLICE DEPT - LED BULBS/LIGHTS	13.99

	Y473735	WASP&HORNET SPRAY FOR DPW BLDG	9.98
	Z425379	DPW SHOP SUPPLIES	59.93
	Z425451	ELECTRICAL TAPE DPW SHOP SUPPLIES	4.59
	Z425507	CEMETERY WATER REPAIR	7.77
	Z425567	NUTS AND BOLTS - DPW SUPPLIES	41.99
	Z4255813	PARK SUPPLIES - NUTS & BOLTS / KIWANIS PARK SIGN	3.88
	Z425806	SHOP SUPPLIES - DPW	19.99
TOTAL FOR: LANDERS HARDWARE INC			863.34
MCCLLOUD	MCCLLOUD SERVICES		
	49081550	AUGUST 2025	104.84
TOTAL FOR: MCCLLOUD SERVICES			104.84
PRIMAR	MERLE BOES, INC		
	660.177	DPW GAS 07/04/25	68.98
	660160	DPW GAS 07/02/25	247.42
	660189	DPW GAS 07/07/25	150.74
	660736	DPW GAS 07/11/25	306.68
	660761	DPW GAS 07/01/23	304.34
	660791	DPW GAS 07/17/25	312.58
	660980	DPW GAS 07/27/25	911.83
	661012	07/30/25 DPW GAS	989.01
TOTAL FOR: MERLE BOES, INC			3,291.58
PCI	PERCEPTIVE SERVICE & OPERATIONS		
	17244	JULY SUPPORT - WELL #3	158.00
TOTAL FOR: PERCEPTIVE SERVICE & OPERATIONS			158.00
RELIABLE	REPUBLIC SERVICEWS#646		
	046-002013124	DPW CONTAINER PICK UP 08/01-08/31/25	113.36
	0646-002014915	08/01-08/31/25 DUMPSTER SERVICES	12,103.15
TOTAL FOR: REPUBLIC SERVICEWS#646			12,216.51
SHARE	SHARE CORP.		
	311843	DE-SCALE ULTRA 5G - CEMETERY HEADSTONE CLEANING	259.93
TOTAL FOR: SHARE CORP.			259.93
SMIDT	SMIDT MACHINING & REPAIR		
	1390	DPW REPAIR & MAINT	475.00
TOTAL FOR: SMIDT MACHINING & REPAIR			475.00
SNIDER	SNIDER SERVICES		
	252907	JUNE 2025 BUILDING PERMITS	3,726.46
TOTAL FOR: SNIDER SERVICES			3,726.46

STEENSMA	STEENSMA LAWN & POWER		
	1247293	BLADE FOR DPW EQUIPMENT	308.52
TOTAL FOR: STEENSMA LAWN & POWER			308.52

BANKOFNY	THE BANK OF NEW YORK TRUST CO.		
	5209-01_SEPT2025	SEMIANNUAL PAYMENT - DUE SEPT 24, 2025	1,056.25
TOTAL FOR: THE BANK OF NEW YORK TRUST CO.			1,056.25

USBANK	US BANK EQUIPMENT FINANCE		
	561380015	POLICE STATION COPIER LEASE AUGUST 2025	166.27
TOTAL FOR: US BANK EQUIPMENT FINANCE			166.27

USABLUE	USA BLUEBOOK		
	INV00777974	WATER TREATMENT SUPPLIES	855.41
TOTAL FOR: USA BLUEBOOK			855.41

VB CENTRAL	VAN BUREN COUNTY CENTRAL DISPATCH		
	649	MODEM QB APR23, MAY23, JUN23, 2025 POLICE	480.40
TOTAL FOR: VAN BUREN COUNTY CENTRAL DISPATCH			480.40

PP VILLAGE	VILLAGE OF PAW PAW		
	JUNE-25	LAB ANALYSIS JUNE 2025	60.00
TOTAL FOR: VILLAGE OF PAW PAW			60.00

TOTAL - ALL VENDORS		60,302.37
----------------------------	--	------------------

FUND TOTALS:

Fund 101 - GENERAL FUND	28,462.16
Fund 209 - CEMETERY FUND	259.93
Fund 590 - SEWER FUND	19,896.26
Fund 591 - WATER FUND	3,971.44
Fund 661 - MOTOR EQUIPMENT FUND	7,712.58

PAYMENT TYPE TOTALS:

Paper Check	52,309.93
EFT Transfer	3,150.21
ACH Transaction	4,842.23

PAYROLL	8/15/2025	PAY PERIOD 07/27-08/09/2025	43,593.91
DEBIT CARD	Jul-25	DEBIT CARD TRANSACTIONS JULY 2025	4,050.06

GRAND TOTAL - ALL CATEGORIES:		107,946.34
--------------------------------------	--	-------------------

PAGE 5 TOTAL		50,570.82
---------------------	--	------------------

08/01/2025 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF BANGOR
EXP CHECK RUN DATES 08/01/2025 - 08/01/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: T&A2 - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Description	Amount
	Invoice		
PASS THROUGH	PASS THROUGH TAXES	SUMMER TAX DISBURSEMENT 07/17-07/29/25	
		ABB JOINT FIRE BOARD	4,765.46
		BANGOR DDA	11,760.06
		BANGOR EDC	11,760.06
		CITY OF BANGOR	23,391.14
		VAN BUREN COUNTY TREASURER	19,201.24
TOTAL FOR: PASS THROUGH TAXES			70,877.96
TOTAL - ALL VENDORS			70,877.96

COMMENTS PUBLIC

WAIT UNTIL RECOGNIZED BY THE CHAIR
-THREE (3) MINUTES PER SPEAKER



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

REGULAR BUSINESS

REPORTS

- DPW
- POLICE
- FIRE
- CODE ENFORCEMENT
- CLERK
- TREASURER

COMMISSION & BOARDS OTHER



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE



Bangor Police Department

City of Bangor Statistics

July 2025



Total Calls, Traffic Stops & Events July	286	Police Calls for Service - July	212
YTD Total Calls, Traffic Stops & Events	1,574	YTD Calls for Service	1,130
Abandoned Vehicles	1		
Animal issues	2		
Arrest for Traffic Violation	5		
Assault	3		
Assist Other Agency	25		
Attempt to Locate	3		
Background investigation	4		
BOLO	14		
Child Abuse	1		
Civil Dispute	3		
Court Seivces	14		
Delinquent Juveniles	1		
DOA	2		
Domestic Assault	6		
Drugs found on person	1		
False Alarm	1		
Follow ups	6		
General Assist	29		
Harassment	1		
Larceny	1		
Lost & Found property	5		
Medical Assist	15		
Motor assist	2		
Name & TX	11		
911 abuse & arrest	1		
911 hangups	4		
Non traffic accident	1		
Obstruction	1		
PO Standby	4		
Property Damage	2		
		Traffic Stops & Tickets	
		Traffic Stops	
		Tickets Issued	28
		Monthly Ticket Percentage Rate	37%
		YTD Traffic Stops	444
		YTD Tickets Issued	235
		YTD Ticket Percentage Rate	52%%
		Parking Tickets issued	4
		Ordinance Tickets	0
		Department/Officer Training	
		Child Abuse, use social media for investigations	
		Lobby Visits	NA
		Phone Calls	
		Revenue from citations	\$540
		Vin Inspections	7
		Warrant Arrest	5
		Welfare Check	4
		Trespassing	6
		suspicious Situation	17

Shelly Umbanhowar

CITY CLERK

Networking

- Van Buren County Clerks (In Person and Chat)
- Member of MAMC (Michigan Associate of Municipal Clerks)
- Civic Roundtable (Online forum to assist with Elections)
- eLearning (Elections training/support)



Trainings/Meetings

July 2025

- Every Monday – Staff Meeting
- Record Retention Day – 7/30
- BS&A
- Integrity Tech
- eLearning & QVF for Elections



Happening Now

August 2025

- PTO ½ day 08/05/25 and full day on 08/29/25
- Election Training – Mandatory
- Record Retention Day – 8/20
- FOIA Requests
- Website, Facebook, YouTube, documents & Flyers
- BS&A Payroll Clean Up and Organization
- November 2025 Election
- Filing, emails, phones
- Payroll & Accounts Payable



Looking Ahead

2025-2026

- Bureau of Elections 2 Day Training in Lansing 9/2-9/3
- Continue to use the City website, Facebook page, and YouTube as outreach tools for the Residents of Bangor
- Records Retention current, organized and clean (Upstairs)
- Elections for 2026 – Three (3), so far...
- MAMC – Year Three (GRADUATION) Institute March 2026, in Mt Pleasant



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

Memo



To: Mayor Farmer
Mayor Pro-Tem Martinez – Serratos
Councilmember Uplinger
Councilmember McCrumb
Councilmember Rivers
Councilmember Doroh
Councilmember Garcia
City Manager Weber

From: Stephenie Cagle, Treasurer

CC: N/A

Date: 8/11/2025

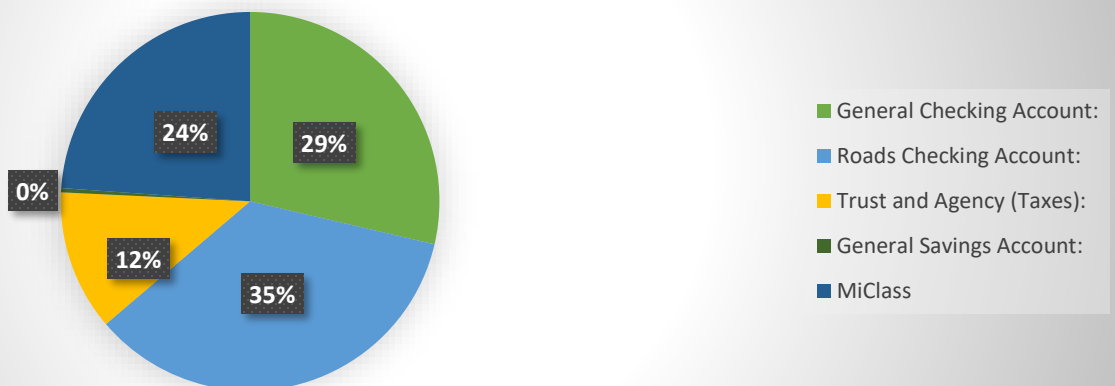
Re: City Council Meeting 8/18/2025

*Act 51 funds (MDOT) are received **monthly**
*State Revenue Share funds are received **bi-monthly**
*Real and Personal Property Taxes are collected **July 1 to February 28**
City Operating millage is collected on the **Summer Taxes (beginning July 1)
Road and Cemetery millages are collected on the **Winter Taxes (beginning December 1)

As of 8/18/2025, the bank balances are:

General Checking Account:	\$	640,369.67
Roads Checking Account:	\$	785,293.22
Trust and Agency (Taxes):	\$	267,893.24
General Savings Account:	\$	7,981.56
MiClass	\$	533,991.66
Total All Accounts	\$	2,235,529.35

Bank Balances



YTD Balances by Fund as of 8/11/2025

Fund 101 – General			Balance
Projected Revenue:			\$ 1,375,900.00
Projected Expenditures			\$ 1,374,650.00
YTD Revenues:			\$ 80,563.18
YTD Expenditures:			\$ 147,185.69
101	Expenses - City Council	\$ 7,533.22	
172	Expenses - City Manager	\$ 5,210.84	
215	Expenses - City Clerk	\$ 6,361.09	
247	Expenses - Board of Review	\$ -	
253	Expenses - City Treasurer	\$ 6,844.65	
257	Expenses - Assessor Department	\$ 3,326.33	
262	Expenses - Elections	\$ (1,826.43)	
265	Expenses - City Hall	\$ 15,602.22	
301	Expenses - Police Department	\$ 65,846.67	
371	Expenses - Code Enforcement	\$ 10,068.63	
440	Expenses - DPW	\$ 15,566.40	
448	Expenses - Street Lights	\$ 344.84	
567	Expenses - Cemetery	\$ 4,276.68	
701	Expenses - Planning Commission	\$ -	
751	Expenses - Parks	\$ 8,030.55	
790	Expenses - Library	\$ -	
Fund 202 – Major Roads			
Projected Revenue:			\$ 260,000.00
Projected Expenditures			\$ 239,250.00
YTD Revenues:			\$ 19,962.30
YTD Expenditures:			\$ 10,211.93
172	Expenses - City Manager	\$ 514.12	
446	Expenses - Construction	\$ -	
447	Expenses - Admin. & Engineering	\$ -	
463	Expenses - Routine Maintenance	\$ 9,697.81	
473	Expenses - Rout. Maint. Bridges	\$ -	
474	Expenses - Traffic Services	\$ -	
478	Expenses - Winter Maint. Fund	\$ -	
488	Expenses - M-43 Surface Maint.	\$ -	
489	Expenses - M-43 Sweep & Flush	\$ -	
491	Expenses - M-43 Drains & Ditches	\$ -	
497	Expenses - M-43 Winter Maint.	\$ -	


Fund 203 – Local Roads			
<i>Projected Revenue:</i>			\$ 170,000.00
<i>Projected Expenditures</i>			\$ 169,900.00
<i>YTD Revenues:</i>			\$ 7,426.86
<i>YTD Expenditures:</i>			\$ 10,211.34
172 Expenses - City Manager	\$ 514.10		
446 Expenses - Construction	\$ -		
447 Expenses - Admin. & Engineering	\$ -		
463 Expenses - Routine Maintenance	\$ 9,697.24		
474 Expenses - Traffic Services	\$ -		
478 Expenses - Winter Maint. Fund	\$ -		
Fund 207 - Police Bldg Maint/Equipment			
<i>Projected Revenue:</i>			\$ 40,000.00
<i>Projected Expenditures</i>			\$ 40,000.00
<i>YTD Revenues:</i>			\$ 2,477.69
<i>YTD Expenditures:</i>			\$ -
Fund 209 – Cemetery			
<i>Projected Revenue:</i>			\$ 15,000.00
<i>Projected Expenditures</i>			\$ 15,000.00
<i>YTD Revenues:</i>			\$ -
<i>YTD Expenditures:</i>			\$ 220.50
Fund 242 - Planning Commission			
<i>Projected Revenue:</i>			\$ 1,600.00
<i>Projected Expenditures</i>			\$ 15,000.00
<i>YTD Revenues:</i>			\$ -
<i>YTD Expenditures:</i>			\$ -
Fund 264 - MCOLES Training			
<i>Projected Revenue:</i>			\$ 6,000.00
<i>Projected Expenditures</i>			\$ -
<i>YTD Revenues:</i>			\$ -
<i>YTD Expenditures:</i>			\$ -
Fund 271 - Library Maint			
<i>Projected Revenue:</i>			\$ 4,000.00
<i>Projected Expenditures</i>			\$ 20,000.00
<i>YTD Revenues:</i>			\$ -
<i>YTD Expenditures:</i>			\$ 35.98


Fund 590 – Sewer			
<i>Projected Revenue:</i>			\$ 558,400.00
<i>Projected Expenditures</i>			\$ 555,700.00
<i>YTD Revenues:</i>			\$ 40,618.20
<i>YTD Expenditures:</i>			\$ 30,962.65
Fund 591 - Water			
<i>Projected Revenue:</i>			\$ 573,600.00
<i>Projected Expenditures</i>			\$ 570,100.00
<i>YTD Revenues:</i>			\$ 49,930.74
<i>YTD Expenditures:</i>			\$ 24,807.93
Fund 661 – Motor Pool			
<i>Projected Revenue:</i>			\$ 261,000.00
<i>Projected Expenditures</i>			\$ 218,350.00
<i>YTD Revenues:</i>			\$ -
<i>YTD Expenditures:</i>			\$ 15,461.28
Total All Funds			
<i>Projected Revenue:</i>			\$ 3,265,500.00
<i>Projected Expenditures</i>			\$ 3,217,950.00
<i>YTD Revenues:</i>			\$ 200,978.97
<i>YTD Expenditures:</i>			\$ 239,097.30

Fund Balances

***Fund balances are a combination of cash and assets.

Fund 101 – General			\$ 928,689.00
Fund 202 – Major Roads			\$ 270,601.00
Fund 203 – Local Roads			\$ 113,251.00
Fund 207 - Police Bldg Maintenance/Equipment			\$ 122,470.00
Fund 209 – Cemetery			\$ 2,520.04
Fund 242 - Planning Commission			\$ 17,250.69
Fund 264 - MCOLES Police Training			\$ 3,000.00
Fund 271 - Library Maintenance			\$ 77,203.00
Fund 590 – Sewer			\$ 4,617,793.00
Fund 591 - Water			\$ 1,237,009.00
Fund 661 – Motor Pool			\$ 104,796.00
Total All Funds			\$ 7,494,582.73

 A **fund balance** represents the difference between the **assets** (cash, receivables, etc.) and **liabilities** (debts, obligations) in a government fund. The fund balance is crucial because it reflects the financial health of each fund such as the general fund, water fund, or special revenue funds-and determines the city's ability to cover expenses, emergencies, or unforeseen events.

 Fund balances are a critical part of managing the city's finances responsibly. They provide flexibility, stability, and security for the City. By understanding the different types of fund balances and their role, the City Council can make better-informed decisions to ensure the city's long-term financial health and ability provide services to residents.

Report for the July 30, 2025 Cemetery Committee

We were really busy at our recent cemetery Committee Meeting.

We picked September 13, 2025 as our fall cleaning date. We will also be resealing the review stand and making the tops of the new section signs in the new cemetery match the ones in the old cemetery.

The permanent signs asking people not to climb on the cannon or the cannon balls will be installed next to the cannon.

A thank you note was sent to Kathie (Crammer) Reside for her generous donation to the cemetery committee of \$500.00.

Four old graves will be selected to have new foundations installed in the fall.

The flowers in the flower beds and the wreaths have been put in the pole barn for storage.

Jose Villalobos will be reinstalling the white rock near the cannon to avoid grass and weeds from coming up through the rock.

New flowers have been purchased at a 40% discount for the pots and the flower beds at the cemetery. Donated.

A new 5 gallon pail of Dura Scale has been ordered for the fall cleaning.

Discussion was had on the small flags being picked up a week after the 4th of July. The flags are still there.

Two gallons of Thompson Water Seal and brushes will be purchased at Lander's Hardware for the review stand in the cemetery.

Respectfully Submitted Lynne M. Farmer

Report to the Bangor City Council from the July 15, 2025 DDA
Meeting:

The Bangor DDA Met on July 15, 2025 at Bangor City Hall at 7:00 PM.
The following items were discussed:

1. OCBA Wayfinding Plan Proposal: Sandy and her staff met with City Manager Weber and Mayor Farmer for a tour of downtown Bangor and to discuss what we wanted out of our wayfinding system on Wednesday June 25th. This is part of Phase one for the program.
2. The next part of phase one will be at our August DDA meeting.
3. The redesigned City Logo was displayed with the light in the engine of the train.
4. The ongoing project of a sound system for Downtown Bangor, Bike racks and Repair to the caboose were discussed.
5. The Grant Facade information was given to the committee to read and expound on at the August meeting.
6. The showcasing of Downtown businesses is on going and will be discussed at the August meeting.
7. A audit and budget committee was formed. Members are Chairperson Fred Hicks, Dave McCarty and Charles Spritzer.
8. Two Hometown banners were ordered to correct the misspelling of the last name.
9. 9. Dave McCarty reported that visitors to his Mead Hall from Texas and Seattle took pictures of our Hometown Banners, and enjoyed some Mead.



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY COUNCIL
AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Doroh, and Uplinger
CC: Justin Weber, City Manager
From: Shelly Umbanhowar, Clerk
CC: Stephenie Cagle, Treasurer
Subject: Van Buren Conservation District
Date: 08/13/25

Summary:

Representative, Calli Marshall, from the Van Buren Conservation District will be present at the City Council meeting to give updates and answer any questions/concerns from the City Council.

UNFINISHED BUSINESS

NONE

ITEMS REMOVED FROM CONSENT
AGENDA ARE ADDED HERE



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

NEW BUSINESS

- PUBLIC HEARING
- ADOPT RESOLUTION
- CITY ATTORNEY
- REQUEST FOR HEARING
- CITY PAID HOLIDAYS



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Doroh, and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: Public Hearing for MSHDA CDBG Funding

Date: 08/14/25

Summary:

The City Manager would like to move forward with applying for grant funding through Michigan State Housing Development Authority (MSHDA) Community Development Block Grant (CDBG). A representative from MarketOne will be present at the City Council meeting to answer any questions you may have regarding the grant opportunity.

This item is being provided as informational. As part of the grant application process, a public hearing is required to allow the public an opportunity to provide comments. The purpose of the hearing is for Council to receive input from the community—no action is required during the hearing itself.

If Council is in agreement with submitting the application following the public hearing, the next item on the agenda will be a resolution for Council's formal approval to proceed with the grant application.

Council Action:

The Chair will:

- Open the Public Hearing,
- Receive Public Testimony, and
- Close the Public Hearing.

**NOTICE OF PUBLIC HEARING
FOR MSHDA'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FUNDING FOR THE CITY OF BANGOR HOME REHAB PROJECT**

The City of Bangor will conduct a public hearing on August 18, 2025 at 7:00PM at 257 W Monroe St, Bangor, Michigan 49013 for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a MSHDA CDBG grant.

The City of Bangor proposes to use \$400,000 CDBG funds for repairs and improvements to homes located within the City and occupied by low and moderate-income homeowners to address health, safety and energy efficiency needs. The project will benefit at least 51% low to moderate income persons. Zero persons will be displaced as a result of the proposed activities.

Interested parties are invited to comment on the proposed project during the above listed public hearing or in advance of the hearing in writing. To submit written comments in advance of the meeting, contact the City Clerk at clerk@cityofbangormi.gov or 269.427.5831 no later than 10:00AM on August 11, 2025. Alternatively, comments may be submitted in writing to the City Clerk at 257 W Monroe St, Bangor, Michigan 49013.

If you are disabled and require reasonable accommodation for this meeting, contact the City Clerk at least two business days before the meeting in writing at 257 W Monroe St, Bangor, Michigan 49013 or by telephone at 269.427.5831.

Justin Weber
City Manager
The City of Bangor



COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

SUBMISSION DEADLINE IS 09/17/2025 at 11:59:59 pm EST

Units of General Local Government (UGLG) must complete the CDBG Application the appropriate activity specific supplements in their entirety and submit them with the required attachments.

A	APPLICANT INFORMATION	
1	APPLICANT (UGLG) NAME	
2	ADDRESS, CITY, STATE, ZIP	
3	FEDERAL ID #	
4	UNIQUE ENTITY IDENTIFIER (UEI) #	
5	MSHDA ORG #	
6	FISCAL YEAR END (mm/dd)	
7	UGLG TYPE	<input type="checkbox"/> Unit of Government <input type="checkbox"/> Land Bank
8	UGLG CONTACT NAME	
9	UGLG CONTACT EMAIL	
10	UGLG CONTACT PHONE	

B	REGIONAL HOUSING
1	<p>Check the Housing Partnership Region your project is located in:</p> <p><input type="checkbox"/> A. Western Upper Peninsula - Baraga, Gogebic, Houghton, Iron, Keweenaw, Ontonagon</p> <p><input type="checkbox"/> B. Central Upper Peninsula - Alger, Delta, Dickinson, Marquette, Menominee, Schoolcraft</p> <p><input type="checkbox"/> C. Eastern Upper Peninsula - Chippewa, Luce, Mackinaw</p> <p><input type="checkbox"/> D. Northwest - Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, Wexford</p> <p><input type="checkbox"/> E. Northeast - Alcona, Alpena, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, Roscommon</p> <p><input type="checkbox"/> F. West Michigan - Allegan, Barry, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Newaygo, Muskegon, Oceana, Osceola, Ottawa</p> <p><input type="checkbox"/> G. East Central Michigan - Arenac, Bay, Clare, Gladwin, Gratiot, Isabella, Midland, Saginaw</p> <p><input type="checkbox"/> H. East Michigan - Genesee, Huron, Lapeer, Sanilac, Shiawassee, St. Clair, Tuscola</p> <p><input type="checkbox"/> I. South Central - Clinton, Eaton, Ingham</p> <p><input type="checkbox"/> J. Southwest - Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, Van Buren</p> <p><input type="checkbox"/> K. Southeast - Hillsdale, Jackson, Lenawee, Livingston, Monroe, Washtenaw</p>
2	<p>Within which County is the project located?</p>

3	How does your project fit with the Regional Housing Plan goals? Indicate the Goal number (Regional Housing Plans can be accessed on the MSHDA website: Statewide Housing Plan.)
---	--

C	<p>COMMUNITY DEVELOPMENT NARRATIVE</p> <p>Title I of the Federal Housing and Community Development Act of 1974, as amended, requires Units of General Local Government (UGLG) applying for funds to provide a brief narrative on how the proposed project aligns with or impacts their locally adopted plans.</p> <p>To satisfy this requirement, UGLGs must complete the questions in this section. Applicants may reference a locally adopted plan, such as a Master Plan or Community Improvement Plan; however, all questions must be answered. If the UGLG's locally adopted plan(s) do not specifically address the questions provided, supplemental information should be included to demonstrate how the proposed project fulfills the objectives of an existing plan.</p>
1	<p>Community Development and Housing Needs Assessment</p> <p>Provide an assessment of the community development and housing needs within the UGLG's jurisdiction, including the specific needs of low- and moderate-income residents. The assessment must address both community development and housing needs, regardless of the funding category under which assistance is being requested.</p>
2	<p>Planned Short-Term Activities (1–2 Years)</p> <p>Summarize planned short-term activities (lasting one to two years) that will address the identified community development and housing needs within the UGLG's jurisdiction.</p>
3	<p>Planned Long-Term Activities (2+ Years)</p> <p>Provide a summary of planned long-term activities (lasting two years or more) designed to address the identified community development and housing needs within the UGLG's jurisdiction.</p>
4	<p>Impact of the Proposed CDBG Activities</p> <p>Based on the identified needs, describe the anticipated impact of the proposed CDBG activities. Explain how activities complement the short-term and long-term activities outlined in the previous sections and contribute to the overall development goals of the UGLG.</p>
5	<p>Plan for Minimizing and Addressing Displacement</p> <p>Describe the strategy for minimizing displacement caused by grant-assisted activities and the approach for assisting individuals who are actually displaced. Reference your locally adopted Residential Anti-Displacement Plan as applicable or develop a new plan.</p>

D	PROJECT MANAGEMENT OVERVIEW	
1	<p>Activity Type(s): Check all that apply</p> <p><input type="checkbox"/> Homeowner Rehabilitation</p> <p><input type="checkbox"/> Housing Infrastructure</p>	<p><input type="checkbox"/> Manufactured Housing</p> <p><input type="checkbox"/> Reconstruction</p> <p><input type="checkbox"/> Unoccupied Rental Rehabilitation</p> <p>A corresponding Application Supplement must be attached for each selected activity, detailing specific implementation strategies.</p>
2	<p>Administrative Services</p> <p>Select one:</p> <p><input type="checkbox"/> Employees of the UGLG will administer the program.</p> <p><input type="checkbox"/> CDBG funds will be used to pay a third-party administrator to assist the UGLG with grant administration. Federal procurement compliance is required. The UGLG must request and receive authorization from MSHDA prior to signing an administration contract or incurring administrative costs.</p> <p><input type="checkbox"/> Non-CDBG funds will be used to pay a third-party administrator to assist the UGLG with grant administration. Name of third party, if known:</p>	
3	<p>Procurement of Third-party Administrator</p> <p><input type="checkbox"/> Applicable <input type="checkbox"/> Not Applicable</p> <p>If applicable, explain the process to be used for procuring the third-party administrator.</p>	
4	<p>Activity Oversight & Administration</p> <p>Describe how the UGLG will provide oversight across all selected activities, ensuring compliance with program requirements. Use Form 13-A "Grant Management Plan" from Chapter 13 of the MSHDA CDBG Policy Manual as a guide when outlining your response. Include:</p> <ul style="list-style-type: none"> a) The structure for managing program administration and oversight. b) Roles and responsibilities of staff, contractors, or agencies in ensuring successful implementation. c) How the UGLG will manage key regulatory requirements including Environmental Review. d) Strategies for monitoring activities and addressing compliance issues. 	

E	BUDGET – Reflect costs to be incurred after application submission only.				
ACTIVITY	TOTAL # OF UNITS	CDBG FUNDS	LEVERAGE/MATCH FUNDS		TOTAL PROPOSED BUDGET
			UGLG	OTHER SOURCES	
Homeowner Rehab		\$	\$	\$	\$
Infrastructure (Housing)					
Reconstruction					
Unoccupied Rental Rehab					
Manufactured Housing					
Administration					
TOTAL		\$	\$	\$	\$

F	CAPACITY AND IMPLEMENTATION
1	<p>Organization and Staff Capacity Describe the organizational capacity, staff composition, and grants management experience of the UGLG and, if applicable, its third-party administrator. If known, attach resumes or job descriptions for key staff.</p> <p>Description:</p>
2	<p>Grant History List all housing and community development grant awards received by the UGLG and/or its third-party administrator in the past five years, including all State awarded grants. Provide the status of each, such as:</p> <ul style="list-style-type: none"> a) Application Pending (include prospective CDBG applications) b) Approved c) Monitoring d) Completed Successfully e) Completed with Findings
3	<p>Implementation Strategy Describe what makes the UGLG uniquely positioned for successful implementation of the selected programs. Explain the planned approach to execution.</p>
4	<p>Check each item and certify below that the UGLG:</p> <p><input type="checkbox"/> (a) Understands that all activities undertaken must meet the Federal/state/local code, whichever is stricter.</p> <p><input type="checkbox"/> (b) Understands that required zoning must be approved for Manufactured Housing, Infrastructure (Housing), Reconstruction, and Unoccupied Rental Rehabilitation activities, and specific sites/addresses must be pre-identified prior to UGLG application submission. No specific sites/addresses need to be pre-identified prior to UGLG submission for Homeowner Rehabilitation activities.</p> <p><input type="checkbox"/> (c) Understands that all activities must be completed, invoiced and all expenditures completed and processed with the MSHDA grants management system by the end of the Grant term. Invoices must be submitted at least quarterly.</p> <p><input type="checkbox"/> (d) Understands that this CDBG funding is not replacement funding; and can only serve as a matching resource for another state and/or federal Program with MSHDA pre-approval.</p> <p><input type="checkbox"/> (e) Understands that MSHDA reserves the right to reject any and all submissions, or parts thereof, or to waive any informality or defect in any submission if it is in the best interest of MSHDA and the State of Michigan. All submissions shall become the property of MSHDA. All submissions are considered public information and are subject to discovery under the Freedom of Information Act (FOIA). This submission is not a binding agreement and the notice of selection under this Notification does not guarantee project funding. No project expenses may be incurred, nor contracts signed, for any work that will occur after the application is submitted, unless MSHDA provides formal written authorization. Failure to obtain this approval may jeopardize grant funding.</p>

	<input type="checkbox"/> (f) Understands that the UGLG is required to be in compliance and good standing with MSHDA and all other State and Federal Agencies. <input type="checkbox"/> (g) Agrees to adhere to federal, state and local rules and regulations including, but not limited to, HUD, CDBG, MSHDA, MI Neighborhood, CHILL and CDBG Policy Manual, program rules, regulations, policies, procedures, Grant Agreement, reporting requirements, and the completion of closeout public hearing, monitoring, and grant closeout.
--	--

G	COMPLIANCE REQUIREMENTS The following MSHDA CDBG Program Compliance Documents are required to be submitted with the CDBG Application or prior to receiving a Grant Agreement as indicated. Refer to the CDBG Policy Manual for details.
MUST BE SUBMITTED WITH APPLICATION	
1	<input type="checkbox"/> Proof of funding attached for total project costs, including all leverage/match funds. OR <input type="checkbox"/> Proof of funding not applicable. No leverage/match funds.
2	<input type="checkbox"/> Public Hearing Documentation Purpose: To ensure public awareness and input regarding proposed CDBG-funded activities. Submission Requirements: <ol style="list-style-type: none"> Public Hearing Publication Affidavit and Public Hearing Meeting Minutes must be provided. Notice must be published in a local or applicable newspaper at least five calendar days before the hearing. The first day counted is the day after publication. Public Hearing Notice Must Include: <ol style="list-style-type: none"> Total available funding for the proposed project. Eligible activities and the estimated amount allocated for low- and moderate-income (LMI) households. Plans to minimize displacement and provide benefits to displaced persons, if applicable. Information on the UGLG's performance in prior CDBG programs, if applicable. Refer to MSHDA CDBG Policy Manual Chapter 3 – Notice of Public Hearing (Sample 3-A). Proof of Public Notice: Applicants must submit an affidavit or a copy of the full newspaper page showing the publication date and notice details. Public Hearing Purpose: <ol style="list-style-type: none"> Inform citizens of project objectives, activities, locations, and funding allocation. Provide the opportunity for public review and comments on the application. Include the anticipated application submission date and details on where and when the application can be reviewed. Submission Timeline: <ol style="list-style-type: none"> Draft meeting minutes may be submitted with the application. Once approved, public hearing minutes and an attendance roster must be submitted to MSHDA before grant award.

3	<p><input type="checkbox"/> CDBG Authorizing Resolution</p> <p>Purpose: To designate the authorized official responsible for the CDBG application, grant administration, and NEPA Environmental Review Certifying Officer.</p> <p>Submission Requirements:</p> <ul style="list-style-type: none"> • Authorizing Resolution (Form 2-A from Chapter 2 of the MSHDA CDBG Policy Manual) must be submitted with the application. • The highest elected official is responsible for signing grant documents unless delegated through the resolution. <p>Instructions:</p> <p>Grantees are required to submit an Authorizing Resolution (2-A) designating their authorized official. By default, the highest elected official assumes responsibility of the grant application process, in addition to signing the grant agreement, oversight of grant activities, and signing of grant documents, pay requests, etc. However, these responsibilities may be delegated to another official (elected or hired) through the use of the Authorizing Resolution. The Authorizing Resolution should be completed prior to submitting the application or signing grant related documents and is often in tandem with the public hearing for the overview of the proposed project.</p> <p>At time of passing the Authorizing Resolution, the UGLG may also designate the Certifying Officer for the NEPA Environmental Review. Please review instructions in the Environmental Review chapter.</p> <p>An adopted CDBG Authorizing Resolution will, at a minimum, contain the following:</p> <ol style="list-style-type: none"> 1. Identification of the proposed project. 2. Identification of the funding request and the commitment of the UGLG's matching funds. 3. Statement that the proposed project is consistent with the UGLG's community development plan as described in the Application. 4. Statement that all activities will be taken for the purpose of providing and/or improving permanent residential structures, which upon completion: <ol style="list-style-type: none"> a. 100% will be occupied by low- or moderate-income households [for projects that include Homeowner Rehabilitation, Reconstruction, and Manufactured Housing activities] AND/OR b. 51% or more will be occupied by low- or moderate- income households [for projects that include Housing Infrastructure and Unoccupied Rental Rehabilitation activities] 5. Statement that no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by MSHDA. 6. Local authorization to submit the Michigan CDBG Application. 7. Identification, by title, of the UGLGs authorized person to sign the Application and all attachments. 8. Identification, by title, of the UGLGs authorized person to sign the Grant Agreement and all amendments. 9. Identification, by title, of the UGLGs authorized person to sign Payment Requests. 10. Identification, by title, of the UGLGs authorized person as the National Environmental Policy Act (NEPA) Environmental Review Certifying Officer. <p>An Authorizing Resolution template is available in the CDBG Policy Manual Chapter 2 – Application and Award Process (2-A Authorizing Resolution).</p>
---	---

4	Copy of the applicant's current Procurement Policy. The Procurement Policy must meet 2 CFR Part 200 standards (see Procurement Policy section of the CDBG Policy Manual, Chapter 11 – Procurement).
NOTE: THE FOLLOWING ITEMS ARE SUBMITTED AFTER APPLICATION APPROVAL	
MUST BE SUBMITTED PRIOR TO GRANT AGREEMENT EXECUTION	
5	Annual Profile Review. IGX Grant Management System instructions will be provided upon award. Complete and return 2-E Authorized Signature Designation Review CDBG Policy Manual Chapter 2 – Application and Award Process
MUST BE SUBMITTED PRIOR TO INCURRING ANY PROJECT COSTS (CDBG or non-CDBG)	
6	NEPA Environmental Review. Review CDBG Policy Manual Chapter 7 – Environmental Review
MUST BE SUBMITTED WITHIN 60 DAYS OF GRANT AGREEMENT EXECUTION	
7	Local Program Guidelines. Complete the Program Guidelines TEMPLATE Review CDBG Policy Manual Chapter 2 – Application and Award Process (2-C Program Guidelines)

H	CERTIFICATION BY THE UGLG <input type="checkbox"/> I have read and certify Section H below.
	<p>The UGLG states that the person identified in the Authorizing Resolution certifies the following:</p> <ol style="list-style-type: none"> 1. Possesses legal authority to submit a grant application. 2. Shall comply with 570.486(a) Citizen Participation Requirements of a Unit of General Local Government, including: <ol style="list-style-type: none"> a. Provide for and encourage citizen participation, particularly by low- and moderate-income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used; b. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to the unit of local government's proposed and actual use of CDBG funds; c. Furnish citizens information, including but not limited to: <ol style="list-style-type: none"> i. The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income). ii. The range of activities that may be undertaken with the CDBG funds. iii. The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and iv. The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under §570.488. d. Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the state. Such assistance need not include providing funds to such groups.

	<ul style="list-style-type: none"> e. Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizens' views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. The public hearings to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate. f. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the unit of general local government's application to the state. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state. g. Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable. <p>3. Has in a timely manner:</p> <ul style="list-style-type: none"> a. Furnished its citizens information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons due to proposed activities and for assisting persons displaced. b. Published public notice in such manner to afford citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities. c. Held one or more public hearings to obtain the views of citizens on the proposed application and community development and housing needs; and d. Made the proposed application available to the public. <p>4. Will conduct and administer the grant in conformity with Public Law 88-352 and Public Law 90-284 and will affirmatively further fair housing.</p> <p>5. Has developed the proposed application so as to give maximum feasible priority to activities which will benefit low- and moderate-income families or aid to the prevention or elimination of slum or blight; or to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to health or welfare of the community where other financial resources are not available to meet such needs.</p> <p>6. Has developed a community development plan or community development narrative that identifies community development and housing needs and specifies both short- and long-term community development objectives that have been developed in accordance with the primary objective and requirements of the Title I Housing and Community Development Act of 1974, as amended;</p>
--	--

	<p>7. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with Title I funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (A) Title I funds are used to pay the proportion of such fee or assessment that related to capital costs of such public improvement that are financed from revenue sources other than Title I funds; or (B) for purposes of assessing any amounts against properties owned and occupied by persons of low and moderate income who are not persons of very low income, and (name of local unit) certifies that it lacks sufficient Title I funds to comply with the requirements of clause (A);</p> <p>8. Will adopt a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdictions.</p> <p>9. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant or cooperative agreement;</p> <p>10. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;</p> <p>11. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.</p> <p>12. Will comply with other provisions of Title I of the Housing and Community Development Act of 1987, as amended, and with other applicable laws.</p>
--	---

I	STATEMENT OF ASSURANCES <input type="checkbox"/> I have read Section I and assure the following:
	<p>The UGLG states that the person identified in the Authorizing Resolution assures the following:</p> <ol style="list-style-type: none"> 1. Compliance with financial management and audit requirements in 2 CFR Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule. 2. Compliance with Civil Rights and Equal Opportunity statutes as set forth in Title I of the Civil Rights Act of 1964 (Public Law 88-352), Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), the Michigan Civil Rights Act 453 of 1976, the Michigan Fair Employment Practices Act (MCL 423, 301-423, 311), related statues and implementing rules and regulations. 3. Compliance with Labor Standards statutes as set forth in the Davis-Bacon Fair Labor Standards Act (40 U.S.C. 276a-276a-5), related statutes and implementing rules and regulations. 4. Compliance with Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4831).

	<p>5. Compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4630) and implementing regulations.</p> <p>6. Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and implementing rules and regulations 24 CFR Part 8.</p> <p>7. Compliance with the Citizen Participation Plan (24 CFR Part 570.486 (A)) and implementing regulations.</p> <p>8. Authorized state officials and representatives will have access to all books, accounts, records, reports, files, and other papers, things, or property pertaining to the project to make audits, examinations, excerpts, and transcripts; each contract or subcontract also shall provide for such success to relevant data and records pertaining to the development and implementation of the project.</p> <p>The UGLG agrees to assume all the responsibilities for environmental review, decision making, and action as specified and required under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and Section 104 (f) of Title I of the Housing and Community Development Act and implementing regulations 24 CFR Part 58.</p>
--	--

J	<p>CHOICE LIMITING ACTION ACKNOWLEDGEMENT</p> <p><input type="checkbox"/> I acknowledge that engaging in choice-limiting activities prior to submitting the Request for Release of Funds (RROF) and Certification and receiving authorization, may jeopardize this project's eligibility for funding. Such actions may result in disqualification from CDBG funding and/or require repayment of CDBG funds already expended.</p>
	<p>In accordance with 24 CFR Part 58, neither the recipient nor any participant in the project—including public or private nonprofit organizations, for-profit entities, or their contractors—may commit or expend federal or non-federal project funds prior to approval of the Environmental Review Request for Release of Funds (RROF) and Certification, and subsequent authorization from MSHDA, unless explicitly allowed under 24 CFR Part 58.</p> <p>Examples of prohibited choice-limiting actions include, but are not limited to:</p> <ul style="list-style-type: none"> • Acquisition of land or property • Demolition activities • Closing on loans • Signing contracts • Beginning construction or rehabilitation work

K	<p>CERTIFICATION BY AUTHORIZED SIGNATORY</p> <p>The individual signing below is either the highest elected official or has been duly authorized through an Authorized Resolution. By signing, they certify that:</p> <ol style="list-style-type: none"> 1. All required fields in this application have been completed and reviewed. 2. The Certifications and Assurances included herein have been reviewed and acknowledged. 3. No project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, and written authorization to incur costs has been provided by MSHDA. 4. To the best of their knowledge, the information provided in this application is accurate and current.
----------	---

	<p>5. The UGLG agrees to comply with all applicable HUD, CDBG, and MSHDA rules, regulations, policies, procedures, and reporting requirements.</p> <p>6. All entities involved in the implementation of the proposed project will also comply with these rules and regulations throughout the grant administration process.</p>	
	SIGNATURE	
1	NAME	
2	TITLE	
3	PHONE	
4	DATE	

MI NEIGHBORHOOD CDBG PROGRAM
HOMEOWNER REHAB QUICKFINDER

The Community Development Block Grant (CDBG) Homeowner Rehab activity, administered by MSHDA's Neighborhood Development Division (NDD), provides funding to eligible local governments for home repairs and improvements. These efforts target homes occupied by low- and moderate-income homeowners, addressing critical health, safety, and energy efficiency needs.

Eligible Applicants	Non CDBG-entitled unit of a general local government (UGLG). See CDBG Municipalities Map to determine eligibility.
Eligible Households	Income qualified households with incomes at or below 80% of Area Median Income (AMI).
Eligible Properties	<p>A single-family property which is zoned residential, and:</p> <ul style="list-style-type: none"> Is permanently owner-occupied by residents and their primary residence for a minimum of 12 months. Is current on mortgage(s) payments, if applicable. Has no tax delinquencies unless payment plan is in place and payments are current. Is not subject to a foreclosure proceeding, court-ordered receivership, or nuisance abatement. Has utilities services turned on. Is affixed to a permanent foundation. All assisted properties must be standalone single-family residences with their own unique address. May include detached site condominium units or modular/manufactured homes permanently affixed to real property and taxed as real estate.
Eligible Rehabilitation Costs	<p>The actual cost of rehabilitating housing, including:</p> <ul style="list-style-type: none"> Interior and Exterior Improvements to meet applicable rehabilitation standards and code requirements. <p>The following are eligible costs if they are implemented in conjunction with another assisted activity (cannot be standalone):</p> <ul style="list-style-type: none"> Energy-related repairs or improvements provided they are permanently affixed. Improvements necessary for persons with accessibility needs. Remediation of lead-based paint hazards or asbestos abatement. Modest landscaping (seed/sod, mulch, trees/shrubs, perennials), up to \$1,000.
Project Soft Costs	Reasonable and necessary costs associated with rehabilitation and tied to a specific address.
Relocation Costs	Not applicable.
Administrative Fees	Capped at 18%.



Housing Quality	Grantee must meet both federal standards and local code standards for activities undertaken, whichever is stricter. All permits and inspections are the responsibility of the UGLG.
Documents Required	<ul style="list-style-type: none"> ▪ Proof of fee simple ownership back to Warranty Deed. ▪ Income verification required at time of application. ▪ Initial housing inspection to demonstrate rehabilitation need(s). ▪ Must use mortgage and note template provided by MSHDA.
Replacement Housing	Not allowed.
Compliance Requirements	<ul style="list-style-type: none"> ▪ All U.S. Department of Housing and Urban Development (HUD) rules and regulations as applicable, including federal cross-cutting regulations as outlined in MSHDA's CDBG Policy Manual. ▪ Homeowner insurance on property or letter stating it could be insured once repairs are completed. ▪ When house is sold it is subject to payoff requirements pursuant to the terms of the Mortgage and Mortgage Note. See Loan Terms below.
Federal Laws & Regulations	Refer to MSHDA's CDBG Policy Manual and citations within written Grant Agreement.
Project Completion	All units must be completed within a 24 month period of performance.
Loan Terms	<p>CDBG assistance of \$10,000 or less will be a grant to the homeowner with no repayment, mortgage or mortgage note required.</p> <p>CDBG assistance of \$10,001 or more shall be a zero interest, zero payment loan, forgivable after five years. Loans shall be secured by a second mortgage, forgiven in full at the end of five (5) years. Other loan characteristics:</p> <ul style="list-style-type: none"> ▪ Mortgage shall include the full amount of assistance. ▪ Mortgage and Mortgage Note are between homeowner and MSHDA. ▪ Due on default, sale, refinance or transfer, or if no longer occupied by borrower. ▪ Subordination of this mortgage, i.e. through borrower refinancing, is not allowed. ▪ Program Income resulting from loan payoffs shall be returned to MSHDA.
Minimum Assistance Per Unit	\$1,000.
Maximum Assistance Per Unit	\$40,000.
Non-Owner Leverage Requirement	Not required; however, highly encouraged.





COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION SUPPLEMENT – HOMEOWNER REHABILITATION

SUBMISSION DEADLINE IS 09/17/2025 at 11:59:59 pm EST

Complete the CDBG Application and applicable Application Supplement(s) in full. Include all required attachments before submitting.

A APPLICANT INFORMATION	
1	APPLICANT (UGLG) NAME

B ACTIVITY SUMMARY	
1	Program Design & Administration Describe the overall structure of the homeowner rehabilitation program, including: <ul style="list-style-type: none"> a) Activity-specific roles and responsibilities of staff, contractors, or partnering agencies. b) Program parameters, including maximum assistance amounts, eligible repairs, and any homeowner contribution requirements. c) Targeting strategies, such as income thresholds, geographic focus areas, or outreach methods to ensure equitable access.
2	Participant & Site Selection Explain how program participants and properties will be selected, including: <ul style="list-style-type: none"> a) Eligibility criteria for homeowners and properties. b) Application process, including required documentation and evaluation methods. c) Prioritization strategies, such as targeting the most urgent rehabilitation needs or specific demographic groups (e.g., seniors, people with disabilities).
3	Contractor Selection & Construction Oversight Describe the process for managing rehabilitation activities, including: <ul style="list-style-type: none"> a) Contractor procurement and selection criteria (competitive bidding, qualifications, experience requirements). b) Construction oversight, including project timelines, progress monitoring, and compliance checks. c) Inspection procedures, including initial property assessments, progress evaluations, and final project signoffs.
4	Leveraged Resources Identify the amount and source of any leveraged resources and explain how they will be used (Note: this information should correlate with the numbers provided in the Budget Section (E) of the Application)

C	TIMELINE																																								
	<p>Complete a detailed schedule of the time frame for the grant term with date ranges for each activity.</p> <table border="1"> <thead> <tr> <th colspan="4">TIMELINE</th> </tr> <tr> <th>Completed by</th> <th>Task</th> <th>Start Date</th> <th>End Date</th> </tr> </thead> <tbody> <tr> <td>UGLG</td> <td>Grant Agreement Executed</td> <td>10/1/25</td> <td></td> </tr> <tr> <td>UGLG</td> <td>Procure Third-Party Administrator</td> <td></td> <td></td> </tr> <tr> <td>UGLG</td> <td>Procure Environmental Review consultant</td> <td></td> <td></td> </tr> <tr> <td>UGLG</td> <td>Complete Tier 1 Environmental Review</td> <td></td> <td></td> </tr> <tr> <td>UGLG</td> <td>Sites/Participants Selected</td> <td></td> <td></td> </tr> <tr> <td>UGLG</td> <td>Construction Period</td> <td></td> <td></td> </tr> <tr> <td>UGLG</td> <td>Final Inspection(s) Completed</td> <td></td> <td></td> </tr> <tr> <td>UGLG</td> <td>100% Disbursement of Funds/Final Reports</td> <td></td> <td>9/30/27</td> </tr> </tbody> </table> <p>Timeline Description:</p>	TIMELINE				Completed by	Task	Start Date	End Date	UGLG	Grant Agreement Executed	10/1/25		UGLG	Procure Third-Party Administrator			UGLG	Procure Environmental Review consultant			UGLG	Complete Tier 1 Environmental Review			UGLG	Sites/Participants Selected			UGLG	Construction Period			UGLG	Final Inspection(s) Completed			UGLG	100% Disbursement of Funds/Final Reports		9/30/27
TIMELINE																																									
Completed by	Task	Start Date	End Date																																						
UGLG	Grant Agreement Executed	10/1/25																																							
UGLG	Procure Third-Party Administrator																																								
UGLG	Procure Environmental Review consultant																																								
UGLG	Complete Tier 1 Environmental Review																																								
UGLG	Sites/Participants Selected																																								
UGLG	Construction Period																																								
UGLG	Final Inspection(s) Completed																																								
UGLG	100% Disbursement of Funds/Final Reports		9/30/27																																						



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Doroh, and Uplinger
CC: Justin Weber, City Manager
From: Shelly Umbanhowar, Clerk
CC: Stephenie Cagle, Treasurer
Subject: Resolution for MSHDA CDBG Funding
Date: 08/14/25

Summary:

After the public hearing, if the Council is in agreement with submitting the application, the next item on the agenda will be adopting a resolution for the Council's formal approval for the City Manager and designees to proceed with the grant application.

Council Action:

The City Council will:

- Adopt Resolution 2025-11 MSHDA CDBG Funding.

**CITY OF BANGOR
VAN BUREN COUNTY, MICHIGAN
RESOLUTION #2025-11**

**RESOLUTION TO APPROVE THE MSHDA COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) REQUEST FOR THE CITY OF BANGOR HOME REHAB PROJECT**

Minutes of a regular meeting of the City of Bangor Council of the County of Van Buren held on August 18, 2025, at 7:00pm local time, pursuant to the Open Meetings Act (PA 267, 1976).

PRESENT: _____

ABSENT: _____

The following resolution was offered by Council Member _____ and seconded by Council Member _____.

WHEREAS, the City of Bangor will be submitting a grant request to MSHDA through the Community Development Block Grant (CBDG) program in the amount of \$400,000 for repairs and improvements to homes located within the City, and;

WHEREAS, the proposed project is consistent with the community development plan of Van Buren County as described in the application to be submitted to MSHDA, and;

WHEREAS, all activities will be taken for the purpose of providing and/or improving permanent residential structures, which upon completion will be occupied by low- or moderate-income households, and;

WHEREAS, no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by CDBG Specialist, and;

WHEREAS, Justin Weber, City Manager, is the authorized Certifying Officer and authorized to sign the Application and all attachments, the Grant Agreement and all amendments, and the Grant Payment Requests.

NOW, THEREFORE IT BE RESOLVED, the City of Bangor authorizes the submission of the MSHDA Community Development Block Grant (CBDG) application.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

City Clerk

CERTIFICATE

The foregoing is a true and complete copy of a resolution adopted by the City of Bangor Council at a regular business meeting held on August 18, 2025. Public notice was given and the meeting was conducted in compliance with the Michigan Open Meetings Act (PA 267, 1976). Minutes of the meeting will be available as required by the Act.

City Clerk



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Doroh, and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: City Attorney Current Balance Due

Date: 08/14/25

Summary:

The City has not received or processed any invoices for legal services from the City Attorney since November 2024. However, legal services have continued to be provided from **December 1, 2024 through July 31, 2025**, covering a period of eight (8) months.

The City Attorney has submitted a proposal regarding payment for these services. His offer includes a **discounted, flat-rate payment option** as outlined below:

- **Amount owed without the offer:** \$55,920 (\$6,990/month × 8 months)
- **Proposed discounted amount:** \$44,000 (\$5,500/month × 8 months)
- **Total savings if accepted:** \$11,920 (21.32%)

*Please note that beginning **August 1, 2025**, all legal billing will be provided in a fully itemized format.*

Council Action:

The City Council is asked to vote on whether to accept the City Attorney's offer to settle the outstanding balance at the reduced amount of **\$44,000**.



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Doroh, and Uplinger
CC: Justin Weber, City Manager
From: Shelly Umbanhowar, Clerk
CC: Stephenie Cagle, Treasurer
Subject: Request for Hearing to Appeal Termination
Date: 08/14/25

Summary:

Following is a letter to the Council requesting a hearing to appeal termination from employment.

The City Charter says:

SECTION 5.17 - APPOINTIVE DEPARTMENT OFFICERS.

The head of each department shall have the power to hire, suspend, discharge or otherwise take other appropriate disciplinary action against the employees of his department, with consent of the City Manager. ***An employee who has been discharged may within ten days thereafter petition the Council to hear the facts regarding such discharge,*** and in case the Council may in its sole discretion order a hearing and inquire into such facts, and may make such decision in the matter as it considers proper.

Former DPW employee Jordan Cummins submitted in writing on 08/06/25 a 'request for hearing to appeal termination' within ten (10) days which is in accordance with the charter.

It has been confirmed with the City Attorney that this is not a public hearing that requires a public hearing notice. The hearing is not an automatic appeal.

Following is also a letter from the City Manager regarding this agenda item.

Council Action:

The City Council must vote on whether to grant a hearing to Jordan Cummins. If approved, the hearing must be conducted in an open session and will be scheduled for the next Regular City Council Meeting on Tuesday, September 2, 2025, at 7:00 PM.



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY OF BANGOR

257 West Monroe Street / Bangor, Michigan 49013

Telephone: 269.427.5831 / Email: clerk@cityofbangormi.gov / Website: www.cityofbangormi.org

City Manager Justin Weber

Treasurer Stephenie Cagle

Clerk Shelly Umbanhowar

August 11th, 2025

To: City Council

From: Manager Weber

Subject: Request for Hearing to Appeal Termination

City Council,

Jordan Cummins' at-will employment ended with the Department of Public Works on August 5th, 2025. We wish him good luck in his future endeavors; however, I do not recommend the council proceed with a hearing.

Respectfully,

Justin Weber

City Manager
City of Bangor

Mayor Farmer and City Council
City of Bangor
257 W Monroe Street
Bangor, MI 49013

RCVD 25 AUG 6

Subject: Request for Hearing to Appeal Termination

Dear Mayor Farmer and City Council Members,

I am writing to formally request a hearing with the Bangor City Council to appeal my recent termination from the Department of Public Works, effective August 5, 2025.

I believe my termination was unjustified and based on incorrect information. I was never given the opportunity to provide my side of the situation or answer any questions before this decision was made. Had I been asked, it would have been clear that the statements in the termination letter were false.

I am requesting an opportunity to present my explanation and supporting information so the council can review the facts fairly. Please let me know the earliest possible date this can be placed on the agenda. I can be reached at [REDACTED].

Thank you for your time and consideration.

Sincerely,
Jordan Cummins
Former DPW Employee
City of Bangor



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Doroh, and Uplinger
CC: Justin Weber, City Manager
From: Shelly Umbanhowar, Clerk
CC: Stephenie Cagle, Treasurer
Subject: City Paid Holiday's
Date: 08/14/25

Summary:

Currently the City Paid Holidays are as follows:

- New Years Eve Day
- New Years Day
- Martin Luther King Jr. Day
- Presidents Day
- Good Friday
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Thanksgiving Day
- Day after Thanksgiving
- Veteran's Day
- Christmas Eve Day
- Christmas Day

Fifteen (15) Paid Holidays

The new employee handbook proposes the following as the modified City Paid Holidays effective 01/01/26:

- New Year's Day
- Martin Luther King Jr. Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Veterans' Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve Day

Thirteen (13) Paid holidays

The City Manager was recently approached with a concern regarding the removal of Good Friday from the list of paid City holidays. This change was made solely on the basis that Presidents Day & Good Friday is not recognized as a federal holiday.

Currently, the total number of paid holidays for City employees is below the previous total of fifteen (15). The City Council is asked to consider whether it would like to reinstate **Good Friday**, **Presidents Day**, or both, in order to bring the total number of paid holidays back to fifteen (15).


A list from the Federal Reserve System is provided as a reference of the federal holidays observed by the Federal Reserve. These dates represent the official holidays most commonly recognized and observed by the federal government.

Council Action:

Direction from Council is requested to determine if these holidays should be added back to the official holiday schedule.

Holidays Observed - K.8

K.8 - Holidays Observed by the Federal Reserve System 2025-2029

For holidays falling on Saturday, Federal Reserve Banks and Branches will be open the preceding Friday; however, the Board of Governors will be closed. For holidays falling on Sunday, all Federal Reserve offices will be closed the following Monday. See the [Federal Reserve Banks Financial Services holiday page](#)  for additional details on the operations of the Federal Reserve Banks.

	2025	2026	2027	2028	2029
New Year's Day	January 1	January 1	January 1	January 1*	January 1
Birthday of Martin Luther King, Jr.	January 20***	January 19	January 18	January 17	January 15
Washington's Birthday	February 17	February 16	February 15	February 21	February 19
Memorial Day	May 26	May 25	May 31	May 29	May 28
Juneteenth National Independence Day	June 19	June 19	June 19*	June 19	June 19
Independence Day	July 4	July 4*	July 4**	July 4	July 4
Labor Day	September 1	September 7	September 6	September 4	September 3
Columbus Day	October 13	October 12	October 11	October 9	October 8
Veterans Day	November 11	November 11	November 11	November 11*	November 11**
Thanksgiving Day	November 27	November 26	November 25	November 23	November 22
Christmas Day	December 25	December 25	December 25*	December 25	December 25

* Saturday - the Federal Reserve Banks are open, but the Board of Governors is closed on July 3, 2026, June 18, 2027, December 24, 2027, November 10, 2028, and December 31, 2028.

** Sunday - the Federal Reserve Banks and the Board of Governors are closed on July 5, 2027, and November 12, 2029.

*** On January 20, 2025, the Federal Reserve Banks are closed in observance of the Birthday of Martin Luther King, Jr. On January 20, 2025, the Board of Governors is closed in observance of Inauguration Day and the Birthday of Martin Luther King, Jr.

Last Update: February 4, 2025

COMMENTS PUBLIC

WAIT UNTIL RECOGNIZED BY THE CHAIR
-THREE (3) MINUTES PER SPEAKER



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

COUNCIL CLOSING COMMENTS

EACH COUNCIL MEMBER WILL GIVE THEIR
CLOSING COMMENTS TO THE PUBLIC



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE

MEETING ADJOURNMENT

MAYOR WILL ADJOURN
AND CLOSE MEETING



BANGOR, MI
TRAIN CITY USA
GATEWAY TO THE LAKE