



City Council Agenda

March 18, 2019
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 March 7, 2019: \$150,079.02
 - 2. BPU Claims of March 7, 2019: \$212,287.02
 - 3. BPU Sewer Bond March 7, 2019: \$13,635.90
 - 4. Payroll of March 7, 2019: \$171,123.53
 - B. City Council Minutes of March 4, 2019 Regular Meeting
 - C. TIFA Minutes of February 12, 2019
 - D. TIFA Targeted Development Minutes of February 28, 2019
 - E. Operations and Governance Minutes of February 13, 2019 and February 28, 2019
 - F. BPU Power Plant Battery System Upgrade
 - G. User Agreement Hillsdale College (Centralhallapalooza) Alley Closure
 - H. User Agreement Hillsdale College (Taste of Manning) Manning Street Closure
 - I. 2019 March Board of Review Report
- VI. Communications/Petitions**
 - A. Metal Technologies Project Completion Letter
 - B. Public Safety Millage Information Sheet
 - C. Warming Station Update – Penny Myers (Verbal Update)
- VII. Introduction and Adoption of Ordinances/Public Hearings**
 - A.
- VIII. Unfinished Business**
 - A. I.C.E Grant – Verbal Update
- IX. Old Business**
 - A. Leaf Collection (Discussion)
 - B. Hallett Street Agreement with Concord Excavating
 - C. Closed session to consult with the City’s attorney regarding trial and settlement strategy in connection with the pending litigation in the matter of *King v Mackie, et al*, United States District Court for the Western District of Michigan file number 1:18-cv-00503.
 - D. Lochaven Residential Development Request

X. New Business

- A. Domestic Harmony Annual Contract
- B. Internal Loan Policy
- C. Michigan Public Power Association Membership Resolution
- D. Neighborhood Enterprise Zone (NEZ) Burke Application and Resolution
- E. Set Public Hearing for Industrial Facility Tax Exemption (IFT) request from Central Coast Designs.
- F. Resolution of Support for Transportation Economic Development Fund (TEDF) Category B Program Grant

XI. Miscellaneous Reports

- A. Appointment: James Bowen – Library Board
- B. Appointment: Jerry Pachoud- Board of Review (Alternate)
- C. Appointment: Jason Sellers – Shade Tree Commission
- D. Re-appointment: Carol Lackey – Cemetery Board

XII. General Public Comment

XIII. City Manager's Report

XIV. Council Comment

XV. Adjournment

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 249							
481-900.000-740.295	03/07/19	AVFUEL CORP	FUEL AND LUBRICANTS	011841575	03/07/19	10,268.26	249
						<u>10,268.26</u>	
Total For Check 249						10,268.26	
Check 250							
101-000.000-228.003	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	7,679.68	250
101-172.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	922.44	250
101-173.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	528.63	250
101-174.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	114.44	250
101-209.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	553.43	250
101-215.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	358.27	250
101-219.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	597.61	250
101-253.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	23.00	250
101-301.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	14,831.88	250
101-336.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	2,009.31	250
101-400.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	497.66	250
101-441.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	871.47	250
208-751.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	426.11	250
588-588.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	327.31	250
640-444.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	336.75	250
699-441.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15	03/07/19	324.24	250
Total For Check 250						<u>30,402.23</u>	
Check 252							
588-588.000-920.000	03/07/19	MICH GAS UTILITIES	NATURAL GAS UTILITY	0507035798-00001	03/07/19	195.39	252
Total For Check 252						<u>195.39</u>	
Check 253							
101-441.000-801.000	03/07/19	SPOK, INC	PAGER RENTAL - DPS	C73854330	03/07/19	18.74	253
Total For Check 253						<u>18.74</u>	
Check 254							
101-295.000-930.000	03/07/19	AVFUEL CORP	GASKET O-RING	011877154	03/07/19	21.45	254
Total For Check 254						<u>21.45</u>	
Check 80779							
101-215.000-801.000	03/07/19	ACCUSHRED	PAPER SHREDDING SERVICE	49357	03/07/19	55.00	80779
Total For Check 80779						<u>55.00</u>	
Check 80780							
101-301.000-930.000	03/07/19	ADRIAN COMMUNICATIONS	KENWOOD TK-2180 RADIO REPAIR - R&R	120662	03/07/19	119.52	80780
Total For Check 80780						<u>119.52</u>	
Check 80781							
101-265.000-930.000	03/07/19	AMERICAN COPPER AND BRASS, LLC	CONNECTORS, BALLAST	Multiple	03/07/19	26.98	80781
Total For Check 80781						<u>26.98</u>	
Check 80782							
101-441.000-810.000	03/07/19	AMERICAN PUBLIC WORKS ASSOC	MEMBERSHIP RENEWAL	02052019	03/07/19	390.00	80782
Total For Check 80782						<u>390.00</u>	
Check 80783							
101-265.000-801.000	03/07/19	ANYTIME FIRE PROTECTION	CITY WIDE - FIRE EXTINGUISHERS INSP.	615529	03/07/19	166.50	80783
101-265.000-801.790	03/07/19	ANYTIME FIRE PROTECTION	CITY WIDE - FIRE EXTINGUISHERS INSP.	615529	03/07/19	24.50	80783
101-301.000-801.000	03/07/19	ANYTIME FIRE PROTECTION	CITY WIDE - FIRE EXTINGUISHERS INSP.	615529	03/07/19	9.75	80783

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
 EXP CHECK RUN DATES 02/22/2019 - 03/07/2019
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GC

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 80783							
101-441.000-801.000	03/07/19	ANYTIME FIRE PROTECTION	CITY WIDE - FIRE EXTINGUISHERS INSP:	615529	03/07/19	101.75	80783
271-790.000-801.000	03/07/19	ANYTIME FIRE PROTECTION	CITY WIDE - FIRE EXTINGUISHERS INSP:	615529	03/07/19	18.00	80783
588-588.000-801.000	03/07/19	ANYTIME FIRE PROTECTION	CITY WIDE - FIRE EXTINGUISHERS INSP:	615529	03/07/19	125.25	80783
640-444.000-801.000	03/07/19	ANYTIME FIRE PROTECTION	CITY WIDE - FIRE EXTINGUISHERS INSP:	615529	03/07/19	134.25	80783
Total For Check 80783						580.00	
Check 80784							
101-336.000-955.336	03/07/19	APOLLO FIRE EQUIPMENT COMPANY	ROCKER LUG ADAPTER - GRUMHAUS FAMIL	99292	03/07/19	88.14	80784
Total For Check 80784						88.14	
Check 80785							
588-588.000-726.000	03/07/19	ARROW SWIFT PRINTING	TO FORM 2-PART FORMS	148380	03/07/19	33.55	80785
Total For Check 80785						33.55	
Check 80786							
101-301.000-861.005	03/07/19	MICHIGAN LAW ENFORCEMENT TRAINING	CONDUCTED ELECTRONIC WEAPONS TRAINING	46-3866775	03/07/19	500.00	80786
Total For Check 80786						500.00	
Check 80787							
101-265.000-925.000	03/07/19	AT&T	TELEPHONE SERVICE	517437098302	03/07/19	242.57	80787
Total For Check 80787						242.57	
Check 80788							
271-790.000-982.000	03/07/19	BAKER & TAYLOR COMPANY	CD BOOKS ON TAPE ADULT	Multiple	03/07/19	288.51	80788
271-790.000-982.001	03/07/19	BAKER & TAYLOR COMPANY	GIFT MONEY ADULT BOOKS	Multiple	03/07/19	414.02	80788
271-792.000-982.000	03/07/19	BAKER & TAYLOR COMPANY	BOOKS CHILDRENS	2034349364	03/07/19	151.37	80788
Total For Check 80788						853.90	
Check 80789							
101-265.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	1,314.05	80789
101-266.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	205.83	80789
101-276.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	64.66	80789
101-295.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	706.81	80789
101-336.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	623.64	80789
101-441.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	468.63	80789
101-448.000-920.202	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	4,385.89	80789
101-448.000-920.203	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	294.01	80789
101-756.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	396.72	80789
202-460.000-801.000	03/07/19	BOARD OF PUBLIC UTILITIES	STREET LIGHT MAINTENANCE	19-0000347	03/07/19	348.89	80789
202-460.500-801.000	03/07/19	BOARD OF PUBLIC UTILITIES	STREET LIGHT MAINTENANCE	19-0000347	03/07/19	27.88	80789
202-490.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	391.63	80789
202-490.500-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	432.31	80789
203-460.000-801.000	03/07/19	BOARD OF PUBLIC UTILITIES	STREET LIGHT MAINTENANCE	19-0000347	03/07/19	19.90	80789
203-480.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	63.09	80789
247-900.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	658.33	80789
271-790.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	1,033.17	80789
588-588.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	331.80	80789
640-444.000-920.000	03/07/19	BOARD OF PUBLIC UTILITIES	UTILITIES	2/22/2019	03/07/19	400.78	80789
Total For Check 80789						12,168.02	
Check 80791							
101-441.000-955.588	03/07/19	CE & A PROFESSIONAL SERVICES,	RANDOM DOT DRUG TESTING	207273	03/07/19	54.00	80791
588-588.000-955.588	03/07/19	CE & A PROFESSIONAL SERVICES,	RANDOM DOT DRUG TESTING	34342	03/07/19	63.42	80791

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Invoice Age: Less Than 30 Days							
Check 80791							
						Total For Check 80791	117.42
Check 80792							
101-441.000-801.000	03/07/19	CINTAS CORPORATION	CLEANER & DISP. - DPS	351818446	03/07/19	35.41	80792
101-441.000-955.441	03/07/19	CINTAS CORPORATION	CLEANER & DISP. - DPS	351814657	03/07/19	24.37	80792
						Total For Check 80792	59.78
Check 80793							
247-900.000-801.000	03/07/19	CITY OF HILLSDALE	NEW YEARS EVE BASH SPECIAL EVENT GR.	12312018	03/07/19	5,000.00	80793
						Total For Check 80793	5,000.00
Check 80794							
101-301.000-726.000	03/07/19	CMP DISTRIBUTOR, INC	SAFARILAND RIGHT HAND LEVEL II HOLDS'	58140	03/07/19	10.00	80794
101-301.000-742.000	03/07/19	CMP DISTRIBUTOR, INC	SAFARILAND RIGHT HAND LEVEL II HOLDS'	Multiple	03/07/19	295.75	80794
						Total For Check 80794	305.75
Check 80795							
588-588.000-726.000	03/07/19	CURRENT OFFICE SOLUTIONS	CORRECTION TAPE, DEPOSIT BAGS & DIS	Multiple	03/07/19	135.07	80795
						Total For Check 80795	135.07
Check 80796							
633-000.000-111.000	03/07/19	DETROIT SALT CO	ROAD ROCK SALT	Multiple	03/07/19	16,018.98	80796
						Total For Check 80796	16,018.98
Check 80797							
101-295.000-925.000	03/07/19	DMCI BROADBAND, LLC	INTERNET/PHONE AIRPORT	1806	03/07/19	115.30	80797
						Total For Check 80797	115.30
Check 80798							
633-233.000-801.000	03/07/19	DUBOIS TRUCKING AND EXCAVATION	DELIVERY OF COLD PATCH	QB1447	03/07/19	170.00	80798
						Total For Check 80798	170.00
Check 80799							
101-265.000-801.000	03/07/19	EAST 2 WEST ENTERPRISES, INC	CITY HALL CLEANING FOR FEB - BACK S'	8233	03/07/19	633.00	80799
						Total For Check 80799	633.00
Check 80800							
101-336.000-726.000	03/07/19	FAMILY FARM & HOME	MICRO RATCH TWIST MOP	391/54	03/07/19	16.99	80800
						Total For Check 80800	16.99
Check 80801							
271-790.000-982.000	03/07/19	FINDAWAY WORLD LLC	ADULT BOOKS ON TAPE	Multiple	03/07/19	337.45	80801
						Total For Check 80801	337.45
Check 80802							
401-453.000-801.000	03/07/19	FLEIS & VANDENBRINK	ICE GRANT PROJECT	51761	03/07/19	3,545.80	80802
						Total For Check 80802	3,545.80
Check 80803							
101-265.000-930.000	03/07/19	G&G GLASS, INC	RPL DPS BACK DOOR, RPL #18 REAR WI	19-3441	03/07/19	1,000.00	80803
640-444.000-801.000	03/07/19	G&G GLASS, INC	RPL DPS BACK DOOR, RPL #18 REAR WI	19-3464	03/07/19	250.00	80803
						Total For Check 80803	1,250.00
Check 80804							
101-265.000-925.000	03/07/19	GELZER & SON INC	WALL BOXES PHONE SYSTEM CITY HALL	C313711	03/07/19	19.97	80804

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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 80804							
101-265.000-930.000	03/07/19	GELZER & SON INC	LED BULBS,SAFETY HASP, FITTINGS, CO:	Multiple	03/07/19	65.44	80804
101-441.000-726.000	03/07/19	GELZER & SON INC	LED BULBS,SAFETY HASP, FITTINGS, CO:	C318102	03/07/19	54.02	80804
101-756.000-726.000	03/07/19	GELZER & SON INC	LED BULBS,SAFETY HASP, FITTINGS, CO:	C318198	03/07/19	45.99	80804
640-444.000-730.000	03/07/19	GELZER & SON INC	LED BULBS,SAFETY HASP, FITTINGS, CO:	Multiple	03/07/19	17.26	80804
Total For Check 80804						202.68	
Check 80806							
271-790.000-860.000	03/07/19	MARY HILL	MILEAGE REIMBURSEMENT	02212019	03/07/19	34.88	80806
Total For Check 80806						34.88	
Check 80807							
101-441.000-955.441	03/07/19	JACOB HAMMEL	BOOT REIMBURSEMENT	100227383	03/07/19	206.69	80807
Total For Check 80807						206.69	
Check 80808							
101-756.000-930.000	03/07/19	JONESVILLE LUMBER	SPLIT RAIL FENCE RAILS & POST	812281	03/07/19	67.25	80808
Total For Check 80808						67.25	
Check 80809							
101-276.000-801.000	03/07/19	LAPEW SANITATION SERVICE	PORTABLE RESTROOM RENTAL	3550	03/07/19	125.00	80809
101-756.000-801.000	03/07/19	LAPEW SANITATION SERVICE	PORTABLE RESTROOM RENTAL	3550	03/07/19	145.00	80809
Total For Check 80809						270.00	
Check 80810							
101-174.000-861.000	03/07/19	KELLY LOPRESTO	MILEAGE REIMBURSEMENT	02202019	03/07/19	78.88	80810
Total For Check 80810						78.88	
Check 80811							
101-175.000-806.000	03/07/19	LOVINGER & THOMPSON, PC	LEGAL FEES	02282019	03/07/19	1,207.50	80811
247-900.000-806.000	03/07/19	LOVINGER & THOMPSON, PC	TIFA LEGAL SERVICES	02-28-2019	03/07/19	112.50	80811
Total For Check 80811						1,320.00	
Check 80812							
101-265.000-930.000	03/07/19	MAC'S ALL TEMP, INC	CHECK EXHAUST/BIRD REMOVAL	10680	03/07/19	138.00	80812
Total For Check 80812						138.00	
Check 80813							
101-265.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/17/2019	Multiple	03/07/19	280.22	80813
101-266.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/17/2019	Multiple	03/07/19	146.89	80813
101-441.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/17/2019	Multiple	03/07/19	863.31	80813
101-756.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/24/2019	40024244	03/07/19	49.71	80813
202-450.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/24/2019	40024244	03/07/19	188.31	80813
202-500.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/17/2019	Multiple	03/07/19	231.25	80813
203-450.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/24/2019	40024244	03/07/19	225.98	80813
203-500.000-801.000	03/07/19	MANPOWER OF LANSING	TEMP EMPLOYEES W/E 2/17/2019	Multiple	03/07/19	166.59	80813
Total For Check 80813						2,152.26	
Check 80814							
101-295.000-726.000	03/07/19	MARKET HOUSE	TOWELS, POP, CHIPS & COFFEE	113953	03/07/19	92.40	80814
101-336.000-726.000	03/07/19	MARKET HOUSE	SOS PADS/LAUNDRY DETERGENT PODS/HEA	113865	03/07/19	28.27	80814
Total For Check 80814						120.67	
Check 80815							
101-266.000-801.000	03/07/19	MASON GOOD	REPAIR REIMBUSEMENT	911324	03/07/19	674.97	80815

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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 80815							
						674.97	
Total For Check 80815							
Check 80816							
640-444.000-726.000	03/07/19	RONALD HARRIS	ENGINE SCANNER - DPS	15521	03/07/19	630.05	80816
						630.05	
Total For Check 80816							
Check 80817							
101-441.000-810.000	03/07/19	MICH ASSOC OF MUNICIPAL CEMET	2019 MEMBERSHIP -	03062019	03/07/19	105.00	80817
						105.00	
Total For Check 80817							
Check 80818							
101-336.000-726.000	03/07/19	MICH CHAMBER SERVICES	MICH STATE & FEDERAL LABOR LAW POST:	27020	03/07/19	34.50	80818
271-790.000-726.000	03/07/19	MICH CHAMBER SERVICES	MICH STATE & FEDERAL LABOR LAW POST:	27020	03/07/19	34.50	80818
						69.00	
Total For Check 80818							
Check 80819							
101-172.000-861.000	03/07/19	MICH ECONOMIC DEVELOPERS ASSOC	TRAINING GLASSES - MEDA	12931	03/07/19	110.00	80819
						110.00	
Total For Check 80819							
Check 80820							
101-295.000-860.000	03/07/19	GINGER MOORE	MILEAGE REIMBURSEMENT	02222019	03/07/19	87.40	80820
						87.40	
Total For Check 80820							
Check 80821							
101-301.000-726.000	03/07/19	NYE UNIFORM COMPANY	WHISTLE CHAINS - SILVER	687839	03/07/19	5.18	80821
101-301.000-742.000	03/07/19	NYE UNIFORM COMPANY	WHISTLE CHAINS - SILVER	687839	03/07/19	20.00	80821
						25.18	
Total For Check 80821							
Check 80822							
101-336.000-861.000	03/07/19	PAUL GARGIN JR	FIREFIGHTER DOWN TRAINING	02282019	03/07/19	100.00	80822
						100.00	
Total For Check 80822							
Check 80823							
101-295.000-726.000	03/07/19	PERFORMANCE AUTOMOTIVE	FUEL FILTER & AA BATTERIES	10284-1273433	03/07/19	30.91	80823
101-336.000-726.000	03/07/19	PERFORMANCE AUTOMOTIVE	GOLD TOUCH-UP PAINT/MEDICAL BATTERY	10284-1275783	03/07/19	107.90	80823
101-336.000-730.000	03/07/19	PERFORMANCE AUTOMOTIVE	GOLD TOUCH-UP PAINT/MEDICAL BATTERY	10284-1273984	03/07/19	9.19	80823
640-444.000-730.000	03/07/19	PERFORMANCE AUTOMOTIVE	PAINT, SPRINGS, BELTS, PLUGS	Multiple	03/07/19	313.22	80823
						461.22	
Total For Check 80823							
Check 80825							
202-490.000-726.000	03/07/19	PHILLIPS STEEL CORPORATION	SQUARE TUBES	263076	03/07/19	180.00	80825
203-490.000-726.000	03/07/19	PHILLIPS STEEL CORPORATION	SQUARE TUBES	263076	03/07/19	180.00	80825
640-444.000-726.000	03/07/19	PHILLIPS STEEL CORPORATION	SQUARE TUBES	262985	03/07/19	34.30	80825
640-444.000-730.000	03/07/19	PHILLIPS STEEL CORPORATION	SQUARE TUBES	263075	03/07/19	502.09	80825
						896.39	
Total For Check 80825							
Check 80827							
101-301.000-861.000	03/07/19	POLICEONE.COM	TASER CEW V21 INSTRUCTOR COURSE 04/	51871 REV1	03/07/19	495.00	80827
						495.00	
Total For Check 80827							
Check 80828							
101-172.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	927.62	80828
101-209.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	695.72	80828
101-215.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	695.71	80828

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 80828							
101-219.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	2,504.27	80828
101-295.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	1,113.14	80828
101-301.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	14,749.15	80828
101-336.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	2,319.05	80828
101-400.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	1,391.43	80828
101-441.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	2,504.57	80828
208-751.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	1,113.14	80828
271-790.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	1,855.24	80828
588-588.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	2,226.28	80828
640-444.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	1,855.24	80828
699-441.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000884	03/07/19	9,369.25	80828
Total For Check 80828						43,319.81	
Check 80829							
640-444.000-801.000	03/07/19	PURITY CYLINDER GASES, INC.	CYLINDER RENTAL	00711913	03/07/19	45.07	80829
Total For Check 80829						45.07	
Check 80830							
101-265.000-801.000	03/07/19	SCHINDLER ELEVATOR CORPORATION	QUARTERLY ELEVATOR MAINTENANCE	7152882982	03/07/19	448.58	80830
Total For Check 80830						448.58	
Check 80831							
101-336.000-930.000	03/07/19	SPEARS FIRE & SAFETY SERVICES	HIGH PRESSURE OXYGEN CYLINDERS HYDR	162249	03/07/19	220.00	80831
Total For Check 80831						220.00	
Check 80832							
101-295.000-920.000	03/07/19	SPRATT'S	PL GAS DELIVERY - AIRPORT	45673	03/07/19	599.01	80832
Total For Check 80832						599.01	
Check 80833							
640-444.000-730.000	03/07/19	ST. REGIS CULVERT, INC.	CLAW BUCKET CUTTING EDGES	108861	03/07/19	1,826.82	80833
Total For Check 80833						1,826.82	
Check 80834							
481-900.000-801.000	03/07/19	STATE OF MICHIGAN	AIRPORT	02-28-2019	03/07/19	305.44	80834
Total For Check 80834						305.44	
Check 80835							
101-756.000-801.000	03/07/19	STATE OF MICHIGAN MDEQ	2019 WATER USE REPORTING - FIELDS O	761-10403492	03/07/19	200.00	80835
Total For Check 80835						200.00	
Check 80836							
640-444.000-730.000	03/07/19	STILLWELL FORD MERCURY, INC	LATCH	174510	03/07/19	96.38	80836
Total For Check 80836						96.38	
Check 80837							
101-000.000-690.000	03/07/19	RYAN TRACY	REIMBURSEMENT - AFLAC	02072019	03/07/19	28.02	80837
Total For Check 80837						28.02	
Check 80838							
101-301.000-801.000	03/07/19	TRANSUNION RISK AND ALTERNATIVE	ONLINE INVESTIGATIVE SYSTEM BILLING	02282019	03/07/19	50.00	80838
Total For Check 80838						50.00	
Check 80839							

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Invoice Age: Less Than 30 Days							
Check 80839							
640-444.000-801.000	03/07/19	TRI COUNTY INT'L TRUCK INC	CK ENGINE WARNING LIGHTS & CODES TR	JS17176	03/07/19	202.79	80839
						<u>202.79</u>	
Total For Check 80839							
Check 80840							
101-441.000-726.000	03/07/19	TSC STORES	SHOVELS & RAKES	01232019	03/07/19	395.91	80840
						<u>395.91</u>	
Total For Check 80840							
Check 80841							
101-265.000-801.000	03/07/19	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	Multiple	03/07/19	31.02	80841
101-441.000-742.000	03/07/19	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	03/07/19	75.14	80841
101-441.000-801.000	03/07/19	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	03/07/19	44.10	80841
271-790.000-801.000	03/07/19	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	Multiple	03/07/19	71.10	80841
588-588.000-801.000	03/07/19	UNIFIRST CORP	CONTRACTUAL MAT & UNIFORM SERVICE	154 0045552	03/07/19	35.75	80841
640-444.000-742.000	03/07/19	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	03/07/19	26.32	80841
640-444.000-801.000	03/07/19	UNIFIRST CORP	RUGS/UNIFORMS - DPS	Multiple	03/07/19	54.42	80841
						<u>337.85</u>	
Total For Check 80841							
Check 80843							
633-000.000-111.000	03/07/19	UNIQUE PAVING MATERIALS	COLD PATCH	42192	03/07/19	2,397.08	80843
						<u>2,397.08</u>	
Total For Check 80843							
Check 80844							
208-751.000-726.000	03/07/19	URBAN GRAFFITI	3-6 GRADE VOLLEYBALL UNIFORMS	661	03/07/19	586.50	80844
						<u>586.50</u>	
Total For Check 80844							
Check 80845							
101-191.000-726.000	03/07/19	WALMART COMMUNITY	SCANNER/TRASH BAGS FOR ELECTION	003416	03/07/19	95.96	80845
101-265.000-726.000	03/07/19	WALMART COMMUNITY	CHRISTMAS DECORATION STORAGE TUBS	900800510383	03/07/19	17.94	80845
271-790.000-726.000	03/07/19	WALMART COMMUNITY	SUPPLIES	Multiple	03/07/19	230.91	80845
271-792.000-726.000	03/07/19	WALMART COMMUNITY	SUPPLIES	Multiple	03/07/19	138.96	80845
						<u>483.77</u>	
Total For Check 80845							
Check 80846							
101-336.000-740.000	03/07/19	WATKINS OIL COMPANY	FEBRUARY 2019 FLEET FUEL	02282019	03/07/19	476.33	80846
588-588.000-740.000	03/07/19	WATKINS OIL COMPANY	FEBRUARY 2019 FLEET FUEL	02282019	03/07/19	1,566.17	80846
640-444.000-740.000	03/07/19	WATKINS OIL COMPANY	FEBRUARY 2019 FLEET FUEL	02282019	03/07/19	3,062.88	80846
640-444.000-740.301	03/07/19	WATKINS OIL COMPANY	FEBRUARY 2019 FLEET FUEL	02282019	03/07/19	1,387.12	80846
						<u>6,492.50</u>	
Total For Check 80846							
Check 80847							
640-444.000-726.000	03/07/19	WHITES WELDING SERVICE	WELDING WIRE, TUBING	Multiple	03/07/19	128.68	80847
						<u>128.68</u>	
Total For Check 80847							
						<u>150,079.02</u>	
Total For Age Less Than 30 Days							

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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			76,375.04	
			Fund 202 MAJOR ST./TRUNKLINE FUND			1,800.27	
			Fund 203 LOCAL ST. FUND			655.56	
			Fund 208 RECREATION FUND			2,125.75	
			Fund 247 TAX INCREMENT FINANCE ATH.			5,770.83	
			Fund 271 LIBRARY FUND			4,608.11	
			Fund 401 CAPITAL IMPROVEMENT FUND			3,545.80	
			Fund 481 AIRPORT IMPROVEMENT FUND			10,573.70	
			Fund 588 DIAL-A-RIDE FUND			5,039.99	
			Fund 633 PUBLIC SERVICES INV. FUND			18,586.06	
			Fund 640 REVOLVING MOBILE EQUIP. FUND			11,304.42	
			Fund 699 DPS LEAVE AND BENEFITS FUND			9,693.49	
Total For All Funds:						150,079.02	

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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check <None>							
582-543.000-726.000	03/07/19	FAMILY FARM & HOME	CREDIT RETURNS	06052019		(10.85)	
582-544.000-726.800	03/07/19	FAMILY FARM & HOME	CREDIT RETURNS	06052019		(16.58)	
582-544.000-930.546	03/07/19	FAMILY FARM & HOME	CREDIT RETURNS	06052019		(15.94)	
591-544.000-930.000	03/07/19	PERFORMANCE AUTOMOTIVE	CREDIT BUFFALO SOCKET	03062019		(8.30)	
Total For Check <None>						(51.67)	
Check 43							
582-000.000-228.100	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15-	03/07/19	7,618.99	43
582-175.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15-	03/07/19	8,880.58	43
590-175.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15-	03/07/19	5,068.99	43
591-175.000-716.000	03/07/19	MERS	RETIREMENT CONTRIBUTIONS - 300101	00091917-15-	03/07/19	3,446.43	43
Total For Check 43						25,014.99	
Check 70679							
591-543.000-861.000	03/05/19	A & A TRAINING & TESTING	CDL DRIVING TEST - DUSTIN WHEELER	03-05-2019	03/05/19	150.00	70679
Total For Check 70679						150.00	
Check 70680							
582-175.000-801.000	03/05/19	HILLSDALE CO DISTRICT COURT	CERTIFICATE MAIL	03012019	03/05/19	17.90	70680
Total For Check 70680						17.90	
Check 70681							
582-175.000-930.000	03/07/19	A CLEAN START	OFFICE CLEANING	574663	03/07/19	75.00	70681
590-175.000-930.000	03/07/19	A CLEAN START	OFFICE CLEANING	574663	03/07/19	37.50	70681
591-175.000-930.000	03/07/19	A CLEAN START	OFFICE CLEANING	574663	03/07/19	37.50	70681
Total For Check 70681						150.00	
Check 70682							
582-544.000-730.000	03/07/19	ALTEC, INC	ANNUAL PM/DIELECTRIC	Multiple	03/07/19	6,019.52	70682
Total For Check 70682						6,019.52	
Check 70683							
590-547.000-930.000	03/07/19	AMAZON CAPITAL SERVICES, INC	GREASE EXTENSION HOSE	1K17-G7VV-GNTW	03/07/19	339.84	70683
Total For Check 70683						339.84	
Check 70684							
590-547.000-930.000	03/07/19	AMERICAN COPPER AND BRASS, LLC	PLUMBING, LIGHT BULBS	Multiple	03/07/19	45.60	70684
Total For Check 70684						45.60	
Check 70685							
582-175.000-726.000	03/07/19	ARROW SWIFT PRINTING	AP CHECKS	148277	03/07/19	113.85	70685
590-175.000-726.000	03/07/19	ARROW SWIFT PRINTING	AP CHECKS	148277	03/07/19	56.92	70685
591-175.000-726.000	03/07/19	ARROW SWIFT PRINTING	AP CHECKS	148277	03/07/19	56.93	70685
Total For Check 70685						227.70	
Check 70686							
582-175.000-925.000	03/07/19	AT&T	TELEPHONE SERVICE - PRI LINES	Multiple	03/07/19	562.14	70686
582-544.000-925.000	03/07/19	AT&T	TELEPHONE SERVICE - PP	517439120402	03/07/19	183.13	70686
590-175.000-925.000	03/07/19	AT&T	TELEPHONE SERVICE - PRI LINES	Multiple	03/07/19	281.07	70686
591-175.000-925.000	03/07/19	AT&T	TELEPHONE SERVICE - PRI LINES	Multiple	03/07/19	281.06	70686
Total For Check 70686						1,307.40	
Check 70687							
582-000.000-040.000	03/07/19	BAILEY, AUTUMN F	UB refund for account: 030394	03/05/2019	03/07/19	155.00	70687

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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 70687							
Total For Check 70687						155.00	
Check 70688							
590-547.000-801.000	03/07/19	BIOTECH AGRONOMICS	QUARTERLY BIOSOLIDS ANALYTICAL TEST	2138	03/07/19	839.00	70688
Total For Check 70688						839.00	
Check 70689							
582-175.000-801.000	03/07/19	BRIDGESTONE AMERICAS,INC	MONTHLY PROESSING	612020	03/07/19	1,114.68	70689
590-175.000-801.000	03/07/19	BRIDGESTONE AMERICAS,INC	MONTHLY PROESSING	612020	03/07/19	557.34	70689
591-175.000-801.000	03/07/19	BRIDGESTONE AMERICAS,INC	MONTHLY PROESSING	612020	03/07/19	557.33	70689
Total For Check 70689						2,229.35	
Check 70690							
591-544.000-930.000	03/07/19	CARR BROTHERS & SON INC.	32 YDS PEASTONE	108093	03/07/19	698.88	70690
Total For Check 70690						698.88	
Check 70691							
582-000.000-040.000	03/05/19	CHERRY TREE APARTMENTS	UB refund for account: 024118	03/05/2019	03/07/19	22.77	70691
Total For Check 70691						22.77	
Check 70692							
582-175.000-801.000	03/07/19	CHESTNEY PUBLISHING	HILLSDALE COUNTY VISITOR & RELOCATI	7667	03/07/19	365.00	70692
590-175.000-801.000	03/07/19	CHESTNEY PUBLISHING	HILLSDALE COUNTY VISITOR & RELOCATI	7667	03/07/19	182.50	70692
591-175.000-801.000	03/07/19	CHESTNEY PUBLISHING	HILLSDALE COUNTY VISITOR & RELOCATI	7667	03/07/19	182.50	70692
Total For Check 70692						730.00	
Check 70693							
582-175.000-801.000	03/07/19	CINTAS CORPORATION	MATTS	Multiple	03/07/19	40.00	70693
590-175.000-801.000	03/07/19	CINTAS CORPORATION	MATTS	Multiple	03/07/19	20.00	70693
591-175.000-801.000	03/07/19	CINTAS CORPORATION	MATTS	Multiple	03/07/19	20.00	70693
Total For Check 70693						80.00	
Check 70694							
590-547.000-801.000	03/07/19	CINTAS CORPORATION	FIRST AID CABINET SERVICE WWTP	5013012793	03/07/19	56.02	70694
Total For Check 70694						56.02	
Check 70695							
582-175.000-820.000	03/07/19	CITY OF HILLSDALE	FEBRUARY 2019 PILOT	02282019	03/07/19	61,543.74	70695
590-175.000-820.000	03/07/19	CITY OF HILLSDALE	FEBRUARY 2019 PILOT	02282019	03/07/19	10,191.47	70695
591-175.000-820.000	03/07/19	CITY OF HILLSDALE	FEBRUARY 2019 PILOT	02282019	03/07/19	7,054.47	70695
Total For Check 70695						78,789.68	
Check 70696							
582-000.000-249.100	03/07/19	COMMUNITY ACTION AGENCY	OPERATION ROUND-UP - FEBRUARY	06052019	03/07/19	2,556.76	70696
Total For Check 70696						2,556.76	
Check 70697							
582-175.000-726.000	03/07/19	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	307878	03/07/19	172.91	70697
582-175.000-726.200	03/07/19	CURRENT OFFICE SOLUTIONS	INK GREY T790 MAPPING PLOTTER 2-28-	621798-00	03/07/19	36.24	70697
590-175.000-726.000	03/07/19	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	307878	03/07/19	86.46	70697
590-175.000-726.200	03/07/19	CURRENT OFFICE SOLUTIONS	INK GREY T790 MAPPING PLOTTER 2-28-	621798-00	03/07/19	18.12	70697
591-175.000-726.000	03/07/19	CURRENT OFFICE SOLUTIONS	LEASE/COPIES	307878	03/07/19	86.45	70697
591-175.000-726.200	03/07/19	CURRENT OFFICE SOLUTIONS	INK GREY T790 MAPPING PLOTTER 2-28-	621798-00	03/07/19	18.13	70697

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Invoice Age: Less Than 30 Days							
Check 70697							
						Total For Check 70697	418.31
Check 70698							
591-544.000-930.000	03/07/19	DUBOIS TRUCKING AND EXCAVATION	SOIL MATERIALS FOR COLD SPRING CIRC.	QB1452	03/07/19	311.00	70698
						Total For Check 70698	311.00
Check 70699							
582-000.000-040.000	03/06/19	ELLIOTT, JESSICA J	UB refund for account: 013625	03/06/2019	03/07/19	113.25	70699
590-000.000-040.000	03/06/19	ELLIOTT, JESSICA J	UB refund for account: 013625	03/06/2019	03/07/19	47.47	70699
591-000.000-040.000	03/06/19	ELLIOTT, JESSICA J	UB refund for account: 013625	03/06/2019	03/07/19	31.28	70699
						Total For Check 70699	192.00
Check 70700							
582-000.000-040.000	03/04/19	EWERS, AMANDA K	UB refund for account: 024451	03/04/2019	03/07/19	386.00	70700
						Total For Check 70700	386.00
Check 70701							
582-544.000-726.800-19	03/07/19	FAMILY FARM & HOME	FENCE STAPLES	388/54	03/07/19	15.98	70701
590-547.000-930.000	03/07/19	FAMILY FARM & HOME	HOSE NOZZLES, COUPLERS	Multiple	03/07/19	20.97	70701
						Total For Check 70701	36.95
Check 70702							
590-547.000-930.000	03/07/19	GELZER & SON INC	HEATER, DRILL BITS, PAINT, CLENAING	Multiple	03/07/19	38.55	70702
591-545.000-930.000	03/07/19	GELZER & SON INC	HEATER, DRILL BITS, PAINT, CLENAING	Multiple	03/07/19	51.54	70702
						Total For Check 70702	90.09
Check 70703							
590-547.000-801.000	03/07/19	GLOBAL ENVIRONMENTAL CONSULTIN	TOXICITY TESTING WWTP EFFLUENT	4501	03/07/19	600.00	70703
						Total For Check 70703	600.00
Check 70704							
582-000.000-040.000	03/14/19	GREENWOOD VILLAGE, LDHA	UB refund for account: 030390	03/05/2019	03/07/19	15.00	70704
						Total For Check 70704	15.00
Check 70705							
590-547.000-727.700	03/07/19	HAVILAND PRODUCTS COMPNAY	SULFUR DIAOXIDE AND CHLORINE GAS	308333	03/07/19	1,160.03	70705
						Total For Check 70705	1,160.03
Check 70706							
590-547.000-726.900	03/07/19	HEFFERNAN SOFT WATER SERVICE	DISTILLED WATER FOR WWTP LAB	110300/113067/11	03/07/19	52.50	70706
						Total For Check 70706	52.50
Check 70707							
582-544.000-801.000	03/07/19	HILLSDALE TOWNSHIP FIRE DEPART	DOWN LINES CALLS	Multiple	03/07/19	900.00	70707
						Total For Check 70707	900.00
Check 70708							
591-545.000-930.000	03/07/19	JONESVILLE LUMBER	PLYWOOD, 2X4 FOR TEMP REPAIR OF WTP	811984	03/07/19	77.02	70708
						Total For Check 70708	77.02
Check 70709							
582-175.000-726.000	03/07/19	KSS ENTERPRISES	PAPER PRODUCTS	Multiple	03/07/19	204.48	70709
590-175.000-726.000	03/07/19	KSS ENTERPRISES	PAPER PRODUCTS	Multiple	03/07/19	102.24	70709
591-175.000-726.000	03/07/19	KSS ENTERPRISES	PAPER PRODUCTS	Multiple	03/07/19	102.24	70709

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 70709							
Total For Check 70709						408.96	
Check 70710							
582-000.000-249.100	03/07/19	LARA - MI PUBLIC SERVICE COMM	"LIEAF-6099 FEBRUARY 2019 P.A.95"	03052019	03/07/19	5,521.44	70710
Total For Check 70710						5,521.44	
Check 70711							
590-547.000-801.000	03/07/19	MERIT LABORATORIES	BEF TESTING, ZINC TESTING, MONTHLY	Multiple	03/07/19	1,480.00	70711
Total For Check 70711						1,480.00	
Check 70712							
590-547.000-861.000	03/07/19	MIKE SIMONS	REIMBURSEMENT	03062019	03/07/19	14.00	70712
Total For Check 70712						14.00	
Check 70713							
582-000.000-040.000	03/04/19	MILLER, CYRIL J	UB refund for account: 026863	03/04/2019	03/07/19	16.00	70713
Total For Check 70713						16.00	
Check 70714							
582-000.000-040.000	03/04/19	MILLER, ZANE P	UB refund for account: 025811	03/04/2019	03/07/19	63.84	70714
590-000.000-040.000	03/04/19	MILLER, ZANE P	UB refund for account: 025811	03/04/2019	03/07/19	18.85	70714
591-000.000-040.000	03/04/19	MILLER, ZANE P	UB refund for account: 025811	03/04/2019	03/07/19	12.31	70714
Total For Check 70714						95.00	
Check 70715							
582-544.000-730.000	03/07/19	NORM'S TIREMAN	TIRES INSTALLED	5200056180	03/07/19	1,792.57	70715
Total For Check 70715						1,792.57	
Check 70716							
582-543.000-726.000	03/07/19	NORTH CENTRAL LABORATORIES INC	VIALS AND THERMOMETER	419531	03/07/19	37.48	70716
590-547.000-726.900	03/07/19	NORTH CENTRAL LABORATORIES INC	VIALS AND THERMOMETER	419531	03/07/19	90.40	70716
Total For Check 70716						127.88	
Check 70717							
582-175.000-726.200	03/07/19	OFFICE 360	DRY ERASE BOARD AND MARKERS	1278711	03/07/19	44.98	70717
590-175.000-726.200	03/07/19	OFFICE 360	DRY ERASE BOARD AND MARKERS	1278711	03/07/19	22.48	70717
591-175.000-726.200	03/07/19	OFFICE 360	DRY ERASE BOARD AND MARKERS	1278711	03/07/19	22.48	70717
Total For Check 70717						89.94	
Check 70718							
582-175.000-801.000	03/07/19	ONLINE INFORMATION SERVICES	MONTHLY PROCESSING	916874	03/07/19	56.25	70718
590-175.000-801.000	03/07/19	ONLINE INFORMATION SERVICES	MONTHLY PROCESSING	916874	03/07/19	28.13	70718
591-175.000-801.000	03/07/19	ONLINE INFORMATION SERVICES	MONTHLY PROCESSING	916874	03/07/19	28.12	70718
Total For Check 70718						112.50	
Check 70719							
582-544.000-726.800	03/07/19	PERFORMANCE AUTOMOTIVE	FLOOR DRY	10284-1276343	03/07/19	37.16	70719
582-544.000-730.000	03/07/19	PERFORMANCE AUTOMOTIVE	WIPER BLADES	10284-1277174	03/07/19	31.98	70719
591-544.000-930.000	03/07/19	PERFORMANCE AUTOMOTIVE	AIR FILTER CONCRETE SAW	10284-1276225	03/07/19	16.89	70719
Total For Check 70719						86.03	
Check 70720							
582-000.000-110.000	03/07/19	POWERLINE SUPPLY	INVENTORY	Multiple	03/07/19	4,591.79	70720
582-544.000-726.800	03/07/19	POWERLINE SUPPLY	HOSE TESTING	56342748	03/07/19	357.00	70720

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 70720							
						Total For Check 70720	4,948.79
Check 70722							
582-175.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000881	03/07/19	11,966.31	70722
590-175.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000881	03/07/19	6,029.49	70722
591-175.000-715.000	03/07/19	PRIORITY HEALTH	HEALTH INSURANCE GROUP 791487	190460000881	03/07/19	6,122.30	70722
						Total For Check 70722	24,118.10
Check 70723							
590-547.000-801.000	03/07/19	REPUBLIC SERVICES OF KALAMAZOC	GRIT WASTE DISPOSAL	0249-00627 1680	03/07/19	682.69	70723
						Total For Check 70723	682.69
Check 70724							
582-000.000-110.000	03/07/19	RESCO ELECTRIC UTILITY SUPPLY	WIRE INVENTORY	742888-00	03/07/19	6,171.33	70724
						Total For Check 70724	6,171.33
Check 70725							
582-175.000-726.200	03/07/19	RUPERT'S CULLIGAN	WATER - OFFICE	204387	03/07/19	7.00	70725
590-175.000-726.200	03/07/19	RUPERT'S CULLIGAN	WATER - OFFICE	204387	03/07/19	3.50	70725
591-175.000-726.200	03/07/19	RUPERT'S CULLIGAN	WATER - OFFICE	204387	03/07/19	3.50	70725
						Total For Check 70725	14.00
Check 70726							
582-543.000-930.000	03/07/19	RYAN & BRADSHAW	SERVICE CALL AT POWERPLANT	8971H	03/07/19	105.00	70726
						Total For Check 70726	105.00
Check 70727							
582-544.000-740.000	03/07/19	SELKING INTERNATIONAL & IDEALF	MOTOR OIL	12520092A	03/07/19	168.30	70727
						Total For Check 70727	168.30
Check 70728							
591-544.000-930.000	03/07/19	SPRATT'S	PROPANE CYLINDER REFILL	161245	03/07/19	24.00	70728
						Total For Check 70728	24.00
Check 70729							
582-175.000-925.000	03/07/19	SPRINT	CELL PHONES	03062019	03/07/19	281.93	70729
590-175.000-925.000	03/07/19	SPRINT	CELL PHONES	03062019	03/07/19	140.96	70729
591-175.000-925.000	03/07/19	SPRINT	CELL PHONES	03062019	03/07/19	140.96	70729
						Total For Check 70729	563.85
Check 70730							
582-543.000-801.000	03/07/19	STAR CRANE & HOIST, INC	2019 CRANE INSPECTIONS	13714-I	03/07/19	630.00	70730
590-546.000-801.000	03/07/19	STAR CRANE & HOIST, INC	2019 CRANE INSPECTIONS	13715-I	03/07/19	196.00	70730
						Total For Check 70730	826.00
Check 70731							
582-000.000-265.000	03/07/19	STATE OF MICHIGAN	SALES TAX	02282019	03/07/19	33,840.96	70731
582-000.000-693.000	03/07/19	STATE OF MICHIGAN	SALES TAX	02282019	03/07/19	(211.97)	70731
						Total For Check 70731	33,628.99
Check 70732							
591-544.000-861.000	03/07/19	STATE OF MICHIGAN MDEQ	LEAD AND COPPER RULE TRAINING FOR O	4357	03/07/19	150.00	70732
						Total For Check 70732	150.00
Check 70733							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 70733							
590-547.000-730.039	03/07/19	STILLWELL FORD MERCURY, INC	39-56 REPAIR COOLANT SYSTEM, OIL CH.	611299	03/07/19	666.25	70733
Total For Check 70733						666.25	
Check 70734							
591-544.000-930.000	03/07/19	STOCKHOUSE CORPORATION	DOOR TAGS	59647	03/07/19	91.72	70734
Total For Check 70734						91.72	
Check 70735							
591-543.000-930.000	03/07/19	USABLUBOOK	SYNTHETIC PD BLOWER LUBRICANT FOT W'	813926	03/07/19	42.49	70735
Total For Check 70735						42.49	
Check 70736							
582-544.000-801.000	03/07/19	MILSOFT	3-1-19 IVS SUPPORT MILSOFT	Multiple	03/07/19	921.61	70736
590-546.000-801.000	03/07/19	MILSOFT	3-1-19 IVS SUPPORT MILSOFT	20191236	03/07/19	127.47	70736
591-175.000-801.000	03/07/19	MILSOFT	3-1-19 IVS SUPPORT MILSOFT	20191236	03/07/19	127.46	70736
Total For Check 70736						1,176.54	
Check 70737							
582-544.000-740.000	03/07/19	WATKINS OIL COMPANY	FUEL PURCHASES	000090-1905901	03/07/19	1,811.76	70737
Total For Check 70737						1,811.76	
Check 70738							
582-175.000-880.000	03/07/19	WCSR		Multiple	03/07/19	158.50	70738
590-175.000-880.000	03/07/19	WCSR		Multiple	03/07/19	79.25	70738
591-175.000-880.000	03/07/19	WCSR		Multiple	03/07/19	79.25	70738
Total For Check 70738						317.00	
Check 70739							
591-175.000-730.039	03/07/19	WELLS EQUIPMENT SALES, INC	OIL PLUG BACKHOE	IN61589	03/07/19	18.25	70739
Total For Check 70739						18.25	
Check 70740							
582-000.000-158.000-19	03/07/19	WIN - 911	ELECTRIC WIN911 LICENSE 2-20-2019	QB:495	03/07/19	3,400.00	70740
Total For Check 70740						3,400.00	
Total For Age Less Than 30 Days						212,287.02	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 02/22/2019 - 03/07/2019
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: BPUAP

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 582 ELECTRIC FUND			162,870.77	
			Fund 590 SEWER FUND			29,382.06	
			Fund 591 WATER FUND			20,034.19	
			Total For All Funds:			<u>212,287.02</u>	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 02/22/2019 - 03/07/2019
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: BD OP

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Invoice Age: Less Than 30 Days							
Check 1083							
590-000.000-158.000	03/07/19	FLEIS & VANDENBRINK	WASTEWATER BIDDING & CONSTRUCTION S	Multiple	03/07/19	13,635.90	1083
						<u>13,635.90</u>	
Total For Check 1083						<u>13,635.90</u>	
Total For Age Less Than 30 Days						<u>13,635.90</u>	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF HILLSDALE
EXP CHECK RUN DATES 02/22/2019 - 03/07/2019
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: BD OP

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
		Fund Totals:					
			Fund 590 SEWER FUND			13,635.90	
			Total For All Funds:			<u>13,635.90</u>	

CITY COUNCIL MINUTES

City of Hillsdale
Council Chambers
March 4, 2019
7:00 P.M.

Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Adam Stockford opened the meeting with the Pledge of Allegiance.

Roll Call

Mayor Adam Stockford called the meeting to order.

Council Members present:	Adam Stockford, Mayor R. Gregory Stuchell, Ward 1 William Morrissey, Ward 2 Bruce Sharp, Ward 3 William Zeiser, Ward 3 Matthew Bell, Ward 4 Raymond Briner, Ward 4
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Council Members absent:	None
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Also present were: City Manager David Mackie, Attorney Tom Thompson, Attorney John Lovinger, Jake Hammel (DPS), Scott Hephner (Chief of Police/Fire), Mark Hawkins (Deputy Fire Chief), Chris McArthur (BPU Director), Peter Merritt (Treasurer), Mary Hill (Library Director), Corey Murray, Ted Jansen, Scott Brown, Vanessa Brown, Russ Picek, Terri Picek, Mike Prince, Brian DuBois, Penny Swan, Nathan Watson, Brant Cohen, Samuel Nutter, Ruth Brown, and Sutton Dunwoodie.

Approval of Agenda

Council Member Morrissey, seconded by Council Member Bell moved to approve the agenda with New Business Items C. Hallett Street Grant Agreement added along with Communication item E. Decision and Order of Wainscott vs. Hillsdale County Board of Election Commissioners, Hillsdale County Clerk (Marney Kast), Hillsdale City Council, City of Hillsdale City Clerk (Stephen French) and Peter Jennings.

Roll call:		
	Council Member Bell	Aye
	Council Member Briner	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stuchell	Aye
	Council Member Zeiser	Aye
	Mayor Stockford	Aye

Motion passed 7-0.

Public Comment

Ms. Nancy Taylor, 27 State St., commented on her code enforcement notice she received by Code Enforcement officer Mr. Beeker.

Consent Agenda

- A. Approval of Bills
 - 1. City Claims of February 21, 2019: \$149,765.46
 - 2. BPU Claims of February 21, 2019: \$193,324.26
 - 3. Payroll of February 21, 2019: \$ 167,715.20
- B. City Council Minutes of February 4, 2019 Regular Meeting
- C. EDC Architectural Control Committee Minutes June 29, 2018
- D. EDC Minutes of December 20, 2018
- E. Shade Tree Minutes of February 6, 2019
- F. Operations and Governance Minutes February 13, 2019
- G. Finance Minutes of February 25, 2019
- H. Special City Council Minutes of February 26, 2019
- I. Temporary Street Closures TCO 2019-1, TCO 2019-2
- J. Noise variance request for Hillsdale College Centralhallapalooza

Council Member Morrisey, seconded by Council Member Bell, moved to approve the Consent Agenda.

Roll call:

Council Member Bell	Aye
Council Member Briner	Aye
Council Member Morrisey	Aye
Council Member Sharp	Aye
Council Member Stuchell	Aye
Council Member Zeiser	Aye
Mayor Stockford	Aye

Motion passed 7-0.

Communications/Petitions

- A. MDARD Rural Grant Award Letter
- B. ZBA Swan Letter of Resignation
- C. Self Defense Class- (Verbal)
- D. Welcome Sign (M-99) – Ted Jansen
- E. Wainscott Lawsuit Decision

Discussion on the Welcome Sign with Ted Jensen.

Update on the Wainscott Lawsuit decision from Attorney Thompson.

Introduction and Adoption of Ordinances/Public Hearings

- A. Set Public Hearing for the OPRA application from Keefer House Hotel, LLC.

Council Member Bell, seconded by Council Member Morrisey to set the public hearing for April 1, 2019 at 7pm.

By voice vote. Motion passed unanimously.

Unfinished Business

- A. I.C.E. Grant Project- Verbal Update

DPS Director Jake Hammel reported that the watermain work has been completed. DuBois installed the sanitary sewer main underneath the river.

Old Business

- A. City Clerk Appointment– Mayor Stockford
 Mayor Stockford discussed the interviewing process and set the recommendation of interim clerk

Katy Price for the city clerk appointment.

Discussion ensued on the appointment between Price and Council.

Council Member Sharp, seconded by Council Member Briner to approve the City Clerk appointment of Katy Price.

By voice vote. Motion passed unanimously.

City Attorney Lovinger administered Price’s Oath of Office.

Salary negotiations were discussed, salary of \$45,364.00 with 2 – 3% budget increase for employees in July along with all benefits carried over from previous position.

Council Member Bell, seconded by Council Member Sharp to approve salary for Price.

Roll call:

Council Member Bell	Aye
Council Member Briner	Aye
Council Member Morrisey	Aye
Council Member Sharp	Aye
Council Member Stuchell	Aye
Council Member Zeiser	Aye
Mayor Stockford	Aye

Motion passed 7-0

B. Fiber Cost Benefit Analysis

City Manager Mackie discussed the Fiber Cost Benefit Analysis.

Council Member Bell shared his concerns on the analysis.

Council Member Stuchell, seconded by Council Member Sharp, for approval to move forward on the Fiber Cost Benefit Analysis.

Roll call:

Council Member Bell	No
Council Member Briner	No
Council Member Morrisey	No
Council Member Sharp	Aye
Council Member Stuchell	Aye
Council Member Zeiser	Aye
Mayor Stockford	No

Motion failed 3-4

New Business

A. Brush and Leaf Collection

DPS director Hammel addressed the collection and proposed contracting the project out to Modern Waste Systems with a cost savings of \$50, 000 to the City. The Public Services department will also save \$5000 a year on wages of a compost site employee, with having Modern Waste collecting leaves and clippings at the transfer station.

There will be a small charge to residents for the drop off of compost and grass clippings to the transfer station throughout the summer.

Discussion followed on bags required for the compost through the transfer station.

Council Member Sharp, seconded by Council Member Morrisey to approve the leaf collection by Modern Waste System.

Roll call:	Council Member Bell	Aye
	Council Member Briner	Aye
	Council Member Morrisey	Aye
	Council Member Sharp	Aye
	Council Member Stuchell	Aye
	Council Member Zeiser	Aye
	Mayor Stockford	Aye

Motion passed 7-0.

Mayor Stockford stated that he forgot to add the Old Business item C. Hallett Street Grant Agreement.

Council Member Bell, seconded by Council Member Morrisey to suspend the rules to consider the Hallett Street Grant Agreement.

By voice vote. Motion passed unanimously.

Old Business

C. Hallett Street Grant Agreement

City Manager Mackie explained the agreement and project.

Council Member Morrisey, seconded by Council Zeiser to appoint City Manager Mackie as grant administrator and approve him to sign grant application on behalf of the City.

Roll call:	Council Member Bell	Aye
	Council Member Briner	Aye
	Council Member Morrisey	Aye
	Council Member Sharp	Aye
	Council Member Stuchell	Aye
	Council Member Zeiser	Aye
	Mayor Stockford	Aye

Motion passed 7-0.

New Business

B. Lockhaven Residential Development

City Manager led discussion on the development. A request was made from Mr. Hoffman for water and sewer tie in for the subdivision with a cost of around \$500,000.

Council discussion ensued on economic development possibilities, cost and other city projects needed.

No action taken.

Miscellaneous Reports

Appointments: Planning Commission- Penny Swan

Council Member Bell, seconded by Council Member Briner to approve the appointment.

By voice vote. Motion passed unanimously.

General Public Comment

Mr. Ted Jansen, 104 Hillsdale St., commented on the Lockhaven Development and shared concerns about funds that may be used for that.

Mr. Jack McClain, 1445 S. Bunn Rd, commented on committee meetings and getting agendas published for meetings that are posted.

City Manager's Report

City Manager Mackie reported:

1. Domestic Harmony annual contract for services for on agenda for March 18, 2019.
2. Arranging a Hospital Finance Authority meeting with members.
3. Bids for the demolishing property at 23 and 25 N. Broad Street at next meeting.
4. Hallett Street contract with Concord Excavating on the agenda next meeting.
5. Interdepartmental loan discussion will be on the agenda next meeting.
6. Public Services Committee will have a meeting to discuss the golf cart community item.
7. TIFA Board received two bids on the Dawn Theater rehabilitation. The board awarded Foulke Construction the contract as they were local and the lowest bidder.

Council Comments

Council Member Stuchell commented on the Keefer House and The Dawn Theater projects moving forward. He stated these projects will bring substantial value to the downtown and the City as a whole.

Council Member Bell mirrored Council Member Stuchell's comment, and added that the chapel at Hillsdale College is being constructed and will also add great value to the City. He thanked City Manager Mackie and staff that worked on receiving the grant for the Hallett Street project.

Adjournment

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

The meeting adjourned at 9:09 p.m.

Adam L. Stockford, Mayor

Katy Price, Interim City Clerk



CITY OF HILLSDALE

Tax Increment Finance Authority TIFA Special Meeting 3rd Floor City Hall February 12, 2019

I. Call to Order at 7:35 am

- A. Members Present: Chris Sumnar, Cindy Bieszk, Andrew Gelzer, Mike Parney, Michael Clark, John Spiteri, Robert Socha, Dr. Robert Miller
- B. Others present: Mary Wolfram, Alan Beeker, Jack McLain
- C. Members Absent: Kelly Robinson, Deb Kamen, Councilman Greg Stuchell, Mike Harner, Kathy Newell

II. Consent Agenda

- A. Minutes from Regular Meeting 11/20/2018
- B. Minutes from Targeted Development Committee 11/27/2018 & 2/5/2019
- C. Minutes from Façade Grant Committee 12/12/2018
- D. Financial Reports
- E. Letter from New Year's Eve Bash Committee

Mr. Sumnar requested that the letter from the New Year's Eve Bash Committee be moved to the Consent Agenda, Mr. Socha supported, motion passed. Mr. Parney made a motion to accept the Consent Agenda as amended. Mr. Clark seconded, motion passed.

III. Correspondence

Robert Socha moved to accept Saul Giminez', Cindy Bieszk seconded, motion passed.

IV. Public Comment

Jack McLain informed the Board that he could not find minutes from meetings in past packets, specifically in July. He also thought they should be posted on the TIFA webpage.

Welcome Dr. Robert Miller to the TIFA Board.

V. Board Member Welcome

Mr. Sumnar welcomed the newest appointment to the TIFA Board, Dr. Robert Miller.

VI. Committee Reports

- A. Façade Grant Committee –

1. General Report – Cindy Bieszk reported that the Committee had met to review the Façade Grant for 34 McCollum. The application for 55 N. Broad was submitted in January. Due to Mr. Giminez’s resignation, it was decided to submit that application to the full Board for review and approval.
 2. 34 McCollum – Committee recommended to approve the grant up to \$10,000. Mr. Socha supported, motion passed.
 3. 55 N. Broad – The application calls for removing existing windows and closing the openings in the rear and doing roof work. Robert Socha indicated that when he owned the building, no work was done on those items. Cindy Bieszk moved to recommend, Andrew Gelzer supported, motion passed for a grant up to \$10,000.
- B. Beautification/ Downtown Amenities- Kathy Newell, Chair
1. General Report – No report
 2. Cindy asked for some clarification on the event policy maximum grant amount. She was informed that the maximum was \$10,000 1:1 match similar to the Façade Grant. Mr. Beeker confirmed the amount. The Committee chose to emulate the Façade grant program in amounts and many of the guidelines.
- C. Dawn Theater Governance Board – Robert Socha, Liaison
1. General Report – Mr. Socha is no longer Chair, Ron Scholl is now Chair. The Committee has been keeping apprised of what is going on with the theater project but is currently in a holding pattern as to their purpose until the Theater is finished. MEDC is now asking the Governance Board to consider fund-raising for the Dawn utilizing MEDC programs.
- D. Targeted Development Committee – Mike Parney, Chair
1. General Report – the Architect hired to do the Dawn project has been let go due to their inability to administer the project in a timely way or to hold the focus desired by TIFA. All 3 bids submitted are over the proposed budget. MEDC dictated that TIFA must discuss the change in scope with and allow the 3 contractors that bid the project to reprice. Alan Beeker and Nathan Watson are working on reducing the scope and working with the contractors to get lower prices Mary Wolfram is meeting with Paula Holtz to determine if we have to revise any of the original reviews. Chris Sumnar asked how much MEDC knows about the issues we had with the architect, Ms. Wolfram responded that she does not think they know much. MEDC requested the bids prior to the issuance of the grant because the trend has been that bids are coming in much higher than initial estimates. Chris Sumnar told the Board that we may have to have a special meeting to discuss the new bids from the Contractors. He will keep everyone apprised.

VII. New Business

A. Committee Assignments –

1. Officers – Mike Parney nominated Chris Sumnar as Chair and Andrew Gelzer seconded. Rob Socha nominated Mike Parney as Vice-Chair, Andrew Gelzer supported. Both accepted the nominations. Motion passed.
2. Committees – Mike Clark and Dr. Miller are currently not on any committees. Chris Sumnar asked if anyone wished to change their committee assignments. After discussion, Mr. Sumnar asked for a motion to remove Saul Giminez from the

Façade Grant Committee and add Mike Clark and Dr. Miller. He also asked that the motion include moving Kelly Robinson from the Façade Committee to the Dawn Theater Governance Board. Mr. Parney made the motion, John Spiteri supported, motion passed.

- B. 2019-2020 FY Budget – Chris Sumnar explained that the minimum amounts were budgeted for the next fiscal year since TIFA is not certain what the Dawn Theater will require from the budget. The Keefer Hotel and the Dawn Theater projects could mean up to a \$12 million infusion into the downtown. Mr. Sumnar asked the Board if they had any discussion. Mr. Parney made a motion to approve the preliminary budget, Mr. Socha seconded. Mary Wolfram informed the Board that the Keefer Hotel project impacts not only the Dawn Theater but also 96 N. Howell as well. Motion passed.

VIII. Economic Development Update/Board Round Table

- A. Mary Wolfram and Alan Beeker informed the new members about the Business Attraction forgivable loan. It is a 3yr. forgivable loan program. Modern Revival is considering closing and the owner would owe 12 mos. on the forgivable loan that was given to her in 2017.
- B. Mike Parney would like to be able to educate new businesses in marketing and advertising. A lot of new businesses claim they don't have money to advertise. Cindy Bieszk advertises on social media and faxing and emails which costs almost nothing. You don't have to spend a lot of money, you just have to be willing to be creative and work for it.

- IX. Adjournment** - Mr. Gelzer moved to adjourn, Ms. Bieszk seconded. Meeting adjourned at 8:24 a.m.

Next Regular Meeting: March 19, 2018 at 7:30 am.

CITY OF HILLSDALE

Tax Increment Finance Authority TIFA Targeted Development Committee 2nd Floor City Hall February 28, 2019

I. Call to Order at 7:36 am

- Members Present: Chris Sumnar, Mike Harner, Andrew Gelzer
- Members Absent: Mike Parney
- Others present: Mary Wolfram, Alan Beeker, Jack McLain, Cindy Bieszk, Jason Walters, David Mackie

II. New Business

- Discussion on the submitted program applications:
 - \$10,000 Business Expansion Application – 39 N. Broad St. (Hillsdale Filling Station)
 - Plan is to move the deli to the upper unit on N. Broad and include indoor seating.
 - Has contractors lined up to start work.
 - Hopes to be reopened by May 1
 - Andrew Gelzer moved to recommend approval to the Board, Mike Harner seconded, motion approved.
 - Discussion about starting work prior to Board approval. Façade grant guidelines state that beginning work before obtaining Board approval is allowed but there is a risk that the Board may reject the loan. The program guidelines do not have such wording.
 - Committee moved to add the same language as the Façade Grant guidelines to all of the Attraction Programs, Mr. Harner moved, Mr. Gelzer seconded. Motion approved.
 - \$10,000 Business Attraction Application – 38 N. Howell (Restaurant formerly known as the Palace Cafe)
 - Hope to be opened within 4 weeks.
 - Re-working the booths, moving the existing seating bar, adding a seating bar in the front window, new paint, new light fixtures.
 - Mary Wolfram asked if Mr. Walters was changing the restrooms. Mr. Walters stated that according to the building dept., as long as structure does not move, the bathrooms can stay.
 - Question asked about licensed contractors. Wording in guidelines only asked for estimates to be by licensed contractor. Work requiring permits would require a licensed contractor to do the work, but none of the work being done will require a permit.
 - Mr. Harner moved to recommend to the Board for approval, Mr. Gelzer seconded, motion approved.

- Jason Walters thanked the Committee and commented that the program was a major incentive to purchase, rehab and reopen the restaurant.
- Recommendation to the Board to change the budget line item and wording from \$30,000 for Façade Grants only \$30,000 for all programs including; Façade, Special Historic, Attraction and Special Event. Due to the need for most of the TIFA funds for this budget year being allocated to the completion of the Dawn Theater project there is a need to limit any additional spending. Mr. Gelzer moved, Mr. Harner supported, motion approved.
- Dawn Theater Re-Bidding;
 - There were two re-bids submitted, Foulke Construction for \$1,698,000 and Elzinga & Volkers for \$1,862,036.
 - Ms. Wolfram will be contacting Paula Holtz from MEDC to verify the next step in the grant process.
 - Chris Sumnar suggested that there be a special Board meeting on March 4 at 7:30 am since the acceptable low bid is still over what MEDC and TIFA have committed at a \$1.6 million project total.
 - Recommendation to Board to pursue a contract with Foulke Construction as the low bid and continue value engineering to get closer to the accepted estimate, Mr. Gelzer moved, Mr. Harner supported, motion approved.

III. Adjournment - Mr. Harner moved to adjourn, Mr. Gelzer seconded. Meeting adjourned at 8:05 am.

OPERATIONS AND GOVERNMENT COMMITTEE MEETING

February 13, 2019

Members present: Councilman Will Morrissey, Councilman Bruce Sharp

Member absent: Councilman Matthew Bell

Also present: Mayor Adam Stockford

The Committee met to consider amendments to the City of Hillsdale City Council Rules of Procedure.

During the General Public Comment section of the City Council meeting of February 4, 2019, Mr. Jack McLain had observed that there was nothing in the rules of procedure specifically requiring that a person wanting to address the City Council during the General Public Comment sections of the agenda meeting must say his or her name and address as a condition for being recognized and approved to speak by the presiding officer. Section 6.3 of the Rules of Procedure stipulates only that prospective speakers "first obtain recognition and approval from the presiding officer." During the Council Comments segment of the meeting, Councilman Bell indicated that this seems to give the power to require identification from prospective speakers, but Council referred the matter to the Operations and Government Committee, directing its members to clarify the language.

Finding several errors of punctuation and grammar, in addition to typographical errors, in the Rules, Councilmen Morrissey and Sharp reviewed the document and recommend the following changes:

Section

2.2: Omit sentence beginning "Notice of special council meetings..."

2.3, five lines up: insert comma after "recessing"

2.4, third line: replace "election which such" with "election; said"

6.3: after the phrase "approval of the presiding officer" replace period with comma and add "after stating his or her correct name and address."

7.4, fourth paragraph: replace "mail" with "transmit"

7.5, third line, replace "10" with "10." (That is, replace the capital "O" with a zero).

8.1, last two lines: add space between "twoyears" and between "officeof"

8.4: capitalize the "c" in "council" (word appears twice)

8.6, first paragraph: replace "Pro-Tern" with "Pro-Tem"

10.2, second paragraph: replace "If supported" with "If the motion is supported"

10.2, second paragraph: replace "second" with "seconded"

10.3, line two: replace the two spaces between “amend” and “the” with one space

Chairman Morrisey indicated that he would send these corrections to Councilman Bell, as he may have found additional items in need of correction. After another Committee meeting for discussion and possible adoption of such changes, the next step will be to send the corrections to the City Attorney for review, prior to putting the revised document on the City Council agenda for consideration.

Respectfully submitted,

Will Morrisey

Chairman

There being no further business, the meeting was adjourned at 6:25 p.m.

OPERATIONS AND GOVERNMENT COMMITTEE MEETING

February 28, 2019

Members present: Councilman Will Morrisey, Councilman Matt Bell

Member absent: Councilman Bruce Sharp

Also present: Penny Swan

The meeting was called to order by Chairman Morrisey at 5:30 p.m.

The Committee continued discussion of revisions to the City of Hillsdale's City Rules of Procedure. Since the last meeting, Councilman Bell had submitted several revisions to his colleagues on the Committee. Councilman Morrisey indicated that he had received an e-mail message from Councilman Sharp indicating that he approved of all the revisions Councilman Bell proposed.

Councilmen Morrisey and Bell reviewed all proposed revisions submitted at the previous meeting, along with those submitted by Councilman Bell prior to this meeting. They agreed on them, making a few minor adjustments of wording.

Councilman Bell agreed to prepare a document indicating all the revisions. The document will then be submitted to the City's legal counsel for review and recommendations. The Committee will then prepare a copy of the document for City Council consideration.

There being no further business, the Committee adjourned at 6 p.m.

Respectfully submitted,

Will Morrisey

Chairman

City of Hillsdale

Agenda Item Summary

Meeting Date: 3/18/2019

Agenda Item: Consent Agenda

SUBJECT: Power Plant Battery System Upgrade

BACKGROUND: Chris McArthur, BPU Director

The BPU has back-up batteries at several locations that serve as backup power allowing personnel to operate breakers and for the operation of system protection devices, in a power loss situation. Several of these batteries have failed and no longer provide power for their intended use. This project will replace the existing battery systems with new systems. The replacements will take place at the power plant and at the industrial substation and include new batteries and charging systems. This project was approved in the 2019 budget for an amount of \$30,000. This bid was advertised and we had four bidders submit the following bids:

Storage Battery Systems	\$38,633.14
Decima LLC	\$35,240.33
Utilities Instrumentation Services	\$50,143.00
CSI Utility Sales/MESA Technical	\$49,030.00

RECOMMENDATION:

Staff and BPU Board recommend awarding the bid to Decima LLC in the amount of \$35,240.33.



DECIMA

1039 W. 7th Street, Auburn, Indiana, 46706
734-419-4137 | decimaai.com | Khadija.Shabbar@decimaai.com

Quotation

Order No	
1052	
Order Date	Order Time
01/23/2019	2:00 PM

To,

City Clerk's Office
City Hall Building
97 N Broad Street
Hillsdale, Michigan 49242

RFP: 2019-3 - Replacement of two DC Battery Systems

We at Decima are thrilled to have an opportunity to submit a bid proposal to supply all necessary equipment for Replacement of two DC Battery Systems, as mentioned:

1. 60 EA - STT2V350 Tubular Plate 2 Volt 395ah Cell
2. 1 EA - STT2V350 - 130V 25A Filtered Charger w/std. features, 120/208/240Vac
3. 8 EA - STT6V200 Tubular Plate 6 Volt 220ah Block
4. 1 EA - STT6V200 - 48V 25A Filtered Charger w/std. features, 120/208/240Vac
5. 1 EA - Two step, two-tier design rack for STT2V350, 165.35"Lx16.93"Wx11.22"H
6. 1 EA - Spill System with 28 Pillows, 168"Lx23"Wx4"H for STT2V350
7. 1 EA - Spill System with 10 Pillows, 62"Lx23"Wx4"H for STT6V200
8. Removal and installation of all the equipment as listed in the scope of work.

Thank you for seeking our services on this project.

Sincerely yours,
Khadija Shabbar

1. Price Breakdown

The major components supplied:

No.	Line Item	Description	Unit Price	Quantity	Total Price
1	1-1	STT2V350. Tubular Plate 2 Volt 395ah Cell	\$ 234.00	60.00	\$ 1,4040.0
2	1-2	STT2V350 - 130V 25A Filtered Charger w/std. features, 120/208/240Vac	\$ 3,869.42	1.00	\$ 3,869.42
3	1-3	STT6V200. Tubular Plate 6 Volt 220ah Block	\$ 459.0	8.00	\$ 3,672.00
4	1-4	STT6V200 - 48V 25A Filtered Charger w/std. features, 120/208/240Vac	\$ 3,256.34	1.00	\$ 3,256.34
5	1-5	Two step, two-tier design rack for STT2V350, 165.35"Lx16.93"Wx11.22"H	\$ 703.08	1.00	\$ 703.08
6	1-6	Spill System w/ 28 Pillows, 168"Lx23"Wx4"H for STT2V350 (1 set)	\$ 1,168.13	1.00	\$ 1,168.13
7	1-7	Spill System w/ 10 Pillows, 62"Lx23"Wx4"H for STT6V200 (1 set)	\$ 531.36	1.00	\$ 531.36
8	1-8	Removal of two old batteries & chargers, installation of two new batteries & mounting of new charger, and recycling of old cells.	\$ 7,500.00	1.00	\$ 7,500.00
9	1-9	SHIPPING COST	\$ 500.00	1.00	\$ 500.00
Total Price					\$ 35,240.33

2. Responsibilities

- + Provide equipment as Listed in the scope of supply
- + Provide services listed under scope of work
- + Provide standard equipment manuals/documentation
- + Field service personnel are available to assist or perform these functions at a rate of \$1,200.00/day + travel and expenses.

3. Project Clarifications

- + All work to be performed during normal working hours.[□]
- + No spare parts have been included; a recommended spare parts list can be provided upon completion of work.[□]
- + Decima representatives shall be allowed continuous access to the job site.[□]
- + Replacement parts and additional labor required to implement any repairs necessary for proper work[□]
- + Decima will not be responsible for the completion of any additional "required" customer documentation.[□]
- + Decima and its subcontractors reserve the right to work only when safety practices are acceptable to Decima. Costs associated with any delays caused by disposition of substandard safety conditions will be outside the scope of this quotation and invoiced as additional work.[□]
- + Applicable state and local sales taxes will be charged in addition.[□]
- + This proposal is based on the work scope and schedule detailed in this proposal. Deviations from the work scope or schedule for which Decima is not responsible will be billed to owner's account as extra work.

4. Terms and Conditions

E-mail Quotations are subject to the Standard Terms and Conditions of Sale for Decima Joint Product and Services Offering and are hereby incorporated by reference into this document and any resulting contract.

5. Terms of Payment

Payments are due and payable within net thirty days from the date of each invoice.

6. Commercial Conditions:

The following commercial conditions form an integral part of the quotation

a) Validity

This Quotation is valid for 30 days after receipt

b) Payment Conditions

Payments are due and payable net within Thirty days from the date of each invoice.

c) Shipment Period

Shipment will be approximately in 4-6 weeks after receipt of a technically and commercially clarified order. Additionally, detailed technical clarification resulting in a final project "As Sold" specification, if required, is not occur later than four weeks after receipt of order. The exact date should be confirmed after receipt of order.

d) Taxes

All applicable sales, use, excise, value-added, or similar taxes are excluded and will be added to the price and invoiced separately unless an acceptable exemption certificate is furnished at the time of contract award.

e) Other Conditions

If, at any stage during the project, information of confidential nature is exchanged, it is assumed that all parties will agree to sign a confidential agreement.

7. Proprietary Statement

This document contains information proprietary to Decima. Your acceptance of it is an acknowledgment of a confidential relationship between you and Decima with respect to this proposal document. We require it to be returned or destroyed when no longer required. We also require that neither this document nor any information contained herein is to be reproduced, transmitted, disclosed or used otherwise in whole or in part without the written authorization of Decima

City of Hillsdale

Agenda Item Summary

Meeting Date: March 18, 2019

Agenda Item: Consent Agenda

SUBJECT: Hillsdale College Alley Closure (Centralhallapalooza)

BACKGROUND PROVIDED Michelle Loren, Recreation Director

In February, 2019, the Hillsdale City Police Dept. received correspondence from Hillsdale College Security and Emergency Management requesting the closure of the north/south alley west of Hillsdale Street, south of College Street, north of Fayette Street between Hillsdale and Manning Streets on April 27, 2019 for the Centralhallapalooza Party.

TCO #2019-02 closing the alley from 5:00 p.m. to 12:00 Midnight on April 27, 2019 was approved by Council at the March 4, 2019 Council Meeting,

An Agreement for Use of Alley has been drafted and approved by the City Attorney's office for signature by the Mayor and Clerk and the Chief Administrative Officer of Hillsdale College.

RECOMMENDATION:

I recommend Council approve the Use of Alley Agreement as presented and authorize signatures by the Mayor and Clerk.

Respectfully,
Michelle Loren, Recreation Director

AGREEMENT FOR USE OF ALLEY

This Agreement is made and entered between the City of Hillsdale, of 97 N. Broad Street, Hillsdale, Michigan and Hillsdale College, of 33 E. College Street, Hillsdale Michigan.

Preamble

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

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

The College desires to sponsor and promote an event that is open to its students, staff, guests, and other members of the public at which food and non-alcoholic drink concessions, music and other activities will be provided. The event is proposed to take place in a large tent to be located on an open lot on Hillsdale Street between premises commonly known and designated as 180 Hillsdale Street and 204 Hillsdale Street on Saturday, April 27, 2019 between the hours of 5:00 p.m. and midnight. The event will require the closing of the alley that is located between Hillsdale Street and N. Manning Street, and runs north and south from Fayette Street to E. College Street. Cleanup activities and the return of City barricades will be conducted and finalized within a specified period following the end of the event.

The College represent that it is and will be responsible for the oversight of the event and all expenses associated with it. The College further represents that it has created appropriate regulations and policies by which it will regulate the activities of participants and attendees and their safety, and that participation in its event is and will be open to all participants and attendees on a nondiscriminatory basis.

The City has determined that it is in its best interests and the interests of the general public to allow the College to hold its planned activity as above described, and to close and allow the College's use of the referenced alley in connection with it. The College has agreed to do so in accordance with and subject to the following terms and conditions.

Agreement

1. In consideration of and reliance on the College's promises and its full compliance with all of the terms and conditions contained in this agreement, the City agrees to allow the College to hold its planned activity as described in the foregoing Preamble, and to close and use the alley that is located between Hillsdale Street and N. Manning Street, and runs north and south from Fayette Street to E. College Street in connection with it. Among other things, it is agreed that:

A. The described alley shall be closed to motor vehicle traffic between 5:00 p.m. and midnight on Saturday, April 27, 2019 and the City shall authorize and enter a traffic control order to that effect.

B. The College shall be solely responsible for picking up Type III Barricades from the City Department of Public Services facility on Waterworks drive and then placing and maintaining the barricades at the ends of the described alley as shown on the attached Exhibit A, so as to close off the alley to motor vehicle traffic between 5:00 p.m. and midnight on Saturday, April 27, 2019.

C. Between the hours of 5:00 p.m. and 7:00 p.m. on April 27, 2019 the College may exclusively use the described alley for the purpose of transporting, erecting, installing and removing equipment, tents signs, tables, chairs, port-a-johns, roll-offs, food, beverages, provisions, supplies, goods, concessions and other facilities as are reasonably required to conduct the proposed event and related activities.

D. Between the hours of 7:00 p.m. and midnight on April 27, 2019 the College may use the described alley in connection with its above described planned activities.

E. The College shall cause all music, concession, other entertainment and all activities of any kind related to its planned activities on the referenced vacant lot and alley to cease on or before midnight on April 27, 2019.

F. Subject to and in accordance with the following provisions of this agreement, the College shall remove all barricades from the ends of the described alley, open the alley to public travel, and completely restore the alley to a condition that is at least as good as when taken.

2. The College agrees to and shall be solely responsible for obtaining, posting and paying the fees for all applicable and necessary permits, including but not limited to those that might be required by the health department, as well as to comply with any applicable state, county or local statutes, ordinances, rules, or regulations, all at its sole expense.

3. The College agrees to and shall be solely responsible for obtaining, arranging for and providing all staff, equipment, tents, signs, tables, chairs, port-a-johns, roll-offs, food, beverages, provisions, supplies, goods, entertainment, concessions and other facilities as are necessary or otherwise required in connection with its proposed event; all at its sole expense.

4. Following the conclusion of the event, the College agrees to and shall be solely responsible for and at its sole expense shall comply with the following:

A. Immediately after midnight on April 27, 2019, the College shall contact the Hillsdale City Police and request permission to remove the barricades from the ends of the described alley and open the alley to vehicular traffic.

B. Upon receiving such permission, but not before, the College shall remove the barricades and open the alley to public travel and vehicular traffic. When the barricades are removed, the College shall place them out of the main traveled portion of the alley until they are returned to the City; provided that the College shall return the barricades to the City's Department of Public Service's facility on Waterworks Drive no later than noon on Monday, April 29, 2019.

C. Between the hours of 8:00 a.m. and noon on April 29, 2019, the College shall at its sole expense remove or cause the removal and proper disposal of all equipment, tents, signs, tables chairs, port-a-johns, roll-offs, trash, garbage, litter and other items from the alley and surrounding environs, restore the alley to at least as good condition as when taken.

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

6. The College agrees that no attachments for tents or any other facilities will be made to any paved surfaces within any portion of the above-described alley.

7. The College agrees that it shall not permit any public way other than the described alley to be blocked or obstructed. Further, the College agrees to and shall confine its proposed event activities and the activities of the participants and attendees solely to the referenced vacant lot and the above-described alley.

8. The College agrees and understands that it is and shall be solely responsible for the repair and restoration of all damage to real and personal private and public property that results from or because of its proposed event, however and by whom caused.

9. The College represents that it is a valid Michigan corporation, and that it possesses or will obtain and provide persons with the skill, experience, competence and ability to carry out and fulfill all of its duties and obligations under this agreement in a timely and professional manner.

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

11. The College shall provide City with proof of public liability and property damage insurance with coverage that is satisfactory to the City and limits of liability of not less than a single limit of Five Hundred Thousand and 11/100 (\$500,000.00) Dollars, with City designated therein as a named insured to be and remain in force for the duration of the College's presence on and use of the above-described alley through and until its clean up and final restoration, such proof to be provided at the time of execution of this Agreement.

12. The College shall carry and provide all workers' compensation insurance coverage at its sole expense for its staff, employees, and agents as is required by the laws of the State of Michigan, and provide proof thereof to Hillsdale prior to the commencement of any work or activity under this agreement.

13. The College hereby accepts the exclusive control over the above-described alley and the activities to be conducted thereon, it being the intention of the parties that the College is and shall

be solely responsible for maintaining and regulating the described areas and all associated facilities and activities in reasonably safe condition, free of unreasonable risk of harm, for the use and benefit of all those who will be using them, or who will be otherwise be attending or participating in or otherwise present within the area of the College's event.

14. The College further agrees to and shall defend, indemnify and hold the City harmless from any and all damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses, that result from or because of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature which are or are claimed to be a proximate result of:

A. The sole or concurrent negligence, gross negligence or intentional acts or omissions of the College, its agents, servants, employees, guests, vendors, invitees, event participants, event attendees, or others on or within the alley or event area;

B. Defects of any kind or nature in the City's alley right of way, its surface or subsurface;

C. All other damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses or injuries, including death, that result from or because of actual or claimed personal injury, including death, property damage or other damage or loss of any kind or nature, however caused.

Provided, however the College shall not be obligated to defend, indemnify and hold the City harmless from for any damages, claims, demands, causes of action, lawsuits, attorney fees and related expenses caused by or resulting from the City's sole negligence.

15. The College agrees that any and all documents provided to the City under this agreement are subject to disclosure and hereby expressly consents to the City's reproduction and release of such documents in response to a request under the Freedom of Information Act, a court order, or under such other circumstances as the City might, in its sole discretion, decide.

16. The College agrees that City may immediately terminate this agreement without further obligation or liability to the College at its option and with out prejudice to any other remedies to which it might be entitled, whether in law, in equity or under this agreement, by giving written notice of termination to the College if the latter should default in the performance of any obligation or breach any covenant under this agreement.

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

Notice of termination pursuant to the forgoing provisions shall be delivered to the following named representative of the College by ordinary first class mail or personal service at the following address:

17. All notices from the College to Hillsdale shall be in writing and shall be delivered by ordinary first class mail or personal service to David Mackie, Hillsdale City Manager, at 97 N. Howell Street, Hillsdale, Michigan 49242.

18. The parties agree that there are no other representations, inducements, promises or agreements between them, whether oral or written.

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

CITY OF HILLSDALE

HILLSDALE COLLEGE

Adam Stockford, Mayor
City of Hillsdale

Richard Péwé
Chief Administrative Officer
Hillsdale College

Katy Price, Clerk
City of Hillsdale

Dated: March ____, 2019

Dated: March ____, 2019

OPS - 2/22/19 - Mailbox

Received by Chris Hegner
Date 02-08-19
Amount Rec' _____
Check # _____



Permit # 3514

CITY OF HILLSDALE

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

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

TYPE:

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

Post a copy of the
Permit on-site

Applicant's Name <u>Hillsdale College</u>		Date <u>2/7/18</u>	Contractor's Name <u>N/A</u>		Date
Mailing Address <u>33 E. College Street</u>			Mailing Address		
City <u>Hillsdale, MI</u>	State <u>MI</u>	Zip Code <u>49242</u>	City	State	Zip Code
Telephone Number <u>517-607-2454</u>		Telephone Number			

DESCRIPTION OF WORK OR USE: Request permission to close alley between E. College Street and Fayette Street from 5:00 p.m. on Saturday, April 27, 2019 until midnight.

LOCATION: (Drawing to be provided)

Refer to attached letter.

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Class III Stadium Barricades to prohibit vehicular traffic.

TIME PERIOD:

COMMENCING DATE: 4/27/19 TIME: 5:00 p ENDING DATE: 4/27/19 TIME: 12:00 a

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

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

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

Staff Use Only

Recommendation for Issuance

Approved Denied

Director Comments:

Jason Blahy 3/4/19
~~Director, Department of Public Services~~

Hillsdale College Staff shall arrange pick up of barricades from DPS office. Please call ahead to schedule pick up times.
Applicant and or it's representatives will be responsible for erecting and tear down of all TTC devices. Barricades shall not interfere with pedestrian travel though crosswalks. Please return all loaned all equipment on Monday, April 29, 2019, 3pm.

Recommendation for Issuance

Approved Denied

Chief of Police Comments:

Chief of Police

Bond Received \$ _____

Fee Received \$ 10 _____

City Clerk

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

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

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

Staff Use Only

Recommendation for Issuance

Approved Denied

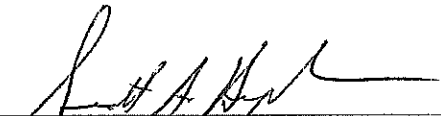
Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

Refer to DPS regarding barricades & advanced warning

Bond Received \$ _____

Fee Received \$ _____

City Clerk

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

Return Application to:
Department of Public Services
149 Waterworks Drive
Hillsdale, MI 49242

or
City of Hillsdale Clerk
97 N. Broad St.
Hillsdale, MI 49242

Or email to: jhammel@cityofhillsdale.org

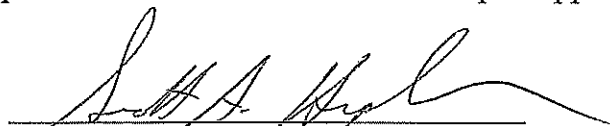
**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**

TRAFFIC CONTROL ORDER
2019-02

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.

North/South Alley that is west of Hillsdale St., south of College St., and north of Fayette St. between Hillsdale St. and Manning St. will be closed to all traffic from 5:00 pm to 12:00 midnight on Saturday, April 27, 2019 for the Hillsdale College Centralhallapalooza Party.

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

02/21/19
Date

Received for filing in the office of the City Clerk at 9:00 a.m. on the 21 day of February, 2019.

City Clerk

02/21/19
Date

RESOLUTION # _____

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

Passed in open Council this _____ day of _____, 2019.

Adam L. Stockford, Mayor

Attest:

Katy B. Price, Interim City Clerk



HILLSDALE COLLEGE
PURSUING TRUTH • DEFENDING LIBERTY SINCE 1844

February 7, 2019

Scott A. Hephner
Chief of Police
Hillsdale Police Department
Hillsdale, MI 49242

Dear Chief Hephner:

Hillsdale College requests permission to close the north/south alley that is west of Hillsdale Street, south of College Street, and north of Fayette Street between Hillsdale Street and Manning Street on April 27, 2019 starting at 5:00 p.m. and ending at midnight for the Centralhallapalooza Party.

Hillsdale College requests use of the appropriate signs from the City for the closure. (2 Class III barricades and 2 caution/pedestrian signs.)

If you have any questions, please call me at 607-2454, or Ashlyn Landherr at 607-2625.

Thank you for your assistance.

Respectfully submitted,

William K. Whorley
Director of Security and Emergency Management

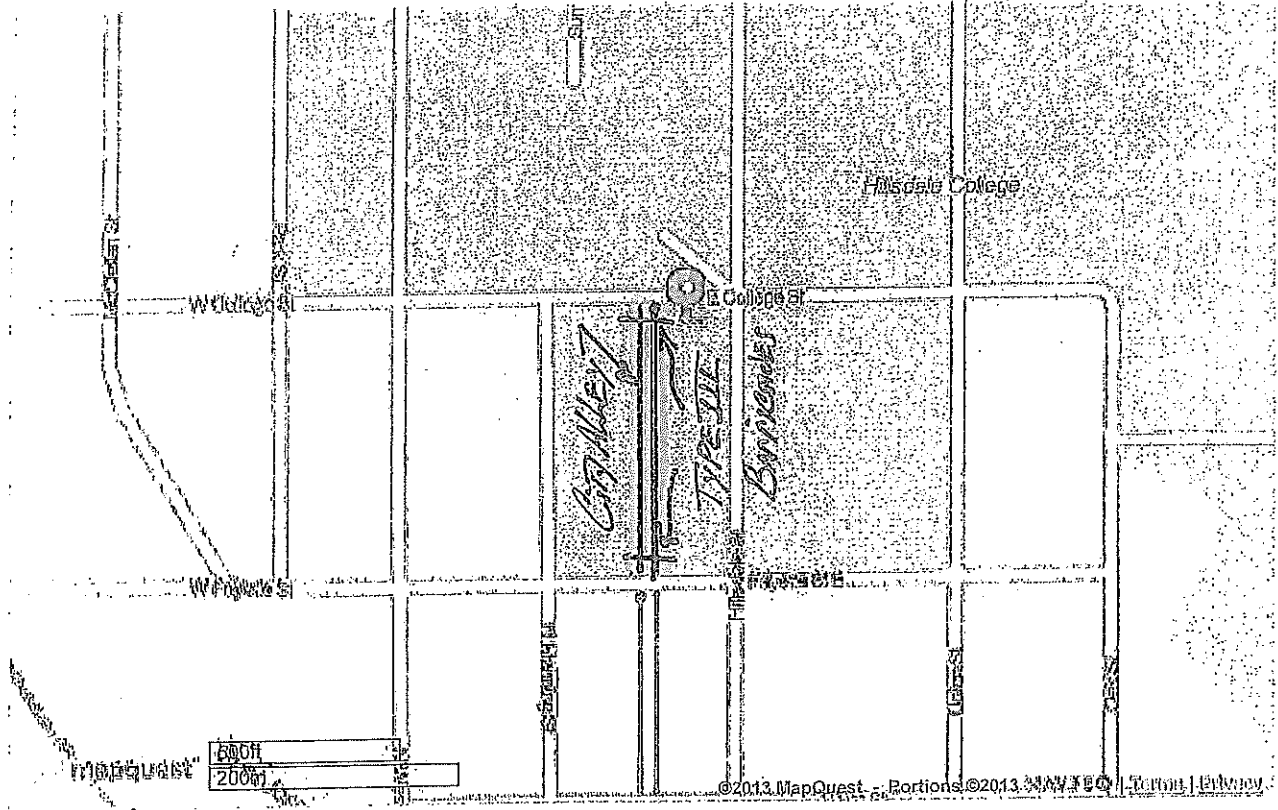
WKW/cmw

mapquest

Map of:
50 E College St
Hillsdale, MI 49242-1250

Notes

Empty rectangular box for notes.



©2013 MapQuest, Inc. Use of directions and maps is subject to the MapQuest Terms of Use. We make no guarantee of the accuracy of their content, road conditions or route usability. You assume all risk of use. [View Terms of Use](#)

BOOK TRAVEL with mapquest

877-577-5766



Closure Limits



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/07/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Vested Risk Strategies, Inc. P.O. Box 265 Hillsdale MI 49242	CONTACT NAME: Rebecca Ferguson
	PHONE (A/C, No, Ext): (517) 439-1501 FAX (A/C, No): (517) 439-4254 E-MAIL ADDRESS:
INSURER(S) AFFORDING COVERAGE	
INSURED (517) 607-2239 Hillsdale College 33 E College St Hillsdale MI 49242-1205	INSURER A: National Union Fire Insurance NAIC # 19445 INSURER B: United Educators Insurance 10020 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: Cert ID 1711

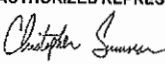
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			U75-85D	11/01/2018	11/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Included
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA 5425499	10/01/2018	10/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 1,000,000
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			U75-85D	11/01/2018	11/01/2019	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC43172198 / WC43172	10/01/2018	10/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Re: Centrallhallapalooza scheduled for Saturday, April 27, 2019

CERTIFICATE HOLDER**CANCELLATION**

City of Hillsdale 97 N. Broad St. Hillsdale MI 49242	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

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City of Hillsdale

Agenda Item Summary

Meeting Date: March 18, 2019

Agenda Item: Consent Agenda

SUBJECT: Hillsdale College Manning St. Closure (Taste of Manning)

BACKGROUND PROVIDED Michelle Loren, Recreation Director

In February, 2019, the Hillsdale City Police Dept. received correspondence from Hillsdale College Security and Emergency Management requesting the closure of N. Manning Street between E. Fayette and College St. from 10:00 a.m. to 2:00 p.m. on Saturday, March 30, 2019 for the Taste of Manning block party.

TCO #2019-01 closing the above section of Manning St. from 10:00 a.m. to 2:00 p.m. on March 30, 2019 was approved by Council at the March 4, 2019 Council Meeting,

An Agreement for Use of Street has been drafted and approved by the City Attorney's office for signature by the Mayor and Clerk and the Chief Administrative Officer of Hillsdale College.

RECOMMENDATION:

Staff recommends Council approve the Use of Street Agreement as presented and authorize signatures by the Mayor and Clerk.

Respectfully,
Michelle Loren, Recreation Director

AGREEMENT FOR USE OF STREET

This Agreement is made and entered between the City of Hillsdale, of 97 N. Broad Street, Hillsdale, Michigan and Hillsdale College, of 33 E. College Street, Hillsdale Michigan.

Preamble

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

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

The College desires to sponsor and promote an event that is open to its students, staff, guests, and other members of the public at which food and non-alcoholic drink concessions, music and other activities will be provided. The event will require the closing of N. Manning St. between E. Fayette and College St. for "Taste of Manning", a neighborhood "block party" on Saturday, March 30, 2019 between the hours of 10:00 a.m. and 2:00 p.m. Cleanup activities and the return of City barricades will be conducted and finalized within a specified period following the end of the event.

The College represent that it is and will be responsible for the oversight of the event and all expenses associated with it. The College further represents that it has created appropriate regulations and policies by which it will regulate the activities of participants and attendees and their safety, and that participation in its event is and will be open to all participants and attendees on a nondiscriminatory basis.

The City has determined that it is in its best interests and the interests of the general public to allow the College to hold its planned activity as above described, and to close and allow the College's use of the referenced street in connection with it. The College has agreed to do so in accordance with and subject to the following terms and conditions.

Agreement

1. In consideration of and reliance on the College's promises and its full compliance with all of the terms and conditions contained in this agreement, the City agrees to allow the College to hold its planned activity as described in the foregoing Preamble, and to close and use the street that is located at N. Manning St., and runs north and south from Fayette Street to E. College Street in connection with it. Among other things, it is agreed that:

C. Between the hours of 8:00 a.m. and noon on March 31, 2019, the College shall at its sole expense remove or cause the removal and proper disposal of all equipment, tents, signs, tables chairs, port-a-johns, roll-offs, trash, garbage, litter and other items from the street and surrounding environs, restore the street to at least as good condition as when taken.

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

6. The College agrees that no attachments for tents or any other facilities will be made to any paved surfaces within any portion of the above-described street.

7. The College agrees that it shall not permit any public way other than the described street to be blocked or obstructed. Further, the College agrees to and shall confine its proposed event activities and the activities of the participants and attendees solely to the above-described street.

8. The College agrees and understands that it is and shall be solely responsible for the repair and restoration of all damage to real and personal private and public property that results from or because of its proposed event, however and by whom caused.

9. The College represents that it is a valid Michigan corporation, and that it possesses or will obtain and provide persons with the skill, experience, competence and ability to carry out and fulfill all of its duties and obligations under this agreement in a timely and professional manner.

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

11. The College shall provide City with proof of public liability and property damage insurance with coverage that is satisfactory to the City and limits of liability of not less than a single limit of Five Hundred Thousand and 11/100 (\$500,000.00) Dollars, with City designated therein as a named insured to be and remain in force for the duration of the College's presence on and use of the above-described street through and until its clean up and final restoration, such proof to be provided at the time of execution of this Agreement.

12. The College shall carry and provide all workers' compensation insurance coverage at its sole expense for its staff, employees, and agents as is required by the laws of the State of Michigan, and provide proof thereof to Hillsdale prior to the commencement of any work or activity under this agreement.

13. The College hereby accepts the exclusive control over the above-described street and the activities to be conducted thereon, it being the intention of the parties that the College is and shall be solely responsible for maintaining and regulating the described areas and all associated

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

CITY OF HILLSDALE

HILLSDALE COLLEGE

Adam Stockford, Mayor
City of Hillsdale

Richard Péwé
Chief Administrative Officer
Hillsdale College

Katy Price, Clerk
City of Hillsdale

Dated: March ____, 2019

Dated: March ____, 2019

Received by Chris Hedinger
Date 02/08/19
Amount Rec' _____
Check # _____



Permit # _____

CITY OF HILLSDALE

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

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

TYPE:

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

Post a copy of the
Permit on-site

<u>Hillsdale College</u> Applicant's Name	<u>1/31/19</u> Date	<u>N/A</u> Contractor's Name	_____	_____
<u>33 E. College Street</u> Mailing Address	_____	_____	_____	_____
<u>Hillsdale, MI</u> City	_____	<u>49242</u> Zip Code	_____	_____
<u>517-607-2454</u> Telephone Number	_____	_____	_____	_____

DESCRIPTION OF WORK OR USE: Close down Manning Street between College Street and Fayette Street. For "Taste Of Manning" block party.

LOCATION: (Drawing to be provided)

See attached

FACILITIES, STRUCTURES, OR EQUIPMENT TO BE INSTALLED:

Request use of appropriate signs from the City.

TIME PERIOD:

COMMENCING DATE: 3/30/19 TIME: 10:00a ENDING DATE: 3/30/19 TIME: 2:00 p

THE FOLLOWING MUST BE SUBMITTED PRIOR TO PERMIT ISSUANCE:

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

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

Staff Use Only

Recommendation for Issuance

Approved Denied

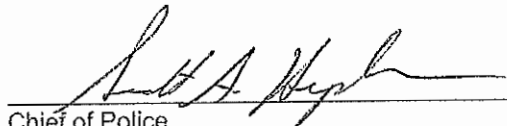
Director Comments:

Director, Department of Public Services

Recommendation for Issuance

Approved Denied

Chief of Police Comments:



Chief of Police

Refer to DPS regarding barricades & advance warning

Bond Received \$ _____

Fee Received \$ _____

City Clerk

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

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

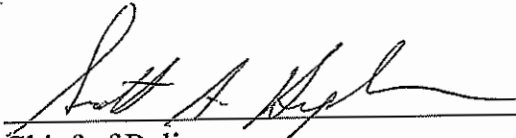
**INSPECTIONS MUST BE SCHEDULED
MINIMUM 2 HOURS PRIOR TO
COMMENCEMENT OF WORK.**

**TRAFFIC CONTROL ORDER
2019-01**

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.

N. Manning St. between E. Fayette and College St. will be closed to all traffic from **10:00 am to 2:00 pm on Saturday, March 30, 2019** for "Taste of Manning" (block party).

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

02/21/19
Date

Received for filing in the office of the City Clerk at 9:00 a.m. on the 21 day of February, 2019.

City Clerk

02/21/19
Date

RESOLUTION # _____

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

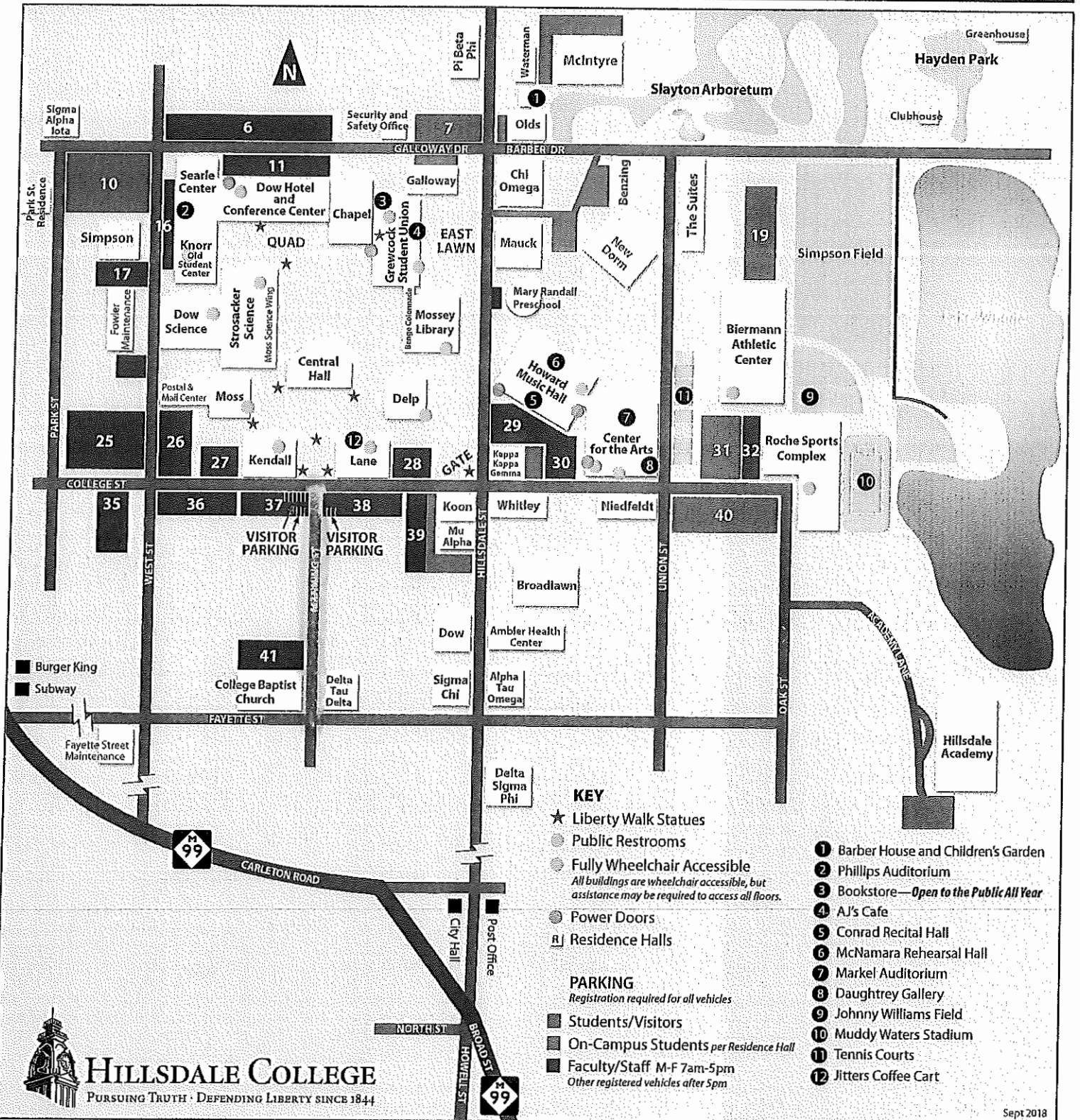
Passed in open Council this _____ day of _____, 2019.

Adam L. Stockford, Mayor

Attest:

Katy B. Price, Interim City Clerk

HILLSDALE COLLEGE CAMPUS MAP AND PARKING



- KEY**
- ★ Liberty Walk Statues
 - Public Restrooms
 - Fully Wheelchair Accessible
All buildings are wheelchair accessible, but assistance may be required to access all floors.
 - Power Doors
 - Residence Halls
- PARKING**
Registration required for all vehicles
- Students/Visitors
 - On-Campus Students *per Residence Hall*
 - Faculty/Staff M-F 7am-5pm
Other registered vehicles after 5pm
- 1 Barber House and Children's Garden
 - 2 Phillips Auditorium
 - 3 Bookstore—Open to the Public All Year
 - 4 AJ's Cafe
 - 5 Conrad Recital Hall
 - 6 McNamara Rehearsal Hall
 - 7 Markel Auditorium
 - 8 Daughtrey Gallery
 - 9 Johnny Williams Field
 - 10 Muddy Waters Stadium
 - 11 Tennis Courts
 - 12 Jitters Coffee Cart

CAMPUS INFORMATION

Information/Switchboard... (517) 437-7341
 Security... (517) 607-2535
 FOR EMERGENCIES, DIAL 911
 After Hours Visitor Desk/
 Dow Center & Hotel... (517) 437-3311

hillsdale.edu

REGISTRATION REQUIRED FOR ALL VEHICLES

- | | | |
|------------------------------------|---------------------------------|---|
| 6 Dow Hotel Guests, Faculty/Staff | 25 Faculty/Staff M-F 7am-5pm | 36 Faculty/Staff M-F 7am-5pm |
| 7 Students/Visitors | 26 Faculty/Staff M-F 7am-5pm | 37 Faculty/Staff M-F 7am-5pm |
| 10 Students/Visitors | 27 Faculty/Staff M-F 7am-5pm | 38 Faculty/Staff M-F 7am-5pm |
| 11 Dow Hotel Guests, Faculty/Staff | 28 Faculty/Staff M-F 7am-5pm | 39 Faculty/Staff M-F 7am-5pm |
| 16 Faculty/Staff M-F 7am-5pm | 29 Faculty/Staff M-F 7am-5pm | 40 Students/Visitors |
| 17 Simpson Residents | 30 Faculty/Staff M-F 7am-5pm | 41 Off Campus Students
M-F 6am-11pm (and when not
in use by the church) |
| 19 Students/Visitors | 31 Students/Visitors | |
| | 32 Athletic Dept. Faculty/Staff | |
| | 35 Townhome Residents Only | |

January 31, 2019

Scott A. Hephner
Chief of Police
Hillsdale Police Department
Hillsdale, MI 49242

Dear Chief Hephner:

Hillsdale College requests permission to close Manning Street between College Street and Fayette Street on March 30, 2019 starting at 10:00 a.m. and ending approximately 2:00 p.m. for "Taste of Manning" (block party).

Hillsdale College requests use of the appropriate signs from the City for the closure.

If you have any questions, please call me at 607-2454, or Ashlyn Landherr at 607-2625.

Thank you for your assistance.

Respectfully submitted,



William K. Whorley
Director of Security and Emergency Management

WKW/cmw



Agenda Item Summary

Meeting Date: March 18, 2019

Agenda Item: Consent Agenda

SUBJECT: Assessor's Report of 2019 March Board of Review Certified Values and Tax Implications for 2019-2020 Budget

BACKGROUND PROVIDED BY STAFF (Kimberly Thomas, Assessor)

The City of Hillsdale Board of Review adjourned their March 2019 meeting at 9:00 p.m., March 12, 2019. Under Michigan's General Property Tax Act (Act 206 of 1893), the Board is required to meet for at least 12 hours during the week of the second Monday in March to hear requests for review from property owners. A total of 32 petitions were received, including seven (7) requests for disabled veteran's exemptions, one (1) request for a poverty exemption, five (5) requests for small business exemptions on personal property, and one (1) amended form claiming the Eligible Manufacturing Personal Property Exemption. The remainder of the requests received were to review the change in assessed and/or taxable value from 2018 to 2019. The attached *Board of Review Action Report* provides a summary of the actions taken by the Board. In addition, I have attached several forms filed by the Assessor with the Hillsdale County Equalization Department upon adjournment of the Board of Review. These reports summarize the changes in assessed and taxable value from 2018 to 2019 broken down by property class:

- L-4022 – 2019 REPORT OF ASSESSMENT ROLL CHANGES AND CLASSIFICATION
- L-4022 – TAXABLE
- L-4023 – ANALYSIS FOR EQUALIZED VALUATION

Also attached are several graphs providing a visual representation of our current breakdown of parcel counts, assessed values, taxable values, and value trends over the last ten (10) years.

For budgeting purposes, I prepared an estimated tax roll based on 2018 rates using the 2019 taxable values. Reports showing the total estimated taxes to collect are attached. Based on these estimates, total City property tax revenues for 2019 are predicted to total \$2,578,254, broken down as follows:

- General Operating \$1,653,871
- Sinking Fund \$ 396,533
- Streets \$ 331,771
- Library \$ 132,298
- Administration Fee \$ 64,781

This estimate includes both ad valorem and special acts (abated) parcels.

Board of Review Action Report
 Required by State Tax Commission Bulletin 17 of 2007

March Session

State Tax Commission Bulletin 17 of 2007 states that the STC is requiring that all Boards of Review maintain appropriate documentation of their decisions including minutes, a copy of the form 4035 and the 4035a whenever the Board of Review makes a change that causes the Taxable Value to change, and a Board of Review Action Report

The Board of Review Action Report is a report summarizing the actions of the Board of Review. It must include a total assessed and taxable value changed, assessed and taxable value change by classification, total poverty exemption appeals made and number approved, and total number of classification appeals made and number of classification changes made.

HILLSDALE

CITY OF HILLSDALE

03/13/2019

2019 Board of Review Action Report

Code	Classification	No. of Appeals	No. Granted	Total Assessed Value Change	Total Taxable Value Change
Real Property					
100	Agricultural	0	0	\$0	\$0
200	Commercial	3	3	\$-5,228	\$-4,251
300	Industrial	2	1	\$327,700	\$327,700
400	Residential	21	16	\$-325,140	\$-264,605
500	Timber-Cutover	0	0	\$0	\$0
600	Developmental	0	0	\$0	\$0
Personal Property					
150	Agricultural	0	0	\$0	\$0
250	Commercial	5	5	\$-95,800	\$-95,800
350	Industrial	1	1	\$-9,800	\$-9,800
450	Residential	0	0	\$0	\$0
550	Utility	0	0	\$0	\$0
	Total	32	26	\$-108,268	\$-46,756

No. of Poverty/Vet Exemptions Applied For	No. of Poverty/Vet Exemptions Granted
8	7

Local unit retains original. File report and minutes with local unit clerk (MCL 211.33)
 Copy sent to County Equalization Department by May 1

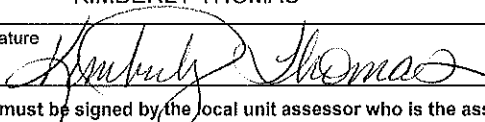
2019 REPORT OF ASSESSMENT ROLL CHANGES AND CLASSIFICATION

Assessing officers are required to report the total assessed value for each class of property and the assessment roll changes for each class of property for County and State Equalization. This form is issued under authority of P.A. 206 of 1893. This report shall be signed by the assessing officer and filed with the State Tax Commission and the County Equalization Department immediately following adjournment of the Board of review - Administrative Rule 209.26(6b). **REPORT ONLY ASSESSED VALUES ON THIS FORM.**

COUNTY HILLSDALE CITY OR TOWNSHIP CITY OF HILLSDALE

REAL PROPERTY	Parcel Count	2018 Board of Review	Loss	(+/-) Adjustment	New	2019 Board of Review	Does Not Cross Foot (*)	
100 Agricultural	0	0	0	0	0	0		
200 Commercial	334	35,359,000	1,776,300	-3,632,252	4,026,724	33,977,172		
300 Industrial	81	14,350,500	2,831,900	-98,255	1,573,755	12,994,100		
400 Residential	2,316	88,283,900	781,600	5,365,536	3,277,324	96,145,160		
500 Timber - Cutover	0	0	0	0	0	0		
600 Developmental	3	0	0	0	144,900	144,900		
800 TOTAL REAL	2,734	137,993,400	5,389,800	1,635,029	9,022,703	143,261,332		
PERSONAL PROPERTY	Parcel Count	2018 Board of Review	Loss	(+/-) Adjustment	New	2019 Board of Review	Does Not Cross Foot (*)	
150 Agricultural	0	0	0	0	0	0		
250 Commercial	437	8,390,900	2,736,900	0	1,928,300	7,582,300		
350 Industrial	32	3,712,500	2,318,600	0	443,800	1,837,700		
450 Residential	0	0	0	0	0	0		
550 Utility	3	1,197,000	49,900	0	0	1,147,100		
850 TOTAL PERSONAL	472	13,300,400	5,105,400	0	2,372,100	10,567,100		
TOTAL REAL & PERSONAL	3,206	151,293,800	10,495,200	1,635,029	11,394,803	153,828,432		
No. of Exempt Parcels:	266	Amount of 2019 Loss from Charitable Exemption granted for first time in 2019 Under MCL 211.7o:					87,500	

CERTIFICATION

Assessor Printed Name KIMBERLY THOMAS	Certificate Number 8206
Assessor Officer Signature 	Date 03/13/2019

The completed form must be signed by the local unit assessor who is the assessor of record with the State Tax Commission.

The form may be submitted in one of the following manners:

- 1) Mail the ORIGINAL completed form, with the ORIGINAL assessor of record signature to the State Tax Commission, PO Box 30471, Lansing, MI 48909
- 2) Email the completed form with the assessor of record signature to Equalization@michigan.gov

The assessor must submit the first copy of the completed form to the County Equalization Department. The form is to be re-viewed and approved by County Equalization.

If there are errors found by County Equalization, the errors are to be corrected and a revised copy is to be immediately submitted to the State Tax Commission.

The assessor of record must retain a copy of the completed form.

If after submitting the completed form to the State Tax Commission and County Equalization, the assessor of record discovers there are errors within the form, the assessor of record shall correct the form and submit the revised copy to the County Equalization Department. The revised form must be identifying as a revised copy. Once the revised copy is reviewed and approved by County Equalization, the revised copy must be immediately submitted to the State Tax Commission.

NOT A REQUIRED STATE REPORT

03/13/2019 10:37 AM

Db: 2019

2019

This report will not crossfoot

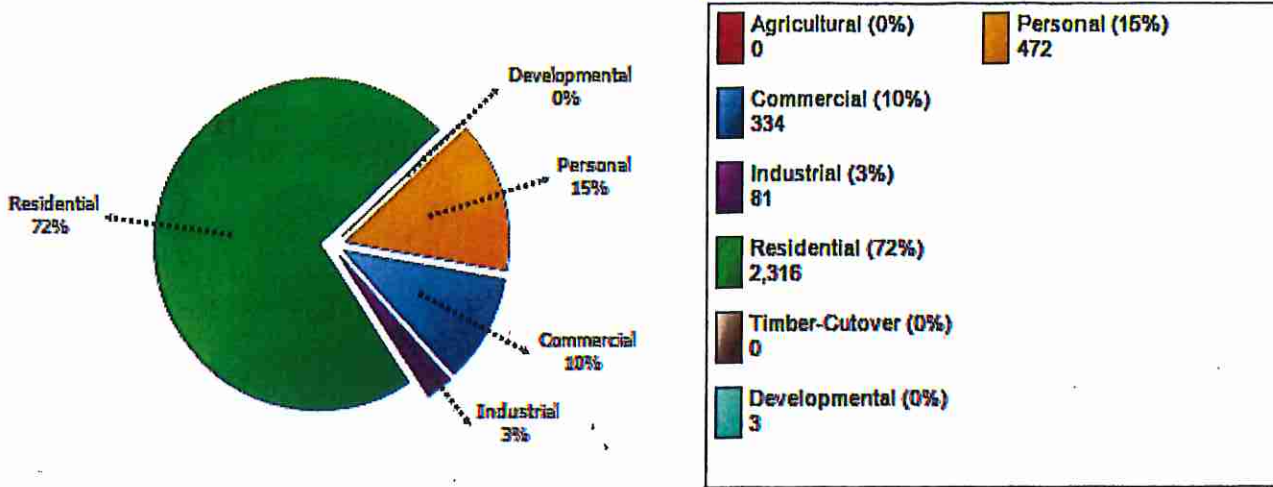
L-4022-TAXABLECOUNTY HILLSDALECITY OR TOWNSHIP CITY OF HILLSDALE

REAL PROPERTY		2018 Board of Review	Losses	(+ / -) Adjustment	Additions	2019 Board of Review
	Count					
101 Agricultural	0	0	0	0	0	0
201 Commercial	334	31,376,784	203,618	1,128,989	1,962,625	33,278,305
301 Industrial	81	12,977,532	1,210,095	1,033,149	648,613	11,958,677
401 Residential	2,316	69,916,732	246,878	3,979,319	1,540,370	74,794,386
501 Timber - Cutover	0	0	0	0	0	0
601 Developmental	3	0	0	0	125,300	144,900
800 TOTAL REAL	2,734	114,271,048	1,660,591	6,141,457	4,276,908	120,176,268
PERSONAL PROPERTY		2018 Board of Review	Losses	(+ / -) Adjustment	Additions	2019 Board of Review
	Count					
151 Agricultural	0	0	0	0	0	0
251 Commercial	437	8,390,900	2,335,600	-1,190,900	2,717,900	7,582,300
351 Industrial	32	3,712,500	2,221,500	-107,800	454,500	1,837,700
451 Residential	0	0	0	0	0	0
551 Utility	3	1,197,000	22,000	-65,500	37,600	1,147,100
850 TOTAL PERSONAL	472	13,300,400	4,579,100	-1,364,200	3,210,000	10,567,100
TOTAL REAL & PERSONAL	3,206	127,571,448	6,239,691	4,777,257	7,486,908	130,743,368
TOTAL TAX EXEMPT	266					

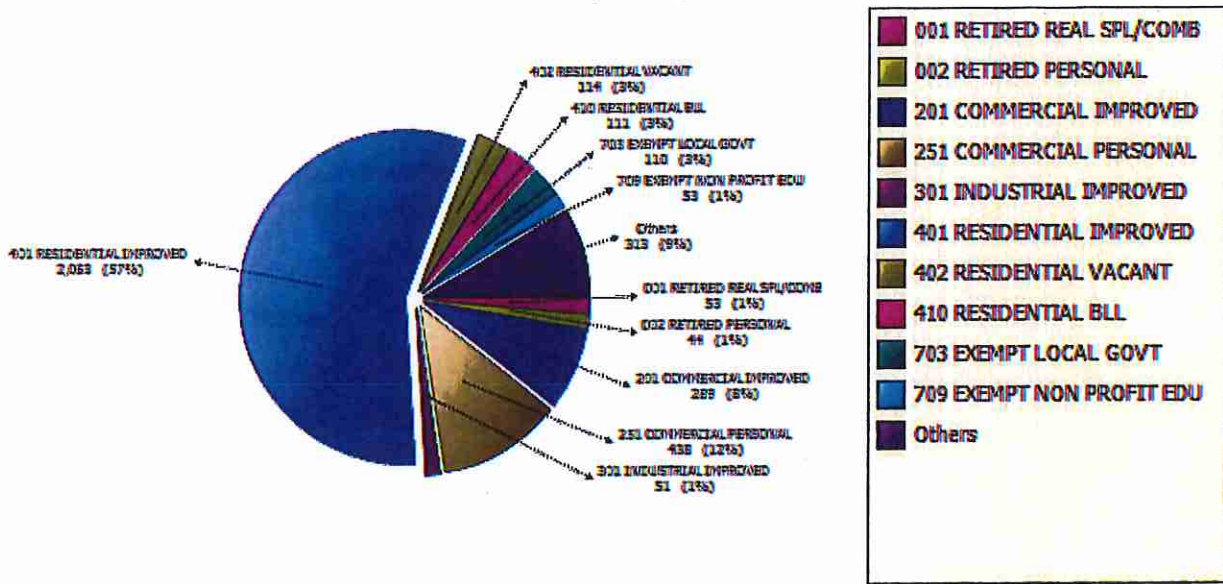
		#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
100	REAL PROPERTY					
101	Agricultural	0	0	50.00	0	
102	LOSS		0	50.00	0	
103	SUBTOTAL		0	50.00	0	
104	ADJUSTMENT		0			
105	SUBTOTAL		0	50.00	0	
106	NEW		0	50.00	0	
107					0	
108	TOTAL Agricultural	0	0	50.00	0	
109	Computed 50% of TCV Agricultural		0	Recommended CEV Agricultural		0
	Computed Factor =	1.00000				
200	REAL PROPERTY					
201	Commercial	337	35,359,000	55.64	63,549,605	
202	LOSS		1,776,300	55.64	3,192,487	
203	SUBTOTAL		33,582,700	55.64	60,357,118	
204	ADJUSTMENT		-3,632,252			
205	SUBTOTAL		29,950,448	49.62	60,357,118	
206	NEW		4,026,724	49.62	8,115,123	
207					0	
208	TOTAL Commercial	334	33,977,172	49.62	68,472,241	
209	Computed 50% of TCV Commercial		34,236,121	Recommended CEV Commercial		33,977,172
	Computed Factor =	1.00000				
300	REAL PROPERTY					
301	Industrial	88	14,350,500	49.95	28,729,730	
302	LOSS		2,831,900	49.95	5,669,469	
303	SUBTOTAL		11,518,600	49.95	23,060,261	
304	ADJUSTMENT		-98,255			
305	SUBTOTAL		11,420,345	49.52	23,060,261	
306	NEW		1,573,755	49.52	3,178,019	
307					0	
308	TOTAL Industrial	81	12,994,100	49.52	26,238,280	
309	Computed 50% of TCV Industrial		13,119,140	Recommended CEV Industrial		12,994,100
	Computed Factor =	1.00000				
400	REAL PROPERTY					
401	Residential	2,197	88,283,900	46.96	187,998,083	
402	LOSS		781,600	46.96	1,664,395	
403	SUBTOTAL		87,502,300	46.96	186,333,688	
404	ADJUSTMENT		5,365,536			
405	SUBTOTAL		92,867,836	49.84	186,333,688	
406	NEW		3,277,324	49.84	6,575,690	
407					0	
408	TOTAL Residential	2,316	96,145,160	49.84	192,909,378	
409	Computed 50% of TCV Residential		96,454,689	Recommended CEV Residential		96,145,160
	Computed Factor =	1.00000				
500	REAL PROPERTY					
501	Timber-Cutover	0	0	50.00	0	
502	LOSS		0	50.00	0	
503	SUBTOTAL		0	50.00	0	
504	ADJUSTMENT		0			
505	SUBTOTAL		0	50.00	0	
506	NEW		0	50.00	0	
507					0	
508	TOTAL Timber-Cutover	0	0	50.00	0	
509	Computed 50% of TCV Timber-Cutover		0	Recommended CEV Timber-Cutover		0
	Computed Factor =	1.00000				
600	REAL PROPERTY					
601	Developmental	0	0	50.00	0	
602	LOSS		0	50.00	0	
603	SUBTOTAL		0	50.00	0	
604	ADJUSTMENT		0			
605	SUBTOTAL		0	50.00	0	
606	NEW		144,900	50.00	289,800	
607					0	
608	TOTAL Developmental	3	144,900	50.00	289,800	
609	Computed 50% of TCV Developmental		144,900	Recommended CEV Developmental		144,900
	Computed Factor =	1.00000				
800	TOTAL REAL	2,734	143,261,332	49.76	287,909,699	
809	Computed 50% of TCV REAL		143,954,850	Recommended CEV REAL		143,261,332

		#Pcls.	Assessed Value	% Ratio	True Cash Value	Remarks
150	PERSONAL PROPERTY					
151	Ag. Personal	0	0	50.00	0	
152	LOSS		0	50.00	0	
153	SUBTOTAL		0	50.00	0	
154	ADJUSTMENT		0			
155	SUBTOTAL		0	50.00	0	
156	NEW		0	50.00	0	
157					0	
158	TOTAL Ag. Personal	0	0	50.00	0	
<hr/>						
250	PERSONAL PROPERTY					
251	Com. Personal	431	8,390,900	50.00	16,781,800	
252	LOSS		2,736,900	50.00	5,473,800	
253	SUBTOTAL		5,654,000	50.00	11,308,000	
254	ADJUSTMENT		0			
255	SUBTOTAL		5,654,000	50.00	11,308,000	
256	NEW		1,928,300	50.00	3,856,600	
257					0	
258	TOTAL Com. Personal	437	7,582,300	50.00	15,164,600	
<hr/>						
350	PERSONAL PROPERTY					
351	Ind. Personal	32	3,712,500	50.00	7,425,000	
352	LOSS		2,318,600	50.00	4,637,200	
353	SUBTOTAL		1,393,900	50.00	2,787,800	
354	ADJUSTMENT		0			
355	SUBTOTAL		1,393,900	50.00	2,787,800	
356	NEW		443,800	50.00	887,600	
357					0	
358	TOTAL Ind. Personal	32	1,837,700	50.00	3,675,400	
<hr/>						
450	PERSONAL PROPERTY					
451	Res. Personal	0	0	50.00	0	
452	LOSS		0	50.00	0	
453	SUBTOTAL		0	50.00	0	
454	ADJUSTMENT		0			
455	SUBTOTAL		0	50.00	0	
456	NEW		0	50.00	0	
457					0	
458	TOTAL Res. Personal	0	0	50.00	0	
<hr/>						
550	PERSONAL PROPERTY					
551	Util. Personal	3	1,197,000	50.00	2,394,000	
552	LOSS		49,900	50.00	99,800	
553	SUBTOTAL		1,147,100	50.00	2,294,200	
554	ADJUSTMENT		0			
555	SUBTOTAL		1,147,100	50.00	2,294,200	
556	NEW		0	50.00	0	
557					0	
558	TOTAL Util. Personal	3	1,147,100	50.00	2,294,200	
<hr/>						
850	TOTAL PERSONAL	472	10,567,100	50.00	21,134,200	
859	Computed 50% of TCV PERSONAL		10,567,100	Recommended CEV PERSONAL		10,567,100
	Computed Factor =	1.00000				
900	Total Real and Personal	3,206	153,828,432		309,043,899	

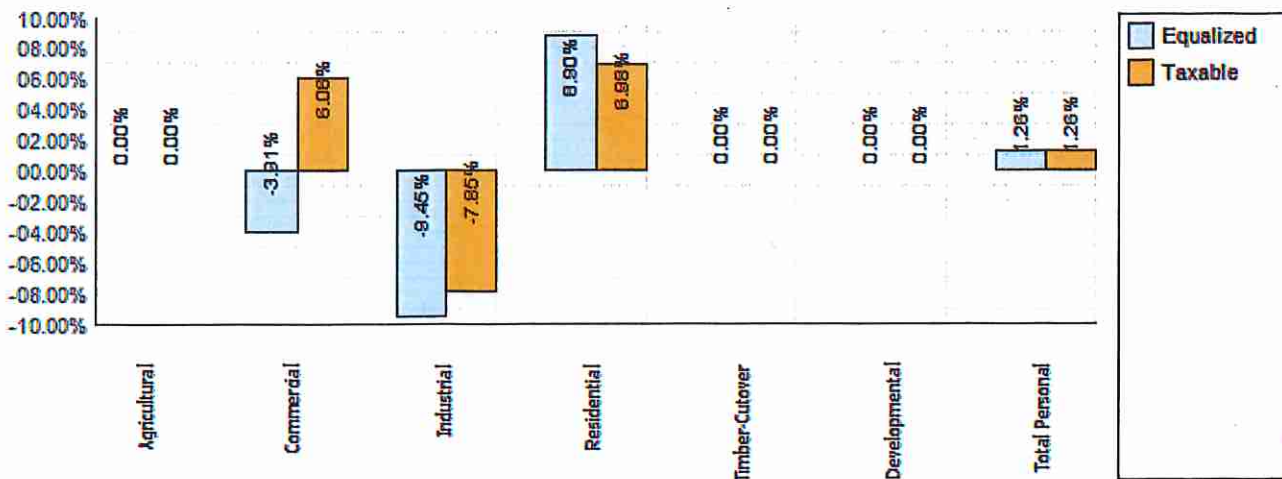
Parcel Count by Class



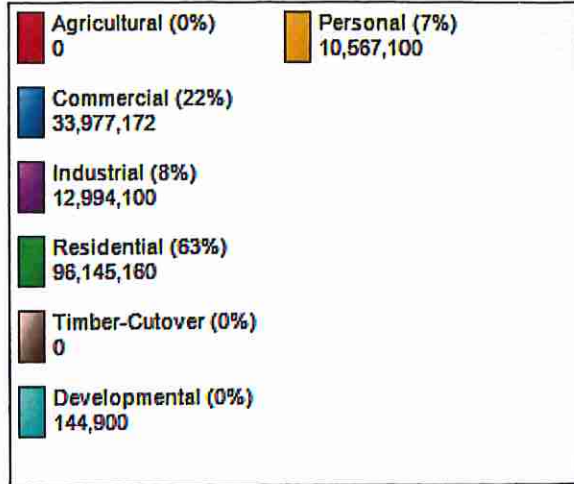
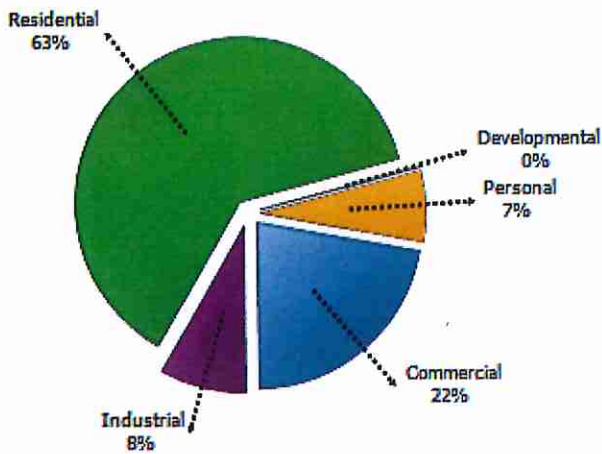
Parcel Count by Property Class



Percent change in Value from 2018 to 2019 by Class



Assessed Value by Class



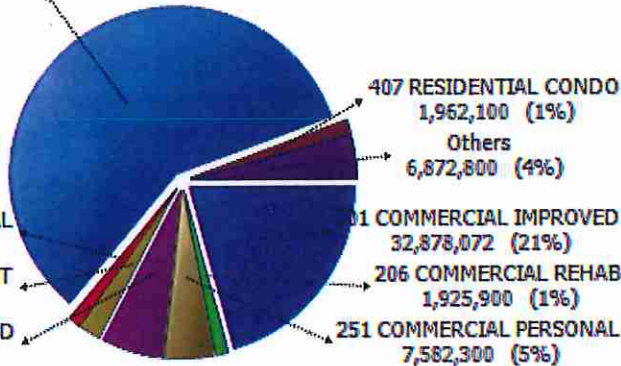
State Equalized Value by Property Class

401 RESIDENTIAL IMPROVED
92,732,960 (58%)

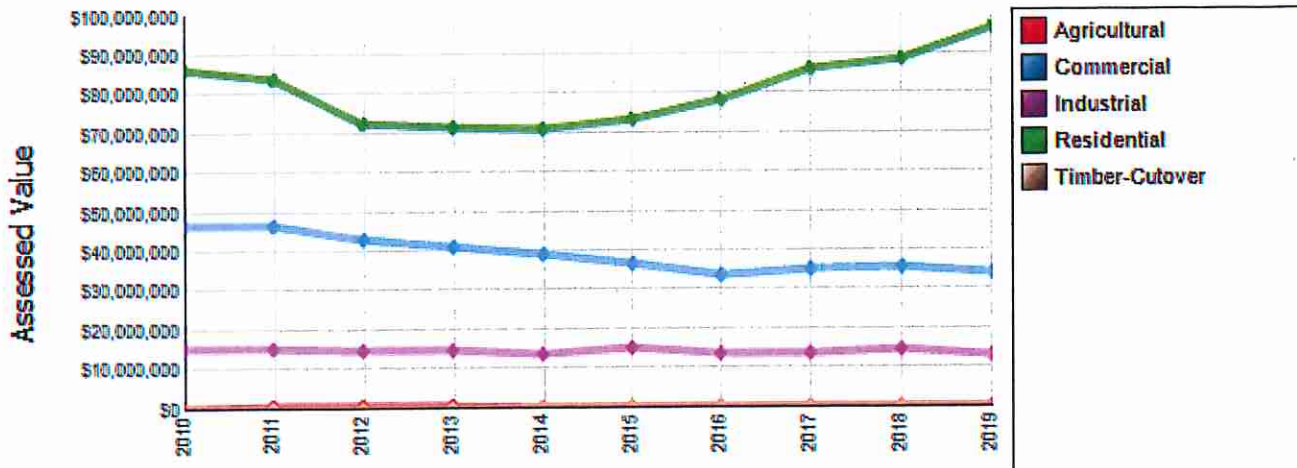
351 INDUSTRIAL PERSONAL
1,837,700 (1%)

305 INDUSTRIAL REAL - IFT
3,523,400 (2%)

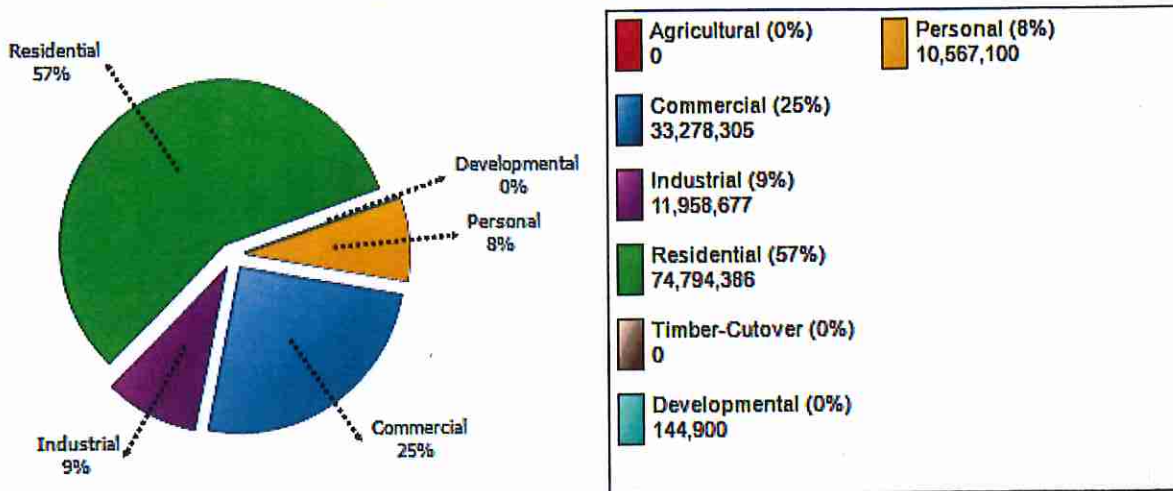
301 INDUSTRIAL IMPROVED
9,548,600 (6%)



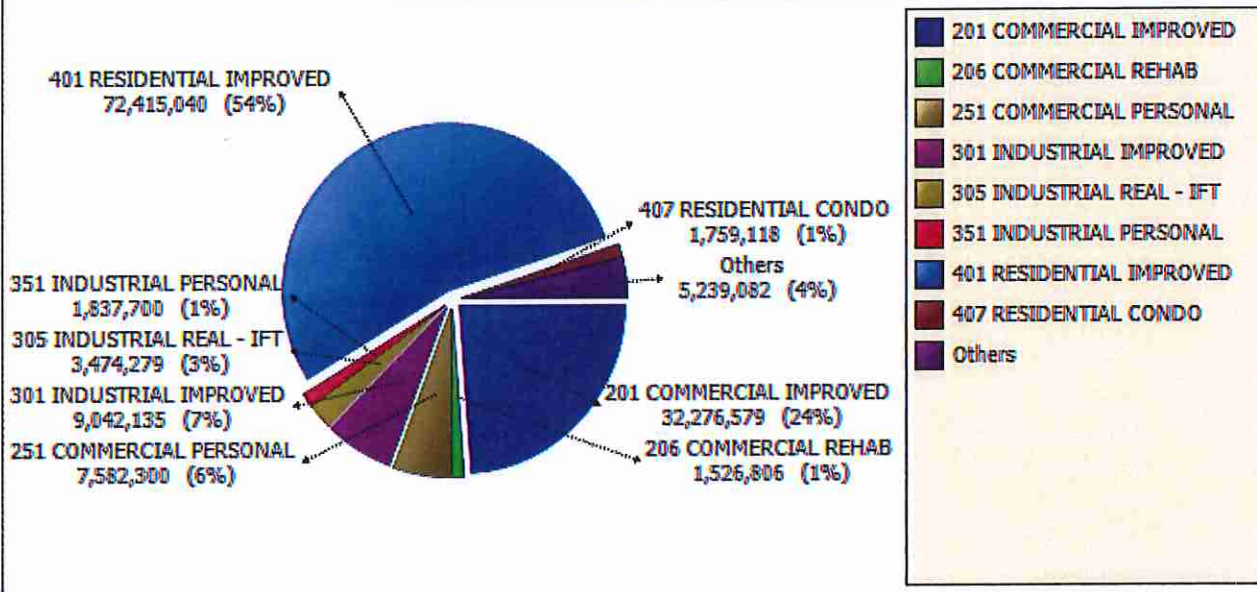
Assessed Value Trend By Class



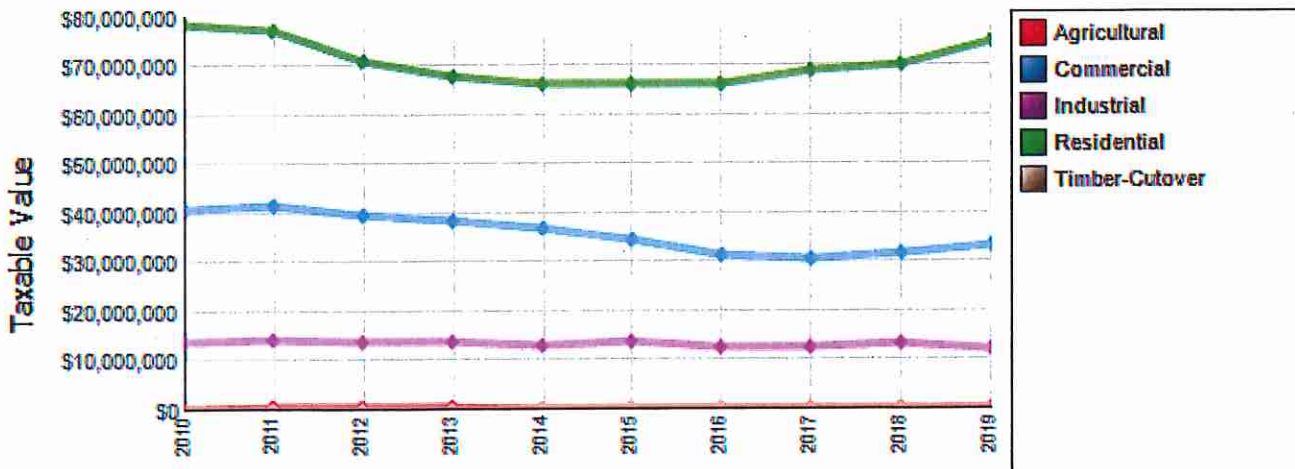
Taxable Value by Class



Taxable Value by Property Class



Taxable Value Trend By Class



Estimate - For budget purposes only

03/13/2019
12:23 PM

2019 SETTLEMENT REPORT FOR CITY OF HILLSDALE

Page: 1/3
DB: 2019Budget

All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
ALL BILLING TYPE(S)
USE CURRENTLY CHARGED INTERERST/PENALTY %

Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
(S) CITY-GEN OPERG	1,653,871.41	0.00	1,653,871.41	0.00	1,652,078.49	1,792.92
(S) CITY-SINKING FND	396,533.15	0.00	396,533.15	0.00	396,103.30	429.85
(S) CITY-STREETS	330,771.18	0.00	330,771.18	0.00	330,412.60	358.58
(S) COUNTY OPERG	658,775.85	0.00	658,775.85	0.00	658,061.69	714.16
(S) ISD GENERAL EDUC	17,771.57	0.00	17,771.57	0.00	17,752.31	19.26
(S) ISD SPECIAL ED.-	199,509.07	0.00	199,509.07	0.00	199,292.80	216.27
(S) ISD VOC. ED.-	59,301.72	0.00	59,301.72	0.00	59,237.44	64.28
(S) LIBRARY	132,297.52	0.00	132,297.52	0.00	132,154.10	143.42
(S) S.E.T. -	792,261.86	0.00	792,261.86	0.00	791,396.66	865.20
(S) SCHOOL BLDG/SITE	132,851.39	0.00	132,851.39	0.00	132,707.38	144.01
(S) SCHOOL OPER FC	0.00	0.00	0.00	0.00	0.00	0.00
(S) SCHOOL OPERG -	653,874.76	0.00	653,874.76	0.00	652,576.96	1,297.80
(W) CO AMBULANCE 06	19,970.74	0.00	19,970.74	0.00	19,949.13	21.61
(W) CO AMBULANCE	33,289.61	0.00	33,289.61	0.00	33,253.61	36.00
(W) CO MCF DEBT 06	53,321.55	0.00	53,321.55	0.00	53,263.87	57.68
(W) CO MCF	79,938.66	0.00	79,938.66	0.00	79,852.20	86.46
(W) CO MENTAL HEALTH	66,650.66	0.00	66,650.66	0.00	66,578.56	72.10
(W) CO SENIOR SVC 08	66,606.61	0.00	66,606.61	0.00	66,534.57	72.04
(W) CO SENIOR SVC	66,180.65	0.00	66,180.65	0.00	66,109.07	71.58
(W) ISD GENERAL EDUC	17,812.33	0.00	17,812.33	0.00	17,793.07	19.26
(W) ISD SPECIAL ED.-	199,995.35	0.00	199,995.35	0.00	199,779.05	216.30
(W) ISD VOC. ED.-	59,437.84	0.00	59,437.84	0.00	59,373.56	64.28
(W) SCHOOL BLDG/SITE	133,156.32	0.00	133,156.32	0.00	133,012.31	144.01
(W) SCHOOL OPER FC	0.00	0.00	0.00	0.00	0.00	0.00
(W) SCHOOL OPERG -	650,302.66	0.00	650,302.66	0.00	649,004.86	1,297.80
(W) SCHOOL OPERG	3,572.10	0.00	3,572.10	0.00	3,572.10	0.00
(S) SubTotals	5,027,819.48	0.00	5,027,819.48	0.00	5,021,773.73	6,045.75
(W) SubTotals	1,450,235.08	0.00	1,450,235.08	0.00	1,448,075.96	2,159.12
Grand SubTotals	6,478,054.56	0.00	6,478,054.56	0.00	6,469,849.69	8,204.87
(S) Admin Fee	50,278.51	0.00	50,278.51	0.00	50,218.05	60.46
(W) Admin Fee	14,502.20	0.00	14,502.20	0.00	14,480.60	21.60
Interest					0.00	0.00
Penalty					0.00	0.00
(S) Totals	5,078,097.99	0.00	5,078,097.99	0.00	5,071,991.78	6,106.21
(W) Totals	1,464,737.28	0.00	1,464,737.28	0.00	1,462,556.56	2,180.72
Grand Totals	6,542,835.27	0.00	6,542,835.27	0.00	6,534,548.34	8,286.93

All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
ALL BILLING TYPE(S)
USE CURRENTLY CHARGED INTERERST/PENALTY %

*Pending Settlement
w/ County Treasurer*

Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
(S) CITY-GEN OPERG	1,625,086.78	-5,984.98	1,619,101.80	1,550,028.26	69,073.54	0.00
(S) CITY-SINKING FND	389,656.29	-1,434.90	388,221.39	371,661.69	16,559.70	0.00
(S) CITY-STREETS	325,013.82	-1,197.00	323,816.82	310,002.73	13,814.09	0.00
(S) COUNTY OPERG	647,310.17	-2,383.99	644,926.18	617,412.94	27,513.24	0.00
(S) ISD GENERAL EDUC	17,462.88	-64.32	17,398.56	16,656.94	741.62	0.00
(S) ISD SPECIAL ED.-	196,048.23	-721.91	195,326.32	186,995.08	8,331.24	0.00
(S) ISD VOC. ED.-	58,273.04	-214.60	58,058.44	55,582.45	2,475.99	0.00
(S) LIBRARY	129,994.31	-478.75	129,515.56	123,990.75	5,524.81	0.00
(S) S.E.T. -	762,787.25	-2,916.34	759,870.91	726,805.37	33,065.54	0.00
(S) SCHOOL BLDG/SITE	130,546.79	-480.74	130,066.05	124,518.43	5,547.62	0.00
(S) SCHOOL OPER FC	0.00	0.00	0.00	0.00	0.00	0.00
(S) SCHOOL OPERG -	624,936.36	-3,042.82	621,893.54	592,532.16	29,361.38	0.00
(W) CO AMBULANCE 06	19,622.66	-72.09	19,550.57	18,228.75	1,321.82	0.00
(W) CO AMBULANCE	32,709.61	-120.21	32,589.40	30,385.60	2,203.80	0.00
(W) CO MCF DEBT 06	52,396.14	-192.56	52,203.58	48,673.07	3,530.51	0.00
(W) CO MCF	78,546.11	-288.59	78,257.52	72,964.42	5,293.10	0.00
(W) CO MENTAL HEALTH	65,489.68	-240.69	65,248.99	60,835.55	4,413.44	0.00
(W) CO SENIOR SVC 08	65,446.08	-240.46	65,205.62	60,795.55	4,410.07	0.00
(W) CO SENIOR SVC	65,027.21	-238.94	64,788.27	60,406.31	4,381.96	0.00
(W) ISD GENERAL EDUC	17,502.66	-64.32	17,438.34	16,259.48	1,178.86	0.00
(W) ISD SPECIAL ED.-	196,524.23	-722.09	195,802.14	182,559.19	13,242.95	0.00
(W) ISD VOC. ED.-	58,405.95	-214.60	58,191.35	54,256.17	3,935.18	0.00
(W) SCHOOL BLDG/SITE	130,844.57	-480.74	130,363.83	121,547.02	8,816.81	0.00
(W) SCHOOL OPER FC	0.00	0.00	0.00	0.00	0.00	0.00
(W) SCHOOL OPERG -	623,426.61	-8,974.80	614,451.81	565,342.51	49,109.30	0.00
(W) SCHOOL OPERG	1,509.75	0.00	1,509.75	1,509.75	0.00	0.00
(*) 00087 EMERY MILL CREEK	1,115.36	0.00	1,115.36	1,085.97	29.39	0.00
(*) 2010-1 SIDEWALK 2010	4,308.60	0.00	4,308.60	4,208.81	99.79	0.00
(*) 2010-2 SIDEWALK 2010	308.53	0.00	308.53	308.53	0.00	0.00
(*) 2010-3 SIDEWALK 2010	355.74	0.00	355.74	355.74	0.00	0.00
(*) 2012-1 STATE ST 2012	830.11	0.00	830.11	830.11	0.00	0.00
(*) 2013-1 LYNWOOD BLVD	1,199.82	0.00	1,199.82	1,199.82	0.00	0.00
(*) 2013-2 N MANNING ST	1,638.90	0.00	1,638.90	1,333.61	305.29	0.00
(*) 2013-3 CHARLES ST	3,341.77	0.00	3,341.77	3,026.94	314.83	0.00
(*) 99912 EMERY MILL CREEK	2,163.41	0.00	2,163.41	1,992.13	171.28	0.00
(*) 99913 BAW BEESE LAKE L	242.30	0.00	242.30	242.30	0.00	0.00
(*) BPU UTILITY LIENS	16,942.31	0.00	16,942.31	14,293.82	2,648.49	0.00
(*) CODENF CODE ENFORCEMEN	6,576.00	0.00	6,576.00	2,358.25	4,217.75	0.00
(S) SubTotals	4,926,392.23	-18,920.35	4,907,471.88	4,692,814.62	214,657.26	0.00
(W) SubTotals	1,427,197.80	-11,850.09	1,415,347.71	1,308,371.58	106,976.13	0.00
Grand SubTotals	6,353,590.03	-30,770.44	6,322,819.59	6,001,186.20	321,633.39	0.00
(S) Admin Fee	49,071.60	-189.18	48,882.42	46,833.62	2,048.80	0.00
(W) Admin Fee	14,074.83	-118.47	13,956.36	12,960.93	995.43	0.00
Interest				17,629.85	0.00	0.00
Penalty					0.00	0.00
(S) Totals	4,975,463.83	-19,109.53	4,956,354.30	4,757,278.09	216,706.06	0.00
(W) Totals	1,441,272.63	-11,968.56	1,429,304.07	1,321,332.51	107,971.56	0.00
Grand Totals	6,416,736.46	-31,078.09	6,385,658.37	6,078,610.60	324,677.62	0.00



MetalTechnologies™

More than metal.

March 6, 2019

State Tax Commission
PO Box 30471
Lansing, MI 48909-7971

Re: Precision Gage Plant 2 Expansion Completion and Final Cost

Dear Commission Members:

According to State Tax Commission Rule 55(2), notification of completion of the project shall be filed within 30 days of completion. The above project was completed on February 28, 2019.

According to State Tax Commission Rule 55(2), the final cost of a facility shall be filed with the assessing officer and the Commission within 90 days after completion. The final costs for the above project are as follows:

IFE Certificate #:	2018-110; City of Hillsdale, Hillsdale County
Real:	<u>\$1,503,068.05</u> (final total real improvements)
Personal Improvements:	\$0 (final total of personal improvements)
Total R & P	<u>\$1,503,068.05</u> (final total amount of the project)

If you have any questions, please feel free to contact me at 517-797-5018 or at my e-mail address:
SBishop@Metal-Technologies.com

Sincerely,

Scott Bishop
Precision Gage, Plant Accountant

cc: Local Unit Assessor: Kimberly A. Thomas, City of Hillsdale.

Precision Gage

256 Industrial Drive • Hillsdale, MI 49242
Telephone: 517.439.5010 • Fax: 517.439.4281 • www.metal-technologies.com

**City of Hillsdale
May 7, 2019 Election**

**Fire Department and Public Safety Equipment, Vehicle, and
Capital Improvement Millage**

Below are answers to frequently asked questions.

Why is the millage to pay for equipment, vehicles, and capital improvements being requested?

The Hillsdale City Fire Department takes great pride in serving their community; the equipment required to protect our residents, buildings, and fire personnel are costly and some of said equipment and gear have expiration dates. Over the past two years we have had older equipment become unusable and solutions utilized to fund replacements include the lowering of staff levels, reallocating existing funds along with borrowing from other city funds.

A ten year plan has been developed outlining the equipment, vehicles and building improvements needed. The expected cost over the next ten years is approximately \$1,498,917 and the Hillsdale City Council through its Public Safety Committee has determined that a potential shortfall exists for funding that amount.

How many Mills are being requested?

The Ballot Proposal is to authorize the assessment of an additional 1 Mill (\$1.00 per \$1,000 of taxable value). Currently 1 Mill for the city equates to approximately \$127,000 per year or \$1,270,000 for ten years.

How much will 1 Mill cost me?

Home Value	Taxable Value	1 Mill (\$1 per \$1,000)
\$100,000	\$50,000	\$50.00
\$75,000	\$37,500	\$37.50

Who will decide how and when these funds are spent?

The Public Safety Committee which is comprised of City Council members will review, approve, and recommend expenditures for equipment and building improvements to the full City Council.

When is the vote?

May 7, 2019. Please contact the Hillsdale City Clerk's Office regarding absentee ballots in person or by calling 517.437.6441.

Ten year equipment replacement needs for Fire and Police Department

Fire Dept.	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
Equip	22,480	55,000		10,260	10,260	10,260		38,120	38,120		184,500
Motor Equip						600,000				400,000	1,000,000
Building	4,100								250,000		254,100
Total	26,580	55,000		10,260	10,260	610,260		38,120	288,120	400,000	1,438,600

Police Dept.	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
Equip	25,000		5,317								30,317
Building				30,000							30,000
Total	25,000		5,317	30,000							60,317

TOTAL	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
	51,580	55,000	5,317	40,260	10,260	610,260		38,120	288,120	400,000	1,498,917

- 2019-20: pagers, washer, dryer, exterior steel doors, radios, tasers
- 2020-21: breathing air fill station
- 2021-22: firearms (handguns)
- 2022-23: turnout gear, building renovation
- 2023-24: turnout gear
- 2024-25: turnout gear, new engine/pumper
- 2025-26:
- 2026-27: self-contained breathing apparatus (scba bottles)
- 2027-28: self-contained breathing apparatus (scba bottles), building renovation
- 2028-29: ladder truck replacement

City of Hillsdale

Agenda Item Summary

Meeting Date: March 18, 2019

Agenda Item #: Old Business

SUBJECT: Brush and Leaf Collection

BACKGROUND PROVIDED BY STAFF: David Mackie, City Manager

City Staff has distributed the Brush and Leaf Collection flyer. Staff has posted on Facebook, City website, sent it to the Hillsdale Daily News, WCSR, Hillsdale Collegian, email lists (Downtown businesses, Manufactures, Hospital, College, All City Employees, All BPU Employees, All Library Employees), asked BPU to include in upcoming BPU bills as well as made copies and distributed throughout the City.

RECOMMENDATION:

No recommendation at this time.

PLEASE NOTE NEW PROCEDURES FOR BRUSH AND LEAF COLLECTION



CITY OF HILLSDALE 2019 RESIDENTIAL BRUSH COLLECTION NOTICE

The City of Hillsdale Department of Public Services will provide a onetime curbside residential collection of brush only. This service is offered to its *residents only* in the month of April. **The City of Hillsdale will also open the Compost Site on Waterworks Ave to City Residents (only) for BRUSH (only) beginning Monday April 1st. (See complete **NEW** hours below).** Residents are reminded of the following collection requirements:

1. **City crews will collect brush (only) curbside from each city residence 1 time only in the month of April.**
2. **Have brush out to the curb by Tuesday, April 16th.**
3. Tree limbs must be stacked with the large end nearest to the curb; **limbs less than 8 feet in length, and up to 8 inches in diameter only will be collected.**
4. No stumps, large trunks, stones or dirt are picked up at the curb.
5. Keep branches and brush piles away from all utility poles, telephone service pedestals, water shut-off valves, fire hydrants, etc.
6. **Do not place items in the street.** This causes additional clean-up problems on the street surface and in storm sewers and may obstruct visibility, or cause traffic- flow problems.
7. **Collection is intended for residential scale only** and is not intended for commercial properties or those clearing vacant or overgrown land.
8. **No brush from outside the city is allowed to be placed at the curb.**
9. **City residents only** may haul their brush only to the Compost Site on Waterworks Ave. **Monday thru Friday 7am to 3pm, Closed Saturday and Sunday. Proof of Residency is required.**
10. **NO DUMPING IS PERMITTED AFTER HOURS.**
11. **Violators of any of these regulations may be ticketed.**
12. **LEAVES will be picked up by Modern Waste System on Saturday, April 20th. All leaves only, need to be placed at the curb in biodegradable paper bags. Bags can placed at the curb no earlier than April 13th.**

Biodegradable bags will be available for local purchase at Gelzer's Hardware and Family Farm and Home.

Questions regarding Residential Brush Collection should be directed to the Department of Public Services either on the web site www.cityofhillsdale.org or by phone 437-6490.

City of Hillsdale Agenda Item Summary

Meeting Date: **March 18, 2019**

Agenda Item #: **Old Business**

SUBJECT: **Hallett Street Project Contract**

BACKGROUND PROVIDED BY STAFF: Jake Hammel, DPS Director

The Department of Public Services received bids on November 13, 2018 to reconstruct Hallett Street from Parrish Excavating Inc, and Concord Excavating and Grading Inc. Both contractors are local and have a solid history of completing work in and around the City of Hillsdale. Concord was the low bidder on the project.

On November 19, 2018 the Council approved awarding the project too Concord Excavating in the amount of \$379,399.35.

The project will be completed this spring and consist of a complete resurfacing of Hallett Street from Reading Avenue to the west city limits. It will also incorporate upgrades to the area's storm water system to alleviate flooding at the rail bridge.

RECOMMENDATION:

The Department of Public Services recommends Council approve and authorize the Mayor to execute the construction agreement with Concord Excavating and Grading Inc. in the amount of \$379,399.35.



February 6, 2019

Ken Williams
Concord Excavating
13000 Homer road
Concord, MI 49237

Re: **Notice of Award: F&V No. 837590**
City of Hillsdale – Hallett Street Roadway Improvements 2019

Dear Mr. Williams:

You are notified that the City of Hillsdale has accepted your Bid dated November 13, 2018, for the above-referenced project, and that you are the Successful Bidder and are awarded the Hillsdale Hallett Street Roadway Improvements 2019 project.

The Contract Price is THREE HUNDRED SEVENTY-NINE THOUSAND, THREE HUNDRED NINETY-NINE DOLLARS AND 35/100*****(\$379,399.35).

Five copies of the proposed Agreement accompany this Notice of Award.

You must comply with the following conditions precedent within 21 days of the date of this Notice of Award.

1. Deliver to the ENGINEER five (5) fully executed counterparts of the Agreement. Each of the Agreements must bear your signature at the designated location.
2. Deliver with the executed Agreements the Contract Security (Bonds), Schedule, and Certificates of Insurance as specified in the Instructions to Bidders, General Conditions, Supplementary Conditions.

The information provided will be reviewed, bound into the Contract Documents, submitted to the City of Hillsdale for signature and distributed to the appropriate parties. One executed counterpart of the Contract Documents will be returned to you

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited. In the meantime, please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.

Jeff Wingard, P.E.
Enclosures

4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6972
www.fveng.com

SECTION 00 52 00

AGREEMENT

THIS AGREEMENT is by and between **City of Hillsdale**, 97 N. Broad Street, Hillsdale, MI 49242 (OWNER) and **Concord Excavating**, 13000 Homer Road, Concord, MI 49237 (CONTRACTOR).

OWNER and CONTRACTOR hereby agree as follows:

ARTICLE 1 - WORK

1.01 CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Full street reconstruction and restoration of the crown.

ARTICLE 2 - THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows:

Hallett Street Roadway Improvements

ARTICLE 3 - ENGINEER

3.01 The Project has been designed by FLEIS & VANDENBRINK ENGINEERING, INC. (ENGINEER), which is to act as OWNER's representative, assume all duties and responsibilities, and have the rights and authority assigned to ENGINEER in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 - CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Days*

A. The Work will be substantially completed on or before August 16, 2019, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before August 30, 2019.

4.03 *Liquidated Damages*

A. CONTRACTOR and OWNER recognize that time is of the essence as stated in Paragraph 4.01 above and that OWNER will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: CONTRACTOR shall pay OWNER \$450 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
2. Completion of remaining Work: After Substantial Completion, if CONTRACTOR shall neglect, refuse, or fail to complete the remaining Work within the Contract Time as duly adjusted pursuant to the Contract) for completion and readiness for final payment, CONTRACTOR shall pay OWNER \$250 for each day that expires after such time until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

ARTICLE 5 - CONTRACT PRICE

5.01 OWNER shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item):

Item No.	Item Description	Unit	Estimated Quantity	Unit Price	Amount
1	General Conditions, Bonds and Insurances, Max. 5%	LS	1	\$18,000.00	\$18,000.00
2	Traffic Control and Construction Signing and Barricading	LS	1	\$3,000.00	\$3,000.00
3	Above Ground Video Survey	LS	1	\$1,500.00	\$1,500.00
4	SESC Measures	LS	1	\$2,500.00	\$2,500.00
5	HMA Crushing and Shaping	SYd	7500	\$1.60	\$12,000.00
6	Pav't, Rem	Syd	475	\$3.50	\$1,662.50
7	Storm Dr Structure, Rem	Ea	2	\$500.00	\$1,000.00
8	Storm Sewer, Rem	Ft	160	\$6.00	\$960.00
9	Machine Grading	Sta	32	\$900.00	\$28,800.00
10	Maintenance Gravel, LM	Ton	100	\$20.00	\$2,000.00
11	Storm Sewer, 12 inch, TR Det D	Lft	70	\$40.00	\$2,800.00
12	Storm Sewer, 24 inch, TR Det D	Lft	140	\$60.00	\$8,400.00
13	Dr Structure, 24 inch dia	Ea	1	\$1,800.00	\$1,800.00
14	Dr Structure, 48 inch dia	Ea	2	\$2,600.00	\$5,200.00
15	Dr Structure, 60 inch dia	Ea	1	\$3,500.00	\$3,500.00
16	Connect to Ex MH	Ea	2	\$500.00	\$1,000.00
17	Cover Adjust	Ea	3	\$500.00	\$1,500.00
18	Conc Pavt, Nonreinf, 6 inch, Approach	SYd	110	\$40.00	\$4,400.00
19	HMA Approach, 3"	Ton	210	\$131.25	\$27,562.50
20	HMA, 13A, 3" (Base)	Ton	1600	\$77.26	\$123,616.00
21	HMA, 36A, 2" (Wearing)	Ton	1130	\$86.22	\$97,428.60
22	HMA, Valley Gutter	Lft	1500	\$1.05	\$1,575.00
23	Gravel Shoulder, 6"	SYd	1500	\$7.00	\$10,500.00
24	Turf Restoration	SYd	3500	\$4.00	\$14,000.00
25	Heavy Rip Rap	SYd	20	\$60.00	\$1,200.00
26	Pav't Mrkg, Waterborne, 3 inch, Double Yellow	Lft	3200	\$0.31	\$992.00
27	Pav't Mrkg, Waterborne, 4 inch, White	Lft	6400	\$0.16	\$1,024.00
28	Pav't Mrkg, Waterborne, 12 inch, White	Lft	15	\$5.25	\$78.75
29	Monument Preservation	Ea	2	\$700.00	\$1,400.00
			Totals		\$379,399.35

TOTAL OF ALL UNIT PRICE BID ITEMS

Three hundred seventy-nine thousand, three hundred ninety-nine and 35/100

\$379,399.35

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by ENGINEER.

ARTICLE 6 - PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. CONTRACTOR shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. OWNER shall make progress payments on account of the Contract Price on the basis of CONTRACTOR's Applications for Payment each month during performance of the Work as provided in Paragraphs 6.02.A.1 below. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

- 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as ENGINEER may determine or OWNER may withhold, including but not limited to liquidated damages, in accordance with the Contract.

- a. 90% of Work completed (with the balance being retainage). If the Work has been 50% completed as determined by ENGINEER, and if the character and progress of the Work have been satisfactory to OWNER and ENGINEER, then as long as the character and progress of the Work remain satisfactory to OWNER and ENGINEER, there will be no additional retainage; and

- B. Upon Substantial Completion, OWNER shall pay an amount sufficient to increase total payments to CONTRACTOR to 98% of the Work completed, less such amounts set off by OWNER pursuant to Paragraph 15.01.E of the General Conditions, and less 150 % of ENGINEER'S estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, OWNER shall pay the remainder of the Contract Price as recommended by ENGINEER as provided in said Paragraph 15.06.

ARTICLE 7 - INTEREST

- 7.01 All moneys not paid when due shall bear interest at the rate of Prime Rate + 2.0 percent per annum.

ARTICLE 8 - CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce OWNER to enter into this Contract, CONTRACTOR makes the following representations:
- A. CONTRACTOR has examined and carefully studied the Contract Documents and any data and reference items identified in the Contract Documents.
 - B. CONTRACTOR has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. CONTRACTOR is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. CONTRACTOR has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that may be identified in the Supplementary Conditions especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that may be identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
 - E. CONTRACTOR has considered the information known to CONTRACTOR itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by CONTRACTOR; and (3) CONTRACTOR's safety precautions and programs.
 - F. Based on the information and observations referred to in the preceding paragraph, CONTRACTOR agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
 - G. CONTRACTOR is aware of the general nature of work to be performed by OWNER and others at the Site that relates to the Work as indicated in the Contract Documents.
 - H. CONTRACTOR has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that CONTRACTOR has discovered in the Contract Documents, and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.
 - I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
 - J. CONTRACTOR'S entry into this Contract constitutes an incontrovertible representation by CONTRACTOR that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 - CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement
 - 2. Performance bond
 - 3. Payment bond
 - 4. General Conditions (2 title pages, table of contents pages i to v, and pages 1 to 65, inclusive).
 - 5. Supplementary Conditions
 - 6. Specifications as listed in the table of contents of the Project Manual.
 - 7. Drawings (not attached but incorporated by reference) consisting of 10 sheets including a cover sheet and sheets numbered CS through C-9, inclusive, with each sheet bearing the following general title: **Hallett Street Roadway Improvements**. A detailed List of Drawings is shown on the cover sheet of the drawings.
 - 9. Addenda
 - 10. Exhibits to this Agreement (enumerated as follows):
 - a. CONTRACTOR's Bid
 - 11. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
- B. The documents listed in paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 - MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors or Assigns*

- A. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon OWNER and CONTRACTOR, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement.

This Agreement will be effective on _____, 20____ (which is the Effective Date of the Contract).

OWNER: City of Hillsdale

CONTRACTOR: Concord Excavating

By: _____

By: Charles Williams

Printed Name: _____

Printed Name: Charles Williams

Title: _____

Title: President

Date: _____

Date: 3-6-19

(If CONTRACTOR is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest _____

Attest April Russell

Title: _____

Title: Office Mgr

Address for giving notices:

Address for giving notices:

PO Box 258

Concord, Mi

49237

END OF SECTION

City of Hillsdale

Agenda Item Summary

Meeting Date: March 18, 2018

Agenda Item #: Old Business

SUBJECT: Lochaven Residential Development Request

BACKGROUND: David Mackie, City Manager

On February 15th the City received a request from Eric Hoffman, member of Wickettstick Holdings LLC, asking the City to consider extending water and sewer services to 2001 Barnard Road. The proposed development is east of the city limits and would require a 425 Agreement with Hillsdale Township.

On March 4th the City Council discussed the developer's request but Mr. Hoffman was unable to attend the meeting. No clear direction came from that discussion. The Mayor and Mr. Hoffman have requested the item be placed back on the agenda.

RECOMMENDATION:

Discuss and provide direction to the Administration on how to handle these type of development requests including Lochaven.

City of Hillsdale Agenda Item Summary

Meeting Date: **March 18, 2018**

Agenda Item # : **New Business**

SUBJECT: **Contract with Domestic Harmony**

BACKGROUND: **David Mackie, City Manager**

The City has supported Domestic Harmony for more than 16 years. They provide victims of domestic violence and their children vital services such as: crisis intervention, 24-hour supportive counseling, transportation, temporary shelter, housing placement assistance, information and referrals in legal and financial matters. These services are free of charge to those who reside in Hillsdale County.

The attached document from Julia Denig, the Executive Director of Domestic Harmony, asks the City to continue their support for fiscal year 2019-20. Historically the City's service level has been \$5,000 annually but was increased to \$6,000 last year.

RECOMMENDATION

Staff recommends that Council consider the contract for services with Domestic Harmony for 2019-2020 and, if approved, establish a service level.

**DOMESTIC HARMONY
CONTRACT FOR SERVICES**

The City of Hillsdale, Hillsdale County, Michigan, agrees to purchase services for victims of domestic violence for residents of said city from the Hillsdale County Task Force on Family Violence doing business as Domestic Harmony (hereafter referred to as Domestic Harmony) for the fiscal year 2019. This period may include past services as well as future services.

“Domestic violence” means a violent physical attack or fear of a violent physical attack perpetrated by an assailant against a victim, in which the victim is a person assaulted or threatened by his or her intimate partner, former intimate partner, an adult person, or emancipated minor assaulted by an adult person with whom the assaulted person cohabitated; and in which the victim and assailant are/were involved in a consenting sexual relationship.

Services to be provided under this contract to any number of eligible residents of the City of Hillsdale are:

1. Crisis intervention and supportive counseling on a 24-hour basis
2. Transportation from a safe place to shelter
3. Safe temporary shelter for up to 30 days
4. Assistance in finding permanent housing
5. Information and referral in legal and financial matters

These services are defined in Domestic Harmony’s grant from the Domestic Violence Prevention and Treatment Board of the State of Michigan.

To purchase said services the City of Hillsdale agrees to pay to Domestic Harmony the sum of _____ (\$_____.00).

At the end of the contract period the City of Hillsdale and Domestic Harmony agree to review the contract and determine whether or not the contract should be renewed and what the particulars should be.

City of Hillsdale

By: _____

/print/ _____

Its _____

Date: _____

Domestic Harmony

Rebecca Davis
Executive Director

Date: 2/12/19

City of Hillsdale

Agenda Item Summary

Meeting Date: 3/18/2019

Agenda Item: New Business

SUBJECT: Internal Loan Policy

BACKGROUND: David Mackie, City Manager

Currently neither the Board of Public Utilities (BPU) nor the City of Hillsdale (City) have an Internal Loan Policy. In the past, monies have been lent from one department to another on a case by case basis without any standardized format and sometimes without any documentation.

The Internal Loan Policy (attached) is meant to address this void for both the BPU and City, not only addressing City to City or BPU to BPU loans but BPU to City or City to BPU loans. In the immediate future I see a need for the City and the Sewer Department to borrow funds from the Electric Department for various reasons, which would be presented when the requests are brought forward.

RECOMMENDATION:

Staff and BPU Board recommend approval of the Internal Loan Policy.



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695

(517) 437-6426 • FAX: (517) 437-6450

February 26, 2019

SUBJECT: INTERNAL LOAN POLICY

It shall be the policy of the City of Hillsdale, that whenever approved by the City Council, funds may be transferred (Loaned) from one fund to another for a specific public purpose.

The interest rate for internal loans will be the most recent Federal Funds rate as established by the Federal Reserve.

The City Council (or the Board of Public Utilities in the event of a loan of Utility Funds) will ensure that an adequate fund balance is maintained in the lending fund. In addition, loans will not exceed the expected life of the capital improvement, project, etc.

The proposed borrowing shall be presented in the form of a resolution to the City of Hillsdale Council or approved during the annual budget process. All loans from Board of Public Utility Funds shall be approved by the BPU Board prior to submission to the City Council for consideration. The resolution shall contain the following information:

- Purpose of the lending
- Amount to be loaned
- Fund(s) making the loan
- Fund(s) receiving the loan
- Rate of interest to be paid
- Loan repayment terms (including start date)

City of Hillsdale

Agenda Item Summary

Meeting Date: 3/18/2019

Agenda Item: New Business

SUBJECT: Michigan Public Power Association Associate (MPPA) Membership Resolution

BACKGROUND: Chris McArthur, BPU Director

MPPA is a joint action public power agency similar to Michigan South Central Power Agency (MSCPA) that we are currently member of. Becoming an associate membership of MPPA will allow the BPU to evaluate how their organization works both internally and at a board level. As an associate member the BPU would have no voting rights but would be able to attend all meetings of MPPA. The cost of membership is \$1000 annually. This is the first step in the effort to evaluate whether or not it would be beneficial to move from MSCPA to MPPA for power supply and planning services.

RECOMMENDATION:

Staff and BPU Board recommend adopting the resolution to become an associate member of the Michigan Public Power Association.

Resolution #: _____

RESOLUTION TO BECOME AN
ASSOCIATE MEMBER OF THE
MICHIGAN PUBLIC POWER AGENCY

At a regular meeting of the Hillsdale City Council held on March 18, 2019 at 7:00 p.m.;

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ who moved its adoption, and the motion was seconded by _____

WHEREAS, the electric department previously determined that additional power supply capacity will be required to meet the future needs of its customers; and

WHEREAS, the Michigan Public Power Agency ("MPPA") was established pursuant to Act 448 of the Public Acts of 1976 (the Michigan Energy Employment Act) for the purpose of undertaking various projects authorized by the Act; and

WHEREAS, the existence of MPPA and membership in MPPA by City of Hillsdale and other municipalities will foster the continuation of joint planning and undertaking of projects, and the resulting economies and efficiencies to be realized thereby will serve the interests of the customers of the Hillsdale Board of Public Utilities; and

WHEREAS, Member municipalities may elect to participate in only those MPPA projects from which they determine they will benefit; and

WHEREAS, the electric department has recommend and the city council determines it to be in the best interest of the City of Hillsdale to become an Associate Member of MPPA for the purpose of undertaking and planning, financing, development, acquisition, construction, reconstruction, improvement, enlargement, betterment operation or maintenance of the projects authorized under and pursuant to Act 448;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Council hereby ratifies and confirms:
 - a. Staff is seeking admission of the City of Hillsdale as an Associate Member of MPPA.
 - b. The City Council electing to become an Associate Member of MPPA.
 - c. The initial appointment of Chris McArthur of the electric department to be its representative on the MPPA's Board of Commissioners, and David Mackie to be its alternate representative.
2. The City of Hillsdale may, at a later date, make a request to MPPA's Board that it desires to become a Full Member of MPPA.
3. The resolution shall be effective immediately.

Adam Stockford, Mayor Date

Katy Price, City Clerk Date

City of Hillsdale

Agenda Item Summary

Meeting Date: **March 18, 2019**

Agenda Item #: **New Business**

SUBJECT: **NEZ Application from Thomas J. Burke Jr. and Maria E. Burke**

BACKGROUND PROVIDED BY STAFF (Kelly LoPresto, Economic Development Coordinator)

An Application for Neighborhood Enterprise Zone Certificate dated February 25, 2019 was submitted to the City Clerk's office by Thomas J. Burke Jr. and Maria E. Burke for a proposed new facility to be built on property they purchased at 221 North Manning Street, within the Hillsdale NEZ #2 established by Council resolution on June 1, 2015. Staff has reviewed the application and finds that it appears to be complete and in correct form. Section 5 of the Neighborhood Enterprise Zone Act (Public Act 147 of 1992), states, "Not more than 60 days after receipt by its clerk of an application under section 4, the governing body of the local governmental unit by resolution shall approve the application for a neighborhood enterprise zone certificate."

RECOMMENDATION:

Economic Development Corporation Business Review Committee and staff recommends that Council adopt the attached Resolution to Approve an Application for Neighborhood Enterprise Zone New Certificate.

Application for Neighborhood Enterprise Zone Certificate

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

RECEIVED

LOCAL GOVERNMENTAL UNIT USE ONLY	
Application No. 21024	Date Received
STATE USE ONLY	
Application No. 21024	Date Received Feb 25 2019

CITY OF HILLSDALE
CITY CLERK'S OFFICE

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

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

Applicant Name Thomas J. Burke Jr. and Maria E. Burke			Type of Approval Requested <input type="checkbox"/> New Facility <input type="checkbox"/> Rehabilitation Facility <input type="checkbox"/> Transfer (1 copy only)		
Facility's Street Address 221 North Manning Street			Amount of years requested for exemption (6-15) 10		Is the facility owned or rented by occupants? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented
City Hillsdale	State MI	ZIP Code 49242	Name of City, Township or Village (taxing authority) Hillsdale		
<input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village			Type of Property <input type="checkbox"/> House <input type="checkbox"/> Duplex <input type="checkbox"/> Condo <input type="checkbox"/> Loft <input type="checkbox"/> Apartment - No. of Units _____		
County Hillsdale	School District Hillsdale Community		Name of LGU that established district City of Hillsdale		Name of Number of Neighborhood Enterprise Zone Neighborhood Enterprise Zone #2
Name of LGU that established district City of Hillsdale			Date district was established 06/01/2015		
Identify who the work was completed by <input checked="" type="checkbox"/> Licensed Contractor <input type="checkbox"/> Other _____			Estimated Project Cost (per unit) \$603,500.00		

Describe the general nature and extent of the new construction or rehabilitation to be undertaken. Include Breakdown of Investment Cost. Use attachments if necessary.
New single-family house. See attached construction estimate.

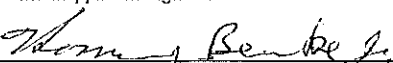
Timetable for undertaking and completing the rehabilitation or construction of the facility.
Beginning February 25, 2019, to be completed on or before October 31, 2019

PART 2: APPLICANT CERTIFICATION

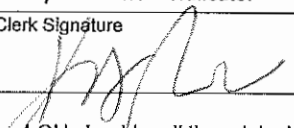
Contact Name Thomas J. Burke Jr.	Contact Telephone Number (517) 398-1540
Contact Fax Number	Contact E-mail Address tburke@hillsdale.edu
Owner/Applicant Name Thomas J. Burke Jr. and Maria E. Burke	Owner/Applicant Telephone Number (517) 437-5043
Owner/Applicant Mailing Address (Street No., City, State, ZIP Code) 30 East Montgomery Street, Hillsdale, MI 49242	Owner/Applicant E-mail Address tburke@hillsdale.edu

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

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

Owner/Applicant Signature 	Date 2/25/19
---	-----------------

PART 3: LGU ASSESSOR CERTIFICATION (Assessor of LGU must complete Part 3)	
The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Neighborhood Enterprise Zone Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Neighborhood Enterprise Zone Exemption that would also put the same property on the Neighborhood Enterprise Zone specific tax roll.	
<input checked="" type="checkbox"/> By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Neighborhood Enterprise Zone Exemption specific tax roll and not on any other specific tax roll.	
Name of LGU City of Hillsdale	
Name of Assessor (First and last name) Kimberly Thomas	Telephone Number (517) 437-6456
Fax Number (517) 437-6448	E-mail Address assessor@cityofhillsdale.org
<i>I certify that, to the best of my knowledge, the information contained in Part 3 of this application is complete and accurate.</i>	
Assessor's Signature	Date

PART 4: LGU ACTION/CERTIFICATION (LGU clerk must complete this section before submitting to the State Tax Commission)			
Action taken by LGU:		The State Tax Commission requires the following documents be filed for an administratively complete application:	
<input type="checkbox"/> Exemption Approved for _____ Years (6-15)	<input type="checkbox"/> Exemption Approved for _____ Years (11-17 historical credits)	<input type="checkbox"/> 1. Original Application	<input type="checkbox"/> 2. Legal description of the real property with parcel code #
<input type="checkbox"/> Exemption Denied (include Resolution Denying)		<input type="checkbox"/> 3. Resolution approving/denying application (include # of years)	<input type="checkbox"/> 4. REHABILITATION APPLICATIONS ONLY. Statement by the assessor showing the taxable value of the rehabilitated facility not including the land, for the tax year immediately preceding the effective date of the rehabilitation.
Date of resolution approving/denying this application			
Clerk's Name (First and Last)		Telephone Number	
Fax Number		E-mail Address	
Mailing Address		City	State ZIP Code
<i>I certify that I have reviewed this application for complete and accurate information and determined that the subject property is located within a qualified Neighborhood Enterprise Zone.</i>			
<i>I certify this application meets the requirements as outlined by Public Act 147 of 1992 and hereby request the State Tax Commission issue a Neighborhood Enterprise Zone Certificate.</i>			
Clerk Signature 			Date

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

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

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

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

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS: That, on this 23rd day of January 2019, Hillsdale College, a Michigan Non-Profit Corporation, whose address is 33 E. College Street, Hillsdale, Michigan 49242,

CONVEY(S) and WARRANT(S) TO: Thomas J. Burke, Jr., and Maria E. Burke, husband and wife, whose address is 19 S. Broad Street, Hillsdale, Michigan 49242,

the following described premises situated in the City of Hillsdale County of Hillsdale and State of Michigan, to-wit:

A parcel of land being a part of Subdivisions D and C, of Lot 12, Blackmar and Beebe's Addition to the Village, now City of Hillsdale, according to the recorded Plats thereof, as recorded in Liber X of Deeds, Pages 484, 485 and 486 and Liber AC of Deeds, Page 306, Hillsdale County Records, being bounded and described as follows:

Commencing at the Southwest of Lot 19, Blackmar and Beebe's Addition to the Village, now City of Hillsdale, according to the recorded Plat thereof, as recorded in Liber X of Deeds, Pages 484, 485 and 486, Hillsdale County Records; thence North 00° 32' 44" East, along the East line of Manning Street, 437.08 feet to the Point of Beginning of this description; thence continuing North 00° 32' 44" East, along said East line, 89.75 feet; thence North 89° 52' 31" East, 224.24 feet to the East line of said Subdivision C of Lot 12; thence South 00° 23' 07" West, along said East line, 90.35 feet; thence North 89° 58' 17" West, 224.48 feet to the Point of Beginning.

for the full consideration of: Ninety Thousand and 00/100 Dollars.....(\$90,000.00)

subject to: Easements, Right of Way's, Restrictions, Grants and Reservations, if any. "AS IS, WHERE IS"

SEE RESTRICTIVE COVENANTS ATTACHED

Signed and Sealed:

Signed and Sealed:

By: [Signature] Richard P. Pewe, Jr.

By: [Signature] Patrick H. Flannery

Its: VP/Chief Administrative Officer and Secretary

Its: Vice President for Finance and Treasurer

STATE OF MICHIGAN }
County of Hillsdale }

The foregoing instrument was acknowledged before me this 23rd day of January 2019, by Richard P. Pewe, Jr., and Patrick H. Flannery.

HEATHER HARMON
Notary Public, State of Michigan
County of Hillsdale
My Commission Expires 08-08-2019
Acting in the County of Hillsdale

Prepared by:
Thomas J. Burke, Jr.
19 S. Broad Street
Hillsdale, Michigan 49242

[Signature]
Notary Public, Hillsdale
County, Michigan.
My Commission Expires:
Acting in Hillsdale County.

Assisted by Agent: Public Title Company, 25 Budlong Street, Hillsdale, Michigan 49242. Parties to this instrument have appointed Public Title Company as agent to assist in the preparation hereof and approved of the language/content herein.

**CONSTRUCTION AGREEMENT
FIXED CONTRACT**

This Agreement is entered into by and between:

CONTRACTOR: Stoll Construction, LLC
590 Olds Street
Jonesville, MI 49250
Email: sstoll@stollicm.com

Hereinafter the "Contractor"

and

OWNER: Tom Burke and Elizabeth Burke
221 Manning Street
Hillsdale, MI 49242

Hereinafter the "Owner"

for

PROJECT: Burke Residence: 221 Manning St., Hillsdale, MI 49242

1. Work. The scope of work required under this Agreement (the "Work") shall consist of Contractor performing or supplying all Project site supervision, sub-contracted labor, materials, equipment and other matters necessary to construct a new home on a vacant lot (collectively "Contract Documents").

- i. This Agreement;
- ii. The plans drawn by Stoll Construction, dated December 21, 2018("Plans");
- iii. Contractor's attached "12-21-2018 "Construction Budget" document ("Estimate");
- iv. Other (if applicable): _____; and
- v. Written modifications to this Agreement, including Change Orders, if any.

2. Architect/Designer and Use of Design Plans. Any architect involved in the Work shall be retained directly by Owner and shall represent Owner. Owner represents and warrants that Owner has received approval to use the Plans in connection with the Project. Owner will furnish Contractor with six (6) sets of blueprints.

3. Contract Sum.

i. Owner shall pay the Contractor the Contract Sum for the Contractor's performance of this Agreement. The Contract Sum is the Cost of the Work, as defined below.

ii. Attached hereto as Exhibit A is the Contractor's "Construction Budget" Estimate spreadsheet, dated 12/21/18 for the Project which is based upon the current 12/21/18 drawings from Stoll Construction, LLC.

4. Cost of the Work.

(a) The Cost of the Work includes all essential, direct out-of-pocket expenses incurred by Contractor to perform the Work including without limitation the following reimbursable costs:

(i) compensation paid for Project site supervision is included in the current estimate.

(ii) all costs, including transportation, of all building materials, fixtures, appliances, and equipment incorporated in the Project.

(iii) payments made to subcontractors and/or vendors by Contractor for work or services performed pursuant to the Contract Documents;

(iv) sales or use taxes on all allowances and other items incorporated in the Project;

(v) cost of site cleanup;

(vi) reasonable rental costs for equipment, tools and apparatus essential for construction of the Project, including hand tools and equipment owned by Contractor;

(vii) utilities, including temporary connection, temporary power, porta-jon toilet site toilet fees and use fees such as water service and electricity used at the job site before substantial completion;

(viii) land use permit fees; and

(ix) premiums for insurance required of the Contractor by the Contract Documents.

(b) The Cost of the Work does not include:

(i) Changes to the scope of work or revisions to the design drawings after the December 21, 2018 drawings used for bidding and estimation purposes.

5. Commencement Draw. A Commencement Draw has been paid prior to this contract by the Owner to the Contractor in the amount of \$89,55.00. (Eighty-nine thousand five hundred fifty and 00/100 dollars) The breakdown of this amount is per the following work categories:

- Design Services = \$ 1,350
- Site Work = \$10,000
- Foundation = \$48,200
- Trusses/partial lumber = \$30.000

6. Progress Payments. Owner shall pay the Contract Sum to Contractor in monthly progress payments based upon monies paid or expenses incurred by Contractor as a part of the Cost of the Work plus the Contractor's Management Fee applicable to that Work. At the end of each month Contractor shall submit a request for payment to Owner. Each payment request will contain: (i) the date of request; (ii) a line item request per the category of work as listed in the attached Contractor's Budget Estimate Spreadsheet, dated 11-20-18. With each such progress payment request Contractor shall also provide a lien release and waiver in a form reasonably acceptable to Owner from Contractor and from each vendor, supplier and subcontractor for the work and payment received from the prior month's payments to the Contractor. Owner will deliver the progress payment to Contractor within ten days of Owner's receipt of the payment request. If Owner disputes any portion of a payment request, Owner will pay the undisputed portion to Contractor and provide Contractor with written notice of the reasons for the disputed portion.

7. Contractor's Records. Contractor shall keep records for a period of one year from the date of termination or completion of this Agreement.

8. Change Orders. This project is a Fixed Contract however, if there are any changes to the scope of Work, compared to the Contractor's "Construction Budget" Estimate spreadsheet, dated 12-21-18" there shall be a written Change Order signed by Owner and Contractor. Full payment of change order shall be paid prior to work beginning on tasks of change order.

9. Completion and Final Payment. The Work shall be considered substantially complete and final payment shall be owed to Contractor when the final certificate of occupancy for the Project is issued by the governmental authority (if applicable), the home is suitable for occupancy by Owner/Contractor and Contractor has delivered to Owner a final release and waiver of lien to Owner from Contractor and every vendor, supplier and subcontractor which provided labor or materials for the Project. Owner shall deliver the final payment of the Contract Sum to Contractor at least 5 days prior to the Delivery Date. The provisions of this Article 9 shall be subject to Article 10 below.

10. Inspection and Punch list. Contractor and Owner shall conduct a joint walk through prior to the Delivery Date for the purpose of inspecting the Project for incomplete or defective work, and preparing a joint punch list. Punch list items are items that do not affect Owner's ability to occupy the Project. Punch list items shall not be a ground for Owner rejecting delivery of the Project or withholding the entire final payment at the Delivery Date, and Contractor shall have a reasonable time after the Delivery Date to complete punch list items. For punch list items that

cannot be completed prior to the Delivery Date, Contractor and Owner shall agree upon and assign a value for each punch list item. The total of the punch list values will be withheld from the final payment by Owner and delivered to Contractor upon completion of entire punch list. Owner's occupancy of the Project shall not be deemed Owner's approval and acknowledgement of Contractor's satisfactory completion of all Work.

11. Contractor's Deliverables. Upon completion of the Work and on the Delivery Date, Contractor shall deliver the following documents and information to Owner: Certificate of Occupancy issued by the applicable government authority (if applicable); a bill of sale or other documentation (if applicable) required by Owner or Owner's lender to reflect transfer of title and ownership of Contractor's work to Owner; two set of keys for all locks; list of all paint colors paint/stain used in the home; copies of all building product and appliance manufacturer instruction manuals and warranties (if applicable); final release and waiver of lien documents to ensure that the Work and Project are being delivered to Owner free of mechanic's lien claims by Contractor and its subcontractors, material suppliers, and others.

12. Insurance.

(a) Contractor shall require that all sub-contractors maintain throughout the entire course of construction, including completion of the punch list items, an "All Risks" builder's risk insurance policy from a company licensed to do business in the state which the project is located within for the amount of the Project's "Replacement Cost" without any voluntary deductibles. "Replacement Cost" shall mean the full cost of replacement of the Project at the same site with new material of like kind and quality without deduction for depreciation. The policy shall include coverage for theft, vandalism and malicious mischief. Contractor shall assume the obligation and cost of restoring, rebuilding, repairing, and/or replacing the Project. Such risk of loss or damage assumed by the Contractor shall continue until the delivery to Owner of a valid certificate of occupancy, and until such time Contractor shall also bear the risk of loss for theft, damage or destruction of building materials, tools, equipment, appliances and fixtures, where incorporated in the House or stored on or off site.

(b) At all times during construction, including completion of punch list items, Contractor shall require all sub-contractors that have employees to maintain workers' compensation insurance as required by law and commercial general liability insurance with a policy limit of not less than \$500,000 per occurrence and \$1,000,000 in the aggregate. Such insurance shall include coverage for Products/Completed Operations and shall not restrict coverage for subcontracted work.

(c) Owner will be responsible for insurance on structure during construction and must furnish builder with certificate of insurance.

13. Warranty.

(a) Contractor warrants and guarantees to Owner that the Work will be performed in a first class, good and workmanlike manner and to the highest prevailing standard of work, that the Work will comply with the Contract Documents and that the Work will be free from defects.

Contractor further warrants and guarantees to Owner that all materials and equipment furnished to and for the Project will be of good quality or new, that such materials and equipment will be free from defects and will conform to the requirements of the Contract Documents and that Contractor shall take all steps necessary to assign to Owner all manufacturer's and other warranties related to such materials and equipment. These warranties shall be in addition to and not in limitation of any other warranty or remedy available by law or under the Contract Documents.

(b) If, within one year after the date of substantial completion of the Work, any of the Work is found to be not in accordance with the requirements of the Plans or found not to function as required due to Contractor's failure to comply with the Plans or any other provision of this Agreement, Contractor shall correct it promptly after receipt of written notice from the Owner to do so, unless the Owner has previously given Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition.

(c) Contractor's obligation to correct work is in addition to all other obligations and warranties required in the Plans. The one-year obligation to correct work does not limit, alter, or prejudice any other right or remedy available to Owner under applicable law. All of Owner's rights under this one-year warranty are cumulative, and in addition to, all other rights and remedies under the Contract Documents.

(d) Appliances and other built in equipment are covered under manufacturers warranties.

14. Indemnification. Contractor shall protect, defend, indemnify, and hold harmless Owner and its agents, employees, members, managers and board of directors of and from any and all claims, damages, losses, and expenses, including attorney's fees, arising out of or in connection with Contractor's performance of the Work hereunder, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, death, or injury to or destruction of tangible property (other than the Work itself) and only to the extent caused by the intentional or negligent acts or omissions of Contractor, subcontractors, or anyone directly employed by them or contracted to them, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. This indemnity does not abridge, negate, or otherwise reduce other rights or obligations of indemnity that would otherwise exist.

15. Legal Compliance.

(a) Contractor is responsible to comply with all applicable federal, state and local laws regarding business permits, certificates, and licenses that may be required to carry out the Work.

(b) Contractor shall comply with all applicable federal, state, and local tax laws, social security acts, unemployment compensation acts, and workers' compensation acts.

(c) Contractor will complete the Work in the conformity with the applicable building codes governing the Project.

(d) Contractor will obtain and pay for all building permits and shall provide a copy of all permits that are applicable to the project.

(e) Contractor shall take reasonable safety precautions in performing the Work and shall comply with applicable laws, ordinances, rules, regulations, and orders of public authorities for the safety of persons and property.

(f) Contractor shall promptly notify Owner if Contractor intends to use hazardous materials on the Project.

16. Suspension and Termination.

(a) Termination by Owner. Owner may terminate this contract if Contractor:

(a) refuses or fails to supply enough properly skilled workers or proper materials;

(b) fails to make payment to subcontractors for materials or labor in accordance with the respective agreements between Contractor and the subcontractors;

(c) disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction; or

(d) otherwise is guilty of breach of a provision of the Agreement.

(b) By Contractor. If Owner fails, without good cause, to make payment to Contractor for a period of thirty (30) days following Owner's receipt of an application for payment, Contractor may, upon seven (7) additional days' written notice to Owner, terminate the Agreement and recover from Owner payment for Work satisfactorily performed and for proven loss with respect to the Contract Sum and related cost of work including but not limited to project site supervision, contractor's management fees, subcontractors, materials, equipment, tools and construction equipment and machinery.

17. Items Owner will be responsible for:

(a) Surveys required by lender

(b) Cost of fill dirt or stone if needed, and equipment charges required to move earth. When there is need for extra grading, an hourly rate will be charged.

(c) Extra charges incurred if solid rock is encountered.

(d) Extra charges incurred if ground water is encountered.

(e) Any and all landscaping.

18. Owner Interference with Subcontractors and Suppliers. Owner and Owner's representatives (including the architect) will not attempt to address inquiries to or deliver instructions to Contractor's subcontractors, suppliers, employees, agents, design professionals, and others working on the project for or on behalf of Contractor. All such inquiries and directions shall be directed only to Contractor. Owner acknowledges that Owner's failure to comply with this requirement could cause confusion in the scope of work required, delay construction, and

increase the cost of construction, and Owner shall be responsible for paying all such resulting costs.

19. Force Majeure. Contractor shall not be liable to Owner for failure to perform its obligations under this Agreement, or the breach of any provision or condition of this Agreement, as a result of unusually severe weather, fire, flood, landslide, hurricane, tornado or other acts of God, war, malicious mischief, theft, strike, lockout, other labor problems, shortages of material or labor, governmental regulation, failure of a governmental agency to furnish information or to approve or to disapprove the work, or any other similar cause beyond the reasonable control of Contractor which affects the critical path of the Project, provided Contractor uses its best efforts to mitigate the effects of any such event.

20. Further Assurances. At any time during the course of this Agreement, upon written request of a party, the parties shall promptly perform any acts, sign and deliver any documents, and provide any information that may be reasonably required to give full force and effect to the terms of this Agreement, including, without limitation, Owner demonstrating the continued existence of financing or funding to pay the sums owed by Contractor under this Agreement.

21. Succession. This contract shall inure to the benefit of, and be binding on, the heirs, representatives, successors, and assigns of the parties.

22. Survival. The provisions of this Agreement shall survive completion of the Work and delivery of the final payment.

23. No oral modification. This Agreement cannot be orally modified, and any modification of this Agreement shall not be enforceable unless it is reduced to a writing signed by all parties.

24. Governing law and interpretation. This Agreement shall be deemed to have been negotiated, prepared, signed, and delivered exclusively in the State of Michigan, and this Agreement shall be governed by, interpreted, performed, and enforced in accordance with those laws of the State of Michigan. No provision of this Agreement shall be interpreted against any party by virtue of the fact that the provision was drafted by or on behalf of that party. If any provision of this Agreement is deemed by a court of competent jurisdiction to be invalid or unenforceable, such provision shall be deemed severable from the remainder of this Agreement and shall not cause the invalidity or unenforceability of the remainder of this Agreement; and if a provision shall be deemed invalid only because of excessive scope or breadth, the provision shall be deemed valid to the extent of the scope and breath permitted by law.

25. Execution in counterparts. This Agreement can be executed in counterparts by all parties signing this Agreement and, when taken together, the signed counterparts shall constitute one complete and fully executed and binding document. Any party may rely on a copy of the signed original received from another party by facsimile or email and may consider the copy as a legal, binding, and enforceable document.

26. Notices. Any notices required under this Agreement shall be in writing, addressed to the party at the party's address listed at the top of this Agreement, and delivered by any of the following means: (a) by hand-delivering a copy of the notice to the party; (b) by delivering a copy

of the notice to the United States Postal Service for mailing, first-class, postage prepaid, Certificate of Mailing request (a Certificate of Mailing is a receipt that provides evidence of the date that the mail has been delivered to the postal service for mailing); (c) or by delivering a copy of the notice to Federal Express, UPS, or any other nationally recognized overnight courier with the delivery charge prepaid.

27. Non-Assignable. This Agreement, and the rights, obligations, and remedies arising hereunder, may not be sold, conveyed, transferred, or assigned without the consent of all parties in writing.

28. Entire Agreement. This Agreement contains, merges, and integrates the entire agreement and understanding between the parties hereto, and there are no oral or written agreements, promises, or understandings between the parties other than those stated in this Agreement. All prior contracts, negotiations, agreements, promises, statements, and understandings between the parties are considered superseded, withdrawn, and cancelled unless expressly stated in this Agreement.

29. Effective Date of this contract. This Agreement shall be deemed executed and effective as of the date of the last signature of the parties below.

30. Delivery Date. Work to be completed on or before October 31, 2019

WE HAVE READ AND AGREED TO THE TERMS OF THIS AGREEMENT AS SET FORTH ABOVE:

Stoll Construction, LLC (Contractor)

By: Steve Stoll Its: President

Date: _____, 20____

Tom Burke
Tom Burke, Owner

Date: January 15, 2019

Maria E. Burke
Elizabeth Burke, Owner

Date: January 15, 2019

STOLL CONSTRUCTION LLC

590 Olds St
 Jonesville MI 49250
 517-849-7470
 Submitted To
 Tom Burke
 Street
 Manning St
 City, State and Zip Code
 Hillsdale MI 49242

ESTIMATE

Phone 517-398-1540 Date 12/21/2018
 Job Name
 Job Location
tburke@hillsdale.edu

1. Building Contains		per plan received			
	2763	sq. ft. more or less heated area first floor			
		<input checked="" type="checkbox"/> finished			
	2763	sf. ft. basement			
		<input checked="" type="checkbox"/> unfinished			
	728	sq. ft. garage			
		<input checked="" type="checkbox"/> finished			
2. Permits					
	<input checked="" type="checkbox"/>	building permits			
3. Excavation					
	<input checked="" type="checkbox"/>	excavation			
	<input checked="" type="checkbox"/>	any hauled fill to be extra			
4. Foundation					
	<input checked="" type="checkbox"/>	9' x 8" poured concrete basement			
		Footings			
	<input checked="" type="checkbox"/>	3000 psi			
5. Foundation Floor					
		Pea stone			
	<input checked="" type="checkbox"/>	4"		garage/basement	
		Concrete			
	<input checked="" type="checkbox"/>	4"		garage/basement	
	<input checked="" type="checkbox"/>	vapor barrier		garage/basement	
	<input checked="" type="checkbox"/>	3500 psi		garage/basement	
		Exterior Concrete			
	<input checked="" type="checkbox"/>	approx 250 sf of concrete entry and sidewalk/approach			
6. Framing					
	<input checked="" type="checkbox"/>	2x6x10 exterior walls			
	<input checked="" type="checkbox"/>	2x4x10 interior walls			
	<input checked="" type="checkbox"/>	8/12 roof			
	<input checked="" type="checkbox"/>	1/2" osb roof sheathing			
	<input checked="" type="checkbox"/>	7/16" osb sub siding			
	<input checked="" type="checkbox"/>	house wrap			
7. Stairway					
	<input checked="" type="checkbox"/>	wood frame to basement			
8. Roofing					
	<input checked="" type="checkbox"/>	26 ga standing seam steel roofing (black)			

9. Exterior Finish						
	X	brick	BrickCcraft - Ashbury			
	X	soffit	Certainteed T-4 White			
	X	fascia	aluminum 6" White			
	X	gutters	seamless aluminum White			
	X	dormers	smart side			
	X	dental moulding				
	X	vinyl raised panel shutters				15
	X	8" porch columns				4
10. Windows						
	X	Silverline	400	colonial		
11. Doors						
		<i>Interior</i>				
	X	6-pan smooth painted sc				16
		<i>Exterior</i>				
	X	Therma tru S82-SDLLE w/transom		1 colonial		
	X	Therma tru TS 210 3' steel		1 6-pan		
	X	Therma tru TS151 3' steel		2 colonial		
	X	Andersen patio 1-6', 1- 5'		2 colonial		
		<i>Hardware</i>				
	X	Kwik Set Polo knob brushed				
		<i>Overhead</i>				
	X	Safeway steel/steel 9' x 7' RP insul				2
	X	Lift Master 1/2 hp opener				2
12. Insulation						
	X	foam		ext. walls		1"
	X	fiberglass		ext. walls		R-15
	X	blown cellulose		ceiling		R-50
	X	foamboard		ext. basement walls		R-10
	X	foamboard, 2"		under concrete slab		
13. HVAC		natural gas				
		<i>Heating</i>				
	X	92% forced air				
	X	in-floor radiant				
		<i>Cooling</i>				
	X	13 seer condenser				
		<i>On Demand</i>				
	X	Wall mount on demand combination				
		<i>Fireplace</i>				
	X	Greensmart 864 w/black classic arch face				2
	X	cultured stack stone				90 sf
	X	5' oak mantle				2
14. Plumbing						
		<i>Water</i>				
	X	1/2" pex				
		<i>Drain</i>				
	X	sch 40 pvc				
	X	croc/corrugated				
		<i>Sinks</i>				
	X	undermount in kitchen and baths				6
		<i>Faucets</i>				

	X	Delta Windemere brushed nickel			9
	<i>Toilets</i>				
	X	Kohler highline	white		3
	<i>Showers/ Tubs</i>				
	X	Fiberglass tub walk in			1
	X	5' x 3' custom tile 12x12 showers			2
	<i>Accessories</i>				
	X	bath (tp, hand towel, towel bar)			
	X	mirrors			
	<i>Water Softner</i>				
	X	33,000 grain			
15. Electrical					
	X	switches			
	X	plugs			
	X	interior recessed			30
	X	exterior recessed			6
	X	exterior coach			4
	X	interior pendent			3
	X	surface mount			9
	X	vanity lights			3
	X	fans			5
	X	exhaust fan/lights			3
	X	smoke			
	X	master bath floor heat		80 sf	
16. Drywall					
	<i>Material</i>				
	X	1/2"	walls		
	X	5/8"	ceiling		
	<i>Finish</i>				
	X	smooth	walls		
	X	smooth	ceilings		
	<i>Paint</i>				
	X	ceiling		flat	1
	X	walls		satin	1
17. Interior Trim					
	X	headers	painted	5 1/2	
	X	colonial base	painted	7 1/4	
	X	colonial casing	painted	3 1/4	
18. Closets					
	X	beds/lin./pan.	oak tipped melamine	self/rod	
	X	master walk in	oak tipped melamine	custom	
19. Cabinets					
	see plan: Custom Made				
	X	kitchen	white beaded		
	X	bathroom	white beaded		
	X	laundry	white beaded		
	X	living	white beaded		
	<i>Tops</i>				
	X	Hanstone Quartz			
	<i>Hardware</i>				
	X	Builders Choice 07866 BN			

20. Floor Coverings						
	X	wood	kitchen/living/dining/beds/entry	2507 sf	\$	4.00
		3" Oak pre-finished hardwood				
	X	ceramic	baths/laun	256 sf	\$	2.25
		Roman Stone 12x12 Beige				
21. Water						
	X	hook to existing city tap on lot				
22. Sewer						
	X	hook to existing city tap on lot				
23. Gas						
	X	hook to existing city tap on lot				
24. Generator						
	X	20 kW Briggs & Stratton - Fortress				

24. - TOTAL AMOUNT OF THIS ESTIMATE \$ 603,500

NEZ - New

Date of Estimate: 3/12/2019

Applicant: Burke, Thomas J Jr & Maria E

Project Address: 221 N Manning St

Parcel #: 30-006-222-478-28

Value of home:	\$ 603,500	(Building only - land is taxed at ad valorem rate)
----------------	------------	--

Taxable value: \$ 301,800

(assuming no change in value for 10 years & 100% PRE)

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

	Tax Rate	Annual Estimated Taxes	10 yr total
Ad Valorem (w/o NEZ)	38.9013	\$ 11,857.82	\$ 118,578.16

	NEZ		
Year 1 @ 1/2 state-wide Avg	17.28000	\$	5,267.26
Year 2	17.28000	\$	5,267.26
Year 3	17.28000	\$	5,267.26
Year 4	17.28000	\$	5,267.26
Year 5	17.28000	\$	5,267.26
Year 6	17.28000	\$	5,267.26
Year 7	17.28000	\$	5,267.26
Year 8 @ 5/8 City & Co Oper	30.13980	\$	9,187.15
Year 9 @ 3/4 City & Co Oper	33.06010	\$	10,077.31
Year 10 @ 7/8 City & Co Oper	35.98090	\$	10,967.63
Total NEZ Taxes:			\$ 67,102.88

Based on most recent tax rates available

Total Tax Savings: \$ 51,475.29

Hillsdale County

Building

Permit No: PB19-0080

Building Department
 Phone: (517) 437-4130

33 McCollum St.
 Fax: (517) 437-3233

Hillsdale, MI 49242

221 N MANNING ST	Location
006 222 478 28	Parcel Number

Issued: 03/05/19 Expire Date: 03/04/20
PLEASE CALL (517) 437-4130
FOR AN INSPECTION 24 HOURS IN ADVANCE

BURKE, THOMAS JR & MARIA	Occupant
19 S BROAD ST	
HILLSDALE	MI 49242

BURKE, THOMAS JR & MARIA	Own
19 S BROAD ST	
HILLSDALE	MI 49242

STOLL CONSTRUCTION	Contractor
590 OLDS ST	
JONESVILLE	MI 49250
(517) 849 7470	

Work Description: NEW HOME

APPLIED FOR PERMIT ON 2-21-19
 INSPECTION OF FOOTERS WAS MADE ON 2-21-19 FOLLOWING ZONING
 APPROVAL BY CITY.

PERMIT WAS NOT ISSUED OFFICIALLY UNTIL 3-5-19 HELD UNTIL CONTRACTOR
 MADE PAYMENT FOR PERMIT

Item	No. of Items	Item Total
NEW CONSTRUCTION, ALL LEV STANDARD ITEMS	1.00	\$814.

Fee Total: \$814.

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that this permit will expire, and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work has commenced; and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code.

I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms.

Inspection Record

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

This permit has been reviewed and issued for compliance with State, County, and local jurisdiction laws, codes, rules and standards. If your property is within an area bound by recorded deed restrictions, be aware that failure to comply with deeded restrictions may subject you to private legal action. CONTACT YOUR LOCAL ASSOCIATION OR DEVELOPMENT AUTHORITY PRIOR TO CONSTRUCTION.

Resolution #: _____

**Resolution to Approve an Application for Neighborhood Enterprise
Zone New Certificate, PA 147 of 1992, as amended**

Minutes of a regular meeting of the City Council of the City of Hillsdale, held on March 18, 2019, at Hillsdale City Hall, 97 N Broad St, in Hillsdale, Michigan at 7:00 p.m.

PRESENT: _____

ABSENT: _____

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

Resolution Number _____ Approving an Application for a Neighborhood Enterprise Zone New Certificate for Thomas J. Burke Jr. and Maria E. Burke. Located at 221 North Manning Street, Hillsdale, Michigan

WHEREAS, the City Council of the City of Hillsdale established a Neighborhood Enterprise Zone on June 1, 2015 as required under PA 147 of 1992 after a public hearing held on May 4, 2015; and

WHEREAS, the applicants, Thomas J. Burke Jr. and Maria E. Burke, are not delinquent on any taxes related to the facility, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hillsdale
Be and hereby is granted a Neighborhood Enterprise Zone
New Facility Exemption for property located at 221 North
Manning Street for a period of 10 years, beginning
December 31, 2019, and ending December 30, 2029,
pursuant to the provisions of PA 147 of 1992, as amended.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

Adam Stockford, Mayor

Katy Price, City Clerk



City of Hillsdale Agenda Item Summary

MEETING DATE: March 18, 2019

AGENDA ITEM #10: New Business

SUBJECT: Set Public Hearing – Application for Industrial Facilities Tax Exemption Certificate– 245 Mechanic – Central Coast Designs, Inc.

BACKGROUND PROVIDED BY STAFF (Kelly LoPresto, Economic Development Coordinator, with the assistance of Kimberly Thomas, Assessor)

On January 13, 1975, Council adopted Resolution #574 to establish Hillsdale Industrial Development District I, encompassing all the lands included in the plats for Hillsdale Industrial Park No. 1, No. 2 & No. 3.

Central Coast Designs, Inc. has submitted an application for an [Industrial Facilities Tax Exemption Certificate](#) for a rehabilitation of 245 Mechanic, started October 31, 2018 with a projected end date of October 31, 2019. The total estimated cost of the building and real property improvements reported by the applicant is \$98,450.00.

[Public Act 198 of 1974](#), as amended, sets requirements for the application process for Industrial Facilities Tax Exemption Certificates.

RECOMMENDATION:

Staff recommends that council do all of the following:

1. Set the date and time for a public hearing to consider the request for April 15, 2019 at 7:00 p.m.;
2. The Clerk is to notify the applicant, Assessor and representatives of the affected taxing units as required under the act;
3. Following the public hearing, within 60 days of receipt by the Clerk (no later than April 26, 2019) - adopt a resolution either approving or disapproving the application (reasons for disapproval must be set forth in writing in the resolution);
4. If approved, the Clerk will forward the application to the State Tax Commission (STC) before October 31;
5. If disapproved, the Clerk will to return the application to the applicant immediately with a copy of the resolution (the applicant may appeal to the STC within 10 days).

RECEIVED

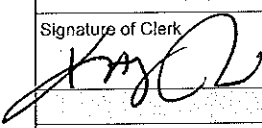
Application for Industrial Facilities Tax Exemption Certificate

FEB 28 2019

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

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

CITY OF HILLSDALE
CITY CLERK'S OFFICE

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date Received by Local Unit 2/20/19
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Central Coast Designs, Inc.	1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 332999
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 245 Mechanic, Hillsdale, MI 49242	1d. City/Township/Village (indicate which) City of Hillsdale
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(10))	1e. County Hillsdale
<input type="checkbox"/> Transfer <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Increase/Amendment	3a. School District where facility is located Hillsdale
	3b. School Code 30020
	4. Amount of years requested for exemption (1-12 Years) 12 years

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

The facility will be used for production of custom and decorative signage utilizing various mediums. We purchase steel in sheets, cut the designs and add surface finishes. Our products are shipped world-wide.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	98,450.00 Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	98,450.0000 Total of Real & Personal Costs

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

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	10/31/2018	10/31/2019	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements			<input type="checkbox"/> Owned <input type="checkbox"/> Leased

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

9. No. of existing jobs at this facility that will be retained as a result of this project. 26	10. No. of new jobs at this facility expected to create within 2 years of completion. 30
---	---

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

a. TV of Real Property (excluding land) _____

b. TV of Personal Property (excluding inventory) _____

c. Total TV _____

12a. Check the type of District the facility is located in:

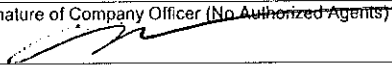
Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) 01/13/1975	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

APPLICANT CERTIFICATION - complete all boxes.

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

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

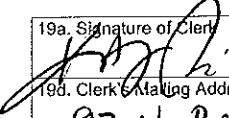
13a. Preparer Name Alan Russell	13b. Telephone Number 517-740-3418	13c. Fax Number	13d. E-mail Address alan@precisionmetalartus.
14a. Name of Contact Person Alan Russell	14b. Telephone Number 517-740-3418	14c. Fax Number	14d. E-mail Address alan@precisionmetalartus.
▶ 15a. Name of Company Officer (No Authorized Agents) Alan Russell			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date 2-28-19
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 245 Mechanic, Hillsdale, MI 49242		15f. Telephone Number 517-740-3418	15g. E-mail Address alan@precisionmetalartus

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

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

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

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk 	19b. Name of Clerk KATY PRICE	19c. E-mail Address CLERK@CITYOFHILLSDALE.ORG
19d. Clerk's Mailing Address (Street, City, State, ZIP Code) 97 N. BROAD ST. HILLSDALE, MI 49242		
19e. Telephone Number 517-437-6441	19f. Fax Number 517-437-6448	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

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

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

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

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Central Coast Design

Date	Provider	Description	Cost
10/31/2018	Doyle Facility Maintenance	Repairs to new building light fixtures for office and common areas	\$ 4,600.00
10/31/2018	Brooklyn Plumbing Heating A/C	Plumbing parts and installation for 245 Mechanic Road Utility sinks	\$ 1,859.21
11/7/2018	Osborne Builders	Updates to Mechanic Rd Building carpentry for installation of wall includes framing, drywall and finish work Office doors, trim, drop ceilings, painting	\$ 8,297.00
11/26/2018	Doyle Facility Maintenance	Repairs to new building Equipment rental for lift to install ceiling fixtures on production floor	\$ 10,565.00
11/28/2018	Michigan Specialty Coatings, Inc.	Apoxy coating for Flooring for Mechanic St. building	\$ 8,915.00
12/1/2018	Dean Poured Walls	Concrete floor replacement repair inside building	\$ 3,800.00
12/3/2018	Doyle Facility Maintenance	Repairs/upgrades to new building Light fixtures for production floor	\$ 9,987.50
12/7/2018	Brooklyn Plumbing Heating A/C	Plumbing parts and installation for 245 Mechanic Road bathroom fixtures	\$ 2,789.66
12/12/2018	G & G Glass	Steel Door, Clear door/labor	\$ 760.00
12/12/2018	Simple Flooring Solutions	Cove Base throughout office area (kick plating) / Labor	\$ 1,800.09
12/15/2018	Doyle Facility Maintenance labor for building improvements listed	Repairs/upgrades to new building	\$ 5,520.00
12/31/2018	K & H Concrete Cutting	Building Repairs removal of concrete floor area to be repoured	\$ 1,235.00
12/19/2018	Griffiths Mechanical	Repair intake to building	\$ 321.00
12/31/2018	Griffiths Mechanical	Install tube heaters and exhaust system	\$ 38,000.00
TOTAL			\$ 98,449.46

RESOLUTION NO. 574

RE: CALLING FOR THE ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT DISTRICT
IN THE CERTIFIED HILLSDALE INDUSTRIAL PARK

WHEREAS, pursuant to Act 198, Public Act of 1974, this Council has the authority to establish industrial development districts within the boundaries of the City of Hillsdale, and

WHEREAS, a proposal was made regarding the establishment of an industrial development district within the boundaries of the certified Hillsdale Industrial Park, and

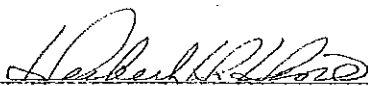
WHEREAS, written notice has been given by certified mail to each land owner located within the proposed industrial development district of the Council's pending action on this resolution and of their right to a hearing on the establishment of the proposed industrial development district, and

WHEREAS, on January 13, 1975, a Public Hearing was held concerning the establishment of an industrial development district within the boundaries of the certified Hillsdale Industrial Park at which time property owners and manufacturers located within the proposed district and other residents and taxpayers of the City of Hillsdale had an opportunity to be heard; therefore,

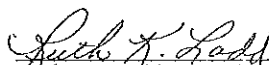
BE IT RESOLVED, that this Council, pursuant to Act 198, Public Act of 1974, establish an industrial development district within the following area of the City of Hillsdale:

Hillsdale Industrial Park Plat except Lot 11 thereof, City of Hillsdale. Also a parcel of land described as commencing 665.4' East and 1331.5' North of West $\frac{1}{2}$ post of Section 22, T6S R3W, thence East 537.7'; thence South 132'; thence West 537.7'; thence North 132' to the point of beginning being contiguous thereto. Also a parcel of land described as the East one-half of northeast $\frac{1}{2}$ of Section 21 T6S R3W (also known as the Industrial Park Plat No. 2).

Passed in open Council meeting this 13th day of January, 1975.


Herbert H. Hine, Mayor

ATTEST:


Ruth K. Ladd, Deputy City Clerk

Hillsdale County

Building

Permit No: PB18-0667

Building Department
Phone:(517) 437-4130

33 McCollum St.
Fax: (517) 437-3233

Hillsdale, MI 49242

245 MECHANIC ST Location
006-221-276-06 Parcel Number

Issued: 09/27/18 Expire Date: 09/27/19
**PLEASE CALL (517) 437-4130
FOR AN INSPECTION 24 HOURS IN ADVANCE**

Occupant

CARDINALS REAL ESTATE HOL Own
336 W FIRST ST STE 113
FLINT MI 48502

Contractor

Work Description: RENEWAL OF PB17-0607

INTEIOR REMODELING (RENEWED BY NEW OWNERS)

Item		No. of Items	Item Total
RENEWAL	Standard Item	1.00	\$65.

Fee Total: \$65.

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that this permit will expire, and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work has commenced; and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code.

I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms.

Inspection Record

1. _____
2. _____
3. _____

4. _____
5. _____
6. _____

This permit has been reviewed and issued for compliance with State, County, and local jurisdiction laws, codes, rules and standards. If your property is within an area bound by recorded deed restrictions, be aware that failure to comply with deeded restrictions may subject you to private legal action. CONTACT YOUR LOCAL ASSOCIATION OR DEVELOPMENT AUTHORITY PRIOR TO CONSTRUCTION.

Applicant:		Central Coast Designs				
Date Received:		February 28, 2019				
Property Address:		245 Mechanic Street				
Real Property Investment:		\$		98,450		
Personal Property Investment:		\$		-		
Real Property Classification:		Industrial				
		Real & Personal City Taxes Foregone	Cumulative City Taxes Foregone	Real & Personal Taxes Foregone - All Entities	Cumulative Taxes Foregone - All Entities	Application Fee
1 Year	\$	302.96	\$ 302.96	\$ 1,252.68	\$ 1,252.68	\$ 25.05
2 Year	\$	314.90	\$ 617.86	\$ 1,302.03	\$ 2,554.71	\$ 51.09
3 Year	\$	311.69	\$ 929.55	\$ 1,288.75	\$ 3,843.46	\$ 76.87
4 Year	\$	308.47	\$ 1,238.02	\$ 1,275.46	\$ 5,118.92	\$ 102.38
5 Year	\$	305.26	\$ 1,543.28	\$ 1,262.17	\$ 6,381.09	\$ 127.62
6 Year	\$	302.05	\$ 1,845.33	\$ 1,248.89	\$ 7,629.98	\$ 152.60
7 Year	\$	298.83	\$ 2,144.16	\$ 1,235.60	\$ 8,865.58	\$ 177.31
8 Year	\$	295.62	\$ 2,439.78	\$ 1,222.31	\$ 10,087.89	\$ 201.76
9 Year	\$	292.41	\$ 2,732.19	\$ 1,209.03	\$ 11,296.92	\$ 225.94
10 Year	\$	289.19	\$ 3,021.38	\$ 1,195.74	\$ 12,492.67	\$ 249.85
11 Year	\$	285.98	\$ 3,307.36	\$ 1,182.46	\$ 13,675.12	\$ 273.50
12 Year	\$	282.77	\$ 3,590.13	\$ 1,169.17	\$ 14,844.29	\$ 296.89
Maximum Tax Impact (12 Year Abatement)		\$ 3,590.13		\$ 14,844.29		

Applicant: Central Coast Designs
Date Received: February 28, 2019
Property Address: 245 Mechanic Street
Cost of Investment: \$ 98,450.00

Real Property Classification: Industrial

Tax	Year 1 2020		Standard Depreciation*	Taxable Value		Taxes Foregone
			* -	48,733		
			0.99			
	Without IFT		With IFT			
	Millage Rate*	Tax Amount	Millage Rate*	Tax Amount		
Summer						
City General Operating	12.4337	\$ 605.93	6.21685	\$ 302.96	\$ 302.96	
City Streets Maintenance	2.4868	\$ 121.19	1.24340	\$ 60.59	\$ 60.59	
City Sinking Fund	2.9810	\$ 145.27	1.49050	\$ 72.64	\$ 72.64	
Library	0.9947	\$ 48.47	0.49735	\$ 24.24	\$ 24.24	
County Operating	4.9527	\$ 241.36	2.47635	\$ 120.68	\$ 120.68	
Stated Education Tax	6.0000	\$ 292.40	6.00000	\$ 292.40	\$ -	
School Operating	9.0000	\$ 438.59	4.50000	\$ 219.30	\$ 219.30	
School Building/Site	0.9988	\$ 48.67	0.49940	\$ 24.34	\$ 24.34	
ISD General	0.1337	\$ 6.52	0.06685	\$ 3.26	\$ 3.26	
ISD Special Ed	1.4999	\$ 73.09	0.74995	\$ 36.55	\$ 36.55	
ISD Vocational Ed	0.4459	\$ 21.73	0.22295	\$ 10.86	\$ 10.86	
Administration Fee	1%	\$ 20.43	1%	\$ 11.68	\$ 8.75	
Total Summer	41.9272	\$ 2,063.66	23.96360	\$ 1,179.49	\$ 884.17	
Winter						
County Medical Care Facility	0.5997	\$ 29.23	0.29985	\$ 14.61	\$ 14.61	
County Medical Care Facility 2006	0.4000	\$ 19.49	0.20000	\$ 9.75	\$ 9.75	
County Ambulance	0.2498	\$ 12.17	0.12490	\$ 6.09	\$ 6.09	
County Ambulance 2006	0.1499	\$ 7.31	0.07495	\$ 3.65	\$ 3.65	
County Senior Services	0.4965	\$ 24.20	0.24825	\$ 12.10	\$ 12.10	
County Senior Services 2008	0.4997	\$ 24.35	0.24985	\$ 12.18	\$ 12.18	
County Mental Health	0.5000	\$ 24.37	0.25000	\$ 12.18	\$ 12.18	
School Operating	9.0000	\$ 438.59	4.50000	\$ 219.30	\$ 219.30	
School Building/Site	0.9988	\$ 48.67	0.49940	\$ 24.34	\$ 24.34	
ISD General	0.1337	\$ 6.52	0.06685	\$ 3.26	\$ 3.26	
ISD Special Ed	1.5001	\$ 73.10	0.75005	\$ 36.55	\$ 36.55	
ISD Vocational Ed	0.4459	\$ 21.73	0.22295	\$ 10.86	\$ 10.86	
Administration Fee	1%	\$ 7.30	1%	\$ 3.65	\$ 3.65	
Total Winter	14.9741	\$ 737.03	7.48705	\$ 368.51	\$ 368.51	
GRAND TOTALS	56.9013	\$ 2,800.69	31.45065	\$ 1,548.00	\$ 1,252.68	

Year	Standard Depreciation*	Taxable Value	City Operating Foregone Annually	Cumulative City Taxes Foregone	Total Taxes Foregone Annually	Cumulative Total Taxes Foregone
2	0.98	50,653	\$ 314.90	\$ 617.86	\$ 1,302.03	\$ 2,554.71
3	0.97	50,136	\$ 311.69	\$ 929.55	\$ 1,288.75	\$ 3,843.46
4	0.96	49,619	\$ 308.47	\$ 1,238.02	\$ 1,275.46	\$ 5,118.92
5	0.95	49,102	\$ 305.26	\$ 1,543.28	\$ 1,262.17	\$ 6,381.09
6	0.94	48,585	\$ 302.05	\$ 1,845.33	\$ 1,248.89	\$ 7,629.98
7	0.93	48,068	\$ 298.83	\$ 2,144.16	\$ 1,235.60	\$ 8,865.58
8	0.92	47,551	\$ 295.62	\$ 2,439.78	\$ 1,222.31	\$ 10,087.89
9	0.91	47,034	\$ 292.41	\$ 2,732.19	\$ 1,209.03	\$ 11,296.92
10	0.90	46,518	\$ 289.19	\$ 3,021.38	\$ 1,195.74	\$ 12,492.67
11	0.89	46,001	\$ 285.98	\$ 3,307.36	\$ 1,182.46	\$ 13,675.12
12	0.88	45,484	\$ 282.77	\$ 3,590.13	\$ 1,169.17	\$ 14,844.29

Maximum Tax Dollar Impact if approved for 12-year abatement:	\$ 3,590.13	\$ 14,844.29
	City Operating	Total All Entities

City of Hillsdale

Agenda Item Summary

Meeting Date: March 18, 2019

Agenda Item #: New Business

SUBJECT: Resolution of Support for Transportation Economic Development Fund (TEDF) Category B Program Grant

BACKGROUND PROVIDED BY STAFF: Jake Hammel, DPS Director

The Transportation Economic Development Fund Category B grant requires City Council adopt “A Resolution to establish a request for funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for Single Course Chip Seal and Fog Seal of local and Major Streets funded by Transportation Economic Development Fund Category B Program” for the street preservation projects.”

If awarded the grant segments of the following streets will be resurfaced: Westwood, Lewis, College, Spring, Bacon, Hillsdale, Barnard, Fayette, Budlong, and Hallett.

If not awarded the grant the project would be scaled back half. Anticipated streets to be resurfaced would be: Barnard, Westwood, College, Hillsdale, Spring, and Budlong. Exact limits will be determined after receipt of bids to conform to budget limitations.

This resolution will allow staff to submit the grant application for final determination.

RECOMMENDATION:

Staff recommends Council adopt resolution as presented supporting the TDEF grant in the amount of \$250,000 (\$500,000 project at 50/50 match).

**CITY OF HILLSDALE
RESOLUTION NO. _____**

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR RESURFACING MAJOR AND LOCAL STREETS FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.

Minutes of a regular meeting of the City Council of the City of Hillsdale, Hillsdale County, Michigan, held in the City Hall, Council Chambers, 97 North Broad Street, Hillsdale, Michigan, in said City, on March 18, 2019 at 7:00 p.m.

PRESENT:

ABSENT:

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

WHEREAS, the City of Hillsdale is applying for \$250,000 in funding through MDOT from the Transportation Economic Development Category B Program to place single course chip and fog seal on segments of Westwood, Lewis, Bacon, Barnard, Fayette, Hillsdale, Spring, College, and Budlong Streets.

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized David Mackie, City Manager, to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, provide at least \$250,000 toward the construction costs of the project(s), and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Adam Stockford, Mayor Date

Katy Price, City Clerk Date

CERTIFICATION

The forgoing resolution was certified at a regular meeting of the City Council of the City of Hillsdale held on March 18, 2019.

Katy Price, City Clerk

LIBRARY



CITY OF HILLSDALE

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

Name: JAMES BOWEN

Address: _____
Street City Zip
HILLSDALE 49242

Phone: Home _____
Work _____

E-Mail _____

Are you a resident of City of Hillsdale? Yes No

Occupation: (if retired, former occupation) Computer Technical Support

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:

B.S. in Recreation + Parks, Penn State, 1985
NETWORK + PC SUPPORT SPECIALIS CERTIFICATE CHAMPLAIN COLLEGE (VT), 1998

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

Hillsdale Community Schools School Board
Hillsdale County AYSO - Referee Administrator
Hillsdale 1st UMC - Missions Chairperson

On what other volunteer boards/committees have you served?

Hillsdale Library Board - Previously

Describe any previous activities related to government: N/A

Please explain why you would be interested in serving on the council or committee:
Appointed by school Board and interest in the
Library

Please explain your understanding of the City of Hillsdale:

Additional comments:

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

James P. Bowen
Applicant Signature

3-5-19
Date

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MAR 07 2019



CITY OF HILLSDALE

CITY OF HILLSDALE CITY CLERK'S OFFICE

97 NORTH BROAD STREET HILLSDALE, MICHIGAN 49242-1695 (517) 437-6441 FAX: (517) 437-6448 cityofhillsdale.org

What Board/Commission would you like to serve? Board of Review - ALTERNATE

Name: Jerry Pachoud

Address: Hillsdale 49242 (Street City Zip)

Phone: Home Work

E-Mail

Residency is required for most Boards & Commissions. Are you a resident of City of Hillsdale? Yes No If so, for how long? 12 yrs

Occupation: (if retired, former occupation) Operator

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 Public Utilities

Brief Educational Background: High School Graduate Navy Nuclear Power School some college

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

On what other volunteer boards/committees have you served? PTA President

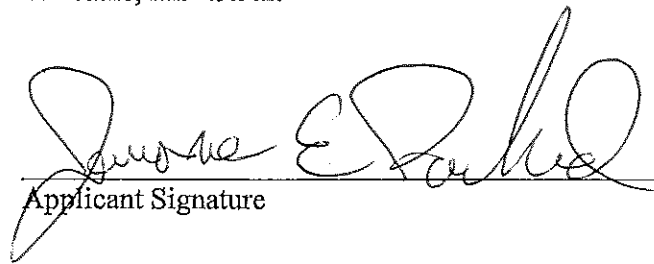
Describe any previous activities related to government: None

Please explain why you would be interested in serving on the council or committee: Giving back to the community
Providing a different perspective
Learning about city government

Please explain your understanding of the City of Hillsdale: People community Tradition History

Additional comments: I want to help Hillsdale remain
Hillsdale.

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


Applicant Signature

3/5/19
Date

SHADE TREE COMMISSION



CITY OF HILLSDALE

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

Name: Jason Sellers

Address: _____
Street City Zip
Hillsdale 49242

Phone: _____ Work _____

E-Mail _____

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

Occupation: (if retired, former occupation) Facilities

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:
Reading High School Graduate, Commercial Applicator's License

What charitable or community activities have you actively participated in? Please describe any leadership role(s) you have (had) in the organization(s) if any:
Reading Rotary Annual Chicken BBQ

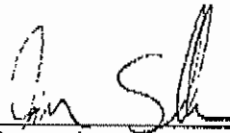
What other volunteer boards/committees have you served? None

Describe any previous activities related to government: None.

Please explain why you would be interested in serving on the committee: I am interested in serving on this committee because I am a steward of land as part of my passion and career.

Please explain your understanding of the City of Hillsdale: Hillsdale County has been my home since birth. I have been employed within the city of Hillsdale for over two decades. As part of my job, I take care of several city blocks through Hillsdale College. Hillsdale is a traditional community and historic, which I want to be a part of to maintain and improve its beauty to its current community members and future members.

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


Applicant Signature

02-17-19
Date

Cemetery Board

Carol A. Lackey

Hillsdale, Michigan 49242

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FEB 6 2019

CITY OF HILLSDALE
CITY CLERK'S OFFICE

Education

Master of Arts: Counselor Education, Siena Heights College (1988)

Bachelor of Science: Psychology, Eastern Michigan University (1974)

Experience

Real Estate Broker, Historic Homes of Hillsdale, 1995-current

Building Restorer, 1994-current

Real Estate Salesperson, Don Helton Realtors, 1991-1995

Outpatient Therapist, Helton Center/Nielsen Center, 1989-1993

Executive Director, Hillsdale County Senior Center, 1987-1989

Administrative Assistant, Hillsdale State Savings Bank/Old Kent Bank (now Fifth Third Bank), 1974-1987

Affiliations

Hillsdale County Historical Society, Board of Directors

Friends of the Mitchell Research Center

City of Hillsdale Cemetery Board

Hillsdale County Board of Realtors

Michigan State Board of Realtors

National Board of Realtors

Previous Affiliations

Hospice of Hillsdale County, Board of Directors

Area Agency on Aging Tri-County Advisory Board

Other

Graduate Real Estate Institute Designation (G.R.I.)