



City of Hillsdale

City Council Agenda

October 16, 2017
7:00 p.m.

City Council Chambers
97 N. Broad Street
Hillsdale, MI 49242

- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
 - A. Approval of Bills
 - 1. City Claims of October 5, 2017: \$203,413.18
 - 2. BPU Claims of October 5, 2017: \$324,731.83
 - 3. Payroll of October 5, 2017: \$157,086.49
 - B. City Council Minutes of October 2, 2017 Regular Meeting
 - C. September 2017 Code Enforcement Report
 - D. Planning Commission Minutes of August 15, 2017
 - E. BPU Board Meeting Minutes of September 12, 2017
 - F. Hillsdale Policy Group Monthly Report of September 2017
 - G. 2017 "Zombie Walk" Right of Way Application
- VI. Communications/Petitions**
 - A. White Cane Awareness Day Proclamation
 - B. BPU Director Barber Retirement Announcement
 - C. Communication received from Mr. Ted Jansen
 - D. The Great Give: Giving Day 2017
- VII. Introduction and Adoption of Ordinance/Public Hearing**
 - A. Resolution #3325: Resolution to Approve an Obsolete Property Rehabilitation Exemption Certificate Application, PA 146 of 2000 as Amended
- VIII. Unfinished Business**
- IX. Old Business**
 - A. 2017 State of the City
 - B. Branding for the City

X. New Business

- A. [Resolution 3326](#): Resolution to Approve a Transfer Application for Neighborhood Enterprise Zone New Certificate for Jeff Knapp Located at 310 Hidden Meadow Drive
- B. [Resolution 3327](#): Resolution to Approve an Application for a Neighborhood Enterprise Zone New Certificate for Hillsdale County Intermediate School District Located at 316 Hidden Meadow Drive
- C. Land Division Application – Platted lots within the Gas Light Terrace Subdivision
- D. Extension of 2017 Goose Hunting Program at Baw Beese Park

XI. Miscellaneous Reports

- A. Appointment of Mr. Mark Maier to the Library Board
- B. Appointment of Ms. Margot Games to the Headwaters Recreational Authority

XII. City Manager's Report

XIII. General Public Comment

XIV. Council Comment

XV. Adjournment

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 106							
101-000.000-228.003	DUE TO MMERS-RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	7,408.19	106
101-172.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	2,482.79	106
101-209.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	463.25	106
101-215.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	545.17	106
101-219.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	495.21	106
101-253.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	1.00	106
101-301.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	15,832.91	106
101-336.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	1,696.00	106
101-372.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	252.66	106
101-400.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	320.09	106
101-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	711.26	106
208-751.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	353.04	106
271-790.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	98.54	106
588-588.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	268.06	106
640-444.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	281.81	106
699-441.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	00074018-14	10/20/17	874.20	106
Total For Check 106						32,084.18	
Check 78070							
101-295.000-801.000	CONTRACTUAL SERVICES	ABS RENTAL SERVICES,	CANOPIES FOR AIRPORT	8386	09/10/17	500.00	78070
Total For Check 78070						500.00	
Check 78071							
101-215.000-801.000	CONTRACTUAL SERVICES	ACCUSHRED	DOCUMENT SHREDDING SERVICE	40572	10/06/17	55.00	78071
Total For Check 78071						55.00	
Check 78072							
101-000.000-228.013	DUE TO ALLERUS - DC CONT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-04-17	10/05/17	267.22	78072
101-301.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-04-17	10/05/17	89.21	78072
271-790.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-04-17	10/05/17	194.61	78072
699-441.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-04-17	10/05/17	90.31	78072
Total For Check 78072						641.35	
Check 78073							
101-336.000-742.000	CLOTHING / UNIFORMS	APOLLO FIRE EQUIPMENT	ULTRA ELITE FACEPIECE SZ SMALL - F	95871	10/14/17	836.08	78073
Total For Check 78073						836.08	
Check 78074							
101-175.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	PAPER	143816	11/10/17	18.70	78074
Total For Check 78074						18.70	
Check 78075							
101-265.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE 517-437-0983 473	AUG 17 - SEPT 1	10/05/17	151.15	78075
101-295.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE 517-437-0983 473	AUG 17 - SEPT 1	10/05/17	62.72	78075
588-588.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE 517-437-3385 960	AUG 17 - SEPT 1	10/05/17	139.62	78075
Total For Check 78075						353.49	
Check 78076							
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	AUGUST ADULT	Multiple	10/15/17	208.05	78076
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	CHILDREN'S BOOKS SEPTEMBER	Multiple	10/15/17	51.78	78076
Total For Check 78076						259.83	
Check 78077							
247-900.000-726.000	SUPPLIES	MARANDA BARKEY	TIFA BEAUTIFICATION	932626	10/12/17	180.00	78077

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78077							
Total For Check 78077						180.00	
Check 78078							
247-900.000-726.000	SUPPLIES	BEAN CREEK GARDEN CEN	FLOWERS FOR BEAUTIFICATION	85	10/20/17	139.98	78078
Total For Check 78078						139.98	
Check 78079							
101-441.000-726.000	SUPPLIES	BECKER & SCRIVENS	CONCRETE & SPRAYER	Multiple	10/10/17	168.25	78079
101-756.000-726.000	SUPPLIES	BECKER & SCRIVENS	CONCRETE	75895	11/10/17	129.75	78079
202-460.000-726.000	SUPPLIES	BECKER & SCRIVENS	CONCRETE & SPRAYER	75791	10/10/17	169.50	78079
Total For Check 78079						467.50	
Check 78080							
101-000.000-084.582	DUE FROM UTILITIES DEPAR	BOARD OF PUBLIC UTILI	EMPLOYEE MERS CONTRIBUTIONS	REIMBURSE	10/05/17	45,126.29	78080
101-265.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	2,251.65	78080
101-266.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	246.99	78080
101-276.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	65.26	78080
101-295.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	375.89	78080
101-336.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	570.20	78080
101-441.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	311.28	78080
101-448.000-920.202	UTILITIES - MAJOR STREET	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	4,490.09	78080
101-448.000-920.203	UTILITIES - LOCAL STREET	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	304.56	78080
101-756.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	908.96	78080
202-460.000-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINTENANCE	17-0000150	10/20/17	678.81	78080
202-490.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	416.46	78080
202-490.500-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	402.52	78080
203-460.000-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINTENANCE	17-0000150	10/20/17	468.10	78080
203-480.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	28.92	78080
271-790.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	1,470.03	78080
588-588.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	312.32	78080
640-444.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	UTILITIES	SEPT 2017	10/09/17	287.13	78080
Total For Check 78080						58,715.46	
Check 78081							
101-265.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	151.67	78081
101-266.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	162.50	78081
101-441.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	65.00	78081
101-756.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	3,195.83	78081
202-460.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	512.46	78081
202-460.500-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	125.04	78081
203-460.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	332.50	78081
588-588.000-801.000	CONTRACTUAL SERVICES	BORCK'S OUTDOOR SERVI	MOWING CONTRACT - SEPT 2017	PAYMENT 6 OF 12	11/01/17	260.00	78081
Total For Check 78081						4,805.00	
Check 78082							
101-295.000-920.000	UTILITIES	BRINER OIL CO, INC	DIESEL FUEL DELIVERY	092376	10/01/17	342.00	78082
Total For Check 78082						342.00	
Check 78083							
101-372.000-801.000	CONTRACTUAL SERVICES	CITY OF HILLSDALE	23/25 N BROAD - CODE ENF PAYMENT T	REIMBURSE	10/05/17	912.00	78083
Total For Check 78083						912.00	
Check 78084							
208-000.000-692.000	OTHER REVENUE	CLARK, SARA	DAMAGE DEPOSIT REFUND STOCK'S PARK	REFUND	10/05/17	150.00	78084
Total For Check 78084						150.00	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78085							
101-175.000-808.000	AUDITING SERVICES	CONDON, HECHT, BISHER	AUDIT SERVICES FOR 2016-17 FYE	200002054	10/29/17	5,000.00	78085
			Total For Check 78085			<u>5,000.00</u>	
Check 78086							
101-172.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	CORRECTION TAPE/CLASP ENV/ENV W/AD	Multiple	10/10/17	18.75	78086
101-191.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	PENS	594188	10/18/17	6.51	78086
101-215.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	PAPER	Multiple	10/06/17	261.42	78086
101-265.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	SOAP/TOILET TISSUE	593581	10/07/17	148.53	78086
101-301.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	PENS/ CORRECTION FLUID-TAPE/BINDER	593852	10/12/17	269.07	78086
101-336.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	STICKY NOTES/VELCRO SQUARES	593691	10/10/17	11.30	78086
271-790.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	NAME BADGE	593387	10/07/17	19.00	78086
271-790.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE #43759	289851	10/12/17	96.11	78086
			Total For Check 78086			<u>830.69</u>	
Check 78087							
271-790.000-726.000	SUPPLIES	DEMCO, INC	SECURITY STRIPS/EASEL/STEP STOOL	6216860	10/22/17	350.43	78087
			Total For Check 78087			<u>350.43</u>	
Check 78088							
101-175.000-801.000	CONTRACTUAL SERVICES	DOBERMAN TECHNOLOGIES	SERVER MANAGEMENT MONTHLY FEES	CW-6553	10/01/17	1,340.00	78088
271-790.000-726.003	SUPPLIES - TECHNOLOGY GR	DOBERMAN TECHNOLOGIES	LIBRARY LAPTOP	CW-6539	09/20/17	1,449.98	78088
271-790.000-801.000	CONTRACTUAL SERVICES	DOBERMAN TECHNOLOGIES	MANAGED USER SUPPORT PLAN - LIBRAR	CW-6592	10/01/17	295.00	78088
			Total For Check 78088			<u>3,084.98</u>	
Check 78089							
202-460.000-726.000	SUPPLIES	DOUBLE A LAWNSCAPING	STRAW BLANKET - BARR ST	34806	10/29/17	34.00	78089
			Total For Check 78089			<u>34.00</u>	
Check 78090							
271-790.000-982.000	BOOKS	DRYDEN TOWNSHIP LIBRA	REPLACEMENT BOOKS FOR DAMAGED ILL	543505/509084	09/18/17	47.90	78090
			Total For Check 78090			<u>47.90</u>	
Check 78091							
202-480.000-801.000	CONTRACTUAL SERVICES	DUBOIS TRUCKING AND E	CLEAING DITCH LINE ON URAN STREET	QB1144	09/23/17	2,600.00	78091
			Total For Check 78091			<u>2,600.00</u>	
Check 78092							
101-175.000-861.000	TRAINING & SEMINARS	FRANK ENGLE	MERS CONFERENCE - PARKING	Multiple	10/05/17	148.30	78092
			Total For Check 78092			<u>148.30</u>	
Check 78093							
101-336.000-861.000	TRAINING & SEMINARS	FRED PRYOR SEMINARS	REGISTRATION FEE FOR OSHA SAFETY &	Multiple	11/16/17	358.00	78093
			Total For Check 78093			<u>358.00</u>	
Check 78094							
101-172.000-726.000	SUPPLIES	GELZER & SON INC	LASER POINTER	C259285	11/10/17	3.99	78094
101-265.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	BULBS	A155030	11/10/17	18.99	78094
101-301.000-726.000	SUPPLIES	GELZER & SON INC	KEYS	C257994	10/10/17	5.98	78094
101-336.000-726.000	SUPPLIES	GELZER & SON INC	FASTENERS & ANCHORS	Multiple	10/10/17	34.64	78094
101-336.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	WALL PLATE, OUTLET, BOX	C258601	11/10/17	26.44	78094
101-441.000-726.000	SUPPLIES	GELZER & SON INC	CAUTION TAPE	Multiple	10/10/17	24.98	78094
101-756.000-726.000	SUPPLIES	GELZER & SON INC	ROLLER FRAME, LINER, LINE MARKING	Multiple	10/10/17	26.71	78094
203-480.000-726.000	SUPPLIES	GELZER & SON INC	CONCRETE	C258781	11/10/17	10.58	78094
247-900.000-726.000	SUPPLIES	GELZER & SON INC	SPRAY PAINT	A155632	11/10/17	4.79	78094
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	GELZER & SON INC	BOLTS, NUTS	Multiple	11/10/17	155.92	78094

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78094							
						Total For Check 78094	313.02
Check 78096							
247-900.000-726.000	SUPPLIES	GLEI'S, INC	DOWNTOWN BEAUTIFICATION	PUMPKINS	11/04/17	131.92	78096
						Total For Check 78096	131.92
Check 78097							
640-444.000-801.000	CONTRACTUAL SERVICES	GODFREY BROTHERS, INC	REPAIR BACK HOE #19	16619	09/28/17	118.27	78097
						Total For Check 78097	118.27
Check 78098							
271-792.000-982.000	BOOKS	CHRISTINE HADLOCK	CHILDREN'S BOOK	BOOK	10/05/17	25.00	78098
						Total For Check 78098	25.00
Check 78099							
101-265.000-801.000	CONTRACTUAL SERVICES	CAROL HAWKES	CITY HALL CLEANING SERVICE	1258	09/26/17	633.00	78099
						Total For Check 78099	633.00
Check 78100							
101-265.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106484	11/04/17	19.00	78100
101-295.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106484	11/04/17	14.25	78100
101-441.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106484	11/04/17	14.25	78100
271-790.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER DELIVERY SERVICE	106484	11/04/17	4.75	78100
						Total For Check 78100	52.25
Check 78101							
101-295.000-930.000	REPAIRS & MAINTENANCE	HERITAGE CRYSTAL CLEA	SUPFUEL GASOLINE/WASTE UPCHARGE	14772505	10/15/17	714.00	78101
						Total For Check 78101	714.00
Check 78102							
101-301.000-801.000	CONTRACTUAL SERVICES	HILLSDALE CO CENTRAL	ANNUAL SOFTWARE SERVICE MAINTENANC	2017-0911-001	10/21/17	445.92	78102
						Total For Check 78102	445.92
Check 78103							
101-400.000-905.000	PUBLISHING / NOTICES	HILLSDALE MEDIA GROUP	PUBLIC NOTICE	Multiple	10/23/17	160.50	78103
202-460.000-801.000	CONTRACTUAL SERVICES	HILLSDALE MEDIA GROUP	PUBLIC NOTICE	300039054	10/23/17	40.13	78103
203-460.000-801.000	CONTRACTUAL SERVICES	HILLSDALE MEDIA GROUP	PUBLIC NOTICE	300039054	10/23/17	40.12	78103
247-900.000-801.000	CONTRACTUAL SERVICES	HILLSDALE MEDIA GROUP	REQUEST FOR QUAL AD	300038193	10/23/17	80.25	78103
						Total For Check 78103	321.00
Check 78104							
101-174.000-801.000	CONTRACTUAL SERVICES	HILLSDALE POLICY GROU	ECONOMIC DEVELOPMENT SERVICES	SEPT 2017	10/05/17	2,835.00	78104
						Total For Check 78104	2,835.00
Check 78105							
101-441.000-726.000	SUPPLIES	HOWARD T MORIARTY COM	FLAGGER SYMBOL	00314790	10/26/17	220.00	78105
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	HOWARD T MORIARTY COM	BEZEL, LED LAMP	Multiple	10/22/17	244.51	78105
						Total For Check 78105	464.51
Check 78106							
588-588.000-730.000	VEH./EQUIP. MAINT. SUPPL	JACKSON TRUCK SERVICE	FILTERS	PC001297226	10/26/17	189.11	78106
						Total For Check 78106	189.11
Check 78107							
101-175.000-806.002	LEGAL SERVICES - TAX CAS	KREIS, ENDERLE HUDGIN	LEGAL FEES - MTT APPEAL - MCDONALD	283472	09/11/17	375.00	78107

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78107							
Total For Check 78107						375.00	
Check 78108							
101-276.000-801.000	CONTRACTUAL SERVICES	LAPEW SANITATION SERV	PORTABLE RESTROOM RENTAL	3216	09/20/17	65.00	78108
101-756.000-801.000	CONTRACTUAL SERVICES	LAPEW SANITATION SERV	PORTABLE RESTROOM RENTAL	3216	09/20/17	650.00	78108
Total For Check 78108						715.00	
Check 78109							
640-444.000-801.301	POLICE VEHICLE REPAIR	LEUTHEUSER	OIL CHANGE/TIRE ROTATION	Multiple	10/27/17	3,376.26	78109
Total For Check 78109						3,376.26	
Check 78110							
101-175.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON,	LEGAL FEES	SEPT 2017	10/29/17	2,100.00	78110
Total For Check 78110						2,100.00	
Check 78111							
101-265.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	45.18	78111
101-276.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/20/17	Multiple	09/20/17	429.21	78111
101-441.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/20/17	Multiple	09/20/17	519.57	78111
101-756.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	225.90	78111
202-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/20/17	31881239	09/20/17	45.18	78111
202-450.500-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	75.30	78111
202-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	60.24	78111
202-460.500-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/20/17	31881239	09/20/17	15.06	78111
202-470.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	30.12	78111
202-480.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	15.06	78111
202-490.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	67.77	78111
203-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/20/17	31881239	09/20/17	52.71	78111
203-470.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	37.65	78111
203-480.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	15.06	78111
203-490.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 9/24/17	31907030	09/27/17	7.53	78111
Total For Check 78111						1,641.54	
Check 78112							
101-295.000-726.000	SUPPLIES	MARKET HOUSE	CUPS, CREAMER, COPY PAPER, PAPER T	107387	11/01/17	90.65	78112
101-301.000-726.000	SUPPLIES	MARKET HOUSE	KLEENEX/DISINFECTANT WIPES/AIR FRE	107227	10/20/17	44.90	78112
101-336.000-726.000	SUPPLIES	MARKET HOUSE	WATER	107366	10/26/17	29.95	78112
Total For Check 78112						165.50	
Check 78113							
101-000.000-477.000	PERMITS	JOHN MARSHALL	ROW PERMIT #3306	REFUND	10/05/17	75.00	78113
Total For Check 78113						75.00	
Check 78114							
101-175.000-861.000	TRAINING & SEMINARS	CHRISTOPHER MCARTHUR	MERS CONFERENCE - PARKING	REIMBURSE	10/05/17	20.00	78114
Total For Check 78114						20.00	
Check 78115							
101-301.000-810.000	DUES AND SUBSCRIPTIONS	MICH ASSOC CHIEFS OF	ANNUAL MACP MEMBERSHIP FEE EXPIRES	300002388	10/31/17	115.00	78115
Total For Check 78115						115.00	
Check 78116							
481-000.000-310.000	CONTRACTS PAYABLE - LONG	MICH DEPT OF TRANSPOR	AIRPORT LOAN PAYMENT 2	AZ 43977	11/07/17	8,354.27	78116
481-900.000-865.000	INTEREST EXPENSE	MICH DEPT OF TRANSPOR	AIRPORT LOAN PAYMENT 2	AZ 43977	11/07/17	3,310.73	78116
Total For Check 78116						11,665.00	

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Check 78127							
						Total For Check 78127	39,496.62
Check 78128							
640-444.000-801.000	CONTRACTUAL SERVICES	PURITY CYLINDER GASES	GAS CYLINDER RENTAL	00400170	10/30/17	43.65	78128
						Total For Check 78128	43.65
Check 78129							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	REDLINE EQUIPMENT	SEAL, RING, FILTER	P04014	10/10/17	63.50	78129
						Total For Check 78129	63.50
Check 78130							
101-295.000-801.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES OF	MONTHLY DUMPSTER RENTAL - AIRPORT	0249-005682184	10/15/17	162.40	78130
101-441.000-801.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES OF	4 YARD DUMPSTER - DPS	0249-005682221	10/15/17	237.31	78130
						Total For Check 78130	399.71
Check 78131							
101-336.000-930.000	REPAIRS & MAINTENANCE	ROE-COMM., INC.	INSTALLED ANTENNA ROD - ENGINE 332	346170	10/18/17	200.85	78131
						Total For Check 78131	200.85
Check 78132							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	SPRATT'S	CHAINS	Multiple	10/10/17	57.68	78132
						Total For Check 78132	57.68
Check 78133							
101-295.000-930.000	REPAIRS & MAINTENANCE	STATE MOTOR & CONTROL	FUEL PUMP MOTOR FOR AIRPORT	1043900	10/19/17	1,199.18	78133
						Total For Check 78133	1,199.18
Check 78134							
208-751.000-726.006	CONCESSION SUPPLIES	STOCKHOUSE CORPORATIO	LABELS FOR SANDY BEACH	56282	07/23/17	332.40	78134
						Total For Check 78134	332.40
Check 78135							
202-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-955	10/27/17	362.55	78135
202-450.500-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-959	10/20/17	86.83	78135
202-480.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-955	10/27/17	43.12	78135
203-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	Multiple	10/27/17	450.51	78135
						Total For Check 78135	943.01
Check 78136							
101-301.000-801.000	CONTRACTUAL SERVICES	TRANSUNION RISK AND A	ONLINE INVESTIGATIVE SYSTEM BILLIN	807352 SEPT 201	11/01/17	36.00	78136
						Total For Check 78136	36.00
Check 78137							
101-295.000-930.000	REPAIRS & MAINTENANCE	TSC STORES	TAPE MEASURES, ROUND UP, TIRE, SAN	SEPT 2017	10/15/17	34.99	78137
101-441.000-726.000	SUPPLIES	TSC STORES	TAPE MEASURES, ROUND UP, TIRE, SAN	SEPT 2017	10/15/17	172.95	78137
640-444.000-726.000	SUPPLIES	TSC STORES	TAPE MEASURES, ROUND UP, TIRE, SAN	SEPT 2017	10/15/17	79.90	78137
						Total For Check 78137	287.84
Check 78138							
101-265.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	Multiple	11/03/17	26.90	78138
101-336.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL LINEN SERVICE	Multiple	10/19/17	40.20	78138
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	10/19/17	52.95	78138
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	10/19/17	64.62	78138
271-790.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	154 0005866	10/21/17	31.87	78138
640-444.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	10/19/17	21.04	78138

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Check 78138							
640-444.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	10/19/17	33.62	78138
			Total For Check 78138			<u>271.20</u>	
Check 78139							
101-301.000-810.000	DUES AND SUBSCRIPTIONS	US IDENTIFICATION MAN	U.S. IDENTIFICATION MANUAL UPDATE	194193	10/05/17	82.50	78139
			Total For Check 78139			<u>82.50</u>	
Check 78140							
101-265.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/17/17	Multiple	10/18/17	128.25	78140
101-276.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/17/17	Multiple	10/18/17	128.25	78140
101-441.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/17/17	Multiple	10/18/17	42.75	78140
101-756.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/17/17	Multiple	10/18/17	669.76	78140
202-460.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/17/17	Multiple	10/18/17	128.25	78140
203-470.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/24/17	4516	10/25/17	28.50	78140
588-588.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 9/17/17	Multiple	10/18/17	14.24	78140
			Total For Check 78140			<u>1,140.00</u>	
Check 78142							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	WHITES WELDING SERVIC	FLAT, ALUM STEEL	83298	10/26/17	40.00	78142
			Total For Check 78142			<u>40.00</u>	
Check 78143							
101-336.000-955.221	MISC - PHYSICAL EXAMINAT	WORKHEALTH-QUINCY, PL	PRE-EMPLOYMENT PHYSICAL/DRUG SCRRE	4745	10/01/17	88.00	78143
			Total For Check 78143			<u>88.00</u>	
Check 78144							
401-900.000-975.044	FACILITIES IMPROVEMENT	ZOLL & SON CONSTRUCTI	T/F STATION OFFICE BUILDING REPAIR	10/02/2017	11/02/17	7,033.00	78144
			Total For Check 78144			<u>7,033.00</u>	
Check 78145							
101-172.000-861.000	TRAINING & SEMINARS	VISA	IEDC ONLINE COURSE	SEPT 2017	10/21/17	95.00	78145
101-174.000-726.000	SUPPLIES	VISA	POSTAGE	SEPT 2017	10/21/17	11.20	78145
101-175.000-726.000	SUPPLIES	VISA	COFFEE SUPPLIES	SEPT 2017	10/21/17	15.46	78145
101-175.000-861.000	TRAINING & SEMINARS	VISA	LODGING FOR MERS CONVENTION	SEPT 2017	10/21/17	888.70	78145
101-191.000-726.000	SUPPLIES	VISA	POSTAGE	SEPT 2017	10/21/17	236.00	78145
101-209.000-734.000	POSTAGE	VISA	POSTAGE	SEPT 2017	10/21/17	17.24	78145
101-215.000-726.000	SUPPLIES	VISA	REGISTER OF DEEDS COPY FEES	SEPT 2017	10/21/17	31.75	78145
101-301.000-726.000	SUPPLIES	VISA	POSTAGE	SEPT 2017	10/21/17	23.47	78145
208-751.000-726.000	SUPPLIES	VISA	FOOTBALL SOCKS	SEPT 2017	10/21/17	321.92	78145
271-790.000-726.000	SUPPLIES	VISA	CARDS - NASH DRUGS	SEPT 2017	10/21/17	(50.17)	78145
271-790.000-726.003	SUPPLIES - TECHNOLOGY GR	VISA	GO DADDY WEB SERVICES	SEPT 2017	10/21/17	453.70	78145
271-790.000-734.000	POSTAGE	VISA	POSTAGE	SEPT 2017	10/21/17	2.63	78145
271-790.000-861.000	TRAINING & SEMINARS	VISA	LIBRARY OF MICHIGAN WORKSHOP	SEPT 2017	10/21/17	220.00	78145
271-792.000-726.000	SUPPLIES	VISA	BIG BELLY BANK AQUA DINOSAUR 20"	SEPT 2017	10/21/17	53.22	78145
271-792.000-982.000	BOOKS	VISA	CHILDREN'S BOOKS	SEPT 2017	10/21/17	184.66	78145
			Total For Check 78145			<u>2,504.78</u>	

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			Fund Totals:				
			Fund 101 GENERAL FUND			144,595.06	
			Fund 202 MAJOR ST./TRUNKLINE FUND			5,908.40	
			Fund 203 LOCAL ST. FUND			1,472.18	
			Fund 208 RECREATION FUND			2,205.94	
			Fund 247 TAX INCREMENT FINANCE ATH.			1,036.94	
			Fund 271 LIBRARY FUND			6,644.00	
			Fund 401 CAPITAL IMPROVEMENT FUND			7,033.00	
			Fund 481 AIRPORT IMPROVEMENT FUND			11,665.00	
			Fund 588 DIAL-A-RIDE FUND			4,917.73	
			Fund 640 REVOLVING MOBILE EQUIP. FUN			7,445.79	
			Fund 699 DPS LEAVE AND BENEFITS FUND			10,489.14	
			Total For All Funds:			<hr/>	
						203,413.18	

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Check <None>							
582-543.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	RUGS	4001853435	10/05/17	93.27	
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	ALTEC, INC	REPAIRS TO 39-04 UNDER WARRANTY	50151299	10/05/17	460.00	
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	NORM'S TIREMAN	2 NEW TIRES AND 1 TIRE REPAIR	Multiple	10/05/17	517.85	
590-547.000-727.500	SUPPLIES - CHLORINE	ALEXANDER CHEMICAL CO	CREDIT/DEPOSIT REFUND	SCL 100178565	10/05/17	(750.00)	
Total For Check <None>						321.12	
Check 6							
582-000.000-228.100	DUE TO MMERS - RETIREMEN	MERS	RETIREMENT CONTRIBUTIONS - 300101	000740178-14	10/05/17	8,001.41	6
582-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	000740178-14	10/05/17	7,986.97	6
582-543.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	000740178-14	10/05/17	552.40	6
590-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	000740178-14	10/05/17	4,676.66	6
591-175.000-716.000	RETIREMENT	MERS	RETIREMENT CONTRIBUTIONS - 300101	000740178-14	10/05/17	2,942.97	6
Total For Check 6						24,160.41	
Check 68402							
582-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816018	10/05/17	75.00	68402
590-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816018	10/05/17	37.50	68402
591-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816018	10/05/17	37.50	68402
Total For Check 68402						150.00	
Check 68403							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	AMERICAN COPPER AND B	BEAM CLAMPS	Multiple	10/05/17	111.84	68403
582-543.000-801.060-1	CONTRACTUAL SERV. - ENGI	AMERICAN COPPER AND B	PARTS FOR ENGINE UPGRADE	17INV042258	10/05/17	88.23	68403
590-546.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	MISC. PARTS FOR FURNACE REPAIR WWT	Multiple	10/05/17	381.36	68403
591-544.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	MISC. PARTS FOR FURNACE REPAIR WWT	INV05336+	10/05/17	7.22	68403
Total For Check 68403						588.65	
Check 68404							
582-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE/EQUIPMENT/ROUTER	0837578303	10/05/17	352.14	68404
582-543.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE - PP	Multiple	10/05/17	232.16	68404
590-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE/EQUIPMENT/ROUTER	Multiple	10/05/17	230.99	68404
590-547.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517437098609	10/05/17	27.47	68404
591-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE/EQUIPMENT/ROUTER	Multiple	10/05/17	231.00	68404
591-545.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517437098609	10/05/17	27.48	68404
Total For Check 68404						1,101.24	
Check 68405							
582-000.000-040.000	ACCOUNTS RECEIVABLE	BERCAW, KATELYN R	UB refund for account: 010144	10/05/2017	10/05/17	34.51	68405
590-000.000-040.000	ACCOUNTS RECEIVABLE	BERCAW, KATELYN R	UB refund for account: 010144	10/05/2017	10/05/17	17.46	68405
591-000.000-040.000	ACCOUNTS RECEIVABLE	BERCAW, KATELYN R	UB refund for account: 010144	10/05/2017	10/05/17	8.03	68405
Total For Check 68405						60.00	
Check 68406							
582-543.000-801.000-1	CONTRACTUAL SERVICES	BRAMAN ROOFING	RE-ROOF UPPER COMPRESSOR ROOM ROOF	1639	10/05/17	2,135.00	68406
Total For Check 68406						2,135.00	
Check 68407							
582-000.000-040.000	ACCOUNTS RECEIVABLE	CAULKINS, SCOTT & MIL	UB refund for account: 010072	10/03/2017	10/05/17	16.50	68407
590-000.000-040.000	ACCOUNTS RECEIVABLE	CAULKINS, SCOTT & MIL	UB refund for account: 010072	10/03/2017	10/05/17	13.55	68407
591-000.000-040.000	ACCOUNTS RECEIVABLE	CAULKINS, SCOTT & MIL	UB refund for account: 010072	10/03/2017	10/05/17	11.61	68407
Total For Check 68407						41.66	
Check 68408							
582-175.000-801.000	CONTRACTUAL SERVICES	CE & A PROFESSIONAL S	RANDOM DOT TEST & ALCOHOL - G ADAM	33607	10/05/17	200.84	68408

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Check 68408							
Total For Check 68408						200.84	
Check 68409							
582-175.000-925.000	TELEPHONE	CENTURYLINK	LONG DISTANCE	Multiple	10/05/17	2.44	68409
590-175.000-925.000	TELEPHONE	CENTURYLINK	LONG DISTANCE	Multiple	10/05/17	1.22	68409
591-175.000-925.000	TELEPHONE	CENTURYLINK	LONG DISTANCE	Multiple	10/05/17	1.23	68409
Total For Check 68409						4.89	
Check 68410							
582-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	10/05/17	472.83	68410
582-543.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	RUGS	306677747	10/05/17	93.27	68410
590-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	10/05/17	236.41	68410
591-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	10/05/17	236.43	68410
Total For Check 68410						1,038.94	
Check 68411							
582-175.000-820.000	PILOT	CITY OF HILLSDALE	PILOT FOR AUGUST	Multiple	10/05/17	133,589.33	68411
590-175.000-820.000	PILOT	CITY OF HILLSDALE	PILOT FOR AUGUST	Multiple	10/05/17	18,346.07	68411
591-175.000-820.000	PILOT	CITY OF HILLSDALE	PILOT FOR AUGUST	Multiple	10/05/17	13,748.41	68411
591-544.000-930.000	REPAIRS & MAINTENANCE	CITY OF HILLSDALE	PLACEMENT OF BARRICADES, MATERIALS	Multiple	10/05/17	3,285.18	68411
Total For Check 68411						168,968.99	
Check 68412							
582-000.000-249.100	LOW INCOME ENERGY ASSIST	COMMUNITY ACTION AGEN	OPERATION ROUNDUP/SEPT	10042017	10/05/17	2,654.75	68412
Total For Check 68412						2,654.75	
Check 68413							
582-175.000-808.000	AUDITING SERVICES	CONDON, HECHT, BISHER	AUDT SERVICES FOR YEAR END JUNE 30	2000020253	10/05/17	2,500.00	68413
590-175.000-808.000	AUDITING SERVICES	CONDON, HECHT, BISHER	AUDT SERVICES FOR YEAR END JUNE 30	2000020253	10/05/17	1,250.00	68413
591-175.000-808.000	AUDITING SERVICES	CONDON, HECHT, BISHER	AUDT SERVICES FOR YEAR END JUNE 30	2000020253	10/05/17	1,250.00	68413
Total For Check 68413						5,000.00	
Check 68414							
582-175.000-726.200	OFFICE SUPPLIES	CURRENT OFFICE SOLUTI	LEASE/COPIES	290141	10/05/17	116.89	68414
590-175.000-726.200	OFFICE SUPPLIES	CURRENT OFFICE SOLUTI	LEASE/COPIES	290141	10/05/17	58.45	68414
591-175.000-726.200	OFFICE SUPPLIES	CURRENT OFFICE SOLUTI	LEASE/COPIES	290141	10/05/17	58.45	68414
Total For Check 68414						233.79	
Check 68415							
582-175.000-801.200	COMPUTER	DOBERMAN TECHNOLOGIES	MONTHLY SUPPORT	CW-6591	10/05/17	2,960.00	68415
590-175.000-801.200	COMPUTER	DOBERMAN TECHNOLOGIES	MONTHLY SUPPORT	CW-6591	10/05/17	1,480.00	68415
591-175.000-801.200	COMPUTER	DOBERMAN TECHNOLOGIES	MONTHLY SUPPORT	CW-6591	10/05/17	1,480.00	68415
Total For Check 68415						5,920.00	
Check 68416							
582-000.000-040.000	ACCOUNTS RECEIVABLE	DOWNNS, OLLIE V	UB refund for account: 010531	10/05/2017	10/05/17	116.95	68416
Total For Check 68416						116.95	
Check 68417							
582-175.000-726.200	OFFICE SUPPLIES	EASYPERMIT POSTAGE	POSTAGE	17983198	10/05/17	13.02	68417
590-175.000-726.200	OFFICE SUPPLIES	EASYPERMIT POSTAGE	POSTAGE	17983198	10/05/17	6.51	68417
591-175.000-726.200	OFFICE SUPPLIES	EASYPERMIT POSTAGE	POSTAGE	17983198	10/05/17	6.50	68417
Total For Check 68417						26.03	
Check 68418							
591-544.000-726.800	SUPPLIES - OPERATIONS	EFFICIENCY PRODUCTION	ADJUSTABLE SPREADER BARS FOR TRENC	0057587-IN	10/05/17	1,083.25	68418

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Check 68429							
						Total For Check 68429	287.60
582-000.000-040.000	ACCOUNTS RECEIVABLE	LOSEY, BROOKE K	UB refund for account: 013777	10/03/2017	10/05/17	95.00	68430
						Total For Check 68430	95.00
582-175.000-806.000	LEGAL SERVICES	LOVINGER & THOMPSON,	LEGAL SERVICES	091917	10/05/17	105.00	68431
						Total For Check 68431	105.00
582-000.000-040.000	ACCOUNTS RECEIVABLE	LUFKIN, KELLY J	UB refund for account: 019709	10/05/2017	10/05/17	394.45	68432
						Total For Check 68432	394.45
582-000.000-040.000	ACCOUNTS RECEIVABLE	LUKE, JEREMY S	UB refund for account: 019928	10/03/2017	10/05/17	40.98	68433
590-000.000-040.000	ACCOUNTS RECEIVABLE	LUKE, JEREMY S	UB refund for account: 019928	10/03/2017	10/05/17	23.30	68433
591-000.000-040.000	ACCOUNTS RECEIVABLE	LUKE, JEREMY S	UB refund for account: 019928	10/03/2017	10/05/17	15.72	68433
						Total For Check 68433	80.00
582-543.000-726.000	SUPPLIES	MCMASTER - CARR	ENGINE PARTS	46362626	10/05/17	40.14	68434
582-543.000-930.050	REPAIRS & MAINT. - ENGIN	MCMASTER - CARR	AIR REGULATOR #5 ENGINE	Multiple	10/05/17	176.38	68434
582-543.000-930.060	REPAIRS & MAINT. - ENGIN	MCMASTER - CARR	ENGINE PARTS	46362626	10/05/17	162.38	68434
						Total For Check 68434	378.90
590-546.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	WWTP MONTHLY IPP	Multiple	10/05/17	2,555.00	68435
						Total For Check 68435	2,555.00
582-000.000-040.000	ACCOUNTS RECEIVABLE	MICHIGAN LANSING MISS	UB refund for account: 026088	10/03/2017	10/05/17	8.00	68436
						Total For Check 68436	8.00
591-544.000-930.000	REPAIRS & MAINTENANCE	MICHIGAN PIPE & VALVE	HYDRANT PARTS	J009800	10/05/17	787.71	68437
						Total For Check 68437	787.71
582-000.000-040.000	ACCOUNTS RECEIVABLE	MILLS, MARY	UB refund for account: 011774	10/05/2017	10/05/17	4.89	68438
590-000.000-040.000	ACCOUNTS RECEIVABLE	MILLS, MARY	UB refund for account: 011774	10/05/2017	10/05/17	4.84	68438
591-000.000-040.000	ACCOUNTS RECEIVABLE	MILLS, MARY	UB refund for account: 011774	10/05/2017	10/05/17	3.81	68438
						Total For Check 68438	13.54
582-000.000-040.000	ACCOUNTS RECEIVABLE	MONROE, STEVEN M	UB refund for account: 011418	10/03/2017	10/05/17	39.75	68439
590-000.000-040.000	ACCOUNTS RECEIVABLE	MONROE, STEVEN M	UB refund for account: 011418	10/03/2017	10/05/17	38.66	68439
591-000.000-040.000	ACCOUNTS RECEIVABLE	MONROE, STEVEN M	UB refund for account: 011418	10/03/2017	10/05/17	28.59	68439
						Total For Check 68439	107.00
582-000.000-040.000	ACCOUNTS RECEIVABLE	MURPHY, WILLIAM J	UB refund for account: 024758	10/05/2017	10/05/17	50.13	68440
590-000.000-040.000	ACCOUNTS RECEIVABLE	MURPHY, WILLIAM J	UB refund for account: 024758	10/05/2017	10/05/17	18.48	68440
591-000.000-040.000	ACCOUNTS RECEIVABLE	MURPHY, WILLIAM J	UB refund for account: 024758	10/05/2017	10/05/17	14.20	68440
						Total For Check 68440	82.81

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68441							
582-175.000-801.000	CONTRACTUAL SERVICES	ONLINE INFORMATION SE	MONTHLY PROCESSING	900515861	10/05/17	69.05	68441
590-175.000-801.000	CONTRACTUAL SERVICES	ONLINE INFORMATION SE	MONTHLY PROCESSING	900515861	10/05/17	34.52	68441
591-175.000-801.000	CONTRACTUAL SERVICES	ONLINE INFORMATION SE	MONTHLY PROCESSING	900515861	10/05/17	34.53	68441
Total For Check 68441						138.10	
Check 68442							
582-175.000-801.000	CONTRACTUAL SERVICES	PLANT MORAN, PLLC	PROFESSIONAL SERVICES	1472909	10/05/17	4,302.19	68442
590-175.000-801.000	CONTRACTUAL SERVICES	PLANT MORAN, PLLC	PROFESSIONAL SERVICES	1472909	10/05/17	2,151.10	68442
591-175.000-801.000	CONTRACTUAL SERVICES	PLANT MORAN, PLLC	PROFESSIONAL SERVICES	1472909	10/05/17	2,151.10	68442
Total For Check 68442						8,604.39	
Check 68443							
582-175.000-715.000	HEALTH AND LIFE INSURANC	PRIORITY HEALTH	HEALTH AND LIFE INSURANCE	172580001071	10/05/17	11,053.82	68443
582-544.000-715.000	HEALTH AND LIFE INSURANC	PRIORITY HEALTH	HEALTH AND LIFE INSURANCE	172580001071	10/05/17	1,747.64	68443
590-175.000-715.000	HEALTH AND LIFE INSURANC	PRIORITY HEALTH	HEALTH AND LIFE INSURANCE	172580001071	10/05/17	6,007.50	68443
591-175.000-715.000	HEALTH AND LIFE INSURANC	PRIORITY HEALTH	HEALTH AND LIFE INSURANCE	172580001071	10/05/17	5,832.74	68443
Total For Check 68443						24,641.70	
Check 68444							
582-175.000-930.000	REPAIRS & MAINTENANCE	QUALITY ASPHALT PAVIN	SEAL COAT BPU LOTS	13698	10/05/17	2,105.00	68444
591-543.000-930.000	REPAIRS & MAINTENANCE	QUALITY ASPHALT PAVIN	SEALCOAT WTP LOTS	13698	10/05/17	2,016.00	68444
Total For Check 68444						4,121.00	
Check 68445							
582-000.000-249.100	LOW INCOME ENERGY ASSIST	STATE OF MICHIGAN	LIEAF FOR SEPT/ 89048	10042017	10/05/17	5,619.86	68445
Total For Check 68445						5,619.86	
Check 68446							
582-000.000-110.000	INVENTORY	RESCO ELECTRIC UTILIT	INVENTORY	691873-00	10/05/17	3,447.08	68446
582-544.000-801.000	CONTRACTUAL SERVICES	RESCO ELECTRIC UTILIT	INVENTORY	691873-00	10/05/17	257.24	68446
Total For Check 68446						3,704.32	
Check 68447							
590-547.000-930.000	REPAIRS & MAINTENANCE	RS TECHNICAL SERVICES	ORINGS HYDRO RATE METER	20186	10/05/17	31.00	68447
Total For Check 68447						31.00	
Check 68448							
582-000.000-040.000	ACCOUNTS RECEIVABLE	SCHAERER, STEVE L	UB refund for account: 018194	10/05/2017	10/05/17	44.99	68448
Total For Check 68448						44.99	
Check 68449							
582-000.000-040.000	ACCOUNTS RECEIVABLE	SELLERS, MARCIA G	UB refund for account: 020524	10/05/2017	10/05/17	39.00	68449
Total For Check 68449						39.00	
Check 68450							
582-000.000-265.000	ACCRUED SALES TAX	STATE OF MICHIGAN	SALES TAX	09302017	10/05/17	48,287.38	68450
582-000.000-693.000	MISC NON-OPERATIONG INCO	STATE OF MICHIGAN	SALES TAX	09302017	10/05/17	(278.10)	68450
Total For Check 68450						48,009.28	
Check 68451							
591-000.000-040.000	ACCOUNTS RECEIVABLE	T & P RENTALS, LLC	UB refund for account: 012128	10/05/2017	10/05/17	237.05	68451
Total For Check 68451						237.05	
Check 68452							
590-547.000-726.900	SUPPLIES - LABORATORY	USABLUBOOK	WWTP & WTP LAB SUPPLIES	Multiple	10/05/17	460.39	68452

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68452							
590-547.000-930.000	REPAIRS & MAINTENANCE	USABLUEBOOK	XPV PERISTALTIC PUMP WWTP	Multiple	10/05/17	1,946.67	68452
591-543.000-955.000	MISCELLANEOUS	USABLUEBOOK	WWTP & WTP LAB SUPPLIES	373711	10/05/17	174.53	68452
591-544.000-930.000	REPAIRS & MAINTENANCE	USABLUEBOOK	ROADWORK SIGNS,	Multiple	10/05/17	1,656.23	68452
Total For Check 68452						<u>4,237.82</u>	
Check 68453							
582-543.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1727301	10/05/17	22.96	68453
582-544.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1727301	10/05/17	994.94	68453
590-547.000-730.039	BPU VEHICLE MAINT/SUPPLI	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1727301	10/05/17	590.12	68453
591-544.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1727301	10/05/17	248.86	68453
Total For Check 68453						<u>1,856.88</u>	
Check 68454							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	WHITES WELDING SERVIC	SHELVES FOR ENGINE UPGRADE	83308	10/05/17	100.00	68454
582-543.000-801.060-1	CONTRACTUAL SERV. - ENGI	WHITES WELDING SERVIC	SHELVES FOR ENGINE UPGRADE	83308	10/05/17	100.00	68454
590-547.000-930.000	REPAIRS & MAINTENANCE	WHITES WELDING SERVIC	FABRICATION OF 2 - 26' LONG X 2' W	83254	10/05/17	2,100.00	68454
Total For Check 68454						<u>2,300.00</u>	
Check 68455							
582-000.000-040.000	ACCOUNTS RECEIVABLE	WRIKER, ETHEL M	UB refund for account: 013489	10/03/2017	10/05/17	32.40	68455
590-000.000-040.000	ACCOUNTS RECEIVABLE	WRIKER, ETHEL M	UB refund for account: 013489	10/03/2017	10/05/17	17.55	68455
591-000.000-040.000	ACCOUNTS RECEIVABLE	WRIKER, ETHEL M	UB refund for account: 013489	10/03/2017	10/05/17	15.05	68455
Total For Check 68455						<u>65.00</u>	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
			Fund Totals:				
			Fund 582 ELECTRIC FUND			243,161.78	
			Fund 590 SEWER FUND			42,331.55	
			Fund 591 WATER FUND			39,238.50	
			Total For All Funds:			<hr/>	
						324,731.83	

CITY COUNCIL MINUTES

City of Hillsdale
October 2, 2017
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Scott Sessions opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Scott Sessions called the meeting to order.

Council Members present:	Scott M. Sessions, Mayor Adam Stockford, Ward 1 Brian Watkins, Ward 1 Timothy Dixon, Ward 2 William Morrissey, Ward 2 Bruce Sharp, Ward 3 William Zeiser, Ward 3 Patrick Flannery, Ward 4
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Council Members absent:	Matthew Bell, Ward 4
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Also present were: City Manager David Mackie, City Clerk Stephen M. French, City Attorney John Lovinger, City Attorney Tom Thompson, Bonnie Tew (Finance), Kay Freese (HR), Scott Hephner (HCPD & HCFD), Mark Hawkins (HCFD), Jake Hammel (DPS), Mary Hill (Library), Mike Barber (BPU), Chris McArthur (BPU), Corey Murray (Hillsdale Daily News), Nic Rowan (Hillsdale Collegian), Ray Briner, Don Hernandez, Richard Smith, Karla Adams, Luke Wheeler, Ted Jansen, Dennis Wainscott, and Penny Swan.

Approval of Agenda

Council Member Watkins, seconded by Council Member Zeiser, moved to approve the October 2, 2017 agenda as presented. By a voice vote, the motion carried unanimously.

Public Comment

Mr. Ted Jansen, 104 Hillsdale Street, requested a moment of silence for the victims of the mass shooting that occurred in Las Vegas, Nevada on October 1, 2017. Mr. Jansen discussed the city's receipt of the ICE Grant and commended staff for obtaining this vital funding to assist with road and infrastructure improvements. Mr. Jansen finalized his comments by encouraging the city to include the "business directory" option that had been included in the proposed website contract.

Ms. Penny Swan, 192 South West Street, requested additional information on the status update that was included in the meeting packet concerning the Townley lawsuit, specifically if the update had been provided by the court or if the document had been filed with the court. Ms. Swan also discussed the new website proposal and encouraged Council not to accept the highest bid quote that was over \$75,000.

Mr. Jack McLain, 1440 Bunn Road, discussed that men were also victims of breast cancer and noted his family had been impacted by the disease. Mr. McLain encouraged city staff to closely monitor the new website and to include timely and accurate information on the site.

Mr. Dennis Wainscott, 34 Garden Street, also discussed the impact of breast cancer on men and encouraged everyone, male and female, to take preventative care for the disease.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of September 22, 2017: \$60,786.72
 - 2. BPU Claims of September 8, 2017: \$61,043.94
 - 3. Payroll of September 21, 2017: \$162,669.38.
- B. City Council Minutes
 - 1. September 5, 2017 Regular Meeting
 - 2. September 18, 2017 Regular Meeting
- C. 2017 S.O.A.R. Agreement with Hillsdale College

Council Member Watkins, seconded by Council Member Flannery, moved to approve the Consent Agenda as presented.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

Communications/Petitions

- A. Proclamation - National Metastatic Breast Cancer Awareness Day

Mayor Sessions proclaimed October 13, 2017 as “Metastatic Breast Cancer Awareness Day” in the City of Hillsdale.

B. 2017 State of the City

City Manager Mackie presented the 2017 “State of City” and highlighted the many projects and accomplishments that had recently occurred throughout the city. A copy of City Manager Mackie’s Power Point presentation was filed with the City Council papers for the meeting.

City Manager Mackie reviewed the improvements made to the city’s General Fund, which included spending reductions and revenue increases, which led to an increased fund balance. City Manager Mackie noted the General Fund expenditures for FY2018 were budgeted at \$4.43 million, while the fund balance remained at nearly 25% of annual expenditures. City Manager Mackie also reviewed the city’s debt obligations that totaled \$10.2 million and was heavily concentrated on the on-going capital improvements at the BPU’s Wastewater Treatment Facility.

City Manager Mackie highlighted the 46 new business that had relocated or expanded in the City of Hillsdale within the past five years. City Manager Mackie noted how the approval of Commercial Rehabilitation Certificates (CRE’s), Obsolete Property Rehabilitation Exemption Certificates (OPRA’s), and Industrial Facilities Tax Exemption Certificates (IFT’s) had allowed the city to increase the number of jobs in Hillsdale.

City Manager Mackie reviewed each of the city’s departments and discussed the improvements to services that had been initiated in each office. City Manager Mackie also presented the communication avenues that the city had implemented to educate the residents on the positive changes that had been implemented in the city throughout the past few years.

Introduction and Adoption of Ordinance/Public Hearing

There were no ordinances or public hearings scheduled for the meeting.

Unfinished Business

There were no unfinished business on the meeting agenda.

Old Business

A. Resolution #3321 “Resolution Regarding the Medical Marihuana Facilities Licensing Act”

Council Member Flannery, seconded by Council Member Sharp, moved to adopt Resolution #3321 “Resolution Regarding the Medical Marihuana Facilities Licensing Act” as presented.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye

Council Member Watkins	Aye
Council Member Zeiser	Aye
Mayor Sessions	Aye

Motion passed 8-0.

B. Settlement re: Townley v City Council for the City of Hillsdale, Hillsdale Board of Public Utilities et al.

City Manager Mackie reported the communication placed in the City Council packet was a status update provided by Attorney Aubrey Forbush from Plunkett & Cooney, and was not an official press release or court-submitted document. City Manager Mackie noted the decision to settle the claim was made by the city's insurance carrier, and the city's monetary liability was limited to \$10,000. City Manager Mackie stressed the discovery phase of the lawsuit had revealed no evidence that supported Ms. Townley's claims that "millions of dollars" had been embezzled from the BPU. City Manager Mackie stated the administration continued to review financial oversight and auditing procedures throughout the city to address any deficiencies and to limit liability in addressing any future claims.

City Attorney Lovinger reported the city had contracted with Plante Moran in August 2016 to investigate financial transactions at the BPU to determine if any types of embezzlement had occurred at the utility. Mr. Lovinger stated part of the investigation included the review of all charges made by Director Barber using the BPU-issued credit card. City Attorney Lovinger reported all of the charges were found to have been consistent with the city's purchasing guidelines and were proper expenditures for such items as a professional membership fee, a small equipment purchase at Tractor Supply, and the like. Mr. Lovinger noted that Director Barber had made less than 10 total charges on the BPU credit card during his 30+ years of service in the utility and there was absolutely no evidence that Director Barber used the BPU credit card for lavish vacations, as was alleged by Ms. Townley.

City Attorney Lovinger reported that after a thorough review, a number of credit card charges made by previous BPU employees did seem inappropriate or fraudulent, and those issues were brought to the attention of the Michigan State Police. Attorney Lovinger reported the criminal case initiated by the State Police was nearing completion and any warrant requests would be presented to the County Prosecutor or State Attorney General. City Attorney Lovinger noted the questionable credit card transactions totaled less than \$30,000 and no wide-spread corruption or embezzlement had been discovered. City Attorney Lovinger stated the city has initiated much tighter controls following the Plante Moran audit, which included the combined, financial oversight of the city and BPU under City Manager Mackie's direction.

City Attorney Lovinger stated the settlement was not an admission of guilt by the City or the BPU, but was made by the insurance carrier based on an economic analysis. City Attorney Lovinger stated the insurance company would have reviewed the expert witnesses and attorney costs associated with a trial, which may have exceeded an additional \$30-\$40,000.

C. ICE Grant Award

City Manager Mackie announced the receipt of a \$1.9 million grant award for the Infrastructure Capacity Enhancement (ICE) grant for the Garden-Mead-Vine-Rippon Street project scheduled to begin in early spring 2018. City Manager Mackie commended all of the city staff members who had participated in completing the application and helping throughout the grant process.

New Business

A. Set Public Hearing – OPRA Exemption Certificate – 115 E Carleton Road

Council Member Flannery, seconded by Council Member Watkins, moved to schedule a public hearing for October 16, 2017 to receive public comments regarding an OPRA Exemption Certificate application that had been submitted for a project located at 115 E Carleton Road. By a voice vote, the motion carried unanimously.

B. TCO 2017-54: One Way designation for Alley (Permanent TCO)

Chief Hephner reviewed the need to implement a one-way traffic restriction for the alleyway near the new Center City Apartments. Chief Hephner stated the one-way traffic was necessary as the new, paved alley would not have adequate room to allow two vehicles to pass going in opposite directions.

Council Member Watkins, seconded by Council Member Dixon, moved to approve Traffic Control Order 2017-54 as presented.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

C. TCO 2017-55: TCO 2017-55: Parking on Waldron Street

Chief Hephner reviewed the staff recommendation to limit parking on Waldron Street near the new alleyway to allow larger vehicles, such as fire trucks and utility vehicles, to navigate the turn from the alleyway onto Waldron Street. Chief Hephner stated the change would still allow adequate parking

on Waldron Street for the residences that fronted the roadway.

Council Member Morrissey, seconded by Council Member Zeiser, moved to approve Traffic Control Order 2017-55 as presented.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

D. Transfer of Ownership – Fire Safety House

Chief Hephner reported the city’s Fire Safety House had been given to the Hillsdale County Firefighter’s Association in the beginning of 2015; however, this transfer of ownership was never formally approved by Council. Chief Hephner stated that because the trailer was purchased with FEMA and Community Foundation grant funds, a formal transfer of ownership was necessary. Chief Hephner stated the transfer would allow all the departments in Hillsdale County to use the trailer for fire safety education activities.

Council Member Sharp voiced support for the recommendation and noted the equipment was a great tool to use for fire safety education. Chief Hephner noted the association had begun needed repairs to the trailer, which was being stored indoors to help with maintaining the equipment.

Council Member Watkins, seconded by Council Member Sharp, moved to approve the transfer of ownership of the 2003 Fire Safety House from the City of Hillsdale to the Hillsdale County Firefighters Association.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

E. Concrete/Asphalt Crushing Contract with Kalin Construction Company, Inc.

Council Member Watkins, seconded by Council Member Dixon, moved to approve a concrete/asphalt crushing contract with Kalin Construction Company, Inc. at a price of \$5.80 per ton.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

F. Redesign Contract for a new City & BPU Website

City Manager Mackie presented a staff recommendation to approve a contract with Aha Consulting in the amount of \$12,000 for the construction and design of a new City of Hillsdale and BPU website. City Manager Mackie stated the city had received 11 responses and a team of five city employees had reviewed each of those proposals and recommended Aha Consulting for the project. City Manager Mackie noted the new website would be much more vibrant and could be used via mobile device, tablet, or desktop computer.

Council Member Watkins, seconded by Council Member Flannery, moved to approve a contract with Aha Consulting at a cost of \$12,000 for the construction and design of a new city & BPU website.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Watkins	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 8-0.

XI. Miscellaneous Reports

City Manager's Report

City Manager Mackie invited Chief Hephner to discuss the city's police and fire preparedness for mass casualty events, especially in light of the recent shooting in Las Vegas.

Chief Hephner reported both the police and fire departments continued to train for mass casualty and/or active shooter events, which included their attendance and participation at the area's Homeland Security conferences. Chief Hephner stated many training changes were implemented following the 1999 attack in Columbine, Colorado. Chief Hephner noted the other law enforcement agencies in the area trained collectively for these situations and had reciprocal agreements with those jurisdictions to collectively respond if such an event occurred. Chief Hephner stated the new aspects of mass casualty training involved the inclusion of emergency medical services and fire departments into the training scenarios.

Chief Hephner also reported the city's fire department personnel would also begin training the city's police officers to connect water supply lines and to extend attack lines, in case additional public safety personnel were needed at a structure fire.

Responding to a question from Council Member Flannery, Chief Hephner stated the department continued to work closely with the local schools with these training exercises, including the department's participation in lock-down and fire drills.

General Public Comment

Mr. Richard Smith, 63 South Broad Street, discussed on-going ordinance violations in the city and encouraged the city to increase fines and enforcement actions on the property owners who violated these rules.

Mr. Dennis Wainscott, 34 Garden Street, encouraged the city to postpone the fall leaf collection until there was cooler weather and more leaves had fallen.

DPS Director Hammel reported the department had begun the annual brush collection, while the leaf collection program would not begin for another three weeks. Mr. Hammel stated the city personnel would collect leaves in addition to the brush, during the first round of pickup.

Mr. Jack McLain discussed the City Council's decision to approve a rezoning ordinance at the previous Council meeting, even though the recommendation of the Planning Commission to hold a second public hearing for the proposed changes was not accepted. Mr. McLain argued the Zoning Administrator wrote the meeting minutes and would have been aware of the Planning Commission's recommendations, but had not included the request for a second public hearing in the staff report. Mr. McLain also noted a member of Council was a member of the Planning Commission and should have been aware of the committee's recommendation to hold a second public hearing.

Mr. Ted Jansen, 104 Hillsdale Street, discussed the need to replace the platform ladder truck at the Fire Department and encouraged the city to earmark the annual Comcast cable television franchise fees to fund this purchase. Mr. Jansen also discussed the numerous cultural activities and events that could be added to the city's new website.

Ms. Penny Swan stated that she had been contacted by a charter pilot from South Carolina who flew into the Hillsdale Municipal Airport and was unable to make contact with an airport representative to obtain assistance for a necessary mechanical repair. Ms. Swan stated this failure did not make the airport appear credible, especially during the Hillsdale College Homecoming events.

Council Comments

Council Member Sharp reported that Dr. Bediako was not closing his office, as was rumored. Council Member Sharp also noted the leaf collection schedule had been posted on the city's website and Facebook page for the public's information. Council Member Sharp encouraged users of the airport to contact a city employee or an Airport Advisory Committee member with any service concerns.

Council Member Stockford offered an apology to Mr. Lon King, based on a misunderstanding of comments made at the last Council meeting.

Council Member Zeiser commended City Manager Mackie for the receipt of the ICE grant for the Garden, Vine, Mead, and Rippon Street project. Council Member Zeiser also requested city staff remove two deer carcasses that had been found in Cold Springs Park.

Responding to a question from Council Member Sharp, DPS Director Hammel reported a total of 31 geese had been taken during the recent hunt.

Council Member Morrissey questioned how the city's local match of \$237,000 for the ICE grant would be funded. City Manager Mackie stated the match would be taken from a variety of sources, including the BPU and Public Services Departments. Council Member Morrissey stated the confusion regarding the status update in the Townley case could have been alleviated with a cover memo from city staff that provided more detail on Attorney Forbush's update.

Mayor Sessions thanked Finance Director Tew for her service and dedication to the city.

Adjournment

Council Member Watkins, seconded by Council Member Flannery, moved to adjourn the meeting. By a voice vote, the motion passed unanimously.

The meeting adjourned at 9:08 p.m.

Scott M. Sessions, Mayor

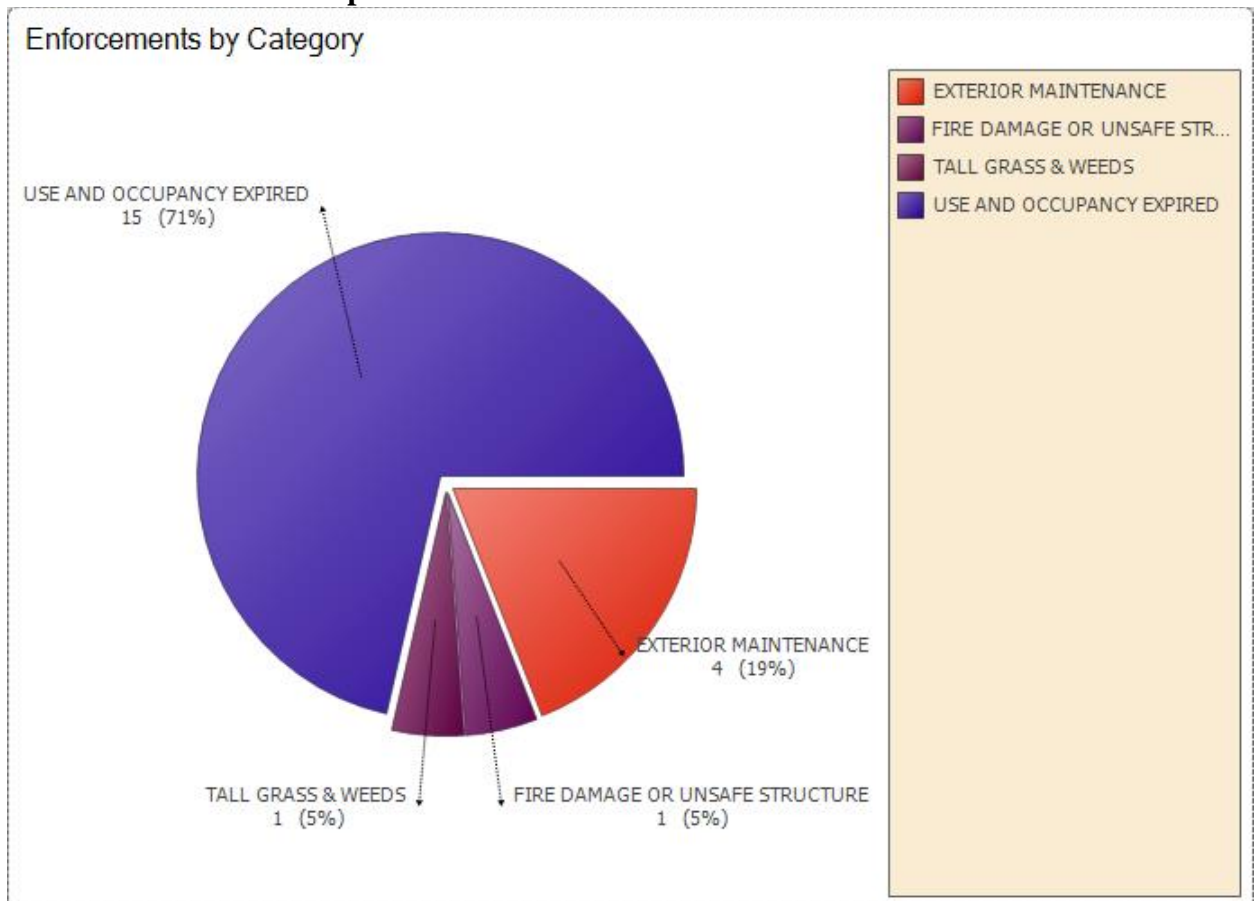
Stephen M. French, City Clerk

City of Hillsdale Agenda Item Summary

Meeting Date: October 16, 2017
Agenda Item: Consent Agenda
SUBJECT: September 2017 Code Enforcement Report
Prepared by: Kimberly Thomas, Assessor/Code Official

Code Enforcement Statistics as of **11:09 a.m. October 2, 2017:**

- Total Open Enforcements: **436**
- New Enforcements opened in **September 2017: 38**
- Enforcements closed in **September 2017: 21**



- Inspections completed in **September 2017** (including permits): **111**
- Permits (Use & Occupancy/Zoning Compliance/Signs/Fences) issued in **September 2017** (report attached): **33**
- **September 2017** Revenues (report attached): **\$1,570**

TOP 25 CODE ENFORCEMENT PRIORITIES
Prepared by Code Enforcement staff

Properties removed from Top 25 this month:

Top 25 Code Enforcement Priorities Remaining:

1. **23/25 N Broad St** (unmaintained/unsafe downtown building) Unresolved use & occupancy permit violations dating back to at least 2006. The structure has been posted as unsafe/unfit for human occupancy. Evidence of structural work completed without permits - county building inspection approval required prior to occupancy. Signs of structural failure (falling bricks, cracks along foundation and outer walls, etc...). TIFA has discussed purchasing the property and either demolishing the building or repairing it and making it available for redevelopment. The planning administrator toured the building with an architect in February 2015 at their request – the architect stated, “There are serious structural, environmental, infrastructure, and code safety issues associated with the building.” He expressed concern that demolition and/or continued deterioration of this building could affect the structural integrity of the remainder of the buildings on this block to the north and recommended a detailed study by a structural engineer to determine the cause and severity of the failure. The owner had the structure evaluated by an engineer in June 2016 and his attorney submitted a copy of the report. The owner’s attorney has indicated that the owner wishes to repair the structure to a usable condition. This is a desirable outcome from the City’s perspective, provided that the work is completed timely, under the supervision of a structural engineer and with the proper permits through the county inspection department. The City attorney has been in contact with the property owner’s attorney to try to find an acceptable solution for all parties involved with no progress to date. Demolition order issued January 24, 2017 – owner given 30 days to submit a specific plan to demolish or repair the structure. Property supposedly has been listed for sale with Michael Mitchell (March 15 indicated he had keys and planned to get measurements so it could be listed on the MLS – no record of listing found). 3/29/2017 issued IPMC Notice of Violation regarding foundation erosion caused by water from improper sloping of sidewalk (along south side of building). Owner contacted DPS on April 3 for confirmation of section of sidewalk causing the problem, but there is no evidence and no permits obtained to indicate that they intend to fix the problem. 7/6/2017 Civil Infraction Notice of Violation issued for failure to maintain exterior of structure – no response, fine not paid. Re-issued as citation 7/25/2017, **awaiting hearing** or acknowledgement of guilt. New barricade erected by DPS 8/7/2017 to block sidewalk adjacent to building due to safety concerns.
2. **48 Greenwood St** (2012 fire, 2011 hoarding/solid waste violations still unresolved) – demolition permit pulled September 29, 2015 with an expiration date of January 29, 2016. Declared public nuisance by Council on 2/15/2016 (60 days compliance order to expire April 15, 2016). County demolition permit expired March 28, 2016. Property included in the 2016 Blight Elimination Program grant reqes. Owner refused to sign demolition agreement, Council issued demolition order April 18, 2016. Civil infraction citation issued, property owner signed agreement to complete conversion of structure to a garage in compliance with the building code by September 11, 2016.d been made on bringing the structure into compliance for use as a garage/storage building. 3/1/2017 Owner

(accidentally?) deeded property to daughter, son-in-law, grandson & one other individual. Per the daughter, the intent was for a life estate to be retained by the owner, but that is not how the deed was written. 6/27/2017 building permit issued by county to restore house to livable condition – County building inspector has approved all work completed to date. Roof and siding work currently in progress.

3. **33 Charles St** (posted unfit for occupancy 2015 due to sanitation violations and lack of maintenance) Civil infractions issued on 11/24/2015 for failure to secure vacant structure (open/broken/missing windows). Owner agreed to timeline for correction of violations in exchange for civil infraction fines and costs held in abeyance. Failed to meet first deadline, fines and costs to be reinstated by Judge Lisznyai. Structure was occupied without a valid permit between February and May. Judgment filed May 20, 2016 by Judge Lisznyai reinstating fines & costs and ordering owner to bring property into compliance. Owner has enquired with code enforcement about area property managers. Spoke with code enforcement on June 2 and agreed to have utilities turned on in his name with work commencing immediately to clean and make known repairs. Approved inspection for use & occupancy permit is required prior to occupation. Code Enforcement was contacted at the beginning of June with questions of what needed to be completed to make safe to occupy. Owner has utilities turned on in his name and has indicated that work is in progress to clean and make the structure safe to occupy. The owner requested a Use & Occupancy Permit and was inspected on November 17th, but the residence did not pass inspection. Use & Occupancy inspection completed 4/21/2017 – approved pending confirmation of water & heat (utilities not yet connected at time of inspection). Use & Occupancy approved for 6 months for downstairs unit – exterior maintenance still needed (paint) – expires 11/2017.
4. **65 S Norwood Ave** (abandoned, unsafe residence) – New owner, complete remodel in progress. Anticipated completion date is 2/1/2016. Owner submitted timeline with completion date of August 1, 2016 to repair house & place on market. Very little visible progress as of 8/17/2016 inspection. Sent letter requesting updated timeline and permits to be pulled for repair or demolition by September 16, 2016. Property owner has requested an extension through February 2017 to complete repairs and list property for sale (cash flow shortage due nonpayment and or no sale on other projects outside Hillsdale). The building permit for this property issued by the County was renewed thru September 14, 2017. Owner started renovation but has not made any recent progress.
5. **58 N West St** (unrepaired damage from a 2011 meth fire in an eight-unit residential structure, now vacant) - Declared a nuisance by council on November 16, 2015 – 60 days to demolish or otherwise bring into compliance. Property sold December 15, 2015. Staff met with the new owner's contractor on December 22 and walked through the structure to determine the extent of the damage from the fire. There was evidence that the structure had been occupied recently by squatters. The new owner has started cleaning up the property and is in discussions with planning and economic development to develop a plan for future use of the property. City Planning Administrator and Economic Development are working with the owner to develop plans and funding for repair, renovation and viable use of the building. NEZ District established 4/17/2017. Spoke with owner in July 2017 regarding another property – indicated he was hoping to commence work on 60 N West and this property within the next 2 months.
6. **60 N West St** (same owner as 58, 5-unit residence converted in 1948 from single family, structure posted unfit for occupancy 2014 due to lack of structural maintenance and

sanitation violations) – Complete upgrade of electrical systems will be required prior to issuance of a new certificate of occupancy along with repair of all structural deficiencies per County Inspector. Declared a nuisance by council on November 16, 2015 – 60 days to demolish or otherwise bring into compliance. Property sold December 15, 2015. Staff met with the new owner’s contractor on December 22 and walked through the structure. The new owner has started work on bring the property into compliance. Staff continues to work with owner and verify progress on cleaning up and repairing the structure. Staff continues to work with owner to develop plans and verify progress on cleaning up and repairing the structure. NEZ District established 4/17/2017. Owner has indicated he plans to start renovation on this building first. **See 58 N West.**

7. **55 S Broad St** (posted unsafe by County Building Inspector 2009 – grass is being mowed but no other improvements made) – Property transferred November 11, 2015. New owner repaired broken windows. She has indicated that she is currently working on another project in Reading that she hopes to have finished by April, then will move forward with renovation of this property. Contacted owner April 29, 2016 regarding updated timeline – she said she was finishing up the house in Reading and hoped to start work here within 3-4 weeks. 6/23/2016 sent letter for tall grass & weeds (corrected). 8/10/2016 issued civil infraction. Owner submitted request for extension to find & secure licensed contractors to begin repairs by 2/12/2017 (within 90 days of sale of Reading house – also a rehabbed structure). Foundation repair completed, but no other progress appears to have been made. Civil infraction issued 8/7/2017. Owner paid fine and submitted an extension request indicating that the next phase of construction would be started in October with a projected completion date of June 2018. The extension was granted through February with a progress inspection to be completed at that time.
8. **178 N Manning St** (Unsafe, owner-occupied residence) – Confirmed with BPU that there is no water service to the property, but there is electrical. Property appears to be occupied (car seen in drive). Structure posted as unfit for human occupancy on November 25, 2015. Owner has indicated that the structure is not occupied. He hired a contractor to start repairs - front porch completely rebuilt. Complaints of unauthorized occupation in April – referred to police. Structure was reposted as unsafe/unfit for occupancy due to lack of water service. Complaint received for tall grass.
9. **4/50/80 S Wolcott St** (unsafe structures, demolition debris, former dump site – future church site? Met with owner June 16 to discuss specific goals and set a tentative timeline) – owner is regularly submitting pictures of clean-up progress – dependent on volunteer labor but has made a priority. April, 2016 - Owner sent an email advising that they have a work day on the property coming up and he will send pictures of the progress. 6/17/2016 sent letter for tall grass & weeds – mowed around buildings as of 6/23/16. Spoke to owner’s agent regarding possible future demolition under grant – said he would consider and let us know. Code Enforcement will continue to monitor.
10. **10 S Wolcott St** (owned by pastor of church that owns 4/50/80 – abandoned former tax sale house – see 4/50/80 S Wolcott St). 6/17/2016 sent letter for tall grass & weeds – mowed around buildings as of 6/23/16. Code Enforcement will continue to monitor.
11. **199/203 Griswold St** (vacant structures – yard is maintained but buildings are not. 203 was moved to this location in the 1970’s and never completed). As of January 2017, 203 has been painted and has a new roof.

12. **4 Spring St** (abandoned residence) – work has started on making exterior repairs. Grass is mowed regularly and structure is secured. May 2016 – new windows & doors installed. Owner has submitted a tentative timeline for completion by December 2016. Civil Infraction Notice of Violation issued 4/24/2017, fine paid.
13. **324 E Bacon St** (abandoned residence, foreclosure). New owner (LLC out of Hudson) 12/28/2016.
14. **22 W St Joe St** (posted unfit for occupancy 3/23/2016 – already vacant) Land contract defaulted and property abandoned by purchaser. Formerly used as duplex, planned to convert back to single family. This house is partially boarded up, the stone front porch needs to be repaired or rebuilt, and the property has not had utilities for several years. 5/22/2017 Civil Infraction Notice of Violation issued for tall grass & weeds.
15. **38 Highland Ave** (unmaintained single family residence). Current owner purchased at tax sale 9/11/2012. Permit pulled 2013 for new windows and roof. Some improvements have been made but structure is still vacant. Civil infraction issued 8/31/2016 for grass over 10”. Reportedly sold March 2017 – new owner spoke with Alan. Now occupied, no use & occupancy permit, sale documents not recorded, unresolved exterior maintenance violations. Civil infraction issued to owner of record 8/24/2017.
16. **155 N Manning St** (*vacant structure since 2012 or prior*). Current owner purchased from Freddie Mac (foreclosure) 10/23/2012 with the intention of repairing and either selling or renting (probably student housing – College area). Only progress to date has been demolition of unsafe porch roofs and (partial) removal of dead trees. Owner has indicated that he intends to repair the exterior by February of 2017 then start work on renovating the interior. Code enforcement has received complaints that the structure is not adequately secured against trespassers. Civil infraction issued 7/26/2017. **Owner submitted extension request 8/21/2017 indicating he planned to convert the structure to a 2-unit (previously 4-unit). Currently using it for storage for projects at other locations. Plans to replace all windows & doors, repair porch and complete one 3-bedroom unit upstairs by the end of August 2018.**
17. **72 S Broad St** (*vacant structure – posted unsafe by county inspector 11/9/2012*). Current owner purchased 5/16/1985, sold on land contract 4/1/2010. The purchaser defaulted after the structure was posted unsafe. Permits were pulled for renovation and repairs 6/23/2014 but little to no progress was made other than general clean-up of the exterior. Now listed for sale, property is to be sold “as is” with the understanding that the new owner would be responsible for bringing the structure up to code. Owner has indicated that if it does not sell by 4/5/2017 they will sell it at auction. Property has not been sold. Civil infraction issued 8/7/2017. Requested extension through October 31, 2017 to auction property and finalize sale. **Auction was held September 21, 2017.**
18. **16 Hillsdale St** (former depot, part occupied by Hillsdale Feed Co – owner is attempting to purchase part of adjacent railroad property for parking & building expansion and renovation). Economic Development is assisting owner in getting cooperation from RR/MDOT for purchase of adjacent property.
19. **40 Budlong St** (*dilapidated garage, 2010 Use & Occupancy Permit never approved due to unresolved violations – owner-occupied residence*). At least three civil infraction tickets have been issued since 2015 with no correction other than to close the broken garage door. Civil infraction issued 7/7/2017.

20. **115 E Bacon St** (Stock's Mill) – Marvo Properties became the owner on August 27, 2015, and they have made significant progress toward cleaning up the exterior property area. **Temporary Occupancy Permit issued 9/25/2017 for use of lower level for haunted mill tours (minimal improvements made for safety).**
21. **101 S Howell St** (former 2-unit apartment, permits pulled 2012 to convert to single family). Enforcement opened 2009. Significant progress has been made, but not completed.
22. **61 S Howell St** (single-family residence – exterior maintenance violations). Enforcement opened 2010. New roof 2016, exterior painting and related improvements in progress.
23. **3 Greenwood St** (single-family residence – sold on unrecorded land contract). Enforcement opened 2011. Exterior maintenance violations (paint, roof, etc...)
24. **49 Westwood St** (single-family residence – bank foreclosure purchased by current owner 7/20/2012). Enforcement opened 2012. Use & Occupancy Permit issued 2014 with only exterior maintenance violations remaining to be corrected. Owner has requested extension through October 30, 2017 to finish the siding & soffit.
25. **280 Spring St** (single-family residence – purchased by current owner in 2000). Sold on unrecorded land contracts & defaulted two or more times, ongoing problems with tall grass, vermin infestation, etc. Civil Infraction issued 8/15/2017.

Properties added to Top 25 this month:

Staff will continue to work with legal counsel to determine the best procedure to follow in each case to obtain court orders to bring properties into compliance where the owner has not been willing and/or able to do so and the violations are presenting a public safety concern. A full report will be made in any case where Council action is required to move forward.

Monthly Permit List

Sign

PS2017-020 NEW FREE STANDING SIGN FOR 'FINISH LINE'
RESTAURANT
75 W CARLETON RD DATE ISSUED: 09/05/2017

PS2017-021 2- 24 S.F. 'CENTER CITY' SIGN
8 S MANNING ST DATE ISSUED: 09/13/2017

TEMPORARY SIGNAGE

PTS2017-010 18 S.F. SIGN FOR 'FREE BREAKFAST'
45 N MANNING ST DATE ISSUED: 09/14/2017

Use and Occupancy

PUO2017-246 USE AND OCCUPANCY: MIXED USE- COMMERCIAL &
RESIDENTIAL
23 S BROAD ST & 23½ DATE ISSUED: 09/05/2017

PUO2017-252 USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL
303 SCENIC DR DATE ISSUED: 09/05/2017

PUO2017-255 USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL
104 S MANNING ST DATE ISSUED: 09/05/2017

PUO2017-256 USE AND OCCUPANCY - SINGLE FAMILY RESIDENTIAL
57 S HOWELL ST DATE ISSUED: 09/05/2017

PUO2017-259 USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL
111 FAIRVIEW AVE DATE ISSUED: 09/07/2017

PUO2017-232 USE AND OCCUPANCY - RESIDENTIAL SINGLE-FAMILY
11 E SOUTH ST DATE ISSUED: 09/08/2017

PUO2017-253 USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL
17 LOPRESTO AVE DATE ISSUED: 09/08/2017

PUO2017-247 USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL
OVER 4 UNITS
2856 W CARLETON RD 006 DATE ISSUED: 09/11/2017

PUO2017-203 USE AND OCCUPANCY NON-RESIDENTIAL/COMMERCIAL
SMALL TOWN SWEET BOUTIQUE
4 S HOWELL ST DATE ISSUED: 09/12/2017

PUO2017-268 USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL
20 CHARLES ST DATE ISSUED: 09/12/2017

Monthly Permit List

PUO2017-243	USE & OCCUPANCY FOR RESIDENTIAL SINGLE FAMILY 25 CHARLES ST	DATE ISSUED: 09/14/2017
PUO2017-263	USE & OCCUPANCY FOR RESIDENTIAL SINGLE FAMILY 73 W BACON ST	DATE ISSUED: 09/14/2017
PUO2017-265	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL OVER 4 UNITS 27 CARRIAGE PARK	DATE ISSUED: 09/14/2017
PUO2017-261	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL UNIT #2 78 N WEST ST APT 2	DATE ISSUED: 09/15/2017
PUO2017-269	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL (UPPER) 40.5 N MANNING ST (UPPER)	DATE ISSUED: 09/15/2017
PUO2017-270	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL (DOWN) 40 N MANNING ST (DOWN)	DATE ISSUED: 09/15/2017
PUO2017-271	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL 40 N MANNING ST BASEMENT	DATE ISSUED: 09/15/2017
PUO2017-264	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL OVER 4 UNITS 45 CARRIAGE PARK	DATE ISSUED: 09/19/2017
PUO2017-260	USE & OCCUPANCY FOR RESIDENTIAL MULTI-FAMILY (2-4 UNITS) - TOTAL NUMBER OF UNITS: 3 PERMIT FOR APARTMENT 2 ONLY 104 S BROAD ST # 2	DATE ISSUED: 09/21/2017
PUO2017-273	USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL 8 VINE ST	DATE ISSUED: 09/21/2017
PUO2017-278	USE AND OCCUPANCY- MIXED USE- COMMERICAL AND RESIDENTIAL 2ND FLOOR 59 N HOWELL ST	DATE ISSUED: 09/21/2017
PUO2017-272	USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL 141 S WEST ST	DATE ISSUED: 09/29/2017
PUO2017-277	USE AND OCCUPANCY- MIXED COMMERCIAL AND RESIDENTIAL 3RD FLOOR 69 N HOWELL ST	DATE ISSUED: 09/29/2017

10/02/17

Monthly Permit List

3/3

Permit.DateIssued in <Previous month> [09/01/17 - 09/30/17]

PUO2017-280 USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL
92 E SOUTH ST DATE ISSUED: 09/29/2017

PUO2017-281 USE AND OCCUPANCY MULTI FAMILY RESIDENTIAL OVER
4 UNITS
307 VILLAGE GREEN BLVD DATE ISSUED: 09/29/2017

PUO2017-282 USE AND OCCUPANCY MULTI FAMILY RESIDENTIAL
331 VILLAGE GREEN BLVD DATE ISSUED: 09/29/2017

PUO2017-283 USE AND OCCUPANCY MULTI FAMILY RESIDENTIAL OVER
4 UNITS
435 VILLAGE GREEN BLVD DATE ISSUED: 09/29/2017

PUO2017-284 USE AND OCCUPANCY- COMMERICAL MAR-VO MINERALS
CO.
115 E BACON ST DATE ISSUED: 09/29/2017

Zoning Permit

PZ2017-032 NEW SHED IN REAR YARD
176 FAIRFIELD ST DATE ISSUED: 09/07/2017

PZ2017-033 NEW FRONT STOOP
69 SUPERIOR ST DATE ISSUED: 09/07/2017

Permit Total: 33

Report Filter Query:

Permit.DateIssued in <Previous month> [09/01/17 - 09/30/17]

Revenue by Category Detail

10/02/2017

COSTS - WORK BY CITY		
REMOVAL OF SIGN FROM RIGHT-OF-WAY	2	50.00
REMOVAL OF SIGNS FROM CITY RIGHT-OF-WAY	1	25.00
<hr/>		
COSTS - WORK BY CITY totals	3	75.00
INSPECTION		
RE-INSPECTION	13	325.00
<hr/>		
INSPECTION totals	13	325.00
IPMC APPEAL		
IPMC APPEAL RECEIVED 7/26/2017	1	(25.00)
<hr/>		
IPMC APPEAL totals	1	(25.00)
SIGN PERMIT		
Banner	2	45.00
Free Standing/Monument	1	50.00
Wall mount	2	100.00
<hr/>		
SIGN PERMIT totals	5	195.00
Site Plan		
Zoning Site Plan Review	7	250.00
<hr/>		
Site Plan totals	7	250.00
SITE PLAN REVIEW		
APPLICATION REVIEW	2	100.00
<hr/>		
SITE PLAN REVIEW totals	2	100.00
USE & OCCUPANCY PERMIT		
USE AND OCCUPANCY PERMIT APPLICATION FEE	21	525.00
<hr/>		
USE & OCCUPANCY PERMIT totals	21	525.00
ZONING COMPLIANCE PERMIT		
	1	25.00
ZONING COMPLIANCE PERMIT	6	100.00
<hr/>		
ZONING COMPLIANCE PERMIT totals	7	125.00
<hr/>		
Grand Totals	59	1,570.00

Report Filter Query:

Transaction.DateToPostOn in <Previous month> [09/01/17 - 09/30/17]

Population: All Records

Transaction.DateToPostOn in <Previous month>
[09/01/17 - 09/30/17]

CITY OF HILLSDALE



Planning Commission
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6449 Fax: (517) 437-6450

PLANNING COMMISSION MINUTES HILLSDALE CITY HALL, 97 N. Broad Street August 15, 2017 at 5:30 PM

I. Call to Order 5:30 pm

- A. City PC Members present: Chair Amber Yoder, Laura Smith, Robert Schall, M.D., Mayor Scott Sessions
- B. Others present: Alan Beeker (Zoning Administrator), Thomas Defer, Jack McLain, Penny Swan, Dennis Wainscott, Robert & Rhonda Delphey
- C. Members absent: Kerry Laycock (excused), Eric Moore (excused), Sam Nutter

II. Consent Items/Communications

- A. Mayor Sessions moved to approve the agenda and minutes as presented, Laura Smith seconded, motion passed.

III. Public Comment

Jack McClain – He mentioned he could not find the lot division application. Mr. Beeker checked and the application had not been included in the online packet but was in the printed packets.

IV. Public Hearing

- A. Woodland Drive Vacation – Chair Amber Yoder opened the public hearing at 5:15 pm. There was no public comment on the issue. Chair Amber Yoder closed the public hearing at 5:20 pm. Mr. Beeker explained that if the Planning Commission recommended the vacation of the Woodland Drive (platted as James Street) right-of-way, he would prepare a resolution and submit it to Council for adoption. Mayor Sessions moved to recommend, Laura Smith seconded. Amber asked for roll call vote. Vote was unanimous.

V. Old Business

- A. City-wide Rezoning – Mr. Beeker requested that Planning Commission send to Council for adoption. Laura Smith moved to recommend amended Zoning Map dated July 26, 2017 to Council with a request to hold a second public hearing prior to vote. Dr. Schall seconded. Chair Yoder requested a roll call vote. Vote was unanimous.
- B. Form Based Code – Dr. Schall had concerns about possibly making things more restrictive. Existing structures that do not conform would be legal non-conforming until it had been vacant for more than 180 days or underwent major remodel. Laura Smith moved to set a public hearing for the FBC and the pending amended parking ordinance for the next meeting, Mayor Sessions seconded. Motion passed.

VI. New Business

- A. Lot Division – Mr. Beeker explained that the College is requesting parcel splits for the parcels that were purchased on the east and west sides of N. Manning St. between W. Fayette and College streets. The

intent is to resize the lots so there are fewer, larger lots. Laura Smith moved to approve and recommend to Council, Mayor Sessions seconded. Motion passed.

- B. Ordinance Amendment – Sections 18-81 through 18-83 – the intent of the amendment is to stream line the approval process. When the lot division request meets all state and zoning regulations, staff would be able to approve it and recommend it to Council without the Planning Commission review. Laura Smith does not feel that it should be changed, the PC should not be removed from the review process. Dr. Schall agreed that the PC should not lose the ability to review before the Council’s approval. Chair Yoder asked for a motion. No one moved to review or recommend the ordinance amendment.

VII. Zoning Administrator Report

At the request of Council, a Med. Marijuana Class by MSUE is scheduled for August 16. The class will be held at the City Library from 6-9 pm. The cost for PC members to attend will be covered by the Planning budget.

Laura asked about the one-way, two-way street change.

VIII. Public Comment

Thomas Defer – extended an invitation to tour his building in the industrial park at 5:00 pm before the Medical Marijuana information class at the library.

Jack McClain – wanted to point out some conflicting information between on the website regarding the number of members required on the PC.

- IX. Adjournment at 6:23 pm** – Laura Smith moved to adjourn, Mayor Sessions seconded, motion passed. Meeting adjourned.

Next meeting: September 19, 2017 at 5:30 pm.

Hillsdale Board of Public Utilities
Regular Meeting

September 12, 2017

The regular Hillsdale Board of Public Utilities meeting was called to order at the BPU offices, 45 Monroe Street, Hillsdale, MI at 7:00 pm by Barry Hill, President of the Board.

Board Members Present: Mr. Barry Hill, President
Mr. Bob Batt, Vice-President
Mr. Eric Hoffman
Mrs. Lois Howard

Board Members Absent: Mr. Chris Sumnar

Board Member, Christopher Sumnar was sick and notified Board President Hill of his absence and was excused.

Others present: Mike Barber, BPU Director; Chris McArthur, Deputy Director; Bill Briggs, Water Distribution Superintendent/WWTP Supervisor; Chad Culbert, Electric Distribution Superintendent; Don Reid, Hillsdale Daily News, David Mackie, City Manager; Bonnie Tew, Finance Director; and Kay Freese, Interim Secretary.

MINUTES:

Motion made by Mrs. Howard and supported by Mr. Hoffman to approve the Board Meeting minutes of August 8, 2017. Motion passed unanimously by voice vote.

BILLS PAYABLE:

Questions were raised regarding bills on vaccination charges; training for BS&A Software; MERS retirement and Bridgestone. Finance Director Bonnie Tew provided detail information on the items. Motion was made by Mr. Batt and supported by Mr. Hoffman to approve the August 2017 bills in the amount of \$458,556.16. Unanimous voice vote approval.

MSCPA bill for August 2017 in the amount of \$858,202.84 also received unanimous approval for payment by a motion from Mrs. Howard and supported by Mr. Batt.

Finance Director Bonnie Tew made comments on the pension liability being reduced, obsolete inventory and MSCPA adjustments. Mrs. Howard asked for clarification on different fund amounts and the Finance Director explained the specifics.

DIRECTOR'S REPORT:

BPU Director Barber indicated he had received a request for Hurricane Irma assistance. After speaking with City Manager David Mackie, they decided to decline participation because of the small utility crew. The City of Coldwater is sending three crews to Florida and our utility crew will provide assistance and backup if needed for Coldwater.

Also, the Waste Water plant project engineer, Fleis & Vandenbrink have provided preliminary information and recommendation to move forward with the digester issues. Further discussions will be held and brought to the BPU Board.

The South Street Water Tower project start date has been moved to the end of September instead of August which was previously reported.

ACTION ITEMS:

1. Cleaning and Overhaul of Well #3 is requiring maintenance and cleaning. Our service provider Northern Well and Pump has quoted a price of \$24,644.20 to perform the work. Staff recommends the Board approve the cost. Motion was made by Mr. Batt and supported by Mrs. Howard to obtain the services of Northern Well and Pump in the amount of \$24,644.20. Motion carried unanimously by voice vote.
2. Well #8 is requiring cleaning services as inspections indicated it is becoming plugged with deposits. Mr. Briggs said that funds were previously allocated to well #2 but requested the service work be postponed and re-allocated to treat well #8. Northern Well and Pump is again our service provider and staff recommends the Board approve the quoted amount of \$7453 for treatment. Motion made by Mr. Batt and supported by Mr. Hoffman to approve Northern Well and Pump in the amount of \$7453 for services. Unanimous voice vote to approve.
3. Replacement of Electric Superintendent Pick-up Truck with Plow. Two bids out of the four requests were received for the replacement of the 2006 ¾ ton pick-up truck and plow. They were from Leutheuser GMC for \$35,195 and Jim Knox Dodge for \$31,669. Staff recommends the Board's approval to the lowest bid of \$31,669 from Jim Knox Dodge. This has been approved in the 2018 capital projects at \$34,000. Mr. Hoffman explained his company, Ken Stillwell Ford is not able to provide the vehicle at this time and therefore did not submit a bid. Motion made by Mr. Hoffman and supported by Mrs. Howard to award the purchase of the vehicle and plow to Jim Knox Chrysler Dodge in the amount of \$31,669. Motion carried by unanimous voice vote.
4. Purchase of Padmount Transformer for Townhouse Project. We requested quotes from T&R Electric and Solomon Corporation for 167 Padmount transformer. Only Solomon Corporation provided a quote in the amount of \$3895. Staff recommends the Board approve the purchase of a 167 KVA Padmount transformer in the amount of \$3895 from Solomon Corporation. Mr. Hoffman made the motion and support followed by Mr. Batt to purchase from Solomon Corporation the transformer in the amount of \$3895. Unanimous voice vote and motion carried.

5. Purchase of Padmount Transformer for College Housing Project. Quotes were again solicited from T&R Electric and Solomon Corporation for 225 KVA Padmount transformer. Quotes received were T&R Electric for \$6875 and Solomon Corporation \$7695. It is the recommendation of staff to purchase from the lowest bidder of T&R Electric for \$6875. Motion made by Mrs. Howard and supported by Mr. Hoffman to approve the transformer purchase of 225 KVA Padmount transformer in the amount of \$6875. Motion carried by unanimous voice vote.
6. Reconditioning of Hillsdale Owned Transformers. Six Padmount transformers need to be reconditioned for inventory purposes. Quotes were received from both Solomon Corporation and T&R Electric for all six. T&R Electric provided the lowest quotes and will either repair at the quoted amounts or sell for scrap after evaluating the condition of the transformers. Mr. Hoffman motioned to approve the amounts of the three 150 KVA 3 phase of \$2105; one 50 KVA 1 phase of \$404; one 300 KVA 3 phase of \$2950; and one 500 KVA 1 phase of \$3750. Mr. Batt supported the motion and there was a unanimous voice vote.
7. Licensing Equity Adjustment for the Waste Water Treatment Plant Employees. City Manager David Mackie explained the previous equity adjustment on licensing for the water department employees that was provided in the International Brotherhood of Electrical Workers (IBEW) on July 1, 2017. The Waste Water employees have similar licenses and he would like to provide increases for all future license attainment. For C and D license an amount of 50 cents and 75 cents for the B license. Also 50 cents for the water licensing of D4, D3, S4, S3 and 75 cents for D2 and S2 Licenses. Motion made by Mr. Hoffman and supported by Mr. Batt to approve the adjustment as presented. Motion carried unanimously by voice vote.

PROJECT PROGRESS REPORTS:

Chris McArthur, Deputy Director shared the engine upgrade project is continuing and UIS has picked up the PLC for the project. Other specifics on Engine #5 and #6 were discussed. Also the cooling tower is set up and the chemical injection and discharge are functioning. Testing is being completed and results sent to the DEQ as required.

Chad Culbert Electrical Superintendent reported on the underground installations. He is working with Chris and Scott obtaining right of way easements and is almost completed. He will be meeting 9-14-2017 with ACD.net to encourage their participation. City Manager, David Mackie shared that a High Speed Fiber Committee is being formed to discuss options. Barry Hill, Rob Socha, David Holcomb, Chad Culbert and City Manager Mackie comprise the committee. A meeting should be scheduled in the next few weeks. General discussion was held on other items.

Bill Briggs WWTP Supervisor discussed the digester and continuing cleaning efforts. The possibility of access hatch, cost and how to pay for it. The generator work has begun with pads now poured and wiring being placed. The valve that froze and broke last winter has been replaced.

DEPARTMENT & INCIDENT REPORTS:

No particular incidents were discussed.

ROUND TABLE DISCUSSION:

No Board Member discussions.

PUBLIC COMMENT:

None

ADJOURNMENT:

Mr. Hoffman made a motion to adjourn the meeting, supported by Mrs. Howard. Unanimous voice vote approval.

Meeting adjourned at 8:30 PM

Kay Freese, Interim Secretary

MINUTES APPROVED: 10-10-2017

Economic Development Services
City of Hillsdale

PROGRESS REPORT
September 2017

The current contract for delivery of economic development services by Hillsdale Policy Group (HPG) for the City of Hillsdale was renewed on December 1, 2016. As specified in the contract, Mary Wolfram, vice-president of HPG, was present, on-site in City Hall, from September 1, 2017 to September 30, 2017. On-going projects continue in an effort to increase economic activity in Hillsdale.

New Business: Small Town Sweet Boutique

Business Attraction: Information was provided to a new business about available properties.

On-Going Projects:

TIFA:

Keefer House: A Request for Qualifications (RFQ) has been published and placed in development newsletters, publications, websites and sent to known developers. The due date for qualification statements is noon on October 23, 2017. The City has received inquiries from several developers. Information has been provided and tours conducted.

Dawn Theater: A contract for architectural and engineering services is being developed with DLR Group to be reviewed by the City attorney and MEDC then signed in the near future. TIFA has organized a Dawn Theater Governance Board which will report directly to the full TIFA. This Board will be responsible for over-seeing the rehabilitation of the Dawn, along with the finances and continued management operations through a hired manager or management firm. Another group will be formed, "Friends of the Dawn", to volunteer and act in an advisory role.

Façade Grants were processed and approved for 28 and 44 N. Howell Street.

Business Attraction Programs: The first Historic Building/special project grant was approved for the Mid-Town building rehabilitation. Assistance continues for a new microbrewery.

Placemaking Plan (Beckett & Raider): The final draft plan is being reviewed.

Tax Abatements: An application for an Obsolete Property Tax Abatement (OPRA) was received and is being processed. An IFT was approved for 221 Industrial Drive.

MEDC:

Redevelopment Ready Communities (RRC): A new development guide for the City has been completed, submitted to MEDC and published on the City website. As a part of RRC, the City is being provided with the services of Poggemeyer Design Group to develop a City Marketing Strategy. The Marketing Strategy will incorporate the work of the Economic Development Strategy and the Branding that has already taken place.

Dawn Theater: Work continues on acquiring the Blight Elimination grant. A request has been submitted for the expenditure of funds for exempt activities. Information is being gathered from other historic theaters on management, programming and financing.

MEDC Façade Grant. Owners of blighted buildings are being recruited to participate. Renovations and grant administration are coming to closure at 42 Union Street.

Project Rising Tide (PRT): Adoption of the new Branding materials is on-going.

Fiber: Meetings were held with ACD.net and Doberman Technologies to determine the best way to market and connect businesses and residents with high speed optic fiber.

DEQ: A BEA has been acquired for 51 Union Street and reviewed for future development.

Events: Coordination and assistance is provided to the HBA for events such as the up-coming Awesome Autumn. Upcoming events and news are shared on the City Facebook & website.

Available properties:

Information is provided to interested business, prospective developers and is posted on the City website. Contacts are made with owners of vacant properties to encourage their re-use or sale. Efforts continue to get all vacant commercial properties developed, including second floor space.

Marketing/ Media: Work with the Hillsdale Chamber of Commerce for attracting tourism

College connection: Homecoming Events and Alumnae meetings

Meetings/Events

September 20, 2017	Marketing Strategy meeting with Poggemeyer Design Group
September 25, 2017	ArtWorks of Hillsdale County regular meeting
	TIFA special meeting & Targeted Development committee
September 28, 2017	Tour of Mauck Elementary school with interested party
September 29-30	Homecoming Events, Hillsdale College

Upcoming Events

October 11-31, 2017	Stock's Haunted Mill
October 14, 2017	Hillsdale Community Library Open House
October 17, 2017	Awesome Autumn
October 21, 2017	Historic Walking Tour, Parents Weekend Hillsdale College
October 23, 2017	RFQ Qualification Statements deadline



City of Hillsdale Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM #V: Consent Agenda

SUBJECT: 2017 “Zombie Walk” Right of Way Application

BACKGROUND PROVIDED BY STAFF: Scott Hephner, Chief of Police / Fire Chief

BACKGROUND

The city has received an application from Kingdom Geekdom of 14 N. Howell St. requesting to close N. Howell St. from North St. to Bacon St. on October 27, 2017 for a Zombie Walk. This is a fundraiser to benefit the Greater Hillsdale Humane Society. The closure is from 4:00 p.m. until 7:00 p.m. This request is to prohibit all motor vehicle traffic and parking for the two blocks.

Per the requester, she has made contact with the businesses in this area and I have made contact the Hillsdale District Court. No conflicts have been reported.

RECOMMENDATION

Staff recommends approval of this request.

DPS MailBox 10/11/17

Received by Y. STAMPS
Date 10/15/17
Amount Rec' _____
Check # _____



Permit # 3321

CITY OF HILLSDALE

City Hall
97 N. Broad St.
Hillsdale, Michigan 49242
(517) 437-6490
www.cityofhillsdale.org

**APPLICATION FOR PERMIT
OCCUPANCY OF OR WORK WITHIN STREET RIGHT-OF-WAYS**

TYPE:

- APPLICATION FOR PERMIT
- APPLICATION FOR BLANKET ANNUAL PERMIT
- REQUEST TO COMMENCE WORK

Post a copy of the
Permit on-site

Kingdom Geekdom

10.5.17

Applicant's Name <u>14 N Howell St.</u>	Date <u>10.5.17</u>	Contractor's Name	Date
Mailing Address <u>Hillsdale MI</u>	<u>49242</u>	Mailing Address	
City <u>Hillsdale</u>	State <u>MI</u>	City	State
Zip Code <u>49242</u>		Zip Code	
Telephone Number <u>517.610.5016</u>		Telephone Number	

DESCRIPTION OF WORK OR USE:

Zombie Walk^{sr} fundraiser for Greater Hillsdale Humane Society

LOCATION: (Drawing to be provided)

Howell St. Downtown Hillsdale from Bacon to ^{North} Broad

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

TIME PERIOD:

COMMENCING DATE: Oct 27th TIME: 4pm ENDING DATE: Oct 28th TIME: 7pm

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

- Certificate of Insurance
- Performance Bond \$ _____
- Construction Plan
- Subcontractor's Names
- Other

NOTE: THIS APPLICATION BECOMES A VALID PERMIT ONLY UPON APPROVAL BY THE DIRECTOR, DEPARTMENT OF PUBLIC SERVICES AND/OR CHIEF OF CITY POLICE.

Staff Use Only

Recommendation for Issuance

Approved Denied

Director Comments:

 10-12-17
Director, Department of Public Services

DPS to provide and deliver all traffic control to each location (see attached map). Applicant is responsible for erecting all signs/barricades (per the attached map). Applicant is also responsible for tearing down and stacking signs/barricades back on the terrace promptly upon completion of event. DPS will pick-up all signs/barricades on Monday morning after event.

Recommendation for Issuance

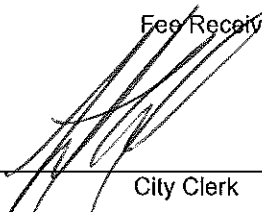
Approved Denied

Chief of Police Comments:

Chief of Police

Bond Received \$ _____

Fee Received \$ 10.00



City Clerk

Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242
or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242
Or email to: jhammel@cityofhillsdale.org

**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**

Staff Use Only

Recommendation for Issuance

Approved Denied

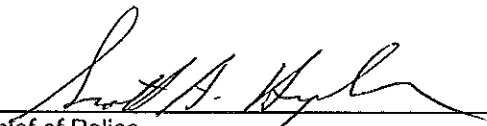
Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

*Refer To DPS regarding appropriate barricades +
signage.*

Bond Received \$ _____

Fee Received \$ _____

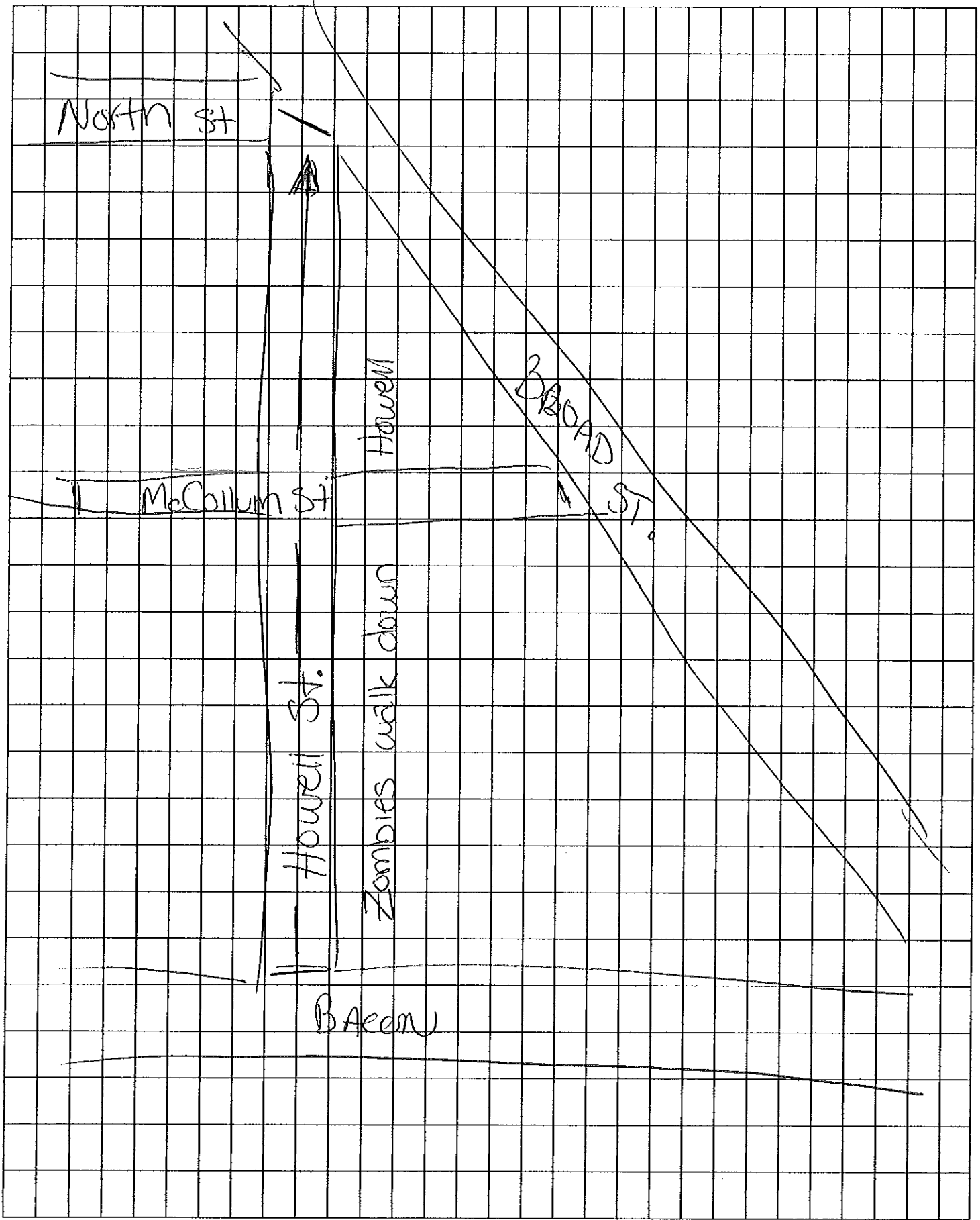
City Clerk

Note: All payments must be received and recorded before permit is valid.

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242
or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242
Or email to: ihammel@cityofhillsdale.org

**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**

PROJECT PLAN (Attach additional sheets, as necessary)

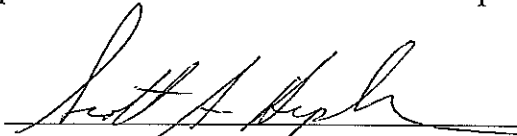


TRAFFIC CONTROL ORDER
2017-62

Pursuant to the applicable provisions of the Uniform Traffic Code for Cities, Townships, and Villages this traffic control order is hereby issued. All traffic control devices shall comply with mandates set forth according to the Michigan Manual of Uniform Traffic Control Devices as issued by the Michigan Department of Transportation.

Howell St. between North and E. Bacon St. and McCollum St. between Broad St. and the Mid-town alley will be closed to all traffic and there shall be no parking from 4:00 pm to 7:00 pm on Friday, October 27, 2017 for the Zombie Walk Fundraiser to benefit the Greater Hillsdale Humane Society.

This Traffic Control Order shall have immediate effect as a temporary Traffic Control Order and shall become a permanent Traffic Control Order upon approval by the Hillsdale City Council.



Chief of Police

10/09/17
Date

Received for filing in the office of the City Clerk at 3:00 a.m. on the 9 day of October, 2017.

City Clerk

10/09/17
Date

RESOLUTION #_____

IT IS HEREBY RESOLVED that effective immediately the above Traffic Control Order is made permanent.

Passed in open Council this _____ day of _____, 2017.

Scott M. Sessions – Mayor

Attest:

Stephen French, City Clerk

~~Hillsdale Business Association~~

~~Street Closure~~

~~Sequence Map #1~~

~~[Fri 7am-Sat 6pm]~~

Zombie Walk

4p.m - 7p.m

Oct 27th



TYPE II
BARRICADE
WITH
STREET
CLOSED
AHEAD
SIGN



TYPE III
BARRICADE
INCLUDING 4
CLASS I
SAW HORSE
BARRICADES



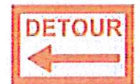
TYPE I
BARRICADE



BI-DIRECTIONAL
DETOUR



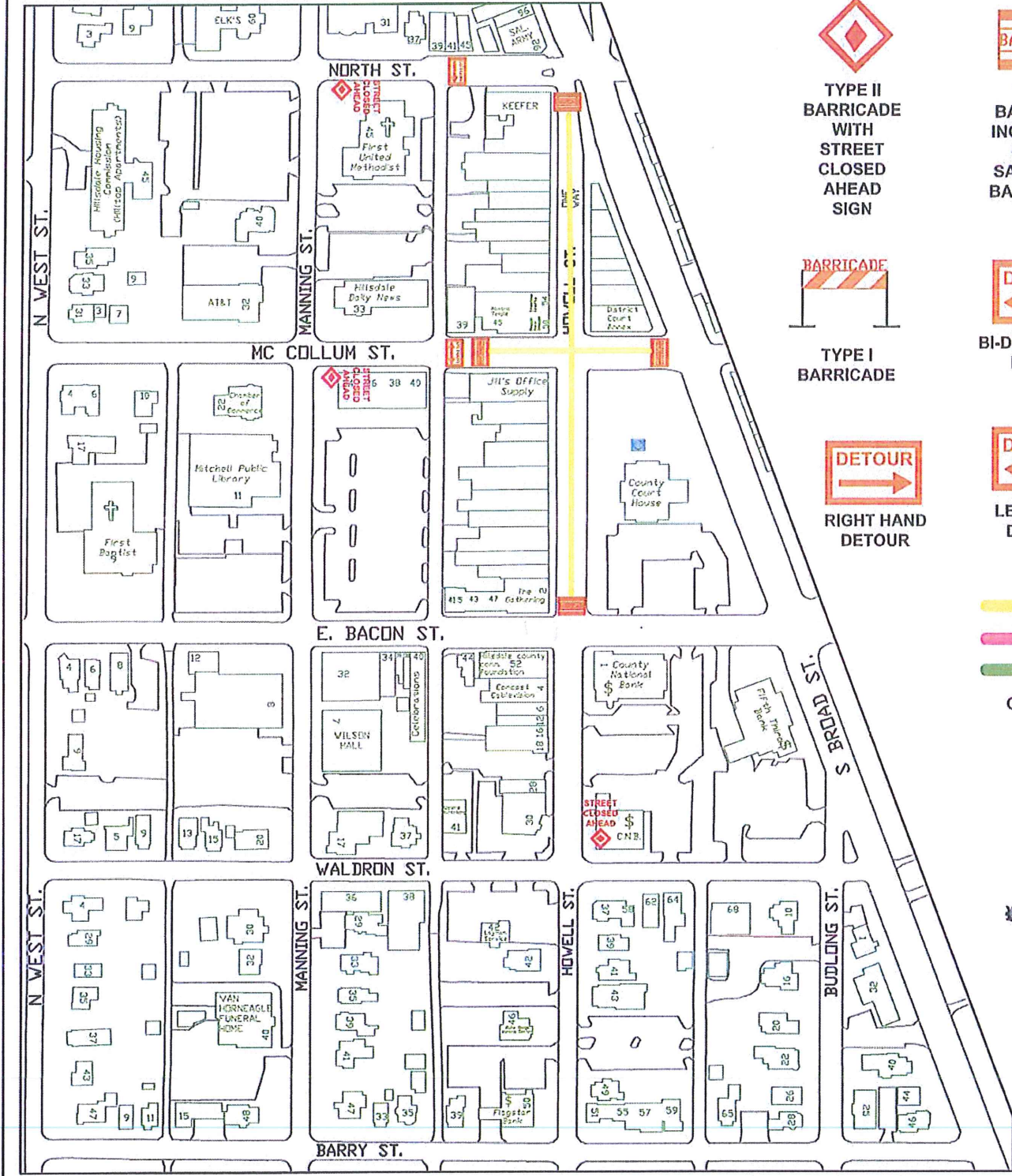
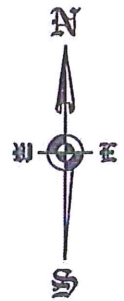
RIGHT HAND
DETOUR



LEFT HAND
DETOUR



CLOSURE
AREAS





CITY OF HILLSDALE, MICHIGAN

WHITE CANE AWARENESS DAY PROCLAMATION

WHEREAS, the white cane, which every blind citizen of our city has the right to carry, demonstrates and symbolizes the ability to achieve a full and independent life and the capacity to work productively in competitive employment; and

WHEREAS, the white cane, by allowing every blind person to move freely and safely from place to place, makes it possible for the blind to fully participate in and contribute to our society and to live the lives they want; and

WHEREAS, every citizen should be aware that the law requires that motorists and cyclists exercise appropriate caution when approaching a blind person carrying a white cane; and

WHEREAS, Michigan State law also calls upon employers, both public and private, to be aware of and utilize the employment skills of our blind citizens by recognizing their worth as individuals and their productive capacities; and

WHEREAS, the State of Michigan, through its public agencies and with the cooperative assistance of other public entities, can and should facilitate the expansion of employment opportunities for and greater acceptance of blind persons in the competitive labor market:

NOW, THEREFORE, I, Scott M. Sessions, Mayor for the City of Hillsdale, Michigan do hereby proclaim October 15, 2017 as

WHITE CANE AWARENESS DAY

in the City of Hillsdale, and do call upon our schools, colleges, and universities to offer full opportunities for training to blind persons; upon employers and the public to utilize the available skills of competent blind persons and to open new opportunities for the blind in our rapidly changing society; and upon all citizens to recognize the white cane as a tool of independence for blind pedestrians on our streets and highways.

Scott M. Sessions, Mayor

Hillsdale Board of Public Utilities

45 Monroe Street • P.O. Box 279

Hillsdale, Michigan 49242-0279

Telephone: 517/437-3387

Fax: 517/437-3388



October 6, 2017

To: City Manager Mackie, the Hillsdale BPU Board Members and the Hillsdale City Council

From: Mike Barber, BPU Director

This is my letter of formal intent to retire from the Hillsdale Board of Public Utilities effective January 1, 2018.

I would like to thank my BPU Board and the City Council for allowing me this opportunity and their support for the past few years. Working with both of these bodies has been great and I feel we have accomplished a great deal.

I would like to thank all for allowing me to work for the Hillsdale BPU. Working for the citizens of Hillsdale and the customers of the BPU over the past 39+ years has truly been a privilege.

I wish the City of Hillsdale nothing but the very best moving forward.

Sincerely,

Mike Barber

RECEIVED

OCT 11 2017

October 10, 2017

Letter to the Honorable Mayor Sessions and City Council,

I believe that it would be beneficial to the voting public if the city provided free transportation to the polls on Dial-a-Ride. Therefore, I am requesting City Council to do so.

The Goose Hunt.

City Council was advised by experienced goose hunters that the paradigm used for the deer hunt would not be applicable to hunting geese. I had monitored geese in Owens Park and Sandy Beach for a period of 14 days prior to the hunt. In Owens Park. There were two families of geese which numbered seven and eight respectively. There were no geese at Sandy Beach or in the bay between Owens Park and Sandy Beach. Sandy Beach did have three coyote silhouettes which proved to be effective in curtailing the goose habitation in this area. Also during this 14 day period there were few geese in the water area around Owens Park. At times, there were some additional geese that flew in and grazed in Owens Park but they were not there the following day. To propose another goose hunt on geese that are not inhabiting the parks is ludicrous and to propose that next fall's goose hunt would be improved from lessons learned is fruitless. This just makes room for a new flock to inhabit the parks. Hunting geese next Fall does not resolve the issue of geese inhabiting the parks next Spring or Summer. If this is your end game, it is pathetic. Three key components of a geese control plan are curtailing production, site aversion and habitat modification. DNR has advised the city what measures would be fruitful: adding eggs, create a 15 – 20 feet buffer zone of tall (16-24 inch) grass at the water edge would provide a deterrence as would using Bird-X on the strip of land between the boat launch and Owens Park. Placing coyote decoys are a proven solution and if theft is an issue, attach them to 80 pounds of Redi-mix concrete. Decoys and Bird-X should also be utilized at Sandy Beach. Other solutions may be running reflective Mylar strips from nylon fish line hang a foot above the ground at the water edge. We must develop a successful deterrence plan with DNR assistance and stop shooting from the hip.

Thank You and God Bless,
Ted Jansen

Join the Hillsdale County

the GREAT Giving Day GIVE 2017

Come Together 11.28.17

On November 28, 2017, HCCF will be hosting the Great Give.

November 28 is Giving Tuesday, a global day dedicated to giving back.

On Tuesday, November 28, charities, families, businesses, community centers, and students around the world will come together for one common purpose: to celebrate generosity and to give.

The HCCF is encouraging Hillsdale County residents to celebrate the spirit of philanthropy by donating to our local nonprofits.

Funds from a bonus pool will be distributed and awarded by the HCCF to participating agencies in several ways during the Great Give. There will be opportunities for agencies to receive both random prizes and funds from a bonus pool. Online gifts are welcomed using the HCCF website, www.abouthccf.org, and walk-in gifts will be accepted at the HCCF office at 2 South Howell Street in downtown Hillsdale from 9 am until 4 pm on November 28.

Participating Organizations Include:

CAPA • Community Action Agency • St. Peter's Free Clinic •
Greater Hillsdale Humane Society • Domestic Harmony • Hillsdale CASA •
Hillsdale County Senior Services Center • Hospice of Hillsdale County



City of Hillsdale Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM VII: Public Hearing

SUBJECT: Application for OPRA Exemption Certificate – 115 E Carleton Rd
- Grant Baker

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor with assistance from Kelly LoPresto)

The clerk's office is in receipt of an "Application for Obsolete Property Rehabilitation Exemption Certificate" for property located at 115 E Carleton Rd owned by Grant Baker. The application is for tax abatement on the rehabilitation of the former Alsons building. The project has an estimated cost of \$700,000 to rebuild the west portion of the building and convert it to retail use.

The property in question lies within an OPRA district created in 2013. The current value of this property is estimated by the assessor at about \$103,400 and the building is currently in a severely blighted condition with broken windows, damaged fascia, leaking roof, etc...

RECOMMENDATION

Council is required to hold a public hearing and act on the application within 60 days of receipt.

The EDC Business Review Committee reviewed the application at their meeting held October 3, 2017 and recommends approval for 12 years as requested.

CITY OF HILLSDALE, MICHIGAN
RESOLUTION #3325

**RESOLUTION TO APPROVE AN OBSOLETE PROPERTY REHABILITATION
EXEMPTION CERTIFICATE APPLICATION PA 146 OF 2000 AS AMENDED**

Minutes of a regular meeting of the Common Council of the City of Hillsdale, held on October 16, 2017 at City Hall, 97 N Broad St, in Hillsdale, Michigan at 7:00 p.m.

PRESENT:

ABSENT:

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

Resolution Number 3325 Approving Obsolete Property Rehabilitation Exemption Certificate Application for Mr. Grant Baker for Property Located at 115 E. Carleton Road, Hillsdale, Michigan

WHEREAS, pursuant to PA 146 of 2000, the City of Hillsdale is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, the City of Hillsdale legally established the Obsolete Property Rehabilitation District No. 2013-01 on July 15, 2013, after a public hearing held on July 15, 2013; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the City of Hillsdale; and

WHEREAS, exceeding 5% would not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit; and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 on October 16, 2017; and

WHEREAS, Mr. Grant Baker is not delinquent in any taxes related to the facility; and

WHEREAS, the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, the applicant Mr. Grant Baker has provided answers to all required questions under the application instructions to the City of Hillsdale; and

WHEREAS, the City of Hillsdale requires that rehabilitation of the facility shall be completed by March 20, 2018; and

WHEREAS, the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in the City of Hillsdale eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, and revitalize urban areas; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hillsdale: Mr. Grant Baker be and hereby is granted an Obsolete Property Rehabilitation Exemption for the real property, excluding land, located in Obsolete Property Rehabilitation District No. 2013-01 at 115 E Carleton Road for a period of 12 years, beginning December 31, 2017, and ending December 30, 2029, pursuant to the provisions of PA 146 of 2000, as amended.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Hillsdale, County of Hillsdale, Michigan at a regular meeting held on October 16, 2017.

Scott M Sessions, Mayor

Stephen M. French, Clerk

Applicant:	Grant Baker				
Date Received:	September 21, 2017				
Current Parcel #:	006-126-157-05				
Property Address:	115 E Carleton Rd				
Current SEV:	\$	51,700			
Current Taxable Value:	\$	51,700			
Taxable Value of Land:	\$	36,600			
Taxable Value of Building:	\$	15,100			
Estimated Cost of Rehabilitation:	\$	700,000			
					To Be Frozen
	<u>Year 1</u>	<u>2018</u>		<u>Taxable Value***</u>	
				350,000	
	<u>Without OPRA</u>		<u>With OPRA</u>		
Tax	Millage Rate*	Tax Amount without OPRA	Millage Rate*	Tax Amount (Part (b) of the "specific tax" under MCL 125.2790 Sec. 10(2).)	Taxes Foregone
Summer					
City General Operating	12.4337	\$ 4,351.80	0.00000	\$ -	\$ 4,351.80
City Street Maintenance	2.4868	\$ 870.38	0.00000	\$ -	\$ 870.38
City Sinking Fund	2.9810	\$ 1,043.35	0.00000	\$ -	\$ 1,043.35
Library	0.9947	\$ 348.15	0.00000	\$ -	\$ 348.15
County Operating	4.9527	\$ 1,733.45	0.00000	\$ -	\$ 1,733.45
Stated Education Tax*	6.0000	\$ 2,100.00	6.00000	\$ 2,100.00	\$ -
School Operating*	9.0000	\$ 3,150.00	9.00000	\$ 3,150.00	\$ -
School Building/Site	0.9988	\$ 349.58	0.00000	\$ -	\$ 349.58
ISD General	0.1337	\$ 46.80	0.00000	\$ -	\$ 46.80
ISD Special Ed	1.4999	\$ 524.97	0.00000	\$ -	\$ 524.97
ISD Vocational Ed	0.4459	\$ 156.07	0.00000	\$ -	\$ 156.07
Administration Fee	1%	\$ 146.75	1%	\$ 52.50	\$ 94.25
Total Summer	41.9272	\$ 14,821.27	15.00000	\$ 5,302.50	\$ 9,518.77
Winter					
County Medical Care Facility	0.5997	\$ 209.90	0.00000	\$ -	\$ 209.90
County Medical Care Facility 2006	0.4000	\$ 140.00	0.00000	\$ -	\$ 140.00
County Ambulance	0.2498	\$ 87.43	0.00000	\$ -	\$ 87.43
County Ambulance 2006	0.1499	\$ 52.47	0.00000	\$ -	\$ 52.47
County Senior Services	0.4965	\$ 173.78	0.00000	\$ -	\$ 173.78
County Senior Services 2008	0.4997	\$ 174.90	0.00000	\$ -	\$ 174.90
School Operating*	9.0000	\$ 3,150.00	9.00000	\$ 3,150.00	\$ -
School Building/Site	0.9988	\$ 349.58	0.00000	\$ -	\$ 349.58
ISD General	0.1337	\$ 46.80	0.00000	\$ -	\$ 46.80
ISD Special Ed	1.5001	\$ 525.04	0.00000	\$ -	\$ 525.04
ISD Vocational Ed	0.4459	\$ 156.07	0.00000	\$ -	\$ 156.07
Administration Fee	1%	\$ 50.66	1%	\$ 31.50	\$ 19.16
Total Winter	14.4741	\$ 5,116.59	9.00000	\$ 3,181.50	\$ 1,935.09
GRAND TOTALS	56.4013	\$ 19,937.86	24.00000	\$ 8,484.00	\$ 11,453.86

*Rates based on most recent information available. State Treasurer may further exempt from 1/2 SET & School Operating for first

**Assumes increases in property value greater than the rate of inflation and annual IRM increases at maximum allowable under

*** Assumes value of improvements equal to estimated cost

Taxes for the land will continue to be calculated based on current annual value at ad valorem rates.

May increase or decrease annually based on changes in value &
Current Year taxes for land: \$ 2,084.93 inflation (not affected by exemption)

Taxes for the existing building will be frozen at the current taxable value but will continue to be calculated using ad valorem rates.

Year	Maximum Inflation Rate Multiplier	Projected Maximum Taxable Value**	City Operating Foregone Annually	Cumulative City Taxes Foregone	Total Taxes Foregone Annually	Cumulative Total Taxes Foregone	Application Fee
2	1.05	367,500	\$ 4,934.94	\$ 9,286.73	\$ 12,026.55	\$ 23,480.41	\$ 300.00
3	1.05	385,875	\$ 5,181.68	\$ 14,468.42	\$ 12,627.88	\$ 36,108.29	\$ 300.00
4	1.05	405,169	\$ 5,440.77	\$ 19,909.18	\$ 13,259.27	\$ 49,367.57	\$ 300.00
5	1.05	425,427	\$ 5,712.81	\$ 25,621.99	\$ 13,922.24	\$ 63,289.80	\$ 300.00
6	1.05	446,699	\$ 5,998.45	\$ 31,620.44	\$ 14,618.35	\$ 77,908.15	\$ 300.00
7	1.05	469,033	\$ 6,298.37	\$ 37,918.81	\$ 15,349.27	\$ 93,257.42	\$ 300.00
8	1.05	492,485	\$ 6,613.29	\$ 44,532.09	\$ 16,116.73	\$ 109,374.15	\$ 300.00
9	1.05	517,109	\$ 6,943.95	\$ 51,476.05	\$ 16,922.57	\$ 126,296.72	\$ 300.00
10	1.05	542,965	\$ 7,291.15	\$ 58,767.20	\$ 17,768.70	\$ 144,065.41	\$ 300.00
11	1.05	570,113	\$ 7,655.71	\$ 66,422.90	\$ 18,657.13	\$ 162,722.54	\$ 300.00
12	1.05	598,619	\$ 8,038.49	\$ 74,461.39	\$ 19,589.99	\$ 182,312.53	\$ 300.00
Policy adopted September 21, 2015 calls for 10 year term for investments under \$500,000.							

2017 TV - IFT Parcels (PA 198 of 1974)	1,168,534
2017 TV - OPRA Parcels (PA 146 of 2000)	695,106
TV Property Proposed to be Exempt	350,000
Total TV exempt parcels	2,213,640
2017 Total City Taxable Value:	127,186,700
% Exempt TV of Total TV:	1.74%

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

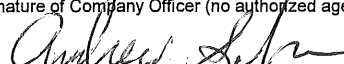
Applicant (Company) Name (applicant must be the OWNER of the facility) Grant Baker		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) 56 North Howell Street, Hillsdale, MI, 49242		
Location of obsolete facility (No. and street, City, State, ZIP Code) 115 E Carleton Road, Hillsdale, MI, 49242		
City, Township, Village (indicate which) City		County Hillsdale
Date of Commencement of Rehabilitation (mm/dd/yyyy) 10/20/17	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 03/20/18 12-31-18	School District where facility is located (include school code) 30020
Estimated Cost of Rehabilitation \$700,000.00	Number of years exemption requested 12	Attach Legal description of Obsolete Property on separate sheet attached
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input checked="" type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input checked="" type="checkbox"/> Prevent a loss of employment	<input type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment <u>30</u>		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <input checked="" type="checkbox"/>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) Andrew Gelzer	Telephone Number (517) 437-7650 / 203-980-8487 <small>CELL</small>	Fax Number (517) 437-2274
Mailing Address 56 North Howell Street, Hillsdale, MI, 49242		Email Address adgelzer@gmail.com
Signature of Company Officer (no authorized agents) 		Title Manager

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature	Date application received
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FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
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PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

	Taxable Value	State Equalized Value (SEV)
Building(s)		
Name of Governmental Unit	Date of Action on application	Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk <i>Stephen M. French</i>	Clerk Signature	Date
Clerk's Mailing Address <i>97 N Broad Street</i>	City <i>Hillsdale</i>	State <i>MI</i>
	ZIP Code <i>49242</i>	
	Telephone Number <i>517-437-6441</i>	Fax Number <i>517-437-6448</i>
	Email Address <i>sfrench@cityofhillsdale.org</i>	

Mail completed application and attachments to: Michigan Department of Treasury
State Tax Commission
P.O. Box 30471
Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-2408.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

General Description of the Obsolete Facility

Year Originally Built: 1879

Original Use: Screen Door Factory – “Screen Door Works”

Most Recent Use: Alson’s Corp (shower products manufacturer) ~~2011~~ 2000 AG.

Number of stories: Five

Square footage: 130,000 square feet

General Description of the Proposed Use of the Rehabilitated Facility

H.J. Gelzer & Son Inc. intends to transplant its current hardware business presently located at 56 North Howell St into this facility. Their current operation totals 10,000 square feet, broken up amongst five adjacent historical storefronts. After this project is completed, it will expand the breadth and scope of its current operations to encompass 11,800 square feet of open retail space, 3,000 square feet of backroom and workshop space, and room for future expansion.

Description of the General Nature and Extent of the Rehabilitation to be Undertaken

The two-story portions of the facility on the western side of the facility are to be removed, and a steel structure will be built upon the existing concrete floor. A parking lot will be created directly to the north of the building. A merchandise loading area will be rehabilitated on the north wall of the building. The exterior of the facility will be rehabilitated: exterior tuck pointed, roof replaced, windows repaired.

A Descriptive List of the Fixed Building Equipment that will be part of the Rehabilitated Facility

- The current concrete floor, basement, and the utilities that presently exist in the two-story structures will remain and be utilized for the rehabilitated facility.
- The original five story structure will be retained in its entirety, used for receiving deliveries, storage of inventory stocks, and allow for the future expansion of H.J. Gelzer & Son Inc.

Time Schedule for Undertaking and Completing the Rehabilitation of the Facility

The builder we have engaged for this process estimates six months for construction, and our retail merchandise coordinators estimate three to four months to erect interior fixtures, populate our inventory, and train our employees.

Statement of the Economic Advantages expected from the Exemption

If we are granted a tax exemption for this project, it will allow us to very aggressively expand our operations. The hundreds of thousands of dollars saved by abating this facility's taxes will allow us to retain and increase our workforce, install green, energy-efficient utilities, and create a modern, competitive, self-sufficient home improvement center that will give the people of Hillsdale County a true alternative for their home improvement needs. Revenue that presently leaves Hillsdale will stay in Hillsdale and be reinvested in Hillsdale. Gelzer's Hardware will transform from a convenience hardware store into a destination hardware store and home improvement center. Presently, the hardware business is strong and vibrant, but its long-term future is incumbered by its current location, increasing competition, and the Internet. H.J. Gelzer & Son Inc. has operated in Hillsdale, Michigan since 1920, and if we are granted this tax exemption we will be able to continue to do so for the foreseeable future. Thank you very much for your consideration.

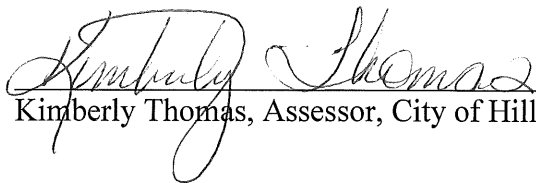
STATEMENT OF OBSOLESCENCE FROM ASSESSOR
115 East Carleton Road, Hillsdale, Michigan

The west end of the structure that is the subject of this statement is a typical, two-story, downtown brick building. Less typical, there is no record or evidence that the upper floor was ever used for residential purposes. The east end of the structure is a five-story industrial brick building. Construction was completed in several phases, beginning in the 1880's.

The structure was originally built to house a screen door factory, and continued as a manufacturing facility until 1999. There was also an adjacent structure occupied by the Hillsdale Market House until 1973. The subject property and adjacent market house were purchased in 1973 by Pual Leutheuser, Trustee for Alsons Properties. Alsons Corporation manufactured shower products and occupied the building from 1973 until 1999, when they constructed a new facility in the Hillsdale Industrial Park. The Carleton Road facility was sold in 2000 to the Charles R. Hoogland Trust. In 2001, the old market house structure was demolished and a new free-standing Family Video store was built. Hoogland split the property and sold the portion that is the subject of this statement to H.J. Gelzer & Son, Inc. in 2009. The property was transferred that same year from H.J. Gelzer & Son, Inc. to Grant G. Baker, its president. The structure was vacant and unused from 2000 to 2015. H.J. Gelzer & Son, Inc. owns and operates a hardware and sporting goods store and a furniture store in the downtown. The furniture store now uses a small portion of the structure for warehousing.

The majority of the building is completely unusable in its present condition. The obsolescence is evident in the lack of modern electrical, plumbing, and mechanical systems as well as the poor condition of the walls, floors, and ceilings. The windows and doors are also very old and inefficient by today's standards. In the opinion of the assessor, this property suffers in excess of 50% functional obsolescence.

Signed:



Kimberly Thomas, Assessor, City of Hillsdale

Dated:

9/20/2017



City of Hillsdale Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM # IX: Old Business

SUBJECT: State of the City

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

BACKGROUND:

City staff has put the State of the City back on the agenda to allow time for any questions there may be from the presentation at the previous City Council meeting.

RECOMMENDATION:

If possible, please submit any questions via email to the City Manager, prior to the meeting, so that all questions can be answered.



The City of
HILLSDALE
— MICHIGAN

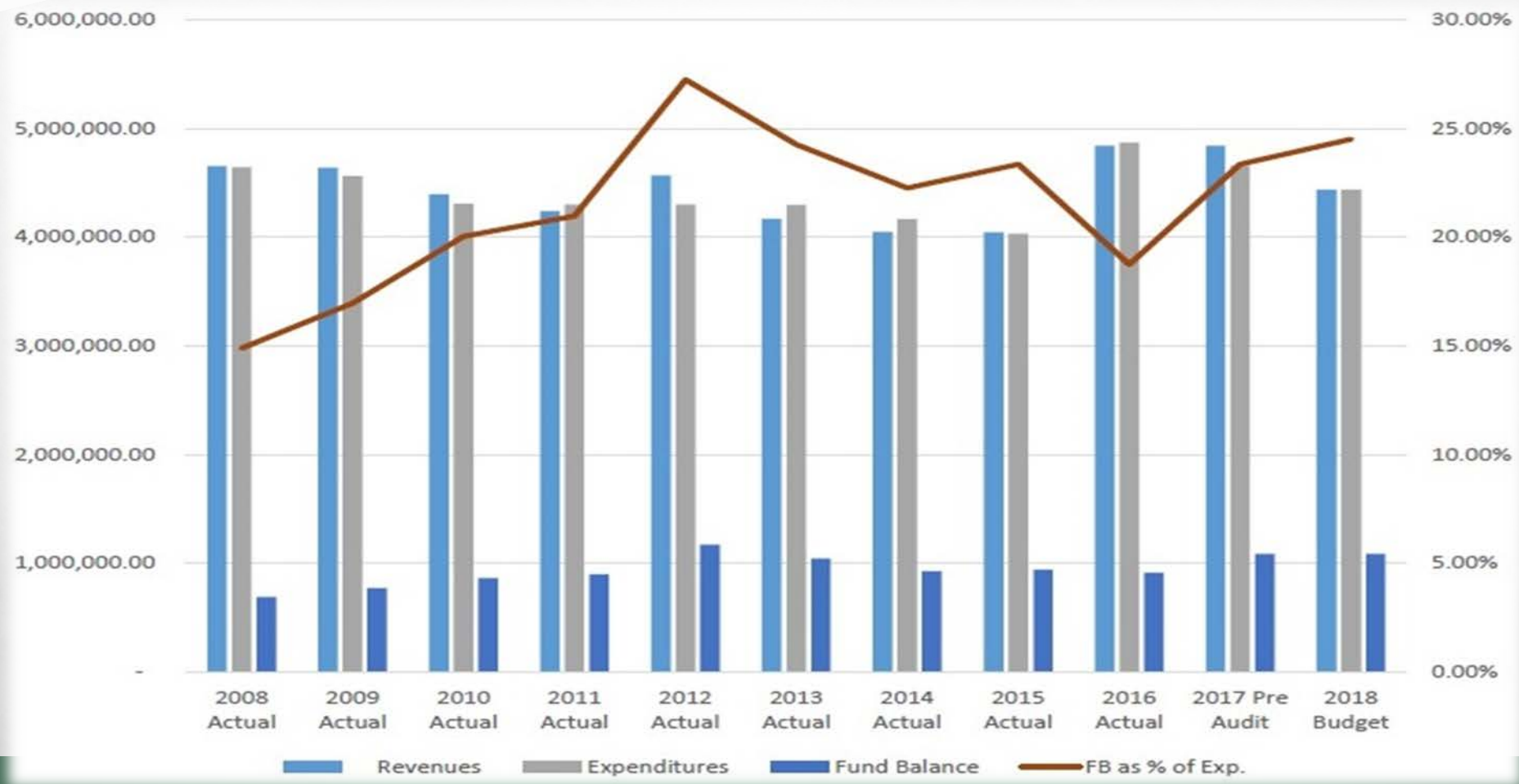
STATE OF THE CITY

2017





GENERAL FUND



General Fund (10 Years) * Revenues * Expenditures * Fund Balance Trends



GENERAL FUND

Year	Revenues	% Change	Expenditures	% Change	Fund Balance	% Change	FB as % of		
							Rev	FB as % of Exp.	
2008 Actual	4,653,746.00		4,643,645.00		691,438.00		14.86%	14.89%	Actual
2009 Actual	4,641,297.00	-0.27%	4,559,397.00	-1.81%	773,338.00	11.84%	16.66%	16.96%	Actual
2010 Actual	4,394,893.00	-5.31%	4,305,570.00	-5.57%	862,661.00	11.55%	19.63%	20.04%	Actual
2011 Actual	4,237,599.00	-3.58%	4,298,976.00	-0.15%	901,284.00	4.48%	21.27%	20.97%	Actual
2012 Actual	4,569,757.00	7.84%	4,299,836.00	0.02%	1,171,205.00	29.95%	25.63%	27.24%	Actual
2013 Actual	4,167,143.00	-8.81%	4,296,208.00	-0.08%	1,042,140.00	-11.02%	25.01%	24.26%	Actual
2014 Actual	4,049,561.00	-2.82%	4,164,826.00	-3.06%	926,875.00	-11.06%	22.89%	22.25%	Actual
2015 Actual	4,045,910.00	-0.09%	4,031,278.00	-3.21%	941,507.00	1.58%	23.27%	23.36%	Actual
2016 Actual	4,841,241.00	19.66%	4,869,651.00	20.80%	913,097.00	-3.02%	18.86%	18.75%	Actual
2017 Pre Audit	4,840,190.00	-0.02%	4,657,794.00	-4.35%	1,087,388.00	19.09%	22.47%	23.35%	Pre Audit
2018 Budget	4,436,550.00	-8.34%	4,436,550.00	-4.75%	1,087,388.00	0.00%	24.51%	24.51%	Budget
	10 Year	-4.67%	10 Year	-4.46%	10 Year	57.26%			


General Fund (10 Years) * Revenues * Expenditures * Fund Balance Trends

MAJOR REVENUES

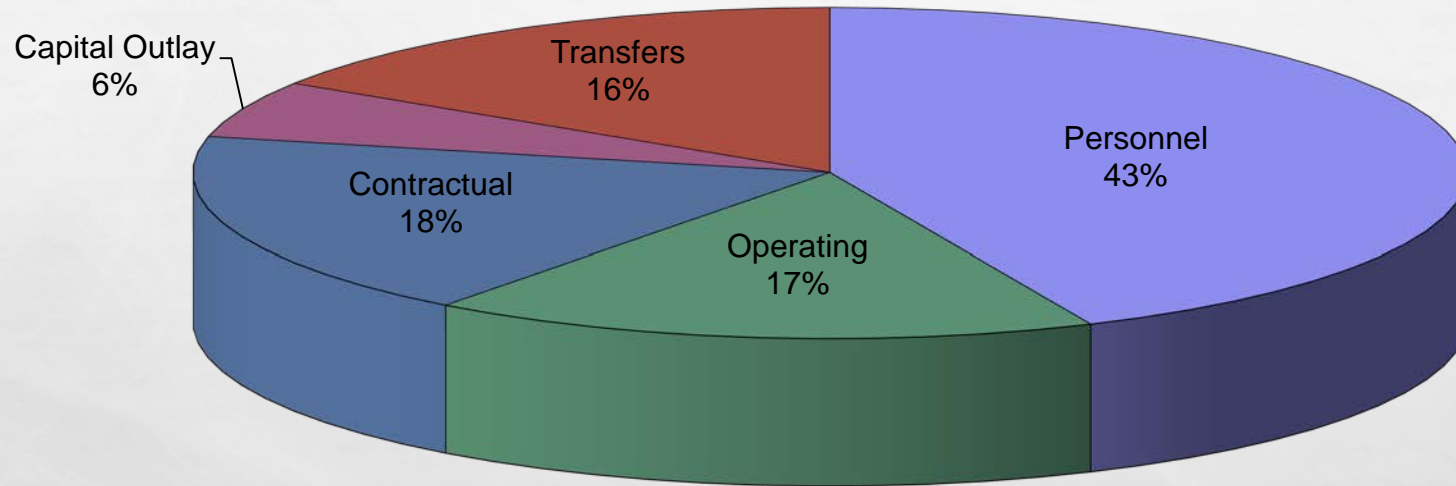
	Actual				Budget		
	11-12	12-13	13-14	14-15	15-16	16-17	17-18
Property Taxes	2,669,879	2,379,650	2,290,300	2,259,266	2,229,453	2,174,500	2,449,750
PILOT	481,452	504,990	558,307	564,081	576,778	1,060,000	1,050,000
Grants & Donations	333,177	974,191	542,918	480,468	2,378,912	1,085,015	3,605,520
State Revenue Sharing	1,412,722	1,430,860	1,523,293	1,504,251	1,533,467	1,606,605	1,836,305
Internal Transfers	1,015,539	883,410	913,411	669,367	1,492,342	1,086,040	818,705
Other	1,557,255	1,498,532	1,603,716	1,414,507	677,433	1,505,995	1,661,860
Totals	\$ 7,470,024	\$ 7,671,633	\$ 7,431,945	\$ 6,891,940	\$ 8,888,385	\$ 8,518,155	\$ 11,422,140



OUTSTANDING DEBT SUMMARY

Purpose	Original Issue	Date Issued	Date Due	Interest Rate	Principal Remaining	Total Remaining To Maturity
Capital Lease Agreement—Electric Meters & AMI System (BPU)	\$1,379,079	2014	2020	3.61%	\$830,024	\$906,949
Installment Purchase Agreement—Vactor Truck (BPU)	\$302,426	2016	2020	2.74%	\$302,426	\$323,422
Wastewater Treatment Plant Improvements—SRF Phase I (BPU) *	\$6,435,000.	2015	2037	2.50%	\$6,435,000	\$6,435,000
Wastewater Treatment Plant Improvements— SRF Phase II (BPU) *	\$1,900,000	2016	2037	2.50%	\$1,900,000	\$1,900,000
MDOT Bureau of Aeronautics Loan—Phase One of the Parallel Taxiway and Entrance Road Project (City)	\$100,000	2015	2025	3.60%	\$91,964	\$109,984
Interdepartmental Loan Between Cemetery Perpetual Care Fund and the Fire Department—Fire Truck (City)	\$447,048	2017	2027	2.80%	\$447,048	\$515,654
						
<p>* Interest to maturity was not added to the SRF loans because the total bond proceeds have not yet been expended. That project is still not completed. Total amount of interest to maturity is unknown at this time.</p>						
TOTALS	\$10,563,553				\$10,006,462	\$10,191,009

TOTAL EXPENDITURE



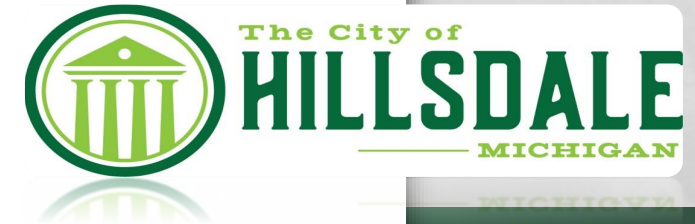
All Funds *
6-30-17

PERSONNEL

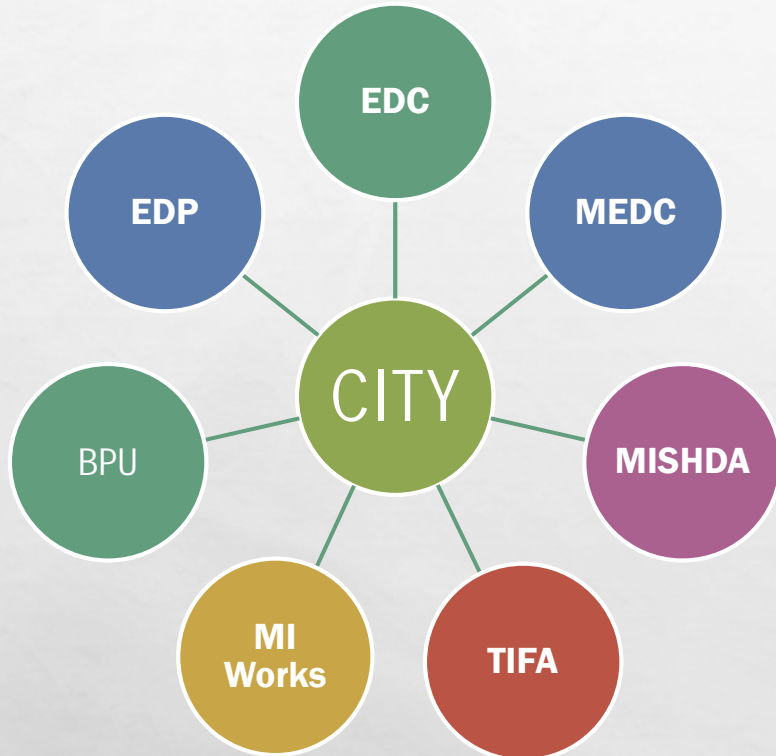
Department	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
General Government	9	8	8	7	6	7	8	8	8
Dial-A-Ride	5	4	4	4	4	4	4	4	4
Police	18	17	17	16	16	15	14	14	13
Fire	4	4	4	4	4	4	4	4	3
Public Services	12	12	12	10	12	12	11	11	12
Library	2	2	2	2	2	2	1	1	2
Recreation	1	1	1	1	1	1	1	1	1
Elected Officials *	11	11	11	11	11	11	11	9	9
BPU Management	5	5	5	5	6	6	6	2	2
BPU Administration/Office	3	4	4	4	3	3	5	3	3
BPU Technical Services	3	3	3	2	2	2	2	1	1
Power Plant	1	1	1	1	0	0	0	0	1
Electric	6	6	6	6	6	6	6	8	9
Water/Sewer	2	2	2	1	3	3	3	4	4
Waste Water Treatment Plant	4	4	4	4	4	4	4	4	4
Totals	86	84	84	78	80	80	80	74	76

* All elected officials are part-time.

Part-time / temporary employees are utilized at various times throughout the year for a variety of purposes in the following departments: Dial-A-Ride; Recreation, Fire, Library, Public Services, and BPU. The numbers portrayed here, with the exception of the elected officials, are full-time employees only.



ECONOMIC DEVELOPMENT



- **46 new businesses in the last five years have either located or expanded in the City of Hillsdale with business incentives/assistance provided by the City of Hillsdale and MEDC**
- **Façade grants – 9 awarded for a total of \$50,724 (past two years)**
- **Business Attraction and Expansion Programs – 3 awarded for a total of \$28,775 (past two years)**
- **Infrastructure Capacity Enhancement Grant (ICE) \$1,909,260**
- **Three Meadows Subdivision – 5 new homes**
- **Dawn Theater Rehabilitation Grant \$1.3 Million**
- **Center City Senior Living Apartments**
- **Paragon Metals**
- **42 Union**
- **Corecoyle Composites, LLC**
- **Family Farm & Home**



ASSESSING TAX ABATEMENTS

COMMERCIAL REHABILITATION CERTIFICATES (CRE)

**TAXABLE VALUE FROZEN + PAY STATE
EDUCATION TAX & SCHOOL OPERATING ON
REHAB VALUE**

***7 ACTIVE CERTIFICATES**

***2017 TAXABLE VALUE ABATED:
\$277,065**

***153 CONSTRUCTION JOBS
RETAINED/CREATED FROM
REHABILITATION PROJECTS**

***139 EXISTING JOBS RETAINED AT
REHABILITATED FACILITIES**

***57 NEW JOBS CREATED AT
REHABILITATED FACILITIES**

OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATES (OPRA)

**TAXABLE VALUE FROZEN + PAY STATE
EDUCATION TAX & SCHOOL OPERATING ON
REHAB VALUE**

*** 4 ACTIVE CERTIFICATES (1 NEW
APPLICATION FILED)**

*** 2017 TAXABLE VALUE ABATED:
\$478,696**

***61 CONSTRUCTION JOBS
RETAINED/CREATED FROM
REHABILITATION PROJECTS**

***9 NEW JOBS CREATED AT
REHABILITATED FACILITIES**

***35 NEW RESIDENTS IN HOUSING
UNITS CREATED OR REHABILITATED**

INDUSTRIAL FACILITIES EXEMPTION CERTIFICATES (IFE/IFT)

**NEW FACILITIES – PAY ½ AD VALOREM RATE
(FULL RATE ON STATE EDUCATION TAX)**

***REAL PROPERTY - 5 ACTIVE
*CERTIFICATES - 2017 TAXABLE
VALUE ABATED:
\$351,635**

***PERSONAL PROPERTY - 18 ACTIVE
*CERTIFICATES - 2017 TAXABLE
VALUE ABATED:
\$797,400**

***REHABILITATED FACILITIES –
TAXABLE VALUE FROZEN**

**1 ACTIVE REAL PROPERTY
CERTIFICATE**

1 NEW APPLICATION FILED



ASSESSING - PROPERTY VALUES AND SALES TRENDS

	(Thru 8/31/2017)					
Calendar Year	2017	2016	2015	2014	2013	2012
All Classes of Property:						
Total Sales	\$ 8,240,320	\$ 17,127,750	\$ 10,650,347	\$ 15,843,623	\$ 11,387,889	\$ 8,014,664
Number of Sales	97	195	158	149	152	136
Average Home Price:	\$ 81,121	\$ 81,840	\$ 67,835	\$ 71,971	\$ 69,855	\$ 55,627
Note: Includes sales of all residential structures - may not have been habitable at time of sale.						

Average Home Price:





PLANNING & ZONING - PERMITS

Permit Data	(Thru 8/31/2017)					
	2017	2016	2015	2014	2013	2012
Building Permits (County):	93	151	165	164	143	164
Stated or Estimated Value:	\$ 33,073,410	\$ 16,652,949	\$ 8,735,257	\$ 10,559,171	\$ 9,856,502	\$ 12,223,099
Zoning/Sign/Fence Permits:	97	109	145	104	176	200
Use & Occupancy Permits:	222	297	365	343	117	99

Enforcement Data	(Thru 8/31/2017)						
	2017	2016	2015	2014	2013	2012	
Enforcements Opened	233	395	434	531	452	514	
Enforcements Closed	235	397	473	526	479	480	
Unresolved Enforcements (By year opened)	138	93	57	69	30	12	(includes prior years)
Total Unresolved:	399						



CLERK'S OFFICE

- **ELECTRONICALLY SCANNED AND INDEXED RESOLUTIONS FROM THE FIRST RESOLUTION ADOPTED BY COUNCIL IN 1958, COUNCIL MINUTES SCANNED FROM 1937 TO PRESENT**
- **CREDIT CARD PAYMENT SYSTEM IMPLEMENTED WITH POINT AND PAY SYSTEMS**
- **SEALED BIDS WERE RECEIVED TO IMPLEMENT A NEW CITY WEBSITE, THE CITY STAFF HOPES TO HAVE THE NEW SITE UP AND RUNNING LATE 2017 OR BY EARLY 2018**



- **CONDUCTED THREE (3) ELECTIONS IN 2016 AND WILL CONDUCT ONE (1) ELECTION IN 2017**
- **CITY COUNCIL ELECTIONS WERE TRANSFERRED TO EVEN YEAR ELECTION CYCLES TO SAVE MONEY AND TO PROMOTE GREATER VOTER TURNOUT**
- **NEW ELECTION EQUIPMENT IS EXPECTED IN 2018**
- **PERMITS AND APPLICATIONS AVAILABLE ON-LINE**
- **DPS WORK ORDER AND INVENTORY SYSTEMS ARE NOW HOUSED ELECTRONICALLY WITHIN BS&A**



SPORTS AND RECREATION



PROGRAMS

PARTICIPATION

**OVER 800 PARTICIPANTS - 17% INCREASE
OVER PREVIOUS YEAR**

**COLLABORATION WITH COMMUNITY
SCHOOLS AND HILLSDALE COLLEGE GOAL
PROGRAM**

**TOURNAMENTS HAVE RANGED ANYWHERE
FROM 18 TO AS MANY AS 39 TEAMS AND
THEIR FAMILIES FROM ALL OVER MICHIGAN
INTO OHIO AND INDIANA**

**WILLIE MAYS BASEBALL, PEE WEE REESE BASEBALL,
KOUFAX BASEBALL, PEE WEE SOFTBALL, MINORS
SOFTBALL, T-BALL BASEBALL, COACH PITCH BASEBALL,
FOOTBALL, K-2ND BASKETBALL, BOYS & GIRLS BASKETBALL,
GIRLS VOLLEYBALL, AFTER SCHOOL KICKBALL, 4 ON 4
WOMEN'S VOLLEYBALL, 6 ON 6 WOMEN'S VOLLEYBALL**



MISCELLANEOUS

**UPDATING 5 YEAR JOINT RECREATION
PLAN WITH CITY OF HILLSDALE AND
HILLSDALE TOWNSHIP IN ORDER TO
APPLY FOR GRANTS**

**CONTINUING EFFORTS TO MAKE
IMPROVEMENTS TO ALL
RECREATIONAL AREAS**

**UPDATING & IMPROVING THE
RECREATION AND PARKS WEBSITE
AND FACEBOOK PAGES**





SANDY BEACH

COMPLETION OF BASKETBALL COURT (\$31,000 ROTARY CONTRIBUTION PLUS DPS IN KIND CONTRIBUTION)

CAPITAL IMPROVEMENTS FOR 2017 WILL BE REDESIGNING PARKING LOT. INGRESS AND EGRESS, PARKING, SIGNAGE, ETC (ROTARY)

DEDICATION OF STATE OF MICHIGAN HISTORICAL MARKER DESIGNATING SANDY BEACH AS AN HISTORICAL SITE (DAN BISHOP, ROTARY)

COLLABORATION WITH KEY OPPORTUNITIES FOR DAILY MORNING BEACH, SIDEWALK, AND PICNIC AREA CLEANUP

PARKS

PARKS SYSTEMS

STOCKS: CONTINUED ENHANCEMENT AND EXPANSION OF GARDENS BY HILLSDALE GARDEN CLUB

STOCKS: NATIONAL AND STATE GARDENING AWARDS

STOCKS: ADDITION OF WINONA SCULPTURE – HERITAGE ASSOCIATION

STOCKS: BPU FREE MOVIES

STOCKS: FREE SUMMER CONCERT SERIES

WW: PAINTED PLAYGROUND EQUIPMENT. KEY OPPORTUNITIES, MDOT SCHOLARSHIP PROGRAM

COLDSPRING: KIWANIS HAS ADOPTED RENOVATION PROJECT FOR THE PARK

MISCELLANEOUS

5% INCREASE IN DOCK RENTALS FROM LAST YEAR DIRECT RESULT IN IMPROVEMENTS TO BAW BEESE PARK SYSTEM

FOD: ADDITION OF BILL SMITH MEMORIAL DRINKING FOUNTAIN IN COLLABORATION WITH EXCHANGE CLUB

BAW BEESE LAKE VOTED HILLSDALE COUNTY'S BEST OF THE BEST FOR FAMILY AMUSEMENT AND LOCAL TOURIST ATTRACTION, STOCKS PARK VOTED BEST PARK AND WEDDING VENUE

Award Winning Parks!





PUBLIC SERVICES



STREETS

REPAIRED AND OR REPLACED 70+ STORM STRUCTURES AND 500+ FEET OF STORM TILE

ADDED 5-7 YEARS OF LIFE TO 6 MILES OF CITY STREETS THROUGH STREET PRESERVATION 2016/17

FULL RECONSTRUCTION OF STATE ST FROM WOLCOTT TO EAST CITY LIMIT-STORM WATER LIFT STATION, CURB/GUTTER, AND SIDEWALK

REPAIRED 1100' OF DITCHING IN THE INDUSTRIAL PARK TO IMPROVE STORM WATER CONTROL

EXCAVATED WOLF CREEK CULVERT AT SPRING ST TO IMPROVE FLOW THROUGH RIPPON AND NORWOOD NEIGHBORHOODS

EQUIPMENT

***REPLACED HIGH MAINTENANCE 23 YEAR OLD WHEEL LOADER (JOHN DEERE 524K)**

***REPLACED HIGH MAINTENANCE 15 YEAR OLD MOWER (60" GRAVELY ZERO TURN)**

***REFURBISHED TWO PLOW TRUCK DUMP BOXES AND SALT SPREADER TO EXTEND THE LIFE OF THE TRUCKS**

MISCELLEOUS

ALTERNATIVE COMPOSTING SAVING UP TO 20K PER YEAR ON TURNING AND SIFTING

REDUCED BRUSH GRINDING COSTS BY 7K

ESTABLISHED A STRONG RELATIONSHIP WITH HILLSDALE COUNTY ROAD COMMISSION- REDUCING STREET PAINTING COSTS BY 5K

IMPROVED RELATIONSHIP WITH BPU IMPROVING EFFICIENCY AND SAFETY WITHIN BOTH DEPARTMENTS

ESTABLISHED MILLPOND DAM REMOVAL PLAN

ESTABLISHED GOOSE HUNTING PROGRAM TO PROVIDE CLEANER FACILITIES AND REDUCE CLEANING LABOR



DIAL A RIDE

- **AVERAGE MONTHLY FARES FOR D.A.R.T. ARE \$2,361 AVERAGE MILES 3,628 TOTAL PASSENGERS 2,528 FLEET OF 3 FULL TIME DRIVERS TRAVELING INSIDE THE CITY LIMITS WITH THE EXCEPTION OF A FEW DOCTOR'S OFFICES JUST PAST THE CITY LIMITS**
- **THE CITY OF HILLSDALE DIAL-A-RIDE OPERATIONS HAS BEEN AWARDED TWO CAPITAL GRANTS THROUGH MICHIGAN'S PASSENGER TRANSPORTATION DEPARTMENT IN CONJUNCTION WITH THE FEDERAL TRANSIT ADMINISTRATION THESE GRANTS REPLACE TWO OF THE FLEETS FOUR BUSES THAT ARE SEVEN OR MORE YEARS OLD**
- **CITY/DART TO RECEIVE TWO NEW BUSES NEXT SUMMER 2018 (TENTATIVE SCHEDULE)**



BOARD OF PUBLIC UTILITIES

THE HILLSDALE BPU IS PROUD TO HAVE RECEIVED THREE AWARDS IN 2017

- **THE FIRST IS BEING DESIGNATED AS A RELIABLE PUBLIC POWER PROVIDER RP3 GOLD MEMBER 2017-2020**
- **THE SECOND AWARD IS THE 2016 CERTIFICATE OF EXCELLENCE IN RELIABILITY**
- **THE THIRD IS THE 2016 SAFETY AWARD FIRST PLACE. THIS AWARD WAS GIVEN TO THE UTILITY BECAUSE THERE WERE NO LOST TIME ACCIDENTS IN 2016**
 - **SOFTWARE CONVERSION TO BS&A**
 - **\$8 MILLION RENOVATION PROJECT OF REBUILDING THE WASTE WATER TREATMENT PLANT**
 - **COMBINED SERVICES WITH THE CITY FOR COST SAVING MEASURES (HR/PAYROLL, ACCOUNTING, ETC)**



Added two new pieces of equipment to its fleet in order to continue providing reliable services





PUBLIC SAFETY: POLICE

- RECEIVED A “SAFEST CITY” DESIGNATION TWICE IN RECENT YEARS BASED ON CRIME PER CAPITA STUDIES
- IMPLEMENTED BODY CAMERA AND IN CAR VIDEO PROGRAM DUE TO USDA AND HILLSDALE CO COMMUNITY FOUNDATION GRANTS
- PARTNERED WITH THE NATIONAL CHILD SAFETY COUNCIL FOR AGE SPECIFIC EDUCATIONAL MATERIAL TO UTILIZE IN OUR SCHOOLS AND COMMUNITY PROGRAMS
- CONTRACTED WITH LEXIPOL FOR A LEGALLY DEFENSIBLE POLICY MANAGEMENT SOLUTION



PUBLIC SAFETY: FIRE

- ACQUIRED A NEW FIRE ENGINE / PUMPER
- RECEIVED GRANT FUNDING FROM MULTIPLE SOURCES TO EQUIP THE NEW FIRE TRUCK WHICH INCLUDES HOSE, JAWS FAN, THERMAL IMAGE CAMERA, AND MEDICAL GEAR
- CURRENTLY HAVE FOUR MEMBERS IN EMT SCHOOL WHICH WILL INCREASE OUR STAFF TO 14 MEMBERS THAT ARE MEDICALLY LICENSED EMT OR HIGHER
- PURSUING OPTIONS TO ENHANCE OUR MEDICAL RESPONSE CAPABILITIES FOR OUR COMMUNITY





LIBRARY & MITCHELL RC



- NEW DIRECTOR – MARY K. HILL. MLS
- NEW CHILDREN'S LIBRARIAN – VICKIE LEE
- SUMMER READING – 11 CHILDREN'S PROGRAMS WITH 405 CHILDREN IN ATTENDANCE
- CIRCULATION OF 11,624 ITEMS IN AUGUST
- EXTERIOR PAINTING OF LIBRARY BUILDING COMPLETED

- THE MITCHELL RESEARCH CENTER IS THE MAJOR COLLECTOR OF LOCAL AND FAMILY HISTORY RELATED TO HILLSDALE COUNTY AND THE SURROUNDING AREA VOLUNTEERS PROVIDE NEEDED OR REQUESTED ASSISTANCE WITH SEARCHES
- MITCHELL RESEARCH CENTER YEAR TO DATE VISITORS: 358
- MITCHELL RESEARCH CENTER YEAR TO DATE VOLUNTEER HOURS: 3437



MUNICIPAL AIRPORT



- **AWARDED A GRANT FOR APRON IN THE AMOUNT OF \$800K**
- **IMPROVED FUEL QUALITY AVAILABLE**
- **IMPLEMENTED FACILITY SECURITY**
- **HOSTED PATRIOTS DAY FLY-IN WITH UP TO 2,000 VISITORS**
- **STARTED A FLIGHT SCHOOL/ PLANE RENTAL PROGRAM**
- **IMPLEMENTED SAFETY MEASURES AND REDUCED RISK**
- **RECRUITED AND RETAINED TOP TALENT**



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www.cityofhillsdale.org



HILLSDALE MEDIA GROUP
The Hillsdale Daily News • Tip-Off Shopping Guide
Propel Marketing
Digital Services & Print Media



City of Hillsdale Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM #IX: Old Business

SUBJECT: Branding for the City of Hillsdale

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

BACKGROUND

City staff has worked with CGI Communications, Inc. on the production of four community videos to include on our website to help promote the City of Hillsdale. The tagline “Where Tradition, Education & Innovation Thrive” was used in all videos.

The City of Hillsdale continued to work with Ben Muldrow from Arnett Muldrow to present the proposed three choices of branding for the City of Hillsdale. The designs are for the City to use for future marketing efforts.

Poggemeyer Design Group continues working on creating a Marketing and Branding Plan to help the City as it continues to work toward RRC certification. One of the pieces still needed for the Marketing and Branding Plan is approval of one of the attached taglines which will be part of the plan. Once the Marketing and Branding Plan is complete it will be presented to council as well.

RECOMMENDATION:

City staff recommends that Council selects one of the three taglines presented for branding the City of Hillsdale. The City Administration believes the City is best represented by the tagline “Where Tradition, Education & Innovation Thrive” but that can be changed if the City Council is strongly in favor of another option.



The City of
HILLSDALE
— MICHIGAN —
Traditional Values, New Vision



The City of
HILLSDALE
— MICHIGAN —

Where Tradition, Education and Innovation Thrive



The City of
HILLSDALE
— MICHIGAN —

Preserving the Past, Embracing the Future



City of Hillsdale Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM X: New Business

SUBJECT: NEZ Application to transfer Certificate #N2015-130 from Hillsdale County Intermediate School District to Jeff Knapp

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor)

An Application for Neighborhood Enterprise Zone Certificate dated June 1, 2015 was submitted to the City Clerk's office by the Hillsdale County Intermediate School District (as developer) for a proposed new facility to be built on property to be deeded to them and located at 310 Hidden Meadows Drive, within the Hillsdale NEZ #1, Three Meadows Phase 1, established by Council resolution on September 4, 2007. This application was for a 2-year single-family home construction project to be undertaken by the ISD's Construction Trades Program. The application was approved by Council and Certificate Number N2015-130 was issued and held in abeyance by the State Tax Commission pending completion of the project and sale to a new owner claiming the Principal Residence Exemption.

ISD completed the project and sold the property to Jeff and Kayleigh Knapp on September 26, 2017. Mr. Knapp has submitted an application requesting transfer of Certificate #N2015-130.

Staff has reviewed the application and finds that it appears to be substantially complete. Section 5 of the Neighborhood Enterprise zone Act (Public Act 147 of 1992), states, "Not more than 60 days after receipt by its clerk of an application under section 4, the governing body of the local governmental unit by resolution shall approve the application for a neighborhood enterprise zone certificate." Further, the State Tax Commission has set a deadline of October 31 for submission of all tax exemption applications to guarantee processing and approval for the next tax year.

RECOMMENDATION

Staff recommends that council adopt the attached Resolution to Approve an Application to transfer Neighborhood Enterprise Zone New Certificate Number N2015-130.

RESOLUTION NO. 3326

RESOLUTION TO APPROVE A TRANSFER APPLICATION FOR NEIGHBORHOOD ENTERPRISE ZONE NEW CERTIFICATE, PA 147 OF 1992, AS AMENDED

Minutes of a regular meeting of the Council of the City of Hillsdale, held on October 16, 2017, at City Hall Council Chambers, 97 North Broad Street in Hillsdale, Michigan at 7:00 p.m.

PRESENT:

ABSENT:

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

Resolution 3326: Approving a Transfer Application for a Neighborhood Enterprise Zone New Certificate for Jeff Knapp Located at 310 Hidden Meadows Drive

WHEREAS, the Council of the City of Hillsdale established a Neighborhood Enterprise Zone on September 4, 2007 as required under PA 147 of 1992 after a public hearing held on August 20, 2007; and

WHEREAS, the Council of the City of Hillsdale approved a Neighborhood Enterprise Zone New Facility Exemption application filed by the Hillsdale County Intermediate School District for property located at 310 Hidden Meadows Drive for a period of 10 years, beginning December 31, 2015, and ending December 30, 2025, pursuant to the provisions of PA 147 of 1992, as amended; and,

WHEREAS, the applicant Jeff Knapp purchased the home from the Hillsdale County Intermediate School District on September 26, 2017; and,

WHEREAS, the applicant Jeff Knapp is not delinquent on any taxes related to the facility, and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hillsdale:

The applicant, Mr. Jeff Knapp is hereby is granted a transfer of the Neighborhood Enterprise Zone New Facility Exemption for property located at 310 Hidden Meadows Drive ending December 30, 2025, pursuant to the provisions of PA 147 of 1992, as amended.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

CITY OF HILLSDALE

By: _____
Scott Sessions – Mayor

By: _____
Stephen M. French – City Clerk

Application for Neighborhood Enterprise Zone Certificate

Issued under authority of Public Act 147 of 1992, as amended.

Read the instructions before completing the application. This application must be filed prior to building permit issuance and start of construction. Initially file one original application (with legal description) and two additional copies of this form with the clerk of the local governmental unit (three complete sets). The additional documents to complete the application process will be required by the State of Michigan only after the original application is filed with the clerk of the local governmental unit (LGU). This form is also used to file a request for the transfer of an existing NEZ certificate. Please see the instruction sheet.

STATE USE ONLY	
▶ Application No.	▶ Date Received

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


Applicant Name <i>Jeff Knapp</i>			Type of Approval Requested <input type="checkbox"/> New Facility <input type="checkbox"/> Rehabilitation Facility <input checked="" type="checkbox"/> Transfer (1 copy only)		
Facility's Street Address <i>310 Hidden Meadows Dr.</i>			Amount of years requested for exemption (6-15)		
City <i>Hillsdale</i>	State <i>Mi</i>	ZIP Code <i>49242</i>	Is the facility owned or rented by occupants? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented		
Name of City, Township or Village (taxing authority) <i>Hillsdale</i>			Type of Property <input checked="" type="checkbox"/> House <input type="checkbox"/> Duplex <input type="checkbox"/> Condo <input type="checkbox"/> Loft <input type="checkbox"/> Apartment - No. of Units _____		
<input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village					
County <i>Hillsdale</i>	School District <i>Hillsdale</i>				
Name of LGU that established district		Name or Number of Neighborhood Enterprise Zone		Date district was established	
Identify who the work was completed by <input type="checkbox"/> Licensed Contractor <input type="checkbox"/> Other _____			Estimated Project Cost (per unit)		
Describe the general nature and extent of the new construction or rehabilitation to be undertaken. Include Breakdown of Investment Cost. Use attachments if necessary. <i>Transfer of Certificate #N2015-130</i>					
Timetable for undertaking and completing the rehabilitation or construction of the facility.					

PART 2: APPLICANT CERTIFICATION

Contact Name <i>Jeff Knapp</i>	Contact Telephone Number <i>517-610-6040</i>
Contact Fax Number	Contact E-mail Address <i>knappj232@gmail.com</i>
Owner/Applicant Name	Owner/Applicant Telephone Number
Owner/Applicant Mailing Address (Street No., City, State, ZIP Code)	Owner/Applicant E-mail Address

I certify the information contained herein and in the attachments are true and that all are truly descriptive of the residential real property for which this application is being submitted.

I certify I am familiar with the provisions of Public Act 147 of 1992, as amended, (MCL 207.771 to 207.787) and to the best of my knowledge, I have complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the LGU and the issuance of Neighborhood Enterprise Zone Certificate by the State Tax Commission.

Owner/Applicant Signature 	Date <i>10/9/2017</i>
--	--------------------------

PART 3: LGU ASSESSOR CERTIFICATION (Assessor of LGU must complete Part 3)			
The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Neighborhood Enterprise Zone Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Neighborhood Enterprise Zone Exemption that would also put the same property on the Neighborhood Enterprise Zone specific tax roll.			
<input type="checkbox"/> By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Neighborhood Enterprise Zone Exemption specific tax roll and not on any other specific tax roll.			
Name of LGU			
Name of Assessor (First and last name)		Telephone Number	
Fax Number		E-mail Address	
<i>I certify that, to the best of my knowledge, the information contained in Part 3 of this application is complete and accurate.</i>			
Assessor's Signature			Date
PART 4: LGU ACTION/CERTIFICATION (LGU clerk must complete this section before submitting to the State Tax Commission)			
Action taken by LGU:		The State Tax Commission requires the following documents be filed for an administratively complete application:	
<input type="checkbox"/> Exemption Approved for _____ Years (6-15)		<input type="checkbox"/> 1. Original Application	
<input type="checkbox"/> Exemption Approved for _____ Years (11-17 historical credits)		<input type="checkbox"/> 2. Legal description of the real property with parcel code #	
<input type="checkbox"/> Exemption Denied (include Resolution Denying)		<input type="checkbox"/> 3. Resolution approving/denying application (include # of years)	
Date of resolution approving/denying this application		<input type="checkbox"/> 4. REHABILITATION APPLICATIONS ONLY. Statement by the assessor showing the taxable value of the rehabilitated facility not including the land, for the tax year immediately preceding the effective date of the rehabilitation.	
Clerk's Name (First and Last) <i>Stephen M. French</i>		Telephone Number <i>517-437-6441</i>	
Fax Number <i>517-437-6448</i>		E-mail Address <i>sfrench@cityofhillsdale.org</i>	
Mailing Address <i>97 N. Broad Street</i>		City <i>Hillsdale</i>	State <i>MI</i>
			ZIP Code <i>49242</i>
<i>I certify that I have reviewed this application for complete and accurate information and determined that the subject property is located within a qualified Neighborhood Enterprise Zone.</i>			
<i>I certify this application meets the requirements as outlined by Public Act 147 of 1992 and hereby request the State Tax Commission issue a Neighborhood Enterprise Zone Certificate.</i>			
Clerk Signature			Date

The LGU should mail the original completed application and required documents to the following address:

State Tax Commission
P.O. Box 30471
Lansing, MI 48906

Note: Additional documentation will be required for further processing of the application and for the issuance of the certificate of exemption. These documents should be sent directly to the State of Michigan only after the original application is filed with the LGU clerk and approved by the LGU. See the instruction sheet attached.

Any questions concerning the completion of this application should be directed to the LGU clerk.

NEZ - New - Transfer 2017

Date of Estimate: 10/10/2017

Applicant: Knapp (transfer of ISD Certificate) N2015-130

Parcel #: 006-327-340-24

Value of home: \$ 200,000 (Building only - land is taxed at ad

Taxable value: \$ 100,000 valorem rate)

(assuming no change in value for 10 years)

Taxes are calculated by multiplying (taxable value x (tax rate/1,000)) x 1.01 (1% admin fee)

Based on 2017 tax rates

Tax Rate	Annual Taxes	10 yr total
Ad Valorem	38.4013 \$ 3,878.53	\$ 38,785.31

	NEZ		
2016	17.27500	\$ -	School - exempt
2017	17.27500	\$ -	School - exempt
2018	17.27500	\$ 1,744.78	
2019	17.27500	\$ 1,744.78	
2020	17.27500	\$ 1,744.78	
2021	17.27500	\$ 1,744.78	
2022	17.27500	\$ 1,744.78	
2023	25.10174	\$ 2,535.28	
2024	33.18433	\$ 3,351.62	
2025	35.79281	\$ 3,615.07	
			\$ 18,225.84

Savings: \$ 20,559.47

CERTIFICATE OF OCCUPANCY
COUNTY OF HILLSDALE
STATE OF MICHIGAN

This is to certify that the occupant of the structure under the Certificate of Occupancy application number:

OF17-0033

Issued by the Building Department, Hillsdale County and having complied with the requirements of the ordinance, permission is hereby granted to occupy the said premises as set forth in the corresponding application under which the permits were granted, so far as completed.

310 HIDDEN MEADOWS

HILLSDALE COUNTY ISD

Signed in Hillsdale, Michigan: 08/18/17

NON-TRANSFERABLE



Martin J. Taylor
Building Inspector

Property Transfer Affidavit

This form is issued under authority of P.A. 415 of 1994. Filing is mandatory.

This form must be filed whenever real estate or some types of personal property are transferred (even if you are not recording a deed). The completed Affidavit must be filed by the new owner with the assessor for the city or township where the property is located within 45 days of the transfer. The information on this form is NOT CONFIDENTIAL

1. Street Address of Property 310 HIDDEN MEADOWS DR., HILLSDALE MI		2. County HILLSDALE	3. Date of Transfer (or land contract signed) SEPTEMBER 26, 2017
4. Location of Real Estate (Check appropriate field and enter name in the space below.) <input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village HILLSDALE		5. Purchase Price of Real Estate \$235,000.00	
7. Property Identification Number (PIN). If you don't have a PIN, attach legal description. PIN This Number ranges from 10 to 25 digits. It usually includes hyphens and sometimes includes letters. It is on the property tax bill and on the assessment notice. 30-006-327-340-24		6. Seller's (Transferor) Name HILLSDALE INTERMEDIATE SCHOOL DISTRICT, A MICHIGAN INTERMEDIATE SCHOOL DISTRICT ORGANIZED AND	
		8. Buyer's (Transferee) Name and Mailing Address JEFF KNAPP AND KAYLEIGH KNAPP 310 Hidden Meadows Dr. Hillsdale, MI 49242	
		9. Buyer's (Transferee) Telephone Number (517) 610-6040	

Items 10 - 15 are optional. However, by completing them you may avoid further correspondence.

10. Type of Transfer. <u>Transfers</u> include, but are not limited to, deeds, land contracts, transfers involving trusts or wills, certain long-term leases and business interest. See page 2 for list. <input type="checkbox"/> Land Contract <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Deed <input type="checkbox"/> Other (specify) _____				
11. Was property purchased from a financial Institution? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		12. Is the transfer between related persons? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		13. Amount of Down Payment \$65,000.00
14. If you financed the purchase, did you pay market rate of interest? <input type="checkbox"/> Yes <input type="checkbox"/> No			15. Amount Financed (Borrowed) \$170,000.00	

EXEMPTIONS

Certain types of transfers are exempt from uncapping. If you believe this transfer is exempt, indicate below the type of exemption you are claiming. If you claim an exemption, your assessor may request more information to support your claim.

- Transfer from one spouse to the other spouse
- Change in ownership solely to exclude or include a spouse
- Transfer between certain family members *(see page 2)
- Transfer of that portion of a property subject to a life lease or life estate (until the life lease or life estate expires)
- Transfer between certain family members of that portion of a property after the expiration or termination of a life estate or life lease retained by transferor ** (see page 2)
- Transfer to effect the foreclosure or forfeiture of real property
- Transfer by redemption from a tax sale
- Transfer into a trust where the settlor or the settlor's spouse conveys property to the trust and is also the sole beneficiary of the trust
- Transfer resulting from a court order unless the order specifies a monetary payment
- Transfer creating or ending a joint tenancy if at least one person is an original owner of the property (or his/her spouse)
- Transfer to establish or release a security interest (collateral)
- Transfer of real estate through normal public trading of stock
- Transfer between entities under common control or among members of an affiliated group
- Transfer resulting from transactions that qualify as a tax-free reorganization under Section 368 of the Internal Revenue Code.
- Transfer of qualified agricultural property when the property remains qualified agricultural property and affidavit has been filed.
- Transfer of qualified forest property when the property remains qualified forest property and affidavit has been filed.
- Transfer of land with qualified conservation easement (land only - not improvements)
- Other, specify: _____

CERTIFICATION

I certify that the information above is true and complete to the best of my knowledge.

Printed Name

Signature

Date

Name and title, if signer is other than the owner

Daytime Phone Number

E-mail Address

ASSESSOR'S DATE

Principal Residence Exemption (PRE) Affidavit

Issued under authority of Public Act 206 of 1893.

Read the instructions before completing the form. This form is not valid unless certified by the assessor. Do not submit this form if the property is not your principal Residence and/or any of the disqualifying factors apply as listed in MCL 211.7(cc). For information regarding the PRE, please review the PRE Guidelines at www.michigan.gov/pre.

Type or print in blue or black ink.

PART 1: PROPERTY INFORMATION Type or print legibly. Use a separate form for each property tax identification

1. Property Tax Identification Number 30-006-327-340-24	2. Name of Local Unit (Check Township or City) <input type="checkbox"/> Township Hillsdale <input checked="" type="checkbox"/> City	3. County Hillsdale
4. Street Address of Property (Provide a Complete Address) 310 Hidden Meadows Dr., Hillsdale MI 49242		
5. Name of Owner (First, Middle, Last) JEFF KNAPP	6. Owner's Last Four Digits of Social Security Number	7. Owner's Daytime Telephone Number
8. Name of Co-Owner (First, Middle, Last) KAYLEIGH KNAPP	9. Co-Owner's Last Four Digits of Social Security Number	10. Co-Owner's Daytime Telephone Number
11. Date you owned and occupied the property in line 1		11. <u>9/26/2017</u> Month Day Year
The property in line 1 above is my: 11a. <input checked="" type="checkbox"/> Principal residence		
11b. <input type="checkbox"/> Unoccupied adjoining or contiguous property that is classified residential or timber-cutover.		
12. List the percentage (100% to 1%) of the property that is occupied by the owner claiming the property as a principal residence. If the property has more than one home on it, it is a multi-dwelling, used for purposes other than a principal residence, or partially rented, the owner may claim only a partial exemption. Please consult with your local assessor to determine the percentage of the exemption the owner is allowed to claim in these situations.		12. <u>100</u> %
13. Have you claimed a principal residence exemption for another Michigan principal residence?		13. <input type="checkbox"/> Yes <input type="checkbox"/> No
14. If yes to 13, enter the property address and parcel number: _____		
15. If yes to 13, have you rescinded that principal residence exemption?		15. <input type="checkbox"/> Yes <input type="checkbox"/> No
16. Do you or your spouse claim a similar exemption, credit or deduction on property located in another state?		16. <input type="checkbox"/> Yes <input type="checkbox"/> No
17. If yes to 16, enter the property address and parcel number: _____		
18. Have you or your spouse filed a tax return as a non-resident of Michigan or resident of another state?		18. <input type="checkbox"/> Yes <input type="checkbox"/> No
19. If yes to 18, enter the State: _____		

PART 2: CERTIFICATION

Certification: I certify under penalty of perjury the information contained on this document is true and correct to the best of my knowledge.

20. Owner's Signature	Date:
21. Co-Owner's Signature	Date:
22. Mailing Address, If Different than Property Address Above	

LOCAL GOVERNMENT USE ONLY (do not write below this line)

23. Indicate property classification 23. _____

Did the Assessor Approve or Deny the Affidavit? Approved Denied (Attach a copy of the Local Unit Denial)

What is the year the Affidavit will be posted to the tax roll?

Certification: I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.

Assessor's Signature	Date Certified by Assessor (MM/DD/YYYY)
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City of Hillsdale Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM X: New Business

SUBJECT: Neighborhood Enterprise Zone New Facility Tax Exemption Certificate – 316 Hidden Meadows Drive – Hillsdale County ISD

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor with assistance from Kelly LoPresto)

The Clerk received an application for a Neighborhood Enterprise Zone New Facility Tax Exemption Certificate from Hillsdale County Intermediate School District on September 6, 2017. The property is located in the Three Meadows Subdivision and was deeded to the ISD by the Hillsdale Economic Development Corporation in May of 2017. This is to be the second spec home built by the ISD Building Trades education program within Three Meadows. The first was started at 310 Hidden Meadows Drive in 2015 and the completed house recently sold for \$235,000. The proposed project at 316 Hidden Meadows Drive will be based on a similar design. They are estimating the cost at \$200,000 and plan to complete the project in 2 years.

[Public Act 147 of 1992](#), as amended, sets requirements for the application process for Neighborhood Enterprise Zone Exemption Certificates.

RECOMMENDATION:

The EDC Business Review Committee reviewed the application and recommends approval for 10 years as requested.

Staff recommends that council do all of the following:

1. Adopt a resolution either approving or disapproving the application (reasons for disapproval must be set forth in writing in the resolution);
2. If approved, direct the clerk to forward the application to the State Tax Commission (STC) before October 31;

RESOLUTION NO. 3327

RESOLUTION TO APPROVE AN APPLICATION FOR NEIGHBORHOOD ENTERPRISE ZONE NEW CERTIFICATE, PA 147 OF 1992, AS AMENDED

Minutes of a regular meeting of the Council of the City of Hillsdale, held on October 16, 2017, at City Hall Council Chambers, 97 North Broad Street in Hillsdale, Michigan at 7:00 p.m.

PRESENT:

ABSENT:

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

Resolution 3327: Approving an Application for a Neighborhood Enterprise Zone New Certificate for Hillsdale County Intermediate School District Located at 316 Hidden Meadow Drive

WHEREAS, the Council of the City of Hillsdale established a Neighborhood Enterprise Zone on September 4, 2007 as required under PA 147 of 1992 after a public hearing held on August 20, 2007; and

WHEREAS, the applicant, Hillsdale County Intermediate School District, is not delinquent on any taxes related to the facility, and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hillsdale:

Be and hereby is granted a Neighborhood Enterprise Zone Facility Exemption New Certificate for property located at 316 Hidden Meadows Drive for a period of 10 years, beginning December 31, 2017, and ending December 30, 2027, pursuant to the provisions of PA 147 of 1992, as amended.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

CITY OF HILLSDALE

By: _____
Scott Sessions – Mayor

By: _____
Stephen M. French – City Clerk

Application for Neighborhood Enterprise Zone Certificate

Issued under authority of Public Act 147 of 1992, as amended.

Read the instructions before completing the application. This application must be filed prior to building permit issuance and start of construction. Initially file one original application (with legal description) and two additional copies of this form with the clerk of the local governmental unit (three complete sets). The additional documents to complete the application process will be required by the State of Michigan only after the original application is filed with the clerk of the local governmental unit (LGU). This form is also used to file a request for the transfer of an existing NEZ certificate. Please see the instruction sheet.

STATE USE ONLY	
▶ Application No.	▶ Date Received

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

Applicant Name Hillsdale County Intermediate School District		Type of Approval Requested <input checked="" type="checkbox"/> New Facility <input type="checkbox"/> Rehabilitation Facility <input type="checkbox"/> Transfer (1 copy only)	
Facility's Street Address 310 W. Bacon St. - 316 Hidden Meadow		Amount of years requested for exemption (6-15) 10	Is the facility owned or rented by occupants? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented
City Hillsdale	State MI	ZIP Code 49242	
Name of City, Township or Village (taxing authority) City of Hillsdale		Type of Property <input checked="" type="checkbox"/> House <input type="checkbox"/> Duplex <input type="checkbox"/> Condo <input type="checkbox"/> Loft <input type="checkbox"/> Apartment - No. of Units _____	
<input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village	County Hillsdale	School District Hillsdale (30020)	

Name of LGU that established district City of Hillsdale	Name or Number of Neighborhood Enterprise Zone Hillsdale NEZ #1 Three Meadows - Phase 1	Date district was established 09/04/2007
--	--	---

Identify who the work was completed by <input checked="" type="checkbox"/> Licensed Contractor <input type="checkbox"/> Other _____	Estimated Project Cost (per unit) \$200,000.00
--	---

Describe the general nature and extent of the new construction or rehabilitation to be undertaken. **Include Breakdown of Investment Cost.** Use attachments if necessary.
New single family residence, single story, approximate Dimension 50' x 48', 1900 square feet; 2 and 1/2 baths; two care garage; 1900 square foot basement; front porch, back deck, estimated cost \$200,000.
This home will have a vaulted great room, with a large open island kitchen, The master bedroom suite will have a walk-in closet and a bathroom with double sinks and a tub/shower. Two secondary bedrooms are located away from the master suite. Each will have a large closet and access to a common bathroom.

Timetable for undertaking and completing the rehabilitation or construction of the facility.
Beginning in 2017; Completed by June 2019

PART 2: APPLICANT CERTIFICATION

Contact Name Judy Kochendorfer / Chris Eggleston , (CTE Instructor)	Contact Telephone Number (517) 437-0990
Contact Fax Number (517) 439-4388	Contact E-mail Address chris.eggleston@hillsdale-isd.org
Owner/Applicant Name Judy Kochendorfer /Chris Eggleston	Owner/Applicant Telephone Number (517) 437-0990
Owner/Applicant Mailing Address (Street No., City, State, ZIP Code) 310 W. Bacon Street	Owner/Applicant E-mail Address chris.eggleston@hillsdale-isd.org

I certify the information contained herein and in the attachments are true and that all are truly descriptive of the residential real property for which this application is being submitted.

I certify I am familiar with the provisions of Public Act 147 of 1992, as amended, (MCL 207.771 to 207.787) and to the best of my knowledge, I have complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the LGU and the issuance of Neighborhood Enterprise Zone Certificate by the State Tax Commission.

Owner/Applicant Signature <i>Judy Kochendorfer</i>	Date 09/05/2017
---	--------------------

Stephen French

From: Chris Eggleston <chris.eggleston@hillsdale-isd.org>
Sent: Wednesday, September 06, 2017 8:44 AM
To: Stephen French
Subject: Re: NEZ Application

Mr. French,

The address of the New Location is 316 Hidden Meadow Dr. We are requesting 10 years for the NEZ. The house construction will begin this year and be completed in June of 2019.

Let me know if you need anything else.

Thanks

Chris Eggleston

On Tue, Sep 5, 2017 at 4:57 PM, Stephen French <sfrench@cityofhillsdale.org> wrote:

Mr. Eggleston,

I've attached an electronic copy of the NEZ application that I received in my office today. I need some additional information before I can process your application.

First, I need an address of the location of the new construction. Second, I need the number of years that you are requesting for the NEZ application. Third, I need a timetable for your construction plans.

If you send me this information via email, I can update the original application in my office. Thank you and please contact my office with any questions.

Stephen M. French, MMC

City Clerk

City of Hillsdale, MI

97 N. Broad Street

NEZ - New

Date of Estimate: 9/27/2017

Applicant: Hillsdale Co ISD

Parcel #: 006-327-340-28

Value of home: \$ 200,000 (Building only - land is taxed at ad valorem rate)

Taxable value: \$ 100,000

(assuming no change in value for 10 years)

Taxes are calculated by multiplying (taxable value x (tax rate/1,000)) x 1.01 (1% admin fee)

Based on 2017 tax rates with 100% Principal Residence Exemption

	Tax Rate	Annual Taxes	10 yr total
Ad Valorem	38.4013	\$	3,878.53 \$ 38,785.31

		NEZ	
Year 1	17.27500	\$	1,744.78
Year 2	17.27500	\$	1,744.78
Year 3	17.27500	\$	1,744.78
Year 4	17.27500	\$	1,744.78
Year 5	17.27500	\$	1,744.78
Year 6	17.27500	\$	1,744.78
Year 7	17.27500	\$	1,744.78
Year 8	25.10174	\$	2,535.28
Year 9	33.18433	\$	3,351.62
Year 10	35.79281	\$	3,615.07
			\$ 21,715.39

Taxes Abated:

\$ 17,069.92

City of Hillsdale - Property Tax Estimate
NEIGHBORHOOD ENTERPRISE ZONE

(single-family, owner occupied)

Building Value:* \$ 200,000 *Land will be taxed separately at the ad valorem rate
 SEV: \$ 100,000 Taxable Value: \$ 100,000.00 PRE %: 100% (OWNER OCCUPIED)
 Hillsdale County ISD - 316 Hidden Meadows Drive
 Ad Valorem taxes (without NEZ)

Category	Tax Levy	Summer		Winter Rate	Winter Amount	Total	
		Summer Rate	Summer Amount			Total Rate	Total Amount
County	Operating	4.95270	\$ 495.27	0.00000	\$ -	4.95270	\$ 495.27
County	Ambulance	0.00000	\$ -	0.24980	\$ 24.98	0.24980	\$ 24.98
County	Ambulance '06	0.00000	\$ -	0.14990	\$ 14.99	0.14990	\$ 14.99
County	Med Care Facility	0.00000	\$ -	0.59970	\$ 59.97	0.59970	\$ 59.97
County	Med Care Facility '06	0.00000	\$ -	0.40000	\$ 40.00	0.40000	\$ 40.00
County	Senior Services	0.00000	\$ -	0.49650	\$ 49.65	0.49650	\$ 49.65
County	Senior Services '08	0.00000	\$ -	0.49970	\$ 49.97	0.49970	\$ 49.97
School	State Educ Tax	6.00000	\$ 600.00	0.00000	\$ -	6.00000	\$ 600.00
School	Local Bldg/Site	0.99880	\$ 99.88	0.99880	\$ 99.88	1.99760	\$ 199.76
School	Bond	0.00000	\$ -	0.00000	\$ -	0.00000	\$ -
School	Local Operating	9.00000	\$ -	9.00000	\$ -	18.00000	\$ -
School	ISD General Oper	0.13370	\$ 13.37	0.13370	\$ 13.37	0.26740	\$ 26.74
School	ISD Special Ed	1.49990	\$ 149.99	1.50010	\$ 150.01	3.00000	\$ 300.00
School	ISD Voc Ed	0.44590	\$ 44.59	0.44590	\$ 44.59	0.89180	\$ 89.18
City	General Operating	12.43370	\$ 1,243.37	0.00000	\$ -	12.43370	\$ 1,243.37
City	Street Maintenance	2.48680	\$ 248.68	0.00000	\$ -	2.48680	\$ 248.68
City	Sinking Fund	2.98100	\$ 298.10	0.00000	\$ -	2.98100	\$ 298.10
City	Library	0.99470	\$ 99.47	0.00000	\$ -	0.99470	\$ 99.47
City	Admin Fee	1%	\$ 14.03	1%	\$ 5.47	1%	\$ 19.51
Totals:		41.92720	\$ 3,306.75	14.47410	\$ 552.88	56.40130	\$ 3,859.64

Taxes with NEZ abatement

Category	Tax Levy	Summer		Winter Rate	Winter Amount	Total	
		Summer Rate	Summer Amount			Total Rate	Total Amount
County	Operating	2.22799	\$ 222.80	0.00000	\$ -	2.22799	\$ 222.80
County	Ambulance	0.00000	\$ -	0.11237	\$ 11.24	0.11237	\$ 11.24
County	Ambulance '06	0.00000	\$ -	0.06743	\$ 6.74	0.06743	\$ 6.74
County	Med Care Facility	0.00000	\$ -	0.26978	\$ 26.98	0.26978	\$ 26.98
County	Med Care Facility '06	0.00000	\$ -	0.17994	\$ 17.99	0.17994	\$ 17.99
County	Senior Services	0.00000	\$ -	0.22335	\$ 22.34	0.22335	\$ 22.34
County	Senior Services '08	0.00000	\$ -	0.22479	\$ 22.48	0.22479	\$ 22.48
School	State Educ Tax	2.69913	\$ 269.91	0.00000	\$ -	2.69913	\$ 269.91
School	Local Bldg/Site	0.44931	\$ 44.93	0.44931	\$ 44.93	0.89862	\$ 89.86
School	Bond	0.00000	\$ -	0.00000	\$ -	0.00000	\$ -
School	Local Operating	4.60000	\$ -	4.60000	\$ -	9.20000	\$ -
School	ISD General Oper	0.06015	\$ 6.02	0.06015	\$ 6.02	0.12030	\$ 12.03
School	ISD Special Ed	0.67474	\$ 67.47	0.67483	\$ 67.48	1.34957	\$ 134.96
School	ISD Voc Ed	0.20059	\$ 20.06	0.20059	\$ 20.06	0.40118	\$ 40.12
City	General Operating	5.59336	\$ 559.34	0.00000	\$ -	5.59336	\$ 559.34
City	Street Maintenance	1.11870	\$ 111.87	0.00000	\$ -	1.11870	\$ 111.87
City	Sinking Fund	1.34102	\$ 134.10	0.00000	\$ -	1.34102	\$ 134.10
City	Library	0.44747	\$ 44.75	0.00000	\$ -	0.44747	\$ 44.75
City	Admin Fee	1%	\$ 6.31	1%	\$ 2.46	1%	\$ 8.77
Totals:		19.41246	\$ 1,487.56	7.06254	\$ 248.72	26.47500	\$ 1,736.27

(Based on 2017 millage rates)

First Year Savings: \$ 2,123.36

NEZ certificates may be granted for a period of up to 12 years



City of Hillsdale Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM X: New Business

SUBJECT: Land Division Application – Platted lots within the Gas Light Terrace Subdivision

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor; Alan Beeker, Zoning Administrator/Planning Commission)

Stephen Moore II submitted an application for a land division affecting his property located at 3980 W Carleton Rd (Bldg #2 of the former Jonesville Tool Complex on M-99). The application was received on September 21, 2017. The property in question includes Gas Light Terrace, a subdivision platted in 1966 but never developed. The proposed land division would split parcels 9-11 of the plat, along with the adjacent unplatted land. The proposed division would result in two parcels. The second parcel is currently not accessible by any improved streets, roads or alleys, although Gas Light Lane as platted would have provided access if it had been developed.

The Michigan Land Division Act, [Public Act 288 of 1967](#), as amended, and the Hillsdale Subdivision Control Ordinance, Hillsdale Municipal Code, Chapter 18, [Article II](#), set requirements for land divisions, including the splitting of platted lots. Specifically, Sec. 18-82(a) prohibits the splitting of a platted lot unless it is approved by council.

RECOMMENDATION:

The application has been reviewed by the City Assessor. In addition, the City of Hillsdale Planning Commission reviewed the application at a special meeting called for that purpose on October 10, 2017. The Assessor and PC both recommend approval with the condition that the inaccessible parcel would have to be sold to an adjacent property owner and subsequently combined with their property, or a private road agreement would have to be included as part of the sale. Any improvement of Gas Light Lane would be done at the expense of the property owner(s) benefitted.

Council action required - Within 45 days of receipt of the completed application including fee (by 11/5/2017):

1. Approve as submitted; or
2. Approve with conditions; or
3. Disapprove (must specify reason for disapproval in the motion).

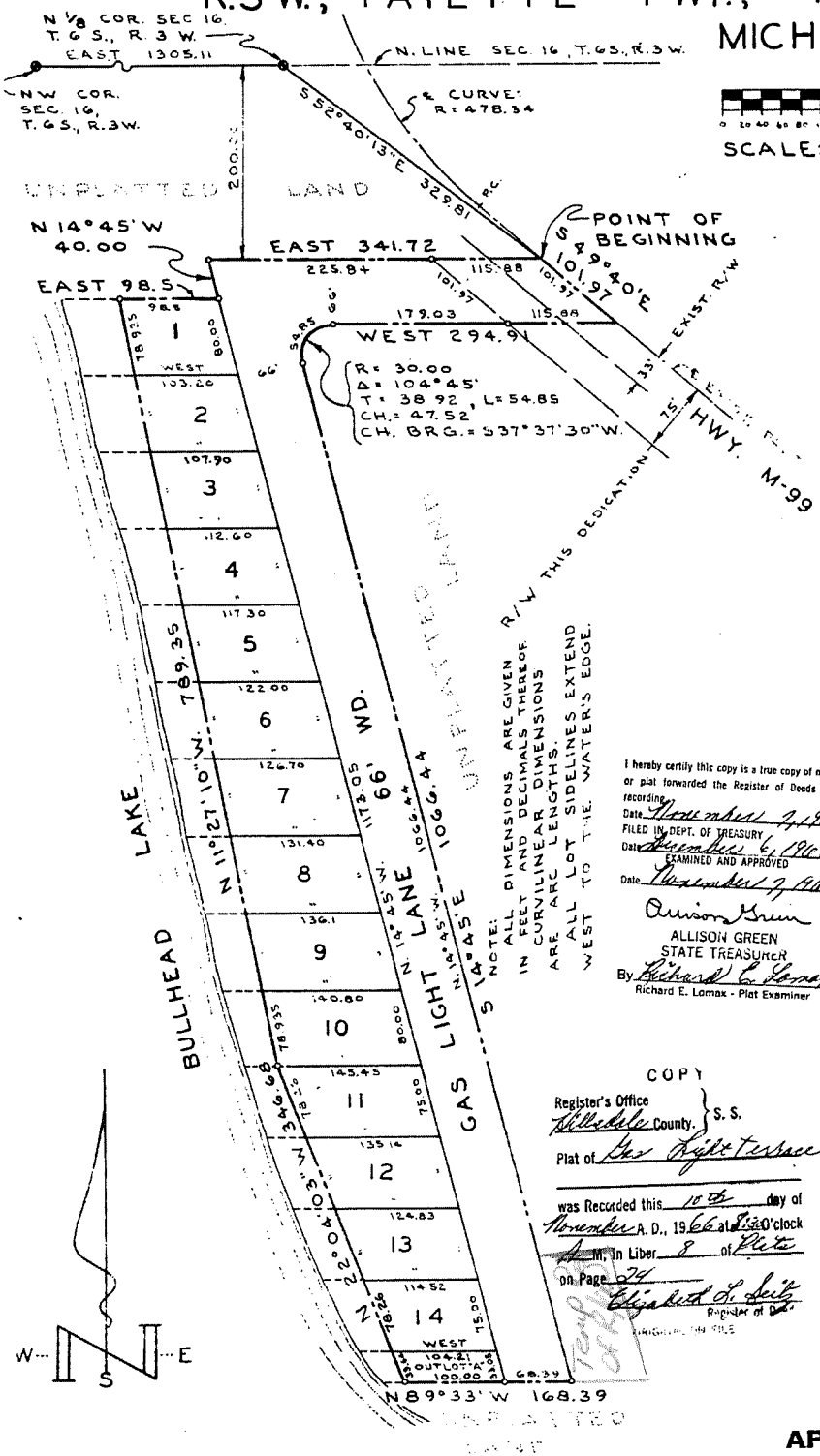
Written notice of the decision must be provided to the applicant.

49106

COPY

"GAS LIGHT TERRACE"

BEING A SUBDIVISION PART OF NW 1/4, SEC. 16, T.6S., R.3W., FAYETTE TWP., HILLSDALE COUNTY, MICHIGAN



DESCRIPTION OF LAND PLATTED

The land embraced in the annexed plat of "Gas Light Terrace" Being a Subdivision Part of NW 1/4, Sec. 16, T. 6 S., R. 3 W., Fayette Twp., Hillsdale County, Michigan comprises 14 lots numbered 1 thru 14 and Outlot "A" and is described as follows: Commencing at the Northwest corner of Sec. 16, T. 6 S., R. 3 W., thence East a distance of 1305.11 feet to the North 1/8 corner of said Sec. 16, thence South 52° 40' 13" East a distance of 329.81 feet to the centerline of highway M-99 which point is the point of beginning of this description:

- Thence S. 49° 40' E. along the centerline of highway M-99 a distance of 101.97 feet;
- Thence West a distance of 294.91 feet to a point of curvature;
- Thence along the arc of a curve, radius being 30.00 feet, chord being 47.52 feet bearing S. 37° 37' 30" W., interior angle being 104° 45', a distance of 54.85 feet;
- Thence S. 14° 45' E. a distance of 1066.44 feet;
- Thence N. 89° 33' W. a distance of 168.39 feet to the beginning of a meandering line along the shore of Bullhead Lake;
- Thence along the said meandering line:
- N. 22° 04' 03" W., a distance of 346.68 feet;
- N. 11° 27' 10" W., a distance of 789.35 feet to the point of termination of said meandering line;
- Thence East a distance of 98.5 feet;
- Thence N. 14° 45' W., a distance of 40.00 feet;
- Thence East a distance of 341.72 feet to the point of beginning;

Also including all land west of the said meandering line to the water's edge of Bullhead Lake.

CERTIFICATE OF MUNICIPAL APPROVAL

This plat was approved by the Fayette Township Board at a meeting held August 23, 1966 and complies with Sec. 19A and the width of the lots is in compliance with requirements of Sec. 30, Act 172, of 1929, as amended.

Charles K. East
Clerk

DEDICATION

KNOW ALL MEN BY THESE PRESENTS, that we A. Gilbert Schaefer and Elizabeth L. Schaefer, his wife as proprietors and vendees, and Harry E. Scoville and Reva M. Scoville, his wife, as vendees, have caused the land embraced in the annexed plat to be surveyed, laid out and platted, to be known as "Gas Light Terrace" Being a Subdivision Part of NW 1/4, Sec. 16, T. 6 S., R. 3 W., Fayette Twp., Hillsdale County, Michigan, and that Gas Light Lane and Highway M-99 as shown on the said plat are hereby dedicated to the use of the public.

Signed and Sealed in the Presence of:

Louise P. Hatt
Louise P. Hatt Witness

A. J. Hatt
A. J. Hatt Witness

Louise P. Hatt
Louise P. Hatt Witness

A. J. Hatt
A. J. Hatt Witness

A. Gilbert Schaefer
A. Gilbert Schaefer, Proprietor & Vendee
36 Westwood Dr.; Hillsdale, Michigan

Elizabeth L. Schaefer
Elizabeth L. Schaefer, His Wife
36 Westwood Dr.; Hillsdale, Michigan

Harry E. Scoville
Harry E. Scoville, Vendor
45 S. Norwood; Hillsdale, Michigan

Reva M. Scoville
Reva M. Scoville, His Wife
45 S. Norwood; Hillsdale, Michigan

ACKNOWLEDGMENT

State of Michigan)
County of Hillsdale) ss.

On this 14 day of August 1966, before me, a Notary Public in and for said county, personally came the above named A. Gilbert Schaefer, Elizabeth L. Schaefer, his wife, Harry E. Scoville, and Reva M. Scoville, his wife, known to me to be the persons who executed the above dedication, and acknowledged the same to be their free act and deed.

APPROVED October 31, 1966

MICHIGAN STATE HIGHWAY COMMISSION
Howard E. Hill
HOWARD E. HILL
State Highway Director

Louise P. Hatt
Louise P. Hatt
Notary Public, Hillsdale County, Michigan
My Commission Expires Oct. 17, 1969

SURVEYOR'S CERTIFICATE

I hereby certify that the plat hereon delineated is a correct one and that permanent metal monuments consisting of bars not less than one-half inch in diameter and 36 inches in length, or shorter bars of not less than one-half inch in diameter lapped over each other at least 6 inches with an over-all length of not less than 36 inches, encased in a concrete cylinder at least 4 inches in diameter and 36 inches in depth, have been placed at points marked (O) as thereon shown at all angles in the boundaries of the land platted, at all the intersections of streets, and at the intersections of streets with the boundaries of the plat as shown on said plat.

Prepared and Drafted by: *Anselm J. Hatt*
Anselm J. Hatt, S.L.S. #2208
85 Reading Ave.; Hillsdale, Michigan

CERTIFICATE OF APPROVAL BY BOARD OF COUNTY ROAD COMMISSIONERS

STATE OF MICHIGAN)
County of Hillsdale) ss.

The annexed plat was examined and approved by the Hillsdale County Board of Road Commissioners September 23, 1966.

LeGrand Smith, Chairman
Charles V. Bishop, Member
Lynn Smith, Member

CERTIFICATE OF APPROVAL BY COUNTY BOARD

State of Michigan)
County of Hillsdale) ss.

This plat was approved by the Hillsdale County Plat Board October 13, 1966.

Elizabeth L. Seitz
Elizabeth L. Seitz, Chairman, Register of Deeds

George B. Clark
George B. Clark, County Clerk

Wilfred L. Rock
Wilfred L. Rock, County Treasurer

Gerald Riggs
Gerald Riggs, Drain Commissioner

COUNTY TREASURER'S CERTIFICATE RELATING TO TAXES

Office of County Treasurer, Hillsdale County, Michigan.

I hereby certify, that there are no tax liens or titles held by the State on lands described hereon, and that there are no tax liens or titles held by individuals on said lands, for the five years preceding the 29th day of August, 1966 and that taxes for said period of five years are paid, as shown by the records of this office. This certificate does not apply to taxes, if any, now in process of collection by Township, City or Village collecting officers.

Wilfred L. Rock
Wilfred L. Rock, County Treasurer

COPY

Register's Office
Hillsdale County, S.S.

Plat of Gas Light Terrace

was Recorded this 10th day of November, A. D., 1966 at 1:30 o'clock P.M. in Liber 8 of Plats

On Page 274

Elizabeth L. Seitz
Register of Deeds





CITY OF HILLSDALE

Planning Commission
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6449 Fax: (517) 437-6450

PLANNING COMMISSION MINUTES

HILLSDALE CITY HALL,

97 N. Broad Street

October 10, 2017 at 5:30 PM

I. Call to Order 5:30 pm

- A. City PC Members present: Chair Amber Yoder, Laura Smith, Robert Schall, M.D., Mayor Scott Sessions, Kerry Laycock, Eric Moore
- B. Others present: Alan Beeker (Zoning Administrator), Jack McLain, Mary Wolfram (Economic Development), Dennis Wainscott, Eric Swisher (ZBA)
- C. Members absent: Samuel Nutter

II. Consent Items/Communications

- A. Ms. Wolfram asked to add the Econ Dev Report after the ZA Report. Kerry moved to approve with amendment, Mayor Sessions moved to approve the agenda and minutes as presented, motion passed.

III. Public Comment

Jack McLain feels that the Council did not respect the Commissions wishes and that the Commission should be upset that there was not a second public hearing in front of Council regarding the re-zoning. He also wanted clarification regarding the 2/3 vote rule in the By-laws as well as the item that mentions voting more than once.

IV. Old Business

City-wide Rezoning – Mr. Beeker updated the Commission on the adoption of the new zoning map. He addressed the reasons behind Council not having the recommended second public hearing. Mr. Beeker presented the recommendation to the City Manager. When Mr. Mackie was told that the letter of the law had been satisfied with the July public hearing before the Planning Commission and that the costs of notice for the second hearing would be prohibitive, the decision was to not have it. The City Council passed the ordinance amendment unanimously. The Planning Commission was satisfied with the reasons and consider the matter closed.

V. New Business

- A. Region 2 Planning Commission Report – Mr. Beeker presented a brief overview of the R2PC meeting in September.

B. Lot Division – The owner of the parcels located along the west side of W. Carleton Road (M-99), at the north limits of the City, known as 3980 W. Carleton Road is requesting a division of the existing parcel. The subdivision in question was platted in 1966 but never developed. Gas Light Lane is now part of the parking lot for the former Jonesville Tool building and would have to be extended to access the new parcel. Initially, the applicant planned to sell the new parcel to an adjacent owner, but he is exploring other options as well so the recommendation should be based on this being a stand-alone property. Therefore, the Assessor's recommending that any approval be conditional upon a private road

agreement or sale to and combination with an adjacent property to guarantee access. Laura Smith moved to approve with conditions laid out by the Assessor and recommend to Council, Mayor Sessions seconded. Motion passed.

- C. Kensington Heights Alley Vacation – The City is considering the vacation of some of the unimproved alley right-of-ways in the Kensington Heights addition. The area is along Spring, Glendale and Highland Streets. The Planning Commission would like to hold off on the vacation at this time to see how housing development progresses in the City over the next few years.

VI. Zoning Administrator Report

One way to Two Way Street conversions – Mr. Beeker informed the Commission that he is doing the fact finding to move toward achieving one of the Master Plan goals. In the recent amendment to the Master Plan, the Commission included the goal to convert all of the City one-way streets back to two-way.

Zoning Map-related Ordinance Amendments – Mr. Beeker let the Commission know that the ordinances affected by the zoning map changes would be coming before them shortly.

Vacancy notice on City website – A banner advertising the upcoming vacancies on the Commission was posted on the City website.

Vacant Property Ordinance – The Assessor has asked the Commission to consider developing an ordinance that will hold owners of vacant properties to a higher standard of maintenance. Mr. Beeker will be developing an ordinance for their review in the near future.

VII. Economic Development Report

Ms. Wolfram discussed the concept of expanding the Bed & Breakfast ordinance to allow for owner operated temporary rentals rather than just owner occupied businesses. The ordinance would only need to add owner occupied and/or managed to the language. The second thing was that she wanted to encourage the PC to continue pushing for the vision in the Master Plan. She visited a town in Maryland that is very much like Hillsdale that has succeeded in achieving the same vision that the PC has for Hillsdale.

VIII. Public Comment

Dennis Wainscott spoke to a Collegian article that suggested the he was wanting a medical marijuana dispensary but he had only been supportive of a new business. On behalf of Jack McLain, Mr. Wainscott asked for the amount that it would have cost to have done the mailing.

Eric Swisher spoke to the one way street conversion back to a two way street. His concern is that it will increase traffic on S. Manning from the hospital. He also spoke to the idea that most new families can't spend over \$200,000 for a starter home and usually spend \$150,000. He wants the City to look at how to create reasonable housing that are not duplexes or more.

- IX. Adjournment at 7:35 pm** – Laura Smith moved to adjourn, Mayor Sessions seconded, motion passed. Meeting adjourned.

Next meeting: October 17, 2017 at 5:30 pm.



TO: Planning Commission

FROM: Zoning Administrator

DATE: October 4, 2017

RE: Land Division Request

Background: The owner of the parcels located along the west side of W. Carleton Road (M-99), at the north limits of the City, known as 3980 W. Carleton Road is requesting a division of the existing parcel.

The land division application involves the splitting of platted lots in the Gas Light Terrace subdivision. Therefore, it requires Council approval with Planning Commission recommendation per HMC Sec 18-82:

(b) No lot in a recorded plat shall be divided into more than four parts, and the resulting lot must conform with the provisions of section 36-411. Upon submission of the application to the clerk, the matter shall be automatically referred to the planning commission for its input, review and recommendation. No building permit shall be issued or any building construction commenced until the division has been approved by the council.

Under the Michigan Land Division Act, if the City fails to act upon the request within 45 days, which will be November 4, 2017, it is automatically approved.

The subdivision in question was platted in 1966 but never developed. Gas Light Lane is now part of the parking lot for the former Jonesville Tool building and would have to be extended to access the new parcel. Initially, the applicant planned to sell the new parcel to an adjacent owner, but he is exploring other options as well so we the recommendation should be based on this being a stand-alone property. Therefore, the Assessor's recommending that any approval be conditional upon a private road agreement or sale to and combination with an adjacent property to guarantee access.

The Zoning Administrator and Assessor have reviewed and conditionally approved the application and is requesting that the Planning Commission conditionally recommend the land division to Council for final approval.

30 06 009 300 008 09 6 3
SPEAR, DANIEL R
4060 W CARLETON RD
Acres: 17.34

30 006-016-100-05
PLAYFORD, DONALD F & DONNA J
4000 W CARLETON RD
Acres: 0.1

30 06 016 100 002 16 6 3
PLAYFORD, DONALD F & DONNA J
4000 W CARLETON RD
Acres: 0.77

30 006-016-100-04
MOORE, STEPHEN JOHN II
3980 W CARLETON RD
Acres: 1.33

30 06 016 100 019 16 6 3
WINGATE, JANE M ETAL
3911 W CARLETON RD
Acres: 3.9

30 006-016-100-18
WINGATE, J. C. LASICH, M. MEAD
3891 W CARLETON RD
Acres: 12.5

30 06 016 100 001 16 6 3
SCHROTH, PHYLLIS
3751 N LAKE WILSON RD
Acres: 11.82

30 006-016-100-17
MOORE, STEPHEN JOHN II
3890 W CARLETON RD
Acres: 7

30 006-016-100-13
HOLTON, BETTY JEAN REVOCABLE TRUST
3840 W CARLETON RD
Acres: 1.81

30 006-016-100-06
HOLTON, BETTY JEAN REVOCABLE TRUST
3780 W CARLETON RD
Acres: 5.36

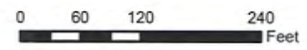
30 006-016-100-16
ANGEL BECK HOLDINGS LLC
3750 W CARLETON RD
Acres: 5.19

30 06 016 100 022 16 6 3
SIKORA, JOHN S & EMELIA
3631 N LAKE WILSON RD
Acres: 5.24

30 06 016 100 011 16 6 3
PARADINE, JOHN & KATHLEEN
TAYLOR RD
Acres: 5.01

30 06 016 100 015 16 6 3
SCHOLL, ANDREW P
2750 TAYLOR RD
Acres: 5.1

30 06 016 100 020 16 6 3
FAYETTE FARM LLC
TAYLOR RD
Acres: 47.23



City of Hillsdale

NOT A SURVEY
This map is for informational use only.
Imagery: April, 2015
Map Created: September, 2017





City of Hillsdale LAND DIVISION APPLICATION

Date Received by clerk/treasurer: 9-21-17
Application Fee \$75 – Check or Receipt #:

This application shall be filed with the clerk/treasurer and shall state the reasons for the proposed division and shall include a survey (where deemed necessary) showing such proposed divisions prepared by a registered Michigan civil engineer or land surveyor, a proper legal description of the lot to be divided, and a proper legal description of each separate lot, outlot or parcel proposed shall be submitted with the application (HMC Section 18-82).

Clerk/treasurer: Forward application and all attachments to Assessing Department for review and recommendation to council.

The undersigned owner(s) of the parcel(s) of property referenced below and located within the City of Hillsdale, Hillsdale County, Michigan, hereby request(s) that the properties listed be divided in accordance with the City of Hillsdale Land Division Ordinance (Hillsdale Municipal Code Part II, Chapter 18, Division 3) and with the State of Michigan Land Division Act (Public Act 288 of 1967 as amended, Michigan Compiled Laws Section 560.101 et seq.).

APPLICANT Information:

Owner of Property: Stephen Moore II
Daytime Phone Number: 269-788-4600
Mailing Address: 19995 V DR N
City: Oliver State: MI Zip: 49076

PARENT Parcel Identification Number(s) as Identified on the most recent assessment roll:

- 1. 30-006- 016-100-17
- 2. 30-006- _____
- 3. 30-006- _____
- 4. 30-006- _____
- 5. 30-006- _____

Attach a copy of the most recent tax notice for each parcel or tract to be divided and copy of all deeds for same since March 31, 1997 (that being the effective date of the Michigan Land Division Act) establishing current ownership and availability of division rights. Include a survey or parcel map of the property as it existed on March 31, 1997, and any boundary lines and dimensions of each resulting parcel from any prior divisions since that date.

All outstanding taxes must be paid on all affected parcels prior to processing of this request. Certification from the Hillsdale County Treasurer may be required.

PROPOSAL:

- 1. *Attach a tentative parcel map (survey preferred), including:*
 - a. Proposed boundary lines and the dimensions of each resulting parcel for this application.

1 This form is designed to comply with Sections 18-82 and 18-83 of the City of Hillsdale Land Division Ordinance and Section 109 of the Michigan Land Division Act (formerly the subdivision control act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996) MCL 560.101 et seq.). Land in the City of Hillsdale shall not be divided without the prior review and approval by the City Council or their designated agent, in accordance with the City of Hillsdale Land Division Ordinance and the State of Michigan Land Division Act.



City of Hillsdale LAND DIVISION APPLICATION

- b. Accurate legal description for each resulting parcel proposed.
- c. The location, dimensions and nature of proposed ingress to and egress from any existing or proposed public streets.
- d. The location of any public or private street, driveway (and associated existing addresses) or utility easement(s) to be located within any resulting parcel(s).
- e. The location(s) of any existing structures or improvements (i.e. septic, well, house, garage, etc) and setback from proposed parcel lines.
- f. Intended use for each proposed parcel (commercial, single-family residential, duplex, apartments, industrial, etc. – Separate application to amend the zoning map may be required).

2. DEVELOPMENT SITE LIMITS. Check each item below that represents a condition that exists on the parent parcel. Indicate location on proposed parcel map.

- a. In a DNR-designated critical sand dune area? NO
- b. Riparian or littoral (river or lake front parcel)? YES
- c. Affected by a Great Lake High Erosion setback? NO
- d. A wetland? NO
- e. A beach? NO
- f. Within a flood plain? NA
- g. Slopes more than twenty five percent (a 1:4 pitch or 14 degree angle) or steeper? NO
- h. On muck soils or soils known to have severe limitation for on-site sewage systems if not served by public sewer. NO
- i. Known or suspected to have an abandoned well, underground storage tank or contaminated soils? NO

3. FUTURE DIVISIONS:

- a. How many divisions are remaining after processing of this application?
2
- b. Are any future divisions being transferred from the parent parcel to another parcel? **Circle yes or (no)** (If yes, please attach completed form L-4260a "Notice to assessor of transfer of the right to make a division of land" for each child parcel to receive division rights.)

4. Affidavit and permission for municipal, county and state officials to enter the property for inspections:

I agree the statements above are true, and if found not to be true this application and any approval will be void. Further, I agree to comply with the conditions and regulations provided with this parent parcel division. Further, I agree to give permission for officials of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify that the information on the application is correct at a time mutually agreed with the applicant. Finally, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance, and the State Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996, MCL 560.101 et. Seq.), and does not include any representation or conveyance of rights in

2

This form is designed to comply with Sections 18-82 and 18-83 of the City of Hillsdale Land Division Ordinance and Section 109 of the Michigan Land Division Act (formerly the subdivision control act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996) MCL 560.101 et seq.). Land in the City of Hillsdale shall not be divided without the prior review and approval by the City Council or their designated agent, in accordance with the City of Hillsdale Land Division Ordinance and the State of Michigan Land Division Act.



City of Hillsdale LAND DIVISION APPLICATION

any other statute, building code, zoning ordinance, deed restriction or other property rights.

Finally, even if this division is approved, I understand zoning, local ordinances and State Acts change from time to time, and if changed the division made here must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Property Owner's Signature: Stephen Moore #
Date: 9-21-17

All complete application packages will be acted upon within 60 days of receipt. If the application package does not conform to the City of Hillsdale Land Division Ordinance requirements and/or the State of Michigan Land Division Act, the administrator shall return the same to the applicant for completion and refilling in accordance with same.

For Government Use - DO NOT WRITE BELOW THIS LINE

ZONING ADMINISTRATOR COMMENTS:

Current Zoning: 1-1 - Light Industrial

Does the request meet the minimum lot size and width requirements under the current zoning?: yes

Recommendation: Approve Land Division

ASSESSOR'S COMMENTS:

Platted or unplatted? Platted

If unplatted, how many splits are available? _____

Recommendation: Approve with condition requiring sale to adjacent owner or private land maintenance agreement (Gas Light Lane was never developed)

DATE OF COUNCIL ACTION: _____

____ Approved; Conditions, if any:

____ Denied; Reasons:

Assessor/Land Division Administrator Signature and Date:

Legal Description Change #: _____ Date Processed: _____

Attach list showing parcel numbers, addresses and descriptions of all resulting parcels.

First year this change will appear on the assessment roll: _____

3 This form is designed to comply with Sections 18-82 and 18-83 of the City of Hillsdale Land Division Ordinance and Section 109 of the Michigan Land Division Act (formerly the subdivision control act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996) MCL 560.101 et seq.). Land in the City of Hillsdale shall not be divided without the prior review and approval by the City Council or their designated agent, in accordance with the City of Hillsdale Land Division Ordinance and the State of Michigan Land Division Act.

Parcel: 006-016-100-17

Property Address

3980 W CARLETON RD BLDG #2
HILLSDALE, MI 49242

Owner and Taxpayer Information

Owner	MOORE, STEPHEN JOHN II	Taxpayer	SEE OWNER INFORMATION
	19995 V DRIVE NORTH		
	OLIVET, MI 49076-9550		

Legal Description

BEG NW COR LOT 1 GAS LIGHT TERRACE TH E 98.5 FT TO NE COR SD LOT & W LN GAS LIGHT LN (VAC BY COUNTY RD COMM 1970) TH N14'45"W 40 FT TH E 239.6 FT TH S50°05'03"E 77.92 FT TH W 32 FT TH S59°32'24"E 167.72 FT TH S50°12'43"W 216.56 FT TH S 659.11 FT TH S14°45'E 192 FT TO SE COR OUTLOT A TH W TO SHORE BULLHEAD LK TH NWLY ALG SD SHORE LN TO A PT 35 FT +/- W OF POB TH E TO POB N 50 FT OF E 239.6 FT BEING SHARED EASEMENT 7A +/- LOTS 1-14 + OUTLOT A GAS LIGHT TERRACE & UNPLATTED SEC 16 T6S R3W SECOND WARD PA 425 COND TRANSFER FROM FAYETTE TWP 1988/89 L593 P529 & L590 P86 COMBINED 2004 (ADDED 006-320-001-01);

General Information for 2017 Summer Taxes

School District	30020	PRE/MBT	0.0000%
Taxable Value	\$258,400	S.E.V.	\$258,400
Property Class	301 - 301 INDUSTRIAL	Assessed Value	\$258,400
Tax Bill Number	<i>No Data to Display</i>	Last Receipt Number	<i>No Data to Display</i>
Last Payment Date	<i>No Data to Display</i>	Number of Payments	0
Base Tax	\$10,833.94	Base Paid	\$0.00
Admin Fees	\$108.34	Admin Fees Paid	\$0.00
Interest Fees	\$433.36	Interest Fees Paid	\$0.00
Total Tax & Fees	\$11,375.64	Total Paid	\$0.00
Renaissance Zone	<i>Not Available</i>	Mortgage Code	<i>Not Available</i>

Tax Bill Breakdown for 2017 Summer

Taxing Authority	Millage Rate	Amount	Amount Paid
CITY-GEN OPERG	12.433700	\$3,212.86	\$0.00
CITY-STREETS	2.486800	\$642.58	\$0.00
CITY-SINKING FND	2.981000	\$770.29	\$0.00
LIBRARY	0.994700	\$257.03	\$0.00
COUNTY OPERG	4.952700	\$1,279.77	\$0.00
S.E.T. -	6.000000	\$1,550.40	\$0.00
SCHOOL OPERG -	9.000000	\$2,325.60	\$0.00
SCHOOL BLDG/SITE	0.998800	\$258.08	\$0.00
ISD GENERAL EDUC	0.133700	\$34.54	\$0.00
ISD SPECIAL ED.-	1.499900	\$387.57	\$0.00
ISD VOC, ED.-	0.445900	\$115.22	\$0.00
Admin Fees		\$108.34	\$0.00
Interest Fees		\$433.36	\$0.00
	41.927200	\$11,375.64	\$0.00

****Disclaimer:** BS&A Software provides AccessMyGov.com as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

Parcel: 006-016-100-17

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Legal Description

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General Information for 2016 Winter Taxes

School District	30020	PRE/MBT	0.0000%
Taxable Value	\$263,500	Assessed Value	\$263,500
Property Class	302 -		
Tax Bill Number	<i>No Data to Display</i>	Last Receipt Number	<i>No Data to Display</i>
Last Payment Date	<i>No Data to Display</i>	Number of Payments	0
Base Tax	\$3,814.36	Base Paid	\$0.00
Admin Fees	\$38.14	Admin Fees Paid	\$0.00
Interest Fees	\$114.43	Interest Fees Paid	\$0.00
Total Tax & Fees	\$3,966.93	Total Paid	\$0.00

Tax Bill Breakdown for 2016 Winter

Taxing Authority	Millage Rate	Amount	Amount Paid
VOTED MEDICAL	0.600000	\$158.10	\$0.00
VOTED MEDICAL 06	0.400000	\$105.40	\$0.00
VOTED AMBULANCE	0.250000	\$65.87	\$0.00
VOTED AMBULAN 06	0.150000	\$39.52	\$0.00
VOTED SENIOR	0.496800	\$130.90	\$0.00
VOTED SENIOR 08	0.500000	\$131.75	\$0.00
SCHOOL OPERG -	9.000000	\$2,371.50	\$0.00
SCHOOL BLDG/SITE	0.999400	\$263.34	\$0.00
ISD GENERAL EDUC	0.133700	\$35.22	\$0.00
ISD SPECIAL ED.-	1.500100	\$395.27	\$0.00
ISD VOC. ED.-	0.445900	\$117.49	\$0.00
Admin Fees		\$38.14	\$0.00
Interest Fees		\$114.43	\$0.00
	14.475900	\$3,966.93	\$0.00

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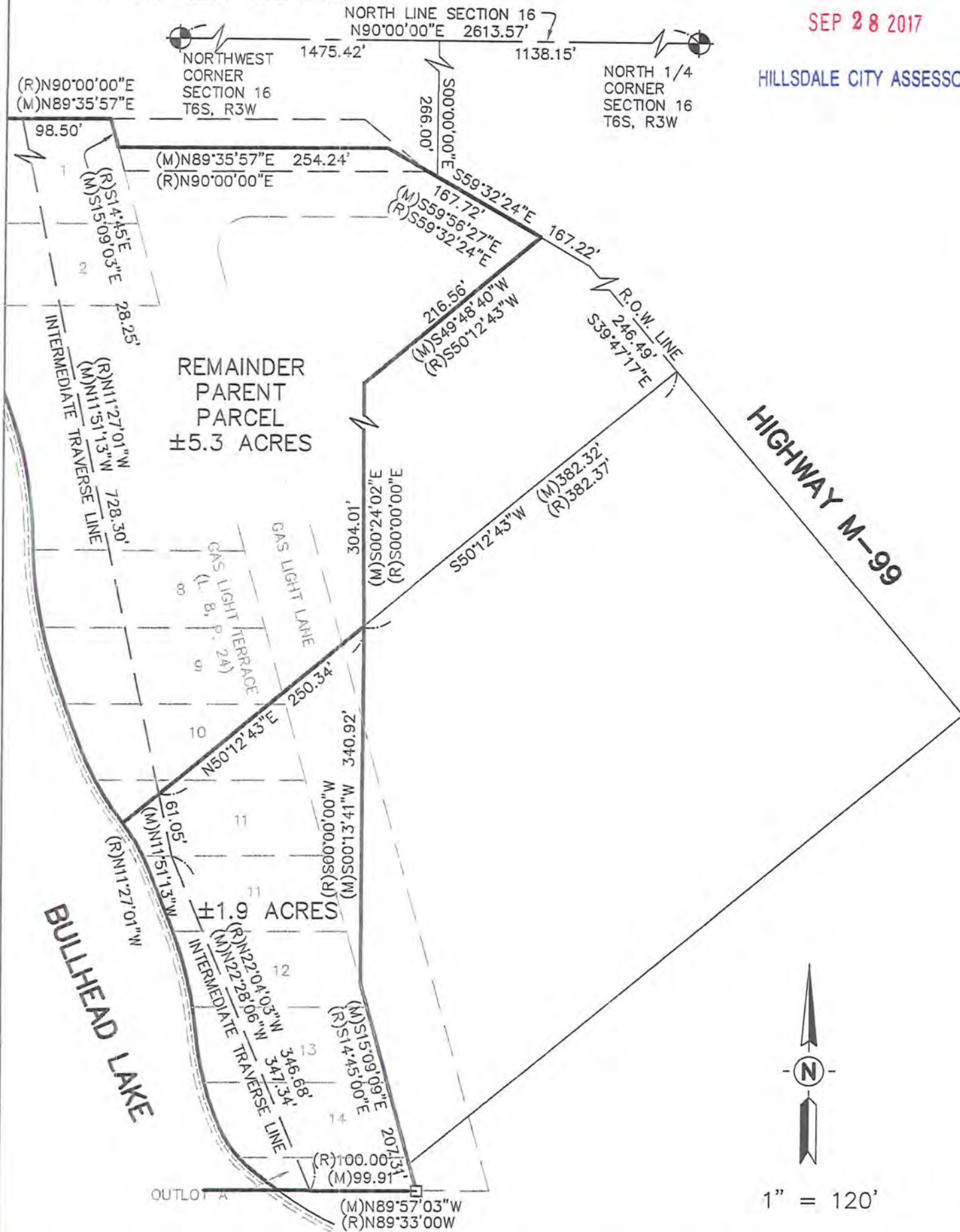
SKETCH

FOR: **STEPHEN MOORE**

RECEIVED

SEP 28 2017

HILLSDALE CITY ASSESSOR



This plan was made at the direction of the parties hereon and intended solely for their immediate use and no survey has been made and no property lines were monumented, all easements recorded or unrecorded may not be shown, unless specifically noted, and no dimensions are intended for use in establishing property lines.

- R = Recorded Distance
- M = Measured Distance
- = Deed Line
- - - = Distance Not to Scale



KEBS, INC.

**KYES ENGINEERING
BRYAN LAND SURVEYS**

13432 PRESTON DRIVE, MARSHALL, MI 49068
PH. 269-781-9800 FAX. 269-781-9805

2116 HASLETT ROAD, HASLETT, MI 48840
PH. 517-339-1014 FAX. 517-339-8047

DRAWN BY: BEB	SECTION 16, T6S, R3W
FIELD WORK BY: MJG	JOB NUMBER: 92631
FIELD WORK DATE: 9/6/17	SHEET 1 OF 2

MICHAEL A. GROAT
PROFESSIONAL SURVEYOR

DATE
No. 39079

SKETCH

FOR: **STEPHEN MOORE**

1.9 ACRE PARCEL

A parcel of land located in the Northwest 1/4 of Section 16, Town 6 South, Range 3 West, City of Hillsdale, Hillsdale County, Michigan being described as: Commencing at the Northwest Corner of Section 16, T6S, R3W; thence N90°00'00"E, 1475.42 feet along the North line of said Section 16; thence S00°00'00"E, 266.00 feet; thence S59°32'24"E, 167.22 feet to the Southwesterly right-of-way line of Highway M-99; thence S39°47'17"E, 246.19 feet along said right-of-way line; thence S50°12'45"W, 382.32 feet (recorded as 382.37 feet) to the point of beginning of the following described parcel; thence S00°13'41"W, 340.92 feet (recorded as S00°00'00"W) to the Westerly line of Gas Light Lane (vacated), a part of Gas Light Terrace, as recorded in Liber 8 of Plats, page 24, in the Office of the Register of Deeds of Hillsdale County, Michigan; thence S15°09'09"E, 207.31 feet along said Westerly line to the Southeast Corner of Outlot A of said Gas Light Terrace; thence N89°57'03"W, 99.91 feet (recorded as N89°33'00"W, 100.00 feet) along the South line of said Outlot A to a Intermediate Traverse Line along the Easterly shore of Bullhead Lake; thence N22°28'06"W, 347.34 feet (recorded as N22°04'03"W, 346.68 feet along said Intermediate Traverse Line; thence N11°51'13"W, 61.05 feet (recorded as N11°27'01"W) along said Intermediate Traverse Line; thence N50°12'43"E, 250.34 feet to the point of beginning; said parcel containing all land between the Southerly and Northerly boundary lines extended from said Intermediate Traverse Line to the shore line of Bullhead Lake; said parcel contains 1.9 acres, more or less; said parcel being subject to any easements or restrictions of use or record.

REMAINDER PARENT PARCEL 5.3 ACRES

A parcel of land located in the Northwest 1/4 of Section 16, Town 6 South, Range 3 West, City of Hillsdale, Hillsdale County, Michigan being described as: Commencing at the Northwest Corner of Section 16, T6S, R3W; thence N90°00'00"E, 1475.42 feet along the North line of said Section 16; thence S00°00'00"E, 266.00 feet; thence S59°32'24"E, 167.22 feet to the Southwesterly right-of-way line of Highway M-99; thence S39°47'17"E, 246.19 feet along said right-of-way line; thence S50°12'45"W, 382.32 feet (recorded as 382.37 feet) to the point of beginning of the following described parcel; thence S50°12'43"E, 250.34 feet to a Intermediate Traverse Line along the Easterly shore of Bullhead Lake as described in Gas Light Terrace, as recorded in Liber 8 of Plats, page 24, in the Office of the Register of Deeds of Hillsdale County, Michigan; thence N11°51'13"W, 728.30 feet (recorded as N11°27'01"W) along said Intermediate Traverse Line to the North line of Lot 1 of said Gas Light Terrace; thence N89°35'57"E, 98.50 feet (recorded as N90°00'00"E) along said North line to the Northeast Corner of Lot 1 of said Gas Light Terrace; thence S15°09'03"E, 28.25 feet (recorded as S14°45'E) along the Easterly Line of said Lot 1; thence N89°35'57"E, 254.24 feet (recorded as N90°00'00"E); thence S59°56'27"E, 167.72 feet (recorded as S59°32'24"E); thence S49°48'40"W, 216.56 feet (recorded as S50°12'43"W); thence S00°24'02"E, 304.01 feet (recorded as S00°00'00"E) to the point of beginning; said parcel containing all land between the Southerly and Northerly boundary lines extended from said Intermediate Traverse Line to the shore line of Bullhead Lake; said parcel contains 5.3 acres, more or less; said parcel being subject to any easements or restrictions of use or record. Subject to a 50 feet wide easement abutting part of the North boundary, to be used in common with others, and previously described as: Beginning at the Northeast Corner of Lot 1 of "Gas Light Terrace": thence S14°15'E a distance of 28.25 feet; thence East a distance of 286.20 feet to Highway M-99; thence N50°05'03"W a distance of 77.92 feet; thence West a distance of 239.60 feet; thence S14°45'E a distance of 23.45 feet to the point of beginning.



KEBS, INC. KYES ENGINEERING
BRYAN LAND SURVEYS

13432 PRESTON DRIVE, MARSHALL, MI 49068
PH. 269-781-9800 FAX. 269-781-9805

2116 HASLETT ROAD, HASLETT, MI 48840
PH. 517-339-1014 FAX. 517-339-8047

DRAWN BY: BEB	SECTION 16, T6S, R3W
FIELD WORK BY: MJG	JOB NUMBER: 92631
FIELD WORK DATE: 9/6/17	SHEET 2 OF 2



City of Hillsdale

Agenda Item Summary

MEETING DATE: October 16, 2017

AGENDA ITEM: New Business

SUBJECT: Goose Hunt within City of Hillsdale

BACKGROUND: Jake Hammel, Director of Public Services

The eleven morning hunting sessions in September yielded a total harvest of 31 birds. The first day produced the best result of 17 birds. Temperatures soared into the high 80's and low 90's for most of the hunting days, which we feel may have contributed to the sharp drop-off in harvest numbers.

The team of hunters has requested 4-6 more days of hunting from 7am to 3pm on weekdays during the Oct. 14-Dec.10 season.

Goose Hunting Seasons: Sep.1-30, Oct.14-Dec.10, Dec.30-31, Jan.27-Feb.12

RECOMMENDATION

I recommend approving an extension of the 2017 Goose Hunt within the Hillsdale city limits, at the Baw Beese Park System only, for 4-6 additional full days.



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Mark Maier

Address: 24 Highland Ave Hillsdale 49242
Street City Zip

Phone: Home 517-437-0904 Work 517-607-2445

E-Mail MARK.MAIER @ ~~Hillsdale~~gmail.com

Are you a resident of City of Hillsdale? Yes No

Occupation: (if retired, former occupation) Academic Administrator

Please check the expertise and skills you can contribute:

- Accounting
- Fund Raising
- Marketing
- Advocacy
- Human Resources
- Planning
- Computers
- Knowledge of the Cause
- Public Relations
- Legal
- Community Relations
- Public Speaking
- Finance
- Management
- Other _____

Brief Educational Background: BA English/Hillsdale College; MLIS University of South Carolina.

What charitable or community activities have you **actively** participated in? Please describe any leadership role(s) you have (had) in the organization(s):
Religious Education Teacher St. Anthony Catholic Church.

On what other volunteer boards/committees have you served? Alpha Omega Board, Rotary club board, WCA board, ~~board~~, Board of Education - Diocese of Lansing.

Describe any previous activities related to government: Board of Special Assessors - Hillsdale

Please explain why you would be interested in serving on the council or committee: I'm a former Director of The Library & remain interested in seeing the library prosper.

Please explain your understanding of the City of Hillsdale: I love the City & live here intentionally. I'm happy to help in any way I can.

Additional comments: _____

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.

Wu hi
Applicant Signature

10/2/17
Date



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6442 FAX: (517) 437-6448
cityofhillsdale.org

Name: Margot Ann Games

Address: 32 North Norwood Avenue Hillsdale 49242
Street City Zip

Phone: Home 517-610-3011 Work 517-437-7329 ext 223

E-Mail m.games@co.hillsdale.mi.us

Are you a resident of City of Hillsdale? Yes No

Occupation: (if retired, former occupation) Deputy Clerk of Collection, 2B District Court

Please check the expertise and skills you can contribute:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Accounting | <input type="checkbox"/> Planning | <input checked="" type="checkbox"/> Community Relations |
| <input checked="" type="checkbox"/> Fund Raising | <input checked="" type="checkbox"/> Computers | <input checked="" type="checkbox"/> Public Speaking |
| <input type="checkbox"/> Marketing | <input checked="" type="checkbox"/> Knowledge of the Cause | <input type="checkbox"/> Finance |
| <input type="checkbox"/> Advocacy | <input type="checkbox"/> Public Relations | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Legal | <input type="checkbox"/> Other _____ |

Brief Educational Background:

High School Diploma from Hillsdale High School,

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s):

Hillsdale's "Great American Parade" Board Member, Webelos Den Leader for Cub Scout Troop 4174, and organizing reunions for HHS Class of 2003 (Class President)

On what other volunteer boards/committees have you served?

Though I have not served on many volunteer boards/committees, I look forward to the opportunity to give back to my community in this way.

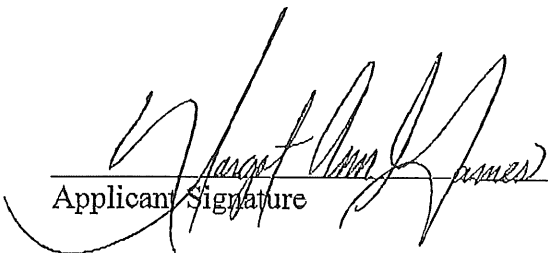
Describe any previous activities related to government: Student Body President, Class of 2008
I work at the 2B District Court (County of Hillsdale).

Please explain why you would be interested in serving on the council or committee: I am
interested in serving on the Headquarters Recreational Authority, because I care deeply
about this community. I have lived here almost my whole life and have chosen
to raise my children here. I am an avid outdoors person and am inspired by
community.

Please explain your understanding of the City of Hillsdale:
The City of Hillsdale is a great place to raise children. I have lived in Hillsdale
County almost my whole life. My understanding of the City of Hillsdale is
that volunteers are being sought in order to bring together and better this
community.

Additional comments: Thank you for your consideration.

Please send your completed application to City of Hillsdale, City Manager at 97 North Broad Street, Hillsdale, MI 49242.


Applicant Signature

October 11, 2017
Date