City of Hart, Michigan
CITY COUNCIL AGENDA
November 14, 2023, 7:30 PM
407 State St. – Council Chamber
NOTICE OF PUBLIC MEETING
REGULAR COUNCIL MEETING

1. Call to Order
2. Roll Call – Adams, Burillo, Evans, Hodges, Klotz, Trygstad, Platt
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comments – **Public comment on any matter other than a scheduled public hearing. We ask that you please limit your comments to 3 minutes.**
    a. Correspondence, Events, Presentations
        i. Letter from Dave Hansen
        ii. Presentation: Dick Huntington, Chairman - Creeks Homeowners Association
6. Consent Agenda:
    a. Approval of Minutes from October 24, 2023 Council meeting.
    b. Bills, Claims, Payroll
    c. Reports of Boards, Commissions, and Committees
    d. Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp.
7. Action Items
    a. Resolution 2023-47 City of Hart Section 3 Policy
    b. Ordinance 23-05 Request to Rezone 64th Ave Parcel from B-2 to C-2 (1st Reading)
8. Discussion Items
    a. Special event permit – Home for the Holidays Lighted Christmas parade and tree lighting
    b. Council Retreat 2024
9. City Manager Report
10. Communications from the Mayor and Council (Including board and committee updates.)
11. Closed Session
12. Adjournment –

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To: Hart City Council

I think that there are a few easy things we can do in Hart to make us look better and increase our "curb appeal".

First, we could put speed limit signs on the stretch of 72nd between W Main and Polk. I have seen people drive 25 to 55. On both sides the limit is 55. I don't think the speed limit is 55 on this stretch. What is it?

W Main is wide enough to have a center lane for left turn. With the school congestion, this could really help. Just a few lines and it's taken care of.

There is no garbage can on the rail trail. We could put one of the blue cans on Enterprise Drive and the trail. Nobody would have to deal with it. The garbage truck would empty it every week. Easy.

I have seen so many near accidents in front of Hansen foods. We have 7 cuts off Polk road within 200 yards which is very dangerous. Hansen Foods has 2, State Police, Renhacks, Industrial Part, Dollar store and Rail Trail. If both west and east bound could have a sign showing 2 lanes with one lane with thru and the other right turn only. It literally could save a life. So easy to do.

Coming east on Tyler from the west, it is nicely striped. As soon as you reach the city property, it looks really sloppy with no lines. It makes Hart look like we don't care and turns the street instantly drab. I have to reline my parking lot every year to keep it looking fresh and tidy. This should be done on all major streets that have incoming traffic into the city.

These are just a few easy and inexpensive things the city could do to make Hart look like we are ready for business and not a dying town like so many around us.

If you have any questions or comments, please call or talk to me.

Thanks

Dave Hansen

Payables Date 11.14.2023	Description	Total	General +	DPW	Energy	BPTF	Water
Blue Cross Blue Shield Medicare	Insurance Prem	$ 2,125.08	$ 1,416.72		$ 708.36		
BS&A	Annual Renewals HR-Fixed Assets-Assessing	$ 1,388.00	$ 1,388.00				
Butcher, Heather	Deposit Refund	$ 91.63			$ 91.63		
Charter	Starting Block	$ 169.97			$ 169.97		
City of Hart	Utility Bills	$ 42,290.85	$ 3,754.05	$ 1,102.51	$ 1,816.17	$ 31,470.52	$ 4,147.60
Crossroads Mobile Maintenance	2019 Ford F550 Repairs	$ 319.80			$ 319.80		
Cummins Sales & Service	Griswold Liftstation Work	$ 1,292.64				$ 1,292.64	
DeWitt, Jersey	Deposit Refund	$ 53.41			$ 53.41		
DTE	Natural Gas	$ 842.91	$ 221.07	$ 99.50	$ 454.02	$ 68.32	
Dubois Tree & Land Mgmt	Tree Work	$ 10,725.25			$ 10,725.25		
Gracon	1 Block 16 hrs of LAN Hours	$ 1,600.00	$ 533.34	$ 266.67	$ 266.67	$ 266.67	$ 266.65
Gracon	Annual Support Agreement	$ 4,170.00	$ 1,390.00	$ 695.00	$ 695.00	$ 695.00	$ 695.00
Larson's	Various Projects	$ 2,246.85	$ 518.13	$ 801.00	$ 697.01	$ 230.71	
Leemon, Tami	Deposit Refund	$ 140.66			$ 140.66		
Linde	Cylinder Rental	$ 78.50		$ 78.50			
Linde	Cylinder Rental	$ 102.24			$ 102.24		
Maner Costerisan	Audit Services to Date	$ 3,500.00	$ 875.00		$ 875.00	$ 875.00	$ 875.00
McClellan, Dave	Deposit Refund	$ 228.02			$ 228.02		
Medler Electric	Parts/Supplies	$ 73.99				$ 73.99	
Michigan Municipal Risk Mgmt	Annual Meeting	$ 1,632.80	$ 1,632.80				
Model Coverall Service	Uniforms/Supplies	$ 72.93			$ 12.55	$ 60.38	
MPPA	Purchased Power	$ 27,828.28			$ 27,828.28		
Oceana County Drain Commissioner	Hart Lake Imp Year 1 of 5	$ 15,000.00	$ 15,000.00				
Power Line Supply	Parts/Supplies	$ 748.17			$ 748.17		
Power Line Supply	Credit Memo	$ (567.00)			$ (567.00)		
Power Line Supply	Parts/Supplies	$ 102.00			$ 102.00		
Power Line Supply	Parts/Supplies	$ 97.00			$ 97.00		
Pranger Property Mgmt	CH/CC/HC Cleaning Services	$ 203.00	$ 203.00				
State of Michigan	Statewide Records Mgmt	$ 1,500.00	$ 1,500.00				
State of Michigan	License Renewal - Whitney, B.	$ 95.00					$ 95.00
Tri-Berry	Labor/Supplies	$ 1,200.00				$ 1,200.00	
US Target, Inc	Targets	$ 136.08	$ 136.08				
Vanguard	Extinguisher Work	$ 206.64		$ 206.64			
Wilson Chemical	Ammonia	$ 11,210.40				$ 11,210.40	
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	Sub-total	**$ 130,905.10**	**$ 28,568.19**	**$ 3,249.82**	**$ 45,564.21**	**$ 47,443.63**	**$ 6,079.25**
HAND CHECKS/ACH/EFT							
Alerus	City Share 401 Retirement - PR 189	$ -					
US Postmaster	Postage/Tax Bills	$ 509.33			$ 331.06	$ 152.80	$ 25.47
AFLAC	Insurance Premium	$ -					
Guardian	Insurance Premium	$ 1,594.54					
Delta Dental	Insurance Premium	$ 1,770.95					
MWG/Amfirst	Insurance Premium	$ -					
Blue Cross Blue Shield	Insurance Premium	$ -					
	TOTAL HAND CHECKS	**$ 3,874.82**	**$ -**	**$ -**	**$ 331.06**	**$ 152.80**	**$ 25.47**
	Sub-Total Regular Bills/Hand Checks	***$ 134,779.92***	***$ 28,568.19***	***$ 3,249.82***	***$ 45,895.27***	***$ 47,596.43***	***$ 6,104.72***
Gross Payroll	PR 189	$ 76,931.22					
	Sub-Total	**$ 76,931.22**					
	GRAND TOTAL	***$ 211,711.14***	**$ 28,568.19**	**$ 3,249.82**	**$ 45,895.27**	**$ 47,596.43**	**$ 6,104.72**

--OVER--

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.
15X	0.00	19.00	1,050.70	22,132.26
2X	0.00	4.00	240.48	4,151.83
COMP	46.50	0.00	1,975.44	13,067.72
ETO	377.00	0.00	14,735.76	142,075.51
HOURLY	741.00	0.00	24,947.43	550,643.76
SALARY	867.50	0.00	33,740.93	640,834.22
STANDBY	8.00	0.00	240.48	3,052.00

Ded/Exp Id	Cur. Amnt.	YTD Amnt.
AF-ACC	137.77	1,408.79
AF-CANCER	76.70	627.54
AF-DENTAL	14.46	159.06
AF-LIFE	32.96	362.56
AF-PSI	46.01	506.11
AF-STD	214.45	2,202.95
ALERUS 401	2,275.42	50,238.14
ALERUS 401 AD	8.00	184.00
ALERUS 457	775.00	15,675.00
ALERUS 457P	1,053.51	22,773.55
ALERUS R 457%	1,506.18	32,244.48
CHILD SUPPORT	556.09	7,229.17
DENTAL_EE	119.42	2,352.99
DENTAL_ER	477.64	9,411.31
FITW	7,734.89	192,725.72
GAP_EE	417.78	7,678.21
GAP_ER	1,671.13	28,780.54
GUARDIAN_EE	21.43	410.42
GUARDIAN_ER	220.78	4,400.95
INS REIM	70.66	1,483.86
LIFE	18.25	200.75
LOAN	159.86	3,676.78
LU465	264.96	2,902.68
MED_EE	1,604.12	29,032.56
MED_ER	6,416.46	116,128.85
MEDICARE_EE	1,079.10	25,975.47
MEDICARE_ER	1,079.10	25,975.47
SITW	2,983.25	69,903.51
SOCSEC_EE	4,614.21	111,067.60
SOCSEC_ER	4,614.21	111,067.60
UNI45	301.50	2,914.50
UNIFM	4.95	113.85

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
76,931.22	0.00	26,090.93	50,840.29	1,835,072.59	50,235.26	14,479.32

* = Check Adjustment

HART AREA FIRE

ADMINISTRATIVE BOARD

Meeting Minutes- September 28, 2023

The Hart Area Fire Administrative Board Meeting was called to order by Chairman Gary Beggs at 7:00PM. Others present for the meeting were, John Williams, Mike Potter, Larry Doran, Jay McGhan Chief Fuehring and undersigned.

Absent from the meeting wee Mike Powers, Jake Whelpley, Dale Stevenson and Jerry Schaner.

There were no others present for the meeting.

Motion was made by McGhan and supported by Doran to approve the agenda as presented. Voice Vote, All Yes. Motion carried.

Motion was made by Potter and supported by Doran to approve the minutes of the August 24, 2023 meeting as presented. Voice Vote, All Yes. Motion Carried.

Treasurer advised that we had total bills for the month of $479,639.95. A total fund balance is at $784,456.49. The check for the new truck has not been cashed as of yet. A motion was made by Doran and supported by Williams to accept the Treasurers report and to pay the bills. Roll Call vote. All Yes. Motion Carried.

Treasurer requested budget amendments as presented with adding $350.000.00 from the Michigan Class Capital Improvements account and $75,000.00 from the Michigan Class general fund accounts to the cash reserves of the budget. Motion was made by Doran and supported by Potter to approves the budget amendments. Roll call vote, all yes. Motion carried.

Chief advised the new truck is in and is r4eady for service. There will be some changes with equipment location as we move forward with the truck.

Chief advised Mark had submitted a $40,000.00 Grant request for the department and it was awarded. The Grant is from the State of Michigan and can be used for Personal Protection gear for the firefighters.

Chief advised the City is going to install Storz fittings on all new Hydrants, in the future. This will allow for a faster hook up by any department coming to assist on a fire.

The hydrant will be installed in the back by Hallacks as the way it is now it would freeze if left to waiting for approval.

Under old business the discussion on the new agreement has been tabled.

City of Hart Police Department

407 State Street Ph. (231)873-2488 Fax (231)873-0100 Hart, MI 49420-1259

Juan Salazar, Chief

TO: City of Hart Mayor, City Council, and City Manager
FROM: Juan Salazar, Chief of Police
DATE: November 14th, 2023

RECENT EVENTS

From Thursday, October 19th, 2023, through Wednesday, November 8th, 2023, the Hart Police Department received 129 Complaints ranging from Well-Being Checks, Disorderly Conduct Complaints, Threat Complaints, Suspicious Situations, Motorist Assists, Medical Assists, Assist to Other Agencies, Warrant Arrests, Fraud Complaints, Alarms, Assault & Batteries, Trespassing Complaints and Vehicle Violations.

On Thursday, October 19th, 2023, the Hart Police Department was dispatched to the 100 block of State Street referencing a Disorderly Conduct complaint. A 44-year-old Hart woman was reported to have been causing a disturbance within a building, being belligerent with the staff. The woman also was reported to have been intoxicated. The woman left the area prior to the officer's arrival, with the officer later locating the woman at the intersection of Hart Street and Church Street. The woman was subsequently arrested and lodged at the Oceana County Jail. It should be noted the department had investigated four (4) similar complaints with the woman since Tuesday, October 17th, 2023.

On Thursday, October 19th, 2023, the Hart Police Department was dispatched to the 400 block of State Street regarding a Threats Complaint. A 57-year-old Hart woman, who was at work at the time, was threatened by a 43-year-old Shelby woman. The Shelby woman threatened physical harm to the Hart woman and threatened to wait for the Hart woman after work. A report will be submitted to the Oceana County Prosecutor's Office for his review.

On Sunday, October 22nd, 2023, the Hart Police Department was dispatched to State Street near West Main Street referencing a Well-Being Check. A 26-year-old Hart man, who was intoxicated, was attempting to walk into Hart Lake and was refusing to go with family. The officer arrived on scene at which time the man attempted to charge the officer. The man was able to be restrained by family and friends at the scene. The officer attempted to speak with the man, but the man would only "growl" and again attempt to charge at the officer. The man was subsequently arrested and lodged at the Oceana County Jail for Disorderly Person – Drunk.

On Thursday, October 26th, 2023, the Hart Police Department conducted a traffic stop on Union Street near Johnson Street referencing a vehicle violation. A 62-year-old Hart man was cited for Operating a Motor Vehicle without Insurance.

On Saturday, October 28th, 2023, Officer Moore represented the Hart Police Department for the First Responder Appreciation Breakfast located at the Hart First Baptist Church. This was a free breakfast for all first responders throughout Oceana County.

On Sunday, October 29th, 2023, the Hart Police Department conducted a traffic stop on West Main Street near Courtland Street referencing an equipment violation. A 56-year-old Shelby man was cited for Operating a Motor Vehicle on a Revoked License and Open Intoxicants.

On Tuesday, October 10th, 2023, the Hart Police Department conducted a traffic stop on Tyler Road near 88th Avenue referencing an equipment violation. A 29-year-old Shelby man was arrested on a warrant out of the Muskegon Police Department and the Muskegon County Sheriff's Office. The man was turned over to the Muskegon Police Department without incident.

On Friday, October 27th, 2023, Chief Salazar, and D/Sgt. Skipski attended the Hart High School Football Play-Off Game at the Hart High School football field. The officers were assisted by several Oceana County Sheriff's Office Reserve Officers. Officers received no major complaints during the game.

On Monday, October 30th, 2023, the Hart Police Department began an investigation into a Criminal Sexual Conduct complaint. A 15-year-old Hart man reported to have been inappropriately touched in the 3000 block of Polk Road by a 53-year-old Mears man. A report was submitted to the Oceana County Prosecutor's Office, which later authorized a warrant for Criminal Sexual Conduct 4th Degree for the Mears man. The Mears man was arrested and lodged at the Oceana County Jail.

On Wednesday, November 1st, 2023, the Hart Police Department was dispatched to the 300 block of Lincoln Street regarding an Unwanted Subject. While investigating this complaint, a 53-year-old Fruitport man was run in LEIN, Law Enforcement Information Network. The man showed an active/valid warrant for his arrest out of Muskegon County. The man was arrested and later turned over to Muskegon County Sheriff's Office without incident.

On Sunday, November 5th, 2023, the Hart Police Department was dispatched to the 200 block of Lincoln Street referencing a Mental Health complaint. A 53-year-old Hart man was reported to have been lying on the ground in front of the Oceana County Sheriff's Office. Officers responded to the area, initially being unable to locate the man. The man was later located on West Main Street near Hart Street. While speaking with the man, the man would continue to have a conversation with himself, continue to walk away from the officer and attempt to cross the street directly in the lane of travel of vehicles. Several times during the conversation, the man would state, "You know I am the devil, right?". The man was placed into protective custody and transported to Trinity Health Mercy Hospital in Muskegon for a mental health evaluation. The man was turned over to Mercy Hospital without incident.

Respectfully,

J. Salazar,
Chief of Police

CITY OF HART
407 S. STATE ST.
HART, MI 49420
REGULAR MEETING OF CITY COUNCIL - COUNCIL PROCEEDINGS
October 24th, 2023
MINUTES –Draft

PRESENT: Councilors: Mayor Vicki Platt, Justin Adams, Catalina Burillo, Jim Evans, Dean Hodges, Amanda Klotz, and Kris Trygstad

ABSENT: None

OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, BioPure Superintendent – Paul Cutter, DPW Superintendent – Brad Whitney, HEART – Nichole Kleiner, Sharon Hallack, Dick Huntington, Emilie Olsen, Tom Osborn, Eric and Karen Owen, Dennis Powers, and Bill Volpp

Mayor Platt called the meeting to order; following the roll call, then led the Council in the pledge of allegiance.

APPROVAL OF AGENDA:

- J. Admas motioned to approve the agenda and was supported by A. Klotz
  - Ayes: 7 Nays: 0 Absent: 0

PUBLIC COMMENTS:

- Tom Osborn, 495 White St. Pentwater, (hart Congregational church) Thank you to the Hart City Council and TIFA for working with us and purchasing the church.
- Dick Huntington 115 Creeks Dr. Hart, Questions on the meeting a few months ago, what has happened to the changes talked about the master deed? Also, would like to know info on the goals the City has with the purchase of the Church and Ceres property.
- Eric and Karen, Coopersville Mi, put an offer in on 3 lots at the Creeks what is the next steps needed for the process? Looking forward to joining the community.

CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Oceana County Workforce Development Study,

  Oceana County received a grant from the United States Department of Commerce Economic Development Administration to conduct a workfoce development study. Oceana County is rural, with a population of appozimately 26,000-27,000 people. The largest industreis in Oceana County include ariculture, food processing, and tourism.

  Oceana County is located along the Lake Michigan Shoreline. Surrounding counties include Mason, Lake, Newaygo, and Muskegon. The nearest community colleges are Muskegon Community College and West Shore Community College. At present, no post-secondary training programs are available in Oceana County.

  According to the project's RFP, the study should adress:

  1. Workforce Development
     a. Needs assessment for post-secondary training program(s) based on employer and resident input.
     b. Barriers to workforece participation and training in Oceana County
     c. Current training opportunities within Oceana County and neighboring communities.
     d. Viability of and demand for Oceana County based training program(s)
  2. Training Center
     a. Viability of and demand for a physical training center in Oceana County
  3. Economic Diversification
     a. Limitations to diversification
     b. Target industries; emerging and complimentary
  4. Action Plan
     a. Facilitated meeting with Coeana County stakeholders to develop consensus for action based upon findings of the workforce development, training center, and economic diversification components.

Oceana County selected Jeffery Donohoe Associates as the prime contractor. Jeff Donohoe subcontracted DataWise Consulting to lead three data gathering activities focused on gathering imformation relevant to parts 1 and 2 of the RFP. Specidfically, DataWise conducted 20 individual and 3 group Interviews, a county-wide resident Survey, and compiled an Inventory of Existing Training Opportunities available to Oceana County residents.
For more information see City Council packet available on our website at cityofhart.org.

CONSENT AGENDA:

- Approval of minutes from October 10th, 2023.
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
    - C. Burillo motioned to approve Consent Agenda and supported by J. Adams
        - Ayes: 7 Nays: 0 Absent: 0

ACTION ITEMS:

- Resolution 2023-44 Accept Quotes for Hart PD Replacement Computers and Authorize Purchase

  WHEREAS, the City of Hart Police Department is tasked with protecting and serving the public good; and
  WHEREAS, mobile computers are necessary to perform duties while patrolling the community and separate desktop computers have served for office use; and
  WHEREAS, the current mobile and office devices have been identified to be at or beyond their expected service life; and
  WHEREAS, newer technology has reduced the cost of mobile devices while increasing reliability and portability; and
  WHEREAS, The Hart Police Chief and staff have sought four competitive quotes to upgrade the legacy devices; and
  WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and
  NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL

  Accepts the competitive quotes to supply the necessary equipment to address the police department's current needs in the amounts of: $23,320.16-Patrol PC, $21,316.00-TKK Electronics, $21,274.00-Synnex, and $20,860.00-Strategic Sourcing Inc.

  Approves the Police Chief and City Manager to sign and execute related paperwork In pursuit of acquiring the quoted equipment from Strategic Sourcing Inc in the amount of $20,860.00

    - J. Adams motioned to approve Resolution 23-44 and supported by J. Evans
        - Ayes: 7 Nays: 0 Absent: 0
- Resolution 2023-45 Approve Formation on Harts Park and Recreation Department

  WHEREAS, the City of Hart City Council is empowered with the ability to establish, maintain, and protect all cemeteries and parks together with improvements thereon and appurtenances thereto, owned or hereafter acquired by the City either within or without its corporate limits; and
  WHEREAS, the City has outsourced the operations of John Gurney Park Campground for over 16 years to third party management providers; and
  WHEREAS, the City will now create a Parks and Recreation Department and utilize yearly revenue from the campground to hire a Parks and Recreation Director to oversee both the operation of John Gurney Campground as well as all other parks and recreational facilities owned by the City; and
  WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and
  NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

  Approves the formation of the City of Hart Parks and Recreation Department and authorizes the City manager to proceed with posting a full-time Parks and Recreation Director position to provide the City with Services not limited to but including the afore mentioned functions

    - A. Klotz motioned to approve Resolution 23-40 and supported by K. Trygstad
        - Ayes: 7 Nays: 0 Absent: 0

- Resolution 2023-46 Award Residential Cross Connection Inspection Work and Installation of Advanced Metering Infrastructure Water Meter Technology

  WHEREAS, the City of Hart owns and operates a water distribution system; and

  WHEREAS, in 2018, the City invested in advanced metering electrical meters allowing for wireless meter reading, the capability of those meters allowed for connection to City water meters; and

  WHEREAS, in early 2023, following design and supply chain issues, the previously ordered water meter transmission units (MTU) were delivered to the City; and

  WHEREAS, the City has sought multiple competitive quotes with only one qualified vendor responding to provide services for both MTU installation and inspection of residential cross connections as required by the Michigan Safe Drinking Water Act; and

  WHEREAS, the budgeted for the deployment of the Water Meter Transmission Units, that expenditure will also fund the implementation of the residential cross connection inspection program; and

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

  NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

  Accepts the sole bid from Hydro Corp in the amount of $145 per installation/inspection including residential cross connection inspection, installation and testing of meter transmission unit, and replacement of water meter as necessary. The City Manager is directed to sign and execute any related documentation to proceed with the proposed scope of work.

  - J. Adams motioned to approve Resolution 23-46 and supported by A. Klotz
    - Ayes: 7 Nays: 0 Absent: 0

DISCUSSION ITEMS:

- Congregational United Church

  TIFA has purchased the Church and has agreed to allocate the funds for 2 years to keep the lights on and property kept up. Also, will be putting out RFP's on the property for redevelopment.
- City Council retreat 2024, Teeing up discussion on topics and if a retreat in 2024 would be beneficial.

CITY MANAGER'S REPORT:

UPDATES:

- Hart BioPure and Polk Road Utility Improvements projects are in process. The sewer work is finished with water main work remaining, the Polk Road closure will be wrapping up soon. Prein and Newhof are maintaining a website for construction updates.
- Wayfinding signage project is concluding next week with the large signs coming last.
- Hart VFW group is pleased with the movement on the Veteran's Memorial Park Project. They would like to help with a volunteer effort to help the cause, cleaning, potentially painting, and some rehabilitation work on the plane at the park was discussed.
- Hart High School Football Playoff Game – Friday, October 27th at Hart High School 7pm
- Spitler Elementary Halloween Parade – Tuesday October 31st at 1:15pm (usual downtown parage loop Johnson to State to Main to Water and back to Johnson)
- Michigan Municipal League annual conference was beneficial with new ideas, rebooting best practices, and networking.
  - **"**The purpose of local government is to enable individuals to join together in recognizing and solving community problems".
  - "Community members crave courageous conversation." We can move to asking Red-Yellow-Green instead of Yes-No.
  - Evaluate people that are "in love" with their City. Value is tough to determine in community projects, cost is easy to define. Cost can also be lazy… What is the cost of boring and ugly?

Legacy Topics:

- The City Attorney is working on City Charter amendment verbiage to be approved by Council, the attorney general, and the governor. The amendments will be processed for ballot approval at the next general election.
- Safe Routes to School trail project – pending state approval projected start date June 2024.

Upcoming Topics:

- Adoption of 2022-2026 Park and Rec Master Plan
- Veteran's Memorial Park project bid request advertised in November.
- Council review of rental inspection policies, procedures, and implementation.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- Mayor Platt, for the first time ever the Hart Football Team has made the playoffs, (read an email from superintendent Mark Platt) Thank you for the support of our community.
- C. Burillo, Asked HEART director Nichole Kleiner to talk about the grant for Hart Village Market property that has been pushed back to December now.

CLOSED SESSION:

- 15.268(h) To consider material exempt from discussion or disclosure by State or Federal statute – review attorney/client privileged written legal opinion.
    - J. Adams motioned to open the Closed Session at 8:21pm and supported by K. Trygstad
        - Ayes: 6 Nays: 0 Absent: 1
    - A. Klotz motioned to close the Closed Session at 9:32pm and supported by J. Adams
        - Ayes: 6 Nays: 0 Absent: 1
    - C. Burillo motioned to direct the City Manager to work with the City's planning consultant and the HOA to redevelop the Creeks Subdivision to make it more attractive to developers and supported by D. Hodges

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned upon a motion by C. Burillo and supported by J. Adams. The next regularly scheduled meeting will be on November 14th, 2023, at 7:30 pm.

Respectfully Submitted

Karla Swihart

Karla Swihart, City Clerk

RESOLUTION 2023-47
City Council
City of Hart, Michigan
Oceana County

City of Hart Section 3 Policy

WHEREAS, the City of Hart continues to seek grant funds to assist with ongoing capital improvement projects and other city activities; and

WHEREAS, the City of Hart has used funding provided by the Us Department of Housing and Urban Development and may anticipate applying for additional funding from HUD or other federal entities in the future; and

WHEREAS, a requirement for use of federal funds locally is that the municipality have a Section 3 policy in place to assist low and very low-income persons to find employment with companies that are contracted using federal funds; and

WHEREAS, it will benefit the city to adopt such a policy and incorporate the good faith efforts when businesses concerned are employed using current and future federal funds; and

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

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL

Adopts The City of Hart Section 3 Policy pursuant to the Housing and Urban Development Act of 1968.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regular council meeting held on November 14, 2023.

Ayes: __ Nays: __ Absent: __

CITY OF HART
ECONOMIC OPPORTUNITIES POLICIES FOR SECTION 3 COVERED CONTRACTS
SECTION 3 POLICY

PURPOSE

Section 3 of the Housing and Urban Development Act of 1968, as amended, (Section 3) requires that economic opportunities generated by certain U.S. Department of Housing and Urban Development Financial Assistance for Housing and Community Development Programs be directed to low-and ve1y low-income persons. The priority of assistance should be to those who are recipients of government assistance for housing and business concerns which provide economic opportunities to low-and very low-income persons.

Pursuant to Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 75, the City of Hart adopts this Economic Opportunities Policy for Section 3 Covered Contracts.

GENERAL POLICY STATEMENT

The City shall provide opportunities to low-and very low-income persons residing in the State of Michigan (as defined in Section 135.5 of 24 CFR Part 75) and to businesses meeting the definition of "Section 3 Business Concerned" (as defined by 24 CFR Part 75). Accordingly, the City shall implement policies and procedures to ensure that Section 3, when required, is followed, and develop programs and procedures necessary to implement this policy covering all procurement and contracts where labor and/or professional services are provided.

It is the policy of The City of Hart to make good faith efforts to provide, to the greatest extent feasible, opportunities to Section 3 area workers and Section 3 business concerns. The City incorporates into this policy the definitions contained in Section 135.5 of 24 CFR Part 75.

There is nothing in this policy that should be construed to require the employment or contracting of a Section 3 residence, resident or contractor who does not meet the qualifications of the position to be filled or who cannot fulfill the contract requirements.

DATA COLLECTION AND REPORTING

The City will collect and submit required Section 3 data and complete Section 3 reporting requirements pursuant to 24 CFR Part 75.

Adopted: _____ _____

City Clerk: Karla Swihart Date

CITY OF HART
ORDINANCE NO. 2023-04

AN ORDINANCE TO RE-ZONE 007-018-300-10 FROM B-2 GENERAL BUSINESS TO C-2 LIMITED COMMERCIAL

First Reading:	11/14/2023
Second Reading & Adoption:	12/12/2023
Publication:	12/21/2023
Effective Date:	Ten days after publication

THE CITY OF HART ORDAINS:

The rezoning of 2566 N 64th Avenue parcel ID #007-018-300-10 with frontage on North 64th Avenue from B-2 General Business District to C-2, Limited Commercial. The property proposed for rezoning is legally described as follows:

SPL FR 7 IN 96 PER DK SEC 18 T15N R17W-- S 400 FT OF SW 1/4 OF SW 1/4 LYG W'LY OF US 31 ROW. 5.37 A M/L

STATE OF MICHIGAN)) SS.

COUNTY OF OCEANA)

I, the undersigned, the duly qualified City Clerk of the City of Hart, Oceana County, Michigan, do hereby certify that the foregoing Ordinance amendment was adopted by City of Hart at a regular City Council meeting duly held on the ____ day of _____, 20__; and that the meeting with held in compliance with notice provisions and all other requirements of Act 267 of the Public Acts of 1976, as amended, I hereby certify that I published the Ordinance amendments and additions in the _____ on the ___ day of _____, 20__.

Karla Swihart
Hart City Clerk

CITY OF HART
407 State St
Hart, MI 49420
231-873-2488 (p)
231-873-0100 (f)
www.cityofhart.org

Special Land Use Application
Fee: $300 in addition to any applicable site plan fees

APPLICATION FOR SPECIAL LAND USE

APPLICANT INFORMATION

Name of Applicant: Jim Duer III

Address: 5360 Tonto Rd Pentwater, MI 49449

Telephone: 6166380041 E-mail: jim@duerbd.com

Are you the owner of record for the property of the requested special land use? ____ YES X NO

If you are NOT the owner of record for the property of the requested rezoning, please complete the below section PROPERTY OWNER INFORMATION.

PROPERTY OWNER INFORMATION

Name of Property Owner: BENJAMIN C LIESBERG JR

Address: 2566 N 64TH AVENUE HART, MI 49420

Telephone: _____ E-mail: _____

LOCATION OF PROPERTY FOR WHICH THIS SPECIAL LAND USE IS REQUESTED

Property Address: N 64th Ave.

Cross Streets: Polk and 64th

Parcel ID Number: 007-018-300-10 Lot Size (in acres): 5.11

Lot Width: _____ Lot Depth: _____

Present Zoning Classification: B-2

Requested Zoning Classification: C-2

Zoning District of Adjacent Properties to the: North ____ South X East ____ West ____

In the area provided or on a separate sheet, please give a detailed description of the proposed land use:

The project proposed which requires a C2 designation is a 20 unity storage condo development. Four buildings will be 50'x150' partinioned into 5 individual units with an overhead door and a man door. The siteplan is not quite complete so the orientation of the buildings is yet to be determined. Each unit will have a 100amp power supply with lighting and overhead door opener. The customer may choose to have their unit inslated, heated, and finished out. The buildings will have a concrete floor and the building will have a 4' concrete apron across the front. The approach and parking will be crushed concrete or equivelant. It is also yet to be determined whether to include a septic and well.

CITY OF HART

3

OCT 10 2023

PAID/RECEIVED

In the area provided or on a separate sheet, explain how the requested Special Land Use meets the required standards as detailed in the City of Hart Code of Ordinances Chapter 1256

Specifically, how the requested Special Land Use:

1) Will be harmonious, and in accordance with the objectives, intent and purpose of this chapter:

We believe the requested special land use is a similar use to the current zoning designation. The land is situated on Polk Road which has a mix of Industrial, General Business, and Comercial properties.

2) Will be compatible with a natural environment and existing and future land uses in the vicinity:

We believe the buildings will look Agricultural fit in nicely with the Agricultural neighbors.

3) Will be compatible with the city master plans:

Since the property is an outlier, seperated from the city by US31 the Storage Condo project is very compatable with the city master plans.

4) Will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage ways and structures, refuse disposal, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately for such services:

The proposed project is in a very accessable location for all essential public facilities and services.

5) Will not be detrimental, hazardous, or disturbing to existing or future neighboring uses, persons, property, or the public welfare:

The Commercial designation of the land would not be disturbing to existing or future neighbors any more than a bank or a fast food restaurant. The proposed project will have much less traffic than most businesses that may build.

6) Will not create additional requirements at public costs for public facilities and services that will be detrimental to the economic welfare of the community:

The proposed project will not require any costs to the public. There is only upside for the city in tax revenue with very little services required.

OTHER REQUIRED INFORMATION

1) The names and address of all record owners AND proof of ownership (i.e. a deed). Deeds can be obtained from Oceana County.
2) If applicant is not the owner of the property, the City requires a letter from the owner of record authorizing the applicant to make this application.
3) Legal description of property in question.
4) A scaled and accurate survey drawing correlated with a legal description showing all existing buildings, drives, and other improvements. Include 10 copies of a parcel map drawn at a scale of not less than 1" = 200' if the parcel is under three acres and 1" = 100' if the parcel is three acres or more.
5) A site plan, if requested by the Planning Commission. (Requirements are detailed in Chapter 1258).

James H Duer III
PRINT Name of Applicant

SIGNATURE of Applicant

10/10/23
Date

FOR OFFICE USE ONLY

Date Received: _____ Checked By: _____ Fee Collected: _____

dotloop signature verification: dtlp.us/G6RQ-V1VM-UR80-TKSX

OTHER REQUIRED INFORMATION

1) The names and address of all record owners AND proof of ownership (i.e. a deed). Deeds can be obtained from Oceana County.
2) If applicant is not the owner of the property, the City requires a letter from the owner of record authorizing the applicant to make this application.
3) Legal description of property in question.
4) A scaled and accurate survey drawing correlated with a legal description showing all existing buildings, drives, and other improvements. Include 10 copies of a parcel map drawn at a scale of not less than 1" = 200' if the parcel is under three acres and 1" = 100' if the parcel is three acres or more.
5) A site plan, if requested by the Planning Commission. (Requirements are detailed in Chapter 1258).

PRINT Name of Applicant SIGNATURE of Applicant

Date

Owner X Benjamin Liebergs

Owner X Catherine Hissong

Owner X Joanne Muñoz

Owner X Diane Wabsis

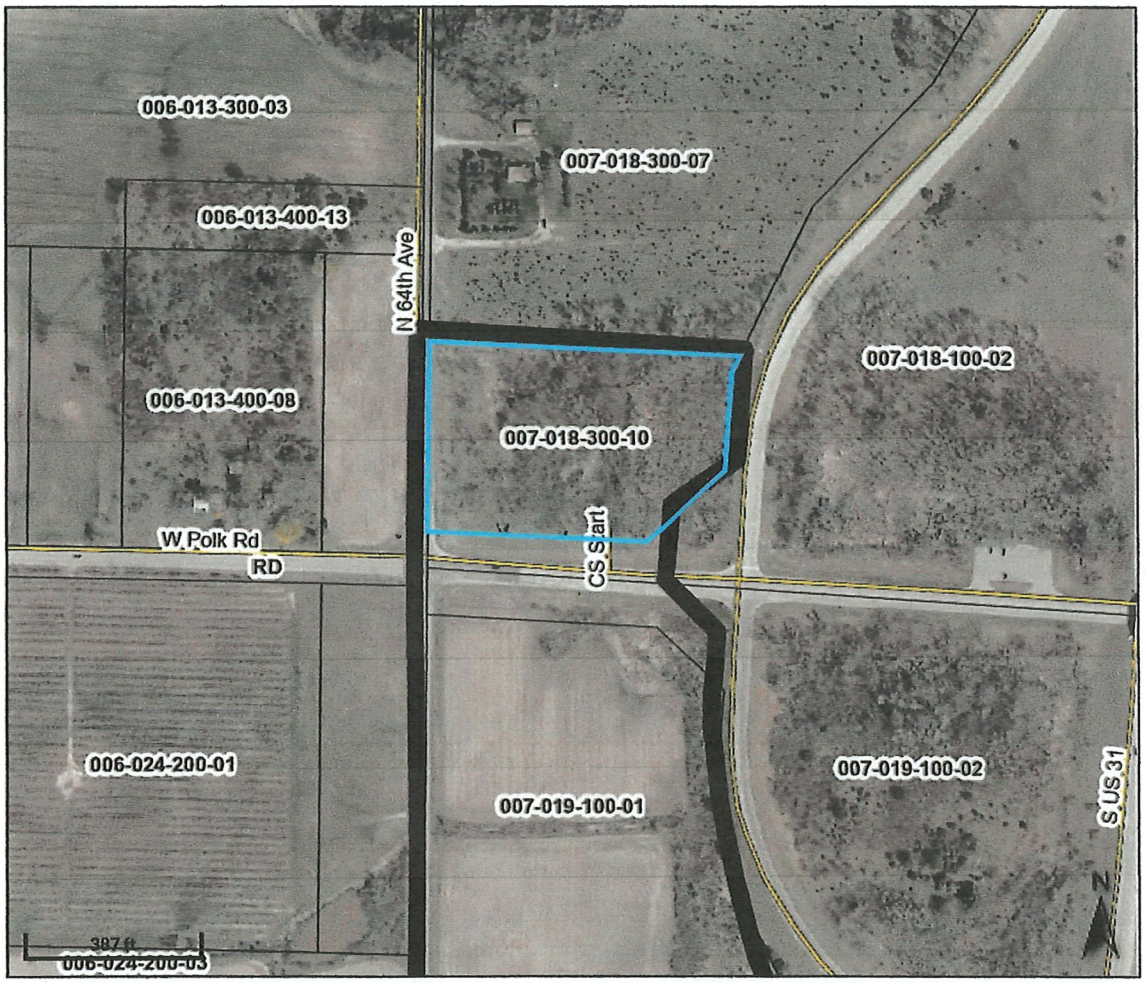
Owner Michael Liesberg

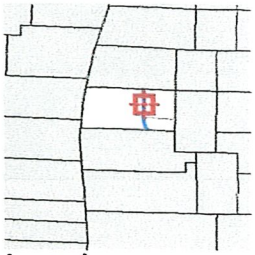
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G6RQ-V1VM-UR80-TKSX

FOR OFFICE USE ONLY

Date Received: _____ Checked By: _____ Fee Collected: _____

Beacon™ Oceana County, MI





Legend

- Parcels
- Parcel Numbers
- City Limits Low
- Road

Parcel ID	007-018-300-10	**Alternate ID**	n/a	**Owner Address**	LIESBERG BENJAMIN C JR
Sec/Twp/Rng	--	**Class**	402 - RESIDENTIAL-VACANT		2566 N 64TH AVENUE
Property Address	N 64TH AVE HART	**Acreage**	5.408		HART, MI 49420

District 64040 HART PUBLIC SCHOOL DISTRICT

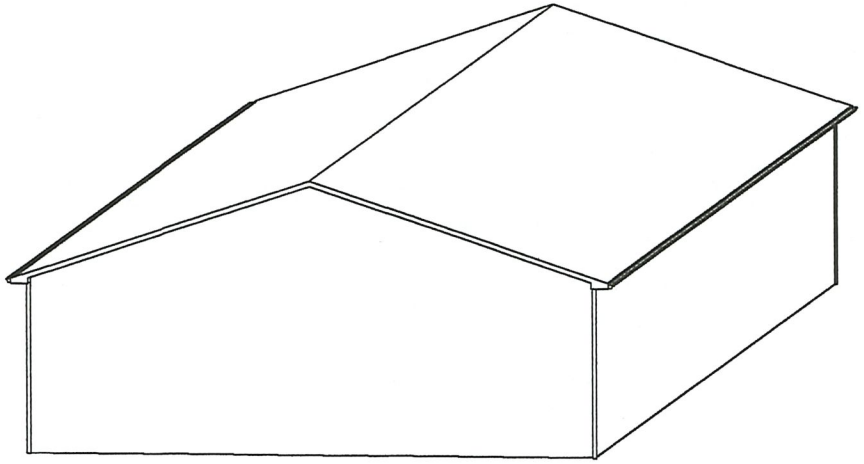
Brief Tax Description SPL FR 7 IN 96 PER DK SEC 18 T15N R17W-- S 400 FT OF SW 1/4 OF SW 1/4 LYG W'LY OF US 31 ROW. 5.37 A M/L
(Note: Not to be used on legal documents)

Date created: 10/9/2023
Last Data Uploaded: 10/8/2023 11:07:13 PM

Developed by Schneider GEOSPATIAL



FRONT
16' EAVE



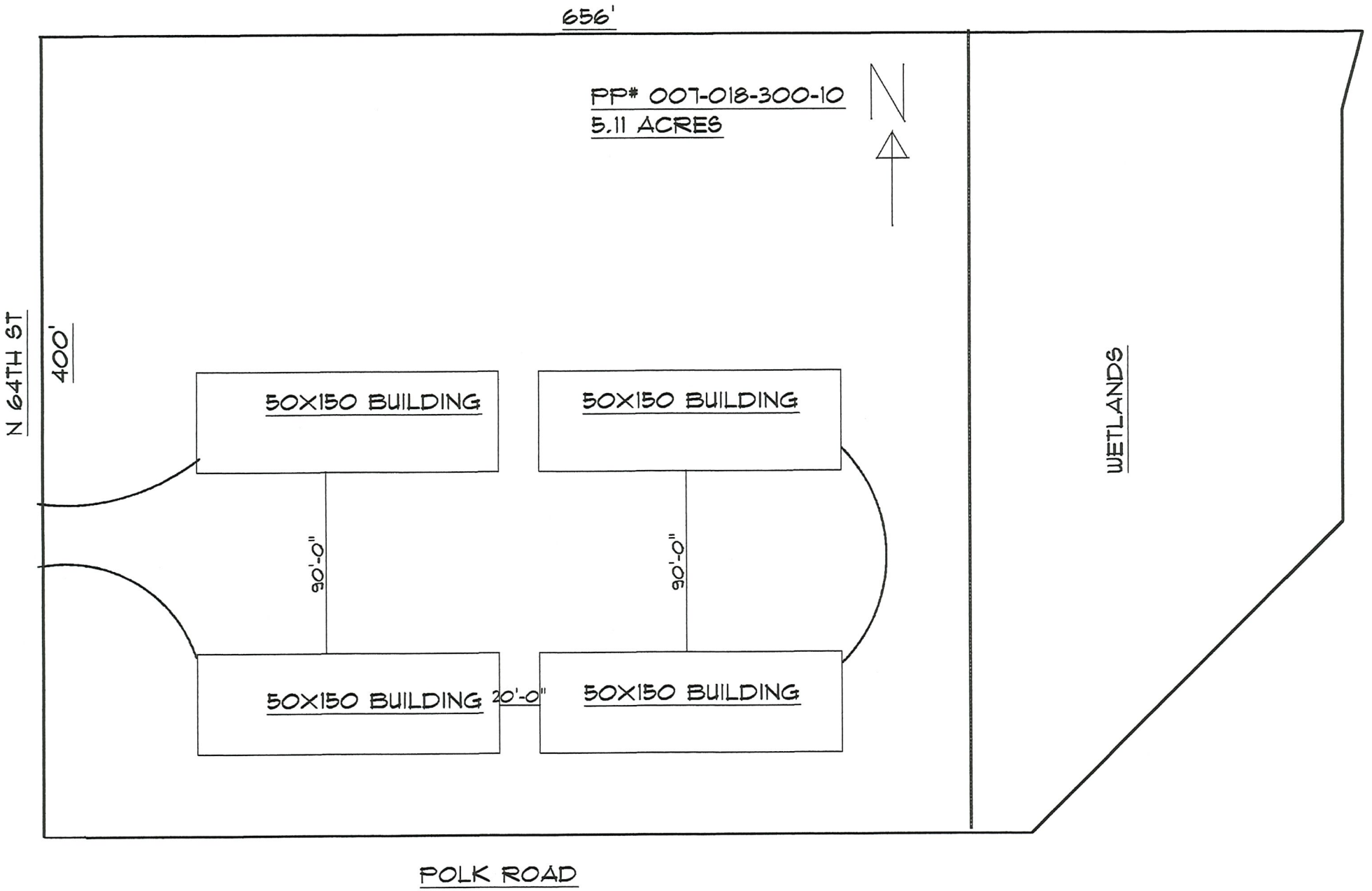
Date:
9/13/23

STORAGE CONDO
T.B.D.

DUER
Building & Design

jim@duerbd.com
Cell:616-638-0041
Fax:1-866-496-4396

www.duerbd.com


656'
PP# 007-018-300-10
5.11 ACRES
N
N 64TH ST
400'
50X150 BUILDING
50X150 BUILDING
90'-0"
90'-0"
50X150 BUILDING
20'-0"
50X150 BUILDING
WETLANDS
POLK ROAD

MCKENNA

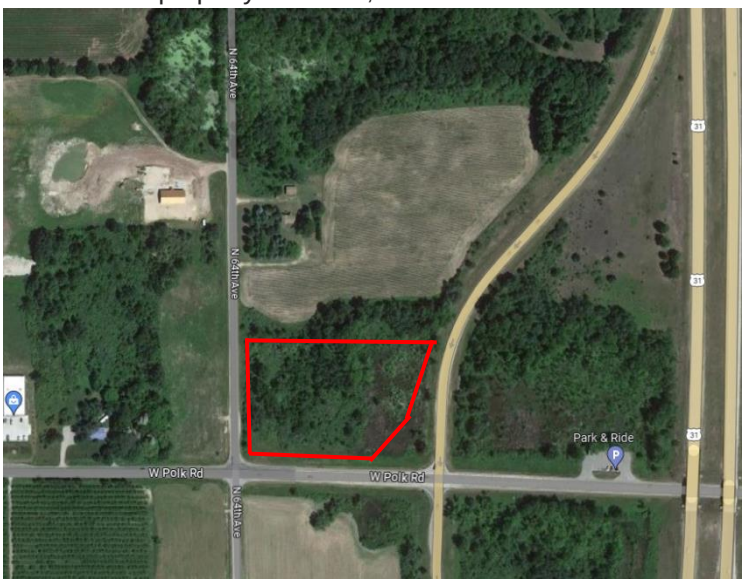
October 27, 2023

Planning Commission
City of Hart
407 S. State Street
Hart, MI 49420

Subject: Proposed Rezoning of 2566 N. 64th Avenue

Dear Commissioners,

As requested by the applicant, Benjamin C. Liesberg Jr., we have reviewed the above referenced application for rezoning of 2566 N. 64th Avenue. The applicant is requesting to rezone the property from B-2, General Business District to C-2, Limited Commercial.



The lot is approximately 5.4 acres in size and is currently zoned B-2, General Business District. The parcel is square in shape with a dog-eared southwest corner, likely providing right-of-way to US 31 and Polk Rd. This property does not have a frontage on Polk Rd. but does have a frontage on N. 64th Ave on it's western boundary . The lot is currently vacant with native vegetation onsite. The parcel is outlined (approximately) on the aerial photo on the right.

ACTION REQUESTED

To rezone parcel number: **007-018-300-10** from B-2, General Business District to C-2, Limited Commercial.

The applicant proposes to rezone the entire parcel to C-2, Limited Commercial and proposes the construction of a 20-unit storage condo development. The units will consist of four buildings that are 50' x 150', each partitioned into 5 individual units, equaling 20 total units in the development.

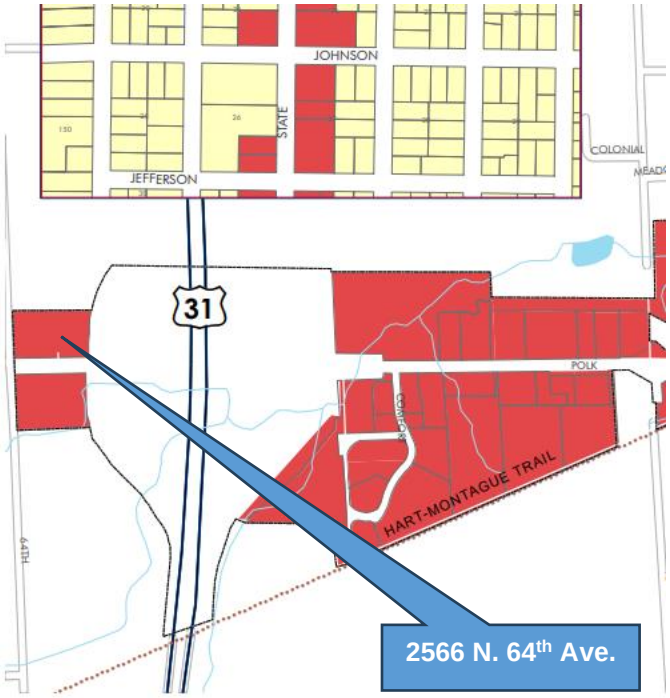
COMPATABILITY WITH THE AREA

The parcel in question lies on the edge of the City of Hart. The parcel is directly west of US 31 and north of Polk Rd., a commercial corridor and the exit for Hart. There are a number of land uses west of this parcel, not in the City of Hart jurisdiction, that have similar land uses. West of parcel on Polk Rd. there is a restaurant, automotive parts store, a storage facility with what appears to be 2 outdoor storage buildings and 1 indoor storage building, a towing company, a second storage facility with 2 outdoor storage buildings with multiple units, a Dollar General, and open farmland and natural areas.

Although the above-mentioned parcels and businesses are not in the City of Hart, their uses are compatible with what the applicant is proposing to build at 2566 N. 64th Ave, especially the 2 storage condo developments on west Polk Rd.

GRAND RAPIDS
124 East Fulton Street
6th Floor, Suite B
Grand Rapids, Michigan 49503
O 616.226.6375
F 248.596.0930
MCKA.COM

Below is the current zoning map in the area. The parcel in question is highlighted colored red and is being called-out. The parcel is currently zoned B-2, General Business District and the applicant is proposing to rezone the property to C-2, Limited Commercial.



- A, Residential Zone
- A-1, Residential Zone
- A-2, Apartment Zoning District
- B-1, Central Business District
- B-2, General Business District
- C-2, Limited Commercial
- D-1, Industrial District
- D-2, Industrial Park District
- M-1, Medical/Institutional District
- PUD, Planned Unit Development

ZONING DISTRICT COMPARISON

The chart below compares the existing PUD District to the proposed A District. When considering a rezoning, the Planning Commission must take into account all potential uses under the new zoning classification, not merely the use the applicant has expressed interest in.

	Existing District* *B-2, General Business District	***C-2, Limited Commercial***
Permitted Uses	• Any use permitted as a matter of right in the B-1 Zone. • An accessory apartment as part of an owner occupied single-family home, which complies with Section 1243.25, or having an apartment(s) associated with a commercial use. • Indoor or outdoor commercial recreation facilities such as bowling centers, indoor theaters, skating rinks, racquet clubs, miniature golf, video amusement establishments, pool and billiard establishments or similar uses. • Mortuaries or funeral homes. • Retail building supply and equipment stores. • Retail nurseries and garden centers. • Printing, lithography, publishing, and photocopy establishments. • Building contractors such as painters, plumbers, electrical, cement, heating	• Truck terminals including maintenance and repair facilities. • Contractor equipment establishments including water well drilling, oil and gas drilling, road construction contractors and other similar uses. • Commercial fuel depots. • Lumberyards and other building supply establishments. • Vehicle repair or body shops, including wrecker service, provided all work is done within an enclosed building and that damaged vehicles are not kept on-site for long term storage. Any vehicles being repaired or any materials kept outside must be well screened from the view of nearby properties and roadways. • Mini warehouses and self storage facilities. • Building contractors such as painters, plumbers, electrical, cement, heating and air conditioning, fencing, and similar uses,

	Existing District* *B-2, General Business District	***C-2, Limited Commercial***
	and air conditioning, fencing, and similar uses provided that any materials or equipment kept outside shall be screened from the view of nearby properties and roadways. • Laboratory, medical or dental. • Ambulance service establishments. • Restaurants with microbreweries, brewpubs, small wineries, and/or small distilleries.	provided that any materials or equipment kept outside shall be well screened from the view of nearby properties and roadways. • Gas stations with or without repair facilities, or retail sales of food, beverages, and miscellaneous items. • Propane gas distributorships. • Open air businesses including but not limited to: the sale of motor vehicles, farm implements, lawn and garden equipment sales and service, motor homes, mobile or modular homes, and similar uses. • Customary accessory buildings and uses including limited retail sales provided such sales are accessory to the permitted use. • Other uses which are determined by the Zoning Administrator to be similar to the above uses and which meet the intent of the district.
Special Approval Uses	• Special land uses as permitted in the B-1 Zone.	• Adult businesses as regulated by Section 1256.13.

	Existing District* *B-2, General Business District	***C-2, Limited Commercial***
	• Gas stations with or without vehicle repair facilities. • Open air businesses including but not limited to: the sale of motor vehicles, farm implements, lawn and garden equipment sales and service, motor homes, mobile or modular homes and similar uses. • Vehicle repair or body shops provided all work is performed within an enclosed building and storage of vehicles is within an area which is well screened from the view of nearby properties and roadways. • Child day care outside of home.	
Minimum Lot Size	None required	1-acre.
Minimum Lot Width	None required	200 feet
Minimum Setbacks	Front yard: 25' for local street/20' for major street Side yard: None required except where a lot abuts a residential zone or use. In those cases,10' side yard shall be used.	Front: 50 feet Side: 25 feet Rear: 25 feet Exceptions to side and rear lot setbacks are when it meet a residential use. In those cases 50' setbacks for side and rea.
Maximum Building Height	35' maximum height 2.5 stories	35' maximum height 2.5 stories

The two districts are quite different in their allowable land uses. The B-2 district is geared more toward the public face of the service industry. The district permits low-intensity commercial uses like medical offices, entertainment venues, and retail businesses to supply the service industry. This district allows much more flexibility in site design, construction, and use, when compared to the C-2 district.

The C-2 district is envisioned to allow for a mixture of commercial uses and to allow for greater intensity. The permitted uses in this district are geared more toward the storage and logistics of the service industry. These uses could include public places like gas stations, but could also be contractors equipment storage, heavy vehicle maintenance facilities, or mini warehouses or storage facilities. Because storage facilities are a permitted use in the C-2 district, the applicant requests the Planning Commission to rezone the property to C-2.

REVIEW CRITERIA FOR REZONINGS

When reviewing a rezoning request, the Planning Commission should consider the following criteria.

1. **Consistency with the Master Plan.**
   The 2017 Hart Master Plan encourages commercial growth and has designated this area as an area for potential commercial growth by designating it a Regional Commercial Corridor. The 2017 Master Plan envisions a variety of commercial uses in this area.

2. **Consistency with the Zoning Ordinance.**
   The proposal to construct a storage condo development at the site, would be consistent with the Hart Zoning Ordinance, if the rezoning to C-2 occurs.

3. **The Site's Physical Compatibility with the Uses Permitted in the Zoning District.** The Planning Commission must consider whether rezoning the site to C-2 can reasonably support the proposed uses in this area.

   - **Natural Features:** The subject site is currently an undeveloped lot that contains native vegetation. The parcel is adjacent to US 31, Polk Rd., and N. 64th Ave. The natural features of the site are consistent with open spaces and wooded areas nearby. The parcel is also primarily flat and does not appear to contain protected wetlands or other natural features that would restrict development.

   - **Road Network:** The parcel fronts N. 64th Ave., which is the main east/west entry corridor in Hart. The parcel is approximately one mile east of Downtown Hart. To the east of the parcel is Oceana Rd., a regional road which bypasses Downtown Hart. The proposed rezoning is not anticipated to have any negative impacts on the road network.

4. **Compatibility with Surrounding Uses.** The Planning Commission must consider whether all of the permitted uses in the proposed C-2, Limited Commercial District would be appropriate adjacent to the existing surroundings. The table below summarizes the land use attributes of the site and the surrounding properties.

	Current Zoning	Existing Land Uses	Future Land Use (Master Plan)
Subject Parcel	B-2	Vacant	Regional Commercial Corridor
North	B-2	Active Farmland	Regional Commercial Corridor
East	US 31	US Government	US Government
South	B-2	Active Farmland	Regional Commercial Corridor
West	Golden Township	Gift shop/Dollar General	Commercial/Industrial

The surrounding land uses to the north, east, and west are a mixture of open space, farmland, and commercial. A storage condo development would likely be appropriate and compatible with the neighborhood.

5. **Most Appropriate Zoning District**. The parcel's future land use designation as a Regional Commercial Corridor strongly suggests a rezoning to the C-2, Limited Commercial District could be warranted. The Golden Township zoning map shows the area directly west of the parcel site zoned commercial/industrial.

6. **Infrastructure Capacity.** We are not aware of any infrastructure capacity issues that would restrict the ability to construct a storage condo development at this site. The site does not appear to have access to public water and sewer without connecting extensions to that system.

RECOMMENDATION

As the Planning Commission considers whether or not to rezone the parcel to C-2 for the permitted use of constructing a 20-unit storage condo development, they should weigh the following:

1. The use will be similar to many of the heavy commercial uses on Polk Rd. in Golden Township, directly west of the subject parcel. There are currently 2 existing storage condo developments on Polk Rd. to the west. There are other similar uses that would fit with the proposal.

2. The parcel is essentially the front door to the community of Hart. As the Planning Commission weighs the rezoning, are heavy commercial uses what the City wants on this parcel? The Master Plan envisions this area are a Regional Commercial Corridor. The Planning Commission should weigh this use against that standard.

Because there are other similar uses in the area, we recommend that the Planning Commission recommend approval of the rezoning from B-2, General Business District to C-2, Limited Commercial to the City Commission.

Please do not hesitate to contact us with any questions.

Respectfully submitted,
MCKENNA



Christopher Khorey, AICP
West Michigan Manager



Jeff Keesler
Associate Planner

CITY OF HART

407 S. State St., Hart, MI 49420

Ph: 231-873-2488 Fax: 231-873-0100

SPECIAL EVENTS PERMIT

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

DATE OF APPLICATION: 10/23/2023

NAME OF EVENT: Home for the Holidays Lighted Christmas Parade & Tree Lighting

DATE OF EVENT: 11/24/2023 TIME: 6:30 PM TO 8:30 PM

RAIN DATE OF EVENT: MUST PROVIDE N/A

LOCATION AND/OR ROUTE OF EVENT:

Hart Public Schools to Johnson St. to State St. to W. Main St. to Water St. to Johnson St. to Hart Public Schools

DESCRIPTION OF EVENT:

Holiday parade with floats/trailers, walkers, etc. following a community tree lighting with Santa at the Hart Commons

SPECIAL NEEDS:

Above listed street closings for the parade

NAME OF ORGANIZATION OR SPONSOR: Silver Lake Sand Dunes Area Chamber of Commerce

ADDRESS: 2388. N Comfort Dr.
Hart, MI 49420

CONTACT PERSON: Scott Beal

PHONE: 231-742-3883 FAX:

EMAIL: director@thinkdunes.com

X

SIGNATURE OF EVENT COORDINATOR/SPONSOR DATE 10-23-23

ALL CURRENT COVID-19 STATE MANDATED RESTRICTIONS MUST BE ADHERED TO. IT IS YOUR RESPONSIBLITY TO SCHEDULE THE LOGISTICS MEETING WITH THE CITY DEPARTMENTS INDICATED IF YOUR APPROVED PERMIT INDICATES THAT A MEETING IS NEEDED. PLEASE NOTE THAT A 7 - 10 DAY ADVANCE NOTICE WILL BE NEEDED TO SCHEDULE THE MEETING.

POLICE: 873-2488, DPW: 873-3100, HYDRO: 873-5367, EMS: 873-8240

SECTIONS BELOW TO BE COMPLETED BY THE CITY

PROOF OF LIABILITY INSURANCE FOR STREET SOLICITATION: YES OR NO

LOGISTICS MEETING NEEDED: YES OR NO

DEPT. ATTENDING: DPW POLICE EMS HYDRO

PERMIT NUMBER: APPROVED BY CITY COUNCIL/CITY MANAGER

DATE OF APPROVAL/DENIAL: YES OR NO

CONDITIONS:

CITY REPRESENTATIVE'S SIGNATURE: