Hastings City Council
Communication

Date: April 8, 2016
To: Honorable Mayor Pro-Tem Dave Tossava, Members of the Hastings City Council, City Attorney and Administrative Staff
From: Jeff Mansfield, City Manager
Subject: Information – April 11, 2016 Regular Meeting of the Hastings City Council

Items on the agenda for Monday night’s regular meeting of the City Council include:

**Formal Presentations and Requests**

Regina Thompson has requested permission to erect a tent (temporary structure) in Fish Hatchery Park. Our staff has no questions or concerns related to this request. It is our understanding that the proposed tent(s) are of the “pop-up” style, and do not require that stakes or other materials be driven into the ground.

The Barry County Chamber of Commerce has submitted a request for various accommodations related to the 2016 Gus Macker 3-on-3 Basketball Tournament. This will be the fifth year that the City has hosted a Gus Macker Tournament. Our staff has no questions or concerns related to this event. As you can see in the letter, more details about the event will be presented by the organizing committee in the future.

Flexfab has requested permission to hold their annual 5k Run/Walk again this year. Our staff has no questions or concerns related to this event.

Cassandra Radig-Madden has requested permission to plant a tree in memory of William “Billy” Russell Madden, Jr. in Fish Hatchery Park. The City’s policy related to such donations and plaques is attached. Our staff has no questions or concerns related to this request.
Resolutions

Tom Emery has prepared a rather extensive request for a variety of amendments to the City’s budget for the current fiscal year.

Bids, Contracts, Agreements and Sales

Lee Hays has prepared a recommendation for purchase of a radio communication system to be used in our Department of Public Services Vehicles and Equipment. We used such a system for years, but phased it out a few years back as the equipment failed or became obsolete due to changes in technology. The DPS has recently used cell phones as their primary means of communication, but the use of such devices can be unsafe in moving vehicles. Lee will provide additional information at the meeting.

The Hastings Kiwanis Club and Rotary Club have submitted an agreement to operate the concession stand at the new Thornapple Plaza this coming summer (starting with the Jazz Festival!). We are still working on a few last details related to the agreement (provision of appropriate insurance coverage, occupation of certain portions of the site by other vendors, etc.) but we would appreciate the City Council’s approval of the agreement in concept to allow Rotary and Kiwanis to begin making arrangements to provide concession services.

City Manager’s Report

Lee Hays, Chief Caris and Laura Ortiz will present their monthly departmental reports on Monday evening. Lee will also provide a report on several significant projects planned in the parks.

Tom Emery will provide the results of our latest Other Post Employment Benefit (OPEB – i.e. retiree health care insurance) actuarial valuation.

Alan Klein has prepared a draft policy for content on the City’s digital sign at the corner of West State Street and Cook Road.

We would ask that the City Council consider setting a public hearing to be held at 7:00 p.m. at the next Council meeting on April 25, 2016 to solicit comment regarding the resolution establishing the need for the Downtown Parking Special Assessment / District to pay for a portion of the cost related to the operation and maintenance of the downtown parking lots. A memorandum providing additional information is enclosed.

Finally, we would ask that the City Council consider scheduling a workshop for 6:00 p.m. prior to the next meeting of the City Council on April 25, 2016 to discuss the draft budget for FY 2016/2017.

See you Monday night!
City Council Agenda
April 11, 2016

1. Regular meeting called to order at 7:00 PM.

2. Roll Call.

3. Pledge to the flag.

4. Approval of the agenda.

* 5. Approval of the minutes of the regular meeting of March 28, 2016.

6. Proclamations:

* Recognizing Child Abuse Prevention Month (April 2016); Karen Jousma with the Family Support Center of Barry County.

√ 7. Public Hearings: (None).

√ 8. Formal presentations and requests:

* A. Consider request from Regina Thompson to put up a temporary tent (June 11, 2016) adjacent to her rented pavilion at Fish Hatchery Park for graduation celebration in case of inclement weather.

* B. Consider request from Barry County Chamber of Commerce to host a fifth annual Gus Macker 3-on-3 basketball tournament June 24-26, 2016.

* C. Consider request from Flexfab to hold their 9th annual 5k Run/Walk on Saturday September 17, 2016 at 9:00 AM.

* D. Consider Casandra Radig-Madden’s request to plant a small tree and place a 8” x 6” plaque in memory of William “Billy” Madden Jr. at Fish Hatchery Park with donated funds.

√ 9. Recommendations from other Boards: (None).

√ 10. Ordinances: (None).

√ 11. Resolutions:

* Consider Resolution 2016-05 to amend the budget (Amendment No. 7) and the Capital Improvement Plan for the 2015/2016 Fiscal Year.
12. Appointments: (None).

13. Bids, Contracts, Agreements, and Sales:

* A. Consider award to Communication Specialists Inc. $17,372.98 for acquisition and installation of radio equipment as recommended by Director of Public Services Hays.

* B. Consider Agreement for the Operation of the Thornapple Plaza Concession with Hastings Rotary and Kiwanis Clubs.

14. City Manager's report:

* A. Director of Public Services Hays monthly report.

* B. Fire Chief Caris monthly report.

* C. Library Director Ortiz monthly report.

* D. Updated review of OPEB obligations per Actuarial Valuation as of December 31, 2015.

* E. Consider Digital Entry Sign Policy.

* F. Consider approval of improvements to Fish Hatchery Park as recommended by Director of Public Services Hays.

* G. Receive City Manager's report on downtown parking special assessment district for 2016.

Consider setting a public hearing at 7:00 PM on Monday, April 25, 2016 to receive comment and make a determination on the necessity of improvements in the downtown parking special assessment district for 2016.

H. Consider setting a special workshop meeting at 6:00 PM on Monday, April 25, 2016 to hear the presentation of the draft 2016/2017 budgets.

15. Consent items without individual discussion:

* A. Invoices:
   - DVT Electric, Inc. $9,125.00 (Light Pole Replacement/Fixtures).
   - Copperrock $11,962.00 (Thornapple Plaza).

* B. Invitation to Hastings FFA Banquet Saturday April 23, 2016.

* C. Barry-Eaton District Health Department Community Outreach Highlights April 2016.

* D. WOW letter March 31, 2016 regarding programming rebranding.


* F. Events Calendar April 2016.

* G. Draft Minutes Barry County Board of Commissioners – Committee of the Whole April 5, 2016.
16. City Attorney's Report:

17. Legislative Director's Report:

18. Open Public Discussion from the Floor:

19. Mayor and Council comment:

20. Adjourn.

* Items with enclosures.
✓ Motion under agenda heading requires roll call vote.

Guidelines for Public Comment

Public comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.
CITY COUNCIL MINUTES
March 28, 2016

1. Regular meeting called to order at 7:00 PM by Mayor Campbell in Council Chambers at City Hall.

2. Present at roll call were members Bowers, Jarvis, Smith Tossava, and Campbell.

   Motion by Bowers, with support by Smith, to excuse Councilmembers Jasperse, McNabb-Stange, and Redman. All ayes. Motion carried.

   City Staff and Appointees Present: Mansfield, Emery, Pratt, Caris, Hays, Klein, Ortiz, and Komondy (for Fekkes).

3. Pledge to the flag.

4. Approval of the agenda.

   Add 8.E. – Travis Alden, Executive Director of Barry County Chamber of Commerce

   Motion by Tossava, with support by Bowers, to approve as amended.
   All ayes. Motion carried.

5. Approval of the minutes of regular meeting of March 14, 2016.

   Motion by Tossava, with support by Jarvis, to approve as presented.
   All ayes. Motion carried.

6. Proclamations: (None).

7. Public Hearings:

   A public hearing to hear comment and citizen input regarding an Urban Services and Economic Development Agreement between the City of Hastings and Hastings Charter Township.

   Campbell briefly introduced the subject.

   The hearing was opened at 7:03 PM.

   No comments were offered.

   The hearing was closed at 7:04 PM.

   Mansfield discussed the 30-day referendum period.
8. Formal presentations and requests:

A. Consider My Alpha Place request to hold annual fundraiser 5K Walk/Run June 11, 2016.

Motion by Jarvis, with support by Tossava, to approve under the direction of City staff.

Ayes: Bowers, Jarvis, Smith, Tossava, and Campbell
Nays: None.
Absent: Jasperse, McNabb-Stange, and Redman.
Motion carried.

B. Consider request from Culver Road Church of God Seventh Day to hold 5-day Vacation Bible School/Community Out-Reach Program June 27, 2016 to July 1, 2016 at Fish Hatchery Park from 4:30 – 8:00 PM and waive all fees.

No representative present.

Motion by Jarvis, with support by Smith, to table until next meeting. All ayes. Motion carried.

C. Presentation by Captain Robert Jordan, Eaton County Sheriff’s Department.

Jordan announced he was running for Barry County Sheriff and discussed his experience, and issues with current management of Sheriff’s Department.

D. Consider request from Barry County Red Cross to reserve parking spaces April 14, 2016 from 1:00 – 6:00 PM for open house.

Judy Loofboro, Red Cross Office Manager, reported driver shortage and request for parking spaces open to park vans on street all day.

Motion by Smith, with support by Jarvis, to approve under direction of City staff.

Ayes: Bowers, Jarvis, Smith, Tossava, and Campbell
Nays: None.
Absent: Jasperse, McNabb-Stange, and Redman.
Motion carried.

E. Travis Alden, new Chamber Director, introduced himself and stated the goal of improving business climate.

9. Recommendations from other Boards: (None).

10. Ordinances: (None).

11. Resolutions: (None).

12. Appointments:

A. Consider appointment of 1st Ward council member for a term expiring December 31,
Candidate Ron Koutz made a presentation about his qualifications and interest.

Smith asked about experience; Tossava asked about running for 2-year term in November.

Candidate Therese Maupin-Moore made a presentation about her qualifications and interest.

Smith asked about running for election in November; Bowers asked about available time.

Motion by Jarvis, with support by Tossava, to appoint Therese Maupin-Moore.

Ayes: Bowers, Jarvis, Smith, Tossava, and Campbell
Nays: None.
Absent: Jasperse, McNabb-Stange, and Redman.
Motion carried.

B. Consider appointment of Jason Burghardt to the Cable Access Committee for a term expiring December 31, 2018.

Motion by Tossava, with support by Bowers, to approve Mayor's recommendation.

Ayes: Bowers, Jarvis, Maupin-Moore, Smith, Tossava, and Campbell
Nays: None.
Absent: Jasperse, McNabb-Stange, and Redman.
Motion carried.


14. City Manager's report:

A. Police Chief Pratt presented his monthly report.
B. Clerk/Treasurer Emery presented his monthly report.
C. Community Development Director Klein presented his monthly report.

15. Consent items without individual discussion:

A. Invoices:
   Compass Minerals $6,834.61 (Road Salt).
   Green Gables Haven $5,000.00 (Services Agreement).
   Mead & Hunt $8,926.67 (Water & Waste Water Plant Operator Services February 2016).
   Kent Oil & Propane Inc. $6,158.10 (Diesel Fuel).
B. Draft Minutes Barry County Board of Commissioners Committee of the Whole March 15, 2016.
C. Testing of Tornado Siren.
D. Management Services Development Letter March 15, 2016 regarding Thomas
Apartments.
E. Minutes Cable Access Committee Meeting March 17, 2016.
F. Minutes Barry County Board of Commissioners March 8, 2016.
G. Minutes Barry County Board of Commissioners March 22, 2016.
H. Events Calendars March and April 2016.

Motion by Tossava, with support by Smith, to receive and place on file Items 15.A. through 15.H. inclusive.
All ayes. Motion carried.


17. Legislative Director's Report:

Tossava reported on MML Capital Conference training.

Bowers reported on MML advocacy regarding the “gag” legislation.

Campbell reported on the MML Board Meeting.

18. Open Public Discussion from the Floor:

Motion by Tossava, with support by Smith, to remove Culver Road Church request from the table.

Ayes: Bowers, Jarvis, Maupin-Moore, Smith, Tossava, and Campbell
Nays: None.
Absent: Jasperse, McNabb-Stange, and Redman.
Motion carried.

Bobbie Kuiper and Missy Smith representing the Church presented the request.

Bowers asked about location and clean up.

Tossava asked about expected size of attendance.

Smith asked about working with staff and time of day.

Motion by Tossava, with support by Jarvis, to approve under the direction of City staff and waive all fees.

Ayes: Jarvis, Maupin-Moore, Smith, Tossava, and Campbell
Nays: Bowers.
Absent: Jasperse, McNabb-Stange, and Redman.
Motion carried.

19. Mayor and Council comment: (None).
20. Adjourn.

Motion by Tossava, with support by Maupin-Moore to adjourn at 8:03 PM.

Read and Approved:

__________________________  ______________________________
Franklin L. Campbell, Mayor  Thomas E. Emery, City Clerk
Official Proclamation
City of
Hastings, Michigan

Child Abuse Prevention Month

Whereas: Child abuse and neglect is a serious problem, ranking as one of the greatest risks to the health and well-being of Barry County children; and

Whereas: Child abuse and neglect may be the result of various social problems such as inadequate parenting skills, family violence, poverty, family dysfunction, mental health problems, homelessness and crime; and

Whereas: In Barry County in 2014, 203 children between the ages of 0-17 were confirmed victims of child abuse and neglect by Children’s Protective Services; and

Whereas: The Family Support Center of Barry County has been designated by Michigan’s Children’s Trust Fund to lead alongside local community based programs to assist in expediting efforts to prevent child abuse now and in future generations through joint interagency prevention efforts; and

Whereas: The most precious and valuable asset of our county is our children, and we must dedicate ourselves, our energy and our resources to the nurturing and protection of these most vulnerable individuals—protecting children and strengthening Barry County families is a shared community responsibility; and

Whereas: Community action is needed to help families break the cycle of abuse with small or simple gestures—just by reaching out and showing you care about children in your family and neighborhood demonstrates that we value our children;

Now, therefore, be it resolved, that I, Franklin L. Campbell, Mayor, on behalf of the City of Hastings and the Hastings City Council, do hereby declare April 2016 as

Child Abuse Prevention Month

and I urge all citizens to work together to help reduce child abuse and neglect significantly in years to come.

IN WITNESS WHEREOF, I have hereunto set my Hand and caused the Official Seal of the City of Hastings, Michigan, to be affixed this 11th day of April 2016.

__________________________________________
Franklin L. Campbell, Mayor
Mayo Campbell,

[To whom it may concern]  

I will be creating the pavilion at the Fish Hatchery Park on June 11, 2016, for my daughter's graduation open house. I would like to request permission to erect a covered tent in case of inclement weather. I have access to a 10' x 30' tent and a 10' x 20' tent, if either of these sizes would be acceptable.

Thank you so much for your time and consideration of my request.

Regina M Thompson
(209) 804-9354
March 23, 2016

Hon. Frank Campbell
City Council Members
201 E. State Street
Hastings, MI 49058

Re: Hastings Gus Macker Request

Dear Mayor Campbell and Council Members:

I am writing on behalf of the Barry County Chamber of Commerce and the Hastings Gus Macker Organizing Committee requesting permission to host a fifth annual Gus Macker 3-on-3 basketball tournament in Hastings on June 24, 25, & 26, 2016.

The past events have been deemed a success by Gus Macker Management and the local Gus Macker organizing committee. We intend to take into consideration feedback from players, local businesses and community leaders to continue to improve upon the format of the event for 2016.

The organizing committee will plan to come before City Council for permission on specific requests related to event layout and other necessary resource requests prior to moving forward with detailed plans as the date draws nearer. At this time, the Hastings Gus Macker organizing committee is seeking support from the City Council to host the 2016 Hastings Gus Macker in the downtown area on June 24, 25, & 26, 2016.

Thank you for your consideration of this request. Should you have questions regarding this event please do not hesitate to contact me.

Best regards,

Jacquie McLean
Membership Development Manager

phone: 269.945.2454  fax: 269.945.3839  221 W. State Street  Hastings, MI 49058  miBARRY.com  IT'S IN OUR NATURE
March 24, 2016

City of Hastings
Attn: Jeff Mansfield
201 E. State St.
Hastings, MI 49058

Dear Mr. Mansfield:

Flexfab, Inc. is interested in putting on the 9th annual Flexfab 5k Run/Walk.

The event is tentatively planned for the morning of Saturday, September 17, at 9:00 a.m. We anticipate approximately 70 participants. The running route is a 3.1 mile loop, starting and ending at Flexfab on Cook Road. Please see the attached map of the proposed running route. The event should last no more than one hour.

Specifically, we will be asking for permission to use city streets and to include a loop around the Fish Hatchery Park. We would like to have a police officer to direct traffic and allow runners to cross Green Street at the intersection of Green Street and Ironside Drive and again at the intersection of Green Street and Cook Road. Also, we would welcome any ideas or concerns from the City’s perspective.

Thank you in advance for your consideration and please feel free to contact me at (269) 945-3533 x229 with any questions.

Best regards,

Bill Rohr
Vice President of Human Resources
Flexfab, LLC.
April 5, 2016

Honorable Frank Campbell and Hastings City Council
City of Hastings
201 E. State St.
Hastings, MI 49058

Dear Mayor Campbell and City Council Members:

I would like to request permission to have a tree planted and a small 8" X 6" plaque placed in memory of William "Billy" Russell Madden Jr. at Fish Hatchery Park with donated funds.

William "Billy" Russell Madden Jr., originally from Hastings, served in the United States Army for 8 years, where we met and married. We returned to his home town where he was able to transfer over to the Air National Guard and served an additional 20 years. He officially retired with 28 years' service in April 2013, and then was killed by a drunk driver only two months later.

Bill has played softball since he was old enough to walk. His entire family has played on multiple teams in the area and continues on in his memory. The fish hatchery field is a place where our girls have the fondest memories. Not only watching their dad play on leagues, but mostly the tournaments that were held there, especially Summerfest.

Bill and Aaron Snider were usually the two that would coordinate the Summerfest Softball Tournament that brought in teams from all over. As our girls grew old enough, our oldest was usually put in charge of the score board and our younger one was responsible for retrieving home run balls that went over the fence. It truly didn't matter what they did, or if they saw the whole game, to them it was precious time spent with their dad.

I have been working with City staff to determine what type of tree and what would be the best location. Attached you will find information pertaining to the tree type, the suggested location, an example of the proposed plaque and the proposed plaque language.

We appreciate your time and your consideration on this request.

Respectfully submitted,

Casandra Radig-Madden
Autumn Blaze® Maple

Acer x freemanii 'Jeffersred' PP#4864

- Large deciduous tree with central leader and dense oval canopy.
- Rich green, deeply lobed summer foliage. Bright orange-red in fall.
- Excellent tree for lawn, park or street. Grows to 50' tall.
- Prefers full sun.
"Reflective Moments"
By Ruth Gee

This sculpture was generously donated to the City of Hastings by
THOMAS L. JOHNSON
AND THE
DOWNTOWN DEVELOPMENT AUTHORITY
July 27, 2010
William R. Madden Jr.

"Daddy—Our Angel"

This tree was generously donated to the City of Hastings by Brittani and Brea Madden

Dedicated June 2016
POLICY GOVERNING PLACEMENT OF PLAQUES ON CITY PROPERTY TO RECOGNIZE DONATIONS

Adopted by City Council August 12, 1996

Policy controlling the placement of plaques or other materials on City property to recognize donations is established by the Hastings City Council and administered by the City Manager as promulgated herein:

The objective of this policy is to recognize and encourage individual, group, and/or corporate donations for public benefit. Individuals, businesses, or Hastings area organizations may request to place plaques, markers, stones or other such materials, approved by the City Council, to recognize those who have made donations toward construction and/or placement of real and tangible items on publicly owned property that is donated to benefit the general public.

The plaque or other object placed to recognize the donation shall conform to the following guidelines:

1. The object placed recognizing the donor shall be less conspicuous than the item that is donated and be diminutive in proportion to the item that is donated.

2. The item placed may not, in any way, promote political activities supporting candidates, propositions, or other political issues.

3. The item placed may not promote religious activities.

4. The item placed may not, in any way, promote sales, market or advertise a business.

5. If placed outdoors, the item must be durable and weatherproof.

6. The item placed may not obstruct operations such as mowing nor in any way be a safety hazard.
RULES AND APPLICATION

An organization wishing to place pages or other materials to recognize donations must submit an application in writing to the Hastings City Council.

The application shall include the following:

1. Name of Organization or individual.

2. Address of applicant (P.O. box is not acceptable).

3. Name of responsible person to be contacted. An organization must designate a person responsible to the City to coordinate the placement and to make sure the rules are adhered to by the organization.

4. Phone number.

5. Name(s) of all those who are to be listed as donors.

6. Site plan, including location of display and an artist rendition depicting a replica of the item displaying the donor names.

7. A written and signed affirmation that the applicant will hold the City harmless and shall be responsible for all expenses for any and all liability or legal action including attorney fees that may occur or arise as a direct or indirect result of the placement of the item on City property.

8. A written statement by the applicant affirming that the City will not be held responsible for any damage whatsoever that may occur to the plaque etc., and shall not be responsible for any maintenance or replacement cost, nor shall the City incur any cost at all as a result of the fulfillment of the request.

The City Council reserves the right to reject any and all requests for any reason and to approve any request as they deem appropriate.
Memo

To: The Honorable Mayor and City Council Members
Cc: Jeff Mansfield, City Manager
From: Tom Emery
Date: 04/11/2016
Re: Resolution 2016-05 Amending the Fiscal Year 2015/2016 Budget and Capital Improvement Plan

The attached resolution amending the budget for the current fiscal year is occasioned by the following circumstances:

1. A number of DPS activity areas have varied from the original budget plan. The most significant of these resulted from a warmer than normal winter that required less resources for street maintenance. DPS labor has been applied in other areas, primarily in the parks, as weather and other circumstances permit. The budget amendment reallocates resources from several DPS activities, including parking, street winter maintenance, and water mains, to several others, including parks and recreation, other street functions, and water meters.

   While labor re-allocations net out, there are some increases to quite a few DPS budget items that result in net increases of $46,651. The largest increase is $16,000 for telephone communication for the water system (recently replaced by other communication facilities).

2. Recognition of the gift of the Thomapple Plaza amphitheater and concession building adds significantly (over $1.1 million) to General Fund contribution revenue and parks and recreation expenditures.

3. A transfer of the budget for the City's share of school crossing guard costs from the Community Services budget to the Police Department ($12,000). Crossing guards are school district employees which are supervised by our Police Department.

4. Elimination of the Fire Department expenditure to support depreciation of the Aerial truck. When it was acquired in 2000, this vehicle was purchased by the Equipment Fund with resources borrowed from the Water and Sewer Fund. The Equipment Fund paid off the W&S loan in 2010. During all 16 years of its life, the Fire Department has "rented" the truck from the Equipment Fund. On consultation with the auditor, we have determined that it would be better accounting treatment of this asset if the General Fund (via the Fire Department) owned it and that the rent/depreciation was not expensed in the manner that it has been. With approval of the budget amendment we will move the asset between the funds accordingly.

5. A number of less extensive adjustments reflecting current circumstances, including: the allocation of "extra" pension contributions to the City Council division of the pension plan; timing of re-appraisal contract payments and changing labor allocations for Assessing; wage and fringe adjustments and increased professional services for planning activities in Administrative Services cost centers.
6. Adjustments to interfund transfers either required to accommodate the activity changes or to reserve resources to the General Fund.

7. Re-assessment of the (lack of) immediate need for painting buildings and resurfacing the basketball court at Tyden Park make it possible to apply these resources ($15,000 total) to the creation of a veteran’s park surrounding the obelisk. The current year capital improvement plan is amended accordingly.

8. Re-classification of City Hall improvement activities from capital projects to maintenance resulting in a decrease in the Administrative Services Fund CIP amount and a corresponding increase in building and grounds expenditures.

The table below shows the net impact of all of these adjustments on the fund balance in each effected fund.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Net Change in Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>+ $6,984</td>
</tr>
<tr>
<td>Major Streets</td>
<td>- $20,790</td>
</tr>
<tr>
<td>Local Streets</td>
<td>0</td>
</tr>
<tr>
<td>Water and Sewer</td>
<td>- $35,450</td>
</tr>
<tr>
<td>Township Sewer Maintenance</td>
<td>- $4,700</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>- $18,784</td>
</tr>
</tbody>
</table>

TE/s
Attachment
RESOLUTION 2016-05

TO AMEND THE BUDGET (Amendment #7) AND THE CAPITAL IMPROVEMENT PLAN FOR FISCAL YEAR 2015/2016

WHEREAS, the City Council of the City of Hastings has established the City's budget for the fiscal year commencing July 1, 2015 and ending June 30, 2016; and

WHEREAS, the City Manager has recommended that said budget be amended based on new information now available; and

WHEREAS, this Council is authorized by the City Charter and State statute to amend the budget throughout the fiscal year as it determines necessary; now

THEREFORE BE IT RESOLVED, that the City Council of the City of Hastings amends the budget for the fiscal year commencing July 1, 2015 and ending June 30, 2016, incorporating changes as follows:

The estimate of revenue in the General Fund for Other Revenue is increased from $258,200 to $1,395,200 (an increase of $1,137,000); and

The appropriation for expenditures in the General Fund for Mayor/Council/Boards is increased from $86,496 to $90,996 (an increase of $4,500); and

The appropriation for expenditures in the General Fund for Assessing is increased from $228,138 to $254,349 (an increase of $26,211); and

The appropriation for expenditures in the General Fund for the Police Department is increased from $2,040,548 to $2,052,548 (an increase of $12,000); and

The appropriation for expenditures in the General Fund for the Fire Department is decreased from $565,062 to $554,656 (a decrease of $10,406); and

The appropriation for expenditures in the General Fund for Parking (Non-SAD) is decreased from $64,676 to $59,676 (a decrease of $5,000); and

The appropriation for expenditures in the General Fund for Parking (SAD) is decreased from $42,320 to $37,320 (a decrease of $5,000); and

The appropriation for expenditures in the General Fund for Parks and Recreation is increased from $522,741 to $1,717,512 (an increase of $1,194,771); and

The appropriation for expenditures in the General Fund for Community Services is decreased from $552,546 to $547,546 (a decrease of $5,000); and

The appropriation for outgoing transfers in the General Fund is decreased from
$909,477 to $827,417 (a decrease of $82,060); and

The estimate of incoming transfers in the Major Street Fund is decreased from $500,603 to $492,204 (a decrease of $51,425); and

The appropriation for expenditures in the Major Street Fund for Routine Maintenance is decreased from $305,243 to $297,577 (a decrease of $7,666); and

The appropriation for expenditures in the Major Street Fund for Sweeping is increased from $53,492 to $60,419 (an increase of $6,927); and

The appropriation for expenditures in the Major Street Fund for Traffic Services is increased from $43,993 to $44,733 (an increase of $740); and

The appropriation for expenditures in the Major Street Fund for Winter Maintenance is decreased from $118,259 to $87,624 (a decrease of $30,635); and

The estimate of incoming transfers in the Local Street Fund is decreased from $108,365 to $77,730 (a decrease of $30,635); and

The appropriation for expenditures in the Local Street Fund for Routine Maintenance is decreased from $370,375 to $351,362 (a decrease of $19,013); and

The appropriation for expenditures in the Local Street Fund for Sweeping is increased from $84,110 to $92,037 (an increase of $7,927); and

The appropriation for expenditures in the Local Street Fund for Winter Maintenance is decreased from $73,775 to $54,226 (a decrease of $19,549); and

The appropriation for expenditures in the Water and Sewer Fund for Administration is increased from $1,066,876 to $1,074,626 (an increase of $7,750); and

The appropriation for expenditures in the Water and Sewer Fund for the Water Treatment Plant is increased from $294,273 to $313,073 (an increase of $18,800); and

The appropriation for expenditures in the Water and Sewer Fund for Maintenance Meters is increased from $116,860 to $134,105 (an increase of $17,245); and

The appropriation for expenditures in the Water and Sewer Fund for Maintenance Water Mains is decreased from $139,902 to $122,657 (a decrease of $17,245); and

The appropriation for expenditures in the Water and Sewer Fund for the Waste Water Treatment Plant is increased from $655,441 to $664,341 (an increase of $8,900); and

The appropriation for expenditures in the Township Sewer Maintenance Fund for Maintenance Sewer Service is increased from $35,406 to $40,106 (an increase of $4,700); and

The appropriation for expenditures in the Administrative Services Fund for City Manager is increased from $165,612 to $167,112 (an increase of $1,500); and
The appropriation for expenditures in the Administrative Services Fund for City Clerk/Treasurer is increased from $379,956 to $388,040 (an increase of $8,084); and

The appropriation for expenditures in the Administrative Services Fund for Professional Services is increased from $195,460 to $204,660 (an increase of $9,200); and

The appropriation for expenditures in the Administrative Services Fund for City Hall and Grounds is increased from $144,969 to $154,969 (an increase of $10,000); and

BE IT FURTHER RESOLVED, that the Capital Improvement Plan for fiscal year 2015/2016 is amended as follows:

In the Parks and Recreation section to eliminate three proposed activities: painting pavilion, $5,000, and restroom, $5000, and resurfacing basketball court, $5,000; and to add a new activity: creation of a veteran's park surrounding the obelisk, $15,000, all at Tyden Park; and

In the Administrative Services section by reclassifying $10,000 from capital City Hall improvements to maintenance expenditures included in the operating budget change referenced above; and

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to make budgetary transfers within the line items of appropriation centers established through this budget and that all transfers between appropriations listed in this resolution may be made only by further action of this Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act; and

BE IT FINALLY RESOLVED, that the funds appropriated shall be drawn from the treasury of the City for the purposes approved pursuant to the authority granted by the Hastings City Charter.

A motion to adopt the foregoing resolution being offered by Member ____________, with support by Member ____________:

YEAS: .
NAYS: .
ABSENT: .

MOTION DECLARED ____________.

I hereby certify that the foregoing resolution was adopted at a duly held and attended regular meeting the 22nd day of February 2016, by the City Council of the City of Hastings, by a vote of _____ members voting in favor thereof and _____ members voting against.

__________________________________
Thomas E. Emery
City Clerk

Resolution 2016-05
The City of Hastings Department of Public Services recently received proposals for the procurement of narrow band radio equipment for the DPS garage operational vehicles. The radios will allow for safe communication between vehicles. The radio equipment will increase efficiency during winter maintenance events.

**BIDDER**
Communication Specialists Inc.

**PRICE COMPONENTS and AMOUNTS:**
State Pricing Contract: 07183001104  
Total Project Cost: $17,372.98

Communication Specialists Inc. has worked with the Fire Department previously, and supplies the radio equipment for them. Communication Specialists has given state contract pricing for this acquisition. This equipment will replace the existing equipment from 1995 at the DPS that is not operational.

It is Staff’s recommendation to award the contract for the acquisition and installation of the radio equipment to Communication Specialists Inc. Their bid proposal of $ 17,372.98 for the procurement of the equipment, installation, and upgrading our FCC license for narrow band is reasonable, and has been negotiated by the State. The cost for the equipment is less than the budgeted amount in the 2015/2016 Equipment Fund Capital Improvements Plan ($40,000).

Lee Hays  
Director of Public Services
March 29, 2016

City of Hastings
201 E State St.
Hastings, MI 49058

Dear Jeff:

The Hastings Rotary Club and Hastings Kiwanis Club are pleased to provide you with the attached concession proposal for the Thornapple Plaza for the 2016 season. We understand that this is the first year and that the concession stand will be open and we want to make sure it is done right. We will be modeling our selection and operation after the Hastings Band concessions.

In addition to the assortment of traditional candy, we will be offering Soda, Bottled Water, Coffee, Hot Dogs, and Popcorn for sale at the events. By having our organizations operating the concession stand for the whole season we will be able to ensure that we have the necessary inventory and options for a well stocked concession stand.

Thank you for the opportunity to provide you with this concession proposal. We very much look forward to the opportunity to work with you and to make the Thornapple Plaza a big success.

Sincerely,

David Solmes
Treasurer, Hastings Rotary Club
Agreement for the operation of the Thornapple Plaza Concession Stand

Between

The City of Hastings
And
The Hastings Rotary Club and Hastings Kiwanis Club

This agreement is from April 1, 2016 to April 1, 2017, by and between the Hastings Rotary Club and Hastings Kiwanis Club and the City of Hastings.

For and in consideration of the payment of the fees the City of Hastings (City) does hereby grant to the Concessionaire (Hastings Rotary Club and Hastings Kiwanis Club) the exclusive right to operate the concession stand and surrounding grounds, for food and beverage concession purposes, at the Thronapple Plaza for the term of the agreement. Non-food and alcohol concessions will be coordinated with the Concessionaire prior to the event date.

The Concessionaire insures that the concession stand will be staffed and open for all events that have been scheduled by the start of the agreement. Every effort will be made to have the concession stand open for any event that is added after the start of the agreement.

The Concessionaire will determine food and beverage items available for sale at each event and will maintain the appropriate health department license. Both the Hastings Rotary Club and Hastings Kiwanis Club are covered by liability insurance and Certificates can be provided upon request.

As part of the consideration for granting the concession rights herein above set forth, Concessionaire shall pay the City a revenue sharing fee as follows:

- 15% of the first $5,000 profit.
- 10% of all profit over the first $5,000.

Profit will be calculated after all expenses have been subtracted from gross sales. Expenses shall include but not be limited to any licenses or permits, food or beverage supplies, necessary equipment, and supplies for the operation of the concession stand. The Concessionaire will
provide a detailed accounting of all revenue, expenses, and profit at the end of the agreement along with payment to the City.

All equipment and materials purchased by the Concessionaire will remain the property of the Concessionaire at the end of the agreement. If upon termination of the agreement, Concessionaire shall have the right to remove its own equipment, furnishings and supplies from the premises and shall be allowed a period of 15 days to complete such removal. No equipment provided by the City shall be removed or replaced by Concessionaire without the prior written consent of the City.

Concessionaire at its own expense will keep the concessions stand, excluding restrooms, clean and sanitary at all times. Concessionaire will assist with restocking restrooms during events, should the need arise, with supplies provided by responsible party.

Signage and advertising shall be the responsibility of the Concessionaire. Concessionaire will not permanently attached signs or banners without the written permission of the City. Concessionaire shall place a sign at the concession stand in a prominent place stating that the concession is operated under a concession agreement issued by the City.

This agreement has been executed on this ___ day of ____________, 2016 by:

__________________________________________

City of Hastings

__________________________________________

President, Hastings Rotary Club

__________________________________________

President, Hastings Kiwanis Club
March activities within the Department of Public Services include:

**Storm Drain Repairs**

In recent weeks, DPS crews have been cleaning and repairing storm catch basins around town. For the past few weeks, DPS crews have also been cleaning sedimentation and debris from the storm manholes.

**Downtown Paver Leveling**

DPS crews have been re-leveling pavers in the downtown when there is time. This will be a lengthy process, but the adjusted pavers will reduce the number of trip hazards where the pavers meet the existing concrete tree surrounds.

**Spring Cleanup and Hydrant Flushing**

Spring cleanup is scheduled to begin on April 11th in the downtown. Crews will move into the second ward from there. Residents are advised to get compostable yard debris to the curbside for pickup by April 11th. Spring hydrant flushing will begin as soon as the cleanup is completed.
Thornapple Plaza

The Thornapple Plaza project is moving towards end of the month opening. The concrete contractors have been busy pouring the seating walls, sidewalks, stage, and other site concrete. We are on schedule for Jazz Fest opening. The grand opening ceremony for the plaza is scheduled for shortly before 1 pm on April 28th.

Recently, we noticed that there were sink holes developing near the proposed parking lot for the Plaza. The sink holes were being caused by a leak between the existing concrete headwall where the former railroad crossed Fall Creek, and where the newer culvert met. To resolve this issue, a new concrete collar was poured where the two meet.

Licensed Operator at Water and Wastewater Plants

Unfortunately, George Holzworth is no longer the licensed operator at the water and wastewater plants. George let his B level wastewater license expire, so he was no longer able to run the plant. Mead and Hunt is currently seeking an operator for the plants. Casey Rose from Mead and Hunt is our interim superintendent at the plants. Matt Lumbert is currently serving as our licensed operator at the water plant. Matt hopes to take his B level wastewater
license this fall; attaining this license may open some promotion opportunities, as he would be licensed to operate both plants. In the interim, Mead and Hunt hopes to have a replacement operator in Hastings within the next eight weeks.

**Taffee Outfall Project**

The Taffee Outfall project is gearing up for a spring start. The DPS is currently working on getting the City ROW surveyed in the project area, as well as acquiring materials for the project. The project entails the installation of rip rap stones at the outlet of the Taffee storm sewer into the Thornapple River.

**Light Pole Foundation Covers**

This winter, we had a total of 22 light poles removed along State Street due to deterioration at the bases of the poles. We recently relocated a number of the remaining poles to an every other foundation configuration. This left a number of concrete foundations with bolts and the cables exposed. In order to give a more finished look for the time being, foundation covers were ordered to clean up the foundations. The below were ordered in black, and should be installed over the existing foundations in the coming weeks.

![Light Pole Foundation Cover](image)

**Trail Cleanup**

The vegetation between the Riverwalk trail and the river was recently cleaned up near the Thornapple Plaza site. This cleanup increases the view of the river, and also gives a more presentable appearance to this widely used section of trail.

**Radio Communications at the Water Plant and Facilities**

Integrated Controls was awarded the contract to install radio communication equipment at the various water facilities and at the water treatment plant. The radio equipment and various devices have been installed and implemented within our existing systems. The new equipment has allowed us to cancel the dedicated ATT lines that were previously used to communicate between the water plant and the various locations. The line cancelation will result in a cost savings of nearly $5,000 per month.
Dog Park Parking Lot Improvements

A DPS crew recently made improvements to the parking area at the Dog Park. This highly used park had a number of issues with the parking area near the park. The parking lot improvements have been well received by the users of the park.

St Patricks Day Downtown Parade

The annual St Patricks Day parade through the downtown was very well attended. The Department of Public Services was well represented for the event. The DPS staff was honored to have City Manager Mansfield leading the DPS in the parade. We are excited for our next opportunity to interact with our community! Jeff looked like he was having fun as well, while executing 360° maneuvers on his zero turn mower.

Reports

Water/Wastewater Water Plant Temporary Operator Casey Rose and Streets Superintendent James have provided reports for their monthly operations.
Hastings City Council Memorandum

Date: 5April2016
To: Mayor Campbell and the Members of the Hastings City Council
From: Lee Hays, Director of Public Services
Subject: Park Improvement Projects

In the coming weeks, the Department of Public Services plans on beginning improvements projects in both Tyden Park and Fish Hatchery Park. In Tyden Park, a new area is being proposed around the existing monument near the entrance to the Park. In Fish Hatchery Park, the four existing ponds have been permitted for dredging by the DEQ.

The proposed gathering area around the Veterans Monument at Tyden Park will be constructed as shown below. The plan moving forward would be to contract this project out. Upon completion, existing veteran’s monuments are proposed to be relocated to this area of the park. The project has an anticipated total cost of $15,000. The funds for this project will utilize existing funds within the Parks and Recreation Capital Improvements Plan (C.I.P.).
We have finally received our permit for the dredging of the 4 existing ponds at Fish Hatchery Park from the DEQ. The existing ponds all have an existing water depth between 6” to 18”. Upon inspection, there is approximately 4’ of sludge and sedimentation in the bottom of the ponds currently. The removal of this sludge deposit will increase the depth of the water, improve water clarity, reduce vegetative growth, and reduce odors at the ponds. Pond sedimentation will be deposited on site for drying south of the existing softball field. Upon drying, the material will be graded and seeded.

The Department of Public Services will complete the dredging on the Fish Hatchery Ponds, and we would like to complete this project before the parks begin seeing heavy use. To complete the dredging operation, an excavator with a 60’ arm must be rented. I would like council’s permission to rent an excavator with a 60’ arm from Hertz Rental for a cost of $8,683 for four weeks of use. This excavator will allow us to reach to the middle of the larger ponds to remove the sedimentation. The rental rate for the excavator is reasonable. The estimated costs for the dredging operation at Fish Hatchery Park will come from the existing Parks and Recreation CIP, and is estimated at a total of $25,000.

Lee Hays
Director of Public Services
MONTHLY OPERATING REPORT

TO: Lee Hays, Director Public Services
FROM: Casey Rose, Mead & Hunt Department Manager
DATE: April 4, 2014

Hastings Wastewater Treatment Plant
OPERATIONS AND PROJECTS

The treatment plant continued to be in compliance for March 2016. The daily average influent flow in March was 0.804 MGD. The annual IPP, and PMP reports were submitted to the MDEQ in March as required by the NPDES permit. The change of Operations Supervisor was communicated to each relevant MDEQ office. SARA Title III report was completed and submitted in March.

Maintenance

Removed Influent Pump #2 for repair, and Influent Pump #3 is offline. The motors were tested on site and it was determined the windings were shorted to ground on both pumps. Pump #1 was sent out for repairs, and will be reinstalled when ready. The VFD’s for both pump #2 and #3 were inspected and found to be functioning properly. We are waiting on a report from the motor shop to determine the cause of the failure.

OTHER

The Nondomestic User Discharge Permit for Waste Management was renewed. New operator Tim Ackers started March 14, 2016, and will be working in the Water/Wastewater department.

Hastings Water Treatment Plant
Operations

The Water Treatment Plant passed all bacti testing in March. The daily average pumpage for March was 0.691 MGD. The annual Cross Connection Control Report was submitted to the MDEQ as required. Follow up inspections for failed cross connection inspections were
completed. Backflow Preventer Test Letters were mailed the end of March with a June 1<sup>st</sup> completion date.

**Maintenance**

No major maintenance issues or repairs at the Water Treatment Plant.

**OTHER**

Integrated Controls, Inc. completed installation of the radio communications, and the dedicated lines were cancelled. Midstate Security was contacted due to failures at the South Tower. They are scheduling a time the beginning of April to perform a service call.

Memorandum

To: Lee Hays
From: Jim James
Date: April 1 2016

DPS Employee activity during the month of March 2016 includes the following:

DPS crews have performed all necessary sewer inspections and scheduled camera routine maintenance.

DPS crews continue to service and replace water meters and reading devices.

DPS crews performed 89 miss digs and 14 emergency miss digs. Note*the miss digs have increased in relation to new gas work being done in the second ward.

DPS crews responded proactively to one major snow storm that welcomed us to the month of March. Once again the crew went beyond the call of duty during this event which was a record snowfall.

DPS crews have continued to cold patch potholes, weather permitting. This is an endless process here in Michigan as the freeze thaw process continues. We used approximately twelve tons the month of March.

DPS is keeping up with scheduled preventative maintenance and breakdowns on equipment.

DPS crews continue to take care of downtown maintenance keeping the sidewalks safe, light bulbs replaced and the trash cans empty.

DPS crews have stayed on top of all contact reports.
DPS crews responded to five emergency sewer reports, one after hours. When we have a sewer emergency the Vactor is a crucial piece of heavy equipment. This allows us to check for any obstructions and hydro clean the sewer main. A camera is used when an obstruction is found. This gives the ability to exactly determine where the problem is in our sewer main if there is one. The saw on the Vactor continues to work well on tree roots. In result, DPS continues to add to the problem sewer camera inspection list that is reviewed monthly.

DPS crews removed and repainted our picnic tables and trash cans. They look spectacular in the new blue. We are planning on having these all done mid April.

DPS continues to communicate with the State highway Dept, Hastings bus garage, Hastings City Police and Barry County Road Commission.

DPS crews continue to keep on top of keeping the river walk trail safe and clean. Our trail gets used a lot.

DPS crews cleaned up dead debris in the park area adjacent to the new plaza. We are excited to see the progress and welcome our soon to be new neighbor.

The DPS Team is looking forward with positive attitudes towards the upcoming 2016 major project season.

DPS celebrated its largest entry in the Saint Patrick’s Day parade with a great group of DPS volunteers. The equipment looked sharp. As a parade bonus our fearless city leader Jeff Mansfield led the DPS crew driving a shiny John Deere zero turn lawn mower. This put a huge smile on the team’s faces and many observers.

“Keep your face to the sunshine and you cannot see the shadow.” Helen Keller

Jim James

Superintendent of Streets and Construction
MONTHLY REPORT FOR MARCH 2016

3-1-16-Assist with plowing operation, repair #300 shear pin, cutting edge on # 190 times two, welded wear shoes on snow bucket, repaired auger on #190 bent

3-2-16-Replaced curb guard on wing of # 90

3-3-16 Clean shop and equipment

3-4-16- Repair airline on sweeper replace inside regulator for gutter broom

3-7-16- Replace bulbs in #190 john Deere, replace gutter broom and main broom on sweeper(4028 hours, 29493 miles)

3-8-16- Final adjustments on sweeper, replaced top light, oil added to # 50 2qts

3-9-16 #43 Service and safety inspection, start service on #210 case backhoe,, 15/40w- 13 qts  2435 hrs, replace main hydraulic line on #130,

3-10-16 Greased backhoe, replaced front bulb on#590

3-11-16 Service #44 police car, clean shop area

3-14-15 Safety inspection #41, rotate tires

3-15-16- #50 service, 8 quarts 15/40, put plows back in place

3-16-16- 47 safety inspection, worked on root saw, started on # 50 replacing hazard switch,

3-17-16- Finished hazard switch, investigated on caterpillar Quote

3-18-16 Tied wires up on #50, fixed broken wire for light on # 80, changed coupling from #220 to #250, ordered new couplings and covers 241-6189 and 241-6190

3-21-16 Clean shop and tie up loose ends before leaving for training
3-22/3-24-Bendix air brake training class Owosso

3-28-16 Take spreader off back of #190 and broom, put on forks for picnic tables, order handles and sled for vactor

3-29-16 Osha class grand rapids

3-30-16- Get ready for mml inspection

3-31-16- Take of winter equipment,#300 broom, get ready for storage

Approximate fluid usage in March:

15/40w-23 quarts

5-gallon washer fluid

5-gallons hyd oil

Filters used in March

Oil- 7037, 1060, 9082

Air – 6562, 6569
Hastings Fire Department Monthly Update for March 2016

The Hastings Fire Department responded to a total of (40) runs for March 2016 (19) in the City and (21) in the Rural.

The department installed (2) smoke detectors and (1) CO detector this month.

Had a couple of personnel take a fire truck to Charlton Park for the Easter Egg hunt.

The department annual pancake breakfast will be held Saturday May 14, 2016 from 7 till 11.

(6) Firefighters died in the line of duty in the United States during the month of March 2016. None from Michigan died in the line of duty this month.

Training for the month:

• Propane Awareness.
• Fighting Wildland Fires

Thank You,

Roger Caris, Fire Chief
HASTINGS FIRE DEPARTMENT
MARCH 2016 FIRE REPORT

<table>
<thead>
<tr>
<th>CITY</th>
<th>RURAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Structure Fire</td>
<td>2 Structure Fires</td>
</tr>
<tr>
<td>1 Grass Fire</td>
<td>3 Grass Fire</td>
</tr>
<tr>
<td>1 Trash Fire</td>
<td>3 Medical First Responder Calls</td>
</tr>
<tr>
<td>2 Medical First Responder Calls</td>
<td>1 Motor Vehicle with injuries</td>
</tr>
<tr>
<td>3 Assist Ambulance</td>
<td>4 Motor Vehicle W/O injuries</td>
</tr>
<tr>
<td>1 Carbon Monoxide Incidents</td>
<td>2 Downed Trees Across Road</td>
</tr>
<tr>
<td>1 Removal of Kids Trapped in Elevator</td>
<td>1 Arcing Power Line</td>
</tr>
<tr>
<td>1 Motor Vehicle Accident W/Injuries</td>
<td>1 Assist to Law Enforcement</td>
</tr>
<tr>
<td>1 Authorized Burn</td>
<td>1 Smoke Detector Malfunctionute</td>
</tr>
<tr>
<td>2 Full Arrest</td>
<td>2 Smoke Investigations</td>
</tr>
<tr>
<td>1 Downed Phone or TV Cable Wire</td>
<td>1 Authorized Burning Compliant</td>
</tr>
<tr>
<td>1 Malfunction of Smoke Detector</td>
<td></td>
</tr>
<tr>
<td>3 Smoke Investigations</td>
<td></td>
</tr>
<tr>
<td>19 TOTAL</td>
<td>21 TOTAL</td>
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<table>
<thead>
<tr>
<th>Est. Value of Property involved in Incidents:</th>
<th>City</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$166,500</td>
<td>$145,000</td>
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<td>Est. Value of Property loss in Incidents:</td>
<td>$18,500</td>
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<td>Est. Value of Property save in Incidents:</td>
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<td>Est. Value of Contents involved in Incidents:</td>
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<td>Est. Value of Contents loss in Incidents:</td>
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</tr>
<tr>
<td>Est. Value of Contents save in Incidents:</td>
<td>$65,000</td>
<td>$45,000</td>
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</table>

Runs per Ward
1st Ward = 6
2nd Ward = 2
3rd Ward = 6
4th Ward = 5

Runs per Township
Baltimore Twp = 5
Carlton Twp. = 3
Hastings Twp = 7
Irving Twp. = 2
Rutland Twp. = 4
Mutual Aid = 0
Recived Mutual Aid = 3

Thank You
Roger Caris, Chief
<table>
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<tr>
<th>STATISTICS:</th>
<th>Mar '16</th>
<th>year to date</th>
<th>8 year total</th>
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</thead>
<tbody>
<tr>
<td>Items checked out:</td>
<td>5,034</td>
<td>48,668</td>
<td>925,916</td>
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<tr>
<td>Ebooks and Eaudios</td>
<td>789</td>
<td>6,611</td>
<td>40,743</td>
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<table>
<thead>
<tr>
<th>Interlibrary Loans:</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>To other libraries:</td>
<td>315</td>
<td></td>
<td></td>
</tr>
<tr>
<td>From other libraries:</td>
<td>435</td>
<td></td>
<td></td>
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</tbody>
</table>

| Volunteer hours: | 202 | 2,419 | 38,531 |

| People entering building: | 8,315 | 81,311 | 1,291,591 |

<table>
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<tr>
<th>Public computer use:</th>
<th># sessions</th>
<th>year to date</th>
<th>8 year total</th>
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<tbody>
<tr>
<td>Total:</td>
<td>939</td>
<td>8,820</td>
<td>222,078</td>
</tr>
<tr>
<td>Adults:</td>
<td>840</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Children:</td>
<td>57</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michigan Room:</td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teens</td>
<td>36</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

These sessions represent a utilization rate of 22%.

| WiFi Users | 901 | 6,040 | 22,890 |
| Ancestry library edition | 412 | 3,194 | 351,000 |
| Web site unique visitors | 3,770 | 36,033 | 198,139 |
LIBRARY PROGRAMMING

A Dr. Seuss scavenger hunt was held on Monday, March 14, 2016. Each family was given a list of items hidden throughout the library. Once all the items were found, family’s entered their list for a prize. When the families had finished the hunt they met upstairs for a taste of Dr. Seuss very own birthday cake. There were over 40 participants and fun was had by all!

March is reading month “Reading is our thing” saw 145 participants (pre-school thru high school)

The third and final round of the teen video game tournament was held on Friday, March 11th with 23 gamers vying for first place in Mario Kart 8 and Super Smash Brothers.

Adult winter reading ends Thursday, March 31st. We had 53 adults sign up with most finishing not just one reading log but multiple logs. 😊

Vita will still be serving the patrons of Barry County with free tax service through April 9th. They have assisted over 400 residents at the Hastings Public Library alone. They also have assistance at the Putnam District Library in Nashville and at the Delton District Library. What a wonderful community service Vita has provided!

The committee for the Library’s 120th Anniversary met on Wednesday April 6, 2016 to discuss future events as the library prepares to celebrate its birthday in August.

LIBRARY BOARD

During the April meeting, board members discussed contracts coming up for renewal, bids on a new cooler for the serve room and technology updates concerning our new server, computers and software.

The board was introduced to Tony Clark as a potential IT “on call” contractor as we prepare for the retirement of our current IT Staff member Ed Englerth. Ed will be retiring in June after 20 years.

The library board has decided to advance the hiring date for the new Circulation Supervisor due to an injury sustained by one of our staff members. We hope to have our new staff member hired by the end of April. We wish Kathy a quick recovery and return.

Submitted by:

Laura Ortiz
Library Director
### City of Hastings

**Review of Other Post Employment Benefit Obligations as of December 31, 2015**

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Accrued Actuarial Liability</td>
<td>$13,709,334</td>
<td>$10,195,863</td>
<td>$11,705,719</td>
<td>$10,019,025</td>
<td>($1,686,694)</td>
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<tr>
<td>Plan Assets</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$218,223</td>
<td>$218,223</td>
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<td>Unfunded Liability</td>
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<td>$11,705,719</td>
<td>$9,800,802</td>
<td>($1,904,917)</td>
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<tr>
<td>Percent Funded</td>
<td>0.00%</td>
<td>0.00%</td>
<td>0.00%</td>
<td>2.18%</td>
<td>2.18%</td>
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</table>

| Annual Required Contributions |  |  |  |  |  |
|-------------------------------|  |  |  |  |  |
| Service Cost | $362,819 | $220,361 | $185,125 | $164,159 | $20,966 |
| Amortization of Unfunded Liability | $792,812 | $611,884 | $732,396 | $642,804 | $89,592 |
| Total ARC | $1,155,631 | $832,245 | $917,521 | $806,963 | $110,558 |

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<tr>
<td>Liability Amounts Accrued to Government Wide Balance Sheet</td>
<td>$736,661</td>
<td>$752,136</td>
<td>$450,315</td>
<td>$489,128</td>
<td>$401,389</td>
<td>$397,060</td>
<td>($4,329)</td>
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<tr>
<td>Current Retiree Premium Cost</td>
<td>$418,970</td>
<td>$408,955</td>
<td>$352,135</td>
<td>$312,645</td>
<td>$351,307</td>
<td>$382,843</td>
<td>($31,536)</td>
</tr>
<tr>
<td>Contribution to OPEB Trust</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$110,000</td>
<td>$110,000</td>
<td>$0</td>
</tr>
</tbody>
</table>
Digital Entry Sign Policy

Purpose

The City of Hastings Digital Entry Sign Program allows the placement of public announcements on certain digital signs by local organizations for the limited purpose of encouraging and promoting community identity, community organizations, community activities, and events.

Eligible Participants

The City will only accept applications for a permit to display public announcements from community groups, not-for-profit organizations, or governmental agencies within a 10-mile radius of Hastings City Hall.

Approved Display Area

This policy applies to digital displays to be placed on the existing digital entry sign located on West State Street.

Allowable Display

Non-commercial messages of general interest to the public at large are allowed. Examples include:

- Advertisement or promotions of community organizations or community events
- Advertisement or promotions of activities sponsored by the City of Hastings
- Accolades or acknowledgement of achievement by eligible participating agencies.
- Neighborhood or area based promotional messages.
- Regional public events (Charlton Park, Barry County Fairground etc.)

Prohibited Display

The following displays are not permitted on the digital entry sign:

- Personal messages
- Promotion of a commercial for-profit enterprise
- Political messages

Application for Permit

Applications are available at Hastings City Hall located at 201 E. State Street, Hastings MI 49058. A completed application along with a complete and compatible digital copy of the message, including color and language, must be submitted to the City Clerk not more than six (6) months or less than fifteen (15) days before the first date the digital message is proposed to be displayed.
There is a $25 fee to display a message for eligible participants. Artwork is expected to be supplied. If the artwork for a message is designed by the City or is complex in design there will be a $25/hour additional design fee.

**Digital Message Standards**

Sign Artwork should be submitted as a .jpg file. The overall digital message size is to be a maximum of 560 pixels long by 240 pixels in height. The message will be limited to 2 lines of 10 characters each. Applicants are allowed a maximum of 2 separate images. Background colors are limited to primary color combinations with high contrast. No animation or video is allowed. Still photos may be used. Community Development staff is available to answer any sign or suitable artwork questions.

Messages submitted for display will be approved at the sole discretion of the City of Hastings. There is no guarantee that eligible participant’s artwork or message will be accepted for display on the City’s digital sign.

**Duration of Display**

The digital message may be displayed for a period of at least seven days but not more than fifteen days. As long as there is space for additional digital messages, that initial fifteen day maximum period may be extended for additional periods of seven days.

The digital message will be removed within three business days after the conclusion of the event or promotion. The City will coordinate the installation of all digital messages to allow maximum display time for all parties. If the request cannot be honored, the City will notify applicant as soon as possible. Each request will be handled on a first come, first served basis.

Eligible participants will be allowed to display a message only once every 3 months or 4 times per year.

**Installation, Maintenance and Removal**

Digital messages will be installed exclusively by the City or City contractor. The City is not responsible for any change in original content that may occur in the conversion of the data while the digital message is being installed, displayed, or removed. The City will not store digital messages after they have been removed from the sign.
10–Mile Radius of Hastings City Hall

Digital Sign Message Participant Eligibility
I would like council’s permission to begin improvements to areas adjacent to the playground in Fish Hatchery Park. The large berms in the park serve no purpose, obstruct parents views of their children on the playground equipment, and are a hassle to maintain. We would like to remove the berms, and turn the areas into flat green space.

The concrete pads located north of the restroom will also need to be removed for safety concerns. The existing concrete is heaved, and many areas are a significant trip hazard. We would like to remove the existing concrete, and turn this area into flat green space. We will try and refurbish the existing benches and tables in this area. The existing water fountain will also get maintenance. The removal of the berms will be at minimal cost to the City, as B & L Outdoor, our current parks maintenance contractor has informed me that they will remove the berms at their cost if they can keep the fill material.
Remove Existing Berms
Remove Existing Concrete Pads North of Restrooms
Hastings City Council
Memorandum

Date: April 6, 2016

To: Honorable Mayor, Members of the Hastings City Council, City Staff and City Attorney

From: Jeff Mansfield, City Manager

Subject: Downtown Parking Special Assessment District

Introduction
Per Section 70-70 of the City of Hastings Code of Ordinances, this agenda memo shall constitute a report from the City Manager regarding the above referenced improvements.

Cost to be Assessed
The cost of ongoing maintenance of the Downtown Parking Lots shall be assessed against those properties deemed to benefit from the use of the parking lots and the maintenance thereof. The assessed costs shall be as determined in the proposed budget for the fiscal year 2016/2017. The following direct costs of routine maintenance shall be apportioned:

<table>
<thead>
<tr>
<th>Acct. Number</th>
<th>Item of Work</th>
<th>2016/2017 Budget</th>
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</thead>
<tbody>
<tr>
<td>101-446-702</td>
<td>Labor - Supervision</td>
<td>$814.00</td>
</tr>
<tr>
<td>101-446-706</td>
<td>Labor Full Time DPS</td>
<td>$6,217.00</td>
</tr>
<tr>
<td>101-446-714</td>
<td>Fringe Benefits (Prorated)</td>
<td>$5,576.00</td>
</tr>
<tr>
<td>101-446-740</td>
<td>Supplies (Repair &amp; Maintenance)</td>
<td>$440.00</td>
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</tbody>
</table>
See the draft fiscal year 2016/2017 budget for additional information regarding the Parking Assessment Fund and the total annual costs related to this fund. The DDA has agreed to pay for that portion of the maintenance costs in excess of what was assessed in 2008, keeping the assessed amount the same as that year ($26,540.00).

**Basis for Assessment**

The assessment district boundaries as well as the formula and procedure for apportionment of the costs for each parcel to be included in the special assessment district shall be as directed by the City Council at their regular meeting on February 25, 2008.

**Schedule and Procedure**

**April 8, 2016** – City Manager forwards this report to City Council. City Council receives report and sets a public hearing per Section 70-71 of the Ordinance for the April 25, 2016 Council meeting to determine the necessity of the special assessment.

**April 14, 2016** – City Clerk publishes notice in newspaper of the April 25, 2016 public hearing related to the necessity of special assessment as per the requirements of Section 70-79 and mails notices of the public hearing per the requirements of Section 70-80.

April 28, 2016 – City Clerk publishes notice in newspaper of May 23, 2016 public hearing related to the certified roll for special assessment as per the requirements of Section 70-79 and mails notices of the public hearing per the requirements of Section 70-80.

May 13, 2016 - Assessor prepares and certifies roll and forwards certified roll to City Clerk / Treasurer per Section 70-77. Clerk / Treasurer forwards certified roll to the City Council on May 13, 2016. Roll shall be filed in the office of the City Clerk/Treasurer and noticed as required by Section 70-78.

May 23, 2016 - Council holds public hearing on certified assessment district roll. Council may confirm the roll, annul the roll, confirm the roll with amendments or refer the roll back to the Assessor for revision. Roll to be transmitted back to City Clerk / Treasurer if confirmed. Special assessments to be added to Summer, 2016 tax bills.
**INVOICE**

**DVT Electric, Inc.**

5151 S. DIVISION AVE.
WYOMING, MICHIGAN 49548
Phone (616) 538-0039

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**BILL TO**

CITY OF HASTINGS
201 EAST STATE STREET
HASTINGS, MI 49058

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**JOB**

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<table>
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<th>CUSTOMER</th>
<th>PURCHASE ORDER NO.</th>
<th>BILL THRU</th>
<th>TERMS</th>
<th>INVOICE DATE</th>
<th>PAGE</th>
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<td>#51765/#51766</td>
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<td>Net 30</td>
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<td>PO#51766 LIGHT POLE REPLACEMENT</td>
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**03-02-2016 / QUOTED 11/11/2015**

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**SALE AMOUNT**

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**TOTAL**

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<th></th>
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<td></td>
<td>$9,125.00</td>
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</table>
Bill To:
CITY OF HASTINGS
201 E. State St.
Hastings, MI 49058

Project:
Thornapple Plaza Project
Boltwood and State Streets
Hastings, MI 49058

Invoice number: 0000253
Invoice date: 2/29/2016
Our Job ID: 1544
P.O.Number: 51351

Terms: Net Due Upon Receipt unless prior Arrangements have been made

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<td>Progress Billing for Project Described Above per Contract</td>
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<td>Construction Management Fee</td>
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<td></td>
<td></td>
<td>Reimbursables</td>
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<tr>
<td></td>
<td></td>
<td>Portable Restroom- 2/26/16-3/24/16</td>
<td>78.00</td>
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<tr>
<td></td>
<td></td>
<td>Yellow Dumpster</td>
<td>350.00</td>
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</table>

Total due: 11,962.00
March 14, 2015

Dear FFA Supporters and Families,

The Hastings FFA would like to invite you to the annual Hastings FFA Banquet on Saturday, April 23, 2015 at 6:00 pm at the Hastings High School Cafeteria.

FFA members will be honored for their participation this year in a multitude of award categories. The good time continues during our Labor and Silent Auction which will take place during an Old Fashioned Farm Potluck Dinner provided by FFA members, families, and Alumni. Please join us in celebrating our FFA members and thanking all our supporters for their contributions to this year’s successes.

If unable to attend, please consider contacting Dennis Pennington with your Absentee Auction Bidder Form which is enclosed. You can also use the Absentee Auction Bidder form as an invite to other Community Supporters.

Future FFA members are welcome and encouraged to attend!

Sincerely,

Kylie Pickard
The Hastings FFA 2015-2016 Officer Team

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FFA Mission Statement: The National FFA Organization is dedicated to making a positive difference in the lives of young people by developing their potential for premier leadership, personal growth, and career success through agricultural education.
Do you have a summer project and need some help? A barn to paint? Flower beds to weed? Need a babysitter? A gift of labor to an Elderly Relative? The Hastings FFA Labor Auction might be just what you need and puts into action the "FFA MOTTO", "Learning To Do, Doing To Learn, Earning To Live, Living To Serve." Auction raises funds to open new opportunities for members and to attend leadership contests, conferences and conventions.

See these amazing students in action on April 23, 2016 at 6 pm
Dinner & Labor Auction
Awards Ceremony
Silent Auction Ongoing During the Evening in the Hastings High School Cafeteria

For Dinner R.S.V.P Dennis Pennington by April 20 at dennispennington89@gmail.com 269-838-8265

Don’t want Dinner? Buyers’ numbers should be picked up by 6:20pm. Absentee Buyer Forms are on the reverse side and available from students, Alumni members, High School Office, Facebook & by Email.

"The FFA Mission" FFA makes a positive difference in the lives of students by developing their potential for "Premier Leadership, Personal Growth, and Career Success" through agricultural education.

Each participant is a student at Hastings High school that is enrolled in the FFA. They donate 8 hours of their time and labor to the highest bidder. Last year, the hourly bid ranged from $12 ($12/hr x 8hr = $96) to $25 ($25/hr x 8hr = $200). This is your chance to make a “charitable donation” to the FFA and get 8 hours of help in return.

FFA LABOR AUCTION GUIDELINES

- Work is GUARANTEED. If you have problems with a student (not wanting to work, contact Dennis Pennington at 269-838-8265). Another student will be substituted for the person who won't work or your money will be refunded.
- Work is to be completed by June 1, 2017.
- The person is to work for 8 hours. This time can be split up in shorter work sessions or all in one day. Details of how to work the full 8 hours should be agreed upon by the student and employer. If the student is a good worker and the employer wants to hire the student for additional hours, this arrangement must be worked out between the student and the employer.
- Students will not have to complete tasks that are dangerous or unethical.
- Students should have at least 48 hours’ notice or it is not considered the fault of the student if they cannot work. Three days to one week notice is preferred. If it is hay or straw work, then let the student know about a week in advance that they may be needed in the following week.

Contact Luke Haywood (269-838-1635) for more information about the FFA Alumni and other volunteer opportunities to support our youth.

Follow The Hastings FFA Chapter on Facebook.
Hastings FFA 2016 Labor Auction Absentee Bid Form

Name ______________________________________________

Address _____________________________________________

City ____________________ State ______ Zip code ________

Telephone Number ____________________________________

Will you be paying by ___ cash or ___ check (Please make check payable to Hastings FFA Alumni)

I found out about this sale from __________________ & __________________ (you can name up to two members and they will receive extra money towards their dollar bank).

This is a purchase of 8 hours of student(s) labor that I have the winning bid(s) on. Student(s) can only perform work that is legal for a minor to do. Please make payments by June 1, 2016 unless other arrangements have been made and the all labor must be completed by June 1, 2017.

Winning Bidder & Student will receive each other’s contact information from the Hastings FFA.

Any compliments, complications or conflicts should be directed to Dennis Pennington, Hastings FFA Alumni at 269-838-8265 for appropriate action.

Signature of purchaser applicant ____________________________

Absentee Bid

Please indicate specific student’s name(s) and bid prices below. If you don’t have a specific student in mind for your labor purchase, just put “any student” on the student name line. Last year’s price per hour ranged $12-$25.

Student Name ______________________________ Bid Price ($/hour) ____________

Student Name ______________________________ Bid Price ($/hour) ____________

Student Name ______________________________ Bid Price ($/hour) ____________

Please return this bid form to:

Dennis Pennington
dennispennington89@gmail.com
2985 Campground Road
269-838-8265
Hastings, MI 49058

For office use only:

Bidder Number: ____________

Purchaser Record

Student Name ______________________________ Bid Price ($/hour) ____________

Student Name ______________________________ Bid Price ($/hour) ____________

Student Name ______________________________ Bid Price ($/hour) ____________

Student Name ______________________________ Bid Price ($/hour) ____________
**Emergency Preparedness: Food** In a disaster, it can be difficult or impossible to get food immediately. To be ready for an emergency, make sure you have enough food on-hand to last your household for three days. You can use a large plastic bin or similar container to hold a food supply, or make sure that the food in your cupboards is quickly replaced when it runs out. Plan to have a healthy variety of food that can be stored without refrigeration and eaten without cooking, such as boxed and canned goods. If someone in your home has dietary restrictions, take those into account. For more information about preparing yourself for an emergency, visit [http://do1thing.com](http://do1thing.com).

**Kindergarten Round-Up Time is Here** Hearing and Vision screening is mandated by the State for all kids before entering kindergarten. The Barry-Eaton District Health Department provides FREE vision and hearing screening for children of this age at school organized Kindergarten Round-ups. Call your school registrar's office to make your child's appointment.

**Children’s Special Health Care Services**

Children’s Special Health Care Services (CSHCS) is a program that provides financial assistance to families of children and some adults with special health needs, regardless of their income or insurance status. CSHCS helps families with insurance costs and specialty medical bills for more than 2,700 severe, chronic health conditions, such as asthma, heart disease, hemophilia, immune disorders, and cystic fibrosis. There is an income-based fee for the program; this fee is waived for children covered by Medicaid or MICHild. For more information, call BEDHD Barry County at (269)-945-9516 or Eaton County at (517)-541-2696.

**County Health Rankings Released** National County Health Rankings have been released, and Barry and Eaton counties are among the top in the state! Out of the 83 counties in Michigan, Barry ranks at 10 and Eaton at 18 for overall healthiness, based on length and quality of life. For health factors, which influence overall county health and are based on health behaviors, clinical care, and the social/economic and physical environment, Barry ranks at 18 and Eaton at 15. For more information and to see how specific factors such as smoking, education, and pollution affect our counties’ health, visit [http://www.countyhealthrankings.org/](http://www.countyhealthrankings.org/).

**In-Home Help for Chronic Health Problems** Pathways to Better Health is a FREE in-home visiting program for Medicaid, Medicare, or Healthy Michigan enrollees in Barry and Eaton County. A Community Health Worker assists clients in finding primary care and preventative health care services as well as linking clients with needed community services. For more information about Pathways to Better Health, please call (866) 291-8691 or visit [www.carehubihp.org](http://www.carehubihp.org).

Visit Our Website at [www.barryeatonhealth.org](http://www.barryeatonhealth.org) or Like Us On Facebook [www.facebook.com/barryeatonhealth](http://www.facebook.com/barryeatonhealth)
**Women, Infants and Children (WIC)** This program is available to women who are pregnant, breastfeeding, or who recently had a baby; infants; and children until their 5th birthday. The program provides electronic benefits to purchase healthy foods, nutrition education and individual counseling with a Registered Dietitian, breastfeeding education and support, and referrals to other health and social services. To see if you qualify, call Eaton County 517-541-2630 or Barry County 269-945-9516.

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**You’re Invited to Attend:**

- ECSAAG-Tobacco Reduction Coalition, April 12th, 8:30-9:30 am, Eaton RESA, Charlotte
- Grand Ledge Building Healthy Communities Coalition, April 20th, 12:00-1:00 pm, Chamber of Commerce Office, 220 S. Bridge St., Grand Ledge
- Barry County Tobacco Reduction Coalition, April 21st, 12:30-1:30 pm, BEDHD, Hastings
- B. Healthy Coalition, April 27th, 1:00-2:30 pm, Pennock Board Room – 2nd Floor Medical Arts Building 1009 W. Green Street, Hastings
- Eaton Good Food, April 27th, 4:00-5:30 pm, MSUE Basement Conference Room, Charlotte

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**National Alcohol Awareness Month** According to the 2011–13 BEDHD Behavioral Risk Factor Survey, more than 11% of Barry and Eaton county adults binge drank one or more times and more than 3% reported heavy drinking in the month preceding the survey. This month, the National Council on Alcoholism and Drug Dependence (NCADD) aims to increase understanding and reduce the stigma around alcoholism and alcohol-related problems. The theme this year, “Talk early, talk often: parents can make a difference in teen alcohol use,” encourages parents to actively educate their children about alcohol and its dangers. For more information, visit [https://www.ncadd.org/](https://www.ncadd.org/).

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**April 16–23 Is Infant Immunization Week** This National observance highlights the importance of protecting infants from vaccine-preventable diseases and celebrates the achievements of immunization programs in promoting healthy communities. Giving babies the recommended immunizations by age two is the best way to protect them from 14 serious childhood diseases, like whooping cough and measles. Parents are encouraged to talk to their child’s doctor to ensure that their baby is up-to-date on immunizations.

**Walking Group Toolkit** Looking for a way to get your workplace or neighborhood involved in a walking program? The Capital Area Health Alliance (CAHA) has developed a Walking Group Toolkit to help you get started. With tools to organize and promote your walking group; a checklist to help plan your walks; and support from CAHA and other walking group leaders; the Toolkit helps establish a sustainable, effective and motivational walking group. For more information and to download the toolkit, visit the CAHA website [http://capitalareahealthalliance.org/](http://capitalareahealthalliance.org/)

**Recycle Rama** April 16th, 9am-2pm, Ingham County Health Department, 5303 S. Cedar, Lansing. Get rid of junk! TVs & Monitors - $20 fee per item; NO CHARGE for CPU's, Modems, Keyboards, Mice, Speakers, Circuit Boards, VCR, DVD, Telephones, Cellphones, Books, Clothing, Unwanted Medicine, etc. For a full list of what is accepted visit [http://bit.ly/1PhtotUn](http://bit.ly/1PhtotUn). Barry County Household Hazardous Waste Collection will take place May 7th at the Barry County Fairgrounds. Look for an update soon at [www.barryeatonhealth.org](http://www.barryeatonhealth.org)

For more information, contact Jill Sambaer, Community Health Promotion Specialist
517-541-2610 or jsambaer@bedhd.org.

Visit Our Website at [www.barryeatonhealth.org](http://www.barryeatonhealth.org) or Like Us On Facebook [www.facebook.com/barryeatonhealth](http://www.facebook.com/barryeatonhealth)
The following programmers have or are rebranding their offerings that are carried in the WOW! Mid-Michigan market:

- Effective 2/29/16 H2 was rebranded to VICELAND on channel 113
- Effective 4/4/2016 all Encore channels, including the multiplex and HD channels, will be rebranded as follows:
  - Encore will become Starz Encore on channel 230
  - Encore Action will become Starz Encore Action on channel 234
  - Encore Black will become Starz Encore Black on channel 240
  - Encore Classic will become Starz Encore Classics on channel 236
  - Encore Family will become Starz Encore Family on channel 233
  - Encore Suspense will become Starz Encore Suspense on channel 238
  - Encore Western will become Starz Encore Westerns on channel 242

Regards,

Dominick Silvio
System Manager
CITY OF HASTINGS
DRAFT PLANNING COMMISSION MEETING MINUTES
April 4, 2016

Members present: Brehm, Bowers, Campbell, Mansfield, Maurer, Benner, Hatfield.

Members absent: Jasperse, Cusack.

Other staff present: Klein, Hays, Pratt, Johnson.

The meeting was called to order at 7:00 p.m. by Chairman Hatfield.

Roll call was taken by Chairman Hatfield.

Those present recited the Pledge of Allegiance.

Hatfield asked for comments regarding the draft agenda for tonight's meeting. Mansfield asked that the Planning Commission consider minor amendments to the site plan for the Thornapple Plaza project. Hatfield stated that this could be added as agenda item 7.C. Motion by Bowers, second by Campbell to approve the agenda for tonight's meeting as amended.

Motion carried.

Hatfield asked for comment regarding the draft minutes of the March 7, 2016 meeting of the Hastings Planning Commission, the draft minutes of the March 17, 2016 meeting of the Downtown Development Authority, the communication regarding the March 15, 2016 meeting of the Zoning Board of Appeals, and the communication regarding the March 24, 2016 meeting of the Local Development Finance Authority. No comment was forwarded.

Motion by Maurer, second by Bowers to approve the minutes of the March 7, 2016 meeting of the Hastings Planning Commission, and to receive and place on file the draft minutes of the March 17, 2016 meeting of the Downtown Development Authority, the communication regarding the March 15, 2016 meeting of the Zoning Board of Appeals, and the communication regarding the March 24, 2016 meeting of the Local Development Finance Authority.

Motion carried.

Hatfield asked Mansfield to report on the recent activities of the Joint Planning Alliance (JPA) and Joint Planning Commission (JPC). Mansfield stated that both the JPC and JPA were currently awaiting final action by the City and Townships on the Urban Services and Economic Development
Agreements. Mansfield stated that the City and Hastings Township had held their public hearings on the Hastings Twp. – City USEDA, and were now in the 30 day referendum period. Mansfield stated that once the 30 day referendum expired, the City and Hastings Township could take final action on the USEDA and related agreements. Mansfield stated that Rutland Township had scheduled a public hearing on the City – Rutland USEDA for next week, and that the City would hold a public hearing on this USEDA at the second City Council meeting in April. Mansfield stated that these public hearings would initiate the 30 day referendum periods for the City – Rutland USEDA.

Hatfield introduced consideration of the list of work tasks scheduled for completion by the Planning Commission in 2016. Klein noted that the Planning Commission would be discussing several of the work tasks at tonight's meeting. Hatfield asked for additional comment regarding the work tasks. No additional comment was forwarded.

Hatfield introduced discussion regarding amendments to the City's sign ordinances. Johnson reported that the draft amendments to the sign ordinances previously reviewed by the Planning Commission had been forwarded to the City Attorney's office for review and comment. Johnson explained that the draft of the ordinance amendments distributed at tonight's meeting was the version prepared by the City Attorney's office following their review. Johnson explained that he had also prepared a table comparing the old and new versions of the various sign ordinances, and had distributed this table at tonight's meeting. Johnson explained the proposed sign ordinance amendments and how they would differ from the existing ordinance requirements, and what types and number of signs would be allowed under the new regulations. Members of the Planning Commission discussed several possible changes to the proposed ordinance. Hatfield suggested that the Planning Commission review the proposed sign regulations prior to the next meeting of the Planning Commission, and come to that meeting prepared to ask questions and consider setting a public hearing to solicit questions and comments from the public related to the proposed sign code.

Hatfield introduced discussion regarding the proposed City's FY 16/17 Capital Improvements Plan (CIP). Mansfield explained that the CIP was still in draft form, and would possibly be amended prior to adoption by the City Council. Mansfield asked for comments related to the CIP from members of the Planning Commission. Bowers stated that she objected to the Shriner Street Reconstruction Project being delayed until FY 21/22. Bowers stated that she was concerned about traffic and pedestrian safety in this location. No other comments were forwarded. Motion by Brehm, second by Maurer recognizing that the Planning Commission had reviewed the City's FY 16/17 CIP and offered comment.

In favor: Brehm, Campbell, Mansfield, Maurer, Benner, Hatfield.
Opposed: Bowers.
Absent; Jasperse, Cusack.
Motion carried.

Hatfield introduced discussion regarding an update on the terms contained in the ordinance defining the intent and terms of the Court Street PUD. Klein briefly explained the basis for the original creation of the PUD. Johnson presented a memorandum providing information related to the PUD. Johnson explained the history of the PUD, and the terms and conditions for development within the PUD. Johnson stated that the PUD was intended to provide for commercial development along State Street, while protecting the residential areas south of Court Street from the adverse impacts and encroachment by such commercial development. Klein presented several possible scenarios for development within the PUD. Hatfield noted that the Court Street PUD regulations allowed for developers to recommend alternate ways to achieve the goals contained in the Court Street PUD. Campbell suggested that Court Street could be developed as a boulevard to further protect the residential areas south of Court Street. Consensus of the Planning Commission was to continue to support the concepts in the current Court Street PUD.

Hatfield introduced discussion regarding the sign and related improvements for the Thornapple Plaza. Mansfield stated that the City staff, construction manager and the donor for the project were considering the best options for signage at the site and the treatment of the State Street – Boltwood corner. Mansfield explained that due to the limited room at the corner and the other improvements in that area, the parties were currently considering only a single sign similar to other park signs in the community in that location. Mansfield stated that the staff wished to gain the perspective of the Planning Commission on this matter, since the planter and the fence were also shown on the approved site plan. Consensus of the Planning Commission was to approve the installation of the sign only at the corner.

Hatfield asked for comments from the public.

Bill Westerveld, 704 East Walnut Street, stated that he owned the building that formerly housed the City of Hastings Industrial Incubator. Westerveld stated that he was considering constructing a small residential unit within the building to use as his own residence. Westerveld stated that he had asked Mansfield if such a use was allowed in that area, and that Mansfield had explained that residential uses were not permitted in industrial zones. Westerveld stated that Mansfield had explained that there were several approaches that Westerveld might take to gain permission to install such a residential unit, including the creation of a PUD. Mansfield stated that Johnson had indicated that Westerveld might also ask that the Planning Commission consider allowing such a use as a special use, or create an industrial zoning district that did allow residential uses as permitted uses. Mansfield stated that Westerveld would then have to seek a special use permit or a rezoning of his property to fall within the newly created industrial district. The Planning
Commission discussed the pro's and con's of each approach. Mansfield cautioned that often industrial uses and residential uses were not particularly compatible, and urged caution if the Planning Commission elected to pursue a course of action that would allow both uses on the same site. Consensus of the Planning Commission was to have the staff compile a report outlining the advantages and disadvantages of the various approaches that would allow industrial uses and residential uses on the same site, and to present the report at the May meeting of the Planning Commission.

Hatfield asked for additional comments from the public. No additional comments were forwarded.

Hatfield asked for additional comments from the Planning Commission. No additional comments were forwarded.

Motion by Bowers, second by Benner to adjourn at 8:06 p.m.

Motion carried.

Submitted by:

Jeff Mansfield
Secretary
### April 2016

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Barry County Board of Commissioners - Committee of the Whole
April 5, 2016; 9:00 a.m.; Commission Chambers
Minutes

Members Present: Commissioners Vivian Conner, James Dull, Ben Geiger, Howard Gibson, Jon Smelker, David Jackson, and Craig Stolsonburg. Clerk Pam Palmer was also present.


Chair Stolsonburg called the meeting to order at 9:00 am.

Those present stood and said the Pledge of Allegiance.

PUBLIC COMMENT:
- Mike Snyder commented on the Charlton Park facebook post from a county commissioner.
- Sharon Zebrowski commented that it is hard to fill positions on boards when there are insults on the social media regarding Charlton Park.
- Elden Shellenbarger commented that Irving Charlton donated the land for Charlton Park and does not feel the citizens of Barry County should pay more taxes to maintain it.
- Jim Enrietti commented on the proposed millage increase to maintain Charlton Park.
- Dar Leaf commented on the posse competition which recently took place.
- Julie Calley spoke regarding her reasons for running for State Representative.

Interviews for Central Dispatch Board (1 Citizen at Large position):

Philip Clinton interviewed from 9:14 am to 9:20 am.
Douglas Hartough interviewed from 9:20 am to 9:25 am
Andrew Hartwick interviewed from 9:25 am to 9:33 am
Sheriff Leaf – Request to Issue Bids for Epoxy Floor Application at the Sheriff’s Department

Moved by Smelker, seconded by Conner approval to authorize the issuance of bids for the application of an epoxy to floors in specific locations at the Sheriff’s Office. Discussion. All ayes. Motion carried.

David Shinavier –

1) County Website Redesign Bid Award

Moved by Geiger, seconded by Jackson to recommend to the Board of Commissioners approval of the proposal from Revize, Inc. in the amount of $22,600 with funds to be paid from the Data Processing Fund, to redesign and host the county website, Barrycounty.org, and to authorize the IT Coordinator to sign the work agreement. Discussion. Roll call vote. Ayes: Conner, Dull, Geiger, Gibson, Jackson & Stolsonburg. Nay: Smelker. Motion carried.

2) Authorization for Sale of County Surplus Furniture & Equipment

David Shinavier distributed an updated list of surplus equipment. Moved by Dull, seconded by Smelker to recommend to the Board of Commissioners approval of the sale of tagged county surplus furniture and office equipment as listed on April 14 and 15, 2016 in the Community Room Building. All ayes. Motion carried.

Recess as 10:15 am.
Resume meeting at 10:25 am with all commissioners present.

Moved by Jackson, seconded by Gibson to recommend to the Board of Commissioners approval to appoint Doug Hartough to serve on the Central Dispatch Board in a citizen at large position for a four (4) year term that began on 1/1/15 and expires on 12/31/18. Discussion. All ayes. Motion carried.

Commissioner Jackson – Amendments to the Barry County ORV Ordinance

Moved by Jackson, seconded by Dull to request the Board of Commissioners approve the amendments to the ORV Ordinance as presented, in addition to omitting Duffy Road from the available roads to use ORV’s. Discussion.

Motion by Geiger, seconded by Smelker to amend the proposed ordinance to amend Section 7 of the ORV Ordinance, changing the minimum fine from $250 to $100. Discussion. Roll call vote. Ayes: Geiger, Smelker & Stolsonburg. Nays: Conner, Dull, Gibson, & Jackson. Motion failed.

Roll call vote on original motion. Ayes: Conner, Dull, Geiger, Gibson, Smelker, Jackson & Stolsonburg.

PUBLIC COMMENT:
- Jack Miner commented on the Charlton Park millage proposal.
- Bob Vanderboegh commented on the GOP TOST resolution that was presented to the board of commissioners at the meeting on March 22, 2016.
ADJOURNMENT: at 10:55 am.

Craig Stolsonburg, Chair
Barry County Board of Commissioners

Pamela A. Palmer
Barry County Clerk

Approved: __________________________
Date & Initial when approved