City of Hart, Michigan
CITY COUNCIL AGENDA
November 26, 2019, 7:30 PM
City Hall, 407 State Street, Hart, Michigan

1. Call to Order
2. Roll Call – LaPorte, Frontiera, Hegedus, La Fever, Martin, Platt, Splane
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes from November 12, 2019
6. Public Comments, Correspondence, Events, Presentations
7. Department Reports (* written report is in the packet)
   a. Police b. BioPure c. Public Works d. Hydroelectric e. Hart Main Street
8. Reports of Boards, Commissions, and Committees (*** Minutes in the packet)
   1. Cemetery***
   2. DPW
   3. Housing Board of Review
   4. Finance/Personnel
   5. Fire Board
   6. Historic
   7. Police
   9. Power
   10. Recreation
   11. Parks
   12. Library
   13. Planning
   14. TIFA***
   15. ZBA
   16. Tax Abatement
   17. Water/BioPure***
   18. Neglected/Dangerous Properties
   20. Hart Main Street
   21. Hart Lake Board
   22. Election Commission
   23. Starting Block Kitchen Incubator
   24. Compensation Com.***
9. Bills, Claims, Payroll
10. Action Items
    a. Resolution 19-75 Adopt Amendment No. 1 to City of Hart Tax Increment Development Plan and Tax Increment Financing Plan
    b. Resolution 19-76 Budget Amendment – Pocket Park expenditures
    c. Resolution 19-77 Supporting TAP Grant and SRTS Grant Applications
    d. Ordinance 19-05 Zoning Ordinance Text Amendment Chapter 1259 Signs – Second Reading
11. Discussion Items
    a. Presentation of Phase II EAS, BEA, and DCAP for 227 E. Main
    b. Presentation of Downtown Planning Summary as drafted for the RRC Certification Program
    c. Discussion to designate 2002 Ford Utility Bucket F550 as surplus equipment
    d. Discussion regarding use of City owned property off Tyler Rd and 96th Ave
    e. Discussion regarding Creeks Development
12. City Manager Report
    a. 4-month Budget Report
13. Communications from the Mayor and Council
    a. Appointment of Jake Tufts to Main Street Board
14. Closed Session: MCL 15.268 Sec. 8 (h) To consider material exempt from discussion or disclosure by state or federal statute discussion regarding the city attorney's written legal opinion concerning Moorman Transaction - 227 E Main St.
15. Adjournment - Next regular meeting Tuesday, December 10, 2019, 7:30 PM

With advance notice of seven calendar days, the City will provide interpreter services at all public meetings, including language translation and signage for the hearing impaired. Call 231-873-2488. La Ciudad proporcionará servicio de intérprete para esta reunión pública si se pide con siete días de anticipación, lo cual incluye la traducción de idioma y letreros para los con una discapacidad auditiva. Llame al 231-873-2488.

CITY OF HART
407 S. STATE ST.
HART, MI 49420
COUNCIL PROCEEDINGS
NOVEMBER 12, 2019, 7:30 P.M.
MINUTES

PRESENT: Mayor Ron LaPorte, Councilors: Patrice Martin, Jason La Fever, Vicki Platt, and Steve Hegedus.
ABSENT: Joe Frontiera and Rob Splane
OTHERS PRESENT: Energy Department Superintendent – Mike Schiller, BioPure Superintendent – Paul Cutter, Police Officer – Brian Hintz and Deputy City Clerk - Cheri Eisenlohr. See attached list for others in attendance.

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

The Mayor advised the room that agenda items 11, 12, and 14 would be tabled due to the absence of the City Manager.

A motion was made by Ms. Platt to approve the agenda, supported by Mr. La Fever. The minutes from October 22, 2019, regular meeting, was motioned by Mr. Hegedus to accept and supported by Ms. Platt. All ayes, both motions were carried.

PUBLIC COMMENTS, CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Public Hearing – Amendment No. 1 to City of Hart Tax Increment Dev. Plan and Tax Increment Financing Plan –
    - A public hearing was opened at 7:35 pm. Ms. Martin spoke regarding the proposed TIFA Amendment.
        - Mr. Aaron Corey asked several questions that were answered by Ms. Martin.
    - The Public Hearing closed at 7:40 pm.
- Mr. George Sadler asked about the rules for posting notices regarding public meetings. He was advised that there is an 18-hour rule for the posting of notices prior to the start of those referenced meetings.

DEPARTMENT REPORTS:

- BioPure Superintendent, Paul Cutter: A written report was provided.
- Police Chief, Juan Salazar: Absent. A written report was provided; Officer Hintz had nothing more to add.
- DPW Superintendent, Brad Whitney: Absent
- Energy Superintendent, Mike Schiller:
    - Gustafson's is working on the undergrounding on Oceana Drive.
    - A pole was struck by a car during the recent storm causing a power outage for a short time.
    - To date, 1243 meters have been installed.
    - Leaves have caused issues at the dam.
        - Mr. Schiller advised that the new program provides valuable data.

- Interim Mainstreet Manager, Christine: Absent

REPORTS OF BOARDS, COMMISSIONS, AND COMMITTEE:

BILLS, CLAIMS, PAYROLL:

Bills totaled: $766,000.52 Payroll totaled: $58,195.78 Grand Total: $848,334.29
A motion was made by Mr. Splane and supported by Ms. Platt to approve bills, claims, and payroll in the amount stated.
Ayes: 5 Nay: 0 Absent: 2

ACTION ITEMS:

CITY MANAGER, LYNNE LADNER PRESENTED THE FOLLOWING:

Memo

To: Mayor and City Council
From: Lynne Ladner
Date: 11/8/19
Re: Resolution 19-70 Accept bids for Pocket Park construction

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On October 14th, bids were opened for the construction of the Downtown Pocket Park. The City received two bids, from Greenstone General Contracting in the amount of $328,289.85 and Hallock Contracting in the amount $620,505.15. The MEDC, City Engineer and City Staff have reviewed the bids and determined that they meet the specifications, are complete and ready for acceptance by the City. This resolution does not award the contract as the final grant agreement with the State has not been executed, and awarding the contract prior to that execution would place the full burden of the project on the City without grant funding.
It is my recommendation that the Council adopts Resolution 19-70, accepting the bids for the Downtown Pocket Park construction.
Lynne

RESOLUTION 19-70
Hart City Council
City of Hart, Michigan

ACCEPT BIDS FOR THE DEMOLITION OF THE FORMER DPW BUILDING AND AWARD PROJECT

WHEREAS, the City of Hart has published notice of bid solicitation for the completion of the Downtown Pocket Park and

WHEREAS, the City has received bids from Greenstone General Contracting in the amount of $328,289.85 and Hallock Contracting in the amount $620,505.15; and

WHEREAS, the bids have been reviewed by the MEDC, the City's engineers and City staff been determined to be complete and meet the requirements of the project;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Accept the bids for the Downtown Pocket Park.

Moved by Ms. Martin, supported by Ms. Platt, and thereafter adopted by the Hart City Council at a regular council meeting held on November 12, 2019.

Ayes: 5 Nays: 0 Absent: 2

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

Cheri Eisenlohr, Deputy City Clerk

Memo

To: Mayor and City Council
From: Lynne Ladner
Date: 11/8/19
Re: Resolution 19-71 Accept bids for demolition of former DPW building and award project

The City published a notice to accept bids for the demolition of the Water Works building, also known as the former DPW building at 1010 S State St. as a result of the recent collapse of a portion of the rear exterior wall. Bids were received from Ken Adams Excavating in the amount of $14,874.00 and Hallack Contracting in the amount of $20,142.00.
The entity that is awarded the project will be responsible for obtaining the necessary demolition permit for this project. The low bid was provided by Ken Adams Excavating in the amount of $14,874.00.
It is my recommendation that the Council adopts Resolution 19-71, accepting the bids for the demolition of the former DPW building and award the project to Ken Adams Excavating in the amount of $14,874.00.
Lynne

RESOLUTION 19-71
City of Hart, Michigan
BIDDING PROCESS AND ACCEPT BID FOR DEMOLITION OF FORMER DPW BUILDING

WHEREAS, the City of Hart owns the brick structure located on parcel 020-344-004-00 which was formerly used for the Public Works Departments; and

WHEREAS, the structure has become unsafe due to portions of the back wall collapsing leaving the interior exposed and an attractive nuisance; and

WHEREAS,the City requested bids for the demolition of the structure and only received bids from Ken Adams Excavating in the amount of $14,874.00

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL

Quotes were received from Ken Adams Excavating in the amount of $14,874.00 and the original bid from Hallack Contracting in the amount of $20,142.00

Moved by Mr. Hegedus, supported by Ms. Martin, and thereafter adopted at the regular City of Hart City Council meeting on November 12, 2019.

Ayes: 5 Nays: 0 Absent: 2

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

Cheri Eisenlohr

Cheri Eisenlohr, Deputy City Clerk

TABLED

RESOLUTION 19-72
Hart City Council
City of Hart, Michigan

ADOPT AMENDMENT NO. 1 TO CITY OF HART TAX INCREMENT DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN

WHEREAS, the City of Hart and the Tax Increment Financing Authority Board have reviewed and drafted the Development Plan and Financing Plan; and

WHEREAS, the City has notified all the property owners in the district and held a public hearing for the intent of hearing comments from members of the district and other interested parties ; and

WHEREAS, all input has been considered for the finalization of the Development Plan and Financing Plan;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Adopt Amendment No. 1 to City of Hart Tax Increment Development Plan and Tax Increment Financing Plan.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regular council meeting held on November 12, 2019.

Ayes: Nays: Absent:

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

_____

Cheri Eisenlohr, Deputy City Clerk

Memo

To: Mayor and City Council
From: Lynne Ladner
Date: 11/8/19
Re: Resolution 19-73 Authorize a transfer of Energy Department funds from Shelby State Bank Savings account to a 12 MONTHMONEY MARKET account at Shelby State Bank

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The City of Hart currently has cash reserve funds from the Energy department invested in a Public Funds Premium Savings account with Shelby State bank in the amount of $203,118.30 earning 0.12% interest. Shelby State Bank is currently offering two different options that will provide the City with a greater investment return on their reserves, for Money Market accounts in excess of $25,000 earning 1.5% interest rate for 12 months or a 14-month CD account special for accounts over $1,000 earning 1.35%

If the Council were to choose the CD there would be a penalty if the City needed to access the funds in less than 14 months, the money market account would keep the money accessible, but if the account were to drop below $25,000 there would be a substantial reduction in the earned interest rate. The Energy Department has adequate reserves for current operation and planned projects for the next 14 months which allows the Council flexibility in choosing how they would like to invest these funds.

It is my recommendation that the Council adopts Resolution 19-73 Authorizing the transfer of Energy Department funds from the Shelby State Bank Public Funds Premium Savings Account in the amount of $203,118.30 to a 12-month Money Market account at Shelby State Bank.

Lynne

RESOLUTION 19-73
Hart City Council
City of Hart, Michigan

AUTHORIZE TRANSFER OF ENERGY DEPARTMENT FUNDS FROM SHELBY STATE BANK SAVINGS ACCOUNT TO A MONEY MARKET ACCOUNT WITH SHELBY STATE BANK

WHEREAS, the City of Hart has cash funds totaling $203,118.30 in a Public Funds Premium Savings account earning 0.12% interest; and

WHEREAS, the Shelby State Bank has notified the City that they currently have an interest rate special for Money Market accounts in excess of $25,000 earning 1.5% interest for 12 months which allows the funds to remain liquid and available without penalty or a 14 month CD account special for accounts over $1,000 earning 1.35% but if necessary to access the funds in less than 14 months would incur a penalty; and

WHEREAS, it is the responsibility of the City to maximize the investment income from reserve funds;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Authorize transferring cash reserves held by the Shelby State Bank for the Energy Department in the amount of $203,118.30 from the Public Funds Premium Savings account to a 12 MONTH MONEY MARKET ACCOUNT.

Moved by Ms. Platt, supported by Ms. Martin, and thereafter adopted by the Hart City Council at a regular council meeting held on November 12, 2019.

Ayes: 5 Nays: 0 Absent: 2

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

Cheri Eisenlohr

Cheri Eisenlohr, Deputy City Clerk

Memo

To: Mayor and City Council
From: Lynne Ladner
Date: 11/8/19
Re: Resolution 19-74 Authorize Lion's Club to construct a Performance Shelter at the Hart Commons

The City of Hart has received a request to permit Lion's Club to purchase materials and construct a 16 X 10 open performance shelter with slanted roof in the Hart Commons the Concerts on the Commons coordinator has submitted supporting documentation to identify the need for the performance shelter to provide shelter from the elements and increase the potential for lighting to expand the uses of the shelter and commons areas.

The Lion's club has solicited a materials estimate and is willing to provide the labor for the construction of the shelter with the only costs associated with the project to the City being the extension of electric service to the shelter to provide additional outlets for performances and the addition of lighting in the shelter to expand the uses and times that the Commons can be utilized.

It is my recommendation that the Council adopts Resolution 19-74 authorizing Lion's Club to construct a 16 x 10 open performance shelter with slanted roof in the Hart Commons and to coordinate with the Hart Energy Department for the installation of the necessary electric infrastructure for the structure.

Lynne

RESOLUTION 19-74
Hart City Council
City of Hart, Michigan

AUTHORIZE LION'S CLUB TO CONSTRUCT A PERFORMANCE SHELTER AT HART COMMONS

WHEREAS, the City of Hart has received a request to permit Lion's Club to purchase materials and construct a 16 X 10 open performance shelter with slanted roof in the Hart Commons; and

WHEREAS, the Concerts on the Commons coordinator has submitted supporting documentation to identify the need for the performance shelter to provide shelter from the elements and increase the potential for lighting to expand the uses of the shelter and commons areas ; and

WHEREAS, this is a good community project that will benefit the residents;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Authorize Lion's Club to construct a 16 x 10 open performance shelter with slanted roof in the Hart Commons and to coordinate with the Hart Energy Department for the installation of the necessary electric infrastructure for the structure.

Moved by Ms. Martin, supported by Ms. Platt, and thereafter adopted by the Hart City Council at a regular council meeting held on November 12, 2019.

Ayes: 5 Nays: 0 Absent: 2

Passed contingent upon receiving engineered drawings.

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

Cheri Eisenlohr

Cheri Eisenlohr, Deputy City Clerk

Memo

To: Mayor and City Council
From: Lynne Ladner
Date: 11/8/19
Re: Ordinance 19-05 Zoning Ordinance Text Amendment Chapter 1259 Signs – First Reading

After many iterations and considerable discussion regarding sign regulations within the City of Hart, the planning commission on Nov. 7th held a public hearing and voted to recommend Ordinance 19-05 Zoning Ordinance Text Amendment, Chapter 1259 Signs. This is the first reading of the ordinance if there are no substantial changes to the ordinance it will be in front of the Council for second reading and final approval on November 26th.
It is my recommendation that the Council approves the first reading of Ordinance 19-05.
Lynne

CITY OF HART
ORDINANCE NO. 19-05
ZONING ORDINANCE TEXT AMENDMENT- CHAPTER 1259 SIGNS

At a regular meeting of the Hart City Council held at City Hall on the _____ day of _____, 2019, at _____ p.m.

PRESENT: _____
ABSENT: _____

The following ordinance was offered by _____ and supported by _____:

THE CITY OF HART, COUNTY OF OCEANA, STATE OF MICHIGAN ORDAINS:

ZONING ORDINANCE TEXT AMENDMENT- CHAPTER 1259 SIGNS

Section 1. Chapter 1259 Signs. Chapter 1259 is amended in its entirety, to read as follows:

CHAPTER 1259
Signs

1259.01 Purpose.
1259.02 Definitions.
1259.03 Signs permitted in all districts.
1259.04 Residential districts.
1259.05 Commercial districts.
1259.06 Industrial districts.
1259.07 Design, construction and location standards.
1259.08 Portable or movable signs.
1259.09 Measurement of signs.
1259.10 Nonconforming signs and signs accessory to nonconforming signs.
1259.11 Sign permits.

1259.01 PURPOSE.

The purpose of this chapter is to provide a framework within which the identification and informational needs of business and industry can be harmonized with the desires and aesthetic standards of the general public. It is intended through the provisions contained in this chapter to give recognition to the legitimate needs of business, industry, and other activities in attaining their identification and informational objectives. Unrestricted signage does not benefit either the private sector or the community at large.

1259.02 DEFINITIONS.

The following words shall have the meanings as set forth below.

(a) "Banner" means a piece of cloth, plastic, or similar material, generally of a long rectangular shape affixed at both ends.

(b) "Community special event sign" means a portable sign which is erected for a limited time that is sponsored by a governmental agency, school or other group which is non-profit and whose purpose is charitable, philanthropic, religious or benevolent.

(c) "Flag" means a piece of cloth or bunting of a square or short rectangular shape affixed at one end.

(d) "Free standing sign" means a sign which is not attached to any other structure.

(e) "Ground sign" means a type of freestanding sign in which the entire bottom is in contact with the ground or is very close to the ground, such as on a constructed foundation or a brick or block base.

(f) "Governmental flag" means a flag bearing the name, logo, or other official design of a nation, state, municipality, nonprofit institution, or nonprofit organization.

(g) "Illuminated sign" means a sign that provides artificial light directly or indirectly from a source of light.

(h) "Institutional bulletin board" means a bulletin board established by a non-profit agency, church, public agency, city, township, county, state, or federal government.

(i) "Marquee sign" means a sign attached to a marquee, canopy, or awning projecting from and supported by a building, above sidewalk level.

(j) "Monument sign." See "ground sign."
(k) "Pole sign" is a type of free standing sign mounted on or more poles, posts or pylons, other than a constructed foundation or base, so that the bottom edge of the sign face is elevated above the average grade.
(l) "Portable sign" means a free standing structure not permanently anchored or secured to either a building or the ground, capable of being moved from place to place.
(m) "Projecting sign" means a double-faced sign attached to a building or wall that extends in a perpendicular manner more than 12 inches, but not more than 48 inches from the face of the wall or building.
(n) "Sandwich board sign" means a temporary sign structure placed on the ground that consists of two (2) back-to-back sign faces that are hinged together at the top and separated at the base a sufficient distance to solidly support the structure in an upright position.
(o) "Temporary yard sign" means a sign that is not permanently affixed to the ground and is of a design and construction that is not intended to be of a permanent nature.
(p) "Wall sign" means a sign attached directly to or painted upon a building parallel to the building wall.
(q) "Window sign" means copy or emblems that are painted or otherwise attached to the window surface.
(r) "Electronic display sign" means a sign or portion of a sign with a fixed or changing display composed of a series of lights that may be changed in color or intensity through electronic means.

1259.03 SIGNS PERMITTED IN ALL DISTRICTS.

The following signs shall be permitted in all districts without requiring a building or sign permit, subject to the requirements stated below.
(a) Wall signs on homes and buildings not exceeding four square feet in surface display area.
(b) Governmental flags.
(c) Traffic or other municipal signs and notices. Private traffic control signs which conform to the Michigan Manual of Uniform Traffic Control Devices.
(d) Institutional bulletin boards not exceeding thirty-two square feet in surface display area.
(e) Park, playground, and other governmental signs.
(f) Community special event signs are permitted in any district, subject to the following restrictions:
(1) One community special event sign located on the lot on which the special event is held. Up to two such signs however may be located off the premises.
(2) The display of such signs shall be limited to the fourteen days immediately preceding the special event which is being advertised.
(2) Such signs shall have a maximum size of thirty-two square feet in area, and a maximum height above ground level of six feet and shall be set back from any side or rear property line a minimum of fifteen feet. The front setback shall be as required for signs in the district in which the sign is to be located.
(4) Such signs shall be removed within forty-eight hours of the conclusion of the special event which is being advertised.
(g) One temporary sign not exceeding thirty-two square feet in surface display area per subdivision development, which shall be removed upon the sale of ninety percent of the lots in the development.
(h) Sandwich board signs: Placement and size to be determined as to not impede traffic, right of way, or vision of traffic.
(i) Temporary yard signs.
(1) Maximum number. Two per lot or parcel. However, within a timeframe from thirty days prior to an election to three days after, there is no restriction on the number of temporary yard signs. During this timeframe, the maximum size of each temporary yard sign is thirty-two square feet and the maximum height is six feet. Signs related to elections are prohibited within one-hundred feet of an entrance to a polling place.
(2) Maximum size. Twelve square feet total for all signs.
(3) Maximum Height. Four feet.
(4) Illumination. Not permitted.
(5) Per Section 1259.07 (c), temporary yard signs are prohibited in public right-of-way.

1259.04 RESIDENTIAL DISTRICTS.

Any sign not expressly permitted is prohibited.
(a) One non-illuminated wall sign identifying a home occupation not exceeding four square feet in surface display area.
(b) One permanent development entry sign, not exceeding thirty-two square feet in surface display area, limited to the name of the development or developer, providing the sign is harmonious in appearance with the existing and intended character of the general vicinity and within the community as a whole.
(c) One wall sign placed on the main building of the apartment development. Such sign shall not exceed thirty-two square feet in surface display area and may be illuminated.
(d) For permitted uses other than dwellings, one ground sign per parcel not exceeding thirty-two square feet and eight feet in height. Such sign shall be setback at least five feet from the edge of the right-of-way line.

1259.05 COMMERCIAL DISTRICTS.

Any sign not expressly permitted is prohibited.
(a) One free standing sign per parcel, unless otherwise stated, subject to the following standards:
(1) Pole sign not exceeding 64 square feet in sign face surface display area. Pole signs shall be located in the front yard. The leading edge of the sign may be placed at the right of way line. The bottom of such signs shall be at least eight feet from the average grade with the top of the sign no higher than 20 feet. This sign may be illuminated.
(2) Ground sign not exceeding 48 square feet in sign face surface display area. Ground signs shall be located in the front yard. The sign and base setback is ten feet from any lot line. The top of the sign shall be no higher than six feet above the average

grade. This sign may be illuminated. A second ground sign subject to the same standards is allowed on corner lots, but signs shall be located on separate road frontages. Along Polk Road, ground signs are limited to 90 square feet in sign face surface area and a height no higher than ten feet above the average grade.

(b) Wall signs shall not exceed twenty percent of the building face to which it is attached. Such signs shall not extend more than six inches from the building surface and shall not extend above the cornice or roof line. Wall signs shall be placed only upon the principal building and shall face public streets or parking areas which are on the same premises. These signs may be illuminated.

(c) One temporary banner per building not exceeding sixteen square feet in surface display area.

(d) One flag per lot not to exceed thirty square feet in surface display area. When displayed, such flags shall be affixed to a building or placed in the ground in a permanent mounting. Flags shall be located in a manner that does not interfere with the safe use and operation of motor vehicles or in pedestrian use of public areas, nor create a nuisance to the general public in any way. Advertising flags under this section do not require a sign permit.

(e) One marquee sign per marquee not exceeding twenty percent of the marquee surface to which it is attached. These signs may be illuminated.

(f) One projecting sign per building with the surface display area not exceeding one and one-half square feet for each lineal foot of building frontage up to a maximum of sixty-four square feet. Projecting signs shall be attached directly to a building by means of building mounts or from a mast arm. Projecting signs must project at a ninety degree angle to the building surface to which it is attached and shall not project above the cornice or roof line. The lowest point of a projecting sign, including guy wires and metal framework shall not be less than ten feet above the ground level. Projecting signs shall not extend beyond the minimum required setback line or into and over a public right-of-way, except for projecting signs in the B-2 Zone.

(g) A gasoline service station may, in addition to the above, have one, two-sided, on- premise sign indicating price and grade of fuel not exceeding thirty-two square feet in surface display area. Directional signs over individual doors or bays not exceeding three square feet per sign are also permitted. Customary lettering, insignias or symbols which are a permanent or structural part of the gasoline pump shall also be allowed.

(h) One parking lot directional sign at each point of ingress or egress for the enterprise it is intended to serve. Each sign shall not exceed four square feet in surface display area.

(i) One, double or single sided, on premise electronic display sign in all business and commercial areas.

(j) Window signs shall be permitted.

1259.06 INDUSTRIAL DISTRICTS.

Any sign not expressly permitted is prohibited.

(a) Signs in the D-1 Zone shall be subject to the following regulations:

(1) One free standing sign per parcel, unless otherwise stated, subject to the following standards:

A. Pole sign not exceeding 200 square feet in sign face surface display area. Such signs shall be located in the front yard with the leading edge of the sign at least 20 feet back of the right of way line. The bottom of such sign shall not be any lower than two feet nor any higher than ten feet from ground level. This sign may be illuminated.

B. Ground sign not exceeding 48 square feet in sign face surface display area. Ground signs shall be located in the front yard. The sign and base setback is ten feet from any lot line. The top of the sign shall be no higher than six feet above the average grade. This sign may be illuminated. A second ground sign subject to the same standards is allowed on corner lots, but signs shall be located on separate frontages.

(2) One wall sign per building face, not exceeding two per building, with the surface display area not exceeding twenty percent of the building face to which it is attached. Such signs shall not extend more than six inches from the building surface and shall not extend above the cornice or roof line. Wall signs shall be placed only upon the main building and may only face public streets or parking areas which are on the same premises. These signs may be illuminated.

(3) One marquee sign per marquee not exceeding twenty percent of the marquee surface to which it is attached. These signs may be illuminated.

(4) One directional parking lot sign at each point of ingress or egress shall be permitted for the enterprise it is intended to serve. Surface display area, per sign, shall not exceed four square feet.

(5) One free standing sign identifying the development near the entrance to an industrial complex. Such signs shall not exceed 200 square feet in surface display area. The bottom of these signs shall not be any higher than two feet nor any higher than ten feet from ground level and shall be a minimum of twenty feet from any street right-of-way.

(b) Signs in the D-2 Zone shall be subject to the following regulations:

(1) Freestanding signs shall be setback a minimum of fifteen feet from the front lot line and shall not exceed thirty square feet in area or four feet in height.

(2) Signs attached to the building shall be attached flat to the building and shall not exceed 100 square feet in area.

(c) Window signs shall be permitted.

1259.07 DESIGN, CONSTRUCTION AND LOCATION STANDARDS.

(a) All signs shall be properly maintained and shall not be allowed to become unsightly through disrepair or as a result of the effects of the weather.

(b) Signs may be internally or externally illuminated. The source of the light shall be enclosed and directed to prevent the source of light from shining directly or indirectly onto traffic or adjacent or nearby properties.

(c) Signs shall not be placed in, upon or over any public right-of-way, alley, or other place, except as may be otherwise permitted by the City or Michigan Department of Transportation.

(d) A sign shall not be erected in any place where it may, by reason of its position, shape, color, or other characteristics, interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device, or constitute a nuisance.

(e) A sign shall not contain any moving or animated parts except for barber poles.

(f) A sign and its supporting mechanism shall not extend beyond any lot lines of the property on which it is located.

(g) Corner clearance and visibility.

(1) Signs shall not be erected, established or maintained on a corner lot that will obstruct the view of a driver in a vehicle approaching the intersection.

(2) At a street intersection, an unobstructed corner shall mean the triangle formed by a line connecting two points, located on the intersecting right-of-way lines, measured 25 feet from their point of intersection.

(3) At a driveway/street intersection, a sign shall not be erected, established or maintained where it will obstruct vision between a height of three and ten feet within a triangle formed by the intersection of the right-of-way line and a driveway. This triangle is defined by a line connecting two points, one located on the right-of-way line and the other on the edge of the driveway. The two points shall be located 15 feet from the intersection point of the right-of-way line and the edge of the driveway.

1259.08 PORTABLE OR MOVABLE SIGNS.

Any sign, excluding those specifically provided for, not permanently anchored or secured to either a building or the ground, including but not limited to "A" frame, "T" frame, inverted "T" frame, or those mounted on wheeled trailers shall be prohibited.

1259.09 MEASUREMENT OF SIGNS.

(a) The area of a sign shall be measured as the area within a single, continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of writing, representation, emblem, logo, or any other figure of similar character, together with any frame of other material or color forming an integral part of the display or used to differentiate the sign from the background against which it is placed, excluding only the pedestal, poles or other structure necessary to support the sign.

(b) The area of a freestanding or projecting sign that has two or more faces shall be measured by including the area of all sign faces, except if two such faces are placed back-to-back and are of equal size, and are no more than two feet apart at any point the area of the two back-to-back faces shall be counted as one face. If the two back-to-back faces are of unequal size, the larger of the two sign faces shall be counted as the one face.

(c) The height of a sign shall be measured as the vertical distance from the highest point of the sign to the finished grade of the ground immediately beneath the sign excluding any artificially constructed earthen berms.

1259.10 NONCONFORMING SIGNS AND SIGNS ACCESSORY TO NONCONFORMING USES.

(a) Every legal permanent sign which does not conform to the height, size, area or location requirements of this chapter as of the date of the adoption of this chapter, is hereby deemed to be nonconforming.

(b) Nonconforming signs may not be altered, expanded, enlarged, or extended; however, nonconforming signs may be maintained, repaired and restored so as to continue the useful life of the sign.

(c) For the purposes of this chapter, a nonconforming sign may be diminished in size or dimension or the copy of the sign amended or changed without jeopardizing its status as a legal nonconforming sign.

(d) If a nonconforming sign is damaged or destroyed by fire, explosion, flood, wind or other calamity, the sign may be restored to the condition exactly as it existed immediately prior to the damage or destruction, unless the estimated cost of restoration or replacement exceeds fifty percent of the appraised replacement cost of the entire sign prior to the loss, as determined by the City. If the estimated cost of restoration or replacement exceeds fifty percent of that appraised replacement cost, the right to continue using the nonconforming sign shall thereupon terminate and the sign shall be brought into full compliance with all applicable provisions and requirements of this chapter prior to further use.

1259.11 SIGN PERMITS.

(a) No sign shall be erected, replaced, altered, enlarged, illuminated, changed in purpose, or relocated without first obtaining a sign permit. Permits shall not be required for signs specifically exempted, temporary yard signs, window signs, banners, and the copy of changeable letter signs. Signs exceeding thirty-two square feet in surface display area shall require a building permit prior to erection. An electrical permit shall be required for any sign utilizing electricity.

(b) An application for a sign permit shall be made through the City Clerk by submission of a form provided by the City. The application can be made by the owner of the property or by any other interested party with the owner's consent.

(c) The Zoning Administrator shall review all sign permit applications and issue permits only for those applications fully meeting ordinance requirements. The Zoning Administrator shall, absent extenuating circumstances, render a decision within five full working days of receipt of a completed application submittal.

Section 2. Effective Date. This Ordinance shall be effective seven (7) days after the publication of a summary of its provisions in a local newspaper of general circulation in the City of Hart.

AYES: _____

NAYS: _____

ORDINANCE DECLARED ADOPTED.

_____

Cheryl Rabe
City Clerk

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Hart City Council at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

_____

Cheryl Rabe
City Clerk

FIRST READING: 11/12/19
MOTION BY MS. MARTIN, SUPPORTED BY MR. LA PORTE.
5 AYES, 0 NAYS, 2 ABSENT

SPECIAL EVENTS PERMIT:

- Home for the Holidays Lighted Christmas Parade and Community Tree Lighting:
  - Ms. Martin made a motion to approve the permit, supported by Mr. Hegedus, all ayes; the motion was carried.

DISCUSSION ITEMS:

- Tabled

CITY MANAGER REPORT:

- Tabled

CITY ATTORNEY'S REPORT:

- The closed session was tabled.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- Appoint Scott Hegg to the TIFA Board.
  - Mr. La Fever made a motion to approve Mr. Hegg for the TIFA board, supported by Ms. Martin, all ayes, the motion carried.

There being no further business to come before the Council, the meeting adjourned at 8:05 p.m., upon motion by Ms. Martin and supported by Ms. Platt. The next regular meeting is November 26, 2019, at 7:30 p.m.

Respectfully Submitted

Deputy City Clerk

HART CEMETERY COMMISSION

Budget Meeting Minutes

November 18, 2019

The meeting to order by Jay McGhan at 7:00 p.m. at the Hart Township Hall at 3437 West Polk Road.
Members Present: Urick, Hegedus, McGhan, Moul ,Absent Veurink 2 audience members

Minutes from Last Meeting: The minutes from October 21, 2019 meeting were reviewed. Hegadus made a motion to approve seconded by Urick. All ayes, passed.

Financial Report & Budget:
A) As of November 18, 2019 the checking account has a balance of $88,033.69
B) As of November 18, 2019 the savings account has a balance of $122,444.69
C) As of Sept. 22, 2019 the certificate balance was $51,146.44
We have not receiver 2nd, 3rd or 4th quarter contributions from Hart Township.
We did receive $3,124.25 from the South Hart Cemetery Well Fund.
The City of Hart Tax collections include winter 2018 & Summer 2019.

Adjustments for Budget 2020:

Foundations up $500.00	Grave spaces down $1,000.00
Interment up $500.00	
Wages up $3,000.00	Data Entry down $3,000.00
Telephone up $100.00	Water down $100.00
General Insurance up $300.00	Professional services down $1,000.00
Office expense up $700.00	

Urick made a motion to accept financial & Budget report and seconded by Moul, all ayes, passed.

Sexton's Report: 1) When we do the sidewalk with Patron the City would like us to do up to Plum St. They will pay 40% of that cost. We will need to get 2 permits. We will need the County Road permit for the right of way. Could not get all the leaves cleaned up due to snow.

Old Business: All the cemeteries are winterized. Andrew is finishing the office. Urick was asking about the fencing that is not complete. It looks really bad. It was put in because of the snowmobiles that were going in the Cemetery. It would be nice to have a black fence all the way around. We are waiting to see what the Hart to Pentwater trail that will be going down 72nd. Ave. and we asked that they put in a new fence.

New Business: Mears Service Center was offering a new mower at a discount price. Andy went and looked at it and decided it was too wide and the deck is not square.

Adjourn: A motion for the meeting to adjourn was made by Urick Supported by Hegedus All ayes. Meeting adjourned at 7:34 p.m.

Next Meeting is January 20, 2020

Respectfully Submitted,

Barbie L. Goss, Sec./Treasurer

Same Budget as 2019

Cemetery Board
Motion - Urick
2nd Moul
All Ayes Passed

Cemetery Commission

rt Cemetery Commission

REVEN			2019 Actual as of Nov. 18, 2019	2020 proposed	Adjustments
Beginni			228,163.94	$ 262,228.45	actual
Service					
F			3,077.80	$ 2,500.00	up 500.
(			5,130.00	$ 6,000.00	down 1000.
I			15,700.00	$ 15,000.00	up 500.
Contributions:					
City of Hart	$	17,000.00	$ 17,000.00	$ 17,000.00	
Hart Township	$	17,000.00	$ 4,250.00	$ 17,000.00	
Millage:					
City of Hart	$	26,000.00	$ 45,312.62	$ 26,000.00	estimate
Hort Township	$	42,305.00	$ 37,567.09	$ 42,305.00	estimate
Interest	$	400.00	$ 461.13	$ 400.00	
Donations for trees & shrubs			$ 500.00		
Other Income:	$	100.00	$ 3,124.25	$ 100.00	
Total Revenues	**$**	**126,305.00**	**$ 132,122.89**	**$ 126,305.00**	
Amount available for Appropriation	**$**	**354,468.94**	**$ 360,286.83**		
EXPENDITURES					
Wages	$	48,000.00	$ 49,997.17	$ 51,000.00	up 3000.
Board	$	2,000.00		$ 2,000.00	
Data entry	$	6,115.00	$ 1,605.00	$ 3,115.00	down 3000.
Payroll Taxes:					
Mcare/ S/S	$	4,300.00	$ 3,947.56	$ 4,300.00	
FUTA	$	450.00	$ 164.29	$ 450.00	
MESC / MI unemp.	$	6,000.00	$ 2,493.60	$ 6,000.00	
Repair & Main.:					
Misc./Equipment					
Buildings	$	3,000.00	$ 1,341.27	$ 3,000.00	
Equip.	$	4,600.00	$ 3,416.71	$ 4,600.00	
Grounds	$	6,700.00	$ 5,239.93	$ 6,700.00	
Foundations	$	1,200.00	$ 979.00	$ 1,200.00	
Utilities:					
Electricity	$	1,200.00	$ 938.34	$ 1,200.00	
Telephone	$	1,000.00	$ 1,027.56	$ 1,100.00	up 100.
Garbage/Snow	$	1,600.00	$ 1,299.52	$ 1,600.00	
Water	$	3,000.00	$ 640.70	$ 2,900.00	down 100.
Service Fees:					
Fuel	$	3,000.00	$ 1,964.45	$ 3,000.00	
General Insurance	$	5,000.00	$ 5,117.00	$ 5,300.00	up 300.
Workman's Comp.	$	3,100.00	$ 2,075.00	$ 3,100.00	
Office Expenses	$	2,500.00	$ 3,170.73	$ 3,200.00	up 700.
Professional Services	$	3,500.00	$ -	$ 2,500.00	down 1000.
Capital Outlay	$	20,000.00	$ 19,255.00	$ 20,000.00	
Colonial Drain Tax	$	-	$ -		
Contingency	$	40.00	$ 5.00	$ 40.00	
TOTAL EXPENDITURES	**$**	**126,305.00**	**$ 104,677.83**	**$ 126,305.00**	
Budgetary Fund Balance-Ending	**$**	**228,163.94**	**$ 255,609.00**		

BioPure/Water Board
City of Hart
407 S. State St., Hart, MI 49420
November 5, 2019
1:00 p.m.
MINUTES

Present: Chair - Karen Urick, Joan Quinn, Penny Burillo, and Vicki Platt.
Absent: None
Others Present: City Manager – Lynne Ladner, and Deputy Clerk - Cheri Eisenlohr.

Karen Urick, chair, called the meeting to order at 1:00 p.m., roll call was taken. Ms. Burillo made a motion to accept the current agenda and minutes from the October 7, 2019 meeting (with corrections to spelling) supported by Ms. Quinn, all ayes, motion carried.

Public Comments:
None
BioPure Treatment Facility Report & City Manager Report: (Mr. Cutter was not in attendance.)

- Ms. Ladner went over the highlights of the written report that Mr. Cutter provided. She advised the board that Frank Lloyd was out on leave due to shoulder surgery.

Water Department Report:
Brad Whitney: Absent

- Ms. Ladner updated the board in regards to the Lincoln Street project and how two additional, functioning water mains had been found and addressed. She stated that old connections using iron or lead had been replaced.
- The South Valley well has been repaired and is operating once again.
- The board was advised that due to the increasing sewer usage from the processing plants, the sewer grounds may need to be increased in size. This cost would be partially funded by those same processing plants.

Board Comment:

- None

Ms. Quinn made the motion to adjourn the meeting with support from Ms. Burillo, all ayes. The meeting ended at 4:22 pm. The next meeting is scheduled for December 3, 2019, at 1:00 pm.

CITY OF HART

407 S. STATE ST.
HART, MI 49420

TAX INCREMENT FINANCE AUTHORITY (TIFA)

November 19, 2019, at 10:00 am
MINUTES

Members Present: Steve Bruch (via phone), Tracey Lipps, Scott Beal, and Gale Goldberg
Members absent: Bill Hegg
Also present: City Manager –Lynne Ladner and Deputy City Clerk - Cheri Eisenlohr

In the absence of a Chairperson, Ms. Ladner called the meeting to order at 10:03 am. Rollcall was then taken.

Agenda Approval: Ms. Goldberg made a motion to accept the agenda, supported by Ms. Lipps, all ayes, the motion carried.
November 14, 2019, Minutes Approval: Notes only as there wasn't a quorum. Ms. Goldberg made a motion to accept the written notes of the 11/14/19 regular meeting, in conjunction with an informational meeting, supported by Ms. Lipps, 3 ayes, 0 nays, 1 abstain (Bruch), the motion carried.

Public comments were made at this time: None

Discussion Items:

- Financial Statement Review – no documents to review; this item will be tabled until the December meeting.
- City of Hart Economic Development & Marketing/Branding Strategy
    - This item has been approved by both the board and the City Council.

Action Items:

- Accept resignations of Tom Drenth, Garth Larson, and Patrice Martin
    - Ms. Lipps made a motion to accept the resignations, supported by Mr. Hegg. Ayes: 4, Nays: 1 (Bruch), the motion carried.
- Approve the 2019-2027 TIFA Development Plan Draft Amendment I
    - Ms. Goldberg made a motion to approve the Amendment, supported by Mr. Hegg, all ayes, the motion carried.

Further Discussion Items:

- Suggestions/Recommendations for new TIFA members to fill vacancies
    - It was mutually agreed to have Ms. Ladner be appointed to the board as the Mayor's representative and have voting rights. Ms. Goldberg and Mr. Hegg will each consider becoming dual-seat holders with the Main Street Board. Ms. Bruch and Mr. Tufts will be asked to consider becoming members of the TIFA board and would also become dual-seat holders.

Communications from Members:

- A chairperson needs to be chosen. Mr. Bruch stated that he would take the position, and Ms. Lipps said that she would be the Treasurer so that she can become an authorized account signer. Ms. Goldberg made a motion to approve the posts, supported by Mr. Hegg, all ayes, the motion carried.

Mr. Hegg made a motion to adjourn the meeting at 10:59 am, supported by Ms. Lipps, all ayes, the motion carried, and the meeting adjourned.

The next regularly scheduled meeting is to be on December 12, 2019, at 1:00 pm.

CITY OF HART

407 S. STATE ST.
HART, MI 49420

TAX INCREMENT FINANCE AUTHORITY (TIFA)

November 14, 2019, at 1:00 pm
With a Public Informational Meeting
NOTES

Members Present: Steve Bruch, Tracey Lipps, and Gale Goldberg – NO QUORUM
Members absent: Tom Drenth, Bill Hegg, Garth Larson, Patrice Martin, Scott Hegg, and Steve Bruch
Also present: City Manager –Lynne Ladner and Deputy City Clerk - Cheri Eisenlohr

Agenda Approval: No quorum
September 12, 2019, Minutes Approval: No quorum
Public comments were made at this time:

- The public Informational Meeting was opened. Martha Baker was in attendance; Ms. Ladner explained to her what TIFA stood for as well as what it hoped to achieve. Ms. Ladner closed the informational meeting.

Discussion Items:

- None

Communications from Members:

- None

A special meeting will be held on November 19 at 10:00 am, with the next regularly scheduled meeting to be on December 12, 2019 at 1:00 am.

City of Hart Police Department

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

Juan Salazar, Chief

TO: City of Hart Mayor, City Council, and City Manager
FROM: Juan Salazar, Chief of Police
DATE: November 26th, 2019

RECENT EVENTS

From Thursday, November 7th, 2019, through Wednesday, November 20th, 2019, the Hart Police Department received 75 complaints ranging from Larcenies, Medical Assists, Property Damage Accidents, Fraud Complaints, Suspicious Situations, Breaking & Enterings, Found & Lost Property, Noise Complaints, Peacekeepings, Domestic Assaults, Alarms, Motorist Assists, Probation Violations, Assist to Other Agencies, Conditional Bond Release Violations, Well-Being Checks, Traffic Hazards, Disturbances, Retail Frauds, Family Trouble, Vehicle Violations, Harassment Complaints and Malicious Destruction of Property.

On Friday, November 8th, 2019, the Hart Police Department was dispatched to the 4000 block of Polk Road in reference to a suspected fraud complaint. It was reported, a customer had attempted to pass a counterfeit $20.00 bill at the local business. The bill stated "for motion picture purposes" on the face of the currency. An investigation is ongoing.

On Saturday, November 9th, 2019, the Hart Police Department was dispatched to the 2000 block of Oceana Drive in reference to a breaking and entering. A local business had been entered where a handgun and safe had been taken from the business. The Muskegon County Sheriff's Office also has been investigating similar complaints involving safes being taken from area businesses. The department has been in contact with the Muskegon County Sheriff's Office regarding this matter. An investigation is ongoing.

On Sunday, November 10th, 2019, the Hart Police Department was dispatched to the 300 block of Hart Street in reference to a domestic assault. A 28-year-old pregnant Hart woman claims to have been assaulted, being struck in the stomach area; by a 29-year-old Muskegon man. The man left the scene prior to officers' arrival. A report will be submitted to the Oceana County Prosecutor's Office.

On Tuesday, November 13th, 2019, the Hart Police Department was dispatched to the 10 block of Mechanic Street about a domestic assault. A 35-year-old Hart woman stated she was assaulted, being struck in the face area with an open hand, by a 28-year-old Ludington man. The man is also accused of damaging an Ipad which belonged to the woman, the man striking the Ipad aggressively to the top of his head. During the investigation, it was also determined the man showed a conditional bond release which prohibited the man from being at the home due to a prior assault. The man was arrested and lodged at the Oceana County Jail for a conditional bond release violation. A report will be submitted to the Oceana County Prosecutor's Office for Domestic Assault and Malicious Destruction of Property.

On Monday, November 18th, 2019, the Hart Police Department initiated a traffic stop on Polk Road near Comfort Drive regarding a vehicle violation. A 28-year-old Hart man was arrested and lodged at the Oceana County Jail for Driving While License Suspended 2nd or Subsequent Offence. A 34-year-old Hart man, who was a passenger in the vehicle, was arrested and lodged at the Oceana County Jail on an outstanding warrant for his arrest out of Oceana County. During this investigation, a package of Suboxone was noted within the vehicle, which did not bear the name of the operator or passenger. A white powdery substance, suspect Cocaine, was also located within the vehicle. The white powdery substance and the package of the Suboxone will be submitted to the Michigan State Police Crime Lab for further analysis. A report will submitted to the Oceana County Prosecutor's Office for his review, pending the results received from the Michigan State Police Crime Lab.

Respectfully,

J. Salazar,
Chief of Police

CITY OF HART

407 STATE ST., HART, MI 49420
COMPENSATION COMMITTEE
NOV. 12, 2019 – 5:00 PM
MINUTES

PRESENT: Bill Volpp, Harold Schaner, Clancy Aerts, Jack Wittman, and Fred Rybarz
ABSENT: Ed Lukonic
OTHERS PRESENT: Deputy Clerk - Cheri Eisenlohr

Chair Schaner called the meeting to order at 5:05 pm. Roll call was taken.
Agenda and Minutes:

- Mr. Volpp made a motion, supported by Mr. Rybarz, to approve the agenda, all ayes, the motion carried.
- Mr. Volpp made a motion, supported by Mr. Wittman, to approve the minutes from the October 9, 2019 meeting, all ayes, the motion carried.

Discussion Items:

- Three options were discussed by the board:
  - No pay
  - Keep pay as is
  - Percentage increase
- Mr. Wittman made a motion to recommend to Council that the pay stay the same as it is currently, supported by Mr. Schaner.
  - Ayes: 4 Nays: 0 Abstain: 1 (Aerts)

The next will be scheduled when needed.

Mr. Schaner made a motion to adjourn the meeting at 5:42, supported by Mr. Volpp, all ayes, the motion carried.

Respectfully submitted,

Cheri Eisenlohr
Deputy City Clerk

Payables Date: 11/26/19	Description	Total	General +	DPW	Energy	BPTF	Water
American Legal Publishing	Internet Renewal 12/10/19-12/10/20	$ 495.00	$ 495.00				
Charter	Hart Commons	$ 109.99			$ 109.99		
City Web Central	Website Support Annual Renewal	$ 2,073.78	$ 2,073.78				
First Advantage	DOT Drug Screening	$ 271.10		$ 271.10			
Frontier	Dam	$ 103.07			$ 103.07		
Gracon	Laptops - Election	$ 2,443.00	$ 2,443.00				
Guardian	Dec. Ins. Prem.	$ 978.44	$ 299.57	$ 138.43	$ 333.49	$ 155.91	$ 51.04
Hager Consulting, LLC	Pocket Park Consulting	$ 2,115.00	$ 2,115.00				
Hart Cemetery Commission	Summer Taxes	$ 149.31	$ 149.31				
Kendall	Parts/Supplies	$ 35.91			$ 35.91		
Kennedy Industries	Field Service at Plant	$ 2,457.79				$ 2,457.79	
Ladner, Lynne	Mileage Reimbursement - MPPA/MMEA	$ 162.40	$ 162.40				
Lawson-Fisher	MI-2019 Licensing Requirements	$ 5,073.32			$ 5,073.32		
LEAF	Police Copy Machine	$ 39.00	$ 39.00				
Maner Costerisan	Audit	$ 6,222.00	$ 1,555.50		$ 1,555.50	$ 1,555.50	$ 1,555.50
Medler Electric	Parts/Supplies	$ 428.70			$ 428.70		
MHP	Drug Screening	$ 28.00	$ 28.00				
Mika Meyers	Legal Services	$ 4,608.50	$ 4,608.50				
MPPA	Purchased Power	$ 34,863.56			$ 34,863.56		
NutriGro Environmental Sol.	BioSolids Hauling	$ 254,560.00				$ 254,560.00	
Oceana County Road Comm.	Brine 6000 gallons	$ 1,080.00	$ 1,080.00				
Office Machines	Police Copy Machine - Overages	$ 50.27	$ 50.27				
Pitney Bowes	Postage	$ 503.50	$ 151.05		$ 62.94	$ 62.94	$ 226.57
Plummer's Environmental Services	Vactor - 835 S. Griswold	$ 1,801.25			$ 1,801.25		
Plummer's Environmental Services	Bulk Headed 8 abondoned Sewer lines	$ 1,200.00				$ 1,200.00	
Power Line Supply	Parts/Supplies	$ 2,226.78			$ 2,226.78		
Pranger Property Mgmt	Cleaning Svcs	$ 168.00	$ 168.00				
Prein & Newhof	Various Projects	$ 167,269.43	$ 29,340.23		$ 1,145.00	$ 136,784.20	
SafetyDecals.com	Veteran's Park	$ 606.00	$ 606.00				
Skipski, Kevin	Reimburse Instructor Fee	$ 55.00	$ 55.00				
Swihart's Septic	Plugged Sewer/La Fiesta	$ 850.00				$ 850.00	
T & R Electric	KVA Single Phase Pad Mount	$ 948.00			$ 948.00		
Tri-Berry	Roller Assembly	$ 931.00			$ 931.00		
		$ -					
	Subtotal	$ 494,907.10	$ 45,419.61	$ 409.53	$ 49,618.51	$ 397,626.34	$ 1,833.11
Additional Bills							
		$ -					
		$ -					
		$ -					
		$ -					
		$ -					
	Subtotal	$ -	$ -	$ -	$ -	$ -	$ -
	Subtotal Reg and Additional	*$ 494,907.10*	*$ 45,419.61*	*$ 409.53*	*$ 49,618.51*	*$ 397,626.34*	*$ 1,833.11*
HAND CHECKS/ACH							
Alerus - ACH	*City Share 401 Retirement*	$ 3,103.44	$ 3,103.44				
United Group Programs - OptiMed	*Ins. Prem. ACH*	$ 1,800.00				$ 1,800.00	
US Postmaster	Postage Utility Bills	$ 115.21			$ 74.89	$ 34.57	$ 5.75
		$ -					
		$ -					
		$ -					
	TOTAL HAND CHECKS	$ 5,018.65	$ 3,103.44	$ -	$ 74.89	$ 1,834.57	$ 5.75
	Sub-Total Regular Bills/Additional Bills/Hand Checks	*$ 499,925.75*	*$ 48,523.05*	*$ 409.53*	*$ 49,693.40*	*$ 399,460.91*	*$ 1,838.86*
Gross Payroll	472	$ 58,033.47					
	Sub-Total	$ 58,033.47					
	GRAND TOTAL	$ 557,959.22	$ 48,523.05	$ 409.53	$ 49,693.40	$ 399,460.91	$ 1,838.86

--OVER--

PAYROLL AMOUNTS					
11/27/19					
Pay 472		GROSS PAY	OVERTIME	ETO	BASE PAY
Employee Code	Dept.		PAY	BUYBACK	
FULL-TIME					
MGR.	MSM	$0.00	$0.00	$0.00	$0.00
DPW1	DPW	$2,226.30	-$258.30	$0.00	$1,968.00
DPW2	DPW	$2,423.10	-$258.30	$0.00	$2,164.80
DPW3	DPW	$2,200.88	$0.00	$0.00	$2,200.88
DPWS	DPW	***$2,376.80***	$0.00	$0.00	$2,376.80
ENERGY1	Energy	$3,451.92	-$294.00	$0.00	$3,157.92
ENERGY2	Energy	$3,831.80	-$382.20	$0.00	$3,449.60
ENERGYS	Energy	***$3,765.60***	$0.00	$0.00	$3,765.60
ENERGY3	Energy	$3,058.51	-$100.83	$0.00	$2,957.68
ENERGY4	Energy	$2,488.80	$0.00	$0.00	$2,488.80
ENERGY5	Energy	$2,482.55	-$105.08	$0.00	$2,377.47
DCC	Office	***$1,556.00***	$0.00	$0.00	$1,556.00
MGR.	Office	***$3,552.00***	$0.00	$0.00	$3,552.00
CC	Office	***$1,968.80***	$0.00	$0.00	$1,968.80
DCC	Office	***$1,880.88***	$0.00	$0.00	$1,880.88
PO	Police	$2,097.60	$0.00	$0.00	$2,097.60
PO	Police	$2,530.23	-$432.63	$0.00	$2,097.60
PO	Police	$2,097.60	$0.00	$0.00	$2,097.60
PC	Police	***$2,463.20***	$0.00	$0.00	$2,463.20
DS	Police	$2,154.40	$0.00	$0.00	$2,154.40
BIOS	WW	***$2,816.00***	$0.00	$0.00	$2,816.00
BIOS	WW	$2,367.75	-$202.95	$0.00	$2,164.80
BIOS	WW	$2,000.80	$0.00	$0.00	$2,000.80
TOTAL		**$55,791.52**	**-$2,034.29**	**$0.00**	**$53,757.23**
COUNCIL					
CC1		$0.00	$0.00	$0.00	$0.00
CC2		$0.00	$0.00	$0.00	$0.00
CC3		$0.00	$0.00	$0.00	$0.00
CC4		$0.00	$0.00	$0.00	$0.00
CC5		$0.00	$0.00	$0.00	$0.00
CC6		$0.00	$0.00	$0.00	$0.00
CC7		$0.00	$0.00	$0.00	$0.00
TOTAL		**$0.00**	**$0.00**	**$0.00**	**$0.00**
PART-TIME					
MGR.	HHD	$494.45	$0.00	$0.00	$494.45
MSM	HMS	$517.50	$0.00	$0.00	$0.00
EW	Office	$0.00	$0.00	$0.00	$0.00
CEO	Office	$0.00	$0.00	$0.00	$0.00
PPO	POL-PT	$135.00	$0.00	$0.00	$135.00
PPO	POL-Pt	$1,095.00	$0.00	$0.00	$0.00
TOTAL		**$2,241.95**	**$0.00**	**$0.00**	**$629.45**
TOTAL PAYROLL		**$58,033.47**	**-$2,034.29**	**$0.00**	**$54,386.68**

OVERTIME HOURS WORKED

Pay Period 11/08/19 to 11/21/19		Pay 472	PAID HOURS			Call-Out	Pay Date 11/27/19
EMPLOYEE NAME	DEPT.	DATES WORKED	1.5x	2x	2.25x	Sched.	REASON
Chris Kies	BPTF	11/16,17,21	2.5	1.5		S	Lab/Irrigation
Frank Lloyd	BPTF						
Jason Riggs	DPW						
Mike Eisenlohr	DPW	11/11,12	7.00			S/C	Plowing, plugged sewer
Matt Adams	DPW	11/11,12	7.00			S/C	Plowing, plugged sewer
Terry Birkman	Energy	11/14,21	5.00			S/C	Power issues, tree limbs on line
Andy Van Zoeren	Energy	11/9,10,12	7.00	2.00		S/C	Plowing, Irrigation/Labs
Nathan Gowell	Energy	11/11,14,21	6.50			S/C	Broken Neutral, Power Issues, tree limbs on lines
Jed Van Dyke	Energy						
Scott Van Agtmael	Energy	11/11/2019	2.00			S	Broken Neutral
Shawn Anderson	Police						
Brian Hintz	Police	11/14/2019	11.00			S	Cover Shift
Kevin Skipski	Police						
Joe Ingalls	Police						
Elizabeth Mantyck (PT)	Police						
David Malotke (PT)	Police						

City of Hart

Memo

To: Mayor and City Council

From: Lynne Ladner

cc:

Date: 11/22/19

Re: Resolution 19-75 Adopt Amendment No. 1 to City of Hart Tax Increment Development Plan and Tax Increment Financing Plan

---

The TIFA board has reviewed the current Development Plan and Financing Plan and determined that the projects outlined in the plans have been completed, and with the TIFA having been renewed in 2012 for a fifteen (15) year period to expire in 2027 it is in the best interest of the City and the District to amend the plan providing for additional projects and their estimated costs within the district.

Notice of the intent to amend the plans was sent to the property owners in the TIFA district, published in the newspaper twice the first time being a minimum of 20 days prior to the public hearing, and the City Council has conducted the public hearing at this Council meeting. A copy of the amended plans has been available for review at City Hall and at request.

The amended plan does not add or remove any properties from the TIFA district. The amended plan does not add any new taxes to an properties in the TIFA district. The amended plan in plain English recognizes that the projects that were laid out for the TIFA to work on and complete have been completed by the Authority, there are additional projects and opportunities that the TIFA can accomplish in the district to enhance and assist businesses and property owners going forward but this requires an amendment to the adopted plan. When new projects or opportunities are proposed to be included in the plan, it is necessary to develop a rough ball park estimate of the potencial costs of the projects to provide an understanding of how the Authority plans to use the property taxes collected for the benefit of the district.

The public hearing on this issue was held on November 12th as published and noticed to the district property owners and questions related to the amendment were asked and answered at that time. It is my recommendation that the Council adopts Resolution 19-75, adopting Amendment No. 1 to the City of Hart Tax Increment Development Plan and Tax Increment Financing Plan.

Lynne

2019

City of Hart TIF Plan, Amendment No. 1

FOR FY2020 – FY2027

City of Hart Amended TIF Plan Table of Contents

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City of Hart TIF Plan

2019 Tax Increment Financing (TIF) Plan
Amendment No. 1

I. Purpose

The purpose of this amended Tax Increment Financing (TIF) Plan is to produce revenues sufficient to carry out the public improvement and investment detailed in the amended Development Plan attached to and incorporated in this document. The Tax Increment Finance Authority (TIFA) is authorized to prepare and submit the plan to its governing body. This TIF Plan amendment includes the amended Development Plan, and a detailed explanation of the tax increment procedure, any maximum amount of bonded indebtedness to be incurred, the duration of the program, the impact of tax increment financing on the assessed values of all applicable taxing jurisdictions in which the development area is located, and a statement of the portion of the captured assessed value to be used by the TIFA.

II. Explanation of the Tax Increment Procedure

As provided in Public Act No., 57 of 2018, known as the "recodified tax increment financing act", tax increment financing (TIF) is a government financing program that contributes to economic growth and development by dedicating a portion of the increase in the tax base resulting from economic growth and development to facilities, structures, or improvements within a TIFA Development Area thereby facilitating economic growth and development. Tax increment financing is the process of expending new property tax dollars for improvements that generally benefit the parcels that pay the taxes. Tax dollars generated from new private property developments and from improvements to existing private property within a designated development area are "captured" and utilized by the TIFA to finance public improvements within that development area. This process supports and encourages continued private investment.

To utilize tax increment financing, the TIFA must prepare a development plan and a tax increment financing plan. Both plans are submitted to the City Council. The Council must adopt the plans by resolution. As described above, the plans specify the initial taxable value; estimate the taxable value, and provide for the expenditure of the funds. These plans may be amended in the future to reflect changes desired by the TIFA. All amendments must follow the procedures of the Act.

Captured value is defined in the Act, as the amount, in any one year, by which the current taxable value of the development area exceeds the initial taxable value. Initial taxable value is defined as the taxable value, as equalized, of all the taxable property within the boundaries of the development area at the time the resolution establishing the tax increment-financing plan is approved, as shown by the most recent assessment roll of the municipality.

Such funds transmitted to a TIFA are termed "tax increment revenues." Tax increment revenues are the amount of ad valorem and specific local taxes attributable to the application of the levy of all taxing jurisdictions other than the state education tax and local or intermediate school districts upon the taxable value of real and personal property in the development area.

Tax Increment Financing earmarks or "captures" tax revenues that result from the growth in taxable value, but only those incremental revenues for properties lying within the designated TIF district. TIF districts ***do not increase*** taxes.

The City of Hart established its TIF (and TIFA) district in 1983, and extended its TIF in 1997, and again in 2012 (Appendix 1).

The funds potentially available from tax increment financing are calculated in this example by:

1. estimating the potential increase in taxable value of all properties within the established Tax Increment District (the TIFA District)
2. calculating the "Captured Taxable Value" from that increase
3. multiplying that value by the applicable millage rate
4. arriving at the resulting Tax Increment Revenue captured for the district

For example **(these are not actual values)** :

Current Year Taxable Value	$31,000,000
Initial Year Taxable Value	$30,000,000
= Captured taxable value	$1,000,000
x Millage rate	15 mills
= Tax Increment Revenue	$15,000

In this illustration $15,000 in tax increment funds would be available for the proposed TIFA improvements given the property value increase and millage rate in this example.

The initial taxable value for this Plan was $2,995,300 (see Table 1) for properties in the Central Business District in 1997. The applicable tax levy for tax increment purposes in the TIFA Development Area will be the total millage levied by the eligible taxing jurisdictions that opted in when the City of Hart TIFA was originally created.

III. Maximum Amount of Bonded Indebtedness to be Incurred

No indebtedness will be incurred.

IV. Duration of the TIF Program

The TIF plan will coincide with the Development Plan, running from 2019 through 2027.

This plan will expire with the collection of taxes due in December 2027 unless it is amended to extend or shorten its duration in accordance with the amendment process in P.A. 57 of 2018, the Recodified Tax Increment Financing Act.

V. Estimated Impact of Tax Increment Financing on Applicable Taxing Jurisdictions in Which the Development Area is Located

The taxing units affected by this Tax Increment Financing Plan and their 2018 millage rates are illustrated in Table 1. The Authority proposes that all of the eligible taxes levied on the taxable value within the Development Area be used by the Authority to the extent needed from year to year to accomplish the purposes of this Tax Increment Financing Plan. The proposed creation of the Development Area shall in no way diminish the existing taxable values of property within the area boundaries. The local taxing jurisdictions shall, therefore, suffer no loss of existing tax revenues.

The TIFA proposes to continue to improve and strengthen the Development Area. This is to be accomplished by using the additional tax revenues generated in the Development Area to make public improvements and induce private redevelopment. It is anticipated that the public improvement proposed for the Development Area, and the private improvements they induce will provide long-term stability and growth in the TIFA District. This will greatly benefit all taxing jurisdictions, which to a significant degree are dependent upon the well-being of the TIFA District for stability and growth. This benefit will result from increases in property valuations surrounding the Development Area; increases in property valuations in the Development Area at the time this Tax Increment Financing Plan is completed; and increases in property valuation throughout the entire community.

Pursuant to Act 57 0f 2018, the Authority shall fully inform the taxing jurisdictions connected to the TIFA of the fiscal and economic implications of the Plan.

VI. Proposed Improvements for the TIF Program

On an annual basis, the amount of funds available will require the TIFA to prioritize and determine what projects can be undertaken to accomplish as much as possible of the projects shown in the amended Development Plan. (Appendix 2)

TIF funds are used for projects established during community surveys, focus groups, and meetings; and during the public meetings by the TIFA Board of Directors. The projects and implementation of those projects are also subject to approval of the elected members of the Hart City Council.

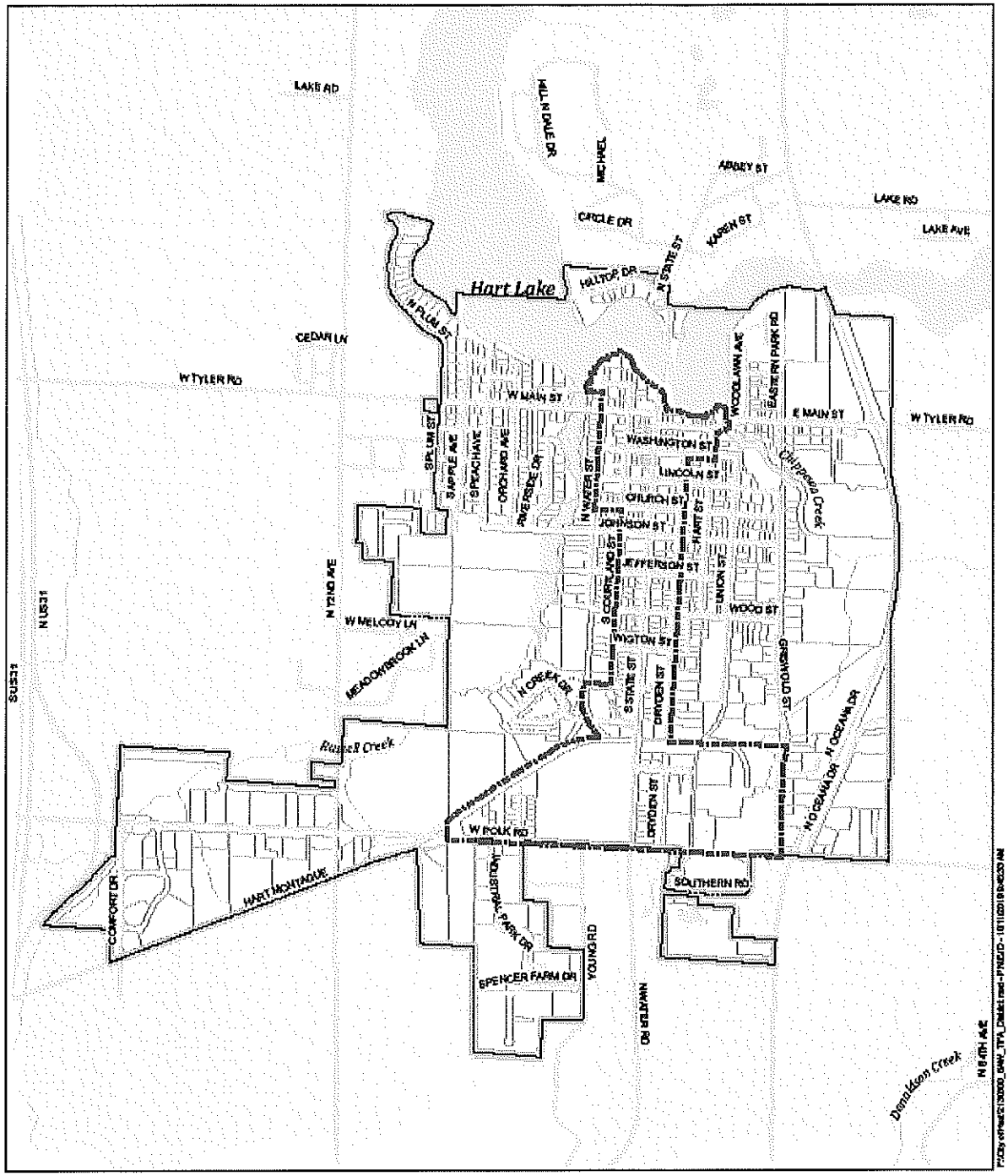
100% of the Tax Increment Financing revenues are proposed to be used by the TIFA to fund the development area enhancement and revitalization programs.

TIF funds are used for economic redevelopment projects that are an investment in the future vitality of the TIF district. They can be used for enhancements as outlined in the Development Plan including:

a. Develop additional financial incentives for targeted, key improvements to properties within the TIF District.
    a. Develop and implement a Property Improvement Grant Program. This grant program will provide assistance to businesses and property owners within the TIFA boundary that wish to make improvements or enhancements. The program will be implemented by the TIFA Administrator and the TIF board, and guidelines will be developed for the program.
b. Complete next phases of the Hart Commons by potentially adding a performance shelter, adding lake access and expanding the park's boundaries.
c. Support the development of and eventual maintenance of the downtown Pocket Park.
d. Improve the wayfinding signage system to connect the city to its many character-defining elements.
e. A study of the existing parking system and policies and a plan for future parking needs in the downtown area will be developed by 2022.
f. Non-vehicular traffic improvements will be made throughout the District during the next 10 years. Such improvements will be made on an annual basis as determined by the TIFA board. Available funds and need will be the basis for determining which, if any, improvements are made.
g. Provide administrative services for the Tax Increment Finance Authority through a contractual agreement, or direct hire. The TIFA Administrator will be responsible for activities including, but not limited to: updating plans; administrative assistance to the TIFA Board, its Affiliates, and the City of Hart staff. In addition, the TIFA Administrator will be responsible for working with the Board and City of Hart to implement TIFA projects.
    a. Participate in the development of plans for downtown promotional events and marketing and work with relevant entities to implement.
    b. Implement a business recruitment and retention program. This effort will look at developing information for present and future businesses including available properties, business opportunities, demographics, city permit and application process, local contacts, and historical information.

Appendix 1

TIFA Development Plan Boundaries



SCALE: 1" = 1,500'

Legend

TIFA District (205 acres)

Corporate Boundaries

CITY OF HART
OCEANA COUNTY, MI
TIFA DISTRICT
Prein&Newhof

Designation of the boundaries of the Development Area

The City of Hart Tax Increment Finance Authority (TIFA) encompasses approximately 205 acres of land and includes residential, commercial, and mixed-use properties. The Area is bounded on the south by Polk Road, on the east by Dryden and Griswold Streets, on the north by Hart Lake, and on the west by Water and Courtland Streets. The designated development area shall encompass the entire Tax Increment Finance Authority District, and its legal boundaries are:

Polk Road from western city limit to Griswold Street, Hanson Street from State Street to Dryden Street, Chatagua Street from Water Street to Dryden Street, Wigton Street from Courtland Street to Dryden Street, Wood Street from Courtland Street to Dryden Street, Jefferson Street from Courtland Street to Dryden Street, Johnson Street from Courtland Street to Dryden Street, Church Street from Water Street to Dryden Street, Lincoln Street from Water Street to Dryden Street, Washington Street from Water Street to Hart Street, Main Street from Water Street to Chippewa Creek, Mechanic Street from Water Street to Courtland Street, Water Street from Church Street to Hart Lake, Courtland Street from Chatagua Street to Mechanic Street, State Street from Polk Road to Hart Lake, Dryden Street from Polk Road to Washington Street, Hart Street from Washington Street to Main Street, Parmington Street from Polk Road to its dead end, and Griswold Street from Polk Road to a point 1,350 feet north of Polk Road.

Location and extent of existing public facilities

The Area includes several public facilities, including Hart Commons Park, Hart City Hall and Police Department, Liberty Park, Hart Area Public Library, Hart Area Fire Department, City Public Works Garage, Hart Hydro Department and Diesel Plant, Hart-Montague State Rail Trail Park, Oceana County Council on Aging Bus and County Ambulance Garage, Oceana County Building and Sheriff's Department.

Location, extent, character and extent of the categories of public and private land uses

The Area is characterized by a mixture of land uses, predominantly zoned and utilized for industrial and commercial businesses. The northern third of the Area constitutes the downtown district, the middle third is a mix of light commercial activities, and the southern third is industrial. Future land uses, as adopted in the 2017 City of Hart Master Plan, retains the historic downtown district while minimizing the industrial sector for greater residential and commercial development.

Appendix 2

City of Hart TIFA Development Plan 2019-2027

Available at: www.cityofhart.org/tifa.php

Description of the improvements to be made in the development area, any repairs and alterations necessary to make those improvements, an estimate of the time required for the improvements, estimates of the cost of the development and the proposed method of financing the development.

a. Develop additional financial incentives for targeted, key improvements to properties within the TIF District.

The intent of the TIFA is to promote residential and economic growth in the City of Hart. In order to facilitate this goal, the TIFA will explore and possibly implement economic development incentives. Incentives will be targeted to align with the City's Master Plan as well as the broader economic objectives of the county and surrounding region. Businesses that drive local competitive advantage, innovation, productivity and wage gains will be prioritized.

Potential incentives to be considered include, but are not limited to:

- Brownfield Redevelopment
- Property Improvement Grant Program (The TIFA will cap the Property Improvement Grant Program at 50% of its tax capture funds.)
- Obsolete Property Rehabilitation
- Micro Loan Program
- Broadband Access for Businesses
- Non-vehicular improvement cost share

Incentives will be offered throughout the district through 2027. Such incentives will be offered on an annual basis as determined by the TIFA Board. Available funds, alignment with the City, county and regional economic development strategies and evaluation of the potential Return on Investment will be the basis for determining which, if any, incentives shall be offered.

b. Complete next phases of the Hart Commons by potentially adding a performance shelter, adding lake access and expanding the park's boundaries.

Hart Commons is located in the center of the downtown business district and is the location for all community events that involve the core community, entertainment, parades, sale days, holiday celebrations and related events as well as being the principal gathering space for the community. The initial phases of the development have been completed for the park. Additional phases of the park plan include potentially obtaining an easement from the owners of the Dairy Delight to construct an accessible boardwalk, with railings, to connect the adjacent, city-owned parking lot and small lake overlook deck to the larger sections of the Hart Commons. A space-appropriate performance shelter is envisioned for the large deck where most entertainment currently takes place. Future developments include exploring accessibility from the lakeshore to facilitate access to the downtown and Hart Commons by kayakers and small boat operators. With each new phase of development, additional public inputs and feedback will be solicited to ensure alignment with the community's vision.

Estimated costs and timelines:

Acquisition and construction of performance shelter:	$60,000.00
Timeline:	Spring, 2022
Acquisition of easement, construction of boardwalk:	$50,000.00
Timeline:	Spring, 2023

c. Support the development of and eventual maintenance of the downtown Pocket Park.

In 2016, the City of Hart purchased the property at 33 S. State Street, consisting of a vacant lot that had once been a downtown commercial building. The intent of the purchase was to create a pocket park as part of the city's placemaking efforts. On June 14th, 2018, Hart Main Street, an affiliate of the TIFA, conducted a Design Charette in the lot to invite the community to share ideas about the community would like the pocket park to look like. Over 100 people participated in the Design Charette, and 91 comment cards were collected.

The city's engineering firm, Prein & Newhof and the Hart Main Street Design Committee met to process and review the collected input. Design drawings were created and submitted to the City for its consideration. Later that year, the City of Hart applied for and received a Community Development Block Grant from the Michigan Economic Development Corporation to build the park in accordance with the design submitted by Hart Main Street. 10% of the total costs are committed by the TIFA, as the required grant cash match. The TIFA will cap its annual maintenance contribution to 20% of the total annual maintenance costs for the Pocket Park.

Estimated costs and timelines:

Total project costs:	$360,000.00
TIFA match:	36,000.00
Timeline: (Complete engineering, construction & build-out)	Fall of 2020

d. Improve the wayfinding signage system to connect the city to its many character-defining elements.

Wayfinding is the experience of an individual making their way through an unfamiliar environment. When the information needed is provided in a thoughtful and cohesive fashion, the unfamiliar quickly becomes comfortable, friendly and welcoming. Consistency in terminology and graphics builds trust in a wayfinding program and give the user the confidence that the information presented is accurate, up-to-date and part of an overall system.

Connecting public spaces that showcase Hart's neighborhoods and unique character, promoting walking and bicycling, promoting the history of Hart and its historic architecture and creating a consistent image for the TIF District are all goals of a wayfinding system.

Estimated costs and timelines:

Total project costs, including planning and design, fabrication and installation:	$95,000.00
Timeline:	Jan-Dec. 2025

e. A study of the existing parking system and policies and a plan for future parking needs in the downtown area will be developed by 2022.

The goals for this study are to evaluate current supply and demand conditions within the TIF District, especially in the core downtown. Based on the findings of such a study, recommendations will be made for any changes to parking policies/ordinances and parking management, using a review of the existing off-street parking requirements and guidelines set forth in the City of Hart Municipal Code, and incorporating industry best practices. Any parking study will be cost-shared with the City of Hart.

Estimated costs and timelines:

Comprehensive parking system and policies study, with plan:	$50,000.00
Timeline:	Jan-Dec., 2022

f. Non-vehicular traffic improvements will be made throughout the District during the next 10 years.

Such improvements will be made on an annual basis as determined by the TIFA board. Available funds and need will be the basis for determining which, if any, improvements are made. Any improvements will be guided by the City's Master Plan, Capital Improvement Plan and sidewalk improvement strategies designed by the City's Department of Public Works.

Estimated costs and timelines:

Range of TIF contribution to non-vehicular traffic improvements:	$10,000 to $25,000/year
Timeline:	Annually

g. Provide administrative services for the Tax Increment Finance Authority through a contractual agreement.

The TIFA Administrator will be responsible for activities including, but not limited to: updating plans; administrative assistance to the TIFA Board, its Affiliates, and the City of Hart staff. In addition, the TIFA Administrator will be responsible for working with the Board and City of Hart to implement TIFA projects. Projects intended for the TIF Administrator include, but are not limited to:

a. Participate in the development of plans for downtown promotional events and marketing and work with relevant entities to implement.
b. Implement a business recruitment and retention program. This effort will look at developing information for present and future businesses including available

properties, business opportunities, demographics, city permit and application process, local contacts, and historical information.

Estimated costs and timelines:

Estimated costs to contract with or direct hire:	$ 75,000.00/year
Timeline:	Annually

Description of any parts of the development area to be left as open space and the use contemplated for the space.

Limited open space is intended for selected areas within the Area. The anticipated high demand for commercial and industrial activities along with future residential development within the Area do not lend themselves towards large open spaces.

Public open spaces will be used passively for lighting, seating, trash receptacles and landscaping. Private open spaces, through zoning requirements, will be primarily characterized by landscaped buffer strips.

Description of any portions of the development area which the authority desires to sell, donate, exchange, or lease to or from the municipality and the proposed terms.

The Authority may sell, donate, exchange, or lease to or from the City any properties it may own. Terms will be developed to ensure fiscal and legal viability.

Description of desired zoning changes and changes in streets, street levels, intersections, and utilities.

The City of Hart Planning Commission has established a future land use map which includes the Development Area. Any desired zoning changes will conform to this map. Streets may be changed by improving surface quality, leveling intersections, and improving pedestrian facilities. Utilities will be improved where needed.

Estimate of the cost of the development, a statement of the proposed method of financing the development, and the ability of the authority to arrange the financing.

The entire development cost is estimated at $1,191,000. The developments will be financed by capturing new improvements in the Area minus any losses at the time of the improvement or loss for the remaining duration of the Authority. Inflation, positive adjustments, and negative adjustments will not be captured. These funds, in addition to any donations, grants, special assessments, or assistance from other outside agencies will be used to fund the projects either on a pay-as-you-go method, or through debt retirement. The Authority will have the ability to arrange financing either on its own or with the full faith and credit of the City pledged.

Designation of the person or persons, natural or corporate, to whom all or a portion of the development is to be leased, sold, or conveyed and for whose benefit the project is being undertaken, if that information is available to the authority.

This information is not available to the Authority at the time of this amendment.

The procedures for bidding for the leasing, purchasing, or conveying of all or a portion of the development upon its completion, if there is no express or implied agreement between the authority and persons, natural or corporate, that all or a portion of the development will be leased, sold, or conveyed to those persons.

Bidding procedures will follow the same guidelines as established by the Council and will most likely include sealed bids in instances where there is no expressed or implied agreement. Any lease payments will be based upon the cost of any acquisition and renovation.

Estimates of the number of persons residing in the development area and the number of families and individuals to be displaced.

Less than 100 persons live within the Area and none are anticipated by be displaced by any of the activities of the Authority.

Table 1

TIFA Tax Increment Financing Revenue Projection

2019

CITY OF HART

TAX INCREMENT FINANCE AUTHORITY
TAX INCREMENT FINANCING REVENUE PROJECTION

12/31/2018

Taxing Authority	Estimated 2018 Millage Rate	TIFA District	TIFA District 2018 Property Tax Revenue Based on TV of $33,272,188	Property Tax Levi Increase In 2018 $1,476,593	Tax Increment Financing Captured Tax Revenues
		TIFA District Property Tax Revenue Based on TV of $31,795,595			
Oceana County:					
Allocated	4.8500	154,208.64	161,370.11	7,161.47	7,161.47
Senior Citizen	0.4964	15,783.33	16,516.31	732.98	732.98
ECMCF Improvements	0.0000	0.00	0.00	0.00	0.00
Ambulance & EMS	0.2482	7,891.67	8,258.16	366.49	366.49
Totals		177,883.64	186,144.58	8,260.94	8,260.94
City of Hart:					
Operating	5.9888	190,417.46	199,260.48	8,843.02	8,843.02
Street Millage	0.9882	31,420.41	32,879.58	1,459.17	1,459.17
Totals		221,837.87	232,140.06	10,302.19	10,302.19
Cemetery:					
Operating	0.1600	5,087.30	5,323.55	236.25	236.25
Hart Public Schools:					
Operating	1.0992	34,949.72	36,572.79	1,623.07	1,623.07
Extra Voted	0.9875	31,398.15	32,856.29	1,458.14	1,458.14
Special Operating	0.0000	0.00	0.00	0.00	0.00
Totals		66,347.87	69,429.08	3,081.21	3,081.21
Total Property Tax Levied		439,736.27	460,157.69	20,421.42	20,421.42

City of Hart

Memo

To: Mayor and City Council

From: Lynne Ladner

cc:

Date: 11/22/19

Re: Resolution 19-76 Budget Amendment – Pocket Park expenditures

---

As we were going through paperwork this week preparing to journalize some of our engineering invoices Cheri came to me and asked what account to attribute the Pocket Park expenses. Off the top of my head knowing where I had accounted for the expenditures I said TIFA, realized my mistake. The City will be receiving a substantial amount of grant funding for this project. Funding and Invoices that far exceed the normal cash flows of the TIFA account. Because of this it is necessary to transfer the budgeted and committed funding from the TIFA account to the General Fund. It is also necessary to increase the amount of reserve TIFA funds that the project will be using from 15,000 to 20,000 due to increased cost of the project when it was bid as opposed to when the estimated budget was created. It is also necessary to add two revenue lines in the General Fund, one for the Grant proceeds revenue and one for the transfer from TIFA, To match these line items it is necessary to change the line item expenditure designation in TIFA from Capital Outlay to Transfer and budget for the increased amount of $20,000 from $15,000, then to designate expenditures in the General Fund under Culture and Recreation (our Parks and Recreation fund) for Professional Services in the amount of $70,000 (design, engineering and grand administration) and Contractual Services in the amount of $328,290 (construction expenses).

I apologize for this budgeting mistake.

I recommend that the Council Adopt Resolution 19-76 Budget Amendments

Lynne

Resolution 19-76

City of Hart - City Council - Hart, Michigan

BUDGET AMENDMENT

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

WHEREAS, City Council has authorized the bid and award phase for purchase of 227 E Main, utility improvement and road improvements in JGP; and

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

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

REVENUE

	FUND		LINE ITEM	ADOPTED BUDGET	AMENDED BUDGET	JUSTIFICATION
1	General Fund	Revenues	Grant Revenues	$0	$358,461	Pocket Park CDBG Grant
2	General Fund	Revenues	Transfer from TIFA	$0	$39,829	Pocket Park CDBG Grant
3	TIFA	Revenues	From Cash Reserves	$15,000	$20,000	Pocket Park Expenses

EXPENDITURE

	FUND	DEPARTMENT	LINE ITEM	ADOPTED BUDGET	AMENDED BUDGET	JUSTIFICATION
1	General Fund	Culture & Recreation	Professional Svs	$0	$70,000	Pocket Park Expenses
2	General Fund	Culture & Recreation	Contractual Svs	$0	$328,290	Pocket Park Expenses
4	TIFA	Expenditures	Capital Outlay - Pocket Park	$36,000	$0	Pocket Park Expenses
5	TIFA	Expenditures	Transfer to GF - Pocket Park	$36,000	$40,000	Pocket Park Expenses

Moved by _____ and supported by _____ and thereafter approved by Hart City Council at a regular meeting on November 26, 2019.

Ayes: Nays: Absent:

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

City of Hart

Memo

To: Mayor and City Council

From: Lynne Ladner

cc:

Date: 11/22/19

Re: Resolution 19-77 Supporting TAP Grant and SRTS Grant Applications

---

For over a year a group has been working with the goal of building a connector trail from Pentwater to through Hart to the William Field Memorial Hart Montague Trail. Money has been allocated to the project in the form of an appropriation from the State of Michigan as well as private donations and in process the request and commitment of funds from local government entities that are touched by the trail project.

The majority of the project will be constructed in the townships and village of Pentwater. However, a section of the project is being proposed along Tyler/Main St to Peach St, on Peach to Johnson St at the schools, along Johnson St to Water St and making the last connection along Water St to the Trailhead of the Hart Montague Trail. This portion is being submitted as a Safe Routes to School Grant

The resolution that you are being asked to adopt is a resolution of support for the overall Pentwater Hart Trail project, support for the impending applications by Oceana County Road Commission for Transportation Alternatives Program (TAP) and Safe Routes to School (SRTS) Grants. It is also pledging the City's financial commitment to provide $22,500 as part of the total local match funds for the grant applications (funds that do not need to be budgeted for expenditure until FY 2021 or FY2022 depending on grant approval) which will account for a portion of the City's required commitment of 10% of our Act 51 Revenue Sharing funds for non-motorized transporation projects.

It is my recommendation that the Council Adopt Resolution 19-77 Supporting TAP Grant and SRTS Grant Applications and the Pentwater Hart Trail project.

Lynne

RESOLUTION 2019-77
Support of the Pentwater Hart Trail
TAP and SRTS Grant Applications
City of Hart

WHEREAS, the Pentwater Hart Trail Committee was formed in Sept 2015 following public meeting regarding the making of a trail between Pentwater and Hart. Overwhelming support was received.

WHEREAS, State Appropriation grant was received by Senator Hansen in June of 2018 in the amount of 1.4 million in support of the trail.

WHEREAS, A public hearing was conducted in September 2017 in the Hart Community Room and received overwhelming support.

WHEREAS, The Road Commission Board approved the use of the Road Right-A-Way
For the Pentwater Hart Trail on September 26, 2018.

WHEREAS, the City of Hart is committed to enhancing the regional transportation system and works with other local agencies to provide additional pedestrian and bicycle facilities, AND

WHEREAS, the Oceana Road Commission submitted the application for TAP funding to construct the Pentwater Hart Trail that in generality will travel on a designated route, as depicted on the attached map, beginning at the terminus of the William Field Memorial Hart Montague Trail in Hart, MI and terminating on the north end on Pentwater, Mi. and

WHEREAS, the Safe Routes to School portion of the trail travels through the City of Hart creating walkable connectivity from 72nd Avenue along Tyler Rd/W Main Street to Peach Street south to the Hart Public Schools campus continuing east on Johnson Street to Water Street then continuing south terminating at the connection point to the Hart Montague Trail on Water Street;

WHEREAS, the City of Hart commits local funds from its Major Street – Non-Motorized Improvements funds as required by PA 51 of 1959 as amended in the amount of $22,500;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Supports the Pentwater Hart Trail TAP Grand and Safe Routes To School Grant Applications and commits local funds from the Major Street – Non-Motorized Improvements funds in the amount of $22,500.

Moved by _____, supported by _____, and thereafter adopted by the Hart City Council at a regular council meeting held on November 26, 2019.

Ayes: Nays: Absent:

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

_____
Cheri Eisenlohr, Deputy City Clerk

City of Hart

Memo

To: Mayor and City Council

From: Lynne Ladner

cc:

Date: 11/22/19

Re: Ordinance 19-05 Zoning Ordinance Text Amendment Chapter 1259 Signs – Second Reading

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The first reading of the amendment to the Signs chapter of the zoning ordinance was completed on November 12 with no recommended changes.

It is my recommendation that the Council adopt Ordinance 19-05 Zoning Ordinance Text Amendment Chapter 1259 Signs.

Lynne

CITY OF HART
ORDINANCE NO. 19-05
ZONING ORDINANCE TEXT AMENDMENT- CHAPTER 1259 SIGNS

At a regular meeting of the Hart City Council held at City Hall on the _____ day of _____, 2019, at _____ p.m.

PRESENT: _____

ABSENT: _____

The following ordinance was offered by _____ and supported by _____:

THE CITY OF HART, COUNTY OF OCEANA, STATE OF MICHIGAN ORDAINS:

ZONING ORDINANCE TEXT AMENDMENT- CHAPTER 1259 SIGNS

Section 1. Chapter 1259 Signs. Chapter 1259 is amended in its entirety, to read as follows:

CHAPTER 1259
Signs

1259.01 Purpose.
1259.02 Definitions.
1259.03 Signs permitted in all districts.
1259.04 Residential districts.
1259.05 Commercial districts.
1259.06 Industrial districts.
1259.07 Design, construction and location standards.
1259.08 Portable or movable signs.
1259.09 Measurement of signs.
1259.10 Nonconforming signs and signs accessory to nonconforming signs.
1259.11 Sign permits.

1259.01 PURPOSE.

The purpose of this chapter is to provide a framework within which the identification and informational needs of business and industry can be harmonized with the desires and aesthetic standards of the general public. It is intended through the provisions contained in this chapter to give recognition to the legitimate needs of business, industry, and other activities in attaining their identification and informational objectives. Unrestricted signage does not benefit either the private sector or the community at large.

1259.02 DEFINITIONS.

The following words shall have the meanings as set forth below.

(a) "Banner" means a piece of cloth, plastic, or similar material, generally of a long rectangular shape affixed at both ends.

(b) "Community special event sign" means a portable sign which is erected for a limited time that is sponsored by a governmental agency, school or other group which is non-profit and whose purpose is charitable, philanthropic, religious or benevolent.

(c) "Flag" means a piece of cloth or bunting of a square or short rectangular shape affixed at one end.

(d) "Free standing sign" means a sign which is not attached to any other structure.

(e) "Ground sign" means a type of freestanding sign in which the entire bottom is in contact with the ground or is very close to the ground, such as on a constructed foundation or a brick or block base.

(f) "Governmental flag" means a flag bearing the name, logo, or other official design of a nation, state, municipality, nonprofit institution, or nonprofit organization.

(g) "Illuminated sign" means a sign that provides artificial light directly or indirectly from a source of light.

(h) "Institutional bulletin board" means a bulletin board established by a non-profit agency, church, public agency, city, township, county, state, or federal government.

(i) "Marquee sign" means a sign attached to a marquee, canopy, or awning projecting from and supported by a building, above sidewalk level.

(j) "Monument sign." See "ground sign."

(k) "Pole sign" is a type of free standing sign mounted on or more poles, posts or pylons, other than a constructed foundation or base, so that the bottom edge of the sign face is elevated above the average grade.

(l) "Portable sign" means a free standing structure not permanently anchored or secured to either a building or the ground, capable of being moved from place to place.

(m) "Projecting sign" means a double-faced sign attached to a building or wall that extends in a perpendicular manner more than 12 inches, but not more than 48 inches from the face of the wall or building.

(n) "Sandwich board sign" means a temporary sign structure placed on the ground that consists of two (2) back-to-back sign faces that are hinged together at the top and separated at the base a sufficient distance to solidly support the structure in an upright position.

(o) "Temporary yard sign" means a sign that is not permanently affixed to the ground and is of a design and construction that is not intended to be of a permanent nature.

(p) "Wall sign" means a sign attached directly to or painted upon a building parallel to the building wall.

(q) "Window sign" means copy or emblems that are painted or otherwise attached to the window surface.

(r) "Electronic display sign" means a sign or portion of a sign with a fixed or changing display composed of a series of lights that may be changed in color or intensity through electronic means.

1259.03 SIGNS PERMITTED IN ALL DISTRICTS.

The following signs shall be permitted in all districts without requiring a building or sign permit, subject to the requirements stated below.

(a) Wall signs on homes and buildings not exceeding four square feet in surface display area.

(b) Governmental flags.

(c) Traffic or other municipal signs and notices. Private traffic control signs which conform to the Michigan Manual of Uniform Traffic Control Devices.

(d) Institutional bulletin boards not exceeding thirty-two square feet in surface display area.

(e) Park, playground, and other governmental signs.

(f) Community special event signs are permitted in any district, subject to the following restrictions:

(1) One community special event sign located on the lot on which the special event is held. Up to two such signs however may be located off the premises.

(2) The display of such signs shall be limited to the fourteen days immediately preceding the special event which is being advertised.

(2) Such signs shall have a maximum size of thirty-two square feet in area, and a maximum height above ground level of six feet and shall be set back from any side or rear property line a minimum of fifteen feet. The front setback shall be as required for signs in the district in which the sign is to be located.

(4) Such signs shall be removed within forty-eight hours of the conclusion of the special event which is being advertised.

(g) One temporary sign not exceeding thirty-two square feet in surface display area per subdivision development, which shall be removed upon the sale of ninety percent of the lots in the development.

(h) Sandwich board signs: Placement and size to be determined as to not impede traffic, right of way, or vision of traffic.

(i) Temporary yard signs.

(1) Maximum number. Two per lot or parcel. However, within a timeframe from thirty days prior to an election to three days after, there is no restriction on the number of temporary yard signs. During this timeframe, the maximum size of each temporary yard sign is thirty-two square feet and the maximum height is six feet. Signs related to elections are prohibited within one-hundred feet of an entrance to a polling place.

(2) Maximum size. Twelve square feet total for all signs.

(3) Maximum Height. Four feet.

(4) Illumination. Not permitted.

(5) Per Section 1259.07 (c), temporary yard signs are prohibited in public right-of-way.

1259.04 RESIDENTIAL DISTRICTS.

Any sign not expressly permitted is prohibited.

(a) One non-illuminated wall sign identifying a home occupation not exceeding four square feet in surface display area.

(b) One permanent development entry sign, not exceeding thirty-two square feet in surface display area, limited to the name of the development or developer, providing the sign is harmonious in appearance with the existing and intended character of the general vicinity and within the community as a whole.

(c) One wall sign placed on the main building of the apartment development. Such sign shall not exceed thirty-two square feet in surface display area and may be illuminated.

(d) For permitted uses other than dwellings, one ground sign per parcel not exceeding thirty-two square feet and eight feet in height. Such sign shall be setback at least five feet from the edge of the right-of-way line.

1259.05 COMMERCIAL DISTRICTS.

Any sign not expressly permitted is prohibited.

(a) One free standing sign per parcel, unless otherwise stated, subject to the following standards:

(1) Pole sign not exceeding 64 square feet in sign face surface display area. Pole signs shall be located in the front yard. The leading edge of the sign may be placed at the right of way line. The bottom of such signs shall be at least eight feet from the average grade with the top of the sign no higher than 20 feet. This sign may be illuminated.

(2) Ground sign not exceeding 48 square feet in sign face surface display area. Ground signs shall be located in the front yard. The sign and base setback is ten feet from any lot line. The top of the sign shall be no higher than six feet above the average grade. This sign may be illuminated. A second ground sign subject to the same standards is allowed on corner lots, but signs shall be located on separate road frontages. Along Polk Road, ground signs are limited to 90 square feet in sign face surface area and a height no higher than ten feet above the average grade.

(b) Wall signs shall not exceed twenty percent of the building face to which it is attached. Such signs shall not extend more than six inches from the building surface and shall not extend above the cornice or roof line. Wall signs shall be placed only upon the principal building and shall face public streets or parking areas which are on the same premises. These signs may be illuminated.

(c) One temporary banner per building not exceeding sixteen square feet in surface display area.

(d) One flag per lot not to exceed thirty square feet in surface display area. When displayed, such flags shall be affixed to a building or placed in the ground in a permanent mounting. Flags shall be located in a manner that does not interfere with the safe use and operation of motor vehicles or in pedestrian use of public areas, nor create a nuisance to the general public in any way. Advertising flags under this section do not require a sign permit.

(e) One marquee sign per marquee not exceeding twenty percent of the marquee surface to which it is attached. These signs may be illuminated.

(f) One projecting sign per building with the surface display area not exceeding one and one-half square feet for each lineal foot of building frontage up to a maximum of sixty-four square feet. Projecting signs shall be attached directly to a building by means of building mounts or from a mast arm. Projecting signs must project at a ninety degree angle to the building surface to which it is attached and shall not project above the cornice or roof line. The lowest point of a projecting sign, including guy wires and metal framework shall not be less than ten feet above the ground level. Projecting signs shall not extend beyond the minimum required setback line or into and over a public right-of-way, except for projecting signs in the B-2 Zone.

(g) A gasoline service station may, in addition to the above, have one, two-sided, on- premise sign indicating price and grade of fuel not exceeding thirty-two square feet in surface display area. Directional signs over individual doors or bays not exceeding three square feet per sign are also permitted. Customary lettering, insignias or symbols which are a permanent or structural part of the gasoline pump shall also be allowed.

(h) One parking lot directional sign at each point of ingress or egress for the enterprise it is intended to serve. Each sign shall not exceed four square feet in surface display area.

(i) One, double or single sided, on premise electronic display sign in all business and commercial areas.

(j) Window signs shall be permitted.

1259.06 INDUSTRIAL DISTRICTS.

Any sign not expressly permitted is prohibited.

(a) Signs in the D-1 Zone shall be subject to the following regulations:

(1) One free standing sign per parcel, unless otherwise stated, subject to the following standards:

A. Pole sign not exceeding 200 square feet in sign face surface display area. Such signs shall be located in the front yard with the leading edge of the sign at least 20 feet back of the right of way line. The bottom of such sign shall not be any lower than two feet nor any higher than ten feet from ground level. This sign may be illuminated.

B. Ground sign not exceeding 48 square feet in sign face surface display area. Ground signs shall be located in the front yard. The sign and base setback is ten feet from any lot line. The top of the sign shall be no higher than six feet above the average grade. This sign may be illuminated. A second ground sign subject to the same standards is allowed on corner lots, but signs shall be located on separate frontages.

(2) One wall sign per building face, not exceeding two per building, with the surface display area not exceeding twenty percent of the building face to which it is attached. Such signs shall not extend more than six inches from the building surface and shall not extend above the cornice or roof line. Wall signs shall be placed only upon the main building and may only face public streets or parking areas which are on the same premises. These signs may be illuminated.

(3) One marquee sign per marquee not exceeding twenty percent of the marquee surface to which it is attached. These signs may be illuminated.

(4) One directional parking lot sign at each point of ingress or egress shall be permitted for the enterprise it is intended to serve. Surface display area, per sign, shall not exceed four square feet.

(5) One free standing sign identifying the development near the entrance to an industrial complex. Such signs shall not exceed 200 square feet in surface display area. The bottom of these signs shall not be any higher than two feet nor any higher than ten feet from ground level and shall be a minimum of twenty feet from any street right-of-way.

(b) Signs in the D-2 Zone shall be subject to the following regulations:

(1) Freestanding signs shall be setback a minimum of fifteen feet from the front lot line and shall not exceed thirty square feet in area or four feet in height.

(2) Signs attached to the building shall be attached flat to the building and shall not exceed 100 square feet in area.

(c) Window signs shall be permitted.

1259.07 DESIGN, CONSTRUCTION AND LOCATION STANDARDS.

(a) All signs shall be properly maintained and shall not be allowed to become unsightly through disrepair or as a result of the effects of the weather.

(b) Signs may be internally or externally illuminated. The source of the light shall be enclosed and directed to prevent the source of light from shining directly or indirectly onto traffic or adjacent or nearby properties.

(c) Signs shall not be placed in, upon or over any public right-of-way, alley, or other place, except as may be otherwise permitted by the City or Michigan Department of Transportation.

(d) A sign shall not be erected in any place where it may, by reason of its position, shape,

color, or other characteristics, interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device, or constitute a nuisance.

(e) A sign shall not contain any moving or animated parts except for barber poles.

(f) A sign and its supporting mechanism shall not extend beyond any lot lines of the property on which it is located.

(g) Corner clearance and visibility.

(1) Signs shall not be erected, established or maintained on a corner lot that will obstruct the view of a driver in a vehicle approaching the intersection.

(2) At a street intersection, an unobstructed corner shall mean the triangle formed by a line connecting two points, located on the intersecting right-of-way lines, measured 25 feet from their point of intersection.

(3) At a driveway/street intersection, a sign shall not be erected, established or maintained where it will obstruct vision between a height of three and ten feet within a triangle formed by the intersection of the right-of-way line and a driveway. This triangle is defined by a line connecting two points, one located on the right-of-way line and the other on the edge of the driveway. The two points shall be located 15 feet from the intersection point of the right-of-way line and the edge of the driveway.

1259.08 PORTABLE OR MOVABLE SIGNS.

Any sign, excluding those specifically provided for, not permanently anchored or secured to either a building or the ground, including but not limited to "A" frame, "T" frame, inverted "T" frame, or those mounted on wheeled trailers shall be prohibited.

1259.09 MEASUREMENT OF SIGNS.

(a) The area of a sign shall be measured as the area within a single, continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of writing, representation, emblem, logo, or any other figure of similar character, together with any frame of other material or color forming an integral part of the display or used to differentiate the sign from the background against which it is placed, excluding only the pedestal, poles or other structure necessary to support the sign.

(b) The area of a freestanding or projecting sign that has two or more faces shall be measured by including the area of all sign faces, except if two such faces are placed back-to-back and are of equal size, and are no more than two feet apart at any point the area of the two back-to-back faces shall be counted as one face. If the two back-to-back faces are of unequal size, the larger of the two sign faces shall be counted as the one face.

(c) The height of a sign shall be measured as the vertical distance from the highest point of the sign to the finished grade of the ground immediately beneath the sign excluding any artificially constructed earthen berms.

1259.10 NONCONFORMING SIGNS AND SIGNS ACCESSORY TO NONCONFORMING USES.

(a) Every legal permanent sign which does not conform to the height, size, area or location requirements of this chapter as of the date of the adoption of this chapter, is hereby deemed to be nonconforming.

(b) Nonconforming signs may not be altered, expanded, enlarged, or extended; however, nonconforming signs may be maintained, repaired and restored so as to continue the useful life

of the sign.

(c) For the purposes of this chapter, a nonconforming sign may be diminished in size or dimension or the copy of the sign amended or changed without jeopardizing its status as a legal nonconforming sign.

(d) If a nonconforming sign is damaged or destroyed by fire, explosion, flood, wind or other calamity, the sign may be restored to the condition exactly as it existed immediately prior to the damage or destruction, unless the estimated cost of restoration or replacement exceeds fifty percent of the appraised replacement cost of the entire sign prior to the loss, as determined by the City. If the estimated cost of restoration or replacement exceeds fifty percent of that appraised replacement cost, the right to continue using the nonconforming sign shall thereupon terminate and the sign shall be brought into full compliance with all applicable provisions and requirements of this chapter prior to further use.

1259.11 SIGN PERMITS.

(a) No sign shall be erected, replaced, altered, enlarged, illuminated, changed in purpose, or relocated without first obtaining a sign permit. Permits shall not be required for signs specifically exempted, temporary yard signs, window signs, banners, and the copy of changeable letter signs. Signs exceeding thirty-two square feet in surface display area shall require a building permit prior to erection. An electrical permit shall be required for any sign utilizing electricity.

(b) An application for a sign permit shall be made through the City Clerk by submission of a form provided by the City. The application can be made by the owner of the property or by any other interested party with the owner's consent.

(c) The Zoning Administrator shall review all sign permit applications and issue permits only for those applications fully meeting ordinance requirements. The Zoning Administrator shall, absent extenuating circumstances, render a decision within five full working days of receipt of a completed application submittal.

Section 2. Effective Date. This Ordinance shall be effective seven (7) days after the publication of a summary of its provisions in a local newspaper of general circulation in the City of Hart.

AYES: _____
NAYS: _____

ORDINANCE DECLARED ADOPTED.

_____
Cheryl Rabe
City Clerk

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Hart City Council at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

_____
Cheryl Rabe
City Clerk

FIRST READING: 11/12/19
MOTION BY MS. MARTIN, SUPPORTED BY MR. LA PORTE.
5 AYES, 0 NAYS, 2 ABSENT

City of Hart

Memo

To: Mayor and City Council

From: Lynne Ladner

cc:

Date: 11/26/19

Re: Presentation of Phase II EAS, BEA, and DCAP for 227 E. Main

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As part of the City's due diligence related to the purchase of 227 E Main, an environmental review and assessment have been completed by Dixon Environmental Consultants. The Phase II EAS detected contamination on Lot 7 which the City is purchasing a ½ interest. As a result a baseline environmental assessment and due care action plan have been developed for submission to the State of Michigan to protect the City from liability for the contamination. The reports total just under 400 pages of documentation and narration and are available for review at City Hall or on the Forms, Publications, and Links page of the City's website.

Lynne

City of Hart

Memo

To: Mayor and City Council

From: Lynne Ladner

cc:

Date: 11/22/19

Re: Presentation of Downtown Planning Summary as drafted for the RRC Certification Program

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As part of the Redevelopment Ready Community (RRC) program, the City is required to have an adopted Downtown Development Plan (DDP) or a Downtown Planning Summary (DPS). The DDP is a plan similar to the master plan that is developed with specific required steps and input from the community. The DPS is a summary document that collects the information that is traditionally in the DDP from other plans that have already been adopted by the City such as the Master Plan, Zoning Ordinance, Public Participation Guide, etc. The planning commission has had the DPS presented to them, and the MEDC, which administers the RRC program has reviewed the DPS and approved it as complete for their requirements. The DPS does not need formal adoption, as it is a summary of other documents.

This document has been compliled to meet the RRC requirements and only contains information that has previously been adopted by the City Council in those plans. This does not create any new projects or any commitment for the City.

Lynne

City of Hart
2019 Downtown
Planning Summary Report

October 25, 2019 Draft

THE DOWNTOWN PLAN

The City of Hart's Downtown Plan Summary is a compilation of relevant goals, principles, and strategies established during recent planning efforts that relate to Hart's downtown core. This report summarizes a community-driven vision and plan for the future of downtown Hart. In 2017, the City of Hart Master Plan set an ambitious path for downtown revitalization and prosperity. The primary objective of Hart's downtown planning efforts is to build on the success of the past and serve to guide decisions over the next ten years to benefit and improve the historic downtown area and adjoining neighborhoods.

Hart's downtown planning efforts have established priorities for public action and serve as a guide for private sector decisions. These guidelines and recommendations serve as tools to evaluate new development proposals, attract and retain new businesses, create a tourist destination, direct capital improvements, and guide public policy in a manner that ensures Hart continues to be the community that its residents desire. This report contains maps, pictures, and summary information to outline the downtown planning efforts in a consolidated executive summary.

This summary document includes the following:

- City History and Context- page 2
- Hart Main Street- page 2
- Downtown Character and Land Use- page 2
- Complete Streets- page 5
- Downtown Parks- page 7
- Capital Improvements- page 7
- Placemaking- page 9
- Trail Town- Downtown Connection- page 10
- Future Land Use Plan- page 11
- Downtown Goals, Principles, and Implementation- page 13
- Economic Development Strategy- page 15

CITY HISTORY AND CONTEXT

Hart is the only city in Oceana County and is the county seat. The City was established around the fruit farming industry and is the home to several large fruit storage and processing facilities. Just east of US-31, Hart is only seven miles from Lake Michigan and close to Silver Lake State Park.

The City is an employment and service center to the greater Hart community and is the home of businesses that are vital to everyday living, including grocery stores, restaurants, retail stores, financial services, packaging, processing, and industrial uses. A Michigan State Police Post and the County Road Commission facilities are also located in the City along with Oceana County offices. The Oceana Medical care facility is in the northeast portion of the City. Most of the community is walkable, with easy access to parks and the downtown area by foot or bicycle.

HART MAIN STREET

The City of Hart is a certified Master Level Mainstreet Community. Hart Main Street's mission is to work with both the public and private sectors to restore the vitality once common in the downtown district by enhancing our community identity and heritage, fostering a center of activity, and ensuring economic stability through concentrated efforts in organization, promotion, design, and business development.

The Hart Mainstreet program offers a number of resources for business, hosts several events for the City and has a number of committees, all with the purpose of promoting the City of Hart, attracting new businesses to the city and revitalizing the core of the city to ensure it is a destination enjoyed by many both locally as well as tourists to the area.

DOWNTOWN CHARACTER & LAND USE

Downtown Hart is distinctive mainly due to the unique characteristics that set it apart from other commercial districts in the city. To better understand downtown's unique aspects, an analysis was conducted to evaluate various character areas within the city. Studying these characteristics allowed distinct character areas in the City to be grouped based on common characteristics, including land use, the orientation of buildings, height/bulk of buildings, and provision of parking.

The downtown area includes a mix of land uses and is compact, vibrant, and walkable. The downtown area is very active with commercial uses, public space, and recreational opportunities. The downtown is pedestrian-oriented, although individuals may arrive by other modes of transportation, including bicycles and cars.

Downtown Hart contains many elements that reflect a strong sense of history. Some brick storefronts in the downtown core date back to the 1800s. Others reflect architecture from the early 1900s. City Hall is located downtown, in addition to the post office, library, county buildings, and parks. These facilities are centrally located and generate activity which contributes to downtown vitality.

Hart's compact traditional downtown layout lends itself well to pedestrian traffic. Residents and visitors can comfortably navigate the downtown area to shop, dine, and interact.



Figure 1 Downtown Building Character

Downtown Character Analysis Summary

- Buildings- Drawn to the street.
- Uses- Retail, services, accommodations, restaurants, arts & entertainment, and attached dwellings and apartments.
- Scale- Compact, walkable urban scale.
- Blocks and Streets- Smaller blocks on an urban grid and compact scale.
- Streetscape- Sidewalks, crosswalks, planters, streetlights, street trees, and benches.
- Public Space- Small parks and common areas.
- Parking- On-street parallel parking and behind buildings.

Existing Character Areas

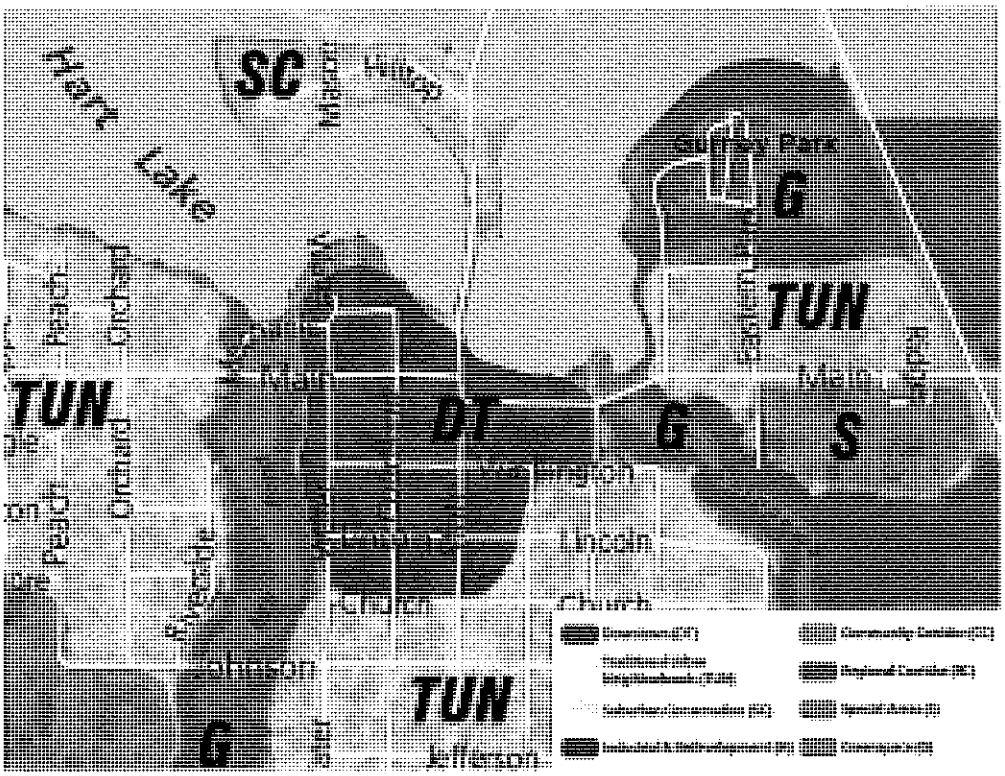


Figure 2 Character Area Map- Downtown Focus

COMPLETE STREETS

Planning downtown Hart's transportation system involves more than just moving vehicles efficiently and safely. A transportation system needs to meet the needs of all types of users – motorists, pedestrians, bicyclists, and disabled residents and visitors. This approach is often referred to as planning for "complete streets," harmonizing streets with their surroundings while interconnecting transportation networks to meet the mobility needs of all users. Whenever possible, the City of Hart implements context-sensitive street design solutions to accommodate all users and ability levels by installing ADA compliant curbs and ramps, pedestrian-friendly crosswalks, sidewalks of appropriate width and distance from the roadway, and on-street bicycle facilities where feasible and appropriate.



Figure 3 Painted "Sharrow"

While much of the downtown contains sidewalks, there can be stronger connections made to and from adjacent neighborhoods as well as connections to facilities such as the Hart-Montague Trail, the fairgrounds, local schools, and employment centers. Generally, existing sidewalks are concentrated in established neighborhoods. However, some areas of the City are void of sidewalks or trails, and priority areas should be addressed in capital improvement planning.

The Master Plan recommends that all residential neighborhoods contain sidewalks or trail links to critical facilities. In addition to a comprehensive sidewalk and trail system, signs and trail markings are essential to guide cyclists and pedestrians downtown. Plans for street trees and street furniture will also help make travel more accessible, comfortable, and enjoyable.

Concerning parking and traffic calming, there are several curb extensions on State Street in downtown Hart, north of Church Street. Curb extensions narrow the travel width and create a visual indicator that naturally slows traffic by design. Further, the extensions shorten the distance pedestrians must travel across a street, lessening the time exposed to traffic. Curb extensions can also provide additional open space for bike racks, planters, benches, trees, and other downtown amenities. Along with curb extensions north of Church Street, on-street parking has eliminated the two outside lanes of the four-lane cross-section. The City owns State Street for another block south of Church Street as well. Similar traffic calming, on-street parking, and pedestrian accommodations could be extended further south from Church Street, especially as downtown businesses grow.

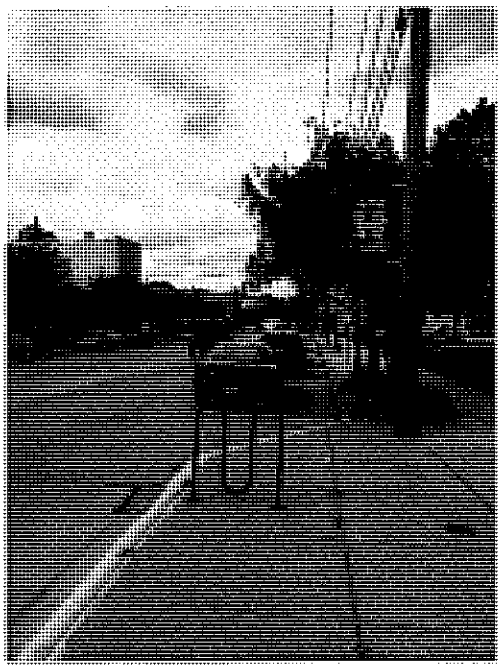


Figure 4 Curb Extension and Bike Rack

High visibility crossings are recommended for critical intersections in the City. Many crossings in the City have parallel stripes that have faded over time. Other eye-catching types of crosswalks have been shown to improve driver-yielding behavior. Further, accessible curb ramps are required by the Americans with Disabilities Act (ADA) at all crosswalks.

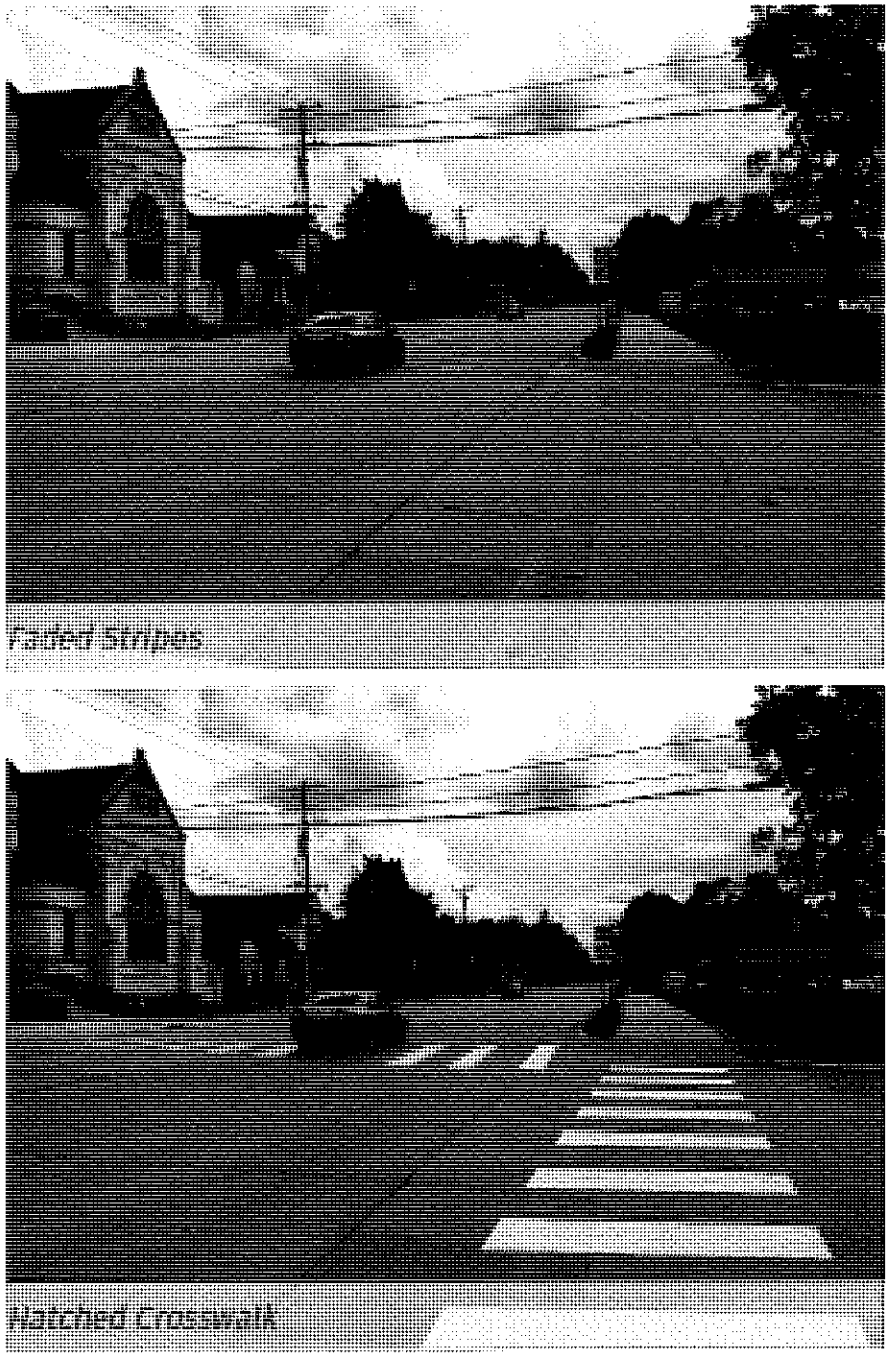


Figure 5 Potential Crosswalk Improvements

DOWNTOWN PARKS

Downtown Hart boasts some of the region's most attractive parks and recreation facilities. These facilities are discussed below and within the City of Hart Parks and Recreation Master Plan.

Hart Commons Park

Hart Commons is located in the center of the downtown business district and is the location for all community events, such as concerts, parades, sale days, and holiday celebrations. Hart Commons park is the primary gathering place in the community.

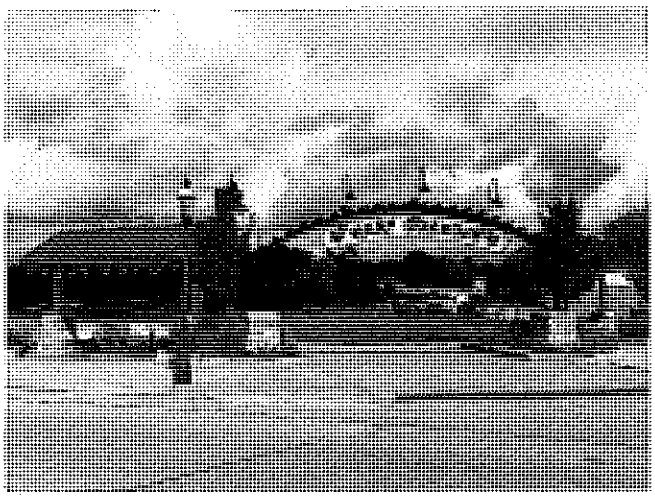


Figure 6 Hart Commons Park

Veteran's Memorial Park

Veterans Park is located just across the bridge dividing Hart Lake. The Park provides parking for users, boardwalk for fishing, and a substantial maintained lawn area. The Park is foremost a memorial for veterans with a granite memorial, flag poles, commemorative bricks, and a historic US Air Force jet. The park is also used for fishing access to Hart Lake and the bridge. The parking area also serves as a boat launch for kayaks and canoes. The boat launch area has experienced erosion problems, and currently, fabric and gravel are being used to retain the soil.

Downtown Pocket Park

The Downtown Pocket Park is a green strip between S. State Street and the parking area which accesses an alley and S. Courtland Street. Through Community Development Block Grant (CDBG) and City funding, the park will be a family-oriented area that will include a fountain, hard-scaping, play areas, seating, and landscaping. The park will be within a unique space tucked between two existing main street buildings, and it is currently under design after significant public input.

CAPITAL IMPROVEMENTS

The City's 6-year Capital Improvement Program includes nine main categories: public works, parks, police, hydroelectric, water pumping and distribution, sewer collection, BioPure treatment, City buildings, and the historic district. (*insert link when online*) As a part of the CIP process, projects are developed by the City Manager and department heads on an annual basis to meet the goals of City Council, to improve upon the delivery of service, to upgrade aging facilities and infrastructure, and to expand public facilities and parks. Capital projects are based on the needs and goals outlined in the Master Plan.

When projects are developed, they are prioritized into high and moderate classifications. High priority projects are critical to the delivery of public services. Moderate priority projects are important for long-term community sustainability.

1. Public Works. Projects under public works include the design, planning, and construction of streets, sidewalks, and general infrastructure for community facilities.

2. Parks. The City sets aside funds for improvement projects for all five City parks (Veteran's Memorial Park, Downtown Pocket Park, Hart Commons, John Gurney, and Pointe Park) including design, planning, and construction of parking areas, walking paths, bridges, and structures. These capital projects are based on the recommendations of the Parks & Recreation Plan.

3. Police. Capital expenditures for the police department primarily include vehicles and equipment. These items are replaced on a rolling schedule (at least one new vehicle every two years).

4. Hydro Electric. Improvements to the City's hydroelectric system are necessary to ensure long-term provision of electrical power to area residents and businesses. Expenditures for the hydro-electric system typically include electric improvements, meter reading technology, new vehicles, and the reuse and refurbishment of decommissioned infrastructure.

5. Water Pumping and Distribution. In order to ensure the long-term provision of water service to existing and future residents and businesses, expenditures such as meter reading technology, repairs and maintenance, rehabilitation and repairs of wells, construction of water transmission mains, and the design, planning, and construction of boost stations are needed. These projects are commonly identified in Water System Reliability Studies conducted by the City.

6. Sewer Collection. Similar to the water pumping and distribution system, the City depends on a well-functioning sewer collection system to ensure the health and safety of its residents and businesses. Common expenditure items under this category include the design, planning, and construction of sewer transmission mains, purchase of new equipment, and the construction or repair to lift stations.

7. BioPure Treatment. The BioPure system treats wastewater at the City's sewage treatment facility. Aeration of wastewater at and irrigation are key components of the system process, and expenditures will commonly be earmarked for the maintenance and repair to these systems.

8. City Buildings. Intermittent improvements are required to keep City buildings in well-functioning and safe conditions. Expenditures commonly include efficiency improvements such as energy-efficient windows, roof and siding maintenance, and the design, planning, and construction of new City buildings.

9. Historic District. The Hart Historic District is listed on both the National and State registries and includes structures dating back to as early as the 1880s. The district includes the areas of

State Street (from Lincoln to Main), Washington Street (from Water to Dryden), Main Street (from 222 Main St. to Water), and Courtland Street (from Main to Washington). Due to this area's character and age, infrastructure investments such as sidewalks, curbs, and lighting are the greatest need.

The City has developed an annual CIP planning process to promote transparency and public involvement. The process ensures that the public is consulted to better understand how capital improvements such as roads, emergency service vehicles, and other major items are planned for, procured, and financed by the City. With a more informed public, there can be greater public involvement in the CIP planning process.

The CIP plays a significant role in the implementation of the Master Plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. The model process includes a kick-off meeting, project development, ranking, Planning Commission advisory review, and City Council approval.

Downtown CIP Projects include the following in the six-year program:

1. Veteran's Memorial Park Improvements
    - $60,000 (engineering)
    - $800,000 (construction)
2. Pocket Park- $100,000 (stormwater, electrical, lighting, irrigation, pavers, sidewalk, landscaping, seat walls)
3. Street Light Update Program- $30,000
4. Street Resurfacing- $500,000

PLACEMAKING

The City of Hart has taken proactive steps to foster redevelopment within its downtown. The City has prepared for new investment and redevelopment through its improvements and upgrades to utilities, infrastructure, streets, sidewalks, street trees, benches, banners, light fixtures, and parks, as well as providing clear guidance on development processes and procedures (see development review guidehook). The City strives to be business-friendly to encourage private investment.

However, this goal is balanced with the preservation of natural resources, environmentally sensitive areas, neighborhoods, and its historic downtown area. Together, this balance will preserve what makes the City of Hart unique while opening the doors for economic opportunities. Collectively, these investments seek to create quality places where people want to live, work, play, and learn. Downtown form-based elements are incorporated within the Zoning Ordinance, B-1 Central Business District, and both public places and private commercial buildings collectively create special and unique places in the City of Hart.

TRAIL TOWN- DOWNTOWN CONNECTION

The City of Hart is bisected by the US Bicycle Route 35, a 500-mile route that runs from Indiana through Michigan to Sault Ste. Marie, Canada, generally following the Lake Michigan shoreline and through the eastern Upper Peninsula. Within the City limits, the southern portion is an off-road multi-use trail, known as the Hart-Montague Trail. North of Wood Street, Route 35 continues north with an on-road bicycle route designation.



Figure 7 Trail Signage

"Trail Towns" are communities that capitalize on long-distance trail planning opportunities for tourists, distance travelers, athletes, and local recreational users. The City of Hart's effort to support the Hart-Montague trail and build from the benefits of the facility is consistent with many national and state-wide Trail Town planning efforts. Not only are trails a recreational benefit to residents, but they can serve as an economic driver. Some of the benefits of embracing the Trail Town best practices are:

- The City's status as a tourist destination increases.
- There are additional opportunities for residents.
- Local businesses, services, and accommodations benefit from use, promotion, and marketing.
- New business opportunities are created.
- Alternative forms of transportation are supported.

Capitalizing on the trail as an economic asset can significantly benefit the downtown business community. Trail users should be directed to downtown through attractive and descriptive wayfinding signage which illustrates and advertises local downtown businesses, services, and destinations (see trail connection and business map).

As a trail-oriented community, the City of Hart should continue to embrace Trail Town recommendations and projects.

1. Increase the use of the informational kiosk with local City mapping and business information.
2. Increase wayfinding through the use of signage, logos, common graphics, street paint, sharrows, and bike lanes. A combination of these elements will improve connections from the Wood Street terminus to downtown, community facilities, and John Gurney Park.
3. Cooperatively work with neighboring communities to promote the entire trail corridor as a tourist destination.
4. Continue to improve upon trailhead amenities.

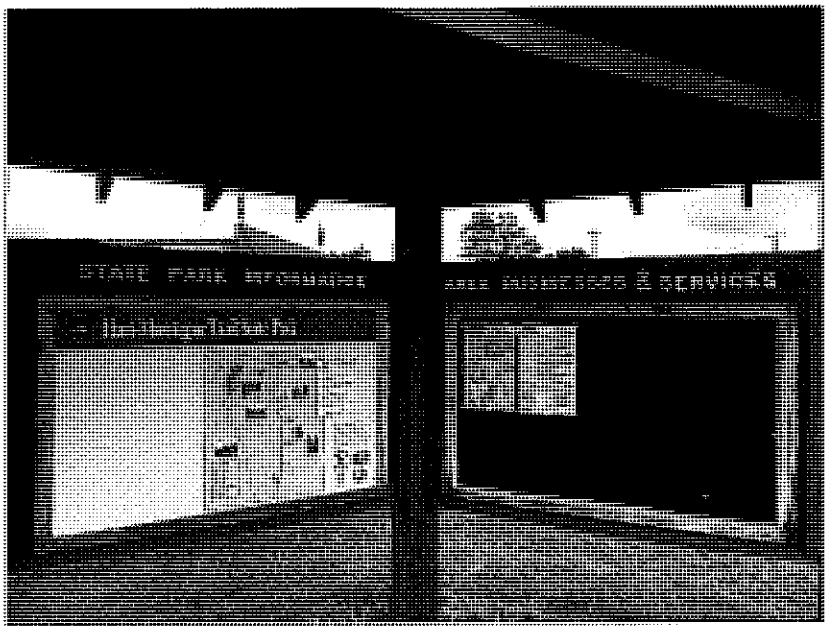


Figure 8 Trail Information Kiosk

FUTURE LAND USE PLAN

The future land use plan for the downtown serves as a guide to assist local officials with decisions regarding day-to-day planning, zoning, and public improvement issues. The future land use plan is a long-term vision, and certain land use decisions will depend on site-specific conditions at the time an application is received. Additionally, downtown zoning requirements are based on the future land use category descriptions and intent.

The key to this section is that there is an important relationship between land use planning and zoning. Planning is guiding land uses from a policy standpoint, while zoning is the act of regulating the use of these lands by law or ordinance. The following paragraphs address future land use categories as found in the downtown.

Downtown Commercial/Mixed Use

This land use designation encompasses the older, traditional commercial core of the City. Retail, service, and residential land uses are appropriate in this area. However, some additional land uses may be acceptable if they complement the downtown core and provide an activity that is not readily available. In traditional downtown fashion, non-residential land uses (primarily retail and services) should occupy storefronts, while residential and office land uses should be located on upper floors. Further development of this area based on the principles of the Hart Main Street program is highly encouraged.

Mixed use and commercial buildings should fit within the historic context of the downtown area, with facades extending along most of the lot width and established up to the right-of-way, higher levels of window transparency, brick construction, projecting architectural elements and building articulation, and signs that balance the need for advertising with the historic nature of the downtown area. These design elements can be observed in the City of Hart and many other successful Main Street ® communities.

Recreational

This designation includes areas planned for or currently utilized as public parks and other recreational or public lands. These areas are to be utilized for both active and passive recreational purposes and can be located in any area of the City. Large scale active recreational areas should be located in close proximity to the major arterial transportation routes in the City.

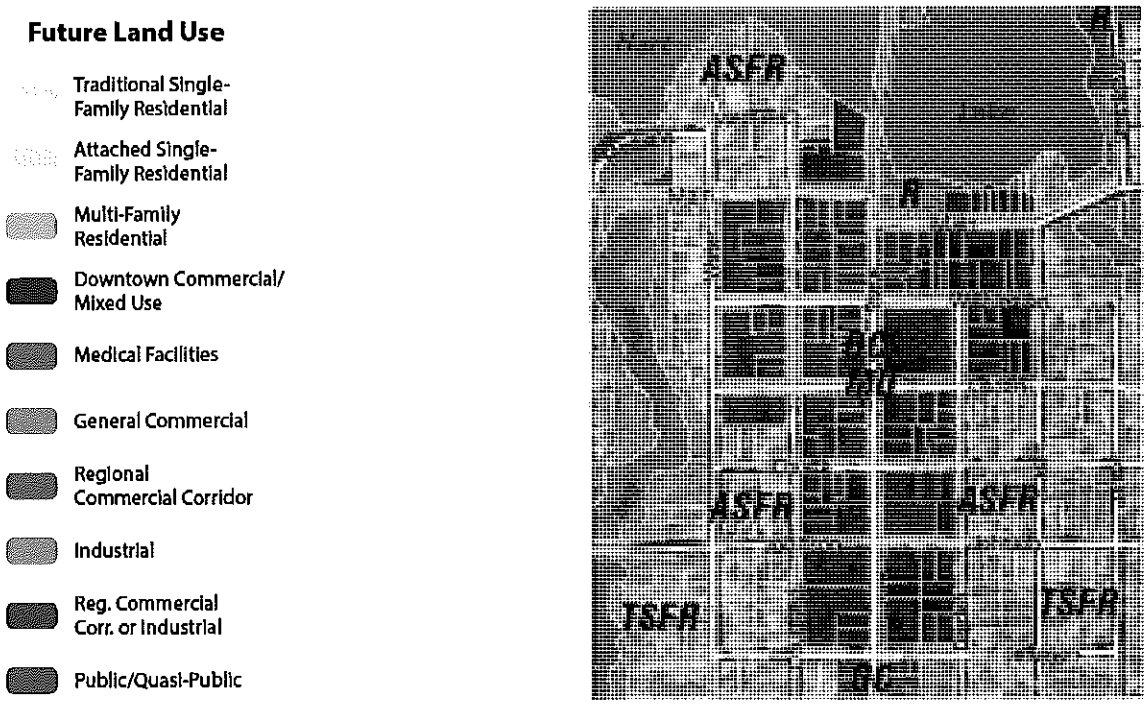


Figure 9 Master Plan Future Land Use Map- Downtown Focus

DOWNTOWN GOALS, PRINCIPLES, AND IMPLEMENTATION

Through public input and deliberation by the Planning Commission and City Council, goals and planning principles were developed to guide decisions concerning growth, preservation, and investment within the City of Hart. Goals and planning principles, along with the conceptual land use vision provided by the Future Land Use Map, will allow Hart to achieve its future vision of the City.

- Goals. The ends toward which the planning effort is directed; the vision of the desired future of the City.
- Principles. Protocol to guide decisions and achieve desired outcomes. Description of the City's intent regarding land use-related issues.

Downtown Goals

- Continue to build a strong downtown that serves as a hub of community activity that provides a unique and beautiful backdrop for area events, social interaction, and commerce, while maintaining its historic nature.
- Develop a cost-effective, consolidated infrastructure system.

Downtown Principles

1. Continue to support the Main Street Program and implement the Michigan Main Street Four-Point Approach and focus on design, economic restructuring, promotion, and organization.
2. Continue to facilitate the rehabilitation of existing downtown structures and protect historic buildings with incentives, and as necessary, enforcement actions.
3. Promote infill development that matches and complements the existing classic main street design.
4. Work with anchor downtown businesses to strengthen their position in the community and cross-promote with other businesses.
5. Continue to monitor marketing opportunities, as outlined in the 2012 Downtown Marketing study. Recruit uses that complement the rural and recreational nature of the area, such as restaurants and retail.
6. Support the volunteer-based Main Street program efforts (Main Street Four-Point Approach #4).
7. Preserve the historic nature of the downtown business district.
8. Expand on-street parking opportunities and streetscaping.
9. Continue to prepare short and long-term capital improvement programs covering major infrastructure and facility needs. Consider the Master Plan during the annual CIP planning process and capital project development and prioritization.
10. Consider traffic calming measures as opportunities arise, particularly in neighborhoods and downtown.

11. Encourage neighborhood and development connectivity for streets and non-motorized transportation to ensure a more efficient and convenient transportation network.

Downtown Actions

1. Determine a strategy to help existing businesses expand and recruit new businesses to respond to today's market (Main Street Four-Point Approach #2). Responsibility: Main Street, Chamber, City Council, City, Manager. Timing: Short-Term.

2. Market the downtown's unique characteristics to residents, visitors, investors, and business owners (Main Street Four-Point Approach #3). Prepare and marketing, branding, and signage plan to promote City businesses and attract visitors to downtown businesses and to attract new residents; include information in regional publications and focus on City events, historic district, and recreational opportunities. Responsibility: Main Street, Chamber, City Council. Timing: Mid-Term.

3. Identify key structures to protect and renovate and search for State and Federal historic preservation grants for long-term protection. Responsibility: City Council, Planning Commission, Staff. Timing: Mid-Term.

4. Assess downtown zoning districts and the City's ability to allow and incentivize redevelopment of existing vacant or underused structures. Investigate the possibility of amending the zoning ordinance to accommodate redevelopment and revise regulations as necessary. Responsibility: City Council, Planning Commission, Staff. Timing: Short-Term.

5. Extend on-street parking on State Street south of Church Street. Responsibility: City Council, Staff. Timing: Mid-Term.

6. Review and revise anti-blight regulations and revise as necessary. Initiate an anti-blight code enforcement program with initial focus on the downtown core. Begin with an educational process and follow with notice of violation or non-compliance after sufficient time is given to landowners and occupants. Allow for the ability to clean up blighted areas and recover the cost from landowners. Responsibility: Staff. Timing: Ongoing.

7. Mark "neighborhood walk and bike tours" in designated areas to promote physical activity and to provide an interpretive history of the City of Hart. If possible, tie these walks into the Hart/Montague Rail Trail. Responsibility: Staff. Timing: Mid-Term.

8. Identify key areas and opportunities to improve bicycling and pedestrian accommodations to ensure safe travel. Investigate crosswalk striping, signage, signals, bump-outs, and other methods to calm traffic around bike and pedestrian facilities and create awareness of nonmotorized transportation. Responsibility: City Council, Planning Commission, Staff. Timing: Mid-Term.

9. Develop a sidewalk improvement program and ensure connections between developments. Responsibility: City Council, Planning Commission, Staff. Timing: Mid-Term.

ECONOMIC DEVELOPMENT STRATEGY

The Economic Development Strategy (*insert link when online*) was a collaborative planning project between the MEDC's Redevelopment Ready Communities program and the City of Hart. The result of this project is an economic roadmap to assist with job creation, marketing, and branding along with redevelopment and investment strategies for the community. These actions will both strengthen and diversify the local economy.

Downtown Objectives

1. Consider traffic calming measures as opportunities arise, particularly in neighborhoods and downtown.
2. Continue utilizing Hart Mainstreet as an advocate to draw tourism and investment in Downtown Hart.
3. Continue utilizing Hart Mainstreet as an advocate to draw tourism and investment in Downtown Hart.
4. Identify additional events to attract tourists and residents from out-side of the area to the City of Hart.
5. Create a targeted marketing campaign to attract businesses, tourists and new potential residents to Hart.

Downtown Actions

1. Enhance streetscaping with landscaping, lighting, signage, wayfinding and sidewalk improvements.
2. Continue working with developers and property owners to develop and redevelop downtown buildings and sites into multi-story, mixed-use developments.
3. Promote the improvement and restoration of facades in the downtown area through utilization of façade improvement programs, micro-loans and SBA lending sources.

City of Hart

Memo

To: Mayor and City Council

From: Lynne Ladner

cc:

Date: 11/22/19

Re: Discussion to designate 2002 Ford Utility Bucket F550 as surplus equipment

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The Hydro Energy Department is seeking permission to designate the 2002 Ford Utility Bucket F550 as surplus equipment and offer it for sale. This piece of equipment has already been replaced by a new vehicle. We will be providing a bid sheet that provides the details of the vehicle for sealed bids and have set a not to be disclosed minimum bid amount so that if we do not receive that are adequate to cover the value of the vehicle.

Lynne

City of Hart, Michigan

FY2019-2020
4-MONTH BUDGET REPORT

EXECUTIVE SUMMARY

FY 2020 4-MONTH REVENUE REPORT (OCT 31) 25%

	A	B	C	D	E	F
	UTILITY SALES	BUDGETED SALES	SALES TO-DATE	PERCENT		Notes
1	Water, Sewer, Electric	$ 6,996,000	$ 2,581,072	36.9%		
	GENERAL FUND	BUDGETED REVENUES	REVENUES TO-DATE	PERCENT		
2		$ 1,432,725	$ 740,807	51.7%		

FY 2020 4-MONTH REVENUE REPORT (OCT 31)

	MAJOR FUNDS	ORIGINAL BUDGET	AMENDED BUDGET	EXPENDED	PERCENT
3	Hydro	$ 6,296,160	$ 6,296,160	$ 1,755,610	28%
4	Water-Sewer	$ 3,225,410	$ 3,225,410	$ 825,462	26%
5	General	$ 1,713,390	$ 1,713,390	$ 553,890	32%
6	TOTAL	$ 11,234,960	$ 11,234,960	$ 3,134,963	28%

FY 2020 4-MONTH REVENUE REPORT (OCT 31) GENERAL FUND

Major Revenue Categories Only

		PROPERTY TAX	LOCAL COMMUNITY STABLIZATION	STATE REVENUE SHARING & EVIP	SOLID WASTE FEES	CABLE FRANCHISE FEES	PAYMENTS IN LIEU OF TAXES	TOTAL
1								
2	Revenue To Date	$ 527,940	$ 7,010	$ 147	$ 62,072	$ 6,683	$ 136,955	$ 740,807
3	Projected Annual	$ -	$ -	$ -	$ -	$ -	$ -	$ -
4	Budgeted	$ 603,270	$ 110,000	$ 218,249	$ 208,296	$ 19,000	$ 273,910	$ 1,432,725
5	Surplus (Deficit)	$ (75,330)	$ (102,990)	$ (218,102)	$ (146,224)	$ (12,317)	$ (136,955)	$ (691,918)

* amount accounted for in 8/31 report adjusted out to complete FY 2018 revenues

FY 2020 4-MONTH REVENUE REPORT (OCT 31) UTILITIES

Metered Sales To All Customers

	A	B	C	D	E	F	G	H
1	Month	ELECTRIC w/EO	WATER	SEWER	COMBINED UTILITIES	CURRENT YEAR ACCUMULATED	PRIOR YEAR (PY) ACTUAL	Inc (Dec) FROM PY
2	Jul-19	$ 371,232	$ 33,282	$ 135,430	$ 539,944	$ 539,944	$ 564,549	-$24,605
3	Aug-19	$ 446,551	$ 37,849	$ 151,454	$ 635,854	$ 1,175,798	$ 1,293,505	-$117,706
4	Sep-19	$ 556,706	$ 50,125	$ 186,908	$ 793,739	$ 1,969,537	$ 2,124,559	-$155,021
5	Oct-19	$ 381,121	$ 50,922	$ 179,492	$ 611,535	$ 2,581,072	$ 2,688,741	-$107,668
6	Nov-19				$ -	$ 2,581,072	$ 3,387,591	-$806,518
7	Dec-19				$ -	$ 2,581,072	$ 4,106,077	-$1,525,005
8	Jan-19				$ -	$ 2,581,072	$ 4,687,437	-$2,106,364
9	Feb-19				$ -	$ 2,581,072	$ 5,203,592	-$2,622,519
10	Mar-19				$ -	$ 2,581,072	$ 5,728,561	-$3,147,489
11	Apr-19				$ -	$ 2,581,072	$ 6,267,438	-$3,686,365
12	May-19				$ -	$ 2,581,072	$ 6,707,242	-$4,126,170
13	Jun-19				$ -		$ 7,256,025	-$7,256,025
14	Metered Sales To Date	$ 1,755,610	$ 172,178	$ 653,284				
15						Total		
16	Actual Sales	$ 1,755,610	$ 172,178	$ 653,284		$ 2,581,072		
17	Budgeted Sales w/EO	$ 5,236,900	$ 400,800	$ 1,575,180		$ 7,212,880		
18	Surplus (Deficit)	$ (3,481,290)	$ (228,622)	$ (921,896)		**$ (4,631,808)**		
19	To-Date	34%	43%	41%		**36%**		

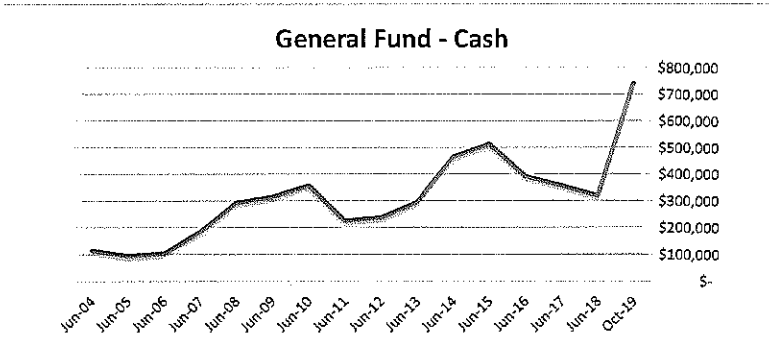
Note: Jul-18 revenues are for mid-June to mid-July billing period. Due to auditing protocol, the pro rata share of revenue will be credited to prior fiscal year.
Entire amount shown for trending purposes since the pro-rata share will be recaptured in the mid-June to mid-July 2019 billing.
EO = Energy Optimization charges

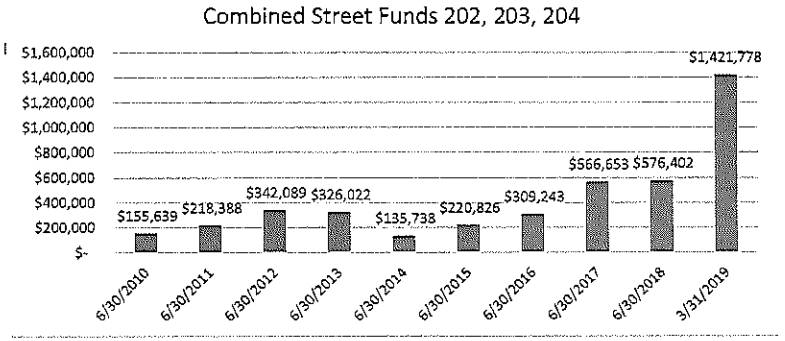
FY 2020 4-MONTH REVENUE REPORT (OCT 31)

GENERAL FUND

	CATEGORY	ORIGINAL BUDGET	AMENDED BUDGET	EXPENDED	% EXP.	NOTES
1	City Council	$ 6,865	$ 6,865	$ 2,394	35%	
2	Administrative	$ 210,890	$ 210,890	$ 108,602	51%	
3	Elections	$ 4,400	$ 4,400	$ 1,321	30%	
4	Assessor	$ 45,600	$ 45,600	$ 12,509	27%	
5	Attorney	$ 20,000	$ 20,000	$ 20,293	101%	
6	Police & Public Safety	$ 503,666	$ 503,666	$ 171,586	34%	
7	Public Works	$ 827,807	$ 827,807	$ 200,262	24%	
8	Community/Economic Development	$ 108,870	$ 108,870	$ 27,037	25%	
9	Recreation & Culture	$ 15,500	$ 15,500	$ 4,900	32%	
10	City Hall	$ 62,762	$ 62,762	$ 4,986	8%	
		$ 1,806,360	$ 1,806,360	$ 553,890	31%	

General Fund	Cash (all forms)
6/30/2004	$ 114,292
6/30/2005	$ 93,212
6/30/2006	$ 103,177
6/30/2007	$ 182,674
6/30/2008	$ 291,317
6/30/2009	$ 311,983
6/30/2010	$ 355,559
6/30/2011	$ 223,957
6/30/2012	$ 235,845
6/30/2013	$ 293,331
6/30/2014	$ 464,254
6/30/2015	$ 513,106
6/30/2016	$ 389,942
6/30/2017	$ 355,694
6/30/2018	$ 318,200
10/31/2019	$ 740,097

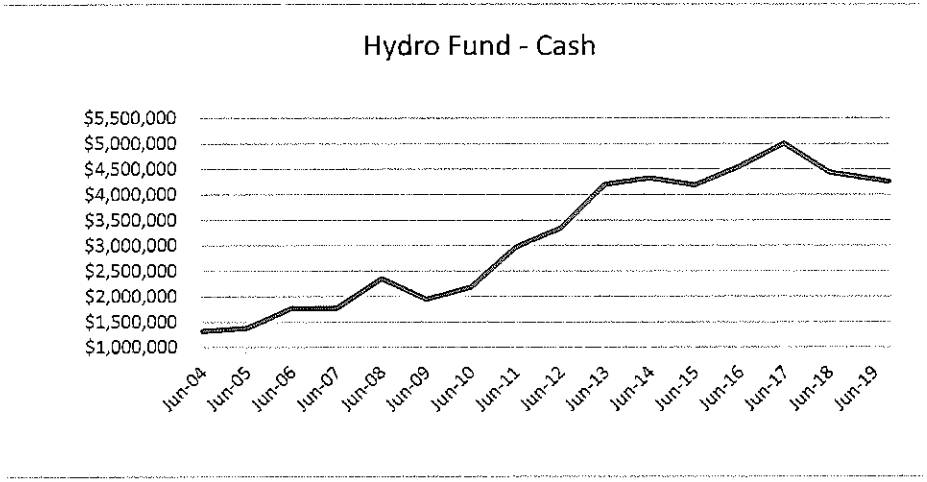




FY 2020 4-MONTH REVENUE REPORT (OCT 31) HYDRO FUND

	CATEGORY	ORIGINAL BUDGET	AMENDED BUDGET	EXPENDED	% EXP.	NOTES
1	Dam Production	$ 393,075	$ 393,075	$ 46,418	12%	
2	Diesel Production	$ 69,630	$ 69,630	$ 13,055	19%	
3	Purchased Power	$ 3,083,940	$ 3,083,940	$ 1,091,969	35%	
4	Distribution	$ 723,940	$ 723,940	$ 245,802	34%	
5	Accounting	$ 233,420	$ 233,420	$ 103,576	44%	
6	Administration	$ 645,340	$ 645,340	$ 269,918	42%	
7	Debt Service	$ -	$ -	$ -	0%	
8	Capital Outlay	$ 220,000	$ 220,000	$ 43,835	20%	
		$ 5,369,345	$ 5,369,345	$ 1,814,574	34%	

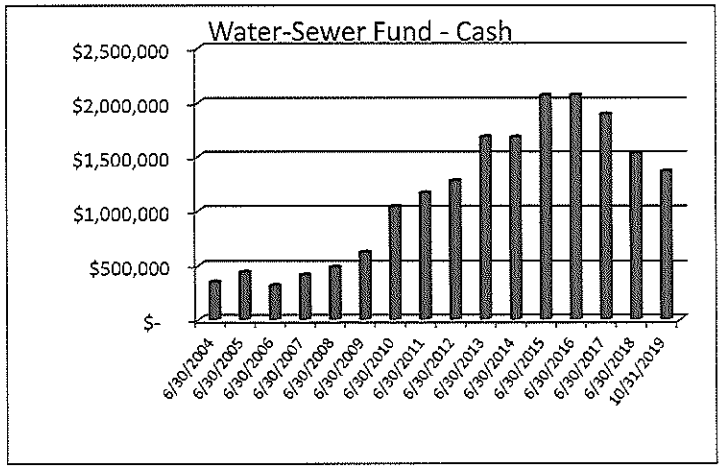
Date	Cash (all forms)
6/30/2004	$ 1,314,013
6/30/2005	$ 1,376,180
6/30/2006	$ 1,768,379
6/30/2007	$ 1,762,361
6/30/2008	$ 2,353,381
6/30/2009	$ 1,936,276
6/30/2010	$ 2,175,084
6/30/2011	$ 2,960,585
6/30/2012	$ 3,333,330
6/30/2013	$ 4,192,240
6/30/2014	$ 4,319,225
6/30/2015	$ 4,181,189
6/30/2016	$ 4,542,250
6/30/2017	$ 4,994,872
6/30/2018	$ 4,428,605
10/31/2019	$ 4,250,920

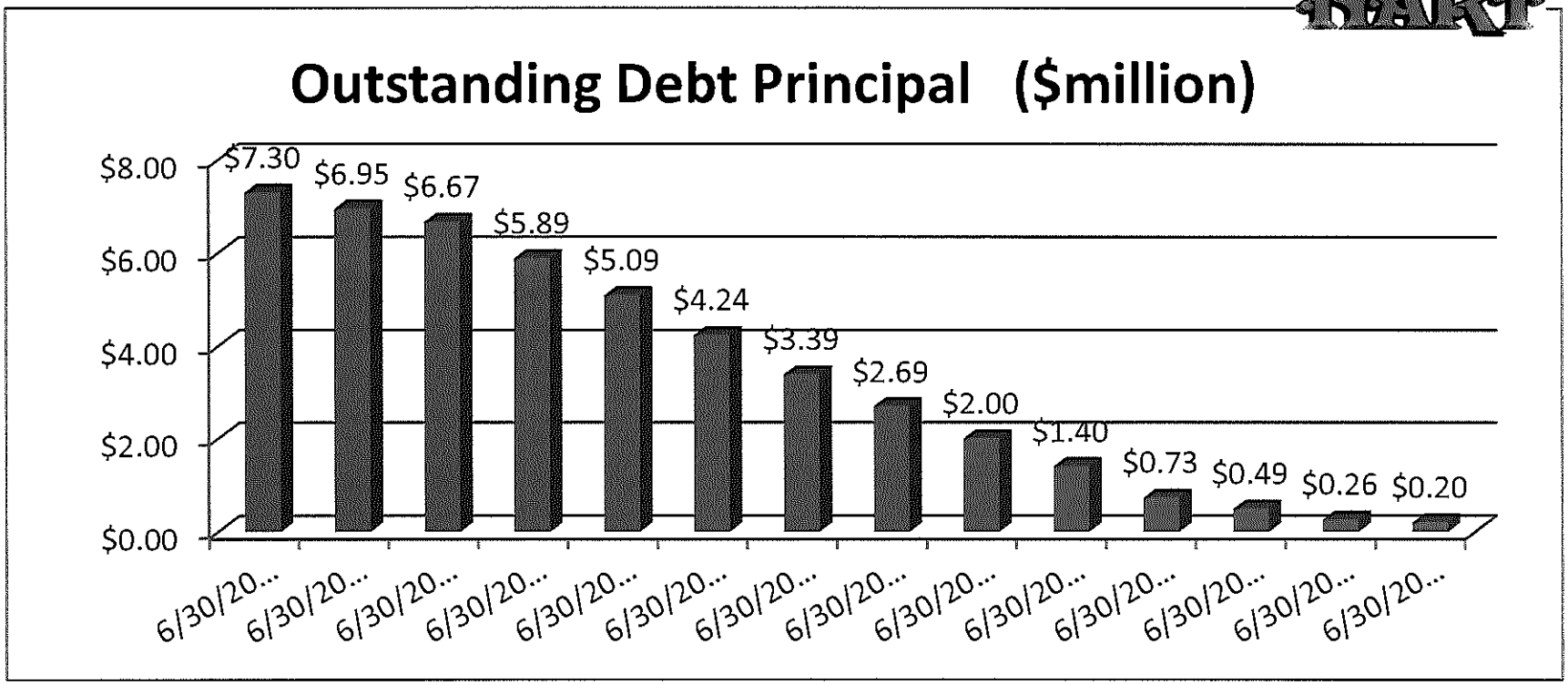


FY 2020 4-MONTH REVENUE REPORT (OCT 31) WATER-BIOPURE FUND

	CATEGORY	ORIGINAL BUDGET	AMENDED BUDGET	EXPENDED	% EXP.	NOTES
1	BioPureTreatment	$ 1,049,714	$ 1,049,714	$ 237,293	23%	
2	BioPure Lift Stations	$ 54,535	$ 54,535	$ 9,903	18%	
3	Sewer Collection	$ 643,174	$ 643,174	$ 255,694	40%	
4	BioPureAdministration	$ 342,603	$ 342,603	$ 166,502	49%	
5	BioPure Debt	$ -	$ -	$ -	0%	
6	Water Production	$ 62,719	$ 62,719	$ 17,135	27%	
7	Water Transmission	$ 63,078	$ 63,078	$ 21,971	35%	
8	Water Administration	$ 121,377	$ 121,377	$ 44,572	37%	
9	Water Debt	$ -	$ -	$ -	0%	
10	Capital-BioPure	$ 750,702	$ 750,702	$ -	0%	
11	Capital-Water	$ 121,000	$ 121,000	$ 180,872	149%	
		$ 3,208,902	$ 3,208,902	$ 933,943	29%	

Date	Cash (all forms)
6/30/2004	$ 349,331
6/30/2005	$ 438,796
6/30/2006	$ 313,686
6/30/2007	$ 413,676
6/30/2008	$ 487,149
6/30/2009	$ 623,793
6/30/2010	$ 1,042,392
6/30/2011	$ 1,168,763
6/30/2012	$ 1,280,450
6/30/2013	$ 1,680,908
6/30/2014	$ 1,679,712
6/30/2015	$ 2,068,357
6/30/2016	$ 2,072,771
6/30/2017	$ 1,894,477
6/30/2018	$ 1,532,849
10/31/2019	$ 1,365,276





Source: FY2006 - FY20119 audited financial statements.

MAIN STREET

HART MAIN STREET BOARD OF DIRECTORS APPLICATION FORM

Thank you for your interest in serving as a member of the Hart Main Street Board of Directors. Serving on the board is a rewarding experience and an opportunity for professional growth and to contribute in improving the vitality in downtown Hart. Please return the completed application to the Hart Main Street Office at 49 State Street, Hart MI. 49420
Atten: Anne Hardy

This application will be kept confidential and on file at the Hart Main Street office. Applications are used by the Main Street Executive Committee to identify and evaluate potential board candidates. This committee will interview a potential board member and make a recommendation to the Hart city council, who appoints the board of directors.

MEMBER OF THE BOARD JOB DESCRIPTION

1. Serves a three-year term on the Board or the remainder of a vacated Member's term, and at the end of that term the Member is eligible to be appointed to a full three year term.
2. Reads and understands the Commitment Pledge, which must be signed at a new members first HMS Board of Directors meeting.
3. Reads and understands the Conflict of Interest Pledge, which must be signed at a new members first HMS Board of Directors meeting.
4. Attends board meetings and important related meetings on a regular basis. Full Board of Directors meets the 3rd Thursday of each month at 12:00 PM. Meetings last 1-1 ½ hours.
5. Commits to participating in and actively supporting HMS projects, training and committee work.
6. Stays informed about committee matters, is well prepared for meetings, and thoroughly reviews minutes and reports.
7. Builds a mutual respect working relationship with other committee member that contributes to consensus.
8. Participates in volunteer recruitment for the organization.
9. Participates in fund raising for the organization.
10. Reviews the complete HMS Board Packet and Bi-Laws.

CANDIDATE INFORMATION

NAME Jake Tufts

POSITION/TITLE Agency Owner

EMPLOYER Jake Tufts - State Farm

NUMBER OF YEARS WITH PRESENT EMPLOYER 3 months

HOME ADDRESS 5936 Larson St.

CITY Muskegon STATE MI ZIP 49444

TELEPHONE 231 873 2271 EMAIL Jake@theJakefromSF.com

YEARS IN OCEANA COUNTY 3 months

EDUCATIONAL BACKGROUND

BBA from Northwood University, Associates from the Community College of the Air Force, Associates from Muskegon Community College, Diploma from Fruitport High School

WORK HISTORY Jake Tufts - State Farm, State Farm Corporate, Dallas Smock - State Farm, Department of Defense, United States Air Force

KNOWLEDGE OF HART MAIN STREET

I know that the mission of the Hart Main Street Program is to work with both sectors to restore the downtown and bring the community together.

COMMUNITY ACTIVITIES

I am a member of the VFW, the American Legion, the Hart Booster, Hart Rotary, and a member of Silver Lake Chamber of Commerce.

Board Candidate Questionnaire

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1. Why do you want to be a board member?
   I want to be a board member becuase I truly believe in this program. The Hart downtown has so much potential, and we need a program like this to make it thrive. We are in direct competition with other municipaloities. We have the oppurtunity to become the premier destination location with all of the ammentities we already have. Over 30,000 people per week come to this area in the summer and I want to see our Hart community continue to prosper.

2. What talents do you feel you could contribute to the success of Hart Main Street, what committees would you be interested in serving on?
   The talent I believe I am going to contribute to the success of Hart Main Street is my ability to think forward. I have a vision that I think will encompass who we are, along with ensuring everyone is successful. I believe in capitalism, and the idea that the more our area thrives, the more our community thrives, the more our people thrive. The committee I believe I would bring the most to is the business development team. With my out-going personality, my logical thoughts, and my entrepenural spirit, I believe I would be able to contribut to this program.

3. What do you believe are the two most significant issues or problems facing the Hart Main Street Program?
   I believe the two most significant issues facing the Hart Main Street is prior realtionships and stagnant beliefs. I am going to be able to come in with no biases about anyone and fostor a relationship with everyone we are working with. I havent been here long so I do not have a old belief about the town. I know I had numersous options of where to open a State Farm agency, and I chose Hart, because this is the town I love and I want to see succeed.