



# CITY OF LESLIE

602 W. Bellevue • P.O. Box 496 • Leslie, MI 49251-0496  
Phone: 517-589-8236 • Fax: 517-878-6868 • Web Site: [www.cityofleslie.org](http://www.cityofleslie.org)

## DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

MONDAY, NOVEMBER 8, 2021 9:00 A.M.  
LESLIE CITY HALL, 602 W. BELLEVUE STREET

### AGENDA

1. Meeting Called to Order  
Roll Call  
Pledge of Allegiance
2. Approval of the Agenda.
3. Approval of the September 13, 2021 DDA minutes.
4. Approval of October 2021 Financials.
5. Public Comment.
6. Items of Business.
  - A. Election of Officers.
  - B. Retail Marihuana Ordinance Language Review. Review of retail marihuana ordinance language and gather input/opinion from DDA Board.
7. Items of Discussion.  
None.
8. Motion to adjourn the meeting.

**LESLIE DOWNTOWN DEVELOPMENT AUTHORITY**  
Minutes of the September 13, 2021 meeting, held at Leslie City Hall,  
602 W Bellevue Street, Leslie, Michigan 49251

**Meeting called to order at 9:00 AM. Roll call. Pledge of Allegiance.**

**AGENDA**

1. Meeting Called to Order Roll Call Pledge of Allegiance

**ROLL CALL:**

Sinicropi-ABSENT  
Winslow-PRESENT  
Baker-PRESENT  
Floyd-PRESENT  
Beegle-PRESENT  
Yeider-EXCUSED  
Teague-PRESENT  
Abbee- EXCUSED

2. Approval of the Agenda.

Motion Teague, second Baker to approve agenda as presented.

**ALL AYES**

**MOTION CARRIED**

3. Approval of the June 14, 2021 DDA minutes.

Motion Teague, second Baker to approve DDA minutes.

**ALL AYES**

**MOTION CARRIED**

4. Approval of August 2021 Financials.

Motion Teague, second Baker to approve November financials.

**ALL AYES**

**MOTION CARRIED**

5. Public Comment. –None

6. Items of Business.

- A. Façade Grant Request for 115. E. Bellevue.

Motion Teague, second Baker to approve funding request of \$14,100 contingent upon Council appropriating \$15,000 from the DDA fund balance account into it 248-898-949.

**ALL AYES**

**MOTION CARRIED**

- B. Bowling Alley Mural Funding Request.

Motion Floyd, second Beegle to approve a request of funding in the amount of \$800 from Nathaniel Jansen to complete the mural on the back wall of the bowling alley at 208 N. Main Street.

**ALL AYES**

**MOTION CARRIED**

7. Items of Discussion.

A. Downtown Flowerbeds

DDA discussed options for flowerbed maintenance. Winslow suggests getting rid of the flowerbeds as part of the engineering for the Bellevue Road construction project in the future. Planters for flowers and tree replacement with smaller, ornamental trees were also suggested. DDA will revisit this in the Spring.

DDA will create a list of things that need to be done starting in the Spring that seasonal DPW workers can do at the March 2022 meeting.

No action was taken.

8. Motion to adjourn the meeting.

Teague, Baker 9:28am

**ALL AYES**

**MOTION CARRIED**

Respectfully Submitted,

Susan Montenegro,  
Acting DDA secretary

Fund 248 DDA Fund

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH ACCOUNT	204,307.55
248-000-017.000	MBIA-CLASS INVESTMENTS	1,462.15
248-000-060.101	NOTE RECEIVABLE FROM GEN FUND	93,846.49
<b>Total Assets</b>		<b>299,616.19</b>
*** Liabilities ***		
248-000-214.101	DUE TO GENERAL FUND	6,037.14
<b>Total Liabilities</b>		<b>6,037.14</b>
*** Fund Balance ***		
248-000-390.000	FUND BALANCE	317,625.85
<b>Total Fund Balance</b>		<b>317,625.85</b>
Beginning Fund Balance - 20-21		317,625.85
Net of Revenues VS Expenditures - 20-21		(16,086.50)
*20-21 End FB/21-22 Beg FB		301,539.35
Net of Revenues VS Expenditures - Current Year		(7,960.30)
Ending Fund Balance		293,579.05
Total Liabilities And Fund Balance		299,616.19

\* Year Not Closed

Server: CARRIE

PERIOD ENDING 10/31/2021

B: Leslie

% Fiscal Year Completed: 33.70

L NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	10/31/2021 NORM (ABNORM)	MONTH 10/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 248 - DDA Fund							
Revenues							
Dept 000							
48-000-400.101	NOTE PAYMENT FOR 602 W BELLEVU	9,173.00	9,173.00	0.00	0.00	9,173.00	0.00
48-000-405.000	TIF CAPTURE	17,752.00	17,752.00	0.00	0.00	17,752.00	0.00
48-000-664.000	INTEREST EARNED	2,000.00	2,000.00	79.45	17.44	1,920.55	3.97
48-000-696.000	MERCHANT BANNER SALES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 000		29,925.00	29,925.00	79.45	17.44	29,845.55	0.27
TOTAL REVENUES		29,925.00	29,925.00	79.45	17.44	29,845.55	0.27
Expenditures							
Dept 898 - DDA ACTIVITY							
48-898-714.000	FICA EXPENSE	0.00	0.00	142.31	31.81	(142.31)	100.00
48-898-944.000	PUBLIC RELATIONS	3,000.00	3,000.00	1,500.00	0.00	1,500.00	50.00
48-898-947.000	DOWNTOWN MAINTENANCE	3,000.00	3,000.00	1,846.00	0.00	1,154.00	61.53
48-898-949.000	FACADE GRANTS	4,000.00	4,000.00	1,332.79	0.00	2,667.21	33.32
48-898-959.010	SPECIAL PROJECTS CONTINGENCY	500.00	500.00	1,358.35	0.00	(858.35)	271.67
48-898-959.030	BANNER EXPENSE	100.00	100.00	0.00	0.00	100.00	0.00
48-898-965.010	ADMIN SUPPORT	5,356.00	5,356.00	1,860.30	416.01	3,495.70	34.73
Total Dept 898 - DDA ACTIVITY		15,956.00	15,956.00	8,039.75	447.82	7,916.25	50.39
TOTAL EXPENDITURES		15,956.00	15,956.00	8,039.75	447.82	7,916.25	50.39
Fund 248 - DDA Fund:							
TOTAL REVENUES		29,925.00	29,925.00	79.45	17.44	29,845.55	0.27
TOTAL EXPENDITURES		15,956.00	15,956.00	8,039.75	447.82	7,916.25	50.39
NET OF REVENUES & EXPENDITURES		13,969.00	13,969.00	(7,960.30)	(430.38)	21,929.30	56.99

**LESLIE DOWNTOWN DEVELOPMENT AUTHORITY  
RESOLUTION NO. 2002-01  
RULES OF PROCEDURE**

**I. GENERAL PROVISIONS RULE**

- 1.1 Quorum and Majority.** A majority of the total (nine) members of the Board of Directors of the Downtown Development Authority (herein after called "Board") shall constitute a quorum for the transaction of business. Any business action taken shall require a majority vote of those present, unless an exception is noted in these rules.
- 1.2 Regular Meetings.** The Board shall hold a regular meeting once per month at a time and place to be determined by the Board.
- 1.3 Special Meetings.** Special meetings of the Board may be convened at the direction of the chairperson or any three (3) members of the Board. No special meeting shall be official unless notice of the meeting and the business to be transacted was delivered to the address of record of each Board member 24 hours before the special meeting. If the meeting is to be convened on a Sunday or a holiday, said notice shall be personally delivered to the residence of the board members.
- 1.4 Open Meetings.** All meetings of the Board shall be conducted in compliance with the Open Meetings Act, Act No. 267 of Public Acts of Michigan of 1976 (MCL 15.261 et seq.). All meetings shall be accessible to the public. Citizens shall have reasonable opportunity to be heard at all open meetings. The secretary or the Board's designee shall give notice of the regular meeting at least three (3) days prior to the meeting except for those meetings convened pursuant to Rule 1.3. Notice of special meetings shall be posted 18 hours prior to the meeting at the city offices.

**II. OFFICERS**

- 2.1 Chairperson.** The Board of Directors shall elect from the Board a Chairperson. The Chairperson shall call the Board to order, and, except in the absence of a quorum, shall proceed to business in the manner prescribed in Robert's Rule of Order. The Chairperson shall preserve order and decorum, may speak to and shall decide questions of order, subject only to appeal of the Board. The Chairperson shall be elected annually at the regular meeting of the Board held in April or as soon as practical thereafter.
- 2.2 Vice-Chairperson.** The Board shall elect a Vice-Chairperson who shall be a member of the Board. In the absence of the Chairperson, the Vice-Chairperson shall preside over the Board and shall exercise all of the powers and perform all of the duties of the Chairperson. The Vice-Chairperson shall be elected annually at the regular meeting of the Board held in April or as soon as practical thereafter.

**2.3** **Secretary.** The City Clerk for the City of Leslie, (or the Deputy City Clerk in the Clerk's absence), shall serve as Secretary of the Board. The Secretary shall be responsible for the safekeeping of all documents of the Board. The Secretary shall keep the minutes of the proceedings of the Board. The Secretary shall furnish each member with an agenda for each meeting and a copy of the minutes of the preceding meeting three (3) days prior to the meeting. The Secretary shall attend to the typing and copying of all Board proposals, committee reports, resolutions, minutes, and other documents ordered written by the Chairperson. The Secretary shall be responsible for giving notice of meetings pursuant to the "Open Meetings Act" and posting notice of meetings in the city offices. All official documents of the Board shall be kept at the administrative offices of the City of Leslie. Unless the Secretary is also a Board Member, the Secretary shall not vote on any matters before the Board. Any and all inquiries regarding Secretary issues should be directed to the Chairperson.

**2.4** **Treasurer.** The City Treasurer of the City of Leslie (or the Deputy Treasurer in the City Treasurer's absence) shall serve as Treasurer of the Board. The Treasurer shall be responsible for the safekeeping and disbursement of funds of the Board. All expenditures shall be reported to the Board quarterly at a regular meeting. The Treasurer shall keep the funds of the Board in a depository approved by the Board. To the extent possible, all funds of the Board shall be kept in interest-bearing accounts. The Treasurer shall keep the financial records of the Board open for public inspection during reasonable business hours. Unless the Treasurer is also a Board Member, the Treasurer shall not vote on any matters before the Board. Any and all inquiries regarding Treasurer issues should be directed to the Chairperson.

### **III. MISCELLANEOUS**

**3.1** **Replacement of Inactive Board Members.** The Board may request that the Chief Executive Officer of the City of Leslie replace any member of the Board appointed by the Chief Executive Officer of the City of Leslie, who misses three (3) consecutive meetings of the Board.

**3.2** **Public Participation.** The public shall have the right to address the Board at any regular or special meeting concerning matters affecting the Board and within the parameters of the "Open Meetings Act". Each person shall be permitted to speak for five (5) minutes unless the Board shall extend the time by affirmative vote.

**3.3** **Rule Changes.** Any amendments or additions to these Rules require the affirmative vote of two-thirds (2/3) of the total membership of the Board.

The above and foregoing document is hereby certified to be a true and complete copy of the resolution duly adopted by the Leslie Downtown Development Authority at its regular meeting conducted on this 8<sup>th</sup> day of April 2002.

**From:** [Elizabeth Wilbur](#)  
**To:** [Susan Montenegro](#)  
**Subject:** Retail Marihuana Ordinances  
**Date:** Wednesday, August 25, 2021 11:56:10 AM  
**Attachments:** [Corresponding Zoning Ordinance Retail 8.25.2021.docx](#)  
[Retail Amendment Recreational-Medical 8.25.2021.docx](#)

---

Hi Sue,

Attached is an ordinance to amend chapter 19, allowing Recreational Retail, Microbusinesses and Medical Provisioning Centers. I just went with Unlimited, but the number can be anywhere from 1 to unlimited. For the Microbusinesses, I limited it to three—these businesses can grow their own product, test it, and sell it on site (it is my understanding they cannot sell any other strains on site though—only what they grow)—since retail is not allowed in the business park I limited the amount of licenses available for this, since it will likely need to go where the other retail establishments are—but obviously it is up to council on the numbers and locations, I just wanted to be sure to note it differently.

Also attached is a corresponding zoning ordinance to allow retail. Council can decide where best to allow licensed retail establishments, but after looking at the zoning map (and knowing retail is not allowed in the business park) I chose to place it in Highway Service—I thought it would take it out of the downtown area, but after thinking about it, it does put it closer to the school—so again, I'd defer it to council; basically they would need to decide what location is best to allow for the retail. It would be easy enough to change the section numbers based on the zoning district chosen, but gives council a framework to start with.

Another thing we can do is provide distance limitations, i.e., it can be anywhere with a special use permit so long as it is X feet/miles from a school; X feet/miles from residential, etc., it would be a little harder to craft, but barring several limitations, I think I could pull it off. Let me know if there are any questions or concerns.

Very truly,  
Elizabeth

PS—the overhaul of Chapter 19 we did and adopted earlier this year hadn't been updated on Municode, just wanted to mention it.

Elizabeth M. Wilbur, Esq.  
GRUA, TUPPER & YOUNG, PLC  
2401 East Grand River Avenue  
Lansing, MI 48912  
(517) 487-8300  
(517) 487-8306 (Fax)  
[www.wedolawinlansing.com](http://www.wedolawinlansing.com)

Notice: This email, including any attachment(s) to it are intended solely for the use of the individual or entity to which it is addressed. If you have received this email in error please notify Grua, Tupper, & Young, PLC by replying to the original email and deleting any email(s)



or attachment(s) that you have received. The recipient should check this email and any attachment(s) for the presence of viruses.

Offers of Compromise: This email may contain an offer to compromise or contain a negotiation to compromise or settle a disputed fact or claim. Therefore, this communication is protected pursuant to MRE 408.

**Special Notice to Client(s): If you are a client of this firm please DO NOT FORWARD this email to any other party. Strict Confidentiality is necessary to maintain applicable privileges.**

# CITY OF LESLIE

## ORDINANCE NO. 227

*To add a section to Chapter 98 of the Code of Ordinances, City of Leslie, Ingham County, Michigan, , and to promote public welfare.*

### PREAMBLE

**AN ORDINANCE TO ADD, SECTION 98-254a (“USES PERMITTED BY SPECIAL USE PERMIT”) OF CHAPTER 98 (“ZONING”) OF THE CODE OF ORDINANCES, CITY OF LESLIE, INGHAM COUNTY, MICHIGAN AND TO PROVIDE AN EFFECTIVE DATE FOR THIS ORDINANCE.**

### THE CITY OF LESLIE ORDAINS:

**SECTION ONE. ADDING SECTION 98-254a.** To add a new section to comply with Amendments to Chapter 19 and to comply with the Act.

**This section, 98-254a of the Code of Ordinances, City of Leslie, Michigan, is hereby enacted and shall read as follows:**

Sec. 98-254a - Uses permitted by special use permit.

The following uses may be permitted under the provisions of article X of this chapter:

- (1) Licensed medical marihuana provisioning center(s), provided the conditions and requirements as set forth in Chapter 19 ("Medical and Recreational Marihuana") are fully satisfied.
- (2) Licensed recreational marihuana retail establishment(s) provided the conditions and requirements as set forth in Chapter 19 ("Medical and Recreational Marihuana") are fully satisfied.
- (3) Licensed recreational Marihuana Microbusiness(s) provided the conditions and requirements as set forth in Chapter 19 ("Medical and Recreational Marihuana") are fully satisfied.

**SECTION TWO. EFFECTIVE DATE.** Once adopted, this Ordinance shall take effect seven 7 days after its publication as provided by law.

**SECTION THREE. AVAILABILITY.** This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 8:30 a.m. and 4:30 p.m.

Certified to be a true and accurate copy of an Ordinance duly adopted by the Leslie City Council at its regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Chelsea Cox  
City Clerk

# CITY OF LESLIE

## ORDINANCE NO. 2021-06

*To amend and provisions of Chapter 19 of the Code of Ordinances, City of Leslie, Ingham County, Michigan, to allow Recreational Marihuana Retail Establishments, Recreational Marihuana Microbusinesses, and Medical Marihuana Provisioning Centers in the City of Leslie..*

### PREAMBLE

**AN ORDINANCE TO AMEND SECTIONS TO THE CODE OF ORDINANCES, CITY OF LESLIE, MICHIGAN, AMENDING SEC. 19.11 AND SEC. 19.42; AND TO PROVIDE AN EFFECTIVE DATE FOR THIS ORDINANCE.**

THE CITY OF LESLIE ORDAINS:

**SECTION ONE. Amending Sec. 19.12, of Chapter 19, Article II, of the Code of Ordinances, City of Leslie, Michigan, is hereby amended to read as follows**

Sec. 19-12. - License application submission.

(a) Each medical marihuana facility must be licensed by the city. Applications for a license shall be made in writing to the city clerk. All applications submitted to the city clerk in accordance with the provisions of this chapter shall be considered for the issuance of a license.

(b) All applications shall be accompanied by a license application fee in an amount established by city council resolution. Should the applicant not receive a license, one-half of the application fee shall be returned. If an application is approved and a license issued, the first annual fee shall be in an amount established by city council resolution. The application fee and the annual fee are established to defray the costs of administration of this chapter.

(c) Upon receipt of a completed application meeting the requirements of this section and appropriate nonrefundable license application fee, the city clerk shall refer a copy of the application to each of the following for their approval: the fire department, the building inspector, the police department, the zoning administrator, and the city treasurer.

(d) If written approval is given by each individual or department identified in this subsection (d), the city clerk shall accept a copy of the application for consideration. No application shall be accepted by the city clerk unless:

- (1) The fire department and the building inspector have inspected the proposed location for compliance with all laws for which they are charged with enforcement and for compliance with the requirements of this chapter;
- (2) The zoning administrator has confirmed that the proposed location complies with the zoning code;
- (3) The city treasurer has confirmed that the applicant and each stakeholder of the applicant are not in default to the city;

(4) The police department has determined that the applicant has met the requirements of this chapter with respect to the background check;

(5) The application is complete and all required documents are attached.

(e) The number of licenses issued and renewed in any year shall be capped as follows, but subject to change by resolution of the city council:

(1) Medical marihuana grower facilities: SIX (6) TOTAL

a. Class A (up to 500 Plants): TWO (2)

b. Class B (up to 1,000 Plants): TWO (2)

c. Class C (up to 1,500 Plants\*): TWO (2)

(2) Medical marihuana processor: THREE (3)

(3) Medical marihuana secure transporter: UNLIMITED

(6) Medical marihuana safety compliance facility: THREE (3)

(7) Medical marihuana provisioning center: **UNLIMITED**

\* Medical marihuana grower facilities with a "Class C" license may apply for multiple Class C licenses.

**SECTION TWO. Amending Sec. 19.42, of Chapter 19, Article IV—Recreational Marihuana, of the Code of Ordinances, City of Leslie, Michigan, is hereby amended to read as follows:**

SEC. 19.42 LICENSE. APPLICATION AND APPROVAL.

- (A) Each marihuana establishment must be licensed by the City. Applications for a license shall be made in writing to the City Clerk. All applications submitted to the City Clerk in accordance with the provisions of this chapter shall be considered for the issuance of a license.
- (B) All applications shall be accompanied by a license application fee in an amount of \$5,000.00, which may be amended from time to time by City Council resolution. Should the applicant not receive a license, one-half of the application fee shall be returned. If an application is approved and a license issued, the first annual fee shall be \$5,000.00, which may be amended from time to time by City Council resolution. The application fee and the annual fee are established to defray the costs of administration of this chapter.
- (C) Upon receipt of a completed application meeting the requirements of this section and appropriate nonrefundable license application fee, the City clerk shall refer a copy of the application to each of the following for their approval: the fire department, the building inspector, the police department, the zoning administrator, and the City Treasurer.
- (D) If written approval is given by each individual or department identified in subsection (c), the City Clerk shall accept a copy of the application for consideration. No application shall be accepted by the City Clerk unless:

- (1) The fire department and the building inspector have inspected the proposed location for compliance with all laws for which they are charged with enforcement and for compliance with the requirements of this chapter;
  - (2) The zoning administrator has confirmed that the proposed location complies with the zoning code;
  - (3) The City Treasurer has confirmed that the applicant and each stakeholder of the applicant are not in default to the City;
  - (4) The police department has determined that the applicant has met the requirements of this chapter with respect to the background check;
  - (5) The application is complete and all required documents are attached.
- (E) The number of licenses issued and renewed in any year shall be capped as follows, but subject to change by resolution of the City Council:
- |  |                  |
|--|------------------|
| (1) Marihuana Grower Establishment:      | UNLIMITED        |
| i. Class A (up to 100 Plants):           | UNLIMITED        |
| ii. Class B (up to 500 Plants):          | UNLIMITED        |
| iii. Class C (up to 2,000 Plants):       | UNLIMITED        |
| (2) Marihuana processor:                 | UNLIMITED        |
| (3) Marihuana safety compliance:         | UNLIMITED        |
| (4) Marihuana retail establishment:      | <b>UNLIMITED</b> |
| (5) Marihuana Microbusinesses:           | <b>THREE (3)</b> |
| (6) Excess Marihuana grower:             | UNLIMITED        |
| (7) Marihuana Consumption establishment: | ZERO (0)         |
| (8) Marihuana Temporary Events:          | ZERO (0)         |
- (F) An authorized marihuana establishment shall consent to inspection of the establishment by City officials and/or by the City Police and/or Fire Department, upon reasonable notice, to verify compliance with this ordinance.
- (G) It is hereby expressly declared that nothing in this ordinance be held or construed to give or grant to any licensed marihuana establishment a vested right, license, privilege, or permit to continued authorization from the City for operations within the City.

**SECTION THREE. Effective Date.** Once adopted, this Ordinance shall take effect seven 7 days after its publication as provided by law.

**SECTION FOUR. Availability.** This ordinance may be purchased or inspected in the City Clerk’s office, Monday through Friday between the hours of 8:30 a.m. and 4:30 p.m.

Certified to be a true and accurate copy of an Ordinance duly adopted by the Leslie City Council at its regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Chelsea Cox  
City Clerk