

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

June 3, 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** *Absent Mayor/Moran, All others present*

3. **Approval of Agenda**

4. **Public Comments on Agenda Items** *None*

5. **Consent Agenda**


A. **Approval of Bills**

Invoice Approval Summary by Fund of 5/23/13 


Invoice Approval Summary by Vendor of 5/23/13 

B. **Committee Reports (Pending Approval):**

1. TIFA Minutes of March 19, 2013, Revised; TIFA Minutes of May 21, 2013

TIFA Minutes March 19, 2013 (Revised) 

C. **Council Minutes of May 20, 2013**

Council Minutes of May 20, 2013 

6. **Communications/Petitions** *Saturday June 15th @ 10am - Sandy Beach Club*

7. **Introduction and Adoption of Ordinance/Public Hearing**

8. **Unfinished Business**


A. **Local Streets Maintenance**


** Announced proposed re-construction of Charles St.*


B. Code Enforcement


9. Old Business


10. New Business

7:15p A. Award of Contract for New Columbarium *8-0 in favor of purchase*
CM Memo 

Bid Summary 

7:20p B. Approval of Good Faith Offer - Airport Expansion *Approval 8-0*
CM Memo 

Good Faith Offer 

C. Award of Third Party Administrator Contract MSHDA Rental Rehab
CM Memo 

7:45pm → D. Closed Session Pursuant to P.A. 267 of 1976, Sec. 15.268, Sec. 8(c)

11. Miscellaneous

12. General Public Comment

13. Adjournment

INVOICE APPROVAL LIST BY FUND
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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:						
101-000.000-082.000	DUE FROM O	BLUE CROSS & BLUE SHIELD OF MI POLICE HEALTH INS JUNE 2013	70713	7003454/000 6/13	05/16/2013	997.97
101-000.000-082.000	DUE FROM O	BLUE CROSS & BLUE SHIELD OF MI TEAMSTERS HEALTH INS 6/2013	70713	7003454/006 6/13	05/23/2013	13.61
101-000.000-082.000	DUE FROM O	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	995.55
101-000.000-123.000	PREPAID EX	MICHIGAN MUNICIPAL LEAGUE W/C FOR 2013-14	70744	8731201	05/23/2013	31,852.66
101-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 05/23/13	380		05/23/2013	67,731.46
101-000.000-228.003	DUE TO MME	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	5,554.04
101-000.000-627.000	INTERMENT	LEONARD MYERS REFUND OVER-PYMT FOUNDATION	70751		05/23/2013	79.20
Total						107,224.49
Dept: CITY MANAGER						
101-172.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	995.55
101-172.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	14.20
101-172.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	548.52
101-172.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	55.00
101-172.000-801.000	CONTRACTUA	SPRINT SPRINT SERVICES	70766	548517219-067	05/23/2013	25.75
Total CITY MANAGER						1,639.02
Dept: ADMINISTRATIVE SERVICES						
101-005.000-806.000	LEGAL SERV	LOREN & SHIRK LEGAL SERVICES FOR APRIL 2013	70738		05/23/2013	3,119.58
Total ADMINISTRATIVE SERVICES						3,119.58
Dept: ASSESSING DEPARTMENT						
101-209.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	414.81
101-209.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	21.00
101-209.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	279.81
101-209.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	50.88
Total ASSESSING DEPARTMENT						766.50
Dept: CITY CLERK DEPARTMENT						
101-215.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	995.55
101-215.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	7.10
101-215.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	131.13
101-215.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	14.91
101-215.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS COPIER PAPER/SCISSORS/MISC	70719	418249	05/23/2013	199.04
101-215.000-734.000	POSTAGE	CITY OF HILLSDALE PETTY CASH	70717		05/23/2013	6.91
101-215.000-801.000	CONTRACTUA	CURRENT OFFICE SOLUTIONS 4/2013 MO COPIER LEASES	70719	237853	05/23/2013	154.00
Total CITY CLERK DEPARTMENT						1,508.64
Dept: FINANCE DEPARTMENT						
101-219.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	995.55
101-219.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	7.10
101-219.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	242.18
101-219.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	22.84

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Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND Dept: FINANCE DEPARTMENT						
Dept: CITY TREASURER						Total FINANCE DEPARTMENT 1,267.67
101-253.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	7.10
101-253.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	36.70
101-253.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	7.28
101-253.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS TOWER SHEET PROTECTORS	70719	61819	05/23/2013	79.66
101-253.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS CUSTOM STAMP	70719	184134	05/23/2013	53.65
101-253.000-964.000	REFUNDS AN	HILLSDALE CO. I.S.D. PILOT DISTRIBUTION	70728		05/23/2013	5,360.33
101-253.000-964.000	REFUNDS AN	HILLSDALE CO. TREASURER 2012 MSHDA PILOT DISTRIBUTION	70729		05/23/2013	9,410.74
101-253.000-964.000	REFUNDS AN	HILLSDALE COMMUNITY SCHOOLS PILOT DISTRIBUTION 2012 MSHDA	70730		05/23/2013	2,576.03
101-253.000-964.000	REFUNDS AN	STATE OF MICHIGAN PILOT DISTRIBUTION	70767		05/23/2013	41,241.00
Dept: BUILDING AND GROUNDS						Total CITY TREASURER 58,772.49
101-265.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE Water Services	70727	52405	05/23/2013	19.60
101-265.000-726.000	SUPPLIES	GELZER & SON INC. SUPPLIES TO REPAIR FOUNT @ WDG	70724	A30184	05/23/2013	33.87
101-265.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEE W/E 5/5/2013	70741	25564837	05/23/2013	11.15
101-265.000-801.000	CONTRACTUA	CINTAS CORPORATION RUGS FOR CITY HALL	70716	351639194	05/23/2013	20.00
101-265.000-801.000	CONTRACTUA	EAST 2 WEST ENTERPRISES, INC. MOP & BUFF DISPATCH OFFICE	70720	4679	05/23/2013	40.00
101-265.000-801.000	CONTRACTUA	J.C. MECHANICAL SERVICES, LLC SPRING CHANGE OVER & MAINT	70733	1567	05/23/2013	1,076.90
101-265.000-801.000	CONTRACTUA	CINTAS CORPORATION RUGS FOR CITY HALL	70716	351639837	05/23/2013	20.00
101-265.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/12/13	70741	25588816	05/23/2013	11.15
101-265.000-920.000	UTILITIES	MICHIGAN GAS UTILITIES MGU SERVICE	70742	5176359-7 5/13	05/23/2013	249.47
101-265.000-920.000	UTILITIES	MICHIGAN GAS UTILITIES MGU SERVICE	70742	4609268-0 5/13	05/23/2013	528.82
101-265.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	1,585.59
101-265.000-925.000	TELEPHONE	AT&T PHONE SERVICE 5/2013	70709	517437098305 5/2013	05/23/2013	303.08
101-265.000-930.000	REPAIRS &	SEMLER ELECTRIC LLC ELEC ISSUES @ CITY HALL	70762	130503	05/23/2013	450.00
Dept: PARKING LOTS						Total BUILDING AND GROUNDS 4,349.63
101-266.000-726.000	SUPPLIES	AMERICAN COPPER AND BRASS, LLC COUPLINGS, PVC, ADPT, PIPE	70706	1319361	05/23/2013	5.61
101-266.000-726.000	SUPPLIES	GELZER & SON INC. PLUMBING SUPPLIES-CITY CENTER	70724	A29235	05/23/2013	2.00
101-266.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	292.29
Dept: CEMETERIES						Total PARKING LOTS 299.90
101-276.000-726.000	SUPPLIES	GELZER & SON INC. SEALANT FOR OG COLUMBARIUM	70724	C49576	05/23/2013	3.99
101-276.000-726.000	SUPPLIES	BECKER & SCRIVENS CONCRETE FOR CEMETERY FNDTNS	70711	60955	05/23/2013	270.25
101-276.000-726.000	SUPPLIES	JONESVILLE LUMBER CEMT. FOUNDATION SUPPLIES	70735	653028	05/23/2013	18.96
101-276.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEE W/E 5/5/2013	70741	25564837	05/23/2013	78.05

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Fund: GENERAL FUND						
Dept: CEMETERIES						
101-276.000-801.000	CONTRACTUA	JAMES LITTLE ENGRAVING COLUMBARIUM	70736	13152	05/23/2013	125.00
101-276.000-801.000	CONTRACTUA	JAMES LITTLE ENGRAVING COLUMBARIUM	70736	13163	05/23/2013	75.00
101-276.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/12/13	70741	25588816	05/23/2013	292.67
101-276.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	187.86
101-276.000-930.000	REPAIRS &	AMERICAN COPPER AND BRASS, LLC COUPLINGS, PVC, ADPT, PIPE	70706	1319361	05/23/2013	13.29
101-276.000-930.000	REPAIRS &	GELZER & SON INC. WATER REPAIRS @ LAKEVIEW	70724	A29553	05/23/2013	121.95
				Total CEMETERIES		1,187.02
Dept: AIRPORT						
101-295.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE Water Services	70727	52405	05/23/2013	5.35
101-295.000-801.000	CONTRACTUA	JAMES SCHEIBNER JUNE 2013	70761		05/23/2013	2,916.68
101-295.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	526.67
101-295.000-925.000	TELEPHONE	AT&T PHONE SERVICE 5/2013	70709	517437098305	05/23/2013	122.33
101-295.000-925.000	TELEPHONE	AT&T PHONE SERVICE 5/2013	70709	517439429105	05/23/2013	55.81
				Total AIRPORT		3,626.84
Dept: POLICE DEPARTMENT						
101-301.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	100.00
101-301.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI POLICE HEALTH INS JUNE 2013	70713	7003454/000 6/13	05/16/2013	12,973.52
101-301.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	1,244.43
101-301.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	8,167.97
101-301.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	254.71
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS ENV/CD'S	70719	189829	05/23/2013	19.57
101-301.000-726.000	SUPPLIES	GELZER & SON INC. SEAL-A-MEAL ROLLS	70724	38688	05/23/2013	21.90
101-301.000-726.000	SUPPLIES	MICHIGAN POLICE EQUIPMENT C AMMUNITION	70745	157945	05/23/2013	225.20
101-301.000-726.000	SUPPLIES	CITY OF HILLSDALE PETTY CASH	70717		05/23/2013	7.45
101-301.000-726.000	SUPPLIES	SIRCHIE FINGERPRINT LAB. DRUG TEST KITS	70764	122008	05/23/2013	36.00
101-301.000-742.000	CLOTHING /	C M P DISTRIBUTOR, INC. POLO SHIRTS	70715	36813	05/23/2013	77.90
101-301.000-742.000	CLOTHING /	MICHIGAN STATE INDUSTRIES PUBLIC SAFETY VESTS	70747	27187	05/23/2013	143.70
101-301.000-742.000	CLOTHING /	HYE UNIFORM COMPANY CLOTHING - DUFF	70753	417619A	05/23/2013	79.50
101-301.000-742.000	CLOTHING /	HYE UNIFORM COMPANY CLOTHING - BRENDDEL	70753	418959	05/23/2013	91.35
101-301.000-742.000	CLOTHING /	SUD-Z CLEANERS DRY CLEANING	70768	SU1747 5/13	05/23/2013	160.36
101-301.000-801.000	CONTRACTUA	CURRENT OFFICE SOLUTIONS 4/2013 MO COPIER LEASES	70719	237853	05/23/2013	9.32
101-301.000-925.000	TELEPHONE	SPRINT SPRINT SERVICES	70766	548517219-067	05/23/2013	40.91
				Total POLICE DEPARTMENT		23,653.79
Dept: FIRE DEPARTMENT						
101-336.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	35.52
101-336.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI FIREFIGHTER HEALTH INS 6/13	70713	7003454/001 6/2013	05/23/2013	3,665.65
101-336.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	2,296.66

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Fund: GENERAL FUND						
Dept: FIRE DEPARTMENT						
101-336.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY	70769		05/23/2013	62.85
		LIFE/DISABILITY INS JUNE 2013		20894 6/13		
101-336.000-726.000	SUPPLIES	GELZER & SON INC.	70724		05/23/2013	20.98
		SAW BLADES		A29137		
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70757		05/23/2013	20.39
		TOWELS		1061957		
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70757		05/23/2013	3.29
		GREASE		1062661		
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70757		05/23/2013	5.46
		PIGTAIL/SOCKET		1062663		
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70757		05/23/2013	1.95
		LAMP		1062729		
101-336.000-801.000	CONTRACTUA	CINTAS CORPORATION	70716		05/23/2013	5.71
		CONTRACTUAL LINEN SERVICE		351638572		
101-336.000-801.000	CONTRACTUA	CINTAS CORPORATION	70716		05/17/2013	13.40
		CONTRACTUAL LINEN SERVICE		351639193		
101-336.000-920.000	UTILITIES	MICHIGAN GAS UTILITIES	70742		05/23/2013	405.53
		GAS UTILITIES		4609908-1 5/13		
101-336.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES	70714		05/23/2013	551.66
		UTILITY SERVICE FOR MAY 2013				
Total FIRE DEPARTMENT						7,089.05
Dept: PLANNING DEPARTMENT						
101-400.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	70708		05/23/2013	38.00
		Business cards		127665		
Total PLANNING DEPARTMENT						38.00
Dept: PUBLIC SERVICES DEPARTMENT						
101-441.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY	70769		05/23/2013	14.20
		LIFE/DISABILITY INS JUNE 2013		20894 6/13		
101-441.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	70713		05/23/2013	2,239.98
		NON UNION HEALTH INS 6/2013		7003454/002 6/2013		
101-441.000-716.000	RETIREMENT	M.E.R.S.	381		05/23/2013	377.26
		MAY 2013 CONTRIBUTIONS		22876-11		
101-441.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY	70769		05/23/2013	38.18
		LIFE/DISABILITY INS JUNE 2013		20894 6/13		
101-441.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	70719		05/23/2013	37.60
		TABS/PENS/PCKT FOLDERS/PAPER		62182		
101-441.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE	70727		05/23/2013	14.85
		Water Services		52405		
101-441.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	70719		05/23/2013	53.88
		COPY PAPER, POST ITS PAD		4181144		
101-441.000-726.000	SUPPLIES	FORESTRY SUPPLIERS INC.	70723		05/23/2013	189.04
		CHEST WADERS		462121		
101-441.000-742.000	CLOTHING /	CINTAS CORPORATION	70716		05/23/2013	49.54
		RUGS/UNIFORMS - DPS		351638580		
101-441.000-742.000	CLOTHING /	CINTAS CORPORATION	70716		05/23/2013	49.54
		RUGS/UNIFORMS - DPS		351639199		
101-441.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70741		05/23/2013	334.50
		TEMP EMPLOYEE W/E 5/5/2013		25564837		
101-441.000-801.000	CONTRACTUA	CINTAS CORPORATION	70716		05/23/2013	35.86
		RUGS/UNIFORMS - DPS		351638580		
101-441.000-801.000	CONTRACTUA	CINTAS CORPORATION	70716		05/23/2013	35.86
		RUGS/UNIFORMS - DPS		351639199		
101-441.000-801.000	CONTRACTUA	SPRINT	70766		05/23/2013	62.51
		SPRINT SERVICES		548517219-067		
101-441.000-801.000	CONTRACTUA	CURRENT OFFICE SOLUTIONS	70719		05/23/2013	140.89
		4/2013 MO COPIER LEASES		237853		
101-441.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70741		05/23/2013	203.49
		TEMP EMPLOYEES W/E 5/12/13		25588816		
101-441.000-810.000	DUES AND S	MI ASSOC OF MUNICIPAL CEMETERI	70704		05/23/2013	70.00
		MEMBERSHIP/CONF REGISTRATION				
101-441.000-861.000	TRAINING &	MI ASSOC OF MUNICIPAL CEMETERI	70704		05/23/2013	150.00
		MEMBERSHIP/CONF REGISTRATION				
101-441.000-920.000	UTILITIES	MICHIGAN GAS UTILITIES	70742		05/23/2013	260.06
		4/2013 GAS UTILITY - DPS		4614348-3 5/13		
101-441.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES	70714		05/23/2013	377.78
		UTILITY SERVICE FOR MAY 2013				
101-441.000-955.441	MISCELLANE	CITY OF HILLSDALE	70717		05/23/2013	39.99
		PETTY CASH				

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Fund: GENERAL FUND Dept: PUBLIC SERVICES DEPARTMENT						
Total PUBLIC SERVICES DEPARTMENT						4,775.01
Dept: STREET LIGHTING						
101-448.000-920.202	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	4,946.48
101-448.000-920.203	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	189.99
Total STREET LIGHTING						5,136.47
Dept: PARKS						
101-756.000-726.000	SUPPLIES	CITY OF HILLSDALE PETTY CASH	70717		05/23/2013	0.59
101-756.000-726.000	SUPPLIES	BECKER & SCRIVENS CONCRETE FOR FOD	70711	60956	05/23/2013	1,627.00
101-756.000-726.000	SUPPLIES	GELZER & SON INC. CHAINS FOR POSTS @ SANDY BEACH	70724	A29839	05/23/2013	27.94
101-756.000-726.000	SUPPLIES	JONESVILLE LUMBER FORM MATERIAL FOR BLEACHER PAD	70735	653128	05/29/2013	89.64
101-756.000-726.000	SUPPLIES	JONESVILLE LUMBER MATERIAL FOR BLEACHER PADS	70735	653196	05/23/2013	135.92
101-756.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEE W/E 5/5/2013	70741	25564837	05/23/2013	11.15
101-756.000-801.000	CONTRACTUA	RODNEY BEUMEL LABOR TO PLACE/FINISH FOD PADS	70712		05/23/2013	900.00
101-756.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/12/13	70741	25588816	05/23/2013	119.88
101-756.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES BPU ELECTRIC USAGE OWENS PAV.	70714	13531-02 13	05/23/2013	43.47
101-756.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	667.48
Total PARKS						3,623.07
Fund Total						228,077.17
Fund: MAJOR ST./TRUNKLINE FUND						
Dept: 202-000.000-214.750						
	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 05/23/13	380		05/23/2013	1,231.66
Total						1,231.66
Dept: STREET SURFACE						
202-450.000-801.000	CONTRACTUA	HILLSDALE COUNTY ROAD COMMISSI STATE ST PROJ- PREP WORK	70731		05/23/2013	425.00
Total STREET SURFACE						425.00
Dept: R.O.W. MAINTENANCE						
202-460.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEE W/E 5/5/2013	70741	25564837	05/23/2013	11.15
202-460.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/12/13	70741	25588816	05/23/2013	33.45
Total R.O.W. MAINTENANCE						44.60
Dept: TREES						
202-470.000-726.470	SUPPLIES -	LODI FARMS LTD. SPRING 2013 TREE PLANTING	70737	2918	05/23/2013	3,837.50
Total TREES						3,837.50
Dept: TRAFFIC						
202-490.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/12/13	70741	25588816	05/23/2013	33.45
202-490.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	385.60
Total TRAFFIC						419.05
Dept: TRUNKLINE TRAFFIC						
202-490.500-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	428.90
Total TRUNKLINE TRAFFIC						428.90

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Fund: MAJOR ST./TRUNKLINE FUND						Fund Total	6,386.71
Fund: LOCAL ST. FUND							
Dept: 203-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 05/23/13	380		05/23/2013	3,008.44	
				Total		3,008.44	
Dept: STREET SURFACE 203-450.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/12/13	70741	25588816	05/23/2013	55.75	
				Total STREET SURFACE		55.75	
Dept: TREES 203-470.000-801.000	CONTRACTUA	CRAIG WICKHAM TREE & STUMP REMOVAL	70718		05/23/2013	750.00	
203-470.000-801.000	CONTRACTUA	LODI FARMS LTD. SPRING 2013 TREE PLANTING	70737	2918	05/23/2013	4,017.50	
				Total TREES		4,767.50	
Fund: RECREATION FUND						Fund Total	7,831.69
Dept: 208-000.000-123.000	PREPAID EX	MICHIGAN MUNICIPAL LEAGUE W/C FOR 2013-14	70744	8731201	05/23/2013	2,356.00	
208-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 05/23/13	380		05/23/2013	2,280.37	
				Total		4,636.37	
Dept: RECREATION DEPARTMENT 208-751.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	7.10	
208-751.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	995.55	
208-751.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	219.99	
208-751.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	9.69	
				Total RECREATION DEPARTMENT		1,232.33	
Fund: LIBRARY FUND						Fund Total	5,868.70
Dept: 271-000.000-123.000	PREPAID EX	MICHIGAN MUNICIPAL LEAGUE W/C FOR 2013-14	70744	8731201	05/23/2013	258.00	
271-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 05/23/13	380		05/23/2013	4,471.60	
				Total		4,729.60	
Dept: LIBRARY 271-790.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	14.20	
271-790.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	995.55	
271-790.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	267.79	
271-790.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	28.18	
271-790.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE Water Services	70727	52405	05/23/2013	19.60	
271-790.000-726.000	SUPPLIES	MAID FOR YOUR Custodial Svc and Supplies	70740	822	05/23/2013	113.00	
271-790.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS Office and Bathroom Supplies	70719	418191	05/23/2013	145.32	
271-790.000-801.000	CONTRACTUA	CINTAS CORPORATION Library Floor Mats	70716	351638574	05/23/2013	28.66	

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Fund: LIBRARY FUND						
Dept: LIBRARY						
271-790.000-801.000	CONTRACTUA	FOLLETT SOFTWARE COMPANY SOFTWARE SUPPORT	70722	1068855	05/23/2013	699.60
271-790.000-801.000	CONTRACTUA	UNIQUE MANAGEMENT SRVS., INC. UMS Monthly collections	70770	237659	05/23/2013	49.75
271-790.000-801.000	CONTRACTUA	MAID FOR YOUR Custodial Svc and Supplies	70740	822	05/23/2013	520.00
271-790.000-810.000	DUES AND S	MICHIGAN LIBRARY ASSOCIATIO MLA Membership Dues	70743	14123	05/23/2013	342.00
271-790.000-810.000	DUES AND S	AMERICAN LIBRARY ASSOCIATIO ALA Membership #1280403	70707	mi280403	05/23/2013	78.00
271-790.000-860.000	TRANSPORTA	CITY OF HILLSDALE PETTY CASH	70717		05/23/2013	154.28
271-790.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	1,006.30
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY April Adult Book Order	70710	2028152279	05/23/2013	77.33
271-790.000-982.000	BOOKS	RANDOM HOUSE, INC. Spring Audio Book Order	70759	1186963508	05/23/2013	24.00
271-790.000-982.000	BOOKS	RANDOM HOUSE, INC. Spring BOT Order	70759	10869635808	05/23/2013	18.75
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY Adult Book Order Februrary	70710	2028152278	05/23/2013	8.70
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY MAY 2013 ADULT BOOK ORDER	70710	2028172518	05/23/2013	662.94
271-790.000-982.000	BOOKS	RANDOM HOUSE, INC. Spring Audio Book Order	70759	1187004493	05/23/2013	30.00
271-790.000-982.000	BOOKS	RANDOM HOUSE, INC. Spring BOT Order	70759	1086978134	05/23/2013	37.50
271-790.000-982.000	BOOKS	RANDOM HOUSE, INC. Fall BOT order	70759	1087004493	05/23/2013	30.00
271-790.000-982.001	BOOKS - FR	BAKER & TAYLOR COMPANY Book Donation Order	70710	2028152404	05/23/2013	25.60
271-790.000-982.001	BOOKS - FR	BAKER & TAYLOR COMPANY 2ND DONATION BOOK ORDER	70710	2028172519	05/23/2013	151.87
Total LIBRARY						5,528.92
Dept: LIBRARY - CHILDREN'S AREA						
271-792.000-726.000	SUPPLIES	AMERICAN LIBRARY ASSOCIATIO Children's Supplies READ Poste	70707	30058434	05/23/2013	87.60
271-792.000-726.010	SUPPLIES-S	RHODE ISLAND NOVELTY Summer Reading Prizes	70760	3035296	05/23/2013	206.15
271-792.000-726.792	SUPPLIES-S	A CHILD WITHIN American girls doll tea	70705	392223	05/23/2013	26.60
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPANY Children's Book Order - April	70710	2028152280	05/23/2013	97.84
Total LIBRARY - CHILDREN'S AREA						418.19
Fund Total						10,676.71
Fund: CAPITAL IMPROVEMENT FUND						
Dept: MAJOR STREET RECONSTRUCTION						
401-452.000-801.000	CONTRACTUA	MT ENGINEERING, LLC ENG - STATE STREET	70750	1209-9	05/23/2013	369.00
Total MAJOR STREET RECONSTRUCTION						369.00
Dept: DRAINAGE						
401-480.000-801.000	CONTRACTUA	MT ENGINEERING, LLC WOLCOTT ST ROW STAKE	70750	1301-4	05/23/2013	41.00
Total DRAINAGE						41.00
Dept: CAPITAL OUTLAY						
401-900.000-975.021	COMPREHENS	FLEIS & VANDENBRINK CIP PLAN WORK	70721	35476	05/23/2013	5,066.00
Total CAPITAL OUTLAY						5,066.00
Fund Total						5,476.00
Fund: STOCK'S PARK						
Dept: PARKS						

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Fund: STOCK'S PARK						
Dept: PARKS						
409-756.000-726.000	SUPPLIES	BECKER & SCRIVENS	70711		05/23/2013	300.00
		CONCRETE- BENCHES @STOCKS PK		60840		
409-756.000-726.000	SUPPLIES	DIANNE MILLER	70748		05/23/2013	702.95
		PLANTINGS AT MRS STOCKS PK				
409-756.000-801.000	CONTRACTUA	DIANNE MILLER	70748		05/23/2013	125.00
		PLANTINGS AT MRS STOCKS PK				
				Total PARKS		1,127.95
					Fund Total	1,127.95
Fund: DIAL-A-RIDE FUND						
Dept:						
588-000.000-123.000	PREPAID EX	MICHIGAN MUNICIPAL LEAGUE	70744		05/23/2013	4,200.34
		W/C FOR 2013-14		8731201		
588-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT	380		05/23/2013	5,859.63
		PAYROLL/FICA FOR 05/23/13				
				Total		10,059.97
Dept: DIAL-A-RIDE						
588-588.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY	70769		05/23/2013	25.92
		LIFE/DISABILITY INS JUNE 2013		20894 6/13		
588-588.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	70713		05/23/2013	2,368.46
		TEAMSTERS HEALTH INS 6/2013		7003454/006 6/13		
588-588.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI	70713		05/23/2013	995.55
		NON UNION HEALTH INS 6/2013		7003454/002 6/2013		
588-588.000-716.000	RETIREMENT	M.E.R.S.	381		05/23/2013	140.73
		MAY 2013 CONTRIBUTIONS		22876-11		
588-588.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY	70769		05/23/2013	49.13
		LIFE/DISABILITY INS JUNE 2013		20894 6/13		
588-588.000-726.000	SUPPLIES	CITY OF HILLSDALE	70717		05/23/2013	31.77
		PETTY CASH				
588-588.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE	70727		05/23/2013	0.60
		Water Services		52405		
588-588.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE	70727		05/23/2013	9.50
		Water Services		52409		
588-588.000-730.000	VEH./EQUIP	HOEKSTRA TRANSPORTATION, INC.	70732		05/23/2013	254.00
		HAND PENDANT ASY - DART #60		CI0110596		
588-588.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70757		05/23/2013	47.69
		SEVERE DUTY PADS		1063468		
588-588.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70757		05/23/2013	91.19
		BRAKE PADS FOR # 60		1063353		
588-588.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70757		05/23/2013	21.06
		AIR FILTER FOR #60		1063315		
588-588.000-801.000	CONTRACTUA	CINTAS COREPORATION	70716		05/23/2013	55.35
		MAT SERVICES INV. 351633526		3515633526		
588-588.000-801.000	CONTRACTUA	GRIFFITHS MECHANICAL	70726		05/23/2013	130.00
		PREVENTATIVE MAINTENANCE LABOR		36900		
588-588.000-861.000	TRAINING &	MICHIGAN PUBLIC TRANSIT ASSOC.	70746		05/23/2013	295.00
		TRANSIT VEHICLE MAINT SEMINAR				
588-588.000-920.000	UTILITIES	BOARD OF PUBLIC UTILITIES	70714		05/23/2013	341.21
		UTILITY SERVICE FOR MAY 2013				
588-588.000-920.000	UTILITIES	MICHIGAN GAS UTILITIES	70742		05/23/2013	65.38
		GAS UTILITY SERVICE - DART		4611064-9 5/13		
588-588.000-925.000	TELEPHONE	AT&T	70709		05/23/2013	79.59
		PHONE SERVICE 5/2013		517437338505 5/13		
				Total DIAL-A-RIDE		5,002.13
					Fund Total	15,062.10
Fund: PUBLIC SERVICES INV. FUND						
Dept: PUBLIC SERVICES INVENTORY						
633-233.000-726.000	SUPPLIES	SHERWIN-WILLIAMS	70763		05/23/2013	3,147.40
		TRAFFIC PAINT		6962-3		
633-233.000-726.000	SUPPLIES	SHERWIN-WILLIAMS	70763		05/23/2013	-230.85
		RTRN PAINT		1626-6		
633-233.000-726.000	SUPPLIES	UNIQUE PAVING MATERIALS	70771		05/23/2013	2,763.82
		COLD PATCH		227682		
				Total PUBLIC SERVICES INVENTORY		5,680.37

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Fund: PUBLIC SERVICES INV. FUND						
						Fund Total
						5,680.37
Fund: REVOLVING MOBILE EQUIP. FUND						
Dept:						
640-000.000-123.000	PREPAID EX	MICHIGAN MUNICIPAL LEAGUE W/C FOR 2013-14	70744	8731201	05/23/2013	2,229.00
640-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 05/23/13	380		05/23/2013	2,908.18
						Total
						5,137.18
Dept: MOBILE EQUIPMENT MAINTENANCE						
640-444.000-715.000	HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	14.20
640-444.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI TEAMSTERS HEALTH INS 6/2013	70713	7003454/006 6/13	05/23/2013	1,225.07
640-444.000-715.000	HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	995.55
640-444.000-716.000	RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	146.30
640-444.000-721.000	DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	30.31
640-444.000-726.000	SUPPLIES	GELZER & SON INC. SOLVENT	70724	A29229	05/23/2013	22.99
640-444.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIVE REDUCER	70757	1062109	05/23/2013	15.28
640-444.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIVE PRIMER	70757	1061894	05/23/2013	13.38
640-444.000-730.000	VEH./EQUIP	GODFREY BROTHERS, INC. OIL FILTER	70725	S63150	05/23/2013	34.22
640-444.000-730.000	VEH./EQUIP	JACKSON TRUCK SERVICE INC. FILTERS	70734	PC01237490:001	05/23/2013	105.55
640-444.000-730.000	VEH./EQUIP	JACKSON TRUCK SERVICE INC. COUPLINGS	70734	PC01237656:001	05/23/2013	149.60
640-444.000-730.000	VEH./EQUIP	JACKSON TRUCK SERVICE INC. FLASH TUBE	70734	PC01237613:001	05/23/2013	29.62
640-444.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE FUEL FILTER #15	70757	1061845	05/23/2013	35.15
640-444.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE PAINT, HRDNR, RDCER FOR #76	70757	1061990	05/23/2013	326.47
640-444.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE CONNECTORS	70757	1062137	05/23/2013	6.69
640-444.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE LIGHTS FOR #76	70757	1062241	05/23/2013	18.76
640-444.000-730.000	VEH./EQUIP	SPRATT'S WEED TRIMMER LINE	70765	150494	05/23/2013	20.00
640-444.000-730.000	VEH./EQUIP	HILLSDALE COUNTY ROAD COMMISSI (2) USED SALT SPREADERS	70731		05/23/2013	75.00
640-444.000-730.000	VEH./EQUIP	JACKSON TRUCK SERVICE INC. FILTERS	70734	PC01237943:001	05/23/2013	107.04
640-444.000-730.000	VEH./EQUIP	JACKSON TRUCK SERVICE INC. FILTERS	70734	PC01237882:001	05/23/2013	46.62
640-444.000-730.000	VEH./EQUIP	MOBILE SOLUTIONS, INC LED FLOOD/WORK/SPOT LIGHTS	70749	2013-98	05/23/2013	331.00
640-444.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE BATTERY FOR #108	70757	1063128	05/23/2013	45.59
640-444.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE (JCKSH) 9' EDGE & BOLTS	70755	1477701	05/28/2013	185.08
640-444.000-730.000	VEH./EQUIP	SPRATT'S LINE SPOOL, GUARD	70765	150500	05/23/2013	107.95
640-444.000-740.000	FUEL AND L	LYDEN OIL COMPANY PROGUARD AW46/BULK OIL	70739	860269	05/29/2013	1,540.98
640-444.000-742.000	CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70716	351638580	05/23/2013	14.89
640-444.000-742.000	CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70716	351639199	05/23/2013	14.89
640-444.000-801.000	CONTRACTUA	QUINCY ENTERPRISES SAND BLAST / PRIME #76	70758	1021	05/23/2013	450.00
640-444.000-801.000	CONTRACTUA	VERMEER OF MICHIGAN, INC SHARPEN BLADES	70772	E27692	05/23/2013	32.00
640-444.000-801.000	CONTRACTUA	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70716	351638580	05/23/2013	22.87

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Fund: REVOLVING MOBILE EQUIP. FUND							
Dept: MOBILE EQUIPMENT MAINTENANCE							
640-444.000-801.000		CONTRACTUA	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70716	351639199	05/23/2013	22.87
640-444.000-801.301		POLICE VEH	NORM'S TIRE SERVICE TIRES/ALIGNMENT 2-2	70752	59627	05/23/2013	109.27
640-444.000-801.301		POLICE VEH	NORM'S TIRE SERVICE TIRES/ALIGNMENT 2-7	70752	59640	05/16/2013	564.91
640-444.000-801.301		POLICE VEH	NORM'S TIRE SERVICE TIRES/ALIGNMENT 2-9	70752	59660	05/23/2013	103.87
640-444.000-801.301		POLICE VEH	NORM'S TIRE SERVICE TIRES/ALIGNMENT 2-1	70752	65051	05/23/2013	143.47
640-444.000-801.301		POLICE VEH	NORM'S TIRE SERVICE TIRES/ALIGNMENT 2-1	70752	59693	05/23/2013	627.83
640-444.000-801.301		POLICE VEH	PARNEY'S CAR CARE SERVICE REPAIRS UNIT 2-2	70754	53969	05/23/2013	113.70
640-444.000-801.301		POLICE VEH	PARNEY'S CAR CARE SERVICE REPAIRS UNIT 2-9	70754	53970	05/23/2013	240.55
640-444.000-920.000		UTILITIES	MICHIGAN GAS UTILITIES 4/2013 GAS UTILITY - DPS	70742	4614348-3 5/13	05/23/2013	260.05
640-444.000-920.000		UTILITIES	BOARD OF PUBLIC UTILITIES UTILITY SERVICE FOR MAY 2013	70714		05/23/2013	357.77
Total MOBILE EQUIPMENT MAINTENANCE							8,707.34
Fund Total							13,844.52
Fund: DPS LEAVE AND BENEFITS FUND							
Dept:							
699-000.000-123.000		PREPAID EX	MICHIGAN MUNICIPAL LEAGUE W/C FOR 2013-14	70744	8731201	05/23/2013	14,250.00
699-000.000-214.750		DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 05/23/13	380		05/23/2013	157.50
Total							14,407.50
Dept: PUBLIC SERVICES DEPARTMENT							
699-441.000-715.000		HEALTH AND	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	56.80
699-441.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI TEAMSTERS HEALTH INS 6/2013	70713	7003454/006 6/13	05/23/2013	4,981.94
699-441.000-715.000		HEALTH AND	BLUE CROSS & BLUE SHIELD OF MI NON UNION HEALTH INS 6/2013	70713	7003454/002 6/2013	05/23/2013	414.81
699-441.000-716.000		RETIREMENT	M.E.R.S. MAY 2013 CONTRIBUTIONS	381	22876-11	05/23/2013	146.37
699-441.000-721.000		DISABILITY	SUN LIFE ASSURANCE COMPANY LIFE/DISABILITY INS JUNE 2013	70769	20894 6/13	05/23/2013	117.26
Total PUBLIC SERVICES DEPARTMENT							5,717.18
Fund Total							20,124.68
Grand Total							320,156.60

VENDOR APPROVAL SUMMARY REPORT
 May 23, 2013

Date: 05/29/2013
 Time: 6:42pm
 Page: 1

Hillsdale City Offices

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A CHILD WITHIN	1993	American girls doll tea	26.60	0.00
AMERICAN COPPER AND BRASS, LLC	2432	COUPLINGS, PVC, ADPT, PIPE	18.90	0.00
AMERICAN LIBRARY ASSOCIATIO	0799	ALA Membership #1280403	165.60	0.00
ARROW SWIFT PRINTING	0008	Business cards	38.00	0.00
AT&T	0048	PHONE SERVICE 5/2013	560.81	0.00
BAKER & TAYLOR COMPANY	0011	MAY 2013 ADULT BOOK ORDER	1,024.28	0.00
BECKER & SCRIVENS	0378	CONCRETE FOR CEMETERY FNDTNS	2,197.25	0.00
RODNEY BEUMEL	0570	LABOR TO PLACE/FINISH FOD PADS	900.00	0.00
BLUE CROSS & BLUE SHIELD OF MI	2013	FIREFIGHTER HEALTH INS 6/13	38,504.65	0.00
BOARD OF PUBLIC UTILITIES	0013	BPU ELECTRIC USAGE OWENS PAV.	11,889.05	0.00
C M P DISTRIBUTOR, INC.	1300	POLO SHIRTS	77.90	0.00
CINTAS CORPORATION	0020	RUGS FOR CITY HALL	389.44	0.00
CITY OF HILLSDALE	0015	PETTY CASH	240.99	0.00
CRAIG WICKHAM	2218	TREE & STUMP REMOVAL	750.00	0.00
CURRENT OFFICE SOLUTIONS	0035	Office and Bathroom Supplies	892.93	0.00
EAST 2 WEST ENTERPRISES, INC.	1299	MOP & BUFF DISPATCH OFFICE	40.00	0.00
FLEIS & VANDENBRINK	1737	CIP PLAN WORK	5,066.00	0.00
FOLLETT SOFTWARE COMPANY	2449	SOFTWARE SUPPORT	699.60	0.00
FORESTRY SUPPLIERS INC.	2649	CHEST WADERS	189.04	0.00
GELZER & SON INC.	0027	CHAINS FOR POSTS @ SANDY BEACH	255.62	0.00
GODFREY BROTHERS, INC.	2132	OIL FILTER	34.22	0.00
GRIFFITHS MECHANICAL	1891	PREVENTATIVE MAINTENANCE LABOR	130.00	0.00
HEFFERNAN SOFT WATER SERVICE	3248	Water Services	69.50	0.00
HILLSDALE CO. I.S.D.	3348	PILOT DISTRIBUTION	5,360.33	0.00
HILLSDALE CO. TREASURER	1643	2012 MSHDA PILOT DISTRIBUTION	9,410.74	0.00
HILLSDALE COMMUNITY SCHOOLS	2461	PILOT DISTRIBUTION 2012 MSHDA	2,576.03	0.00
HILLSDALE COUNTY ROAD COMMISSI	0093	STATE ST PROJ- PREP WORK	500.00	0.00
HOEKSTRA TRANSPORTATION, INC.	3955	HAND PENDANT ASY - DART #60	254.00	0.00
J.C. MECHANICAL SERVICES, LLC	1642	SPRING CHANGE OVER & MAINT	1,076.90	0.00
JACKSON TRUCK SERVICE INC.	0086	FILTERS	438.43	0.00
JC WILLE LUMBER	2326	CEMT. FOUNDATION SUPPLIES	244.52	0.00
JAMES LITTLE	1640	ENGRAVING COLUMBARIUM	200.00	0.00
LODI FARMS LTD.	0438	SPRING 2013 TREE PLANTING	7,855.00	0.00
LOREN & SHIRK	0043	LEGAL SERVICES FOR APRIL 2013	3,119.58	0.00
LYDEN OIL COMPANY	0440	PROGUARD AW46/BULK OIL	1,540.98	0.00
M.E.R.S.	2359	MAY 2013 CONTRIBUTIONS	0.00	18,555.45
MAID FOR YOUR	2046	Custodial Svc and Supplies	633.00	0.00
MANPOWER OF LANSING	3088	TEMP EMPLOYEES W/E 5/12/13	1,195.84	0.00
MI ASSOC OF MUNICIPAL CEMETERI	2887	MEMBERSHIP/CONF REGISTRATION	0.00	220.00
MICHIGAN GAS UTILITIES	0081	4/2013 GAS UTILITY - DPS	1,769.31	0.00
MICHIGAN LIBRARY ASSOCIATIO	0380	MLA Membership Dues	342.00	0.00
MICHIGAN MUNICIPAL LEAGUE	0049	W/C FOR 2013-14	55,146.00	0.00
MICHIGAN POLICE EQUIPMENT C	0189	AMMUNITION	225.20	0.00
MICHIGAN PUBLIC TRANSIT ASSOC.	1516	TRANSIT VEHICLE MAINT SEMINAR	295.00	0.00
MICHIGAN STATE INDUSTRIES	0341	PUBLIC SAFETY VESTS	143.70	0.00
DIANNE MILLER	1824	PLANTINGS AT MRS STOCKS PK	827.95	0.00
MOBILE SOLUTIONS, INC	0617	LED FLOOD/WORK/SPOT LIGHTS	331.00	0.00
MT ENGINEERING, LLC	1690	WOLCOTT ST ROW STAKE	410.00	0.00
LEONARD MYERS	2103	REFUND OVER-PYMT FOUNDATION	79.20	0.00
NORM'S TIRE SERVICE	0277	TIRES/ALIGNMENT 2-1	1,549.35	0.00
NYE UNIFORM COMPANY	0092	CLOTHING - BRENDEL	170.85	0.00
PARNEY'S CAR CARE	2412	SERVICE REPAIRS UNIT 2-9	354.25	0.00
PAYROLL ACCOUNT	0242	PAYROLL/FICA FOR 05/23/13	0.00	87,648.84
PERFORMANCE AUTOMOTIVE (JCKSN)	0619	9' EDGE & BOLTS	185.08	0.00
PERFORMANCE AUTOMOTIVE	0961	BATTERY FOR #108	652.35	0.00
QUINCY ENTERPRISES	2699	SAND BLAST / PRIME #76	450.00	0.00
RANDOM HOUSE, INC.	1388	Fall BOT order	140.25	0.00
RHODE ISLAND NOVELTY	1537	Summer Reading Prizes	206.15	0.00
JAMES SCHEIBNER	3302	ELEC 2013	2,916.68	0.00
SEMMLER ELECTRIC LLC	0398	ELEC ISSUES @ CITY HALL	450.00	0.00
SHAW-WILLIAMS	0553	RTRN PAINT	2,916.55	0.00
SHAW-WILLIAMS FINGERPRINT LAB.	2643	DRUG TEST KITS	36.00	0.00
SPRATT'S	0088	LINE SPOOL, GUARD	127.95	0.00
SPRINT	1137	SPRINT SERVICES	129.17	0.00
STATE OF MICHIGAN	3876	PILOT DISTRIBUTION	41,241.00	0.00
SUD-Z CLEANERS	1067	DRY CLEANING	160.36	0.00

VENDOR APPROVAL SUMMARY REPORT
May 23, 2013

Date: 05/29/2013
Time: 6:42pm
Page: 2

Hillsdale City Offices

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
SUN LIFE ASSURANCE COMPANY	1239	LIFE/DISABILITY INS JUNE 2013	1,065.66	0.00
UNIQUE MANAGEMENT SRVS., INC.	2095	UMS Monthly collections	49.75	0.00
UNIQUE PAVING MATERIALS	0318	COLD PATCH	2,763.82	0.00
VERMEER OF MICHIGAN, INC	2715	SHARPEN BLADES	32.00	0.00
Grand Total:			213,732.31	106,424.29

TAX INCREMENT FINANCE AUTHORITY



CITY OF HILLSDALE
MINUTES
March 19, 2013

Meeting called to order by: Chris Sumnar 7:32 A.M.

Members Present: Chris Sumnar, Kathy Newell, Chris Wingate, Mike Harner, Deb Kamen, and Saul Giminez. Absent: Mike Parney, Tim Dixon, Eric Moore-Excused.

Also present: Richard Wunsch- Volume I Books, Mary Wolfram-Office of Economic Development, and Katy Price- City Admin Assistant.

Tardy: John Spiteri arrived 7:40 A.M.

Sumnar requests to move Item A of New Business under Façade Grant Committee.

Consent Agenda: Minutes from Regular Meeting January 22, 2013

Motion to approve by Kamen, seconded by Harner, All in favor- **APPROVED**.

Public Comment: NONE

Committee Reports:

- A. Façade Grant Committee- Wingate states, roofing and façade are important to preserve the buildings.

Sumnar leads discuss about changing guidelines to include tax exempt properties, which centers around the County Annex Building. He states the Committee came up with a few different opinions; TIFA should be willing to fund roofs under the façade program exclusively without tying it to façade, or other recommendation to tie it to the façade somehow.

Wingate added if the façade is in need of update it would be nice to attach both roof and façade together, and it also should be looked at on an individual basis. Sumnar states the sidewalk and other structural improvements be addressed at a later time when the Façade Committee had an opportunity to bring forward thoughts to TIFA and what it wants to develop long term.

Wolfram speaks about the current written guidelines for grants, which does not specifically include roofs as part of the grant program.

Motion by Harner to include the roof in a comprehensive façade improvement program, Seconded by Kamen. All in Favor **Motion Approved**.

New Business:

- A. Façade Grant Policy and Guidelines:

1. Tax Exempt Property- Wingate stated he thinks the "Tax Exempt" should be changed to public buildings, tax exempt could include churches, etc.

County Annex Building: Discussion led by Wolfram to fund a grant so the county can make improvements to the façade or not. Harner and Kamen state that it is the county's position to make improvements to their building and budget for it. It is not TIFA's responsibility.

Sumnar asks if there is recommendation or motion to amend the wording from Façade Grant Committee to entertain façade improvement matching grants to tax exempt entities. None.

Giminez motion to leave the tax exempt language unchanged with façade grant committee guidelines and façade application guidelines supported by Kamen All in favor, **Motion Approved.**

B. Application for Façade Grant- Volume I Books: Richard Wunsch

Wunsch stated the roof was leaking 10 years ago when he bought the building, sick of struggling with it, as Wingate stated earlier the roof is what keeps the building stable, it's time to do it and to tie in with the façade is perfect the façade needs work, not doing everything that would like to see on façade but would make a big improvement, the store needs it. Kamen asked what year was the building built, Wunsch replied 1903-1904 as he gathered from his research. Sumnar adds the total projected estimates are \$23,965 breakdown of expenses: \$17,500 roofing, \$1600 paint & other exterior improvements, \$ 3300-\$3400 awning and lighting.

Motion to approve by Kamen to approve Mr. Wunsch façade grant application as applied for. Seconded by Giminez, All in favor **Motion Approved.**

Committee Reports:

B Target Development Committee:

1. Committee has \$5000 allocated for lists and marketing. Committee also met with Susan King from Hillsdale College and sent the marketing surveys out to 2500 people for the particular study.

2. MB3 Consulting for might do a Restaurant attractions study for Hillsdale Wolfram stated. Sumnar suggested MB3 put together a proposal and at that point speak with the target development committee.

2. Other Programs:

A. Incentives for new business – Three Meadows incentive:

Wolfram updates board of Three Meadows incentive to bring or draw new business to Hillsdale. Build home at Three Meadows, \$1 per lot as an incentive. Also, to fill vacant lots in phase 1.

C Beautification/Downtown Amenities- Have not met with Bonnie to see what is allotted for the year.

D Development Plan- MB3 meet with them and schedule a Development and Target Development meeting back to back and talk the proposal through with them .

Old Business:

- A. Market Study: Susan King's Class discussed earlier
- B. Revised 2013 meeting dates: Meeting Time 7:30 A.M.
May 21, 2013, July 16, 2013, September 17, 2013, November 19, 2013
- C. 2013-2014 Budget
- D. Mitchell Research Building Update- Space is not being used 3rd floor and partial of 2nd floor unused; when TIFA funded the update the board thought it would use some of the space for a community area, as well as the research center, not just strictly for the research center, the City owns the building.
- E. Downtown Flowers and Watering, summer 2014 Plans- \$10,000 in budget, get with Bonnie (Finance Director) and Keith (DPS Director) to make sure everyone is on the same page.
- F. Business and Arts Incubators- Wolfram discusses the possibility of TIFA spending \$7200 -\$10,000 paying for big office building and then renting out office space to businesses and/or other programs.
- G. MSHDA Rental Rehab – Wolfram stated she is working on them.
- H. Vacant Properties- Dr. Horton is going to sell Keefer House, and the Mill. Wolfram would like to see TIFA purchase the Keefer House and develop it, to preserve part of downtown Hillsdale.
- I. MDOT Walkability analysis- Wolfram spoke with an MDOT representative about the lack of walkability to downtown Hillsdale and no crosswalk from City Hall or Post office to Downtown Hillsdale. MDOT might be willing to look into it.

Intent of committees:

Sumnar states the intent was to have committees meet in between TIFA meetings and move business forward quicker or sooner. Each committee would gather information and report on the items addressed at the committee meetings and bring a proposal of ideas back to the TIFA Board as a whole.

Public Comment: Wunsch states Good meeting and good Job, very informative and impressive.

Motion to adjourn by Spiteri, supported by Kamen, All in favor **Motion Passed**

Meeting adjourned at 8:55 A.M.

Next Meeting – May 21, 2013 @ 7:30 A.M.

Submitted by: Katy Price

(1)

(2)

(3)

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

May 20, 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 by Councilperson Sessions, supported by Councilperson Brown, to excuse the absence of Councilperson Arnold from the May 20, 2013 meeting.

All ayes

Motion carried.

Mayor Moon called the meeting to order with the following Council members present: Council members 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 member Mary Beth Bail representing Ward 4.

Also present were City Manager Linda Brown, Deputy City Clerk Michelle Loren, City Attorney Lew Loren, Keith Richard, Rick Rose, Matt Durr (Hillsdale Daily News), Richard Smith, Kyle Smith, Joshua Mercer, Patrick Flannery, Laura Smith, Judy Buzo, Eric Macy, Steve Vear.

Approval of Agenda

Motion by Councilperson Watkins, supported by Councilperson Sessions, to approve the May 6, 2013 Agenda as presented.

All ayes.

Motion carried.

Public Comment

Richard Smith, 63 S. Broad St., addressed Council with code enforcement issues regarding properties at 55 and 72 S. Broad St. Mr. Smith questioned again why the condemnation process takes as long as it does and also questioned what role the IMPC plays in the City's code enforcement process.

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 May 9, 2013: Claims of \$69,358.44; Payroll of \$90,063.17.
- B. Committee Reports (Pending Approval):
 - 1. Shade Tree Minutes of May 1, 2013
 - 2. Cemetery Minutes of May 1, 2013
 - 3. Finance Minutes of May 13, 2013
 - 4. O & G Minutes of May 14, 2013
- C. Council Minutes of May 6, 2013
- D. April 2013 Financial Reports

Motion by Councilperson Sullivan, supported by Councilperson Sessions, 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.

Approved 8-0.

Motion carried.

Communications

John Spiteri, owner of Checker Records, addressed Council regarding his annual street concert. Mr. Spiteri asked Council for informal approval of August 24, 2013 so he could start booking bands. Council okayed his request. Mr. Spiteri will return for an agreement approval at a later meeting.

Introduction and Adoption of Ordinances/Public Hearings

- A. 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 (Public Hearing)

Mayor Moon opened the public hearing. After no comment was made by the public, Mayor Moon offered Council to comment. No public or council comment was made.

Motion by Councilperson Sessions, supported by Councilperson Brown, to adopt Ordinance # 2013-3, 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. Roll call: Councilpersons Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes; Wolfram – yes; Mayor Moon – yes; Bail – yes.

Approved 8-0

Motion carried.

- B. Ordinance to Amend Section 20-31, Division 1, Article II, Chapter 28 Regarding Municipal Civil Infractions (Public Hearing).

Mayor Moon opened the public hearing for public comment.

Steve Vear, 29 N. Broad St., asked for clarification of what exactly the ordinance was changing. City Attorney Lew Loren stated the only amendment being made was the City's ability to authorize certain City employees the authority to issue civil infractions.

Motion by Councilperson Sullivan, supported by Councilperson Brown, to adopt Ordinance #2013-2, Ordinance to Amend Section 20-31, Division 1, Article II, Chapter 28 Regarding Municipal Civil Infractions. Roll call: Councilpersons Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes; Watkins – yes; Wolfram – yes; Bail – yes; Mayor Moon – yes.

Approved 8-0.

Motion carried.

Unfinished Business

- A. Local Streets Maintenance. None
B. Code Enforcement.

Old Business

- A. Granicus Contract. City Manager Brown stated that, as agreed by Council at the last meeting, she was to receive comments and questions from Council regarding the renewal of the Granicus Contract. City Manager Brown stated she received one call from Council.

After discussion by Council regarding the expense versus benefit of Granicus, Councilperson Sessions moved not to renew the Granicus Contract. Motion supported by Councilperson Wolfram. Roll call: Councilpersons Sullivan – yes; Watkins – no; Wolfram – yes; Mayor Moon – no; Councilpersons Bail – no; Brown – no; Kinney – no; Sessions – yes.

Not approved 5-3.

Motion failed.

New Business

- A. Cobra Moto, LLC Industrial Facilities Tax Exemptions – Set Public Hearings. City Manager Brown stated that on May 3, 2013, the Clerk received two (2) applications from Cobra Moto, LLC for Industrial Facilities Tax Exemptions. City Manager Brown recommended Council set public hearing dates.

Motion by Councilperson Bail, supported by Councilperson Sullivan, to set a public hearing for June 17, 2013 at 7:00 p.m. and send for publication.

All ayes.

Motion passed.

- B. Award of Contract Roofing – DPS. City Manager Brown reported that bids were recently submitted to reroof the DPS building on Waterworks Drive. Three bids were submitted with the lowest bid from MacDonald Roofing of Jackson, Michigan at a cost of \$54,622.00.

Motion by Councilperson Watkins, supported by Councilperson Kinney, to accept the low bid of \$54,622.00 by MacDonald Roofing and authorize signatures by the Mayor and Clerk on the contract. Roll call: Councilpersons Watkins, - yes; Wolfram – yes; Mayor Moon – yes; Councilpersons Bail – yes; Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes.

- C. Amend Airport Farmland Lease. City Manager Brown stated that last fall the City went out to bid on the airport farmland. Each year, the lease has allowed for the BPU to apply sludge on certain areas of the land, however; this year, the DEQ states the ground now has too many nutrients and will no longer allow the application. City Manager Brown reported the farmer who holds the lease is willing to farm the land. The amendment to the lease will include this land.

Motion by Councilperson Kinney, supported by Councilperson Sullivan, to amend the Airport Farmland Lease authorize the Mayor and Clerk to sign on behalf of the City. Roll call: Councilpersons Wolfram – yes; Mayor Moon – yes; Councilpersons Bail – yes; Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes; Watkins – yes.

Approved 8-0.

Motion carried.

- D. Closed Session Pursuant to P.A. 267 of 1976, Sec. 15.268, Sec. 8(c).

Motion by Councilperson Kinney, supported by Councilperson Brown, to go into Closed Session.

All ayes.

Motion carried.

Miscellaneous

- A. New Industry Coming to Hillsdale. City Manager Brown stated Hartzell Vencer Products, LLC is coming in from Arkansas. City Manager Brown shared some background information as well as their plans for moving to the area.

- B. Appointments – O & G Chair Ruth Brown reported the following committee/board appointments:

William Smith to the Board of Public Utilities Board for a five year term ending May, 2018.
Keith Richard to the Cemetery Board for a five year term ending May, 2018,

Motion by Councilperson Watkins, supported by Councilperson Sessions, to approve the appointments as recommended by the Operations and Governance Committee.

All ayes.

Motion carries.

C. City Manager Brown recommended the appointment of Kyle Smith as Zoning Administrator and Region II Planning Commission Representative for the City of Hillsdale.

Motion by Councilperson Watkins, supported by Councilperson Kinney, to appoint Kyle Smith as Zoning Administrator and Region II Planning Commission Representative for the City of Hillsdale.

All ayes.

Motion carried.

Department Reports

None

Public Comment

Steve Vear, 29 N. Broad St., inquired as to the location of Hartzell Veneer. City Manager Brown stated they would be locating at the old Southern Michigan Tool.

Richard Smith, 63 S. Broad St., stated he had attempted to locate a copy of the budget both online and at the Library.

Council Comment

Adjournment

Motion by Councilmember Sessions, seconded by Councilmember Brown, to adjourn.

Motion carried.

9:50 p.m.

Douglas Moon, Mayor

Michelle Loren, Deputy Clerk

City of Hillsdale Agenda Item Summary

Meeting Date: May 29, 2013

Agenda Item #10: New Business A – Award of Contract for Columbarium

BACKGROUND:

Bids were recently solicited to manufacture and deliver an 84 niche columbarium for placement at Lakeview Cemetery. This purchase has been recommended by the Cemetery Board. I have enclosed the completed Standard Bid Information Form which has been prepared by DPS staff. As you can see, one (1) bid was submitted in the amount of \$15,441.00.

A recent e-mail from DPS Director Keith Richard indicates that he is confident that based on the various types and sizes of columbarium he has observed in cemeteries he visited as part of the MAMC Committee and conferences, the units produced by Coldspring Memorial are some of the highest quality and most sought-out units in the industry.

RECOMMENDATION:

I recommend Council accept the bid received from Coldspring Memorial in the amount of \$15,441.00 and authorize the Mayor and Clerk's signatures on the contract which has been approved by the City Attorney.

CITY OF HILLSDALE

STANDARD BID INFORMATION FORM

DEPARTMENT: Department of Public Services

PROJECT: 84 Niche Columbarium

DESCRIPTION: New 84 Niche Columbarium @ Lakeview Cemetery

DATE OF BID OPENING: 5/24/2013

BID EXPIRATION DATE: 6/24/2013

NUMBER OF BIDDERS: 1

LOW BID AMOUNT: \$15,441.00

LIST OF BIDDERS:

BID AMOUNT:

Coldspring Memorial

\$15,441.00

HOW AND WHERE ADVERTISED: Hillsdale Daily News & City Web Site

LIST OF BIDDERS CONTACTED DIRECTLY:

Coldspring Memorial
Paschal Burial Vault
Patten Monuments
Fackler Monument
Trigard

DEPARTMENT RECOMMENDATION: The 72- Niche Columbarium that is located near the entrance to Oak Grove Cemetery in Hillsdale was purchased from Coldspring Memorial in 2008. Based on the positive experience of the purchase, delivery as well as the performance of that unit, I recommend that the bid for purchase of this 84- Niche Columbarium be awarded to Coldspring Memorial in the amount of \$15,441.00. I have proposed that this new columbarium be located in Lakeview Cemetery within the 'Rotunda' on Crescent Avenue near the flag pole.

BUDGETED AMOUNT: \$16,500 (available)

BID VARIANCE: \$1059

City of Hillsdale Agenda Item Summary

Meeting Date: **May 29, 2013**

Agenda Item #10: **New Business B – Approval of Good Faith Offer – Airport Expansion**

BACKGROUND:

At its May 6, 2013 meeting Council preliminarily approved a Good Faith Offer for the purchase of property located adjacent to the airport. That property was determined to be needed pursuant to the airport layout plan as designed. I have now received the Good Faith Offer of Just Compensation document from Attorney Yakima with a request that I receive final approval of the Good Faith Offer. As you can see, the owners of the property have agreed to sell the property for the offered price of \$341,400.00. This amount has also been approved by Aeronautics.

RECOMMENDATION:

The City's share of this purchase is 5% and has been included in the airport improvement fund. All other funding will come from Federal sources. I recommend Council make final approval of the Good Faith Offer and authorize the Mayor and Clerk's signatures on the closing documents.

GOOD FAITH OFFER OF JUST COMPENSATION (Fee Acquisition / Total Taking)

Date: May 16, 2013	Project: Hillsdale Municipal Airport Runway Safety Project	Parcels # 56, 57, 58 & 59
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CITY OF HILLSDALE, the owner(s) and operator(s) of the Hillsdale Municipal Airport, hereinafter referred to as PURCHASER, makes the following offer to the following property owner(s), hereinafter referred to as SELLER:

Property Owner(s): Larry Faust and Diana Faust, husband and wife; Peter Goodrow and Mary Lou Goodrow, husband and wife,

Address: 145 E. Front Street, Adrian, Michigan 49221

Street Address	City	State	Zip Code
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Other Interests (specify type):

Mineral	Yankee Properties, LLC	145 E. Front Street	Adrian	Michigan	49221
Type	Name	Street Address	City	State	Zip Code

Purchaser intends to acquire the fee simple interest in property bounded and described on Exhibit A, attached hereto, and identified as: Tax Parcel Nos. 08-030-100-007-30-6-2, 08-030-100-009-30-6-2, 08-030-100-010-30-6-2, 08-030-100-011-30-6-2, 08-030-100-012-30-6-2, 08-030-100-013-30-6-2, 08-030-100-014-30-6-2, 08-030-100-015-30-6-2, 08-030-100-016-30-6-2, 08-030-100-017-30-6-2, 08-030-100-018-30-6-2 & 08-030-100-019-30-6-2

Property address commonly known as: Vacant Land, State & Airport Roads, Adams Township, Michigan

UNITARY OFFER: This is a unitary Offer for the full compensation to all persons having an interest in the above described property. If more than one person has an interest in the property, they may agree how to divide the compensation among themselves or they can request that a court decide how to divide any payment among them.

APPRAISAL: This Offer is estimated just compensation for the property interests given. The Offer is based on an inspection of the property and consideration of an independently prepared appraisal by a qualified competent professional appraiser and is not less than this approved appraisal of the fair market value of the property. The SELLER and/or their attorney may review the appraisal at their request.

IMPROVEMENTS: This Offer includes the following inventory of all buildings, fixtures, structures, trees, and other improvements: Non-Applicable

PRICE: The PURCHASER hereby offers the SELLER the sum of \$341,400.00 and the SELLER agrees to deliver to the PURCHASER a warranty deed clear of encumbrance's subject only to easements and restrictions of record.

RELOCATION ASSISTANCE: The appraisals and determination of just compensation do not reflect any consideration of or allowance for any relocation assistance and payments which the SELLER may be entitled to receive under Title II of the Uniform Act or for any agreement by the PURCHASER to pay certain settlement costs.

TERMS: This offer, if accepted by Seller, is subject to final approval by the City of Hillsdale City Council and may be withdrawn should it not be approved. This Offer will expire thirty (30) days after the date of presentation. The SELLER agrees that this Good Faith Offer may be withdrawn by the PURCHASER if the PURCHASER receives any environmental assessment report indicating that the property or its contents is in a condition which, in the sole opinion of the PURCHASER is not acceptable. The results and findings of an environmental assessment must be acceptable to the PURCHASER and all appropriate environmental clean-up and abatement done by the SELLER, at SELLER'S cost, in a manner and at a time acceptable to the PURCHASER. Failure of the SELLER to meet the PURCHASER'S above-referenced environmental conditions shall result in cancellation of the Good Faith Offer and refund of all monies paid by PURCHASER as consideration for this Good Faith Offer. The PURCHASER reserves its rights to bring Federal or State recovery actions against the present SELLER, and any other potentially responsible parties, arising out of a release or threat of release of hazardous substances on the property.

MINERAL RIGHTS: Fluid mineral and gas rights are: Included Not Included

OCCUPANCY: The PURCHASER will become the record owner of the property upon and after closing and shall be entitled to possession thereof subject to the following: Farm Lease dated April 2, 2013 between SELLER and Brian Fix (Lessee) which expires December 30, 2013.

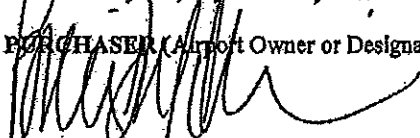
RISK OF LOSS: Risk of loss shall remain with the SELLER until the said warranty deed has been delivered to PURCHASER. In the event the premises shall be damaged by fire or other casualty prior to the time of closing, in an amount of not more than 10% of the total purchase price, the SELLER shall be obligated to repair the same before the date herein provided for delivery of said warranty deed. In the event such damage cannot be repaired within such time or if damage shall exceed such sum, the PURCHASER shall be entitled to all of the insurance proceeds payable to SELLER resulting from such damage.

ESCROW AGENT: The SELLER agrees that the Midstate Title Agency of Southern Michigan, LLC, 32 E. Bacon Street, Hillsdale, Michigan 49242 will act as escrow agent in closing this agreement, who will deduct from the proceeds all sums necessary to satisfy and discharge all liens, encumbrances, and taxes and secure and record the instruments sufficient to vest an unencumbered title in the name of the PURCHASER, subject only to easements and restrictions of record.

TAXES: The SELLER agrees to pay all real estate taxes, personal property taxes, and any special assessment levied or jeopardy assessments filed at the time of closing. Ad valorem real taxes will be prorated in accordance with the provisions of Act 288, P.A. 1966.


CONDEMNATION: If the Seller does not accept the terms of this Good Faith Offer, or if the PURCHASER is unable to agree with the SELLER for the purchase of the Property described herein, the PURCHASER may file a complaint for the acquisition of the property in the circuit court in the county in which the property is located in accordance with the provisions of the Uniform Condemnation Procedures Act, MCL 213.51 et seq. The complaint shall ask the court to ascertain and determine just compensation for the acquisition of the described property. If the SELLER'S review of the appraisal leads them to conclude that the PURCHASER has not included or fully included items of compensable property or damage for which the SELLER intends to claim a right to just compensation, the SELLER must file written claim with the PURCHASER within ninety (90) days after receipt of this Good Faith Offer or sixty (60) days after any condemnation lawsuit is filed, whichever is later.


PURCHASER (Airport Owner or Designated Agent):



BORIS K. YAKIMA, Esq.
Attorney & authorized agent for CITY OF HILLSDALE
Dated: May 16, 2013

The above Good Faith Offer is expressly understood and the terms and conditions are agreed to:

SELLER:



LARRY FAUST
Dated: May 22, 2013


PETER GOODROW
Dated: 5-22, 2013


DIANA FAUST
Dated: 5-22, 2013


MARY LOU GOODROW
Dated: 5-22, 2013

YANKEE PROPERTIES, LLC

By: 
Larry Faust
Its: Member / Manager
Dated: May 22, 2013

City of Hillsdale

Agenda Item Summary

Meeting Date: May 29, 2013

Agenda Item #10: New Business C – Award of Third Party Administrator Contract
MSHDA Rental Rehab

BACKGROUND:

One of the economic development tools available through the State of Michigan is known as the Michigan State Housing Development Authority Rental Rehabilitation incentive. The incentive is designed to assist business owners in developing upper stories of downtown buildings making them occupiable. The program is typically administered by a third party and administration costs are paid through the MSHDA grant.

Inasmuch as there has been continued interest by building owners in utilizing the program, a Request for Qualifications was recently prepared for the purpose of soliciting interested firms. The RFQ resulted in two (2) firms providing qualifications to perform those services. After reviewing the responses and interviewing two (2) firms, a decision was made to utilize the services of Revitalize, LLC. The only exception to the firm's fee being provided by the grant involves an up-front cost of \$3,000 to prepare the grant for submittal to MSHDA.

RECOMMENDATION:

I recommend that Council approve the hiring of Revitalize, LLC to administer the MSHDA rental rehab program on behalf of the City and request authorization of the Mayor and Clerk's signatures on the contract.

