*City of Hart, Michigan*
CITY COUNCIL AGENDA
**October 10, 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
6. Consent Agenda:
    a. Approval of Minutes from September 26, 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 2023-39 Hart Pizza Social District Approval
    b. Resolution 2023-40 Approve Certificate of Deposit Investments with Huntington Bank
    c. Resolution 2023-41 Approve Certificate of Deposit Investment with Cetera Securities
    d. Resolution 2023-42 Authorize City Treasurer to invest Shelby State Bank Account Funds into SSB Certificate of Deposit
    e. Resolution 2023-43 Approve Michigan Cooperative Liquid Assets Securities System Option
8. Discussion Items
    a. Hart Parks and Recreation Department
    b. Congregational United Church
9. City Manager Report
10. Communications from the Mayor and Council (Including board and committee updates.)
11. Closed Session
    a. 15.268 (h) To consider material exempt from discussion or disclosure by state or federal statute – review attorney/client privileged written legal opinion
12. Adjournment –

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**CITY OF HART**
**407 S. STATE ST.**
**HART, MI 49420**
**REGULAR MEETING OF CITY COUNCIL - COUNCIL PROCEEDINGS**
**September 26th, 2023**
**MINUTES – Draft**

**PRESENT:** Councilors: Mayor Vicki Platt, Justin Adams, Jim Evans, and Amanda Klotz
**ABSENT**: Catalina Burillo, Dean Hodges, and Kris Trygstad
**OTHERS PRESENT:** City Manager – Rob Splane, City Clerk – Karla Swihart, DPW Superintendent – Brad Whitney, Energy Superintendent – Mike Schiller, Julie and Robbie Buchanan, Paul Erickson, Gayle Forner, Sharon Hallack, Dick Huntington, Maria Ingram Kirby, Lawarence and Tracy Lipps, Thomas Osborn, Dennis Powers, Joe Rieley, 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 J. Evans
  - Ayes: 4 Nays: 0 Absent: 3

**PUBLIC COMMENTS:**

- Paul Erickson – Big thank you to the City of Hart for all their help during the 2023 County Fair. As always, the City was there for any needs the fair needed from the DPW department to the Police Department. The County Fair is grateful for all the support received to make it another successful event.
- Dick Huntington – Thank you to the City Council, City Manager, and builder for meeting with the Creeks HOA to discuss possible changes to make the lots more appealing for future sales. Please keep the HOA informed of upcoming meetings on these changes.

**CORRESPONDENCE, EVENTS, PRESENTATIONS:**

- i.) City of Hart Power Board Presentations:
  Dawn Lund UFS – Hart Energy Financial Study and Proposed Rate Design

  **INTRODUCTION**

  This report was prepared to provide the City of Hart with a long-term financial projection and rate track. The Specific purposes of this financial plan are indentified below:

  1) ***Determine electric utility's revenue requirements for fiscal year 2024.*** The Electric Utility's revenue requirements were projected for the period from 2024 – 2028 and included adjustments for the following:
     a. Anticipated power costs,
     b. Capital improvements currently underway and scheduled over next five years. The Utility provided capital improvement information.
  2) ***Projected rate adjustments needed to meet targeted revenue requirements.*** The primary purpose of this study is to identify appropriate revenue requirements and the rate adjustments needed to work toward requirements. The report includes a long-term rate track for the City of Hart to help ensure the financial stability of the utility in future years. The rate track was designed after discussions with management to work towards targets, while keeping rate adjustments to a certain threshold to minimized rate impact to customers.

  The City of Hart retained Utility Financial Solutions, LLC to review the above items and report on findings on the appropriate couse of action. The report includes results on long-term financial projection.

  **Utility Revenue Requirements**

  Revenue requirements for the City of Hart were projected for 2024 – 2028 based on 2022, actual, and fiscal year to date 2023 expenses. Revenues and expenses were analyzed with adjustments made to actual expenses to reflect projected operating characteristics.

Table one is projected financial summary for the Electric Department from 2024 -2028 without rate adjustments. Projections indicate an operating loss of ($214,333) in 2024 and losses increase to an operating loss of ($507,782) in 2028. Cash balances decline and do not meet minimum targets starting in 2026.

**Table One – Projected Financial Summary – (Without Rate Adjustments)**

| Fiscal Year | Projected Rate Adjustments | Capital Improvements Plan | Debt Coverage Ratio | Projected Expenses | Projected Revenues | Adjusted Operating Income | Target Operating Income | Projected Cash Balances | Targetec Minimun Cash |
|---|---|---|---|---|---|---|---|---|---|
| 2024 | 0.0% | 950,000 | N/A | 5,949,630 | 5,735,297 | (214,333) | 465,958 | 3,172,484 | 2,357,33 |
| 2025 | 0.0% | 627,000 | N/A | 6,037,555 | 5,758,037 | (279,518) | 485,395 | 2,699,873 | 2,383,2( |
| 2026 | 0.0% | 520,000 | N/A | 6,716,923 | 6,401,722 | (315,201) | 501,515 | 2,319,155 | 2,499,9( |
| 2027 | 0.0% | 945,000 | N/A | 6,767,994 | 6,377,361 | (390,633) | 530,810 | 1,465,402 | 2,529,9( |
| 2028 | 0.0% | 2,460,000 | N/A | 6,950,366 | 6,442,583 | (507,782) | 607,070 | (956,669) | 2,423,9( |

1. The five-year capital improvement plan was provided by the Utility
2. Financial projections should be updated during the budgeting process each year as expenses and capital expenditures change from prjections.

**DEVELOPMENT OF FINANCIAL TARGETS**

When evaluating rates to charge customers, three key factors must be considered:

1. Deby Coverage Ratio
2. Minimum Cash Reserves
3. Optimal Net Income

Each of these factors is discussed below:

1. **Debt Coverage Ratio –** The minimum targeted debt coverage ratio for prudent financial planning purpose is 1.45 for the outstanding revenue bonds on the Electric Department. Maintaining a debt coverage ratio of 1.45 is good business practice and helps to achieve the follwing:
   a. Helps to ensure adequate funds are available to meet debt services payments in years when sales are low due to cold summers or loss of a major customer(s).
   b. Obtain higher bond rating, if revenue bonds are sold in the future, to lower interest cost.

Currently, the Electic Department holds no debt.

2. **Minimum Cash Reserve Target –** To help ensure timely completion of capital improvements and enable the utility to meet requirements for large unexpected expenditures, a minimum cash reserve policy should be established. Minimum cash reserves attempt to quantify the minimum amount of cash the utility hsould keep in reserve, actual cash reserves may vary substantially above the minimum and is dependent on the life cycle of assets that are currently in service. The methodology used in this report is based on certain assumptions related to percent of operation and maintenace, rate base. Capital improvements, and debt service. The establishement of minimum cash reserves should consider a number of factors including:
   - **Working Capital Lag –** Timing differences between when expenses are incurred, and revenues received from customers. Establishing a minimum cash reserve helps to ensure cash exists to pay expenses in a timely manner.
   - **Investment in assets -** Catastrophic events may occur that require substantial amounts of cash reserves to replace damaged assets. Some examples of catastrophic events include Ice storms, earthquakes, wind storms, floods, or tornadoes. Many of these catastrophic events may allow the utility to cover the cost of damages from FEMA; however, FEMA reimbursements can take between 6 months to 2 years to recover. The utility should ensure adequate cash reserves exist to replace the assets in a timely fashion. The minimum reserve levels are often combined with emergency funding from banks or bonding agencies.
   - **Annual debt service –** Debt service payments do not occur evenly thoughout the year and often occurs at periodic times typically every six months. The utility has to ensure adequate cash reserves exists to fund the debt service payment when the payment is due.

- **Capital improvement program** – Some capital improvements are funded through bond issuances and some through cash reserves. The establishment of a minimum cash reserve level helps to ensure timely replacement or construction of assets.

The minimum cash reserves calculation for the Electric Depatment is $2.4 million. The projected cash reserves do not meet minimum targets starting in 2026. Table two provides the minimum cash reserve calculation.

**Table Two – Minimum Cash Reserves – 2024 – 2026 (Without Rate Adjustments)**

| Description | Risk % | Projected 2024 | Projected 2025 | Projected 2026 | Projected 2027 | Projected 2028 |
|---|---|---|---|---|---|---|
| Calculated Minimum Cash Level | | | | | | |
| Operation & Maintenance Less Depreciation Expense | 12.3% | $ 242,356 | $ 248,683 | $ 255,193 | $ 261,892 | $ 268,785 |
| Purchase Power Expense | 15.7% | 563,654 | 564,448 | 659,027 | 653,925 | 663,069 |
| Historical Rate Base | 3% | 450,927 | 469,737 | 485,337 | 513,687 | 391,658 |
| Five Year Capital Improvements - Net of bond proceeds | 20% | 1,100,400 | 1,100,400 | 1,100,400 | 1,100,400 | 1,100,400 |
| **Minimum Cash Reserve Levels** | | **$ 2,357,336** | **$ 2,383,267** | **$ 2,499,957** | **$ 2,529,903** | **$ 2,423,912** |
| **Projected Cash Reserves** | | **$ 3,172,484** | **$ 2,699,873** | **$ 2,319,155** | **$ 1,465,402** | **$ (956,669** |

**Cash reserves do not meet minimum targets starting in 2026.**

**Notes:**

1. Operation and maintenance expenses exclude purchased power costs and exclude depreciation expenses.
2. Rate base is historical investment in plant and equipment.
3. Average five-year capital is budgeted capital improvements for next five years and excludes capital improvements funded through debt issuances.

3. **Optimal operating income targets** – The optimal target for setting rates is the establishement of a target operating Income to help ensure the following:

1. Funding of Interest Expense on the outstanding principal on debt. Interest exspense is below the operating income line and needs to be recouped through the operating income balance.
2. Funding of the inflationary increase on the assets invested in the system. The inflation on the replacement of assets invested in the utility should be recouped through the Operating income.
3. Adequate rate of return on investment to help ensure current customers are paying their fair share of the use of the ingrastructure and not deferring the charge to the future generations.

As improvements are made to the system, the optimal operating income target will increase unless annual depreciation expense is greater than yearly capital improvements. The target established for the projection period is approximately $518,000. The rate of return falls below the targeted minimum throughout the projection period.

**Table Three – Optimal Operating Income Targets Compared to Projected**

| Description | Risk % | Projected 2024 | Projected 2025 | Projected 2026 | Projected 2027 | Projected 2028 |
|---|---|---|---|---|---|---|
| Target Operating Income | | | | | | |
| System Equity | 6.89% | $ 465,958 | $ 485,395 | $ 501,515 | $ 530,810 | $ 607,070 |
| **Target Operating Income** | | **$ 465,958** | **$ 485,395** | **$ 501,515** | **$ 530,810** | **$ 607,070** |
| **Projected Operating Income** | | **$ (214,333)** | **$ (279,518)** | **$ (315,201)** | **$ (390,633)** | **$ (507,782)** |
| **Rate of Return in %** | | **6.9%** | **7.0%** | **7.1%** | **7.1%** | **6.4%** |

**The projected operating income is below optimal targeted operating income throughout the projection period.**

**SUMMARY OF FINANCIAL POSITION**

**Proposed Rate Track**

Table Four below is the financial projection with proposed rate increase of 3.5% in 2024- 2028. The rate track was set to establish and operating income instead of losses. The rate track should be reviewed with the budget process as changes in expenses and capital can impact the rate track.

**Table Four – Projected Financial Summary (With Rate Adjustments)**

| Fiscal Year | Projected Rate Adjustments | Capital Improvements Plan | Debt Coverage Ratio | Projected Expenses | Projected Revenues | Adjusted Operating Income | Target Operating Income | Projected Cash Balances | Targeted Minimum Cash |
|---|---|---|---|---|---|---|---|---|---|
| 2024 | 3.5% | 950,000 | N/A | 5,949,630 | 5,936,033 | (13,597) | 465,958 | 3,373,219 | 2,357,336 |
| 2025 | 3.5% | 627,000 | N/A | 6,037,555 | 6,169,910 | 132,355 | 485,395 | 3,313,485 | 2,383,267 |
| 2026 | 3.5% | 520,000 | N/A | 6,716,923 | 7,033,340 | 316,417 | 501,515 | 3,567,453 | 2,499,957 |
| 2027 | 3.5% | 945,000 | N/A | 6,767,994 | 7,237,671 | 469,677 | 530,810 | 3,580,251 | 2,529,903 |
| 2028 | 3.5% | 2,460,000 | N/A | 6,950,366 | 7,540,569 | 590,203 | 607,070 | 2,266,740 | 2,423,912 |

**Significant Assumptions**

This section outlines the significant assumptions for the City of Hart electric study.

**Forecasted Operating Expenses**

Forecasted expenses were based on 2023 adjusted for power supply costs and inflation. Inflation for the period is expected to be 3.5% in 2024 and 2.9% in 2025-2028

**Power Supply**

Power supply costs were provided by the Utility.

**Sales Forecast**

Growth rates were projected to be 0.0%

**Revenue Forecast**

The revenue forecast was based on 2022 usuages adjusted for growth and rate change assumptions.

**Capital Improvement Program**

The capital improvement program was provided by the Utility and is listed below. The system is currently anticipating transformer replacement in 2028

| Fiscal Year | Capital Improvements Plan |
|---|---|
| 2024 | 950,000 |
| 2025 | 627,000 |
| 2026 | 520,000 |
| 2027 | 945,000 |
| 2028 | 2,460,000 |

**Electric Department Findings**

1. The projection indicates current revenues are not adequate to maintain the long-term financial health of the Utility. The financial projection indicates projected 3.5% rate increases should be considered for 2024-2028. The rate track should be reviewed closely as part of the annual budget process as costs, revenues and capital may vary from projections and affect the rate track and bonding requirements. To ensure the utility meets financial targets and remains financially healthy, the following rate track should be considered.

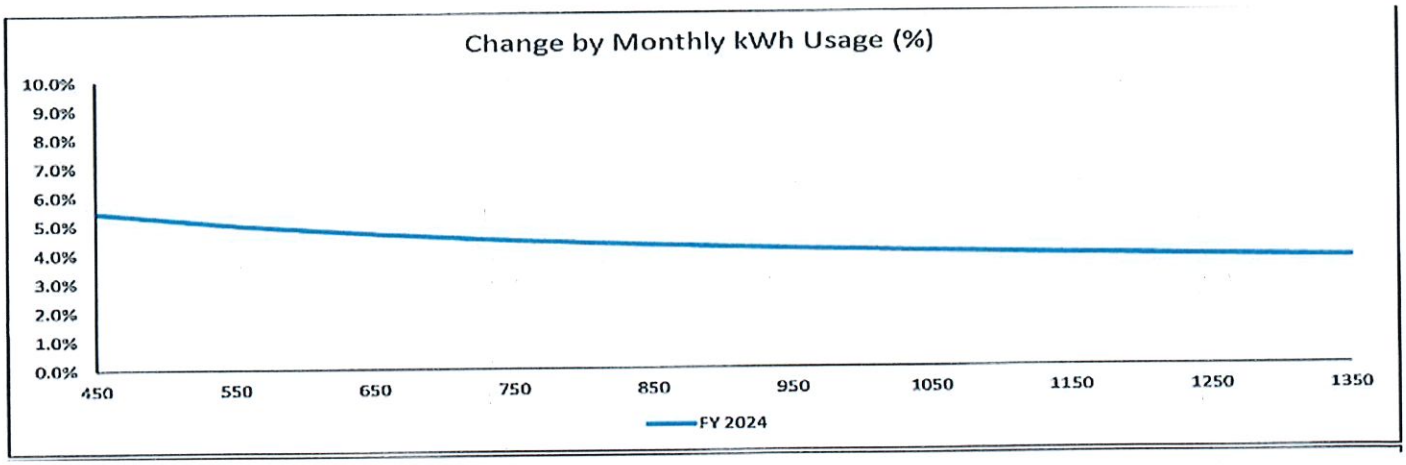
| Fiscal Year | Projected Rate Adjustments | Capital Improvements Plan | Debt Coverage Ratio | Projected Expenses | Projected Revenues | Adjusted Operating Income | Target Operating Income | Projected Cash Balances | Targeted Minimum Cash |
|---|---|---|---|---|---|---|---|---|---|
| 2024 | 3.5% | 950,000 | N/A | 5,949,630 | 5,936,033 | (13,597) | 465,958 | 3,373,219 | 2,357,336 |
| 2025 | 3.5% | 627,000 | N/A | 6,037,555 | 6,169,910 | 132,355 | 485,395 | 3,313,485 | 2,383,267 |
| 2026 | 3.5% | 520,000 | N/A | 6,716,923 | 7,033,340 | 316,417 | 501,515 | 3,567,453 | 2,499,957 |
| 2027 | 3.5% | 945,000 | N/A | 6,767,994 | 7,237,671 | 469,677 | 530,810 | 3,580,251 | 2,529,903 |
| 2028 | 3.5% | 2,460,000 | N/A | 6,950,366 | 7,540,569 | 590,203 | 607,070 | 2,266,740 | 2,423,912 |

2. The financial projection revenue, expenses and cash flow should be updated annually with the budget process to determine if the rate track is on target. The rate track was set at a minimum and any changes in capital or expenses can affect the future rate track.
3. The utility currently has several transfers and administration charges that should be reviewed and determined with an appropriate allocation study or other defendable measure.
4. The Power Cost Adjustment (PCA) should continue to be calculated and charged as monitored for true-up. If a PCA is consistently above $0.01, the remainder should be tured up into base rates.

| Customer Class | Projected Revenues Under Current Rates | Projected Revenues Under Proposed Rates Year 1 | Projected Percentage Change Year 1 |
|---|---|---|---|
| Residential | $ 1,135,189 | $ 1,188,615 | 4.7% |
| Commercial | 1,250,033 | 1,300,563 | 4.0% |
| Street Lighting | 11,648 | 12,172 | 4.5% |
| Demand Customer | 593,488 | 610,763 | 2.9% |
| Industrial Customer (exceeding 2,000,000 kWh annually) | 2,599,053 | 2,675,077 | 2.9% |
| Industrial Customer (Primary) | 63,747 | 65,705 | 3.1% |
| **Totals** | **$ 5,653,159** | **$ 5,852,895** | **3.5%** |

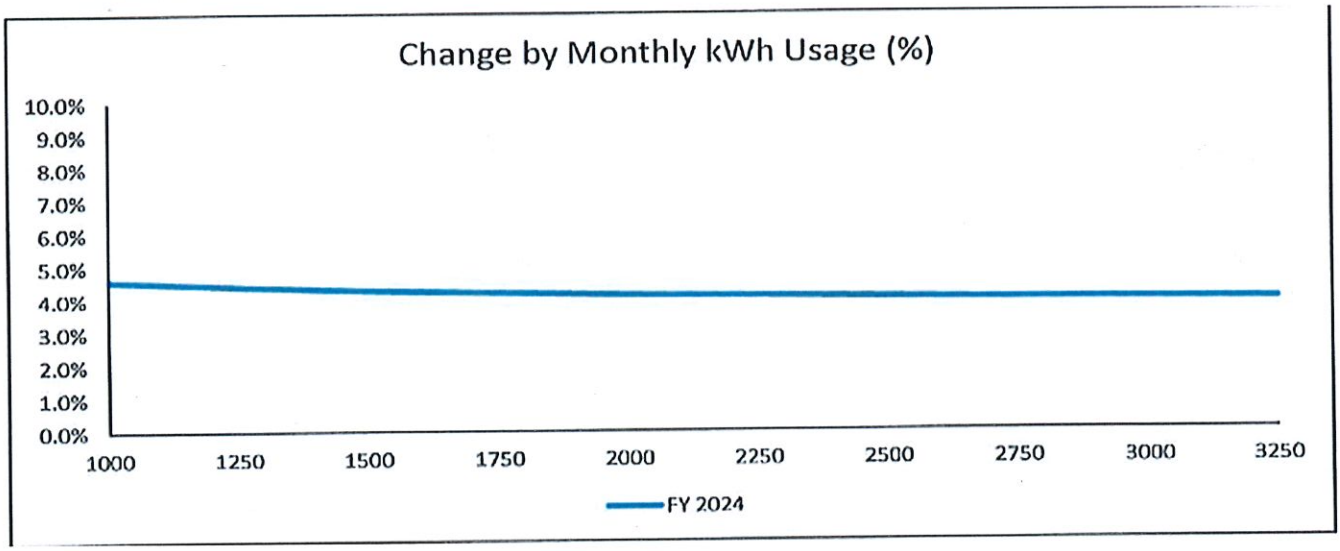
**RESIDENTIAL**

| Rates | Current | FY 2024 | |
|---|---|---|---|
| Monthly Facilities Charge: | | | |
| Single Phase | $ 8.50 | $ 10.50 | |
| Three Phase | $ 20.50 | $ 22.50 | |
| Energy Charge: | | | |
| All Energy | $ 0.08560 | $ 0.08900 | |
| Energy Optimization | | | |
| All Energy | $ 0.00130 | $ 0.00130 | |
| Power Cost Adjustment: | | | |
| All Energy | $ 0.03836 | $ 0.03836 | as calculated by the utility |
| Revenue from Rate | $ 1,135,189 | $ 1,188,615 | |
| Change from Previous | | 4.7% | |




## *Commercial*

| Rates | | Current | | FY 2024 | |
|---|---|---|---|---|---|
| Monthly Facilities Charge: | | | | | |
| Single Phase | $ | 19.50 | $ | 22.00 | |
| Three Phase | $ | 22.00 | $ | 24.00 | |
| Energy Charge: | | | | | |
| All Energy | $ | 0.1010 | $ | 0.1060 | |
| Energy Optimization | | | | | |
| All Customers | $ | 4.43 | $ | 4.43 | |
| Power Cost Adjustment: | | | | | |
| All Energy | $ | 0.03836 | $ | 0.03836 | as calculated by the utility |
| Revenue from Rate | $ | 1,250,033 | $ | 1,300,563 | |
| Change from Previous | | | | 4.0% | |

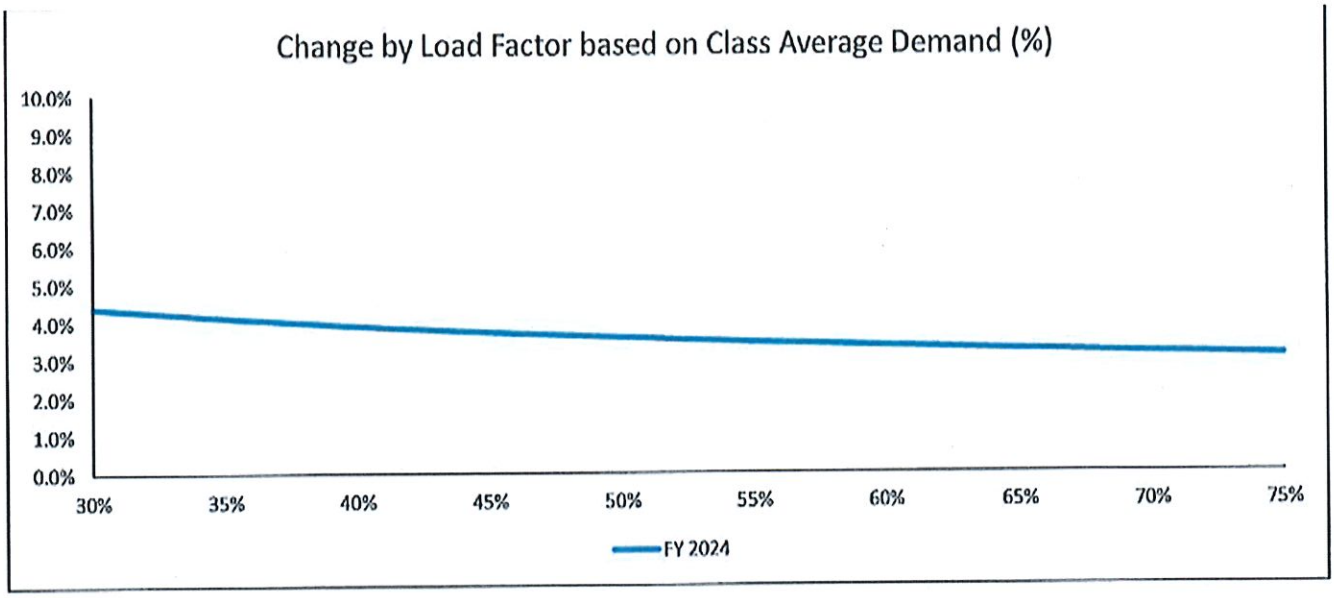


## STREET LIGHTING

| Rates | Current | FY 2024 |
|---|---|---|
| Monthly Charge: | | |
| All Lights | $ 10.91 | $ 11.40 |
| Revenue from Rate | $ 11,648 | $ 12,172 |
| Change from Previous | | 4.5% |

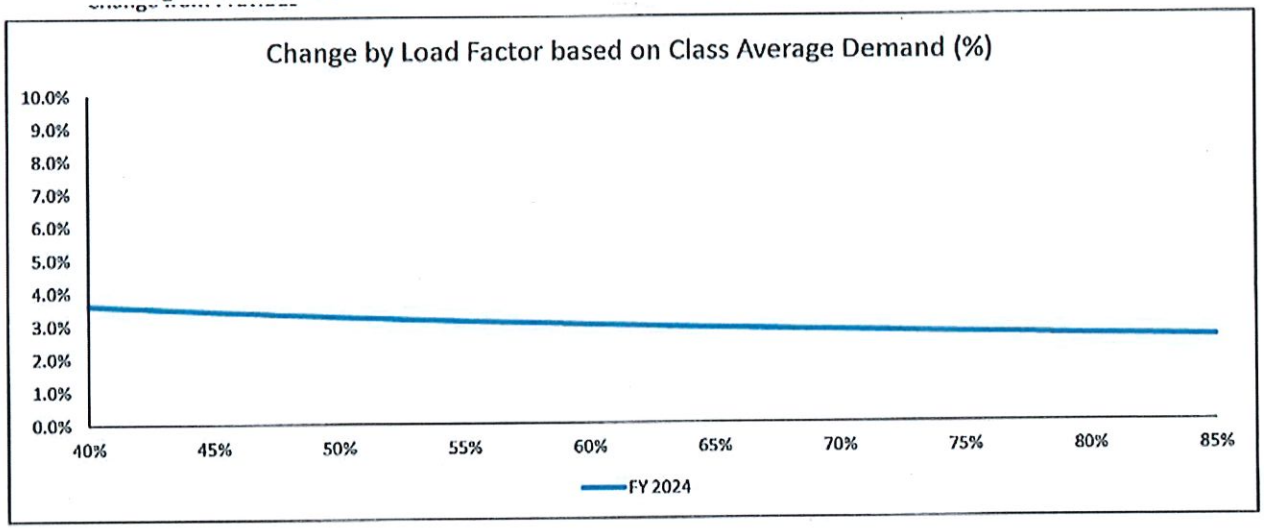
## DEMAND

| Rates | Current | FY 2024 | |
|---|---|---|---|
| Monthly Facilities Charge: | | | |
| Monthly Charge | $ 90.00 | $ 93.00 | |
| Energy Charge: | | | |
| All Energy | $ 0.06370 | $ 0.06550 | |
| Demand Charge | | | |
| All Demand | $ 9.00 | $ 10.00 | |
| Energy Optimization | | | |
| All Customers | $ 4.43 | $ 4.43 | |
| Power Cost Adjustment: | | | |
| All Energy | $ 0.03836 | $ 0.03836 | as calculated by the utility |
| Revenue from Rate | $ 593,488 | $ 610,763 | |
| Change from Previous | | 2.9% | |



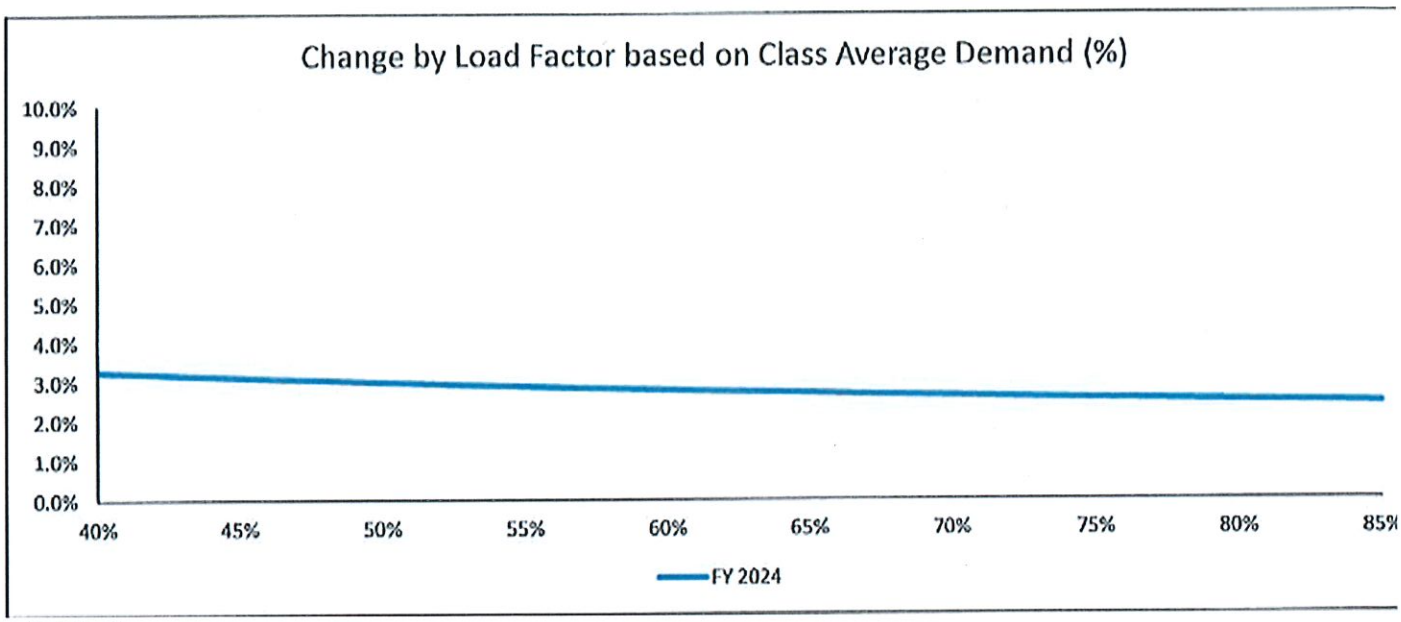
## INDUSTRIAL CUSTOMER (exceeding 2,000,000kwh annually)

| Rates | Current | FY 2024 | |
|---|---|---|---|
| Monthly Facilities Charge: | | | |
| Monthly Charge | $ 150.00 | $ 155.00 | |
| Energy Charge: | | | |
| All Energy | $ 0.05906 | $ 0.06030 | |
| Demand Charge | | | |
| All Demand | $ 9.00 | $ 10.00 | |
| Energy Optimization | | | |
| All Customers | $ 215.24 | $ 215.24 | |
| Power Cost Adjustment: | | | |
| All Energy | $ 0.03836 | $ 0.03836 | as calculated by the utility |
| Revenue from Rate | $ 2,599,053 | $ 2,675,077 | |
| Change from Previous | | 2.9% | |




## INDUSTRIAL CUSTOMER (Primary)

| Rates | Current | FY 2024 | |
|---|---|---|---|
| Monthly Facilities Charge: | | | |
| Monthly Charge | $ 150.00 | $ 155.00 | |
| Energy Charge: | | $ - | |
| All Energy | $ 0.05906 | $ 0.06 | |
| Demand Charge | | $ - | |
| All Demand | $ 9.00 | $ 10.00 | |
| Energy Optimization | | $ - | |
| All Customers | $ 215.24 | $ 215.24 | |
| Power Cost Adjustment: | | | |
| All Energy | $ 0.03836 | $ 0.03836 | as calculated by the utility |
| Revenue from Rate | $ 63,747 | $ 65,705 | |
| Change from Previous | | 3.1% | |




***CONSENT AGENDA:***

- Approval of minutes from August 12th, 2023.
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
    - J. Adams motioned to approve Consent Agenda and supported by J. Evans
        - Ayes: 4 Nays: 0 Absent: 3

**ACTION ITEMS:**

- Resolution 2023-39 Hart Pizza Social District Approval
  Authorize City Staff to approve Social District Permit Application and Sign Local Government Unit Approval Form – HP105, LLC
  WHEREAS, the State of Michigan through PA 124 of 2020 has authorized the creation of Social Districts in communities throughout the State; and
  WHEREAS, the ongoing limitations placed on business as a result of the COVID-19 pandemic has led communities to be creative in supporting businesses which includes passage of regulations permitting the creation of a local Social District; and
  WHEREAS; the City Council must approve a Social District Permit for each licensee to engage in participating in Social District business activities per MLCC direction.
  NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL
  *Authorizes City staff to approve City of Hart Social District Permit Application and sign the Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission Local Government Unit Approval for Social District Permit form, pending HP105, LLC DBA: Hart Pizza submitting proper Downtown Hart Social District Permit Application paperwork.*
    - A. Klotz motioned to approve Resolution 23-39 and supported by J. Adams
        - Ayes: 3 Nays: 1 Absent: 3
- Mayoral Appointment – Noble Grahm – Hart Economic and Redevelopment Team
    - J. Adams motioned to approve Noble Grahm to HEART and supported by A. Klotz
        - Ayes: 4 Nays: 0 Absent: 3
- Mayoral Appointment – Caleb Griffis – Hart Tax Increment Finance Authority
    - J. Adams motioned to approve Caleb Griffis to TIFA and supported by J. Evans
        - Ayes: 4 Nays: 0 Absent: 3

**DISCUSSION ITEMS:**

- Hart Parks and Recreation Department

With John Gurney Parks contract up for renewal the City is looking for guidance from City Council on if a new contract should be submitted or if the City should look in a different direction as to taking the park back over.

- Congregational United Church
  Tom Osborn – after 55 years the last service for Hart Congregational United Church will be closing its doors after the Christmas mass. The Church would like to see it go to good use and not just sit there empty. The Church would like to offer it to the City for $1.00. With that being said the City manager will reach out to the City's TIFA board.

**CITY MANAGER'S REPORT:**

**UPDATES:**

- Audit is 90% complete, finishing up some retirement data. The plan is to have the audit team present the audit findings to Council on December 12th.
- Griswold Street and Polk Road Utility Improvement projects are in process. Griswold Street, Phase three is now in progress, which includes the Polk Road closure, we anticipate this to last up to 4 weeks. Prein and Newhof are maintaining a website for construction updates.
- Hart BioPure projects are in progress and moving along. With ongoing coordination with our contractors and City staff to best plan for plant operations during construction.
- Riverside lift station construction will begin in October and take a total of 4-6 weeks, no residential service will be disrupted.
- 2017 plan to automate electric and water meters is ready to move forward again. Water nodes were not available until this year. City Council will be reviewing a proposal soon to deploy the meters to every home in Hart.
- Oceana County Housing Needs Assessment Presentation – Wednesday September 27th, 9am at the West Michigan Research Center.
- City working with multiple contacts to identify solid investment strategies, council will need to approve the proposal prior to proceeding.
- Art Walk downtown Hart Saturday October 7th – HArt Prize voting opens, photo contest in pocket park.

**Legacy Topics:**

- The Charter review committee has met with the City attorney. The City Attorney is working on 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 final design approval
- Water, Wastewater, and Energy rate studies
- Council review of rental inspection policies, procedures, and implementation.
- BioPure biosolids hauling contract RFQ

**COMMUNICATIONS FROM THE MAYOR AND COUNCIL:**

- J. Evans, October 18th is Pints for Polio at Big Hart Brewery, Event begins at 6pm every donation helps.
- Mayor Platt, thank you for cleaning up around the old Ceres property it looks very nice.

**ADJOURN:**

- There being no further business to come before the Council, the meeting adjourned upon a motion by A. Klotz and supported by J. Evans. The next regularly scheduled meeting will be on October 10th, 2023, at 7:30 pm.

Respectfully Submitted

Karla Swihart

Karla Swihart, City Clerk

| Payables Date 10.10.2023 | Description | Total | General + | DPW | Energy | BPTF | Water |
|---|---|---|---|---|---|---|---|
| Adams, Matt | Phone Reimbursement | $ 35.00 | | $ 35.00 | | | |
| APX | Mirecs | $ 28.33 | | | $ 28.33 | | |
| Bell Equipment | Street Sweeper Pmt | $ 5,800.00 | | $ 5,800.00 | | | |
| Brickely DeLong | Accounting/Audit Assistance | $ 990.00 | $ 247.50 | | $ 247.50 | $ 247.50 | $ 247.50 |
| Charter | PD/CH Fax Lines | $ 97.49 | $ 97.49 | | | | |
| City of Hart | Utilities | $ 54,294.35 | $ 5,330.47 | $ 1,107.41 | $ 2,507.89 | $ 39,190.14 | $ 6,158.44 |
| Consumer's | Utilities | $ 165.33 | | | $ 165.33 | | |
| Dacott | Power Purchase Report | $ 650.00 | | | $ 650.00 | | |
| Dave's Party Store | Fuel | $ 820.09 | | $ 615.07 | $ 205.02 | | |
| DTE Energy | Natural Gas | $ 628.47 | $ 115.46 | $ 50.79 | $ 226.91 | $ 180.87 | $ 54.44 |
| Dubois Tree & Land Mgmt | Tree Services | $ 4,013.00 | | | $ 4,013.00 | | |
| Dumont, Amber | Deposit Refund | $ 5.04 | | | $ 5.04 | | |
| Dune Side Auto Glass | Replace Windshield 2019 Ford F150 | $ 395.52 | | | $ 395.52 | | |
| Econo Signs | Speed Limit Signs | $ 649.70 | | $ 649.70 | | | |
| Eisenlohr, Mike | Phone Reimbursement | $ 35.00 | | $ 35.00 | | | |
| ETNA | Romac/Repair Clamp | $ 440.00 | | | | | $ 440.00 |
| ETNA | Romac/Repair Clamp | $ 546.00 | | | | | $ 546.00 |
| First Net | Police Modems | $ 88.46 | $ 88.46 | | | | |
| Fischer LP Gas | Utilities | $ 329.63 | | | $ 329.63 | | |
| Fish Window | CH window cleaning service | $ 105.00 | $ 105.00 | | | | |
| Freed Mgmt | #14 JGP Mgrs | $ 3,500.00 | $ 3,500.00 | | | | |
| Greenscape General Contracting | Stoarge Lagoon & RIB Repair | $ 107,392.95 | | | | $ 107,392.95 | |
| HACH | Pump Assy | $ 1,090.10 | | | | $ 1,090.10 | |
| Hallack | #2 Griwold St Gravity Sewer/Polk | $ 417,665.06 | | | | $ 417,665.06 | |
| Hart Cemetery Commission | 4th Qtr 2023 Contribution O-N-D | $ 4,250.00 | | $ 4,250.00 | | | |
| Hart Public Schools | Refund of Overcharge | $ 28,446.92 | | | | $ 21,426.94 | $ 7,019.98 |
| HydroCorp | Cross Connection Control Program | $ 707.00 | | | | | $ 707.00 |
| Idexx | Lab Supplies | $ 1,313.82 | | | | $ 1,313.82 | |
| Ingalls, Joseph | Phone Reimbursement | $ 35.00 | $ 35.00 | | | | |
| Jons to Go | Veteran's Park Portable Restroom | $ 110.00 | | | $ 110.00 | | |
| Jons to Go | Disc Golf Portable Restroom | $ 110.00 | | | $ 110.00 | | |
| Jons to Go | JGP Portable Restroom | $ 110.00 | $ 110.00 | | | | |
| Kies, Chris | Phone Reimbursement | $ 35.00 | | | | $ 35.00 | |
| Klotz Auto Parts | Auto Parts/Supplies | $ 1,197.43 | | $ 538.21 | $ 333.38 | $ 325.84 | |
| Konecny, Stephen | Deposit Refund | $ 17.18 | | | $ 17.18 | | |
| LARA | LIEAF | $ 953.92 | | | $ 953.92 | | |
| Larson's | Various Parts/Supplies | $ 1,560.61 | $ 111.83 | $ 471.18 | $ 634.83 | $ 342.77 | |
| Lighthouse Car Care | Tires for Police Units | $ 1,720.00 | $ 1,720.00 | | | | |
| Linde | Cylinder Rental | $ 80.02 | | $ 80.02 | | | |
| Linde | Cylinder Rental | $ 105.05 | | | $ 105.05 | | |
| Maner Costerisan | COA Conversion to Date | $ 1,800.00 | $ 1,800.00 | | | | |
| Maner Costerisan | COA Conversion to Date/Audit Services 6/30/23 | $ 13,315.00 | $ 3,565.00 | | $ 3,250.00 | $ 3,250.00 | $ 3,250.00 |
| McLouth, Travis | Deposit Refund | $ 117.73 | | | $ 117.73 | | |
| Mich Municipal Treasurers Assoc. | Membership - Swihart | $ 99.00 | $ 99.00 | | | | |
| Michigan Municipal League | Unemployment Qtrly Contribution | $ 122.36 | $ 122.36 | | | | |
| Model Coverall Service | Uniforms/Rugs/Rags | $ 1,102.24 | | $ 483.43 | $ 132.95 | $ 485.86 | |
| Moore, Andrew | Phone Reimbursement | $ 35.00 | $ 35.00 | | | | |
| MPPA | Purchased Power | $ 24,411.27 | | | $ 24,411.27 | | |
| MPPA | Purchased Power | $ 31,643.22 | | | $ 31,643.22 | | |
| Pomorski, Josh | Phone Reimbursement | $ 35.00 | $ 35.00 | | | | |
| Power Line Supply | Parts/Supplies | $ 171.43 | | | $ 171.43 | | |
| Power Line Supply | Parts/Supplies | $ 111.30 | | | $ 111.30 | | |
| Power Line Supply | Parts/Supplies | $ 2,614.83 | | | $ 2,614.83 | | |
| Power Line Supply | Parts/Supplies | $ 226.00 | | | $ 226.00 | | |
| Power Line Supply | Parts/Supplies | $ 342.88 | | | $ 342.88 | | |
| Power Line Supply | Parts/Supplies | $ 11.49 | | | $ 11.49 | | |
| Power Line Supply | Parts/Supplies | $ 342.00 | | | $ 342.00 | | |
| Power Line Supply | Boots 15" | $ 741.00 | | | $ 741.00 | | |
| Power Line Supply | Parts/Supplies | $ 316.00 | | | $ 316.00 | | |
| Power Line Supply | Parts/Supplies | $ 704.68 | | | $ 704.68 | | |
| Power Line Supply | Parts/Supplies | $ 613.11 | | | $ 613.11 | | |
| Power Line Supply | Parts/Supplies | $ 97.01 | | | $ 97.01 | | |
| Pranger Property Mgmt | CH/CC/HC Cleaning Services | $ 295.00 | $ 295.00 | | | | |
| Prince & Monton | Professional Services | $ 448.00 | $ 448.00 | | | | |
| Republic Svcs | JGP Garbage Service | $ 419.23 | $ 419.23 | | | | |
| Republic Svcs | Starting Block Garbage Service | $ 204.47 | | | $ 204.47 | | |
| Republic Svcs | Bulky Item Stickers | $ 500.00 | | $ 500.00 | | | |
| Republic Svcs | Monthly Garbage Service | $ 17,501.93 | | $ 17,501.93 | | | |
| Republic Svcs | Overage Fees CH/LIB | $ 90.95 | $ 90.95 | | | | |
| Ricoh | Copier Overage Charges | $ 87.95 | $ 87.95 | | | | |
| Riggs, Jason | Phone Reimbursement | $ 35.00 | | $ 35.00 | | | |
| River's | Parts/Supplies | $ 62.21 | | $ 62.21 | | | |
| Ryder, Ray | Phone Reimbursement | $ 35.00 | $ 35.00 | | | | |
| Salazar, Juan | Phone Reimbursement | $ 35.00 | $ 35.00 | | | | |
| Schiller, Mike | Phone Reimbursement | $ 35.00 | | | $ 35.00 | | |
| Schmieding, Kevin | Reimburse School Expenses | $ 913.00 | | | $ 913.00 | | |
| Schmieding, Kevin | Phone Reimbursement | $ 35.00 | | | $ 35.00 | | |
| Schoedel, Elizabeth | Phone Reimbursement | $ 35.00 | $ 35.00 | | | | |
| Skipski, Kevin | Phone Reimbursement | $ 35.00 | $ 35.00 | | | | |
| Splane, Rob | Car Allowance/Phone Reimbursement | $ 335.00 | $ 335.00 | | | | |
| Splane, Rob | Mileage Expsenses | $ 636.66 | $ 636.66 | | | | |
| Stoneman, Thomas | Phone Reimbursement | $ 35.00 | | | | $ 35.00 | |

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| Payables Date 10.10.2023 | Description | Total | General + | DPW | Energy | BPTF | Water |
|---|---|---|---|---|---|---|---|
| SyncWave | Internet Hosting | $ 609.89 | $ 140.28 | $ 109.78 | $ 109.78 | $ 250.05 | |
| Tanner Plumbing | Plumbing Parts/Supplies | $ 445.25 | | | | $ 445.25 | |
| Tozer, Steven | Deposit Refund | $ 17.22 | | | $ 17.22 | | |
| Trace Analytical | Water Testing | $ 2,760.25 | | | | $ 2,760.25 | |
| Truog, Patrick | Phone Reimbursement | $ 35.00 | | | $ 35.00 | | |
| VanAgtmael, Scott | Phone Reimbursement | $ 35.00 | | | $ 35.00 | | |
| Vanguard | Fire Extingisher Services - Annual | $ 3,031.00 | $ 433.30 | $ 483.38 | $ 904.98 | $ 651.10 | $ 558.24 |
| VanZoeren, Andrew | Phone Reimbursement | $ 35.00 | | | $ 35.00 | | |
| Wadel Stabilization | Hydroexcavate Holes | $ 1,000.00 | | | $ 1,000.00 | | |
| Walkerville Well Drilling | Parts/Supplies | $ 160.59 | | | | $ 160.59 | |
| West Michigan Drain Sol. | Sewer Main servicing | $ 460.00 | | | | $ 460.00 | |
| Whitney, Devin | Phone Reimbursement | $ 35.00 | | | $ 35.00 | | |
| Windridge | 4x8 Sign @ Dam | $ 464.00 | | | $ 464.00 | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | | $ - | | | | | |
| | **Sub-total** | **$ 750,351.62** | **$ 20,143.94** | **$ 32,808.11** | **$ 80,708.88** | **$ 597,709.09** | **$ 18,981.60** |
| | | | | | | | |
| **HAND CHECKS/ACH/EFT** | | | | | | | |
| Alerus | City Share 401 Retirement - PR 187 | $ - | | | | | |
| US Postmaster | Postage/Tax Bills | $ 507.16 | | | $ 329.65 | $ 152.15 | $ 25.36 |
| AFLAC | Insurance Premium | $ - | | | | | |
| Guardian | Insurance Premium | $ - | | | | | |
| Delta Dental | Insurance Premium | $ - | | | | | |
| MWG/Amfirst | Insurance Premium | $ - | | | | | |
| Blue Cross Blue Shield | Insurance Premium | $ - | | | | | |
| | **TOTAL HAND CHECKS** | **$ 507.16** | **$ -** | **$ -** | **$ 329.65** | **$ 152.15** | **$ 25.36** |
| | | | | | | | |
| | ***Sub-Total Regular Bills/Hand Checks*** | ***$ 750,858.78*** | ***$ 20,143.94*** | ***$ 32,808.11*** | ***$ 81,038.53*** | ***$ 597,861.24*** | ***$ 19,006.96*** |
| | | | | | | | |
| **Gross Payroll** | PR 187 | $ - | | | | | |
| | **Sub-Total** | **$ -** | | | | | |
| | | | | | | | |
| | **GRAND TOTAL** | ***$ 750,858.78*** | **$ 20,143.94** | **$ 32,808.11** | **$ 81,038.53** | **$ 597,861.24** | **$ 19,006.96** |

--OVER--

# 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:** October 10th, 2023

## RECENT EVENTS

From Thursday, September 21st, 2023, through Wednesday, October 4th, 2023, the Hart Police Department received 58 Complaints ranging from Suspicious Situations, Alarms, Unwanted Subjects, Vehicle Violations, Medical Assists, Mental Health Complaints, Harassment/Threat Complaints, Felonious Assaults, Larcenies, Family Trouble, Domestic Assault and Assist to Other Agencies.

The Hart Police Department will once again be participating along with the Oceana County Sheriff's Office and other area departments in the "No Shave November" event, with the donations raised being given to the Crystal Valley Care Fund. Since the department does have a clean-shaven policy, we will allow a violation of said policy for the months of October, November, and December for a small donation. This will be the department's 2nd year participating in this event.

On behalf of the Hart Police Department, we thank all the local businesses within Oceana, Mason and Muskegon Counties for their generous donations to the T.E.A.M. (Teaching, Educating and Mentoring) School Liaison Program. We would also like to thank all this year's participants for playing in the outing. This was a team effort; this school resource program would not exist without the donations and participants. This year's golf outing was held on Sunday, September 24th,2023, at the Benona Golf Club and over $6,100.00 was raised. With their support, the Hart Police Department can continue providing educational classes on various safety and law topics to the youth of our community. For the past 29 years, the Hart Police Department has had the unique opportunity of being involved in our public school system by providing school liaison programs that have become a proactive effort to make our schools and communities safer. T.E.A.M. has also made a positive impact in promoting responsible citizenship and positive character traits among our students.

On Friday, September 22nd, 2023, the Hart Police Department conducted a traffic stop on Johnson Street near Riverside Drive referencing a vehicle violation. A 20-year-old Mears man was cited for Operating a Motor Vehicle on an Expired Registration.

On Friday, September 22nd, 2023, the Hart Police Department conducted a traffic stop on Polk Road near 72nd Avenue referencing a vehicle violation. A 21-year-old New Era woman was cited for Driving While License Suspended and Operating a Motor Vehicle without Insurance. The woman also showed an active/valid warrant for her arrest out of the Ludington Police Department. The woman was turned over to the Ludington Police Department without incident.

On Saturday, September 23rd, 2023, Officer Schoedel and Officer Pomorski participated in a Safety Day event at the Diman-Wolf Early Childhood Center parking lot. They passed out bicycle lights, helmets, and informational pamphlets on the importance of following bicycle safety.

On Thursday, September 28th, 2023, the Hart Police Department was dispatched to the 100 block of Washington Street regarding a 60-year-old Hart man with a gun. Officers arrived on the scene and spoke with the man along with a 59-year-old Hart man and a 60-year-old Hart woman. The man and woman claimed the 60-year-old Hart man had pointed the gun at them and threatened to harm the man and woman if they contacted law enforcement. Responding officers located the gun in question and later identified it as being a BB gun. The man was lodged at the Oceana County Jail on Felonious Assault.

On Saturday, September 30th, 2023, the Hart Police Department was dispatched to the 300 block of Hart Street referencing a Medical Assist/Overdose. A 48-year-old Hart woman contacted her family, stating she had consumed a large amount of prescription medication. Officers arrived on the scene and had no answer at the door. The woman's family also arrived on the scene and was able to enter the home. The woman was located in the upstairs area of the home and admitted to consuming a large amount of prescription medication. The woman was turned over to LIFE EMS without incident and later transported to Trinity Health Mercy Hospital in Muskegon for further evaluation.

On Sunday, October 1st, 2023, the Hart Police Department conducted a traffic stop on State Street near Oceana Drive referencing a vehicle violation. A 67-year-old Hart man was cited for Operating a Motor Vehicle without Insurance.

On Sunday, October 1st, 2023, the Hart Police Department conducted a traffic stop on State Street near Hansen Street referencing a vehicle violation. A 20-year-old Shelby man was cited for Operating a Motor Vehicle without a License.

On Monday, October 2nd, 2023, the Hart Police Department conducted a traffic stop in the 400 block of Wood Street regarding an equipment violation. A 40-year-old Baldwin woman, when ran via LEIN, Law Enforcement Information Network, showed to have two (2) valid warrants for her arrest, out of the Ottawa County Sheriff's Office and the Grand Rapids Police Department. The woman was arrested and lodged at the Oceana County Jail referencing these warrants.

On Tuesday, October 3rd, 2023, the Hart Police Department was dispatched to East Main Street and Oceana Drive regarding a Personal Injury Crash. A 10-year-old Hart boy had been struck by a vehicle driven by a 60-year-old Hart man. The boy had entered the lane of travel of the man, causing this collision. The boy sustained minor injuries and was transported by LIFE EMS to Trinity Health Lakeshore Hospital for further evaluation.

Respectfully,

J. Salazar,
Chief of Police

# Agenda 09/28/23

## Hart Heritage Preservation Group

1. Call to Order
2. Approval of minutes
3. Treasurers Report
4. Community Communication
   a. Rob Splane – City Manager
   b. Leigh- Advertising of District
5. Donation Appreciation
6. Committee Reports
   a. Heritage Day
   b. Tours 755 Signed in Thanks to Ken,Russ,Richard,Leigh,John, and others
   c. Concert Sponsors paid
   d. Concert Series taken over by Mrs.Evans
7. Historic District Activities
   a. Historic Artisan Deck Started
   b. West side of Heritage Hall completed
   c. Cooker baskets repair
   d. North Lawn
8. Old Business
   a. Bank weeds
9. New Business
   a. Election of officers

# HART HERITAGE PRESERVATION MEETING

Thursday, August 25, 2023

Meeting called to order by President Leigh Furgason at 7:00 pm.

**Members Present**

Leigh Furgason, Russ Robbins, Gale Goldberg, Ken Doyly, Vicki TenBrink.
Richard Best, Jim Evans

**Secretary's Report**

Minutes from our last meeting were passed out to be read. Gale made the motion and Ken supporting it to accept the secretary's report.

**Treasurers Report**

Gale's Treasurers Report was approved showing August income of $1,876.24 and expenses of $6,803.89, leaving a total in the checking account of $10,793.97.

**Community Communications**

Shelby State Bank donated the pig for Heritage days.

**Donations Appreciation**

a. The Hodges family donated a lot of many small dolls and a tote of old newspaper clippings.

b. The Tromater's family donated one large doll, measuring at least 3 feet tall.

**Committee Reports**

a. Concerts were a success. We realized a $528.00 profit.

b. Numbers of people on tours have improved over the past few weeks.

c. Two Rentals are scheduled. One is on this Saturday and one on Friday October 13th.

d. Jim has been very motivated and placed brochures in many business in the area.

**Historic District Activities**

a. The wall at Heritage Hall has been painted.

b. A new lawnmower was purchased, and we were able to view it. It is a Husqvarna with a 48" deck.

# TREASURER'S REPORT
## HART HERITAGE PRESERVATION
## for 9-28-2023

Checking Account Balance as of today: $13,629.74

**Income** $3,493.14

| | |
|---|---|
| 665.00 | City Reimbursement |
| 559.14 | DONATIONS |
| → 60.00 | w/a meal |
| 377.00 | during Her. Days |
| 122.14 | other tours |
| 2,269.00 | HER. Days DINNERS |
| 3,493.14 | |

**Expenses** $683.99

| | |
|---|---|
| 50.00 | Hist. Soc. of Mi. Renewal |
| 71.78 | Appreciation DINNER |
| 100.00 | Rental Deposit Refund |
| 110.00 | Her. Days Propane |
| 112.60 | Her. Days Supplies |
| 171.25 | Larson's Ace Hardware |
| 68.36 | Lowe's |
| 683.99 | |

* HERITAGE DAYS IS NOT YET FINALIZED.

City of Hart
407 State Street
Hart, MI 49420

# Hart Heritage Preservation Group

*Board Meeting 9/28/2023*

- Muskegon Conservation District was on track to treat Japanese Knotweed along Chippewa Creek but has run out of grant funding. They will be using next fiscal year's funding to address our needs in Hart this coming spring as they work through their list of applicants. The City of Hart has indicated to the MCD that if they require additional funding, the city will make funds available as the invasive nature of this problem continues to grow.
- Gwen Adams is the current Program Developer and Volunteer Coordinator for the Oceana County Council on Aging. She holds a degree in History with a minor in Public History. Until recently, Gwen worked for the Lakeshore Museum Center for 7 years as the Assistant Manager for their living history park, where she developed and ran their youth volunteer program, and managed many programs and events including a Haunted Museum in October. Gwen has an interest in helping the historic district, she is not opposed to volunteer work, but would also be interested in a part-time paid position if one became available. (989) 397-5160
- The City of Hart is seeking quotes to deploy fiber optic internet to city properties. Hart Historic district is being quoted as well. This project would save the city significant money allowing the return on investment to help supplement new service locations. This would address ongoing internet and cell phone service issues in the museum.
- The City of Hart continues to support the district with staff support. As well as ongoing financial commitments:

| City of Hart Funding Committed to Historic District | |
|---|---|
| *Operating Supplies* | $4,035.36 |
| *Part Time Wages* | $15,256.55 |
| *Sponsorship* | $300.00 |
| *Utility Billing* | $6,370.54 |
| **Total as of 9/27/23** | **$25,962.45** |

**RESOLUTION 2023-39**
**City Council**
***City of Hart, Michigan***
***Oceana County***

# Authorize City Staff to Approve Social District Permit Application and Sign Local Government Unit Approval Form – HP105, LLC

WHEREAS: the State of Michigan through PA 124 of 2020 has authorized the creation of Social Districts in communities throughout the state; and

WHEREAS: the ongoing limitations placed on businesses as a result of the COVID-19 pandemic has led communities to be creative in supporting businesses which includes passage of regulations permitting the creation of a local Social District; and

WHEREAS; the City Council must approve a Social District Permit for each licensee to engage in participating in social district business activities per MLCC direction.

*NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL*

> *Authorizes City staff to approve City of Hart Social District Permit Application and sign the Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission Local Governmental Unit Approval for Social District Permit form, pending HP105, LLC, DBA: Hart Pizza submitting proper Downtown Hart Social District Permit Application Paperwork.*

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regularly scheduled meeting held on October 10th,2023.

Ayes: __ Nays: __ Absent: __

RESOLUTION 2021 - 53

City Council

*City of Hart, Michigan*

*Oceana County*

# Authorize City Staff to Approve Social District Permit Application and Sign Local Government Unit Approval Form – H.P. LLC

WHEREAS: the State of Michigan through PA 124 of 2020 has authorized the creation of Social Districts in communities throughout the state; and

WHEREAS: the ongoing limitations placed on businesses as a result of the COVID-19 pandemic has led communities to be creative in supporting businesses which includes passage of regulations permitting the creation of a local Social District; and

WHEREAS; the City Council must approve a Social District Permit for each licensee to engage in participating in social district business activities per MLCC direction.

*NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL*

*Authorizes City staff to approve City of Hart Social District Permit Application and sign the Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission Local Governmental Unit Approval For Social District Permit form, pending H.P., LLC DBA: Hart Pizza submitting proper Downtown Hart Social District Permit Application Paperwork.*

Moved by Catalina Burillo, supported by Kris Trygstad, and thereafter adopted by the Hart City Council at a regularly scheduled meeting held on June 22, 2021.

Ayes: 5 Nays: 1 Absent: 1

Karla Swihart

Karla Swihart, City Clerk

HISTORIC REFERENCE

City of Hart
407 State Street
Hart, MI 49420

# City of Hart

## Proposed Investment Strategy 2023

This investment strategy was developed in cooperation with; City Council, City of Hart Auditors, City of Hart CPA, Austin Garcia – investment broker Cetera Investment Services, Jeff Anderson – Director of investment services Michigan CLASS, Joe Cindric - Director of Institutional Investments Huntington Bank

City of Hart Current Account balances total: $6.1M
City of Hart Average monthly expenditures in FY 23: $882,000
City of Hart Peak monthly expenditures in FY 22 and FY 23: $1.6M

**Proposal to invest:**
2 - $250,000 Certificates of Deposit at or about 5.7% from Huntington National Bank
1 - $250,000 Certificate of Deposit at or about 5.3% from Cetera Investment Services
1 - $200,000 Certificate of Deposit at of about 4.44% from Shelby State Bank
1 - Create MiCLASS account and invest $2M at current rate of return (August returned 5.46%)

$6.1M current liquid funds – $2.95M investment = $3.15M account funds with $2M in MiCLASS liquidity

- A monthly review will use historical bills, claims, and payroll data as well as planned expenditures to ensure account balances will cover all liabilities.
- Quarterly reports will be generated for council review of investment activity and performance pursuant to PA20.

**RESOLUTION 2023-07**
**City Council**
***City of Hart, Michigan***
***Oceana County***

# City of Hart Investment Policy

WHEREAS, the City of Hart works continuously to balance the financial needs of the City to create future economic stability; and

WHEREAS, the City of Hart historically has invested cash reserves allocated for future capital uses in Certificates of Deposit; and

WHEREAS, recent history has produced typical Certificate of Deposit rates of return at or about .05%, rates of return; and

WHEREAS, a more progressive and diversified investment strategy can help to mitigate losses due to inflationary trends; 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 Investment Policy pursuant to State of Michigan Public Act 20, Investment of Surplus Funds of Political Subdivisions.*

*Furthermore, City Council hereby directs the City Treasurer in cooperation with the City Manager, and under the supervision of city financial advisors, accountants, and auditors to create policy in which to invest a portion of surplus funds into eligible securities.*

Moved by Justin Adams, supported by Jim Evans, and thereafter adopted by the Hart City Council at a regular council meeting held on February 14, 2023.

Ayes: 5 Nays: 0 Absent: 2

Karla Swihart

Karla Swihart, City Clerk

HISTORIC REFERENCE

**RESOLUTION 2023-40**
**CITY COUNCIL**
***City of Hart, Michigan***
***Oceana County***

# APPROVE CERTIFICATE OF DEPOSIT INVESTMENT WITH HUNTINGTON BANK

WHEREAS; the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and

WHEREAS; city staff has met with various financial advisors, auditors, and city accountants to create an investment strategy to address financial security and liquidity concerns; and

WHEREAS, the proposed strategy includes investing a portion of funds in FDIC insured PA20 compliant securities; and

WHEREAS, the city has reviewed certificate of deposit rates at several local, regional, and national banking and investment institutions; 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:

*City Council directs the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to establish 2 (two) $250,000 Certificate of Deposit investments through Huntington National Bank. The CD's chosen shall be the current highest rate of return available at a 12-month term.*
*City Council further directs the City Treasurer and City Manager to act as authorized signatories to establish the account and investments totaling $500,000.*

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on October 10, 2023.

Ayes: __ Nays: __ Absent: __

Huntington
Welcome:

# Huntington Securities, Inc.
# Institutional Investments & Trading
## *Group & Process Overview*

## Why HSI's Institutional Investments & Trading?

Our experienced investment professionals provide institutional and public entity clients access to a wide array of products and services to match their investment objectives, market views and risk tolerance.

**Access to Best Execution, Service and Products…** We are committed to taking the time to understand each client's unique situation and needs and providing the highest quality of service and market knowledge in order to develop individual portfolio strategies for each client.

**…Without an Added Management Fee.** We do not charge a management fee, as all investments are sold on a net yield basis. This enables clients to meet their investment goals in a cost-effective manner, while benefiting from exceptional service and access to a wide array of investment alternatives.

**PRODUCT SET**

- Treasury Bills & Notes
- Government Agency Notes and Discount Notes
- Government Money Market Funds
- Certificates of Deposit
- Commercial Paper
- Municipal Securities

## How Do We Operate?

HSI's Institutional Investments team works closely with the entire Huntington Government team to serve clients and prospects in a variety of ways:

- **The benefits of working with our group:**
  - Developing a customized investment portfolio tailored to your specific needs
  - No management fees. All investments are quoted on a net yield basis
  - Comprehensive month-end, quarter-end, and annual reporting
  - Access to real time quotes, all broker/dealer inventories, and the most current financial information via Bloomberg

- **Services included at no cost:**
  - Consult with clients to establish investment policies and procedures
  - Establishing innovative and practical investment portfolio strategies
  - Providing timely and accurate market, economic, and trading information
  - Custody and safekeeping services

To schedule a meeting with one of the experts in our IIT group, please contact your Huntington Relationship Manager.

## Your Institutional Investments Team Partners

**Jof Cindric**
Managing Director, Institutional Investments
Huntington Securities, Inc.
Phone: 419-249-3314
Mobile: 313-550-3231
Jof.Cindric@huntington.com

**Jamie Hebebrand**
Director, Institutional Investments
Huntington Securities, Inc.
Phone: 616-235-8832
Mobile: 616-262-6308
Jamie.Hebebrand@huntington.com

Huntington
Welcome:

# Huntington Securities, Inc.
## Institutional Investments & Trading
### *Product Overview & Investment Rates – As of 10/02/23*

**Liquidity Portal Options**

**Government-backed Liquid Money Market Funds:** These are liquid funds that offer full government protection on your entire balance. They are same-day liquid, are comprised of Treasuries & Agency Bonds and are rated AAA. Current net yields:

- 5.26% for balances of $100,000 or more

**Termed Options**

**Brokered CD's:** This is a list of CD options that offer $250,000 in FDIC protection per issuer. Anything above $250,000 is reliant on the issuer's own credit. Current options with net yields:

| ISSUER | MATURITY | YIELD |
|---|---|---|
| BANK OF AMERICA | 12 MONTH | 5.50 |
| JP MORGAN (callable in 6 months) | 12 MONTH | 5.70 |
| DORT CREDIT UNION, GRAND BLANC MI | 15 MONTH | 5.70 |
| DORT CREDIT UNION, GRAND BLANC MI | 24 MONTH | 5.60 |
| BANK OF NY MELLON | 36 MONTH | 4.95 |
| JP MORGAN (callable in 12 months) | 36 MONTH | 5.35 |
| BANK OF NY MELLON | 48 MONTH | 4.75 |
| JP MORGAN (callable in 12 months) | 60 MONTH | 5.20 |

**Government Agency & US Treasury Bonds:** These are bonds issued by various government agencies or the US Treasury. Each option offers full government protection on your entire investment amount. Two structures are available: Non-callable & Callable. If there is a call date and the agency decides to call in the bond, you will get your principal & accrued interest paid back to you on that date. These bonds are rated AAA. Current options with net yields:

| ISSUER | MATURITY | CALL DATE | YIELD |
|---|---|---|---|
| FFCB | 10/02/24 | N/A | 5.41 |
| FHLB | 09/26/25 | 03/26/24 | 5.42 |
| FHLMC | 09/28/26 | 03/28/24 | 5.75 |
| FHLMC | 09/28/27 | 06/28/24 | 5.80 |
| FFCB | 10/02/28 | 04/02/24 | 6.00 |

**Investment Grade Commercial Paper:** These are securities issued by various corporations. All are rated investment grade and each security is backed by the issuing company's credit. Minimum of $250,000 per investment. Current options with net yields:

| ISSUER | MATURITY | YIELD | RATING |
|---|---|---|---|
| VOLKSWAGEN | 11/02 | 5.40 | A2P2 |
| LSEGA FINANCE | 11/28 | 5.48 | A1P2 |
| SHEFFIELD FINANCE | 12/19 | 5.45 | A1P1 |
| SOUTHERN CAL EDISON POWER | 01/02 | 5.70 | A2P2 |
| SANTANDER BANK | 01/19 | 5.60 | A1P1 |
| MACQUARIE BANK | 02/26 | 5.60 | A1P1 |
| CREDIT AGRICOLE BANK | 03/28 | 5.60 | A1P1 |
| KOOKMIN BANK, NY | 04/24 | 5.73 | A1P1 |
| HSBC USA | 05/20 | 5.85 | A2P1 |

**RESOLUTION 2023-41**
**CITY COUNCIL**
***City of Hart, Michigan***
***Oceana County***

# APPROVE CERTIFICATE OF DEPOSIT INVESTMENT WITH CETERA INVESTMENT SERVICES

WHEREAS; the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and

WHEREAS; city staff has met with various financial advisors, auditors, and city accountants to create an investment strategy to address financial security and liquidity concerns; and

WHEREAS, the proposed strategy includes investing a portion of funds in FDIC insured PA20 compliant securities; and

WHEREAS, the city has reviewed certificate of deposit rates at several local, regional, and national banking and investment institutions; 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:

*City Council directs the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to establish 1 (ONE) $250,000 Certificate of Deposit investment through Cetera Investment Services. The CD chosen shall have the current highest rate of return available at a 12-month term.*
*City Council further directs the City Treasurer, and City Manager to act as authorized signatories to establish the account and investment totaling $250,000.*

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on October 10, 2023.

Ayes: __ Nays: __ Absent: __

Cetera®

## The Big Picture:

# Working Together



# Working Together To Pursue Your Dreams

Planning and investing can be complex. As a investment adviser representative, I have the tools and solutions to help you to establish a customized plan to increase your probability of success. You may need a personalized level of service to help you answer some of these questions about your investments goals:

- → Do you want to start building a portfolio and planning for the future?
- → Can you use your assets to send your children to private school or college?
- → Do you need guidance on how to manage your investments to potentially retire at 65?
- → Do you know how much money you will need to fund the retirement lifestyle of your dreams?
- → Is it possible to do all of the above and still buy that vacation home you've always wanted?

I can provide you with the tools that can help you answer life's very important questions. Together, we will work to define your priorities, develop a plan to work toward them, and monitor progress toward your goals.

**How We Work Together**

Your investment goals are truly unique. As an investment adviser representative, I work with you to build a financial plan that's tailored to your needs. We'll put together the "big picture" that helps solve the puzzle which is built around a holistic plan for managing your wealth. There are multiple tools to use for every job, and I can provide you with a variety of services to address different investment needs.

## Define

- → Identify Needs and Objectives
- → Gather Information

**What's Most Important?**

- » Family
- » Health
- » Finances
- » Home
- » Leisure
- » Giving

## Plan

- → Analyze Information
- → Develop a Plan of Action
- → Implement the Plan

**As Part Of Your Plan**

- » Investment Management
- » Retirement Planning
- » Cash Management
- » Education Funding
- » Elder Care Planning
- » Trust Services

## Monitor

- → Review Progress

**We'll Keep An Eye On**

- » Retirement Income
- » Medical Expenses
- » Trust Funds
- » 529 Plans
- » Budgets
- » Taxes
- » Performance

Cetera CD Rates 10/05/2023

| | | |
|---|---|---|
| **1 Year Term**<br>JP Morgan Chase<br>Columbus, OH | 125,000<br>5.70%<br>5.70% | 10/10/2024<br>Maturity<br>10/11/2023 |
| **1 Year Term**<br>US Bank NA<br>Cincinnati, OH | 125,000<br>5.60%<br>5.60% | 10/10/2024<br>Maturity<br>10/12/2023 |
| **1 Year Term**<br>Goldman Sachs<br>New York, NY | $125,000<br>5.50%<br>5.50% | 10/9/2024<br>Monthly<br>10/12/2023 |
| **1 Year Term**<br>BMO Harris<br>Chicago, IL | 125,000<br>5.45%<br>5.45% | 10/11/2024<br>Semi<br>10/11/2023 |
| **1 Year Term**<br>Bank of America NA<br>Charlotte, NC | $125,000<br>5.45%<br>5.45% | 10/11/2024<br>Maturity<br>10/12/2023 |
| **1 Year Term**<br>Beal Bank USA<br>Las Vegas, NV | 125,000<br>5.45%<br>5.45% | 10/16/2024<br>Maturity<br>10/18/2023 |
| **1 Year Term**<br>Goldman Sachs<br>New York, NY | 125,000<br>5.45%<br>5.45% | 10/9/2024<br>Maturity<br>10/12/2023 |
| **1 Year Term**<br>Safra National Bank of New York<br>New York, NY | 125,000<br>5.45%<br>5.45% | 10/11/2024<br>Maturity<br>10/12/2023 |
| **1 Year Term**<br>PNC Bank<br>Wilmington, DE | 125,000<br>5.45%<br>5.45% | 10/10/2024<br>Maturity<br>10/11/2023 |
| **1 Year Term**<br>Associated Bank NA<br>Green Bay, WI | $125,000<br>5.45%<br>5.45% | 10/11/2024<br>Maturity<br>10/13/2023 |
| **18 Month Term**<br>CrossFirst Bank<br>Leawood, KS | 50,000<br>5.55%<br>5.55% | 4/14/2025<br>Monthly<br>10/13/2023 |

Cetera® | INVESTMENT SERVICES LLC
Member FINRA/SIPC

# CORPORATE RESOLUTION

Account Number

I, Mayor Vicki Platt, secretary/officer of The City of Hart

(the "Corporation"), incorporated under the laws of the state of Michigan, hereby certify that on

the 10 (day) day of 10 (month), 2023 (year), the Corporation's board of directors duly and validly adopted the following resolutions and that the resolutions are now in full force and effect, have not been repealed, and are not in conflict with the bylaws of the Corporation:

1. RESOLVED, that the individuals named in number five below, individually or in combination, are authorized to sell, assign, and endorse for transfer certificates representing stocks, bonds, or other securities now registered or hereafter registered in the name of this Corporation;
2. RESOLVED, that the Corporation is authorized to establish and maintain one or more accounts (hereafter "Account") with Cetera Investment Services LLC (Cetera Investment Services);
3. RESOLVED, that the Corporation is authorized to sell, purchase, and own any and all securities and investments, including but not limited to stocks, bonds, mutual funds, and options, and that the Corporation is authorized to enter into all types of transactions, including but not limited to margin transactions and short sales;
4. RESOLVED, that the Corporation is authorized to perform or cause to be performed any and all actions necessary or prudent to effect transactions in or maintain ownership or possession of the securities and investments referred to in resolution number three above;
5. RESOLVED, that the following individuals are authorized, individually, to act on behalf of and bind the Corporation, provide verbal or written Account instructions to Cetera Investment Services or its authorized representatives, receive from Cetera Investment Services for and on behalf of the Corporation any and all communications relating to the Account, and perform for and on behalf of the Corporation any and all actions necessary or prudent to effect transactions in or maintain ownership or possession of the securities and investments referred to in resolution number three above:

| Name | Title | Sample Signature |
|---|---|---|
| Karla Swihart | City Treasurer | |
| Robert Splane | City Manager | |
| | | |
| | | |

Securities and insurance products are offered through Cetera Investment Services LLC (doing insurance business in CA as CFG STC Insurance Agency LLC), member FINRA/SIPC. Cetera Investment Services LLC is not affiliated with any financial institution where investment services are offered.
**Investments are: *Not FDIC/NCUSIF insured *May lose value *Not financial institution guaranteed *Not a deposit *Not insured by any federal government agency.**



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6. RESOLVED, that the failure to supply a specimen signature in resolution paragraph 5 above will not invalidate any transaction if the transaction is ordered in accordance with the authority actually granted by these resolutions;

7. RESOLVED, that the foregoing resolutions apply to all Account transactions whether occurring prior to, contemporaneous with, or after the date shown below, that transactions occurring prior to the date shown below are hereby ratified by the Corporation, and that Cetera Investment Services may rely on these resolutions until the end of the business day after the day on which written notice of revocation is received by **Cetera Investment Services LLC, ATTN: Resource Center, P.O. Box 283, St. Cloud, MN 56302;**

8. RESOLVED, that in order to facilitate compliance with the customer identification rules of 31CFR Part 103, the Corporation will provide a copy of its articles of incorporation or a copy of its government issued business license. The Corporation acknowledges that Cetera Investment Services' sole use of this documentation is to verify that the Corporation's identity as required by 31CFR Part 103. Cetera Investment Services is under no duty to interpret, monitor or enforce any provision of the document provided;

9. RESOLVED, that these resolutions inure to the benefit of Cetera Investment Services and their successors and assigns, and to any person relying on resolution number one above.

I further certify that the company is duly organized and validly existing and that at least one individual named in number five above is a control person who has significant responsibility for managing the company (e.g., a chief executive officer, chief financial officer, chief operating officer, managing member, general partner, president, vice president, or treasurer).

10th (day) day of 10th (month), 2023 (year).

☐ Check if sole officer

_____
Secretary/Officer*

**Individual signing this document should not be an authorized officer/control person under paragraph 5 above, unless he/she is the sole officer.*

***If this resolution certificate is related to a securities transaction, a death put request or any other transaction that requires it to be provided to a securities issuer or transfer agent, it must have original (wet) signatures because securities issuers and transfer agents will not accept electronic signatures.***


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**RESOLUTION 2023-42**
**CITY COUNCIL**
***City of Hart, Michigan***
***Oceana County***

# APPROVE CERTIFICATE OF DEPOSIT INVESTMENT WITH SHELBY STATE BANK

WHEREAS; the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and

WHEREAS; city staff has met with various financial advisors, auditors, and city accountants to create an investment strategy to address financial security and liquidity concerns; and

WHEREAS, the proposed strategy includes investing a portion of funds in FDIC insured PA20 compliant securities; and

WHEREAS, the city has reviewed certificate of deposit rates at several local, regional, and national banking and investment institutions; 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:

*City Council directs the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to establish 1 (ONE) $200,000 Certificate of Deposit investment through Shelby State Bank. The CD chosen shall have the current highest rate of return available at a 12-month term.*
*City Council further directs the City Treasurer and City Manager to act as authorized signatories to establish the account and investment totaling $200,000.*

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on October 10, 2023.

Ayes: __ Nays: __ Absent: __




# BUSINESS CDs

Maximize your business financial strategy by earning guaranteed returns over a specific period of time with a Business Certificate of Deposit (CD). Shelby State Bank offers a variety of terms from 30 days to 60 months so you can customize a CD – or a series of CDs – to the individual cash flow needs of your business.

CDs are insured by FDIC. Contact any SSB office to open yours today!



## How We Work

Our firm specializes in helping individuals develop sound retirement strategies. If you are retired – or approaching retirement – please take the time to explore our website and the wealth of information we offer. We offer personalized, hands-on service. We educate our clients about financial concepts and products, and take the mystery out of investing, insurance, estate conservation, and preserving wealth.

We understand the many challenges of retirement today and know the biggest concern for many is outliving their money. We focus on money management, as well as other issues that are critical to your financial well being.

### Investments

Bonds
Common Stock
Educational IRA
Traditional IRA
Roth IRA
SEP IRA
Simple IRA
Brokerage Accounts
Treasury Bills
Government Securities
Treasury Notes
Variable Annuity

### Financial Planning

Retirement Plans
Tax Plans
401(k) Planning
403(b) Planning
College Plans
Estate Plans
Money Purchasing Plans
Profit Sharing Plans

### Insurance

Life Insurance
Long-Term-Care Insurance

| | | | Interest Rate | Annual Percentage Yield |
|---|---|---|---|---|
| 30-59 DAY CERTIFICATE a | $1,000.00 | | 1.01% | 1.01% |
| 60-89 DAY CERTIFICATE a | $1,000.00 | | 1.01% | 1.01% |
| 90-181 DAY CERTIFICATE a | $1,000.00 | | 1.01% | 1.01% |
| 182-365 DAY CERTIFICATE a | $1,000.00 | | 1.03% | 1.03% |
| 6 MONTH CERTIFICATE a | $1,000.00 | | 1.03% | 1.03% |
| 12 MONTH CERTIFICATE a | $1,000.00 | | 4.35% | 4.44% |
| 16 MONTH CERTIFICATE a | $1,000.00 | | 4.00% | 4.07% |
| 18 MONTH CERTIFICATE a | $1,000.00 | | 1.05% | 1.06% |
| 24 MONTH CERTIFICATE a | $1,000.00 | | 1.10% | 1.11% |
| 30 MONTH CERTIFICATE a | $1,000.00 | | 1.10% | 1.11% |
| 36 MONTH CERTIFICATE a | $1,000.00 | | 1.12% | 1.13% |
| 48 MONTH CERTIFICATE a | $1,000.00 | | 1.20% | 1.21% |
| 60 MONTH CERTIFICATE a | $1,000.00 | | 1.25% | 1.26% |

**RESOLUTION 2023-43**
**CITY COUNCIL**
***City of Hart, Michigan***
***Oceana County***

# APPROVE MICHIGAN CLASS INVESTMENT POOL AS AN AUTHORIZED INVESTMENT INSTITUTION

WHEREAS; the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and

WHEREAS; city staff has met with various financial advisors, auditors, and city accountants to create an investment strategy to address financial security and liquidity concerns; and

WHEREAS, the proposed strategy includes investing a portion of funds the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS), a PA20 compliant investment vehicle; and

WHEREAS, the Michigan CLASS Board of Trustees oversees the investment pool and directs the pool administrator and Public Trust Advisors to emphasize safety, liquidity, and convenience while providing diversification of investments and the advantage of a competitive return; and

WHEREAS, Michigan CLASS has no restrictions regarding withdrawals or contributions affording the city the ability to use the investment as it best suits city needs; 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 Michigan Class Investment Pool as an authorized investment institution and authorizes the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to enroll in the pool and approves the additional of Michigan Class to the Investment Policy.*

*An initial investment of $2,000,000 is authorized with quarterly reporting on the investment activity for council review.*

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on October 10, 2023.

Ayes: __ Nays: __ Absent: __

Michigan CLASS®

Michigan Cooperative Liquid Assets Securities System

## What is Michigan CLASS?

Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is a local government investment pool that prioritizes safety, liquidity, convenience, and competitive yield. Since 1991, Michigan CLASS has sought to provide Michigan public agencies with a safe and competitive investment alternative. Michigan CLASS invests only in instruments applicable to State of Michigan laws governing investment options for public agencies. Funds of the Participants are invested in prime or high-grade, short-term fixed income instruments selected with the goal of providing program safety, liquidity, and competitive yields as further defined by the Board's Investment Policy. Both Michigan CLASS portfolios are rated 'AAA' by a nationally recognized statistical rating organization.

## Who oversees and manages Michigan CLASS?

Investments made on behalf of the Participants are subject to the overall direction of the Michigan CLASS Board of Trustees, which consists of up to thirteen Trustees elected by the Participants. The Board of Trustees approves the program's investment parameters that must also fall within the investment stipulations mandated under Michigan statute for the investment of surplus funds of the Participants. The Board of Trustees has entered into an investment advisory agreement with Public Trust Advisors, LLC. Public Trust is responsible to the Board for all program investment and administrative activities and services provided on behalf of the Participants.

## How can you participate in Michigan CLASS?

Enrolling in Michigan CLASS is simple. After reading the Participation Agreement and Information Statement (available at www.michiganclass.org), follow these steps:

1. Submit your entity's investment policy to the program administrator for review.
2. Adopt the Participation Agreement by Board resolution.
3. Complete the Michigan CLASS Trust Registration.
4. Submit the above documents to Michigan CLASS Client Services.
5. After we review and approve the above documents, you will receive confirmation that you have been accepted as a Michigan CLASS Participant.

## MICHIGAN CLASS FEATURES

As a Michigan CLASS Participant, you have access to many convenient features:

- Same-day cash liquidity in Prime Fund (3:00 p.m. ET cut-off)
- Contributions by wire or ACH
- Secure online access for transactions and account statements
- Professionally managed since 1991
- Competitive daily yields
- Unlimited subaccounts
- No minimum investment requirements
- Dividends accrue daily
- No transaction fees*
- Audited annually by an independent auditing firm**
- Direct investment of state and federal payments
- Dedicated client service representatives available via email, phone, or fax on any business day

*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from Michigan CLASS for such transactions. **External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.

113623 Acacia Lane, DeWitt, Michigan 48820 | (855) 382-0496 | www.michiganclass.org | clientservices@michiganclass.org




# What are the objectives of Michigan CLASS?

## Safety

The primary investment objective of Michigan CLASS is the safety of public funds. The Michigan CLASS portfolios are professionally managed by a team of investment professionals who are solely focused on the management of public funds nationwide. Michigan CLASS has earned S&P Global Ratings' highest money market rating, 'AAAm.' Michigan CLASS Enhanced Cash is rated 'AAAf'/'S1' by Fitch. The custodian for Michigan CLASS is Fifth Third Bank, N.A.

## Liquidity

When you invest with Michigan CLASS, you have access to your funds on any business day. You must notify Michigan CLASS of your funds transaction requests by 3:00 p.m. ET. By offering daily liquidity, we provide you with the flexibility you need to meet your daily cash needs. Michigan CLASS Enhanced Cash is a variable NAV fund that provides next-day liquidity.

## Convenience

To make cash management simple and efficient, Michigan CLASS includes many features that make it easy to access account information and simplify record keeping. Transactions are conducted via the Michigan CLASS Online Transaction Portal at www.michiganclass.org and may be entered at any time - up to 365 days in advance.

Our dedicated Client Service team is available to assist with any matters related to the administration of your account and can be reached by email at clientservices@michiganclass.org, by phone at (855) 382-0496, by fax at (855) 381-0496 or via the Michigan CLASS Online Transaction Portal at www.michiganclass.org.

## Flexibility

Participants may establish multiple Michigan CLASS accounts to track and parallel their own internal fund accounting structures. You will receive an email notification when your comprehensive monthly statement is available online; statements show your transaction activity, dividend postings, and yield summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your investment records.

## Competitive Returns

The Michigan CLASS philosophy has always been to prioritize competitive yields while adhering to all objectives of safety and liquidity. Our portfolio managers are professionals with experience in public funds management. Michigan CLASS maintains a low management fee structure to help facilitate a competitive yield on the investment portfolios.

## Legality

Michigan CLASS invests only in investments legally permitted under Michigan state law.

**Have Questions?** Contact us or visit www.michiganclass.org for more information.



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**Jeff Anderson**
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Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. The information presented should not be used in making any investment decisions. This material is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Please review the Michigan CLASS Information Statement(s) before investing. Michigan CLASS is not a bank. An investment in Michigan CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Michigan CLASS prime-style fund seeks to preserve the value of your investment at $1.00 per share, it cannot guarantee it will do so. Please review the Michigan CLASS Information Statement(s) before investing. Past performance is not an indication of future performance. No assurance can be given that the performance objectives of a given strategy will be achieved. Any financial and/or investment decision may incur losses. Michigan CLASS is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. Michigan CLASS EDGE is rated by 'AAAf/S1' by FitchRatings. The 'AAAf' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'S1' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'S1' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.

Michigan CLASS®

Michigan Cooperative Liquid Assets Securities System

# Invest with Michigan CLASS!

Investing with Michigan CLASS could mean more for your local community.
Use the Michigan CLASS investment calculator to see just how much you could have earned.

**Amount Invested**

$1,000,000

**Start Date**

August 1, 2023

**End Date**

August 31, 2023

You would have earned

**$4,633.88**

on your investment if you started on

**August 1, 2023**

| Michigan CLASS Investment Income Earned | | | | |
|---|---|---|---|---|
| As of Date | Time | $100K | $1M | $10M |
| Agu 1 - Aug 31 | 1 month | $463 | $4,634 | $46,339 |
| Jun 1 - Aug 31 | 3 months | $1,349 | $13,487 | $134,869 |
| Mar 1 - Aug 31 | 6 months | $2,636 | $26,365 | $263,646 |

Months listed are in the year 2023

## Michigan CLASS Daily Yields as of Month-End

| Month | Year | Month-End Yield |
|---|---|---|
| August | 2023 | 5.4617% |
| July | 2023 | 5.3830% |
| June | 2023 | 5.2602% |
| May | 2023 | 5.1912% |
| April | 2023 | 5.0495% |
| March | 2023 | 4.9975% |
| February | 2023 | 4.7707% |
| January | 2023 | 4.5828% |
| December | 2022 | 4.4862% |
| November | 2022 | 3.9769% |
| October | 2022 | 3.2904% |
| September | 2022 | 3.0091% |

For more information on both historical yields and annualized performance, visit www.michiganclass.org/rates or scan the below QR code:

Source: Public Trust Advisors® Data unaudited. Values presented may not add up precisely to absolute figures due to rounding. Performance results for Michigan CLASS are shown net of all fees and expenses and reflect the reinvestment of interest and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Michigan CLASS is not a bank. An investment in Michigan CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Michigan CLASS prime-style local government investment pool seeks to preserve the value of your investment at $1.00 per share, it cannot guarantee it will do so. Please review the Michigan CLASS Information Statement before investing. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.** Please visit www.michiganclass.org/rates-disclaimer for more information.

Michigan CLASS®

Michigan Cooperative Liquid Assets Securities System

# Michigan CLASS Participant List August 2023

## Authorities

Alger Transit Authority
Antrim Conservation District
Bay Area Transportation Authority
Benton Harbor - St. Joseph Joint Waste Water Treatment Plant
Benzie Transportation Authority
Betsie Lake Utilities Authority
Cassopolis Area Utilities Authority
Central County Transportation Authority
Chain of Lakes Area Sewer Authority
City of Litchfield Tax Increment Finance Authority
Clare County Transit Corporation
Clinton Area Transit System
Clio Area Fire Authority
Construction Code Authority
Delta Area Transit Authority
Fife Lake Area Utility Auth. (FLAUA)
Genesee Conservation District
Gratiot Area Water Authority
Harbor Trans Transportation System
Interurban Transit Authority
Iron Mountain/Kingsford J.S.A.
Jackson County E.D.C.
Kalamazoo County Dispatch Authority
Kalamazoo Lake Sewer & Water Auth.
Karegnondi Water Authority
Lapeer County E.M.S. Authority
LCSA
LCSA
Lenawee Cty. Human Services Bldg. Auth.
Livingston Community Water Authority
Ludington Mass Transportation Auth.
Macatawa Area Express Trans Authority
Mid Michigan Community Fire Control
Midland County Building Authority
Montcalm County Building Authority
NIESA
North Oakland Transportation Authority
Parma Local Development Finance Authority (LDFA)
Portage - Base Lakes Water & Sewer Auth.
Roscommon Cty. Transportation Auth.
Schoolcraft County Transit Authority
South Huron Valley Utility Auth.
Tawas Utilities Authority
Western Oakland Transportation Authority
Western Townships Utilities Auth.

## Cities/Villages

City of Adrian
City of Albion
City of Allegan
City of Alma
City of Ann Arbor
City of Auburn Hills
City of Bangor
City of Battle Creek
City of Belding
City of Birmingham
City of Brighton
City of Burton
City of Cadillac
City of Center Line
City of Clawson
City of Coldwater

# Michigan CLASS Participant List August 2023

City of Coopersville
City of Crystal Falls
City of Dearborn, Inc.
City of DeWitt
City of Dowagiac
City of East Grand Rapids
City of Eastpointe
City of Farmington Hills
City of Flint
City of Fraser
City of Galesburg
City of Gaylord
City of Grand Haven
City of Grandville
City of Greenville
City of Hamtramck
City of Harper Woods
City of Hazel Park
City of Holland
City of Howell
City of Huntington Woods
City of Inkster
City of Iron Mountain
City of Ithaca
City of Jonesville
City of Keego Harbor
City of Lansing
City of Lathrup Village
City of Linden
City of Ludington
City of Manistee
City of Marshall
City of Midland
City of Monroe
City of Montrose
City of Corunna
City of Davison
City of Detroit
City of Dexter
City of Durand
City of East Tawas
City of Farmington
City of Flat Rock
City of Frankfort
City of Fremont
City of Garden City
City of Gladwin
City of Grand Ledge
City of Grayling
City of Grosse Pointe Farms
City of Harbor Springs
City of Hastings
City of Hillsdale
City of Houghton
City of Hudsonville
City of Imlay City
City of Ionia
City of Ironwood
City of Jackson
City of Kalamazoo
City of Kingsford
City of Lapeer
City of Leslie
City of Litchfield
City of Madison Heights
City of Manton
City of Mason
City of Milan
City of Montague
City of Mount Clemens

# Michigan CLASS Participant List August 2023

City of Mt. Pleasant
City of Negaunee
City of Niles
City of Northville
City of Norway
City of Oak Park
City of Otsego
City of Parchment
City of Plymouth
City of Rochester
City of Romulus
City of Royal Oak
City of Saint Clair
City of Saline
City of Sault Ste. Marie
City of Southfield
City of St. Johns
City of St. Louis
City of Stanton
City of Sturgis
City of Sylvan Lake
City of Tecumseh
City of Traverse City
City of Troy
City of Walker
City of Warren
City of Wayne
City of Williamston
City of Zeeland
Stevensville, Village of
Village of Baroda
Village of Centreville
Village of Dundee
Village of Elk Rapids
Village of Grass Lake
City of Muskegon
City of New Baltimore
City of North Muskegon
City of Norton Shores
City of Novi
City of Orchard Lake Village
City of Owosso
City of Pleasant Ridge
City of Portage
City of Rochester Hills
City of Roseville
City of Royal Oak Retirement Board
City of Saint Clair Shores
City of Saugatuck
City of Scottville
City of Springfield
City of St. Joseph
City of Standish
City of Sterling Heights
City of Swartz Creek
City of Tawas City
City of the Village of Douglas
City of Trenton
City of Utica
City of Walled Lake
City of Wayland
City of White Cloud
City of Ypsilanti
Royal Oak Retiree Healthcare Invt. Board
The City of Plainwell
Village of Cassopolis
Village of Centreville DDA
Village of Elberta
Village of Fowler
Village of Holly

# Michigan CLASS Participant List August 2023

Village of Kalkaska
Village of Lake Odessa
Village of Lawton
Village of Maple Rapids
Village of Milford
Village of Oxford
Village of Pentwater
Village of Pewamo
Village of Quincy
Village of Shelby
Village of Suttons Bay
Village of Vermontville
Village of Kent City
Village of Lake Orion
Village of Mackinaw City
Village of Mendon
Village of Muir
Village of Parma
Village of Perrinton
Village of Pinckney
Village of Saranac
Village of Sparta
Village of Vanderbilt

## Commissions

Barry County Road Commission
Clinton County Road Commission
Grand Traverse Cty Road Commission
Leelanau County Road Commission
Manistee County Road Commission
Monroe County Road Commission
Orion Community Cable Communications Commission
Presque Isle County Road Commission
Shiawassee County Road Commission
The Board of Newaygo County Road Commission
Ypsilanti Housing Commission
Clare County Road Commission
Genesee County Road Commission
Kalkaska County Road Commission
Livingston County Road Commission
Menominee County Road Commission
Ogemaw County Road Commission
Ottawa County Road Commission
RH - RO Older Persons' Commission
St. Joseph County Road Commission
Tri-County Regional Planning Commission

## Counties

Alcona County
Antrim County
Baraga County
Bay County
Berrien County
Calhoun County
Charlevoix County
Clare County
Allegan County
Arenac County
Barry County
Benzie County Treasurer
Branch County
Cass County
Cheboygan County
Clinton County

# Michigan CLASS Participant List August 2023

Crawford County
Dickinson County
Emmet County
Gladwin County
Grand Traverse County
Houghton County
Ionia County
Isabella County
Kalamazoo County
Kent County
Leelanau County
Livingston County
Mackinac County
Marquette County
Mecosta County
Midland County
Monroe County
Montmorency County
Newaygo County
Oceana County
Osceola County
Otsego County
Roscommon County
Sanilac County
Shiawassee County
St. Joseph County
Van Buren County
Wayne County
Delta County
Eaton County Treasurer
Genesee County
Gogebic County
Gratiot County
Ingham County Treasurer
Iosco County
Jackson County
Kalkaska County
Lapeer County
Lenawee County
Luce County
Manistee County
Mason County Treasurer
Menominee County
Missaukee County
Montcalm County
Muskegon County
Oakland County
Ogemaw County
Oscoda County
Ottawa County
Saginaw County
Schoolcraft County
St. Clair County
Tuscola County
Washtenaw County
Wexford County

## Emergency Services Districts

ABB Joint Fire Board
Grand Haven 911
Hart Area Fire Administrative Board
Litchfield Fire Department
Muskegon Central Dispatch 9-1-1
Copemish Cleon Township Fire Dept
Gratiot Emergency Services Authority
Howell Area Fire Authority
Mason - Oceana 911
Otsego Lake Township Fire Department

# Michigan CLASS Participant List August 2023

Saugatuck Township Fire District
Walkerville Area Fire and Rescue
Southwest Enforcement Team
Western Mason Cty. Fire Dist. Authority

## Libraries

Adrian District Library
Boyne District Library
Charter Twp. of Harrison Public Library
Chippewa River District Library
EC Weber Fraser Public Library
Herrick District Library
Indian River Area Library
Kalkaska County Library
Lenox Township Library
Loutit District Library
MacDonald Public Library
Plymouth District Library
Rawson Memorial Library
Salem - South Lyon District Library
Spring Lake District Library
Superiorland Library Cooperative
Traverse Area District Library
White Cloud Community Library
Benzonia Public Library
Cadillac Wexford Public Library
Chesterfield Township Library
Dexter District Library
Harbor Beach Area District Library
Highland Township Public Library
Jordan Valley District Library
Lakeland Library Cooperative
Litchfield District Library
Lyons Township District Library
Northland Library Cooperative
Presque Isle District Library
Romeo District Library
Saugatuck - Douglas District Library
Suburban Library Cooperative
The Library Network
West Branch District Library
White Pine Library Cooperative

## Other

Akron Columbia Wisner Ambulance
Grand Rapids Community College
Kalkaska Conservation District
Lansing Board of Water and Light
Michigan CLASS EDGE
Mid Michigan Area Cable Consortium
Montcalm Ctr. for Behavioral Health
Oceana Conservation District
SOCRRA
Southern Clinton County M.U.A.
UMB Bank Omnibus for Corporate Trust
Genesee County Drain Commissioner
Huron Shore Regional Utility Authority
Kirtland Community College
Manistee Lake Improvement Board
Michigan South Central Power Agency
Midland County Water District No. 1
Muskegon Conservation District
Ottawa Cty. Road Comm. - Public Utilities
Southeastern Oakland County Water Authority
Tuscola Behavior Health System
Washtenaw Community College

# Michigan CLASS Participant List August 2023

Washtenaw County Conservation District

## School Districts

A-M-A ESD
Adrian Public Schools
Ann Arbor Public Schools
Birmingham Public Schools
Bloomfield Hills School District
Bridgman Public Schools
Buchanan Community Schools
Carman - Ainsworth Community Schools
Charlevoix - Emmet ISD
Coloma Community Schools
Coopersville Area Public Schools
East Lansing Public Schools
Escanaba Area Public Schools
Fowler Public Schools
Fremont Public Schools
Gladwin Community Schools
Grand Ledge Public Schools
Greenville Public Schools
Hamilton Community Schools
Heritage Southwest ISD
Homer Community School District
Hudson Area Schools
Ingham Intermediate School District
Jackson Public Schools
Kenowa Hills Public Schools
Lake Orion Community Schools
Lakeview School District
Lenawee Intermediate School District
Livingston ESA
Madison School District
Marshall Public Schools
Addison Community Schools
Allendale Public Schools
Berrien Springs Public Schools
Blissfield Community Schools
Brandywine Community Schools
Brighton Area Schools
Bullock Creek Schools
Caseville Public Schools
Clinton Community Schools
Comstock Public Schools
Dowagiac Union Schools
Eaton RESA
Flat Rock Community Schools
Fowlerville Community Schools
Fruitport Community Schools
Grand Haven Area Public Schools
Grand Rapids Public Schools
Grosse Pointe Public Schools
Haslett Public Schools
Holland Public Schools
Howell Public Schools
Huron Valley Schools
Ionia Public Schools
Jonesville Community Schools
Lake Fenton Community Schools
Lakeshore Public Schools
Lawton Community Schools
Lincoln Park Public Schools
Ludington Area School District
Maple Valley Schools
Mason Public Schools

## Michigan CLASS Participant List August 2023

Milan Area Schools
Morley Stanwood Community Schools
New Haven Community Schools
Northville Public Schools
Olivet Community Schools
Otsego Public Schools
Pinckney Community Schools
Potterville Public Schools
River Valley School District
Romulus Community Schools
Saugatuck Public Schools
St. Johns Public Schools
Traverse City Area Public Schools
Van Buren Public Schools
Washtenaw ISD
Western School District
Whitmore Lake Public Schools
Morenci Area Schools
New Buffalo Area Schools
Newaygo County RESA
Northwest Education Services
Onsted Community Schools
Owosso Public Schools
Plainwell Community Schools
Redford Union Schools
Romeo Community Schools
Sand Creek Community Schools
South Lyon Community Schools
Swartz Creek Community Schools
Union City Community Schools
Walled Lake Consolidated School Dist.
Watervliet Public Schools
Whiteford Agricultural Schools
Williamston Community Schools

### Townships

Ada Township
Akron Township
Alcona Township
Almer Charter Township
Ann Arbor Charter Township
Atlas Township
Aurelius Township
Banks Township
Benton Township
Bethany Township
Blair Township
Bois Blanc Township
Breen Township
Brighton Charter Township
Buchanan Township
Byron Township
Addison Township
Alaiedon Township
Allendale Charter Township
Almont Township
Arcadia Township
Augusta Charter Township
Bangor Charter Township
Bath Charter Township
Benzonia Township
Blackman Charter Township
Blendon Township
Brandon Charter Township
Breitung Charter Township
Bruce Township
Buena Vista Charter Township
Caledonia Charter Township

# Michigan CLASS Participant List August 2023

Cannon Township
Carrollton Township
Casnovia Township
Central Lake Township
Clay Township
Clearwater Township
Clinton Charter Township
Coldwater Township
Commerce Charter Township
Concord Township
Courtland Township
Custer Township
Dalton Township
Day Township
Delhi Charter Township
Denton Township
DeWitt Charter Township
Dorr Township
Drummond Island Township
Eagle Township
Eaton Rapids Township
Egelston Township
Emerson Township
Eureka Township
Fraser Township
Gaines Charter Township
Garfield Township
Gerrish Township
Girard Township
Goodar Township
Grand Blanc Charter Township
Grand Rapids Charter Township
Grant Township
Grass Lake Charter Township
Grosse Ile Township
Canton Charter Township
Cascade Charter Township
Cedar Creek Township
Cherry Grove Township
Clayton Charter Township
Cleon Township
Coldsprings Township
Columbia Township
Comstock Charter Township
Cooper Charter Township
Crystal Lake Township
Dallas Township
Davison Township
Decatur Township
Delta Charter Township
Denver Township
Dexter Township
Dorr Township Downtown Development Authority
Dryden Township
East Bay Township
Edenville Township
Elk Rapids Township
Erie Township
Frankenlust Township
Fruitport Charter Township
Garfield Charter Township
Genoa Township
Gilmore Township
Golden Township
Goodland Township
Grand Haven Charter Township
Grant Township
Grant Township
Green Oak Township
Groveland Township

## Michigan CLASS Participant List August 2023

Hadley Township
Hampton Charter Township
Harrison Charter Township
Hersey Township
Holland Charter Township
Huron Charter Township
Imlay Township
Inland Township Board
Kalamazoo Township
Lafayette Township
Lake Township
Lansing Charter Township
Lee Township
Leoni Township
Lexington Township
Lincoln Township
Lowell Charter Township
Lyon Charter Township
Manchester Township
Mason Township
Metamora Township
Milford Charter Township
Monitor Charter Township
Montague Township
Negaunee Township
New Haven Township
Niles Charter Township
Northfield Township
Norvell Township
Norwich Township Newaygo County
Oakland Charter Township
Olive Township
Oneida Charter Township
Oregon Township
Oscoda Charter Township
Hamburg Township
Handy Township
Hartland Township
Highland Charter Township
Hope Township
Ida Township
Ingham Township
Joyfield Township
Koehler Township
Lake Charter Township
Laketon Township
Leavitt Township
Leighton Township
Leslie Township
Lincoln Charter Township
Livingston Township
Lyndon Township
Madison Charter Township
Markey Township
Meridian Charter Township
Michigamme Township
Moffatt Township
Monroe Charter Township
Muskegon Charter Township
New Buffalo Township
Newton Township
Norman Township
Northville Charter Township
Norway Township
Nottawa Township
Oceola Township
Oliver Township
Onekama Township
Orion Township
Oshtemo Charter Township

## Michigan CLASS Participant List August 2023

Otsego Lake Township
Ovid Township
Oxford Charter Township
Parma Township
Pentwater Township
Pierson Township
Plainfield Charter Township
Plymouth Charter Township
Port Huron Charter Township
Pulaski Township
Raisin Charter Township
Redford Township
Richmond Township
Ronald Township
Saginaw Charter Township
Sagola Township
Sandstone Charter Township
Scio Township
Sidney Township
Somerset Township
Springfield Township
Summit Township
Sumpter Township
Sylvan Township
Thetford Township
Tompkins Township
Tyrone Township
Vergennes Township
Victory Township
Washington Township
Waterloo Township
Weare Township
West Bloomfield Township Parks and Recreation
White Lake Charter Township
Whitewater Township
Otto Township
Ovid Township
Park Township
Pennfield Charter Township
Pere Marquette Charter Township
Pittsfield Charter Township
Plainfield Township
Pokagon Township
Port Sheldon Township
Putnam Township
Ray Township
Reno Township
Robinson Township
Rose Township
Saginaw Charter Township Treasurer
Salem Township
Saugatuck Township
Shelby Charter Township
Solon Township
Spring Lake Township
Summerfield Township, Clare County
Summit Township
Superior Charter Township
Texas Charter Township
Thornapple Township
Torch Lake Township
Van Buren Charter Township
Vevay Township
Vienna Charter Township
Waterford Charter Township
Watertown Charter Township
West Bloomfield Charter Township
West Branch Township
Whitehall Township
Whitney Township

## Michigan CLASS Participant List August 2023

Woodbridge Township
York Charter Township
Wright Township, Ottawa County
Zeeland Charter Township

**Total Participants: 732**

***Disclaimer:*** *This participant list is being made public pursuant to state statute. The listed participants are active as of the end of the month.*

City of Hart
407 State Street
Hart, MI 49420

# Proposal: City of Hart Parks and Recreation Department

Within the proposed City of Hart Parks and Recreation Department, the City of Hart Parks & Recreation Director would be responsible for overseeing strategic and operational management and development of city parks and open space preserves, as well as related recreational programs and services, and stewardship activities.

**General Position Duties May Include:**

- In cooperation with Park Board and City Council, Review and Update the Five-Year City of Hart Park and Recreation Plan as necessary
- Oversee parks and recreation operations including but not limited to facility and park management, use, access, infrastructure upgrades/improvements, programming, invasive species control, and all other parks stewardship-related functions
- Provide strategic and operational leadership, as well as serving as parks & recreation liaison with city departments, Hart City Council, and the public
- Coordinate with city economic and community development director, event planner, historic district, and new partners to leverage existing city resources to boost recreational programming
- In partnership with the DPW superintendent, DPW staff may support parks and rec activities. The Parks and Recreation director and staff may also support the DPW department with ongoing projects and initiatives as necessary
- Work with City Manager to prepare and monitor annual budget for Parks and Recreation Funds and request budget amendments as needed and prepare a Parks and Recreation five-year capital improvement plan
- Coordinate strategic planning for renovations, acquisition and/or expansion of parks and open space, and stewardship activities throughout the City of Hart
- Manage support staff, assign tasks, responsibilities, and projects. Evaluate overall department performance, resolve technical issues, and assure goals are communicated clearly, and achieved

**Priorities:**

- Create 5-year John Gurney Park Capital Improvement Plan
  - Identify essential repairs/upgrades
- Finish and adopt 5-year park and rec plan
- Assist Hart Heritage Preservation Group with re-envisioning Historic District Use and Revenue Opportunities
- Develop and document streamlined processes for all park operations
- Analyze existing city resources in pursuit of developing new programming in public spaces
- Engage local conservation districts, community stakeholders, and consultants to plan and deploy landscaping, tree, and lake/creek management plans for city properties
- Seek grant opportunities to expand park and recreation offerings in the City of Hart

# Hart Parks and Recreation Department Budget Breakdown

| ***New/Existing*** | ***Revenue Source*** | ***Anticipated Revenue*** | ***Expense Type*** | ***Expense amount*** | ***Notes*** |
|---|---|---|---|---|---|
| Existing | Site rental | $143,472 | | | 2022 |
| Existing | | | Management Fee | $84,347 | 2022 |
| Existing | | | City Staff Support | $3,070 | 2022 |
| Existing | | | Utilities | $34,124 | 2022 |
| Existing | | | Operational Supplies | $12,368 | 2022 |
| | ***Total Revenue*** | ***$143,472*** | ***Total Expenses*** | ***$133,909*** | |
| | | | **Net revenue** | **$9,563** | |

| ***New/Existing*** | ***Revenue Source*** | ***Anticipated Revenue*** | ***Expense Type*** | ***Expense amount*** | ***Notes*** |
|---|---|---|---|---|---|
| Existing | Site rental | $143,472 | | | 2022 |
| New | | | Wages & Benefits | $87,550 | |
| Existing | | | City Staff Support | $3,070 | 2022 |
| Existing | | | Utilities | $35,318 | 2022 + 3.5% |
| Existing | | | Operational Supplies | $12,400 | |
| New | | | Landscaping | $10,000 | |
| New | | | Consumables | $5,000 | |
| New | Retail Sales | $10,760 | | | Avg 5%-10% |
| New | Rentals | $4,500 | | | |
| New | Seasonal Utility Fee | $14,127 | | | Proposed |
| New | Host Camper x 2 | | | $7,800 | Proposed |
| | ***Total Revenue*** | ***$172,859*** | ***Total Expenses*** | ***$161,138*** | |
| | | | **Net Revenue** | **$11,721** | |