

PUBLIC NOTICE OF ELECTRONIC MEETING OF THE CITY OF HART CITY COUNCIL

PLEASE NOTE: THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO SECTION 1 (a) OF EXECUTIVE ORDER 2020-75 ISSUED BY GRETCHEN WHITMER, GOVERNOR FOR THE STATE OF MICHIGAN.

The City of Hart Council is meeting electronically as a result of the COVID-19 virus and to protect the health, safety and welfare of the citizens of Hart, Michigan of such virus, pursuant to law and the mandates of Executive Order 2020-110 issued by Governor Gretchen Whitmer.

Indoor social gatherings and events among persons not part of a single household are permitted, but may not exceed 10 people. – This includes City Staff and Council in the building. As such until Region 2 has moved into Phase 5 of the Mi Safe Start Plan City Meetings will continue to be available to the public via the Zoom Virtual meeting platform.

**When: June 23, 2020 07:00 PM Eastern Time (US and Canada)
Topic: City Council Meeting June 23, 2020**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88251161717>

Or iPhone one-tap :

US: +13126266799,,88251161717# or +16465588656,,88251161717#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782

Webinar ID: 882 5116 1717

International numbers available: <https://us02web.zoom.us/j/88251161717>

Access is provided through the Michigan Relay Service for individuals with speech or hearing impairments <https://hamiltonrelay.com/michigan/index.html>

Dated: June 18, 2020

Lynne Ladner, MPA
City Manager

City of Hart, Michigan
CITY COUNCIL AGENDA
June 23, 2020, 7:30 PM
Community Center, 409 State Street, Hart, Michigan

According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are being monitored and violations of statutes will be prosecuted.

1. Call to Order
2. Roll Call – LaPorte, Burilla, Frontiera, Hegedus, La Fever, Platt, Splane
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes from June 9, 2020.
6. Public Comments, Correspondence, Events, Presentations
 - a. Public Hearing – Industrial Facilities Tax Exemption Application – Gray & Co
 - b. Public Hearing – Truth in Taxation City of Hart
7. Department Reports (* written report will be provided)
 - a. Police b. BioPure c. Public Works d. Energy e. HEART
8. Reports of Boards, Commissions, and Committees (***) Minutes in the packet
 1. Cemetery
 2. DPW
 3. Housing Board of Review
 4. Finance/Personnel
 5. Fire Board
 6. Historic
 7. Police
 8. Compensation Com.
 9. Power
 10. Recreation
 11. Parks
 12. Library
 13. Planning
 14. TIFA
 15. ZBA
 16. Tax Abatement
 17. Water/BioPure
 18. Neglected/Dangerous Properties
 19. H.E.A.R.T
 20. Hart Lake Board
 21. Election Commission
 22. Starting Block Kitchen Incubator
9. Bills, Claims, Payroll
10. Action Items
 - a. Resolution 2020-35 FY2021 ELECTRIC, WATER, SEWER & TRASH RATES
 - b. Resolution 2020-36 Millage Rates and Tax Levy
 - c. Resolution 2020-37 Adoption of FY 2021 Budget
 - d. Resolution 2020-38 Approve Industrial Facilities Tax Exemption Certificate for Gray and Co
 - e. Resolution 2020-39 Accept bids for Church Street Water Main Project and Award Project
 - f. Resolution 2020-40 Accept engagement agreement with Maner Costerisan for Auditing Services
 - g. Special Event Permit – Concerts on the Commons
11. Discussion Items
12. City Manager Report
13. Communications from the Mayor and Council
14. Adjournment –

[Access is provided through the Michigan Relay Service for individuals with speech or hearing impairments. https://hamiltonrelay.com/michigan/index.html](https://hamiltonrelay.com/michigan/index.html)



**CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
JUNE 9, 2020, 7:30 pm.
MINUTES**

PRESENT: Mayor Ron LaPorte (in person), Councilors: Vicki Platt (Zoom), Jason La Fever (in person) Rob Splane (Zoom), Catalina Burillo (Zoom), Joe Frontiera (in person) and Steve Hegedus (in person)

ABSENT: None

OTHERS PRESENT City Manager – Lynne Ladner, and Deputy City Clerk - Cheri Eisenlohr.

- Mayor LaPorte called the meeting to order at 7:30 pm, following the roll call, the Mayor lead the Council in the pledge of allegiance.

AGENDA:

- Mr. Hegedus made a motion to approve the agenda, supported by Mr. La Fever, all ayes, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

MINUTES:

- Mr. Frontiera made a motion to approve the minutes of the May 26, 2020, meeting, supported by Mr. Hegedus, all ayes, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

PUBLIC COMMENTS, CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Mr. Sadler commended HEART Director, Nichole Steel, on a job well done.

DEPARTMENT REPORTS:

- *Police Chief, Juan Salazar:*
 - A written report was provided in the packet.
- *Energy Dept. Superintendent, Mike Schiller:*
 - A written report was provided in the packet.
- *BioPure Superintendent, Paul Cutter:* Attended via Zoom
 - Mr. Cutter reported that the lagoons have started turning over due to high temperatures, which is causing an odor to settle over the City. He said that it has started to settle, and the odor should disappear soon.
 - During the recent storm, 95' of dock was flipped over. It has been cleaned, repaired, and re-installed.
 - June 22 is the start date for the new blowers.
- *DPW Superintendent, Brad Whitney:*
 - No Report provided
- *HEART Director, Nichole Steel:* Attended meeting via Zoom.
 - A written report was provided in the packet.

BILLS, CLAIMS, & PAYROLL:

- Bills: \$249,452.40 Payroll: \$62,291.08 Grand Total: \$311,743.48
 - Mr. Splane made a motion to approve, supported by Mr. Hegedus, the motion carried.
 - Ayes: 7 Nays: 0 Absent: 0

ACTION ITEMS:

Ms. Ladner addressed the following Action Items:

Memo

To: Mayor and Council

From: Lynne Ladner

Date: 06/5/20

Re: Resolution 2020-31 LIEAF Opt-in

This is the annual renewal of the City's participation in the low-income electric assistance fund that we have participated in for the past several years. The City has the option to opt-in or out every year. There is a \$1 per meter charge that the City has always incurred rather than passing this on to the customers as a cost of doing business, but it provides assistance to residential customers that otherwise are struggling to pay their electric utility bill during the winter.
Lynne

**RESOLUTION 2020-31
Hart City Council
City of Hart, Michigan**

LOW-INCOME ELECTRIC ASSISTANCE FUND (LIEAF)

WHEREAS, the City of Hart owns, operates and maintains an electric utility system; and

WHEREAS, the State of Michigan enacted Public Act 95 in 2013 that prohibits discontinuance of electric service during cold weather months unless the utility opts into the Low-Income Energy Assistance Fund program established by the Act; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Accepts and approves the provisions of the Low-Income Energy Assistance Fund of Public Act 95 that authorizes the City to shut off electric service during cold weather months, and adopts a funding factor to be established by the State of Michigan not to exceed \$1.00 per month per meter.

Authorizes and directs the City Manager to implement the Public Act 95 LIEAF program on behalf of the City of Hart for the cold weather term from November 1, 2020 to April 15, 2021 and thereafter until repealed by City Council action.

Moved by Mr. Frontiera, supported by Mrs. Platt and thereafter adopted by the Hart City Council at a regular council meeting held on June 9, 2020.

Ayes: 7 Nays: 0 Absent: 0

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.



Cheri Eisenlohr, Dep. City Clerk

**RESOLUTION 2020-32
Hart City Council
City of Hart, Michigan**

Adopt revised MPPA Power Supply Risk Management Policy

WHEREAS, the City of Hart owns, operates and maintains an electric utility system; and
WHEREAS, the MPPA acts on behalf of the City and other members to purchase power from the marketplace at different points to ensure load capacity to utility customers; and
WHEREAS, the MPPA board has adopted a revised Power Supply Risk Management Policy and is requiring all utilities to complete an election form determining the level of risk and services related to Power Supply that the utility prefers to utilize for their share of purchased power:

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Adopts the revised MPPA Power Supply Risk Management Policy and elects to choose the Stability Plan – 60 Month Horizon Energy Hedge Plan, Accepts RTO Capacity Services, Accepts Peak Load Resource Planning and Hedge Services, Accepts Congestion Management, Accepts Renewable Energy Compliance Management Services and Accepts Intra-Month Optimization Services

Moved by_Mr. Frontiera, supported by Ms. Platt and thereafter adopted by the Hart City Council at a regular council meeting held on June 9, 2020.

Ayes: 7 Nays: 0 Absent: 0

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.



Cheri Eisenlohr, Dep. City Clerk

Memo
To: Mayor and Council
From: Lynne Ladner
Date: 06/5/20
Re: Resolution 2020-33 Temporary Social Zones

The Temporary Social Zones policy has been reviewed by the HEART and TIFA boards and reviewed and recommended with specific guidelines defined by the Planning Commission to allow restaurants, microbreweries, coffee shops, bakeries, taverns, and similar establishments to expand their capacity temporarily to assist in offsetting the restrictions that have been placed on them resulting from the COVID-19 pandemic. There is no fee to the businesses to apply; an application has been developed by making minor modifications to the City's Special Event Permit application, a memo along with the application has been developed for the businesses and distributed in good faith that the Council would agree with the boards that have already reviewed this policy and encourage this opportunity to assist them in these challenging economic times.

The businesses will be required to provide a certificate of liability showing that they have insurance coverage for the area in which they are requesting as a "Social Zone" if the business has a liquor license, they will be required to comply with all Liquor Control Commission requirements and regulations, businesses will be responsible for manning, cleaning and clearing waste, and otherwise maintaining the

area as reasonable while meeting the guidelines laid out in the policy. Social Zones are only allowed to be open from 7:00 am to 10:00 pm, and while the business can ask for their permission to last for any length of time (days, weeks, etc.), all permits will expire on October 31, 2020.

With our food and beverage establishments for the foreseeable future limited to 50% capacity for their seating indoors and even in currently approved outdoor seating areas due to social distancing guidelines this temporary policy which is being implemented in cities all over the state will provide them with an opportunity to recoup some of that capacity and may be the difference between whether these businesses are able to weather the COVID-19 crisis.

Lynne

**RESOLUTION 2020-33
Hart City Council
City of Hart, Michigan**

Adopt temporary Social Zones Policy

WHEREAS, the City of Hart recognizes the impact the COVID-19 pandemic has had on local businesses within the City; and

WHEREAS, the City wants to assist businesses in utilizing available resources to the best of their ability to assist in the recovery from the pandemic including the use of public spaces; and

WHEREAS, the due to ongoing restrictings capacity limitations on businesses such as restaurants, microbreweries, coffee shops, bakeries, and taverns it has been determined that it is prudent to adopt a policy permitting temporary social zones to expand the capacity of these establishments:

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Adopts the Temporary Social Zones Policy and Social Zones Permit Application to for restaurants, microbreweries, coffee shops, bakeries, and taverns. The Social Zones policy and permits will be in effect until October 31, 2020.

Moved by Mr. Frontiera, supported by Mr. Hegedus and thereafter adopted by the Hart City Council at a regular council meeting held on June 9, 2020.

Ayes: 5 Nays: 1 (Frontiera) Absent: 1 (Burillo – dropped call)

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.



Cheri Eisenlohr, Dep. City Clerk

Discussion: After much discussion, it was decided to extend the hours to 11:00 pm with no service being offered after that time. Mr. Sadler was assured that this only pertains to new outside service areas; existing outside areas can conduct business as usual.

Memo

To: Mayor and Council

From: Lynne Ladner
 Date: 06/5/20
 Re: Resolution 2020-34

As we are nearing the end of FY 2020, the proposed Budget Amendments are brought to the Council as a way to clean up the books as we prepare to end the fiscal year. In some areas, we have had additional expenditures that were unanticipated in the Sewer Department. This was seen with several unplanned projects that were discovered with the completion of the SAW grant line videoing with areas that need immediate repairs. This also came up in the Lincoln Street project, where we struggled with discovering active lines that had been previously labeled as dead or removed. In the General Fund, we saw substantial additional spending at the end of the 3rd and throughout the 4th quarter as we have adapted to the pandemic response. Including new computer hardware and software to enable staff to meet the state requirements for working from home while still providing essential City services, equipment and supplies to provide the necessary protection for employees from plexiglass barriers for the payment window at city hall and dividers for the council chamber, a significant increase in cleaning supplies, specialty cleaning equipment, disinfectants, and hand sanitizers.

Lynne

			Resolution 20-34	
			City of Hart - City Council - Hart, Michigan	
			BUDGET AMENDMENT	

WHEREAS, the City Council may amend the annual budget to reflect changes in purchasing patterns or revised objectives; and

WHEREAS, the City Council desires to secure the benefits of efficient self-government and to promote and protect our common interests and welfare;

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL amends the FY2020 Annual Budget as follows:


Expenditures	FUND	Description	GL Number	ADOPTED BUDGET	AMENDED BUDGET	JUSTIFICATION
	General Fund		-	-	-	-
1	Administrative	Property Acquisition	101-172.000-970.009	\$0	\$56,393	227 E Main Purchase
2	Administrative	Computer Upgrading	101-172.000-970.005	\$5,000	\$24,558	Server and Software upgrades - COVID related
3	Administrative	Professional Svs	101-172.000-801.000	\$20,000	\$35,000	Legal, Planning, Consulting Svs
		Total			\$115,951	
4	Elections	Office Supplies	101-191.000-727.000	\$700	\$2,800	Supplies
5	Elections	Professional Svs	101-191.000-801.000	\$1,000	\$1,400	training
6	Elections	Printing & Publishing	101-172.000-801.000	\$20,000	\$35,000	Ballots and envelopes
		Total			\$39,200	

7	Assessor	Contractual Svs	101-209.000-818.000	\$33,000	\$40,800	Tax Tribunal Expenses
		Total			\$40,800	
8	Com & Econ Dept	Main Street Manager	101-728.000-702.220	\$42,000	\$21,466	phased out
9	Com & Econ Dept	Wages Zoning Enforcement	101-728.000-702.230	\$26,000	\$7,500	furloughed due to COVID-19
10	Com & Econ Dept	Planning Comm	101-728.000-999.541	\$15,000	\$10,000	reduced uses
		Total			\$38,966	
11	Recreation & Culture	Contractual Svs	101-775.000-818.00	\$328,290	\$38,290	construction delayed due to COVID-19
		Total			\$38,290	
	Local Streets					
12	Routine Maintenance	Overtime	203-463.000-702.900	\$0	\$222	not budgeted
13	Routine Maintenance	FICA	203-463.000-715.000	\$0	\$17	not budgeted
14	Routine Maintenance	Operating Supplies	203-463.000740.000	\$0	\$720	not budgeted
15	Routine Maintenance	Prof. Svs	203-463.000801.000	\$0	\$820	not budgeted
		Total			\$1,779	
	Street Improvements					
16	Expenditures	Prof. Svs	204-000.000-801.010	\$40,954	\$96,000	addition issues with Lincoln St project
	Hydro					
17	Accounting & Collec	Clerical	580-537.500-702.300	\$63,700	\$68,000	employee wages additional time spent
		Meter reading	580-537.500-702.350	\$2,500	\$3,500	additional time spent
		Total			\$71,500	
	Sewer					
18	Sewer Collection - Transmission	Prof. Svs	590-527.300-801.000	\$612,000	\$795,000	Sinkholes and line repairs discovered during TV
		Total			\$795,000	

Moved by Ms. Splane and supported by Mr. Hegedus and thereafter approved by Hart City Council at a regular meeting on June 9, 2020

Ayes: 7 Nays: 0 Absent: 0

I hereby certify this to be a true and correct copy of the document on file with the office of the City

of Hart Clerk:  Cheri Eisenlohr, Deputy City Clerk

Discussion: Mr. Frontiera was concerned about the gaps in the budgeted amounts vs. the actual amounts. The Mayor stated that the budget always has to be balanced, and Mr. Splane reminded him that budgets are built around a 5-year rolling history, and unexpected expenditures will occur.

SPECIAL EVENTS PERMITS:

- None

DISCUSSION ITEMS:

- None

CITY ATTORNEY'S REPORT:

- No report was given/provided.

CITY MANAGER'S REPORT:

- Ms. Ladner asked the Council to look over the draft budget that was provided to them; it will be presented as a resolution at the next meeting.
- City-wide clean up will be Saturday, June 13.
- Hazard waste drop-off is scheduled for August.
- The MEDC wrote a letter congratulating the City on its RRC certification.
- June 23 meeting will have a public hearing to cover the truth in taxation; the public will be given the opportunity to join the meeting via Zoom.
 - Mr. Frontiera is concerned that the public will have difficulty accessing the meeting using a computer.
 - The Mayor advised that history shows that not many people attend these taxation meetings.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- Ms. Platt stated that people could be encouraged to go to the Library, and the staff there would assist them.
- Ms. Ladner stated that a computer with a camera could be set up in the vestibule for any public that attends.
- Mr. La Fever stated that he was added to the Planning Commission, but never received a packet. Ms. Ladner stated that she would be sure to include him.
- Ms. Burillo was given an overview of how Resolution 2020-33 came out as her call was dropped.
- Mr. Frontiera asked if the Veteran's Park project should be pursued at this time due to the current financial situation of the City.
 - The Mayor stated that it has to be pursued due to FERC requirements.
 - Ms. Ladner stated that she would continue to pursue other means of covering the City's cost if the grant is awarded.
 - Mr. La Fever feels it should be pursued because of the high visibility of the project for the City.

There being no further business to come before the Council, the meeting adjourned at 8:51 pm upon a motion by Mr. Hegedus and supported by Mr. Frontiera. The next regularly scheduled meeting will be on June 9, 2020, at 7:30 pm, in the Hart Community Center.

Respectfully Submitted

Cheri Greenblatt

Deputy City Clerk



City of Hart Police Department

407 State Street

Ph. (231)873-2488 Fax (231)873-0100

Hart, MI 49420-1259

Juan Salazar, Chief

TO: City of Hart Mayor, City Council, and City Manager
FROM: Juan Salazar, Chief of Police
DATE: June 23rd, 2020

RECENT EVENTS

From Thursday, June 4th, 2020, through Wednesday, June 17th, 2020, the Hart Police Department received 78 complaints ranging from Threats / Harassment Complaints, Larcenies, Reckless Driving, Trespassing, Assist to Other Agencies, Domestic Assaults, Suspicious Situations, Well-Being Checks, Illegal Dumping, Vehicle Violations, Criminal Sexual Conduct, Traffic Hazards, Disorderly Conduct, Alarms, Medical Assists, Property Damage Crashes, Malicious Destruction of Property, Animal Complaints and an Assault and Battery.

On Friday, June 5th, 2020, the Hart Police Department was dispatched to the 3000 block of Polk Road, referencing a Larceny from a Coin Operating Machine. The department had received information that a 55-year-old Hart man was stealing coins from a coin-operated machine within a local business. The owner of the business was notified, and an investigation is ongoing.

On Saturday, June 6th, 2020, the Hart Police Department was dispatched to the 600 block of Woodlawn Court, regarding a Domestic Assault. A 21-year-old Hart man had arrived at the residence intoxicated and causing a disturbance. While at the home, the man shoved a 20-year-old Hart woman within the home. The man left before officers arrived. An investigation is ongoing.

On Saturday, June 6th, 2020, the Hart Police Department was dispatched to the 200 block of Apple Street, about a Fraud Complaint. A 19-year-old Hart woman had attempted to purchase several cell phones via an online application. The woman paid approximately \$600 for these items in question. The items have not been turned over to the woman at this time, nor does this individual return any of the woman's messages. The suspect in this complaint resides in the State of Florida. An investigation is ongoing.

On Tuesday, June 9th, 2020, the Hart Police Department was dispatched to the 600 block of Woodlawn Court, referencing a Criminal Sexual Conduct. A 60-year-old Hart woman disclosed her son, a 20-year-old Hart man, had been sexually assaulted by a 16-year-old Grand Rapids boy. An investigation is ongoing.

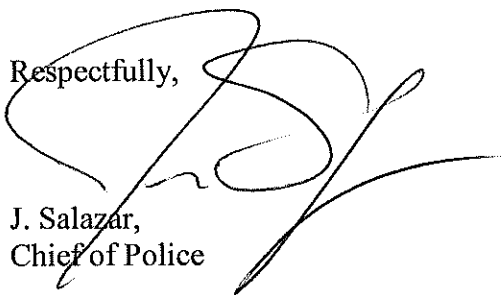
On Wednesday, June 10th, 2020, the Hart Police Department was dispatched to the 10 block of Lincoln Street, regarding a Disorderly Conduct. A 77-year-old Hart man was noted via surveillance footage urinating in an aisle within a local business. A report will be submitted to the Oceana County Prosecutor's Office for his review.

On Thursday, June 11th, 2020, the Hart Police Department initiated a traffic stop on East Main Street near Oceana Drive, about a vehicle violation. A 55-year-old Hart man was arrested and lodged at the Oceana County Jail for Operating While Intoxicated 3rd Offence.

On Saturday, June 13th, 2020, the Hart Police Department was dispatched to the 4000 block of Polk Road, referencing a well-being check. A 31-year-old Hart man was reported to be "slumped in his vehicle" while the vehicle was running and in reverse. Officers arrived on the scene and were unable to wake the man. Officers were able to gain entry into the vehicle and remove the man. The man was evaluated at the scene by LIFE EMS and later transported to Lakeshore Hospital in Shelby for further evaluation. It should be noted; the man was given two (2) doses of Narcan by LIFE EMS and one (1) dose of Narcan at Lakeshore Hospital. A report will be submitted to the Oceana County Prosecutor's Office for his review, referencing Operating While Intoxicated.

Respectfully,

J. Salazar,
Chief of Police

A large, stylized handwritten signature in black ink, appearing to read 'J. Salazar', is written over the typed name and title.



TO: WASTEWATER BOARD
FROM: PAUL CUTTER, SUPERINTENDENT
DATE: JUNE 19, 2020
RE: WASTEWATER TREATMENT PLANT OPERATIONS

Treatment Plant-

We are still struggling with odors coming from the bio-solids basin. Last week I asked Hart Fire Department if they would come out and spray the floating solids in an attempt to sink it. Friday, the department did come out 2 different times and sprayed down the heavily accumulated areas, which are the corners. Again on Saturday morning they came out and sprayed down areas of the basin. Operationally I have been adding high D.O water and healthy bugs. There is a limit to this strategy, if I add too much water to the basin it will overload the aerator motors and kick them off. A little tricky but we are making it work.

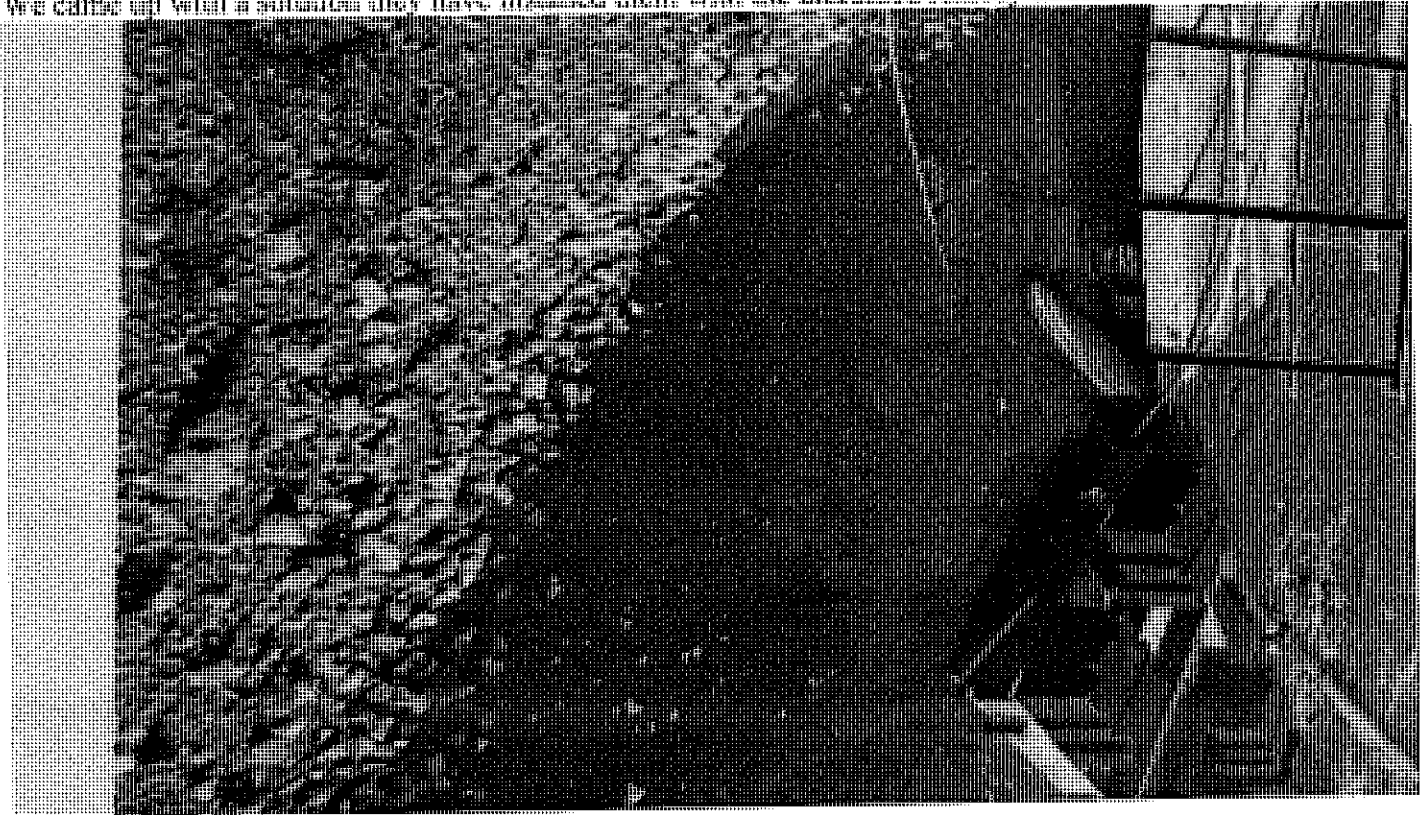
Starting Tuesday morning until Saturday morning we will be adding 2 ton of Calcium Nitrate to the basin to help the recovery process. What will Calcium Nitrate do you may ask. Below is an article I found that explains how the addition of Calcium Nitrate will help us.

The calcium nitrate industry applications are diverse, from use as a fertilizer in agriculture to wastewater treatment applications. In wastewater management, calcium nitrate creates an anoxic biology, which restricts the metabolism of odor-creating components such as hydrogen sulfide, in turn preventing foul odors.

Calcium nitrate demonstrates robust potential in odor removal in municipal wastewater facilities and sewer networks. The addition of calcium nitrate brings about autotrophic denitrification, which helps to biologically dissolve sulfide in septic wastewater. Furthermore, calcium nitrate augments the potential for oxidation reduction, thereby restricting the generation of any odor-producing compounds in anaerobic conditions.

Last meeting, I mentioned how the storm had flipped over our docks in the aeration basin. After much discussion with LdDoca regarding eliminating the possibility of that happening again

~~We came up with a solution they have installed them with the discussed remedy added.~~



Start-up was scheduled for June 22nd on the instruments but with the damage to the docks start-up was canceled. Start-up has been moved to July 2nd for the instruments and July 3rd for the blowers.

I have received emails and many calls due to odors. Below is my explanation. I hope this may be helpful if you are being quizzed with regards to the smell.

The bio-solids lagoon turned over starting Memorial Day weekend bringing solids to the surface. The turnover is a normal process that occurs in all bodies of water. When turnover occurs it brings the bottom of the body of water to the top and the top to the bottom thus bringing what is on the bottom up with it. In a wastewater situation it brings bio-solids causing odors. The only defense we have is to continue to aerate the lagoon and eventually the solids will settle back down to the bottom of the lagoon. A heavy rain will speed up the process also.

Bringing that much solids to the surface depletes the oxygen in the lagoon causing the solids that came to the top to give off an odor causing an anaerobic condition. I'm doing all I can to speed up the process. In the past few years we have been able to beat the odors due to the fact the turnover is gradual but when it gets as hot as it did Memorial Day weekend it just flips and then we play catch up. Thanks for asking let me know if you have further questions.

Irrigation is going well. We have irrigated 109 MG to date. At council request I was supposed to bring you other estimates to the table for the drain system on the center pivot site. I contacted a company out of Ravenna but he is too busy to even come up and give us a quote at this time. We are using the center pivot site but only about half of its capacity. I will revisit this project this fall when the rye is harvested off.

Gayle Forner should have his 1st cutting of hay off this weekend,

I have been working with Peter Brink (Prein & NewHoff) on determining how much material it will take to restore the banks on # 4 holding pond. As you may recall all of our ponds were so full that we had to ask for an early start to irrigation. Due to the wind action and the water being so high it washed out roughly 6ft of bank on #4 holding pond.



We will have to determine how much clay needs to be put back onto the slope and then cover the area with riprap.

Industries-

Seneca Foods are have almost finished up their internal upgrade. MFP will be wrapping up asparagus presumably next week. Great Lakes Packing who process cherries at MFP usually starts processing cherries around the 4th of July has indicated to me that they will not be starting to process cherries until possible July 20th.

The beginning of the processing starts with the cherries from southern Michigan. Great Lakes Packing said all the cherries in the south froze. Due to no southern cherries is why the start date went to July 20th.

I just want to say how exciting it is to be wrapping up a project I feel will benefit our budget for a long time to come. I have been working on this idea for roughly 5 years.

Thank You believing in the idea it is a lot of money to spend but again this is the big picture.

Saving of roughly \$100,000 dollars per year electric cost.

Total project cost \$800,000 = pay off 8 years. (Rough numbers)

Expected life of the blower 20 years.

$20 - 8 = 12 \times 100,000 = \$1,200,000$ dollars savings.

Let's say life of the blower 25 years

$25 - 8 = 17 \times \$100,000 = \$1,700,000$

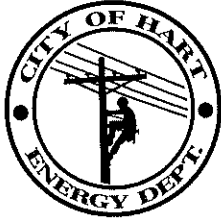
Plus the fact these blowers use no grease or oil to operate, another saving plus the labor to perform the task.

I will be planning a time to come visit the new improvements this fall.

I will zoom into the meeting in case you may have questions regarding this report. Thank You for taking the time to read this report.

If you have any questions feel free to stop out to the plant or give me a call.

Thank You, Paul Cutter



Hart Energy Department

3907 N. Oceana Drive
Hart, Michigan 49420
Off: 231-873-5367
Mike Schiller, Superintendent
Email - mschiller@cityofhart.org

Council Report 6-23-2020

The Energy Department is doing well and staying healthy. We are still trying to keep one guy per vehicle. We also have been continuing daily health checks.

The Energy Department has been staying busy. We have been cutting a few trees around town. We also removed an old overhead line that use to supply Bio-Pure. When we removed line at Bio-Pure we updated some transformers and installed some new metering.

The storm that came thru on June 9th we had several outages. We were able to get customers on within a few hours. We are looking into moving a overhead line between Harrison Rd and Lever Rd to help improve system.

Please call with any questions or concerns. 231-873-5367

Thanks, Hart Energy Department/Mike Schiller



Payables Date: 6/23/2020	Description	Total	General +	DPW	Energy	BPTF	Water
Blue Tarp Financial/Northern	Fuel Pump	\$ 275.00				\$ 275.00	
Brickley DeLong	Accounting Assistance	\$ 725.00	\$ 181.25		\$ 181.25	\$ 181.25	\$ 181.25
Ceres Solutions	Parts/Supplies	\$ 109.00		\$ 109.00			
Ceres Solutions	Hardware	\$ 5.00				\$ 5.00	
Ceres Solutions	UPS	\$ 30.00				\$ 30.00	
Ceres Solutions	UPS	\$ 13.00				\$ 13.00	
Ceres Solutions	Roadside Grass Mix	\$ 96.00	\$ 96.00				
Ceres Solutions	Cr - Pump	\$ (600.00)				\$ (600.00)	
Charter	Starting Block	\$ 162.36			\$ 162.36		
Charter	Hart Commons - Internet	\$ 109.99			\$ 109.99		
CMP Distributors, Inc.	Ballistic Vests	\$ 2,121.00	\$ 2,121.00				
Cobb Communications	Advertising - Shoreline Visitors Guid	\$ 1,800.00	\$ 1,800.00				
Custom Tree Service	Tree Removal - Church/Griswald	\$ 1,700.00			\$ 1,700.00		
Dornbos Sign, Inc.	Street Signs	\$ 77.32		\$ 77.32			
Frontier	Dam	\$ 101.13			\$ 101.13		
Gibbs, Kaitlin	Deposit Refund	\$ 115.78			\$ 115.78		
Gracon	Subscriptions - Servers	\$ 1,240.00	\$ 413.34	\$ 206.67	\$ 206.67	\$ 206.67	\$ 206.65
Hart Cemetery	Delq. Real Tax 2019 Levy	\$ 23.40	\$ 23.40				
Jones Electric	Repairs	\$ 5,300.00				\$ 5,300.00	
Jons to Go	Portable Restrooms	\$ 222.00			\$ 222.00		
Lawson-Fisher	MI-2020 Licensing Requirements	\$ 743.71			\$ 743.71		
Lawson-Fisher	MI-2019 DSSMR & Annual Imp. Rep	\$ 704.82			\$ 704.82		
LEAF	Police Copier Lease Fee	\$ 39.00	\$ 39.00				
LENE	4K WIFI Alarm Clock w/night vision	\$ 314.00	\$ 314.00				
Medler Electric	Parts/Supplies	\$ 220.99			\$ 220.99		
Medler Electric	Parts/Supplies	\$ 218.41			\$ 218.41		
Michigan Assoc. of Planning	Membership	\$ 60.00	\$ 60.00				
Mika Meyers	Legal Services	\$ 3,648.00	\$ 3,648.00				
MPPA	Purchased Power	\$ 99,725.58			\$ 99,725.58		
MPPA	Purchased Power	\$ 14,294.22			\$ 14,294.22		
Oceana Irrigation Systems	Relay 20A	\$ 82.75	\$ 82.75				
Office Machines	Overages - Police Copier	\$ 19.18	\$ 19.18				
Power Line Supply	Parts/Supplies	\$ 514.21			\$ 514.21		
Power Line Supply	Parts/Supplies	\$ 58.37			\$ 58.37		
Power Line Supply	Parts/Supplies	\$ 163.01			\$ 163.01		
Pranger Property Mgmt	Cleaning Svcs - City Hall	\$ 168.00	\$ 168.00				
Verizon	Office Phones	\$ 441.47	\$ 327.79	\$ 28.95	\$ 28.95	\$ 55.78	
Wells Fargo	Lease Pmt Copier	\$ 143.20	\$ 143.20				
X-cel Chemical Specialties	COVID Supplies	\$ 402.00	\$ 402.00				
		\$ -					
	Subtotal	\$ 135,586.90	\$ 9,838.91	\$ 421.94	\$ 119,471.45	\$ 5,466.70	\$ 387.90
HAND CHECKS/ACH							
Alerus - ACH	City Share 401 Retirement	\$ 2,977.58	\$ 2,977.58				
US Postmaster	Postage	\$ 113.26			\$ 73.62	\$ 33.98	\$ 5.66
Drew Hale Band	Music at Hart Commons	\$ 1,500.00	\$ 1,500.00				
Jons to Go	Replace missing Check	\$ 222.00	\$ 222.00				
		\$ -					
	TOTAL HAND CHECKS	\$ 4,812.84	\$ 4,699.58	\$ -	\$ 73.62	\$ 33.98	\$ 5.66
	Sub-Total Regular Bills/Hand Checks	\$ 140,399.74	\$ 14,538.49	\$ 421.94	\$ 119,545.07	\$ 5,500.68	\$ 393.56
Gross Payroll	487	\$ 64,907.14					
	Sub-Total	\$ 64,907.14					
	GRAND TOTAL	\$ 205,306.88	\$ 14,538.49	\$ 421.94	\$ 119,545.07	\$ 5,500.68	\$ 393.56

PAYROLL AMOUNTS					
05/14/20					
Pay 484		GROSS PAY	OVERTIME	ETO BUYBACK	BASE PAY
Employee Code	Dept.		PAY		
FULL-TIME					
DIR.	MSM	\$961.60	\$0.00	\$0.00	\$961.60
DPW1	DPW	\$2,054.10	-\$86.10	\$0.00	\$1,968.00
DPW2	DPW	\$2,346.23	-\$181.43	\$0.00	\$2,164.80
DPW3	DPW	\$2,240.88	\$0.00	\$0.00	\$2,240.88
DPWS	DPW	\$2,376.80	\$0.00	\$0.00	\$2,376.80
ENERGY1	Energy	\$3,733.80	-\$441.00	\$0.00	\$3,292.80
ENERGY2	Energy	\$3,645.60	-\$352.80	\$0.00	\$3,292.80
ENERGYS	Energy	\$3,765.60	\$0.00	\$0.00	\$3,765.60
ENERGY3	Energy	\$3,310.07	-\$283.75	\$0.00	\$3,026.32
ENERGY4	Energy	\$7,536.40	\$0.00	-\$6,043.12	\$1,493.28
ENERGY4	Energy	\$2,488.80	\$0.00	\$0.00	\$0.00
ENERGY5	Energy	\$2,574.52	-\$472.92	\$0.00	\$2,101.60
DCC	Office	\$778.00	\$0.00	\$0.00	\$778.00
MGR.	Office	\$3,552.00	\$0.00	\$0.00	\$3,552.00
CC	Office	\$984.40	\$0.00	\$0.00	\$984.40
DCC	Office	\$690.80	\$0.00	\$0.00	\$690.80
PO	Police	\$2,241.81	-\$117.99	\$0.00	\$2,123.82
PO	Police	\$2,136.93	-\$39.33	\$0.00	\$2,097.60
PO	Police	\$2,225.67	-\$208.07	\$0.00	\$2,017.60
PC	Police	\$2,463.20	\$0.00	\$0.00	\$2,463.20
DS	Police	\$2,154.41	\$0.00	\$0.00	\$2,154.41
BIOS	WW	\$2,816.00	\$0.00	\$0.00	\$2,816.00
BIOS	WW	\$2,337.00	-\$172.20	\$0.00	\$2,164.80
BIOS	WW	\$2,275.92	-\$75.04	\$0.00	\$2,200.88
TOTAL		\$61,690.54	-\$2,430.63	-\$6,043.12	\$50,727.99
COUNCIL					
CC1		\$180.00	\$0.00	\$0.00	\$0.00
CC2		\$180.00	\$0.00	\$0.00	\$0.00
CC3		\$180.00	\$0.00	\$0.00	\$0.00
CC4		\$180.00	\$0.00	\$0.00	\$0.00
CC5		\$300.00	\$0.00	\$0.00	\$0.00
CC6		\$180.00	\$0.00	\$0.00	\$0.00
CC7		\$180.00	\$0.00	\$0.00	\$0.00
TOTAL		\$1,380.00	\$0.00	\$0.00	\$1,380.00
PART-TIME					
MGR.	HHD	\$845.35	\$0.00	\$0.00	\$0.00
EW	Office	\$0.00	\$0.00	\$0.00	\$0.00
DPW	DPW-PT	\$828.75	\$0.00	\$0.00	\$0.00
CEO	Office	\$162.50	\$0.00	\$0.00	\$0.00
PPO	POL-PT	\$0.00	\$0.00	\$0.00	\$0.00
PPO	POL-PT	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL		\$1,836.60	\$0.00	\$0.00	\$0.00
TOTAL PAYROLL		\$64,907.14	-\$2,430.63	-\$6,043.12	\$52,107.99

OVERTIME HOURS WORKED										Item 9
Pay Period 6/5/2020 to 06/18/2020		Pay 487	PAID HOURS			Call-Out	Pay Date 06/11/2020		REASON	
EMPLOYEE NAME	DEPT.	DATES WORKED	1.5x	2x	2.25x	Sched.				
Chris Kies	BPTF	6/13,14	2.00	2.00		S	LAB/IRRIGATION			
Frank Lloyd	BPTF	6/8/2020	2.00			C	PLUGGED SCREENS			
Jason Riggs	DPW									
Mike Eisenlohr	DPW	6/13,14	3.25	1.25		S	COVID TRASH PICK UP, FLOOD WELL STUCK, HIGH WATER LEVEL			
Matt Adams	DPW	6/6,7	1.00	1.00		S	COVID TRASH PICK UP			
Terry Birkman	Energy	6/9,10,15	7.50			C	POWER OUTAGES, STORM DAMAGE			
Andy Van Zoeren	Energy	6/9,10	9.00	2.25		C	ALARMS AT DAM			
Nathan Gowell	Energy	6/9,10	6.00			C	POWER OUTAGES, STORM DAMAGE			
Scott Van Agtmael	Energy	6/10,15	5.50			C	POWER OUTAGES, STORM DAMAGE			
Shawn Anderson	Police	6/11,16	3.00			S	INVESTIGATION			
Brian Hintz (PT)	Police									
Kevin Skipski	Police									
Joe Ingalls	Police	6/10/2020	1.00			S	COVER SHIFT			
Elizabeth Mantyck	Police	6/7,12	5.50			S	INVESTIGATION, COVER SHIFT			
David Malotke (PT)	Police									



CITY OF HART

407 S. STATE ST.

HART, MI 49420

Hart Economic and Redevelopment Team (H.E.A.R.T.)

June 3, 2020, at 10:00 am

SPECIAL MEETING

MINUTES – DRAFT

Members Present via Zoom:

- Scott Beal, Brandi Bruch, Lynne Ladner, Brandon Bruce, Lynne Ladner, and Tracey Lipps

Members absent:

- Rob Splane, Jake Tufts, and Bill Hegg

Others present:

- Community and Economic Development Director – Nichole Steel, Deputy City Clerk – Cheri Eisenlohr (Via audio recording)

Call to Order:

- Ms. Ladner called the meeting to order at 10:00 am. Rollcall was then taken.

Public Comments:

- None

Consent Agenda:

- Approval of 5/20/20 Special Meeting Minutes was postponed as the minutes were not ready for this meeting.

Action Items:

- Gift Card – Wrap up and Round Two?
 - 280 cards were sold, \$9800.00, 18 participants
 - Ms. Ladner, do another round but include other businesses in Oceana County using the Discover Oceana funds.
 - Ms. Steel – do a matching program with other communities. Who would oversee the funds? There is another website titled Discover Oceana that has the businesses listed.
 - The second round would be the same as round one but would be offered to all Oceana County businesses. The budget would be \$6000.00 of the \$10000.00. June 15 through June 25 would be the window for the sales.
 - Ms. Ladner made a motion to use \$6000.00 of the \$10000.00 donation for round two of the gift cards for all Oceana County Businesses, supported by Ms. Platt, all ayes, motion carried.
 - Third and fourth rounds will be considered for later this summer and ask the participating communities to chip in.
- Summer Concert Series – form a subcommittee to assist with set up, advertising, assisting with meeting required social distancing requirements.
 - Ms. Lipps reached the Drew Hale band; she is waiting to hear back from them. The 6/11 concert has been rescheduled to 2021.
 - Groups up to 100 with social distancing are allowed, so other concerts will not be rescheduled. Social distancing rules will be posted but not ardently policed.
 - DPW is working on building a portable handwashing station.
 - Volunteers for the subcommittee – Brandon Bruce, Nichole Steel, and Vicki Platt for the 6/18 concert, the rest will be divided up at the next meeting.

- Hart Sparks – subcommittee, what do we want to offer this year, and how?
 - Mr. Splane sent an email suggesting that all 2020 activities in the City of Hart be canceled and more emphasis placed on the financial recovery and business strategy.
 - Ms. Ladner understands Mr. Splane’s concerns; she stated that the Governor might have the area in Phase 5 by the 4th of July weekend. Ms. Ladner thinks that the fireworks display should still take place but cancel children’s activities and food vendors. The Special Events Permit would reflect the downsizing of the event.
 - Grace Youth Camp will be canceled. Music will be determined at the June 17 meeting.
- Assist Business with Re-opening proposed looser restrictions for outdoor retail sales, outdoor restaurant service.
 - A permit will be needed for businesses to open outdoor social areas for their businesses. There will not be a fee for the permit. This permit will also go before Council at their next meeting for approval.
- Create subcommittee to oversee Discover Oceana Countywide Donation spending projects
 - Four thousand will be left over after the gift card program – volunteers: Beal and Bruch.

Communications from Members:

- Ms. Bruch brought up the heart painting on the downtown sidewalks and how badly it was done. Normally, the Boy Scouts do this using a stencil around the flag pole holes - no stencil was used this year, and it ended up looking sloppy.
- Mr. Bruce, community service work, could be used for improvements for the downtown area.
- Mr. Beal believes that the final decision on the fireworks should be made by the Council.

Ms. Platt made a motion to adjourn the meeting at 11:13 am, supported by Ms. Bruch, all ayes, the motion carried, and the meeting adjourned.

The next regularly scheduled meeting is on Wednesday, June 17, 2020, at 4:00 pm. A special meeting will be held if needed sooner.

Memo

To: Mayor and Council
From: Lynne Ladner
Date: 06/17/20
Re: Resolution 2020-35, 2020-36, and 2020-37

The three resolutions in front of you as council members related to the FY 2021 budget include adopting the Utility rates for Water, Wastewater, Electric and Solid Waste. There are not any increases listed in the resolution or in the budget but there is a note in both indicating that the Solid Waste rates may go up mid-year as the current contract with Republic Waste expires in November of 2020 and will need to either be negotiated and extended or put out to bid. The challenge with putting the contract out for bid is the limited potential bidders for the contract in the area.

The second resolution deals with the millages for the three city levies: operating, streets and cemetery the last two of which were voter approved in March of 2020 and November of 2018 respectively. We are also holding the Truth in Taxation hearing requesting that the City approve the full taxable amount also known as a "Headlee Override", with the correcting of issues associated with properly attributing parcels to the TIFA district the override is needed particularly in the General Fund to balance the budget and prevent the need to use any cash reserves. The Operating mill levy is 12.3959, streets 1.9551 and cemetery .4895 for a total City mill levy of 14.8405.

The third and final resolution is the adoption of the FY 2021 budget. The breakdown of revenues and expenditures for each fund can be seen in the Resolution 2020-37 with the overall City budget including all funds being \$9,913,153 in revenues and \$9,800,685 in expenditures. This is a balanced budget with the only potential for the use of cash reserves being in the Parks Fund 208 due to reduced revenues from site and pavilion rentals at JGP from the COVID closures.

Lynne

RESOLUTION 2020-35
City Council
City of Hart, Michigan

FY2021 ELECTRIC, WATER, SEWER & TRASH RATES

WHEREAS, the City of Hart owns and operates electric, water, sewer, and wastewater treatment facilities; and contracts for trash hauling services (“services”); and

WHEREAS, these services are funded through user rates and should self-fund their operations, maintenance, equipment replacement, and debt service; and

WHEREAS, the FY2021 Annual Budget was developed assuming the following electric, water, sewer and trash rates; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

Adopts the rates and charges as identified below for FY2021 effective for all bills for services mailed on or about July 1, 2020:

<u>A</u>	<u>ELECTRIC—RESIDENTIAL</u>	<u>RATES FY2020</u>
	Single phase monthly base rate	\$7.00
	Three phase monthly base rate	\$19.00
	kWh charge	\$0.0765
<u>B</u>	<u>ELECTRIC-- COMMERCIAL</u>	<u>RATES FY2020</u>
	Single phase monthly base rate	\$16.50
	Three phase monthly base rate	\$19.00
	kWh charge	\$0.0910
<u>C</u>	<u>ELECTRIC--DEMAND CUSTOMER</u>	<u>RATES FY2020</u>
	Monthly base rate	\$60.00
	Demand charge per KW	\$8.00
	kWh charge	\$0.0564

<u>D</u>	<u>ELECTRIC—INDUSTRIAL CUSTOMER EXCEEDING 2,000,000 KWH ANNUALLY</u>	<u>RATES FY2020</u>
	Monthly base rate	\$60.00
	Demand charge per KW	\$7.00
	kWh charge	\$0.0530
<u>E</u>	<u>FUEL COST ADJUSTMENT FACTOR (12-MONTH ROLLING AVERAGE)</u>	Varies
<u>F</u>	<u>ENERGY OPTIMIZATION</u>	<u>RATES FY2020</u>
	Residential per kWh	\$0.0013
	Commercial per meter	\$4.43
	Industrial per meter (6)	\$215.24

<u>G</u>	<u>WATER</u>	<u>RATES FY2020</u>
	Base rate per month including up to 3,000 gallons per month with 5/8 inch meter	\$7.54
	1 inch meter	\$9.13
	1.5-inch meter	\$11.55
	2-inch meter	\$14.30
	3-inch meter	\$15.95
	4-inch meter	\$17.88
	Rate per 1000 gallons (3001-13,000 gallons per month)	\$1.28
	Rate per 1000 gallons (over 13,000 per month)	\$1.12

<u>H</u>	<u>WASTEWATER</u>	<u>RATES FY2020</u>
	Base rate per month including up to 3,000 gallons per month	\$29.78
	Volume rate per 1000 gallons per month over 3,000 gallons	\$3.31

	Volume rate per 1000 gallons per month over 3,000 gallons (contracts)	\$3.31
	BOD Surcharge per pound	\$0.191
	TSS Snrcharge per pound	\$0.140
<u>I</u>	<u>CUSTOMER CHARGE</u>	
	Gray & Company	\$2,769.60/month
	Michigan Freeze Pack	\$900.00/month
	Indian Summer	\$900.00/month

<u>J</u>	MONTHLY RESIDENTIAL TRASH COLLECTION FEE	\$21.90
	MONTHLY RESIDENTIAL CLEAN UP FEE	\$1.00
	Monthly residential trash collection fees may increase, current contract expires Nov. 2020 and a new solid waste contract will need to be bid and negotiated.	

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on June 23, 2020.

Ayes: Nays: Absent:

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.

Cheri Eisenlohr, Deputy City Clerk

RESOLUTION 2020-36
City Council
City of Hart, Michigan
Oceana County

ADOPTION OF 2020 MILLAGE RATES & LEVY

WHEREAS, the City of Hart has established a general millage for operating purposes and voted millage for the cemetery and street improvements in 2018 and 2020, respectively; and

WHEREAS, the City conducted a "Truth In Taxation" hearing on June 23, 2020 which permits the proposed tax rates to exceed the maximum rates allowed by "Headlee" rules (MCL 211.34); and

WHEREAS, the City has determined that for FY 2021 that it is necessary to levy the maximum allowable mill levy;

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

Adopts and levies the following tax rates for 2020 as follows:

<u>PURPOSE</u>	<u>2019 MILLAGE RATE</u>
Operating	12.3959
Streets (Voted March 2020)	1.9551
Cemetery (Voted November, 2018)	0.4895
TOTAL	14.8405

Moved by _____ and supported by _____, and thereafter adopted by the City of Hart, Michigan City Council at a regularly scheduled meeting held on Tuesday, June 23, 2020.

Ayes: Nays: Absent:

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.

Cheri Eisenlohr, Deputy City Clerk

RESOLUTION 2020-37
City Council
City of Hart, Michigan

FY2021 ANNUAL BUDGET ADOPTION

WHEREAS, the City of Hart pursuant to Chapter IX of the Hart City Charter is required to conduct a public hearing for and adopt an annual budget on or before the first meeting in June each year, and City staff has prepared and submitted a budget for review by various committees and boards, and

WHEREAS, the City of Hart conducted a Truth in Taxation public hearing on June 23, 2020, regarding the annual budget; and

WHEREAS, the City of Hart has prepared a 10-Year Capital Improvement Program, a planning, and forecasting tool to assess the long-term infrastructure needs of the City; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT the Annual Budget for FY2021 (July 1, 2020 – June 30, 2021) and 10-Year Capital Improvement Program is adopted as follows:

<u>GENERAL OPERATING FUNDS</u>		
	<u>REVENUES</u>	<u>EXPENDITURES</u>
General - 101	\$1,997,771	
Total	\$1,997,771	\$1,997,487
	<i>Balance</i>	<i>\$284</i>
Major Streets - 202	\$144,593	\$51,995
	<i>Balance</i>	<i>\$92,598</i>
Local Streets - 203	\$250,025	\$250,000
	<i>Balance</i>	<i>\$25</i>
Street Improvements - 204	\$277,247	\$273,369
	<i>Balance</i>	<i>\$3,878</i>
Park - 208	\$112,030	\$111,335
	<i>Balance</i>	<i>\$695</i>

Tax Increment Financing - 215	\$110,595	\$88,700	
	<i>Balance</i>	\$21,895	
HEART	\$43,231	\$27,600	
	<i>Balance</i>	\$15,631	
Historic Commission - 701	\$50	\$0	
	<i>Balance</i>	\$50	
Historic District - 702	\$67,260	\$57,009	
	<i>Balance</i>	\$10,251	
<u>ENTERPRISE FUNDS</u>			
Hydroelectric - 580	\$5,484,673		
Total	\$5,484,673	\$5,480,200	
	<i>Balance</i>	\$4,473	
BioPurc - 590	\$1,864,800		
Water - 591	\$437,300		
Total	\$2,302,100	\$2,210,388	
	<i>Balance</i>	\$91,712	
<u>SPECIAL FUNDS</u>			
Library Debt Service - 301	\$75,760	\$75,750	
	<i>Balance</i>	\$10	
Hart Lake Board - 241	\$44,840	\$28,860	
	<i>Balance</i>	\$15,980	
Rail Trail - 284	\$8,010	\$8,000	
	<i>Balance</i>	\$10	

GRAND TOTAL FY 2020	<u>REVENUES</u>	<u>EXPENDITURES</u>
	\$9,913,153	\$9,800,685
	Includes use of cash reserves	Includes interfund transfers
PRIOR YEAR BUDGETED FY2020	\$12,501,938	\$12,338,094

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on June 23, 2020

Ayes: Nays: Absent:

I hereby certify this to be a true and correct copy of the document on file with the office of the City of Hart Clerk.

Cheri Eisenlohr, Deputy City Clerk

Memo

To: Mayor and Council
From: Lynne Ladner
Date: 06/17/20
Re: Resolution 2020-38

In May of 2020 Gray and Co submitted to the City an application for an Industrial Facilities Tax Exemption for the addition project that they are completing at their current site. They are seeking a 12 year 50% abatement of the new taxes generated from the \$5,662,261 project.

The Board of Review acting as the Tax Abatement Committee met on Thursday June 18th to discuss the abatement and made the recommendation to approve a 9 year 50% abatement of the new taxes generated from the project. The decision of the length of the abatement however remains with the Council.

It is my recommendation that the council adopt Resolution 2020-38 approving the Industrial Facilities Tax Exemption Certificate for Gray and Company. I have provided two copies Res. 2020-38 which is the full 12 year/50% and Res 2020-38A which is the recommended 9 year/50% which ever form is chosen by the council will officially become Res 2020-38.

Lynne

Application for Industrial Facilities Tax Exemption Certificate

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

INSTRUCTIONS: File the original and one copy of this form and the required attachments (two complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires one complete set (one original). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call 517-335-7460.

CITY OF HART	
To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Cheryl Rabe</i>	Date Received by Local Unit MAY 13 2020
STC Use Only PAID/RECEIVED	
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) Gray & Company	1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 2033	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 3325 West Polk Road	1d. City/Township/Village (indicate which) City of Hart	1e. County Oceana
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	3a. School District where facility is located Hart Public School	3b. School Code 64040
4. Amount of years requested for exemption (1-12 Years) 12		

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.

This project is to allow the integration of the Paradise glace fruit and peel business into the Hart facility. It includes structural changes to the existing facility in Hart, the movement of necessary equipment from Plant City Florida to Hart, and the installation of this equipment at Hart.

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.	▶ 1,919,000 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	▶ 3,743,261 Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ 5,662,261 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.

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements ▶	11/26/2019	03/31/2021	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	11/26/2019	03/31/2021	▶ <input checked="" 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. 180	10. No. of new jobs at this facility expected to create within 2 years of completion. 51
---	--

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	

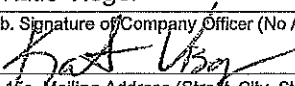
12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" 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 Holly Jaekel	13b. Telephone Number (231) 873-5628	13c. Fax Number (231) 873-2037	13d. E-mail Address hjaekel@Senecafoods.com
14a. Name of Contact Person Katie Visger	14b. Telephone Number (213) 873-7820	14c. Fax Number (231) 873-2037	14d. E-mail Address KVisger@Senecafoods.com
▶ 15a. Name of Company Officer (No Authorized Agents) Katie Visger			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (231) 873-2037	15d. Date 04/22/2020
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 3325 West Polk Road, Hart, MI 49420		15f. Telephone Number (231) 873-7820	15g. E-mail Address KVisger@Senecafoods.com

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. 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	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

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 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

Permit No: **PBR190400**
Building
Work Description: **3359 3359100 - COMMERCIAL ADDITION TO HOME BUILDING TRUSS**

3359 W POLK RD GRAY & COMPANY

Contractor: **WATSON CONSTRUCTION INC** 224-881-0010
4350 HOLTON ROAD
HOLTON, WI 53032
Owner: **GRAY & COMPANY**
3359 W POLK RD
HART, WI 53031

PLEASE CALL (231) 873-5355 FOR AN INSPECTION 24 HOURS IN ADVANCE

Notice: The Permit does not authorize occupancy until final inspection is completed.
Occupancy and use not authorized until final inspection completed.

M&E	Buildings	
70,000		230,000
30,000		300,000
18,000		50,000
30,000		150,000
50,000		330,000
25,000		50,000
15,000		300,000
30,000		75,000
310,000		47,000
425,000		90,000
16,000		40,000
250,000		180,000
150,000		77,000
200,000		
80,000		
270,000		
298,000		
28,000		
38,000		
57,000		
54,000		
14,500		
53,885		
180,000		
200,000		
200,000		
90,000		
55,000		
23,500		
80,000		
30,000		
<u>3,370,885</u>	<u>1,919,000</u>	<u>5,289,885</u>

3,501,000	Paradise Integration
<u>1,788,885</u>	New Process Modification
<u>5,289,885</u>	

Building A M&E Transfer from Mears.

362,970.01	Asset 216443 - Mears Brine Station
<u>9406.48</u>	<u>Asset 216679 - Mears PH Controll System</u>
372,376.49	

<u>3,743,261</u>	\$	<u>1,919,000.00</u>	\$	<u>5,662,261.49</u>
------------------	----	---------------------	----	---------------------

**Seneca Foods Corporation
Project Expenditure Request**

Location: Hart

Project Title: Paradise Integration Project

Project Cost Details / Questionnaire:

ITEM NO.	DESCRIPTION	COST	Expected Completion Date REMARKS
2	HFCS storage tanks	\$ 70,000.00	10-1-2020
2	Positive displacement pumps	\$ 30,000.00	} 8-1-2020
6	Product pumps (for 6 cook tanks)	\$ 18,000.00	
6	Positive displacement pumps	\$ 30,000.00	} 1-1-2021
10	Agitators for peel tanks	\$ 50,000.00	
1	Pick & Place boxer	\$ 25,000.00	} FY22
1	Case erector	\$ 15,000.00	
1	Production cell to build store display shippers	\$ 30,000.00	9-1-2020
1	Boiler room construction	\$ 230,000.00	} 9-1-2020
1	New boiler (600 HP)	\$ 310,000.00	
1	Boiler installation (including gas meter, etc.)	\$ 425,000.00	
1	Construct new brine making room	\$ 300,000.00	Complete
1	Floor drains (Brine Making Room)	\$ 50,000.00	Complete
2	Floor coatings (Cook Room, area "P")	\$ 150,000.00	Complete
1	Replace, expand connector drive aisle between the buildings	\$ 330,000.00	Aug 2020
1	Floor drains (area "P")	\$ 50,000.00	Complete
1	Dump hoppers, weigh belts for Paradise mix lines	\$ 300,000.00	Aug 2020
1	Electrical improvements (to area "P")	\$ 75,000.00	Complete
2	Steam hoods	\$ 16,000.00	Complete
1	Piping/plumbing for boiler, steam lines	\$ 250,000.00	9-1-2020
1	Heat loop for new cook tanks	\$ 150,000.00	9-1-2020
1	Contracted Maintenance Labor	\$ 200,000.00	June 2020
1	Rigging out at Paradise, in at Hart	\$ 80,000.00	Complete
1	Engineering costs for new construction	\$ 47,000.00	Complete
	Sub Total	\$ 3,231,000.00	
	Sales Taxes	\$ -	
	Freight (equipment from Paradise, boiler, color sorters)	\$ 270,000.00	

TOTAL PROJECT COST (Should = amt on Page 1 (Item 3.) \$ 3,501,000.00

QUESTIONNAIRE: COMPLETE (CHECK) THE FOLLOWING:

- Y All Transportation costs have been verified and are included in the Total Project Cost
- Y All outside installation costs have been verified and are included in the Total Project Cost
- n/a Trade-In Allowances are not included in the Total Project Cost and if applicable, are listed under "Disposition of Existing Equipment"
- Y All applicable non-refundable sales taxes have been verified and included in the Total Project Cost
- Y All electrical parts and supplies have been included in the Total Project Cost.
- Y I have read S.O.P. 3.40.06-Purchasing New Equipment - and S.O.P. 3.95.01 - Contractor Lien Waivers - and will comply with all requirements of these policies.
- Y I have verified that all sizes, speeds, capacities, and specifications are correct for this project.

Completed By: _____ (sign)

**Seneca Foods Corporation
Project Expenditure Request**

Location: Hart

Project Title: New Processing Modifications

Project Cost Details / Questionnaire:

ITEM NO.	DESCRIPTION	COST	Completion Dates REMARKS
9	Small fiber processing tanks	\$298,000	Complete
19	Polypropylene "day storage" tanks	\$28,000	Complete
12	Centrifugal product pumps	\$38,000	Complete
19	Positive displacement product pumps (for day tanks)	\$57,000	7-1-2020
12	Screen sets for small fiber tanks (circulation screens)	\$54,000	Complete
1	antenna for wireless	\$ 14,500.00	Complete
1	IT infrastructure	\$ 53,885.00	Complete
1	Door locks, Controls	\$180,000	June 2020
5	Tank pads	\$90,000	Complete
3	Wall modifications	\$40,000	10-1-2020
1	Floor coating in New Processing area	\$ 180,000.00	Complete
1	Drains in New Processing area	\$ 77,000.00	Complete
1	Catwalks in area	\$ 200,000.00	Complete
1	Additional piping to new tanks	\$ 200,000.00	July 2020
1	Install Burnette tanks	\$ 90,000.00	June 2020
1	Syrup level controllers for fiber tanks	\$ 55,000.00	11-1-2020
1	Stairs, Handrails, Downspouts, Docklock Plates	\$ 23,500.00	6-1-2020
1	Rigging tanks	\$ 80,000.00	Complete
	Sub Total	\$ 1,758,885.00	
	Sales Taxes	\$ -	
	Freight	\$ 30,000.00	
	TOTAL PROJECT COST (Should = amt on Page 1 (Item 3.))	\$ 1,788,885.00	

QUESTIONNAIRE: COMPLETE (CHECK) THE FOLLOWING:

- Y All Transportation costs have been verified and are included in the Total Project Cost
- Y All outside installation costs have been verified and are included in the Total Project Cost
- n/a Trade-In Allowances are not included in the Total Project Cost and if applicable, are listed under "Disposition of Existing Equipment"
- Y All applicable non-refundable sales taxes have been verified and included in the Total Project Cost
- Y All electrical parts and supplies have been included in the Total Project Cost.
- Y I have read S.O.P. 3.40.06-Purchasing New Equipment - and S.O.P. 3.95.01 - Contractor Lien Waivers - and will comply with all requirements of these policies.
- Y I have verified that all sizes, speeds, capacities, and specifications are correct for this project.

Completed By: _____ (sign)

Pay this tax to:

CITY OF HART
CHERYL RABE, TREASURER
407 STATE ST, STE 1
HART, MI 49420-1259
231-873-2488



Katie

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

This tax is due by: 02/14/2020

After 02/14/2020 additional interest and fees apply

2019 Winter Tax for Prop #: 020-661-001-00

Bill #

00504

TAXPAYER NOTE: Are your name & mailing address correct? If not, please make corrections below. Thank You.

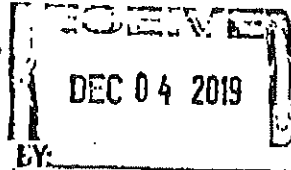
Make Check Payable To: CITY OF HART

TOTAL AMOUNT DUE: 67,614.24

Amount Remitted: _____

*****AUTO**5-DIGIT 49405
GRAY & COMPANY
CORPORATE CONTROLLER
3325 W POLK RD
HART, MI 49420-8168

Pay by mail to: CITY OF HART
CHERYL RABE, TREASURER
407 STATE ST, STE 1
HART, MI 49420-1259
231-873-2488



Property Addr: 3359 W POLK RD

Please detach along perforation. Keep the bottom portion.

HART CITY

2019 Winter

Bill #: 00504

MESSAGE TO TAXPAYER

TOTAL TAX (BASE TAX + ADMIN FEE) PAYABLE TO CITY TREASURER FROM DEC 1 THRU FEB 14. AFTER FEB 14, TOTAL TAX + 3% PENALTY DUE TO CITY TREASURER. MARCH 2ND AND AFTER CALL OCEANA COUNTY TREASURER (231) 873-3980 FOR TAXES DUE. UNPAID 2019 SUMMER TAXES ARE NOT INCLUDED ON THIS 2019 WINTER BILL. CALL CITY TREASURER AT 231-873-2488 FOR AMOUNT DUE. PERSONAL PROPERTY TAX PAYABLE ONLY TO LOCAL TREASURER. HRS: MON-FRI, 8:00AM-5:00PM.

PAYMENT INFORMATION

This tax is due by: 02/14/2020

Pay by mail to: CITY OF HART
CHERYL RABE, TREASURER
407 STATE ST, STE 1
HART, MI 49420-1259
231-873-2488

P.R.E. Exemption Has Reduced This Bill By: 0.00

PROPERTY INFORMATION

Property Assessed To:
GRAY & COMPANY
3325 W POLK RD
HART, MI 49420

Prop #: 020-661-001-00 School: 64040

Prop Addr: 3359 W POLK RD

Legal Description:

3359 W POLK RD WD775909 WD9724144 WO-L2006P1418 1978 ANNEXED FROM 64-07-661-001-00 DESC CHG IN 05/JP DESC CHG IN 08/JP SUPERVISORS PLAT NO 1 LOTS 6 & 7, OUTLOT C, PT OF LOTS 1, 2 & 3 COM AT NE COR SEC 20, TH S 88 DEG-02'43"W 500.41 FT TO S'LY R/W LN POLK RD & POB, TH S 1 DEG 49'45"W 27 FT, TH ARND 12 DEG26' CRV TO RT WITH RADIUS OF 461.07 FT & A CHORD BR S 78 DEG 21'40"E 163.15 FT, S 0 DEG 16'45"W 400.77 FT, N 87 DEG 59'19"W 799.67 FT, N 0 DEG 54'15"W 105 FT, S 87 DEG 59'19"E 70.48 FT, N 25 DEG 59'59"E 183.17 FT, N 1 DEG 49'45"E 181.11 FT TO S R/W LN POLK RD, S 88 DEG 10'15"E 487.59 FT TO POB CONTAINING 7.15 A M/L & PT

BALANCE OF DESCRIPTION ON FILE

TAX DETAIL

Taxable Value: 1,970,995
State Equalized Value: 2,082,700 Class: 301
Homestead %: 0.0000

Mort Code:

Taxes are based upon Taxable Value.
1 mill equals \$1.00 per \$1000 of Taxable Value.
Amounts with no millage are either Special Assessments or other charges added to this bill.

DESCRIPTION	MILLAGE	AMOUNT
COUNTY AMBL	0.99480	1,960.74
COUNTY 9-1-1	0.13980	275.54
COUNTY COA	1.00000	1,970.99
COUNTY VETERANS	0.10000	197.09
MCF BUILDING	0.20000	394.19
COUNTY MCF OPER	2.48470	4,897.33
HART SCH OPER	18.00000	35,477.91
HART SCH DEBT	2.81000	5,538.49
HART SINK FD	1.68000	3,311.27
WS ESD OPER	0.27600	543.99
WS ESD SPEC ED	2.38120	4,693.33
WS ESD VOC ED	0.92090	1,815.08
HART AREA LIB	1.95780	3,858.81
112-Ag-Ren		2,010.04

1021946 005042019
1490,000, 216600
\$67,614.24

Total Tax 32.94520 66,944.80
Administration Fee 669.44

TOTAL AMOUNT DUE 67,614.24

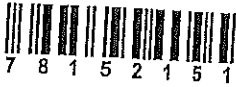
OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

County: 01/01 - 12/31
Twn/Cty: 07/01 - 06/30
School: 07/01 - 06/30
State: 10/01 - 09/30

Does NOT affect when the tax is due or its amount

1902099834
Katie Vrbj 12/4/19 SP 12-10-19



PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

Pay this tax to:
CITY OF HART
CHERYL RABE, TREASURER
407 STATE ST, STE 1
HART, MI 49420-1259
231-873-2488

This tax is due by: 09/16/2019	
After 09/16/2019 additional interest and fees apply	
2019 Summer	Tax for Prop #: 020-901-470-00

00870

TAXPAYER NOTE: Are your name & mailing address correct? If not, please make corrections below. Thank You.

Make Check Payable To: CITY OF HART

TOTAL AMOUNT DUE: 10,301.40

Amount Remitted: _____

*****AUTO**5-DIGIT 49405
GRAY & COMPANY
CORPORATE CONTROLLER
3325 W POLK RD
HART, MI 49420-8168

Pay by mail to: CITY OF HART
CHERYL RABE, TREASURER
407 STATE ST, STE 1
HART, MI 49420-1259
231-873-2488



Property Addr:



Please detach along perforation. Keep the bottom portion.

HART CITY

2019 Summer

Bill #: 00870

MESSAGE TO TAXPAYER

SUMMER TAXES PAYABLE TO CITY TREASURER WITHOUT INT/PENALTY THRU SEPT 16. INT BEGINS SEPT 17. SEE REVERSE SIDE OF THIS BILL FOR INT & PENALTY AND SUMMER DEFERMENT INFORMATION. POSTMARKS NOT ACCEPTED. CHECKS MUST CLEAR OR RECEIPT IS VOID. ALL UNPAID TAXES DELQ MAR 2, 2020, PAYABLE TO COUNTY TREASURER.

Kate Vsgy 7/10/19

PROPERTY INFORMATION

Property Assessed To:
GRAY & COMPANY
3325 W POLK RD
HART, MI 49420

Prop #: 020-901-470-00 School: 64040

Prop Addr:

Legal Description:

. PERSONAL PROPERTY CITY OF HART 351 - AG RENAISSANCE ZONE IN 2001 2001 AV - 1 007,600.

*1902015206
7/10/19 AEL*

PAYMENT INFORMATION

This tax is due by: 09/16/2019

Pay by mail to: CITY OF HART
CHERYL RABE, TREASURER
407 STATE ST, STE 1
HART, MI 49420-1259
231-873-2488

RECEIVED
JUL 03 2019

TAX DETAIL

Taxable Value: 500,300
State Equalized Value: 500,300 Class: 351
Homestead %: 100.0000

Mort Code:

Taxes are based upon Taxable Value.
1 mill equals \$1.00 per \$1000 of Taxable Value.
Amounts with no millage are either Special Assessments or other charges added to this bill.

DESCRIPTION	MILLAGE	AMOUNT
CITY GENERAL	12.39590	6,201.66
STREET IMPROV	1.95510	978.13
CEMETERY	0.48950	244.89
STATE ED TAX		EXEMPT
COUNTY OPERATING	5.75000	2,876.72

*1021946
14960000 - 216600
\$ 10,301.40*

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

County: 01/01/19 - 12/31/19
Twn/Cty: 07/01/19 - 06/30/20
School: 07/01/19 - 06/30/20
State: 10/01/19 - 09/30/20

Does NOT affect when the tax is due or its amount

Total Tax	20.59050	10,301.40
Administration Fee		0.00
TOTAL AMOUNT DUE		10,301.40

RESOLUTION 2020-38
City Council
City of Hart, Michigan

INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE
GRAY AND COMPANY

WHEREAS, on May 13, 2020, Gray & Company (Hart, MI) applied for an Industrial Facilities Tax Exemption Certificate for \$1,919,000 of real property improvements and \$3,743,261 in personal property costs located 3325 West Polk Road, Hart, MI 49420; and

WHEREAS, the Hart Tax Abatement Committee/Board of Review recommended approval of the Gray and Company request on June 18, 2020; and

WHEREAS, all governmental units that may be affected by the aforementioned application were notified by certified mail; and a public notice was published in the Oceana Herald Journal on June 18, 2020 regarding a public hearing on this matter; and

WHEREAS, the City of Hart City Council conducted a public hearing at their meeting on June 23, 2020 regarding the Gray and Company request; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

1. *Approves an agreement between Gray and Company and the City of Hart acknowledging mutual benefit from the real property improvements and personal property costs as identified in the aforementioned Industrial Facilities Tax Exemption application.*
2. *Approves an application from Gray and Company for a 12-year Industrial Facilities Tax Exemption on \$5,662,261 of real property improvements and personal property costs.*
3. *Certifies that the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of the City of Hart, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Hart.*
4. *Certifies that the state equalized valuation of property proposed to be exempt pursuant to an application under consideration, considered together with the aggregate state equalized valuation of property exempt under certificates previously granted and currently in force does not exceed 5% of the state equalized valuation of the local governmental unit.*
5. *Authorizes and directs the Mayor and Clerk to sign the aforementioned documents on behalf of the City of Hart.*

Moved by _____ supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on June 23, 2020.

Ayes: Nays: Abstain: Absent:

Resolution adopted.

I, the undersigned, the Clerk of the City of Hart, Oceana County, Michigan, do hereby certify that the foregoing is a true and complete copy of City of Hart Resolution 16-49, approved by the Hart City Council of Hart, Michigan at a regular meeting held June 23, 2020

Cheri Eisenlohr, Dep. City Clerk

RESOLUTION 2020-38A
City Council
City of Hart, Michigan

INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE
GRAY AND COMPANY

WHEREAS, on May 13, 2020, Gray & Company (Hart, MI) applied for an Industrial Facilities Tax Exemption Certificate for \$1,919,000 of real property improvements and \$3,743,261 in personal property costs located 3325 West Polk Road, Hart, MI 49420; and

WHEREAS, the Hart Tax Abatement Committee/Board of Review recommended approval of the Gray and Company request on June 18, 2020; and

WHEREAS, all governmental units that may be affected by the aforementioned application were notified by certified mail; and a public notice was published in the Oceana Herald Journal on June 18, 2020 regarding a public hearing on this matter; and

WHEREAS, the City of Hart City Council conducted a public hearing at their meeting on June 23, 2020 regarding the Gray and Company request; and

WHEREAS, in order to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE HART CITY COUNCIL:

1. *Approves an agreement between Gray and Company and the City of Hart acknowledging mutual benefit from the real property improvements and personal property costs as identified in the aforementioned Industrial Facilities Tax Exemption application.*
2. *Approves an application from Gray and Company for a 9-year Industrial Facilities Tax Exemption on \$5,662,261 of real property improvements and personal property costs.*
3. *Certifies that the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of the City of Hart, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Hart.*
4. *Certifies that the state equalized valuation of property proposed to be exempt pursuant to an application under consideration, considered together with the aggregate state equalized valuation of property exempt under certificates previously granted and currently in force does not exceed 5% of the state equalized valuation of the local governmental unit.*
5. *Authorizes and directs the Mayor and Clerk to sign the aforementioned documents on behalf of the City of Hart.*

Moved by _____ supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on June 23, 2020.

Ayes: Nays: Abstain: Absent:

Resolution adopted.

I, the undersigned, the Clerk of the City of Hart, Oceana County, Michigan, do hereby certify that the foregoing is a true and complete copy of City of Hart Resolution 16-49, approved by the Hart City Council of Hart, Michigan at a regular meeting held June 23, 2020

Cheri Eisenlohr, Dep. City Clerk

June 16, 2020
2200442

Ms. Lynne Ladner, City Manager
City of Hart
407 S. State Street
Hart, MI 49420

RE: Watermain Improvements, Church Street: Dryden to Union

Dear Ms. Ladner:

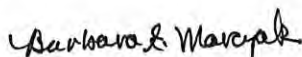
On June 11, 2020, the City received three bids for the project referenced above. The bids ranged from \$203,295.00 to \$248,845.00. The low bid was submitted by McCormick Sand, Inc. of Twin Lake, MI. McCormick Sand has completed work that is similar in nature to this project and has performed satisfactorily on other Prein&Newhof and City of Hart projects. Based on this experience, we believe they are capable of performing the work for this project.

Once the project is awarded, please sign the enclosed Notice of Award and return it to us. We will then forward it to McCormick Sand along with the contract documents for signatures.

If you have any questions, please contact our office.

Sincerely,

Prein&Newhof



Barbara E. Marczak, P.E.

BEM/bem

Enclosures: Bid Tabulation
Notice of Award

c: Brad Whitney, City of Hart

Bid Tabulation

Owner:		City of Hart		1st		2nd		3rd	
Project Title:		Water Main Improvements, Church Street: Dryden to Union		McCormick Sand Inc 5430 Russell Rd Twin Lake, MI 49457		White Lake Excavating 2571 Holton Whitehall Rd Whitehall, MI 49461		Hallack Contracting 4223 W Polk Road Hart, MI 49420	
Bid Date & Time:		June 11, 2020 at 2:00 PM		Project #: 2200442					
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	Mobilization, Max, 10%	1.0	Lsum	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
2	Traffic Control	1.0	Lsum	\$8,600.00	\$8,600.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
3	Curb and Gutter, Rem	40.0	Ft	\$8.00	\$320.00	\$20.00	\$800.00	\$10.00	\$400.00
4	Sidewalk, Rem	80.0	Syd	\$8.00	\$640.00	\$10.00	\$800.00	\$10.00	\$800.00
5	Road, Rem	1,300.0	Syd	\$5.00	\$6,500.00	\$0.50	\$650.00	\$5.00	\$6,500.00
6	Curb and Gutter, Conc. Det F4	40.0	Ft	\$32.00	\$1,280.00	\$50.00	\$2,000.00	\$55.00	\$2,200.00
7	Sidewalk, Conc, 4 inch	700.0	Sft	\$6.00	\$4,200.00	\$6.00	\$4,200.00	\$8.50	\$5,950.00
8	Concrete Drive, Remove and Replace	25.0	syd	\$55.00	\$1,375.00	\$100.00	\$2,500.00	\$75.00	\$1,875.00
9	Road, Replace	1,300.0	Syd	\$37.00	\$48,100.00	\$50.00	\$65,000.00	\$63.30	\$82,290.00
10	Turf Restoration	7.0	Sta.	\$500.00	\$3,500.00	\$500.00	\$3,500.00	\$1,250.00	\$8,750.00
11	Water Main, DI, 6 inch, Tr Det G	685.0	Ft	\$48.00	\$32,880.00	\$50.00	\$34,250.00	\$50.00	\$34,250.00
12	Water Main, Bend, 45 Degree, 6 inch	2.0	Ea	\$325.00	\$650.00	\$500.00	\$1,000.00	\$250.00	\$500.00
13	Water Main, Reducer, 8 inch x 6 inch	1.0	Ea	\$400.00	\$400.00	\$500.00	\$500.00	\$250.00	\$250.00

Bid Tabulation

Owner:		1st		2nd		3rd	
City of Hart		McCormick Sand Inc 5430 Russell Rd Twin Lake, MI 49457		White Lake Excavating 2571 Holton Whitehall Rd Whitehall, MI 49461		Hallack Contracting 4223 W Polk Road Hart, MI 49420	
Project Title:		Water Main Improvements, Church Street: Dryden to Union					
Bid Date & Time:		June 11, 2020 at 2:00 PM		Project #:		2200442	
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount
14	Water Main, Sleeve, 6 inch	2.0	Ea	\$400.00	\$800.00	\$1,000.00	\$2,000.00
15	Water Main, Tapping Sleeve and Valve, 6 inch x 6 inch	1.0	Ea	\$3,600.00	\$3,600.00	\$4,000.00	\$4,000.00
16	Water Main, Valve and Box, 6 inch	2.0	Ea	\$1,500.00	\$3,000.00	\$1,200.00	\$2,400.00
17	Hydrant	2.0	Ea	\$2,550.00	\$5,100.00	\$3,500.00	\$7,000.00
18	Water Service, Corporation Stop, 1 inch	14.0	Ea	\$450.00	\$6,300.00	\$500.00	\$7,000.00
19	Water Service, Curb Stop and Box, 1 inch	14.0	Ea	\$525.00	\$7,350.00	\$500.00	\$7,000.00
20	Water Service, Connect to Existing	14.0	Ea	\$1,000.00	\$14,000.00	\$200.00	\$2,800.00
21	Water Service, 1 inch	1,300.0	Ft	\$24.00	\$31,200.00	\$40.00	\$52,000.00
22	Water Main, Abandon	1.0	Lsum	\$3,500.00	\$3,500.00	\$1,000.00	\$1,000.00
Total Bid					\$203,295.00		\$225,400.00
							\$248,845.00

Bid Tabulation Summary

Bid Date:

11-Jun-20

Bid Time (Local):

2:00 PM

Owner:

City of Hart

Project Title:

Water Main Improvements, Church Street: Dryden to Union

Project #:

2200442

Number	Contractor Name	Bid Amount
1st	McCormick Sand Inc 5430 Russell Rd, Twin Lake, MI 49457	\$203,295.00
2nd	White Lake Excavating 2571 Holton Whitehall Rd, Whitehall, MI 49461	\$225,400.00
3rd	Hallack Contracting 4223 W Polk Road, Hart, MI 49420	\$248,845.00

NOTICE OF AWARD

Date of Issuance: June 23, 2020
Owner: City of Hart Owner's Project No.:
Engineer: Prein&Newhof Engineer's Project No.: 2200442
Project: Water Main Improvements, Church Street: Dryden to Union
Contract Name:
Bidder: McCormick Sand, Inc.
Bidder's Address: 5430 Russell Road, Twin Lake, MI 49457

You are notified that Owner has accepted your Bid dated June 11, 2020 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Water Main Improvements, Church Street: Dryden to Union

The Contract Price of the awarded Contract is \$203,295.00. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

Three (3) unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

- 1. Deliver to Owner **[3]** counterparts of the Agreement, signed by Bidder (as Contractor).
- 2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, *Supplementary Conditions*, Article 6, and *Insurance Specifications*.
- 3. Other conditions precedent (if any): **None**

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: **City of Hart**
By (signature): _____
Name (printed): Lynne Ladner
Title: City Manager

Copy: *Prein&Newhof*

RESOLUTION 2020-39
City Council
City of Hart, Michigan

CHURCH STREET WATER MAIN PROJECT

WHEREAS, the City of Hart owns, operates and maintains a municipal water supply and distribution system, municipal wastewater collection system and local public street system; and

WHEREAS, the City collects a property tax levy for the improvement of our local street system, and allocates funds from the water and wastewater system revenues for improvement projects; and

WHEREAS City Engineer Prein&Newhof has prepared plans and specifications for construction of replacement of two blocks of water main and the reconstruction of Church Street and the City invited well-qualified construction contractors to submit bids; and

WHEREAS, on June 11, 2020, the City received three (3) bids for the aforementioned project between \$203,295 and \$248,845; and City Engineer Prein&Newhof reviewed the bids and recommends project award to; and

WHEREAS, to secure the benefits of efficient self-government and to promote and protect our common interests and welfare, the City Council hereby declares:

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Approves and accepts the bid from McCormick Sand in the amount of \$203,295; and

Authorizes and directs the City Manager to sign all contract documents for the Church Street Water Main project

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regularly scheduled council meeting held on Tuesday, June 23, 2020.

Ayes Nays Absent

I hereby certify this to be a true and correct copy of
the document on file with the office of the

Cheri Eisenlohr, Deputy City Clerk

Memo

To: Mayor and Council
From: Lynne Ladner
Date: 06/17/20
Re: Resolution 2020-40

Each year the City is required to hire an independent firm to complete the City's fiscal year audit. The city has been working for the past few years with the members of the team that have now become part of the Maner Costerian firm and have a good professional working relationship with the audit team.

Maner Costerian has submitted their engagement letter to completed the City's fiscal audits for the next three years FY 2020, FY 2021 and FY 2022. As a professional service similar to legal and engineering services this is a service that is generally not bid out unless the City is unhappy with the services or it has been more than 10-15 years since the last request for proposals so as to ensure that fees are in line with the market place. FY 2020 will only be the City's third year with Maner Costerian.

It is my recommendation that the Council adopt resolution 2020-40 accepting the engagement agreement with Maner Costerian for FY 2020 through FY 2022.

Lynne

June 18, 2020

To the Board of Commissioners
City of Hart, Michigan

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Hart (the City), Michigan, for the year ended June 30, 2020. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated June 18, 2020, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of the City of Hart. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the City of Hart's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion and analysis and budgetary comparison information, and OPEB schedules, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on other supplementary information, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the City and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit procedures in July 2020 and issue our report on or before December 31, 2020. Steven R. Kirinovic is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Council and management of the City of Hart and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Maney Costain PC

June 18, 2020

City of Hart
407 State Street
Hart, MI 49420

We are pleased to confirm our understanding of the services we are to provide the City of Hart for the years ending June 30, 2020, 2021, and 2022. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Hart as of and for the years ending June 30, 2020, 2021, and 2022. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Hart's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Hart's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis
2. Budgetary comparison schedules
3. Required supplementary other post-employment benefit disclosures

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Hart's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Combining statements for nonmajor governmental funds
2. Combining statements for fiduciary funds

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and will include tests of the accounting records of the City of Hart and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City of Hart's financial statements. Our report will be addressed to the City Council of the City of Hart. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City of Hart is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste and abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exist that some material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

We have advised you of the limitations of our audit regarding the detection of fraud and the possible effect on the financial statements (including misappropriation of cash or other assets). We have offered to perform, as a separate engagement, extended procedures specifically designed to detect fraud and you have declined to engage us to do so at this time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreement; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance of internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Hart's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will provide certain non-attest services as listed in the attached addendum. You are responsible for making all management decisions and performing all management functions relating to these non-attest services and for accepting full responsibility for such decisions. You will be required to acknowledge in the representation letter that you have evaluated the adequacy of our non-attest services and have reviewed and approved the results of these services, and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any non-attest services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and related party relationships and transactions, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestations engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City of Hart, however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Maner Costerisan and constitutes confidential information. However, pursuant to authority given to it by law or regulation, we may be requested to make certain audit documentation available to an oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Maner Costerisan personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

Steven R. Kirinovic, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The noted fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. The fees for audit services will be as follows:

<u>Year Ending</u> <u>June 30,</u>	<u>Financial</u> <u>Audit</u>
2020	\$ 17,900
2021	18,700
2022	19,500

If additional procedures are necessary to assist with the implementation of GASB Statement 84, our fees will be based on the services rendered at our standard hourly rates.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We will provide copies of our reports to the City, however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. We understand we will be provided balanced records for each fund and that all accounts will be reconciled. If additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs. Third-party confirmation providers for certain financial institutions may invoice us for responding to confirmation requests and we will pass those costs through to you.

These billing rates would also apply to any management services assistance (getting records to a point they can be appropriately audited without hindering our independence, assistance with MD&A preparation, etc.) which the City may request. These billing rates increase annually based on inflation and cost of living adjustments. If the City requests additional assistance during any of the years under contract that process would be over-and-above the noted audit costs and would be billed at the hourly rates of the individuals performing the services.

Because we are extremely interested in continuing to serve the City of Hart and the fact that our audit team members have a great deal of experience working with similar entities, we are proposing a discount to our audit cost estimate. The price schedule detailed above is a firm price assuming the City records are in reasonable condition and that we are provided reasonable staff assistance. If our team members spend more hours than the projected hours detailed above that are not due to unusual circumstances (i.e., unrecorded accruals, unbalanced records, improperly recorded activities, the state of the records being significantly different than what was stated, inadequate staff assistance, significant changes in auditing standards, etc.) then we will not bill for any amounts over the audit cost estimate. During the audit, we will spend approximately 20% more in fees than what is projected above, however, we will not bill you for that additional time, unless it exceeds the 20% amount which would be caused by circumstances such as those items listed above.

Our proposal is to provide the City with auditing services, rather than accounting services. The cost schedule detailed on the previous page assumes that extensive journal entries to adjust the accounting records (i.e., bookkeeping) will not be required as part of the audit process. If auditor-proposed journal entries are required in order for the financial statements to be fairly presented in accordance with generally accepted accounting principles, we propose a per entry fee of \$100. This fee will not be billed if there are less than ten entries in a given year.

The fees quoted above are based on the City's current levels of client assistance and expertise. Should any of these levels of assistance or expertise change during the period of our engagement, we may need to arrive at a new fee arrangement for the remainder of the agreement.

In any year that the City would like us to prepare the State of Michigan, Department of Treasury F-65 Form or Form Act 51, we will bill the City at an hourly rate of \$200.

If certain circumstances are encountered, such as significant areas not being ready for audit that delay or disrupt fieldwork, or those issues listed above we will discuss them with you and negotiate additional billings. While we do not expect that there will be additional billings in any audit year, because of the discounted fee that is being proposed it is important that the City adhere to the agreed-upon audit schedule - allowing us to conduct the audit as efficiently as possible.

If reproduction or publication of the financial statements audited by us, or any portion thereof, is intended, it is our policy that any master of printer's proofs be submitted to us for review prior to publication.

Our audit report on the financial statements to be issued pursuant to this engagement is for your use. If it is your primary intent that our report will benefit or influence a third-party user, we must be informed prior to the beginning of the annual audit engagement.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

During the term of this agreement and for a period of one year thereafter, neither party shall directly or indirectly, solicit for employment or for engagement as an independent contractor, or encourage leaving their employment or engagement, any employee or independent contractor of the other party. For the avoidance of doubt, general advertisements for employment and responses thereto, shall not be deemed a violation of the paragraph. The parties agree that any breach of this paragraph would damage the other party in an amount difficult to ascertain with certainty, and that in the event that either party breaches this provision resulting in the other party losing the services of an employee or independent contractor for any period of time, the breaching party shall pay to the other party an amount equal to the annual rate of compensation (paid by the non-breaching party for the immediate prior calendar year) of the applicable employee or independent contractor.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract. Our most recent peer review report accompanies this letter.

If reproduction or publication of financial statements audited by us, or any portion thereof, is intended, it is our policy that any master of printer's proofs be submitted to us for review prior to publication.

We will continue to perform our services under the arrangements discussed above from year to year unless for some reason you or we find that some change is necessary. However, the performance of each audit is a separate and severable engagement. Each separate engagement shall be deemed complete and Maner Costerisan will not have a continuing responsibility to perform additional services with respect to that completed engagement when we present to you the final audit report that relates to any given year.

Our audit report on the financial statements to be issued pursuant to this engagement is for your use. If it is your primary intent that our report will benefit or influence a third-party user, we must be informed prior to the beginning of the annual audit engagement.

Considering our current relationship as an independent member of the BDO Alliance USA, the firm may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

In connection with this engagement, we may communicate with you or others via e-mail transmission. As e-mails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that e-mails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of e-mail transmissions, or for the unauthorized use or failed delivery of e-mails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of e-mail transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

Because there are inherent difficulties in recalling or preserving information as the period after an engagement increases, you agree that, notwithstanding the statute of limitations of the State of Michigan, any claim based on this engagement must be commenced within 12 months after performance of our service, unless you have previously provided us with a written notice of a specific defect in our services that forms the basis of the claim.

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Rules. If the parties are unable to resolve the dispute through mediation within 60 days from the date notice is first given from one party to the other as to the existence of a dispute and the demand to mediate, then they may proceed to resolve the matter by arbitration if this agreement provides that the particular dispute is subject to arbitration, or by whatever other lawful means are available to them if this agreement does not provide for arbitration of the particular dispute. Costs of any mediation proceeding shall be shared equally by all parties.

The City of Hart and Maner Costerisan both agree that any dispute over fees charged by Maner Costerisan to the client or any other disputes will be submitted for resolution by arbitration in accordance with the rules of the American Arbitration Association. Such arbitration shall be binding and final. The arbitration shall take place at Lansing, Michigan. Any hearing shall be before one arbitrator in accordance with Rule 17 of the Commercial Arbitration Rules of the American Arbitration Association (the Rules). Any award rendered by the arbitrator pursuant to this agreement may be filed and entered and shall be enforceable in the appropriate court of the county in which arbitration proceeds. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution. The prevailing party shall be entitled to an award of reasonable attorney's fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.

We appreciate the opportunity to be of service to the City of Hart and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Maner Costerisan PC

RESPONSE:

This letter correctly sets forth the understanding of the City of Hart.

By: _____

Title: _____

Date: _____

To: Maner Costerisan

After considering the qualifications of the accounting personnel of the City of Hart we believe they have the qualifications and abilities to generate financial statements, including the required footnotes, in accordance with U.S. generally accepted accounting principles. However, for convenience and other issues, we may contract with you to prepare our financial statements.

Signature: _____

Title: _____

Date: _____

ADDENDUM TO ENGAGEMENT LETTER

As part of the audit engagement, you have requested our assistance with the following services. *Government Auditing Standards* considers these services as “non-attest” or “non-audit” services. Management is required to review, approve and accept responsibility for any non-audit services we may perform.

- Preparation of the financial statements, including the related notes, required and additional supplementary information.
- Calculation of the provision for depreciation.
- Assistance with the preparation and submission of audit financial information required by law or regulations.
- Assistance with, or the preparation of, year-end adjusting journal entries and work papers.
- Prepare the State of Michigan F-65 and Act 51 reports from information provided by the City and provide those to the City for review and approval prior to submission.
- Access to a secure website to exchange information electronically.

Thomas G. Wieland
David A. Grotkin
Joel A. Joyce
Brian J. Mechenich



Carrie A. Gindt
Patrick G. Hoffert
Jason J. Wrasse
Joshua T. Bierbach

Report on the Firm's System of Quality Control

July 27, 2017

To the Partners of Maner Costerisan PC and
the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Maner Costerisan PC (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act; audits of employee benefit plans, and audits of carrying broker-dealers.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Reilly, Penner & Benton LLP

1233 N. Mayfair Road Suite #302 • Milwaukee, WI 53226-3255 • 414-271-7800

www.rpb.biz

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Maner Costerisan PC in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Maner Costerisan PC has received a peer review rating of *pass*.

Reilly, Penner & Benton LLP

Reilly, Penner & Benton LLP

Reilly, Penner & Benton LLP

1233 N. Mayfair Road Suite #302 • Milwaukee, WI 53226-3255 • 414-271-7800

www.rpb.biz

RESOLUTION 2020-40
City Council
City of Hart, Michigan

***ACCEPT ENGAGEMENT AGREEMENT WITH MANER COSTERISAN FOR
AUDITING SERVICES***

WHEREAS, the City of Hart is required to have an outside independent audit completed at the end of every fiscal year to ensure that the City's accounting practices and accounts are in compliance with generally accepted accounting practices and all GASB and OPEB reporting requirements; and

WHEREAS, the City of Hart has been happy with the services we have received in the past several years from the team of auditors that have ultimately formed into the firm which is known as Maner Costerisan and they are familiar with the city's practices and have helped with improving our process; and

WHEREAS with the end of Fiscal Year 2020 upon us it is necessary to enter into an engagement agreement with an independent auditing firm and as a professional service this is like attorneys and engineers not a service that is frequently bid out as the institutional knowledge that is gained by working with one firm for several years is a benefit to the City;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Accepts the engagement agreement with Maner Costerisan for auditing services for FY 2020 in the amount of \$17,900, for FY 2021 in the amount of \$18,700 and FY 2022 in the amount of \$19,500; and

Authorize the City Manager to sign the engagement letter.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regularly scheduled council meeting held on Tuesday, June 23, 2020.

Ayes Nays Absent

I hereby certify this to be a true and correct copy of
the document on file with the office of the

Cheri Eisenlohr, Deputy City Clerk



CITY OF HART
 407 S. State St., Hart, MI 49420
 Ph: 231-873-2488 Fax: 231-873-0100
SPECIAL EVENTS PERMIT



THE CITY IS NOT RESPONSIBLE FOR BY-STANDERS AT YOUR EVENT.

DATE OF APPLICATION: June 17, 2020

NAME OF EVENT: Music on the Commons

DATE OF EVENT: 6/18, 7/16, 7/30, 8/13, 8/27 TIME: 7:00 PM TO 9:00 PM

RAIN DATE OF EVENT: **MUST PROVIDE** Same day Alternate Location

LOCATION AND/OR ROUTE OF EVENT:
 Hart Commons

DESCRIPTION OF EVENT:
 Live free music performance with Hart Lake as the backdrop

SPECIAL NEEDS:
 Crowd limitations and Social Distancing requirements will be followed to as long as the restrictions and guidelines remain in place.

NAME OF ORGANIZATION OR SPONSOR: H.E.A.R.T

ADDRESS:
 49 S. State St. Hart, MI 49420

CONTACT PERSON: Nichole Steel

PHONE: 231-301-8449 FAX:

EMAIL: nsteel@cityofhart.org

X 6/18/2020
 SIGNATURE OF EVENT COORDINATOR/SPONSOR DATE

IT IS YOUR RESPONSIBILITY TO SCHEDULE THE LOGISTICS MEETING WITH THE CITY DEPARTMENTS INDICATED IF YOUR APPROVED PERMIT INDICATES THAT A MEETING IS NEEDED. PLEASE NOTE THAT A 7 - 10 DAY ADVANCE NOTICE WILL BE NEEDED TO SCHEDULE THE MEETING.
POLICE: 873-2488, DPW: 873-3100, HYDRO: 873-5367, EMS: 873-8240

SECTIONS BELOW TO BE COMPLETED BY THE CITY

PROOF OF LIABILITY INSURANCE FOR STREET SOLICITATION: YES OR NO

LOGISTICS MEETING NEEDED: YES OR NO

DEPT. ATTENDING: DPW POLICE EMS HYDRO

PERMIT NUMBER: _____ APPROVED BY CITY COUNCIL/CITY MANAGER

DATE OF APPROVAL/DENIAL: YES OR NO

CONDITIONS:

CITY REPRESENTATIVE'S SIGNATURE: