








Council Chamber
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242

May 6, 2013
7:00 p.m.
(517)437-6441
www.cityofhillsdale.org

CITY COUNCIL AGENDA

CITY OF HILLSDALE REGULAR MEETING

- 7pm*
1. Call to Order and Pledge of Allegiance
 2. Roll Call *Excuse B. Watkins - ALL OTHERS (8) PRESENT.*
 3. Approval of Agenda *No changes - as presented*
 4. Public Comments on Agenda Items *Any ^{England} requests clean-up job in Hillsdale
Mr. Smith - 63 S. Broad St. - Delapellare property @ 55 S. Broad.*
 5. Consent Agenda *Approved 8-0*
 - A. Approval of Bills from April 25, 2013: Claims of \$115,551.23 Payroll of \$84,762.07
 - Invoice Approval Summary By Fund of 4/25/13 
 - Invoice Approval Summary by Vendor of 4/25/13 
 - B. Committee Reports (Pending Approval):
 1. O&G Minutes of February 8, 2013 & April 23, 2013
 - Minutes of 2/8/13 
 - Minutes of 4/23/13 
 2. Community Development Committee Minutes of April 25, 2013
 - Minutes of 4/25/13 
 3. Finance Minutes of April 15, 2013 & April 29, 2013
 - Minutes of 4/15/13 
 - Minutes of 4/29/13 
 4. ZBA Minutes of 4/23/13

Minutes of 4/23/13

- C. Council Minutes of April 15, 2013

Minutes of 4/15/13

- D. Quarterly Investments 4/15/13

Investment Report

6. Communications/Petitions

7. Introduction and Adoption of Ordinance/Public Hearing

- A. Knox Ventures Commercial Rehabilitation Exemption (Public Hearing)

(Resolution) #3131 Approved 8-0

CM MEMO

Application

- B. Cobra Motor LLC Industrial Facilities Exemption (Resolution) #3132

CM MEMO Approved 8-0

Application

7:30p

- C. Ordinance to Rezone Properties from I-1 Light Industrial to RM-1 Multiple Family Residential

CM MEMO

Ordinance

Ord. # 2013-1 Approved 8-0

Petitioner + Reading May 20th

- D. Ordinance to Amend Section 20-31, Division 1, Article II, Chapter 28 Regarding Municipal Civil Infractions

CM MEMO

Ordinance

Ord. # 2013-2 Approved 7-1

Petitioner + Reading May 20th



- E. Ordinance to Amend Sections 28-32, 28-34, 28-42 and 28-44 of Article II of Chapter 28 Regarding Collection and Disposal of Solid Waste and Yard Rubbish

CM MEMO

Ordinance

Ord. # 2013-3 Approved 7-1

Petitioner + Reading May 20th



- F. Budget for fiscal year 2013-2014 (Public Hearing) (Resolutions) *#3133 Tabled - 4-4 VOTE*
CM MEMO 
Resolutions  *Adopt - 7-1*
LEUY TAXES Adopt 8-0

DPS - STREETS, Parks, Forestry, Cemeteries, Inventory, FLEET, Building & Grounds, Eng.








8. Unfinished Business

- A. Local Streets Maintenance
- B. Code Enforcement


9. Old Business


- A. CGI Proposal for Video Services (Contract)
CM MEMO 
Contract Info 


10. New Business

- 8:11sp - 8:45sp*
8:45p A. Closed Session Pursuant to P.A. 267 of 1976, Section 15.268, Sec 8(d) *Res. #3135 Approved 7-1*
- B. Hillsdale County Parks Commission Request for Donation *Council Did Not Act.*
CM MEMO 
Adopt A Pier 
- C. Park Usage Agreement - Indiana Outboard Association *Approved 8-0*
CM MEMO 
Park Usage (IOA) 
- D. Contract for Jenkins Engineering, LLC for Millpond Dam Inspection and DEQ Permitting *Approved 8-0*
CM MEMO 
Contract 
- E. Proposed Ordinance Amendments for Beach
CM MEMO  *Approved UNANIMOUSLY*

11. Miscellaneous

- Police 1st Quarter Report 

Police 1st Quarter Report Pt. 2 

Elected Officials Training Info 

12. **General Public Comment**

13. **Adjournment**

INVOICE APPROVAL LIST BY FUND
 APRIL 25, 2013

Date: 04/26/2013
 Time: 12:26pm
 Page: 1

Hillsdale City Offices

| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|-------------------------------|---------------------|------------|--|--------|-------------|--------------------|-----------|
| | | Abbrev | Invoice Description | Number | Number | Date | |
| Fund: GENERAL FUND | | | | | | | |
| Dept: | | | | | | | |
| | 101-000.000-082.000 | DUE FROM O | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/006 | 04/25/2013 5/13 | 408.36 |
| | 101-000.000-082.000 | DUE FROM O | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 | 04/25/2013 5/13 | 995.55 |
| | 101-000.000-084.000 | DUE FROM O | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE PD | 70581 | 7003454/000 | 04/25/2013 5-13 | 997.97 |
| | 101-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT | 378 | | 04/25/2013 | 61,851.42 |
| | 101-000.000-228.003 | DUE TO LME | PARYOLL/FICA FOR 4/25/13 M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 5,399.54 |
| Total | | | | | | | 69,652.84 |
| Dept: CITY MANAGER | | | | | | | |
| | 101-172.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 | 04/25/2013 5/13 | 995.55 |
| | 101-172.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 13.60 |
| | 101-172.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 548.53 |
| | 101-172.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 55.00 |
| Total CITY MANAGER | | | | | | | 1,612.68 |
| Dept: ECONOMIC DEVELOPMENT | | | | | | | |
| | 101-174.000-801.000 | CONTRACTUA | HILLSDALE POLICY GROUP, LTD. MARCH 2013 ECONOMIC DEVELOP | 70602 | | 04/25/2013 | 4,291.00 |
| Total ECONOMIC DEVELOPMENT | | | | | | | 4,291.00 |
| Dept: ADMINISTRATIVE SERVICES | | | | | | | |
| | 101-175.000-801.000 | CONTRACTUA | . KIWANIS CLUB OF HILLSDALE KIWANIS FLAG PROGRAM | 70608 | | 04/25/2013 | 90.00 |
| | 101-175.000-801.000 | CONTRACTUA | HT ENGINEERING, LLC 2013 ST IMP ESTMTS/LEGAL DESC | 70617 | 1301-3 | 04/25/2013 | 1,621.00 |
| | 101-175.000-806.000 | LEGAL SERV | LOREN & SHIRK LEGAL SERVICES FOR MARCH 2013 | 70611 | | 04/25/2013 | 2,242.02 |
| Total ADMINISTRATIVE SERVICES | | | | | | | 3,953.02 |
| Dept: ASSESSING DEPARTMENT | | | | | | | |
| | 101-209.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 | 04/25/2013 5/13 | -414.81 |
| | 101-209.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 6.80 |
| | 101-209.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 275.69 |
| | 101-209.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 13.88 |
| | 101-209.000-726.000 | SUPPLIES | CURRENT OFFICE SOLUTIONS Toner | 70589 | 186608 | 04/25/2013 | 127.30 |
| | 101-209.000-726.000 | SUPPLIES | CURRENT OFFICE SOLUTIONS TAPE/HIGHLIGHTERS | 70589 | 62002 | 04/25/2013 | 12.35 |
| | 101-209.000-801.000 | CONTRACTUA | B. S. & A. SOFTWARE SOFTWARE SUPPORT-ASSESSING | 70578 | 910369 | 04/25/2013 | 1,135.00 |
| | 101-209.000-801.000 | CONTRACTUA | DEBRA SIKORSKI ASSESSING SERVICES | 70627 | | 04/25/2013 | 7,500.00 |
| Total ASSESSING DEPARTMENT | | | | | | | 8,656.21 |
| Dept: CITY CLERK DEPARTMENT | | | | | | | |
| | 101-215.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 | 04/25/2013 5/13 | 995.55 |
| | 101-215.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 6.80 |
| | 101-215.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 128.12 |
| | 101-215.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 14.91 |
| | 101-215.000-734.000 | POSTAGE | CITY OF HILLSDALE PETTY CASH | 70587 | | 04/25/2013 | 129.41 |
| Total CITY CLERK DEPARTMENT | | | | | | | 1,274.79 |
| Dept: FINANCE DEPARTMENT | | | | | | | |

INVOICE APPROVAL LIST BY FUND
 APRIL 25, 2013

Date: 04/26/2013
 Time: 12:26pm
 Page: 2

Hillsdale City Offices

| Fund | Department | Account | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|----------------------------|------------|---------------------|---------------------|---|-----------------|--------------------------|-------------|----------|
| Fund: GENERAL FUND | | | | | | | | |
| Dept: FINANCE DEPARTMENT | | | | | | | | |
| | | 101-219.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 5/13 | 04/25/2013 | 995.55 |
| | | 101-219.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 6.80 |
| | | 101-219.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 242.18 |
| | | 101-219.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 22.84 |
| | | | | | | | | ----- |
| Total FINANCE DEPARTMENT | | | | | | | | 1,267.37 |
| Dept: CITY TREASURER | | | | | | | | |
| | | 101-253.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 6.80 |
| | | 101-253.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 36.70 |
| | | 101-253.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 7.28 |
| | | 101-253.000-801.000 | CONTRACTUA | B. S. & A. SOFTWARE SOFTWARE SUPPORT-TAXING | 70578 | 090392 | 04/25/2013 | 1,015.00 |
| | | 101-253.000-964.000 | REFUNDS AN | HILLSDALE COUNTY TREASURER+ BILL BACKS-2010-2011 | 70601 | PRCL# 30-006-222-152-10, | 04/25/2013 | 3,808.81 |
| | | 101-253.000-964.000 | REFUNDS AN | HILLSDALE COUNTY TREASURER+ BILL BACKS FOR 2010 | 70601 | PRCL #30-006-222-176-08 | 04/25/2013 | 374.20 |
| | | | | | | | | ----- |
| Total CITY TREASURER | | | | | | | | 5,248.79 |
| Dept: BUILDING AND GROUNDS | | | | | | | | |
| | | 101-265.000-726.000 | SUPPLIES | HEFFERNAN SOFT WATER SERVICE WATER | 70600 | 51791 | 04/25/2013 | 10.25 |
| | | 101-265.000-726.000 | SUPPLIES | KIMLING BRUCE SWEEPER-MITCHELL RESEARCH | 70607 | | 04/25/2013 | 93.17 |
| | | 101-265.000-801.000 | CONTRACTUA | CINTAS CORPORATION MATS FOR CITY HALL | 70586 | 351636672 | 04/25/2013 | 20.00 |
| | | 101-265.000-801.000 | CONTRACTUA | CINTAS CORPORATION MATS FOR CITY HALL | 70586 | 351636054 | 04/25/2013 | 20.00 |
| | | 101-265.000-801.000 | CONTRACTUA | EAST 2 WEST ENTERPRISES, INC. MOP/BUFF DISPATCH OFFICE MARCH | 70594 | 4669 | 04/25/2013 | 40.00 |
| | | 101-265.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/7/13 | 70613 | 25446913 | 04/25/2013 | 22.30 |
| | | 101-265.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 11.15 |
| | | 101-265.000-920.000 | UTILITIES | MICHIGAN GAS UTILITIES MICHIGAN GAS UTILITIES SERVICE | 70616 | 5176359-7 4/13 | 04/25/2013 | 391.97 |
| | | 101-265.000-920.000 | UTILITIES | MICHIGAN GAS UTILITIES MICHIGAN GAS UTILITIES SERVICE | 70616 | 4609268-0 4/13 | 04/25/2013 | 899.25 |
| | | 101-265.000-925.000 | TELEPHONE | AT&T TELEPHONE SERVICE | 70577 | 517437098304 13 | 04/25/2013 | 268.78 |
| | | 101-265.000-925.000 | TELEPHONE | BOARD OF PUBLIC UTILITIES TELEPHONE SERVICE | 70582 | | 04/25/2013 | 1,451.90 |
| | | 101-265.000-930.000 | REPAIRS & | GELZER & SON INC. VAC RPR KIT/CORD | 70598 | C45062 | 04/25/2013 | 34.98 |
| | | | | | | | | ----- |
| Total BUILDING AND GROUNDS | | | | | | | | 3,263.75 |
| Dept: CEMETERIES | | | | | | | | |
| | | 101-276.000-726.000 | SUPPLIES | JONESVILLE LUMBER CEMETERY FORMS | 70606 | 650511 | 04/25/2013 | 21.54 |
| | | 101-276.000-801.000 | CONTRACTUA | CRAIG WICKHAM TREES & STUMPS REMOVAL | 70588 | | 04/25/2013 | 45.00 |
| | | 101-276.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/7/13 | 70613 | 25446913 | 04/25/2013 | 22.30 |
| | | 101-276.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 22.30 |
| | | | | | | | | ----- |
| Total CEMETERIES | | | | | | | | 111.14 |
| Dept: AIRPORT | | | | | | | | |
| | | 101-295.000-801.000 | CONTRACTUA | JAMES SCHEIBNER AIRPORT MANAGER MO. | 70626 | | 04/25/2013 | 2,916.67 |
| | | 101-295.000-920.000 | UTILITIES | SPRATT'S HEATING FUEL FOR AIRPORT | 70628 | 33277 | 04/25/2013 | 515.02 |
| | | 101-295.000-925.000 | TELEPHONE | AT&T TELEPHONE SERVICE | 70577 | 517439429104 13 | 04/25/2013 | 55.79 |

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Hillsdale City Offices

| Fund Department | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|---|---------------------|--|-----------------|-------------------------|-------------|-----------|
| Fund: GENERAL FUND | | | | | | |
| Dept: AIRPORT | | | | | | |
| 101-295.000-925.000 | TELEPHONE | AT&T TELEPHONE SERVICE | 70577 | 517437098304 13 | 04/25/2013 | 156.60 |
| | | | | Total AIRPORT | | 3,644.08 |
| Dept: POLICE DEPARTMENT | | | | | | |
| 101-301.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE PD | 70581 | 7003454/000 5-13 | 04/25/2013 | 12,973.52 |
| 101-301.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 5/13 | 04/25/2013 | 1,244.43 |
| 101-301.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 108.80 |
| 101-301.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 7,632.07 |
| 101-301.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 291.56 |
| 101-301.000-726.000 | SUPPLIES | CURRENT OFFICE SOLUTIONS MEMO BOOKS | 70589 | 187033 | 04/25/2013 | 18.14 |
| 101-301.000-726.000 | SUPPLIES | GELZER & SON INC. DUCT TAPE - FIRE DEPT | 70598 | A27281 | 04/25/2013 | 15.28 |
| 101-301.000-726.000 | SUPPLIES | MARKET HOUSE SUPPLIES FOR DISPATCH/TRAINING | 70614 | 83316 | 04/25/2013 | 80.85 |
| 101-301.000-726.000 | SUPPLIES | MARKET HOUSE SUPPLIES FOR DISPATCH/TRAINING | 70614 | 83319 | 04/25/2013 | 81.29 |
| 101-301.000-726.000 | SUPPLIES | MARKET HOUSE SUPPLIES FOR DISPATCH/TRAINING | 70614 | 83261 | 04/25/2013 | 14.39 |
| 101-301.000-742.000 | CLOTHING / | C M P DISTRIBUTOR, INC. HOLSTER | 70584 | 36500 | 04/25/2013 | 82.95 |
| 101-301.000-742.000 | CLOTHING / | NYE UNIFORM COMPANY PANTS - J DECK | 70620 | 416190 | 04/25/2013 | 72.85 |
| 101-301.000-742.000 | CLOTHING / | NYE UNIFORM COMPANY PANTS - M DUFF | 70620 | 416724 | 04/25/2013 | 135.35 |
| 101-301.000-742.000 | CLOTHING / | SUD-Z CLEANERS DRY CLEANING | 70630 | SU1747 4/13 | 04/25/2013 | 158.04 |
| | | | | Total POLICE DEPARTMENT | | 22,909.52 |
| Dept: FIRE DEPARTMENT | | | | | | |
| 101-336.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INS -FIRIE DEP | 70581 | 7003454/001 5/13 | 04/25/2013 | 3,665.65 |
| 101-336.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 34.00 |
| 101-336.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 2,274.91 |
| 101-336.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 62.85 |
| 101-336.000-726.000 | SUPPLIES | GELZER & SON INC. FASTENERS - FIRE DEPT | 70598 | C45908 | 04/25/2013 | 3.79 |
| 101-336.000-730.000 | VEH./EQUIP | BEAVER RESEARCH COMPANY CAR WASH | 70580 | 193640 | 04/25/2013 | 87.50 |
| 101-336.000-730.000 | VEH./EQUIP | BEAVER RESEARCH COMPANY CREDIT | 70580 | 192855 | 04/25/2013 | -60.00 |
| 101-336.000-730.000 | VEH./EQUIP | GELZER & SON INC. ANCHORS- FIRE DEPT HOSE BED | 70598 | C45227 | 04/25/2013 | 2.52 |
| 101-336.000-801.000 | CONTRACTUA | CINTAS CORPORATION CONTRACTUAL LINEN SERVICE | 70586 | 351636053 | 04/25/2013 | 5.71 |
| 101-336.000-801.000 | CONTRACTUA | CINTAS CORPORATION CONTRACTUAL LINEN SERVICE | 70586 | 351636671 | 04/25/2013 | 13.40 |
| 101-336.000-920.000 | UTILITIES | MICHIGAN GAS UTILITIES GAS UTILITIES | 70616 | 4609908-1 4/13 | 04/25/2013 | 730.84 |
| | | | | Total FIRE DEPARTMENT | | 6,821.17 |
| Dept: PUBLIC SERVICES DEPARTMENT | | | | | | |
| 101-441.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 5/13 | 04/25/2013 | 2,239.98 |
| 101-441.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 13.60 |
| 101-441.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 381.06 |
| 101-441.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 38.18 |
| 101-441.000-726.000 | SUPPLIES | HEFFERNAN SOFT WATER SERVICE WATER | 70600 | 51791 | 04/25/2013 | 5.50 |

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Hillsdale City Offices

| Fund | Department | Account | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|------------------------------------|------------|---------------------|---------------------|---|-----------------|-------------------|-------------|------------|
| Fund: GENERAL FUND | | | | | | | | |
| Dept: PUBLIC SERVICES DEPARTMENT | | | | | | | | |
| | | 101-441.000-742.000 | CLOTHING / | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636061 | 04/25/2013 | 49.54 |
| | | 101-441.000-742.000 | CLOTHING / | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636677 | 04/25/2013 | 49.54 |
| | | 101-441.000-801.000 | CONTRACTUA | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636061 | 04/25/2013 | 35.86 |
| | | 101-441.000-801.000 | CONTRACTUA | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636677 | 04/25/2013 | 35.86 |
| | | 101-441.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/7/13 | 70613 | 25446913 | 04/25/2013 | 89.20 |
| | | 101-441.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 172.83 |
| | | 101-441.000-920.000 | UTILITIES | MICHIGAN GAS UTILITIES 3/2013 GAS UTILITY - DPS | 70616 | 4614348-3 4/13 | 04/25/2013 | 594.84 |
| | | 101-441.000-955.588 | MISC-CDL | C E & A PROFESSIONAL SERVICES, RANDOM DOT & FTA DRUG TESTING | 70583 | 29986 | 04/25/2013 | 259.46 |
| | | | | | | | | ----- |
| Total PUBLIC SERVICES DEPARTMENT | | | | | | | | 3,965.45 |
| Dept: PARKS | | | | | | | | |
| | | 101-756.000-726.000 | SUPPLIES | CURRENT OFFICE SOLUTIONS LAMINATING SIGNS FOR FOD | 70589 | 62049 | 04/25/2013 | 12.00 |
| | | 101-756.000-726.000 | SUPPLIES | GELZER & SON INC. DRILL BIT-MRS STOCKS PK BENCHS | 70598 | C46029 | 04/25/2013 | 50.51 |
| | | 101-756.000-801.000 | CONTRACTUA | BOARD OF PUBLIC UTILITIES STREET LIGHT MAINTENANCE | 70582 | 10382 | 04/25/2013 | 28.43 |
| | | 101-756.000-801.000 | CONTRACTUA | CRAIG WICKHAM TREES & STUMPS REMOVAL | 70588 | | 04/25/2013 | 135.00 |
| | | 101-756.000-801.000 | CONTRACTUA | CRAIG WICKHAM TREES & STUMPS REMOVAL | 70588 | | 04/25/2013 | 500.00 |
| | | 101-756.000-801.000 | CONTRACTUA | DOUBLE A LAWNSCAPING & SUPPLY FERTILIZER - PARKS | 70593 | 26091 | 04/25/2013 | 46.00 |
| | | 101-756.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/7/13 | 70613 | 25446913 | 04/25/2013 | 16.73 |
| | | 101-756.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 228.57 |
| | | 101-756.000-801.000 | CONTRACTUA | RE-LOCK LOCKSMITHING RE-KEYED 5 LOCKS/15 KEYS - FOD | 70625 | | 04/25/2013 | 85.00 |
| | | 101-756.000-801.000 | CONTRACTUA | WHITES WELDING SERVICE RPR-WELD BENCH LEG | 70635 | 79455 | 04/25/2013 | 20.00 |
| | | 101-756.000-930.000 | REPAIRS & | GELZER & SON INC. LIGHT BULBS-FOD | 70598 | A27283 | 04/25/2013 | 110.70 |
| | | | | | | | | ----- |
| Total PARKS | | | | | | | | 1,232.94 |
| | | | | | | | | ----- |
| Fund Total | | | | | | | | 137,904.75 |
| Fund: MAJOR ST./TRUNKLINE FUND | | | | | | | | |
| Dept: | | | | | | | | |
| | | 202-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT PAYROLL/FICA FOR 4/25/13 | 378 | | 04/25/2013 | 3,518.60 |
| | | | | | | | | ----- |
| Total | | | | | | | | 3,518.60 |
| Dept: STREET SURFACE | | | | | | | | |
| | | 202-450.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 16.73 |
| | | | | | | | | ----- |
| Total STREET SURFACE | | | | | | | | 16.73 |
| Dept: R.O.W. MAINTENANCE | | | | | | | | |
| | | 202-460.000-801.000 | CONTRACTUA | BOARD OF PUBLIC UTILITIES STREET LIGHT MAINTENANCE | 70582 | 10382 | 04/25/2013 | 1,182.49 |
| | | 202-460.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/7/13 | 70613 | 25446913 | 04/25/2013 | 356.80 |
| | | 202-460.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 22.30 |
| | | | | | | | | ----- |
| Total R.O.W. MAINTENANCE | | | | | | | | 1,561.59 |
| Dept: TRUNKLINE R.O.W. MAINTENANCE | | | | | | | | |
| | | 202-460.500-801.000 | CONTRACTUA | BOARD OF PUBLIC UTILITIES STREET LIGHT MAINTENANCE | 70582 | 10382 | 04/25/2013 | 278.84 |
| | | | | | | | | ----- |
| Total TRUNKLINE R.O.W. MAINTENANCE | | | | | | | | 278.84 |

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| Fund Department | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|---------------------------------------|---------------------|---|-----------------|--------------------------|-------------|----------|
| Fund: MAJOR ST./TRUNKLINE FUND | | | | | | |
| Dept: TREES | | | | | | |
| 202-470.000-726.000 | SUPPLIES | FORESTRY SUPPLIERS INC. TREE BANDAGE SPRAY | 70597 | 445944 | 04/25/2013 | 12.95 |
| 202-470.000-801.000 | CONTRACTUA | CRAIG WICKHAM TREES & STUMPS REMOVAL | 70588 | | 04/25/2013 | 270.00 |
| 202-470.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 22.30 |
| | | | | Total TREES | | 305.25 |
| Dept: DRAINAGE | | | | | | |
| 202-480.000-801.000 | CONTRACTUA | BOARD OF PUBLIC UTILITIES JET ROD/TELEWISE-MARION/HOWELL | 70582 | 10378 | 04/25/2013 | 530.88 |
| 202-480.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 100.35 |
| | | | | Total DRAINAGE | | 631.23 |
| | | | | Fund Total | | 6,312.24 |
| Fund: LOCAL ST. FUND | | | | | | |
| Dept: | | | | | | |
| 203-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT PARYOLL/FICA FOR 4/25/13 | 378 | | 04/25/2013 | 3,173.51 |
| | | | | Total | | 3,173.51 |
| Dept: STREET SURFACE | | | | | | |
| 203-450.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 22.30 |
| | | | | Total STREET SURFACE | | 22.30 |
| Dept: R.O.W. MAINTENANCE | | | | | | |
| 203-460.000-801.000 | CONTRACTUA | BOARD OF PUBLIC UTILITIES STREET LIGHT MAINTENANCE | 70582 | 10382 | 04/25/2013 | 696.64 |
| 203-460.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/7/13 | 70613 | 25446913 | 04/25/2013 | 22.30 |
| 203-460.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 89.20 |
| | | | | Total R.O.W. MAINTENANCE | | 808.14 |
| Dept: TREES | | | | | | |
| 203-470.000-801.000 | CONTRACTUA | CRAIG WICKHAM TREES & STUMPS REMOVAL | 70588 | | 04/25/2013 | 480.00 |
| 203-470.000-801.000 | CONTRACTUA | CRAIG WICKHAM TREES & STUMPS REMOVAL | 70588 | | 04/25/2013 | 450.00 |
| 203-470.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 39.02 |
| | | | | Total TREES | | 969.02 |
| Dept: DRAINAGE | | | | | | |
| 203-480.000-801.000 | CONTRACTUA | BOARD OF PUBLIC UTILITIES JET ROD/TELEWISE-MARION/HOWELL | 70582 | 10378 | 04/25/2013 | 1,433.95 |
| 203-480.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 78.05 |
| | | | | Total DRAINAGE | | 1,512.00 |
| Dept: WINTER MAINTENANCE | | | | | | |
| 203-500.000-801.000 | CONTRACTUA | MANPOWER OF LANSING TEMP EMPLOYEES W/E 4/14/13 | 70613 | 25478818 | 04/25/2013 | 66.90 |
| | | | | Total WINTER MAINTENANCE | | 66.90 |
| | | | | Fund Total | | 6,551.87 |
| Fund: RECREATION FUND | | | | | | |
| Dept: | | | | | | |
| 203-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT PARYOLL/FICA FOR 4/25/13 | 378 | | 04/25/2013 | 1,925.12 |
| | | | | Total | | 1,925.12 |
| Dept: RECREATION DEPARTMENT | | | | | | |
| 208-751.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 5/13 | 04/25/2013 | 995.55 |

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| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|-----------------------------|------------|--------------------------------|---------------------|--------|------------------|------------|----------|
| Account | Account | Abbrev | Invoice Description | Number | Number | Date | |
| Fund: RECREATION FUND | | | | | | | |
| Dept: RECREATION DEPARTMENT | | | | | | | |
| 208-751.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY | 70631 | | | 04/25/2013 | 6.80 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | | |
| 208-751.000-716.000 | RETIREMENT | M.E.R.S. | 377 | | | 04/25/2013 | 205.86 |
| | | APRIL 2013 CONTRIBUTIONS | | | 22006-11 | | |
| 208-751.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY | 70631 | | | 04/25/2013 | 9.69 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | | |
| 208-751.000-726.000 | SUPPLIES | CURRENT OFFICE SOLUTIONS | 70589 | | | 04/25/2013 | 127.30 |
| | | Toner | | | 186608 | | |
| 208-751.000-925.000 | TELEPHONE | BOARD OF PUBLIC UTILITIES | 70582 | | | 04/25/2013 | 44.08 |
| | | TELEPHONE SERVICE | | | | | |
| Total RECREATION DEPARTMENT | | | | | | | 1,389.28 |
| Fund Total | | | | | | | 3,314.40 |
| Fund: LIBRARY FUND | | | | | | | |
| Dept: | | | | | | | |
| 271-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT | 378 | | | 04/25/2013 | 4,666.86 |
| | | PARYOLL/FICA FOR 4/25/13 | | | | | |
| Total | | | | | | | 4,666.86 |
| Dept: LIBRARY | | | | | | | |
| 271-790.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI | 70581 | | | 04/25/2013 | 995.55 |
| | | MAY 2013 HEALTH INSURANCE | | | 7003454/002 5/13 | | |
| 271-790.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY | 70631 | | | 04/25/2013 | 13.60 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | | |
| 271-790.000-716.000 | RETIREMENT | M.E.R.S. | 377 | | | 04/25/2013 | 267.79 |
| | | APRIL 2013 CONTRIBUTIONS | | | 22006-11 | | |
| 271-790.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY | 70631 | | | 04/25/2013 | 28.18 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | | |
| 271-790.000-726.000 | SUPPLIES | HEFFERNAN SOFT WATER SERVICE | 70600 | | | 04/25/2013 | 10.25 |
| | | WATER | | | 51791 | | |
| 271-790.000-726.000 | SUPPLIES | MAID FOR YOUR | 70612 | | | 04/25/2013 | 174.00 |
| | | Cleaning & Supplies | | | 795 | | |
| 271-790.000-726.000 | SUPPLIES | NONIK TECHNOLOGIES, INC. | 70618 | | | 04/25/2013 | 40.26 |
| | | Power Supply for Fax | | | 5252 | | |
| 271-790.000-726.004 | SUUPPLIES | STEPHANIE VARGO | 70633 | | | 04/25/2013 | 25.00 |
| | | Coupon Class - GTL Program | | | | | |
| 271-790.000-801.000 | CONTRACTUA | CINTAS CORPORATION | 70586 | | | 04/25/2013 | 28.66 |
| | | Library Floor Mats | | | 351636055 | | |
| 271-790.000-801.000 | CONTRACTUA | MAID FOR YOUR | 70612 | | | 04/25/2013 | 520.00 |
| | | Cleaning & Supplies | | | 795 | | |
| 271-790.000-860.000 | TRANSPORTA | CITY OF HILLSDALE | 70587 | | | 04/25/2013 | 73.82 |
| | | PETTY CASH | | | | | |
| 271-790.000-861.000 | TRAINING & | WOODLANDS LIBRARY COOPERATI | 70575 | | | 04/25/2013 | 10.00 |
| | | Happy About Homeschoolers Work | | | | | |
| 271-790.000-925.000 | TELEPHONE | BOARD OF PUBLIC UTILITIES | 70582 | | | 04/25/2013 | 286.63 |
| | | TELEPHONE SERVICE | | | | | |
| 271-790.000-930.000 | REPAIRS & | GELZER & SON INC. | 70598 | | | 04/25/2013 | 48.75 |
| | | ANCHORS-LIBRARY | | | C46319 | | |
| 271-790.000-930.000 | REPAIRS & | GELZER & SON INC. | 70598 | | | 04/25/2013 | 7.49 |
| | | SLVR DOOR BOTTOM-LIBRARY | | | C46357 | | |
| 271-790.000-982.000 | BOOKS | BAKER & TAYLOR COMPANY | 70579 | | | 04/24/2013 | 454.97 |
| | | April Adult Book Order | | | 2028084247 | | |
| 271-790.000-982.000 | BOOKS | BAKER & TAYLOR COMPANY | 70579 | | | 04/25/2013 | 15.78 |
| | | April Adult Book Order | | | 2027878276 | | |
| 271-790.000-982.000 | BOOKS | BAKER & TAYLOR COMPANY | 70579 | | | 04/25/2013 | 122.55 |
| | | March Books - Adult | | | 2028077566 | | |
| 271-790.000-982.000 | BOOKS | BAKER & TAYLOR COMPANY | 70579 | | | 04/25/2013 | -15.26 |
| | | March Books - Adult | | | 2424712 | | |
| 271-790.000-982.000 | BOOKS | RANDOM HOUSE, INC. | 70624 | | | 04/25/2013 | 33.75 |
| | | Spring BOT Order | | | 1086695737 | | |
| 271-790.000-982.000 | BOOKS | RANDOM HOUSE, INC. | 70624 | | | 04/25/2013 | 348.75 |
| | | Spring Audio Book Order | | | 1086811236 | | |
| 271-790.000-982.001 | BOOKS - FR | ANN ARBOR DISTRICT LIBRARY | 70576 | | | 04/25/2013 | 19.99 |
| | | Unreturned MeL Book - Hebert | | | | | |
| 271-790.000-982.001 | BOOKS - FR | BAKER & TAYLOR COMPANY | 70579 | | | 04/25/2013 | 503.20 |
| | | Book Donation Order | | | 2028084254 | | |
| Total LIBRARY | | | | | | | 4,013.71 |

Dept: LIBRARY - CHILDREN'S AREA

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| Fund Department | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|---|------------------|--|--------------|------------------|------------|-----------------|
| Fund: LIBRARY FUND | | | | | | |
| Dept: LIBRARY - CHILDREN'S AREA | | | | | | |
| 271-792.000-726.792 | SUPPLIES-S | DEBERA MCCLUER | 70615 | | 04/25/2013 | 25.27 |
| | | SUPPLIES FOR SUMMER READING | | | | |
| 271-792.000-982.000 | BOOKS | BAKER & TAYLOR COMPANY | 70579 | | 04/25/2013 | 228.54 |
| | | Children's Book Order - April | | 2028084248 | | |
| 271-792.000-982.000 | BOOKS | BAKER & TAYLOR COMPANY | 70579 | | 04/25/2013 | 41.37 |
| | | March Books - Children | | 2028077567 | | |
| | | Total LIBRARY - CHILDREN'S AREA | | | | 295.18 |
| | | Fund Total | | | | 8,975.75 |
| Fund: POLICE PUBLIC RELATIONS FUND | | | | | | |
| Dept: POLICE DEPARTMENT | | | | | | |
| 274-301.000-726.000 | SUPPLIES | FOREMOST PROMOTIONS | 70596 | | 04/25/2013 | 280.00 |
| | | PENCILS | | 206089 | | |
| | | Total POLICE DEPARTMENT | | | | 280.00 |
| | | Fund Total | | | | 280.00 |
| Fund: CAPITAL IMPROVEMENT FUND | | | | | | |
| Dept: | | | | | | |
| 401-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT | 378 | | 04/25/2013 | 459.74 |
| | | PARYOLL/FICA FOR 4/25/13 | | | | |
| | | Total | | | | 459.74 |
| Dept: CAPITAL OUTLAY | | | | | | |
| 401-900.000-975.018 | MILLPOND D | JENKINS ENGINEERING, LLC | 70604 | | 04/25/2013 | 1,000.00 |
| | | MILL POND DAM INSPECTION | | 004 | | |
| 401-900.000-975.018 | MILLPOND D | JENKINS ENGINEERING, LLC | 70604 | | 04/25/2013 | 3,740.00 |
| | | PLANS,MAP,REVISIONS - PERMIT | | 005 | | |
| 401-900.000-975.040 | COMPREHENS | CDW-G COMPUTER CENTERS | 70585 | | 04/25/2013 | 3,505.16 |
| | | COMPUTERS - REPLACEMENT | | BP72100 | | |
| 401-900.000-975.040 | COMPREHENS | CDW-G COMPUTER CENTERS | 70585 | | 04/25/2013 | 124.44 |
| | | COMPUTER WARANTIES | | BQ35640 | | |
| 401-900.000-975.040 | COMPREHENS | NONIK TECHNOLOGIES, INC. | 70618 | | 04/25/2013 | 408.99 |
| | | SOFTWARE | | 5256 | | |
| | | Total CAPITAL OUTLAY | | | | 8,778.59 |
| | | Fund Total | | | | 9,238.33 |
| Fund: STOCK'S PARK | | | | | | |
| Dept: PARKS | | | | | | |
| 409-756.000-726.000 | SUPPLIES | DEER CREEK JUNK, LLC | 70590 | | 04/25/2013 | 507.35 |
| | | CAST IRON FINIALS-STOCKS PK | | | | |
| | | Total PARKS | | | | 507.35 |
| | | Fund Total | | | | 507.35 |
| Fund: DIAL-A-RIDE FUND | | | | | | |
| Dept: | | | | | | |
| 588-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT | 378 | | 04/25/2013 | 5,465.36 |
| | | PARYOLL/FICA FOR 4/25/13 | | | | |
| | | Total | | | | 5,465.36 |
| Dept: DIAL-A-RIDE | | | | | | |
| 588-588.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI | 70581 | | 04/25/2013 | 2,368.46 |
| | | MAY 2013 HEALTH INSURANCE | | 7003454/006 5/13 | | |
| 588-588.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI | 70581 | | 04/25/2013 | 995.55 |
| | | MAY 2013 HEALTH INSURANCE | | 7003454/002 5/13 | | |
| 588-588.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY | 70631 | | 04/25/2013 | 24.82 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | |
| 588-588.000-716.000 | RETIREMENT | M.E.R.S. | 377 | | 04/25/2013 | 127.49 |
| | | APRIL 2013 CONTRIBUTIONS | | 22006-11 | | |
| 588-588.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY | 70631 | | 04/25/2013 | 49.13 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | |
| 588-588.000-726.000 | SUPPLIES | CURRENT OFFICE SOLUTIONS | 70589 | | 04/25/2013 | 89.00 |
| | | DART PRINTER TONER | | 187834 | | |

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|------------------------------------|---------------------|---|-----------------|---------------------------------|-------------|-----------|
| Fund: DIAL-A-RIDE FUND | | | | | | |
| Dept: DIAL-A-RIDE | | | | | | |
| 588-588.000-726.000 | SUPPLIES | CURRENT OFFICE SOLUTIONS | 70589 | | 04/25/2013 | 99.37 |
| | | DART PHONE | | 187508 | | |
| 588-588.000-726.000 | SUPPLIES | HEFFERNAN SOFT WATER SERVICE | 70600 | | 04/25/2013 | 0.75 |
| | | WATER | | 51791 | | |
| 588-588.000-726.000 | SUPPLIES | HEFFERNAN SOFT WATER SERVICE | 70600 | | 04/25/2013 | 4.75 |
| | | WATER | | 51797 | | |
| 588-588.000-801.000 | CONTRACTUA | CINTAS CORPORATION | 70586 | | 04/25/2013 | 55.35 |
| | | MATS FOR DART | | 351636038 | | |
| 588-588.000-801.000 | CONTRACTUA | MANPOWER OF LANSING | 70613 | | 04/25/2013 | 5.57 |
| | | TEMP EMPLOYEES W/E 4/7/13 | | 25446913 | | |
| 588-588.000-801.000 | CONTRACTUA | STILLWELL FORD MERCURY, INC | 70629 | | 04/25/2013 | 763.87 |
| | | RPL FAN CLUTCH DART#60 | | 537256 | | |
| 588-588.000-925.000 | TELEPHONE | AT&T | 70577 | | 04/25/2013 | 79.54 |
| | | TELEPHONE SERVICE | | 517437338504 13 | | |
| 588-588.000-930.000 | REPAIRS & | THE DOOR MAN | 70591 | | 04/25/2013 | 115.00 |
| | | SERVICE CALL, REPLACE TROLLY | | | | |
| 588-588.000-955.588 | MISC-CDL | C E & A PROFESSIONAL SERVICES, RANDOM DOT & FTA DRUG TESTING | 70583 | | 04/25/2013 | 197.64 |
| | | | | 29986 | | |
| | | | | Total DIAL-A-RIDE | | 4,976.29 |
| | | | | Fund Total | | 10,441.65 |
| Fund: PUBLIC SERVICES INV. FUND | | | | | | |
| Dept: PUBLIC SERVICES INVENTORY | | | | | | |
| 633-233.000-726.000 | SUPPLIES | DORNBOS SIGN & SAFETY INC | 70592 | | 04/25/2013 | 1,000.45 |
| | | VARIOUS SIGNS & POSTS | | 10920 | | |
| 633-233.000-726.000 | SUPPLIES | DORNBOS SIGN & SAFETY INC | 70592 | | 04/25/2013 | 644.50 |
| | | VARIOUS SIGNS & POSTS | | 10919 | | |
| 633-233.000-726.000 | SUPPLIES | JONESVILLE LUMBER | 70606 | | 04/25/2013 | 476.16 |
| | | MOTOR/GRAVEL MIX | | 649602 | | |
| | | | | Total PUBLIC SERVICES INVENTORY | | 2,121.11 |
| | | | | Fund Total | | 2,121.11 |
| Fund: REVOLVING MOBILE EQUIP. FUND | | | | | | |
| Dept: | | | | | | |
| 640-000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT | 378 | | 04/25/2013 | 2,936.07 |
| | | PARYOLL/FICA FOR 4/25/13 | | | | |
| | | | | Total | | 2,936.07 |
| Dept: MOBILE EQUIPMENT MAINTENANCE | | | | | | |
| 640-444.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI | 70581 | | 04/25/2013 | 1,225.07 |
| | | MAY 2013 HEALTH INSURANCE | | 7003454/006 5/13 | | |
| 640-444.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI | 70581 | | 04/25/2013 | 995.55 |
| | | MAY 2013 HEALTH INSURANCE | | 7003454/002 5/13 | | |
| 640-444.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY | 70631 | | 04/25/2013 | 13.60 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | |
| 640-444.000-716.000 | RETIREMENT | M.E.R.S. | 377 | | 04/25/2013 | 146.30 |
| | | APRIL 2013 CONTRIBUTIONS | | 22006-11 | | |
| 640-444.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY | 70631 | | 04/25/2013 | 30.31 |
| | | EMPLOYEE LIFE/DISABILITY INS | | | | |
| 640-444.000-726.000 | SUPPLIES | FASTENAL | 70595 | | 04/25/2013 | 40.68 |
| | | RIVITS | | MIJON42906 | | |
| 640-444.000-726.000 | SUPPLIES | JACKSON TRUCK SERVICE INC. | 70603 | | 04/25/2013 | 86.16 |
| | | BRAKE CLEANER | | PC012361581:001 | | |
| 640-444.000-726.000 | SUPPLIES | PERFORMANCE AUTOMOTIVE | 70623 | | 04/25/2013 | 19.68 |
| | | NUTS/FBG CLOTH/PAINT BRUSHES | | 1058905 | | |
| 640-444.000-730.000 | VEH./EQUIP | GELZER & SON INC. | 70598 | | 04/25/2013 | 14.28 |
| | | PLUG/COUPLING FOR #79 | | A27378 | | |
| 640-444.000-730.000 | VEH./EQUIP | GODFREY BROTHERS, INC. | 70599 | | 04/25/2013 | 37.12 |
| | | QUICK-CONNECT #54 | | S59769 | | |
| 640-444.000-730.000 | VEH./EQUIP | JACKSON TRUCK SERVICE INC. | 70603 | | 04/25/2013 | 19.21 |
| | | FLANGE | | PC01235543:001 | | |
| 640-444.000-730.000 | VEH./EQUIP | JACKSON TRUCK SERVICE INC. | 70603 | | 04/25/2013 | -19.21 |
| | | RTN FLANGE | | PC01235646:001 | | |
| 640-444.000-730.000 | VEH./EQUIP | JACKSON TRUCK SERVICE INC. | 70603 | | 04/25/2013 | 36.57 |
| | | FILTERS | | PC01235883:001 | | |
| 640-444.000-730.000 | VEH./EQUIP | JACKSON TRUCK SERVICE INC. | 70603 | | 04/25/2013 | -21.78 |
| | | RTN FILTER | | 529142 | | |

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| Fund Department | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|------------------------------------|---------------------|---|-----------------|-------------------|-------------|----------|
| Fund: REVOLVING MOBILE EQUIP. FUND | | | | | | |
| Dept: MOBILE EQUIPMENT MAINTENANCE | | | | | | |
| 640-444.000-730.000 | VEH./EQUIP | JACKSON TRUCK SERVICE INC. FILTERS | 70603 | PC01236079:001 | 04/25/2013 | 16.16 |
| 640-444.000-730.000 | VEH./EQUIP | JACKSON TRUCK SERVICE INC. FILTERS | 70603 | PC01236520:001 | 04/25/2013 | 78.80 |
| 640-444.000-730.000 | VEH./EQUIP | LAKE PLEASANT RECYCLING FRONT CLIP FOR TRUCK #41 | 70609 | 00001 | 04/25/2013 | 200.00 |
| 640-444.000-730.000 | VEH./EQUIP | LEUTHEUSER LOCKS/INDICATOR/CONTAINER 10\6 | 70610 | 16506 | 04/25/2013 | 339.00 |
| 640-444.000-730.000 | VEH./EQUIP | HORN'S TIRE SERVICE TIRE FOR #18 | 70619 | 58672 | 04/25/2013 | 291.99 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE STARTER FOR #22 | 70623 | 1058528 | 04/25/2013 | 163.79 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE SHIMS FOR #22 | 70623 | 1058588 | 04/25/2013 | 3.99 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE BULBS | 70623 | 1059126 | 04/25/2013 | 11.70 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE REDUCER for #41 | 70623 | 1059314 | 04/25/2013 | 30.07 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE RIVITS FIOR #41 | 70623 | 1059248 | 04/25/2013 | 5.50 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE DOOR HANGER KIT FOR #10 | 70623 | 1059564 | 04/25/2013 | 8.79 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE SWITCH FOR #78 | 70623 | 1059521 | 04/25/2013 | 23.39 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE HARDNER/FITTINGS/HOSE #41/34 | 70623 | 1059473 | 04/25/2013 | 134.22 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE HINGE KIT FOR #10 | 70623 | 1059509 | 04/25/2013 | 17.58 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE PIGTAIL/SOCKET | 70623 | 10596917 | 04/25/2013 | 8.89 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE SWITCH FOR #11 | 70623 | 1059934 | 04/25/2013 | 10.48 |
| 640-444.000-730.000 | VEH./EQUIP | PERFORMANCE AUTOMOTIVE NUTS/EBG CLOTH/PAINT BRUSHES | 70623 | 1058905 | 04/25/2013 | 9.98 |
| 640-444.000-730.301 | POLICE VEH | PERFORMANCE AUTOMOTIVE WINDSHIELD WIPER BLADES | 70623 | 1052825 | 04/25/2013 | 13.79 |
| 640-444.000-742.000 | CLOTHING / | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636061 | 04/25/2013 | 14.89 |
| 640-444.000-742.000 | CLOTHING / | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636677 | 04/25/2013 | 14.89 |
| 640-444.000-801.000 | CONTRACTUA | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636061 | 04/25/2013 | 22.87 |
| 640-444.000-801.000 | CONTRACTUA | CINTAS CORPORATION RUGS/UNIFORMS - DPS | 70586 | 351636677 | 04/25/2013 | 22.87 |
| 640-444.000-801.000 | CONTRACTUA | TROLL AUTOMOTIVE RMV TRANSFER SYSTEM #8 | 70632 | 23698 | 04/25/2013 | 168.96 |
| 640-444.000-801.000 | CONTRACTUA | VERMEER OF MICHIGAN, INC SHARPEN CHIPPER BLADES #32 | 70634 | E27092 | 04/25/2013 | 32.00 |
| 640-444.000-801.301 | POLICE VEH | JIM KNOX CHRYSLER DODGE JEEP SERVICE REPAIRS UNIT 2-1 | 70605 | 09383 | 04/25/2013 | 88.88 |
| 640-444.000-801.301 | POLICE VEH | PARNEY'S CAR CARE SERVICE REPAIRS UNIT 2-9 | 70621 | 53846 | 04/25/2013 | 189.92 |
| 640-444.000-801.301 | POLICE VEH | STILLWELL FORD MERCURY, INC SERVICE REPAIRS UNIT 2-7 | 70629 | 537372 | 04/25/2013 | 122.48 |
| 640-444.000-920.000 | UTILITIES | MICHIGAN GAS UTILITIES 3/2013 GAS UTILITY - DPS | 70616 | 4614348-3 4/13 | 04/25/2013 | 594.84 |
| Total MOBILE EQUIPMENT MAINTENANCE | | | | | | 5,264.26 |
| Fund Total | | | | | | 8,200.33 |
| Fund: DPS LEAVE AND BENEFITS FUND | | | | | | |
| Dept: | | | | | | |
| 000.000-214.750 | DUE TO IMP | PAYROLL ACCOUNT PAYROLL/FICA FOR 4/25/13 | 378 | | 04/25/2013 | 765.39 |
| Total | | | | | | 765.39 |
| Dept: PUBLIC SERVICES DEPARTMENT | | | | | | |
| 699-441.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | | 04/25/2013 | 4,981.94 |
| | | | | 7003454/006 5/13 | | |

INVOICE APPROVAL LIST BY FUND
 APRIL 25, 2013

Date: 04/26/2013
 Time: 12:26pm
 Page: 10

Hillsdale City Offices

| Fund | Department | Account | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|-----------------------------------|------------|---------------------|---------------------|---|-----------------|-------------------|-------------|------------|
| Fund: DPS LEAVE AND BENEFITS FUND | | | | | | | | |
| Dept: PUBLIC SERVICES DEPARTMENT | | | | | | | | |
| | | 699-441.000-715.000 | HEALTH AND | BLUE CROSS & BLUE SHIELD OF MI MAY 2013 HEALTH INSURANCE | 70581 | 7003454/002 5/13 | 04/25/2013 | 414.81 |
| | | 699-441.000-715.000 | HEALTH AND | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 54.40 |
| | | 699-441.000-716.000 | RETIREMENT | M.E.R.S. APRIL 2013 CONTRIBUTIONS | 377 | 22006-11 | 04/25/2013 | 141.72 |
| | | 699-441.000-721.000 | DISABILITY | SUN LIFE ASSURANCE COMPANY EMPLOYEE LIFE/DISABILITY INS | 70631 | | 04/25/2013 | 117.26 |
| Total PUBLIC SERVICES DEPARTMENT | | | | | | | | 5,710.13 |
| Fund Total | | | | | | | | 6,475.52 |
| Grand Total | | | | | | | | 200,323.30 |

VENDOR APPROVAL SUMMARY REPORT
 APRIL 25, 2013

Date: 04/26/2013
 Time: 12:18pm
 Page: 1

Hillsdale City Offices

| Vendor Name | Vendor Number | Description | Check Amount | Hand Check Amount |
|---------------------------------|---------------|--------------------------------|--------------|-------------------|
| ANN ARBOR DISTRICT LIBRARY | 2097 | Unreturned MeL Book - Hebert | 19.99 | 0.00 |
| AT&T | 0048 | TELEPHONE SERVICE | 560.71 | 0.00 |
| B. S. & A. SOFTWARE | 3076 | SOFTWARE SUPPORT-ASSESSING | 2,150.00 | 0.00 |
| BAKER & TAYLOR COMPANY | 0011 | March Books - Adult | 1,351.15 | 0.00 |
| BEAVER RESEARCH COMPANY | 2491 | CREDIT | 27.50 | 0.00 |
| BLUE CROSS & BLUE SHIELD OF MI | 2013 | MAY 2013 HEALTH INS -FIRIE DEP | 38,069.78 | 0.00 |
| BOARD OF PUBLIC UTILITIES | 0013 | TELEPHONE SERVICE | 5,933.84 | 0.00 |
| C E & A PROFESSIONAL SERVICES, | 3401 | RANDOM DOT & FTA DRUG TESTING | 457.10 | 0.00 |
| C M P DISTRIBUTOR, INC. | 1300 | HOLSTER | 82.95 | 0.00 |
| CDW-G COMPUTER CENTERS | 2817 | COMPUTER WARRANTES | 3,629.60 | 0.00 |
| CINTAS CORPORATION | 0020 | MATS FOR DART | 389.44 | 0.00 |
| CITY OF HILLSDALE | 0015 | PETTY CASH | 203.23 | 0.00 |
| CRAIG WICKHAM | 2218 | TREES & STUMPS REMOVAL | 1,880.00 | 0.00 |
| CURRENT OFFICE SOLUTIONS | 0035 | TAPE/HIGHLIGHTERS | 485.46 | 0.00 |
| DEER CREEK JUNK, LLC | 1817 | CAST IRON FINIALS-STOCKS PK | 507.35 | 0.00 |
| THE DOOR MAN | 1216 | SERVICE CALL, REPLACE TROLLY | 115.00 | 0.00 |
| DORNBOS SIGN & SAFETY INC | 2170 | VARIOUS SIGNS & POSTS | 1,644.95 | 0.00 |
| DOUBLE A LAWNSCAPING & SUPPLY | 3846 | FERTILIZER - PARKS | 46.00 | 0.00 |
| EAST 2 WEST ENTERPRISES, INC. | 1299 | MOP/BUFF DISPATCH OFFICE MARCH | 40.00 | 0.00 |
| FASTENAL | 0538 | RIVITS | 40.68 | 0.00 |
| FOREMOST PROMOTIONS | 2087 | PENCILS | 280.00 | 0.00 |
| FORESTRY SUPPLIERS INC. | 2649 | TREE BANDAGE SPRAY | 12.95 | 0.00 |
| GELZER & SON INC. | 0027 | DUCT TAPE - FIRE DEPT | 288.30 | 0.00 |
| GODFREY BROTHERS, INC. | 2132 | QUICK-CONNECT #54 | 37.12 | 0.00 |
| HEFFERNAN SOFT WATER SERVICE | 3248 | WATER | 31.50 | 0.00 |
| HILLSDALE COUNTY TREASURER* | 0676 | BILL BACKS FOR 2010 | 4,183.01 | 0.00 |
| HILLSDALE POLICY GROUP, LTD. | 1968 | MARCH 2013 ECONOMIC DEVELOP | 4,291.00 | 0.00 |
| JACKSON TRUCK SERVICE INC. | 0086 | BRAKE CLEANER | 195.91 | 0.00 |
| JENKINS ENGINEERING, LLC | 1245 | PLANS,MAP,REVISIONS - PERMIT | 4,740.00 | 0.00 |
| JIM KNOX CHRYSLER DODGE JEEP | 2085 | SERVICE REPAIRS UNIT 2-1 | 88.88 | 0.00 |
| JIMMIEVILLE LUMBER | 2326 | MOTOR/GRAVEL MIX | 497.70 | 0.00 |
| KIMLING BRUCE | 6068 | SWEEPER-MITCHELL RESEARCH | 93.17 | 0.00 |
| . KIWANIS CLUB OF HILLSDALE | 1939 | KIWANIS FLAG PROGRAM | 90.00 | 0.00 |
| LAKE PLEASANT RECYCLING | 0616 | FRONT CLIP FOR TRUCK #41 | 200.00 | 0.00 |
| LEUTHEUSER | 0912 | LOCKS/INDICATOR/CONTAINER 10\6 | 339.00 | 0.00 |
| LOREN & SHIRK | 0043 | LEGAL SERVICES FOR MARCH 2013 | 2,242.02 | 0.00 |
| M.E.R.S. | 2359 | APRIL 2013 CONTRIBUTIONS | 0.00 | 17,807.96 |
| MAID FOR YOUR | 2046 | Cleaning & Supplies | 694.00 | 0.00 |
| MANPOWER OF LANSING | 3088 | TEMP EMPLOYEES W/E 4/14/13 | 1,427.20 | 0.00 |
| MARKET HOUSE | 0164 | SUPPLIES FOR DISPATCH/TRAINING | 176.53 | 0.00 |
| DEBERA MCCLUER | 1258 | SUPPLIES FOR SUMMER READING | 25.27 | 0.00 |
| MICHIGAN GAS UTILITIES | 0081 | MICHIGAN GAS UTILITIES SERVICE | 3,211.74 | 0.00 |
| MT ENGINEERING, LLC | 1690 | 2013 ST IMP ESTMTS/LEGAL DESC | 1,621.00 | 0.00 |
| NONIK TECHNOLOGIES, INC. | 1392 | SOFTWARE | 449.25 | 0.00 |
| NORM'S TIRE SERVICE | 0277 | TIRE FOR #18 | 291.99 | 0.00 |
| NYE UNIFORM COMPANY | 0092 | PANTS - M DUFF | 208.20 | 0.00 |
| PARNEY'S CAR CARE | 2412 | SERVICE REPAIRS UNIT 2-9 | 189.92 | 0.00 |
| PAYROLL ACCOUNT | 0242 | PARYOLL/FICA FOR 4/25/13 | 0.00 | 84,762.07 |
| PERFORMANCE AUTOMOTIVE | 0961 | NUTS/FBG CLOTH/PAINT BRUSHES | 461.85 | 0.00 |
| RANDOM HOUSE, INC. | 1388 | Spring Audio Book Order | 382.50 | 0.00 |
| RE-LOCK LOCKSMITHING | 1055 | RE-KEYED 5 LOCKS/15 KEYS - FOD | 85.00 | 0.00 |
| JAMES SCHEIBNER | 3302 | AIRPORT MANAGER MO. | 2,916.67 | 0.00 |
| DEBRA SIKORSKI | 2510 | ASSESSING SERVICES | 7,500.00 | 0.00 |
| SPRATT'S | 0088 | HEATING FUEL FOR AIRPORT | 515.02 | 0.00 |
| STILLWELL FORD MERCURY, INC | 2065 | RPL FAN CLUTCH DART#60 | 886.35 | 0.00 |
| SUD-Z CLEANERS | 1067 | DRY CLEANING | 158.04 | 0.00 |
| SUN LIFE ASSURANCE COMPANY | 1239 | EMPLOYEE LIFE/DISABILITY INS | 1,051.49 | 0.00 |
| TROLL AUTOMOTIVE | 1902 | RMV TRANSFER SYSTEM #8 | 168.96 | 0.00 |
| STEPHANIE VARGO | 2099 | Coupon Class - GTL Program | 25.00 | 0.00 |
| VERMEER OF MICHIGAN, INC | 2715 | SHARPEN CHIPPER BLADES #32 | 32.00 | 0.00 |
| WATKINS WELDING SERVICE | 2174 | RPR-WELD BENCH LEG | 20.00 | 0.00 |
| WATKINS LANDS LIBRARY COOPERATI | 0064 | Happy About Homeschoolers Work | 0.00 | 10.00 |
| Grand Total: | | | 97,743.27 | 102,580.03 |

Minutes of Operations and Governance Committee
February 18, 2013

The O & G (Operations and Governance) Committee met on Monday February 18, 2013 in the 2nd Floor Conference Room, City Hall. Present were: Mayor Doug Moon, Committee Members Brian Watkins and Mary Wolfram, and City Manager Linda Brown. Committee Chair Ruth Brown entered the meeting late due to not being notified that Mayor Moon had called an O & G meeting.

Mayor Moon had the following recommendations for appointments:

Zoning Board of Appeals (ZBA):

John DeBacker term ending November 2015
Aimee England term ending November 2013
Adam Stockford term ending November 2013
Laura Smith term ending November 2014

Planning Commission:

Kerry Laycock term ending November 2013

Shade Tree Commission:

Barb Vallieu term ending November 2015

Board of Review:

Marian Griffiths term ending February 2014

Brian moved acceptance of the Mayor's recommendations as stated above, and send to Council for approval. Mary 2nd. Motion passed.

The next O & G meeting will be called as needed.

Meeting adjourned.

Respectfully submitted by Ruth Brown, Chair, O & G

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Marian Griffiths term ending February 2014

Brian moved acceptance of the Mayor's recommendations as stated above, and send to Council for approval. Mary 2nd. Motion passed.

The next O & G meeting will be called as needed.

Meeting adjourned.

Respectfully submitted by Ruth Brown, Chair, O & G

Minutes of Operations and Governance Committee
April 23, 2013

The O & G (Operations and Governance) Committee met on Tuesday April 23, 2013 in the 2nd Floor Conference Room, City Hall. Present were: Committee Members: Brian Watkins, Mary Wolfram, and Ruth Brown; City Manager Linda Brown; and Finance Director Bonnie Tew.

Bonnie led a review of the O & G budget consisting of the City Manager and the City Council.

Bonnie stated that the City Council budget went up by approximately \$10,000 because of Granicus. City Council wages went down about \$1500 because of lack of committee meetings. Linda is not getting a wage increase but a \$500 longevity. Health insurance for Kay, as is for everyone, is going up, from approximately \$13,500 to \$16,300.

Mary led discussion regarding a review of the questions on the city manager's performance review form. Mary suggested getting the form we currently use from Kay and e-mailing it to the Council so that everyone can have input. Brian stated that he thought that some of the questions on the form were vague. Brian found a sample copy of a city manager's performance review form on the ICMA (International City Manager's Association) site and e-mailed it to the committee. Mary asked Ruth to contact the MML for a sample form, Ruth said she would.

Mary led discussion regarding the clerk's position being appointed vs. elected. Brian asked what is the cost for a special election. Linda and Bonnie discussed a history of the positions as to what had been in the past. Mary suggested placing on the ballot an appointed clerk or a hired staff position but only if the Council is willing to work on passage of it. Ruth asked Bonnie what the cost would be for the clerk if it was a hired staff position. When this topic was discussed at a previous Council meeting, Lew suggested sending it back to O & G to do research on such things as the Attorney General's office may need to be contacted for ballot language, also, what do other cities our size do, it may be 2 years before an issue can be placed back on the ballot again, when is the 2 years coming up? He also suggested that we work on how we present it to the public for the ballot. Linda stated that she would follow up with Lew by May 20 (2nd Council meeting in May) and get information before we take it back to Council.

Brian stated that the city needs to be more pro-active in getting information and facts out. Present the history and the rationale and reasons why we are asking for this and a list of justifications.

Ruth asked if there were any Mayoral appointments. She thought that the BPU had recently appointed a new board member. Linda said she would follow-up. Brian said that he thought the appointment process is flawed. Brian moved that O & G no longer

"filter" appointments. Ruth 2nd. Discussion ensued with mainly a history from Linda of what has been done in the past. Brian asked if there is anything official in writing that states O & G has to approve appointments. He said that if there is not, why are we doing it?

Mary moved that the motion be tabled. All ayes. Motion to table passed.

Ruth asked what the status was of the Linda's evaluation for the fiscal year ending June 30, 2012. She expressed disappointment that the Council had not seen the results of that evaluation and it is almost time to start working on the next one for fiscal year ending June 30, 2013. Mary agreed.

The next O & G meeting will be held on May 14 at 6:00pm. Committee members were asked to bring city manager performance review forms to work on during the meeting.

Meeting adjourned at 7:40pm.

Respectfully submitted by Ruth Brown, Chair, O & G

CITY OF HILLSDALE

Community Development Committee Meeting Minutes

Thursday, April 25th, 2013 2nd Floor Conference Room

Hillsdale City Hall 6:15 PM

Call to Order 6:20 by Chairperson Casey Sullivan

Present:

Community Development Councilpersons: Casey Sullivan, William Arnold, Mary Wolfram, City Manager Linda Brown, Finance Director Bonnie Tew, Public Services Director Keith Richard, Airport Director James Scheibner, Recreation Director Michelle Loren, Library Director Leeann Beckwith

Public: No Public Present

Public Comment: None

The meeting was called to order to review the budgets for all the departments under the Community Development Committee. The directors of all departments gave an overview of their 2013/2014 budgets and answered questions from the committee members with input from Finance Director Tew.

Motion made by Arnold to recommend council approve the budget as presented, 2nd by Wolfram.

Motion passes 3-0

City Manager Brown asked for guidance on looking into drawing up some ordinances for restriction on certain activities at the newly refurbished Sandy Beach area. No motion was made, But committee told her to proceed with drawing something up and presenting it at a future meeting.

Motion made by Mary Wolfram to adjourn, 2nd by Sullivan

Meeting Adjourned 9:30 PM

Respectfully Submitted by Chairperson Sullivan

City of Hillsdale
Finance Committee Meeting Minutes
Monday, April 15, 2013
2nd Floor Conference Room
Hillsdale City Hall
6:30 PM

Call to Order: 6:30 p.m. by Chairperson Scott Sessions

Present:

Finance Committee Councilpersons: Mary Beth Bail, Sally Kinney, Scott Sessions, and City Manager Linda Brown

Absent: Director Bonnie Tew Finance

Public: Councilperson Ruth Brown

Public discussion: No public discussion.

Invoices and vendor approval for checks printed on April 11, 2013 were reviewed and discussed by the committee. Explanations provided by City Manager Linda Brown are:

\$500.00 To Joseph and or Jean Madison (Cemeteries). These costs were paid to Joseph and or Jean Madison for buy back of graves at Oak Grove Cemetery.

\$188.34 To Judy Buzo (Dial-A-Ride). These costs were paid to Judy Buzo training and attending a seminar.

\$785.27 To the State of Michigan (Airport). These costs were paid to the State of Michigan for AWOS/WSI maintenance for 4th quarter 2012, on equipment at the airport.

Motion made by Councilperson Kinney to recommend approval of bills to Council; 2nd by Councilperson Bail. Ayes:3 Nays: 0

Motion by Councilperson Kinney to adjourn the meeting, 2nd by Councilperson Bail.
Meeting adjourned: 6:38 p.m.

Respectfully submitted by: Chairperson Sessions

City of Hillsdale
Finance Committee Meeting Minutes
Monday, April 29, 2013
2nd Floor Conference Room
Hillsdale City Hall
5:15 PM

Call to Order: 5:19 p.m. by Chairperson Scott Sessions

Present:

Finance Committee Councilpersons: Sally Kinney, Scott Sessions, City Manager Linda Brown and Director Bonnie Tew Finance

Absent: Councilperson Mary Beth Bail

Public: No public present

Public discussion: No public discussion.

Invoices and vendor approval for checks printed on April 25, 2013 were reviewed and discussed by the committee. Explanations provided by Director Bonnie Tew Finance are:

\$4740.00 To Jenkins Engineering, LLC (Capital Outlay). These costs were paid to Jenkins Engineering, LLC for plans, maps, revision , inspection, and permits for Mill Pond Dam.
\$1644.95 To Dornbos Sign & safety Inc. (Public Services Inventory Fund). These costs were paid to Dornbos Sign & safety Inc. for the purchase of a variety of road signs.

Motion made by Councilperson Kinney to recommend approval of bills to Council; 2nd by Councilperson Sessions. Ayes:2 Nays: 0

Motion by Councilperson Kinney to adjourn the meeting, 2nd by Councilperson Sessions.
Meeting adjourned: 5:30 p.m.

Respectfully submitted by: Chairperson Sessions

ZBA Minutes

4/23/13

Call to order 5:32 PM

Approval of Agenda

Motion: England

Second: Stockford

Vote: Unan.

ROLL CALL

Members present: Aimee England, Adam Stockford, Laura Smith, Chairman Darin Sheffer

Members Absent: John Debacker, Tim Auseon, Ruth Brown

Motion to excuse absences: England

Second: Stockford

Passed unan:

Others present: Linda Brown, Kyle Smith, Mr. and Mrs. Jim Knox

APPROVAL OF PREVIOUS MINUTES

Motion: England

Second: Stockford

Vote: Unan.

5:37 PM K. Smith given floor to explain variance appeal, where he handed out material explaining the proposal and indicated the ordinance in question, 26-36(b) of the HMC.

Ruth Brown shows up late at 5:37 PM

Motion to receive as requested: England

Seconded: Stockford

John Debacker shows up late at 5:40 PM

Finding of fact:

1. Will the proposed variance impair an adequate supply of light and air to adjacent property? No
2. Will the proposed variance impair an adequate supply of light and air to adjacent property? No
3. Will the proposed variance unreasonably increase congestion in public streets?
No
4. Will the proposed variance request increase the danger of fire? No
5. Will the proposed variance endanger public safety? No
6. Will the proposed variance unreasonably diminish or impair established property values within the surrounding area? No
7. Will the proposed variance in any other respect impair the public health, safety, comfort, morals or welfare? No

The Board then determined that each of the following facts and conditions exist beyond a reasonable doubt:

1. That there are exceptional or extraordinary circumstances or conditions applicable to the property or to its intended use that do not apply generally to other properties or uses in the same district of zone.
 - a. The Board finds that corporate requirements imposed upon Mr. Knox's dealership by Chrysler Corporation are extraordinary circumstances that do not apply to other properties in the same zone.
2. That the variance is necessary for the preservation and enjoyment of a substantial property right possessed by other property in the same zone and vicinity. Yes

3. That the granting of the variance will not be materially detrimental to the public welfare. Yes
4. That the granting of the variance will not be materially injurious to the property or improvements in the zone or district in which the property is located. Yes
5. That the granting of the variance will not adversely affect the purposes or objectives of the City's future land use plan. Yes

ROLL CALL VOTE:

England: Aye

Brown: Aye

Debacker: Aye

Smith: Aye

Sheffer: Aye

Stockford: Aye

Therefore, the ZBA has granted the said variance

Motion to adjourn:

Motion: Smith

Second: England

Passed: Unan.

Adjourned 5:45 PM

Council Chambers
Hillsdale City Hall
97 N. Broad St.
Hillsdale, MI 49242

April 15, 2013
7:00 p.m.
(517)437-6441
www.cityofhillsdale.org

CITY COUNCIL MINUTES

City of Hillsdale
Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Douglas Moon opened the meeting with the pledge of allegiance.

Roll Call

Motion carried.

Mayor Moon called the meeting to order with the following Council members present: Council member Casey Sullivan and Brian Watkins representing Ward One; Council members Ruth Brown and Sally Kinney representing Ward Two; Council members Scott Sessions and Mary Wolfram representing Ward Three; and Council members William Arnold and Mary Beth Bail representing Ward 4.

Also present were City Manager Linda Brown, Deputy City Clerk Michelle Loren, City Attorney Lew Loren, Rick Rose, Eric Macy, Matt Durr (Hillsdale Daily News), Judy Buzo, Jack Butler, Matt Raffon, Tom Knighton, Keith Richard

Approval of Agenda

Motion by Councilperson Sessions, supported by Councilperson Watkins, to approve the April 15, 2013 Agenda as presented.

All ayes.

Motion carried.

Public Comment

None

Consent Agenda

The items listed in the Consent Agenda are considered to be routine by the City Council and the City Manager and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Councilmember. In this event, the item will be removed from the Consent Agenda and Council action will be taken separately on said item.

- A. Approval of Bills from March 28, 2013: Claims of \$66,483.10; Payroll of \$101,713.09 & April 11, 2013: Claims of \$39,287.36 Payroll of \$86,972.63.
- B. Committee Reports (Pending Approval):
 1. Planning Commission Minutes of April 8, 2013
 2. Finance Minutes of April 1, 2013
 3. BPU Minutes of April 9, 2013
- C. Council Minutes of April 1, 2013

Motion by Councilperson Sessions, supported by Councilperson Brown, to approve the Consent agenda as presented. Roll call: Councilpersons Bail – yes; Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes; Watkins – yes; Wolfram – yes; Mayor Moon – yes; Arnold – yes.

Approved 9-0.

Motion carried.

Communications

None

Introduction and Adoption of Ordinances/Public Hearings

None

Unfinished Business

- A. Local Streets Maintenance. None
- B. Code Enforcement. City Manager Linda Brown presented and reviewed the March 2013 Code Enforcement Report and the March 2013 Police Department Report. City Manager Brown answered Council questions regarding the status of the various properties. Councilperson Watkins commented on time allowances for compliance. Councilperson Wolfram made note that no commercial properties were mentioned in the report. Discussion followed regarding several buildings and various properties of interest under code violations.

Councilperson commented on the matter of tractor trailers being parked in commercial parking lots.

Old Business

None

New Business

- A. Set Public Hearing for Knox Ventures-Commercial Rehabilitation Exemption. City Manager Brown stated that on March 14, 2013, the City Clerk received an application from Knox Ventures for a Commercial Rehabilitation Exemption pursuant to Act 210 of 2005. City Manager recommended a public hearing date be set for May 6, 2013 at 7:00 p.m.

Motion by Councilperson Watkins, supported by Councilperson Sullivan, to set a public hearing for the Knox Ventures-Commercial Rehabilitation Exemption for May 6, 2013 at 7:00 p.m.

All ayes.

Motion carried.

- B. Set Public Hearing for Cobra Moto, LLC- Industrial Facilities Tax Exemption. City manager Brown reported that on March 28, 2013 the City Clerk received an application from Cobra Moto, LLC – Industrial Facilities Tax Exemption. City Manager Brown recommended Council set a public hearing date be set for May 6, 2013 at 7:00 p.m.

Motion by Councilperson Sessions, supported by Councilperson Brown, to set a public hearing on Cobra Moto, LLC – Industrial Facilities Tax Exemption for May 6, 2013.

All ayes.

Motion carried.

- C. Ordinance to Rezone Properties from I-1 to RM-1. City Manager Brown reported that on April 8, 2013 the Planning Commission, acting upon its own recommendation, voted to approve the rezoning of properties located at 42 Union Street, 52 Union Street and 71 Hillsdale Street. A public hearing was held and, following the public hearing, the Planning Commission voted to approve the rezoning. City Manager Brown recommended Council receive the ordinance as a proposed ordinance and order its publication.

Motion by Councilperson Watkins, supported by Councilperson Sullivan, to receive the proposed ordinance and order its publication and be placed on the agenda at a later date for consideration of passage as a final ordinance. Roll call: Councilpersons Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes; Watkins – yes; Wolfram – yes; mayor Moon – yes; Councilpersons Arnold – yes; Bail – yes.

Approved 9-0.

Motion carried.

D. Council Goals for 201-2015 Budget year. City Manager Brown stated that on April 8, 2013 Council met as a Committee of the Whole to discuss its goals for the fiscal year 2014-2015. There was much discussion and consideration regarding the goals, however; no formal action took place to establish the goals. City Manager Brown recommended Council formally prioritize its goals for the City in that staff may then rely upon these goals when preparing the 2014-2015 budget.

Council once again gave consideration to the establishment of its goals and listed the goals as follows, however; not in order of priority:

- Streets
- Blight
- Jobs
- Communications
- Removing Obstacles and work toward efficiency

Motion by Councilperson Sullivan, supported by Councilperson Watkins, to set the discussed goals as priorities for Council and allow the City Manager to work on them.

All ayes.

Motion carried.

E. CGI Communications, Inc. Proposal. City Manager Brown reported there was recent contact made by a representative from CGI Communications, Inc., a provider of video streaming. The advised City Manager Brown they have entered into a collaborative agreement with the National League of Cities and the US Conference of Mayors to provide services to various municipalities. Two or three cities are chosen each year to highlight. Hillsdale has been chosen to receive the services offered this year. City Manager Brown stated she had forwarded a copy of the Agreement to the City Attorney for review. City Manager Brown explained the services and gave a power point presentation of other municipalities that have used the services.

After Council discussion regarding video streaming, advertising and the ramifications of the City's participation, it was decided to table the matter until Council members have a chance to review the contract. Council agreed to contact City Manager Brown by Friday, April 19 with questions they might have.

F. Budget Amendments. City Manager Brown reported to Council that Finance Director Bonnie Tew has requested her to make recommendation to Council the approval of budget amendments. These amendments are the result of grant funding received by the Fire Department through the Department of Homeland Security to purchase a thermal imaging camera and SCBA air packs. Funds from the grant did not arrive until June 2012. As the receipt of grant funds and expenditure of those same funds was not anticipated in the current fiscal year budget, it is necessary to process budget amendments to prevent the fire department from being over budget.

Motion by Councilperson Sullivan, supported by Councilperson Watkins, to approve the budget amendments as presented. Roll call: Councilpersons Kinney – yes; Sessions – yes; Sullivan – yes; Watkins – yes; Wolfram – yes; Mayor Moon – yes; Councilpersons Arnold – yes; Bail – yes; Brown – yes.

Approved 9-0.

Motion carried.

G. BPU Resolution to Amend Customer Service, Electric, Water and Sewer Dept. Rules & Regulations Schedule of Fees & Charges. City Manager Brown stated that, at its April 8, 2013 meeting, the Board of Public Utilities passed a resolution to amend the rules and regulations regarding services offered by it to more closely align the fees charges for those services to the actual cost.

Motion by Councilperson Watkins, supported by Councilperson Wolfram, to pass Resolution #3130, as requested by the Board of Public Utilities. Roll call: Councilpersons Sessions – yes; Sullivan – yes; Watkins – yes; Wolfram – yes; Mayor Moon – yes; Councilpersons Arnold – yes; Bail – yes; Brown – yes; Kinney – yes.

Approve 9-0.

Motion carried.

II. Arbor Day Proclamation. City Manager Brown stated that Hillsdale has been named a Tree City USA for several consecutive years. The application for recognition requires a proclamation declaring Arbor Day. City Manager Brown recommended Council declare April 26, 2013 Arbor Day in the City of Hillsdale.

Motion by Arnold, supported by Councilperson Sessions, to approve the proclamation as presented.

All ayes.

Motion carried.

Miscellaneous

A. Appointments - None

Department Reports

None

Public Comment

Judy Buzo of Dial –A – Ride informed Council of a grant offered through the Community Foundation to provide funding for a one time trip to Glej's Orchard.

Motion by Councilperson Arnold, supported by Councilperson Sessions, to allow Judy Buzo of Dial-A-Ride and City Manager Brown to move forward with grant funding offered by the Community Foundation for transportation to Glej's and any possible funding in the future.

All ayes.

Motion carried.

Ted Knighton, 138 Budlong St., provided Council with information regarding Light Trespass and the need for the City to consider an ordinance dealing with the issue.

Council Comment

Councilperson Brown questioned the budget process as it was done this year. Councilperson Brown felt the budget meetings were held much earlier last year giving Council members a better opportunity to participate in the budget process.

Councilperson Watkins asked Council to consider sponsoring a fishing dock at Lewis Emery Park.

Adjournment

Motion by Councilmember Arnold, seconded by Councilmember Session, to adjourn.

Motion carried.

8:50 p.m.

Douglas Moon, Mayor

Michelle Loren, Deputy Clerk

MEMO

TO: Linda Brown, City Manager
City Council

FROM: Bonnie Tew
Finance Director

DATE: April 15, 2013

SUBJECT: Quarterly Investment Report

Attached please find investment summaries for the City at large, and Oak Grove and Lakeview Cemeteries as of March 31, 2013.

City Investments:

The certificate for \$200,000 at County National matured January 4, 2013 and was renegotiated for the same term, 24 months. This is a rising rate certificate, which means every 6 months the interest rate increases. The annual yield for the term of the certificate is 0.50%.

Oak Grove Cemetery Investments:

There was no investment activity in these accounts for the quarter.

Lakeview Cemetery Investments:

There was no investment activity in these accounts for the quarter.

Stocks Park Perpetual Maintenance Fund:

There was no investment activity in these accounts for the quarter.

Hospital Trust Investments:

There was no investment activity in these accounts for the quarter.

| City Investments | | | | | | |
|-----------------------------|----------------------------|---------------|-----------------------|---------------------|---------------------|-----------------------|
| March 31, 2013 | | | | | | |
| Description | Vendor | Yield | 2013 | 2014 | 2015 | TOTAL |
| #428947400 | Flagstar Bank | 1.15% | \$200,000.00 | | | \$200,000.00 |
| Due 06/14/13 | (purchased 12/11) | | | | | |
| #112910 | Southern MI Bank & Trust | 1.25% | | \$300,000.00 | | \$300,000.00 |
| Due 4/25/14 | (purchased 4/12) | | | | | |
| #125359 | CNB | 0.50% | | | \$200,000.00 | \$200,000.00 |
| Due 1/04/15 | (purchased 1/13) | | | | | |
| S. MI. BANK & TRUST | General Checking | 0.20% | \$1,411,029.99 | | | \$1,411,029.99 |
| CLASS INV. POOL | MBIA | 0.13% | \$1,520,875.08 | | | \$1,520,875.08 |
| S. MI. BANK & TRUST | Airport Fuel | 0.05% | \$29,951.86 | | | \$29,951.86 |
| | | TOTALS | \$3,161,856.93 | \$300,000.00 | \$200,000.00 | \$3,661,856.93 |
| Hospital Trust | Hopkins-Chandler Endowment | | | | | |
| Discover Bank | Ed D. Jones | 4.94% | \$8,090.30 | | | \$8,090.30 |
| Due 7/23/2013 | (purchased 07/08) | | | | | |
| # 422347300 | Flagstar Bank | 1.20% | \$7,000.00 | | | \$7,000.00 |
| Due 12/03/2013 | (purchased 06/11) | | | | | |
| Stocks Park- Perpetual Care | Endowment | 1.78% | \$12,002.80 | | | \$12,002.80 |
| #426866073 | Flagstar Bank | | | | | |
| Due 10/072013 | (purchased 10/10) | | | | | |
| | | TOTALS | \$3,161,856.93 | \$300,000.00 | \$200,000.00 | \$3,688,950.03 |

| Lakeview Cemetery Investments | | | | |
|--|---------------|---------|--------------------|--------------------|
| March 31, 2013 | | | | |
| Description | Vendor | Yield | 2013 | TOTAL |
| GNMA #352022 | Ed D. Jones | 6.91% * | \$248.53 | \$248.53 |
| GNMA #447690 | Ed D. Jones | 8.44% * | \$476.81 | \$476.81 |
| GNMA #003067 | Ed D. Jones | 5.93% * | \$1,225.15 | \$1,225.15 |
| GNMA #003149 | Ed D. Jones | 5.93% * | \$5,937.42 | \$5,937.42 |
| GNMA #003249 | Ed D. Jones | 5.93% * | \$7,260.85 | \$7,260.85 |
| GNMA #003346 | Ed D. Jones | 5.57% * | \$4,601.32 | \$4,601.32 |
| GNMA #003556 | Ed D. Jones | 5.57% * | \$9,673.52 | \$9,673.52 |
| GNMA #003678 | Ed D. Jones | 5.57% * | \$10,829.45 | \$10,829.45 |
| GNMA #003863 | Ed D. Jones | 5.00% * | \$23,055.28 | \$23,055.28 |
| GNMA #003898 | Ed D. Jones | 5.57% * | \$14,846.09 | \$14,846.09 |
| Cash/Money Market | Ed D. Jones | | | \$0.00 |
| | TOTALS | | \$78,154.42 | \$78,154.42 |
| * Current Yield | | | | |
| The average yield to maturity for these GNMA's is about 4.22%. | | | | |
| Surplus funds are invested in either the MBIA Class pooled | | | | |
| investment account or in th interest bearing checking account at | | | | |
| Southern Michigan Bank & Trust and are included in the | | | | |
| City Investment Report. | | | | |

| Oak Grove Cemetery Investments | | | | | |
|--|---------------|---------|--------------------|--------------------|---------------------|
| March 31, 2013 | | | | | |
| Description | Vendor | Yield | 2013 | 2017 | TOTAL |
| GNMA #345091 | Ed D. Jones | 6.91% * | \$943.62 | | \$943.62 |
| GNMA #352022 | Ed D. Jones | 6.91% * | \$451.03 | | \$451.03 |
| GNMA #417390 | Ed D. Jones | 6.91% * | \$229.92 | | \$229.92 |
| GNMA #003067 | Ed D. Jones | 5.93% * | \$2,994.80 | | \$2,994.80 |
| GNMA #003149 | Ed D. Jones | 5.93% * | \$7,209.72 | | \$7,209.72 |
| GNMA #003249 | Ed D. Jones | 5.93% * | \$7,260.85 | | \$7,260.85 |
| GNMA #781499 | Ed D. Jones | 5.50% * | \$2,219.12 | | \$2,219.12 |
| GNMA #003345 | Ed D. Jones | 5.00% * | \$8,930.89 | | \$8,930.89 |
| GNMA #003346 | Ed D. Jones | 5.57% * | \$6,441.84 | | \$6,441.84 |
| GNMA #604548 | Ed D. Jones | 4.50% * | \$12,489.04 | | \$12,489.04 |
| GNMA #003443 | Ed D. Jones | 5.57% * | \$7,809.70 | | \$7,809.70 |
| GNMA #003678 | Ed D. Jones | 5.57% * | \$10,829.45 | | \$10,829.45 |
| GNMA #782155 | Ed D. Jones | 4.50% * | \$13,227.62 | | \$13,227.62 |
| GNMA #003898 | Ed D. Jones | 5.57% * | \$16,701.85 | | \$16,701.85 |
| Cash/Money Market | Ed D. Jones | | | | \$0.00 |
| US Govt-Financing Corp Due 10/6/2017 | Ed D. Jones | 10.70% | | \$28,637.60 | \$28,637.60 |
| | TOTALS | | \$97,739.45 | \$28,637.60 | \$126,377.05 |
| * Current Yield | | | | | |
| The average yield to maturity for these GNMA's is about 4.22%. | | | | | |
| Surplus funds are invested in either the MBIA Class pooled | | | | | |
| investment account or in th interest bearing checking account at | | | | | |
| Southern Michigan Bank & Trust and are included in the | | | | | |
| City Investment Report. | | | | | |

City of Hillsdale

Agenda Item Summary

Meeting Date: May 6, 2013

Agenda Item #7: Introduction of Ordinances/Public Hearings
A. Knox Ventures Commercial Rehabilitation Exemption

BACKGROUND:

On March 14, 2013 the City Clerk received an application from Knox Ventures for a Commercial Rehabilitation Exemption pursuant to Act 210 of 2005. At its April 15, 2013 meeting Council established May 6, 2013 at 7:00 p.m. as the date and time for conducting a public hearing regarding the request.

I have included a copy of the Application as well as a breakdown of tax dollars to be foregone as a result of granting the request. Notice and publication requirements have been met and the Economic Development Corporation has recommended that the exemption be granted for a period of ten (10) years.

RECOMMENDATION:

Following the completion of the public hearing, I recommend that Council approve the enclosed resolution granting the exemption for a period of ten (10) years.

MAR 14 2013

STATE USE ONLY

| | | |
|--------------------|---------------|-----------|
| Application Number | Date Received | LUCI Code |
|--------------------|---------------|-----------|

HILLSDALE CITY CLERK

TIME: 4:50AM

Application for Commercial Rehabilitation Exemption Certificate

Issued under authority of Public Act 210 of 2005, as amended.

Read the instructions page before completing the form. This application should be filed after the commercial rehabilitation district is established. The applicant must complete Parts 1, 2 and 3 and file one original application form (with required attachments) and one additional copy with the clerk of the local governmental unit (LGU). Attach the legal description of property on a separate sheet. This project will not receive tax benefits until approved by the State Tax Commission (STC). Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the STC.

PART 1: OWNER / APPLICANT INFORMATION (applicant must complete all fields)

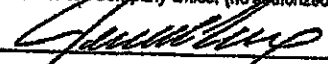
| | | | |
|---|--|---|---|
| Applicant (Company) Name (applicant must be the owner of the facility) Knox Ventures, Inc DBA Jim Knox Chrysler Dodge Jeep RAM | | NAICS or SIC Code 441110 | |
| Facility's Street Address 3080 W. Carleton Road | | City Hillsdale | State MI ZIP Code 49242 |
| Name of City, Township or Village (taxing authority) Hillsdale | | County Hillsdale | School District Where Facility is Located Hillsdale |
| <input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village | | | |
| Date of Rehabilitation Commencement (mm/dd/yyyy) As soon as possible! | | Planned Date of Rehabilitation Completion (mm/dd/yyyy) 60 days after commencement | |
| Estimated Cost of Rehabilitation \$320,000.00 | | Number of Years Exemption Requested (1-10) 10 | |
| Expected Project Outcomes (check all that apply) | | | |
| <input checked="" type="checkbox"/> Increase Commercial Activity <input checked="" type="checkbox"/> Retain Employment <input checked="" type="checkbox"/> Revitalize Urban Areas <input checked="" type="checkbox"/> Create Employment <input checked="" type="checkbox"/> Prevent Loss of Employment <input type="checkbox"/> Increase Number of Residents in Facility's Community | | | |
| No. of jobs to be created due to facility's rehabilitation 1-2 | No. of jobs to be retained due to facility's rehabilitation 15 | No. of construction jobs to be created during rehabilitation 7-10 | |

PART 2: APPLICATION DOCUMENTS

Prepare and attach the following items:

| | |
|---|---|
| <input type="checkbox"/> General description of the facility (year built, original use, most recent use, number of stories, square footage) | <input type="checkbox"/> Statement of the economic advantages expected from the exemption |
| <input checked="" type="checkbox"/> Description of the qualified facility's proposed use | <input type="checkbox"/> Legal description |
| <input type="checkbox"/> Description of the general nature and extent of the rehabilitation to be undertaken | <input type="checkbox"/> Description of the "underserved area" (Qualified Retail Food Establishments only) |
| <input type="checkbox"/> Descriptive list of the fixed building equipment that will be a part of the qualified facility | <input type="checkbox"/> Commercial Rehabilitation Exemption Certificate for Qualified Retail Food Establishments (Form 4753) (Qualified Retail Food Establishments only) |
| <input type="checkbox"/> Time schedule for undertaking and completing the facility's rehabilitation | |

PART 3: APPLICANT CERTIFICATION

| | |
|---|---|
| Name of Authorized Company Officer (no authorized agents) James R. Knox | Telephone Number 517.437.3394 |
| Fax Number 517.437.7804 | E-mail Address jkn0x@jimknoxchrysler.com |
| Street Address 3080 W. Carleton Rd | City Hillsdale State MI ZIP Code 49242 |
| <p>I certify that, to the best of my knowledge, the information contained herein and in the attachments is truly descriptive of the property for which this application is being submitted. Further, I am familiar with the provisions of Public Act 210 of 2005, as amended, and to the best of my knowledge the company has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local governmental unit and the issuance of a Commercial Rehabilitation Exemption Certificate by the State Tax Commission.</p> <p>I further certify that this rehabilitation program, when completed, will constitute a rehabilitated facility, as defined by Public Act 210 of 2005, as amended, and that the rehabilitation of this facility would not have been undertaken without my receipt of the exemption certificate.</p> | |
| Signature of Authorized Company Officer (no authorized agents)  | Title President Date 3.12.13 |

| PART 4: ASSESSOR RECOMMENDATIONS (assessor of LGU must complete Part 4) | | |
|--|--|-----------------------------|
| Provide the Taxable Value and State Equalized Value of Commercial Property, as provided in Public Act 210 of 2005, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC). | | |
| | Taxable Value | State Equalized Value (SEV) |
| Land | 108,237 | 109,015 |
| Building(s) | 464,382 | 467,712 |
| The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Commercial Rehabilitation Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Commercial Rehabilitation Exemption that would also put the same property on the Commercial Rehabilitation specific tax roll. | | |
| <input checked="" type="checkbox"/> By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Commercial Rehabilitation Exemption specific tax roll and not on any other specific tax roll. | | |
| Name of Local Government Body CITY OF HILLSDALE | | |
| Name of Assessor (first and last name) Debra Sikorski | Telephone Number 517.437.6466 | |
| Fax Number 517.437.6448 | E-mail Address dsikorski@cityofhillsdale.org | |
| I certify that, to the best of my knowledge, the information contained in Part 4 of this application is complete and accurate. | | |
| Assessor's Signature | | Date 4/5/2013 |
| PART 5: LOCAL GOVERNMENT ACTION (clerk of LGU must complete Part 5) | | |
| Action Taken By LGU (attach a certified copy of the resolution): | | |
| <input type="checkbox"/> Exemption approved for _____ years, ending December 30, _____ (not to exceed 10 years) | | |
| <input type="checkbox"/> Exemption Denied | | |
| Date District Established (attach resolution for district) | Local Unit Classification Identification (LUCI) Code | School Code |
| | | |
| PART 6: LOCAL GOVERNMENT CLERK CERTIFICATION (clerk of LGU must complete Part 6) | | |
| Clark's Name (first and last) | Telephone Number | |
| Fax Number | E-mail Address | |
| Mailing Address | City | State ZIP Code |
| | | |
| LGU Contact Person for Additional Information | LGU Contact Person Telephone Number | Fax Number |
| | | |
| I certify that, to the best of my knowledge, the information contained in this application and attachments is complete and accurate and hereby request the State Tax Commission issue a Commercial Rehabilitation Exemption Certificate, as provided by Public Act 210 of 2005, as amended. | | |
| Clerk's Signature | | Date |
| | | |

The clerk must retain the original application at the local unit and mail one copy of the completed application with attachments to:

State Tax Commission
P.O. Box 30471
Lansing, MI 48909

- General description of the facility (year built, original use; most recent use, number of stories, square footage)**
 - Current building is approximately 21,384 square feet and is a one story building that sits on 3+ acres and has been in use as a new car dealership for greater than 50 years. The property is currently being utilized for auto sales and service and is operating as Knox Ventures, DBA Jim Knox Chrysler Dodge Jeep RAM.

- Description of qualified facility's proposed use**
 - Continued use as new/used auto sales and service.

- Description of the general nature and extent of the rehabilitation**
 - The east/front portion of the main dealership covers an area of 5680 square feet and was constructed in the late 1950's and contains office, administrative areas and a very limited showroom. Historically this space was used for service, and has transformed over the years into a showroom with no windows. The main purpose of the remodel is to reconfigure the existing east space, which will include some remodeling as well as some new structure work, and replace the fascia. The existing footprint will remain essentially the same; however the reconfiguration will allow us to utilize currently unusable square footage. The new building/look will reflect more of what customers demand and expect from a new car dealer as well as improve the operational functionality and assist in attracting new business. The remodel will also remove the front portion of the building that is too close to the road and improve the exterior appearance and overall look from the street.

- Descriptive list of fixed building equipment that will be part of the qualified facility.**
 - New Chrysler Dodge Jeep RAM signs.
 - New Wiring
 - New HVAC
 - Energy efficient fixtures
 - Thermo-Pane Windows

- Legal Description**
 - Parcel 1: 15-300-14 A parcel of land in the Southwest ¼ of Section 15, Township 6 South, Range 3 West, City of Hillsdale (formerly Fayette Township), Hillsdale County, Michigan, described as: Beginning at the Southwest corner of said Section 15, thence North 00 degrees 02 minutes 34 seconds West, along the West line of said Section 15, 285.08 feet; thence South 89 degrees 25 minutes 42 seconds East, parallel with the South line of said Section 15, 196.27 feet; thence North 82 degrees 54 minutes 18 seconds East 183.01 feet to the Westerly right-of-way line of State Highway M-99; thence South 36 degrees 04 minutes 57 seconds East, along the Westerly right-of-way line of State

Highway M-99, 329.79 feet; thence North 89 degree 25 minutes 42 seconds West parallel with the South line of said section 15, 144.38 feet; thence South 36 degrees 06 minutes 55 seconds East 56.00 feet to the South line of said Section 15; thence North 89 degrees 25 minutes 42 seconds West, along the South line of said Section 15, 460.54 feet to the point of beginning.

- Parcel 2: 222-100-25 A parcel of land in the Northwest ¼ of Section 22, Township 6 South, Range 3 West, City of Hillsdale (formerly Hillsdale Township), Hillsdale County, Michigan and in the Southwest ¼ of Section 15, Township 6 South, Range 3 West, City of Hillsdale (formerly Fayette Township) Hillsdale County, Michigan described as:
Commencing at the Northwest corner of said Section 22; thence South 89 degrees 25 minutes 42 seconds East; along the North line of said Section 22, 460.54 feet to the point of beginning; thence North 36 degrees 06 minutes 55 seconds West 56.00 feet; thence South 89 degrees 25 minutes 42 seconds East, parallel with the North line of said Section 22, 144.38 feet to the Westerly right-of-way line of State Highway M-99; thence South 36 degrees 06 minutes 55 seconds East, along the Westerly right-of-way line of State Highway M-99, 135.00 feet; thence South 63 degrees 24 minutes 29 seconds West 36.66 feet; thence South 88 degrees 43 minutes 56 seconds West 160.05 feet; thence North 01 degrees 14 minutes 36 seconds East 85.23 to the point of beginning.

- **Time schedule for undertaking and completing the facility's rehabilitation**
 - Approximately 60 days from commencement.
- **Statement of the economic advantages expected from the exemption**
 - Exemption will help control fixed expenses which will assist in necessary equipment upgrades and secure quality employees to better serve the community.

CREC-2013 Knox Ventures, Inc

Land/building ratio=81.35%

| Year | Frozen Building | | City \$ foregone | Proposed Improvements | | City Dollars Generated/Foregone |
|------|--------------------------------|--------------|------------------|-----------------------|---------------|---------------------------------|
| | Certificate Base Taxable Value | ave CPI 2.3% | | Taxable Value | Taxable Value | |
| 2013 | 467,712 | | | 0 | \$0.00 | |
| 2014 | 478,469 | | \$161.36 | 160,000 | \$2,400.00 | |
| 2015 | 489,474 | | \$165.07 | 160,000 | \$2,400.00 | |
| 2016 | 500,732 | | \$168.87 | 160,000 | \$2,400.00 | |
| 2017 | 512,249 | | \$172.75 | 160,000 | \$2,400.00 | |
| 2018 | 524,031 | | \$176.73 | 160,000 | \$2,400.00 | |
| 2019 | 536,083 | | \$180.79 | 160,000 | \$2,400.00 | |
| 2020 | 548,413 | | \$184.95 | 160,000 | \$2,400.00 | |
| 2021 | 561,027 | | \$189.20 | 160,000 | \$2,400.00 | |
| 2022 | 0 | | | 0 | \$0.00 | |
| 2023 | 0 | | | 0 | \$0.00 | |

\$1,399.72

\$19,200.00

Total

\$20,599.72

Resolution # _____

**City of Hillsdale
Resolution to Approve
Commercial Rehabilitation Exemption
Certificate**

Minutes of a regular meeting of the City Council of the City of Hillsdale, held on May 6, 2013 at 97 N. Broad St., Hillsdale, MI 49242, in City Hall Council Chambers at 7:00 p.m.

Present:

Absent: _____

The following preamble and resolution were offered by _____
and supported by _____.

**Resolution approving Application of
Knox Ventures, Inc.
Exemption Certificate**

WHEREAS, pursuant to P.A. 210 of 2005, M.C.L. 207.841et seq., after a duly noticed public hearing, Council for the City of Hillsdale by resolution established Commercial Rehabilitation Districts 1 through 4 on May 4, 2009, and

WHEREAS, the City of Hillsdale, finding that the aggregate SEV of all real and personal property exempt from ad valorem taxation within the City of Hillsdale after granting this certificate, will exceed 5% of an amount equal to the sum of the SEV of the City of Hillsdale, plus the SEV of personal and real property thus exempted; and

WHEREAS, the City Council of the City of Hillsdale finds and determines that the granting of an Commercial Rehabilitation Exemption considered together with the aggregate amount of certificates previously granted shall not have the effect of substantially impeding the operation of the City of Hillsdale, or impairing the financial soundness of a taxing in the City of Hillsdale; and

WHEREAS, Knox Ventures, Inc. is not delinquent in any taxes related to the facility; and

WHEREAS, the application is for commercial property as defined in section 2 (a) of Public Act 210 of 2005; and

WHEREAS, Knox Ventures has provided answers to all required questions under the application instruction to the City of Hillsdale; and

WHEREAS, the City of Hillsdale requires that rehabilitation of the facility be completed by July 5, 2013; and

WHEREAS, pursuant to the certification contained on the application for exemption, the commencement of rehabilitation of the facility did not occur more than six months prior to the filing of the application for exemption; and

WHEREAS, the application relates to a rehabilitation program that, when completed, constitutes a qualified facility within the meaning of P.A. 210 of 2005 and that is situated within a Commercial Rehabilitation District established under P.A. 210 of 2005; and

WHEREAS, the completion of the qualified facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to create and retain employment in which the facility is situated; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at the commencement of the rehabilitation as provided by section 2 (j) of P.A. 210 of 2005;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hillsdale hereby grants a Commercial Rehabilitation Exemption Certificate for real property, excluding the land, located in Commercial Rehabilitation District #1 at 3080 W. Carleton Road for a period of _____ years, beginning December 31, 2013 and ending December 30, _____, pursuant to the provisions of P.A. 210 of 2005, as amended.

Ayes

Nays

RESOLUTION DECLARED ADOPTED.

Date _____ 2013.

Douglas G. Moon, Mayor

Michelle Loren, Deputy Clerk

City of Hillsdale Agenda Item Summary

Meeting Date: May 6, 2013

Agenda Item #7: Introduction of Ordinances/Public Hearing
B. Cobra Moto, LLC Industrial Facilities Tax Exemption

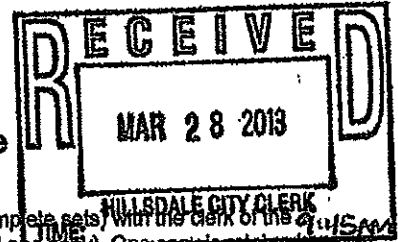
BACKGROUND:

On March 28, 2013 the City Clerk received an application from Cobra Moto, LLC for an Industrial Facilities Tax Exemption. At its April 15, 2013 meeting Council established May 6, 2013 at 7:00 p.m. as the date and time for conducting a public hearing regarding the request.

I have included a copy of the Application as well as a breakdown of tax dollars to be foregone as a result of granting the request. Notice and publication requirements have been met and the Economic Development Corporation has recommended that the exemption be granted for a period of twelve (12) years.

RECOMMENDATION:

Following the completion of the public hearing, I recommend that Council approve the enclosed resolution granting the exemption for a period of twelve (12) years.



Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

| | |
|--|--|
| Signature of Clerk <i>Michelle L. Fox, DEPUTY</i> | Date received by Local Unit MARCH 28, 2013 |
| Application Number | Date Received by STC |

APPLICANT INFORMATION
All boxes must be completed.

| | | | |
|--|--|---|---------------------------------|
| 1a. Company Name (Applicant must be the occupant/operator of the facility) Cobra Moto LLC | | 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3751 | |
| 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 240 Uran St. Hillsdale, MI 49242 | | 1d. City/Township/Village (Indicate which) Hillsdale | 1e. County Hillsdale |
| 2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(9)) | | 3a. School District where facility is located Hillsdale | 3b. School Code 30020 |
| | | 4. Amount of years requested for exemption (1-12 Years) 12 yrs. | |

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

New equipment to increase production.

| | |
|---|--------------------------------|
| 6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun. | Real Property Costs |
| 6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total | Personal Property Costs |
| 6c. Total Project Costs * Round Costs to Nearest Dollar | Total of Real & Personal Costs |

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

| | Begin Date (M/D/Y) | End Date (M/D/Y) | Owned | Leased |
|--------------------------------|--------------------|------------------|-------------------------------------|--------------------------|
| Real Property Improvements | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Personal Property Improvements | 9/27/12 | 11/15/12 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. **1**

10. No. of new jobs at this facility expected to create within 2 years of completion. **0**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

| | |
|--|-------|
| a. TV of Real Property (excluding land) | _____ |
| b. TV of Personal Property (excluding inventory) | _____ |
| c. Total TV | _____ |

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)
June 29, 1987

12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 108 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisites to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

| | | | |
|---|--|---|---|
| 13a. Preparer Name <i>Laurie Lapham</i> | 13b. Telephone Number <i>517-437-9100</i> | 13c. Fax Number <i>517-437-9101</i> | 13d. E-mail Address <i>lauriel@cobramotorcycle.com</i> |
| 14a. Name of Contact Person <i>Sean Hilbert</i> | 14b. Telephone Number <i>517-437-9100</i> | 14c. Fax Number <i>517-437-9101</i> | 14d. E-mail Address <i>seanh@cobramotorcycle.com</i> |
| 15a. Name of Company Officer (No Authorized Agents) <i>Sean Hilbert</i> | | | |
| 15b. Signature of Company Officer (No Authorized Agents) <i>[Signature]</i> | | 15c. Fax Number <i>see 14c</i> | 15d. Date <i>3-13-13</i> |
| 15e. Mailing Address (Street, City, State, ZIP Code) <i>240 Uran St. Hillsdale, MI 49242</i> | | 15f. Telephone Number <i>see 14b</i> | 15g. E-mail Address <i>see 14d</i> |

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

| | |
|--|--|
| <p>16a. Action taken by local government unit</p> <p><input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Denied (Include Resolution Denying)</p> | <p>16b. The State Tax Commission Requires the following documents be filed for an administratively complete application:</p> <p>Check or Indicate N/A if Not Applicable</p> <p><input type="checkbox"/> 1. Original Application plus attachments, and one complete copy</p> <p><input type="checkbox"/> 2. Resolution establishing district</p> <p><input type="checkbox"/> 3. Resolution approving/denying application.</p> <p><input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant)</p> <p><input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant)</p> <p><input type="checkbox"/> 6. Building Permit for real improvements if project has already begun</p> <p><input type="checkbox"/> 7. Equipment List with dates of beginning of installation</p> <p><input type="checkbox"/> 8. Form 3222 (if applicable)</p> <p><input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)</p> |
| 16c. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable | |
| <p><input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district.</p> <p><input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing.</p> <p><input type="checkbox"/> 3. List of taxing authorities notified for district and application action.</p> <p><input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.</p> | |
| 16c. LUCI Code | 16d. School Code |
| 17. Name of Local Government Body | 18. Date of Resolution Approving/Denying this Application |

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

| | | |
|--|--------------------|---------------------|
| 19a. Signature of Clerk | 19b. Name of Clerk | 19c. E-mail Address |
| 19d. Clerk's Mailing Address (Street, City, State, ZIP Code) | | |
| 19e. Telephone Number | 19f. Fax Number | |

State Tax Commission Rule Number 67: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

| STC USE ONLY | | | | |
|--------------|--------------------|------------------------|------------------|----------------------|
| 1. LUCI Code | 2. Begin Date Real | 3. Begin Date Personal | 4. End Date Real | 5. End Date Personal |



240 Uran Street
Hillsdale, Michigan 49242

Phone: 517.437.9100
Fax: 517.437.9101

I, Scott Boyer certify that the Epilog Legend 36 EX/T 50-Watt Laser System and Penn State Industries
1.5 HP Exhaust Fan were installed on 11/15/2012 at Cobra Moto, LLC,

Scott Boyer
Scott Boyer

9-17-13
Date

CHAMPIONS START HERE



Phone: 517.437.9100
Fax: 517.437.9101

240 Uran Street
Hillsdale, Michigan 49242

Fairway Laser Systems

| | |
|---|-------------|
| Epilog Legend 36 EX/T 50-Watt laser system Installed: 11/15/12 | \$25,700.00 |
| Penn State Industries 1.5 HP Exhaust Fan Installed: 11/15/12 | \$290.00 |

CHAMPIONS START HERE

IFT-2013- Cobra
 240 Uran St.

| Year | Personal Property Certificate Base Taxable Value | Average Lived Depreciation Scale | Real Property Taxable Value | City Dollars Generated/Foregone | Total Dollars Generated/Foregone |
|--------------|--|----------------------------------|-----------------------------|---------------------------------|----------------------------------|
| 2014 | 12,995 | 11,566 | 0 | \$86.74 | \$277.57 |
| 2015 | 12,995 | 9,876 | 0 | \$74.07 | \$237.03 |
| 2016 | 12,995 | 8,707 | 0 | \$65.30 | \$208.96 |
| 2017 | 12,995 | 7,797 | 0 | \$58.48 | \$187.13 |
| 2018 | 12,995 | 7,017 | 0 | \$52.63 | \$168.42 |
| 2019 | 12,995 | 6,368 | 0 | \$47.76 | \$152.82 |
| 2020 | 12,995 | 5,848 | 0 | \$43.86 | \$140.35 |
| 2021 | 12,995 | 5,458 | 0 | \$40.93 | \$130.99 |
| 2022 | 12,995 | 4,938 | 0 | \$37.04 | \$118.51 |
| 2023 | 12,995 | 4,678 | 0 | \$35.09 | \$112.28 |
| 2024 | 12,995 | 4,288 | 0 | \$32.16 | \$102.92 |
| 2025 | 12,995 | 4,028 | 0 | \$30.21 | \$96.68 |
| Total | | | | \$604.27 | \$1,933.66 |

Resolution # _____

**City of Hillsdale
Resolution to Approve
Industrial Facilities Exemption
Certificate**

Minutes of a regular meeting of the City Council of the City of Hillsdale, held on May 6, 2013 at 97 N. Broad St., Hillsdale, MI 49242, in City Hall Council Chambers at 7:00 p.m.

Present:

Absent: _____

The following preamble and resolution were offered by _____
and supported by _____.

**Resolution approving Application of
Cobra Moto, LLC
Exemption Certificate**

WHEREAS, pursuant to P.A. 198 of 1974, M.C.L. 207.551 et seq., after a duly noticed public hearing held on January 13, 1975, this Council for the City of Hillsdale by resolution established an Industrial Development District, as requested by the City of Hillsdale; and

WHEREAS, Cobra Moto, LLC has filed an application for an Industrial Facilities Exemption Certificate with respect to a new facility, which will be placed within the Industrial Development District; and

WHEREAS, before acting on said application, the City of Hillsdale held a public hearing on May 6, 2013 at City Hall in the Council chambers at 7:00 p.m., at which hearing the Assessor and other taxing authorities were given opportunity to be heard on said application; and

WHEREAS, the City of Hillsdale found the project likely to retain employment, and to be in compliance with P.A. 198, of 1974, and therefore approved the amount of \$25,990 true cash value of real and personal property for a length of _____ years; and

WHEREAS, the City of Hillsdale, finding that the aggregate SEV of all real and personal property exempt from ad valorem taxation within the City of Hillsdale after granting this certificate, will exceed 5% of an amount equal to the sum of the SEV of the City of Hillsdale, plus the SEV of personal and real property thus exempted;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hillsdale that the granting of an Industrial Facilities Exemption Certificate considered together with the aggregate

amount of certificates previously granted and currently in force under P.A. 198, of 1974, shall not have the effect of substantially impeding the operation of the City of Hillsdale, or impairing the financial soundness of a taxing unit which levies ad valorem taxes in the City of Hillsdale.

SO, BE IT ALSO RESOLVED, that the City of Hillsdale hereby approves the exemption certificate in the amount of \$25,990 true cash value, to be in compliance with Section 9, of P.A. 198 for a new facility, which will allow the exemption certificate to commence as of the date of project completion and remain in effect for a length of _____ years.

Ayes

Nays

RESOLUTION DECLARED ADOPTED.

Date _____ 2013.

Douglas G. Moon, Mayor

Michelle Loren, Deputy Clerk

City of Hillsdale Agenda Item Summary

Meeting Date: **May 6, 2013**

Agenda Item #7: **Introduction of Ordinances/Public Hearing**
 C. Ordinance to Rezone Properties from I-1 to RM-1

BACKGROUND:

At its April 15, 2013 Council received a proposed ordinance to rezone properties from I-1 to RM-1. Prior to that time, on April 8, 2013, the Planning Commission, acting upon its own recommendation, voted to approve the rezoning of properties located at 42 Union Street, 52 Union Street and 71 Hillsdale Street (only a small portion of this address which actually fronts on Union Street). A public hearing was held to receive input and members of the public were given opportunity to address the rezoning with questions and concerns. Following the closing of the public hearing, the Planning Commission voted to approve the rezoning. The properties in question are contiguous to an adjacent RM-1 zone to the north.

RECOMMENDATION:

I recommend that Council pass the enclosed ordinance and authorize the Mayor and Clerk's signatures on the Ordinance which will then be published as passed.

Ordinance # 2013-1

AN ORDINANCE TO AMEND SECTION 36-143 OF DIVISION 1, OF ARTICLE III OF CHAPTER 36 OF THE CODE OF THE CITY OF HILLSDALE AND CHANGE THE ZONING CLASSIFICATION OF DESCRIBED PROPERTY

THE CITY OF HILLSDALE ORDAINS that the zoning classification of the following described property should be and is changed from I-1 Light Industrial to RM-1 Multiple-Family Residential:

A parcel of land being part of Lot 197 of McCollum's North Addition to the Village, now City of Hillsdale, according to the Plat thereof, as recorded in Liber G of Deeds, Page 173, Hillsdale County Records, being in the Northwest ¼ of Section 26, Town 6 South, Range 3 West, described as follows: Commencing at the Northwest corner of said section 26; thence south along the West line of said section 26 1094.80 feet; thence East 32.58 feet to the Point of Beginning; thence South 89 Degrees 07'35" East 115 feet; thence North 00 degrees 03' 29" West 50.00 feet; thence south 69 degrees 20' 57" East 54.42 feet; thence North 31 degrees 01' 49" East 170 feet, more or less to the center of the St. Joseph River; thence Southeasterly along said center of the St. Joseph River 200 feet, more or less to the Westerly right of way line of Union Street; thence South 31 degrees 01' 49" West along the Westerly right of way line of Union Street 290.48 feet to the Northerly line of the NYCRR right of way; thence north 59 degrees 15'12" West along the Northerly right of way line of the NYCRR 298.41 feet to the Easterly right of way line of Hillsdale Street; thence North 00 degrees 05' 06" East along the Easterly Right of way line of Hillsdale Street 51.84 feet to the Point of Beginning.

THE CITY OF HILLSDALE FURTHER ORDAINS that section 36-143 of Division 1 of Article III of Chapter 36 of the Code of the City of Hillsdale and the zoning boundaries shown in its Zoning Districts Map for I-1 Light Industrial and RM-1 Multiple-Family Residential districts should be and are hereby amended so as to comport with and reflect the changes in the zoning classification above provided.

Except hereinbefore specifically amended, Chapter 36 of the Code of the City of Hillsdale and all articles, divisions, and sections contained therein are hereby ratified and affirmed.

This ordinance and/or a summary of its regulatory effect and its effective date shall be published within fifteen (15) days from the date of its passage as required by law.

Subject to said publication having occurred as above provided, this ordinance shall become effective fifteen (15) days from the date of its passage.

Passed at a regular City Council meeting held on the ____ day of ____ 2013.

Douglas Moon, Mayor

Michelle Loren, Deputy City Clerk

Date proposed: 4/15/13

Date published as proposed: 4/18/13

Date passed: _____

Date published as passed: _____

Effective date: _____

City of Hillsdale Agenda Item Summary

Meeting Date: May 6, 2013

Agenda Item #7: Introduction of Ordinances/Public Hearings
**D. Ordinance to Amend Section 20-31 of Division 1
of Article II of Chapter 28 Regarding Municipal Civil Infractions**

BACKGROUND:

There are several violations of the Hillsdale Municipal Code which are, when required, punishable by a civil infraction. Unfortunately, the ordinance was lacking a clear definition of who was authorized to issue those civil infractions. I have attached a proposed ordinance which contains a definition clearly identifying those authorized individuals.

As you can see, the definition includes a city police officer, the city zoning administrator, a city building inspector, a city building code enforcement official, and any other city personnel already authorized or later authorized to issue the municipal civil infractions or notices. This ordinance amendment has been drafted by the City Attorney's Office and is recommended for adoption by that office.

RECOMMENDATION:

I recommend that Council receive the ordinance as a proposed ordinance, set a public hearing for May 20, 2013 and order its publication as such. The matter will then be placed on the agenda at a later date for Council to consider its passage as a final ordinance.

ORDINANCE # 2013-_____

AN ORDINANCE TO AMEND SECTION 20-31 OF DIVISION 1
OF ARTICLE II OF CHAPTER 28 OF THE CODE OF THE CITY OF HILLSDALE
REGARDING MUNICIPAL CIVIL INFRACTIONS

THE CITY OF HILLSDALE ORDAINS THAT:

Section 20-31 of Division 1 of Article II of Chapter 28 of the Code of the City of Hillsdale is hereby amended to read as follows:

Sec. 20-31. Definitions.

Authorized city official means a city police officer, the city zoning administrator, a city building inspector, a city building code enforcement official, and any other city personnel now or hereafter authorized by this Code of Ordinances to issue municipal civil infractions or municipal civil infraction violation notices.

Except as specifically amended herein, all remaining provisions of Section 20-31, of Division 1 of Chapter 20 of the Code of Ordinances of the City of Hillsdale shall remain in full force and effect.

This ordinance and/or a summary of its regulatory effect and its effective date shall be published within fifteen (15) days from the date of its passage as required by law.

Subject to said publication having occurred as above provided, this ordinance shall become effective fifteen (15) days from the date of its passage.

Passed at a regular City Council meeting held on the _____ day of _____ 2013.

CITY OF HILLSDALE

Douglas Moon, Mayor

Michelle Loren, Deputy Clerk

Date Proposed: _____
Date Published as Proposed: _____
Date Passed: _____
Date Published as Passed: _____
Effective Date: _____

City of Hillsdale Agenda Item Summary

Meeting Date: May 6, 2013

Agenda Item #7: Introduction of Ordinances/Public Hearings
E. Ordinance to Amend Sections 28-32, 28-34, 28-42 and 28-44 of Article II of Chapter 28 Regarding Collection and Disposal of Solid Waste and Yard Rubbish

BACKGROUND:

As the process for dealing with accumulation of solid waste and yard rubbish has been scrutinized, the need for some revisions to the ordinance became apparent. The amendments proposed in the enclosed ordinance are summarized below:

Section 28-32 – Yard rubbish was missing in the section prohibiting such accumulation. This ordinance would correct that.

Section 28-34 – This section was modified for the purpose of making the designation of city manager non gender specific and require that collection services which are discontinued as a result of non-compliance with the rules and regulations be reinstated when the violation is remedied to the satisfaction of the director.

Section 28-42 – Paragraph A is modified to refer to owner or occupant rather than person and to require compliance in accordance with the collection of solid waste and yard rubbish throughout the city pursuant to the collection system and the provisions of the ordinance.

Section 28-44 – This section establishes the penalty for violating the ordinance as a civil infraction and allows such imposition of the penalty in this section rather than assigning it to another section of the ordinance.

RECOMMENDATION:

I recommend that Council receive the ordinance as a proposed ordinance, set public hearing for May 20, 2013 and order its publication as such. The matter will then be placed on the agenda at a later date for Council to consider its passage as a final ordinance.

the legal opinion of Lewis I. Loren, attorney at law, dated January 13, 2003, copies of which are attached hereto and incorporated herein by reference.

4. It is further agreed, pursuant to the action of the Hillsdale City Council on May 2, 2011, that on the dates of each permitted event, but not otherwise:

a. The Association may erect and use an officials' tent for the purpose of staging, regulating and directing the races and associated activities such as registration of participants, the making of announcements and awards, provided that no attachments of any facilities, tents or other equipment will be made to any paved surfaces within the park; and

b. Parking shall be permitted on the grass during the event times.

5. The Association acknowledges that there are no available restroom facilities at Owens Park during the time of the scheduled events. Accordingly, the Association represents and agrees that, at its sole expense and as a condition precedent to the commencement of either event, it will provide and have in place portable restroom facilities that comply with all applicable health and sanitation codes for each scheduled event in full working order and sufficient quantity to accommodate the needs of its participants and the general public.

6. The Association agrees that it shall remove or cause the removal of any tent or restroom facilities placed by it or on its behalf within the reserved area as soon as possible following the event but in no case later than 12:00 noon on July 21, 2013 with regard to the July 2013 event and no later than 12:00 noon on September 8, 2013 with regard to the September 2013 event. The Association further agrees that no attachments for tents or any other facilities will be made to any paved surfaces within the park.

7. The Association agrees that it shall not permit any street or road within Hillsdale's park system at or adjacent to Baw Beese Lake to be blocked or obstructed, nor shall it undertake or permit the obstruction of or interference with members of the general public from the lawful use of any park facilities with the exception of those that the Association specifically and directly occupies under this agreement. Further, the Association agrees to and shall confine its activities solely to Owen Memorial Park.

8. The Association agrees and understands that it, at its sole expense, is and shall be solely responsible for the repair and restoration of any damage caused by it and/or its employees, servants or agents to private or public property, whether real or personal, and to leave the premises in a condition equal to or better than existed prior to its use, free from all garbage, trash or other items which are placed or left in the park in conjunction with or as a result of the Association's event.

9. The Association represents that it is a valid Michigan corporation, which is and has been actively engaged in the field of outboard boat racing and the staging of racing events and further represents that it possesses the skill, experience, competence

AGREEMENT FOR USE OF PARK

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (Hillsdale) and Indiana Outboard Association, 26052 Thomas, Warren, MI, 48091, MI (Association)

Preamble

Hillsdale owns and operates a series of parks for the use and benefit of its citizens and members of the general public. Among other things, Hillsdale seeks to promote the use of its parks by providing for and encouraging activities within them that increase their usage by its citizens, as well as bring members of the public from other areas into Hillsdale for the potential economic benefit of the community at large. In doing so, Hillsdale is concerned with regulating the use of its parks so as to reasonably assure that they are not used in a manner that either exposes persons attending activities or who are otherwise present within its parks to unreasonable risks of harm or causes damage to the parks and park facilities.

The Association is a Michigan corporation that promotes and sponsors outboard boat races for its members and authorized participants. The Association has represented that it is a responsible organization and that it has created appropriate regulations and policies by which it regulates participants in the events it promotes and sponsors. The Association also represents that participation in its events is open to all on a nondiscriminatory basis.

Hillsdale has determined that it is in its best interests and the interests of the general public to allow the Association to use Owen Memorial Park as the site from which it may conduct outboard boat races on Baw Beese Lake and the Association has agreed to do so, all in accordance with the following terms and conditions.

Agreement

1. In consideration of the Association's following promises and agreements, Hillsdale agrees to allow the Association to use Owen Memorial Park as a staging site from which it may conduct outboard boat races for its members and other authorized participants on July 19, 20 and 21, 2013 and again on September 6, 7 and 8, 2013, subject to the Association's full compliance with the following terms and conditions.

2. Hillsdale and the Association agree that:

- a. the July 2013 event shall commence not earlier than 8:00 a.m. and end at or before 8:00 p.m. on July 19, 20 and 21, 2013; and
- b. the September 2013 event shall commence not earlier than 8:00 a.m. and end at or before 8:00 p.m. on September 6, 7 and 8, 2013.

3. The Association agrees to abide by all applicable rules and regulations pertaining to use of parks, inclusive of park closing times, as described in Chapter 24 of the Code of the City of Hillsdale, all restrictions contained in the deed from the Baw Beese Memorial Association and the Last Will and Testament of R. L. Owen, as well as

City of Hillsdale Agenda Item Summary

Meeting Date: **May 6, 2013**

Agenda Item #10: **New Business C – Indiana Outboard Races Use Agreement**

As in the past, the Indiana Outboard Racing Association has requested permission to use shoreline at Owens Memorial Park in conjunction with their event sponsored by the American Legion. This year the races will take place on – July 19, 20 and 21 as well as September 6, 7 and 8. The usage includes launching from the shoreline at Owens Park and placement of a portable toilet in the park. The Association also obtains clearance from both the Department of Natural Resources and the Sheriff's Department Marine Patrol for the event.

I have attached a proposed Park Usage Agreement which includes certain insurance and liability requirements for the events. The agreement has been approved by the City Attorney.

RECOMMENDATION:

This event has been historically well attended. I have been advised by the Recreation Director that the individuals conducting the races are appreciative of those in attendance and enjoy interacting with them. She describes the event as being very family oriented.

I recommend Council approve the event and authorize the Mayor and Clerk's signatures on the use agreement.



- Memorial Day/centennial celebrations. MCL 123.851.
- Band. MCL 123.861.
- Advertising. MCL 123.881.
- Principal shopping district, MCL 125.981.

About the author . . .

Sue A. Jeffers is the associate general counsel with the Michigan Municipal League. Prior to her employment with the League, Ms. Jeffers was a partner with Lynch, Gallagher, Lynch & Martineau, a general practice law firm in Mount Pleasant, MI. She was designated by the firm to serve as city attorney for Mount Pleasant from 1992-1998 and as an assistant city attorney from 1983-1992. In addition to her municipal attorney responsibilities, Ms. Jeffers conducted a general practice specializing in estate planning, oil and gas law and litigation.

Ms. Jeffers received her law degree in 1980 from Southern Illinois University School of Law, *summa cum laude*, and has an undergraduate degree from Ohio University, *summa cum laude*, from which she graduated *Phi Beta Kappa*.

- Money raised under the special tax for advertising can be used to advertise the city's advantage for factory location, but not to buy land to be given for a factory, to build a factory for sale or rent, or to give a bonus for locating a factory in the city (1927-28 AGO p. 672).
- In a park owned by the American Legion which had installed a lighting system and held ball games open to the public, it would be unlawful for a village to assume the cost of the electricity used by the park up to \$100 per year, even though the majority of the village taxpayers had signed a petition requesting such payment (1935-36 AGO p. 5).

Expansion of public purpose

The attorney general has said that a county may not use federal revenue sharing funds to make a grant to a private nonprofit hospital (1973 AGO No. 4851). The attorney general concluded that since it could not expend its own funds as contemplated, it could not disburse federal funds for that purpose. The attorney general suggested that the county might obtain social service and medical service needs by contract. In a later opinion the attorney general concluded a county could not expend federal revenue sharing funds for loans to private businesses unless the federal statute expressly authorized such expenditure (1987 AGO No. 6427).

Considerable use has been made of the authority to contract with private nonprofit agencies to perform services on behalf of a city or village. 1977 AGO No. 5212 specifically recognized the validity of this procedure. The state legislature subsequently amended section 3 (j) of the Home Rule City Act as follows:

In providing for the public peace, health, and safety, a city may expend funds or enter into contracts with a private organization, the federal or state government, a county, village, township, or another city for services considered necessary by the municipal body vested with legislative power. Public peace, health, and safety services may include,

but shall not be limited to, the operation of child guidance and community mental health clinics, the prevention, counseling, and treatment of developmental disabilities, the prevention of drug abuse, and the counseling and treatment of drug abusers. (1978 PA 241)

In addition, there have been other expansions of a municipality's spending power with respect to:

- a downtown development authority, MCL 125.1651 et seq. (1975 PA 195);
- public economic development corporation, MCL 125.1601 et seq. (1974 PA 338);
- empowerment zone development corporation, MCL 125.2561 et seq. (1995 PA 75);
- enterprise community development corporation, MCL 125.2601 et seq. (1995 PA 123); and
- brownfield redevelopment financing, MCL 125.2651 et seq. (1996 PA 381).

Each law allows money and resources to be used for economic growth under the control or oversight of the city council.

Specific authorizations granted by law

As a public decision maker, you have a legal duty to make sound financial decisions. Whenever a question arises that does not easily match statutory law or meet the public purpose analysis, the expenditure is likely improper. Remember, if the question cannot be resolved, your city or village attorney is the best resource for legal advice. You may also wish to consult the State of Michigan Department of Treasury for guidelines.

Statutory authorizations for municipal expenditure

Listed below are several specific statutory authorizations for public expenditures.

- Cultural activities, MCL 117.4k.
- Water supply authority, MCL 121.2.
- Public utility, MCL 123.391.
- Exhibition area, MCL 123.651.

Private purpose decisions

Expending public funds for a private purpose under Michigan law is illegal. For over a century, the Michigan Supreme Court has considered the limitations on expending public funds and has been consistent in its rulings. Most involve the relationship of a municipality with private businesses. For Example:

- A contract in which the Village of Fenton proposed to expend \$1200 to drain a marsh, improve a highway, and construct a dock in order to induce a certain firm to establish a stave mill in the village, was held invalid. *Clee v Sanders*, 74 Mich 692 (1889).
- Money from a bond issue could not be spent if it appeared that the purpose of the bond issue was actually to provide a fund for paying bonuses to industry for locating in the city. *Bates v Hastings*, 145 Mich 574 (1906).
- A city-owned building which was occupied by a manufacturing company burned down. The city agreed to pay the insurance proceeds to the manufacturer if it would rebuild the building and occupy it for a term of years. The rebuilding, however, was not done on the city-owned property. It was held that payment of the \$5,000, even though not raised by tax money, was unlawful. *McManus v Petoskey*, 164 Mich 390 (1911).

See also *Kaplan v City of Huntington Woods*, 357 Mich 612 (1959), and *Moshier v City of Romulus*, 54 Mich App 65 (1974).

Public purpose – but outside municipal control

Most of the above cases involve a purpose which is worthy, but private in nature. There is another line of cases that involves an additional problem.

If the purpose for which the funds are expended is public in nature, but the operation is not under the control of the city or village which is making the contribution, it may nonetheless still be an illegal expenditure.

In *Detroit Museum of Art v Engel*, 187 Mich 432 (1915) the Supreme Court ruled that Detroit could not pay the salary of the museum director, even though the city had title to the real estate on which the museum was located and had minority representation on its board of directors. One sentence of the opinion which has been much quoted is:

The object and purpose of relator is a public purpose in the sense that it is being conducted for the public benefit, but it is not a public purpose within the meaning of our taxing laws, unless it is managed and controlled by the public.

In more recent cases, the *Art Museum* doctrine has been applied on a limited basis. *Hays v City of Kalamazoo*, 316 Mich 443 (1947) involved the validity of the payment of membership fees by Kalamazoo to the Michigan Municipal League. The court distinguished the *Art Museum* case by saying that, contrary to the payment of dues to the MML, the transaction with the Museum did not “involve the right of a municipality to avail itself of, and to pay for, information and services of benefit to the city in its governmental capacity.”

In 1957, the Michigan Supreme Court held that Detroit could properly transfer to Wayne County certain city park land to facilitate the construction of a home for neglected and abandoned children. In sustaining the right of the city to assist the project in the manner indicated, the court noted that two-thirds of the population of the county resided in the City of Detroit, and that the proposed institution would provide care for children from within the city. The court held that the city was aiding in the accomplishment of a purpose that it might itself have accomplished directly under its charter. *Brozowski v City of Detroit*, 351 Mich 10 (1957).

Opinions of the attorney general

There are numerous opinions by the attorney general regarding municipal expenditures. The following are offered as examples.

Municipal expenditures

Municipalities are frequently requested to make donations to various worthy private organizations. Such organizations include chambers of commerce, hospitals, museums, veterans' organizations, community funds, Boy Scouts, Red Cross and other educational, promotional or benevolent associations. Frequently, it is difficult for the legislative body of a municipality to refuse such requests. However, it appears clear from Michigan law that such donations are illegal expenditures of public funds.

Generally, a municipal body is empowered to spend monies only through a specific delegation of power by the Michigan Constitution or state statute. The home rule acts also provide limited authority to cities and villages for spending. Regardless of the spending authority, however, it is generally agreed that municipalities have the power to expend funds only for a *public purpose*.

What is a public purpose?

In *Hays v City of Kalamazoo*, 316 Mich 443, 453-454 (1947), the Michigan Supreme Court defined the objective of a public purpose:

Generally a public purpose has for its objective the promotion of the public health, safety, morals, general welfare, security, prosperity, and contentment of all the inhabitants or residents within the municipal corporation, the sovereign powers of which are used to promote such public purpose. . . . The right of the public to receive and enjoy the benefit of the use determines whether the use is public or private.

The following questions may be helpful in determining whether an expenditure is appropriate:

1. Is the purpose specifically granted by the Michigan Constitution, by statute or by court decision?

2. Is the expenditure for a public purpose?
3. Is the municipality contracting for services for which the municipality is legally authorized to provide?
4. Is the operation or service under the direct control of the city?

If you can answer "yes" to these questions, the expenditure is most likely appropriate.

Michigan constitution of 1963

The following provisions of the Michigan constitution are the basis for municipal expenditures:

Article 7, Sec. 26. Except as otherwise provided in this constitution, no city or village shall have the power to loan its credit for any private purpose or, except as provided by law, for any public purpose.

Article 9, Sec. 18. The credit of the state shall not be granted to, nor in aid of any person, association or corporation, public or private, except as authorized in this constitution. (Note: This applies to all political subdivisions of the state. *Black Marsh Drainage District v Rowe*, 350 Mich 470 (1958)).

The Michigan Supreme Court has ruled that a city cannot give away funds or other property even for a public purpose without express statutory authority. *Sinas v City of Lansing*, 382 Mich 407 (1969). In *Sinas*, the City of Lansing had acquired certain real estate under the urban renewal statute. It donated part of the land to Lansing Community College. The court held that the donation was valid since it was authorized by statute.

Patron of the Ponds

The Hillsdale County Parks Commission was authorized a program to Adopt a Pier at Lewis Emery Park. There are 16 piers at the park, 10 of which may be adopted. The remaining six piers in Pond 4 next to the Community Center will be dedicated to the recently fallen warriors of the county:

Army Specialist William Palmer, 23, Hillsdale
Marine Sgt. Michael Hodshire, 25, North Adams
Army 1st Sgt. Aaron Jagger, 43, Hillsdale

A fourth pier will be dedicated to our Vietnam Medal of Honor recipient:

Army S/Sgt. James L. Bondsteel from Jonesville

The fifth and sixth piers have not been assigned to a fallen warrior at this point.

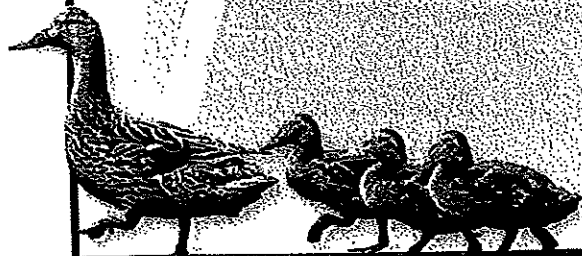
The adoption fee would include new treated decking, new paint, wood sealer, a 12" x 18" metal sign denoting the donor and contribution toward the Faithful and Fallen Warriors piers in Pond 4.

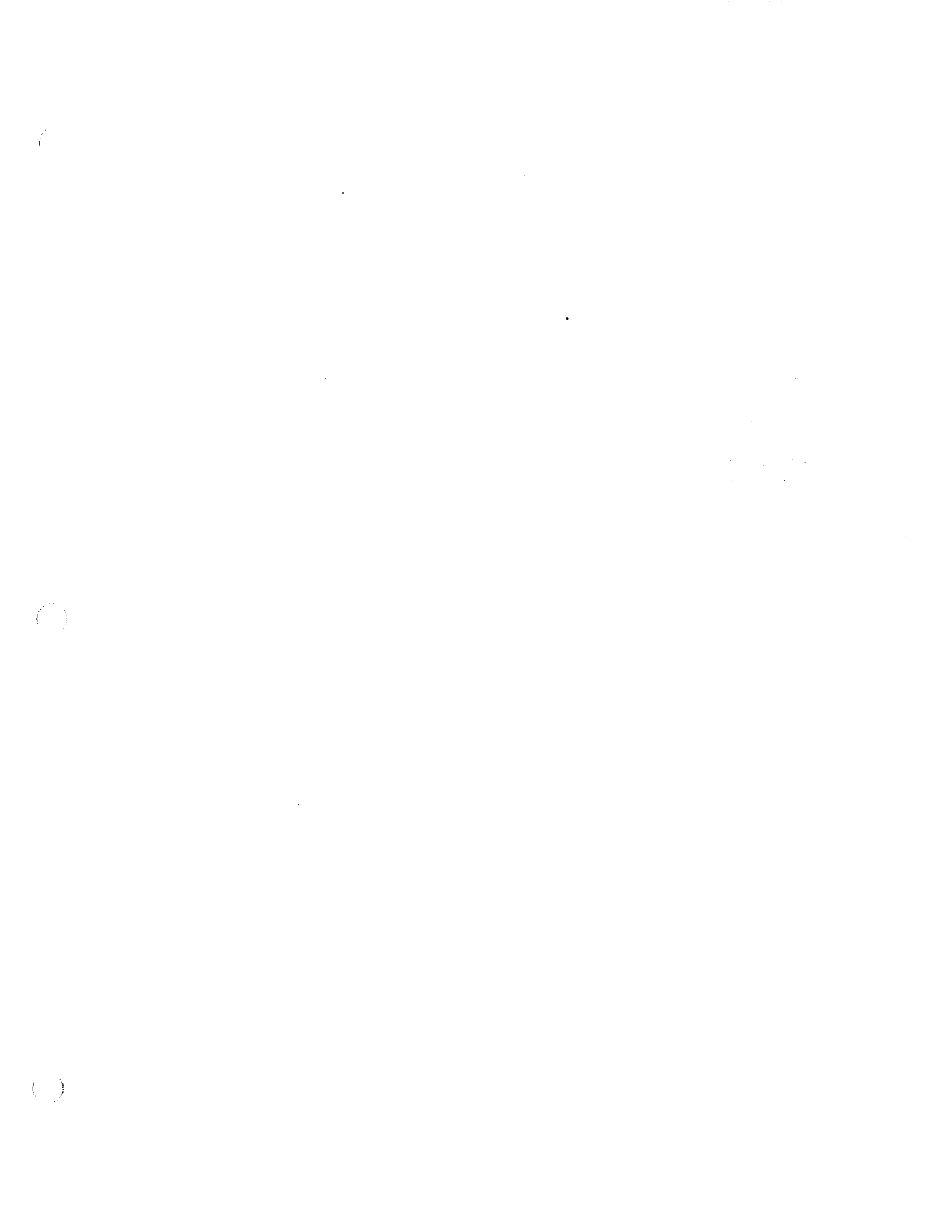
The donor may choose which pier they would like to adopt and the color of paint for its posts and rails. The adoption fee is \$500 (\$400 if donor provides the labor) and the metal sign noting one's gracious donation will be left on the pier for at least 5 years.

Contractors who would like to volunteer their labor to replace the decking for this project would be greatly appreciated.

For further information or to make a donation,
please call the Parks Commission Office at 517-437-4458.

*Thank You and God Bless,
Ted N. Jansen, Parks Director
517-425-4974*





City of Hillsdale Agenda Item Summary

Meeting Date: May 6, 2013

Agenda Item #10: New Business B – Adopt a Pier at Lewis Emery Park

BACKGROUND:

Councilperson Watkins requested that the above matter be placed on tonight's agenda for review and discussion by Council. Ted Jansen dropped off a flyer regarding the project and I have enclosed it. Mr. Watkins indicated he was not sure of the "legalities" of the request but wanted to have it discussed by Council. I have included information from Michigan Municipal League Attorney Sue Jeffers regarding this type of expenditure.

RECOMMENDATION:

I recommend Council review the information and make a decision whether or not they wish to make a donation on behalf of the City.

Follow us on Twitter: www.twitter.com/cgi_comms
Connect with me on Linked in: www.linkedin.com/in/amycurran/

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To: lbrown@cityofhillsdale.org

[Remove](#) this sender from my allow list

From: amyc@cgicomcommunications.com

You received this message because the sender is on your allow list.

Linda Brown

From: Amy Curran <amyc@cglcommunications.com>
Sent: Friday, April 19, 2013 11:58 AM
To: Linda Brown
Subject: Re: Community Video Program

Hi Linda,

Thank you for presenting the information.

1. You can upload the video to FaceBook, but not YouTube.
2. We own all of the rights to our video content and BRoll footage. You can utilize the end video product for other marketing purposes however. For example, on a local cable access channel, at meetings, tradeshow, conferences, etc...
3. The videos are updated every three years at no cost. This can be found in the first paragraph of our Agreement.
4. The videos must remain on the official website until the day the contract expires.
5. Yes, the video must be on the homepage. This is also stated in the Agreement for clarification.
6. The video is only required to be on the homepage, however you can place them on as many secondary pages as you wish.
7. We need the link to remain live on your official website. If you take it down, it will break the contracts that we have with any local business participants. There is no financial penalty, but you will be breaking a written contract with our company.
8. The amount of time depends on each community. Some of our partners provide us with a ton of information up front, with key messages and a clear vision of how they want the outcome of the videos to be. Others aren't as involved, so it truly depends. You must approve the final scripts before we come out and film.
9. Yes, you must approve all aspects of the scripts and video.
10. Yes, same as above.
11. Our packages range between \$1,200.00-5,500.00. This is for a 12-24 month period and depends on their level of participation, if they already have video they may want to provide us, are we coming out to film with them one on one, etc...
12. We take care of all of the release forms, not only with the Community videos but also the Business videos.
13. We do utilize releases.
14. We ask that you not cancel the program before the three years is up, as we have relationships and contracts with local businesses who participate. If you do cancel, we request that you keep the video program live on your website until the contract of the last business to sign up for the program is completed.
15. Yes, parades and events can be included.
16. Updates are made every three years at no cost.

Thanks!

Amy

On April 19, 2013 at 10:10 AM Linda Brown <lbrown@cityofhillsdale.org> wrote:

Amy:

On April 15, 2013 I presented CGI's proposal to Council for action. Two or three members of Council wanted additional information before making a decision regarding whether or not to proceed. One individual has provided me with a list of questions and I have included them below. Please provide me with answers to these questions and I will place this matter back on the next agenda.

1. Can we use (embed or upload) the videos on YouTube and Facebook?
2. Can we have the raw footage (stills and video) to re-purpose for future videos?
3. How frequently can the videos be updated? At what cost?
4. How long must the video remain on the City website?
5. Does the video have to be on the main page?
6. Does the video have to be on every page of the site?
7. If decide to remove the video in violation of the agreement, what are the penalties?
8. How much time will be spent with staff developing a script?
9. Will scripts and production plans be reviewed by the city before the final video is completed?
10. Will the final video be reviewed by the city before posting?
11. What are they charging local businesses for video services? (this answer will give us a comparison between other companies providing a similar service)
12. Will they obtain model and property releases for identifiable subjects?

If they do not get releases, who is liable for any claims of unauthorized use by people in the video?

Can we cancel service prior to expiration of three years? If so, is there some kind of penalty?

Can events such as parades, etc. be included?

How often are updates made to video and what is cost?

Thank you for your patience on this matter. I will wait for your reply and then place this matter back on the agenda.

Linda Brown
City of Hillsdale
517-437-6444

Amy Curran
Marketing Executive
CGI Communications, Inc.
130 East Main Street
5th Floor - The Granite Building
Rochester, NY 14604

Phone: 800.398.3029 x 589
Fax: 866.429.8611
www.cgicomunications.com
www.relocate.org

Like us on Facebook: www.facebook.com/cgicomunications

Linda Brown

From: Brian Watkins <wbwatkins@gmail.com>
Sent: Thursday, April 18, 2013 10:54 AM
To: Linda Brown
Cc: Doug Moon
Subject: Questions about CGI video service

1. Can we use (embed or upload) the videos on YouTube and Facebook?
2. Can we have the raw footage (stills and video) to re-purpose for future videos?
3. How frequently can the videos be updated? At what cost?
4. How long must the video remain on the City website?
5. Does the video have to be on the main page?
6. Does the video have to be on every page of the site?
7. If decide to remove the video in violation of the agreement, what are the penalties?
8. How much time will be spent with staff developing a script?
9. Will scripts and production plans be reviewed by the city before the final video is completed?
10. Will the final video be reviewed by the city before posting?
11. What are they charging local businesses for video services? (this answer will give us a comparison between other companies providing a similar service)
12. Will they obtain model and property releases for identifiable subjects?
13. If they do not get releases, who is liable for any claims of unauthorized use by people in the video?

Thanks,

Brian

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To: citymanager@cityofhillsdale.org [Remove](#) this sender from my allow list
From: wbwatkins@gmail.com

You received this message because the sender is on your allow list.

City of Hillsdale Agenda Item Summary

Meeting Date: **May 6, 2013**

Agenda Item #9: **Old Business A – CGI Communications, Inc. Proposal**

BACKGROUND:

As I indicated to Council at its meeting on April 15, 2013, I was recently contacted by a representative from CGI Communications, Inc. for the purpose of advising me that they have entered into a collaborative agreement with the National League of Cities and the US Conference of Mayors to provide video services to various municipalities. Each year two or three cities are chosen to highlight. This year Hillsdale has been chosen to receive the services offered by CGI.

At that meeting you were provided a video presentation regarding the services and we viewed a couple of the websites of participating municipalities. During discussions regarding the service Council indicated more information was needed. Mayor Moon requested that Council submit all questions to the City Manager not later than Friday, April 19, 2013. The only Council member submitting questions was Councilperson Watkins. I have attached the list of questions which he provided and the answers which were received from CGI. In addition, I received contact from two other municipalities regarding the service in addition to those I had already indicated to Council. In all conversations with individuals in municipalities that utilize the service, I have heard nothing negative.

RECOMMENDATION:

In the event Council wishes to participate in the program, I would recommend that signatures be authorized on whatever documents are needed. The contract has been approved for signature by the City Attorney.



| | |
|--|---------|
| Airport Improvement Fund | 148,190 |
| Dial-a-Ride Transportation Fund | 451,085 |
| DPS Inventory Fund | 204,300 |
| Revolving Mobile Equipment Fund..... | 383,160 |
| Unemployment Insurance Fund..... | 5,000 |
| DPS Leave & Fringe Benefits Fund | 150,185 |
| Cemetery Perpetual Care Fund | 65,000 |
| R. L. Owens Memorial Fund | 10,000 |

Total City at Large **\$9,074,050**

BE IT FURTHER RESOLVED, that pursuant to Section 13.7 of the City Charter, the budgets for the Hillsdale Board of Public Utilities are hereby approved as follows:

| | |
|---------------------|--------------|
| Electric Fund | \$13,655,000 |
| Water Fund..... | 1,114,000 |
| Sewer Fund | 1,210,500 |

Capital Projects

| | |
|------------------------------|-----------|
| Administrative Services..... | \$120,000 |
| Electric..... | 510,000 |
| Water..... | 251,000 |
| Sewer | 51,400 |

BE IT FURTHER RESOLVED, that pursuant to Section 13.6 of the City Charter, those projects which are to begin in fiscal year 2013-2014 as indicated on the report the Board of Utilities presented to Council are hereby approved for the fiscal year 2013-2014.

PASSED IN OPEN COUNCIL MEETING THIS 6TH DAY OF MAY, 2013.

Douglas G. Moon, Mayor

ATTEST:

Michelle Loren, Deputy City Clerk

**CITY OF HILLSDALE, MICHIGAN
RESOLUTION NO. _____**

BE IT RESOLVED, that the following sums shall be approved as budgeted and appropriated to meet the expenses of the several funds and activities of the City of Hillsdale for the fiscal year beginning July 1, 2013 and ending June 30, 2014.

| | |
|--------------------------------|-----------------|
| General Fund: | |
| City Council..... | \$ 39,795 |
| City Manager | 210,375 |
| Economic Development..... | 1,365,000 |
| Administrative Services..... | 203,000 |
| Elections | 17,565 |
| Assessing Department | 193,475 |
| City Clerk..... | 82,890 |
| Finance..... | 101,295 |
| City Treasurer | 123,910 |
| Building & Grounds | 118,745 |
| Parking Lots..... | 30,710 |
| Cemeteries | 114,255 |
| Airport..... | 95,525 |
| Police Department | 1,352,635 |
| Fire Department | 467,920 |
| Code Enforcement | 6,115 |
| Planning Department | 5,650 |
| Public Services..... | 284,350 |
| Street Lighting..... | 63,500 |
| Parks | 148,910 |
| Transfers to Other Funds | 558,855 |
| Total General Fund | \$5,584,475 |

| | |
|---|------------|
| Major Streets/Trunkline Fund..... | \$ 647,500 |
| Local Streets Fund | 310,850 |
| Recreation Fund | 128,155 |
| Economic Development Corp. Fund..... | 51,000 |
| Tax Increment Finance Authority Fund..... | 108,950 |
| Drug Forfeiture Fund | 1,000 |
| Library Fund | 216,425 |
| Children's Library | 12,000 |
| Police Department Public Relations Fund | 5,000 |
| Debt Service Fund..... | 0 |
| Capital Improvement Fund | 550,200 |
| Fields of Dreams | 20,525 |
| Mrs. Stock's Park Fund..... | 20,050 |
| Library Improvement Fund..... | 1,000 |

CITY OF HILLSDALE, MICHIGAN
RESOLUTION NO. _____

WHEREAS, the Hillsdale City Council has held a public hearing pursuant to Public Act 5 of 1982, as amended, being 211.24e of the Michigan Compiled Laws; and

WHEREAS, the Council finds it necessary to levy the City's full available millage rate with rollback caused by PA 5 of 1982;

THEREFORE, BE IT RESOLVED, that for the purpose of defraying the general expenses and liabilities of the City and for the purpose of defraying the expenses of working upon, improving, repairing, and cleaning the streets of the City, the sum of \$ 2,049,137 shall be raised by a general tax of fourteen and 9205 hundredths mills (\$14.9205 per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

BE IT FURTHER RESOLVED, that for the purposes of defraying the expenses of the City's Public Library, the sum of \$ 136,609 shall be raised by a general tax 9947 hundredths of a mill (\$.9947 per \$1,000 of taxable valuation) upon the ad valorem real and personal property in the City; and

BE IT FURTHER RESOLVED, that pursuant to Public Act 88 of 1983, as amended, the City Treasurer is hereby authorized and directed to impose and collect such property tax administration fees, collection fees, and late payment charges as are authorized by law and charter.

PASSED IN OPEN COUNCIL MEETING THIS 6TH DAY OF MAY, 2013.

Douglas G. Moon, Mayor

ATTEST:

Michelle Loren, Deputy City Clerk

City of Hillsdale Agenda Item Summary

Meeting Date: May 6, 2013

Agenda Item #7: Introduction & Adoption of Ordinance/Public Hearing
F. 2013-2014 Budget (Public Hearing) (Resolutions)

BACKGROUND:

Council was presented with the proposed 2013-2014 budget document at its April 1, 2013 meeting. At that time, the public hearing was set by Council for May 6, 2013 at 7:00 p.m. The document has been available to the public in the Clerk's Office and the Hillsdale Community Library for review since that time. It was also posted on the City website on April 22, 2013. At the time of this writing, all but two (2) Council committees have reviewed those sections of the budget covered by the specific committee. No changes have been recommended as a result of that review. It will be necessary to conduct a public hearing tonight to receive input from the public regarding the budget and its adoption.

RECOMMENDATION:

I have attached two resolutions for Council's consideration following the public hearing. The first resolution would adopt the budget as presented and the second resolution would levy the property taxes for the coming year. Following the public hearing, Council may choose to vote on the resolutions or wait until the first meeting in June to do so. Charter requires the budget to be adopted not later than the first meeting in June.

Sec. 28-44 Penalties.

Any person who shall violate any provision of this ordinance shall, upon a finding of responsibility, be chargeable with and responsible for a municipal civil infraction.

Except as specifically amended herein, all remaining provisions of Chapter 28 of the Code of the City of Hillsdale shall remain in full force and effect.

This ordinance and/or a summary of its regulatory effect and its effective date shall be published within fifteen (15) days from the date of its passage as required by law.

Subject to said publication having occurred as above provided, this ordinance shall become effective fifteen (15) days from the date of its passage.

Passed at a regular City Council meeting held on the _____ day of _____ 2013.

CITY OF HILLSDALE

Douglas Moon, Mayor

Michelle Loren, Deputy Clerk

Date Proposed: _____
Date Published as Proposed: _____
Date Passed: _____
Date Published as Passed: _____
Effective Date: _____

ORDINANCE # 2013-_____

AN ORDINANCE TO AMEND SECTIONS 28-32, 28-34, 28-42, AND 28-44
OF ARTICLE II OF CHAPTER 28 OF THE CODE OF THE CITY OF HILLSDALE
REGARDING COLLECTION AND DISPOSAL OF
SOLID WASTE AND YARD RUBBISH

THE CITY OF HILLSDALE ORDAINS THAT:

Sections 28-32, 28-34, 28-42, and 28-44, of Article II of Chapter 28 of the Code of the City of Hillsdale are hereby amended to read as follows:

Sec. 28-32. Accumulation of solid waste prohibited.

All exterior property and premises, and the interior of every structure, shall be free from any accumulation of solid waste and yard rubbish.

Sec. 28-34. Rules and regulations by city manager.

The solid waste and yard rubbish collection service of the city shall be under the supervision and direction of the director. The city manager shall make such reasonable rules and regulations concerning the collection of solid waste and yard rubbish as the city manager shall deem proper, subject to approval of the council. No person shall fail to observe any such rule or regulation so adopted and approved. Upon order of the city manager, the solid waste or yard rubbish collection service may be discontinued to any premises where the occupant fails or refuses to comply with the provisions of this chapter or any rule or regulation adopted pursuant hereto, and such service need not thereafter be reinstated until such violation is remedied to the satisfaction of the director.

Sec. 28-42. Littering; maintenance of property by owner or occupant.

A. No owner or occupant of any property shall deposit, place, allow, suffer, or otherwise permit the deposit or placement of any solid waste or yard rubbish upon or into any adjacent part of any street, alley, or other property, public or private, except in accordance with the collection of solid waste and yard rubbish throughout the city pursuant to the city's collection system and the provisions of this ordinance.

B. No owner or occupant of any property shall deposit, place, allow, suffer, or otherwise permit the storage or accumulation of solid waste or yard rubbish upon such premises, unless stored or accumulated in as permitted by this article.

and financial ability to carry out and fulfill all of its duties and obligations under this contract in a timely and professional manner.

10. The Association further represents and covenants that it shall not discriminate against any employee, applicant for employment, any participant in the events it is staging under this agreement or any member of the public because of race, color, religion, national origin, age, height, weight, marital status or other legally protected class. It is understood and agreed by and between the parties that breach of this covenant may be regarded as a material breach of this agreement.

11. The Association shall provide Hillsdale with proof of public liability and property damage insurance with coverage that is satisfactory to Hillsdale and limits of liability of not less than a single limit of Five Hundred Thousand and 00/100 (\$500,000.00) Dollars, with Hillsdale, its elected officials, officers, employees designated therein as a named insured, which coverage shall be primary coverage rather than any policies and insurance or self-insurance retention that Hillsdale owns or maintains to be and remain in force for the duration of the Associations' presence on and use of Hillsdale's park, such proof to be provided at the time of execution of this Agreement.

12. The Association shall carry and provide all workers' compensation insurance coverage at its sole expense for its employees as is required by the laws of the State of Michigan and provide proof thereof to Hillsdale prior to the commencement of any activities under this Agreement.

13. The Association further agrees to and shall defend, indemnify and hold Hillsdale, its elected officials, officers, employees harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses, as a result of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature which are or are claimed to be a proximate result of the negligence, gross negligence or intentional acts or omissions of the Association, its agents, servants, employees, guests, invitees and event attendees which otherwise arise or are claimed to have arisen as a result of the use by the Association of such reserved area or any other area of Hillsdale's parks or roads within them (inclusive of tents or portable bathroom facilities placed by the Association), whether or not such damages or injuries, including death, are caused in part by the negligence of Hillsdale, its elected officials, officers, employees; provided, however, that the Association shall not be obligated to indemnify Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence of Hillsdale.

14. The Association agrees that any and all documents provided to Hillsdale under this agreement are subject to disclosure and hereby expressly consents to Hillsdale's reproduction and release of such documents in response to a request under the Freedom of Information Act.

15. The Association agrees that Hillsdale may immediately terminate this contract without further obligation or liability to the Association at its option and without

prejudice to any other remedies to which it might be entitled, whether in law, in equity or under this contract, by giving written notice of termination to the Association if the latter should:

- (a) be adjudged bankrupt;
- (b) become insolvent or have a receiver of its assets appointed;
- (c) make a general assignment for the benefit of creditors;
- (d) default in the performance of any obligation under this contract;
- (e) breach any covenant under this contract;
- (f) institute or suffer to be instituted any procedures for reorganization of its affairs;
- (g) fail to perform any of its obligations to Hillsdale under this contract to Hillsdale's satisfaction.

Provided, however, that the Association's indemnification, defense, hold harmless and insurance coverage agreements shall survive any such termination.

16. Notice of termination pursuant to the forgoing provisions shall be provided to the Association in writing and shall be delivered by ordinary first class mail or personal service to the following person at the following address: Kevin Besonen, Indiana Outboard Association, 26052 Thomas, Warren, MI 48091. All notices from the Association to Hillsdale shall be in writing and shall be delivered by ordinary first class mail or personal service to the following person at the following address: Linda Brown, Hillsdale City Manager, 97 N. Howell Street, Hillsdale, Michigan 49242.

17. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written, except as provided in the attached Exhibit A.

18. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. Hillsdale and the Association further agree that in the event of legal action arising from or as a result of this Agreement or its breach, venue and jurisdiction for such action shall be in the Hillsdale County Circuit Court or in the District Court located within the County of Hillsdale, Michigan, whichever has subject matter jurisdiction over any such dispute.

City of Hillsdale

Indiana Outboard Association

Doug Moon, Mayor
Dated: June ____, 2013

Kevin Besonen, Board Member
Dated: June ____, 2013

Michelle Loren, Deputy Clerk
Dated: June ____, 2013

City of Hillsdale Agenda Item Summary

Meeting Date: **May 6, 2013**

Agenda Item #10: **New Business D – Jenkins Engineering Proposal – Dam Inspection**

BACKGROUND:

The dam located on South Street at the millpond is required to be inspected every four (4) years. The City has, in the past, utilized Jenkins Engineering to conduct the inspection. A proposal to complete the inspection was presented but apparently never acted upon. In other words, it fell through the cracks. The proposal, a copy of which is attached, included a proposed cost of \$1,500 for the itemized services and an additional \$400 if repairs were identified which would necessitate the acquisition of a permit from DEQ. In addition, the proposal included language indicating that any engineering, inspection, survey, or report preparation in addition to the Dam Safety Program report which had already been identified in the proposal, as well as any DEQ permit application preparation would be completed at the rate of \$85.00 per hour.

The inspection has been completed and the repairs identified will require the acquisition of the DEQ permit. Accordingly, Mr. Jenkins' work up to this point to secure the permit to allow the construction is in the process.

RECOMMENDATION:

As a result of the findings upon inspection and the need to pursue the DEQ permit, Mr. Jenkins has agreed to waive \$500 of his proposed \$1,500 inspection fee and the \$400 permit application has been incorporated into the services which have been performed to proceed to securing the DEQ permit.

I recommend that Council authorize the Mayor and Deputy Clerk's signatures on the agreement.

Jenkins Engineering

5160 Barker Rd
Jonesville, MI 49260
(517)287-5576
rjenkins@frontiernet.net

August 16, 2012

Mr. Keith Richard
Director of Public Services
City of Hillsdale
Hillsdale, MI

RE: Proposal to prepare report for inspection of the Hillsdale Millpond Dam (ID 89) located adjacent to the Hillsdale County fairgrounds and downstream of both Baw Beese Lake and King Lake.

The following proposal contains the services which will be provided by Jenkins Engineering and a lump sum cost estimate for these services.

The services I will supply include:

- Pre-inspection of the Dam prior to proposed construction (by others)
- Post-inspection of the Dam to prepare Dam Safety Program report
- Satisfy the criteria of Part 315, Dam Safety Program
- Report to Michigan Department of Environmental Quality on the Dam's condition

I further represent and agree as follows:

(1) I shall not discriminate against any employee or applicant for employment with respect to hiring, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, height, weight, or marital status. It is understood and agreed that breach of this covenant may be regarded as a material breach of this proposal and any resulting contract.

(2) Any and all documents provided to Hillsdale under this proposal and any resulting contract are subject to disclosure and hereby expressly consents to Hillsdale's reproduction and release of such documents in response to an order or subpoena from a court or tribunal, or in response to a request under the Freedom of Information Act or other applicable law.

These services will be provided for the lump sum cost of \$1,000^{1,000} ~~\$1,500~~ ²⁵⁵

Additionally, final determination has not made at the writing of this proposal to the certainty of the need for a permit from the Michigan Department of Environmental Quality (DEQ) for the proposed 2012 construction. Should it be determined that a permit is required, Jenkins Engineering will prepare the permit application, engineering plans, and other material necessary for the permit application.

~~Permit application preparation will be provided (if necessary) for the lump sum cost of \$400.~~ ²⁵⁵

Any engineering, inspection, survey, or report preparation that is additional to the Dam Safety Program report and DEQ permit application preparation will be done at a cost of \$85/hour.

Thank you very much for considering me to complete this project for the City of Hillsdale. I look very forward to a positive response on proceeding with this project. Please contact me if you have any questions.

City of Hillsdale

Agenda Item Summary

Meeting Date: May 6, 2013

Agenda Item #10: New Business E – Proposed Ordinance Amendments for Beach

As you know, the local Rotary Club has been involved in a project to improve the beach facilities at Sandy Beach. The current phase has involved updating the beach house with new bathroom facilities as well as the concessions area.

I am suggesting that changes be made to ordinances to address the following concerns:

Prohibition on roller skating or riding scooters or bicycles on the concrete walks in the beach area.

Prohibition on animals in the beach area. History has been not only dogs but also monkeys, reptiles and other “pets”.

No smoking in beach area. (Eliminate additional maintenance, avoid choking hazards or burns for small children, avoid harmful effects on not only human life but also marine life when discarded in water.)

No tents, canopies, etc. without agreement. (Beach umbrellas permissible.)

No open fire or grills. (There are currently grills available in the picnic area.)

None of the proposed changes in ordinances would impact the use of the bike path. “Beach area” would be defined in the ordinance so there is no confusion about where the ordinances are effective.

RECOMMENDATION:

Inasmuch as Rotary has also requested certain changes so as to assist in assuring that the investment in the improvements is safeguarded as much as possible and to help insure the enjoyment and use of the facilities, I am recommending that you refer the required changes to the City Attorney for preparation of the amendments.

Hillsdale Police Department - 1st Quarter 2013

(January-February-March Data)

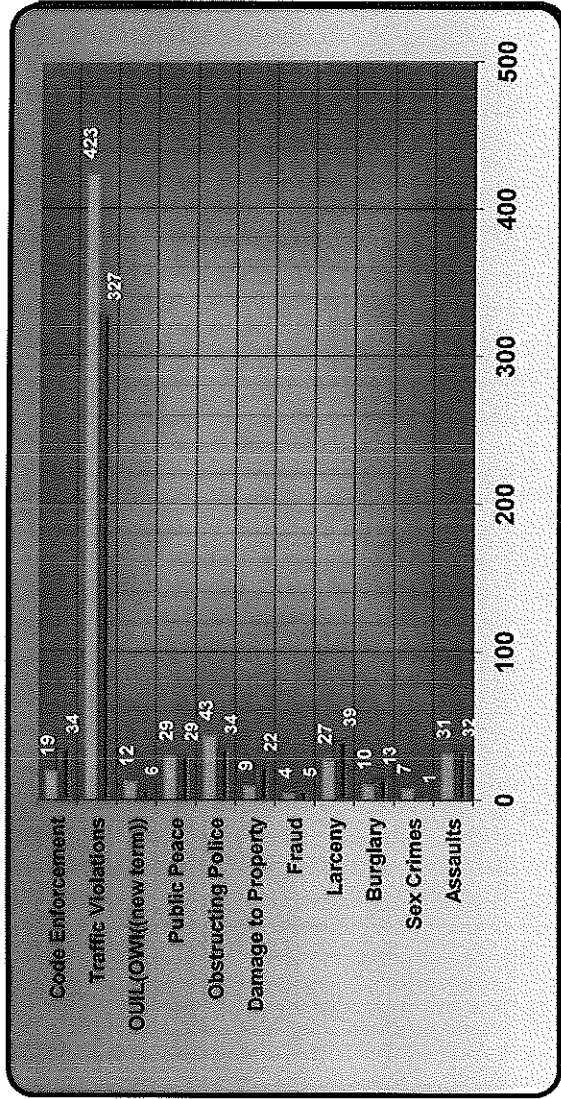
| | | 2013 | 2012 |
|----------------------------------|---------------------------------------|---------|-------|
| Traffic | Accidents - Property Damage / PI | 53 | 52 |
| | Accidents - Fatalities | 0 | 0 |
| | Traffic Citations | 148 | 140 |
| Time Expenditure in Hours | Patrol | 2,542 | 2,757 |
| | Traffic Complaints | 423 | 327 |
| | Investigations | 1,170 | 1,240 |
| | Report Writing | 619 | 535 |
| Assistance | Reserve Hours Worked | 48 | 25 |
| | General & Other Agencies | 340 | 378 |
| | Property Inspections, Building Checks | 5,705 | 6,050 |
| Group A Crimes | Civil/ Neighborhood Disputes | 170 | 175 |
| | Murder/Manslaughter | 0 | 0 |
| | Kidnapping | 0 | 0 |
| | Sex Offenses (All) | 7 | 1 |
| | Robbery | 0 | 0 |
| | Assault/Stalking | 31 | 32 |
| | Arson | 0 | 0 |
| | Burglary | 10 | 13 |
| | Larceny/Retail Fraud | 27 | 39 |
| | Motor Vehicle Theft | 0 | 0 |
| | Fraud/Forgery | 4 | 5 |
| | Damage to Property | 9 | 22 |
| | Narcotics | 11 | 14 |
| | Weapons | 1 | 0 |
| Group B Crimes | Bad Checks | 7 | 14 |
| | Family | 0 | 1 |
| | Liquor Law Violations | 1 | 1 |
| | OUIL | 12 | 6 |
| | Public Peace/Disorderly | 29 | 29 |
| | Health & Safety/Code Enforcement | 19 | 34 |
| Incidents | Obstructing Police & Justice | 43 | 34 |
| | Total - Group A Crimes | 100 | 126 |
| | Total - Group B Crimes | 111 | 119 |
| Arrests | Total - All Calls for Service | 2,433 | 2,553 |
| | Felony - Adult | 28 | 30 |
| | Misdemeanor - Adult | 96 | 101 |
| | Juvenile Complaints | 24 | 32 |
| | Total Arrests | 148 | 163 |
| Collections | Parking Tickets (\$) | \$1,128 | \$820 |
| | Improper Parking Tickets Issued | 113 | 92 |

Date _____

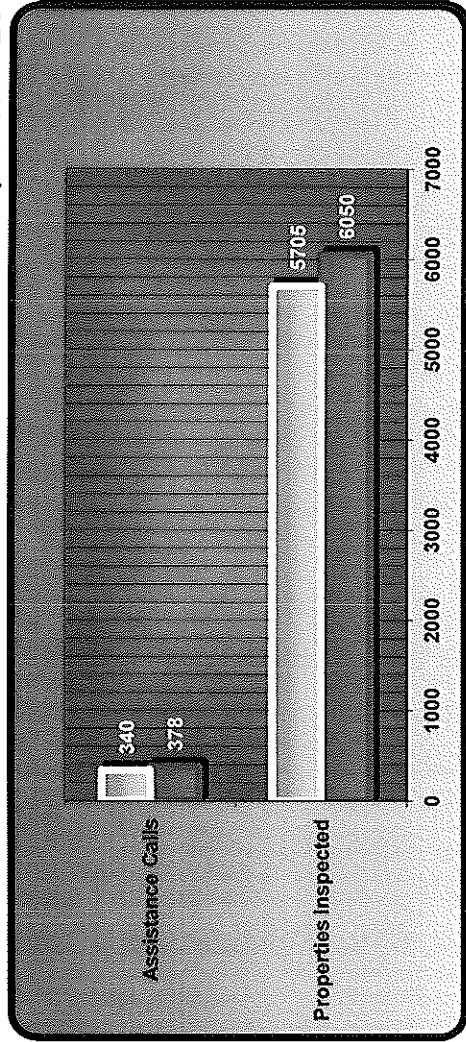
Director _____

Hillsdale City Police Department

| | 2012 | 2013 |
|----------------------|------|------|
| Assaults | 32 | 31 |
| Sex Crimes | 1 | 7 |
| Burglary | 13 | 10 |
| Larceny | 39 | 27 |
| Fraud | 5 | 4 |
| Damage to Property | 22 | 9 |
| Obstructing Police | 34 | 43 |
| Public Peace | 29 | 29 |
| OUIL(OVI((new term)) | 6 | 12 |
| Traffic Violations | 327 | 423 |
| Code Enforcement | 34 | 19 |
| Properties Inspected | 6050 | 5705 |
| Assistance Calls | 378 | 340 |



First Quarter - 2013



Traffic Safety Training for Elected/Appointed Officials

*Traffic Safety basics you need to understand
(and that your constituents expect you understand)*

Overview

Uninformed traffic safety decisions can cost lives. Understanding factors that affect traffic safety will help you make decisions that can prevent accidents and reduce casualties.

Registration

The Michigan Department of Transportation is providing a \$40 scholarship to Michigan government agency personnel, reducing the cost of this workshop from \$60 to \$20 per person (private firms are not eligible for scholarship price). This fee includes workshop materials and break refreshments.

To register, call the Center for Technology & Training (CTT) office at (906) 487-2102.
Cancellation Policy: No-shows and cancellations within three business days prior to the workshop will be charged the full registration fee. Substitutions will be accepted.

Why attend?

Workshop participants will learn:

- How to make sound traffic safety decisions
- Traffic safety issues
- Factors that add or detract from roadway safety
- Why some "common sense" decisions can cause more harm than good

Agenda

- 8:00 Registration
- 8:30 A profile of crashes in Michigan
- 9:00 Key factors in decision making
- 10:00 Break
- 10:15 Safety features of traffic control devices
- 11:30 Q&A
- 12:00 Adjourn

Dates and Locations

Sessions run from 8:00 AM until 12:00 PM.

May 7th

Cambria Suites

255 Munson Ave

Traverse City, MI 49686

May 9th

Holiday Inn

1951 US 41

Marquette, MI 49855

May 14th

Crowne Plaza

5700 28th St. S.E.

Grand Rapids, MI 49546

May 16th

Comfort Inn & Suites

2424 S. Mission St.

Mt. Pleasant, MI 48858

May 22nd

Washtenaw CRC

555 N. Zeeb Rd.

Ann Arbor, MI 48103

May 23rd

Henry Ford Community College, M-TEC

3601 Schaefer Rd.

Dearborn, MI 48126



Center for

Technology & Training



Michigan's
Local Technical
Assistance Program

