



City of Hillsdale

City Council Agenda

November 6, 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 20, 2017: \$84,996.12
 2. BPU Claims of October 20, 2017: \$111,000.05
 3. Payroll of October 19, 2017: \$160,238.07
 - B. City Council Minutes of October 16, 2017 Regular Meeting
 - C. Planning Commission Minutes of October 10, 2017
 - D. Shade Tree Commission Minutes of October 11, 2017
 - E. Economic Development Corporation Minutes of June 15, 2017 & October 19, 2017
 - F. EDC – Business Review Committee Minutes of July 25, 2017 & October 3, 2017
 - G. Finance Committee Minutes of:
 1. August 28, 2017
 2. September 11, 2017
 3. September 25, 2017
 4. October 9, 2017
 5. October 26, 2017
 - H. Dawn Theater Governance Board Minutes of October 5, 2017
 - I. Hillsdale Policy Group Progress Report – October 2017
 - J. Code Enforcement Report – October 2017
 - K. Quarterly Investment Report
- VI. Communications/Petitions**
 - A. State of Michigan: Inflation Rate Multiplier and the Headlee Millage Reduction Fraction (MRF) formula
 - B. Communication from Ms. Nola Wagner
 - C. Marketing for Hillsdale Manufacturing & Technology Park
 - D. “No Shave November” - Hillsdale Police Dept. Officer Ted Brendel
 - E. City of Hillsdale Newsletter – December 2017

VII. Introduction and Adoption of Ordinance/Public Hearing

- A. **Public Hearing:** Ordinance #2017-002: An Ordinance to Amend Section 36-143 of Division of Article III of Chapter 36 of the Code of the City of Hillsdale
- B. **Public Hearing:** 425 Agreement with Fayette Township
- C. Ordinance #2017-003: An Ordinance to Replace Sections 36-271 through and Including 36-279 of Division 7 of Article III of Chapter 36 of the Code of the City of Hillsdale
- D. Ordinance #2017-004: An Ordinance to Amend Sections 36-651 Through and Including 36-653 of Division 4 of Article VIII of Chapter 36 of the Code of the City of Hillsdale
- E. Ordinance #2017-005: An Ordinance to Amend Sections 36-621 Through and Including 36-634 of Division 3 of Article VIII of Chapter 36 of the Code of the City of Hillsdale
- F. Ordinance #2017-006: An Ordinance to Amend Sections 36-591 Through and Including 36-601 of Division 2 of Article VIII of Chapter 36 of the Code of the City of Hillsdale

VIII. Unfinished Business

IX. Old Business

- A. Set a Public Hearing for November 20, 2017 regarding the Community Development Block Grant (CDBG) for Blight Elimination at 42 Union Street

X. New Business

- A. TCO 2017-75: No Parking on the west side of Summit Street

XI. Miscellaneous Reports

- A. Appointment of Mr. Jeffrey Rogers to the Zoning Board of Appeals
- B. Appointment of Mr. Ronald Scholl to the Planning Commission

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 107							
101-265.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	OCT 2017	10/19/17	427.99	107
101-441.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	OCT 2017	10/19/17	43.17	107
588-588.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	OCT 2017	10/19/17	42.85	107
640-444.000-920.000	UTILITIES	MICH GAS UTILITIES	NATURAL GAS UTILITY	OCT 2017	10/19/17	43.17	107
Total For Check 107						557.18	
Check 108							
101-441.000-801.000	CONTRACTUAL SERVICES	SPOK, INC	DPS PAGER	A7385433V	10/22/17	18.72	108
Total For Check 108						18.72	
Check 78147							
101-400.000-905.000	PUBLISHING / NOTICES	KCI	REZONING MAILING - POSTAGE DEPOSIT	190745	10/17/17	728.46	78147
Total For Check 78147						728.46	
Check 78148							
101-295.000-740.000	FUEL AND LUBRICANTS	A PLUS ELECTRIC, INC	FUEL TANK (JET-A) MOTOR REPAIR	7256	10/09/17	857.74	78148
Total For Check 78148						857.74	
Check 78149							
101-000.000-228.013	DUE TO ALLERUS - DC CONT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-18-17	11/18/17	475.63	78149
101-295.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-18-17	11/18/17	64.48	78149
101-301.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-18-17	11/18/17	63.72	78149
271-790.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-18-17	11/18/17	143.08	78149
699-441.000-716.000	RETIREMENT	ALERUS FINANCIAL	RETIREMENT CONTRIBUTIONS DIV #1104	10-18-17	11/18/17	68.44	78149
Total For Check 78149						815.35	
Check 78150							
101-336.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	WIRE NUTS, J-BOX, COVER, FLEX, CON	17INV044285	10/29/17	31.78	78150
Total For Check 78150						31.78	
Check 78151							
101-295.000-726.000	SUPPLIES	ARROW SWIFT PRINTING	BUSINESS CARDS	143880	11/10/17	61.00	78151
Total For Check 78151						61.00	
Check 78152							
588-588.000-925.000	TELEPHONE	AT&T LONG DISTANCE	MONTHLY LONG DISTANCE - DART	829553719 SEP 2	11/03/17	14.92	78152
Total For Check 78152						14.92	
Check 78153							
271-790.000-801.000	CONTRACTUAL SERVICES	AUTO GRAPHICS, INC	YEARLY SUPPORT FEE CARD CATALOG	0075393	11/17/17	1,650.00	78153
Total For Check 78153						1,650.00	
Check 78154							
101-295.000-801.000	CONTRACTUAL SERVICES	AVFUEL CORP	JET-A REFUELING TRUCK RENTAL	Multiple	10/28/17	673.20	78154
Total For Check 78154						673.20	
Check 78155							
271-790.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	ADULT BOOKS	Multiple	10/26/17	41.04	78155
271-792.000-982.000	BOOKS	BAKER & TAYLOR COMPAN	CHILDREN'S BOOKS SEPTEMBER	Multiple	10/26/17	330.28	78155
Total For Check 78155						371.32	
Check 78156							
101-336.000-726.000	SUPPLIES	BEAVER RESEARCH COMPA	GLASS CLEANER	0269183	11/19/17	74.16	78156
588-588.000-726.000	SUPPLIES	BEAVER RESEARCH COMPA	CLEANING SUPPLIES - DART	0268850	11/12/17	299.45	78156
Total For Check 78156						373.61	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78157							
203-480.000-726.000	SUPPLIES	BECKER & SCRIVENS	CONCRETE - ALLEYWAY OFF OF RIVER S	75997	10/10/17	15.15	78157
						<u>15.15</u>	
Total For Check 78157						15.15	
Check 78158							
101-400.000-860.000	TRANSPORTATION AND MILEA	ALAN BEEKER	REGION 2 MEETING MILEAGE REIMBURSE	MILEAGE	10/19/17	36.38	78158
						<u>36.38</u>	
Total For Check 78158						36.38	
Check 78159							
101-172.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	55.20	78159
101-215.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	123.35	78159
101-219.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	55.20	78159
101-295.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	55.20	78159
101-301.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	10/28/17	966.89	78159
101-336.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 000	10/28/17	164.02	78159
101-400.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	95.75	78159
101-441.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	150.95	78159
208-751.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	55.20	78159
271-790.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	NOV 2017 0002	10/28/17	95.75	78159
588-588.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	10/28/17	154.36	78159
640-444.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	10/28/17	113.52	78159
699-441.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	Multiple	10/28/17	445.66	78159
						<u>2,531.05</u>	
Total For Check 78159						2,531.05	
Check 78160							
101-266.000-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINTENANCE	17-0000163	11/11/17	22.41	78160
202-460.000-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINTENANCE	17-0000163	11/11/17	246.03	78160
203-460.000-801.000	CONTRACTUAL SERVICES	BOARD OF PUBLIC UTILI	STREET LIGHT MAINTENANCE	17-0000163	11/11/17	179.11	78160
247-900.000-920.000	UTILITIES	BOARD OF PUBLIC UTILI	DAWN THEATER	SEPT 2017	10/25/17	99.00	78160
						<u>546.55</u>	
Total For Check 78160						546.55	
Check 78161							
101-372.000-801.372	CONTRACTUAL SERVICES - C	BORCK'S OUTDOOR SERVI	CODE ENFORCEMENT - ORDERED MOWING	10/12/17 MOWING	11/12/17	225.00	78161
						<u>225.00</u>	
Total For Check 78161						225.00	
Check 78162							
101-336.000-726.000	SUPPLIES	COREY BURKE	PURCHASED CANDY FOR HD RURAL FIRE	REIMBURSE	10/19/17	69.70	78162
						<u>69.70</u>	
Total For Check 78162						69.70	
Check 78163							
101-441.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	CLEANER & DISP	351773854	11/10/17	32.79	78163
						<u>32.79</u>	
Total For Check 78163						32.79	
Check 78164							
101-174.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	41.56	78164
101-209.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	MANILA ENVELOPES/32GB DRIVE/FILE F	444824	10/25/17	43.83	78164
101-209.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	145.95	78164
101-215.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	COMB BINDERS/ COVERS	Multiple	10/21/17	104.22	78164
101-215.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	225.04	78164
101-253.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	ADDING MACHINE	444949	11/02/17	96.01	78164
101-301.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	6.03	78164
101-372.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	18.78	78164
101-400.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	18.78	78164
101-441.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	DRY EARSE MARKERS	594313	10/20/17	17.66	78164
101-441.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	118.07	78164
208-751.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	HOLE PUNCH, BANDS, INDEX CARDS/BOX	063050	09/09/17	12.64	78164

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78164							
208-751.000-726.006	CONCESSION SUPPLIES	CURRENT OFFICE SOLUTI	DEPOSIT BAGS	591028	08/22/17	30.44	78164
208-751.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	COPIER LEASE & COPIES	290519	10/25/17	11.85	78164
271-790.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	PAPER/NOTES/HIGHLIGHTER/PROTECTOR	594322	10/20/17	106.48	78164
271-790.000-801.000	CONTRACTUAL SERVICES	CURRENT OFFICE SOLUTI	LANIER COPIER LEASE CREDIT	818954	10/27/17	(57.50)	78164
409-756.000-726.000	SUPPLIES	CURRENT OFFICE SOLUTI	ENVELOPES	594001	10/14/17	9.19	78164
						<u>949.03</u>	
Total For Check 78164							
Check 78165							
271-790.000-726.003	SUPPLIES - TECHNOLOGY GR	DOBERMAN TECHNOLOGIES	INSTALLATION ON DIRCTOR'S LAPTOP	CW-6603	10/10/17	280.00	78165
						<u>280.00</u>	
Total For Check 78165							
Check 78166							
101-301.000-862.000	LODGING AND MEALS	THAD DOTY	SGT. DOTY/L. KAST - LOCAL AGENCY S	EXPENSE	10/19/17	39.40	78166
						<u>39.40</u>	
Total For Check 78166							
Check 78167							
202-450.000-801.000	CONTRACTUAL SERVICES	DUBOIS TRUCKING AND E	NEW TYPE "M" STYLE CURB AND APPROA	QB1176	11/10/17	5,550.00	78167
203-480.000-726.000	SUPPLIES	DUBOIS TRUCKING AND E	LIMESTONE W/O #1139	QB1173	11/06/17	102.00	78167
						<u>5,652.00</u>	
Total For Check 78167							
Check 78168							
101-265.000-801.000	CONTRACTUAL SERVICES	EAST 2 WEST ENTERPRIS	MONTHLY CLEANING - DISPATCH	7410	11/01/17	40.00	78168
						<u>40.00</u>	
Total For Check 78168							
Check 78169							
101-174.000-862.000	LODGING AND MEALS	ECONOMIC DVLPMNT PARTN	ANNUAL DINNER	274	11/16/17	50.00	78169
						<u>50.00</u>	
Total For Check 78169							
Check 78170							
101-336.000-726.000	SUPPLIES	EMERGENCY MEDICAL PRO	MEDICAL SUPPLIES	1938955	11/04/17	271.99	78170
						<u>271.99</u>	
Total For Check 78170							
Check 78171							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	FAMILY FARM & HOME	BEARINGS	100	11/04/17	9.16	78171
						<u>9.16</u>	
Total For Check 78171							
Check 78172							
101-295.000-801.000	CONTRACTUAL SERVICES	BRIAN FIX	2017 CONSTRUCTION ON RENTED LAND	PER ACRE EXPENS	10/19/17	1,946.56	78172
						<u>1,946.56</u>	
Total For Check 78172							
Check 78173							
271-790.000-930.000	REPAIRS & MAINTENANCE	G&G GLASS, INC	ALUM CLOSURE - LIBRARY BACK DOORS	17-2383	10/21/17	325.00	78173
408-751.000-801.000	CONTRACTUAL SERVICES	G&G GLASS, INC	FIELDS OF DREAMS CONCESSIONS SCREE	17-2385	10/24/17	1,750.00	78173
						<u>2,075.00</u>	
Total For Check 78173							
Check 78174							
101-295.000-726.000	SUPPLIES	GELZER & SON INC	MASKING TAPE/SPRAY PAINT - AIRPORT	C251955	09/10/17	21.95	78174
101-336.000-726.000	SUPPLIES	GELZER & SON INC	ROUNDUP/PAINT PEN	Multiple	10/10/17	192.26	78174
101-756.000-930.000	REPAIRS & MAINTENANCE	GELZER & SON INC	BOLTS, NUTS, CAULK	Multiple	11/10/17	20.52	78174
203-460.000-726.000	SUPPLIES	GELZER & SON INC	PAINT	A156505	11/10/17	41.99	78174
203-480.000-726.000	SUPPLIES	GELZER & SON INC	READY MIX	C259331	11/10/17	26.45	78174
247-900.000-726.000	SUPPLIES	GELZER & SON INC	SNOW SCOOP/RAKE	Multiple	11/10/17	101.35	78174
408-751.000-726.000	SUPPLIES	GELZER & SON INC	GFCI OUTLET - FOD	A156639	11/10/17	18.99	78174
640-444.000-726.000	SUPPLIES	GELZER & SON INC	CUT OF WHEELS	C260862	11/10/17	14.90	78174
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	GELZER & SON INC	BOLTS	C259179	11/10/17	3.98	78174

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 78174 640-444.000-730.301	POLICE VEH/EQUP MAINT SU	GELZER & SON INC	KEYS	C260179	11/10/17	11.96	78174
			Total For Check 78174			454.35	
Check 78176 633-000.000-111.000	INVENTORY - MAT. AND SUP	GERKEN MATERIAL, INC	22 A GRAVEL	136063	11/07/17	72.30	78176
			Total For Check 78176			72.30	
Check 78177 101-265.000-801.790	CONTRACTUAL SRV-MITCHELL	GRIFFITHS MECHANICAL	MAIN FLOOR FURNACE @ MRC	Multiple	09/12/17	810.17	78177
			Total For Check 78177			810.17	
Check 78178 101-174.000-967.002	PROJECT COSTS - CDBG BLI	HAGER CONSULTING, LLC	CDBG GRANT - 42 UNION	DRAW #17	10/19/17	2,450.00	78178
			Total For Check 78178			2,450.00	
Check 78179 101-253.000-964.000	REFUNDS AND REBATES	HILLSDALE CO TREASURE	BOR ADMIN FEE BILLBACK 2014-16	Multiple	10/10/17	67.78	78179
			Total For Check 78179			67.78	
Check 78180 588-588.000-730.000	VEH./EQUIP. MAINT. SUPPL	HOEKSTRA TRANSPORTATI	DOOR SWITCH, MODULE	Multiple	11/03/17	297.50	78180
			Total For Check 78180			297.50	
Check 78181 247-900.000-801.000	CONTRACTUAL SERVICES	INTERNATIONAL ECON DE	TIFA ADVERTISING	86340	10/29/17	375.00	78181
			Total For Check 78181			375.00	
Check 78182 640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	JACKSON TRUCK SERVICE	FILTERS	Multiple	11/03/17	113.04	78182
			Total For Check 78182			113.04	
Check 78183 640-444.000-801.000	CONTRACTUAL SERVICES	JEFFERSON TOWNSHIP	DISPOSAL OF USED TIRES	10/09/2017	11/09/17	132.00	78183
			Total For Check 78183			132.00	
Check 78184 101-253.000-734.000	POSTAGE	KCI	WINTER TAX PRINTING/MAILING	190649	11/21/17	1,080.15	78184
			Total For Check 78184			1,080.15	
Check 78185 101-175.000-806.002	LEGAL SERVICES - TAX CAS	KREIS, ENDERLE HUDGIN	MTT ATTORNEY SEPT INV - MCDONALD'S	284536 TGK	10/10/17	275.00	78185
			Total For Check 78185			275.00	
Check 78186 208-751.000-726.006	CONCESSION SUPPLIES	KUSTER'S DAIRY PRODUC	ICE CREAM PRODUCT	802 081717	10/19/17	70.34	78186
			Total For Check 78186			70.34	
Check 78187 271-792.000-726.010	SUPPLIES-SUMMER READING	VICKIE LEE	SUPPLIES FOR CHILDREN'S PROGRAM AN	REIMBURSE	10/19/17	74.33	78187
			Total For Check 78187			74.33	
Check 78188 101-276.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/1/2017	40001495	10/01/17	421.68	78188
101-441.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/1/2017	Multiple	10/01/17	481.92	78188
101-756.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/1/2017	Multiple	10/01/17	60.24	78188

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Check 78188							
202-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/1/2017	Multiple	10/01/17	176.96	78188
202-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/1/2017	Multiple	10/01/17	240.96	78188
202-460.500-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/08/2017	40001932	10/12/17	15.06	78188
202-490.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/1/2017	40001495	10/01/17	45.18	78188
203-450.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/1/2017	40001495	10/01/17	45.18	78188
203-460.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/08/2017	40001932	10/12/17	180.72	78188
203-490.000-801.000	CONTRACTUAL SERVICES	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 10/08/2017	40001932	10/12/17	30.12	78188
Total For Check 78188						1,698.02	
Check 78189							
101-295.000-726.000	SUPPLIES	MARKET HOUSE	MINI CHIPS/SODA/TISSUE/PENS/CLEANI	107566	11/12/17	63.07	78189
101-301.000-726.000	SUPPLIES	MARKET HOUSE	KLEENEX/IBUPROFEN/AIR FRESHNER REF	107276	11/16/17	21.07	78189
271-790.000-726.000	SUPPLIES	MARKET HOUSE	OPEN HOUSE SUPPLIES HOT DOG BUS A	107098	11/13/17	33.24	78189
271-792.000-726.000	SUPPLIES	MARKET HOUSE	CHILDREN'S PROGRAMMING, CRAFTY CLU	Multiple	11/10/17	135.07	78189
Total For Check 78189						252.45	
Check 78190							
202-480.000-726.000	SUPPLIES	MICHIGAN PIPE & VALVE	LIFT EYE W/CHAIN - LIFT MANHOLE CO	J010023	11/10/17	185.08	78190
203-480.000-726.000	SUPPLIES	MICHIGAN PIPE & VALVE	LIFT EYE W/CHAIN - LIFT MANHOLE CO	J010023	11/10/17	185.08	78190
Total For Check 78190						370.16	
Check 78191							
101-174.000-967.002	PROJECT COSTS - CDBG BLI	MIDSTATE TITLE COMPAN	CDBG GRANT - 42 UNION	DRAW #17	10/19/17	11,508.60	78191
Total For Check 78191						11,508.60	
Check 78192							
101-175.000-806.000	LEGAL SERVICES	MIKA MEYERS BECKET &	LEGAL SERVICES	616498	10/16/17	304.00	78192
Total For Check 78192						304.00	
Check 78193							
271-790.000-801.000	CONTRACTUAL SERVICES	CLEMENT MILLER	LIFETIME TIMEIT LICENSE PURCHASE	LICENSE	11/18/17	3,600.00	78193
Total For Check 78193						3,600.00	
Check 78194							
271-790.000-726.003	SUPPLIES - TECHNOLOGY GR	NET DESIGNS	WEB SITE DESIGN	10-09-2017	11/09/17	3,420.00	78194
Total For Check 78194						3,420.00	
Check 78195							
588-588.000-726.000	SUPPLIES	NORM'S TIREMAN	TIRES & TIRE REPAIR	5200042582	11/10/17	219.88	78195
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	NORM'S TIREMAN	TIRES & TIRE REPAIR	5200042582	11/10/17	633.88	78195
640-444.000-801.000	CONTRACTUAL SERVICES	NORM'S TIREMAN	TIRES & TIRE REPAIR	5200042713	11/10/17	199.64	78195
Total For Check 78195						1,053.40	
Check 78196							
101-301.000-742.000	CLOTHING / UNIFORMS	NYE UNIFORM COMPANY	CLOTHING - OFFICER DOW	Multiple	10/28/17	355.85	78196
101-336.000-742.000	CLOTHING / UNIFORMS	NYE UNIFORM COMPANY	CLOTHING - FIREFIGHTERS BURKE	Multiple	10/28/17	317.94	78196
Total For Check 78196						673.79	
Check 78197							
640-444.000-801.301	POLICE VEHICLE REPAIR	PARNEY'S CAR CARE	OIL CHANGE - UNIT 2-5 (16 EXPLORER	Multiple	10/14/17	221.80	78197
Total For Check 78197						221.80	
Check 78198							
101-295.000-740.000	FUEL AND LUBRICANTS	PATRIOT AVIATION	FUEL INVENTORY	161	10/03/17	10,341.88	78198
640-444.000-740.000	FUEL AND LUBRICANTS	PATRIOT AVIATION	GAS CAN FUEL	163	10/03/17	76.42	78198

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Check 78198							
						Total For Check 78198	10,418.30
Check 78199							
101-336.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	ANTI-FREEZE - ENGINE 332	1229094	11/12/17	124.88	78199
101-756.000-930.000	REPAIRS & MAINTENANCE	PERFORMANCE AUTOMOTIV	ALUM RIVET	1228190	11/04/17	4.58	78199
588-588.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	CAB LIGHT/YELLOW MARKER	1227905	11/02/17	55.96	78199
640-444.000-726.000	SUPPLIES	PERFORMANCE AUTOMOTIV	BRAKE CLEANER/FILTERS	Multiple	10/29/17	123.65	78199
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	PERFORMANCE AUTOMOTIV	SPARK PLUGS	Multiple	11/02/17	656.62	78199
						Total For Check 78199	965.69
Check 78201							
101-301.000-742.000	CLOTHING / UNIFORMS	POWERS CLOTHING, INC.	ALTERATIONS - PATCHES SEWN ON SHIR	7827	10/31/17	13.00	78201
						Total For Check 78201	13.00
Check 78202							
101-400.000-810.000	DUES AND SUBSCRIPTIONS	REGION 2 PLANNING COM	ANNUAL DUES 2018	HC - 19	11/03/17	2,242.35	78202
101-400.000-862.000	LODGING AND MEALS	REGION 2 PLANNING COM	ANNUAL DINNER	2017	11/02/17	30.00	78202
						Total For Check 78202	2,272.35
Check 78203							
101-295.000-930.000	REPAIRS & MAINTENANCE	SPRATT'S	TIRE FOR JOHN DEERE	157963	11/10/17	17.50	78203
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	SPRATT'S	FILTER	157950	11/03/17	24.99	78203
						Total For Check 78203	42.49
Check 78204							
633-000.000-111.000	INVENTORY - MAT. AND SUP	SPRINGVALLEY TRUCKING	22A GRAVEL	5296	11/01/17	407.93	78204
						Total For Check 78204	407.93
Check 78205							
101-295.000-930.000	REPAIRS & MAINTENANCE	STATE MOTOR & CONTROL	FUEL PUMP MOTOR - FREIGHT	3041672	10/21/17	98.60	78205
						Total For Check 78205	98.60
Check 78206							
640-444.000-801.301	POLICE VEHICLE REPAIR	STILLWELL FORD MERCUR	REPLACED SPARK PLUGS & CYLINDER #3	590917	11/06/17	794.76	78206
						Total For Check 78206	794.76
Check 78207							
202-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	13 A - HOT MIX	Multiple	10/28/17	243.52	78207
203-450.000-726.000	SUPPLIES	TACKETT AND SONS MATE	13 A - HOT MIX	Multiple	10/28/17	72.74	78207
203-480.000-726.000	SUPPLIES	TACKETT AND SONS MATE	COMMERCIAL TOP HOT MIX	17-995	10/29/17	86.25	78207
						Total For Check 78207	402.51
Check 78208							
208-751.000-726.000	SUPPLIES	TEAM SPORTS, INC	CATCHERS GEAR	326482/1	10/06/17	162.99	78208
						Total For Check 78208	162.99
Check 78209							
101-209.000-860.000	TRANSPORTATION AND MILEA	KIMBERLY A. THOMAS	MI DEPT OF TREAS LOCAL FISCAL ACCO	MILEAGE	10/19/17	90.25	78209
						Total For Check 78209	90.25
Check 78210							
677-175.000-964.000	REFUNDS AND REBATES	UNEMPLOYMENT INSURANC	UNEMPLOYMENT REIMBURSE 2016	0804703 000	11/13/17	3,358.49	78210
						Total For Check 78210	3,358.49
Check 78211							

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Check 78211							
101-265.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	Multiple	11/17/17	26.90	78211
101-336.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL LINEN SERVICE	154 0008088+	11/17/17	20.10	78211
101-441.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	11/03/17	52.94	78211
101-441.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	11/03/17	64.62	78211
271-790.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	Multiple	07/13/17	164.85	78211
588-588.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	Multiple	10/21/17	64.08	78211
640-444.000-742.000	CLOTHING / UNIFORMS	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	11/03/17	21.04	78211
640-444.000-801.000	CONTRACTUAL SERVICES	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	11/03/17	33.62	78211
Total For Check 78211						448.15	
Check 78212							
101-265.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/1/2017	Multiple	11/02/17	106.88	78212
101-276.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/1/2017	Multiple	11/02/17	99.75	78212
101-441.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/1/2017	Multiple	11/02/17	28.51	78212
101-756.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/1/2017	Multiple	11/02/17	548.63	78212
202-460.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/1/2017	Multiple	11/02/17	228.00	78212
203-460.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/8/2017	4628	11/09/17	99.75	78212
588-588.000-801.000	CONTRACTUAL SERVICES	US STAFFING AGENCY, L	TEMP EMPLOYEE W/E 10/1/2017	Multiple	11/02/17	14.23	78212
Total For Check 78212						1,125.75	
Check 78213							
101-301.000-801.000	CONTRACTUAL SERVICES	VERIZON WIRELESS	IN-CAR MOBILE DATA TERMINALS IN UN	9793741817	10/24/17	160.04	78213
Total For Check 78213						160.04	
Check 78214							
640-444.000-850.000	INSURANCE	VESTED RISK STRATEGIE	2017 ADDITIONAL AUTO INSURANCE PRE	438256	11/10/17	1,114.00	78214
Total For Check 78214						1,114.00	
Check 78215							
101-301.000-801.000	CONTRACTUAL SERVICES	WATCHGUARD VIDEO	REDACTIVE SOFTWARE LICENSE KEY/3-Y	4BOINV0002683	11/09/17	6,260.00	78215
Total For Check 78215						6,260.00	
Check 78216							
101-336.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	CITY FLEET FUEL	SEPT 2017	10/31/17	482.50	78216
588-588.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	CITY FLEET FUEL	SEPT 2017	10/31/17	1,182.81	78216
640-444.000-740.000	FUEL AND LUBRICANTS	WATKINS OIL COMPANY	CITY FLEET FUEL	SEPT 2017	10/31/17	1,721.08	78216
640-444.000-740.301	FUEL AND LUBRICANTS-POLI	WATKINS OIL COMPANY	CITY FLEET FUEL	SEPT 2017	10/31/17	1,753.21	78216
Total For Check 78216						5,139.60	
Check 78217							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	WELLS EQUIPMENT SALES	CABLE, B/U	47312	11/10/17	98.95	78217
Total For Check 78217						98.95	
Check 78218							
640-444.000-730.000	VEH./EQUIP. MAINT. SUPPL	WHITES WELDING SERVIC	PLATE STEEL	Multiple	11/02/17	57.00	78218
Total For Check 78218						57.00	
Check 78219							
202-470.000-801.000	CONTRACTUAL SERVICES	CRAIG WICKHAM	STUMP REMOVALS	10-13-17	11/13/17	200.00	78219
203-470.000-801.000	CONTRACTUAL SERVICES	CRAIG WICKHAM	STUMP REMOVALS	10-13-17	11/13/17	50.00	78219
Total For Check 78219						250.00	
Check 78220							
271-790.000-750.000	PERIODICALS / MAGAZINES	WOODLANDS LIBRARY COO	ANCESTRY.COM SUBSCRIPTION	6447	11/02/17	783.00	78220
271-790.000-801.000	CONTRACTUAL SERVICES	WOODLANDS LIBRARY COO	4TH QUARTER OVERDRIVE OCT - DEC 20	6477	11/02/17	235.05	78220

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Check 78220						
			Total For Check 78220			<u>1,018.05</u>

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
			Fund Totals:				
			Fund 101 GENERAL FUND			48,022.88	
			Fund 202 MAJOR ST./TRUNKLINE FUND			7,130.79	
			Fund 203 LOCAL ST. FUND			1,114.54	
			Fund 208 RECREATION FUND			343.46	
			Fund 247 TAX INCREMENT FINANCE ATH.			575.35	
			Fund 271 LIBRARY FUND			11,359.67	
			Fund 408 FIELDS OF DREAMS			1,768.99	
			Fund 409 STOCK'S PARK			9.19	
			Fund 588 DIAL-A-RIDE FUND			2,346.04	
			Fund 633 PUBLIC SERVICES INV. FUND			480.23	
			Fund 640 REVOLVING MOBILE EQUIP. FUN			7,972.39	
			Fund 677 UNEMPLOYMENT INSURANCE FUND			3,358.49	
			Fund 699 DPS LEAVE AND BENEFITS FUND			514.10	
			Total For All Funds:			<hr/>	84,996.12

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Check 68456							
582-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816019	10/19/17	75.00	68456
590-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816019	10/19/17	37.50	68456
591-175.000-930.000	REPAIRS & MAINTENANCE	A CLEAN START	OFFICE CLEANING	816019	10/19/17	37.50	68456
Total For Check 68456						150.00	
Check 68457							
582-175.000-810.000	DUES AND SUBSCRIPTIONS	ACD	MONTHLY FIBER LEASE	42187-116	10/19/17	202.00	68457
Total For Check 68457						202.00	
Check 68458							
590-547.000-727.600	SUPPLIES - FERROUS CHLOR	ALEXANDER CHEMICAL CO	FERROUS CHLORIDE WWTP	SLS 10064739	10/19/17	3,332.38	68458
Total For Check 68458						3,332.38	
Check 68459							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	ALTEC, INC	REPAIRS TO 39-04 UNDER WARRANTY	50151299	10/19/17	460.00	68459
Total For Check 68459						460.00	
Check 68460							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	AMERICAN COPPER AND B	ENGINE PARTS	Multiple	10/19/17	166.21	68460
582-544.000-726.800	SUPPLIES - OPERATIONS	AMERICAN COPPER AND B	ELECTRICAL CONNECTORS AND MATERIAL	Multiple	10/19/17	32.12	68460
590-547.000-930.000	REPAIRS & MAINTENANCE	AMERICAN COPPER AND B	WWTP VARIOUS PIPING, TUBING, LAMPS	Multiple	10/19/17	90.06	68460
Total For Check 68460						288.39	
Check 68461							
582-544.000-801.300	TREE TRIMMING	AMERICAN ELECTRIC POW	FINAL TRIMMING PAYMENT	170-21078534	10/19/17	24,771.17	68461
Total For Check 68461						24,771.17	
Check 68462							
582-000.000-084.101	DUE FROM GENERAL FUND	AT&T	TELEPHONE SERVICE	517R21057610	10/19/17	621.88	68462
582-000.000-084.208	DUE FROM RECREATION	AT&T	TELEPHONE SERVICE	517R21057610	10/19/17	33.90	68462
582-000.000-084.271	DUE FROM LIBRARY FUND	AT&T	TELEPHONE SERVICE	517R21057610	10/19/17	172.95	68462
582-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517R21057610	10/19/17	296.71	68462
590-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517R21057610	10/19/17	148.36	68462
591-175.000-925.000	TELEPHONE	AT&T	TELEPHONE SERVICE	517R21057610	10/19/17	148.36	68462
Total For Check 68462						1,422.16	
Check 68463							
582-000.000-110.000	INVENTORY	BECKER & SCRIVENS	SONO TUBE FOR INVENTORY	75946	10/19/17	324.00	68463
582-544.000-801.000-1	CONTRACTUAL SERVICES	BECKER & SCRIVENS	CONCRETE FOR ST LIGHTS ON MANNING	76026	10/19/17	454.00	68463
Total For Check 68463						778.00	
Check 68464							
582-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	10082017	10/19/17	700.99	68464
582-543.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	10082017	10/19/17	88.26	68464
590-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	10082017	10/19/17	351.34	68464
591-175.000-715.000	HEALTH AND LIFE INSURANC	BLUE CROSS & BLUE SHI	DENTAL & VISION INSURANCE GROUP 00	10082017	10/19/17	465.29	68464
Total For Check 68464						1,605.88	
Check 68465							
582-000.000-040.000	ACCOUNTS RECEIVABLE	BOND, RUSSELL	UB refund for account: 014528	10/09/2017	10/19/17	31.00	68465
Total For Check 68465						31.00	
Check 68466							
582-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	612003	10/19/17	1,458.92	68466
590-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	612003	10/19/17	729.46	68466

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Check 68466							
591-175.000-801.000	CONTRACTUAL SERVICES	BRIDGESTONE AMERICAS,	MONTHLY PROCESSING	612003	10/19/17	729.46	68466
						<u>729.46</u>	
Total For Check 68466						2,917.84	
Check 68467							
582-000.000-123.000	PREPAID EXPENSES	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	125.00	68467
582-175.000-801.200	COMPUTER	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	74.50	68467
590-000.000-123.000	PREPAID EXPENSES	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	62.50	68467
590-175.000-801.200	COMPUTER	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	37.25	68467
590-547.000-930.000	REPAIRS & MAINTENANCE	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	34.96	68467
591-000.000-123.000	PREPAID EXPENSES	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	62.50	68467
591-175.000-726.591	SUPPLIES-WELLHEAD PROTEC	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	1,951.00	68467
591-175.000-801.200	COMPUTER	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	37.25	68467
591-175.000-810.000	DUES AND SUBSCRIPTIONS	BUSINESS CARD	MMEA MEETING, SUPPLIES, COMPUTER	547415135352929	10/19/17	140.00	68467
						<u>140.00</u>	
Total For Check 68467						2,524.96	
Check 68468							
582-000.000-040.000	ACCOUNTS RECEIVABLE	CAMPBELL, LAURA L	UB refund for account: 025926	10/09/2017	10/19/17	50.63	68468
590-000.000-040.000	ACCOUNTS RECEIVABLE	CAMPBELL, LAURA L	UB refund for account: 025926	10/09/2017	10/19/17	23.27	68468
591-000.000-040.000	ACCOUNTS RECEIVABLE	CAMPBELL, LAURA L	UB refund for account: 025926	10/09/2017	10/19/17	16.32	68468
						<u>16.32</u>	
Total For Check 68468						90.22	
Check 68469							
582-000.000-040.000	ACCOUNTS RECEIVABLE	CHERRY TREE APARTMENT	UB refund for account: 025284	10/09/2017	10/16/17	9.00	68469
						<u>9.00</u>	
Total For Check 68469						9.00	
Check 68470							
582-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	10/19/17	448.05	68470
582-543.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	RUGS - PP	Multiple	10/19/17	185.06	68470
590-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	10/19/17	289.03	68470
591-175.000-801.000	CONTRACTUAL SERVICES	CINTAS CORPORATION	MATS, TOWELS & RUGS	Multiple	10/19/17	224.03	68470
						<u>224.03</u>	
Total For Check 68470						1,146.17	
Check 68471							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	CITY OF HILLSDALE	REPAIRS TO CHIPPER AND PICK-UP	92817-2	10/19/17	266.01	68471
						<u>266.01</u>	
Total For Check 68471						266.01	
Check 68472							
582-000.000-040.000	ACCOUNTS RECEIVABLE	CLARK, RENEE C & WEAI	UB refund for account: 026712	10/19/2017	10/19/17	109.06	68472
590-000.000-040.000	ACCOUNTS RECEIVABLE	CLARK, RENEE C & WEAI	UB refund for account: 026712	10/19/2017	10/19/17	27.13	68472
591-000.000-040.000	ACCOUNTS RECEIVABLE	CLARK, RENEE C & WEAI	UB refund for account: 026712	10/19/2017	10/19/17	23.24	68472
						<u>23.24</u>	
Total For Check 68472						159.43	
Check 68473							
590-547.000-726.900	SUPPLIES - LABORATORY	CURRENT OFFICE SOLUTI	WWTP RECEIPT BOOK	594512-00	10/19/17	10.15	68473
						<u>10.15</u>	
Total For Check 68473						10.15	
Check 68474							
582-543.000-726.000	SUPPLIES	FAMILY FARM & HOME	BOLTS FOR BATTERIES	Multiple	10/19/17	59.68	68474
						<u>59.68</u>	
Total For Check 68474						59.68	
Check 68475							
591-544.000-930.000	REPAIRS & MAINTENANCE	FASTENAL	BOLTS AND HARDWARE FOR FIRE HYDRAN	MIJON66496	10/19/17	43.43	68475
						<u>43.43</u>	
Total For Check 68475						43.43	
Check 68476							

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Check 68476							
582-000.000-040.000	ACCOUNTS RECEIVABLE	FENTON, CINDY & ROBER	UB refund for account: 014015	10/09/2017	10/16/17	4.38	68476
			Total For Check 68476			4.38	
Check 68477							
582-544.000-726.800	SUPPLIES - OPERATIONS	GELZER & SON INC	MISC HARDWARE	Multiple	10/19/17	28.36	68477
			Total For Check 68477			28.36	
Check 68478							
582-000.000-040.000	ACCOUNTS RECEIVABLE	GELZER & SON, H J	UB refund for account: 020405	10/09/2017	10/16/17	102.18	68478
			Total For Check 68478			102.18	
Check 68479							
582-000.000-040.000	ACCOUNTS RECEIVABLE	GIPSON, JESSICA M	UB refund for account: 026413	10/19/2017	10/19/17	113.58	68479
590-000.000-040.000	ACCOUNTS RECEIVABLE	GIPSON, JESSICA M	UB refund for account: 026413	10/19/2017	10/19/17	13.12	68479
591-000.000-040.000	ACCOUNTS RECEIVABLE	GIPSON, JESSICA M	UB refund for account: 026413	10/19/2017	10/19/17	13.12	68479
			Total For Check 68479			139.82	
Check 68480							
582-000.000-040.000	ACCOUNTS RECEIVABLE	GLASS, MILDRED L	UB refund for account: 017202	10/09/2017	10/16/17	44.40	68480
590-000.000-040.000	ACCOUNTS RECEIVABLE	GLASS, MILDRED L	UB refund for account: 017202	10/09/2017	10/16/17	25.14	68480
591-000.000-040.000	ACCOUNTS RECEIVABLE	GLASS, MILDRED L	UB refund for account: 017202	10/09/2017	10/16/17	19.46	68480
			Total For Check 68480			89.00	
Check 68481							
582-000.000-040.000	ACCOUNTS RECEIVABLE	GOCHANOUR, JAMES W	UB refund for account: 024497	10/17/2017	10/19/17	1.54	68481
			Total For Check 68481			1.54	
Check 68482							
582-000.000-040.000	ACCOUNTS RECEIVABLE	GORDON, KATHLEEN M	UB refund for account: 024452	10/09/2017	10/16/17	4.82	68482
			Total For Check 68482			4.82	
Check 68483							
582-000.000-040.000	ACCOUNTS RECEIVABLE	GREENWOOD VILLAGE, LD	UB refund for account: 030361	10/09/2017	10/16/17	48.00	68483
			Total For Check 68483			48.00	
Check 68484							
582-543.000-726.000	SUPPLIES	HEFFERNAN SOFT WATER	WATER FOR POWER PLANT	43564	10/19/17	16.50	68484
582-544.000-726.800	SUPPLIES - OPERATIONS	HEFFERNAN SOFT WATER	WATER REFILLS	106367	10/19/17	9.00	68484
590-547.000-726.900	SUPPLIES - LABORATORY	HEFFERNAN SOFT WATER	LABORATORY SUPPLIES DISTILLED WATE	Multiple	10/19/17	94.75	68484
			Total For Check 68484			120.25	
Check 68485							
582-000.000-040.000	ACCOUNTS RECEIVABLE	HENRY, WENDY A	UB refund for account: 021783	10/09/2017	10/16/17	49.31	68485
			Total For Check 68485			49.31	
Check 68486							
582-000.000-040.000	ACCOUNTS RECEIVABLE	HILLSDALE COMM HEALTH	UB refund for account: 013417	10/09/2017	10/16/17	115.41	68486
590-000.000-040.000	ACCOUNTS RECEIVABLE	HILLSDALE COMM HEALTH	UB refund for account: 013417	10/09/2017	10/16/17	20.36	68486
591-000.000-040.000	ACCOUNTS RECEIVABLE	HILLSDALE COMM HEALTH	UB refund for account: 013417	10/09/2017	10/16/17	15.36	68486
			Total For Check 68486			151.13	
Check 68487							
582-000.000-040.000	ACCOUNTS RECEIVABLE	HILLSDALE COUNTY ISD	UB refund for account: 035261	10/09/2017	10/16/17	234.61	68487
590-000.000-040.000	ACCOUNTS RECEIVABLE	HILLSDALE COUNTY ISD	UB refund for account: 035261	10/09/2017	10/16/17	48.17	68487
591-000.000-040.000	ACCOUNTS RECEIVABLE	HILLSDALE COUNTY ISD	UB refund for account: 035261	10/09/2017	10/16/17	34.77	68487

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68500							
582-544.000-801.000-1	CONTRACTUAL SERVICES	CHRISTOPHER MCARTHUR	EASEMENT ALLOCATION TO CUSTOMER	639679	10/19/17	33.00	68500
			Total For Check 68500			33.00	
Check 68501							
590-547.000-801.000	CONTRACTUAL SERVICES	MERIT LABORATORIES	IPP QUARTERLY TESTING	Multiple	10/19/17	1,892.50	68501
			Total For Check 68501			1,892.50	
Check 68502							
582-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	Multiple	10/19/17	62.88	68502
590-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	Multiple	10/19/17	31.44	68502
590-547.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY - WWTP	0504904602-0000	10/19/17	39.80	68502
591-175.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	Multiple	10/19/17	31.45	68502
591-545.000-920.400	UTILITIES - GAS	MICH GAS UTILITIES	NATURAL GAS UTILITY	0504558065-0000	10/19/17	43.91	68502
			Total For Check 68502			209.48	
Check 68503							
591-543.000-861.000	TRAINING & SEMINARS	MICHIGAN RUAL WATER A	WATER REVIEW COURSE: LIMITED TREAT	09292017	10/19/17	530.00	68503
			Total For Check 68503			530.00	
Check 68504							
590-175.000-861.000	TRAINING & SEMINARS	MICHIGAN RUAL WATER A	WASTEWATER OPERATIONS COURSE	17-07418	10/19/17	265.00	68504
			Total For Check 68504			265.00	
Check 68505							
582-543.000-740.300	NATURAL GAS - ENGINE #5	MICHIGAN SOUTH CENTRA	SEPTEMBER GAS PURCHASES	H 09-17	10/19/17	7,512.25	68505
582-543.000-740.400	NATURAL GAS - ENGINE #6	MICHIGAN SOUTH CENTRA	SEPTEMBER GAS PURCHASES	H 09-17	10/19/17	8,932.90	68505
			Total For Check 68505			16,445.15	
Check 68506							
582-544.000-920.500	UTILITIES - REFUSE	MODERN WASTE SYSTEMS	TRASH PICK UP @ WAREHOUSE	55850	10/19/17	82.00	68506
590-546.000-920.500	UTILITIES - REFUSE	MODERN WASTE SYSTEMS	TRASH PICK UP @ WAREHOUSE	55850	10/19/17	41.00	68506
590-546.000-930.000	REPAIRS & MAINTENANCE	MODERN WASTE SYSTEMS	MONTYL SERVICE 10/01 - 10/31 WWTP	55893	10/19/17	85.00	68506
591-544.000-920.500	UTILITIES - REFUSE	MODERN WASTE SYSTEMS	TRASH PICK UP @ WAREHOUSE	55850	10/19/17	41.00	68506
			Total For Check 68506			249.00	
Check 68507							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	NORM'S TIREMAN	2 NEW TIRES AND 1 TIRE REPAIR	Multiple	10/19/17	517.85	68507
			Total For Check 68507			517.85	
Check 68508							
590-547.000-726.900	SUPPLIES - LABORATORY	NORTH CENTRAL LABORAT	WWTP LABORATORY SUPPLIES	396182	10/19/17	131.62	68508
			Total For Check 68508			131.62	
Check 68509							
582-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES	Multiple	10/19/17	92.64	68509
590-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES	Multiple	10/19/17	46.33	68509
591-175.000-726.200	OFFICE SUPPLIES	OFFICE 360	OFFICE SUPPLIES	Multiple	10/19/17	46.31	68509
			Total For Check 68509			185.28	
Check 68510							
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	PARNEY'S CAR CARE	OIL CHANGE 39-17	61576	10/19/17	39.97	68510
590-546.000-730.039	BPU VEHICLE MAINT/SUPPLI	PARNEY'S CAR CARE	OIL CHANGE 39-57 F150 SERVICE TRUC	61620	10/19/17	39.95	68510
			Total For Check 68510			79.92	
Check 68511							

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68511 582-000.000-110.000	INVENTORY	POWERLINE SUPPLY	INVENTORY	56189780	10/19/17	109.80	68511
			Total For Check 68511			109.80	
Check 68512 582-000.000-040.000	ACCOUNTS RECEIVABLE	RITTENHOUSE, MARK S	UB refund for account: 035292	10/17/2017	10/19/17	68.00	68512
			Total For Check 68512			68.00	
Check 68513 582-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	189036	10/19/17	9.25	68513
590-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	189036	10/19/17	4.63	68513
591-175.000-726.200	OFFICE SUPPLIES	RUPERT'S CULLIGAN	WATER - OFFICE	189036	10/19/17	4.62	68513
			Total For Check 68513			18.50	
Check 68514 590-546.000-930.000	REPAIRS & MAINTENANCE	SAFETY SYSTEMS, INC	REPAIR ALARM SERVICE WWTP	472468	10/19/17	561.00	68514
			Total For Check 68514			561.00	
Check 68515 582-000.000-040.000	ACCOUNTS RECEIVABLE	SOBER, BRIAN H	UB refund for account: 014721	10/19/2017	10/19/17	23.63	68515
			Total For Check 68515			23.63	
Check 68516 582-544.000-970.000	CAPITAL OUTLAY	SOLOMON CORPORATION	167 KVA SINGLE PHASE PADMOUNT	297901	10/19/17	3,895.00	68516
			Total For Check 68516			3,895.00	
Check 68517 582-544.000-801.000-1	CONTRACTUAL SERVICES	STANDARD ELECTRIC COM	LIGHT FIXTURES FOR WINONA STATUE	1504265-01	10/19/17	2,270.58	68517
			Total For Check 68517			2,270.58	
Check 68518 582-000.000-040.000	ACCOUNTS RECEIVABLE	STEBELTON, CHRISTY E	UB refund for account: 024208	10/09/2017	10/16/17	58.00	68518
			Total For Check 68518			58.00	
Check 68519 582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	TEREX SERVICES	ANNUAL INSPECTIONS AND DI-ELECTRIC	90858999	10/19/17	5,683.82	68519
			Total For Check 68519			5,683.82	
Check 68520 582-000.000-040.000	ACCOUNTS RECEIVABLE	THOMAS CONTRACTING LL	UB refund for account: 025488	10/09/2017	10/16/17	10.97	68520
			Total For Check 68520			10.97	
Check 68521 582-000.000-040.000	ACCOUNTS RECEIVABLE	TRIPPETT, MICHELLE J	UB refund for account: 030376	10/09/2017	10/16/17	38.00	68521
			Total For Check 68521			38.00	
Check 68522 582-543.000-801.000	CONTRACTUAL SERVICES	TYCO INTEGRATED SECUR	QUARTERLY SECURITY FOR POWER PLANT	29404969	10/19/17	1,640.00	68522
			Total For Check 68522			1,640.00	
Check 68523 590-546.000-930.950	REPAIRS & MAINT. - LIFT	UIS PROGRAMMABLE SERV	TROUBLESHOOT AND REPAIR OAK STREET	530351990	10/19/17	1,707.30	68523
			Total For Check 68523			1,707.30	
Check 68524 591-545.000-727.200	SUPPLIES - SODIUM HYPOCH	UNIVAR USA INC	LIQUICHLOR BLEACH WTP	TO877010	10/19/17	1,609.49	68524

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Check 68524							
Total For Check 68524						1,609.49	
Check 68525							
590-547.000-726.900	SUPPLIES - LABORATORY	USABLUEBOOK	LABORATORY SUPPLIES	Multiple	10/19/17	354.45	68525
590-547.000-930.000	REPAIRS & MAINTENANCE	USABLUEBOOK	FERROUS CHLORIDE PUMP REPLACEMENT	385985	10/19/17	841.23	68525
Total For Check 68525						1,195.68	
Check 68526							
582-546.000-930.000	REPAIRS & MAINTENANCE	UTILITIES INSTRUMENTA	MAINTENANCE AND PARTS FOR 13.2 BRE	530351893	10/19/17	2,520.99	68526
Total For Check 68526						2,520.99	
Check 68527							
582-000.000-040.000	ACCOUNTS RECEIVABLE	VANDUSEN, ZACHARY M	UB refund for account: 013632	10/09/2017	10/16/17	53.26	68527
590-000.000-040.000	ACCOUNTS RECEIVABLE	VANDUSEN, ZACHARY M	UB refund for account: 013632	10/09/2017	10/16/17	20.31	68527
591-000.000-040.000	ACCOUNTS RECEIVABLE	VANDUSEN, ZACHARY M	UB refund for account: 013632	10/09/2017	10/16/17	13.88	68527
Total For Check 68527						87.45	
Check 68528							
582-175.000-905.000	PUBLISHING / NOTICES	WCSR	ADS	131-00045-0008	10/19/17	323.50	68528
590-175.000-905.000	PUBLISHING / NOTICES	WCSR	ADS	131-00045-0008	10/19/17	161.75	68528
591-175.000-905.000	PUBLISHING / NOTICES	WCSR	ADS	131-00045-0008	10/19/17	161.75	68528
Total For Check 68528						647.00	
Check 68529							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	WHEELER WORLD INC	PARTS AND LABOR FOR ENGINE #5 PROJ	Multiple	10/19/17	12,949.42	68529
Total For Check 68529						12,949.42	
Check 68530							
582-543.000-801.050-1	CONTRACTUAL SERV. - ENGI	WHITES WELDING SERVIC	METAL PANELS FOR ENGINE UPGRADE	83317	10/19/17	84.58	68530
582-543.000-930.000	REPAIRS & MAINTENANCE	WHITES WELDING SERVIC	METAL PANELS FOR ENGINE UPGRADE	83317	10/19/17	20.00	68530
582-544.000-730.000	VEH./EQUIP. MAINT. SUPPL	WHITES WELDING SERVIC	WELD CARBIDE TEETH ON BORING HEAD	833222	10/19/17	45.00	68530
590-175.000-730.039	BPU VEHICLE MAINT/SUPPLI	WHITES WELDING SERVIC	BRAZE LEVER HANDLE VACTOR TRUCK	83337	10/19/17	25.00	68530
Total For Check 68530						174.58	
Check 68531							
582-544.000-725.100	MICELLANEOUS FRINGE EXPE	WORKHEALTH-QUINCY, PL	DOT PHY - ERIC SHEFFER	4765	10/19/17	70.00	68531
Total For Check 68531						70.00	
Check 68532							
582-544.000-801.300	TREE TRIMMING	WRIGHT TREE SERVICE	TREE TRIMMING	Multiple	10/19/17	4,640.51	68532
Total For Check 68532						4,640.51	
Check 68533							
582-000.000-040.000	ACCOUNTS RECEIVABLE	ZIMMERMAN, SARAH M	UB refund for account: 026745	10/09/2017	10/16/17	37.83	68533
590-000.000-040.000	ACCOUNTS RECEIVABLE	ZIMMERMAN, SARAH M	UB refund for account: 026745	10/09/2017	10/16/17	32.32	68533
591-000.000-040.000	ACCOUNTS RECEIVABLE	ZIMMERMAN, SARAH M	UB refund for account: 026745	10/09/2017	10/16/17	27.70	68533
Total For Check 68533						97.85	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
			Fund Totals:				
			Fund 582 ELECTRIC FUND			86,258.59	
			Fund 590 SEWER FUND			15,419.05	
			Fund 591 WATER FUND			9,322.41	
			Total For All Funds:			<hr/>	111,000.05

CITY COUNCIL MINUTES

City of Hillsdale
October 16, 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
 Timothy Dixon, Ward 2
 William Morrissey, Ward 2
 Bruce Sharp, Ward 3
 William Zeiser, Ward 3
 Matthew Bell, Ward 4
 Patrick Flannery, Ward 4

Council Members absent: Brian Watkins, Ward 1

Also present were: City Manager David Mackie, City Clerk Stephen M. French, City Attorney John Lovinger, City Attorney Tom Thompson, Mark Hawkins (HCFD), Jake Hammel (DPS), Mike Barber (BPU), Chris McArthur (BPU), Corey Murray (Hillsdale Daily News), Nic Rowan (Hillsdale Collegian), Shadrach Streble (Hillsdale Collegian), Lisa Pelc, Samantha Vreeland, Peter Merritt, Andrew Gezler, Alison McDowell, Ruth Brown, Ray Briner, Ted Jansen, Dennis Wainscott, and Penny Swan.

Approval of Agenda

City Manager Mackie requested the following two items be added to the meeting agenda:

1. Old Business Item C: Request to schedule a Public Hearing to reconsider adoption of Ordinance 2017-02
2. New Business Item E: Request to schedule a Public Hearing regarding a proposed 425 Agreement with Fayette Township.

Council Member Zeiser, seconded by Council Member Flannery, moved to amend the agenda as requested by City Manager Mackie. By a voice vote, the motion carried unanimously.

Council Member Bell, seconded by Council Member Flannery, moved to approve the October 16, 2017 agenda as amended. By a voice vote, the motion carried unanimously.

Public Comment

Mr. Dennis Wainscott, 34 Garden Street, voiced support for the White Cane Proclamation and stated that he was legally blind and had nearly been struck by passing motorists when carrying his white cane. Mr. Wainscott also encouraged the city to keep the existing city logo and not select the new logo that had been proposed by the city's marketing consultant.

Mr. Ted Jansen, 104 Hillsdale Street, encouraged the city to provide free Dial-a-Ride Transportation to the polling location on Election Day for city residents. Mr. Jansen also objected to the city staff recommendation to authorize an additional goose hunt at Baw Beese Park and questioned the long-term effectiveness of the hunt on controlling the goose population. Mr. Jansen finalized his comments by voicing support for the 2017 Zombie Walk that would encourage residents to visit the downtown area.

Ms. Lisa Pelc, Teacher Consultant for the Blind & Visually Impaired & Orientation & Mobility Specialist at the Hillsdale Intermediate School District (ISD), thanked the city for the White Cane proclamation. Ms. Pelc was joined at the podium by many of her students and family members.

Ms. Penny Swan, 192 South West Street, encouraged the city to keep the old city logo and stated she had posted a Facebook survey earlier in the day, which had resulted in an overwhelming number of residents who also wanted to retain the original logo.

Mr. Jack McLain, 1440 Bunn Road, discussed the second public hearing that was requested by the Planning Commission in regards to Ordinance 2017-02 and argued the recommendations of the Planning Commission had not been presented accurately to the City Council by city staff. Mr. McLain offered to pay for the city's costs associated with the second Public Hearing if the expenses of the hearing was a detriment to the city.

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

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

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

Motion passed 8-0.

Communications/Petitions

A. White Cane Awareness Day Proclamation

Mayor Sessions proclaimed October 15, 2017 as “White Cane Awareness Day” in the City of Hillsdale. Ms. Lisa Pelc, in addition to students and family members, were present to accept the proclamation.

B. BPU Director Barber Retirement Announcement

The communication was received by Council.

C. Communication received from Mr. Ted Jansen

The communication was received by Council.

D. The Great Give: Giving Day 2017

The communication was received by Council.

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

Mayor Sessions opened a public hearing at 7:18 p.m. to receive citizen comments on an Obsolete Property Rehabilitation Exemption Certificate Application, PA 146 of 2000, as Amended, for a project located at 115 E. Carleton.

Mr. Andrew Gelzer, 115 E. Carleton Road, detailed the plans for the project, which would rehabilitate an obsolete building and allow for the relocation of Gelzer’s Hardware from 56 N. Howell Street to the site. Mr. Gezler stated the current facility on N. Howell Street would be reutilized for a different purpose once the E. Carleton Road site was completed.

Being no further public comments, Mayor Sessions closed the public hearing at 7:27 p.m.

Council Member Bell thanked Mr. Gezler for attending the meeting and for addressing issues that had been raised at the previous Council meeting. Council Member Bell discussed the involvement of the Gelzer family business in the City of Hillsdale and thanked Mr. Gelzer for the continued investment in the community.

Council Member Zeiser also thanked Mr. Gelzer for his investment in the community and discussed the unique customer service found at Gelzer’s Hardware that was not found at large, retail establishments.

Council Member Sharp also commented in regards to the helpful employees at Gelzer’s and the employee’s knowledge of the products.

Council Member Stockford stated he had been an employee at Gelzer’s Hardware years prior and commended the Gelzer family for their contributions to the City of Hillsdale.

Mayor Sessions also discussed the helpful employees at the hardware store and thanked Gelzer’s for their assistance with various home-repair projects.

Council Member Bell, seconded by Council Member Dixon, moved to adopt Resolution #3325: “Resolution to Approve an Obsolete Property Rehabilitation Exemption Certificate Application, PA 146 of 2000 as Amended”

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

Motion passed 8-0.

Unfinished Business

There were no unfinished business on the meeting agenda.

Old Business

A. 2017 State of the City

City Manager Mackie encouraged any Council Member or resident to contact his office with any questions regarding the 2017 “State of the City” presentation made at the October 2, 2017 meeting.

B. Branding for the City

Mayor Sessions read a statement received by Council Member Watkins who noted support for the taglines “Where Tradition, Education and Innovation Thrive” and “Preserving the Past, Embracing the Future.”

City Manager Mackie stated the branding had been completed by Mr. Ben Muldrow from Arnett Muldrow, using a grant received from the Michigan Economic Development Corporation (MEDC). City Manager Mackie stated the new logo would not replace the existing city seal, but would work in harmony with the existing city seal in marketing solutions and on the city’s new website design.

Mayor Sessions recommended the adoption of the tagline “Where Tradition, Education and Innovation Thrive.”

Council Member Bell warned that the new logo could eventually replace the existing seal to represent the city, and voiced support for using the existing seal as the logo to be used in the new marketing materials for the city. Council Member Bell also supported the use of the tagline “Where Tradition, Education and Innovation Thrive.”

Council Member Sharp also voiced support for using the existing city seal and for using the tagline “Where Tradition, Education and Innovation Thrive.”

Council Member Morrissey supported the motto: “Preserving the Past, Embracing the Future.”

Council Member Stockford stated his preference would be “Preserving the Past, Embracing the Future” however, the tag-line was already being used as the motto for Henderson, Kentucky.

Council Member Bell questioned if the existing seal could be inserted into the new branding scheme in place of the proposed logo.

Council Member Flannery questioned if a motto was truly necessary for the city’s marketing materials. Council Member Flannery also encouraged Council to development rules or guidelines for using the city seal and/or new logo.

Council Member Dixon voiced support for the new branding scheme using the existing city logo in place of the new design. Council Member Dixon also stated the taglines “Preserving the Past, Embracing the Future” and “Where Tradition, Education and Innovation Thrive” were his preferences.

Council Member Zeiser noted the city motto or tag-line could be used to communicate the most positive attributes of the city towards people who are not from the area and are not aware of the City of Hillsdale.

Council Member Bell, seconded by Council Member Zeiser, moved to table discussion of the city branding scheme to a future Council meeting. By a voice vote, the motion passed unanimously.

C. Scheduling a Public Hearing – Ordinance No. 2017-02

City Attorney Lovinger noted Council unanimously adopted Ordinance 2017-02 on September 18, 2017 which authorized the rezoning of multiple parcels within the City of Hillsdale and changes to the city’s Zoning Ordinances. City Attorney Lovinger noted the ordinance adoption followed a public hearing that was held by the Planning Commission on July 18, 2017. City Attorney Lovinger added the public notice printed in the Hillsdale Daily News for the public hearing was scheduled to be published on July 3, 2017, but was delayed by the newspaper until July 5, 2017 due to a change in policy and because of the holiday weekend. City Attorney Lovinger discussed the City Charter requirement that the notices for public hearings be published at least 15 days prior to the actual public hearing date; because of the publishing delay, this notice was published only 13 days prior to the Planning Commission meeting. City Attorney Lovinger stated that to comply with the City Charter requirement, staff recommended that Council hold a second public hearing on November 6, 2017 and reconsider adoption of Ordinance 2017-02 at the same meeting.

Council Member Bell, seconded by Council Member Sharp, moved to schedule a second public hearing on November 6, 2017 and reconsider adoption of Ordinance 2017-02 at the same meeting. By a voice vote, the motion passed unanimously.

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

City Manager Mackie noted the transfer application from Mr. Knapp involved a house that had been constructed by the Hillsdale County ISD and been approved for an Enterprise Zone in 2015. City Manager Mackie stated Mr. Knapp had purchased the home from the ISD in recent weeks.

Council Member Sharp, seconded by Council Member Zeiser, moved to adopt Resolution 3326: “Resolution to Approve a Transfer Application for Neighborhood Enterprise Zone New Certificate for Jeff Knapp Located at 310 Hidden Meadow Drive”

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

Motion passed 8-0.

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

City Manager Mackie stated the Hillsdale County ISD had applied for a new Enterprise Zone certificate for the construction of a new home at 316 Hidden Meadow Drive.

Council Member Bell stated the Hillsdale County ISD home construction program was a very beneficial program that provided hands-on education for students who wanted to join the workforce following high school. Council Member Bell stated previous homes built during the program were of very high quality and soundly constructed.

Council Member Sharp also voiced support for the home construction class and stated the program had a valuable impact on the community.

Council Member Bell, seconded by Council Member Sharp, moved to adopt 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”

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

Motion passed 8-0.

C. Land Division Application – Platted lots within the Gas Light Terrace Subdivision

City Manager Mackie detailed the land division application, which involved property of the former Jonesville Tool business that extended beyond the current site of Stillwell Ford. City Manager Mackie stated that if approved, the new parcel would have to be purchased by an adjoining property owner, or the new owner would have to make improvements to the platted roadway to allow vehicular access to the property.

Council Member Bell, seconded by Council Member Flannery, moved to approve the Land Division Act Application as submitted by Stephen Moore II dated September 21, 2017 involving parcel number 30-006-100-17.

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

Motion passed 8-0.

D. Extension of 2017 Goose Hunting Program at Baw Beese Park

DPS Director Hammel reviewed the staff recommendation to extend the 2017 Goose Hunting Program at Baw Beese Park by 4-6 days from 7:00 a.m. until 3:00 p.m. Mr. Hammel stated the hunters had requested additional hunting opportunities as the weather during the earlier dates was very warm which limited the successful hunting of the geese. Mr. Hammel stated the park usage had decreased, as all the boats had been removed from the docks and the weather had cooled.

Council Member Bell noted the alternatives to hunting geese were quite costly, while the hunt would require only minimal city costs.

Council Member Zeiser referenced correspondence received from Mr. Jansen and noted the DNR had recommended the city authorize a hunting period instead of alternate solutions to limit the impact of geese in the park. Council Member Zeiser noted that if a barrier of tall grass was constructed around the perimeter of the lake, for example, residents would not have access to the lake for recreational purposes like swimming or boating.

Council Member Bell, seconded by Council Member Dixon, moved to adopt a staff recommendation to extend the goose hunt at Baw Beese Park by 4-6 days from 7:00 a.m. until 3:00 p.m.

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

Motion passed 8-0.

E. Establishing a public hearing regarding a 425 Agreement with Fayette Township

City Manager Mackie reviewed the procedures for approving a 425 Agreement with Fayette Township that would provide electric, water, and wastewater services to the proposed Meijer’s store location on M-99. City Manager Mackie noted Fayette Township and the City of Hillsdale were each required to hold a public hearing prior to approving a 425 Agreement taxing agreement. City Manager Mackie stated the intention of Meijer’s was to complete the purchase of the property by the end of the calendar year.

Council Member Zeiser discussed the impact of additional development of businesses if a Meijer location was built in Hillsdale.

Council Member Stockford stated his employer had a contract with Meijer’s for personnel services, and due to that potential conflict of interest, would abstain from voting on issues involving this new development.

Council Member Morrissey, seconded by Council Member Sharp, moved to schedule a public hearing on November 6, 2017 to receive public comments regarding a proposed 425 Agreement with Fayette Township. By a voice vote, the motion passed unanimously.

XI. Miscellaneous Reports

Council Member Bell, seconded by Council Member Flannery, moved to appoint Mr. Mark Maier to the Library Board and Ms. Margot Games to the Headwaters Recreational Authority. By a voice vote, the motion passed unanimously.

City Manager's Report

City Manager Mackie reported:

1. The new, larger, city entrance signs had been installed at the north and south city limits. City Manager Mackie stated one of the smaller signs that was replaced had been reinstalled on N. Hillsdale Street near Fields of Dreams.
2. A inter-fund loan recommendation would be presented to Council at an upcoming meeting to fund necessary repairs to the anaerobic digester at the BPU.
3. The construction of the new airport apron had been completed.
4. Appointments to the Airport Advisory Committee (AAC) would be presented to Council for approval in the near future.
5. The Hillsdale College Conservation Club had cleaned the walking path from the Family Video store to Logan Street.
6. The "Awesome Autumn" event would be held on October 17, 2017 from 5-8 p.m.
7. The "Great Give Event" would be held on November 28, 2017 and encouraged all city residents to participate in this very important effort.
8. A special City Council meeting would be held on November 13, 2017 at 8:00 p.m.

General Public Comment

Ms. Penny Swan encouraged the City Council to approve the phrase "It's the People" for the city motto.

Mr. Jack McLain questioned if the new city entrance signs could have been advertised for bid that would have possibly highlighted other institutions or deserving city residents. Mr. McLain also questioned if the 425 Agreement with Fayette Township would affect the city's Master Plan for the Meijer property.

Mr. Ted Jansen questioned what city department would be responsible for the costs associated with the construction of a new access road into the Three Meadows plat from East Bacon Street.

Ms. Alison McDowell encouraged all city residents to participate in the upcoming "Zombie Walk" special event on October 27, 2017.

Council Comments

Council Member Sharp thanked DPS Director Hammel for the timely response to issues that had been raised regarding various maintenance issues throughout the city. Council Member Sharp also noted the new fire truck was a very beneficial tool to the city's firefighters.

Mayor Sessions thanked BPU Director Barber for his 39 years of dedicated service to the BPU.

Adjournment

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

The meeting adjourned at 8:35 p.m.

Scott M. Sessions, Mayor

Stephen M. French, City Clerk



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.



SHADE TREE COMMITTEE
MEETING MINUTES
OCTOBER 11TH 2017

Gary Stachowicz, Hillsdale City Forester called the Shade Tree meeting to order at 3:03 P.M.

Board members present: Dr. Maria Bidny, Jake Hammel, Angie Girdham and Barb Vallieu. Bud Heinowski arrived at the meeting late.

Approval of minutes: Dr. Bidny made a motion to approve the minutes from the August 23rd meeting. Motion was seconded by Angie and carried unanimously.

Public comments: None

Old Business:

- A. Tree payment: Gary mentioned to the committee that Hospice of Hillsdale paid in full the total of \$2,308.87 for two Honey locust trees that they needed removed in order to re-construct their parking lot.
- B. Right of Way/ Landscape letters: Gary handed out to the committee member's copies of two separate letters that he will be mailing out to residents/business owners as it relates to city right of ways/greenspace areas that the city has been maintaining and no longer will be. These are the responsibility of the adjacent property owners except for city trees which will still be the responsibility of the city to maintain. Barb made a suggestion that before any letters go out that the city somehow inform the residents that this will be taking place. The committee thought this would be a good idea and Gary said he would get the city manager's opinion on how he would like to pursue this.

New Business:

- A. Tree City USA application: Gary informed the committee that he will be starting the Tree City USA application soon. The deadline for submitting applications is December 31st.
- B. Sidewalk/tree issues: Gary informed the committee that in the near future he will be identifying trees along Garden St, Vine St, Mead St and Rippon Ave that will need to be removed as part of a grant to re-construct those streets. Trees that interfere with sidewalk grade issues or are in a state of decline will be removed. Jake mentioned that as part of the grant the city will try to have some of those funds allocated towards tree removals and or tree replacements but this generally does not happen.

- C. City property at 70 W. College St: Gary informed the committee that a developer out of the Detroit area has expressed interest in purchasing a one acre parcel of city property adjacent to land he just recently bought at 84 McClellan St. Gary said that it is a rather young, nice stand of walnut trees and there is no agreement as to whether the city will sell the property or not. He also stated that any such agreement would have to be approved by city council.
- D. 2018 meeting schedule: Next year's meeting dates were included in the packets. The committee agreed to change the November 7th meeting to Wednesday October 17th 2018.

ADJOURNMENT:

Barb made a motion to adjourn the meeting at 3:49 P.M. Motion was seconded by Dr. Bidny and carried unanimously. The next scheduled meeting is set for Wednesday February 7th 2018 at 3:00 P.M. at city hall in the second floor conference room.

CITY OF HILLSDALE



Economic Development Corporation

97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6449

Economic Development Corporation (EDC) MINUTES **REGULAR MEETING** **CITY HALL, 97 N. BROAD ST., 2ND FLOOR** **June 15, 2017 at 7:30 am**

Members Present: Matt Granata, Dean Affholter, Gary Wolfram, David Loader, Victoria Bergen, Jeremiah Hodshire, Ed Sumnar, John Condon

Non-Members: Brad Heffner, Michigan Economic Development Corporation, Ralph Hansen, AIS Construction Equipment Corporation, Shawn Vondra, Hillsdale Community Schools Superintendent, Nick Tucker – Hillsdale Robotics Team Advisor, Jake Hammel, Hillsdale Robotics Team Advisor, Hillsdale Robotics Team to include: Max Hayes, Jacob McGowan, Brandon Torres, Bradley Herring, Adrian Potok, Minju Kim, Emma Hammel

Excused: Barry Hill, Amanda Janes

Others Present: David Mackie, City Manager, Alan Beeker, Zoning & Planning Administrator, Kelly LoPresto, Administrative Assistant, Sue Smith, Economic Development Partnership of Hillsdale County

Meeting called to order at 7:30 a.m.

A. CONSENT AGENDA:

1. Approval of Minutes: Regular EDC Meeting April 20, 2017
2. Financial Statements as of May 31, 2017

Ed Sumnar moved to accept the consent agenda as presented with a few changes in the minutes (see below). David Loader seconded.

Motion passed.

A few changes in the minutes to include spelling of Marijuana, delete an extra A, and include Jake's last name and who he is representing (Jake Hammel, Hillsdale High School Robotics Team Advisor).

B. PUBLIC COMMENT ON AGENDA ITEMS -

No Public Comment

C. WELCOME NEW EDC MEMBER – JOHN CONDON

The board welcomed new member John Condon owner of Hillsdale Terminal Tool to serve through May 2023.

D. HILLSDALE HIGH SCHOOL ROBOTICS TEAM PRESENTATION

Hillsdale High School Robotics Team did a presentation along with a demonstration of the robot they built.

- E. **AIS PRESENTATION** – Ralph Hansen presented a check to Hillsdale High School Robotics Team. He also did a presentation on AIS Construction Equipment Corporation. Ralph talked about the full-time, fully-staffed, heavy equipment training facility located in Lansing, Michigan. They train year-round on utility and construction equipment operation and repair. Though AIS is an equipment distributor, they offer operator training on all makes and models. The technician training offers generalized programs that include: hydraulics, electrical, engine, and power trains that have universal application across all manufacturer's models.

In addition to manufacturer, operator, and technician training, AIS offers a wide variety of customized heavy equipment training courses. Training can begin with students as early on as high school. Because courses offer so much hands-on training, they conduct programs at branches around the state of Michigan. Currently, AIS is educating as many as 180 students a day in their heavy equipment repair and operations program. These emerging technicians have become a valuable resource of talent for AIS as well as to our industry as a whole.

The Training Center also offers heavy equipment repair classes through Lansing Community College. At this point students can earn a certificate from AIS or an Associate's degree from LCC.

F. NEW BUSINESS

1. **Michigan Economic Development Corporation (MEDC) Interlocal Agreement**

Brad Heffner, Associate General Counsel, Director of Risk Management Services, and Legislative Liaison from Michigan Economic Development Corporation discussed the Interlocal agreement which is an agreement creating the Michigan Economic Development Corporation, a Michigan public body corporate, between the Michigan Strategic Fund, a public body corporate and politic within the Michigan Department of Talent and Economic Development (the "Fund"), and the participating Public Agencies that are signatories to the interlocal agreement.

Ed Sumnar moved to adopt the second amendment, but also ratifying the original agreement and first amendment and passed the resolution as presented. Jeremiah Hodshire seconded. Motion Passed.

Ed Sumnar moved to authorize the EDC Chair to sign the MEDC Interlocal agreement as well as the resolution. John Condon seconded. Motion passed.

2. **Revised Three Meadows Rights & Restrictions**

Alan Beeker, Zoning and Planning Administrator presented the amended Three Meadows Rights and Restrictions with the following amendment:

1.2 a. Residences designed for construction on Lots 1 thru 22 in Three Meadows Subdivision will be required to have the following minimum square footage; to wit:

- (1) One-story residences: 1,800 square feet of finished living area will be required on ground level. (Main floor)
- (2) One and one-half story residences: 2,300 square feet of finished living area will be required with at least 1,500 square feet of finished living area required on the first floor.
- (3) Two-story and multi-story residences: 2,400 square feet of finished living area will be required above grade level, with at least 1,200 square feet of finished living area required on the first floor.

- b. The phrase “finished living area” as used in this Section shall include in all cases areas on the first and second floor of the residence enclosed and finished for all-year occupancy computed on outside measurement of the residence. The term shall not include any garage, porch or attic finished or unfinished. No residence erected on any lot shall be more than thirty-five (35’) in height.
- c. Each Residence shall include at least an attached two-car garage.

David Loader moved to approve the Third Amendment and Restatement to the Declaration of Rights and Restrictions Three Meadows No. 1 (Lots 1 through 22). Rev 10 (5/17/17) to include the above language and approved to allow Alan Beeker, Zoning and Planning Administrator to move forward with having homeowners sign the amended version and record the amended document with the County. Jeremiah Hodshire seconded. Motion passed.

Economic Development Corporation (EDC) still owns six lots in Three Meadows Subdivision and there should be discussion at the next meeting regarding creation of the Homeowners Association.

3. Letter of Appreciation – David Foulke

Barry Hill, Chair wrote a letter of appreciation to David Foulke for his service on the Economic Development Corporation board. The letter was passed around and all board members signed. The letter will be mailed to David Foulke.

4. EDC Support – Hillsdale High School Robotics Team

Jeremiah Hodshire made a motion to support Hillsdale High School Robotics Team in the amount of \$500.00. Ed Sumnar seconded. Motion passed.

G. OLD BUSINESS

1. Officers Elections/Committee Assignments

Chair - Dean Affholter, Vice Chair – Matt Granata

Matt Granata advised he is willing to serve another term on EDC.

Ed Sumnar made a motion to nominate Dean Affholter as EDC Chair. Gary Wolfram seconded. Motion passed.

David Loader made a motion to nominate Matt Granata as EDC Vice-Chair. Gary Wolfram seconded. Motion passed.

John Condon made a motion to appoint EDC members to serve on EDC committees as presented below:

Architectural Control Committee: David Loader- Chair, Amanda Janes, and Ed Sumnar with terms expiring June 2018.

Business Review Committee: Jeremiah Hodshire- Chair, Amanda Janes, Gary Wolfram, and Victoria Bergen with terms expiring June 2018.

Manufacturing and Technology Park: Dean Affholter – Chair, David Loader, Matt Granata, and John Condon with terms expiring June 2018.

Victoria Bergen seconded. Motion passed.

2. Economic Development (Hillsdale Policy Group Reports)

May 2017 Progress Report was included in the packet.

3. Economic Development Partnership Reports

Sue Smith, EDP Director presented her report that was included in the packet.

4. 221 Industrial Drive – Phase (1), BEA and Declaration of Due Care Compliance Reimbursement

- a. Alan Beeker, Zoning Administrator advised TWO2ONE LLC dropped off a DVD of the BEA environmental reports and approvals for 221 Industrial Drive and picked up the \$10,000.00 reimbursement contribution towards the Baseline Environmental Assessment (BEA) related expenses.

H. COMMITTEE REPORTS

1. Three Meadows/ Architectural Control Committee

- a. List Lots with Realtor/Active Marketing –

There was no time to discuss listing lots with Realtor and other marking. Discussion will take place at next meeting.

David Mackie, City Manager advised EDC members about a Three Meadows website to promote lots still available created by Lon & Susan King *at no cost. for a cost of \$120.00. There is a cost of \$120 for the website domain/user fee.* A few changes need to be made and will share with EDC members.

Jeremiah Hodshire made a motion to approve \$120.00 for the Three Meadows *website domain/user fee.* John Condon seconded. Motion passed.

2. Manufacturing & Technology Park

- a. Active Marketing – A draft flyer to market Hillsdale Manufacturing and Technology Park was handed out. More discussion at next meeting.
- b. Hillsdale County Early/Middle College

Amanda Janes, Jackson College included an update and Shawn Vondra, Hillsdale Community Schools Superintendent gave a short update as well.

The Michigan Department of Education approved the Hillsdale County Early Middle College (HCEMC). The following schools are participating in the HCEMC (Camden, Hillsdale, Jonesville, Litchfield, North Adams, Pittsford, Reading, Waldron and Will Carleton). Approximately 26 student applications have been received to date. Career focus areas include: IT, Health and Manufacturing. However, there is a 4th option that allows students to enter the HCEMC for other career areas (examples: education, engineering, agriculture, culinary, automotive, etc.). Students could complete skill sets (15 credits), concentrations (16-29 credits), certificates (30+ credits) associate degrees (60+) or complete classes to transfer to a college/university. Most students are slated to complete on average, 23 credit hours during their time in the HCEMC.

3. Business Review Committee/Other Projects – Nothing at this time.

I. BOARD ROUND-TABLE/ECONOMIC DEVELOPMENT UPDATE

- 1. Rising Tide Project – No update at this time will give update at next meeting as ran out of time.
- 2. Dawn Theatre Grant – Liquor License was approved waiting on signature from Marci Horton to send back to state.
- 3. Keefer Update – No update at this time will give update at next meeting as ran out of time.

4. Board Round Table – Dean Affholter, EDC Chair discussed would like to have a clear vision of where EDC is going and what the City and EDC members would like to accomplish. Also, Dean Affholter, EDC Chair thanked Barry Hill for his years of service and for serving as EDC Chair and a job well done.

J. ADJOURNMENT: Dean Affholter made a motion to adjourn at 9:10 a.m. David Loader seconded. Motion passed.

K. Next Meeting: August 17, 2017

***Amended at EDC Regular meeting on October 19, 2017.**

CITY OF HILLSDALE



Economic Development Corporation

97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6426

Economic Development Corporation (EDC) MINUTES **REGULAR MEETING** **CITY HALL, 97 N. BROAD ST., 2ND FLOOR** **October 19, 2017 at 7:30 am**

Members Present: Matt Granata, Ed Sumnar, John Condon, Barry Hill, Amanda Janes, Gary Wolfram, David Loader, Dean Affholter

Absent: Victoria Bergen, Jeremiah Hodshire

Others Present: Alan Beeker, Zoning & Planning Administrator, David Mackie, City Manager, Kelly LoPresto, Administrative Assistant, Sue Smith, Economic Development Partnership of Hillsdale County

Meeting called to order at 7:35 a.m.

A. PUBLIC COMMENT ON AGENDA ITEMS -
No Public Comment

B. CONSENT AGENDA:

1. Approval of Minutes: Regular EDC Meeting August 17, 2017
2. Approval of Minutes: Business Review Committee Meeting October 3, 2017
3. Financial Statements as of September 30, 2017

Ed Sumnar moved to accept the consent agenda as presented. John Condon seconded. Motion passed.

C. COMMUNICATION

The Economic Development Corporation (EDC) received a thank you letter from Hillsdale High School for the donation to the Hillsdale Robotics Team.

D. OLD BUSINESS

1. Revised Three Meadows Rights & Restrictions –
Staff members advised EDC members that all property owners have signed and received a copy of the revised and recorded version.
2. Revised June 15, 2017 meeting minutes -

Barry Hill made a motion to amend the June 15, 2017 meeting minutes to clarify that the \$120.00 fee was for the Three Meadows website user/name fee and not a payment to Lon & Susan King for creating the website. John Condon seconded. Motion passed.

E. NEW BUSINESS

1. Board Member Resignation – Gary Wolfram advised his resignation will be effective January 1, 2018. Members thanked Gary Wolfram for his years of service. There was discussion on what background is not represented at the meetings and downtown retail was mentioned.

F. COMMITTEE REPORTS

1. Three Meadows/ Architectural Control Committee

- a. Three Meadows Attraction Program – There was discussion to discontinue this program. The board advised to continue as is but to include business name, date issued, and signed by on each certificate to keep better track of what businesses receive them and when.
- b. Marketing – Lots are listed with Cathy Galloway from ReMax which has put them on the MLS.
- c. Signs – Future Entrance marketing signs have been put on Bacon Street and Hallett Road. Alan Beeker did find the original entrance sign for Three Meadows Subdivision and gathered a quote from HOOP Lawn & Snow. There was discussion on the cost of installing the sign and at this time it was decided not to install as of now.
- d. Completion of Road from Hallett Street to Bacon Street – There was discussion on the importance of the road and how costly it would be at this time. At this time the EDC is going to wait until the City of Hillsdale hears whether or not they are going to receive the grant from MDOT to re-do the Hallett Street Bridge. Also, not sure where the road will be placed due to Phase two and Phase three. The members advised the Architectural Control Committee to discuss thoughts on developing Phase two and Phase three of Three Meadows Subdivision and take to the next EDC meeting on December 21, 2017.
- e. Lawn Maintenance – Staff members were directed to gather a total of three quotes to bush hog and mow three times a year six lots and the park area and take to next EDC meeting on December 21, 2017.

2. Manufacturing & Technology Park

- a. Listing Lots with Realtor – Staff members have contacted companies and no commercial realtors are interested in listing the lots in the Manufacturing and Technology Park at this time. ReMax did submit a listing proposal. Barry Hill made a motion to pursue with a local realtor. John Condon seconded. Motion passed.
- b. Land Purchase Inquiry – David Mackie was contacted to see if there would be an interest to sell a couple of acres of the 80 acre parcel in the Manufacture & Technology Park. EDC members advised they are not interested in splitting the property at this time.

3. Business Review Committee/Other Projects – Council approved the following:

- a. NEZ – 316 Hidden Meadows Drive – 10 years for new spec home built by Hillsdale County ISD Construction Trades Program.
- b. OPRA – 115 E Carleton Road – 12 years
- c. NEZ transfer – 310 Hidden Meadows

G. BOARD ROUND-TABLE/ECONOMIC DEVELOPMENT UPDATE

1. Rising Tide Project –working on getting the marketing and branding plan complete.
2. Dawn Theatre Grant – TIFA has formed a Dawn Theatre governance board and the plan is once complete to show classic movies and use as a community center.
3. Keefer – accepting RFQ’s to develop as a small boutique hotel.
4. Redevelopment Ready Community Certification – Alan Beeker gave an update on the Redevelopment Ready Certification status.
5. Members asked staff to inquire if a study can be done on what the Economic Development impact will be on local businesses when Meijer’s opens.
6. Marketing – WLNS TV Holiday Town Package for Hillsdale – Staff members advised there is an opportunity for up to 20 local merchants to receive 60-10 second TV commercials (production free). City of Hillsdale and Hillsdale County Chamber of Commerce would like to partner and offer the package at a reduced rate of \$395 per merchant instead of \$495. The City and Chamber would like to each pay \$50 towards each package. Every 30 second commercial has a five second into and outro along with merchant A 10 second commercial and Merchant B 10 second commercial. There are only 10 packages available.

Ed Sumnar made a motion to approve up to \$500 towards the Holiday Town Package presented by WLNS TV. If City of Hillsdale Tax Increment Finance Authority (TIFA) is willing to contribute \$50 per package it would be less. Barry Hill seconded. Motion passed.

H. Economic Development (Hillsdale Policy Group Reports)

September and October 2017 Progress Reports were included in the packet.

I. Economic Development Partnership Reports

Sue Smith, EDP Director presented her reports that were included in the packet.

- J. ADJOURNMENT:** Ed Sumnar made a motion to adjourn at 9:35 a.m. John Condon seconded. Motion passed.

K. Next Meeting: December 21, 2017

CITY OF HILLSDALE



Economic Development Corporation

97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6479

EDC MINUTES **BUSINESS REVIEW COMMITTEE** **CITY HALL, 97 N. BROAD ST., 2ND FLOOR** **July 25, 2017 at 8:00 am**

I. Call to Order 8:05 am

Members Present: J.J. Hodshire, Amanda Janes, Gary Wolfram

Members Absent: Victoria Bergen (excused)

Others Present: Alan Beeker (Zoning Administrator)

II. Old Business

A. No Old Business

III. New Business

A. Chair election – J.J. Hodshire nominated Gary Wolfram as Chair, Amanda Janes seconded. Motion passed.

B. NEZ approval for 88 N. West Street – The owner of 88 N. West St. submitted an application on July 10, 2017 to participate in the new NEZ Rehabilitation program. The City Assessor has reviewed the application and has passed it along to the Business Review Committee to review and recommend to Council.

After a brief discussion, Mr. Hodshire moved to recommend to Council the approval for participation in the NEZ Rehabilitation program by the owner at 88 N. West St. Ms. Janes seconded. Motion passed.

IV. Adjournment at 8:20 am Mr. Hodshire moved to adjourn, Ms. Janes seconded, motion passed.



CITY OF HILLSDALE

Economic Development Corporation

97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6426

EDC MINUTES **BUSINESS REVIEW COMMITTEE** **CITY HALL, 97 N. BROAD ST., 2ND FLOOR** **October 3, 2017 at 8:40 am**

I. Call to Order 8:42 am

Members Present: Amanda Janes, Gary Wolfram, Victoria Bergen

Members Absent: J.J. Hodshire

Others Present: Andrew Gelzer, Kelly LoPresto (Administrative Assistant)

II. Consent Agenda:

1. Approval of Minutes: Business Review Committee meeting July 25, 2017
2. Addition to agenda – NEZ application for 316 Hidden Meadows for 10 years

III. Public Comment on Agenda Items

None

IV. New Business

1. OPRA approval for 115 E Carleton Road – The owner of 115 E Carleton Road submitted an application on September 20, 2017 for an OPRA for 12 years. Ms. Bergen moved to recommend a 12 year OPRA to council for approval. Ms. Janes seconded. Motion passed.
2. NEZ approval for 316 Hidden Meadows Drive –The owner of 316 Hidden Meadows Drive submitted an application on September 5, 2017 for 10 years. The City Assessor has reviewed the application and has passed it along to the Business Review Committee to review and recommend to Council for approval. .After a brief discussion, Ms. Janes moved to recommend to Council the approval for the 10 year NEZ on 316 Hidden Meadows Drive. Ms. Bergen seconded. Motion passed.

V. Old Business

1. No Old Business

VI. Public Comment

1. None

VII. Adjournment at 8:52 am - Ms. Janes moved to adjourn, Ms. Bergen seconded, motion passed.

Draft

Finance Committee Meeting Minutes
Monday, August 28, 2017
Hillsdale City Hall
5:15 p.m.

Attendees

Council: Patrick Flannery, Will Morrissey, Matt Bell, Bruce Sharp
Staff: Mike Barber, Bonnie Tew
Public: None

Minutes

Call to Order: 5:18 p.m.

Committee reviewed the check register dated 8/11/2017 to 8/25/2017 for the City. Containing check numbers 101, 102, 77862 - 77931. Questions regarding the check register:

- Check #77922 – WCST – EDC has its own budget for marketing
- Check #77926 – ZEP Manufacturing – Used by the public services department
- Check #77927 – Colossus, Inc – Software company for folder management

Motion made by Councilman Bell and supported by Councilman Sharp to approve the City bills. Motion carried: 4 Ayes, 0 Nays

Committee reviewed the check register dated 8/11/2017 to 8/25/2017 for the Board of Public Utilities. Containing check numbers 68243 to 68278. Questions regarding the check register:

- Check #68235 – CDW-G - Tablet covers for iPads used by crews for job reporting
- Check #68248 – Hillsdale Co. Dist. – Filing fees for small claims court
- Check #68270 – Sprint – Carrier fee for iPads used by work crews
-

Motion made by Councilman Sharp and supported by Councilman Bell to approve the Board of Public Utilities bills. Motion carried: 4 Ayes, 0 Nays

Motion made by Councilman Morrissey and supported by Councilman Sharp to adjourn. Motion carried: 4 Ayes, 0 Nays

Adjourned: 5:37 p.m. Submitted by: Councilman Flannery

Finance Committee Meeting Minutes
Monday, September 11, 2017
Hillsdale City Hall
5:15 p.m.

Attendees

Council: Patrick Flannery, Will Morrissey, Matt Bell

Staff: Mike Barber, Bonnie Tew

Public: None

Minutes

Call to Order: 5:18 p.m.

Committee reviewed the check register dated 8/25/2017 to 9/7/2017 for the City. Containing check numbers 103, 77932 - 78004. Questions regarding the check register:

- Check #77933 – Accushred – Used primarily by the Clerk’s office as docs are scanned
- Check #77939 – Becker & Scrivens – Laser used by public services for leveling
- Check #77965 – Key Opportunities – They handle mobility management for the area. The money we send them is received by the City through a grant
- Check #77971 – MDOT – Apron work at the airport
- Check #77978 – Postitive Promotions – Items for children to promote fire safety

Motion made by Councilman Bell and supported by Councilman Morrissey to approve the City bills.

Motion carried: 3 Ayes, 0 Nays

Committee reviewed the check register dated 8/25/2017 to 9/7/2017 for the Board of Public Utilities. Containing check numbers 3, 68279 to 68339. Questions regarding the check register:

- Check #68285 – Bio Research – Chemicals needed for water testing
- Check #68292 – DLT Solutions – Used in office for work crews

Motion made by Councilman Morrissey and supported by Councilman Bell to approve the Board of Public Utilities bills. Motion carried: 3 Ayes, 0 Nays

Motion made by Councilman Morrissey and supported by Councilman Sharp to adjourn. Motion carried: 3 Ayes, 0 Nays

Adjourned: 5:36 p.m. Submitted by: Councilman Flannery

Finance Committee Meeting Minutes
Monday, September 25, 2017
Hillsdale City Hall
5:15 p.m.

Attendees

Council: Patrick Flannery, Will Morrissey, Matt Bell, Bruce Sharp
Staff: Mike Barber, Bonnie Tew
Public: None

Minutes

Call to Order: 5:16 p.m.

Committee reviewed the check register dated 9/9/2017 – 9/21/2017 for the City. Containing check numbers 78037 - 78066. Questions regarding the check register:

- Check #78008 – APEX II – Software is used by the assessor’s office.
- Check #78023 – Dawn Entertainment – Acquire the liquor license for the Dawn theatre
- Check #78049 – Redline Equipment – Repair for vehicle #140
- Check #78062 – Wells Equipment – Mower repair for the airport

Motion made by Councilman Bell and supported by Councilman Morrissey to approve the City bills.
Motion carried: 4 Ayes, 0 Nays

Committee reviewed the check register dated 9/9/2017 to 9/21/2017 for the Board of Public Utilities. Containing check numbers 68343 - 68401. Questions regarding the check register:

- Check #68350 – Bridgestone Americas – Bill printing
- Check #68352 – Business Card – Credit card purchases
- Check #68368 – Hillsdale Co. Dist – Court Fees
- Check #68370 – Kendall Electric – Electrical purchase
- Check #68383 – Norris, Perne & French – Investment fees for BPU

Motion made by Councilman Morrissey and supported by Councilman Bell to approve the Board of Public Utilities bills. Motion carried: 4 Ayes, 0 Nays

Motion made by Councilman Morrissey and supported by Councilman Sharp to adjourn. Motion carried: 4 Ayes, 0 Nays

Adjourned: 5:32 p.m. Submitted by: Councilman Flannery

Finance Committee Meeting Minutes
Monday, October 9, 2017
Hillsdale City Hall
5:15 p.m.

Attendees

Council: Patrick Flannery, Will Morrissey, Matt Bell, Bruce Sharp

Staff: Mike Barber, Bonnie Tew

Public: None

Minutes

Call to Order: 5:15 p.m.

Committee reviewed the check register dated 9/22/2017 – 10/5/2017 for the City. Containing check numbers 106, 78070 – 78145. Questions regarding the check register:

- Check #78070 – ABS Rental Services – Rentals for the fly-in
- Check #78099 – Kreis, Enderle... - Legal fees for property tax assessment appeal
- Check #78109 – Leuthheuser – Not just oil change and tire rotation
- Check #78145 – VISA – Big Belly Bank is for the library

Motion made by Councilman Bell and supported by Councilman Morrissey to approve the City bills.

Motion carried: 4 Ayes, 0 Nays

Committee reviewed the check register dated 9/22/2017 to 10/5/2017 for the Board of Public Utilities. Containing check numbers 6, 68402 - 68455. Questions regarding the check register:

- Check #68425 – Hydrocorp – Regular monthly payment

Motion made by Councilman Morrissey and supported by Councilman Bell to approve the Board of Public Utilities bills. Motion carried: 4 Ayes, 0 Nays

Motion made by Councilman Morrissey and supported by Councilman Sharp to adjourn. Motion carried: 4 Ayes, 0 Nays

Adjourned: 5:37 p.m. Submitted by: Councilman Flannery

Finance Committee Meeting Minutes
Thursday, October 26, 2017
Hillsdale City Hall
5:15 p.m.

Attendees

Council: Patrick Flannery, Will Morrissey, Matt Bell, Bruce Sharp
Staff: Mike Barber, Bonnie Tew, Chief Hephner, City Clerk French
Public: Dennis Wainscott

Minutes

Call to Order: 5:15 p.m.

Committee reviewed the check register dated 10/6/2017 – 10/20/2017 for the City. Containing check numbers 107, 108, 78147 - 78220. Questions regarding the check register:

- Check #78169 – Econ Dev. Partners – Attendance at the annual dinner
- Check #78172 – Brian Fix – Payment for crops plowed under due to apron construction
- Check #78178 – Hager Consulting – Third Party administrator for 42 Union St. Grant last pymt
- Check #78191 – Midstate Title – Last payment for 42 union st grant
- Check #78194 – Net Designs – Website redesign for the library
- Check #78208 – Team Sports, Inc. – Replacement of damaged gear during summer rec league
- Check #78215 – Watchguard video – Software to redact police video for protection of victim's privacy

Motion made by Councilman Bell and supported by Councilman Morrissey to approve the City bills.
Motion carried: 4 Ayes, 0 Nays

Committee reviewed the check register dated 10/6/2017 – 10/20/2017 for the Board of Public Utilities. Containing check numbers 68456 - 68533. Questions regarding the check register:

- Check #68459 – Altec, Inc. – Repairs for truck under warrant. Warranty doesn't cover cost of travel for maintenance worker
- Check #68489 – Hillsdale Township Fire Dept. – Watching a downed electric line
- Check #68516 – Solomon Corporation – Transformer pad
- Check #68529 – Wheeler World, Inc. – Repair of generator separate from contracted work.

Motion made by Councilman Morrissey and supported by Councilman Sharp to approve the Board of Public Utilities bills. Motion carried: 4 Ayes, 0 Nays

Motion made by Councilman Bell and supported by Councilman Morrissey to adjourn. Motion carried: 4 Ayes, 0 Nays

Committee reviewed the quarterly Investment report for the city.

Adjourned: 5:42 p.m. Submitted by: Councilman Flannery

City of Hillsdale



Tax Increment Finance Authority
Dawn Theater Governance Board
Minutes: October 5, 2017

Members Present:

Rob Socha (chair), Mary Bertakis, Peter Merritt, Ron Scholl, Peggy Youngs

Also present: Mary Wolfram, Economic Development

Meeting commenced 7:00 pm.

Introductions were made for the first meeting of the Dawn Theater Governance Board. Chairman Socha expressed appreciation for everyone's commitment to the success of the rehabilitation and on-going operation of the Dawn Theater. The intent, role, organization and responsibilities of this Board were discussed.

A tour of the Dawn Theater was taken. Issues with the building observed. Rehabilitation goals were discussed to meet ADA compliance, new roof and HVAC along with improvements needed for overall function of the theater.

Discussion returned to goals for the theater.

Meeting adjourned 8:20 pm

Next meeting: Thursday, October 26, 2017

Economic Development Services
City of Hillsdale

PROGRESS REPORT
October 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 October 1, 2017 to October 31, 2017. On-going projects continue in an effort to increase economic activity in Hillsdale.

Business Attraction: Assistance has been provided for a new business to find a suitable location. A meeting was held with a municipal software provisioning company looking for employees and a remote location. Assistance to facilitate liquor license transfers at 55 Broad Street.

On-Going Projects:

TIFA:

Keefer House: The Request for Qualifications (RFQ) resulted in submissions from two development companies. TIFA will pursue negotiations with the best qualified firm. The goal is to reach a Development Agreement whereby the Keefer House gets redeveloped into a high end, boutique hotel.

Dawn Theater: A contract for architectural and engineering services is being negotiated and reviewed with DLR Group, the City attorney and MEDC, soon to be signed. The TIFA Dawn Theater Governance Board has now been appointed, met, and been added to the League of Historic American Theaters membership. 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: An application was received and processed for 4. S. Howell Street.

Placemaking Plan (Beckett & Raider): The final Placemaking plan has been accepted. The Plan will provide guidance as the TIFA district is improved and funded.

Tax Abatements: An application for an Obsolete Property Rehabilitation Abatement (OPRA) was approved for 115 E. Carleton Rd. An Agreement between the City and Core Coyle, LLC for the

approved Plant Rehabilitation IFT at 221 Industrial Drive has been signed and sent with the application materials to the State Tax Commission (STE).

MEDC:

Redevelopment Ready Communities (RRC): 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.

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

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.

The Blight Elimination grant period at 42 Union Street has concluded. Final payment requests have been processed. Grant close-out procedures must now be completed.

MEDC Façade Grant. Owners of blighted buildings are being recruited to participate.

SBDC: Information on the services of the Small Business Development Center is provided.

Fiber: A meeting was held with Doberman Technologies to determine the best way to market and connect businesses and residents with high speed optic fiber.

Parking: Discussions have been held regarding improving downtown parking.

Center City Apartments: Arrangements are being made for a Grand Opening.

Planning & Zoning: Information is provided as needed.

Events: Coordination and assistance is provided to the HBA for events such as the up-coming Christmas Scavenger Hunt and Light-Up parade. 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.

Hillsdale City business lists are maintained, updated and provided as needed for communication.

Marketing/ Media: Working with the Hillsdale Chamber of Commerce to sponsor part of the 2018 Pure Michigan spring tour.

College connection:

A Historic Walking Tour was provided for Parents Weekend at Hillsdale College. Information is provided to College reporters for inclusion in the City News section of the College Collegian. CCA lecture series events were attended.



Hillsdale Policy Group, Ltd.

Specializing in Taxation & Public Policy Analysis

Meetings/Events

October 2, 2017	ICE Grant check presentation from MEDC
October 4, 2017	HBA Regular meeting
October 10, 2017	TIFA Façade Grant committee; Planning Commission meeting
October 11-31, 2017	Stock's Haunted Mill
October 14, 2017	Hillsdale Community Library Open House
October 17, 2017	Awesome Autumn; webinar on marketing small cities
October 18, 2017	Rotary speaker on TIFA projects: Keefer House, Dawn Theater
October 19, 2017	EDC regular meeting; TIFA Beautification committee meeting
October 21, 2017	Historic Walking Tour, Parents Weekend Hillsdale College
October 23, 2017	RFQ Qualification Statements deadline
October 24, 2017	TIFA Targeted Development committee
October 25, 2017	meeting on City Marketing Strategy, Poggemeyer Design Group
	Sauk Theatre Board meeting
October 26, 2017	Dawn Theater Governance Board meeting

Upcoming Events

Until November 4, 2017	Stock's Haunted Mill
November 4, 2017	Hillsdale Arts Chorale fall concert
November 9, 2017	Hillsdale County Veterans Hall of Fame
Nov. 10-11, 2017	The Pirates of Penzance, Hillsdale College
November 11, 2017	Junior Achievement Crazy Bowl
November 25, 2017	Small Business Saturday – Shop Locally
	Hillsdale High School Holiday Bazaar
December 2, 2017	HBA Christmas Scavenger Hunt and Light-Up Parade
Dec. 2 – 3, 2017	Christmas at the Poorhouse
December 8, 2017	Hillsdale Wind Symphony
December 9, 2017	Winter Light Festival – Hillsdale College Barber House
	Hillsdale College Choir Christmas concert

City of Hillsdale Agenda Item Summary

Meeting Date: November 6, 2017

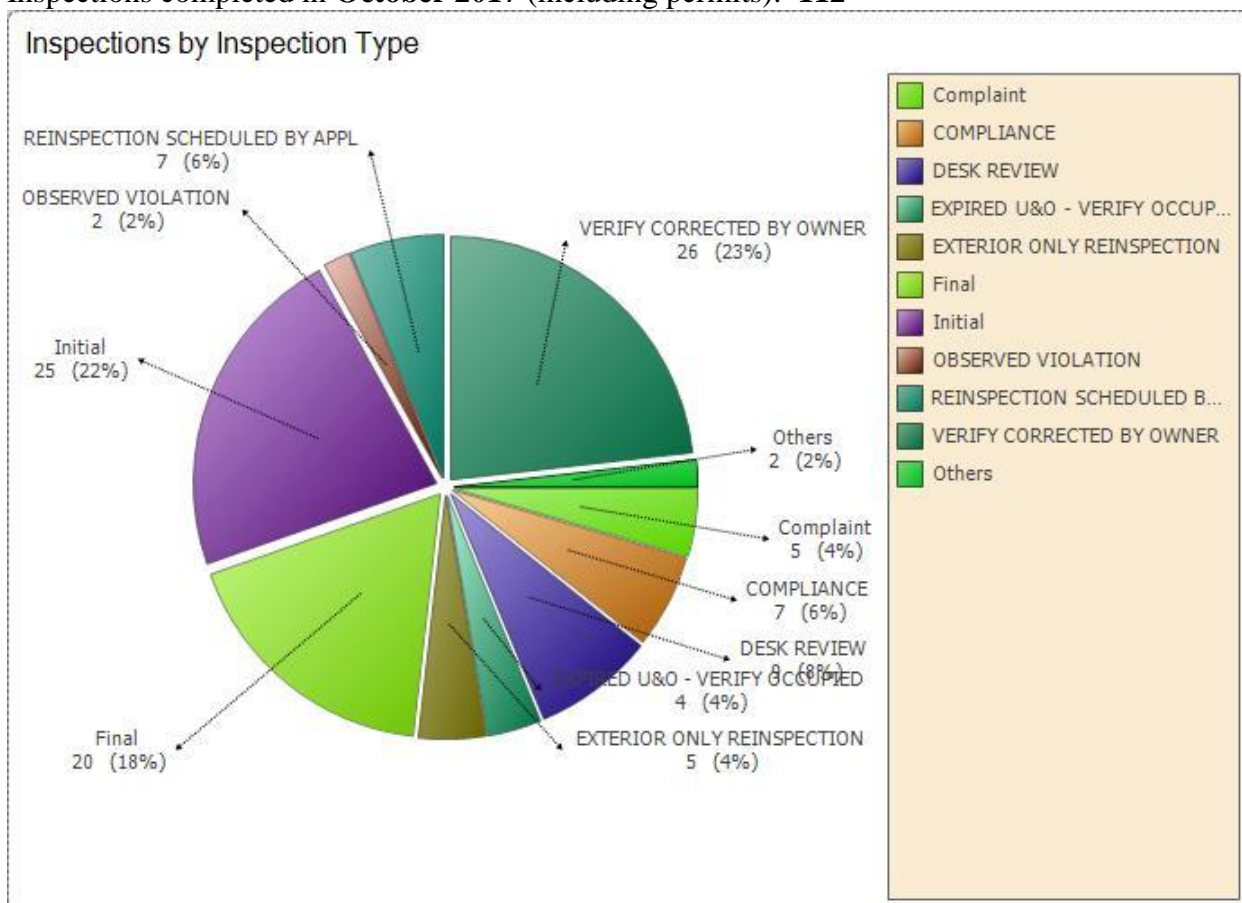
Agenda Item: Consent Agenda

SUBJECT: October 2017 Code Enforcement Report

Prepared by: Kimberly Thomas, Assessor/Code Official

Code Enforcement Statistics as of 8:37 a.m., November 1, 2017:

- Total Open Enforcements: **401**
- New Enforcements opened in **October 2017: 35**
- Enforcements closed in **October 2017: 71**
- Inspections completed in **October 2017** (including permits): **112**



- Permits (Use & Occupancy/Zoning Compliance/Signs/Fences) issued in **October 2017** (report attached): **39**
- **October 2017** Revenues (report attached): **\$955.**

- A list is attached of unpaid code enforcement invoices. These invoices are to reimburse the city for work completed to bring the properties into compliance with the property maintenance code (as authorized IPMC as Section 106.5.1, as revised by Hillsdale Municipal Code Section 6-62) or to remove garage sale signs from the City right-of-way (as authorized by the Sign Ordinance, Hillsdale Municipal Code Section 26-13(f)). The balance will be added to the winter tax bill for the property identified if still unpaid within 30 days of billing.

TOP 25 CODE ENFORCEMENT PRIORITIES

Prepared by Code Enforcement staff

Properties removed from Top 25 this month: None

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...). The planning administrator toured the building with an architect in February 2015 at TIFA's request in order to evaluate it for possible purchase – 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 has indicated that the owner wishes to repair the structure to a usable condition. The work must be completed timely, under the supervision of a structural engineer and with the proper permits through the county inspection department. Due to a lack of reasonable progress toward this goal, a demolition order was issued 1/24/2017, giving the owner 30 days to submit a specific plan to demolish or repair the structure. 3/29/2017 IPMC Notice of Violation issued regarding foundation erosion caused by water from improper sloping of sidewalk (along south side of building). 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 (to be scheduled by District Court)**. New barricade erected by DPS 8/7/2017 to block sidewalk adjacent to building due to safety concerns. **10/3/2017 Sent invoice for quarterly rental of sidewalk barricades.**
2. **58 N West St** (Vacant eight-unit residential structure, unrepaired 2011 fire damage) - **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 and extended the deadline for repair to allow time

to develop a viable plan for future use of the property. NEZ District established 4/17/2017. **No progress as of 11/1/2017.**

3. **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 required prior to issuance of a new certificate of occupancy along with repair of all structural deficiencies per County Inspector. **See 58 N West.** Owner has indicated he plans to start renovation on this building first.
4. **55 S Broad St** (posted unsafe by County Building Inspector 2009, declared public nuisance by Council 5/19/2014 – New owner November 11, 2015. Repaired broken windows. 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. Code Enforcement staff will do a progress inspection in February.
5. **65 S Norwood Ave** (abandoned, unsafe residence) – New owner 7/7/2015, plans to do complete remodel. Some new windows installed, started installing foam board over existing siding. **County building permit issued 8/10/2015, renewed thru 9/27/2018.**
6. **178 N Manning St** (Posted unfit for occupancy 11/25/2015 due to no water service & obvious lack of maintenance, possibly still owner-occupied). 12/2015 Front porch completely rebuilt by licensed contractor. No other repairs made. **Mail to property and to last known post office box returned unable to forward, but owner's car has been seen at the property as recently as October 11, 2017.**
7. **22 W St Joe St** (abandoned, posted unfit for occupancy 3/23/2016). 2008 land contract, apparently defaulted but nothing recorded. Formerly used as duplex, planned to convert back to single family. Partially boarded up, stone front porch crumbling, no utilities for several years. 10/25/2017 requested plan within 30 days for repair or demolition – work to commence within 6 months.
8. **4 Spring St** (abandoned foreclosed residence, purchased by current owner 3/6/2008) – Renovation started, but no meaningful recent progress. Grass is mowed regularly and structure is secured. May 2016 – new windows & doors installed. Owner missed proposed deadline for completion of December 2016. Civil Infraction Notice of Violation issued 4/24/2017, fine paid.
9. **4/50/80 S Wolcott St** (unsafe structures, demolition debris, former dump site – purchased by church for future building site). 6/16/2015 Met with owner's agent to discuss specific goals and set a tentative timeline. Regularly submitting pictures of clean-up progress – dependent on volunteer labor. Discussed possible future demolition under grant, but indicated they would prefer to repair the existing structure.
10. **10 S Wolcott St** (abandoned residence sold at 2011 tax sale, purchased 3/27/2014 by adjacent property owner's agent). **See 4/50/80 S Wolcott St.**
11. **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 – minimal progress to date. Complaints that the structure is not adequately secured against trespassers. 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.

12. **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. **Buyer at auction also owns other houses on top 25 list – requested and was refused extension on other properties due to purchasing this house. Reportedly has in turn sold this house to another individual who has the knowledge and ability to rehabilitate (no deed yet received).**
13. **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.
14. **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). **Work in progress.**
15. **324 E Bacon St** (abandoned residence, foreclosure). New owner (LLC out of Hudson) 12/28/2016. Plans to rehab & sell.
16. **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, **fine paid but no permit application submitted and no inspection scheduled.**
17. **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.
18. **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.
19. **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).
20. **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.

21. **61 S Howell St** (single-family residence – exterior maintenance violations). Enforcement opened 2010. New roof 2016, exterior painting and related improvements in progress.
22. **3 Greenwood St** (single-family residence – sold on unrecorded land contract). Enforcement opened 2011. Exterior maintenance violations (paint, roof, etc...). Repairs are being made by occupant.
23. **33 Charles St** (posted unfit for occupancy 2015 due to sanitation violations and lack of maintenance). 5/8/2017 Temporary Use & Occupancy approved for 6 months for downstairs unit only pending repair of exterior (paint) – expires 11/8/2017.
24. **48 Greenwood St** (2012 fire, 2011 hoarding/solid waste violations) –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 request, owner refused to sign demolition agreement, Council issued demolition order April 18, 2016. Property owner signed agreement to complete conversion of structure to garage in compliance with state building code by 9/11/2016. 3/1/2017 new owner (daughter & son-in-law, grandson & another individual). 6/27/2017 building permit issued by county to restore house to livable condition – inspector has approved all work completed to date.
25. **49 Westwood St** (single-family residence – bank foreclosure, purchased by current owner 7/20/2012). Owner requested extension through October 30, 2017 to finish the siding & soffit.

Properties added to Top 25 this month: None

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

PUO2017-267	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL OVER 4 UNITS 32 E CARLETON RD 309	DATE ISSUED: 10/16/2017
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PUO2017-274	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL OVER 4 UNITS 32 E CARLETON RD 307	DATE ISSUED: 10/16/2017
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PUO2017-275	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL OVER 4 UNITS 32 E CARLETON RD 701	DATE ISSUED: 10/16/2017
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PUO2017-276	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL OVER 4 UNITS 32 E CARLETON RD 1001	DATE ISSUED: 10/16/2017
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PUO2017-285	USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL 5 ARMSTRONG ST	DATE ISSUED: 10/10/2017
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PUO2017-288	USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL 46 S WEST ST	DATE ISSUED: 10/10/2017
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PUO2017-289	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL OVER 4 UNITS 903 HEATHCLIFF DR	DATE ISSUED: 10/16/2017
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PUO2017-290	USE AND OCCUPANCY- MULTI UNIT RESIDENTIAL OVER 4 UNITS 1306 HEATHCLIFF DR	DATE ISSUED: 10/16/2017
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PUO2017-292	USE AND OCCUPANCY - MULTI FAMILY RESIDENTIAL OVER 4 UNITS 62 CARRIAGE PARK	DATE ISSUED: 10/26/2017
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PUO2017-294	USE AND OCCUPANCY - SINGLE FAMILY RESIDENTIAL 51 OAK ST	DATE ISSUED: 10/27/2017
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PUO2017-295	USE AND OCCUPANCY - MULTI FAMILY RESIDENTIAL, APT 2 94 S BROAD ST # 2	DATE ISSUED: 10/27/2017
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PUO2017-297	USE AND OCCUPANCY - MULTI FAMILY RESIDENTIAL - APT 3 94 S BROAD ST # 3	DATE ISSUED: 10/27/2017
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PUO2017-308	USE AND OCCUPANCY- MULTI-FAMILY RESIDENTIAL OVER 4 UNITS 21 GARDEN GRV	DATE ISSUED: 10/26/2017
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Monthly Permit List

PUO2017-309	USE AND OCCUPANCY - COMMERCIAL USE (DOWNSTAIRS ONLY)	
	55 N BROAD ST	DATE ISSUED: 10/18/2017

PUO2017-316	USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL	
	75 SPRING ST	DATE ISSUED: 10/25/2017

PUO2017-317	USE AND OCCUPANCY - SINGLE FAMILY RESIDENTIAL	
	63 W CARLETON RD	DATE ISSUED: 10/25/2017

PUO2017-318	USE AND OCCUPANCY - SINGLE FAMILY RESIDENTIAL	
	310 HIDDEN MEADOWS DR	DATE ISSUED: 10/16/2017

PUO2017-321	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL	
	39 S MANNING ST	DATE ISSUED: 10/25/2017

PUO2017-322	USE AND OCCUPANCY- MULTI FAMILY RESIDENTIAL	
	39.5 S MANNING ST	DATE ISSUED: 10/25/2017

PUO2016-237	MULTI-FAMILY RESIDENTIAL OCCUPANCY - UNIT A	
	62 S MANNING ST A	DATE ISSUED: 10/04/2017

PUO2017-296	USE AND OCCUPANCY - MULTI FAMILY RESIDENTIAL - UNIT B	
	62 S MANNING ST B	DATE ISSUED: 10/04/2017

PUO2017-287	USE AND OCCUPANCY- SINGLE FAMILY RESIDENTIAL	
	4 E HALLETT ST	DATE ISSUED: 10/04/2017

Zoning Permit

PZ2017-034	NEW DECK ON REAR OF HOUSE	
	47 SALEM ST	DATE ISSUED: 10/03/2017

PZ2017-036	NEW HOUSE- 2 STORY OVER BASEMENT	
	396 N WOLCOTT ST	DATE ISSUED: 10/03/2017

PZ2017-037	SMALL PORCH WITH ACCESS RAMP	
	312 E BACON ST	DATE ISSUED: 10/13/2017

PZ2017-038	ADDITION TO REAR OF EXISTING RESIDENCE	
	83 RIVER ST	DATE ISSUED: 10/17/2017

PZ2017-039	ZONING PERMIT FOR NEW SINGLE-FAMILY RESIDENCE	
	316 HIDDEN MEADOWS DR	DATE ISSUED: 10/18/2017

11/01/17

Monthly Permit List

4/4

Permit.DateIssued in <Previous month> [10/01/17 - 10/31/17]

Permit Total: 39

Report Filter Query:

Permit.DateIssued in <Previous month> [10/01/17 - 10/31/17]

Revenue by Category Detail

11/01/2017

FENCE PERMIT		
FENCE PERMIT APPLICATION FEE	1	25.00
<hr/>		
FENCE PERMIT totals	1	25.00
INSPECTION		
RE-INSPECTION	9	175.00
<hr/>		
INSPECTION totals	9	175.00
Site Plan		
Zoning Site Plan Review	3	150.00
<hr/>		
Site Plan totals	3	150.00
TEMP SIGNAGE		
BANNER	1	5.00
<hr/>		
TEMP SIGNAGE totals	1	5.00
USE & OCCUPANCY PERMIT		
USE AND OCCUPANCY PERMIT APPLICATION FEE	34	525.00
<hr/>		
USE & OCCUPANCY PERMIT totals	34	525.00
ZONING COMPLIANCE PERMIT		
ZONING COMPLIANCE PERMIT	3	75.00
<hr/>		
ZONING COMPLIANCE PERMIT totals	3	75.00
<hr/>		
Grand Totals	51	955.00

Report Filter Query:

Transaction.DateToPostOn in <Previous month> [10/01/17 - 10/31/17]

Population: All Records

Transaction.DateToPostOn in <Previous month>
[10/01/17 - 10/31/17]

Open Receivables

Generated: 11/01/2017

Record Type	Record No.	Invoice No.	Address	Billed To	Description	Amount Due
10/17/2017						
Enforcement	E2014-0228	00008162	28 MCCLELLAN ST	28 MC CLELLEN, LLC	MOWED BY CITY CONTRACTOR 10/1	175.00
Total						175.00
06/27/2017						
Enforcement	E2014-0078	00007888	34 W ST JOE ST	DAVIS, CHRISTOPHER SCOTT	GARAGE SALE SIGN REMOVAL FROM	25.00
Total						25.00
10/23/2017						
Enforcement	E2017-0303	00008175	73 WESTWOOD ST	FEDERAL NATIONAL MORTGAGE	UNSAFE TREE REMOVAL - CITY FC	525.00
Total						525.00
10/03/2017						
Enforcement	E2014-0337	00008110	23 N BROAD ST & 25	MORTGAGE MANAGEMENT, LLC	SIDEWALK BARRICADE - 7/16-9/3	927.00
Total						927.00
10/17/2017						
Enforcement	E2014-0216	00008163	10 ELM ST	PADULA, ANN	MOWED BY CITY CONTRACTOR 10/1	100.00
Total						100.00
08/04/2017						
Enforcement	E2017-0208	00007968	45 MORRY ST	RIDENOUR, AMBER C	SIGN REMOVED FROM RIGHT-OF-WAY	25.00
Total						25.00
Grand Total						1,777.00

Population: All Records

Invoice.LinkFromType = Enforcement AND

Invoice.AmountDue Between 0.01 AND 500,000

Report Filter Query:

Invoice.LinkFromType = Enforcement AND

Invoice.AmountDue Between 0.01 AND 500,000

MEMO

TO: Dave Mackie, City Manager
City Council

FROM: Bonnie Tew
Finance Director

DATE: October 23, 2017

SUBJECT: Quarterly Investment Report

Attached please find investment summaries for the City and the BPU as of September 30, 2017.

City Investments:

No activity this quarter

Cemetery Funds: All the investments in GNMA's held by Raymond James have been liquidated. The Cemetery Perpetual Care Fund has invested \$447,048 in the Fire Department's new truck, through an interdepartmental loan agreement. This investment in Public Services will provide this fund with a 2.8% rate of return over the next ten years. Payments of \$25,782.69 will be made semi-annually.

Stocks Park Perpetual Maintenance Fund:

No activity this quarter

Hospital Trust Investments:

A new 27 month certificate of deposit with an interest rate of 1.75% was purchased with the funds formerly invested with Raymond James.

Board of Public Utilities Investments:

For consistency, I have created a new investment form for the BPU that is similar to the City's. I have listed all the operating, as well as investment funds. The BPU investments are being managed by Norris, Perne, & French located in Grand Rapids.

10/23/2017

City Investments							
September 30, 2017							
Description	Vendor	Yield	2017	2018	2019	2027	TOTAL
#6550422668	Chemical Bank	1.35%		\$300,000.00			\$300,000.00
Due 11-26-2018	(Purchased 10/16)						
#126199	County National Bank	1.31%		\$200,000.00			\$200,000.00
Due 10-27-2018	(Purchased 10/16)						
#300004066	Southern Michigan Bank & Trust	1.00%		\$200,000.00			\$200,000.00
Due 4/16/18	(purchased 10/16)						
#41063066	Chemical Bank	0.95%	\$200,000.00				\$200,000.00
Due 8-16-17	(purchased 7-16-15)						
S. MI. BANK & TRUST	General Checking	0.20%	\$3,237,196.99				\$3,237,196.99
CLASS INV. POOL	MBIA	1.18%	\$1,443,862.42				\$1,443,862.42
S. MI. BANK & TRUST	USDA Funds-Police Grant	0.01%	\$1.60				\$1.60
		TOTALS	\$4,881,061.01	\$700,000.00	\$0.00	\$0.00	\$5,581,061.01
Cemetery Funds							
Checking Account	Lake View/Oak Grove Combined	0.20%	\$21,046.84				\$21,046.84
Lake View	General Checking - to be invested	0.20%	\$95,450.36				\$95,450.36
Oak Grove	General Checking - to be invested	0.20%	\$113,685.63				\$113,685.63
Lake View	Investment (Due from GF) - Fire Truck	2.80%				\$204,032.71	\$204,032.71
Oak Grove	Investment (Due from GF) - Fire Truck	2.80%				\$243,015.29	\$243,015.29
Hospital Trust							
#300015245	S. MI. BANK & TRUST	2.00%			\$8,000.00		\$8,000.00
Due 12-11-19	(Purchased 9/17)						
# 422347300	Flagstar Bank	0.50%			\$7,000.00		\$7,000.00
Due 12/03/2019	(purchased 12/14)						
Stocks Park- Perpetual Care							
#426866073	Flagstar Bank	1.00%		\$35,000.00			\$35,000.00
Due 10/19/2018	(purchased 10/14)						
		TOTALS	\$5,111,243.84	\$735,000.00	\$15,000.00		\$6,308,291.84

BPU Investments			
September 30, 2017			
Description	Vendor	Yield	Current Values
XXXXX1974	County National Bank Daily Receiving Account	0.01%	\$941,526.86
XXXXX1519	County National Bank Sweep Account	0.25%	\$1,487,733.79
XXXXX7946	County National Bank WWTP Bonds	0.00%	\$52,461.36
		TOTALS	\$2,481,722.01
Fidelity Investments			
Electric Capital Projects Fund #479-412937	Money Market/Municipal Bonds US Treasuries/Agencies/CD's	Variable 1.25 - 3.9%	\$1,862,428.40
Water Capital Projects Fund #479-412929	Money Market/Municipal Bonds US Treasuries/Agencies/CD's	Variable .9 - 2%	\$948,216.98
		TOTALS	\$5,292,367.39



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

Bulletin 16 of 2017
Inflation Rate Multiplier
October 30, 2017

TO: Assessors and Equalization Directors

FROM: State Tax Commission

RE: Inflation Rate Multiplier for use in the 2018 capped value formula and the "Headlee" Millage Reduction Fraction (MRF) formula

Note: The Calculation of the Inflation Rate Multiplier is set in statute. MCL 211.34d states:

(l) "Inflation rate" means the ratio of the general price level for the state fiscal year ending in the calendar year immediately preceding the current year divided by the general price level for the state fiscal year ending in the calendar year before the year immediately preceding the current year.

(f) "General price level" means the annual average of the 12 monthly values for the United States consumer price index for all urban consumers as defined and officially reported by the United States department of labor, bureau of labor statistics.

Based on this statutory requirement, the calculation for 2017 is as follows:

1. The 12 monthly values for October 2015 through September 2016 are averaged.
2. The 12 monthly values for October 2016 through September 2017 are averaged.
3. The ratio is calculated by dividing the average of column 2 by the average of column 1.

The specific numbers from the US Department of Labor, Bureau of Labor Statistics are as follows:

Oct-15	237.838	Oct-16	241.729
Nov-15	237.336	Nov-16	241.353
Dec-15	236.525	Dec-16	241.432
Jan-16	236.916	Jan-17	242.839
Feb-16	237.111	Feb-17	243.603
Mar-16	238.132	Mar-17	243.801
Apr-16	239.261	Apr-17	244.524
May-16	240.229	May-17	244.733
Jun-16	241.018	Jun-17	244.955
Jul-16	240.628	Jul-17	244.786
Aug-16	240.849	Aug-17	245.519
Sep-16	<u>241.428</u>	Sep-17	<u>246.819</u>
Average	238.939		243.841

Ratio	1.021
%	
Change	2.1%

Local units cannot develop or adopt or use an inflation rate multiplier other than 1.021 in 2018. It is not acceptable for local units to indicate to taxpayers that you do not know how the multiplier is developed.

➤ **Inflation Rate Multiplier Used in the 2018 Capped Value Formula**

The inflation rate, expressed as a multiplier, to be used in the 2018 Capped Value Formula is 1.021.

The 2018 Capped Value Formula is as follows:

$$\mathbf{2018\ CAPPED\ VALUE = (2017\ Taxable\ Value - LOSSES) \times 1.021 + ADDITIONS}$$

The formula above does not include 1.05 because the inflation rate multiplier of 1.021 is lower than 1.05.

➤ **Inflation Rate Multiplier Used in 2018 “Headlee” Calculations**

The inflation rate multiplier of 1.021 shall ALSO be used in the calculation of the 2018 “Headlee” Millage Reduction Fraction required by Michigan Compiled Law (MCL) 211.34d. The formula for calculating the 2018 “Headlee” Millage Reduction Fraction (MRF) is as follows:

$$\mathbf{2018\ MRF = \frac{(2017\ Taxable\ Value - LOSSES) \times 1.021}{2018\ Taxable\ Value - ADDITIONS}}$$

- The following is a listing of the inflation rate multipliers used in the Capped Value and "Headlee" calculations since the start of Proposal A:

1995	1.026
1996	1.028
1997	1.028
1998	1.027
1999	1.016
2000	1.019
2001	1.032
2002	1.032
2003	1.015
2004	1.023
2005	1.023
2006	1.033
2007	1.037
2008	1.023
2009	1.044
2010	0.997
2011	1.017
2012	1.027
2013	1.024
2014	1.016
2015	1.016
2016	1.003
2017	1.009
2018	1.021

Nola J. Wagner

10.

YES!
I am definitely in
of any thing that would
anything that allow Me.
come to Hillsdale.

I'm very old, but still
to shop.

We all need some
get excited a bit.

Now - could you fix
Kyr Fried Chicken? ☺

A PROPERTY OWN

Nola J. Wagner
44 St. Lynn





City of Hillsdale Agenda Item Summary

MEETING DATE: November 6, 2017

AGENDA ITEM: Communications

SUBJECT: Marketing for Hillsdale Manufacturing & Technology Park

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

BACKGROUND

City staff has created the enclosed brochure to market the Hillsdale Manufacturing & Technology Park and increase economic activity. The brochure is displayed on the following websites: City of Hillsdale, Michigan Economic Developers Association (MEDA), Michigan Economic Development Corporation (MEDC), Hillsdale County Chamber of Commerce, and Economic Development Partnership of Hillsdale County.

RECOMMENDATION

Informational only, no action needed by Council.



MICHIGAN CERTIFIED BUSINESS PARK

Built for Success



About the business park

CONTACT

Kelly LoPresto
Economic Development Corporation - City of Hillsdale
97 North Broad Street, Hillsdale, MI 49242
PH: (517) 437-6426
Email: klopresto@cityofhillsdale.org
Website: www.cityofhillsdale.org

SIZE

Approximately 400 Acres
Available: Approximately 200 Acres
50% developed
100% of buildings occupied

PRICE

\$5,000/acre
*Overall, cost is negotiable based on acres purchased, capital investment, jobs produced, and additional infrastructure required.

INCENTIVES

Industrial Facilities Tax Abatement
Water Pollution Control Tax exemption certificates
*Other programs may be applicable depending on the project.

UTILITIES

Electricity: Hillsdale Board of Public Utilities
Gas: Michigan Gas Utilities
Telecommunications: 72 strands of high-speed, fiber optic (with triple redundancy) are available for commercial traffic in the Hillsdale Manufacturing and Technology Park.
Water & Sewer: Hillsdale Board of Public Utilities

City of Hillsdale





MICHIGAN CERTIFIED BUSINESS PARK

Built for Success



HILLSDALE MANUFACTURING AND TECHNOLOGY PARK

TRANSPORTATION

Nearest state highway is M-99

US Highway 12

Interstate (30 miles I-80/90), (19.8 miles I-69), (30 miles I-94)

Rail Lines: 17.6 miles to Ray, Indiana

Airports: Hillsdale Municipal Airport

Distance: 3 miles

Jackson Reynolds Field, Jackson, MI 49202

Distance: 30 miles

Detroit Metro Airport, Romulus, MI 48174

Distance: 79 miles

TENANT LISTING

AAA Storage

ACT Test Panels, LLC

Cambria Tool

Clark Electric, Inc.

Cobra Moto

Corecoyle Composites, LLC

Dayco Products, LLC

Dow Automotive

Fairway Products

Foust Electro Mold, Inc.

GAMPCO

Hillsdale Terminal

Litex, Inc.

Mains Importing

Metallist, Inc.

Paragon Metals

Precision Gage, LLC

Qualite Sports Lighting, LLC

Rupert's Culligan

Swiss Industries, Inc.

TI Automotive Group

Warehouse 20 inc.



DISTANCE TO CITIES (in miles)

Chicago: 194

Cleveland: 187

Detroit: 98

Indianapolis: 201

Lansing: 68

Toledo: 80



MICHIGAN CERTIFIED BUSINESS PARK

Built for Success



HILLSDALE MANUFACTURING AND TECHNOLOGY PARK

About the community

COMMUNITY ECONOMIC DEVELOPMENT CONTACT

Name: Sue Smith
Title: Director
Company: Economic Development Partnership of Hillsdale County
Address: 859 Olds Street, Jonesville, MI 49250
PH: (517) 437-3200
Email: ssmith@hillsdaleedp.org

COMMUNITY DATA (Hillsdale County) March 2017

Population: 8,091-City (Hillsdale County Info – 46,688)
Labor Workforce: 21,282
Unemployment Rate: 3.4 percent
Link to online data: <http://www.michigan.gov/dtmb>
*Data from Michigan DTMB



TWO & FOUR YEAR COLLEGES & TECHNICAL SCHOOLS

Hillsdale College - Hillsdale
Jackson College – Hillsdale and Jackson locations
Hillsdale Beauty College – Hillsdale
Spring Arbor University – Spring Arbor
Baker College of Jackson – Jackson
Albion College – Albion
Adrian College – Adrian
Siena Heights University – Adrian

"Hillsdale Terminal has found the Hillsdale Manufacturing and Technology Park to be a great place to expand its business. Great location close to main highways, infrastructure ready for both large and small manufacturers."

-John Condon, Owner of Hillsdale Terminal Tool

MEDICAL FACILITIES

Hillsdale Hospital, 168 S Howell Street, Hillsdale, MI 49242 (517) 437-4457 - 5 miles
Community Health Center of Branch County, Coldwater, MI - 19 miles
Henry Ford Allegiance Health- Jackson, MI - 32 miles

COMMUNITY MASTER PLAN

Fire Rating: ISO 5
24/7 Police & fire protection
Local public transportation for employees





MICHIGAN CERTIFIED BUSINESS PARK

Built for Success



TECHNOLOGY PARK

RECREATION/AREA HIGHLIGHTS

Arts/Fairs/Festivals/Museums: Hillsdale County Fair, Art Around Town, Annual Beer & Wine Festival, Annual Car Show

Entertainment & Sporting Venues:

Golf Courses: Hillsdale Golf & Country Club, White Oaks Golf Club, Mill Race Golf Course, and Clor's Outpost (Golf Shop, Mini Golf, & Driving Range)

Lakes: Baw Beese Lake plus 27 additional Lakes within five miles

Orchards: Gleis' Orchards & Greenhouses

Shopping: Historic Downtown Hillsdale

Local Parks: Owens Memorial Park, Mrs. Stock's Park

Other: Sandy Beach-Public Beach, Fields of Dreams Sports Complex, and North Country Trail

OCCUPANT SERVICES

Gas Station(s) - 0.3 miles

Bank(s) – 0.3 miles

Restaurant(s) – 0.3 miles

Licensed Day-Care(s) - 1.5 miles



Information About Park/Area:

High Tech Connection

Hillsdale is uniquely capable of hosting high technology business. Our 400 acre Manufacturing and Technology Park is centrally located and has excellent fiber connectivity. We have recently been connected to the Merit REACH fiber optic network which provides 72 strands of high speed fiber connectivity between Chicago and Cleveland and all points east and west. In addition, Hillsdale is connected to 96 strands of high speed fiber south through Ohio. Hillsdale offers triple redundancy in a low cost, safe environment. Electricity is provided by our municipally owned and operated Board of Public Utilities which has sole authority to negotiate competitive rates and can generate its own back-up power. There is a second power source within one-half mile of the Hillsdale Manufacturing and Technology Park which can supply back-up electrical support. With 200 acres of vacant, buildable land, free of environmental contamination, existing utilities, zoned Light Industrial with a Technology Overlay, Hillsdale is ready to host high technology business and industry.

VISIT OR CONTACT US TODAY

Contact Address: 97 North Broad Street, Hillsdale

Kelly LoPresto – (517) 437-6426 or email: klopresto@cityofhillsdale.org

EDC Team to Include: David Mackie, City Manager, Kelly LoPresto, Sue Smith –Economic Development Partnership of Hillsdale County, and Randy Yagiela, Hillsdale County Chamber of Commerce Director

Basic Directions: Corner of Carleton (M99) & Arch Drive for Park

Website: www.cityofhillsdale.org

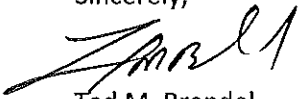


October 23rd, 2017

Mr. Mackie,

On behalf of the members of the Hillsdale City Police POAM union, I am asking for permission to hold our annual "No Shave November". The participating members will donate \$25.00 for the privilege to not shave during the month of November. The money raised will be donated to support our local CAPA organization. This is a fun way for our department to raise awareness and to help fund an important organization.

Sincerely,

A handwritten signature in black ink, appearing to read "Ted M. Brendel". The signature is stylized and cursive.

Ted M. Brendel
Hillsdale City Police

CITY OF HILLSDALE NEWSLETTER

www.cityofhillsdale.org



Term: Winter | Issue 1 | Date: December 2017

97 N. Broad St. Hillsdale, MI 49242

PROJECTS & AWARDS

*The City of Hillsdale was recently awarded an Infrastructure Capacity Enhancement (ICE) grant in the amount of \$1,880,300 by the Michigan Economic Development Corporation (MEDC) towards a total project cost of \$2,118,000. The project will consist of complete road and utility reconstruction of Garden, Mead, and Vine Streets and Rippon Avenue.

*The City expects to receive a grant from the MEDC in the amount of \$1.3 Million to renovate



the Dawn Theater into a functioning community space for the citizens to enjoy.

*Best of the Best 2017 Awards:

Mrs. Stock's Park- Best Park and Wedding Venue

Baw Beese Lake- Family Amusement and Local Tourist Attraction

NEW FIRE TRUCK

Hillsdale City Fire Department acquired a new truck in August 2017. Engine 332 is fully equipped to respond to both fire and medical calls. The Fire Department received grant funding to equip the truck with fire hoses, generator, jaws of life, medical equipment, and a thermal imaging camera.



CHRISTMAS LIGHT CONTEST



Decorate your home so Santa Claus will be sure to see it this Christmas! BPU is hosting their annual residential lights contest. Submit your photo on the City's Facebook page. Community voting will take place on Facebook. The top three best decorated homes will win a discount off their utility bill. Check out our Facebook page for more details.



UPCOMING EVENTS

Nov. 25: Small Business Saturday, HHS Holiday Craft Bazaar

Dec. 2: HBA's Golden Sleigh Scavenger Hunt, Santa downtown, 6th Annual Light Up Parade, Christmas Market @ UB Church, Historical Society's Christmas at the Poorhouse

Dec. 8: Hillsdale Wind Symphony

Dec. 16: Hillsdale Arts Chorale Concert

Jan. 19: Hillsdale College Faculty Recital

Feb. 24: Kiwanis Chili Cook-off

Let us know if your organization has any upcoming events for a chance to see it highlighted here

LIGHT UP PARADE



Get in the Holiday spirit with the 6th Annual Light Up Parade. Saturday, December 2, 2017 @ 6:15pm in downtown Hillsdale. The Parade is looking for floats, vehicles, persons, businesses, groups with LIGHTS. Free participation.

To register or for other information contact: lightupparade@gmail.com or visit their Facebook page.



RETIREMENT NEWS

The City of Hillsdale wants to recognize BPU Director, Mike Barber on 39 years of service. Mr. Barber started in 1978 as a groundman with the linecrew. Thank you Mike for sharing your knowledge and excellent service. Mr. Barber is set to retire on December 31, 2017.

WINTER WEATHER



It's almost snow season again - please do your part to keep the sidewalks next to your property safe for your neighbors and visitors! City residents are reminded that owners and occupants of every property (including vacant lots) are responsible for clearing, removing and treating all ice & snow that accumulates on the adjoining public sidewalks by midnight of the day following the accumulation.

NEW POLICE EQUIPMENT

The Hillsdale City Police Department recently implemented video recording into their Community Policing strategy. This includes in-car video along with body cameras.

CHRISTMAS TREE RECYCLING PROGRAM



Curbside collection of Christmas trees will take place on Monday, January 8th. Natural trees (only) must be placed at the curb area by 7 a.m. Monday, January 8th. No artificial trees will be accepted. City crews will make one circuit around town, collecting from each residence one time only. For more info call DPS at: 517-437-6490.

HOLIDAY HOURS

Offices will be closed:

- Thursday, November 23, 2017
- Friday, November 24, 2017
- Monday, December 25, 2017
- Tuesday, December 26, 2017
- Monday, January 1, 2018
- Tuesday, January 2, 2018



DEVELOPMENT CORNER

NEW Apartment Projects:



Center City Apartments: The apartments were complete in November. This development is a MSHDA funded project that includes two buildings: a three story 36 unit building and a one story four unit building located at 8 S. Manning St. Senior living for adults over 55 years of age. For more information contact 517-641-5200.

Center City Apartments: The apartments were complete in November. This development is a MSHDA funded project that includes two buildings: a three story 36 unit building and a one story four unit building located at 8 S. Manning St. Senior living for adults over 55 years of age. For more information contact 517-641-5200.

42 Union St: This complete renovation of a 100 year old blighted building was recently developed into an establishment that houses eight apartments, commercial, and office space on the ground floor that offers high speed fiber Internet. Visit the Rough Draft Coffee House that has made its



Before renovation



After renovation

home here. For more information and leasing email: 42unionstreet@gmail.com.

REMINDERS

You can find up-to-date news and information by visiting our website, facebook, twitter and WCSR

Winter Street Parking: When four (4") or more inches of snow falls all vehicles must be moved from the streets to allow for city street plowing.

Winter Taxes: Winter 2017 taxes are payable December 1st through February 14th without penalty and interest.

Dog Licenses: Licenses will be available at the City Treasurer office from

December 1st to February 28th.

Personal Property: Small Business Taxpayer exemption forms are due by February 10th; all other personal property forms due by February 20th.

New Programs : The library is offering new programs in 2018 for all ages. Visit their website and Facebook for more information.



City of Hillsdale Agenda Item Summary

MEETING DATE: November 6, 2017

AGENDA ITEM: Ordinance 2017-02 Adoption

SUBJECT: Public Hearing re: Ordinance 2017-02

BACKGROUND PROVIDED BY STAFF: Alan Beeker, Zoning Administrator

Council unanimously adopted Ordinance 2017-02 on September 18, 2017 which authorized the rezoning of multiple parcels within the City of Hillsdale. The ordinance adoption followed a public hearing that was held by the Planning Commission on July 18, 2017.

Staff has been made aware that the public notice printed in the Hillsdale Daily News for the public hearing was scheduled to be published on July 3, 2017, but was delayed by the newspaper until July 5, 2017 due to a change in policy and because of the holiday weekend. City Charter requires the notices for public hearings be published at least **15** days prior to the actual public hearing date; because of the publishing delay, this notice was published only **13** days prior to the Planning Commission meeting. This public hearing will satisfy the Charter requirements.

RECOMMENDATION

Upon closing of the public hearing, Planning Commission and staff recommend Council adopt Ordinance 2017-02.

ORDINANCE #2017-002

**AN ORDINANCE TO AMEND SECTION 36-143 OF DIVISION 1, OF ARTICLE III OF
CHAPTER 36 OF THE CODE OF THE CITY OF HILLSDALE.**

THE CITY OF HILLSDALE ORDAINS that the zoning classification of the following described property should be and is hereby changed according to the Official Zoning Map of the City of Hillsdale:

The boundaries of the zoning districts established by the Zoning Ordinance are shown on a map or series of maps designated the "Official Zoning Map". The Official Zoning Map including all notations, references, data and other information shown therein, is adopted and made a part of this Zoning Ordinance as fully as if it were contained within the pages of this Zoning Ordinance.

- A. Location: The Official Zoning Map is filed in the Planning Department of the City of Hillsdale.
- B. Updates: The Hillsdale City Planning Commission is responsible for updating the Official Zoning Map to reflect amendments adopted by the Hillsdale City Council.
- C. Zoning District Boundaries: Where uncertainty exists with respect to the boundaries of the various districts, the following rules shall apply:
 - 1. The district boundaries are public rights-of-way including either streets, places or alleys unless otherwise shown; where the districts designated on the Official Zoning Map are approximately bounded by street, road, place or alley lines, the same shall be construed to be the boundary of the district.
 - 2. Where the district boundaries are not otherwise indicated and where the property has been or may hereafter be divided into blocks and lots, the district boundaries shall be construed to be the lot lines; where districts designated on the Official Zoning Map are approximately bounded by lot lines, the same shall be construed to be the boundary of the districts, unless otherwise indicated on the Official Zoning Map.
 - 3. Where physical or natural features existing on the ground are at variance with those shown on the Official Zoning Map, or in other circumstances not covered by rules "1" and "2" above, the Zoning Administrator shall interpret the boundaries.
 - 4. Any dispute in the determination of the Zoning District boundaries shall be heard by the Zoning Board of Appeals.

THE CITY OF HILLSDALE FURTHER ORDAINS that Section 36-143 of Division 1 of Article III of Chapter 36 of the Code of the City of Hillsdale and the zoning boundaries of the City of Hillsdale referenced herein should be and are hereby amended so as to comport with and reflect the changes in the zoning classification above provided.

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

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

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

Passed at a regular meeting of the Council of the City of Hillsdale held on the 6th day of November, 2017.

CITY OF HILLSDALE

By _____
Scott Sessions – Mayor

By: _____
Stephen M. French – City Clerk

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



City of Hillsdale Agenda Item Summary

MEETING DATE: November 6, 2017
AGENDA ITEM: Public Hearing
SUBJECT: 425 Agreement with Fayette Township

BACKGROUND PROVIDED BY STAFF: Alan Beeker, Zoning Administrator

The Meijer Corporation has secured a purchase agreement with Fayette Farm, LLC for a parcel of land located on Taylor Road near M-99 in Fayette Township. The future development of the property would require the provision of city services that are not currently available to the site. As a stipulation in the purchase agreement, Meijer Corporation is requesting a 425 Agreement between the City of Hillsdale and Fayette Township, which would allow city services to be extended to the site. The township has also voted to rezone the property in anticipation of the 425 Agreement. A condition for a 425 Agreement is that each of the jurisdictions hold a public hearing to receive public comments on the recommendation.

RECOMMENDATION

Staff recommends City Council approve the 425 Agreement with Fayette Township as presented.

**AGREEMENT FOR CONDITIONAL
TRANSFER OF PROPERTY**

THIS AGREEMENT ("Agreement") is entered into on _____, 2017 (the "Effective Date"), by and between the City of Hillsdale, a Michigan municipal corporation, of 97 N. Broad Street, Hillsdale, Michigan 49242, (hereinafter referred to as "City") and the Township of Fayette, Hillsdale County, Michigan, a Michigan municipal corporation, of 211 North Street, Jonesville, Michigan 49250, (hereinafter referred to as "Township"). The City and the Township may be referred to in this Agreement individually as a "Party," or together as the "Parties."

WITNESSETH:

WHEREAS, there are certain areas within the Township that are adjacent to the City; as more particularly hereinafter described (hereinafter the "Territory"), on portions of which a Developer ("Developer") is considering the construction of a commercial development to which retail services will be offered and/or extended (the "Development"), and

WHEREAS, the Territory is in need of certain public services, including but not limited to water, sewer, public safety and transportation services (hereinafter collectively referred to as the "City Public Services") to make it suitable for the contemplated Development, which services the Township cannot provide, and

WHEREAS, the Development would promote economic progress and an improved quality of life within the City and the Township as a result of anticipated increases in population and the associated cash flow, as well as from additional employment opportunities for other area residents, and

WHEREAS, the City has in existence the capacity to furnish City Public Services to the Territory and will negotiate with Developer as to the terms and conditions under which City Public Services might be provided to the Territory, and

WHEREAS, the City is willing to provide City Public Services to the Territory and an agreement acceptable to the City has been negotiated and entered into with the Developer regarding payment for the cost of the construction, improvements, equipment and/or personnel required to furnish City Public Services ("Development Agreement"), and

WHEREAS, the City and the Township have reviewed the provisions of Act 425 of 1984 (MCL 124.21, et seq; MSA 5.4087 (21) et seq.), pertaining to transfers of property for economic development projects, and consider them useful and applicable to the purpose of this Agreement,

NOW, THEREFORE, pursuant to the authority contained in Michigan law and in consideration of the covenants and conditions hereafter contained, it is hereby agreed by and between the Parties hereto as follows:

1. Territory. The Territory within the Township, as particularly described in the attached Exhibit A, which is made a part hereof by reference, shall be conditionally transferred from the jurisdiction of the Township to the jurisdiction of the City on the terms set forth in this Agreement when Developer is owner of the Territory and submits a written request to the City for City Public Services ("Request for Service"). During the term of this Agreement or any

renewal of this Agreement, the City of Hillsdale shall not participate in any efforts to annex the Territory from the Township to the City.

2. Services. Upon the City's receipt of Request for Service ("Request Date"), the City agrees to make available to the Territory all City Public Services now available to residents and property owners within the City in the same manner and subject to the same conditions and, except as set forth in this Agreement, the same limitations as are now or hereafter applicable to other residents, property owners, similar properties and/or developments throughout the City.

Any construction or improvements required to furnish such City Public Services to the Territory shall be accomplished or permitted by the City under such reasonable conditions and limitations as are applicable to such construction and improvement throughout the existing City.

3. Jurisdiction. Upon the Request Date, the jurisdiction of the Territory shall be transferred to the City and the City shall have full authority and municipal jurisdiction over said Territory in the same manner and to the same extent as though the Territory were unconditionally a part of the City, including among other authorities, the right and power of taxation, the levying of special assessments, police and fire protection responsibility, and all City ordinance enforcement authority. Notwithstanding the foregoing, transfer of jurisdiction is for the Territory to receive City services and this Agreement does not amount to an annexation; and all compulsory and discretionary land use approvals, all permits and all licenses, secured by Developer for the Development prior to the Request Date shall remain in full force and effect. The Development shall remain in the Township of Fayette.

4. Revenue Sharing.

- A. During each year of this Agreement's term in which any part of the Territory is subject to property taxes, the City shall pay the Township: (i) an annual amount that shall be computed by utilizing the same millage rate as is assessed and levied by the Township as an operating millage against the taxable value of the real and personal property within the Territory, not to exceed two (2) mills; and (ii) 50% of any state shared revenues that the City receives that are attributable to the Territory on a per capita basis.
- B. The City shall pay all payments required hereunder and provide the calculation pertinent thereto to the Township not later than October 15 of each year.
- C. In the event of constitutional, statutory or case law changes to the system by which the City receives revenues from the property within the Territory from ad valorem taxes to a different taxing system, it is agreed and understood between the Township and City that the revenue sharing provided for in this Agreement as compensation to the Township shall be adjusted to provide an equivalent annual amount to that based on the Township's millage rate applied to the conditionally transferred Territory but not exceeding a maximum of a two (2) mills computation.

5. Assets and Liabilities. No other division of assets between the City and Township shall result or be required because of the conditional transfer herein set forth. The City shall assume, defend, indemnify and hold the Township harmless from all liability inherent in and with the conditional transfer of jurisdiction over the Territory from and after the Request Date of the transfer of jurisdiction. It is expressly understood and agreed, however, that the City does not assume any liability for and including, but not being limited to, liability and claims of liability

for any acts, occurrences, events or omissions that the Township caused, undertook, permitted or allowed or for which the Township otherwise has or might have liability that preceded, arose and/or occurred prior to the execution of this Agreement. It is further expressly agreed and understood, however, that the City does not assume and that the Township shall defend, indemnify and hold the City harmless from all liability and claims of liability for and including, but not being limited to, any Township acts, occurrences, events or omissions that preceded or arose prior to or because of the execution of this Agreement, as well as from any liability or claim of liability that might be assessed or asserted against the Township that are wholly or partially predicated on, arise or because of the Township's entry into this Agreement.

6. Planning. The following contract items relate to the land use and planning aspects associated with the properties to be conditionally transferred.
 - A. The City shall, through the application of its existing Zoning Ordinance or revised ordinances, buffer industrial and commercial uses from existing residential uses by using established techniques, within the Territory and those areas in the Township that are immediately outside the Territory.
 - B. The City and Township each agree to appoint three (3) representatives residing in their respective jurisdictions to meet together as an advisory committee for the purpose of reviewing and commenting on development proposals on properties within the Territory. These comments, which are advisory in nature, shall be relayed to the City Planning Commission and City Council, which have the final authority and the sole discretion to finally approve, modify, or reject any development plans and zoning changes within the Territory. The City and the Township shall each establish its own procedures for appointment to the advisory committee, by resolution. The advisory committee shall establish its own procedural rules as deemed necessary.
 - C. The City shall keep the Township informed of each proposed commercial site development plan in the Territory during the term of this Agreement. The City agrees to encourage and guide development of the Territory and the property within it.
 - D. The City agrees to consult the joint planning committee to allow review and receipt of comments concerning the future land use of the transferred area.
 - E. Notwithstanding the foregoing to the contrary, all compulsory and discretionary land use approvals, all permits and all licenses, secured by Developer for the Development prior to the Request Date shall remain in full force and effect.

7. Resolution of Disputes. During the Term of this Agreement (as defined in Paragraph 8 below) and renewals, if any, it is recognized by both Parties that disputes might arise between the City and the Township regarding the meaning, interpretation or application of the terms of this Agreement. It is further recognized that the City or Township might default or be alleged to have defaulted in its obligations under this Agreement, whether inadvertently or otherwise. For purposes of this Agreement, a "dispute" is defined as any matter that does not involve the suggested termination of the Agreement and a "default" is defined as those matters wherein termination of the Agreement is the suggested remedy. In order to provide for a method to identify and resolve such disputes and defaults, whether actual or alleged, the following procedures are established for the filing and resolution of grievances:

A. Disputes. The following procedures shall apply and control in the event of a dispute or alleged dispute between the Parties concerning the meaning, interpretation or application of the terms of this Agreement:

1. The aggrieved party shall, within thirty (30) days of the date it discovers or should have discovered the existence of a dispute, deliver a written, detailed specification of the facts and circumstances giving rise to and describing the alleged dispute, together with requested remedy to the non-aggrieved party (hereinafter "Notice of Dispute").

2. Within thirty (30) days after the date upon which the Notice of Dispute is received, the non-aggrieved party shall either accept or reject the Notice of Dispute. Such acceptance or rejection shall be in writing and shall be delivered to the aggrieved party within said thirty (30) day period. Failure of the non-aggrieved party to file an acceptance or rejection within said thirty (30) day period shall be deemed to have the same force and effect as an acceptance.

a. If an acceptance is delivered to the non-aggrieved party with respect to the Notice of Dispute, the matter shall be resolved on the basis of the suggested remedy contained therein.

b. If a rejection is delivered to the non-aggrieved party with respect to the Notice of Dispute, the rejection shall include a written, detailed specification of the facts and circumstances relied on by the non-aggrieved party in rejecting the facts and circumstances alleged in said Notice of Dispute and/or in support of its rejection of the requested remedy.

c. Within ninety (90) days after the date upon which a rejection is delivered to the aggrieved party, but not thereafter, either party may compel the submission of all issues in dispute to binding arbitration, such to be subject to the procedures set forth in Paragraph 18 below.

B. Default. The following procedures shall apply and control in the event of a default or alleged default between the Parties concerning the meaning, interpretation or application of the terms of this Agreement:

1. The aggrieved party shall, within ninety (90) days after the date it discovers or should have discovered the existence of a default, deliver a written, detailed specification of the facts and circumstances giving rise to and describing the alleged default, together with a requested remedy to the non-aggrieved party (hereinafter "Notice of Default").

2. Within ninety (90) days after the date that the Notice of Default is received, the non-aggrieved party shall either accept or reject the Notice of Default. Such acceptance or rejection shall be in writing and shall be delivered to the aggrieved party within said ninety (90) day period. Failure to file an acceptance or rejection within said ninety (90) day period shall be deemed to have the same force and effect as though an acceptance had been filed.

a. If an acceptance is delivered to the non-aggrieved party with respect to the Notice of Default, the matter shall be resolved on the basis of the suggested remedy contained therein.

b. If a rejection is delivered to the non-aggrieved party with respect to the Notice of Default, the rejection shall include a written, detailed specification of the facts and circumstances relied on by the non-

aggrieved party in rejecting the facts and circumstances alleged in said Notice of Default and/or in support of its rejection of the requested remedy.

- c. Within ninety (90) days after the date that a rejection is filed with the aggrieved party, but not thereafter, either Party may compel the submission of all issues in dispute to binding arbitration, such arbitration to be subject to the procedures set forth in Paragraph 18 below.

8. Term: This Agreement, except as hereinafter provided, shall continue in effect for a term of thirty (30) years from its "Effective Date:"
 - A. The effective date of this Agreement shall be the Effective Date set forth in the first paragraph; provided that there has been no petition for referendum in accordance with Act 425 and Paragraph 16 below. In the event there is a referendum and the referendum election rejects the transfer contemplated by this Agreement, there shall be no conditional transfer of the Territory. In the event the referendum election approves the transfer contemplated by this Agreement, the effective date of this Agreement shall be the date it is executed by the last of the Parties to sign after the results of the election approval have been certified.
 - B. At the end of the thirty (30) year term provided for in this Agreement, the Territory shall permanently transfer to the sole jurisdiction of the City.
 - C. Notwithstanding anything contained herein to the contrary, in the event the first phase of the Development anticipated herein is not complete within twenty (20) years of the Effective Date of this Agreement, sole jurisdiction of the Territory shall immediately revert to the Township. For purposes of this paragraph, the term "complete" shall mean the execution by Developer of a binding contract with a qualified contractor for construction of at least a portion of the Development and commencement of such construction.
9. Recording Requirement. A copy of this Agreement shall be recorded within thirty (30) days after its Effective Date with the Michigan Secretary of State, the Michigan State Boundary Commission, and the Hillsdale County Register of Deeds for general public notification of the terms thereof.
10. Future Amendments. This Agreement may be modified in writing by subsequent agreement of the City and Township. It is expressly understood and agreed, however, that any potential amendment which would add property to the Territory shall be handled as a separate Agreement and, prior to its execution, there shall be compliance with Act 425 of 1984 (MCLA 124.21 et seq.; and MSA 5.4087(21) et seq.).
11. Termination by Mutual Agreement. The Parties agree that this Agreement may be terminated, at any time, by mutual agreement of the Parties.
12. Disposition of Conditionally-Transferred Properties Upon Termination of Contract. Subject to Paragraph 13 below, if this Agreement is terminated by binding arbitration or on appeal by an appellate court of competent jurisdiction pursuant to paragraph 7(B) because of a "default" as provided therein, the Territory shall transfer to the non-defaulting party, which shall thereafter exercise sole jurisdiction over it for all purposes. If this Agreement is terminated by mutual agreement of the parties, the Territory shall transfer to the party specified therein, which shall thereafter exercise sole jurisdiction over it for all purposes.

13. Services Upon Termination.

- A. If the Territory reverts to the Township within twenty (20) years of the Effective Date of this Agreement as a consequence of this Agreement's termination by mutual agreement, binding arbitration pursuant to paragraph 7(B) based on the City's default, or because the Developer does not "complete" (as that term is defined in paragraph 8C) the first phase of the development within said twenty (20) year period, the City shall be excused and released from any and all obligations that it might otherwise have hereunder to the Township including, but not limited to, the provision of any public services to the Territory.
- B. If the Territory reverts to the Township within its term but more than twenty (20) years after the Effective Date of this Agreement as a consequence of this Agreement's termination by mutual agreement or binding arbitration pursuant to paragraph 7(B) based on the City's default, but after the construction of the development is "complete" (as that term is defined in paragraph 8(C)), the City shall thereafter continue to provide water and sanitary sewer service to the Territory at the same rate as City residents but shall be excused and released from any and all additional obligations that it might otherwise have hereunder to the Township.

14. Public Hearing. The Township Board of the Township, and the City Council of the City, shall each hold at least one public hearing within its jurisdiction regarding the within Agreement before executing it, preceded by notice that complies with the requirements of the Michigan Open Meetings Act.

15. Precedent. It is understood and agreed that this Agreement shall not constitute a precedent for all future conditional transfers of territory between the City and Township. However, the Parties further state that it is their desire to utilize the format and terms of this Agreement, when appropriate, for future agreements regarding territory intended for use in connection with the project described herein.

16. Referendum. If, within thirty (30) days after the last of the public hearings has been held, a petition signed by 20% or more of the registered electors residing within the property proposed to be transferred; or if no registered electors reside therein, signed by persons owning 50% or more of the property to be transferred, is filed with the Township Clerk, a referendum election shall be held within the Township on whether or not this Agreement should be executed by the Township. The results of such election shall govern the execution of this Agreement by the Township. If no such petition is filed, this Agreement shall become effective in accordance with Paragraph 8 hereof.

17. Emergency Services Clause. It is mutually agreed between the Parties herein that any police, fire, or other emergency service that has been or is secured by the Township prior to or during the term of this Agreement may enter the Territory for the purpose of providing emergency, services to Township properties within it and/or to areas adjoining its boundaries.

18. Arbitration. In the event either Party requests arbitration of any issue related to this Agreement, both Parties agree that such issues(s) shall be submitted to binding arbitration on the following basis:

- A. An arbitration panel shall be established consisting of one representative appointed by each Party and a third person to be selected by the first two appointees.
 - B. Each Party shall be responsible for and shall promptly pay for the costs of its appointee and one-half of the costs for the third appointee.
 - C. The arbitration panel shall hear and receive such evidence and information from the Parties as it determines to be relevant and material to the issue(s) before it and may request the presentation of such additional evidence from the Parties, or either of them, as it deems relevant and necessary to enable it to render its decision regarding the issue(s) before it; provided, however, that the arbitration panel may not amend, modify or change the terms of the Agreement in any respect whatsoever.
 - D. The arbitration panel shall render its decision in writing within sixty (60) days after the date on which proofs are closed and the hearing is ended, which decision shall be binding on the Parties without recourse to the courts for review, except and unless such decision is contrary to the great weight of the evidence presented.
19. Severability. Should any provision of this Agreement be found by a competent court to be unconstitutional, it shall be severed from the Agreement and the remaining provisions shall remain in full force and effect, providing that the purpose and intent of the Agreement be not then subverted as a result of the findings and orders of the Court. In such latter event of subversion, the governing bodies of the City and Township shall then negotiate for the purpose of resolving the problem and revising the Agreement to fulfill its intent and purpose for the health, safety, welfare, convenience and financial stability of the parties and the community.

It is hereby agreed that this Agreement shall be binding upon all successor governmental units that might hereafter acquire or assume jurisdiction over all or part of the Territory.

[Signatures on Next Page]

IN WITNESS WHEREOF the City of Hillsdale has executed this Agreement the ____ day _____, 2017.

Signed in the presence of:

CITY OF HILLSDALE

Scott Sessions, Mayor

Stephen French, City Clerk

STATE OF MICHIGAN)

) ss.

County of Hillsdale)

Subscribed and sworn to before me by Scott Sessions, Mayor of the City of Hillsdale, and Stephen Clark, Clerk of the City of Hillsdale, this ____ day of _____, 2017.

Notary public

IN WITNESS WHEREOF the Township of Fayette has executed this Agreement the ____ day _____, 2017.

Signed in the presence of:

TOWNSHIP OF FAYETTE

Walter Drake, Supervisor

Karen Sparks, Clerk

STATE OF MICHIGAN)

) ss.

County of Hillsdale)

Subscribed and sworn to before me by Walter Drake, Supervisor for the Township of Fayette, and Karen Sparks, Clerk of the Township of Fayette, this ____ day of _____, 2017.

Notary public

EXHIBIT A

Land situated in the Township of Fayette, County of Hillsdale, and State of Michigan, described as:

A parcel of land lying in the NE 1/4 of Sec. 16, T68. R3W. Fayette Township, Hillsdale County, Michigan, described as beginning at a point on the E-W 1/4 line of Sec. 16, said point being 296.17 ft. E of the center of Sec. 16 thence N 07° 25' 37" W, 299.14 ft.; thence N 78°42' 58" E., 185.87 ft. to the centerline of State Highway M-99; thence S 07° 33 '04" E along centerline of State Highway M-99, 328.02 ft. to a delta point; thence S 07°48'28" E along centerline of State Highway M-99, 9.79 ft. to E-W 1/4 line of Sec 16; thence N 89°25'32" W along E-W 1/4 line of Sec 16, 188.06 ft. to p/o/b subject to legal highways, restrictions, conditions & easements of record. Containing 1.358 acres more or less EXCEPTING THEREFIOM any portion of above described land taken for public highway purposes as set forth in Liber 445 of Deeds, page 69, Hillsdale County Records. The bearings in the above description are correlated with the plat of "Jacob Beck Subdivision" as recorded in Liber 6 of plats, page 8 Hillsdale County Records.

ALSO, beginning at a point on E-W 1/4 line of Sec 16, said point being 236.17 ft. E of the center of Sec 16 of the E-W 1/4 line; thence E 60 ft. on the E-W 1/4 line; thence N 07°25'37" W 299.14 ft.; thence W parallel with the E-W 1/4 line 60 ft.; thence S 0°25'37" E 299.14 ft., more or less, to the p/o/b. T65. P3W.

The Southeast 1/4 of the Northwest 1/4 and all that part of the Southwest 1/4 of the Northeast 1/4 of Section 16, Town 6 South, Range 3 West, lying West of M-99, except 1.36 acres deeded to Laurel D. Null as described in Liber 1235, page 1, and also except commencing at a point on the East-West quarter line of said Section 16, 236.17 feet East of the center of Section 16, thence East 60 feet on the East-West quarter line, thence North 7 degrees 25 minutes West 299.14 feet, thence West 60 feet, thence South 7 degrees 25 minutes East 299.19 feet to the place of beginning.



City of Hillsdale Agenda Item Summary

MEETING DATE: November 6, 2017

AGENDA ITEM: New Business

SUBJECT: Form Based Code Amendments

BACKGROUND PROVIDED BY STAFF (Alan Beeker, Zoning Administrator)

In 2014, the City of Hillsdale was accepted into the Redevelopment Ready Communities Program (RRC) sponsored by the Michigan Economic Development Corporation (MEDC). In 2015, the City of Hillsdale was chosen as a pilot city for Governor Snyder's Project Rising Tide Initiative (PRT).

The RRC program was created to help cities streamline the development process. MEDC created a set of "best practices" to help achieve that goal. One of the best practices is to perform a zoning audit that looks at redundancies and obsolete codes that can be amended or replaced to help make the City's permitting processes more user friendly to businesses and developers looking to build in the City while continuing to follow the vision of the Master Plan. The ordinance has not been fully audited since its codification in 1979. Two of the major ordinance revisions still to be addressed to meet the Best Practices guidelines are the Central Business District, B-2 and the Parking Ordinances.

With the help of Technical Assistance funded through the PRT, the B-2 amendment is a full replacement of the current ordinance. The existing *use-based* ordinance is proposed to be replaced with the new *form-based* ordinance. The intent of the form based ordinance is to allow for continued development within the downtown area without losing the historic fabric of the existing downtown. The new ordinance will require that future construction will be similarly sized with similar architectural detail and openings that harmonize with the existing façade surroundings. The new ordinance is a hybrid which uses both text and graphics to explain the guidelines for development within the B-2 District.

On October 17, 2017, the Planning Commission held a public hearing to receive comments from the public regarding the proposed amendments. Upon the close of the public hearing, the Planning Commission voted unanimously to recommend the City Council adopt the submitted amendment to the B-2 District.

RECOMMENDATION

Planning Commission and staff are requesting that City Council vote to adopt the submitted zoning amendments.

ORDINANCE #2017-003

AN ORDINANCE TO REPLACE SECTIONS 36-271 THROUGH AND INCLUDING 36-279 OF DIVISION 7 OF ARTICLE III OF CHAPTER 36 OF THE CODE OF THE CITY OF HILLSDALE

THE CITY OF HILLSDALE ORDAINS THAT:

CHAPTER 36, ARTICLE III, DIVISION 7 of the Code of the City of Hillsdale should be and is hereby amended to read as follows:

Except as specifically amended above all provisions contained in Chapter 36, Division 7 of Article III of the Code of the City of Hillsdale are hereby ratified and declared to be and remain in full force and effect.

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

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

Passed at a regular meeting of the Council of the City of Hillsdale held on the 6th day of November, 2017.

CITY OF HILLSDALE

By _____
Scott Sessions – Mayor

By: _____
Stephen M. French – City Clerk

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



The City of
HILLSDALE
— MICHIGAN —

DOWNTOWN
FORM-BASED
DISTRICT

Acknowledgements

HILLSDALE CITY COUNCIL

Scott Sessions

Mayor

Adam Stockford

Brian Watkins

Ward 1

Timothy Dixon

Will Morrisey

Ward 2

Bruce Sharp

Bill Zeiser

Ward 3

Matthew Bell

Patrick Flannery

Ward 4

HILLSDALE PLANNING COMMISSION

Scott Sessions

Mayor - Ex Officio

Amber Yoder

Chair

Kerry Laycock

Commissioner

Eric Moore

Commissioner

Sam Nutter

Vice-Chair

Robert Schall

Commissioner

Laura Smith

Commissioner

Alan Beeker

Planning & Zoning Administrator

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Article III -Division 7

CITY OF HILLSDALE

DOWNTOWN FORM-BASED DISTRICT

Section 36.271 Purpose

SEC.36-271 PURPOSE

The Hillsdale Downtown Form-Based District is a departure from traditional zoning in that it focuses less on the use of a parcel and more on the preservation of the City's character as it is expressed in its built form. To do this, development standards are integrated with public realm standards and include form regulations which are intended to support the re-creation and expansion of the City's successful downtown built environment. Key elements include architectural standards, mixed uses by right, diversity among travel modes, residential accommodation in the downtown, and a parking strategy organized by district rather than by parcel.

	CURRENT ZONING	FBC INTENT
Downtown	Downtown Commercial Office	Preserve, replicate Integrate into commercial

Section 36.272

REGULATED USES, GENERAL STANDARDS, SPECIAL USE PERMIT STANDARDS, and SPLICING

36.272.01 Text and Diagrams

The text and diagrams in the Downtown Form-Based District address the location and extent of land uses, implement the vision articulated in the Hillsdale Placemaking process, and express community intentions regarding urban form and design. These expressions may differentiate neighborhoods, districts, and corridors, provide for a mixture of land uses and housing types within each, and provide specific measures for regulating relationships between buildings, and between buildings and outdoor public areas, including streets.

36.272.02 Regulated Uses

Regulated uses are identified for each zone either as a Permitted

Use (P) or a use requiring a Conditional Use Permit (CUP). All CUP uses must address the General Standards listed below. If the CUP has additional standards over and above the General Standards the special provision column references that specific section of the Zoning Ordinance.

All uses will require the submission of a site plan pursuant to Division 2 of the City of Hillsdale Zoning Ordinance.

36.272.03 General Standards

The Planning Commission shall review each application for the purpose of determining that each proposed use meets the following standards, and in addition, shall find adequate evidence that each use on the proposed location will:

a. Be designed, constructed,

operated, and maintained so as to insure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity to protect the natural environment and conserve natural resources and energy, to insure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.

b. Be designed to protect natural resources; the health, safety, welfare, and social and economic well being of those who will use the development under consideration; residents and landowners immediately adjacent to the proposed land use or activity; and the community as a whole.

- c. Be related to the valid exercise of the police power, and purposes which are affected by the proposed use or activity.
- d. Be necessary to meet the intent and purpose of the zoning ordinance; be related to the standards established in the ordinance for the land use or activity under consideration; and be necessary to insure compliance with those standards.
- e. Meet the standards of other governmental agencies where applicable, and that the approval of these agencies has been obtained or is assured.
- f. Meets the intent of the Hillsdale Placemaking Plan to provide harmonious streetscapes and consistent architecture.

36.272.04 Splicing

The Downtown Form-Based District focuses attention on the development and form of public and private properties and spaces within the area designated on the Regulating Plan referenced in Section 36.272.05. Requirements regarding site development standards such as parking, lighting, and encroachments included in this Ordinance will take precedence over the requirements in the City of Hillsdale Zoning Ordinance.

The Downtown Form-Based District will replace the following Sections of the City of Hillsdale Zoning Ordinance:

- Division 7 - B-2 Central Business District

All other provisions of the City of Hillsdale Zoning Ordinance remain intact and valid.

36.272.05 Properties Currently Developed and Occupied

The Regulating Plan encompasses properties that have been developed under the current City of Hillsdale Zoning Ordinance. These properties may not comply with the dimensional and form requirements of the Downtown Form-Based District and will not be considered as nonconforming. If the property changes occupancy after the effective date of this Ordinance it will comply with the applicable section of this Ordinance except Section 26.274 "Lot and Building Placement." If the property is demolished, redeveloped, or vacant it will comply with all of the provisions of this Ordinance.

Section 36.273

REGULATING PLAN

A Regulating Plan connects the regulations in the Form-Based Code to the specific lots and rights-of-way they govern. This is similar to the Zoning Map of a use-based code. However, the primary purposes of a Regulating Plan are quite different from a conventional zoning map: addressing the intensity of development rather than use, and prescribing a quality public realm rather than proscribing incompatible uses. Therefore, its function is quite distinct.

The intent of the Hillsdale Downtown Form-Based District is to preserve the historic built form of the community core, and to establish a functional and aesthetic linkage between the traditional downtown and the campus of Hillsdale College. Because the locus of each of these goals is within the public realm, this code has been developed to maximize its impact there.

The public right-of-way is the organizing principle within each Category. Therefore, the Regulating Category which applies to each lot or parcel is determined by the right-of-way adjacent to its front lot line. This method promotes a cohesive experience on both sides of the public space, the right-of-way.

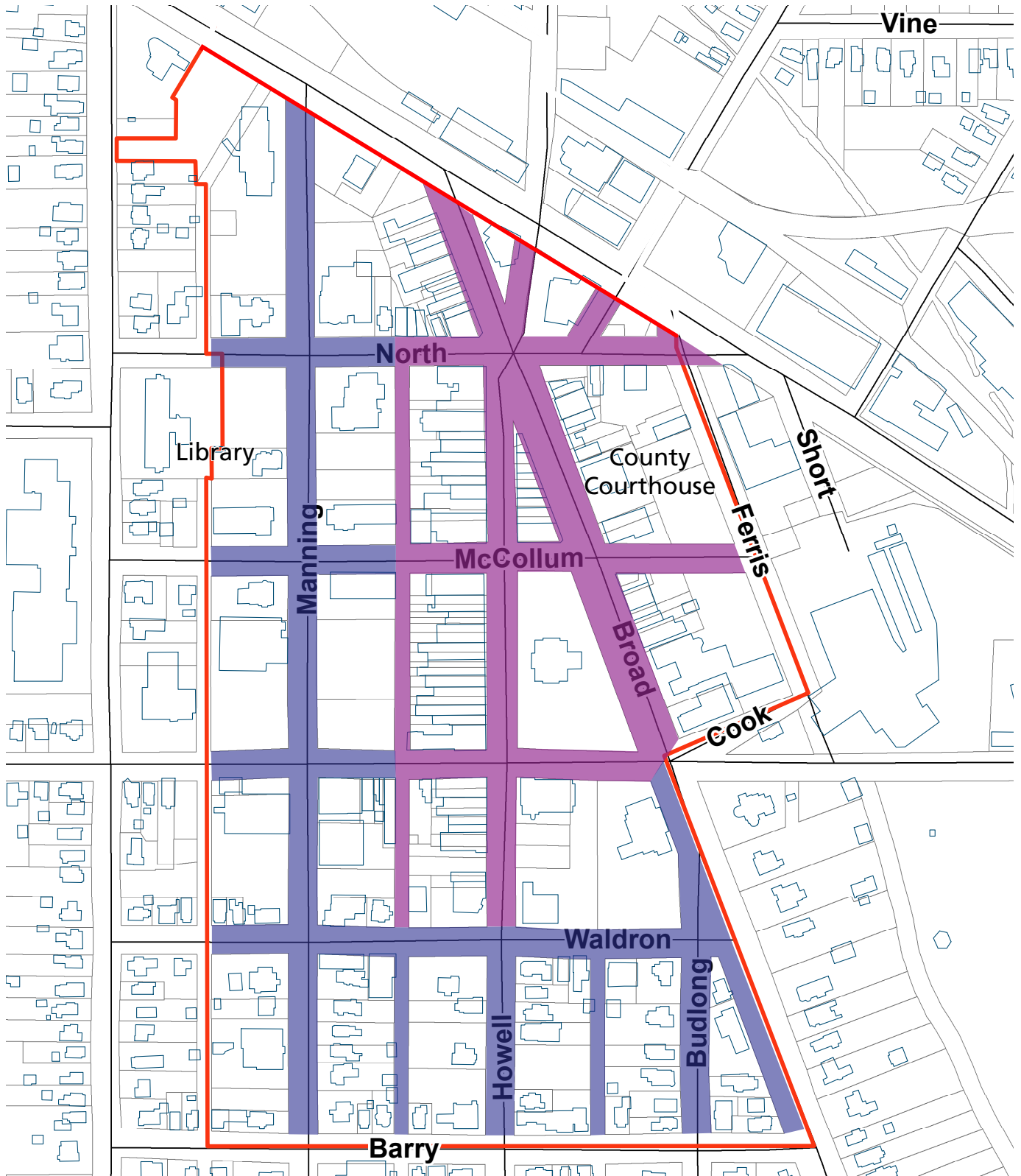
Regulating Plans have three purposes:

Administrative: The boundaries on the Regulating Plan identify where different rules for development apply—they create an “index” to the code that allows a user to identify the zone applicable to a specific property and refer to the code text for detailed regulations.

Regulatory: A Regulating Plan may be detailed enough to show specific regulations, such as measurement lines or thoroughfare types.

Planning: The boundaries invoke the standards which define the critical differences in the form and character of each zone in the public realm, and cumulatively of the public realm as a whole.

Adapted from “The Regulating Plan,” Form-Based Codes: A Guide for Planners, Urban Designers, Municipalities, and Developers



CITY OF HILLSDALE

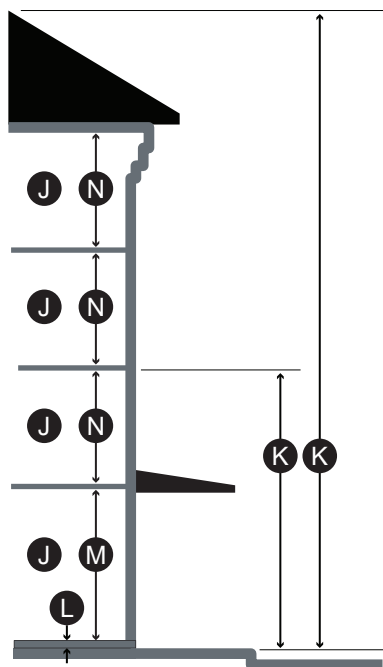
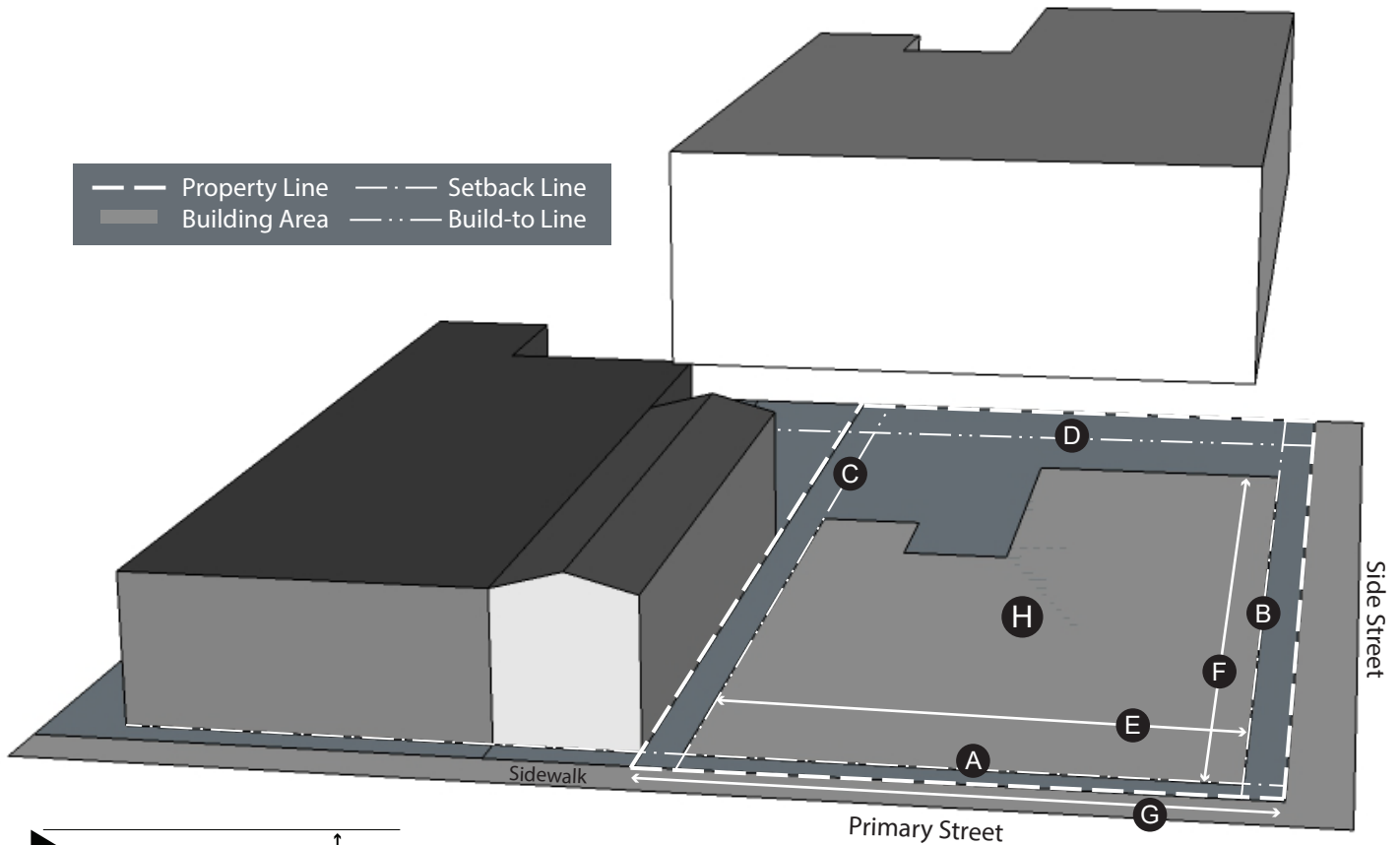
Hillside Downtown Form-Based District

-  Downtown
-  Downtown Core
-  Downtown Edge

Regulating plan

Section 36.274

LOT AND BUILDING PLACEMENT



NOTES
All buildings must have a primary ground-floor entrance which faces the primary street.
Rear-facing buildings, loading docks, overhead doors, and other service entries are prohibited on street-facing facades.
Air compressors, mechanical pumps, exterior water heaters, utility equipment, waste containers, storage tanks, and similar equipment shall not be stored or located within any area adjacent to a street right-of-way.

LOT AND BUILDING TERMINOLOGY

A **B** BUILD-TO LINE

A line parallel to the property line where the facade of the building is required to be located.

C **D** SETBACK

The distance by which a building must be separated by the property line or ROW, typically defined and regulated as a minimum

E PRIMARY STREET FRONTAGE BUILD-OUT

The percent of the lot frontage which must be occupied by the building facade

F SIDE STREET, CORNER LOT FRONTAGE BUILD-OUT

The percent of the side lot boundary which must be occupied by the building face

G MAXIMUM LOT WIDTH

The largest allowed distance between lot corners along the front ROW

G MINIMUM LOT WIDTH

The smallest allowed distance between lot corners along the front ROW

LOT DEPTH

The minimum depth of a lot, expressed in feet

H LOT COVERAGE

The percent of the lot covered by buildings and accessory structures

IMPERVIOUS COVERAGE

The percent of the lot covered by impervious surfaces including roofs, patios, driveways, and other hard surfaces which result in water runoff

I GROUND FLOOR

The bottom floor of a building, providing access to the outdoors

J UPPER FLOORS

All floors above the ground floor of a building

K MINIMUM BUILDING HEIGHT

The shortest allowed vertical distance between the sidewalk and the top point of reference for a building facade along the front ROW

K MAXIMUM BUILDING HEIGHTS

The largest allowed vertical distance between the sidewalk and the top point of reference for a building

L GROUND FLOOR FINISHED LEVEL HEIGHT

The vertical distance allowed between the sidewalk and the top of the finished floor on the ground level, regulated as a minimum

M MINIMUM GROUND-FLOOR CEILING HEIGHT

The smallest allowed vertical distance between the finished floor and ceiling on the ground floor of a building

Section 36.275

REGULATING PLAN CATEGORIES

36.275.01 DOWNTOWN CORE (DC)



PURPOSE

The Downtown Core category is designed to foster a mix of commercial, institutional, and residential uses that are accessible by multiple modes to serve the community as a whole.

DISTINGUISHING CHARACTERISTICS

Retail, workplace, and civic activities mixed with attached housing types such as apartments and live/work units

GENERAL CHARACTER

Predominantly attached buildings, landscaping within the public right-of-way, substantial pedestrian activity

DESIRED FORM

Mixed Use

LOT PROPERTIES

Area	None
Width	None
Depth	None

BUILDING PLACEMENT

Small or no setbacks; buildings oriented to the street with placement and character defining a streetwall

Front build-to line	0' from sidewalk
Side street build-to line, corner lot	0' from sidewalk
Side setback	0' from property line
Rear setback	Loading space only

BUILDING FRONTAGE

Frontage types	Shopfront, Gallery, Arcade
Building front facade as % of lot width (minimum)	90%
Side street facade as % of lot width (minimum)	60%

HEIGHT

Building maximum (stories / height)	4 stories / 50' or Planning Commission approval
Building minimum (stories / height)	2 stories / 18'
Difference between adjacent buildings (stories, max)	1
First floor height	Min. 10' Max. 14'
Upper floor height	Min. 8' Max. 14'

COVERAGE

Impervious surface (max)	100%
Landscaped (min)	0%

PARKING

Public	On-street, public lots
Private	Public lots; off-street spaces accessible via alleys

TRANSPORTATION MODES

Primary	Pedestrian
Secondary	Car, truck, bus, bicycle

OPEN SPACE TYPE

Plazas, squares, pocket parks, ROW landscaping amenities

36.275.02 DOWNTOWN EDGE (DE)



PURPOSE

The Downtown Edge category provides a mix of commercial, office, and residential uses, integrated into the existing built form. It serves as a transition between the intensely developed Downtown Core and the residential neighborhoods.

DISTINGUISHING CHARACTERISTICS

Retail and workplace activities mixed with detached and attached housing types such as townhomes and mansion apartments; limited off-street parking.

GENERAL CHARACTER

Midsize detached buildings which may have more than one unit and/or more than one use; balance between landscape and buildings; presence of pedestrian amenities such as sidewalks and pedestrian scale lighting.

DESIRED FORM

Variety of 1 story commercial buildings and 2 to 3 story residential and mixed use buildings

LOT PROPERTIES

Area	None
Width	None
Depth	None

BUILDING PLACEMENT

Close to right-of-way with or without a landscaped greenbelt

Front build-to line	25'
Side street build-to line, corner lot	25'
Side setback	0' from property line; If openings in building, 10' from property line
Rear setback	Loading space only

BUILDING FRONTAGE

Frontage types	Shopfront, Stoop, Porch
Building front facade as % of lot width (minimum)	N/A
Side street facade as % of lot width (minimum)	N/A

HEIGHT

Building maximum (stories / height)	2.5 stories / 35'
Building minimum (stories / height)	1 story / 12'
Difference between adjacent buildings (stories, max)	1
First floor height	Min.10' Max.12'
Upper floor height	Min. 8' Max.12'

COVERAGE

Impervious surface (max)	85%
Landscaped (min)	15%

PARKING

Public	On-street, public lots
Private	Public lots, limited off-street parking by parcel

TRANSPORTATION MODES

Primary	Pedestrian, bicycle, car
Secondary	Truck, bus

OPEN SPACE TYPE

Plazas, squares, pocket parks, ROW landscaping amenities

Section 36.276

REGULATED USES

Regulated uses are identified for each Category either as a Permitted Use (P) or a use requiring a Conditional Use Permit (CUP). If a use is blank with no designation or not listed, the use is not permitted in that zone. All uses requiring a CUP must address the standards in this code. If the CUP invokes additional standards, the special provision column references that specific section of the Zoning Ordinance.

USE	CLASSIFICATION	
	DC	DE
RESIDENTIAL	UPPER FLOORS ONLY	
One-family detached dwellings		P
One-family attached dwellings		P
Duplexes		P
Lofts	P	P
Live/work units	P	P
Multiple Family - Small	P	P
Multiple Family - Large	P	P
Home Occupation	P	P
Home Occupation - 2 or more persons	P	P
RESIDENTIAL - SERVICES	UPPER FLOORS ONLY	
Nursing homes		P
Child care centers	P	P
PUBLIC AND PRIVATE INSTITUTIONAL		
Schools (public, parochial, private)	P	P
Civic uses	P	P
Assembly and meeting halls	P	P
Churches	P	P
Educational	P	P
Post office	P	P
Fine arts	P	P
Performing and screen arts	P	P
Recreational facilities	P	P
Municipal/public works	P	P
Mortuaries and funeral homes		P

USE	CLASSIFICATION	
	DC	DE
TRANSPORTATION / UTILITIES		
Parking (public or private)	P	P
Public transit stop or station	P	P
Power generation	P	P
Public utilities	P	P
Warehousing	P	
Wireless Telecommunication Facilities		
OFFICE		
Professional offices	P	P
Medical facilities, including urgent care		P
Medical/clinical/general practitioner offices	P	P
Veterinary clinic		P
COMMERCIAL		
Mixed use with residential above 1st floor	P	P
Retail, except with the following features	P	P
Alcoholic beverages	P	P
Drive-thru		P
Floor area over 10,000 square feet		P
On-site production of items	P	P
Operating hours between 10pm and 7am	P	
Gasoline service station		P
Convenience market less than 3,500 sq.ft.	P	P
Restaurant, cafe, coffee shop, bar, tavern, except with the following features	P	P
Drive-thru		P
Drive-in		P
Outdoor service	P	P
Microbrewery, small distillery, small winery	P	P
Farmers Market	P	P
Personal services	P	P
Health and fitness facilities	P	P
Clubs, dance halls, lodges	P	P
Banks and financial, except with the following features	P	P
Drive-thru		P
Automobile service		
Gasoline stations		P
LODGING		
Hotel/motel	P	P
Bed and Breakfast	P	P

Section 36.277

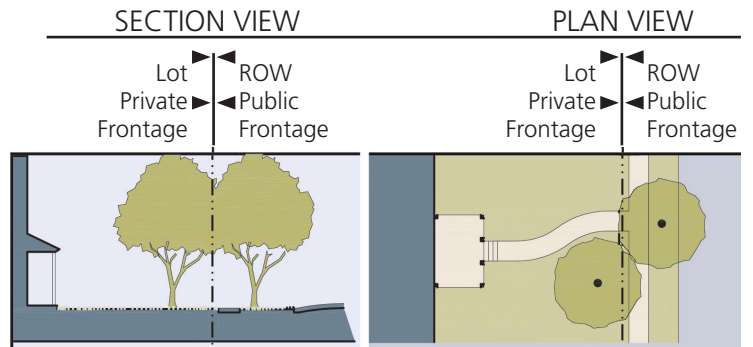
BUILDING FRONTAGES

36.277.01 Facade Components and Materials

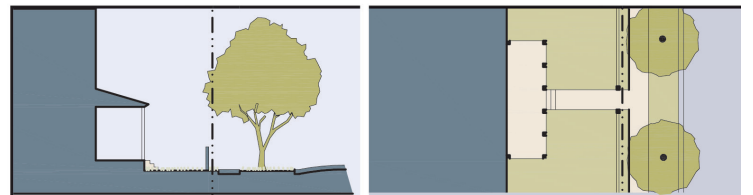
CUSTOMER ENTRANCES	
Each side of a building facing a public street shall include at least one customer entrance, except that no building shall be required to provide entrances on more than two sides of the structure that face public streets	
Buildings shall have clearly defined, highly visible customer entrances that include no less than three of the following design features:	
Canopies / porticos above the entrance	Gabled roof forms or arches above the entrance
Roof overhangs above the entrance	Outdoor plaza adjacent to the entrance having seating and a minimum depth of 20'
Entry recesses / projections	Architectural details such as tile work and moldings that are integrated into the building structure and design above and/or directly adjacent to the entrance
Arcades that are physically integrated with the entrance	
Raised corniced parapets above the entrance	
Display windows that are directly adjacent to the entrance	
WINDOWS AND TRANSPARENCY	
A minimum of 75% of the ground floor story front facade between 1' and 8' above the sidewalk shall be comprised of transparent, non-reflective windows into the nonresidential space	
A minimum of 30% of the upper story facade measured floor-to-floor shall have transparent, non-reflective, vertically oriented windows	
FACADE ORNAMENTATION	
All visible elevations shall include decorative features such as cornices, pilasters, and friezes.	
FACADE MASSING	
Front facades 60' wide or wider shall incorporate wall offsets of at least two feet in depth (projections or recesses) a minimum of every 40'. Each required offset shall have a minimum width of 20'.	
Any section along the build-to line which is not defined by a building must be defined by a 3'6" masonry screen wall which is set back 5' from the build-to line. In the case of an existing parking lot, the screening wall can be located adjacent to the sidewalk. The area between the build-to line and the setback should be landscaped as possible.	
ROOFS	
Flat roofs shall have three-dimensional cornice treatments	
All roof-based mechanical equipment, as well as vents, pipes, antennas, satellite dishes, and other roof penetrations (with the exception of chimneys), shall be located on the rear elevations or screened with a parapet wall having a three-dimensional cornice treatment so as to minimize the visual impact	
BUILDING MATERIALS	
Durable and traditional building materials shall be used, with an explicit preference for brick construction. Fluted concrete masonry units and scored concrete masonry unit block, although not considered traditional building materials, may be used but shall not exceed 25% of the surface square footage of any portion of the building exposed to a public right-of-way, or customer access or parking area	
Materials such as exterior insulation finish system (EIFS), concrete panels, and panel brick are not considered durable and traditional building materials, and shall not be used	

36.277.02 Private Facades

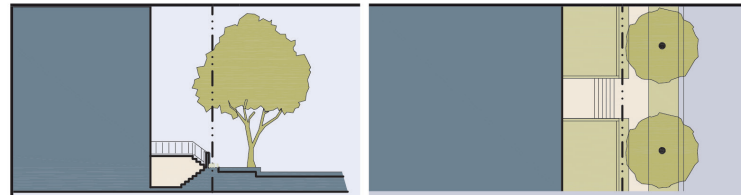
Common Yard: a planted Frontage wherein the Facade is set back substantially from the Frontage Line. The front yard remains unfenced and is visually continuous with adjacent yards, supporting a common landscape. The deep Setback provides a buffer from the higher speed Thoroughfares.



Porch & Fence: a planted Frontage wherein the Facade is set back from the Frontage Line with an attached porch, permitted to encroach. A fence at the Frontage Line maintains street spatial definition.



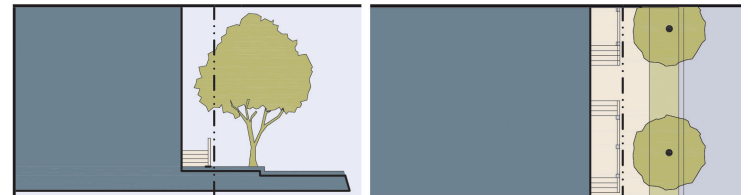
Terrace or Lightwell: a Frontage wherein the Facade is set back by an elevated terrace or a sunken lightwell. This type buffers Residential use from urban Sidewalks and removes the private yard from public Encroachment. Terraces are suitable for conversion to outdoor cafes. Syn: Dooryard.



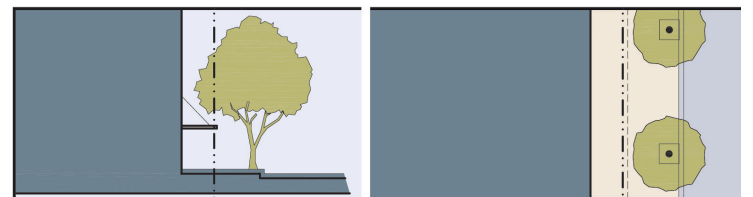
Forecourt: a Frontage wherein a portion of the Facade is close to the Frontage Line and the central portion is set back. The Forecourt is suitable for vehicular drop-offs. This type should be allocated in conjunction with other Frontage types. Large trees within the Forecourts may overhang the Sidewalks.



Stoop: a Frontage with the first Story elevated from the Sidewalk sufficiently to secure privacy for the windows. The entrance is usually an exterior stair and landing. This type is recommended for ground-floor Residential use.



Shopfront: a Frontage with the building entrance at Sidewalk grade. This type is conventional for Retail use. It has a substantial glazing on the Sidewalk level and an awning that may overlap the Sidewalk to within 2 feet of the Curb. Syn: Retail Frontage.



Gallery: a Frontage with an attached cantilevered shed or a lightweight colonnade overlapping the Sidewalk. This type is conventional for Retail use. The Gallery shall be no less than 10 feet wide and should overlap the Sidewalk to within 2 feet of the Curb.



Arcade: a colonnade supporting habitable space that overlaps the Sidewalk, while the Facade at Sidewalk level remains at or behind the Frontage Line. This type is conventional for Retail use. The Arcade should overlap the Sidewalk to within 2 feet of the Curb.



Section 36.278

SPECIAL PROVISIONS

36.278.01 CANOPIES AND AWNINGS	
Canopies and awnings may be required and may encroach over the build-to line	
<i>Front</i>	8'
<i>Side</i>	8'
<i>Rear</i>	5'
36.278.02 SIDEWALK AMENITIES	
In the Downtown Core District, privately owned and provided sidewalk amenities such as benches, tables, chairs, signs, and plants are permitted to add convenience, charm, and character to the district, pursuant to Section 36-279 outlining standards for permitting and approval, and appeals.	
36.278.03 LANDSCAPING	
A portion of each site shall be landscaped open space with one evergreen tree or shrub for every 1,000 square feet or portion thereof, plus one small or large deciduous tree for every 2,000 square feet or portion thereof. Plant materials shall be in accordance with Chapter X of the Hillsdale Zoning Code. Bioretention / rain gardens pursuant to 36-152 may also be considered. Parking lot landscaping shall be installed pursuant to 36-150(c), and parking lot screening shall be provided pursuant to 36-629. A 4'6" obscuring wall, fence, or vegetative buffer shall be provided on those sides of the property abutting Residential zoning.	
36.278.04 LIGHTING	
Streetlights shall be of a general type specified by the City	
Wall pack lighting shall be used only on the rear or side of the building to illuminate exits and loading facilities	
Parking lot lighting pole height, including luminaire, shall not exceed the height of the building or 20', whichever is less, and shall be confined within the parking area	
Lighting shall be shielded from residential districts and driver visibility on thoroughfares	
36.278.05 Commercial Dumpsters	
Commercial dumpsters shall be sited in accordance with Section 36-151, Commercial Dumpsters.	

36.278.06 SIGNS		
	DC	DN
TOTAL SIGNAGE AREA		
	24 square feet	28 square feet
MONUMENT AND FREESTANDING SIGNS		
<i>Number</i>	1 per lot or parcel	1 per lot or parcel
<i>Size</i>		
<i>Location</i>	> 8' outside ROW	> 8' outside ROW
<i>Height</i>	Monuments: 6' Freestanding: 21'	6'
WALL SIGNS		
<i>Number</i>	1 per business + 1 facing parking area	1 per street front
<i>Size</i>		5% of wall area
<i>Location</i>	Wall facing street, alley, parking area	Wall facing street
<i>Height</i>	NA	NA
MARQUEE, SUSPENDED, AND AWNING SIGNS		
<i>Number</i>	1 per business	NA
<i>Size</i>	> 40% of marquee face	NA
<i>Location</i>	Face of awning; marquee; suspended	NA
<i>Height</i>	> 8' clearance; < 8' overhang into ROW	NA
TEMPORARY SIGNS		
<i>Number</i>	2 per lot or parcel	2 per lot or parcel
<i>Size</i>	>6 square feet; not included in total signage area	> 6 square feet; not included in total signage area
<i>Location</i>	Wall or >8' from ROW and >5' from adjacent property	> 8' outside ROW
<i>Height</i>	< 6'	< 6'

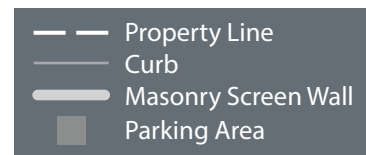
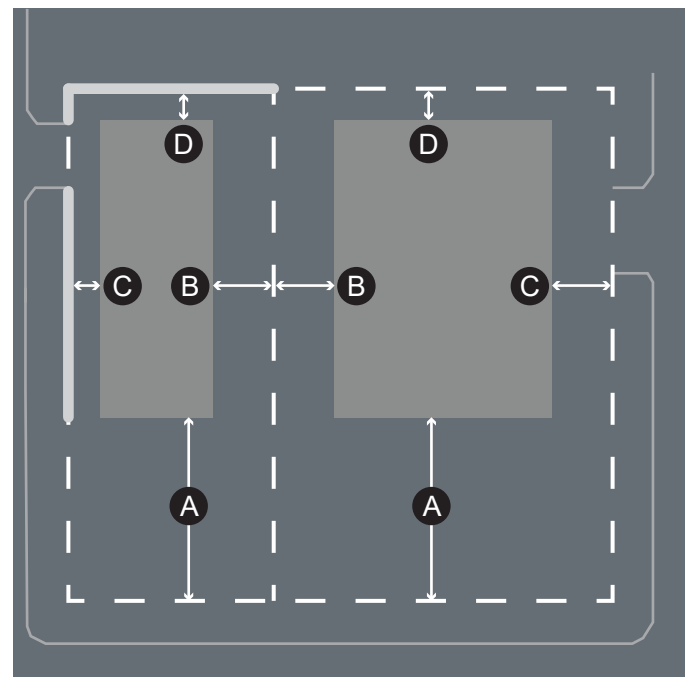
36.278.10

PARKING

36.278.11 Parking Location

Parking shall conform to Article VIII, Off-Street Parking and Loading, except where indicated.

DISTANCE FROM PROPERTY LINE		
Front setback (see below)	A	10'
Adjacent to common property line	B	10'
Side street setback		
- when a masonry screen wall is installed	C	5'
- landscape only	C	10'
Rear setback	D	5'
<p>Parking is not permitted between the right-of-way and the building facade. For parking which is adjacent to the building, the Front Setback is measured from the front of the building, traveling toward the rear of the lot.</p>		
<p>Where a parking lot abuts an interior and/or common property line, the property owner shall provide a cross access easement for the purpose of connecting adjacent parking lots.</p>		
<p>Parking lot landscaping shall be installed pursuant to 36-150(c). Bioretention / rain gardens pursuant to 36-152 may also be considered.</p>		
<p>Loading space shall be provided in the rear yard in the ratio of at least ten square feet per front foot of building and shall be computed separately from the off-street parking requirements. Where an alley exists or is provided at the rear of buildings, the rear building setback and loading requirements may be computed from the center of the alley.</p>		



36.278.12 Required Parking

Uses specified in this section supercede 36-600.

RESIDENTIAL (PER DWELLING UNIT)		
Single family	2.0	
Duplex	2.0	
Multiple family	1.5	
Live/work unit	2.0	
Residential in Mixed Use buildings	1.5	
LODGING (PER BEDROOM / HOTEL ROOM)		
Bed & breakfast	1.2	
Inn	1.2	
Hotel / Motel	1.0	
OFFICE (PER 1,000 USABLE SQUARE FEET)		
Individual enclosed offices	3.0	
Open office concept	2.0	
COMMERCIAL (PER 1,000 USABLE SQUARE FEET)		
Retail	3.0	
PUBLIC AND PRIVATE INSTITUTIONAL		
SITE AMENITIES		
1 bicycle parking facility shall be provided on site per 10 vehicular parking spaces		
Benches may be required at the discretion of the Planning Commission		

36.278.13 Shared Parking

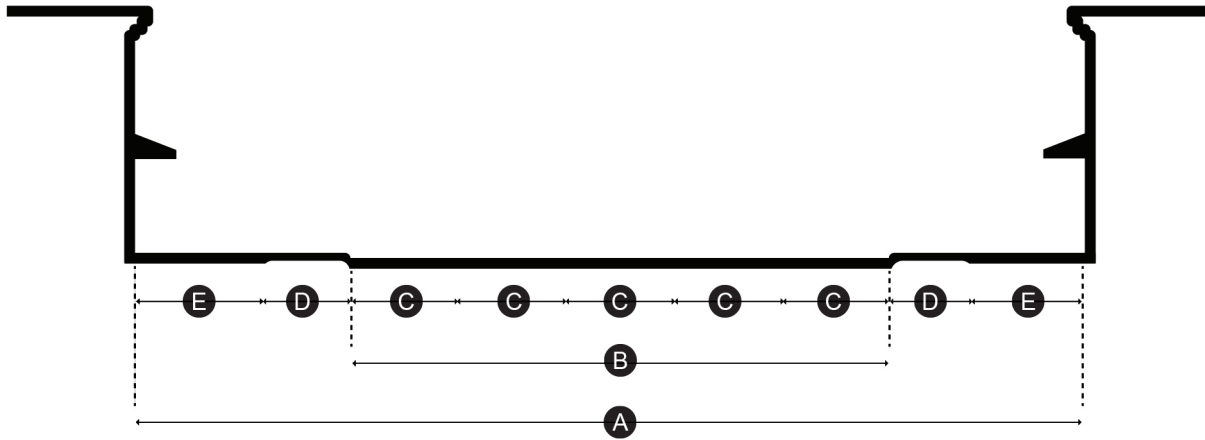
Parking Calculations: When two functions share parking facilities, the sum of their individual parking requirements is divided by the Shared Parking Factor to determine the Effective Parking Requirement. For example, if 12 spaces are needed for a residential development and 32 spaces are needed for a retail development, this amount would be summed to equal 44. This number would be divided by 1.2, according to the chart below, to produce an Effective Parking Requirement of 36.6, or 37 parking spaces. This section supercedes 36-595.

FUNCTION	RESIDENTIAL	LODGING	OFFICE	RETAIL
RESIDENTIAL	1.0	1.1	1.4	1.2
LODGING	1.1	1.0	1.7	1.3
OFFICE	1.4	1.7	1.0	1.2
RETAIL	1.2	1.3	1.0	1.0

36.278.20

PUBLIC SPACE STANDARDS

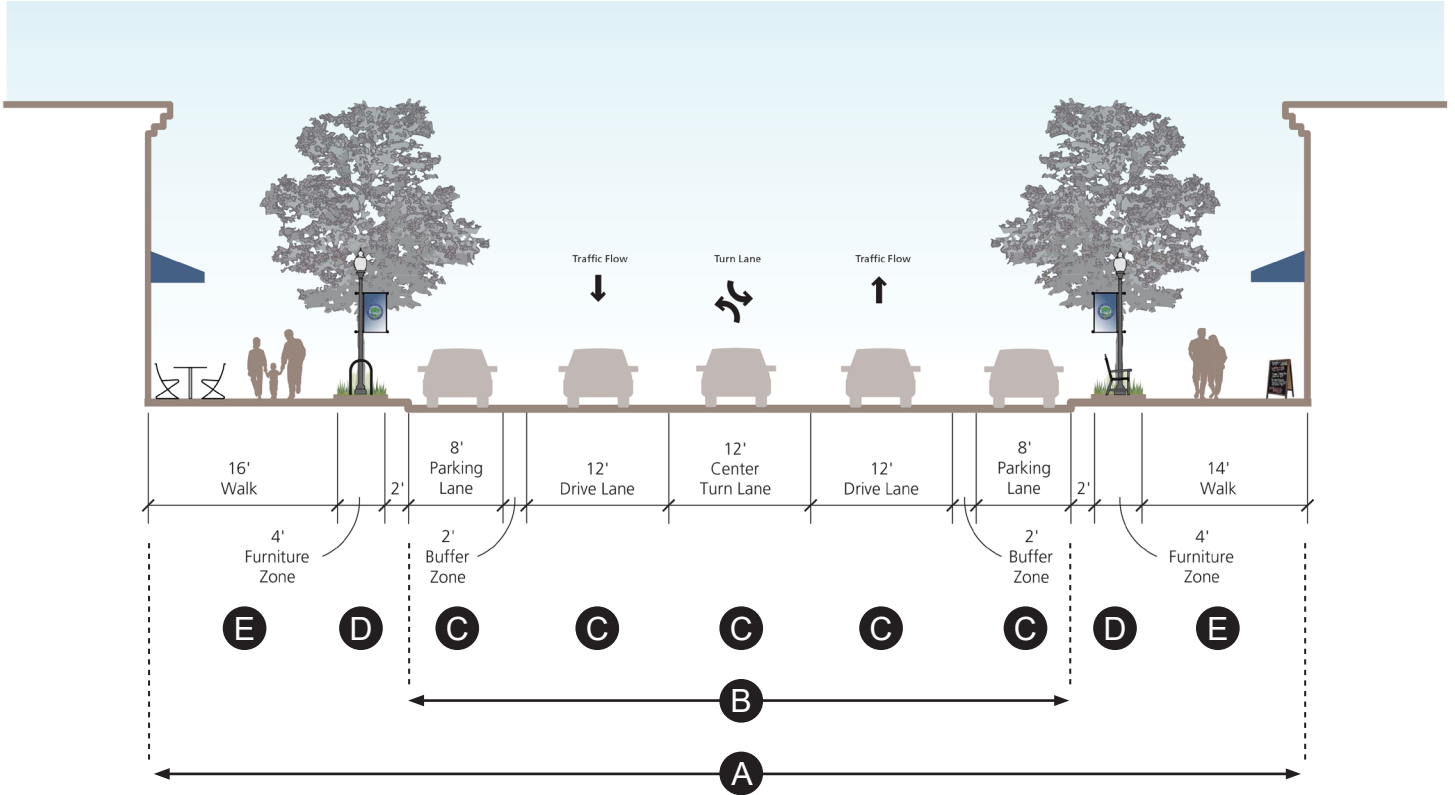
36.278.21 THOROUGHFARE TYPES



STREET TERMINOLOGY	
Right-of-Way (ROW) Width	(A)
The measurement across a thoroughfare of the area under control or ownership of the Michigan Department of Transportation, Hillsdale County Road Commission, or private property owner.	
Curb Face to Curb Face Width	(B)
The distance across a thoroughfare between the vertical faces of the curb, typically intended for vehicles, including any on-street parking, planting strips, and gutters.	
Traffic and Parking Lanes	(C)
The number and width of areas designated for vehicular travel, not including bicycle lanes.	
Planting Zone	(D)
The area of the ROW used for street trees and flowers as well as Low Impact Development stormwater features, such as rain gardens. In some instances, this zone can be used for outdoor dining, depending on surface materials.	
Pedestrian Zone	(E)
The area used for pedestrian movement, dedicated to sidewalks and outdoor cafes.	

Thoroughfare type: Main Street

Example: Broad Street between Bacon and Carlton

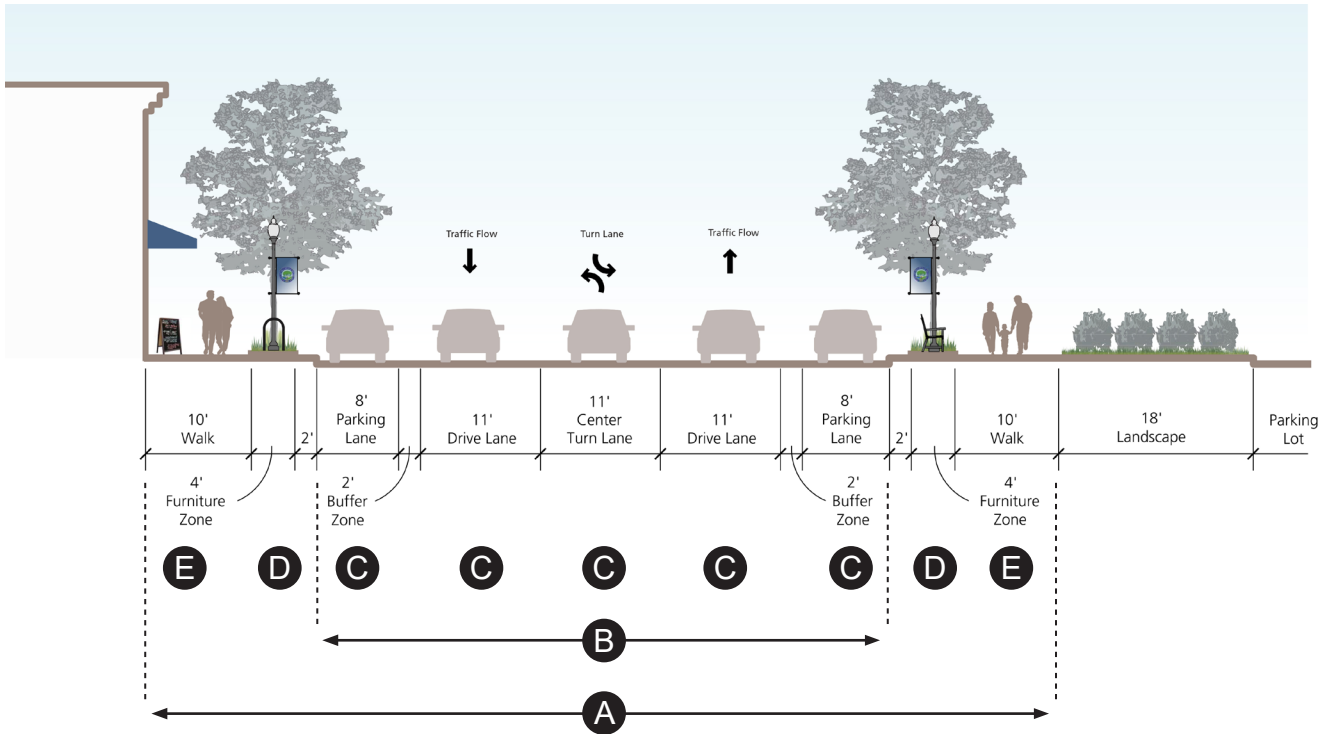


APPLICATION		
Target Speed		
Target Speed		
Overall Widths		
Public Realm (Between BTL)	98'	A
Right of Way (ROW) Width	56'	B
Lanes		
Traffic Lanes	12'	C
Turn Lane	12'	C
Parking Lanes	10'	C

Edges		
Curbs	2'	D
Planters and Tree Grates	4'	D
Walkways	14'-16'	E

Thoroughfare type: Urban Center

Example: Howell Street

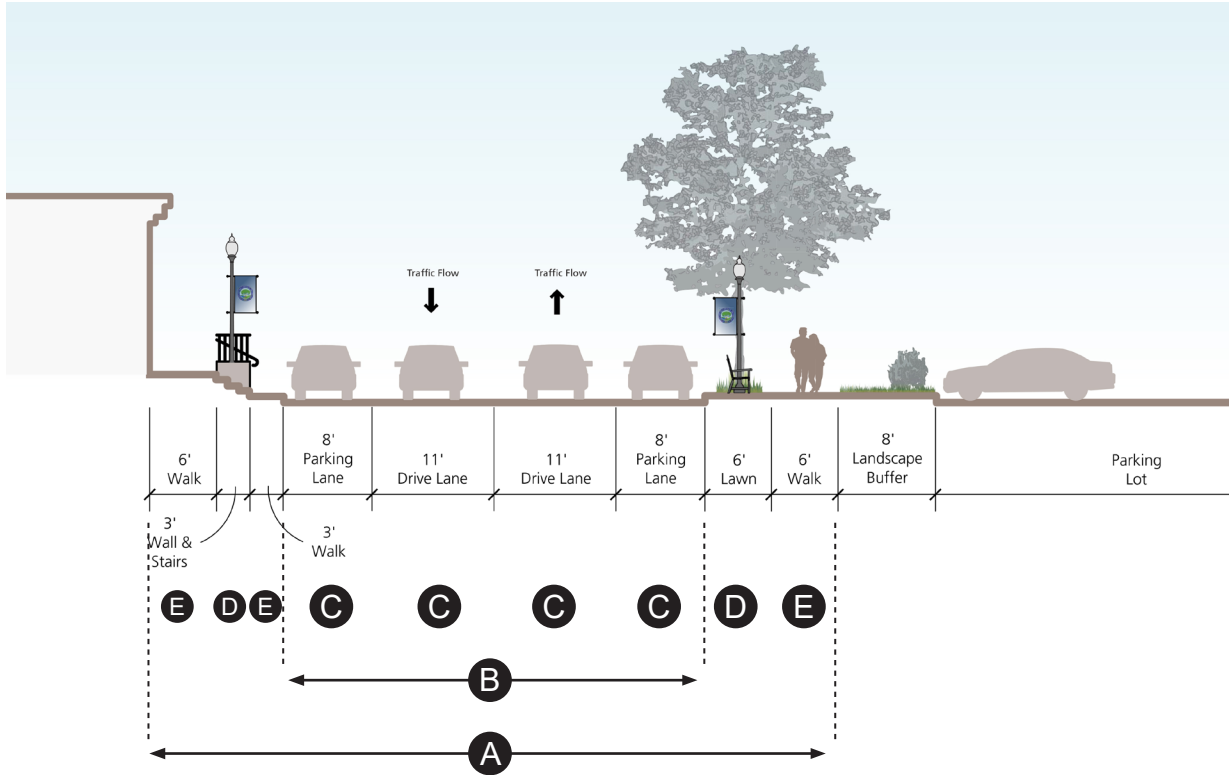


APPLICATION		
TARGET SPEED		
Target Speed		
OVERALL WIDTHS		
Public Realm (Between BTL)	94'	A
Right of Way (ROW) Width	53'	B
LANES		
Traffic Lanes	11'	C
Turn Lane	12'	C
Parking Lanes	10'	C

EDGES		
Curbs	2'	D
Planters and Tree Grates	4'	D
Landscape buffer	18'	
Walkways	10'	E

Thoroughfare type: Urban Residential

Example: Bacon Street between Manning and alley

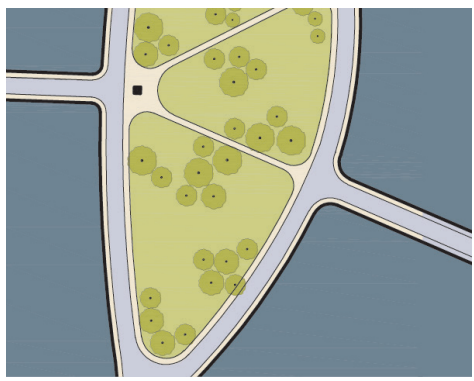


APPLICATION		
Target Speed		
Target Speed		
Overall Widths		
Public Realm (Between BTL)	62'	A
Right of Way (ROW) Width	38'	B
Lanes		
Traffic Lanes	11'	C
Turn Lane	12'	C
Parking Lanes	10'	C

Edges		
Curbs	2'	D
Planters and Tree Grates	4'	D
Landscape buffer	18'	
Walkways	10'	E

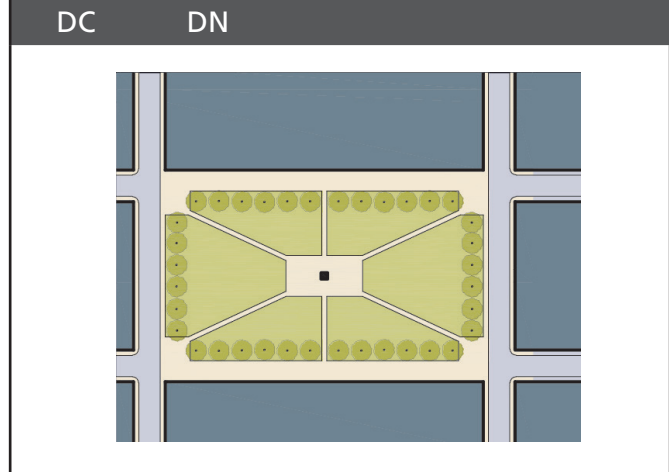
36.278.22 Civic Spaces

TYPE	CLASSIFICATION		
<p>PARK</p> <p>A natural preserve available for unstructured recreation. A park may be independent of surrounding building Frontages. Its landscape shall consist of Paths and trails, meadows, waterbodies, woodland and open shelters, all naturalistically disposed. Parks may be lineal, following the trajectories of natural corridors. The minimum size shall be 8 acres. Larger parks may be approved by Warrant as Special Districts in all zones.</p>	BC	CC	CN
<p>GREEN</p> <p>An Open Space, available for unstructured recreation. A Green may be spatially defined by landscaping rather than building Frontages. Its landscape shall consist of lawn and trees, naturalistically disposed. The minimum size shall be 1/2 acre and the maximum shall be 8 acres.</p>	BC	CC	CN



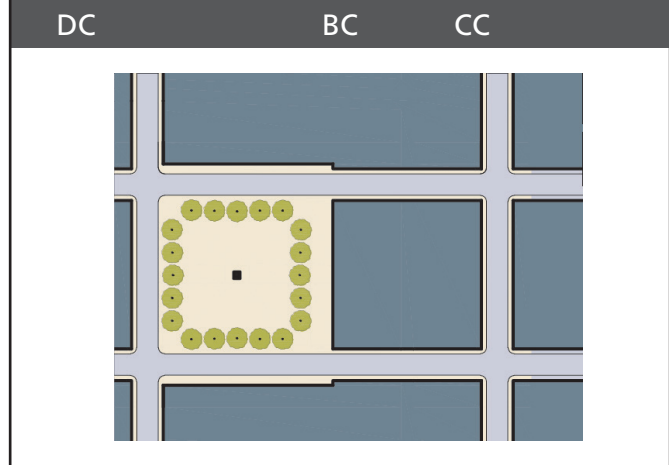
SQUARE

An Open Space available for unstructured recreation and Civic purposes. A Square is spatially defined by building Frontages. Its landscape shall consist of paths, lawns and trees, formally disposed. Squares shall be located at the intersection of important Thoroughfares. The minimum size shall be 1/2 acre and the maximum shall be 5 acres.



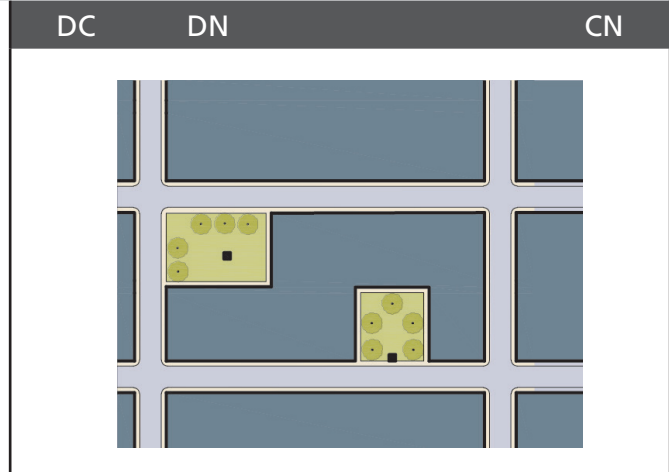
PLAZA

An Open Space available for Civic purposes and Commercial activities. A Plaza shall be spatially defined by building Frontages. Its landscape shall consist primarily of pavement. Trees are optional. Plazas should be located at the intersection of important streets. The minimum size shall be 1/2 acre and the maximum shall be 2 acres.



PLAYGROUND

An Open Space designed and equipped for the recreation of children. A playground should be fenced and may include an open shelter. Playgrounds shall be interspersed within Residential areas and may be placed within a Block. Playgrounds may be included within parks and greens. There shall be no minimum or maximum size.



Sec. 36-601. - Parking lot surface materials.

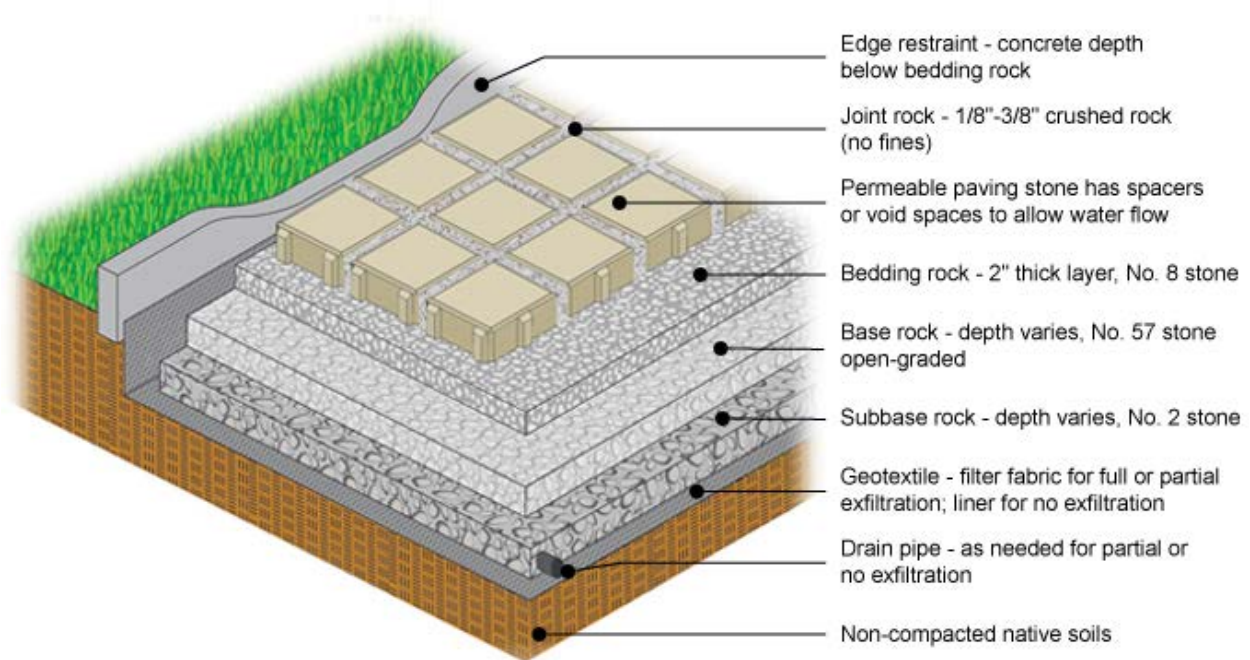
Parking lots may be separated into two separate surface types to be dictated by minimum and maximum parking allowances. Minimum parking allowances must be paved with asphalt, (pervious or impervious) or concrete paving. The remainder of the maximum parking allowance must be paved with a pervious material.

Approved impervious parking lot surface materials are listed as follows:

1. Impervious Asphalt
2. Concrete
3. Other materials may be approved upon request.

Approved pervious parking lot surface materials are listed as follows:

1. Pervious Asphalt
2. Limestone
3. 6" deep Geogrid fabric backfilled with:
 - a) Limestone
 - b) Top soil seeded for grass
4. Other materials may be approved upon request.



Secs. 36-602—36-620. - Reserved.

Except as specifically amended above all provisions contained in Chapter 36, Division 2 of Article VIII of the Code of the City of Hillsdale are hereby ratified and declared to be and remain in full force and effect.

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

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

Passed at a regular meeting of the Council of the City of Hillsdale held on the ____ day of _____, 2017.

CITY OF HILLSDALE

By _____
Scott Sessions – Mayor

By: _____
Stephen French – City Clerk

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

DIVISION 3. - OFF-STREET PARKING AREAS

Sec. 36-621. - Generally.

Wherever the off-street parking requirements require the building of an off-street parking facility, or where P-1 vehicular parking districts are provided, such off-street parking lots shall be laid out, constructed and maintained in accordance with the standards and regulations set forth in this division.

(Code 1979, § 17.34.010)

Sec. 36-622. - Construction; permit required.

No parking lot shall be constructed unless and until a permit ~~therefor~~ is issued by the zoning administrator ~~building inspector~~. Applications for a permit shall be submitted ~~in such form as may be determined by~~ to the zoning administrator, ~~building inspector~~, and shall be accompanied with ~~two sets of plans for the development and construction of the parking lot showing that the provisions of this division will be fully complied with~~ Submit drawings and application according to the Commercial Site Plan Review process. Such plans shall be reviewed and approved by the planning commission.

(Code 1979, § 17.34.020)

Sec. 36-623. - Layout plans; minimum requirements.

Plans for the layout of off-street parking facilities shall be in accord with the following minimum requirements:

Parking Pattern (Degrees)	Maneuvering Lane Width (Feet)	Parking Space Width (Feet)	Parking Space Length (Feet)	Total Width of One Tier of Spaces Plus Maneuvering Lane (Feet)	Total Width of Two Tiers of Spaces Plus Maneuvering Lane (Feet)
0 (parallel parking)	12	8	23	20	28
30 to 53	12	8.5	20	32	52
54 to 74	15	8.5	20	36.5	58

75 to 90	20	9	20	40	60
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(Code 1979, § 17.34.030)

Sec. 36-624. - Maneuvering lane access.

All spaces shall be provided adequate access by means of maneuvering lanes. Backing directly onto a street shall be prohibited.

(Code 1979, § 17.34.040)

Sec. 36-625. - Maneuvering lane movement.

All maneuvering lane widths shall permit one-way traffic movement, with the exception of the 90-degree pattern where two-way movement may be permitted.

(Code 1979, § 17.34.050)

Sec. 36-626. - Ingress and egress.

Adequate ingress and egress to the parking lot by means of clearly limited and defined drives shall be provided for all vehicles. Ingress and egress to a parking lot lying in an area zoned for other than residential use shall not be across land zoned for residential use.

(Code 1979, § 17.34.060)

Sec. 36-627. - Bumper stops or wheel checks.

Bumper stops or wheel checks shall be provided and so located as to prevent any vehicle from projecting beyond the parking lot area or from bumping screening facility.

(Code 1979, § 17.34.070)

Sec. 36-628. - Entrances and exits.

Each entrance and exit to and from such parking lot shall be at least twenty (20) feet distant from any adjacent property located in any residential district.

(Code 1979, § 17.34.080)

Sec. 36-629. - Fences, landscaping and planting.

~~The parking area shall be provided with a continuous and obscuring fence four feet six inches in height measured from the surface of the parking area. This wall or fence shall be provided on all sides where the next zoning district is designated as a residential district. When a front yard setback is required, all land between the wall and boundaries of a P-1 district shall be kept free from refuse and debris and shall be landscaped with deciduous shrubs, evergreen material and ornamental trees. The ground area shall be planted and kept in lawn. All such landscaping and planting shall be maintained in a healthy, growing condition, neat and orderly in appearance. **The parking area shall meet all guidelines listed in the City of Hillsdale Landscape Ordinance, Article III, Chapter 36, Sections 36-148 through and including 36-152.**~~

(Code 1979, § 17.34.090)

Sec. 36-630. - Surfacing.

The entire parking area, including parking spaces and maneuvering lanes, required under this division shall have ~~asphaltic or concrete~~ surfacing in accordance with specifications ~~approved by the city manager~~ **listed in Division 2, Sections 36-601 and Department of Public Services specifications.** Such facilities shall be drained so as to dispose of all surface water accumulated in the parking area in such a way as to preclude drainage of water onto adjacent property or toward a building. The parking area shall be surfaced within one year of the date the permit is issued.

(Code 1979, § 17.34.100)

Sec. 36-631. - Lighting.

All lighting used to illuminate any off-street parking area shall not exceed twenty (20) feet in overall height above ground level, and shall be so installed as to be confined within and directed on the parking area only.

(Code 1979, § 17.34.110)

Sec. 36-632. - Modification of yard and wall requirements.

The planning commission, upon application by the property owner of the parking area, may modify the yard and wall requirements where, in unusual circumstances, no good purpose would be served by compliance with the requirements of this division.

(Code 1979, § 17.34.120)

Sec. 36-633. - Wall length.

In all cases where a wall extends to an alley which is a means of ingress and egress to a parking area, it shall be permissible to end the wall not more than ten (10) feet from such alley line in order to permit a wider means of access to the parking area.

(Code 1979, § 17.34.130)

9/13/2016

Sec. 36-634. - Additional requirements.

In addition to the requirements set forth in this division, such parking area shall comply with such further requirements or conditions as may be prescribed by the planning commission for the protection of the residential district abutting such parcel or parcels in which the parking area is to be located.

(Code 1979, § 17.34.140)

Secs. 36-635—36-650. - Reserved.



City of Hillsdale Agenda Item Summary

MEETING DATE: November 6, 2017
AGENDA ITEM: Old Business
SUBJECT Set a Public Hearing

BACKGROUND PROVIDED BY STAFF (Staff Member Name)

The Community Development Block Grant (CDBG) period for Blight Elimination at 42 Union Street has now concluded. As part of the grant close-out process, the City must document that it has conducted a closeout public hearing to discuss the project's accomplishments and if the goals of the project have been met.

RECOMMENDATION

Staff recommends that City Council set a Public Hearing for discussion of Blight Elimination at 42 Union Street for the November 20, 2017 Council meeting.

City of Hillsdale

Agenda Item Summary

Meeting Date: November 6, 2017
Agenda Item: New Business
Subject: TCO 2017-75 "No Parking West side of Summit St."

Background:

I began receiving complaints in 2016 regarding congested parking on Summit Street between Galloway and Division Street. These complaints involved mailboxes being blocked and residents having difficulty exiting their driveways. These same complaints have continued into this year. I have monitored the parking for the past two weeks and observed vehicles parked on the east side for approximately half the block and vehicles parked on the west side for approximately one quarter of the block; these vehicles are not spaced out and are directly across from each other.

I made contact at the residence which appeared to be using the west side of the street to park their personal vehicles. They believed there should be parking on only one side of the street and they were fine with that being the east side. As the west side has ten residences with mailboxes and the east side has three residences with only two mailboxes it is reasonable to have parking on the east side. I have also spoken with College Security and they are in favor of this resolution.

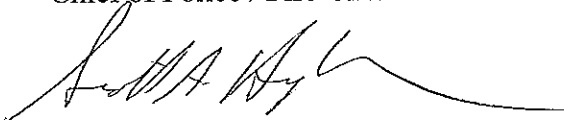
This street measures approximately 27'2" in width; current standard is 10' for each travel lane and 8' for each parking lane. There are concerns for passage of larger vehicles such as a Fire Truck or Plow Truck.

Recommendation:

Staff recommends the approval of Traffic Control Order 2017-75 as a permanent TCO to resolve the parking related complaints on Summit St. between Galloway and Division Street.

Scott A. Hephner

Chief of Police / Fire Chief

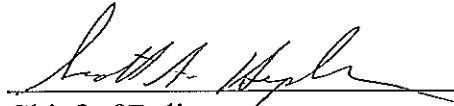


TRAFFIC CONTROL ORDER
2017-75

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.

There shall be **no parking** on the west side of Summit Street from Galloway Drive to Division Street.

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

11/01/17
Date

Received for filing in the office of the City Clerk at 3:00 p.m. on the 1 day of November, 2017.

City Clerk

10/01/17
Date

RESOLUTION # _____

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

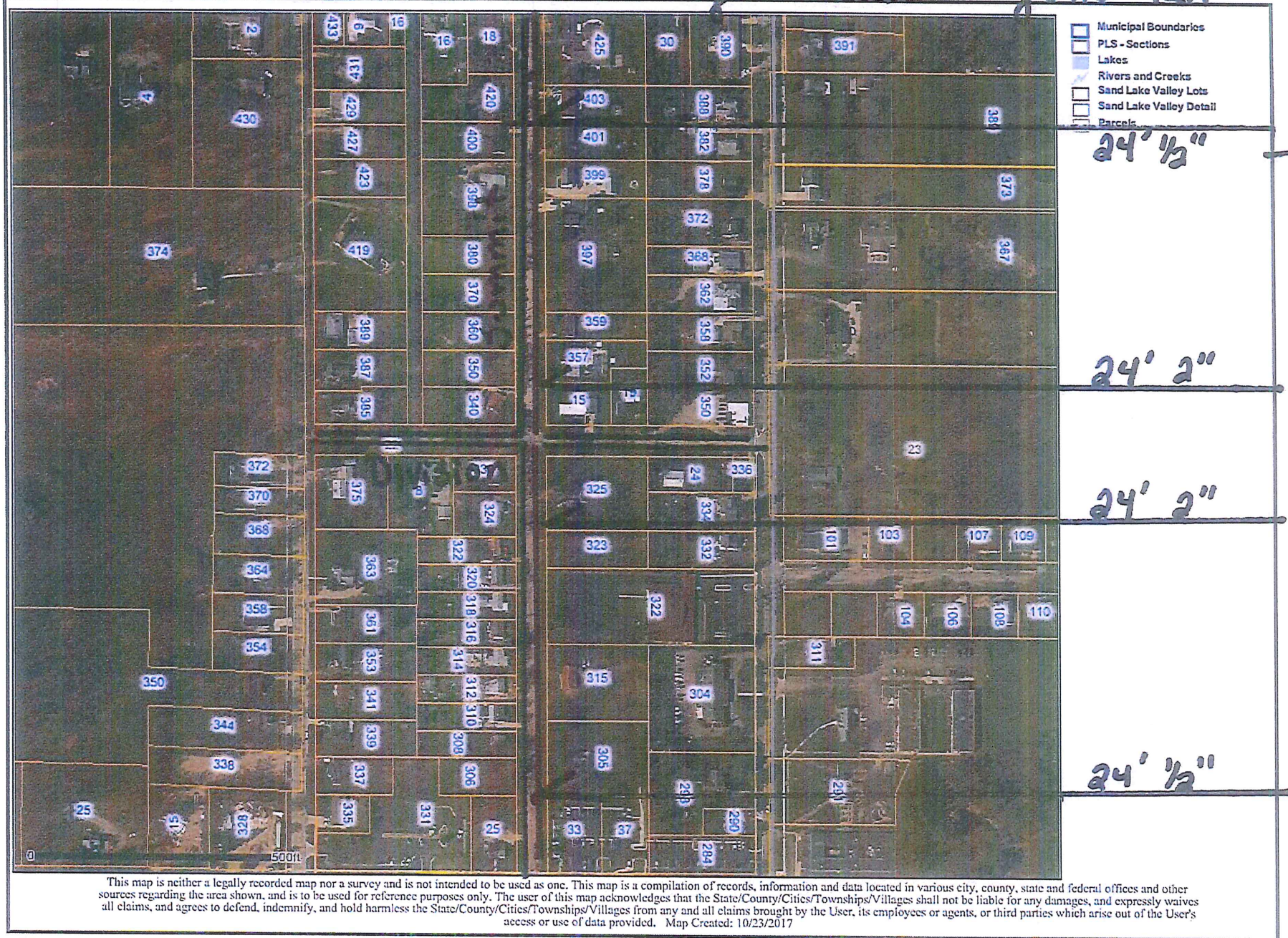
Passed in open Council this _____ day of _____, 2017.

Scott M. Sessions – Mayor

Attest:

Stephen French, City Clerk

Dimensions are from front of gutter pan to gutter pan



This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The user of this map acknowledges that the State/County/Cities/Townships/Villages shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the State/County/Cities/Townships/Villages from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided. Map Created: 10/23/2017

Add 18" Per side for front of gutter to curb face



CITY OF HILLSDALE

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

Name: Jeffery Rogers

Address: 251 West Bacon Hillsdale, MI 49242
Street City Zip

Phone: Home 517-927-4546 Work 517-927-4546

E-Mail jefferyrog@gmail.com

Are you a resident of City of Hillsdale? Yes X No

Occupation: (if retired, former occupation) Asst Dean of Men Hillsdale College

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: BS Science Cytotechnology/ US Navy Chief 26 years of Service

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s): A Few Good Men Board, Hillsdale Veterans Hall of Fame, American Red Cross,

On what other volunteer boards/committees have you served? Hillsdale Hospital Membership

Describe any previous activities related to government: US Military

Please explain why you would be interested in serving on the council or committee: _____

I love the city of Hillsdale. Anything I can do to improve on it would be an honor.

Please explain your understanding of the City of Hillsdale:

Hillsdale is a small rural town, rich in history; striving to be productive as an emerging city of the 21st century.

Additional comments: It is my desire to make a difference in the city in whatever way I can. Hillsdale has awesome people with awesome potential.

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


Applicant Signature

15 Oct 2017
Date



CITY OF HILLSDALE

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

Name: Ronald Scholl

Address: 1096 Markris Drive Hillsdale 49242
Street City Zip

Phone: Home 517 474 3315 Work 517 439 1501

E-Mail rjscholl@vestedrisk.com

Are you a resident of City of Hillsdale? Yes _____ No x

Occupation: (if retired, former occupation) Insurance Agent

Please check the expertise and skills you can contribute:

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

Brief Educational Background:

B.S. business administration with an emphasis in Insurance - Ferris State University; Chartered Property Casualty Underwriter (CPCU), Associate in Risk Management (ARM); Certified Insurance Counselor (CIC)

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

Active member of Hillsdale Rotary Club (past president 13/14 term year), current board member of Hillsdale Salvation Army; current secretary of Hillsdale Township Zoning Board of Appeals; current Deacon at Hillsdale United Brethren Church

On what other volunteer boards/committees have you served? past board member of Hillsdale Community Schools (chaired the school district's building and site committee); past assistant scoutmaster with troop 211/Hillsdale

Describe any previous activities related to government: see above

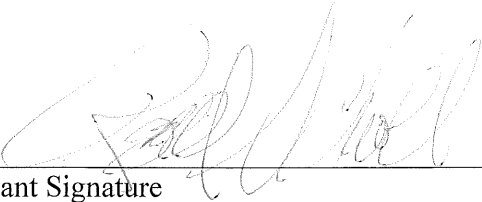
Please explain why you would be interested in serving on the council or committee: _____
as a life time resident of the Hillsdale community, I would like to help with the continued improvement and economic development of Hillsdale.

Please explain your understanding of the City of Hillsdale:
municipal government with a governing council overseeing the functions and services, including the BPU, of our municipality. Our city manager oversees the day to day operations of the city and answers to the council.

Additional comments: there's great potential in this community. Let's all be positive and draw on the talents and resources available.

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

Applicant Signature



Date

10/30/17