









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

June 17, 2013  
7:00 p.m.  
(517)437-6441  
[www.cityofhillsdale.org](http://www.cityofhillsdale.org)

## CITY COUNCIL AGENDA

CITY OF HILLSDALE  
REGULAR MEETING

- 7pm*
1. Call to Order and Pledge of Allegiance
  2. Roll Call
  3. Approval of Agenda *Add 3 Items*
  - 7:05* 4. Public Comments on Agenda Items
  5. Consent Agenda
    - A. Approval of Bills of June 6, 2013 Claims: \$56,754.66 & Payroll: \$95,002.19  
Invoice Approval Summary by Fund of 6.6.13   
Invoice Approval Summary by Vendor of 6.6.13 
    - B. Committee Reports (Pending Approval):
      1. BPU Minutes of May 14, 2013 & June 11, 2013  
Minutes 5.14.13   
Minutes 6.11.13 
      2. Finance Minutes of May 28, 2013 & June 10, 2013  
Minutes 5.28.13   
Minutes 6.10.13 
    - C. Council Minutes of June 3, 2013  
Minutes 6.3.13 
    - D. May 2013 Finance Reports  
Balance Sheet 

Summary Report

- 6. **Communications/Petitions** *DAVE WILLIAMS - HEADWATERS W. HEADWATERS.TXICIS.ORG*  
*GRANTS DUE 1 YR from now for REQUESTS*

7:15 7. **Introduction and Adoption of Ordinance/Public Hearing**

- A. Cobra Moto, LLC Application for Industrial Facilities Tax Exemption (Public Hearing) & Cobra Moto, LLC Application for Industrial Facilities Tax Exemption (Public Hearing)

CM Memo

IFT Cobra Resolution #3

IFT Cobra Resolution #2

Assessor Memo

Personal Property \$36,313

Personal Property \$140,301

*App. 9:0*  
*App. 9:0*

7:25p 8. **Unfinished Business**

- A. Local Streets Maintenance
- B. Code Enforcement

PD MAY 2013 Report

Code Enforcement May 2013

CE Photos

9. **Old Business**

10. **New Business**

- A. Hillsdale Business Association Cruise-In (Agreement for Use Portion of Street)

CM Memo


Agreement


*App. 9:0*


- B. Fireworks Display at Fairgrounds - July 3, 2013


7:35p


CM Memo 


Permit 


7:40p C. Great American Parade - July 3, 2013 *Appr. 9-0*  
CM Memo 


Flyer 


7:45p D. Agreement for Use of Mrs. Stock's Park (Schneider) *Appr. 9-0*  
CM Memo 

Agreement 


7:50p E. Agreement for Use of Mrs. Stock's Park (Lux) *Appr. 9-0*  
CM Memo 


Agreement 

7:55p F. Agreement for Use of Mrs. Stock's Park (Anderson) *Appr 9-0*  
CM Memo 

Agreement 

7:55p → G. Sale of Miscellaneous DPS Equipment *Appr. 9-0*  
CM Memo 

Bid Recommendation 

H. Obsolete Property Rehabilitation Act District (Set Public Hearing)  
CM Memo 

MEDC Information 

Qualified Local Governmental Units 

8pm I. - Budget Amendment  
9:05 J. BPU - No

11. Miscellaneous Information Only Appointments

8:10p K. DPS Equip. Bids *Appr. 9-0*

12. General Public Comment Dave Burger -

Brian Watkins - Plan Comm. 2015

Adjourn  
8:20pm

\* Laura Smith - 136 Hillcrest Dr - Ward I Council person Candidate -  
Poor condition of Lombard - Crescent - Arbor Ct. - Hillcrest -  
\* Doug Sanford - Hillside 911

**13. Adjournment**

Council Chamber  
Hillsdale City Hall  
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8. **Unfinished Business**
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  - B. Code Enforcement

**9. Old Business**

**10. New Business**

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- E. Agreement for Use of Mrs. Stock's Park (Lux)
- F. Agreement for Use of Mrs. Stock's Park (Anderson)
- G. Sale of Miscellaneous DPS Equipment
- H. Obsolete Property Rehabilitation Act District (Set Public Hearing)

**11. Miscellaneous**

Information Only  
Appointments

**12. General Public Comment**

**13. Adjournment**

INVOICE APPROVAL LIST BY FUND  
JUNE 6, 2013

Date: 06/06/2013  
Time: 4:32pm  
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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:						
101-000.000-084.582	DUE FROM U	MIKA MEYERS BECKET & JONES PLC LABOR ATTORNEY FEES	70810	570626	06/06/2013	3,375.00
101-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	73,705.02
				Total		77,080.02
Dept: CITY COUNCIL						
101-101.000-810.000	DUES AND S	MICHIGAN MUNICIPAL LEAGUE MML MEMBERSHIP DUES 2014	70808	229 / 2013	06/06/2013	4,730.00
				Total CITY COUNCIL		4,730.00
Dept: CITY MANAGER						
101-172.000-726.000	SUPPLIES	ARROW SWIFT PRINTING ENVELOPES	70775	128126	06/06/2013	211.30
				Total CITY MANAGER		211.30
Dept: ADMINISTRATIVE SERVICES						
101-175.000-801.000	CONTRACTUA	MIKA MEYERS BECKET & JONES PLC LABOR ATTORNEY FEES	70810	570626	06/06/2013	1,498.03
				Total ADMINISTRATIVE SERVICES		1,498.03
Dept: ASSESSING DEPARTMENT						
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS Supplies	70789	191925	06/06/2013	14.53
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS Supplies	70789	191961	06/06/2013	178.95
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS ASSESSOR NAME PLATE KIM THOMAS	70789	191198	06/06/2013	14.00
101-209.000-726.000	SUPPLIES	ARROW SWIFT PRINTING BUSINESS CARDS-K THOMAS	70775	128159	06/06/2013	33.00
				Total ASSESSING DEPARTMENT		240.48
Dept: FINANCE DEPARTMENT						
101-219.000-810.000	DUES AND S	GOV'T. FINANCE OFFICERS ASSOC. DUES FOR B TEW	70797	134001/2013	06/06/2013	170.00
				Total FINANCE DEPARTMENT		170.00
Dept: BUILDING AND GROUNDS						
101-265.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE 5 GALLON WATER SERVICE	70800	52539	06/06/2013	10.50
101-265.000-726.000	SUPPLIES	DUBOIS TRUCKING AND EXCAVATION TOPSOIL DELIVERED TO CEMETERYS	70790	5990	06/06/2013	380.00
101-265.000-801.000	CONTRACTUA	STATE OF MICHIGAN ** BOILER INSPECTIONS @ CITY HALL	70822	BLR343360	06/06/2013	120.00
101-265.000-801.000	CONTRACTUA	NONIK TECHNOLOGIES, INC. IT SERVICE FOR JUNE 2013	70813	5297	06/06/2013	1,540.00
101-265.000-801.000	CONTRACTUA	CAROL HAWKES MONTHLY CLEANING	70799	1211	06/06/2013	633.00
101-265.000-801.000	CONTRACTUA	CINTAS CORPORATION RUGS FOR CITY HALL	70786	351640455	06/06/2013	20.00
101-265.000-801.000	CONTRACTUA	CINTAS CORPORATION RUGS FOR CITY HALL	70786	351641080	06/06/2013	20.00
101-265.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC MAY 2013 LAWN MAINTENANCE	70780	15667	06/06/2013	310.00
101-265.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/19/2013	70806	25616230	06/06/2013	5.58
101-265.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/26/2013	70806	25647048	06/06/2013	22.30
101-265.000-930.000	REPAIRS &	G & G GLASS, INC. REPAIR DOOR/WINDOWS -DISPATCH	70793	13-0852	06/06/2013	485.00
				Total BUILDING AND GROUNDS		3,546.38
Dept: PARKING LOTS						
101-266.000-726.000	SUPPLIES	BECKER & SCRIVENS CONCRETE-FOUNDATIONS & REBAR	70779	61050	06/06/2013	8.00
101-266.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC MAY 2013 LAWN MAINTENANCE	70780	15667	06/06/2013	225.00
				Total PARKING LOTS		233.00
Dept: CEMETERIES						

INVOICE APPROVAL LIST BY FUND  
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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: CEMETERIES						
101-276.000-726.000	SUPPLIES	BECKER & SCRIVENS	70779		06/06/2013	139.00
		CONCRETE-FOUNDATIONS & REBAR		61050		
101-276.000-726.000	SUPPLIES	GLEI'S, INC.	70796		06/06/2013	18.96
		GERM & SPIKES FOR OAK GROVE				
101-276.000-726.000	SUPPLIES	JONESVILLE LUMBER	70803		06/06/2013	19.69
		25' STANLEY TAPE, LUMBER,		653521		
101-276.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	440.42
		TEMP EMPLOYEES W/E 5/19/2013		25616230		
101-276.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	256.46
		TEMP EMPLOYEES W/E 5/26/2013		25647048		
		Total CEMETERIES				874.53
Dept: AIRPORT						
101-295.000-801.000	CONTRACTUA	REPUBLIC SERVICES OF KALAMAZOO	70819		06/06/2013	85.44
		DUMPSTER @ AIRPORT		249-003798495		
101-295.000-801.000	CONTRACTUA	HILLSDALE AERO, INC.	70801		06/06/2013	3,039.00
		GROUPS/EQUIPMENT MAINTENANCE		46833		
101-295.000-920.000	UTILITIES	BRINER OIL CO., INC.	70782		06/06/2013	516.48
		FUEL FOR AIRPORT TRACTOR		70212		
101-295.000-930.000	REPAIRS &	SPRATT'S	70821		06/06/2013	124.77
		TIRES FOR MOWER DECK		150503		
		Total AIRPORT				3,765.69
Dept: POLICE DEPARTMENT						
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTIONS	70789		06/06/2013	24.30
		LEGAL PADS/PAPER CLIPS		190553		
101-301.000-726.000	SUPPLIES	GELZER & SON INC.	70795		06/06/2013	11.96
		KEYS		C51109		
101-301.000-726.000	SUPPLIES	MARKET HOUSE	70807		06/06/2013	56.45
		KLEENEX/CLOROX WIPES/LYSOL		83229		
101-301.000-742.000	CLOTHING /	C M P DISTRIBUTOR, INC.	70783		06/06/2013	39.50
		HANDCUFFS		36956		
101-301.000-742.000	CLOTHING /	C M P DISTRIBUTOR, INC.	70783		06/06/2013	48.95
		HANDCUFF/MAGAZINE POUCH		37139		
101-301.000-742.000	CLOTHING /	CONCEPTS CREATIVE MARKETING &	70787		06/06/2013	165.00
		EMBROIDERY		963		
101-301.000-742.000	CLOTHING /	GALL'S, INC.	70794		06/06/2013	41.73
		BDU SHIRT		664558		
101-301.000-742.000	CLOTHING /	NYE UNIFORM COMPANY	70814		06/06/2013	22.00
		NAME BARS - DUFF		417619		
101-301.000-742.000	CLOTHING /	NYE UNIFORM COMPANY	70814		06/06/2013	182.92
		CLOTHING - DUFF		420407		
101-301.000-742.000	CLOTHING /	NYE UNIFORM COMPANY	70814		06/06/2013	40.50
		CLOTHING - J. DESJARDIN		420408		
101-301.000-742.000	CLOTHING /	NYE UNIFORM COMPANY	70814		06/06/2013	22.00
		CLOTHING - T HOLTZ		420432		
101-301.000-801.000	CONTRACTUA	AT & T MOBILITY	70776		06/06/2013	96.87
		NETWORK ACCESS FEE		287243202540X052552013		
		Total POLICE DEPARTMENT				752.18
Dept: FIRE DEPARTMENT						
101-336.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIVE	70816		06/06/2013	24.49
		SHOP TOWELS/ICE DETAILER		1064298		
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70816		06/06/2013	35.08
		MIRROR/SOLDERING GUN		1063354		
101-336.000-730.000	VEH./EQUIP	PERFORMANCE AUTOMOTIVE	70816		06/06/2013	6.39
		SHOP TOWELS/ICE DETAILER		1064298		
101-336.000-742.000	CLOTHING /	SKIPPY'S STICKERS	70820		06/06/2013	158.00
		T-SHIRTS/POLO SHIRTS		1017		
101-336.000-801.000	CONTRACTUA	CINTAS CORPORATION	70786		06/06/2013	5.71
		CONTRACTUAL LINEN SERVICE		351639836		
101-336.000-801.000	CONTRACTUA	CINTAS CORPORATION	70786		06/06/2013	13.40
		CONTRACTUAL LINEN SERVICE		351640454		
		Total FIRE DEPARTMENT				243.07
Dept: PUBLIC SERVICES DEPARTMENT						
101-441.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE	70800		06/06/2013	10.50
		5 GALLON WATER SERVICE		52539		
101-441.000-726.000	SUPPLIES	FASTENAL	70791		06/06/2013	32.80
		SAFETY GLASSES, BATTERIES		MIJON43364		



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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: PUBLIC SERVICES DEPARTMENT						
101-441.000-726.000	SUPPLIES	KSS ENTERPRISES	70804		06/06/2013	201.64
		TOILET PAPER/TOWELS/LINERS		827105		
101-441.000-742.000	CLOTHING /	CINTAS CORPORATION	70786		06/06/2013	49.58
		RUGS/UNIFORMS - DPS		351639843		
101-441.000-742.000	CLOTHING /	CINTAS CORPORATION	70786		06/06/2013	49.54
		RUGS/UNIFORMS - DPS		351640460		
101-441.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC	70780		06/06/2013	125.00
		MAY 2013 LAWN MAINTENANCE		15667		
101-441.000-801.000	CONTRACTUA	CINTAS CORPORATION	70786		06/06/2013	41.33
		RUGS/UNIFORMS - DPS		351639843		
101-441.000-801.000	CONTRACTUA	CINTAS CORPORATION	70786		06/06/2013	35.86
		RUGS/UNIFORMS - DPS		351640460		
101-441.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	167.24
		TEMP EMPLOYEES W/E 5/19/2013		25616230		
101-441.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	287.11
		TEMP EMPLOYEES W/E 5/26/2013		25647048		
101-441.000-801.000	CONTRACTUA	REPUBLIC SERVICES OF KALAMAZOO	70819		06/06/2013	106.22
		4 YARD DUMPSTER RENTAL - DPS		0249-003798552		
101-441.000-862.000	LODGING AN	BAVARIAN INN LODGE	70778		06/06/2013	228.90
		LODGING FOR 2013 MAMC CONF. -				
						-----
				Total PUBLIC SERVICES DEPARTMENT		1,335.72
Dept: PARKS						
101-756.000-726.000	SUPPLIES	GELZER & SON INC.	70795		06/06/2013	4.49
		SLIP CAP		C51517		
101-756.000-726.000	SUPPLIES	GELZER & SON INC.	70795		06/06/2013	11.88
		ANCHORS-KEYKOOSE PK BENCH RPR		C52190		
101-756.000-726.000	SUPPLIES	GELZER & SON INC.	70795		06/06/2013	3.99
		BRONZE BRAZING ROD-PK BENCH		C52384		
101-756.000-726.000	SUPPLIES	GELZER & SON INC.	70795		06/06/2013	2.99
		KEY - SANDY BEACH		A30947		
101-756.000-726.000	SUPPLIES	JONESVILLE LUMBER	70803		06/06/2013	65.64
		TREATED LUMBER/SUPPLIES		654049		
101-756.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC	70780		06/06/2013	5,900.00
		MAY 2013 LAWN MAINTENANCE		15667		
101-756.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	245.30
		TEMP EMPLOYEES W/E 5/19/2013		25616230		
101-756.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	236.94
		TEMP EMPLOYEES W/E 5/26/2013		25647048		
101-756.000-801.000	CONTRACTUA	MARKET HOUSE	70807		06/06/2013	15.38
		UPS SHIPPING OF SPRINKLER HEAD		84424		
						-----
				Total PARKS		6,486.61
						-----
				Fund Total		101,167.01
Fund: MAJOR ST./TRUNKLINE FUND						
Dept:						
202-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT	382		06/06/2013	2,178.12
		PAYROLL/FICA FOR 6/6/13				
						-----
				Total		2,178.12
Dept: R.O.W. MAINTENANCE						
202-460.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC	70780		06/06/2013	934.80
		MAY 2013 LAWN MAINTENANCE		15667		
202-460.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	27.88
		TEMP EMPLOYEES W/E 5/19/2013		25616230		
202-460.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	33.45
		TEMP EMPLOYEES W/E 5/26/2013		25647048		
						-----
				Total R.O.W. MAINTENANCE		996.13
Dept: TRUNKLINE R.O.W. MAINTENANCE						
202-460.500-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC	70780		06/06/2013	258.40
		MAY 2013 LAWN MAINTENANCE		15667		
						-----
				Total TRUNKLINE R.O.W. MAINTENANCE		258.40
Dept: DRAINAGE						
202-480.000-801.000	CONTRACTUA	MANPOWER OF LANSING	70806		06/06/2013	44.60
		TEMP EMPLOYEES W/E 5/26/2013		25647048		
						-----
				Total DRAINAGE		44.60

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Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: MAJOR ST./TRUNKLINE FUND						Fund Total 3,477.25
Fund: LOCAL ST. FUND						
Dept: 203-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	2,233.94
				Total		2,233.94
Dept: R.O.W. MAINTENANCE 203-460.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC MAY 2013 LAWN MAINTENANCE	70780	15667	06/06/2013	576.80
				Total R.O.W. MAINTENANCE		576.80
Dept: DRAINAGE 203-480.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/26/2013	70806	25647048	06/06/2013	5.57
				Total DRAINAGE		5.57
				Fund Total		2,816.31
Fund: RECREATION FUND						
Dept: 208-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	2,351.69
				Total		2,351.69
Dept: RECREATION DEPARTMENT 208-751.000-801.000	CONTRACTUA	BRANCH-HILLSDALE-ST. JOSEPH LICENSE/PLAN REVIEW - BEACH	70781		06/06/2013	521.00
208-751.000-812.000	OUTSIDE PR	CAMDEN SUMMER SOFTBALL SOFTBALL LEAGUE FEES	70784		06/06/2013	150.00
				Total RECREATION DEPARTMENT		671.00
				Fund Total		3,022.69
Fund: ECONOMIC DEVELOPMENT CORP FUND						
Dept: ECONOMIC DEVELOPMENT 244-174.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC MAY 2013 LAWN MAINTENANCE	70780	15667	06/06/2013	105.00
				Total ECONOMIC DEVELOPMENT		105.00
				Fund Total		105.00
Fund: LIBRARY FUND						
Dept: 271-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	3,559.58
				Total		3,559.58
Dept: LIBRARY 271-790.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER SERVICE 5 GALLON WATER SERVICE	70800	52539	06/06/2013	10.50
271-790.000-726.000	SUPPLIES	WALMART COMMUNITY SUPPLIES/SUMMER READING	70827	#### #### #4475	06/06/2013	74.18
271-790.000-801.000	CONTRACTUA	CINTAS CORPORATION Library Floor Mat	70786	351639838	06/06/2013	28.66
271-790.000-801.000	CONTRACTUA	GREAT AMERICAN LEASING CORP. COPIER LEASE	70798	13752802	06/06/2013	179.90
271-790.000-801.000	CONTRACTUA	MIDWEST COLLABORATIVE FOR MCLS DELIVERY-3 DAYS PER WEEK	70809	320320	06/06/2013	2,124.00
271-790.000-801.000	CONTRACTUA	NONIK TECHNOLOGIES, INC. Avalon Monitor	70813	5295	06/06/2013	100.00
271-790.000-861.000	TRAINING &	VISA LIB SUPPLIES/SUMMER READING	70826	**** **** *5167	06/06/2013	85.00
271-790.000-920.000	UTILITIES	MICHIGAN GAS UTILITIES GAS UTILITIES FOR MAY 2013	70773	4614927-4 5/13	06/06/2013	271.84
271-790.000-930.000	REPAIRS &	STOLL WOODWORKING Book Drop	70823	573	06/06/2013	31.00

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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: LIBRARY FUND						
Dept: LIBRARY						
271-790.000-970.000	CAPITAL OU	LAUX UPHOLSTERY Re-upholstery of 2 Chairs	70805		06/06/2013	225.80
271-790.000-982.000	BOOKS	PLAYAWAY Playaway Order	70817	98682	06/06/2013	429.94
271-790.000-982.000	BOOKS	WOODLANDS LIBRARY COOPERATI Belle Isle to 8 Mile Book	70829	5246	06/06/2013	11.00
271-790.000-982.000	BOOKS	RANDOM HOUSE, INC. Fall BOT order	70818	1087070821	06/06/2013	37.50
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY Adult Book Order Februrary	70777	2028206407	06/06/2013	15.78
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPANY May 2013 Adult book order	70777	2028206408	06/06/2013	94.07
271-790.000-982.001	BOOKS - FR	BAKER & TAYLOR COMPANY 2nd Donation Book Order	70777	2028206425	06/06/2013	22.72
271-790.000-982.001	BOOKS - FR	BAKER & TAYLOR COMPANY Book Donation Order	70777	2028206424	06/06/2013	20.09
Total LIBRARY						3,761.98
Dept: LIBRARY - CHILDREN'S AREA						
271-792.000-726.010	SUPPLIES-S	VISA LIB SUPPLIES/SUMMER READING	70826	**** * 5167	06/06/2013	6.36
271-792.000-726.010	SUPPLIES-S	CONEX'S & SWIRLS Summer Reading Prizes	70788	32596	06/06/2013	143.00
271-792.000-726.010	SUPPLIES-S	UPSTART Summer Reading Supplies	70825	4983624	06/06/2013	91.26
271-792.000-726.010	SUPPLIES-S	UPSTART Summer Reading Supplies	70825	4980087	06/06/2013	10.75
271-792.000-726.010	SUPPLIES-S	WALMART COMMUNITY SUPPLIES/SUMMER READING	70827	#### # 4475	06/06/2013	59.90
271-792.000-726.792	SUPPLIES-S	VISA LIB SUPPLIES/SUMMER READING	70826	**** * 5167	06/06/2013	43.64
Total LIBRARY - CHILDREN'S AREA						354.91
Fund Total						7,676.47
Fund: POLICE PUBLIC RELATIONS FUND						
Dept: POLICE DEPARTMENT						
274-301.000-726.000	SUPPLIES	CAPA SPONSORSHIP	70785		06/06/2013	100.00
Total POLICE DEPARTMENT						100.00
Fund Total						100.00
Fund: CAPITAL IMPROVEMENT FUND						
Dept:						
401-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	38.46
Total						38.46
Dept: DRAINAGE						
401-480.000-801.000	CONTRACTUA	MILBOCKER & SONS, INC. ELLEN STREET STORM SEWER WORK	70811	3577	06/06/2013	7,876.00
Total DRAINAGE						7,876.00
Fund Total						7,914.46
Fund: AIRPORT IMPROVEMENT FUND						
Dept: CAPITAL OUTLAY						
481-900.000-740.295	FUEL AND L	ARROW ENERGY JET-A AVIATION FUEL	70774	32971	06/06/2013	13,096.23
Total CAPITAL OUTLAY						13,096.23
Fund Total						13,096.23
Fund: DIAL-A-RIDE FUND						
Dept:						

INVOICE APPROVAL LIST BY FUND  
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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: DIAL-A-RIDE FUND						
Dept:						
588-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	6,141.86
				Total		6,141.86
Dept: DIAL-A-RIDE						
588-588.000-726.000	SUPPLIES	KSS ENTERPRISES LINERS & TOILET PAPER	70804	826098	06/06/2013	172.94
588-588.000-801.000	CONTRACTUA	BILL'S LAWN CARE, LLC MAY 2013 LAWN MAINTENANCE	70780	15667	06/06/2013	225.00
588-588.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/19/2013	70806	25616230	06/06/2013	5.58
588-588.000-801.000	CONTRACTUA	MANPOWER OF LANSING TEMP EMPLOYEES W/E 5/26/2013	70806	25647048	06/06/2013	5.57
588-588.000-955.588	MISC-CDL	DEBBIE NEWSOME MDOT PHYSICAL	70812		06/06/2013	85.00
				Total DIAL-A-RIDE		494.09
					Fund Total	6,635.95
Fund: PUBLIC SERVICES INV. FUND						
Dept:						
633-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	58.02
				Total		58.02
					Fund Total	58.02
Fund: REVOLVING MOBILE EQUIP. FUND						
Dept:						
640-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/FICA FOR 6/6/13	382		06/06/2013	2,816.15
				Total		2,816.15
Dept: MOBILE EQUIPMENT MAINTENANCE						
640-444.000-726.000	SUPPLIES	FASTENAL	70791		06/06/2013	46.83
640-444.000-726.000	SUPPLIES	SAFETY GLASSES, BATTERIES GELZER & SON INC.	70795	MIJON43364	06/06/2013	32.33
640-444.000-726.000	SUPPLIES	CUTN TPE/APOXY/OUTLET/WASHERS GELZER & SON INC.	70795	C51546	06/06/2013	4.29
640-444.000-726.000	SUPPLIES	CORD PLUG GELZER & SON INC.	70795	A30343	06/06/2013	8.58
640-444.000-726.000	SUPPLIES	EXTENSION/ SPADE BITS PERFORMANCE AUTOMOTIVE	70816	A30340	06/06/2013	15.09
640-444.000-726.000	SUPPLIES	FILTERS/WASH BRUSH PERFORMANCE AUTOMOTIVE	70816	1063815	06/06/2013	10.95
640-444.000-730.000	VEH./EQUIP	ROLOC DISC NATHAN FETHER	70792	1064396	06/06/2013	150.00
640-444.000-730.000	VEH./EQUIP	PLANKS FOR TRAILER #76 JACKSON TRUCK SERVICE INC.	70802	22	06/06/2013	41.10
640-444.000-730.000	VEH./EQUIP	PIGTAIL, FILTERS PERFORMANCE AUTOMOTIVE	70816	PC01238085:001	06/06/2013	33.69
640-444.000-730.000	VEH./EQUIP	SHIFTER FOR #9 PERFORMANCE AUTOMOTIVE	70816	1063960	06/06/2013	27.38
640-444.000-730.000	VEH./EQUIP	FREON FOR #8 PERFORMANCE AUTOMOTIVE	70816	1063887	06/06/2013	3.38
640-444.000-730.000	VEH./EQUIP	DRY GAS PERFORMANCE AUTOMOTIVE	70816	1064553	06/06/2013	6.36
640-444.000-730.000	VEH./EQUIP	FILTERS/WASH BRUSH PERFORMANCE AUTOMOTIVE	70816	1063815	06/06/2013	5.07
640-444.000-730.000	VEH./EQUIP	DRY GAS SPRATT'S	70821	1064365	06/06/2013	98.95
640-444.000-730.000	VEH./EQUIP	SPKTS/STRAPS SPRATT'S	70821	150520	06/06/2013	102.40
640-444.000-730.000	VEH./EQUIP	KEYS, PULLY, SHAFT, CONE TSC STORES	70824	150505	06/06/2013	61.97
640-444.000-730.000	VEH./EQUIP	REGULATOR, STRAINER FOR DPS GR WHITES WELDING SERVICE	70828	300178271	06/06/2013	172.13
640-444.000-730.000	VEH./EQUIP	1/4" STEEL PLATE	70828	79589	06/06/2013	

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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						
640-444.000-742.000	CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70786	351639843	06/06/2013	14.89
640-444.000-742.000	CLOTHING /	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70786	351640460	06/06/2013	14.89
640-444.000-801.000	CONTRACTUA	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70786	351639843	06/06/2013	22.87
640-444.000-801.000	CONTRACTUA	CINTAS CORPORATION RUGS/UNIFORMS - DPS	70786	351640460	06/06/2013	22.87
640-444.000-801.301	POLICE VEH	PARNEY'S CAR CARE SERVICE REPAIRS UNIT 2-1	70815	54013	06/06/2013	43.82
640-444.000-801.301	POLICE VEH	PARNEY'S CAR CARE SERVICE REPAIRS UNIT 2-2	70815	54014	06/06/2013	12.12
Total MOBILE EQUIPMENT MAINTENANCE						951.96
Fund Total						3,768.11
Fund: DPS LEAVE AND BENEFITS FUND						
Dept:						
699-000.000-214.750	DUE TO IMP	PAYROLL ACCOUNT PAYROLL/EICA FOR 6/6/13	382		06/06/2013	1,919.35
Total						1,919.35
Fund Total						1,919.35
Grand Total						151,756.85



VENDOR APPROVAL SUMMARY REPORT  
 JUNE 6, 2013

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Hillsdale City Offices

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ARROW ENERGY	1890	JET-A AVIATION FUEL	13,096.23	0.00
ARROW SWIFT PRINTING	0008	BUSINESS CARDS-K THOMAS	244.30	0.00
AT & T MOBILITY	1965	NETWORK ACCESS FEE	96.87	0.00
BAKER & TAYLOR COMPANY	0011	Book Donation Order	152.66	0.00
BAVARIAN INN LODGE	0539	LODGING FOR 2013 MAMC CONF. -	228.90	0.00
BECKER & SCRIVENS	0378	CONCRETE-FOUNDATIONS & REBAR	147.00	0.00
BILL'S LAWN CARE, LLC	0387	MAY 2013 LAWN MAINTENANCE	8,660.00	0.00
BRANCH-HILLSDALE-ST. JOSEPH	0044	LICENSE/PLAN REVIEW - BEACH	521.00	0.00
BRINER OIL CO., INC.	1110	FUEL FOR AIRPORT TRACTOR	516.48	0.00
C M P DISTRIBUTOR, INC.	1300	HANDCUFF/MAGAZINE POUCH	88.45	0.00
CAMDEN SUMMER SOFTBALL	2108	SOFTBALL LEAGUE FEES	150.00	0.00
CAPA	1596	SPONSORSHIP	100.00	0.00
CINTAS CORPORATION	0020	Library Floor Mat	339.60	0.00
CONCEPTS CREATIVE MARKETING &	1717	EMBROIDERY	165.00	0.00
CONEY'S & SWIRLS	1919	Summer Reading Prizes	143.00	0.00
CURRENT OFFICE SOLUTIONS	0035	ASSESSOR NAME PLATE KIM THOMAS	231.78	0.00
DUBOIS TRUCKING AND EXCAVATION	2215	TOPSOIL DELIVERED TO CEMETERYS	380.00	0.00
FASTENAL	0538	SAFETY GLASSES, BATTERIES	79.63	0.00
NATHAN FETHER	0359	PLANKS FOR TRALLER #76	150.00	0.00
G & G GLASS, INC.	0026	REPAIR DOOR/WINDOWS -DISPATCH	485.00	0.00
GALL'S, INC.	2158	BDU SHIRT	41.73	0.00
GELZER & SON INC.	0027	EXTENSION/ SPADE BITS	80.51	0.00
GLEI'S, INC.	0374	GERM & SPIKES FOR OAK GROVE	18.96	0.00
GOV'T. FINANCE OFFICERS ASSOC.	0853	DUES FOR B TEW	170.00	0.00
GREAT AMERICAN LEASING CORP.	1678	COPIER LEASE	179.90	0.00
CAROL HAWKES	1288	MONTHLY CLEANING	633.00	0.00
HEFFERNAN SOFT WATER SERVICE	3248	5 GALLON WATER SERVICE	31.50	0.00
HILLSDALE AERO, INC.	0236	GROUNDS/EQUIPMENT MAINTENANCE	3,039.00	0.00
JACKSON TRUCK SERVICE INC.	0086	PIGTAIL, FILTERS	41.10	0.00
ANN ARBOR VILLE LUMBER	2326	TREATED LUMBER/SUPPLIES	85.33	0.00
KSS ENTERPRISES	0255	TOILET PAPER/TOWELS/LINERS	374.58	0.00
LAUX UPHOLSTERY	2678	Re-upholstery of 2 Chairs	225.80	0.00
MANPOWER OF LANSING	3088	TEMP EMPLOYEES W/E 5/26/2013	1,784.00	0.00
MARKET HOUSE	0164	UPS SHIPPING OF SPRINKLER HEAD	71.83	0.00
MICHIGAN GAS UTILITIES	0081	GAS UTILITIES FOR MAY 2013	0.00	271.84
MICHIGAN MUNICIPAL LEAGUE	0049	MML MEMBERSHIP DUES 2014	4,730.00	0.00
MIDWEST COLLSABORATIVE FOR	2011	MCLS DELIVERY-3 DAYS PER WEEK	2,124.00	0.00
MIKA MEYERS BECKET & JONES PLC	1889	LABOR ATTORNEY FEES	4,873.03	0.00
MILBOCKER & SONS, INC.	2109	ELLEN STREET STORM SEWER WORK	7,876.00	0.00
DEBBIE NEWSOME	3767	MDOT PHYSICAL	85.00	0.00
NONIK TECHNOLOGIES, INC.	1392	Avalon Monitor	1,640.00	0.00
NYE UNIFORM COMPANY	0092	CLOTHING - T HOLTZ	267.42	0.00
PARNEY'S CAR CARE	2412	SERVICE REPAIRS UNIT 2-2	55.94	0.00
PAYROLL ACCOUNT	0242	PAYROLL/FICA FOR 6/6/13	0.00	95,002.19
PERFORMANCE AUTOMOTIVE	0961	ROLOC DISC	167.88	0.00
PLAYAWAY	1799	Playaway Order	429.94	0.00
RANDOM HOUSE, INC.	1388	Fall BOT order	37.50	0.00
REPUBLIC SERVICES OF KALAMAZOO	1428	4 YARD DUMPSTER RENTAL - DPS	191.66	0.00
SKIPPY'S STICKERS	2179	T-SHIRTS/POLO SHIRTS	158.00	0.00
SPRATT'S	0088	KEYS, PULLY, SHAFT, CONE	326.12	0.00
STATE OF MICHIGAN **	0361	BOILER INSPECTIONS @ CITY HALL	120.00	0.00
STOLL WOODWORKING	2176	Book Drop	31.00	0.00
TSC STORES	0771	REGULATOR, STRAINER FOR DPS GR	61.97	0.00
UPSTART	2761	Summer Reading Supplies	102.01	0.00
VISA	1154	LIB SUPPLIES/SUMMER READING	135.00	0.00
WALMART COMMUNITY	3104	SUPPLIES/SUMMER READING	134.08	0.00
WHITES WELDING SERVICE	2174	1/4" STEEL PLATE	172.13	0.00
WOODLANDS LIBRARY COOPERATI	0064	Belle Isle to 8 Mile Book	11.00	0.00

Grand Total: 56,482.82 95,274.03





May 14, 2013  
45 Monroe Street  
Hillsdale MI 49242

The regular Hillsdale Board of Public Utilities meeting was called to order at 7:00 p.m. by Mr. Jack Bierl, President of the Board.

Board Members Present: Mr. Duke Anderson, Mr. Dan Moore, & Mr. Bierl.

Board Members Absent: Mr. John Waldvogel,

Others Present Were: Kevin Lawrence, Water & Wastewater Superintendent; Nate Rusk, Operations Manager; Don Reid, Hillsdale Daily News; Linda Brown, City Manager; Mary Wolfram, Economic Development; Rick Rose, Director; and Kelley Newell, Acting Secretary to the Board.

Moved by Mr. Anderson, seconded by Mr. Moore, to approve the minutes of the April 9, 2013 regular meeting and record in the official minute book.

Motion carried by unanimous voice vote.

**Claims Drawn on the Operations & Maintenance Fund:**

A CLEAN START	600.00
AFLAC	1,370.32
AMERICAN CANCER	250.00
AMERICAN COPPER &	1,221.89
AT&T	4,426.94
BAUERLY ADAM J	40.01
BAVARIAN INN	384.00
BCBS	34,839.24
BOWERS STEPHANIE M	20.70
BRADLEY J MARTIN	55.67
CALHOUN ADOLPH L	219.79
CE & A PROFESSIONAL	250.00
CHAMPION INC	4,415.00

CHEMICAL SERVICES, INC	2,299.80
CINTAS LOCATION	1,882.80
CITY OF HILLSDALE	41,728.21
COMCAST	120.07
COMMUNITY ACTION AGENCY	2,706.26
COUNTY NATIONAL BANK	80.00
CURRENT OFFICE	686.60
DISTRICT COURT	766.00
DIXON ENGINEERING	3,900.00
DOMESTIC HARMONY	125.00
DONNELLY JENNIFER A	121.00
DUBOIS TRUCKING	15.00
ENVIRONMENTAL MGMT	2,488.75
FARNHAM BLAKE E	65.00
FLEIS & VANDENBRINK	1,639.31
GLEIS, INC	87.50
GLOBAL ENVIRONMENTAL	600.00
GRASSI SR DAVID JOHN	93.83
GRIFFITHS	1,047.25
HAMRICK JESS A	122.83
HARRIS COMPUTER	1,400.00
HD SUPPLY	2,060.23
HEFFERNAN SOFT WATER	179.85
HELVEY & ASSOCIATES	106.22
HILLSDALE COLLEGE	10,406.92
HILLSDALE DAILY NEWS	954.00
HILLSDALE HARDWARE	674.52
HORDIJK EVERT J	65.00
HYDRO DESIGNS	1,333.00
IBEW	727.71
JACK DOHENY SUPPLIES	3,220.76
KEN STILLWELL	47,523.36
KERR PUMP & SUPPLY	244.30
KUBRA	5,119.51
LOREN & SHIRK	353.86
MARKET HOUSE	30.64
MARSH LISA S	76.00
MB3 CONSULTING, LLC	2,319.07
MCCANCE MEDICAL CLINIC	6.00
MCNEW KELLY A	22.00
MEYER KERRI L	101.00
MEYER RADOMI M	122.67
MICHIGAN GAS	10,925.79

MICHIGAN MUNICIPAL	3,938.55
MICHIGAN PIPE & VALVE	804.67
MODERN WASTE SYSTEMS	250.00
MRWA	215.00
MSCPA	4,989.18
MUNICIPAL SUPPLY CO	36.00
MWEA	280.00
NONIK TECHNOLOGIES	7,909.58
NORRIS, PERNE'	2,174.62
NORTHERN SAFETY	311.68
ONLINE UTILITY EXCHANGE	187.65
PADGET LINDA J	95.50
PARNEYS CAR CARE INC	440.48
PERFORMANCE AUTO	230.37
PLAYFORD SCOTT R	87.73
POINT RENTAL & SALES	86.89
POWER LINE SUPPLY	3,939.05
POWERS CLOTHING, INC	9,232.27
PROCHKO ROBERT M	131.00
PURCHASE POWER	4,040.00
RUPERT'S CULLIGAN	31.50
SPRATT'S TRADING	17.95
SSOE GROUP	3,128.00
STATE OF MICHIGAN	5,012.45
STOCKHOUSE COMPUTER	160.50
SUN LIFE FINANCIAL	712.78
SUPERIOR INDUSTRIAL	1,104.84
TERMINAL SUPPLY CO	412.74
THE WATER STORE	98.00
TRI-STATE FLEET	1,190.88
TYCO INTEGRATED	1,125.54
UIS PROGRAMMABLE	798.00
UNITED STATES	1,404.59
UNIVERSITY OF MICH	7,656.70
USABUEBOOK	2,449.33
UTILITIES INSTRUMENT	6,126.17
UTILITY FINANCIAL	12,500.00
VERMEER	55,787.92
VICTORIA EISENREICH	102.50
WATKINS OIL COMPANY	2,684.49
WCSR	433.94
WIGENT MICHELLE E	50.00
WORKHEALTH	17.00

ZEITER BARBARA L

30.00

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**Total**

**339,057.22**

Moved by Mr. Moore, seconded by Mr. Anderson, to approve the above bills for April in the amount of \$339,057.22.

Roll Call: Unanimous. Motion Carried.

Moved by Mr. Moore, seconded by Mr. Anderson to approve the MSCPA bill for March usage in the amount of \$891,191.47.

Roll Call: Unanimous. Motion Carried.

**Items:**

**1. Election of Officers and Committee Appointments**

It is time to elect the officers of the Board as provided for in the City Charter. The position of president and vice-president are elected manually in May. The elected president is then responsible for appointment board members to the various standing committees.

Moved by Mr. Anderson, seconded by Mr. Moore, to elect Mr. Jack Bierl as President.

Roll Call: Unanimous. Motion Carried.

Moved by Mr. Anderson, seconded by Mr. Moore, to elect Mr. John Waldvogel as Vice-President.

Roll Call: Unanimous. Motion Carried.

President Bierl made the following appointments to be confirmed at the next meeting:

Electric Department	<b><u>Waldvogel</u></b> , Anderson, Bierl
Water Department	<b><u>Moore</u></b> , Anderson, Smith
Wastewater Department	<b><u>Moore</u></b> , Smith
Finance & Administration	<b><u>Anderson</u></b> , Waldvogel, Bierl
Personnel	<b><u>Waldvogel</u></b> , Moore, Bierl

*\*Chairman noted in bold.*

2. Resolution #191 – Recognizing Mr. Craig Connor for his service as a Member of the Board of Directors

**Hillsdale Board of Public  
Utilities  
Resolution #191**

**Recognizing Mr. Craig Connor  
for his service as a Member of the  
Board of Directors**

Whereas, organizations such as the Hillsdale Board of Public Utilities can succeed only through the work of dedicated individuals who volunteer their time and effort to serve on boards and committees, who contribute ideas and mental energy, and who share their knowledge, experience and insights with their fellow volunteers; and

Whereas, Mr. Craig Connor has at all times, since appointed as a Board Member on June 16, 2003, contributed his valued advice, assistance and guidance as a policy maker in his service to the community and in the capacity as a member of the Board, and

Whereas, Mr. Craig Connor has during the last 10 years served on a variety of committees and as Vice President of the Board, and in that capacity has led the Board and staff, guided by our Mission Statement, to meet and exceed our customers ongoing needs and expectations for reliable, responsible public service, and

Whereas, for our sector of the utility industry to be able to continue its outstanding record of service to our customers, community and nation we will have to depend increasingly on the efforts of individuals such as Mr. Craig Connor,

Now, Therefore, Be It Resolved, by the Members of the Board of Directors of the Hillsdale Board of Public Utilities that we pause in our deliberations to recognize Mr. Craig Connor's dedicated service to the Hillsdale Board

of Public Utilities, his contributions to the cause of customer-owned utilities, and his good fellowship.

The foregoing resolution was duly adopted at a regular meeting of the Hillsdale Board of Public Utilities held on the 14<sup>th</sup> day of May 2013.

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\_\_\_\_\_  
Rick Rose, Director  
Bierl, President

Jack

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\_\_\_\_\_  
Board Member

Daniel Moore,

---

\_\_\_\_\_  
Waldvogel, Board Member

John

---

\_\_\_\_\_  
Member

Duke Anderson, Board

Attest:

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\_\_\_\_\_  
Annette Kinney, Secretary to the Board

Moved by Mr. Anderson, seconded by Mr. Moore, to approve BPU Resolution 191, a Resolution to Recognize Mr. Craig Connor for his service as a Member of the Board of Directors.

Roll Call: Unanimous. Motion Carried.

**Information:**

Norris, Perne & French – Quarterly Appraisal & Reports

**Miscellaneous:**

The Board received various Department reports.

**Board Member Roundtable:**

Mr. Bierl requested that the Personnel Committee set up a meeting to review the Director's contract which expires May 2013.

**Opportunity for General Public to Address the Board:**

Mary Wolfram updated the board that a new manufacturing company is moving into an existing building and will be adding on to it. The number of employees and name of the company is being withheld at this time.

There being no further business to come before the Board, President Bierl declared the meeting adjourned at 7:36 p.m.

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Kelley Newell  
Acting - Secretary to the Board





June 11, 2013  
45 Monroe Street  
Hillsdale MI 49242

The regular Hillsdale Board of Public Utilities meeting was called to order at 7:00 p.m. by Mr. Jack Bierl, President of the Board.

Board Members Present: Mr. Duke Anderson, Mr. John Waldvogel, Mr. Bill Smith, Mr. Dan Moore, & Mr. Bierl.

Board Members Absent:

Others Present Were: Kevin Lawrence, Water & Wastewater Superintendent; Eric Macy, Nonik Technologies; Don Reid, Hillsdale Daily News; Linda Brown, City Manager; Rick Rose, Director; and Annette Kinney, Secretary to the Board.

Moved by Mr. Moore, seconded by Mr. Anderson, to approve the minutes of the May 14, 2013 regular meeting and record in the official minute book.

Motion carried by unanimous voice vote.

**Claims Drawn on the Operations & Maintenance Fund:**

A CLEAN START	750.00
ADT	153.94
AFLAC	685.16
ALL ABOARD TRAVEL	1,177.60
AMER PUBLIC POWER A	2,750.00
AMERICAN COPPER &	1,165.02
AMERICAN ELEC POWER	6,000.00
AQUA - LINE INC	276.00
ARISTO CHEM INC	1,342.04
AT&T	2,428.51
BARONE KAITLIN M	49.00
BCBS	37,493.66
BORTON MICHAEL J	148.75
BRONNER'S	9,152.28

CARL SR JOHN H	23.79
CHEMICAL SERVICES, INC	3,482.13
CHESTNEY PUBLISHING	305.00
CINTAS LOCATION	2,352.13
CITY OF HILLSDALE	37,247.70
COMCAST	120.07
COMMUNITY ACTION AGENCY	2,678.45
CURRENT OFFICE	385.09
CURTIS KYLEA C	12.00
D HILL ENVIRONMENTAL	125.00
DUBOIS TRUCKING	168.50
DUECO, INC.	7,344.02
ECONOMIC DEVELOPMENT	15,000.00
EFFICIENCY PROD	320.00
ETNA SUPPLY COMPANY	830.04
FASTENAL COMPANY	203.71
FCI, LLC	942.96
FLEIS & VANDENBRINK	513.75
GLOBAL ENVIRONMENTAL	600.00
HACH COMPANY	78.20
HARRIS COMPUTER	3,900.00
HD SUPPLY	2,672.08
HEFFERNAN SOFT WATER	157.90
HELVEY & ASSOCIATES	179.36
HEMINGWAY GUSTIN A	83.00
HILLSDALE COUNTY	500.00
HILLSDALE DAILY NEWS	345.00
HILLSDALE HARDWARE	212.44
HUTCH'S	247.50
HYDRO DESIGNS	1,333.00
IBEW	565.50
JACK DOHENY SUPPLIES	875.63
JAKE HAMMEL	3,465.60
JONES BAILLIE K	8.88
JONESVILLE LUMBER CO	69.05
JULIE KAST	7,830.00
KEVIN LAWRENCE	215.11
KING, EVE MAUREEN	235.34
KLINGBEIL CHELSEA L	69.03
KUBRA	2,185.29
LEUTHEUSER MOTORS, INC.	1,057.99
LOREN & SHIRK	60.66
MAIL MANAGEMENT, INC	1,152.00

MARKET HOUSE	53.20
MARSHALL SHAROL A	13.00
MB3 CONSULTING, LLC	2,145.00
MCCONNELL JR CLARENCE E	99.46
MICHIGAN GAS	2,815.23
MICHIGAN PIPE & VALVE	538.00
MILSOFT	1,590.00
MMEA	219.21
MODERN WASTE SYSTEMS	230.00
MSCPA	1,569.94
MUNICIPAL SUPPLY CO	375.00
NETHERTON KATIE L	33.00
NONIK TECHNOLOGIES	6,246.48
NORMS TIRE SERVICE	1,576.36
NORTH CENTRAL LAB	109.34
NORTHERN SAFETY	504.24
ONLINE UTILITY EXCHANGE	156.45
PARNEYS CAR CARE INC	107.47
PERFORMANCE AUTO	139.18
PITNEY BOWES	57.69
PLAYFORD SCOTT R	120.00
POINT RENTAL & SALES	27.15
PORTER THOMAS	179.00
POWER LINE SUPPLY	6,269.92
POWERS CLOTHING, INC	669.41
PVS TECHNOLOGIES	3,668.95
READING EMERGENCY	990.00
REID ROBERT E	139.00
RESCO ELECTRIC	982.10
RUPERT'S CULLIGAN	37.00
RYAN & BRADSHAW	200.00
SAFETY SYSTEMS, INC.	165.00
SIELOFF STEPHANIE M	35.40
SIMPKINS VICKI L	119.00
SPRATT'S TRADING	233.45
SSOE GROUP	123.00
STARIN GAREL G	37.00
STOCKHOUSE COMPUTER	1,731.70
STUMP'S TRUCK	556.57
SUN LIFE FINANCIAL	763.72
THE HOUSE MOUSE LLC	931.00
THE WATER STORE	53.25
TRACE ANALYTICAL	729.75

TYCO INTEGRATED	562.77
UIS PROGRAMMABLE	912.00
US BANK	125.00
USABLUBOOK	1,486.53
UTILITIES INSTRUMENT	1,324.54
WALTON LORIE L	141.00
WASTE 365, INC	1,837.00
WATKINS OIL COMPANY	3,805.65
WCSR	190.00
WERT-TOWN MARY L	189.17
WHITE'S WELDING	486.00
WORKHEALTH	94.00

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<b>Total</b>	<b>212,218.14</b>
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Moved by Mr. Anderson, seconded by Mr. Smith, to approve the above bills for May in the amount of \$212,218.14.

Roll Call: Unanimous. Motion Carried.

Moved by Mr. Anderson, seconded by Mr. AndersonWaldvogel to approve the MSCPA bill for April usage in the amount of \$802,185.17.

Roll Call: Unanimous. Motion Carried.

**Items:**

**1. Cooper Lease Purchase Agreement**

Cooper has presented two proposals to fund the AMI project that has been proposed. The option to fund the project in whole and spread payments over a number of years at a low interest rate would allow us to start this project without an immediate impact to the bottom line or capital project funds.

The board would like the financing options evaluated and show the bottom line vs. the payback of the system.

Tabled until July.

**2. 2012 EO Annual Report**

The 2012 Energy Optimization Report is presented to the Board for approval. We again made our savings goal for the year. We joined the state provider of energy efficiency services, Efficiency United and our information is reported in their annual report.

Moved by Mr. Anderson, seconded by Mr. Waldvogel, to approve and place on file the 2012 Energy Optimization report and attachments as recommended by staff and approve the Renewable Energy Plan as prepared by the Michigan South Central Power Agency on behalf of its Members.

Roll Call: Unanimous. Motion Carried.

**3. Resolution #192 Wellhead Protection**

**BPU RESOLUTION NO. 192**

**CITY RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION TO SET FORTH POLICIES AND ADMINISTRATIVE PROCEDURES TO BE USED BY THE HILLSDALE BOARD OF PUBLIC UTILITIES TO PROTECT THE MUNICIPAL WATER SUPPLY.

**WHEREAS**, the Hillsdale Board of Public Utilities recognizes the importance of its groundwater supply as a natural resource used for drinking; and

**WHEREAS**, it is within the responsibility of the Hillsdale Board of Public Utilities, as a public water supplier, to consider the health, safety and welfare of its customers; and

**WHEREAS**, groundwater contamination can and does occur as a consequence of a variety of land use activities; and

**WHEREAS**, it is desirable to preserve and protect the quality and quantity of our groundwater resources to assure a continued safe, adequate, and useable supply both now and in the future; and

**WHEREAS**, the protection of current and potential future sources of groundwater used for drinking water is worthwhile from the standpoint of resource protection; and

**WHEREAS**, State, County and Municipal laws and regulations require certain land uses to obtain permits and approvals for construction and operation; and

**WHEREAS**, state agencies are not always aware of new development proposals and the owners or developers of proposed new land uses are not always aware of state, county and municipal permit and approval requirements; and

**WHEREAS**, local government officials, through adopted zoning ordinances, have the legal authority to review and/or approve land uses for the purposes of meeting the needs of the state's residents for natural resource protection and public services, including public water supplies;

**NOW THEREFORE BE IT RESOLVED** that the Hillsdale Board of Public Utilities does hereby agree to take action to: (1) protect the immediate Wellhead Protection Area and (2) take steps to update the zone of contribution to the wells or wellfield(s) in compliance with the State of Michigan Wellhead Protection Program; and

**BE IT FURTHER RESOLVED** that the Hillsdale Board of Public Utilities shall establish a budget line item expense for wellhead protection in order to implement their Wellhead Protection Program Plan at such time as funds become available; and

**BE IT ALSO RESOLVED** that the Hillsdale Board of Public Utilities shall not provide its services until such time that all required federal, state, county and/or local environmental permits or approvals have been obtained, and/or there is evidence that proper application to the responsible federal, state, county and/or local agencies has been made and significant issues affecting the Wellhead Protection Area have been addressed. An Environmental Permits Checklist, as attached, will hereby be adopted for administrative use when new, changed or expanded land use activities are proposed in the Wellhead Protection Area.

The foregoing Resolution was duly adopted at a regular meeting of the Hillsdale Board of Public Utilities held on the 11<sup>th</sup> day of June, 2013 and was then referred to the Hillsdale City Council for its approval.

HILLSDALE BOARD OF  
PUBLIC UTILITIES

\_\_\_\_\_  
Jack Bierl, President

\_\_\_\_\_  
Annette Kinney, Secretary

The foregoing Resolution was duly approved at a regular meeting of the Hillsdale City Council held on the 17th day of June, 2013.

CITY OF HILLSDALE

\_\_\_\_\_  
Douglas G Moon, Mayor

Moved by Mr. Waldvogel, seconded by Mr. Smith, to approve Resolution #192 as presented and request City Council to do the same.

Roll Call: Unanimous. Motion Carried.

#### **4. Committee Appointments**

President Bierl made the following appointments:

Electric Department	<u>Waldvogel</u> , Anderson, Bierl
Water Department	<u>Moore</u> , Anderson, Smith
Wastewater Department	<u>Moore</u> , Smith
Finance & Administration	<u>Anderson</u> , Waldvogel, Bierl
Personnel	<u>Waldvogel</u> , Moore, Bierl

#### **Information:**

Crain's Michigan Business – Towers of Power.

Press Release regarding new business.

Letter of Thanks from Employee, Jake Hammel regarding educational assistance.

Letter of Thanks from Rotary Club regarding BPU involvement in Sandy Beach project.

#### **Miscellaneous:**

The Board received various Department reports.

#### **Board Member Roundtable:**

#### **Opportunity for General Public to Address the Board:**

There being no further business to come before the Board, President Bierl declared the meeting adjourned at 7:56 p.m.

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Annette Kinney  
Secretary to the Board



City of Hillsdale  
Finance Committee Meeting Minutes  
Tuesday, May 28, 2013  
2nd Floor Conference Room  
Hillsdale City Hall  
5:15 PM

Call to Order: 5:17 p.m. by Chairperson Scott Sessions

Present:

Finance Committee Councilpersons: Sally Kinney, Scott Sessions, and Director Bonnie Tew  
Finance

Absent: Councilperson Mary Beth Bail, and City Manager Linda Brown

Public: No public present

Public discussion: No public discussion.

Invoices and vendor approval for checks printed on May 23, 2013 were reviewed and discussed by the committee. Explanations provided by Director Bonnie Tew Finance are:

\$55,146.00 To Michigan Municipal League, (General Fund, Recreation Fund, Library Fund, Dial-A-Ride, Revolving Mobile Equip. Fund, and DPS Leave and Benefits Fund). These costs were paid to Michigan Municipal League for workers comp. 2013-2014 .

\$5,360.33 To Hillsdale Co. I.S.D., (City Treasurer). These costs were paid to Hillsdale Co. I.S.D. for pilot distribution.

\$9,410.74 To Hillsdale Co. Treasurer, (City Treasurer). These costs were paid to Hillsdale Co. Treasurer for pilot distribution.

\$2,576.03 To Hillsdale Community Schools, (City Treasurer). These costs were paid to Hillsdale Community Schools for pilot distribution.

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



City of Hillsdale  
Finance Committee Meeting Minutes  
Monday, June 10, 2013  
2nd Floor Conference Room  
Hillsdale City Hall  
5:15 PM

Call to Order: 5:17 p.m. by Chairperson Scott Sessions

Present:

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

Absent: None

Public: No public present

Public discussion: No public discussion.

Invoices and vendor approval for checks printed on June 6, 2013 were reviewed and discussed by the committee. Explanations provided by Director Bonnie Tew Finance are:

\$429.94 To Playaway Findaway World, LLC, (Library Fund). These costs were paid to Playaway Findaway World, LLC for the purchase of books.

\$228.90 To Bavarian Inn Lodge (Public Services Department). These costs were paid to Bavarian Inn Lodge for lodging for Eugene Goodlock.

\$120.00 To State of Michigan (Building and Grounds). These costs were paid to the State of Michigan for boiler inspections which occurs every other year.

\$2,124.00 To Midwest Collaborative (Library). These costs were paid to Midwest Collaborative for the inter Library loan system.

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: 5:27 p.m.

Respectfully submitted by: Chairperson Sessions



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

June 3, 2013  
7:00 p.m.  
(517)437-6441  
[www.cityofhillsdale.org](http://www.cityofhillsdale.org)

## CITY COUNCIL MINUTES

City of Hillsdale  
Regular Meeting

### Call to Order and Pledge of Allegiance

Mayor Pro Tem Brian Watkins opened the meeting with the pledge of allegiance.

### Roll Call

Motion by Councilperson Arnold, supported by Councilperson Sessions, to excuse the absences of Mayor Moon and Councilpersons Sullivan and Wolfram from the June 3, 2013 meeting.

All ayes

Motion carried.

Mayor Pro Tem Watkins called the meeting to order with the following Council members present: Mayor Pro Tem Brian Watkins representing Ward One; Council members Ruth Brown and Sally Kinney representing Ward Two; Council member Scott Sessions 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, Bonnie Tew, Judy Buzo, Keith Richard, James Scheibner, Rick Rose, Matt Durr (Hillsdale Daily News), Eric Macy, Alexis Kozub, Pat O'Malley, Eldonna Bernath, Angel Beck, Shirley VanArsdalen, Pat Flannery, Dave Williams, and Aimee England.

### Approval of Agenda

Mayor Pro Tem offered two additions to the agenda. Under Communications and Petitions, Eric Macy of the Hillsdale Rotary Club will address Council regarding the Sandy Beach Project and Aimee England of the Great American Parade will address Council regarding the Fourth of July parade and celebration.

City Manager Linda Brown asked that Unfinished Business A- Request to Proceed be added to the agenda.

Motion by Councilperson Arnold, supported by Councilperson Sessions, to approve the June 3, 2013 Agenda as amended.

All ayes.

Motion carried.

(7:03 p.m. Councilpersons Mary Wolfram of Ward 3 and Casey Sullivan of Ward 1 arrived.)

### 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 May 23, 2013: Claims of \$232,507.76; Payroll of \$87,648.84.
- B. Committee Reports (Pending Approval):
  1. TIFA Minutes of March 19, 2013, revised
- C. Council Minutes of May 20, 2013

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

Approved 8-0.

Motion carried.

### **Communications**

Eric Macy, Hillsdale Rotary President, invited Council to attend a celebration of the Sandy Beach project on June 15, 2013 at 10:30 a.m. at Sandy Beach.

Aimee England, 100 S. West St., informed Council of the current year's plans for the Great American Parade and celebration.

### **Introduction and Adoption of Ordinances/Public Hearings**

None

### **Unfinished Business**

- A. Local Streets Maintenance – Request to Proceed. City Manager Brown reported that, in a recent meeting with representatives from Fleis & Vandenbrink to discuss potential street construction projects, she had inquired about Charles Street from Sharp to Hallett Street. City Manager Brown stated she had been under the impression that Charles Street could not be reconstructed until Hallett Street was reconstructed allowing storm water to be taken to the Hallett Street and M-99 intersection. Although not an ideal situation, there is currently a storm drain which runs through private property. City Manager Brown found that the reconstruction can be done and the work can include installation of the storm drain from the low point of Charles Street south to Hallett Street and capped off until such time as Hallett is completed. City Manager Brown then asked for a preliminary engineering estimate for total reconstruction inclusive of storm sewer replacement. Total cost came to \$311,000 less \$67,925 to be paid by BPU (water main work and pro-rated design and contingency) with the City's balance to be \$243,075. City Manager Brown noted the amount necessary is available in the capital improvement budget from major and local street funds.

City Manager Brown requested Council authorize her to move forward with design and reconstruction of Charles Street and to authorize the Mayor and Clerk's signatures on the project authorization for the required engineering services.

Motion by Councilperson Sullivan, supported by Councilperson Arnold, to authorize the City Manager to move forward with design and reconstruction of Charles Street and to authorize the Mayor and Clerk's signatures on the project authorization for required engineering services. Roll call: Councilpersons Brown – yes; Kinney – yes; Session – yes; Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes.

Approved 8-0.

Motion carried.

- B. Code Enforcement.

### **Old Business**

None

### **New Business**

- A. Award of Contract for New Columbarium. City Manager Linda Brown reported bids were recently solicited to manufacture and deliver an 84 niche columbarium for placement at Lakeview Cemetery; a purchase recommended by the Cemetery Board. One bid was received from Coldspring Memorial in the amount of \$15,441.00. City Manager Brown recommended Council accept the bid received from Coldspring Memorial and authorize the Mayor and Clerk's signatures on the contract.

Motion by Councilperson Brown, supported by Councilperson Sullivan, to accept the Coldspring Memorial in the amount of \$15,441.00 and authorize signatures by the Mayor and Clerk. Roll call: Councilpersons Kinney – yes; Sessions – yes; Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes.

Approved 8-0.

Motion carried.

- B. Approval of Good Faith Offer – Airport Expansion. City Manager Linda Brown reported that, at its May 6, 2013 meeting, Council preliminarily approved a Good Faith Offer for the purchase of property located adjacent to the airport pursuant to the airport layout plan as designed. Since that time, City Manager Brown has now received the Good Faith Offer of Just Compensation document from Attorney Yakima for final approval. City Manager Brown further stated that 5% of the City's share of the purchase has been included in the airport improvement fund and that all other funding will come from Federal sources.

Motion by Councilperson Kinney, supported by Councilperson Arnold, to make final approval of the Good Faith Offer and authorize the Mayor and Clerk's signatures on the closing documents. Roll call: Councilpersons Sessions – yes; Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes; Kinney – yes.

Approved 8-0.

Motion carried.

- C. Award Third Party Administrator Contract MSHDA Rental Rehab. City Manager Brown explained that the Michigan State Housing Development Authority Rental Rehabilitation incentive is designed to assist business owners in developing upper stories of downtown buildings making them ready for occupancy. The program is typically administered by a third party and administration costs are paid through the MSHDA grant. City Manager Brown went on to say that a Request for Qualifications was recently prepared for the purpose of soliciting interested firms for administering grants. This resulted in 2 forms providing qualifications to perform those services. Upon reviewing responses and interviewing two firms, it was decided to utilize the services of Revitalize, LLC. City Manager Brown recommended Council approve the hiring of Revitalize, LLC.

Motion by Councilperson Arnold, supported by Councilperson Sullivan, to approve the hiring of Revitalize, LLC and authorize the Mayor and Clerk's signatures on the contract. Roll call: Councilperson Sullivan – yes; Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes; Kinney – yes; Sessions – 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 Arnold, to go into Closed Session pursuant to P.A. 267 of 1976, Sec. 15,268, Sec. 8(c). Roll call: Mayor Pro Tem Watkins – yes; Councilpersons Wolfram – yes; Arnold – yes; Bail – yes; Brown – yes; Kinney – yes; Sessions – yes; Sullivan – yes.

Approved 8-0.

Motion carried.

**Public Comment**

None

**Council Comment**

Council person Wolfram updated Council regarding dates of upcoming events in the City and updated Council on the Buy Rite building.

Councilperson Sullivan noted a music/crawfish festival was coming to the Dark Horse Brewing Co. in Marshall.

City Manager Brown gave an update regarding the properties at 55 and 72 S. Broad St.

**Adjournment**

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

Motion carried.

8:12 p.m.

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Brian Watkins, Mayor Pro Tem

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Michelle Loren, Deputy Clerk



**BALANCE SHEET**

MAY 2013

Page: 1  
6/11/2013  
4:53 pm

Hillsdale City Offices

As of: 5/31/2013

Balances

**Fund: 101 - GENERAL FUND**

Assets

001.000	CHECKING ACCOUNT - COMMON	18,119.77
004.000	CASH ON HAND	1,600.00
018.000	INVESTMENTS - OTHER CD'S	700,000.00
020.000	INVESTMENTS - MBIA/CLASS	551,895.71
049.000	SPECIAL ASSESSMENTS DEFERRED	183,725.54
082.000	DUE FROM OTHERS	1,489.51
084.000	DUE FROM OTHER FUNDS	44,950.63
123.000	PREPAID EXPENSES	65,880.83

<u>Total Assets</u>	<u>1,567,661.99</u>
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Liabilities

228.003	DUE TO MMERS-RETIREMENT CONT.	743.17
339.443	DEFERRED REV - SPECIAL ASSMNTS	183,725.54

<u>Total Liabilities</u>	<u>184,468.71</u>
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Reserves/Balances

390.000	FUND BALANCE	1,171,207.28
398.000	CHANGE IN FUND BALANCE	211,986.00

<u>Total Reserves/Balances</u>	<u>1,383,193.28</u>
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<u>Total Liabilities &amp; Balances</u>	<u>1,567,661.99</u>
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**Fund: 202 - MAJOR ST./TRUNKLINE FUND**

Assets

001.000	CHECKING ACCOUNT - COMMON	233,914.82
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<u>Total Assets</u>	<u>233,914.82</u>
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Reserves/Balances

390.000	FUND BALANCE	218,693.36
398.000	CHANGE IN FUND BALANCE	15,221.46

<u>Total Reserves/Balances</u>	<u>233,914.82</u>
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<u>Total Liabilities &amp; Balances</u>	<u>233,914.82</u>
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**Fund: 203 - LOCAL ST. FUND**

Assets

001.000	CHECKING ACCOUNT - COMMON	4,303.98
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<u>Total Assets</u>	<u>4,303.98</u>
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Reserves/Balances

390.000	FUND BALANCE	43,326.45
398.000	CHANGE IN FUND BALANCE	-39,022.47

<u>Total Reserves/Balances</u>	<u>4,303.98</u>
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BALANCE SHEET

MAY 2013

Page: 2

6/11/2013

4:53 pm

Hillsdale City Offices

As of: 5/31/2013

Balances

<u>Total Liabilities &amp; Balances</u>		<u>4,303.98</u>
Fund: 208 - RECREATION FUND		
Assets		
001.000	CHECKING ACCOUNT - COMMON	-2,980.10
004.000	CASH ON HAND	100.00
123.000	PREPAID EXPENSES	2,356.00
<u>Total Assets</u>		<u>-524.10</u>
Reserves/Balances		
390.000	FUND BALANCE	9,862.07
398.000	CHANGE IN FUND BALANCE	-10,386.17
<u>Total Reserves/Balances</u>		<u>-524.10</u>
<u>Total Liabilities &amp; Balances</u>		<u>-524.10</u>
Fund: 244 - ECONOMIC DEVELOPMENT CORP FUND		
Assets		
020.000	INVESTMENTS - MBIA/CLASS	126,422.41
130.000	LAND	173,720.95
<u>Total Assets</u>		<u>300,143.36</u>
Reserves/Balances		
390.000	FUND BALANCE	300,533.34
398.000	CHANGE IN FUND BALANCE	-389.98
<u>Total Reserves/Balances</u>		<u>300,143.36</u>
<u>Total Liabilities &amp; Balances</u>		<u>300,143.36</u>
Fund: 247 - TAX INCREMENT FINANCE ATH.		
Assets		
001.000	CHECKING ACCOUNT - COMMON	-1,121.24
020.000	INVESTMENTS - MBIA/CLASS	517,205.09
130.000	LAND	65,000.00
137.000	ACCUMULATED DEPRECIATION-EQUIP	-368,949.60
138.000	INFRASTRUCTURE	381,672.00
<u>Total Assets</u>		<u>593,806.25</u>
Reserves/Balances		
390.000	FUND BALANCE	478,606.11
398.000	CHANGE IN FUND BALANCE	115,200.14
<u>Total Reserves/Balances</u>		<u>593,806.25</u>
<u>Total Liabilities &amp; Balances</u>		<u>593,806.25</u>

**BALANCE SHEET**

MAY 2013

Page: 3  
6/11/2013  
4:53 pm

Hillsdale City Offices

As of: 5/31/2013

Balances

Fund: 265 - DRUG FORFEITURE/GRANT FUND

Assets

001.000 CHECKING ACCOUNT - COMMON	710.74
<u>Total Assets</u>	
	<u>710.74</u>

Reserves/Balances

390.000 FUND BALANCE	710.74
<u>Total Reserves/Balances</u>	
	<u>710.74</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>710.74</u>

Fund: 271 - LIBRARY FUND

Assets

001.000 CHECKING ACCOUNT - COMMON	-15,881.36
001.008 CHECKING ACCOUNT - LITERACY	1.88
004.000 CASH ON HAND	50.00
020.000 INVESTMENTS - MBIA/CLASS	150,187.54
123.000 PREPAID EXPENSES	258.00
<u>Total Assets</u>	
	<u>134,616.06</u>

Liabilities

214.711 DUE TO CEMETERY PERPET. CARE	80,014.78
<u>Total Liabilities</u>	
	<u>80,014.78</u>

Reserves/Balances

390.000 FUND BALANCE	59,783.10
398.000 CHANGE IN FUND BALANCE	-5,181.82
<u>Total Reserves/Balances</u>	
	<u>54,601.28</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>134,616.06</u>

Fund: 274 - POLICE PUBLIC RELATIONS FUND

Assets

001.000 CHECKING ACCOUNT - COMMON	1,197.61
<u>Total Assets</u>	
	<u>1,197.61</u>

Reserves/Balances

390.000 FUND BALANCE	1,347.46
398.000 CHANGE IN FUND BALANCE	-149.85
<u>Total Reserves/Balances</u>	
	<u>1,197.61</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>1,197.61</u>

Fund: 362 - BOND AND INTEREST REDEM. FUND

Reserves/Balances

390.000 FUND BALANCE	3,005.53
398.000 CHANGE IN FUND BALANCE	-3,005.53

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Fund: 362 - BOND AND INTEREST REDEM. FUND

Total Reserves/Balances 0.00

Total Liabilities & Balances 0.00

Fund: 401 - CAPITAL IMPROVEMENT FUND

Assets

001.000 CHECKING ACCOUNT - COMMON 145,708.13

Total Assets 145,708.13

Reserves/Balances

390.000 FUND BALANCE 683,405.77

398.000 CHANGE IN FUND BALANCE -537,697.64

Total Reserves/Balances 145,708.13

Total Liabilities & Balances 145,708.13

Fund: 408 - FIELDS OF DREAMS

Assets

020.000 INVESTMENTS - MBIA/CLASS 10,454.73

Total Assets 10,454.73

Reserves/Balances

390.000 FUND BALANCE 9,524.87

398.000 CHANGE IN FUND BALANCE 929.86

Total Reserves/Balances 10,454.73

Total Liabilities & Balances 10,454.73

Fund: 409 - STOCK'S PARK

Assets

001.000 CHECKING ACCOUNT - COMMON -1,127.95

020.000 INVESTMENTS - MBIA/CLASS 34,371.57

Total Assets 33,243.62

Reserves/Balances

390.000 FUND BALANCE 18,845.70

398.000 CHANGE IN FUND BALANCE 14,397.92

Total Reserves/Balances 33,243.62

Total Liabilities & Balances 33,243.62

Fund: 471 - LIBRARY IMPROVEMENT FUND

Assets

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**Fund: 471 - LIBRARY IMPROVEMENT FUND**

Assets

001.000 CHECKING ACCOUNT - COMMON	14,124.29
<u>Total Assets</u>	
	<u>14,124.29</u>

Reserves/Balances

390.000 FUND BALANCE	14,341.00
398.000 CHANGE IN FUND BALANCE	-216.71
<u>Total Reserves/Balances</u>	
	<u>14,124.29</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>14,124.29</u>

**Fund: 481 - AIRPORT IMPROVEMENT FUND**

Assets

001.000 CHECKING ACCOUNT - COMMON	113,615.94
001.007 CHECKING ACCOUNT-AIRPORT FUEL	39,178.37
<u>Total Assets</u>	
	<u>152,794.31</u>

Reserves/Balances

390.000 FUND BALANCE	77,229.16
398.000 CHANGE IN FUND BALANCE	75,565.15
<u>Total Reserves/Balances</u>	
	<u>152,794.31</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>152,794.31</u>

**Fund: 496 - THREE MEADOWS DEVELOPMENT**

Reserves/Balances

390.000 FUND BALANCE	422.81
398.000 CHANGE IN FUND BALANCE	-422.81
<u>Total Reserves/Balances</u>	
	<u>0.00</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>0.00</u>

**Fund: 588 - DIAL-A-RIDE FUND**

Assets

001.000 CHECKING ACCOUNT - COMMON	53,883.99
123.000 PREPAID EXPENSES	4,200.34
130.000 LAND	7,419.13
136.000 PLANT AND EQUIPMENT	685,612.37
137.000 ACCUMULATED DEPRECIATION-EQUIP	-282,835.51
137.136 ACCUM. DEPRECIATION - PLANT	-27,424.48
148.000 EQUIPMENT	401,654.96
<u>Total Assets</u>	
	<u>842,510.80</u>

Liabilities

214.101 DUE TO GENERAL FUND	43,849.92
230.000 DUE TO OTHER UNITS OF GOVT.	7,983.00

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Fund: 588 - DIAL-A-RIDE FUND

Liabilities

260.000 ACCRUED VACATION/SICK LEAVE	4,655.58
343.000 ACCRUED VAC/SICK - LONG TERM	7,302.27
Total Liabilities	<u>63,790.77</u>

Reserves/Balances

390.000 FUND BALANCE	801,516.86
398.000 CHANGE IN FUND BALANCE	-22,796.83
Total Reserves/Balances	<u>778,720.03</u>

Total Liabilities & Balances	<u><u>842,510.80</u></u>
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Fund: 633 - PUBLIC SERVICES INV. FUND

Assets

001.000 CHECKING ACCOUNT - COMMON	37,144.38
111.000 INVENTORY - MAT. AND SUPPLIES	207,311.04
Total Assets	<u><u>244,455.42</u></u>

Liabilities

Total Liabilities	<u>0.00</u>
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Reserves/Balances

390.000 FUND BALANCE	234,624.06
398.000 CHANGE IN FUND BALANCE	9,831.36
Total Reserves/Balances	<u>244,455.42</u>

Total Liabilities & Balances	<u><u>244,455.42</u></u>
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Fund: 640 - REVOLVING MOBILE EQUIP. FUND

Assets

001.000 CHECKING ACCOUNT - COMMON	162,334.37
123.000 PREPAID EXPENSES	19,704.00
136.000 PLANT AND EQUIPMENT	1,856,125.84
137.000 ACCUMULATED DEPRECIATION-EQUIP	-1,536,533.69
Total Assets	<u><u>501,630.52</u></u>

Liabilities

343.000 ACCRUED VAC/SICK - LONG TERM	3,278.14
Total Liabilities	<u>3,278.14</u>

Reserves/Balances

390.000 FUND BALANCE	459,037.98
398.000 CHANGE IN FUND BALANCE	39,314.40
Total Reserves/Balances	<u>498,352.38</u>

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<u>Total Liabilities &amp; Balances</u>		<u>501,630.52</u>
Fund: 663 - FIRE VEHICLE & EQUIPMENT FUND		
Assets		
020.000 INVESTMENTS - MBIA/CLASS		65,403.11
<u>Total Assets</u>		<u>65,403.11</u>
Reserves/Balances		
390.000 FUND BALANCE		39,710.80
398.000 CHANGE IN FUND BALANCE		25,692.31
<u>Total Reserves/Balances</u>		<u>65,403.11</u>
<u>Total Liabilities &amp; Balances</u>		<u>65,403.11</u>
Fund: 677 - UNEMPLOYMENT INSURANCE FUND		
Assets		
020.000 INVESTMENTS - MBIA/CLASS		58,473.61
<u>Total Assets</u>		<u>58,473.61</u>
Reserves/Balances		
390.000 FUND BALANCE		50,267.86
398.000 CHANGE IN FUND BALANCE		8,205.75
<u>Total Reserves/Balances</u>		<u>58,473.61</u>
<u>Total Liabilities &amp; Balances</u>		<u>58,473.61</u>
Fund: 699 - DPS LEAVE AND BENEFITS FUND		
Assets		
001.000 CHECKING ACCOUNT - COMMON		17,599.47
123.000 PREPAID EXPENSES		14,250.00
<u>Total Assets</u>		<u>31,849.47</u>
Liabilities		
343.000 ACCRUED VAC/SICK - LONG TERM		23,954.15
<u>Total Liabilities</u>		<u>23,954.15</u>
Reserves/Balances		
390.000 FUND BALANCE		7,895.37
398.000 CHANGE IN FUND BALANCE		-0.05
<u>Total Reserves/Balances</u>		<u>7,895.32</u>
<u>Total Liabilities &amp; Balances</u>		<u>31,849.47</u>

Fund: 703 - TREASURER'S TAX COLLECTION FD.

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Balances

Fund: 703 - TREASURER'S TAX COLLECTION FD.

Assets

001.001 CHECKING ACCOUNT - SEPERATE	10,402.26
<u>Total Assets</u>	
	<u>10,402.26</u>

Liabilities

214.692 DUE TO CITY - MISCELLANEOUS	169.51
222.228 DUE TO COUNTY-ST SCHOOL MILLAG	892.24
222.412 DUE TO COUNTY - DEL.TAXES	1,795.98
222.437 DUE TO COUNTY - IFT	374.91
222.692 DUE TO COUNTY - MISCELLANEOUS	616.94
225.412 DUE TO SCHOOL - DEL. TAXES	2,083.66
225.437 DUE TO SCHOOL - IFT	317.13
225.692 DUE TO SCHOOL - MISCELLANEOUS	413.31
228.437 DUE TO STATE - IFT	2,368.33
234.412 DUE TO ISD - DELINQUENT TAXES	1,158.14
234.437 DUE TO ISD - IFT	20.66
234.692 DUE TO ISD - MISCELLANEOUS	191.45
<u>Total Liabilities</u>	
	<u>10,402.26</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>10,402.26</u>

Fund: 711 - CEMETERY PERPETUAL CARE FUND

Assets

001.000 CHECKING ACCOUNT - COMMON	84,207.27
001.100 LAKEVIEW - TO BE INVESTED	132,427.21
001.200 OAKGROVE - TO BE INVESTED	129,153.88
084.100 DUE FROM LIB IMP FOR LAKEVIEW	42,407.91
084.200 DUE FROM LIB IMP FOR OAK GROVE	37,606.87
120.100 INVESTMENTS - LAKEVIEW	107,034.42
120.200 INVESTMENTS - OAKGROVE	160,812.63
122.100 RETURNED INVEST PRIN-LAKEVIEW	-27,924.75
122.200 RETURNED INVEST PRIN-OAK GROVE	-32,555.99
<u>Total Assets</u>	
	<u>633,169.45</u>

Reserves/Balances

390.000 FUND BALANCE	628,704.99
398.000 CHANGE IN FUND BALANCE	4,464.46
<u>Total Reserves/Balances</u>	
	<u>633,169.45</u>

<u>Total Liabilities &amp; Balances</u>	
	<u>633,169.45</u>

Fund: 712 - STOCK'S PARK PERPETUAL MAINT.

Assets

018.000 INVESTMENTS - OTHER CD'S	12,002.80
020.000 INVESTMENTS - MBIA/CLASS	6,628.51
<u>Total Assets</u>	
	<u>18,631.31</u>

Reserves/Balances

390.000 FUND BALANCE	18,490.23
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Balances

Fund: 712 - STOCK'S PARK PERPETUAL MAINT.

Reserves/Balances

398.000 CHANGE IN FUND BALANCE

141.08

Total Reserves/Balances

18,631.31

Total Liabilities & Balances

18,631.31

Fund: 715 - R. L. OWEN MEMORIAL FUND

Assets

001.000 CHECKING ACCOUNT - COMMON

31,427.77

Total Assets

31,427.77

Reserves/Balances

390.000 FUND BALANCE

29,232.77

398.000 CHANGE IN FUND BALANCE

2,195.00

Total Reserves/Balances

31,427.77

Total Liabilities & Balances

31,427.77

Fund: 750 - IMPREST PAYROLL FUND

Assets

011.000 CASH IN BANK - PAYROLL

-1,142,359.36

084.000 DUE FROM OTHER FUNDS

1,152,390.02

Total Assets

10,030.66

Liabilities

214.101 DUE TO GENERAL FUND

114.70

228.005 DUE TO-CNB POLICE HSA

11,700.00

231.005 DIRECT DEPOSIT - HLS CO NATL B

0.10

258.000 FICA PAYABLE

-1,784.14

Total Liabilities

10,030.66

Total Liabilities & Balances

10,030.66



REVENUE/EXPENDITURE REPORT  
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Hillsdale City Offices

For the Period: 7/1/2012 to 5/31/2013

Fund: 101 - GENERAL FUND

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 000.000	4,036,670.00	4,151,420.00	3,642,217.62	86,449.98	0.00	509,202.38	87.7
Revenues	4,036,670.00	4,151,420.00	3,642,217.62	86,449.98	0.00	509,202.38	87.7

Expenditures

CITY COUNCIL	29,945.00	29,945.00	27,145.31	2,295.01	0.00	2,799.69	90.7
CITY MANAGER	202,835.00	202,835.00	180,422.60	15,095.76	0.00	22,412.40	89.0
ECONOMIC DEVELOPMENT	60,520.00	60,520.00	54,856.62	10,813.11	0.00	5,663.38	90.6
ADMINISTRATIVE SERVICES	228,500.00	228,500.00	131,379.50	5,194.58	0.00	97,120.50	57.5
ELECTIONS	16,765.00	16,765.00	9,626.72	0.00	0.00	7,138.28	57.4
ASSESSING DEPARTMENT	145,920.00	145,920.00	119,344.82	6,849.06	-427.70	27,002.88	81.5
CITY CLERK DEPARTMENT	76,765.00	76,765.00	70,863.74	5,865.24	0.00	5,901.26	92.3
FINANCE DEPARTMENT	100,605.00	100,605.00	86,855.09	6,509.09	0.00	13,749.91	86.3
CITY TREASURER	120,965.00	120,965.00	121,573.33	60,076.35	89.47	-697.80	100.6
BUILDING AND GROUNDS	111,305.00	111,305.00	105,010.83	17,995.87	42.52	6,251.65	94.4
PARKING LOTS	30,505.00	30,505.00	15,505.44	2,326.85	0.00	14,999.56	50.8
CEMETERIES	108,535.00	108,535.00	113,007.36	23,223.50	0.00	-4,472.36	104.1
AIRPORT	91,010.00	91,010.00	84,862.45	8,309.49	0.00	6,147.55	93.2
POLICE DEPARTMENT	1,307,930.00	1,307,930.00	1,186,070.52	91,606.58	57.50	121,801.98	90.7
FIRE DEPARTMENT	471,210.00	585,960.00	510,807.59	31,076.03	230.00	74,922.41	87.2
CODE ENFORCEMENT	8,465.00	8,465.00	1,715.63	0.00	0.00	6,749.37	20.3
PLANNING DEPARTMENT	8,150.00	8,150.00	3,700.79	273.75	0.00	4,449.21	45.4
PUBLIC SERVICES DEPARTMENT	290,395.00	290,395.00	226,712.55	17,446.41	70.49	63,611.96	78.1
STREET LIGHTING	65,500.00	65,500.00	57,502.12	10,494.64	0.00	7,997.88	87.8
PARKS	149,155.00	149,155.00	123,274.14	12,747.20	0.00	25,880.86	82.6
TRANSFERS TO OTHER FUNDS	575,355.00	575,355.00	199,994.47	0.00	0.00	375,360.53	34.8
Expenditures	4,200,335.00	4,315,085.00	3,430,231.62	328,198.52	62.28	884,791.10	79.5

Net Effect for GENERAL FUND	-163,665.00	-163,665.00	211,986.00	-241,748.54	62.28	-375,588.72	-129.5
Change in Fund Balance:			211,986.00				

Fund: 202 - MAJOR ST./TRUNKLINE FUND

Revenues

REVENUE/EXPENDITURE REPORT  
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Hillsdale City Offices

For the Period: 7/1/2012 to 5/31/2013

Fund: 202 - MAJOR ST./TRUNKLINE FUND

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 000.000	460,300.00	460,300.00	371,622.96	47,519.37	0.00	88,677.04	80.7
<b>Revenues</b>	<b>460,300.00</b>	<b>460,300.00</b>	<b>371,622.96</b>	<b>47,519.37</b>	<b>0.00</b>	<b>88,677.04</b>	<b>80.7</b>

Expenditures

ADMINISTRATIVE SERVICES	91,500.00	91,500.00	32,565.36	3,351.72	0.00	58,934.64	35.6
ADMIN. SERVICES - TRUNKLINE	3,000.00	3,000.00	2,993.09	0.00	0.00	6.91	99.8
STREET SURFACE	77,170.00	77,170.00	34,503.89	4,545.99	0.00	42,666.11	44.7
TRUNKLINE SURFACE	11,775.00	11,775.00	3,188.06	-358.73	0.00	8,586.94	27.1
R.O.W. MAINTENANCE	69,655.00	69,655.00	100,666.87	-5,951.20	0.00	-31,011.87	144.5
TRUNKLINE R.O.W. MAINTENANCE	9,130.00	9,130.00	4,158.28	494.96	0.00	4,971.72	45.5
TREES	45,080.00	45,080.00	34,743.57	5,547.46	0.00	10,336.43	77.1
TRUNKLINE TREES	745.00	745.00	329.08	143.32	0.00	415.92	44.2
DRAINAGE	35,830.00	35,830.00	19,108.57	-3,286.37	0.00	16,721.43	53.3
TRUNKLINE R.O.W. DRAINAGE	5,100.00	5,100.00	126.39	36.39	0.00	4,973.61	2.5
TRAFFIC	49,655.00	49,655.00	34,701.49	5,197.06	0.00	14,953.51	69.9
TRUNKLINE TRAFFIC	6,550.00	6,550.00	4,388.21	837.28	0.00	2,161.79	67.0
WINTER MAINTENANCE	83,000.00	83,000.00	65,189.35	6,242.40	0.00	17,810.65	78.5
TRUNKLINE WINTER MAINTENANCE	22,625.00	22,625.00	19,739.29	1,079.40	0.00	2,885.71	87.2
<b>Expenditures</b>	<b>510,815.00</b>	<b>510,815.00</b>	<b>356,401.50</b>	<b>17,879.68</b>	<b>0.00</b>	<b>154,413.50</b>	<b>69.8</b>
Net Effect for MAJOR ST./TRUNKLINE FUND	-50,515.00	-50,515.00	15,221.46	29,639.69	0.00	-65,736.46	-30.1
Change in Fund Balance:			15,221.46				

Fund: 203 - LOCAL ST. FUND

Revenues

Dept: 000.000	298,730.00	298,730.00	189,950.69	24,960.68	0.00	108,779.31	63.6
<b>Revenues</b>	<b>298,730.00</b>	<b>298,730.00</b>	<b>189,950.69</b>	<b>24,960.68</b>	<b>0.00</b>	<b>108,779.31</b>	<b>63.6</b>

Expenditures

ADMINISTRATIVE SERVICES	13,500.00	13,500.00	10,687.11	1,102.63	0.00	2,812.89	79.2
STREET SURFACE	70,340.00	70,340.00	61,025.59	8,045.58	0.00	9,314.41	86.8
R.O.W. MAINTENANCE	69,635.00	69,635.00	53,024.32	880.08	0.00	16,610.68	76.1
TREES	57,320.00	57,320.00	36,806.93	6,956.44	0.00	20,513.07	64.2

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Hillsdale City Offices

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Fund: 203 - LOCAL ST. FUND							
Expenditures							
DRAINAGE	22,385.00	22,385.00	15,027.85	-1,562.25	0.00	7,357.15	67.1
TRAFFIC	18,105.00	18,105.00	10,517.26	1,605.29	0.00	7,587.74	58.1
WINTER MAINTENANCE	47,445.00	47,445.00	41,884.10	3,875.88	0.00	5,560.90	88.3
Expenditures	298,730.00	298,730.00	228,973.16	20,903.65	0.00	69,756.84	76.6
Net Effect for LOCAL ST. FUND	0.00	0.00	-39,022.47	4,057.03	0.00	39,022.47	0.0
Change in Fund Balance:			-39,022.47				
Fund: 208 - RECREATION FUND							
Revenues							
Dept: 000.000	124,165.00	124,165.00	82,259.00	-890.00	0.00	41,906.00	66.2
Revenues	124,165.00	124,165.00	82,259.00	-890.00	0.00	41,906.00	66.2
Expenditures							
RECREATION DEPARTMENT	124,165.00	124,165.00	92,645.17	6,523.45	0.00	31,519.83	74.6
Expenditures	124,165.00	124,165.00	92,645.17	6,523.45	0.00	31,519.83	74.6
Net Effect for RECREATION FUND	0.00	0.00	-10,386.17	-7,413.45	0.00	10,386.17	0.0
Change in Fund Balance:			-10,386.17				
Fund: 244 - ECONOMIC DEVELOPMENT CORP FUND							
Revenues							
Dept: 000.000	20,150.00	20,150.00	141.52	6.24	0.00	20,008.48	0.7
Revenues	20,150.00	20,150.00	141.52	6.24	0.00	20,008.48	0.7
Expenditures							
ECONOMIC DEVELOPMENT	51,000.00	51,000.00	531.50	0.00	0.00	50,468.50	1.0
Expenditures	51,000.00	51,000.00	531.50	0.00	0.00	50,468.50	1.0
Net Effect for ECONOMIC DEVELOPMENT CORP FUND	-30,850.00	-30,850.00	-389.98	6.24	0.00	-30,460.02	1.3
Change in Fund Balance:			-389.98				
Fund: 247 - TAX INCREMENT FINANCE ATH.							
Revenues							
Dept: 000.000	124,500.00	124,500.00	138,601.40	25.50	0.00	-14,101.40	111.3
Revenues	124,500.00	124,500.00	138,601.40	25.50	0.00	-14,101.40	111.3
Expenditures							
CAPITAL OUTLAY	100,000.00	100,000.00	23,401.26	1,121.24	0.00	76,598.74	23.4
Expenditures	100,000.00	100,000.00	23,401.26	1,121.24	0.00	76,598.74	23.4
Net Effect for TAX INCREMENT FINANCE ATH.	24,500.00	24,500.00	115,200.14	-1,095.74	0.00	-90,700.14	470.2
Change in Fund Balance:			115,200.14				

REVENUE/EXPENDITURE REPORT  
MAY 2013

Hillsdale City Offices

For the Period: 7/1/2012 to 5/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 265 - DRUG FORFEITURE/GRANT FUND</b>							
<b>Revenues</b>							
Dept: 000.000	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
<b>Revenues</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0</b>
<b>Expenditures</b>							
POLICE DEPARTMENT	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
<b>Expenditures</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0</b>
<b>Net Effect for DRUG FORFEITURE/GRANT FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
Change in Fund Balance:			115,200.14				
<b>Fund: 271 - LIBRARY FUND</b>							
<b>Revenues</b>							
Dept: 000.000	272,955.00	272,955.00	204,458.89	6,548.49	0.00	68,496.11	74.9
<b>Revenues</b>	<b>272,955.00</b>	<b>272,955.00</b>	<b>204,458.89</b>	<b>6,548.49</b>	<b>0.00</b>	<b>68,496.11</b>	<b>74.9</b>
<b>Expenditures</b>							
LIBRARY	221,185.00	221,185.00	198,595.16	19,153.60	1,627.27	20,962.57	90.5
LIBRARY - CHILDREN'S AREA	12,000.00	12,000.00	11,045.55	66.59	113.04	841.41	93.0
<b>Expenditures</b>	<b>233,185.00</b>	<b>233,185.00</b>	<b>209,640.71</b>	<b>19,220.19</b>	<b>1,740.31</b>	<b>21,803.98</b>	<b>90.6</b>
<b>Net Effect for LIBRARY FUND</b>	<b>39,770.00</b>	<b>39,770.00</b>	<b>-5,181.82</b>	<b>-12,671.70</b>	<b>1,740.31</b>	<b>46,692.13</b>	<b>-17.4</b>
Change in Fund Balance:			-5,181.82				
<b>Fund: 274 - POLICE PUBLIC RELATIONS FUND</b>							
<b>Revenues</b>							
Dept: 000.000	7,000.00	7,000.00	4,143.66	0.00	0.00	2,856.34	59.2
<b>Revenues</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>4,143.66</b>	<b>0.00</b>	<b>0.00</b>	<b>2,856.34</b>	<b>59.2</b>
<b>Expenditures</b>							
POLICE DEPARTMENT	7,000.00	7,000.00	4,293.51	0.00	0.00	2,706.49	61.3
<b>Expenditures</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>4,293.51</b>	<b>0.00</b>	<b>0.00</b>	<b>2,706.49</b>	<b>61.3</b>
<b>Net Effect for POLICE PUBLIC RELATIONS FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>-149.85</b>	<b>0.00</b>	<b>0.00</b>	<b>149.85</b>	<b>0.0</b>
Change in Fund Balance:			-149.85				
<b>Fund: 362 - BOND AND INTEREST REDEM. FUND</b>							
<b>Revenues</b>							
Dept: 000.000	28,000.00	28,000.00	24,994.47	0.00	0.00	3,005.53	89.3
<b>Revenues</b>	<b>28,000.00</b>	<b>28,000.00</b>	<b>24,994.47</b>	<b>0.00</b>	<b>0.00</b>	<b>3,005.53</b>	<b>89.3</b>
<b>Expenditures</b>							
DEBT SERVICE-INDUSTRIAL PARK #	28,000.00	28,000.00	28,000.00	0.00	0.00	0.00	100.0

REVENUE/EXPENDITURE REPORT  
MAY 2013

Hillsdale City Offices

For the Period: 7/1/2012 to 5/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 362 - BOND AND INTEREST REDEM. FUND							
Expenditures	28,000.00	28,000.00	28,000.00	0.00	0.00	0.00	100.0
Net Effect for BOND AND INTEREST REDEM. FUND	0.00	0.00	-3,005.53	0.00	0.00	3,005.53	0.0
Change in Fund Balance:			-3,005.53				
Fund: 401 - CAPITAL IMPROVEMENT FUND							
Revenues							
Dept: 000.000	237,750.00	237,750.00	60,515.26	0.00	0.00	177,234.74	25.5
Revenues	237,750.00	237,750.00	60,515.26	0.00	0.00	177,234.74	25.5
Expenditures							
CEMETERIES	16,500.00	16,500.00	121.75	121.75	0.00	16,378.25	0.7
SIDEWALKS	110,000.00	110,000.00	120,815.71	2,736.59	0.00	-10,815.71	109.8
MAJOR STREET RECONSTRUCTION	410,000.00	410,000.00	319,870.23	369.00	0.00	90,129.77	78.0
DRAINAGE	100,000.00	100,000.00	70,112.37	41.00	0.00	29,887.63	70.1
PARKS	6,250.00	6,250.00	3,675.00	0.00	0.00	2,575.00	58.8
CAPITAL OUTLAY	165,000.00	165,000.00	83,617.84	5,187.75	6,080.00	75,302.16	54.4
Expenditures	807,750.00	807,750.00	598,212.90	8,456.09	6,080.00	203,457.10	74.8
Net Effect for CAPITAL IMPROVEMENT FUND	-570,000.00	-570,000.00	-537,697.64	-8,456.09	6,080.00	-26,222.36	95.4
Change in Fund Balance:			-537,697.64				
Fund: 408 - FIELDS OF DREAMS							
Revenues							
Dept: 000.000	20,500.00	20,500.00	1,538.86	0.52	0.00	18,961.14	7.5
Revenues	20,500.00	20,500.00	1,538.86	0.52	0.00	18,961.14	7.5
Expenditures							
RECREATION DEPARTMENT	20,500.00	20,500.00	609.00	0.00	0.00	19,891.00	3.0
Expenditures	20,500.00	20,500.00	609.00	0.00	0.00	19,891.00	3.0
Net Effect for FIELDS OF DREAMS	0.00	0.00	929.86	0.52	0.00	-929.86	0.0
Change in Fund Balance:			929.86				
Fund: 409 - STOCK'S PARK							
Revenues							
Dept: 000.000	20,050.00	20,050.00	27,088.27	1.57	0.00	-7,038.27	135.1
Revenues	20,050.00	20,050.00	27,088.27	1.57	0.00	-7,038.27	135.1
Expenditures							
PARKS	20,050.00	20,050.00	12,690.35	1,127.95	0.00	7,359.65	63.3
Expenditures	20,050.00	20,050.00	12,690.35	1,127.95	0.00	7,359.65	63.3

REVENUE/EXPENDITURE REPORT  
MAY 2013

Hillsdale City Offices

For the Period: 7/1/2012 to 5/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Net Effect for STOCK'S PARK Change in Fund Balance:	0.00	0.00	14,397.92	-1,126.38	0.00	-14,397.92	0.0
Fund: 471 - LIBRARY IMPROVEMENT FUND			14,397.92				
Revenues							
Dept: 000.000	1,000.00	1,000.00	1,352.00	0.00	0.00	-352.00	135.2
Revenues	1,000.00	1,000.00	1,352.00	0.00	0.00	-352.00	135.2
Expenditures							
LIBRARY	1,000.00	1,000.00	1,568.71	0.00	0.00	-568.71	156.9
Expenditures	1,000.00	1,000.00	1,568.71	0.00	0.00	-568.71	156.9
Net Effect for LIBRARY IMPROVEMENT FUND Change in Fund Balance:	0.00	0.00	-216.71	0.00	0.00	216.71	0.0
Fund: 481 - AIRPORT IMPROVEMENT FUND			-216.71				
Revenues							
Dept: 000.000	146,995.00	146,995.00	139,486.59	7,271.94	0.00	7,508.41	94.9
Revenues	146,995.00	146,995.00	139,486.59	7,271.94	0.00	7,508.41	94.9
Expenditures							
CAPITAL OUTLAY	139,940.00	139,940.00	63,921.44	622.93	0.00	76,018.56	45.7
Expenditures	139,940.00	139,940.00	63,921.44	622.93	0.00	76,018.56	45.7
Net Effect for AIRPORT IMPROVEMENT FUND Change in Fund Balance:	7,055.00	7,055.00	75,565.15	6,649.01	0.00	-68,510.15	1,071.1
Fund: 496 - THREE MEADOWS DEVELOPMENT			75,565.15				
Expenditures							
CAPITAL OUTLAY	0.00	0.00	422.81	0.00	0.00	-422.81	0.0
Expenditures	0.00	0.00	422.81	0.00	0.00	-422.81	0.0
Net Effect for THREE MEADOWS DEVELOPMENT Change in Fund Balance:	0.00	0.00	-422.81	0.00	0.00	422.81	0.0
Fund: 588 - DIAL-A-RIDE FUND			-422.81				
Revenues							
Dept: 000.000	320,690.00	320,690.00	330,502.17	36,206.98	0.00	-9,812.17	103.1
Revenues	320,690.00	320,690.00	330,502.17	36,206.98	0.00	-9,812.17	103.1
Expenditures							
ADMINISTRATIVE SERVICES	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
DIAL-A-RIDE	270,690.00	270,690.00	353,299.00	18,710.58	0.00	-82,609.00	130.5
Expenditures	320,690.00	320,690.00	353,299.00	18,710.58	0.00	-32,609.00	110.2
Net Effect for DIAL-A-RIDE FUND Change in Fund Balance:	0.00	0.00	-22,796.83	17,496.40	0.00	22,796.83	0.0
			-22,796.83				



REVENUE/EXPENDITURE REPORT  
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Hillsdale City Offices

For the Period: 7/1/2012 to 5/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 633 - PUBLIC SERVICES INV. FUND</b>							
<b>Revenues</b>							
Dept: 000.000	207,755.00	207,755.00	105,917.38	3,558.47	0.00	101,837.62	51.0
Revenues	207,755.00	207,755.00	105,917.38	3,558.47	0.00	101,837.62	51.0
<b>Expenditures</b>							
PUBLIC SERVICES INVENTORY	207,755.00	207,755.00	96,086.02	5,680.37	0.00	111,668.98	46.2
Expenditures	207,755.00	207,755.00	96,086.02	5,680.37	0.00	111,668.98	46.2
Net Effect for PUBLIC SERVICES INV. FUND	0.00	0.00	9,831.36	-2,121.90	0.00	-9,831.36	0.0
Change in Fund Balance:			9,831.36				
<b>Fund: 640 - REVOLVING MOBILE EQUIP. FUND</b>							
<b>Revenues</b>							
Dept: 000.000	403,700.00	403,700.00	324,982.52	30,585.48	0.00	78,717.48	80.5
Revenues	403,700.00	403,700.00	324,982.52	30,585.48	0.00	78,717.48	80.5
<b>Expenditures</b>							
MOBILE EQUIPMENT MAINTENANCE	476,285.00	476,285.00	285,668.12	24,244.95	116,720.38	73,896.50	84.5
Expenditures	476,285.00	476,285.00	285,668.12	24,244.95	116,720.38	73,896.50	84.5
Net Effect for REVOLVING MOBILE EQUIP. FUND	-72,585.00	-72,585.00	39,314.40	6,340.53	116,720.38	4,820.98	106.6
Change in Fund Balance:			39,314.40				
<b>Fund: 663 - FIRE VEHICLE &amp; EQUIPMENT FUND</b>							
<b>Revenues</b>							
Dept: 000.000	26,050.00	26,050.00	25,692.31	3.22	0.00	357.69	98.6
Revenues	26,050.00	26,050.00	25,692.31	3.22	0.00	357.69	98.6
Net Effect for FIRE VEHICLE & EQUIPMENT FUND	26,050.00	26,050.00	25,692.31	3.22	0.00	357.69	98.6
Change in Fund Balance:			25,692.31				
<b>Fund: 677 - UNEMPLOYMENT INSURANCE FUND</b>							
<b>Revenues</b>							
Dept: 000.000	9,300.00	9,300.00	9,258.88	2.89	0.00	41.12	99.6
Revenues	9,300.00	9,300.00	9,258.88	2.89	0.00	41.12	99.6
<b>Expenditures</b>							
ADMINISTRATIVE SERVICES	10,000.00	10,000.00	1,053.13	0.00	0.00	8,946.87	10.5
Expenditures	10,000.00	10,000.00	1,053.13	0.00	0.00	8,946.87	10.5
Net Effect for UNEMPLOYMENT INSURANCE FUND	-700.00	-700.00	8,205.75	2.89	0.00	-8,905.75	-1,172.3
Change in Fund Balance:			8,205.75				
<b>Fund: 699 - DPS LEAVE AND BENEFITS FUND</b>							
<b>Revenues</b>							
Dept: 000.000	152,415.00	152,415.00	119,454.09	6,169.24	0.00	32,960.91	78.4

REVENUE/EXPENDITURE REPORT  
MAY 2013

Hillsdale City Offices

For the Period: 7/1/2012 to 5/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 699 - DPS LEAVE AND BENEFITS FUND</b>							
Revenues	152,415.00	152,415.00	119,454.09	6,169.24	0.00	32,960.91	78.4
<b>Expenditures</b>							
PUBLIC SERVICES DEPARTMENT	152,415.00	152,415.00	119,454.14	6,169.23	0.00	32,960.86	78.4
Expenditures	152,415.00	152,415.00	119,454.14	6,169.23	0.00	32,960.86	78.4
<b>Net Effect for DPS LEAVE AND BENEFITS FUND</b>							
Change in Fund Balance:	0.00	0.00	-0.05	0.01	0.00	0.05	0.0
<b>Fund: 711 - CEMETERY PERPETUAL CARE FUND</b>							
<b>Revenues</b>							
Dept: 000.000	35,000.00	35,000.00	24,964.46	4,119.77	0.00	10,035.54	71.3
Revenues	35,000.00	35,000.00	24,964.46	4,119.77	0.00	10,035.54	71.3
<b>Expenditures</b>							
CEMETERIES	0.00	0.00	500.00	0.00	0.00	-500.00	0.0
TRANSFERS TO OTHER FUNDS	36,500.00	36,500.00	20,000.00	0.00	0.00	16,500.00	54.8
Expenditures	36,500.00	36,500.00	20,500.00	0.00	0.00	16,000.00	56.2
<b>Net Effect for CEMETERY PERPETUAL CARE FUND</b>							
Change in Fund Balance:	-1,500.00	-1,500.00	4,464.46	4,119.77	0.00	-5,964.46	-297.6
<b>Fund: 712 - STOCK'S PARK PERPETUAL MAINT.</b>							
<b>Revenues</b>							
Dept: 000.000	5,100.00	5,100.00	141.08	0.31	0.00	4,958.92	2.8
Revenues	5,100.00	5,100.00	141.08	0.31	0.00	4,958.92	2.8
<b>Net Effect for STOCK'S PARK PERPETUAL MAINT.</b>							
Change in Fund Balance:	5,100.00	5,100.00	141.08	0.31	0.00	4,958.92	2.8
<b>Fund: 715 - R. L. OWEN MEMORIAL FUND</b>							
<b>Revenues</b>							
Dept: 000.000	5,000.00	5,000.00	5,870.00	0.00	0.00	-870.00	117.4
Revenues	5,000.00	5,000.00	5,870.00	0.00	0.00	-870.00	117.4
<b>Expenditures</b>							
BUILDING AND GROUNDS	6,250.00	6,250.00	3,675.00	0.00	0.00	2,575.00	58.8
Expenditures	6,250.00	6,250.00	3,675.00	0.00	0.00	2,575.00	58.8
<b>Net Effect for R. L. OWEN MEMORIAL FUND</b>							
Change in Fund Balance:	-1,250.00	-1,250.00	2,195.00	0.00	0.00	-3,445.00	-175.6
<b>Grand Total Net Effect</b>	<b>-788,590.00</b>	<b>-788,590.00</b>	<b>-96,124.97</b>	<b>-206,318.18</b>	<b>124,602.97</b>	<b>-567,862.06</b>	

# **City of Hillsdale Agenda Item Summary**

**Meeting Date:** June 17, 2013

**Agenda Item #7:** Introduction of Ordinances/Public Hearings

**A. Cobra Moto, LLC Applications for Industrial Facilities  
Tax Exemptions (2 Applications – 2 Public Hearings)**

**BACKGROUND:**

On May 3, 2013 Cobra Moto, LLC filed an Application for an Industrial Facilities Tax Exemption with the City Clerk's Office. The requested exemption is for new equipment costing \$36,313.00 to increase production. For purposes of this writing, I am describing this application as IFT-2013-Cobra (#3).

On the same date, Cobra Moto, LLC filed an application for an Industrial Facilities Tax Exemption for new equipment costing \$140,301.00 to increase production. For purposes of this writing I am identifying this application as IFT-2013-Cobra (#2).

I have included a breakdown of taxes prepared by our Assessor, Kim Thomas, identifying the amount of taxes which will be foregone as a result of granting each of the exemptions.

The Economic Development Committee has met and recommends the exemption be granted on IFT-2013-Cobra (#3) for eleven (11) years and for IFT-2013-Cobra (#2) for six (6) years.

**RECOMMENDATION:**

I recommend that Council conduct a public hearing on exemption IFT-2013-Cobra (#3) and following the public hearing, Council approve the exemption for eleven (11) years and authorize the Mayor and Deputy Clerk's signatures on the required contract. I also recommend that Council conduct a public hearing on exemption IFT-2013-Cobra (#2) and following the public hearing, Council approve the exemption for six (6) years and authorize the Mayor and Deputy Clerk's signatures on the required contract.



**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 June 17, 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 June 17, 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 \$36,313.00 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 \$36,313 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

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 June 17, 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 June 17, 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 \$140,301 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 \$140,301 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: June 17, 2013

\_\_\_\_\_  
Douglas G. Moon, Mayor

\_\_\_\_\_  
Michelle Loren, Deputy Clerk





**TO:** City Council  
**FROM:** Kimberly Thomas, City Assessor  
**DATE:** June 12, 2013  
**RE:** (2) Industrial Facilities Exemptions – Cobra Moto

**Background:** Two applications for consideration of Industrial Facilities Exemption Certificate(s) were received by the City Clerk's Office as of May 3, 2013 from Cobra Moto LLC.

Overall investment has been made in the amount of \$140,301 and \$36,313 for a total investment of \$176,614 true cash value. The request is for an exemption(s) from ad valorem taxation on certain machinery/equipment pursuant to Public Act 198.

Cobra currently has (3) abatement(s) on the real estate or machinery & equipment, plus one prior application received March 28, 2013 in the amount of \$25,990 pending state approval. The ad valorem taxation for this location is \$291,490 (Taxable Value) on the 2012 assessment roll.

These projects will allow the industry to be competitive in this location and therefore retaining approximately 2 position(s) within our jurisdiction.

**Recommendation:** To review the application in relation to any existing abatements and past expectations for projected employment. The Business Review Committee of the Economic Development Corporation (EDC) met June 12, 2013 for the purpose of reviewing these applications. Based on their current scoring model, it is recommended that the local unit approve the \$36,313 project for the amount requested for a length of eleven (11) years and the \$140,301 project for the amount requested for a length of six (6) years. The aggregate state equalized valuation of property exempt under certificates previously granted and currently in force exceeds 5% of the state equalized value of the City. However, in the estimation of the assessor, granting the requested exemption(s) shall not have the effect of substantially impeding the operation of the City or impairing the financial soundness of any affected taxing unit.

A public hearing will be set for June 17, 2013 to hear any and all concerns, after which the Council may choose to approve the application. Local governmental approval is then subject to State approval.

**Fiscal Impact:** See attached.

Kimberly Thomas,  
City Assessor



Applicant: Cobra Moto LLC

Date Received: May 3, 2013

Property Address: 240 Uran St

Cost of Investment: \$ 36,313.00

Real Property Classification: Industrial

Tax	Year 1		2014		Standard Depreciation 0.82	Taxable Value 16,159	Taxes Foregone
	Millage Rate*	Tax Amount	Without IFT	With IFT			
Summer							
City Operating	14.9205	\$ 241.10			7.46025	\$ 120.55	\$ 120.55
Library	0.9947	\$ 16.07			0.49735	\$ 8.04	\$ 8.04
County Operating	4.9552	\$ 80.07			2.47760	\$ 40.04	\$ 40.04
Stated Education Tax	0.0000	\$ -			0.00000	\$ -	\$ -
School Operating	0.0000	\$ -			0.00000	\$ -	\$ -
School Building/Site	0.9994	\$ 16.15			0.49970	\$ 8.07	\$ 8.07
ISD General	0.1337	\$ 2.16			0.06685	\$ 1.08	\$ 1.08
ISD Special Ed	1.5000	\$ 24.24			0.75000	\$ 12.12	\$ 12.12
ISD Vocational Ed	0.4459	\$ 7.21			0.22295	\$ 3.60	\$ 3.60
Administration Fee	1%	\$ 3.87			1%	\$ 1.94	\$ 1.94
<b>Total Summer</b>	<b>23.9494</b>	<b>\$ 390.88</b>			<b>11.97470</b>	<b>\$ 195.44</b>	<b>\$ 195.44</b>
Winter							
County Medical Care Facility	0.6000	\$ 9.70			0.30000	\$ 4.85	\$ 4.85
County Medical Care Facility 2006	0.3500	\$ 5.66			0.17500	\$ 2.83	\$ 2.83
County Ambulance	0.2500	\$ 4.04			0.12500	\$ 2.02	\$ 2.02
County Ambulance 2006	0.1500	\$ 2.42			0.07500	\$ 1.21	\$ 1.21
County Senior Services	0.4968	\$ 8.03			0.24840	\$ 4.01	\$ 4.01
County Senior Services 2008	0.5000	\$ 8.08			0.25000	\$ 4.04	\$ 4.04
School Operating	0.0000	\$ -			0.00000	\$ -	\$ -
School Building/Site	0.9994	\$ 16.15			0.49970	\$ 8.07	\$ 8.07
ISD General	0.1337	\$ 2.16			0.06685	\$ 1.08	\$ 1.08
ISD Special Ed	1.5000	\$ 24.24			0.75000	\$ 12.12	\$ 12.12
ISD Vocational Ed	0.4459	\$ 7.21			0.22295	\$ 3.60	\$ 3.60
Administration Fee	1%	\$ 0.88			1%	\$ 0.44	\$ 0.44
<b>Total Winter</b>	<b>5.4258</b>	<b>\$ 88.55</b>			<b>2.71290</b>	<b>\$ 44.28</b>	<b>\$ 44.28</b>
<b>GRAND TOTALS</b>	<b>29.3752</b>	<b>\$ 479.43</b>			<b>14.68760</b>	<b>\$ 239.71</b>	<b>\$ 239.71</b>

\* Rates based on most recent information available

Year	Standard Depreciation	Taxable Value	City Operating Foregone Annually	Cumulative City Taxes Foregone	Total Taxes Foregone Annually	Cumulative Total Taxes Foregone
2	0.76	13,799	\$ 102.94	\$ 102.94	\$ 204.70	\$ 444.41
3	0.67	12,165	\$ 90.75	\$ 193.69	\$ 180.46	\$ 624.87
4	0.60	10,894	\$ 81.27	\$ 274.96	\$ 160.51	\$ 786.48
5	0.54	9,805	\$ 73.14	\$ 348.10	\$ 145.44	\$ 931.92
6	0.49	8,897	\$ 66.37	\$ 414.47	\$ 131.96	\$ 1,063.90
7	0.45	8,170	\$ 60.95	\$ 475.42	\$ 121.20	\$ 1,185.11
8	0.42	7,626	\$ 56.89	\$ 532.31	\$ 113.12	\$ 1,298.23
9	0.38	6,899	\$ 51.47	\$ 583.78	\$ 102.35	\$ 1,400.58
10	0.36	6,536	\$ 48.76	\$ 632.54	\$ 96.95	\$ 1,497.54
11	0.33	5,992	\$ 44.70	\$ 677.24	\$ 88.88	\$ 1,586.43
12	0.31	5,629	\$ 41.99	\$ 719.23	\$ 83.50	\$ 1,669.92
<b>Maximum Tax Dollar Impact if approved for 12-year abatement:</b>			<b>\$ 839.80</b>	<b>\$ 1,669.92</b>		
			<b>City Operating</b>	<b>Total All Entities</b>		



Applicant: Cobra Moto LLC

Date Received: May 3, 2013

Property Address: 240 Uran St

Cost of Investment: \$ 140,301.00

Real Property Classification: Industrial

Tax	Year 1		2014		Standard Depreciation 0.89	Taxable Value 62,434	Taxes Foregone
	Millage Rate*	Tax Amount	Without IFT	With IFT			
City Operating	14.9205	\$ 931.55			7.46025	\$ 465.77	\$ 465.77
Library	0.9947	\$ 62.10			0.49735	\$ 31.05	\$ 31.05
County Operating	4.9552	\$ 309.37			2.47760	\$ 154.69	\$ 154.69
County Education Tax	0.0000	\$ -			0.00000	\$ -	\$ -
Stated Operating	0.0000	\$ -			0.00000	\$ -	\$ -
School Building/Site	0.9994	\$ 62.40			0.49970	\$ 31.20	\$ 31.20
ISD General	0.1337	\$ 8.35			0.06685	\$ 4.17	\$ 4.17
ISD Special Ed	1.5000	\$ 93.65			0.75000	\$ 46.83	\$ 46.83
ISD Vocational Ed	0.4459	\$ 27.84			0.22295	\$ 13.92	\$ 13.92
Administration Fee	1%	\$ 14.95			1%	\$ 7.48	\$ 7.48
<b>Total Summer</b>	<b>23.9494</b>	<b>\$ 1,510.21</b>			<b>11.97470</b>	<b>\$ 755.10</b>	<b>\$ 755.10</b>
Winter							
County Medical Care Facility	0.6000	\$ 37.46			0.30000	\$ 18.73	\$ 18.73
County Medical Care Facility 2006	0.3500	\$ 21.85			0.17500	\$ 10.93	\$ 10.93
County Ambulance	0.2500	\$ 15.61			0.12500	\$ 7.80	\$ 7.80
County Ambulance 2006	0.1500	\$ 9.37			0.07500	\$ 4.68	\$ 4.68
County Senior Services	0.4968	\$ 31.02			0.24840	\$ 15.51	\$ 15.51
County Senior Services 2008	0.5000	\$ 31.22			0.25000	\$ 15.61	\$ 15.61
School Operating	0.0000	\$ -			0.00000	\$ -	\$ -
School Building/Site	0.9994	\$ 62.40			0.49970	\$ 31.20	\$ 31.20
ISD General	0.1337	\$ 8.35			0.06685	\$ 4.17	\$ 4.17
ISD Special Ed	1.5000	\$ 93.65			0.75000	\$ 46.83	\$ 46.83
ISD Vocational Ed	0.4459	\$ 27.84			0.22295	\$ 13.92	\$ 13.92
Administration Fee	1%	\$ 3.39			1%	\$ 1.69	\$ 1.69
<b>Total Winter</b>	<b>5.4258</b>	<b>\$ 342.14</b>			<b>2.71290</b>	<b>\$ 171.07</b>	<b>\$ 171.07</b>
<b>GRAND TOTALS</b>	<b>29.3752</b>	<b>\$ 1,852.35</b>			<b>14.68760</b>	<b>\$ 926.17</b>	<b>\$ 926.17</b>

\*Rates based on most recent information available

Year	Standard Depreciation	Taxable Value	City Operating Foregone Annually	Cumulative City Taxes Foregone	Total Taxes Foregone Annually	Cumulative Total Taxes Foregone
2	0.76	53,314	\$ 397.74	\$ 868.51	\$ 790.89	\$ 1,717.07
3	0.67	47,001	\$ 350.64	\$ 1,214.15	\$ 697.23	\$ 2,414.30
4	0.60	42,090	\$ 314.00	\$ 1,528.15	\$ 624.39	\$ 3,038.69
5	0.54	37,881	\$ 282.60	\$ 1,810.76	\$ 561.95	\$ 3,600.63
6	0.49	34,374	\$ 256.44	\$ 2,067.19	\$ 509.92	\$ 4,110.55
7	0.45	31,568	\$ 235.50	\$ 2,302.70	\$ 468.29	\$ 4,578.84
8	0.42	29,463	\$ 219.80	\$ 2,522.50	\$ 437.07	\$ 5,015.91
9	0.38	26,657	\$ 198.87	\$ 2,721.37	\$ 395.45	\$ 5,411.36
10	0.36	25,254	\$ 188.40	\$ 2,909.77	\$ 374.63	\$ 5,785.99
11	0.33	23,150	\$ 172.70	\$ 3,082.47	\$ 343.41	\$ 6,129.40
12	0.31	21,747	\$ 162.24	\$ 3,244.71	\$ 322.60	\$ 6,452.00

Maximum Tax Dollar Impact if approved for 12-year abatement: City Operating \$ 3,244.71 Total All Entities \$ 6,452.00



		MAY 2013 REPORT – HILLSDALE CITY POLICE	
green-	notice issued, 48	hours given, violation not	corrected,
blue-	violation corrected		citation issued
orange-	complaint investigated	unfounded	
pink-	complaint investigated	hours given, violation not	citation issued
	29 Reading Ave.	sofa left at curb, D.H.	or pending issue of citation (as in attempting to verify correct person to cite) violation corrected
5/3/2013	14 Barry St.	tote violation, D.H.	violation corrected
5/3/2013	42 S. Howell St.	sofa left at curb, D.H.	violation corrected
5/9/2013	31 Howder St.	tall grass/weeds, D.H.	violation corrected
5/9/2013	29 Westwood St.	tall grass/weeds, D.H.	violation corrected
5/14/2013	98 E. Sharp St.	tall grass/ weeds	not corrected, citation mailed to owner of record, 5/29/13 mowing ordered by city manager. 5/29/13 property mowed by city hired mowing contractor
5/20/2013	44 Park St.	tall grass/weeds, D.H.	not corrected, citation mailed to owner of record
5/20/2013	139 Spring St.	tall grass/weeds, D.H.	violation corrected
5/20/2013	93 Griswold St.	tall grass/weeds, D.H.	not corrected, citation mailed to owner of record
5/20/2013	267 E. Bacon St.	tall grass/weeds, D.H.	letter to business owner, advised city has right to mow w/in 7 days if not done
5/20/2013	148 N. Manning St.	tall grass/weeds, D.H.	violation corrected
5/20/2013	186 N. Manning St.	tall grass/weeds, D.H.	violation corrected
5/20/2013	29 Superior St.	tall grass/weeds, D.H.	letter to business owner, advised city has right to mow w/in 7 days if not done
5/20/2013	166 Griswold St.	tall grass/weeds, D.H.	violation corrected
5/21/2013	338 N. West St.	tall grass/weeds, D.H.	not corrected, citation mailed to owner of record
5/21/2013	230 N. West St.	tall grass/weeds, D.H.	letter to business owner, advised city has right to mow w/in 7 days if not done
5/21/2013	57 S. Howell St.	tall grass/weeds, D.H.	violation corrected
5/21/2013	32 E. South St.	tall grass/weeds, D.H.	violation corrected
5/21/2013	8 S. Manning St.	tall grass/weeds, D.H.	letter to business owner, advised city has right to mow w/in 7 days if not done
5/21/2013	20 S. Manning St.	tall grass/weeds, D.H.	violation corrected
5/21/2013	6 W. Sharp St.	tall grass/weeds, D.H.	not corrected, citation mailed to owner of record
5/21/2013	10 Elm St.	tall grass/weeds, D.H.	not corrected, citation mailed to owner of record
5/21/2013	80 Budlong St.	tall grass/weeds, D.H.	violation corrected

5/21/2013	29 Charles St.	tall grass/weeds, D.H.	5/29/13	not corrected, citation mailed to owner of record
5/21/2013	72 S. Broad st.	tall grass/ weeds, garbage, D.H.	5/29/13	not corrected, citation mailed to owner of record
5/21/2013	55 S. Broad st.	tall grass/weeds, D.H.	5/29/13	not corrected, citation mailed to owner of record
5/22/2013	187 Union St.	garbage/ rubbish, D.H.	5/28/13	violation corrected
5/22/2013	191 Union St.	garbage/ rubbish, D.H.	5/28/13	violation corrected
5/22/2013	280 Spring St.	tall grass/ weeds, garbage, D.H.	5/28/13	violation corrected
5/22/2013	24 N. Norwood Ave.	tall grass/ weeds, garbage, D.H.	5/28/13	violation corrected
5/22/2013	9 W. Hallett St.	tall grass/weeds, D.H.	5/24/13	violation corrected
5/22/2013	18 Westwood St.	tall grass/weeds, D.H.		not corrected, citation mailed to owner of record
5/22/2013	15 Westwood St.	tall grass/weeds, D.H.		not corrected, citation mailed to owner of record
5/28/2013	191 Union St.	furniture at curb, D.H.	5/31/13	violation corrected
5/28/2013	34 W. South St.	brush/trash at curb, D.H.	5/31/13	violation corrected
5/31/2013	71 W. Lynwood Blvd.	tall grass	5/31/13	letter to property owner, advised city has right to mow w/in 7 days if not done



# MAY 2013 CODE ENFORCEMENT REPORT

**LEGEND:**

- Purple: Enforcement Action Resolved
- Green: Violation Notice Sent
- Orange: Complaint not found to be valid
- Blue: Citation issued, matter in Attorney's office
- Rose: Work in progress, not completed, no citation issued

Address of Violation	Report Filed	Violation Information	Action Taken/Date	Next Action/Date	Notes
12 Waldron	7/30/2009	Structurally damage house	Public Nuisance Posting 6/27/2012	Estate executor in process of selling property by 7/2013	Prosepective owner will demolish structure: possible garage to be built on lot.
78 N Norwood	6/13/2012	Garage structure deteriorated	Owners notified 12/10/12 by letter	Citation issued	Matter is in court process
14 Rippon	6/27/2012	peeling paint on trim, and walls	Time Extension/ 8/1/13		Deadline August 1, 2013
125 N Manning	10/4/2012	Front wall missing siding, porch deck in disrepair	Work nearing completion	Building permit issued, work is under way	Work in progress under building permit
180 E Bacon	2/20/2013	inside furniture on porch	Inspected 2/20/13	Owner/tenant issue for issuance of CIC	Information regarding tenants from owner is required
14 W Bacon	2/5/2013	peeling paint on trim,walls	Inspected 2/06/13	Violation notice sent	Correction deadline June 25, 2013
76 S Howell	2/28/2013	damaged siding	March 13, 2013	Next Inspection scheduled 7/16/13	Time extension granted
118 Marion	2/20/2013	inside furniture on porch	Inspected 5/17/2013	Resolved	Resolved
76 S West	2/28/2013	garage leaning	Inspected 5/17/2013	Resolved	Resolved
4 Spring St	2/26/2013	damaged siding	Inspected 5/17/2013	Most work completed	Time extension granted July 2, 2013
44 Park St	2/26/2013	Fire damage to structure	Time Extension/ 8/1/13	Time extension requested by new owner	Next inspection scheduled early August 2013

## MAY 2013 CODE ENFORCEMENT REPORT

Address	Date	Issue	Inspected	Time extension requested due to increased scope of work	Next inspection scheduled mid to late June.
115 E Carleton	2/5/2013	Roofing damage	5/31/2013		
178 N Manning	3/6/2013	Building not secure: Structure dilapidated	March 28, 2013 Notice returned Unable to forward		Difficulties exist notifying owner.
10 S Wolcott	3/28/2013	exterior debris, excessive material on exterior; structure in disrepair, unsecure	Inspected 5/31/2013	Citation issued	Citation to be issued by 6/11/2013
80 S Wolcott	3/28/2013	deteriorated structure, tall grass, weeds, excessive solid waste, trash debris in exterior	Inspected 5/17/2013	Work in Progress: Time extension requested	Next inspection scheduled 7/23/13
4 S Wolcott	4/3/2013	deteriorated structure, tall grass, weeds, excessive solid waste, trash debris in exterior	Inspected 5/17/2013	Work in Progress: Time extension requested	Property not notified when 10 S Wolcott was cited in March, 2013. Found after research of aerial maps. Next inspection scheduled 7/23/13
130 Dickerson	4/3/2013	Accumulation of material in side yard	Inspected 5/17/2013	Violation notice sent	Inspection early to mid May
28 State	4/15/2013	Accumulation of material in side yard	Inspected 5/17/2013	Resolved	Resolved
98 Marion	4/15/2013	Appliance in yard	Inspected 5/16/2013	Resolved	Resolved
77 - 79 Marion	4/18/2013	Tires, etc in yard	Inspected 5/16/2013	Resolved	Resolved
64 Marion	4/18/2013	Fence not maintained	Inspected 5/9/2013	Resolved	Resolved
70 Marion	4/18/2013	exterior debris rear yard	Inspected 5/16/2013	Time Extension Requested, work in progress	Inspection early to mid June
48 Marion	4/18/2013	inside furniture on porch	Inspected 4/11/2013	Resolved	Verification by owner of outdoor furniture

# MAY 2013 CODE ENFORCEMENT REPORT

30 N Norwood	4/18/2013	Exterior debris, outdoor furniture, roof damage	Inspected 4/11/2013	Inspected 4/11/2013	Violation notice sent	Inspection early to mid May 2013
22 Budlong	4/19/2013	Roofing damage, Overhang deterioration	Inspected 5/16/2013	Inspected 5/16/2013	Time extension requested due to increased scope of work	Inspection mid to late July 2013
83 E Hallett	4/19/2013	Debris on front porch and in rear yard. Deteriorated material on front porch	Inspected 5/16/2013	Inspected 5/16/2013	Resolved	Resolved
92 E Sharp	4/19/2013	Building Materials/debris in rear yard. Appliance on porch. Unlicensed motor boat	Inspected 4/22/2013	Inspected 4/22/2013	Violation notice sent	Inspection Mid May
38 Waldron	4/19/2013	Shattered, but in place, glass in front door. Tire, mattress, etc in loading area	Inspected 5/16/2013	Inspected 5/16/2013	Resolved	Resolved
16 Hillisdale	4/19/2013	tire at side of building, Carleton St side	Inspected 5/16/2013	Inspected 5/16/2013	Resolved	Resolved
17 Willow	4/24/2013	Exterior debris in rear yard	Inspected 5/14/2012	Work in Progress	Time Extension requested	Inspection Mid June 2013
10 W Carleton	4/26/2013	Fence not maintained	Inspected 5/16/2013	Inspected 5/16/2013	Resolved	Resolved
65 State	4/30/2013	Odor complaint In rear yard	Inspected 5/21/13	Inspected 5/9/13,	Unable to verify	Inspection early to mid June
88 N West	4/30/2013	Debris on front porch and in rear yard. Inside furniture on front porch. Deteriorated rear roof	Inspected 5/29/13	Inspected 5/29/13	Time Extension requested	Inspection mid to late July 2013
202 - 204 E Bacon	4/30/2013	Debris in front yard and side yard	Inspected 4/30/2013	Inspected 4/30/2013	Violation notice sent	Inspection Late May

# MAY 2013 CODE ENFORCEMENT REPORT

19 Willow	4/30/2013	Debris in rear yard	Inspected 5/16/2013	Resolved	Resolved
16 Willow	4/30/2013	Debris on front porch and side yard	Inspected 5/16/2013	Resolved	Resolved
12 Willow	4/30/2013	Missing window sash	Inspected 5/16/2013	Resolved	Resolved
39 Bud long	4/30/2013	inside furniture on porch	Inspected 5/16/2013	Resolved	Resolved
51 Howder	4/30/2013	Building materials/debris in rear yard. Unlicensed motor boat	Inspected 5/16/2013	Resolved	Resolved
58 N West	4/30/2013	Debris in rear yard	Inspected 5/29/2013	Time extension requested work in progress	Inspection Mid June 2013
60 N West	4/30/2013	Debris in rear yard. Fence deteriorated.	Inspected 5/29/2013	Time extension requested work in progress	Inspection Mid June 2013
11 Westwood	4/30/2013	Fence not maintained	Inspected 5/29/13	Resolved	Resolved
3271 W Carleton	5/1/2013	Exitway issues	Inspected 5/2/13	HCID approval granted	No Action Necessary
29 Reading	5/3/2013	Couch at Curb	Inspected 5/7/13	Curb Clean	No Action Necessary
29 N Broad	5/6/2013	Deck without permit	Inspected 5/16/2013	Zoning violation letter sent	Inspection Mid June 2013
146 S Broad	5/6/2013	Couch at Curb	Inspected 5/16/2013	Curb Clean	No Action Necessary
94 W Bacon	5/6/2013	Debris in yard	Inspected 5/21/2013	Violation notice sent	Inspection Mid June 2013
96 W Bacon	5/6/2013	Debris in Yard	Inspected 5/21/2013	Resolved	No Action Necessary
24 Norwood	5/7/2013	Debris in yard ; roof in disrepair	Inspected 5/22/2013	Violation notice sent	Inspection Mid June 2013
118 Marion	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
55 Oak	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
34 Vine	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013

# MAY 2013 CODE ENFORCEMENT REPORT

106 Hillsdale	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
110 Hillsdale	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
23 Howder	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
16 Garden	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
66 68 Union	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
8 W Bacon	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
54 W Bacon	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
107 W Bacon	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
60 S West	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
53 S West	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
40 S West	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
43 S West	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
8 S West	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
68 Westwood	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
78 Westwood	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
28 Westwood	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
42 Barry	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
77 S Broad	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
100 S Manning	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
104 S Manning	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
28 E Sharp	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
98 E Sharp	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
12 Charles	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
11 Charles	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
16 Charles	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
29 Charles	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
32 Charles	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
20 Budlong	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
204 Hillsdale	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
57 S Broad	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
18 Willow	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
17 Westwood	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
9 McCollum	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
36 N Manning	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013

# MAY 2013 CODE ENFORCEMENT REPORT

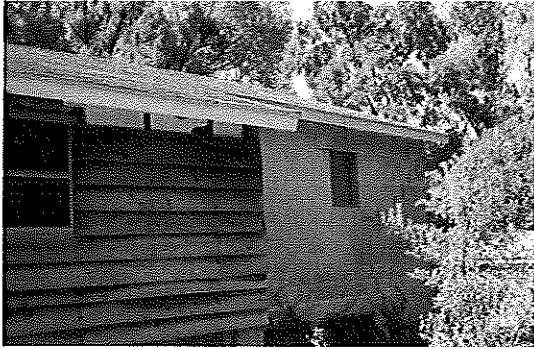
38 Budlong	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
40 Budlong	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
74 E South	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
43 Budlong	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
53 Budlong	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
39 Willow	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
192 E Bacon	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
310 E Bacon	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
232 E Bacon	5/20/2013	Peeling Paint	5/17/2013	Resolved	No Action Necessary
235 E Bacon	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
7 Garden	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
91 Hillsdale	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
9 Mead	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
32 Marion	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
64 Marion	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
35 Budlong	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
55 S Broad	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
101 E Sharp	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
92 E Sharp	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
36 E Sharp	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
39 Barry	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
267 E Bacon	5/20/2013	Peeling Paint	5/17/2013	Violation notice sent	Inspection Mid June 2013
120 Budlong	5/21/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
122 Budlong	5/21/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
99 Budlong	5/21/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
76 Budlong	5/21/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
71 Budlong	5/21/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
82 N West	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
88 N West	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
96 N West	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
26 Glendale	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
32 Glendale	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
31 N West	5/22/2013	Peeling Paint	5/21/2013	Resolved	No Action Necessary
38 Waldron	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013

## MAY 2013 CODE ENFORCEMENT REPORT

3 Monroe	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
29 Westwood	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
32 E Bacon	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
50 Spring	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
54 Spring	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
66 N West	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
74 N Norwood	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
74 Rippon	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
99 Rippon	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
106 N Norwood	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
112 N Norwood	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
171 N West	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
201 N Manning	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
223 N Manning	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
224 N Manning	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
227 N Manning	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
228 N Manning	5/22/2013	Peeling Paint	5/21/2013	Violation notice sent	Inspection Mid June 2013
67 Budlong	5/22/2013	Garage in Disrepair	5/21/2013	Violation notice sent	Inspection Late June 2013

MAY 2013 CODE ENFORCEMENT REPORT





10 S Wolcott



Photo: 12 Waldron

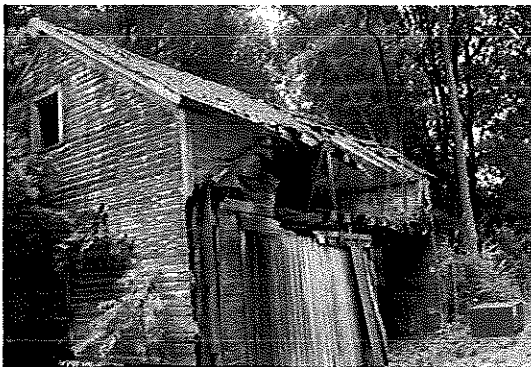


Photo: 78 N Norwood

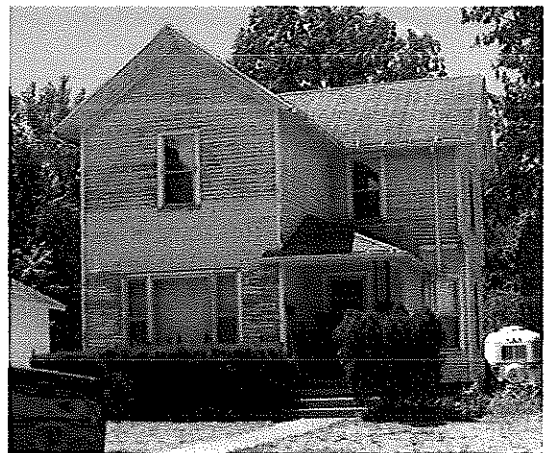


Photo: 14 Rippon



Photo: 125 N Manning



Photo: 180 E Bacon



Photo: 76 S Howell



Photo: 14 W Bacon

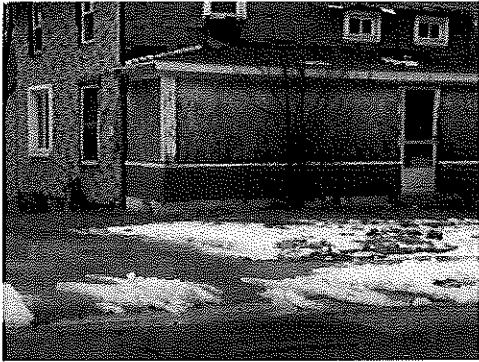


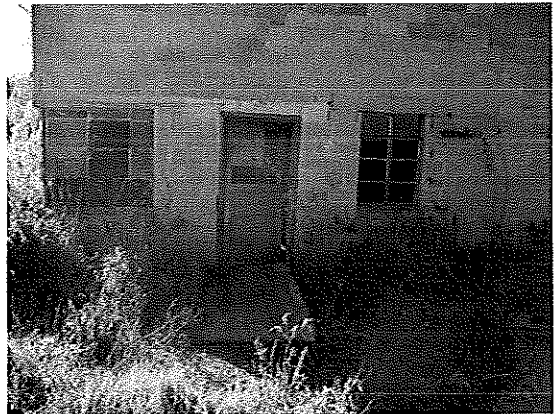
Photo: 4 Spring St



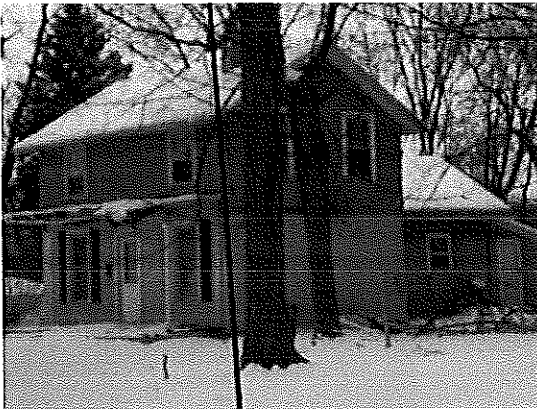
Photo: 44 Park



Photo: 115 E Carleton



80 S Wolcott



178 N Manning



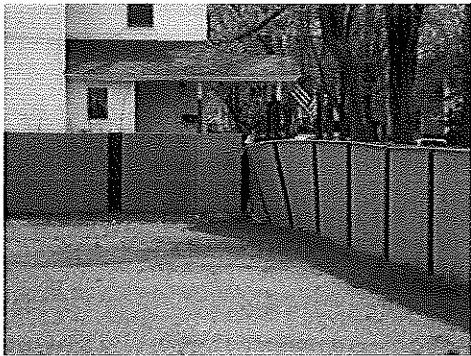
4 S. Wolcott



70 Marion



30 N Norwood



4 W Carleton



17 Willow



38 Waldron



19 Willow



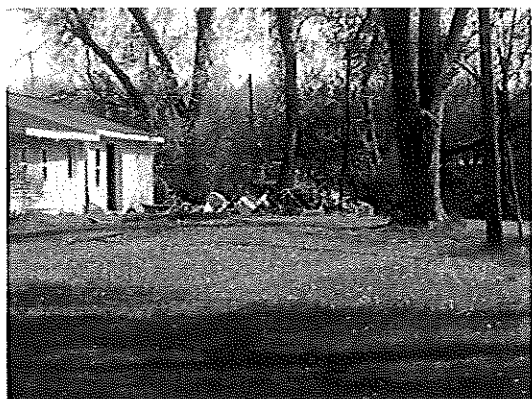
202 204 E Bacon



60 N West



58 N West



94 W Bacon



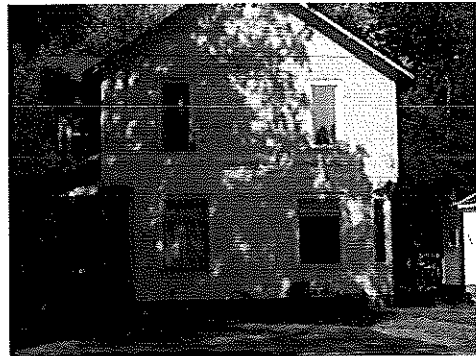
118 Marion



55 Oak



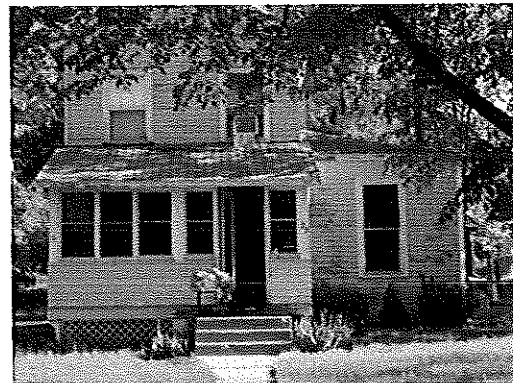
34 Vine



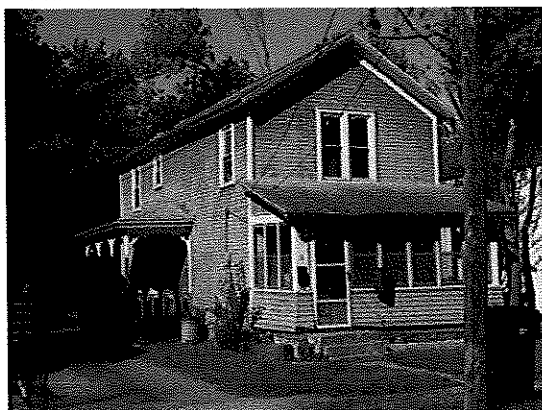
106 Hillsdale



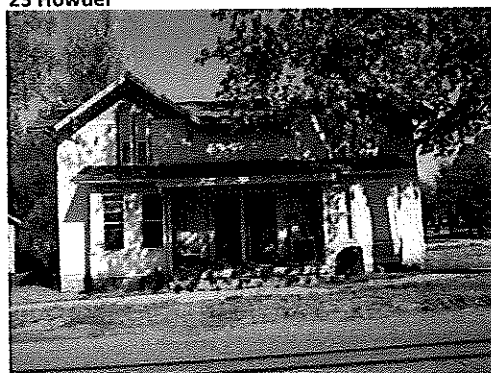
110 Hillsdale



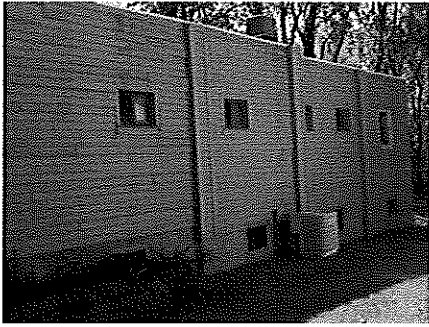
23 Howder



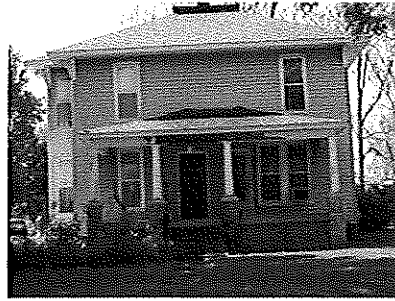
16 Garden



66 68 Union



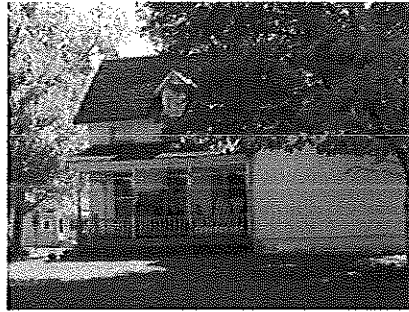
8 w bacon



54 w bacon



107 w bacon



53 w bacon



53 s west



8 s west



68 westwood



78 westwood



28 westwood



42 Barry



77 s broad



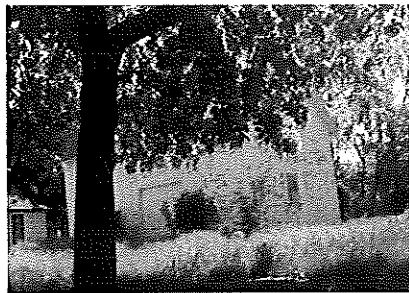
100 s manning



104 s manning



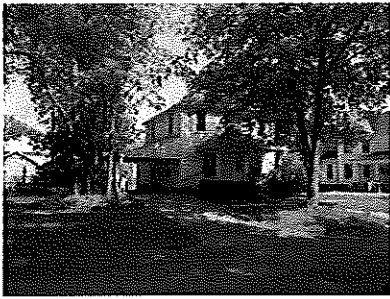
28 e sharp



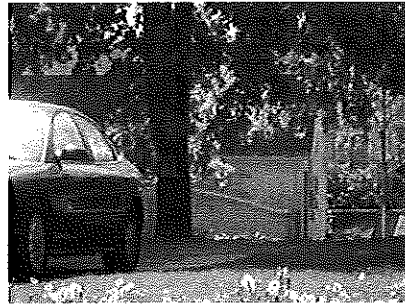
98 e sharp



12 charles



11 charles



16 charles



29 charles



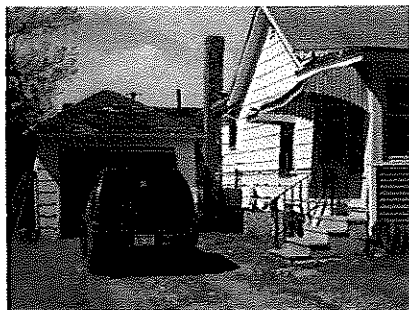
32 charles



20 budlong



57 s broad



18 willow



17 westwood



36 n manning



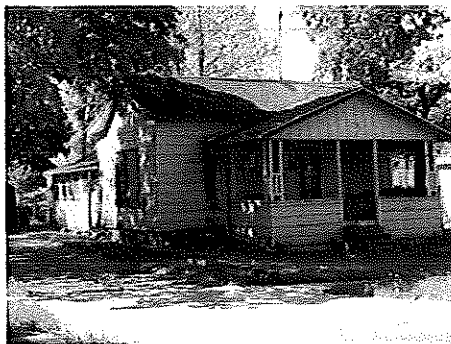
74 e south



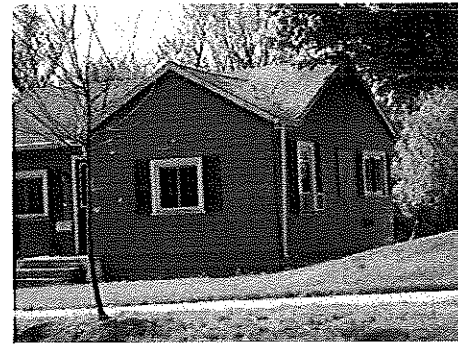
53 budlong



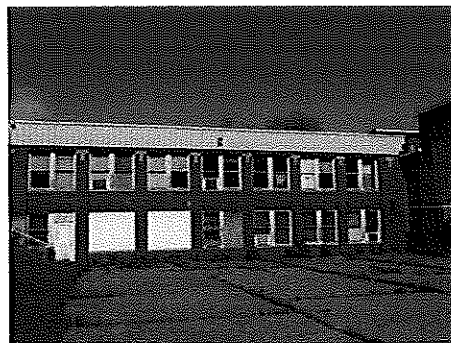
39 willow



192 e bacon



310 e bacon



235 e bacon

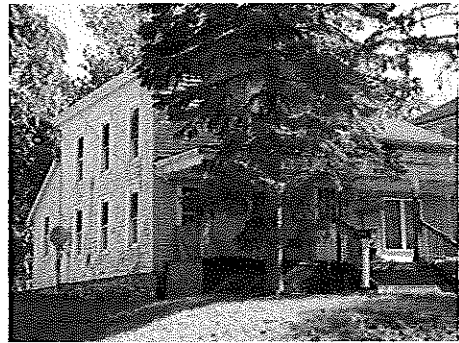


7 garden





92 hillsdale



9 mead



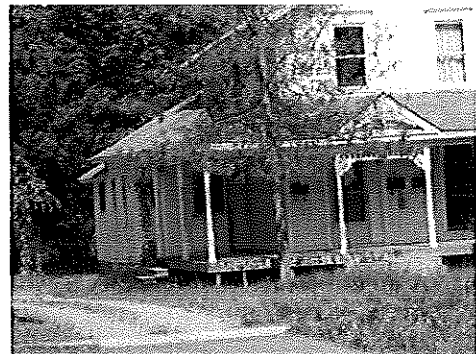
32 Marion



64 marion



35 budlong



55 s broad



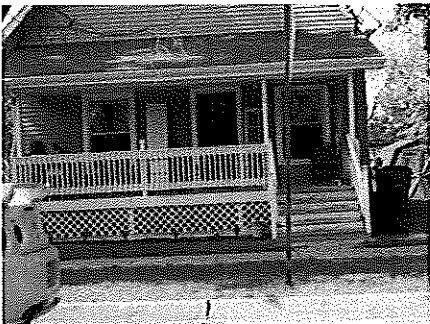
101 e sharp



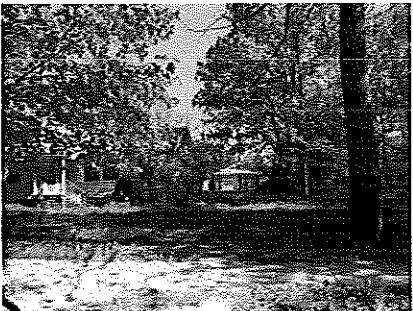
92 e sharp



36 e sharp



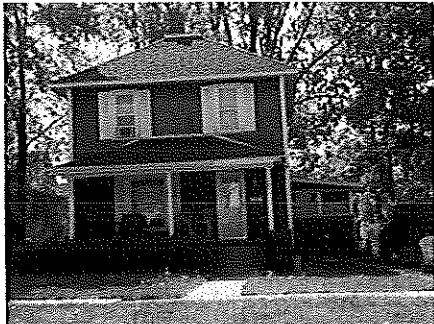
39 barry



267 e bacon



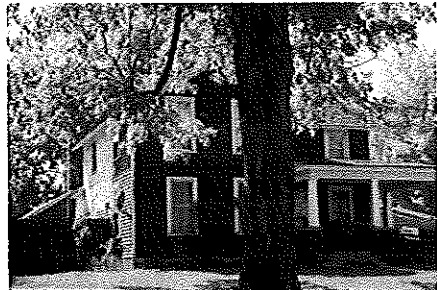
120 budlong



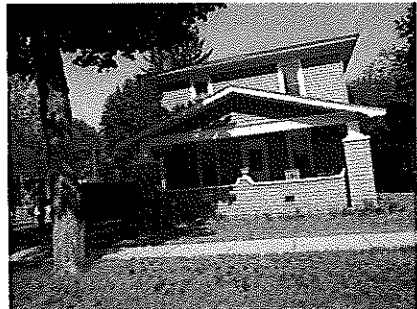
122 budlong



99 budlong



76 budlong



71 budlong



82 n west



88 n west



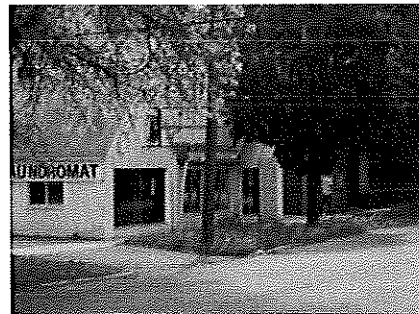
96 n west



26 glendale



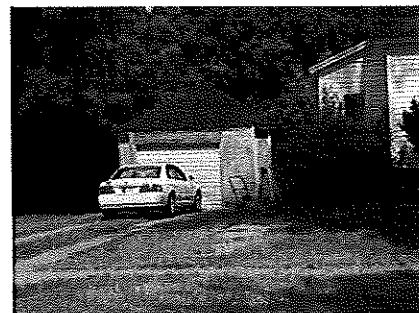
32 glendale



38 waldron



3 monroe



129 westwood



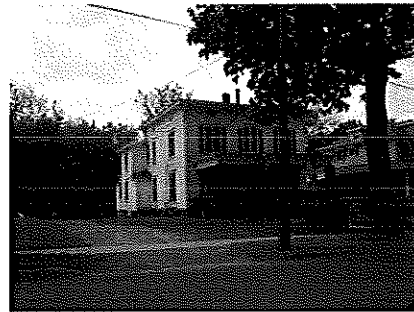
32 e bacon



50 spring



54 spring



66 n west



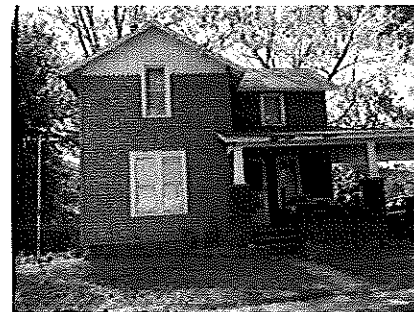
74 n norwood



74 rippon



99 rippon



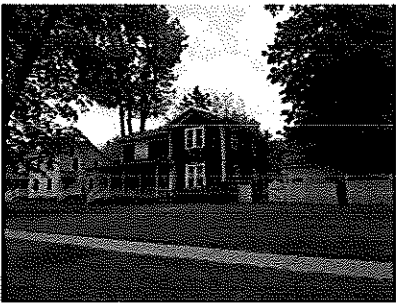
106 n norwood



112 n norwood



171 n west



201 n manning



223 n manning



224 n manning



227 n manning



228 n manning



67 budlong



# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** June 17, 2013

**Agenda Item #10:** New Business A – HBA Cruise-In – Agreement for Use  
Portion of Street

### **BACKGROUND:**

The Hillsdale Business Association has requested permission to use certain streets in connection with its annual cruise-in. The event is scheduled for June 21, 2013 from 3:00 p.m. to 10:00 p.m. They would like to use Howell Street between North and Waldron Street, East Bacon Street from Broad to the alley at Coneyes & Swirls and McCollum Street from Broad Street to the alley at the former Hillsdale Daily News building.

I have attached a copy of a proposed Agreement for use in connection with the event. The Agreement requires, among other things, insurance coverage, addresses repair and restoration of any damage caused, and indemnification for injuries or property damage as a result of the event and the organization's use of those portions of City streets. HBA agrees that it has created appropriate regulations and policies to regulate participants in the event and that participation in the event is and will be open to all on a nondiscriminatory basis.

The event will require a Temporary Traffic Control Order which I am advised by Chief Gutowski has been prepared and will also require a right-of-way permit from DPS Director, Keith Richard. HBA has requested that the City's DPS provide barricades with appropriate signage, cones and trash cans for the event.

### **RECOMMENDATION:**

I recommend Council decide whether they wish to provide any or all of the requested items, however, the barricades and appropriate signage, would be required if permission to use the streets is granted so as not to create an unsafe situation. The cones and trash cans are not necessarily required but Council should determine whether it wishes to approve the provision of the items by DPS.

I do, however, recommend approval of the event and authorization of the Mayor and Deputy Clerk's signatures on the attached contract which has been approved by the City Attorney.





## **AGREEMENT FOR USE PORTION OF STREET**

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (Hillsdale) and Hillsdale Business Association, a not-for-profit, 501(C)3 Michigan corporation, P.O. Box 98, Hillsdale, Michigan 49242.

### **Preamble**

Hillsdale controls the usage of local streets within its jurisdiction. Among other governmental functions, Hillsdale seeks to promote the use of its streets for the use and benefit of its citizens and the general public.

At various times, functions are proposed that involve the use of a portion of a public street to which Hillsdale's citizens, as well as the public at large, are invited and encouraged to attend. In such instances, when Hillsdale determines that the proposed activity will inure to the economic, cultural and general benefit of its citizens and of the community at large, it has endeavored to cooperate with the activity's sponsor/promoter. In doing so, Hillsdale is concerned with regulating the use of its streets so as to reasonably assure that they are not used in a manner that exposes persons attending activities as are allowed to take place in or on any portion of its public streets to unreasonable risks of harm, as well as to assure that no damage is done to its street facilities.

Hillsdale Business Association desires to sponsor and promote an event to which the general public is invited that will provide food and non-alcoholic drink concessions as well as other activities, which event includes but is not limited to a collector car cruise in, vendors, and other public activities. The event is proposed to take place on Howell Street between North and Waldron Street; on East Bacon Street from Broad Street to the alley at the Coney's & Swirls; and on McCollum St. from Broad St. to the alley at the Hillsdale Daily News building on June 21, 2013 from 3:00 PM to 10:00 PM, with the cleanup activities to be conducted and finalized within a specified period following the end of the event.

Hillsdale Business Association has represented that it is a responsible organization and that it has created appropriate regulations and policies by which it will regulate participants in the event it proposes to promote and sponsor. Hillsdale Business Association also represents that participation in its event is and will be 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 Hillsdale Business Association to use Howell Street between North and Waldron Street, East Bacon Street from Broad Street to the alley at the Coney's & Swirls, and McCollum St. from Broad St. to the alley at the Hillsdale Daily News as the site from which it may conduct its proposed event, and Hillsdale Business Association has agreed to do so, all in accordance with the following terms and conditions.

### **Agreement**

1. In consideration of and reliance on Hillsdale Business Association's promises and its full compliance with all of the terms and conditions contained in this agreement, Hillsdale agrees to allow Hillsdale Business Association to use the following portions of its streets during specified periods on June 21, 2013 for the purpose of preparing for and conducting its proposed event and related activities for the use, benefit and enjoyment of the general public during the stated hours and thereafter to restore said streets to a condition fit for public travel that is at least as good as when taken, all as hereinafter provided:

- a. Howell Street between North and Waldron Street, East Bacon Street from Broad Street to the alley at the Coney's & Swirls, and McCollum St. from Broad St. to the alley at the Hillsdale Daily News beginning at 3:00 p.m. on June 21, 2013 and ending at or before 10:00 p.m. on June 21, 2013 as a parking area for classic cars and for the purpose of transporting, erecting, installing and removing tents, signs, tables, chairs, port-a-johns, food, beverages, provisions, supplies, goods, concessions and other facilities as are reasonably required to conduct the proposed event and related activities on that portion of Howell Street, East Bacon Street, and McCollum Street described in this subparagraph a provided, however, that all activities shall cease on or before 10:00 p.m. on June 21, 2013 and that any remaining necessary removal and cleanup activities shall not resume before 8:00 a.m. on June 22, 2013.

2. Hillsdale further agrees that it shall temporarily close Howell Street between North and Waldron Street, East Bacon Street from Broad Street to the alley at the Coney's & Swirls, and McCollum St. from Broad St. to the alley at the Hillsdale Daily News to vehicular traffic on June 21, 2013 by resolution or Traffic Control Order, whichever is applicable, between the hours set forth for in subparagraph a of paragraph 1 of this agreement.

3. Hillsdale Business Association agrees to and shall be solely responsible for obtaining, posting and paying the fees for all applicable and necessary permits, including but not limited to those that might be required by the health department, the posting of signs, as well as any rule, regulations and requirements that might be required by any state, county or local statute, ordinance, rule or regulation.

4. Hillsdale Business Association further agrees that it shall be solely responsible for obtaining, arranging for and providing all staff, equipment, tents, signs, tables, chairs, port-a-johns, roll-offs, food, beverages, provisions, supplies, goods, entertainment, concessions and other facilities as it or an applicable governmental agency determines necessary to provide for and to the general public in connection with its proposed event, all at its sole expense.

5. Hillsdale Business Association agrees that immediately following the end of the event and at its sole expense, it shall promptly remove or cause the removal all equipment, tents, signs, tables, chairs, port-a-johns, roll-offs, trash, litter and other items from Howell Street, East Bacon Street and McCollum Street. Hillsdale Business Association shall notify the Hillsdale City Police and secure its permission to open the street to vehicular traffic before removing the barricades Hillsdale's Police Department placed to block the described portions of Howell Street, East Bacon Street and McCollum Street from the public's vehicular use. Hillsdale's barricades, when removed, shall be placed out of the main traveled portion of the street adjacent to the curbs for pick up by Hillsdale.

6. Hillsdale Business Association further agrees that the restoration of the entire area occupied or used by it to a swept and tidy condition shall be completed not later than noon on Saturday, June 22, 2013.

7. Hillsdale Business Association agrees to abide by all applicable statutes, ordinances, rules and regulations pertaining to it and to all provisions of this agreement during its occupancy and use of the described portions of Howell Street, East Bacon Street, and McCollum Street.

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

9. Hillsdale Business Association agrees that no attachments for tents or any other facilities will be made to any paved surfaces within any portion of the Howell Street, East Bacon Street or McCollum Street rights of way that would cause holes or other damage to the pavement without the prior written consent of the Director of Hillsdale's Department of Public Streets.

10. Hillsdale Business Association agrees that it shall not permit any street other than the described portions of Howell Street, East Bacon Street or McCollum Street to be blocked or obstructed. Further, Hillsdale Business Association agrees to and shall confine its proposed event activities solely to Howell Street between North and Waldron Street, East Bacon Street from Broad Street to the alley at the Coney's & Swirls, and McCollum St. from Broad St. to the alley at the Hillsdale Daily News.

11. Hillsdale Business Association agrees and understands that it, at its sole expense, is and shall be solely responsible for the repair and restoration of all damage to private or public property that results from or because of Hillsdale Business Association's proposed event, 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.

12. Hillsdale Business Association represents that it is a valid Michigan not-for-profit, 501(C)3 corporation and further represents that it possesses or will obtain and provide persons with the skill, experience, competence and financial ability to carry out and fulfill all of its duties and obligations under this contract in a timely and professional manner.

13. Hillsdale Business Association further represents and covenants that it does not discriminate against any employee, applicant for employment, and shall not discriminate against any general public that will participate in the event it is staging under this agreement or any other 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.

14. Hillsdale Business Association shall provide City 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 City designated therein as a named insured to be and remain in

force for the duration of Hillsdale Business Association's presence on and use of Hillsdale's street such proof to be provided at the time of execution of this Agreement.

15. Hillsdale Business 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 work under this contract, if applicable.

16. Hillsdale Business Association represents to Hillsdale that it intends to use the described area for the purpose of providing classic cars and Cruise-In events, food, non-alcoholic beverages, and other similar activities, and that the consumption or possession of alcoholic beverages within the described area will not be permitted. In reliance on Hillsdale Business Association's representations and its other promises, as contained in this agreement, Hillsdale hereby grants and Hillsdale Business Association hereby accepts the exclusive control over the described portions of Howell Street, East Bacon Street and McCollum Street and the activities therein, it being the intention of the parties that Hillsdale Business Association is and shall be solely responsible for maintaining the described areas and regulating all activities therein so as to keep them in reasonably safe condition, free of unreasonable risk of harm, for the use and benefit of the general public and others using or within said area or any of its facilities, products or activities.

17. Hillsdale Business Association further agrees to and shall defend, indemnify and hold Hillsdale 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:

a. The negligence, gross negligence or intentional acts or omissions of Hillsdale Business Association, its agents, servants, employees, guests, vendors, invitees, event participants or event attendees which arise or are claimed to have arisen as a result or because of Hillsdale Business Association proposed event, its associated activities and events; or

b. The negligence, gross negligence or intentional acts or omissions of Hillsdale Business Association, its agents, servants, employees, guests, vendors, invitees, event participants or event attendees in the use of or defects in the areas described in the attached Exhibit A, or the equipment, tents, signs, tables, chairs, port-a-johns, and roll-offs or other facilities placed or used by Hillsdale Business Association or any of its agents, servants, employees, guests, vendors, invitees, event participants or event attendees;

c. All such damages or injuries, including death, whether caused in part by the negligence of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Hillsdale Business 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.

18. Hillsdale Business 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.

19. Hillsdale Business Association agrees that Hillsdale may immediately terminate this contract without further obligation or liability to Hillsdale Business 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 Hillsdale Business 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 Hillsdale Business Association's indemnification, defense, hold harmless and insurance coverage agreements shall survive any such termination.

Notice of termination pursuant to the forgoing provisions shall be provided to Hillsdale Business Association in writing and shall be delivered by ordinary first class mail or personal service to the following person at the following address: Darin Sheffer, PO Box 98, Hillsdale, Michigan 49242.

20. All notices from Hillsdale Business 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.

18. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. Hillsdale and Hillsdale Business 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.

[SIGNATURES ON FOLLOWING PAGE]

City of Hillsdale

Hillsdale Business Association

\_\_\_\_\_  
Douglas Moon, Mayor  
Dated: June \_\_\_\_\_, 2013

\_\_\_\_\_  
Darin Sheffer  
Dated: June \_\_\_\_\_, 2013

\_\_\_\_\_  
Michelle Loren, Deputy City Clerk  
Dated: June \_\_\_\_\_, 2013

Exhibit A

Howell Street between North and Waldron Street, East Bacon Street from Broad Street to the alley at the Coney's & Swirls and McCollum St. from Broad St. to the alley at the Hillsdale Daily News building.

# **City of Hillsdale Agenda Item Summary**

**Meeting Date: June 17, 2013**

**Agenda Item #10: New Business B – July 3<sup>rd</sup> Fireworks Display**

## **BACKGROUND:**

The All American Celebration Committee is once again requesting permission to conduct its annual July 3 fireworks display at the Hillsdale County Fairgrounds. The display will commence at dusk on July 3, 2013. The event leading up to the fireworks includes pony rides, face painting, a magician, games, and bands. The Committee has provided a copy of the Agreement with the company conducting the display and I have included that document. In addition, a proof of insurance has been provided which names the City as an additional injured on the company's policy. Finally, I have included a copy of the permit issued by the State's Department of Licensing & Regulatory Affairs which Council will need to act upon.

## **RECOMMENDATION:**

I recommend Council approve the fireworks display and authorize the Mayor and Clerk's signatures on the required permit. I am advised by Chief Gutowski that fire department personnel will stand by to provide fire protection if need.





**Permit for Fireworks Other Than Consumer or Low Impact**  
**Michigan Department of Licensing & Regulatory Affairs**  
 Bureau of Fire Services  
 P.O. Box 30642  
 Lansing, MI 48909  
 (517) 241-8847

**2013**

Authority Compliance Penalty	2011 PA 256 Required Indemnitor	The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.
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*This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.*

Display Fireworks			
ISSUED TO		AGE (18 or over)	
Night Magic Displays // Randy Pratt		52	
ADDRESS			
28133 Wellington Farmington Hills, MI			
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION			
Hillsdale All-American Celebration			
ADDRESS			
210 W. Carlton Hillsdale, MI 49242			
NUMBER AND TYPES OF FIREWORKS			
24	2 1/2" Aerial Shells		
332	3" Aerial Shells		
67	4" Aerial Shells		
20	6" Aerial Shells		
1185	assorted aerial effects from 14 multi-shot boxes		
EXACT LOCATION OF DISPLAY			
Hillsdale County Fairgrounds			
CITY, VILLAGE, TOWNSHIP		DATE	TIME
Hillsdale, MI 49242		July 3, 2013	dusk
BOARD OR INSURANCE FILED			AMOUNT
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			\$5,000,000

Issued by action of the Legislative Body of a <input type="checkbox"/> city <input type="checkbox"/> village <input type="checkbox"/> township of _____ on the _____ day of _____ _____ 20_____ _____ (Signature and Title of Legislative Body Representative)			
--	--	--	--

\*FORM IS VALID FOR YEAR SHOWN ONLY\*



# **City of Hillsdale**

## **Agenda Item Summary**

**Meeting Date:**       **June 17, 2013**

**Agenda Item #10:**   **New Business C – Great American Parade**

**BACKGROUND:**

As you know, for several years now the Great American Parade has been scheduled and held in conjunction with the All American Celebration held at the fairgrounds on July 3. This year the parade is scheduled to commence at 3:00 p.m. on July 3, 2013. The parade representative has met with Chief Gutowski, Sgt. Hephner and other staff regarding the event. I have been advised by Chief Gutowski that the route has been established and the required Temporary Traffic Control Order has been prepared.

The event will also require a right-of-way permit from DPS Director Keith Richard and the placement of numerous barricades, required signage and cones by DPS personnel. The event will create an overtime situation for the department.

**RECOMMENDATION:**

I recommend Council approve the event and authorize the placement of barricades, signage and cones for safety reasons.



SAVE THE DATE

&

PLEASE JOIN US

on

**JULY 3, 2013**

For

**THE GREAT AMERICAN PARADE**

PARADE ROLLS AT 3 pm,

**WEDNESDAY**

**JULY 3<sup>rd</sup>**

Hillsdale County's Independence Day

Celebration

Kick-Off Event

PARADE Line Up at 2pm in

the Midtown Lot Area, Downtown Hillsdale

Visit our Facebook Page

<https://www.facebook.com/TheGreatAmericanParade>

For More Info Call 517-398-6030

Music and Fireworks to follow at 5pm at the

All-American Celebration located on the

Hillsdale County Fairgrounds



# City of Hillsdale Agenda Item Summary

**Meeting Date:** June 17, 2013

**Agenda Item #10:** New Business D – Agreement for Use of Mrs. Stock's Park  
(Schneider)

**BACKGROUND:**

A request has been made by Amanda Schneider to use Mrs. Stock's Park in connection with a wedding and reception. The request is for July 27, 2013 from 7:00 a.m. to 11:59 p.m. and will involve placement at her expense of portable restroom facilities, tents, tables, chairs and other items.

I have attached a proposed Agreement for Use of Park which authorizes the use of the park for the stated purpose, addresses cleanup, insurance, liability among other provisions. The fee for the use of the park is \$400.00 and a \$150 damage deposit will also be required prior to use.

**RECOMMENDATION:**

I recommend Council approve the attached Agreement and authorize the Mayor and Clerk's signatures thereon.





## AGREEMENT FOR USE OF PARK

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (City) and Amanda Schneider, 2727 Nelson Rd., Apt. C303, Longmont, CO, 80503 (Renter) this \_\_\_ day of June, 2013.

### Preamble

The City owns, regulates and is responsible for the use, care and maintenance of parks within its corporate boundaries and otherwise under its jurisdiction. Renter is desirous of utilizing Mrs. Stock's Park for and in connection with a wedding and reception at which 200 friends and family members are expected to attend. The event is to take place on July 27, 2013 and Renter shall have nonexclusive access to the park commencing at 7:00 a.m. and ending at 11:59 p.m. on that date. Renter shall be solely responsible the provision of a tent, tables and chairs for the use of guests at her sole expense. To that end, Renter has contracted for the provision of any tent, tables and chairs that she intends to provide with ABS Rental, of Hillsdale, Michigan. Renter shall also be solely responsible for the provision of any food and drink for her guests' consumption. Renter has contracted for the provision of food and drink she intends to provide with Saucy Dogs Barbeque of Jonesville, Michigan. Renter shall be solely responsible for the quality and safety of each of the foregoing at her sole expense and on the terms and conditions hereinafter set forth:

### Agreement

1. In consideration of the payment of a Park Usage Fee of \$400.00 and the posting of a \$150 damage deposit, receipt of which is hereby acknowledged, City agrees to allow Renter to use Mrs. Stock's Park on July 27, 2013 commencing at 7:00 a.m. and ending at 11:59 p.m. on that date solely for the purposes and on the terms and conditions stated in the Preamble and herein, all of which the Renter acknowledges, accepts and agrees to honor
2. Renter hereby assumes and agrees to be solely responsible for the control and supervision of the proposed event and all associated activities within Mrs. Stock's Park during the term of this usage agreement.
3. Renter acknowledges that that there are no restroom facilities at Mrs. Stock's Park other than a single portable unit and that the City does not provide tents, tables, chairs or other equipment for use by Amanda Schneider, her agents, servants, employees, guests, invitees and event attendees during the time of the scheduled event. Renter further acknowledges that she, at her sole expense, may provide additional portable restroom facilities, a tent, tables, chairs and related equipment for use during the scheduled event; provided that no attachments of any facilities, tents or other equipment will be made to any paved surfaces within the park.
4. Renter agrees that she shall, at her sole expense, remove or cause the removal all portable restroom facilities, tents, tables, chairs and other items that he places or causes to be placed on the reserved area from Mrs. Stock's Park as soon as possible following the event but, in no case later than 12:00 noon on July 28, 2013. Renter further agrees that she, at her sole expense, is and shall be solely responsible and liable for the repair and restoration of any damage caused by her and/or her agents, servants, employees, guests, invitees and event attendees to private or public property, including the park or any part thereof.
5. Renter agrees to and shall obtain any necessary permits at Renter's sole expense and to abide by and comply with all applicable statutes, ordinances, inclusive of but not limited to those found in Chapter 24 of the Code of the City of Hillsdale, the National Fire Prevention Fire Code, and any applicable health code requirements. Renter further agrees to abide by and comply with all applicable rules, and regulations, and to meet and fulfill any conditions precedent to the use of the park as contained in this Agreement (unless otherwise specifically excused or excepted by the Hillsdale City Council and noted in the attached Exhibit A).
6. Renter agrees to and shall, at the conclusion of her event and at her sole expense, clean up and remove or cause the clean up and removal of all garbage, trash, litter and other items that are placed or left in the park by her, her agents, servants, employees, guests, invitees and event attendees at the conclusion of her event, and remediate and repair all damage caused.
  - A. Renter shall complete or cause the completion of the cleanup and restoration no later than 12:00 noon on July 28, 2013 and leave the park in a condition equal to or better than existed immediately prior to her event; provided, that should Renter fail to complete or cause the

completion of all such cleanup and restoration within the time provided, the City may, if it so elects, complete the cleanup and restoration.

B. In the event the City completes the cleanup and restoration by reason of Renter's failure to do so, Renter agrees and acknowledges her responsibility and liability for the payment of an amount equal to the labor and equipment costs that the City incurs in completing the cleanup and restoration of the property to a condition that is equal to that which existed immediately prior to the event, plus an administrative charge of 10%. All such costs and expenses shall be charged against and deducted from the \$150.00 damage deposit that Renter has posted, and in the event such damage deposit is not sufficient to cover all such costs and expenses, Renter hereby agrees to promptly pay any deficiency.

7. Renter discloses and represents that the address and telephone number and cell phone number at which she may be contacted are as follows:

Address: 2727 Nelson Rd., Apt. C303, Longmont, CO, 80503

Telephone Number: w

Cell Phone Number: (313) 505-5323

8. At the time of execution of this Agreement and as a condition precedent to its effectiveness, Renter shall provide City with proof of public liability and property damage insurance with a single limit of liability for bodily injury and property damage of not less than Five Hundred Thousand and 00/100 (\$500,000.00 each), with City designated therein as a named insured. Renter agrees to and shall defend, indemnify and hold City 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 that are or are claimed to be a proximate result of the Renter's negligence, gross negligence or intentional acts or omissions and/or the negligence, gross negligence or intentional acts or omissions of her agents, servants, employees, guests, invitees or event attendees that occur because of, during, or that otherwise arise or are claimed to have arisen as a result of the use by Renter of such reserved area and/or the use of any portable restroom facilities, tents, tables, chairs, other equipment, food or drink placed or provided by Renter or any of her agents, servants, employees, guests, invitees and event attendees, whether or not such damages or injuries, including death, are claimed or proven to have been caused in part by the alleged or actual negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Renter shall not be obligated to indemnify Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives.
9. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.
10. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. City and Renter further agree that in the event of legal action arising from or as a result of this Agreement, 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

RENTER

---

Doug Moon, Mayor  
June \_\_\_\_, 2013

---

Amanda Schneider  
June \_\_\_\_, 2013

---

Michelle Loren, Deputy City Clerk  
June \_\_\_\_, 2013

**EXHIBIT A**

Notwithstanding anything to the contrary contained in the agreement to which this Exhibit A is attached, it is further agreed as follows:

A. Amanda Schneider, at her sole expense, may provide music, whether by live performances or otherwise until 11:59 p.m. July 27, 2013, but not beyond, so long as no loudspeakers or amplifiers are used and its volume does not annoy or disturb the quiet, comfort, or repose of persons in any office or in any dwelling, hotel, or other type of residence, or of any persons in the vicinity unreasonably.

B. Amanda Schneider and those of her agents, servants, employees, guests, invitees and event attendees designated by them, but no others, shall remain in the park until 1:00 a.m. July 28, 2013 for the sole purpose of cleaning up the park and removing the garbage, trash, litter and other items that are placed or left in the park by them, his agents, servants, employees, guests, invitees and event attendees.



# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** June 17, 2013

**Agenda Item #10:** New Business E – Agreement for Use of Mrs. Stock’s Park  
(Lux)

### **BACKGROUND:**

A request has been made by Connie Lux to use Mrs. Stock’s Park in connection with a wedding and reception. The request is for June 29, 2013 from 7:00 a.m. to 11:59 p.m. and will involve placement at her expense of portable restroom facilities, tents, tables, chairs and other items.

I have attached a proposed Agreement for Use of Park which authorizes the use of the park for the stated purpose, addresses cleanup, insurance, liability among other provisions. Ms. Lux has also requested permission to provide music, whether by live performances or otherwise until 11:59 p.m. on June 29, 2013. The provision of music shall not be by loudspeakers or amplifiers and shall not unreasonably annoy or disturb persons in the vicinity. The fee for the use of the park is \$400.00 and a \$150 damage deposit will also be required prior to use.

### **RECOMMENDATION:**

I recommend Council approve the attached Agreement and authorize the Mayor and Clerk’s signatures thereon.



## AGREEMENT FOR USE OF PARK

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (City) and Connie Lux, 3703 Orchard Dr., Midland, Michigan, 48640 (Renter) this \_\_\_\_ day of June, 2013.

### Preamble

The City owns, regulates and is responsible for the use, care and maintenance of parks within its corporate boundaries and otherwise under its jurisdiction. Renter is desirous of utilizing Mrs. Stock's Park for and in connection with a wedding and reception at which 200 friends and family members are expected to attend. The event is to take place on June 29, 2013 and Renter shall have nonexclusive access to the park on that date commencing at 7:00 a.m. and ending at 11:59 p.m. Renter shall be solely responsible for the provision of any food and drink for her guests' consumption at her sole expense. Renter has contracted for the provision of food and drink she intends to provide with Jonny T's Bistro of Hillsdale, Michigan. Renter has also contracted for the provision of restroom facilities she intends to provide with ABS Services of Hillsdale, Michigan. Renter shall be solely responsible for the quality and safety of each of the foregoing at her sole expense and on the terms and conditions hereinafter set forth:

### Agreement

1. In consideration of the payment of a Park Usage Fee of \$200.00 and the posting of a \$150 damage deposit, receipt of which is hereby acknowledged, City agrees to allow Renter to use Mrs. Stock's Park on June 29, 2013 commencing at 7:00 a.m. and ending at 11:59 p.m. on that date solely for the purposes and on the terms and conditions stated in the Preamble and herein, all of which the Renter acknowledges, accepts and agrees to honor
2. Renter hereby assumes and agrees to be solely responsible for the control and supervision of the proposed event and all associated activities within Mrs. Stock's Park during the term of this usage agreement.
3. Renter acknowledges that that there are no restroom facilities at Mrs. Stock's Park other than a single portable unit and that the City does not provide tents, tables, chairs or other equipment for use by Connie Lux, her agents, servants, employees, guests, invitees and event attendees during the time of the scheduled event. Renter further acknowledges that she, at her sole expense, may provide additional portable restroom facilities provided that no attachments of any facilities, tents or other equipment will be made to any paved surfaces within the park.
4. Renter agrees that she shall, at her sole expense, remove or cause the removal all portable restroom facilities, tents, tables, chairs and other items that he places or causes to be placed on the reserved area from Mrs. Stock's Park as soon as possible following the event but, in no case later than 12:00 noon on June 30, 2013. Renter further agrees that she, at her sole expense, is and shall be solely responsible and liable for the repair and restoration of any damage caused by her and/or her agents, servants, employees, guests, invitees and event attendees to private or public property, including the park or any part thereof.
5. Renter agrees to and shall obtain any necessary permits at Renter's sole expense and to abide by and comply with all applicable statutes, ordinances, inclusive of but not limited to those found in Chapter 24 of the Code of the City of Hillsdale, the National Fire Prevention Fire Code, and any applicable health code requirements. Renter further agrees to abide by and comply with all applicable rules, and regulations, and to meet and fulfill any conditions precedent to the use of the park as contained in this Agreement (unless otherwise specifically excused or excepted by the Hillsdale City Council and noted in the attached Exhibit A).
6. Renter agrees to and shall, at the conclusion of her event and at her sole expense, clean up and remove or cause the clean up and removal of all garbage, trash, litter and other items that are placed or left in the park by her, her agents, servants, employees, guests, invitees and event attendees at the conclusion of her event, and remediate and repair all damage caused.
  - A. Renter shall complete or cause the completion of the cleanup and restoration no later than 12:00 noon on June 30, 2013 and leave the park in a condition equal to or better than existed immediately prior to her event; provided, that should Renter fail to complete or cause the completion of all such cleanup and restoration within the time provided, the City may, if it so elects, complete the cleanup and restoration.

B. In the event the City completes the cleanup and restoration by reason of Renter's failure to do so, Renter agrees and acknowledges her responsibility and liability for the payment of an amount equal to the labor and equipment costs that the City incurs in completing the cleanup and restoration of the property to a condition that is equal to that which existed immediately prior to the event, plus an administrative charge of 10%. All such costs and expenses shall be charged against and deducted from the \$150.00 damage deposit that Renter has posted, and in the event such damage deposit is not sufficient to cover all such costs and expenses, Renter hereby agrees to promptly pay any deficiency.

7. Renter discloses and represents that the address and telephone number and cell phone number at which she may be contacted are as follows:

Address: 3703 Orchard Dr., Midland, Michigan, 48640

Telephone Number:

Cell Phone Number: (989) 488-2022

8. At the time of execution of this Agreement and as a condition precedent to its effectiveness, Renter shall provide City with proof of public liability and property damage insurance with a single limit of liability for bodily injury and property damage of not less than Five Hundred Thousand and 00/100 (\$500,000.00 each), with City designated therein as a named insured. Renter agrees to and shall defend, indemnify and hold City 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 that are or are claimed to be a proximate result of the Renter's negligence, gross negligence or intentional acts or omissions and/or the negligence, gross negligence or intentional acts or omissions of her agents, servants, employees, guests, invitees or event attendees that occur because of, during, or that otherwise arise or are claimed to have arisen as a result of the use by Renter of such reserved area and/or the use of any portable restroom facilities, tents, tables, chairs, other equipment, food or drink placed or provided by Renter or any of her agents, servants, employees, guests, invitees and event attendees, whether or not such damages or injuries, including death, are claimed or proven to have been caused in part by the alleged or actual negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Renter shall not be obligated to indemnify Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives.
9. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.
10. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. City and Renter further agree that in the event of legal action arising from or as a result of this Agreement, 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

RENTER

\_\_\_\_\_  
Doug Moon, Mayor  
June \_\_\_\_, 2013

\_\_\_\_\_  
Connie Lux  
June \_\_\_\_, 2013

\_\_\_\_\_  
Michelle Loren, Deputy City Clerk  
June \_\_\_\_, 2013



#### EXHIBIT A

Notwithstanding anything to the contrary contained in the agreement to which this Exhibit A is attached, it is further agreed as follows:

A. Connie Lux, at her sole expense, may provide music, whether by live performances or otherwise until 11:50 p.m. June 29, 2013, but not beyond, so long as no loudspeakers or amplifiers are used and its volume does not unreasonably annoy or disturb the quiet, comfort, or repose of persons in any office or in any dwelling, hotel, or other type of residence, or of any persons in the vicinity.

B. Connie Lux and those of her agents, servants, employees, guests, invitees and event attendees designated by them, but no others, may remain in the park until 1:00 a.m. June 30, 2013 for the sole purpose of cleaning up the park and removing the garbage, trash, litter and other items that are placed or left in the park by them, her agents, servants, employees, guests, invitees and/or event attendees.



# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** June 17, 2013

**Agenda Item #10:** New Business F – Agreement for Use of Mrs. Stock's Park  
(Anderson)

### **BACKGROUND:**

A request has been made by Ray Anderson <sup>SAT.</sup> to use Mrs. Stock's Park in connection with a wedding and reception. The request is for June 22, 2013 from 7:00 a.m. to June 23, 2013 at 12:59 a.m. and will involve placement at his expense of portable restroom facilities, tents, tables, chairs and other items. In addition, Mr. Anderson has contracted with a local food vendor to provide food and drinks and the agreement requires him to be solely responsible for the quality and safety of the restroom facilities, tents, etc. as well as the food and drink. Mr. Anderson has also requested permission to provide music, whether by live performances or otherwise until 1:00 a.m. on June 23, 2013.

I have attached a proposed Agreement for Use of Park which authorizes the use of the park for the stated purpose, addresses cleanup, insurance, liability among other provisions. The provision of music shall not be by loudspeakers or amplifiers and shall not unreasonably annoy or disturb persons in the vicinity. The fee for the use of the park is \$400.00 and a \$150 damage deposit will also be required prior to use.

### **RECOMMENDATION:**

I recommend Council approve the attached Agreement and authorize the Mayor and Clerk's signatures thereon.



## **AGREEMENT FOR USE OF PARK**

This Agreement is made and entered between the City of Hillsdale, a Michigan municipal corporation, of Hillsdale, Michigan (City) and Ray Anderson, 121 Williams Ct., Hillsdale, MI 49242 (Renter) this \_\_\_\_ day of June, 2013.

### **Preamble**

The City owns, regulates and is responsible for the use, care and maintenance of parks within its corporate boundaries and otherwise under its jurisdiction. Renter is desirous of utilizing Mrs. Stock's Park for and in connection with a wedding and reception at which 200 friends and family members are expected to attend. The event is to take place on June 22, 2013 and Renter shall have nonexclusive access to the park commencing at 7:00 a.m. and ending at 11:59 p.m. on June 23, 2013. Renter shall be solely responsible the provision of a tent, tables and chairs for the use of guests. To that end, Renter has contracted for the provision of any tent, tables and chairs that he intends to provide with ABS Rental, of Hillsdale, Michigan. Renter shall also be solely responsible for the provision of any food and drink for his guests' consumption. Renter has contracted for the provision of food and drink he intends to provide with Johnny T's of Hillsdale, Michigan. Renter shall be solely responsible for the quality and safety of each of the foregoing at his sole expense and on the terms and conditions hereinafter set forth:

### **Agreement**

1. In consideration of the payment of a Park Usage Fee of \$400.00 and the posting of a \$150 damage deposit, receipt of which is hereby acknowledged, City agrees to allow Renter to use Mrs. Stock's Park on June 22, 2013 commencing at 7:00 a.m. and ending at 1:00 a.m. on June 23, 2013 solely for the purposes and on the terms and conditions stated in the Preamble and herein, all of which the Renter acknowledges, accepts and agrees to honor
2. Renter hereby assumes and agrees to be solely responsible for the control and supervision of the proposed event and all associated activities within Mrs. Stock's Park during the term of this usage agreement.
3. Renter acknowledges that that there are no restroom facilities at Mrs. Stock's Park other than a single portable unit and that the City does not provide tents, tables, chairs or other equipment for use by Ray Anderson, his agents, servants, employees, guests, invitees and event attendees during the time of the scheduled event. Renter further acknowledge that they, at his sole expense, may provide additional portable restroom facilities, a tent, tables, chairs and related equipment for use during the scheduled event; provided that no attachments of any facilities, tents or other equipment will be made to any paved surfaces within the park.

4. Renter agrees that he shall, at his sole expense, remove or cause the removal all portable restroom facilities, tents, tables, chairs and other items that he places or causes to be placed on the reserved area from Mrs. Stock's Park as soon as possible following the event but, in no case later than 12:00 noon on June 23, 2013. Renter further agrees that he, at his sole expense, is and shall be solely responsible and liable for the repair and restoration of any damage caused by his and/or his agents, servants, employees, guests, invitees and event attendees to private or public property, including the park or any part thereof.
5. Renter agrees to and shall obtain any necessary permits at Renter's sole expense and to abide by and comply with all applicable statutes, ordinances, inclusive of but not limited to those found in Chapter 24 of the Code of the City of Hillsdale, the National Fire Prevention Fire Code, and any applicable health code requirements. Renter further agrees to abide by and comply with all applicable rules, and regulations, and to meet and fulfill any conditions precedent to the use of the park as contained in this Agreement (unless otherwise specifically excused or excepted by the Hillsdale City Council and noted in the attached Exhibit A).
6. Renter agrees to and shall, at the conclusion of his event and at his sole expense, clean up and remove or cause the clean up and removal of all garbage, trash, litter and other items that are placed or left in the park by them, his agents, servants, employees, guests, invitees and event attendees at the conclusion of his event, and remediate and repair all damage caused.
  - A. Renter shall complete or cause the completion of the cleanup and restoration no later than 12:00 noon on June 23, 2013 and leave the park in a condition equal to or better than existed immediately prior to his event; provided, that should Renter fail to complete or cause the completion of all such cleanup and restoration within the time provided, the City may, if it so elects, complete the cleanup and restoration.
  - B. In the event the City completes the cleanup and restoration by reason of Renter's failure to do so, Renter agrees and acknowledges his responsibility and liability for the payment of an amount equal to the labor and equipment costs that the City incurs in completing the cleanup and restoration of the property to a condition that is equal to that which existed immediately prior to the event, plus an administrative charge of 10%. All such costs and expenses shall be charged against and deducted from the \$150.00 damage deposit that Renter has posted, and in the event such damage deposit is not sufficient to cover all such costs and expenses, Renter hereby agrees to promptly pay any deficiency.

7. Renter discloses and represents that the address and telephone number and cell phone number at which they may be contacted are as follows:

Address: 121 Williams Ct., Hillsdale, MI 49242

Telephone Number:

Cell Phone Number: (517) 414-3865

8. At the time of execution of this Agreement and as a condition precedent to its effectiveness, Renter shall provide City with proof of public liability and property damage insurance with a single limit of liability for bodily injury and property damage of not less than Five Hundred Thousand and 00/100 (\$500,000.00 each), with City designated therein as a named insured. Renter agrees to and shall defend, indemnify and hold City 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 that are or are claimed to be a proximate result of the Renter' negligence, gross negligence or intentional acts or omissions or the negligence, gross negligence or intentional acts or omissions of his agents, servants, employees, guests, invitees or event attendees in connection that occur because, during of otherwise arise or are claimed to have arisen as a result of the use by Renter of such reserved area and/or the use of any portable restroom facilities, tents, tables, chairs, other equipment, food or drink placed or provided by Renter or any of his agents, servants, employees, guests, invitees and event attendees, whether or not such damages or injuries, including death, are claimed or proven to have been caused in part by the alleged or actual negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives; provided, however, that Renter shall not be obligated to indemnify Hillsdale for any damages or injuries, including death, caused by or resulting from the sole negligence, gross negligence or intentional acts or omissions of Hillsdale, its employees, agents, servants, or representatives.
9. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.
10. This Agreement shall be governed and construed in accordance with the laws of the State of Michigan. City and Renter further agree that in the event of legal action arising from or as a result of this Agreement, 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

RENTER

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Doug Moon, Mayor  
June \_\_\_\_, 2013

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Ray Anderson  
June \_\_\_\_, 2013

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Michelle Loren, Deputy City Clerk  
June \_\_\_\_, 2013

#### **EXHIBIT A**

Notwithstanding anything to the contrary contained in the agreement to which this Exhibit A is attached, it is further agreed as follows:

- A. Ray Anderson, at his sole expense, may provide music, whether by live performances or otherwise until 1:00 a.m. June 23, 2013, but not beyond, so long as no loudspeakers or amplifiers are used and its volume does not annoy or disturb the quiet, comfort, or repose of persons in any office or in any dwelling, hotel, or other type of residence, or of any persons in the vicinity unreasonably.
- B. Ray Anderson and those of his agents, servants, employees, guests, invitees and event attendees designated by them, but no others, shall remain in the park until 2:00 a.m. June 23, 2013 for the sole purpose of cleaning up the park and removing the garbage, trash, litter and other items that are placed or left in the park by them, his agents, servants, employees, guests, invitees and event attendees.



# City of Hillsdale

## Agenda Item Summary

**Meeting Date:** June 17, 2013

**Agenda Item #10:** New Business G – Sale of Miscellaneous DPS Equipment

**BACKGROUND:**

Bids were recently solicited for the sale of miscellaneous DPS equipment. I have enclosed a copy of the completed Standard Bid Information Form prepared by Keith Richard. As you can see, there were four (4) bidders for various items.

**RECOMMENDATION:**

I recommend that Council award the bids in accordance with the recommendation of DPS Director Keith Richard. I further recommend that Council reject the remaining bids, also in accordance with his recommendation.



STANDARD BID INFORMATION FORM

DEPARTMENT: Public Services

PROJECT: Sale of Miscellaneous City Owned Equipment (DPS)

DESCRIPTION: Bid recommendation

BID OPENING: June 10, 2013 @ 10:30 am BID EXPIRATION DATE: July 10, 2013

NUMBER OF ITEMS BID: 10 NUMBER OF BIDDERS: 4 (as shown below)

ITEM #	LIST OF EQUIPMENT	BIDDER	BID AMOUNT
1)	<u>2001 International Bus</u>	<u>Andrea Ellis</u>	<u>\$1,601.00</u>
2)	1994 Ford F800 Dump Truck	Frank Engle	\$1,041.00
3)	<u>1994 Kelly-Creswell Paint Striper</u>	<u>Dave Revome</u>	<u>\$ 611.00</u>
4)	<u>1987 Stone Vibratory Plate Compactor</u>	<u>Frank Engle</u>	<u>\$ 22.00</u>
5)	<u>1995 Vac-N- Patch System</u>	<u>Frank Engle</u>	<u>\$ 333.00</u>
6)	Ford 6' Sickle Bar	Roy Bodinus	\$ 10.10
7)	Trash (water) Pump	Roy Bodinus	\$ 10.10
8)	Desa Kerosene/Diesel Heater	No Bids Received	
9)	Karcher Pressure Washer	No Bids Received	
10)	RLM Utility Mixer	No Bids Received	

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

LIST OF BIDDERS CONTACTED DIRECTLY:

Pleasant Valley Baptist Church      Bird Lake Bible Church      Ohio Truck Pars  
UB Church / Camp Michindoh      Jade @ [abazaaruniverse@gmail.com](mailto:abazaaruniverse@gmail.com)

DEPARTMENT RECOMMENDATION:

I recommend that the sale of item #'s 1, 3, 4 and 5, above, be awarded to the highest bidder (underlined in bold print) for each corresponding item. Additionally, I recommend that the bids received for items 2, 6 and 7 be rejected, as the actual market value for each item is greater than the amount of each corresponding bid received. Accordingly, the items that did not receive bids will be retained and the disposition of each will be determined at a later date.

BUDGETED AMOUNT: N/A

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# **City of Hillsdale Agenda Item Summary**

**Meeting Date:** June 17, 2013

**Agenda Item #10:** New Business H – Obsolete Property Rehabilitation Act District (Set Public Hearing)

**BACKGROUND:**

Council recently approved a contract with a third party administrator to apply for and oversee a MSHDA rental rehabilitation grant. In meeting with the administrator we learned that a more favorable consideration of a grant application can be gained if the City had made an effort toward some contribution as well. In this case, creating an Obsolete Property Rehabilitation Act District and offering exemptions would constitute contribution on behalf of the City.

The Obsolete Property Rehabilitation Act was passed in 2000 and provides a tax incentive to encourage the redevelopment of obsolete buildings into vibrant commercial and mixed-use projects. As you can see from the enclosed MEDC information, the existing taxable value on a designated facility is frozen for up to 12 years. By freezing the taxable value, it provides an incentive for the developer to make significant improvements to the building without increasing the property taxes.

The proposed map will be available at a later date.

**RECOMMENDATION:**

I recommend that Council set a public hearing for July 15, 2013 at 7:00 p.m. to provide interested parties an opportunity to be heard regarding the creation of the district.



## OBSOLETE PROPERTY REHABILITATION ACT (OPRA)

The Obsolete Property Rehabilitation Act (OPRA), Public Act 146 of 2000 provides for a tax incentive to encourage the redevelopment of obsolete buildings. A new exemption will not be granted after December 31, 2016, but an exemption then in effect will continue until the certificate expires. The tax incentive is designed to assist in the redevelopment of older buildings in which a facility is contaminated, blighted or functionally obsolete. The goal is to rehabilitate older buildings into vibrant commercial and mixed-use projects.

### WHO IS ELIGIBLE TO APPLY?

OPRA tax abatements may be given for those eligible projects that take place on an obsolete property and result in a commercial or mixed-use building project located in only the qualified local units of government.

### HOW DOES IT WORK?

A community essentially freezes the existing taxable value on a designated facility for up to 12 years. Additionally, the State Treasurer may approve reductions of half of the school operating and state education taxes for a period not to exceed six years for 25 applications annually for rehabilitated facilities. By freezing the taxable value, it provides an incentive for the developer to make significant improvements to a building without increasing the property taxes on the building.

### WHAT IS THE PROCESS?

*Note: The following steps are offered as general guidelines only and the legislation should be reviewed by local officials prior to starting the designation process.*

#### Local Government Process to Designate an Obsolete Property Rehabilitation District (OPRD)

1. The governing body of a qualified local unit of government, by resolution, may designate one or more OPRDs within that local governmental unit. The OPRD may consist of one or more parcels or tracts of land that is characterized by obsolete commercial or obsolete commercial housing property.
2. The qualified local unit of government may establish an OPRD on its own initiative or upon a written request by at least 50 percent of the owners of the property within the proposed OPRD.
3. Written notice of a public hearing is provided by certified mail to all owners of all real property within the proposed district.
4. The governing body holds a public hearing with a public notice required not less than 10 days or more than 30 days prior to the date of the hearing.
5. The governing body adopts a resolution establishing the district and the determination that it meets the requirements under the legislation.

#### Owner/Developer Process for Obtaining an OPRA Certificate

1. An owner of an obsolete property within the district files an application for an OPRA certificate with the clerk of the local government that includes the details of the project.
2. Once a completed application is received, the clerk must notify the assessor and each taxing unit that levies property taxes (e.g. county, community college, library, etc.).
3. The governing body holds a public hearing prior to acting on the resolution regarding the certificate.
4. Within 60 days of receipt of application, the local unit of government shall by resolution approve or disapprove the application for the certification for up to 12 years. The public hearings for the district and the exemption certificate may be held on the same day, but with individual public hearings.
5. Once approved locally, the application and resolution must be sent to the State Tax Commission (STC). The STC has 60 days to approve or disapprove the request. To apply for the abatement of school millage, the developer must make note of this on the application form. The STC is responsible for final approval and issuance of all OPRA certificates.

### WHY WOULD A COMMUNITY WANT TO OFFER AN OBSOLETE PROPERTY TAX REHABILITATION TAX ABATEMENT?

The OPRA incentive is used to encourage the redevelopment of blighted buildings. In many cases, this could be an abandoned, multi-story industrial building that is now more suited for commercial or residential rental units. To the developer, the advantage is savings on property taxes. The tax incentives essentially freeze the local property taxes for up to 12 years, exempting from local property tax all real property improvements. In addition, the State Treasurer has the ability to exempt one-half of the school millage for up to six years on 25 projects per year.

### CONTACT

For more information contact the MEDC Customer Assistance Center at 517.373.9808.





**Obsolete Property Rehabilitation Act (OPRA)  
PA 146 of 2000, as amended  
Qualified Local Governmental Units**

Section 2(k) of the act gives the qualifications which must be met in order for a local unit to be a qualified local governmental unit. There are separate qualifications for cities, townships and villages.

**Cities:**

Adrian	Eastpointe	Jackson	Pinconning
Albion	Ecorse	Kalamazoo	Pontiac
Allegan	Escanaba	Lake City	Port Huron
Alma	Ferndale	Lansing	Portage
Alpena	Filint	Lapeer	Reading
Ann Arbor	Gaastra	Lincoln Park	Reed City
Bad Axe	Gaylord	Livonia	River Rouge
Bangor	Gibraltar	Ludington	Rogers City
Battle Creek	Gladstone	Madison Heights	Saginaw
Bay City	Gladwin	Manistee	St. Ignace
Benton Harbor	Grand Haven	Manistique	St. Johns
Bessemer	Grand Rapids	Marine City	St. Joseph
Big Rapids	Grayling	Marquette	St. Louis
Bronson	Hamtramck	Marshall	Sandusky
Buchanan	Harbor Beach	Mason	Sault Ste. Marie
Burton	Harper Woods	Melvindale	Southfield
Cadillac	Harrison	Menominee	Standish
Caro	Harrisville	Midland	Stanton
Carson City	Hart	Monroe	Sturgis
Caspian	Hartford	Mt. Clemens	Tawas City
Center Line	Hastings	Mt. Morris	Taylor
Charlevoix	Hazel Park	Mt. Pleasant	Three Rivers
Charlotte	Highland Park	Munising	Trenton
Cheboygan	Hillsdale	Muskegon	Traverse City
Coldwater	Holland	Muskegon Hts.	Vassar
Coleman	Houghton	Niles	Wakefield
Corunna	Howell	Norton Shores	Warren
Crystal Falls	Inkster	Norway	Wayne
Dearborn	Ionia	Oak Park	West Branch
Dearborn Heights	Iron Mountain	Olivet	White Cloud
Detroit	Iron River	Omer	Wyandotte
Dowagiac	Ironwood	Onaway	Wyoming
Durand	Ishpeming	Owosso	Ypsilanti
East Lansing	Ithaca	Petoskey	

**Townships:**

Benton Charter Twp.	Berrien County
Buena Vista Charter Twp.	Saginaw County
Genesee Twp.	Genesee County
Leoni Twp.	Jackson County
Mt. Morris Charter Twp.	Genesee County
Redford Charter Twp.	Wayne County
Royal Oak Charter Twp.	Oakland County

**Villages:**

Baldwin	Lake County
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(143 Total Qualifying Communities)

