



Regular Council Meeting
June 10, 2024
Executive Summary

Item #	Summary
10A-B	<p>Description: Items for Action by Unanimous Consent</p> <p>Recommended Action: Motion to approve the consent agenda as presented.</p>
11A	<p>Description: Resolution 2024-15 Final Assessment Roll for Parking in Downtown Business Area Fiscal Year 2024-2025</p> <p>Recommended Action: Motion to adopt Resolution 2024-15 to approve the final assessment roll for a fiscal year 2024-2025 Special Assessment District (SAD) for parking improvements in the downtown Principal Shopping District.</p>
11B	<p>Description: Resolution 2024-16 Bank Signers</p> <p>Recommended Action: Motion to adopt Resolution 2024-16 to approve signatories for financial institution accounts.</p>
11C	<p>Description: First Reading - Ordinance 623: A-1 (Apartment), A-2 (Apartment Edge), and A-O District (Apartment and Office) Districts.</p> <p>Recommended Action: First reading, no action required.</p>



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Item #	Summary
11D	<p>Description: First Reading - Ordinance 624: Sign Definitions and Signs in B-1, B-2, B-3, B-4, and B-6 Districts.</p> <p>Recommended Action: First reading, no action required.</p>
11E	<p>Description: First Reading - Ordinance 625: Buffer Zone Development Standards and the inclusion of Sec. 90-1014 Prohibited Species.</p> <p>Recommended Action: First reading, no action required.</p>
11F	<p>Description: East State Street Small Urban Grant Project</p> <p>Recommended Action: Motion to approve the proposal to provide design services for the Small Urban Grant Project on East State Street in 2025 by Moore & Bruggink for the sum of \$38,000.</p>
11G	<p>Description: Computer Lease Agreement</p> <p>Recommended Action: Motion to enter into a lease agreement with CSI Leasing for computer equipment for 36 months at a rate of \$1,711.16/month.</p>

City Council Agenda
June 10, 2024

1. Regular meeting called to order at 7:00 PM
2. Roll call
3. Pledge to the flag
- * 4. Approval of the agenda
- * 5. Approval of the minutes of the May 28, 2024, regular meeting
6. Oath of Office: City Clerk/Treasurer William Schmidt
- √ 7. Public Hearings:
 - * A. Public Hearing to hear comments and make a determination on the establishment of a final assessment roll for parking in the City of Hastings Principal Shopping District for Fiscal Year 2024-2025.
8. Public Comment:
9. Formal Recognitions and Presentations:
 - A. Presentation from Dave Hatfield, Barry County Commissioner.
- √ 10. Items for Action by Unanimous Consent:
 - * A. Consider request from Gina McMahon, Outreach and Recreation Director of the YMCA, to reserve Bob King Park baseball field and outfield for recreational games Mondays and Wednesdays, September 9 through October 9, 2024, 5 PM – 8 PM.
 - * B. Receive and place on file seven (7) invoices totaling **\$119,543.00** as detailed in attachments.
- √ 11. Items of Business:
 - * A. Consider adoption of **Resolution 2024-15** to approve the final assessment roll for a fiscal year 2024-2025 Special Assessment District (SAD) for parking improvements in the downtown Principal Shopping District.
 - * B. Consider adoption of **Resolution 2024-16** to approve signatories for financial institution accounts.
 - * C. First Reading of **Ordinance 623** – Text Amendments to A-1 Apartment District, A-2 Apartment Edge District, and A-O Apartment and Office District.

- * D. First Reading of **Ordinance 624** – text amendments regarding sign definitions and signs in the B-1, B-2, B-3, B-4, and B-6 Districts.
 - * E. First Reading of **Ordinance 625** – text amendments regarding Buffer Zone Development Standards and the inclusion of Section 90-1014 Prohibited Species.
 - * F. Consider approval of the proposal to provide design services for the Small Urban Grant Project on East State Street in 2025 by Moore & Bruggink for the sum of **\$38,000**.
 - * G. Consider entering into a lease agreement with CSI Leasing for computer equipment for 36 months at a rate of **\$1,711.16/month**.
12. Staff Presentations and Policy Discussions (None)
 13. City Manager Report:
 - * A. Public Services Director Tate Monthly Report
 - * B. Fire Chief Jordan Monthly Report
 - * C. Assessor Rashid Monthly Report
 - √ 14. Reports and Communications (None)
 15. Public Comment:
 16. Mayor and Council comment:
 17. Adjourn
- * Items with enclosures.
 √ Motion under agenda heading requires roll call vote.

Guidelines for Public Comment

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

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

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

City Council Minutes
May 28, 2024

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

2. Roll call

3. Pledge to the flag

4. Approval of the agenda

Motion by Resseguie, with support from McLean, to approve the agenda as amended, with three additions of 10.H (GovHR Temporary Agreement), 10. I (Resolution for Special Assessment), and 10.J (Final Assessment Roll for Special Assessment District).

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow and Furrow.

Motion carried.

5. Approval of the minutes of the May 13, 2024, regular meeting

Motion by Jarvis, with support from McLean, to approve the minutes of the May 13, 2024, regular meeting.

All ayes. Motion carried.

6. Public Hearings:

A. Determine the necessity of improvements and the establishment of a special assessment district for the Downtown Parking Special Assessment District for 2024.

Open Public Hearing: 7:05 PM.

Pete Shantz, Al and Pete's Sports Shop, existing parking issues and asked for clarification.

Close Public Hearing: 7:09 PM.

7. Public Comment:

Tieler Ibbotson, Rutland Township, Tangletown Children's Input Committee
Andrew Biggy, City Resident, pride festival
Scott Price, City Resident, pride festival

Peter Adams, Pastor, Christ the King Church, pride festival
 Randy Andrews, Pastor, New Beginnings Church of God, pride festival
 Gayle Knutski, Nashville, pride festival
 Johnathan Nash, City Resident, pride festival
 Jodi Andrews, City Resident, pride festival
 Denny MacKenzie, City Resident, pride festival
 Nancy Helderop, City Resident, pride festival
 Charles Hertzler, City Resident, pride festival
 Joel Ibbotson, Rutland Township, pride festival

8. Formal Recognitions and Presentations:

- A. Presentation from Dave Hatfield, Barry County Commissioner.

Dave Hatfield did not present tonight.

9. Items for Action by Unanimous Consent:

- * A. Receive and place on file nine (9) invoices totaling **\$483,172.83** as detailed in attachments.

Motion by McLean, with support from Jarvis, to receive and place on file nine (9) invoices totaling **\$483,172.83** as detailed in attachments.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow and Furrow.

Motion carried.

- * B. Consider the resignation of Mandy Furrow, Second Ward Councilmember, effective Tuesday, May 21, 2024.

Motion by Jarvis, with support from Resseguie, to accept, with regrets, the resignation of Mandy Furrow, Second Ward Councilmember, effective Tuesday, May 21, 2024.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

√ 6. Items of Business:

- * A. Consider approval of the airport to purchase a minivan/courtesy vehicle in an amount not to exceed **\$16,175**.

Question from Bowers.

Comments from Tossava.

Motion by McLean, with support from Nesbitt, to approve the airport to purchase a minivan/courtesy vehicle in an amount not to exceed **\$16,175**.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

- * B. Consider approval of the proposal to mill, fine grade, compact, and pave, Sherbrooke Court, from Lakeland Asphalt for a total of **\$35,000**.

Questions from Resseguie and Bowers.

Comments from DPS Director Tate and Tossava.

Motion by Nesbitt, with support from McLean, to approve the proposal to mill, fine grade, compact, and pave, Sherbrooke Court, from Lakeland Asphalt for a total of **\$35,000**.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

- * C. Consider approval of the proposal for lead line replacement asphalt patching from Murray's Asphalt for a total of **\$6,750**.

Comments from Tossava.

Motion by Jarvis, with support from McLean, to approve the proposal for lead line replacement asphalt patching from Murray's Asphalt for a total of **\$6,750**.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

- * D. Consider approval of the proposal to remove existing parking lot light poles and place new light poles at City Hall from Hickey Electric, Inc. for a total of **\$5,450**.

Motion by McLean, with support from Resseguie, to approve the proposal to remove existing parking lot light poles and place new light poles at City Hall from Hickey Electric, Inc. for a total of **\$5,450**.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

- * E. Consider approval of the proposal to improve the landscaping on the west side of City Hall from Katerberg VerHage for a total of **\$6,500**.

Questions from Jarvis, McLean, and Tossava.

Comments from City Manager Moyer-Cale and DPS Director Tate.
 Motion by McLean, with support from Nesbitt, to approve the proposal to improve the landscaping on the west side of City Hall from Katerberg VerHage for a total of **\$6,500**.

Ayes: Brehm, Nesbitt, and Resseguie.
 Nays: Bowers, Jarvis, McLean, and Tossava.
 Absent: Barlow.
 Motion failed.

- * F. Consider approval of the quote for application of dust control by Barry County Excavating for **\$5,043.84**.

Question from Bowers.

Comment from Tossava.

Motion by Resseguie, with support from Brehm, to approve the quote for application of dust control by Barry County Excavating for **\$5,043.84**.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Barlow.
 Motion carried.

- * G. Consider approving and authorizing the Deputy Clerk and Mayor to sign the Bolthouse Merchandising Corporation Parking Agreement beginning June 1, 2024 and ending on May 31, 2025. Staff has also prepared an identical parking agreement with a three (3) year term beginning of June 1, 2024 and ending on May 31, 2027.

Motion by Bowers, with support from Resseguie, to approve and authorize the Deputy Clerk and Mayor to sign the Bolthouse Merchandising Corporation Parking Agreement beginning June 1, 2024 and ending on May 31, 2027.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Barlow.
 Motion carried.

- * H. Consider authorizing the agreement with GovTemps for the services of Mr. William Schmidt as presented contingent on a background check.

Question from Nesbitt.

Comments from City Manager Moyer-Cale.

Motion by Nesbitt, with support from Brehm, to authorize the agreement with GovTemps for the services of Mr. William Schmidt as presented contingent on a background check.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

- * I. Consider adoption of **Resolution 2024-14** to determine the necessity of a Special Assessment District (SAD) for parking in the downtown business area for the fiscal year 2024-2025.

Question from Resseguie.

Comment from Tossava.

Motion by Jarvis, with support from McLean, to adopt Resolution 2024-14 to determine the necessity of a Special Assessment District (SAD) for parking in the downtown business area for the fiscal year 2024-2025.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

- * J. Set a Public Hearing on June 10, 2024 at 7:00 PM to make a determination on the final assessment roll for the parking special assessment district.

Motion by McLean, with support from Jarvis, to schedule a Public Hearing on June 10, 2024 at 7:00 PM to make a determination on the final assessment roll for the parking special assessment district.

Ayes: Brehm, Bowers, Jarvis, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Barlow.

Motion carried.

11. Staff Presentations and Policy Discussions (None)

12. City Manager Report:

City Manager Moyer-Cale addressed council.

- * A. Police Chief Boulter presented his monthly report and addressed council.

Question from Jarvis.

Comment from Police Chief Boulter.

- * B. Community Development Director King presented his monthly report.

Question from Tossava.

Comment from Community Development Director King.

* C. Monthly Financial Reports were presented.

√ 13. Reports and Communications:

* A. May 8, 2024, YMCA Updates for the City of Hastings

* B. May 16, 2024, Draft DDA Minutes

* C. April 10, 2024, Riverside Cemetery Preservation Advisory Board Minutes

Motion by McLean, with support from Jarvis, to accept and place on file items 13.A-C.

All ayes. Motion carried.

14. Public Comment:

Bonnie MacKenzie, pride festival.

Scott Price, pride festival.

Joel Ibbotson, pride festival.

Peter Adams, pride festival.

Johnathan Nash, pride festival.

Pete Schantz, appreciation.

Randy Andrews, pride festival.

15. Mayor and Council comment:

Comment from John Resseguie.

16. Adjourn

Motion by McLean, with support from Jarvis, to adjourn at 8:25 PM.

All ayes. Motion carried.

Read and Approved:

David J. Tossava, Mayor

Amy Hubbell, Deputy City Clerk



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF BARRY COUNTY

10.A

Dear Sarah Moyer-Cale,

The YMCA of Barry County is requesting to use the following field for FALL 2024:

RECREATIONAL GAMES (kickball, wiffleball, omegaball, flag football, etc.):

September 9 - October 9

*BOB KING PARK (baseball field/outfield)

Monday & Wednesdays

5:00pm-8:00pm

Thank you for your time and consideration. I can keep you posted if these activities/sports do not take place at the above-mentioned locations, dates, and times.

Sincerely,

Gina McMahon
Outreach & Recreation Director
YMCA of Barry County
269-945-4574
May 31, 2024

**Summary - City of Hastings Invoices
City Council Meeting
June 10, 2024**

10.B

No.	Vendor	Amount	Description (with date paid)
1	Truck & Trailer Specialties, Inc.	\$35,662.00	5/30/2024 Vehicle #80
2	Truck & Trailer Specialties, Inc.	\$35,662.00	5/30/2024 Vehicle #350
3	Baltimore Township	\$10,000.00	5/30/2024 Share of Michigan Fire Grant
4	Hastings Charter Township	\$10,000.00	5/30/2024 Share of Michigan Fire Grant
5	Carlton Township	\$10,000.00	5/30/2024 Share of Michigan Fire Grant
6	Rutland Township	\$10,000.00	5/30/2024 Share of Michigan Fire Grant
7	Riverside Integrated Systems	\$8,219.00	5/30/2024 CCTV Surveillance System City Hall/Police Dept.
7	Invoices	\$119,543.00	

TRUCK & TRAILER Specialties, Inc.

Truck & Trailer Dutton
3286 Hanna Lake Ind Park Dr
Dutton MI 49316

(616) 698-8215
www.ttspec.com

3994

Invoice

Invoice ID:	DJO004784
Invoice Date:	5/23/2024

FISCAL

Bill To: 2611

Hastings City DPW
201 E State St
Hastings MI 49058

23-24-
YEAR

Ship To:

Hastings City Dpw
301 E Court St
Hastings MI 49058

Vehicle #80

Make: Ford Model: F-550 Year: 2024 VIN: 1FDUF5HN0REC05956
Unit: 128X159 Ship Via: BEST WAY Tax Exempt: 38-6004562 Terms: N30

Order Description	9' E-Tipper Dump Body
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Customer PO	Terms	Ordered By:	Order Taker	Shipping Method
Signed Letter	N30	Rob Neil	Jenny Offringa	BEST WAY

Part Number	Description	Serial Number	Qty Shipped	UOM
2435229	LBS-516 with Subframe To Fit 9' Dump Assembly Frame Cylinder	2285930	1	EA
63072	36460 46430 3 Spring Tarp Sys 76700 76710 Kit	119688	1	EA
MSC10192B	Blade Crate 9'2" Steel Vxt 09+	415389856	1	EA
MSC15005C	Plow Box V-Plow RT3 Smart hitch 2, SL3, 7'6" 8'2" 9'2"	415104508	1	EA
2511626	MAB-ETIP-87/96-0900-03Y, LB DUMP, 40/14/20Q	41224912	1	EA

Truck & Trailer to supply and install the following:

RC Industries R-series behind cab storage pack (backpack) toolbox including the following:

RM825524.MTTS

Dimensions: 82" W x 55" H x 24" deep

14 ga. smooth steel construction

Gloss Black powder coat finish

Two stacked side-swing doors on each end

Automotive style bulb seals on each door

Gas spring door prop installed on each door

Stainless steel "L" style door hinges

3 slide-out trays on C-channels, 42" L x 17 5/16" W x 2 1/2" H

2 swivel rope hooks

Notched bottom of box

Reinforced floor and integrated mounting angles

Storage pack to be installed directly behind the chassis cab, in front of dump body

Crysteel E-tipper carbon steel dump body including the following:

Outside Length 9' Body ID 87" Body OD 96"



Invoice ID:	DJO004784
Invoice Date:	5/23/2024

Front height: 40", material: 7 ga. A1011 steel
Side height: 14", material: 7 ga. A1011 steel, Style: both rigid
Boxed top rail
Tailgate height: 20", material: 7 ga. A1011 steel
Double panel quick drop, manual release tailgate
Quick drop handle located on the right-hand side
Frame style: Western Tubular
Longbeam material: 7 ga. steel, Rustproofed 7" Longbeam height
Floor material: 3/16" AR450 steel
1/2 straight integral cabshield (20")
Window: 9" x 35" tapered
Select style chain slot brackets
One oval light hole cutout in each rear pillar, mounted as low as possible
Mud flaps mounted in front and behind rear drive tires, anti-sail brackets installed
on rear flaps only
Four shovel holders mounted to front side of dump body, two each side
Fabricate and install mounting bracketry for use with factory supplied fuel fill
Dump box to be sandblasted, primed, and painted Black in color

Model LB510 Lo-Boy hoist with subframe including the following:

NTEA Performance Class C, Type I
Double acting cylinder, 2" Cylinder shaft diameter
Full length subframe, rail material 10 ga. A1011 Steel
Greaseable hinge pins
Body prop to support empty body weight

Crysteel 12-volt hydraulic pump including the following:

Double acting for power up and relived power down functions
In-cab controls, loose
200-amp breaker, and new power cable run in convoluted loom

Aluminum Roll-Rite electric tarp system including the following:

High torque electric motor with aluminum wind deflector
Aluminum tarp and tension bows
Aluminum 3 spring pivot set
45-degree elbows for loader clearance
In cab controls
14' premium mesh tarp

Custom lighting and electrical including the following:

SoundOff LED amber/green Mpower warning flashers, grill mounted at front
of the chassis, one each side
SoundOff LED amber/green Pinnacle mini light bar warning flasher mounted forward of
cabshield using mild steel mounting bracketry, centered, installed high enough for
360-degree viewing, no brush guard included
Maxxima LED stop/turn/taillights mounted in rear pillar light hole cutouts, one each side
SoundOff LED amber/green Mpower warning flashers, mounted to rear pillars above
S/T/T lights, one each side
LED marker lighting
Two Maxxima LED work lights mounted at rear, one each side, installed under rear bolster,
facing rearward
Proximity switch with dash mounted body-up light
Betts Dry seal junction box mounted at rear

TRUCK & TRAILER Specialties, Inc.

Truck & Trailer Dutton
3286 Hanna Lake Ind Park Dr
Dutton MI 49316

(616) 698-8215
www.ttspec.com

Invoice

Invoice ID:	DJO004784
Invoice Date:	5/23/2024

Page 3 of 3

Back up alarm

Reinstall chassis supplied backup camera if applicable

Chassis supplied upfitter switches to be wired for the following:

Front Flasher – battery power

Top Flasher & Rear Flasher – battery power

Work lights – ignition/keyed power

Fabricate and install 3/4" rear hitch plate including the following:

2" Reese style receiver tube, mounted 20" from ground to bottom of Reese tube

Two 3/4" D-rings

6" heavy channel ICC rear bumper

7-way flat RV style plug wired into factory equipped trailer harness/brake controller

Remount OEM taillights on outsides of hitch plate

Boss 9'2" Power-V XT Steel Snowplow including the following:

Full moldboard trip design

Blade Crate: MSC10192B

SmartHitch2 Plow Box: MSC15005C

Undercarriage: LTA10200

SmartTouch2 Control Kit: MSC09601

Wiring Kit: MSC25012

Snow deflector kit: MSC01565TTS

Cast Iron Plow shoes (3): MSC01570

Full-moldboard trip design

Blade Width: 110"

Plowing Width (Scoop): 92"

Plowing Width (V position): 99"

Plowing Width @ 30-degree Angle: 95"

Blade Height: 38" at end, 30" at center

Blade Thickness: 11-ga Steel

Cutting Edge: 1/2" x 6" High Performance

Reinforcement Ribs: 8 vertical, 2 diagonal

Trip Springs: 4

Lift Cylinder: 2" x 1-1/8" x 10"

Smart Lock Cylinders: 1-3/4" x 10"

Weight: 842 lbs.

Lighting: SL3 L.E.D. with Ice Shield Technology

Miscellaneous:

Paint hoist, rear hitch, bumper, and any bare metal black in color

Above installed Price: \$35,662.00 ea.



Remit Payment To:
3286 Hanna Lake Ind. Park Drive, Dutton, MI 49316

Order Sub-Total	\$35,662.00
Sales Tax	\$0.00
Order Total	\$35,662.00
Payments	\$0.00
Total Due:	\$35,662.00



Truck & Trailer Dutton
3286 Hanna Lake Ind Park Dr
Dutton MI 49316

(616) 698-8215
www.ftspeg.com

Invoice

Invoice ID:	DJO004783
Invoice Date:	5/16/2024

FISCAL

Page 1 of 3

23 - 24 -

Bill To: 2611

Hastings City DPW
201 E State St
Hastings MI 49058

YEAR

Ship To:

Hastings City Dpw
301 E Court St
Hastings MI 49058

Vehicle # 350

Make: Ford

Model: F-550

Year: 2024

VIN: 1FDUF5HN7REC05419

Unit: 128X161

Ship Via: BEST WAY

Tax Exempt: 38-6004592

Terms: N30

Order Description	9' E-Tipper Dump Body			
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Customer PO	Terms	Ordered By:	Order Taker	Shipping Method
Signed Letter	N30	Rob Neil	Jenny Offringa	BEST WAY

Part Number	Description	Serial Number	Qty Shipped	UOM
2435229	LBS-516 with Subframe To Fit 9' Dump Assembly Frame Cylinder	2286018	1	EA
63072	36460 46430 3 Spring Tarp Sys 76700 76710 Kit	119782	1	EA
MSC10192B	Blade Crate 9'2" Steel Vxt 09+	415389855	1	EA
MSC15005C	Plow Box V-Plow RT3 Smart hitch 2, SL3, 7'6" 8'2" 9'2"	414645071	1	EA
2511626	MAB-ETIP-87/96-0900-03Y, LB DUMP, 40/14/20Q	41224547	1	EA

Truck & Trailer to supply and install the following:

RC Industries R-series behind cab storage pack (backpack) toolbox including the following:

RM825524.MTTS

Dimensions: 82" W x 55" H x 24" deep

14 ga. smooth steel construction

Gloss Black powder coat finish

Two stacked side-swing doors on each end

Automotive style bulb seals on each door

Gas spring door prop installed on each door

Stainless steel "L" style door hinges

3 slide-out trays on C-channels, 42" L x 17 5/16" W x 2 1/2" H

2 swivel rope hooks

Notched bottom of box

Reinforced floor and integrated mounting angles

Storage pack to be installed directly behind the chassis cab, in front of dump body

Crysteel E-tipper carbon steel dump body including the following:

Outside Length 9' Body ID 87" Body OD 96"

Invoice ID:	DJO004783
Invoice Date:	5/16/2024

Front height: 40", material: 7 ga. A1011 steel
Side height: 14", material: 7 ga. A1011 steel, Style: both rigid
Boxed top rail
Tailgate height: 20", material: 7 ga. A1011 steel
Double panel quick drop, manual release tailgate
Quick drop handle located on the right-hand side
Frame style: Western Tubular
Longbeam material: 7 ga. steel, Rustproofed 7" Longbeam height
Floor material: 3/16" AR450 steel
1/2 straight integral cabshield (20")
Window: 9" x 35" tapered
Select style chain slot brackets
One oval light hole cutout in each rear pillar, mounted as low as possible
Mud flaps mounted in front and behind rear drive tires, anti-sail brackets installed on rear flaps only
Four shovel holders mounted to front side of dump body, two each side
Fabricate and install mounting bracketry for use with factory supplied fuel fill
Dump box to be sandblasted, primed, and painted Black in color

Model LB510 Lo-Boy hoist with subframe including the following:

NTEA Performance Class C, Type I
Double acting cylinder, 2" Cylinder shaft diameter
Full length subframe, rail material 10 ga. A1011 Steel
Greaseable hinge pins
Body prop to support empty body weight

Crysteel 12-volt hydraulic pump including the following:

Double acting for power up and relived power down functions
In-cab controls, loose
200-amp breaker, and new power cable run in convoluted loom

Aluminum Roll-Rite electric tarp system including the following:

High torque electric motor with aluminum wind deflector
Aluminum tarp and tension bows
Aluminum 3 spring pivot set
45-degree elbows for loader clearance
In cab controls
14' premium mesh tarp

Custom lighting and electrical including the following:

SoundOff LED amber/green Mpower warning flashers, grill mounted at front of the chassis, one each side
SoundOff LED amber/green Pinnacle mini light bar warning flasher mounted forward of cabshield using mild steel mounting bracketry, centered, installed high enough for 360-degree viewing, no brush guard included
Maxxima LED stop/turn/taillights mounted in rear pillar light hole cutouts, one each side
SoundOff LED amber/green Mpower warning flashers, mounted to rear pillars above S/T/T lights, one each side
LED marker lighting
Two Maxxima LED work lights mounted at rear, one each side, installed under rear bolster, facing rearward
Proximity switch with dash mounted body-up light
Betts Dry seal junction box mounted at rear

TRUCK & TRAILER Specialties, Inc.

Truck & Trailer Dutton
3286 Hanna Lake Ind Park Dr
Dutton MI 49316

(616) 698-8215
www.ttspec.com

Invoice

Invoice ID:	DJO004783
Invoice Date:	5/16/2024

Page 3 of 3

Back up alarm

Reinstall chassis supplied backup camera if applicable

Chassis supplied upfitter switches to be wired for the following:

Front Flasher – battery power

Top Flasher & Rear Flasher – battery power

Work lights – ignition/keyed power

Fabricate and install 3/4" rear hitch plate including the following:

2" Reese style receiver tube, mounted 20" from ground to bottom of Reese tube

Two 3/4" D-rings

6" heavy channel ICC rear bumper

7-way flat RV style plug wired into factory equipped trailer harness/brake controller

Remount OEM taillights on outsides of hitch plate

Boss 9'2" Power-V XT Steel Snowplow including the following:

Full moldboard trip design

Blade Crate: MSC10192B

SmartHitch2 Plow Box: MSC15005C

Undercarriage: LTA10200

SmartTouch2 Control Kit: MSC09601

Wiring Kit: MSC25012

Snow deflector kit: MSC01565TTS

Cast Iron Plow shoes (3): MSC01570

Full-moldboard trip design

Blade Width: 110"

Plowing Width (Scoop): 92"

Plowing Width (V position): 99"

Plowing Width @ 30-degree Angle: 95"

Blade Height: 38" at end, 30" at center

Blade Thickness: 11-ga Steel

Cutting Edge: 1/2" x 6" High Performance

Reinforcement Ribs: 8 vertical, 2 diagonal

Trip Springs: 4

Lift Cylinder: 2" x 1-1/8" x 10"

Smart Lock Cylinders: 1-3/4" x 10"

Weight: 842 lbs.

Lighting: SL3 L.E.D. with Ice Shield Technology

Miscellaneous:

Paint hoist, rear hitch, bumper, and any bare metal black in color

Above installed Price: \$35,662.00 ea.

Remit Payment To:
3286 Hanna Lake Ind. Park Drive, Dutton, MI 49316

Order Sub-Total	\$35,662.00
Sales Tax	\$0.00
Order Total	\$35,662.00
Payments	\$0.00
Total Due:	\$35,662.00

4858

72623



City of Hastings

201 East State Street • Hastings, Michigan 49058

269.945.2468 • FAX 269.948.9544

FEIN 38-6004562

PURCHASE ORDER

5/29/24
DATE

Vendor Name BIRCH
C/O Doug Sokolowski
3425 Wing Rd
Hastings

Department _____
Ship To Address _____

Vendor Number _____

Item Description	Account Number	Price	Project Number	Received Y or N
Hastings Chester Twp	101-965-995-999	10000		
Share of M.F.E Grant				
TOTAL		10000		

PAID
MAY 30 2024
CITY OF HASTINGS

Special Instructions

As requested by HCT.

Requested by _____

Department Head Approval _____

City Manager Approval [Signature]

5/29/24
DATE

City Council Approval _____
(IF OVER \$ 5000) MEETING DATE

Riverside Integrated Systems, Inc.

2225 Oak Industrial Drive NE
Grand Rapids, MI 49505-6015
USA

FISCAL 4612
23-24
YEAR

INVOICE

Invoice Number: 174616
Invoice Date: May 14, 2024
Page: 1
Duplicate

Voice: 616-726-7026
Fax: 616-726-7027

Bill To:
City of Hastings
201 E. State Street
Hastings, MI 49058

Ship to:
City of Hastings
201 E. State Street
Hastings, MI 49058

Customer ID	Customer PO	Payment Terms	
City of Hastings	72326	Net 15 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
KHN			5/29/24

Quantity	Item	Description	Unit Price	Amount
1.00		Installation of IP CCTV Surveillance System for Hastings City Hall & Police Dept as per proposal #27916-24	8,219.00	8,219.00
Subtotal				8,219.00
Sales Tax				
Total Invoice Amount				8,219.00
Payment/Credit Applied				
TOTAL				8,219.00

PAID
MAY 30 2024
CITY OF HASTINGS

Check/Credit Memo No:



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

**Subject: Resolution 2024-15 to Approve the Final Assessment Roll for Parking in the
Downtown Business Area for Fiscal Year 2024-2025**

Meeting Date: June 10, 2024

Recommended Action:

Motion to adopt Resolution 2024-15 to approve the final assessment roll for a fiscal year 2024-2025 Special Assessment District (SAD) for parking improvements in the downtown Principal Shopping District.

Background Information:

This special assessment for the downtown parking district has been in place for many years. The purpose of the district is to generate funds for parking lot maintenance including snow removal in the downtown area. The assessment will be distributed based on the business' proximity to public parking areas. This assessment may be used for maintenance purposes as allowed by PA 120 of 1961 as part of the Principal Shopping District.

A final assessment roll providing assessment information for each property owner in the SAD will be approved as part of this resolution. A public hearing will be held June 10, 2024, to accept comment on the final assessment roll for the downtown parking SAD.

Financial Implications:

The revenue and expenses associated with downtown parking lot maintenance were included in this year's budget approved by City Council on May 13, 2024. If the final assessment roll is not approved, the city will have to manage the costs through its General Fund and/or reduce parking lot maintenance service in the area.

Attachments:

- Resolution 2024-15
- Methodology for Calculating Special Assessment
- Final Assessment Roll
- Notice of Public Hearing

City Of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Resolution 2024-15

**TO APPROVE THE FINAL ASSESSMENT ROLL
FOR A FISCAL YEAR 2024-2025 SPECIAL ASSESSMENT DISTRICT
FOR PARKING IMPROVEMENTS IN THE DOWNTOWN PRINCIPAL SHOPPING
DISTRICT**

WHEREAS, the City of Hastings desires to improve convenience for visitors to its principal shopping district; and

WHEREAS, a public hearing to determine necessity as required by City Code and State statute was held on May 28, 2024 to hear comments from the public concerning said improvements and the appurtenant costs; and

WHEREAS, the City Assessor has prepared a final special assessment roll for the project attached hereto and incorporated herein; and

WHEREAS, the total cost to be paid by special assessment by the property owners is twenty-seven thousand, six hundred and 00/100 (27,600.00)

WHEREAS, notice has been provided to affected property owners and a second public hearing has been held on June 10, 2024 to hear comment on and objection to the roll; now

THEREFORE, BE IT RESOLVED, that the City Council for the City of Hastings does hereby approve the roll and direct that said special assessments be applied to the identified properties, that property owners be so notified, and that said special assessments to property owners be payable in one installment on the Summer Tax Roll.

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

YEAS:

NAYS:

ABSENT:

ABSTAIN:

MOTION DECLARED _____.

I hereby certify that the foregoing resolution was adopted at a duly held and attended regular meeting the 10th day of June 2024 by the City Council of the City of Hastings, by a vote of ____ members voting in favor thereof and ____ members voting against, and ____ members absent.

Amy Hubbell, Deputy City Clerk

CITY OF HASTINGS

SPECIAL ASSESSMENT PARKING

DETERMINING THE SPECIAL ASSESSMENT ROLL

The special assessments for public parking lot maintenance were made on a pro rata basis according to the benefit to be derived by the affected property owners within Special Assessment District.

The methodology reflects the building size, type of use, credit for on-site parking, and a distance from parking factor.

STEP 1 – Active Building Area: The formula to determine the active building area is as follows:
$$\text{Gross Building Area} \times 80\% \times \text{Use Factor} = \text{Active Building Area}$$

The gross building area is multiplied by 80% to adjust for stairwells, storage area, employee bathrooms, etc.

Use factors were determined by grouping similar types of uses. It is necessary to make an adjustment to reflect the use of the property on the parking.

The following are the grouping of types of uses:

<u>2.00 Use</u>	<u>1.50 Use</u>	<u>1.00 Use</u>	<u>0.75 Use</u>
Restaurants	Arcades	General Offices	Multi-Family Housing
Bars	Dance Halls	Retail Stores	Private Clubs
Theater	Fitness Centers	Medical Offices	Public Utility Use
	Health Spas	Hotels/Motels	Furniture Stores
<u>1.25 Use</u>	Ballroom	Service Stations	Service Types
Shopping Centers	Conference Rooms	Beauty or Barber Shops	Lodges
Strip Mall		Banks & Financial Institutions	
		Museums, Library, & Cultural Centers	
		Dry Cleaning Pick-Up Stations	

STEP 2 - Parking Credit: The property is credited for the private parking which will not exceed the active building area. After the private parking credit is deducted from the active building area, the result is called the net building area. The formula to arrive at the net effective building area is as follows:

$$\text{Active Building Area} - (\text{No. of Private Parking Spaces} \times 200 \text{ SF}) = \text{Net Building Area}$$

STEP 3 - Distance Factor: All properties are not immediately adjacent to the public parking. Therefore, an adjustment (Distance Factor) must be applied to the net building area. The following Distance Factors were used to adjust for proximity:

0 Feet – 150 Feet	100%
151 Feet – 200 Feet	90%
201 Feet – 250 Feet	80%
251 Feet – 300 Feet	70%
Over 301 Feet	60%

The distances were measured from the closest points of the property line to the municipal parking. Multiplying the net building area by the distance factor results in an effective building area.

STEP 4 – Effective Net Building Area: The effective net building area is determined by multiplying the Net Building Area by the distance factor.

$$\text{Net Building Area} \times \text{Distance Factor} = \text{Effective Net Building Area}$$

STEP 5 – Special Assessment District (SAD) Charge: To determine the individual SAD Charge, the effective net building area of the property is divided by the total effective net building area of the district and then multiplied by the total SAD costs.

$$\frac{\text{Effective Net Building Area}}{\text{Total Effective Net Building Area of District}} \times \text{Total SAD Costs} = \text{SAD Charge}$$

Recap of Special Assessment Parking Roll

Gross Bldg. Area x 80% x Use Factor = Active Bldg. Area

Active Bldg. Area – (No. of On-Site Parking Spaces x 200 SF) = Net Bldg. Area

Net Building Area x Distance Factor = Effective Net Building Area

$\frac{\text{Effective Net Building Area}}{\text{Total Effective Net Building Area of District}} \times \text{Total SAD Costs} = \text{SAD Charge}$

Example: A restaurant has 7,300 square feet of gross building area. The building is located within 150 feet of a municipal parking lot. The restaurant has 31 on-site parking spaces. The Total Effective Net Building Area is 437,641 Square feet and the total SAD costs are \$84,223.76.

Gross Bldg. Area x 80% x Use Factor = Active Bldg. Area

$$7,300 \text{ SF} \times 80\% \times 2.00 = 11,690 \text{ SF}$$

Active Bldg. Area – (No. of On-Site Parking Spaces x 200 SF) = Net Bldg. Area

$$11,690 \text{ SF} - (31 \text{ Spaces} \times 200 \text{ SF}) = 5,490 \text{ SF}$$

Net Building Area x Distance Factor = Effective Net Building Area

$$5,490 \text{ SF} \times 1.00 = 5,490 \text{ SF}$$

$\frac{\text{Effective Net Building Area}}{\text{Total Effective Net Building Area of District}} \times \text{Total SAD Costs} = \text{SAD Charge}$

$$\frac{5,490 \text{ SF}}{437,641 \text{ SF}} \times \$84,223.76 = \$998.64$$

SAD Charge is \$998.64

Parcel Number	Owner Name	Property Address	Business Name	Building Area	Use Factors			Active Building Area	Onsite Parking		Net Building Area	Distance Factor		Effective Net Building Area	2024 Special Assessment
					1st	2nd	3rd								
											TOTAL SPECIAL ASSESSMENT LEVY		\$ 27,600.00		
08-55-201-046-00	Local 148 UAW-CIO	127 W APPLE ST	LOCAL 148 UAW-CIO	1040	1.00	1.00	1.00	832	5800	-4968	0	100%	-4968	0	\$ -
08-55-201-047-00	Michael & Laurel McPhillips	121 W APPLE ST	OFFICE	3186	1.00	1.00	1.00	2549	800	1749	1749	100%	1749	1749	\$ 162.90
08-55-201-049-00	Burkey Real Estate Group	214 N JEFFERSON	SERVICE	4958	1.00	0.75	0.75	3305	1800	1505	1505	100%	1505	1505	\$ 140.22
08-55-201-050-20	City of Hastings	125 N JEFFERSON	VACANT	0	1.00	1.00	1.00	0	6000	-6000	0	100%	-6000	0	\$ -
08-55-201-051-00	HASTINGS MICHIGAN AVELLC	128 N MICHIGAN	VACANT	0	1.00	0.75	0.75	0	2800	-2800	0	100%	-2800	0	\$ -
08-55-201-051-02	HASTINGS MICHIGAN AVELLC	128 N MICHIGAN	RETAIL	2250	1.00	1.00	1.00	1800	0	1800	1800	100%	1800	1800	\$ 167.67
08-55-201-051-03	HASTINGS MICHIGAN AVELLC	128 N MICHIGAN	APARTMENTS	6750	0.75	0.75	0.75	4050	3564	486	486	100%	486	486	\$ 45.27
08-55-201-052-00	William & Gail Barry	120 N MICHIGAN	OFFICE/RETAIL/DANCE STUDIO	11456	1.00	1.50	1.00	10692	400	10292	10292	100%	10292	10292	\$ 958.70
08-55-201-080-00	One Global LLC	135 E STATE ST	RETAIL/OFFICE	2252	1.00	1.00	1.00	1802	1600	202	202	100%	202	202	\$ 18.78
08-55-201-081-00	Saeman Enterprises LLC	133 E STATE ST	VACANT	0	2.00	2.00	2.00	0	0	0	0	0%	0	0	\$ -
08-55-201-082-00	FGL Inc	129 E STATE ST	RETAIL	2156	1.00	1.00	1.00	1725	0	1725	1725	100%	1725	1725	\$ 160.66
08-55-201-083-00	Jerold Saeman	119 E STATE ST	RETAIL	4280	1.00	1.00	1.00	3424	800	2624	2624	100%	2624	2624	\$ 244.42
08-55-201-085-00	Tom Kramer	117 E STATE ST	RETAIL	2156	1.00	1.00	1.00	1725	1000	725	725	100%	725	725	\$ 67.51
08-55-201-086-01	Tim & Tracy Baker	107 E STATE ST	OFFICES	13992	1.00	1.00	1.00	11194	0	11194	11194	100%	11194	11194	\$ 1,042.66
08-55-201-086-02	Ron Holfield	111 E STATE ST	RETAIL	5296	1.00	1.00	1.00	4237	0	4237	4237	100%	4237	4237	\$ 394.65
08-55-201-089-00	J & G Hospitality Group	105 E STATE ST	RESTAURANT	15074	2.00	1.50	1.00	18089	0	18089	18089	100%	18089	18089	\$ 1,684.94
08-55-201-090-00	Shawn Blough	101 W STATE ST	RETAIL	6712	1.00	1.00	1.00	5370	600	4770	4770	100%	4770	4770	\$ 444.28
08-55-201-091-00	103 W State street LLC	103 W STATE ST	RETAIL	6200	1.00	1.00	1.00	4960	200	4760	4760	100%	4760	4760	\$ 443.38
08-55-201-092-00	Brad Smelker	122 N JEFFERSON	RETAIL	12816	1.00	1.00	1.00	10253	1800	8453	8453	100%	8453	8453	\$ 787.36
08-55-201-095-00	Norman & Carol Barlow	109 W STATE ST	BARLOW FLOWER & BOOKS	5504	1.00	1.00	1.00	4403	400	4003	4003	100%	4003	4003	\$ 372.89
08-55-201-096-00	Norman & Carol Barlow	111 W STATE ST	RETAIL	4656	1.00	1.00	1.00	3725	400	3325	3325	100%	3325	3325	\$ 309.70
08-55-201-097-00	Randel & Jennifer Sykes	117 W STATE ST	RETAIL	4460	1.00	1.00	1.00	3568	400	3168	3168	100%	3168	3168	\$ 295.09
08-55-201-098-00	Project 119 LLC	119 W STATE ST	SERVICE TYPES/HOUSING	8656	0.75	1.50	1.00	7502	800	6702	6702	100%	6702	6702	\$ 624.27
08-55-201-099-00	Tom Kramer	131 W STATE ST	RETAIL	4806	1.00	1.00	1.00	3845	400	3445	3445	100%	3445	3445	\$ 320.88
08-55-201-100-00	Law Ofc of Jackie Baker	137 W STATE ST	OFFICE	1260	1.00	1.00	1.00	1008	200	808	808	100%	808	808	\$ 75.26
08-55-201-102-00	Kermit & Lori Denton	139 W STATE ST	OFFICE	3420	1.00	1.00	1.00	2736	800	1936	1936	100%	1936	1936	\$ 180.33
08-55-201-104-00	Larry Phillips	145 W STATE ST	OFFICE	960	1.00	1.00	1.00	768	400	368	368	100%	368	368	\$ 34.28
08-55-201-105-00	Marlar Real Estate LLC	149 W STATE ST	OFFICE	6228	1.00	1.00	1.00	4982	0	4982	4982	100%	4982	4982	\$ 464.10
08-55-201-107-00	Robert Byington	222 W APPLE ST	OFFICE	3519	1.00	1.00	1.00	2815	4000	-1185	0	100%	-1185	0	\$ -
08-55-201-108-00	Chemical Bank	241 W STATE ST	FINANCIAL INSTITUTION	6464	1.00	1.00	1.00	5171	19600	-14429	0	100%	-14429	0	\$ -
08-55-201-109-00	Barry Co. Chamber of Comm.	221 W STATE ST	OFFICE	1670	1.00	1.00	1.00	1336	0	1336	1336	100%	1336	1336	\$ 124.45
08-55-201-112-01	Goodrich Theaters Propco LLC	213 W STATE ST	THEATER	13425	2.00	2.00	2.00	21480	0	21480	21480	100%	21480	21480	\$ 2,000.82
08-55-201-113-00	Barry County	220 W STATE ST	COURT HOUSE	0	0.00	0.00	0.00	0	0	0	0	0%	0	0	\$ -
08-55-201-114-00	Cook RM Realty	152 W STATE ST	RESTAURANT	4352	2.00	2.00	2.00	6963	200	6763	6763	100%	6763	6763	\$ 629.98
08-55-201-115-00	Cook RM Realty	152 W STATE ST	RESTAURANT	3784	2.00	2.00	2.00	6054	200	5854	5854	100%	5854	5854	\$ 545.33
08-55-201-157-00	Cook RM Realty	109 S CHURCH ST	OFFICE	1144	1.00	1.00	1.00	915	0	915	915	100%	915	915	\$ 85.25
08-55-201-116-00	Toni Marsh	146 W STATE ST	RESTAURANT	3732	2.00	1.50	1.00	4478	0	4478	4478	100%	4478	4478	\$ 417.15
08-55-201-117-00	Toni Marsh	140 W STATE ST	RETAIL	3476	1.00	1.00	1.00	2781	0	2781	2781	100%	2781	2781	\$ 259.03
08-55-201-118-00	Santmier Properties LLC	138 W STATE ST	OFFICE	1748	1.00	1.00	1.00	1398	600	798	798	100%	798	798	\$ 74.37
08-55-201-119-00	CR COOKE PROPERTIES LLC	134 W STATE ST	RETAIL	1980	1.00	1.00	1.00	1584	0	1584	1584	100%	1584	1584	\$ 147.55
08-55-201-120-00	CR COOKE PROPERTIES LLC	130 W STATE ST	RETAIL	2088	1.00	1.00	1.00	1670	0	1670	1670	100%	1670	1670	\$ 155.59
08-55-201-121-00	CR COOKE PROPERTIES LLC	126 W STATE ST	RETAIL	1760	1.00	1.00	1.00	1408	0	1408	1408	100%	1408	1408	\$ 131.15
08-55-201-122-00	Deborah L Button	122 W STATE ST	HODGES JEWELRY	3200	1.00	1.00	1.00	2560	400	2160	2160	100%	2160	2160	\$ 201.20
08-55-201-123-00	Bear Claw Holdings LLC	118 W STATE ST	RETAIL	2592	1.00	1.00	1.00	2074	400	1674	1674	100%	1674	1674	\$ 155.89
08-55-201-124-00	Pink Property LLC	114 W STATE ST	RETAIL	2388	1.00	1.00	1.00	1910	400	1510	1510	100%	1510	1510	\$ 140.69
08-55-201-125-00	Tom Kramer	102 W STATE ST	SALON	12384	1.00	1.00	1.00	9907	0	9907	9907	100%	9907	9907	\$ 922.84
08-55-201-126-00	Tom Kramer	110 W STATE ST	RETAIL	9132	1.00	1.00	1.00	7306	200	7106	7106	100%	7106	7106	\$ 661.87
08-55-201-127-00	Mary Hesterly	102 E STATE ST	GILMORE JEWELERS	4220	1.00	1.00	1.00	3376	0	3376	3376	60%	2026	2026	\$ 188.68
08-55-201-128-00	106 State St. Bldg Assoc.	106 E STATE ST	STATE GROUNDS / ATTORNEY OFF	7992	2.00	1.00	1.00	8525	0	8525	8525	60%	5115	5115	\$ 476.44
08-55-201-129-00	Peter & Linda Schantz	111 S JEFFERSON	AL & PETE'S SPORT SHOP	2159	1.00	1.00	1.00	1727	0	1727	1727	80%	1382	1382	\$ 128.71
08-55-201-130-00	116 E State St LLC	112 E STATE ST	RETAIL	13032	1.00	1.00	1.00	10426	200	10226	10226	100%	10226	10226	\$ 952.49
08-55-201-131-00	Donna Packer	124 E STATE ST	RETAIL	4788	1.00	1.00	1.00	3830	200	3630	3630	100%	3630	3630	\$ 338.16
08-55-201-132-00	Zweibruder Development	130 E STATE ST	BAKERY	5016	2.00	1.00	1.00	5350	0	5350	5350	100%	5350	5350	\$ 498.38
08-55-201-133-00	Zweibruder Development	126 E STATE ST	RETAIL- VACANT	6236	1.00	1.00	1.00	4989	0	4989	4989	100%	4989	4989	\$ 464.70

Parcel Number	Owner Name	Property Address	Business Name	Building Area	Use Factors			Active Building Area	Onsite Parking		Net Building Area	Distance Factor		Effective Net Building Area	2024 Special Assessment
					1st	2nd	3rd								
TOTAL SPECIAL ASSESSMENT LEVY													\$ 27,600.00		
08-55-201-134-00	Charlotte Mini Storage	136 E STATE ST	RETAIL	6224	1.00	1.00	1.00	4979	600	4379	4379	100%	4379	4379	\$ 407.91
08-55-201-136-00	Clarence Service	142 E STATE ST	RETAIL	4404	1.00	1.00	1.00	3523	0	3523	3523	100%	3523	3523	\$ 328.18
08-55-201-137-00	Kevin & Stacy Anderson	144 E STATE ST	RETAIL	2664	1.00	1.00	1.00	2131	600	1531	1531	100%	1531	1531	\$ 142.63
08-55-201-138-00	Kevin & Stacy Anderson	148 E STATE ST	RETAIL	3752	1.00	1.00	1.00	3002	0	3002	3002	100%	3002	3002	\$ 279.59
08-55-201-139-00	Leonard Fulford	150 E STATE ST	RESTAURANT	3900	2.00	2.00	2.00	6240	400	5840	5840	100%	5840	5840	\$ 543.98
08-55-201-142-00	126 Michigan LLC	126 S MICHIGAN	OFFICE	1080	1.00	1.00	1.00	864	2400	-1536	0	100%	-1536	0	\$ -
08-55-201-143-00	Phillip & Tylene Cooley	139 E COURT	RESTAURANT	1564	2.00	2.00	2.00	2502	0	2502	2502	100%	2502	2502	\$ 233.09
08-55-201-145-00	Hugo Osario & Franco Zulem	131 S JEFFERSON	MEXICAN CONNEXION	2288	2.00	2.00	2.00	3661	0	3661	3661	100%	3661	3661	\$ 341.00
08-55-201-146-00	Antonio & Lindsey Jacinto	125 S JEFFERSON	RESTAURANT	2764	2.00	2.00	2.00	4422	0	4422	4422	100%	4422	4422	\$ 411.94
08-55-201-147-00	Bryan & Kelly Tobias	121 S JEFFERSON ST	BARBER SHOP	2792	1.00	1.00	1.00	2234	0	2234	2234	100%	2234	2234	\$ 208.06
08-55-201-148-00	Tom Kramer	117 S JEFFERSON	RETAIL	3832	1.00	1.00	1.00	3066	0	3066	3066	100%	3066	3066	\$ 285.55
08-55-201-149-00	Doug Acker	115 S JEFFERSON	RETAIL	2976	1.00	1.00	1.00	2381	200	2181	2181	100%	2181	2181	\$ 203.14
08-55-201-150-00	Ricky & Cynthia Esther	112 S JEFFERSON	OLDE TOWNE TAVERN	2784	2.00	2.00	1.00	3712	0	3712	3712	100%	3712	3712	\$ 345.77
08-55-201-151-00	Ricky & Cynthia Esther	114 S JEFFERSON	OLDE TOWNE TAVERN	2240	2.00	2.00	1.00	2987	0	2987	2987	100%	2987	2987	\$ 278.20
08-55-201-152-00	Emily Jasperse	118 S JEFFERSON	RETAIL	4728	1.00	1.00	1.00	3782	0	3782	3782	100%	3782	3782	\$ 352.32
08-55-201-153-00	Jefferson Street Investors LLC	128 S JEFFERSON	RESTAURANT	7408	2.00	2.00	2.00	11853	400	11453	11453	100%	11453	11453	\$ 1,066.81
08-55-201-156-00	Barry County	121 S CHURCH ST	COUNTY	4736	0.00	0.00	0.00	0	400	-400	0	100%	-400	0	\$ -
08-55-201-169-00	Highpoint Community Bank	150 W COURT	FINANCIAL INSTITUTION	24938	1.00	1.00	1.00	19950	22600	-2650	0	100%	-2650	0	\$ -
08-55-201-173-00	Tagg Properties LLC	201 S JEFFERSON	RESTAURANT/BAR	7920	2.00	2.00	2.00	12672	0	12672	12672	100%	12672	12672	\$ 1,180.37
08-55-201-174-00	Gallery Suites LLC	205 S JEFFERSON	RETAIL	4312	1.00	1.00	1.00	3450	0	3450	3450	80%	2760	2760	\$ 257.06
08-55-201-175-00	Bella Investment Prop LLC	215 S JEFFERSON	ALFRESCO	9944	1.00	1.00	1.00	7955	0	7955	7955	70%	5569	5569	\$ 518.71
08-55-201-176-00	SDW LLC	112 E COURT	RAZORS EDGE	3520	1.50	1.50	1.50	4224	0	4224	4224	100%	4224	4224	\$ 393.46
08-55-201-177-00	Marvin Helder	118 E COURT	OFFICES	5295	1.00	1.00	1.00	4236	2200	2036	2036	100%	2036	2036	\$ 189.65
08-55-201-178-00	MJH Opportunity LLC	128 E COURT	RETAIL	2984	1.00	1.00	1.00	2387	0	2387	2387	100%	2387	2387	\$ 222.36
08-55-201-179-00	MJH Opportunity LLC	134 E COURT	VACANT	0	1.00	1.00	1.00	0	3200	-3200	0	0%	0	0	\$ -
08-55-201-224-00	Store Capital LLC	235 S JEFFERSON	BRIAN'S TIRE & SERVICE	12152	0.75	0.75	0.75	7291	4400	2891	2891	100%	2891	2891	\$ 269.31
08-55-201-234-00	Barry County	206 W COURT	BARRY COUNTY COURTS & LAW	0	0.00	0.00	0.00	0	0	0	0	0%	0	0	\$ -
08-55-201-236-00	Barry County	221 S BROADWAY ST	BARRY COUNTY	0	0.00	0.00	0.00	0	0	0	0	0%	0	0	\$ -
TOTALS													296303	27,600.00	

City of Hastings

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Hastings City Council will hold a public hearing on Monday, June 10, 2024 at 7:00 PM in the Council Chambers, second floor of City Hall, 201 East State Street, Hastings, Michigan.

The purpose of the Public Hearing is for City Council to hear comments and make a determination on the establishment of a final assessment roll for parking in the City of Hastings Principal Shopping District for fiscal year 2024/2025.

The City will provide necessary aids and services to individuals with disabilities upon five days' notice to the Clerk of the City of Hastings. Individuals requiring these services should contact the City of Hastings at 269-945-2468, or via email at mbean@hastingsmi.gov.

Amy Hubbell
Deputy City Clerk



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: Resolution 2024-16 Bank Signers

Meeting Date: June 10, 2024

Recommended Action:

Motion to adopt Resolution 2024-16 to approve signatories for financial institution accounts.

Background Information:

The purpose of this Resolution is to remove Christopher Bever as a signer on the City's accounts and to add William Schmidt. Moyer-Cale and Nagel are existing signers.

Financial Implications:

None.

Attachments:

- Resolution 2024-16

City Of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Resolution 2024-16

TO APPROVE SIGNATORIES FOR FINANCIAL INSTITUTION ACCOUNTS
OF THE CITY OF HASTINGS

WHEREAS, the City of Hastings maintains accounts in approved financial institutions for certain of its funds; and

WHEREAS, per the City charter, it is prudent and appropriate that the City Council for the City of Hastings designate and approve persons authorized as signatories on such accounts; now

THEREFORE BE IT FURTHER RESOLVED, that the following persons are authorized as signatories on accounts of the City of Hastings:

Sarah Moyer-Cale, City Manager
William Schmidt, City Clerk/Treasurer
Francie Nagel, Deputy City Treasurer

and BE IT FURTHER RESOLVED, that each person signing any document is directed to review the documentation supporting the transaction and to satisfy themselves, prior to signing, that said documentation is in proper order; and

BE IT FURTHER RESOLVED, that authorization as a signatory for any banking instrument shall terminate immediately with the separation of any approved signor from employment in the designated role with the City of Hastings, the senior continuing approved person shall cause notice of any such separation to be served on all financial institutions with City of Hastings accounts; and

BE IT FURTHER RESOLVED that this designation of signatories shall continue in effect until modified by the City Council of the City of Hastings.

A motion to adopt the foregoing resolution being offered by Member _____, with support by Member _____.

YEAS:

NAYS:

ABSENT:

MOTION DECLARED _____.

I hereby certify that the foregoing resolution was adopted at a duly held and attended regular meeting the 10th day of June 2024, by the City Council of the City of Hastings, County of Barry, State of Michigan, by a vote of ____ members voting in favor thereof and ____ members voting against and ____ absent.

William Schmidt, City Clerk



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Ordinance #623

Meeting Date: June 10, 2024

Recommended Action:

Conduct first reading of Ordinance #623 pertaining to text amendment to the A-1 Apartment District, A-2 Apartment Edge District, and A-O Apartment and Office District.

Background Information:

As a result of the Master Plan update completed in July of 2021, addressing the current housing shortfall was identified as a major action item of the plan. Adoption of Ordinance #623 accomplishes two action strategies outlined in the Master Plan. The first strategy is to eliminate multiple family development as a special use and allow multi-family projects as a permitted use in the subject zoning districts. The second strategy is to eliminate the requirement for the Planning Commission to review single-family conversions to multi-family and transfer the approval process to the Zoning Administrator for administrative review. Both strategies remove time delays in the approval process which can lead to quicker development of multi-family projects. The Planning Commission recommends adoption of Ordinance #623.

Financial Implications:

There are no financial implications from this request.

Attachments:

- Ordinance #623

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

ORDINANCE NO. 623

AN ORDINANCE TO AMEND CHAPTER 90 OF THE HASTINGS CODE OF 1970, AS AMENDED, BY DELETING THE FOLLOWING: ARTICLE 90 - VI, DIVISION 90-VI-8 SECTION 90-392 (A), DIVISION 90-VI-9, SECTION 90-422 (A), SECTION 90-423 (A) AND, DIVISION 90-VI-10, SECTION 90-452 (A), AND AMENDING DIVISION 90-VI-9, SECTION 90-427 (B) (1).

AS RECOMMENDED BY THE PLANNING COMMISSON ON JUNE 3, 2024

THE CITY OF HASTINGS ORDAINS:

SECTION I.

Chapter 90 is hereby amended by deleting Article 90-VI, Division 90-VI-8, Section 90-392 (a), Division 90-VI-9, Section 90-422 (a), Section 90-423 (a), and Division 90-VI-10, Section 90-452 (a), and amending Division 90-VI-9, Section 90-427 (b)(1). Amended text in **BOLD**.

Section 90-392 Permitted Uses

Land and structures in the A-1 district may be used for the following purposes only:

- a) Single-family detached dwellings.
- b) Multiple-family dwellings with no more than eight units per building and a maximum density of 14 units per acre.
- c) Two-family dwelling units.
- d) Adult foster care family homes and family child care homes.
- e) Housing for the elderly, retired or those requiring assisted care.
- f) Home occupations as regulated by section 90-775.
- g) Private communication antennas not exceeding 35 feet in height as regulated by section 90-833.
- h) Accessory uses, buildings, and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this chapter.
- i) Essential public service equipment.
- j) Public schools per section 90-810.
- k) Accessory Dwelling Units as regulated by Secs 90-914/915.

Section 90-422 Permitted Uses

Land and structures in the apartment edge district may be used for the following purposes only:

- a) Single-family detached dwellings.
- b) Two-family dwelling units.
- c) Three- and four-family dwelling units.
- d) Multiple-family dwellings with no more than eight units per building including attached townhouse buildings, and a maximum density of eight units per acre.**
- e) Adult foster care homes and child day care homes.
- f) Offices and other uses as permitted by section 90-477 herein.
- g) Housing for the elderly, retired or those requiring assisted care, including nursing homes, subject to the standards of section 90-1080.
- h) Home occupations as regulated by section 90-775.
- i) Private communication antennas not exceeding 35 feet in height as regulated by section 90-833.
- j) Accessory uses, buildings, and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this chapter.
- k) Essential public service equipment.
- l) Public schools per section 90-810.
- m) Accessory Dwelling Units as regulated by Secs 90-914/915.

Section 90-423 Special Uses

- ~~a) Multiple-family dwellings with no more than eight units per building including attached townhouse buildings, and a maximum density of eight units per acre;~~
- b) Churches, synagogues or other similar places of worship and customary related uses.
- c) Public and institutional uses and hospitals.
- d) Private schools.
- e) Antennas and towers exceeding a height of 35 feet.
- f) Non-commercial parks, playgrounds, and playfields.
- g) Essential public service buildings and structures.
- h) Adult foster care small group homes and group child care homes.
- i) Child care centers.
- j) Bed and breakfast establishments.
- k) Gathering halls, lodges, or clubs of fraternal organizations, including accessory uses of such buildings, including, but are not limited to, garage sales, flea markets, art sales, wedding receptions and similar gatherings within such buildings as may be permitted by the planning commission.
- l) Accessory buildings which are more than one story in height, and which are similar in architectural style to the principal building on the property per section 90-1090 herein.

Section 90-427 General Development Standards

- a) Dumpsters shall be kept within a fenced or brick walled area which shall be at least six feet high and located so that their use, including emptying, does not pose a nuisance to nearby residents.
- b) Existing single-family houses on Green Street, Broadway Street, Hanover Street and East State Street which are proposed to be converted to other uses as permitted by this article shall comply with the following requirements:
 - 1. The proposed use shall be subject to site plan review **as regulated by Section 90-127 (b)**.
 - 2. The primary entrance to the building shall be visible from and face the street from which the address of the building is derived.
 - 3. The building shall comply with the requirements of the building code.
 - 4. Exterior defects in the building or property such as cracked, chipped or peeling siding, cracked sidewalk, unkempt lawn or landscaping shall be identified as part of the site plan review process and corrected before the building is occupied.
 - 5. Vehicle access to the property shall be determined during review of the site plan. The existing driveway may be required to be closed in order to achieve safe access.
- c) A walkway shall be provided from the existing or proposed sidewalk within the right-of-way to the primary building entrance.
- d) The floor area shall be, for:
 - 1. Single-family dwellings: same as the R-2 zoning district.
 - 2. Two-family, three-family, and four-family buildings: a minimum of 720 square feet per dwelling unit.
 - 3. All multiple-family buildings with more than four dwelling units: a minimum of 600 square feet per dwelling unit.

Sec 90-452 Permitted Uses

Land and structures in the A-O district may be used for the following purposes only:

- a) Single-family detached dwellings.
- b) Multiple-family dwellings with no more than eight units per building and a maximum density of 14 units per acre.
- c) Two-family dwelling units.
- d) Adult foster care family homes and family child care homes.
- e) Offices permitted by section 90-477 and other uses.
- f) Housing for the elderly, retired or those requiring assisted care, including nursing homes, subject to the standards of section 90-1080.
- g) Home occupations as regulated by section 90-775.
- h) Private communication antennas not exceeding 35 feet in height as regulated by section 90-833.
- i) Accessory uses, buildings, and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this chapter.

- j) Essential public service equipment.
- k) Public schools per section 90-810.
- l) Accessory Dwelling Units as regulated by Secs 90-914/915.

SECTION II.

If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION III.

This ordinance shall become effective upon its adoption and publication as provided by City Charter.

Moved by _____, with support by _____, that Ordinance No. 623 be adopted as read.

YEAS:
 NAYS:
 ABSENT:

Adoption Date:
 Effective Date:
 First Reading:
 Second Reading:

CITY OF HASTINGS

 By:
 Hastings City Clerk

CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the City of Hastings, Michigan, does hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Hastings, at a regular meeting of the City Council on the ___ day of ____ 2024, at which meeting a quorum was present and remained throughout, and that the original of said Ordinance is on file in the records of the City of Hastings. I further certify that the meeting was conducted, and public notice was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Dated: _____
 City Clerk



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Ordinance #624

Meeting Date: June 10, 2024

Recommended Action:

Conduct first reading of Ordinance #624 pertaining to text amendments regarding sign definitions and signs in the B-1, B-2, B-3, B-4, and B-6 Districts.

Background Information:

The Planning Commission recognized the need to better define certain sign types and clarify signage text in the B-1 through B-6 districts. Ordinance #624 accomplishes the clarification of text in the Sign Ordinance. Planning Commission recommends adoption of Ordinance #624.

Financial Implications:

There are no financial implications from this request.

Attachments:

- Ordinance #624

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

ORDINANCE NO. 624

AN ORDINANCE TO AMEND CHAPTER 90 OF THE HASTINGS CODE OF 1970, AS AMENDED, BY AMENDING THE FOLLOWING: ARTICLE 90 – XI - SIGNS, SECTION 90-961, SECTION 90-963, SECTION 90-967 (E) AND, SECTION 90-973 (A) (5).

AS RECOMMENDED BY THE PLANNING COMMISSION ON JUNE 3, 2024

THE CITY OF HASTINGS ORDAINS:

SECTION I.

Chapter 90 is hereby amended by amending Article 90-XI - SIGNS, Section 90-961 - Section 90-963, Section 90-967 (e), and Section 90-973 (a) (5). Amended text in **BOLD**.

Sec 90-961 Definitions

Temporary sign means a sign ~~installed~~ **intended to be displayed** for a limited period of time, ~~Temporary signs are categorized as follows:~~ **and which is not permanently attached to a building wall or to the ground.**

(relocate the following 'temporary sign' definitions within Section 90-961 in alphabetical order)

Banner sign, flag sign and flutter flag sign mean a **temporary** sign of fabric, plastic, or other non-rigid material without an enclosing structural framework which may or may not be attached to a pole, building or structure.

Balloon signs means a **temporary sign consisting of an envelope inflated with pressurized or heated air, or a light-than-air gas. Unlike inflatable signs, balloon signs can be suspended in midair, independent of any structure other than that which keeps the device from floating away.**

Inflatable sign means a **temporary sign consisting of flexible material that takes on a three-dimensional shape when filled with air/gas and is commonly used to draw attention to a site.**

Pennant sign means ~~a flag or cloth that tapers to a point~~ **any geometric shaped cloth, fabric or other lightweight material normally fastened to a stringer and which is secured or tethered so as to allow movement of the sign by the atmosphere.**

Portable sign means a ~~type of~~ temporary sign that is not ~~permanent and not~~ affixed to a building or structure and by its nature may be or is intended to be easily moved from one

location to another such as a ~~sidewalk sign~~ and sign supported on a metal chassis and may include copy that can be changed manually through the use of attachable characters.

Post sign means a **temporary sign** constructed of unbendable materials firmly attached to one or more wood, metal, plastic or other rigid posts or supports placed into the ground without permanent footings.

Sidewalk sign means a **temporary** A-frame sign which is portable and designed to be placed on the sidewalk in front of the **storefront related to the sign**.

Streamers means a long, narrow strip of material used as a decoration or symbol.

Wire frame sign means a temporary sign made of corrugated plastic, vinyl, cardboard, poster board or similar material which is supported by or attached to a metal **or plastic** frame.

Sec 90-963 Signs Exempted

The following signs shall be exempted from the provisions of this article, except for the regulations of section 90-966:

- a) **Permanent** signs which are 1.5 square feet or less in area.
- b) Directional, traffic warning and identification signs erected by a government agency when located within the street right-of-way.
- c) Flags of any nation, state, city, township, government, or government authorized agency.

Sec 90-967 Sign Regulations Applicable To All Districts

- d) Temporary signs are allowed in all zoning districts subject to the following regulations:
 1. Temporary signs, including signs held by a person, shall be located outside of the public right-of-way and shall not hamper the visibility of a driver on or off the site.
 2. Temporary signs shall not be illuminated in any fashion.
 3. Temporary signs shall be anchored in a safe and secure manner. The anchoring of temporary signs by tying or attaching weighted objects (such as cinder blocks or tires) is prohibited.
 4. A temporary sign shall be located a minimum of five feet from the edge of any road or street right-of-way or public or private sidewalk, ~~except for sidewalk signs~~ as regulated herein.
 5. A temporary sign shall not be displayed if it is torn, bent, faded, not upright, unreadable or otherwise unsightly.
 6. Prohibited temporary signs. The following types of temporary signs are prohibited:
 - a. Searchlights, laser lights, strobe lights, and lights of a similar nature.
 7. Temporary signs shall meet the following dimensional requirements ~~or as allowed by the zoning district~~, **except as regulated herein**.
 - a. Wire frame signs: Each sign shall not exceed four square feet in area and 30 inches in height.

- b. Post signs: Each sign shall not exceed eight square feet in area and four feet in height.
- c. Banner, flag and flutter flags shall not exceed 20 square feet in size and eight feet in height.
- d. Portable signs shall not exceed 32 square feet in area.

Sec 90-973 Signs In The B-1, B-2, B-3, B-4 And B-6 Districts

a) Only the following signs are permitted in the B-1, B-2, B-3, B-4 and B-6 districts:

5. *Temporary signs.* The following temporary signs shall be permitted subject to the dimensional requirements in section 90-967 or as allowed herein:

- a. Banner **sign**, flag **sign**, or flutter flag **sign**. No more than four banner, flag or flutter flag **signs** shall be permitted per parcel. Banner, flag and flutter flag signs may be displayed indefinitely provided they are properly maintained and shall be removed if they become torn, faded, unreadable or otherwise unsightly.
- b. **Balloon sign or inflatable sign. One balloon sign or inflatable sign shall be permitted per parcel.**
- c. Pennant **sign or** streamers. No more than four pennant **signs** or streamers ~~per parcel~~ shall be permitted **per parcel**. **Pennant signs and streamers may be displayed indefinitely** provided they are properly maintained and shall be removed if they become torn, faded, unreadable or otherwise unsightly.
- d. Portable sign. One portable sign shall be permitted **per parcel** for any 30 days within a period of 120 days; but the sign shall not be **located** closer than five feet to the front street right-of-way line nor closer than 20 feet to any curb, rear lot line, side lot line or intersection of street right-of-way **lines**. ~~If the sign is illuminated, there shall be an electrical outlet installed in accordance with the electrical codes for the city and state within five feet of the sign. The sign permit shall designate the 30 days in the 120-day period, as requested on the application for a sign permit.~~
- e. Post sign. One post sign shall be permitted per parcel **and shall** not ~~to~~ exceed 32 square feet in area and six feet in height.
- f. **Sidewalk sign. One sidewalk sign per storefront is permitted in the B-1 District and shall not occupy more than nine square feet of sidewalk nor exceed four feet in height. Sidewalk signs shall be subject to the following regulations:**
 - 1) **May be displayed only during hours a business is open.**
 - 2) **Must be placed in front of the storefront related to the sign.**
 - 3) **Shall be located a minimum of two feet from the curb and allow 5 feet of unobstructed sidewalk.**
 - 4) **Shall be placed 20 feet from each other.**
 - 5) **Shall not be placed on snowbanks.**
 - 6) **Shall be weatherproof and sturdy enough to withstand typical winds without flipping over.**
 - 7) **Loose paper faces are prohibited.**

- g. Wire frame sign. No more than four wire frame signs shall be permitted per parcel.

SECTION II.

If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION III.

This ordinance shall become effective upon its adoption and publication as provided by City Charter.

Moved by _____, with support by _____, that Ordinance No. 624 be adopted as read.

YEAS:
NAYS:
ABSENT:

Adoption Date:
Effective Date:
First Reading:
Second Reading:

CITY OF HASTINGS

By:
Hastings City Clerk

CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the City of Hastings, Michigan, does hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Hastings, at a regular meeting of the City Council on the ___ day of ____ 2024, at which meeting a quorum was present and remained throughout, and that the original of said Ordinance is on file in the records of the City of Hastings. I further certify that the meeting was conducted, and public notice was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Dated: _____
City Clerk



Regular Council Agenda Item Memorandum

To: Mayor Tossava and City Council

From: Dan King

Subject: Ordinance #625

Meeting Date: June 10, 2024

Recommended Action:

Conduct first reading of Ordinance #625 pertaining to text amendments regarding Buffer Zone Development Standards and the inclusion of Section 90-1014 Prohibited Species.

Background Information:

The Planning Commission recognized invasive species of trees were included in permitted trees that could be planted in buffer zones. To help eliminate the spread of invasive tree species, Section 90-1010 Buffer Zone Development Standards text requires amendment and Section 90-1014 Prohibited Species is proposed for addition. Planning Commission recommends adoption of Ordinance #625.

Financial Implications:

There are no financial implications from this request.

Attachments:

- Ordinance #625

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

ORDINANCE NO. 625

AN ORDINANCE TO AMEND CHAPTER 90 OF THE HASTINGS CODE OF 1970, AS AMENDED, BY AMENDING THE FOLLOWING: ARTICLE 90 - XII, SECTION 1010 (D) AND ADDING SECTION 90-1014.

AS RECOMMENDED BY THE PLANNING COMMISSION ON JUNE 3, 2024

THE CITY OF HASTINGS ORDAINS:

SECTION I.

Chapter 90 is hereby amended by amending Article 90-XII, Section 1010 (d) and adding Section 1014. Amended text in **BOLD**.

Section 90-1010 Buffer Zone Development Standards

- (d) ~~Types of trees permitted to be planted within the buffer zone shall include but not be limited to the following:~~
- ~~1. *Canopy trees:* Maple, Ash, Locust, Sycamore, Oak, Linden, Ginkgo.~~
 - ~~2. *Ornamental trees:* Redbud, Hawthorn, Crabapple, Dogwood, Plum, Russian Olive, Shadblow.~~
 - ~~3. *Evergreen trees:* Norway Spruce, Austrian Pine, White Pine, Blue Spruce, Hemlock, Japanese Yew.~~

(d) Types of trees permitted to be planted within the buffer zone shall be appropriate for the hardiness zone. At least fifty percent (50%) of selected trees should be native to Michigan (i.e., Oak, Serviceberry, Muscledwood, Hackberry, Black Gum, Yellowwood, Kentucky Coffeetree, and Bald Cypress). Trees should be generally resistant to salt, insects, diseases, damage, and drought. Weak-wooded trees should be avoided.

Section 90-1014 Prohibited Species

Prohibited species are invasive species and are capable of outcompeting and displacing native vegetation. Any species on the Michigan Department of Natural Resources list of invasive species shall be prohibited, in addition to those listed below. Existing prohibited species shall be identified on a site plan and shall not count towards landscape requirement.

Common Name	Botanical Name
Amur Maple	Acer Ginnala
Autumn Olive	Eleagnus Umbellata
Black Locus	Robinia Spp.
Box Elder	Acer Negundo
Bradford Pear (Callery)	Pyrus calleryana
Common Buckthorn	Rhamnus athartica
Common Reed	Phragmites australis
Flowering Rush	Butomus umbellatus
Garlic Mustard	Alliaria petiolata
Giant Knotweed	Polygonum sahalinensis (Fallopia sachalinensis)
Glossy Buckthorn	Rhamnus Frangula
Japanese Barberry	Berberis Thunbergii
Japanese Knotwood	Fallopia japonica
Lombardy poplar	Populus nigra var. italica
Multiflora rose	Rosa Multiflora
Norway Maple	Acer platanoides
Purple Loosestrife	Lythrum salicaria
Russian Olive	Elaeagnus Angustifolia
Spotted Knapweed	Centaurea Biebersteinii
Tree of Heaven	Ailanthus Altissima
White Mulberry	Morus alba

SECTION II.

If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION III.

This ordinance shall become effective upon its adoption and publication as provided by City Charter.

Moved by _____, with support by _____, that Ordinance No. 625 be adopted as read.

YEAS:

NAYS:

ABSENT:

Adoption Date:
Effective Date:
First Reading:
Second Reading:

CITY OF HASTINGS

By:
Hastings City Clerk

CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the City of Hastings, Michigan, does hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Hastings, at a regular meeting of the City Council on the ___ day of ___ 2024, at which meeting a quorum was present and remained throughout, and that the original of said Ordinance is on file in the records of the City of Hastings. I further certify that the meeting was conducted, and public notice was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Dated:

City Clerk



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: E. State Street – 2025 Small Urban Grant Project – Engineering Services

Meeting Date: June 10, 2024

Recommended Action:

Approve the proposal to provide design services for the Small Urban Grant Project on East State Street in 2025 by Moore & Bruggink for the sum of **\$38,000**.

Background Information:

We are proposing to improve E. State Street from Clinton to Grand Street for the 2025 Small Urban Grant. The project is to remove existing pavement, partially excavate to subgrade for full subbase, base, and pavement sections, remove and replace curb & gutter, sidewalk ramp and sidewalk as needed. We need engineering to accomplish this so two engineering firms were solicited, ROWE PCS and Moore & Bruggink. ROWE's proposal was \$65,000 to do the design services through Bid letting. Moore & Bruggink's proposal was \$38,000 for the same.

Construction engineering will be at a later date (after bid letting).

Financial Implications:

This is budgeted for next fiscal year in Major Streets.

Attachments:

Moore & Bruggink Proposal

ROWE Proposal



May 30, 2024

*Proposal – East State Street
Improvements*

Mr. Travis Tate, P.E.
City of Hastings
201 East State Street
Hastings, Michigan 49058

Dear Mr. Tate,

Moore & Bruggink, Inc., is pleased to provide a proposal for design engineering services for the East State Street Improvements project located in the city of Hastings, Barry County, Michigan.

In preparing this quote, we reviewed the project limits and the extent of the improvements on East State Street from East Grand Street to East Clinton Road. From this review, we understand the scope to be a 4-inch cold milling and hot mix asphalt resurfacing project with spot curb and gutter repair, driveway replacement, and ADA sidewalk ramp upgrades. We also understand the intent to utilize Federal Small Urban funds for the project, which will be run through the MDOT Local Agency Program.

Based on this background, our services for design engineering will include the following:

1. Site Review & Soil Borings: We will review the site and specify soil boring locations to determine the makeup of the existing roadway and underlying soils within the roadway. We will then have our sub-consultant, Soils & Structures, perform the soil borings and log the results for review and design purposes. A project of this scale typically requires four soil borings to characterize the existing pavement cross section, underlying soil composition, and ground water levels.
2. Topographic Survey: Our experienced survey crew will perform a full topographic and boundary survey of the roadway where improvements are to be made. This survey will give us a base map of the roadway improvement areas and allow us to log all construction related items. This information will serve as a base for the design of the planned improvements.
3. Prepare Plans: Based on Work Items 1 and 2 above, we will prepare preliminary removal and improvement plans, detail sheets, and cost estimates for City and MDOT Local Agency Program review.
4. SHPO & NEPA Clearance: We will team with Barr Engineering to complete the required State Historic Preservation Office (SHPO), National Environmental Policy Act (NEPA), and Archeological reviews for the project. We will then use this information to complete the required MDOT Local Agency Environmental Clearance Form for the project.



5. Contract Quantities: We will confirm the project scope and compile pay items with quantities for the project. We will finalize a MERL engineer's estimate of project costs prior to bidding and review with the City to confirm project budgets. We will identify and discuss any areas of potential project savings with you and your staff.
6. Bid Documents: We will prepare contract documents that meet MDOT Local Agency Program requirements. These documents include progress schedules, maintenance of traffic requirements, construction special provisions, and a MERL engineer's estimate. These documents will be submitted to the MDOT Local Agency Program for advertisement and bidding.

Moore & Bruggink understands the City's requirements for budgets and project financial planning. There are many project variables in establishing fees. However, we only charge for our time required by our client needs. Based on our experience in projects such as this and based on a typical project with good communication and detailed bid packages, we are providing a not-to-exceed budget for your use as follows:

Design Phase

– Soil Borings (Soils & Structures)	\$5,200.00
– Topographic & Boundary Survey	\$12,000.00
– SHPO & NEPA Reviews (BARR)	\$2,850.00
– Design and MDOT Bid Package Preparation	\$17,385.00
– Miscellaneous (mileage, printing, etc.)	<u>\$565.00</u>
Total Design Engineering Cost:	\$38,000.00

For your reference, we have attached our level of effort breakdown for design engineering for the project.

For budgeting and information purposes, we estimate that the MDOT required construction engineering, inspection, and testing services for the project will be approximately \$54,000 for a 4- to 5-week construction period in the spring of 2025.

We anticipate the following schedule for the project:

Project Kickoff Meeting	June 12, 2024
Complete SHPO/MNFI Review	July 10, 2024
Complete Survey Work	July 12, 2024
Submit Grade Inspection Package to the City	September 9, 2024
Submit Grade Inspection Package to MDOT	October 7, 2024
Grade Inspection Meeting	November 4, 2024
Final Design Submittal to MDOT	December 16, 2024
MDOT Project Letting	March 7, 2025
Conduct Informational Meeting	April 9, 2025
Project Construction Start	April 21, 2025



Mr. Travis Tate
May 30, 2024
Page 3

Project Construction End

May 23, 2025

We estimate that the work described herein can commence within three weeks of your authorization to proceed. You can authorize this work to begin by signing our attached Proposal Authorization Form.

We look forward to being of service to you on this project. If you have any questions or concerns, please let me know.

Sincerely,

Ryan Arends, P.E.
Project Manager

Attachments

cc: Sarah Moyer-Cale, City of Hastings



East State Street Improvements

<u>Task</u>	<u>Project Manager</u> Arends	<u>Design Engineer</u>	<u>CAD Tech</u>	<u>Chief Surveyor</u> Green	<u>Survey Crew</u>	<u>Clerical</u>	<u>Total Hours</u>
Design Phase							
<u>Preliminary Design</u>							
Kickoff Meeting	3	3					6
Survey and Base Plans	1	1	32	5	48	2	89
Soil Borings	1					1	2
5323 Form – SHPO & NEPA Coordination	1	16	3				20
60% Plans and Specifications	1	12	16				29
Preliminary Estimate	1	3					4
Maintaining Traffic	1	4				1	6
Utility Coordination	1	4					5
Informational Meeting	3	3					6
80% Plans and Specifications	2	12	16			2	32
GI Plan Review Meeting	2	2					4
<u>Final Design</u>							
Revisions to Plans	1	10	16				27
Revisions to Specifications	1	4				2	7
Revisions to Estimate	1	3					4
Submit Final Package to MDOT		2				2	4
Subtotal Design Hrs.	20	79	83	5	48	10	245
Subtotal Labor Cost							\$29,385.00
Reimbursable Expenses							\$565.00
Soil Borings (Soils & Structures)							\$5,200.00
SHPO & NEPA (BARR)							\$2,850.00
Total Design Engineering Cost							\$38,000.00



CONFIDENTIAL

Client Name: City of Hastings ("Client") Date: May 30, 2024
Client Address: 201 East State Street, Hastings, Michigan 49058

AUTHORIZATION FOR PROFESSIONAL SERVICES

Moore & Bruggink, Inc. ("M&B"), appreciates the opportunity to provide you with professional engineering and consulting services. It is our policy to receive this Authorization for Professional Services, with acknowledgment of the terms and conditions contained herein and in the attached Proposal (Exhibit A) prior to commencing services. We propose services to be performed for you for the project known as East State Street Improvements ("Project") located in Hastings, Michigan. The attached proposal is dated May 30, 2024.

NATURE OF ENGAGEMENT

Moore & Bruggink, Inc. (M&B) will provide all work as stated in the attached proposal at the fee quoted therein. There may be additional work to be performed either through change orders or unforeseen circumstances for which M&B will be compensated on an hourly basis.

TERMS AND CONDITIONS

Client Responsibility. The Client shall furnish all existing data pertinent to the Project and shall furnish any additional information when requested.

Hourly Billing Rates. Unless stipulated otherwise, CLIENT shall compensate M&B at hourly billing rates in effect when services are provided by M&B employees of various classifications. Rates are revised annually and you will be notified of the changes.

Reimbursable Expenses. Unless stipulated otherwise, Client shall compensate M&B for Reimbursable Expenses defined as those costs incurred on or directly for Client Project, including, but not limited to, government fees, necessary transportation costs (including mileage at M&B current rate for service vehicles and automobiles), meals and lodging, laboratory tests and analyses, computer services, special equipment services, postage and delivery charges, telephone and telefax charges, copying, printing and binding charges, and outside technical or professional services. Reimbursement for these expenses shall be on the basis of actual charges plus ten percent (10%) when furnished by outside sources and on the basis of usual commercial charges or separate rate schedules when furnished by M&B.

Cost Estimates. Cost estimates of other contractors' work will be on a basis of experience and judgment, but since it has no control over market condition or bidding procedures, M&B cannot warrant that bids or ultimate construction costs will not vary from these cost estimates.

Professional Standards. M&B shall be responsible to the generally-accepted standards of ordinary and reasonable skill and care usually exercised by other practicing professional engineers and surveyors at the time and location such services are rendered. No warranty, express or implied, is included or intended in its proposals, contracts, or reports.

Termination. Either Client or M&B may terminate this Authorization by giving ten (10) days' written notice to the other party. In such event, Client shall pay M&B in full for all work previously authorized and performed prior to the effective date of termination, plus (at the discretion of M&B) a termination charge to cover finalization of work necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed thirty-three percent (33%) of all charges previously incurred. Upon receipt of such payment, M&B will return to Client all documents and information which are the property of Client.

Subcontractor. M&B may, in its sole discretion, engage subcontractors on behalf of Client to perform any portion of the services to be provided by M&B hereunder, and Client agrees that M&B shall not be responsible for, or in any manner guarantee, the performance of such subcontractors, nor shall M&B be liable for any negligent acts, errors, or omissions of any such subcontractor.

Payment to M&B. Invoices will be issued on a monthly basis or upon completion of the work product, whichever occurs sooner, payable upon receipt unless otherwise agreed. Interest of one-and-one-half percent (1.5%) per month (but not exceeding the maximum rate allowed by law) will be payable on all amounts not paid within thirty (30) days from date of invoices, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on M&B by any government entity.

In addition to any other remedies M&B may have, M&B shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

Hazardous Waste. M&B has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. M&B shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of engineering or surveying services hereunder does not imply risk-sharing on the part of M&B.

Limitation of Liability. To the fullest extent permitted by law, M&B's total liability to Client or Client's contractors for any cause or combination of causes, whether arising out of claims based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to an amount no greater than the fee earned under this authorization. A higher limit of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.


Indemnification. Client agrees to defend, indemnify, and hold M&B harmless from any claim, liability, or defense cost for injury or loss sustained by any part from exposures allegedly caused by M&B's performance of services hereunder, except for injury or loss caused solely by the negligence or willful misconduct of M&B.

Legal Expenses. In the event of a claim by Client against M&B, at law or otherwise, for any alleged error, omission, or other act arising out of the performance of its services, and to the extent Client fails to prove such claim, then Client shall pay all costs, including attorney's fees, incurred by M&B in defending itself against the claim.

Ownership of Work Product. M&B shall remain the owner of all drawings and reports, and Client shall be authorized to use the copies provided by M&B only in connection with the Project. Any use or reuse by Client or others for any purpose other than as outlined herein and in the attached Proposal shall be at Client's risk and full legal responsibility, without liability to M&B.

MOORE & BRUGGINK, INC.

Date: May 30, 2024

By: 
Alan Pennington, P.E.
Its: President

Acceptance of Proposal and Authorization for Professional Services
CITY OF HASTINGS

Date: _____

By: _____

Its: _____



May 20, 2024

Mr. Travis Tate, PE – Department of Public Services Director
City of Hastings
201 E State Street
Hastings, MI 49058
Via e-mail: ttate@hastingsmi.org

RE: State Street Rehabilitation Proposal for Design Engineering Services

Dear Mr. Tate:

ROWE Professional Services Company is pleased to provide the City of Hastings with the following proposal for design services for the rehabilitation of State Street from the east spring point of Clinton Street to the east spring point of Grand Street. The scope of services is based on our conversations with the City of Hastings and experience with these types of projects.

The project is anticipated to be funded through the Michigan Department of Transportation (MDOT) Small Urban Program with 2025 funds. The project design will follow MDOT standards and requirements. Request for obligation is anticipated to be completed by January 2024 and the project let in April 2025 for construction in summer/fall of 2025.

The project will include:

- 3-inch mill and resurfacing of State Street from Clinton Street to Grand Street.
 - Anticipating full pavement removal and reconstruction of roadway from Bond Street to Grand Street.
- All sidewalk ramps upgraded to ADA compliance.
- As-needed spot curb and gutter replacements.
- As-needed spot driveway replacements.
- Assuming no right-of-way acquisition is required for the project.

Design Services Scope:

- ***Design Plans***
 - Design schedule to meet an April 2025 MDOT Local Agency Program (LAP) letting.
 - One preliminary estimate
 - Two project meetings including:
 - Kick-Off / Field Review meeting with the city
 - GI meeting with MDOT
 - Special Provisions including:
 - City of Hastings standard special provisions
 - Coordination Clause
 - Progress Clause
 - Maintaining Traffic

SINCE 1962

Mr. Travis Tate, PE – Department of Public Services Director

May 20, 2024

Page 2

- Topographic Survey for entire project limits
- Full design plans including removal and construction sheets
- Four pavement cores
- Utility coordination
- MDOT right-of-way permit for temporary traffic control devices
- SESC Permit from Barry County
- NEPA and SHPO Clearances

Services do *NOT* include the following:

- Traffic data collection
- Right-of-Way services
- Michigan Department of Environment, Great Lakes, and Energy (EGLE) permits.
- Public or private utility design
- Design exceptions or design variances.
- Boundary topo
- Property assessments
- Construction Engineering (can be provided at a later date).

Items not specifically called out in the scope of work are considered out of scope, even if not specifically noted as such.

The not to exceed effort for the tasks noted above is as follows:

- ROWE Design Services: not to exceed **\$65,000**.

If additional services are requested, ROWE will provide an amendment prior to beginning work.

We appreciate this opportunity to be of service to the City of Hastings. Please feel free to contact Hailey Savola at (616) 834-1596 if you have any questions.

Sincerely,

ROWE Professional Services Company

Jeff Markstrom

Digitally signed by Jeff Markstrom
DN: C=US,
E=jmarkstrom@rowepsc.com,
CN=Jeff Markstrom
Date: 2024.05.20 15:01:46-04'00'

Jeffrey B. Markstrom, PE
Design Services Division Manager

Hailey Savola
Senior Project Engineer

R:\Projects\PROPOSAL\H. Savola\Hastings\State_StreetProposal_WalnutGrand\ROWE_Proposal_StateRd.docx



Regular Council Agenda Item Memorandum

To: Hastings City Council

From: Sarah Moyer-Cale, City Manager

Subject: CSI Computer Equipment Leasing Agreement

Meeting Date: June 10, 2024

Recommended Action:

Motion to enter into a lease agreement with CSI Leasing for computer equipment for 36 months at a rate of \$1,711.16/month.

Background Information:

About three years ago, the City started leasing regularly used laptops and desktops for city staff. This helps us maintain up to date hardware and keep track of equipment. The cost of the computers is almost the same as our last lease, but they have an i5 instead of i7 processors. We will also be obtaining more laptops and fewer desktops to increase flexibility and better meet workspace needs.

CSI Leasing is presently compiling the contract documents and they are not yet ready for inclusion in this packet. I will send them to you as soon as they are available. Our existing contact ends June 30th.

Financial Implications:

This is a budgeted expense.

Attachments:

- Aunalytics Quote for hardware
- Additional supplemental documents to be provided



We have prepared a Proposal for you

26 Desktop & 17 Laptop PC Replacements

Proposal # KZ013956
Version 1

PREPARED FOR:

City of Hastings, MI

Sarah Moyer-Cale
smoyer-cale@hastingsmi.gov

PREPARED BY:

Aunalytics - Kalamazoo

Jeff Ray
jeff.ray@aunalytics.com

Statement of Work

Project Intent

- Implement 26 Desktop and 17 Laptop PC replacements for the environment.
 - Important Note: This design requires all endpoints to be covered under Secure Managed Services.

Scope

Project Preparation-

- Review the project internally.
- Review the project design with the client.
- Review the project and PCR (Project Change Request) process with the client.
- Discuss/review replacement desktops and associated end-user list with the client.
- Verify imaging/application deployment process.
- End-user type- Existing users, review existing endpoints.
- Verify Aunalytics Cloud services for the existing users.
- Determine any associated project risk.
- Develop a detailed project timeline.

Endpoint Preparation-

- Prep the new endpoints for the environment.
- Reinstall Office 365 based on existing subscription through Aunalytics.
- Patch systems and connect to the Aunalytics Cloud.
- Reinstall associated endpoint agents.
- Location and quantity information-
 - All sites- 26 Desktop and 17 Laptop PC replacements

Endpoint Deployment-

- Deploy the new endpoints into the environment.
- Migrate minimal data from old endpoints to new.
- Verify Cloud Services/Remote Desktop Services, endpoint agents, and network printing.
- Remove Aunalytics endpoint agents from the old systems where applicable.
- Location and quantity information-
 - All sites- 26 Desktop and 17 Laptop PC replacements

Project Follow-up and Documentation-

- Help to resolve open project related issues.
- Adjust Cloud and/or Managed Services based on the proposal.
- Document the project.
- Review the project with the client.

Technical / Project Approach

Experienced Aunalytics staff will be utilized for this initiative including; Project Manager and Supporting Engineers. Oversight for technical quality and functionality of all configured service features will be provided by Operations Management. All assigned staff have requisite experience to support the project Scope.

All equipment configuration changes and replacements will require a maintenance window. These will be scheduled with the Client at their convenience.

Aunalytics utilizes Autotask software for project management. The Client will be provided an account and portal for this software. If the scope warrants a Project Manager, the project phases and tasks will be built using this software. The Client will have the capability to view the project and its status. Regular project management meetings will be held to track the progress of the project. The frequency of these meetings can be adjusted per the Client's request.

Timeline for Execution

The timeline for this installation will be coordinated between the Aunalytics Delivery Team and the Client.

Client Responsibilities & Assumptions

- Communicate changes with Client staff.
- Coordination of maintenance windows with Aunalytics staff.
- Client to provide access to the facility as well as systems being worked on during scheduled project hours.
- Backups will be current before any technical tasks can be started.
- Client to expect approximately 1-2 hours (per endpoint) of downtime during this project.
- Client to verify any Line of Business application functionality prior to as well as after project implementation, which is ultimately part of the larger Project Test Plan.
- Be aware that from a Windows PC perspective, Windows 10/11 Professional (properly updated and current) are the only supported Windows operating systems. Any systems running older/unsupported versions of Windows should be replaced or upgraded prior to this project. Any of these systems remaining on the network may cause additional billable time while retaining limited network functionality.
- Administrative usernames and passwords for existing systems will be available.
- Client is ultimately responsible for disposing of old hardware and any associated data therein. Upon request, Aunalytics can be commissioned to perform this task on a time and materials basis beyond this particular project scope.
- Aunalytics by default will enable remote access capabilities to a client environment from the Aunalytics environment. This remote access is enabled for the sole purpose of providing remote support capabilities.
- Any task requested, but not listed in this proposal, can either be added and quoted, or added later under the PCR (Process Change Request) process.

Change Management Procedures

In the event it is necessary to change this SOW, the following terms will apply.

A change request document ("Change Request") will be executed by the parties, describing the nature of the (material) change, the reason for such change, and the effect such change will have on the scope of work, which may include changes to the deliverables, project personnel, or Services.

Either party for any material changes to the SOW may initiate a Change Request. The requesting party will review the proposed change with the other party, and the appropriate authorized representatives of the parties will sign the Change Request, indicating the acceptance of the changes by the parties.

Upon execution of the Change Request, said Change Request will be incorporated into and made part of the SOW.

Whenever there is a conflict between the terms and conditions set forth in a Change Request and those set forth in the SOW or previous Change Request, the terms and conditions of the most recent Change Request shall prevail.

Payment Terms

50% of Professional Services will be billed upon execution of this agreement with Net 30 payment terms. The remaining 50% of Professional Services will be billed upon project completion.

In addition, any products requiring procurement will require a 50% deposit due upon execution, with the remaining 50% invoiced upon receipt of the product by Aunalytics. Product will not be procured until initial 50% deposit is received. Failure to pay product deposit upon receipt of invoice may impact the availability and quoted price of products and/or the timeline of project.

Hardware

Description	Price	Qty	Ext. Price
HP Elite Mini 800 G9 Desktop Computer - Intel Core i5 13th Gen i5-13500T - 16 GB RAM - 512 GB SSD - Mini PC - Intel Q670 Chip - Windows 11 Pro - Intel UHD Graphics 770 DDR5 SDRAM - English Keyboard - 3 Year Warranty	\$1,247.65	26	\$32,438.90
HP EliteBook 840 G10 14" Touchscreen Notebook - WUXGA - Intel Core i5 13th Gen i5-1335U - 16 GB - 512 GB SSD - 1920 x 1200 - Windows 11 Pro - Intel Iris Xe Graphics - English Keyboard - Front Camera/Webcam - 1 Year Warranty	\$1,491.34	17	\$25,352.78
HPE Care Pack Hardware Support - Extended Service - 3 Year - Service - 9 x 5 x Next Business Day - On-site - Maintenance - Parts & Labor	\$84.00	17	\$1,428.00
Pricing includes quantity discounts.			
Subtotal:			\$59,219.68

Professional Services

Description	Price	Qty	Ext. Price
PC/Laptop Configuration (Fixed Fee)	\$350.00	43	\$15,050.00
Subtotal:			\$15,050.00

26 Desktop & 17 Laptop PC Replacements



Prepared by:
Aunalytics - Kalamazoo
 Jeff Ray
 269.488.8081
 jeff.ray@aunalytics.com

Prepared for:
City of Hastings, MI
 201 E. State St.
 Hastings, MI 49058
 Sarah Moyer-Cale
 (269) 948-3875
 smoyer-cale@hastingsmi.gov

Proposal Details:
Proposal #: KZ013956
 Version: 1
 Delivery Date: 05/17/2024
 Expiration Date: 06/14/2024

Quote Summary	Amount
Hardware	\$59,219.68
Professional Services	\$15,050.00
Total:	\$74,269.68

Products are not returnable and can not be credited 30 days after product delivery.

Taxes, shipping, handling and other fees may apply. We reserve the right to invoice all orders arising from actual pricing or other errors.

The Statement of Work ("SOW") will become effective upon CLIENT acceptance as indicated by signature and date of acceptance ("Effective Date") on the last page of this Proposal, by and between AUNALYTICS, Inc. ("AU"), a Delaware corporation, with a corporate business address at 460 Stull Street, Suite 100, South Bend, Indiana 46601 and the CLIENT identified on the cover page and signature block of this SOW and is made pursuant to the terms and conditions of the Master Service Agreement ("MSA") which is located for review at the following URL: <https://www.aunalytics.com/msa/>

Aunalytics - Kalamazoo

City of Hastings, MI

Signature: 
 Name: Jeff Ray
 Title: Client Success Relationship Manager, Cloud & Managed Services
 Date: 05/17/2024

Signature: _____
 Name: Sarah Moyer-Cale
 Date: _____



2024 June Council Report

To: The City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: DPS Monthly Council Report

Meeting Date: June 10, 2024

DDA Streetscape Project:

The 'Big Dip' on E. State Street was located on the Eastbound lane in front of City Hall. It is now a memory but has been part of Hastings for several decades. What caused the 'Big Dip'? It was a partially broken/collapsed 21"-24" Dia. Clay pipe storm sewer traveling downstream from the intersection of Michigan Avenue to Fall Creek (Boltwood Street). DPS worked on this the last week of May and first week of June. We removed thick sections of Asphalt and multiple pavement areas consisting of asphalt on top, brick pavers with 1" of sand, and 6" of concrete on the bottom.

After removing the pavement, DPS uncovered the pipe, determined the removal limits of the pipe and replaced it with 24 " Dia. HDPE SLCCP. It was then backfilled with sand, and gravel was placed for temporary traffic. After concrete curb & gutter is placed, approximately 5-1/2" of gravel will be removed and placed with three courses of asphalt. Please see photos below:





2024 June Council Report





2024 June Council Report





2024 June Council Report



Green and Market Street Improvements Project:

We will be reviewing 80% plans & specs prior to the June 20th Open House with residents and businesses impacted by this project. After this meeting, Moore & Bruggink will make revisions based on public and staff comments. Then they will submit to EGLE for permitting.

DWAM Lead Line Replacement Program:

The fiscal year '25 plumbing contract schedule consists of the following: RFP issue date is June 5th, bid opening is June 27th, Council approval July 8th, Construction Start Date is August 12, Completion Date May 30th, 2025. We are planning on completing 100 service replacements from Late Summer '24 to Late Spring '25. There will likely be a large break in work from November through February. This will be the first year we are implementing a full, annual amount of replacements. This will continue until all lead services are replaced.



2024 June Council Report

City Paint Markings & Streetline Painting :

The 2024 Street line painting contract schedule consists of: RFP issue date is June 5th, bid opening is June 27th, Council approval July 8th, and Completion Date September 20th.

DWSRF and USDA Loan Applications:

Moore & Bruggink, the consulting engineer on this project, is preparing USDA RD Loan applications and the DWSRF Plan application was submitted before June 1.

Upcoming Summer Projects:

- **Parking Lot 8 Improvement**
- **Cemetery Memorial Wall Construction**
- **WTP Generator Wall**
- **Final Clarifier #2 Upgrade Engineering**

I will gladly answer any questions that Council members have at the meeting.

Respectfully,

Travis Tate, P.E.

DPS Director



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Fire Department Council Report May 2024

The department responded to 49 calls for service: 18 in the city, 29 in the townships and 1 mutual aid. Our members spent a total of 96 hours responding to calls for service. Total calls for service is 295 YTD.

Training

Our members trained a total of 56 hours for the month of May. Our goal is to bring the paid-on call members to the point where they can run all the trucks and take command of a scene when the time comes. On-call staff are now involved with truck inspections and what it takes to run and manage a fire department.

Dylan Mead and Jakob Neil successfully passed their Fire Fighter I-II, Hazmat Certification. The County Training Committee will be hosting a graduation celebration at central dispatch on June 29th starting at 7 PM; the council is invited to attend.

Smoke/ CO detector installations

We installed 10 smoke detectors and 6 carbon monoxide detectors in May. We are continuing to increase awareness of this program.

Department activities

During the month of May, we conducted 4 business fire safety compliance inspections and 3 home inspections. We are continuing to work closely with the general contractor at Tyden Lofts to ensure once the building is complete and that it complies with all city fire ordinances. We successfully made our 800 MHZ radio transition on May 5th.

Chief's comments

In May we added 2 new paid on-call members to the department. Cooper Woodward comes to us with a lot of experience as a Fire Fighter/Paramedic and Nathan Converse is returning to the department. Nate is a certified Firefighter and MFR. We are glad to have them both on-board and look forward to working with them. We continue to look for new paid on-call members; currently have one new potential member we are interviewing. This will put us at 19 paid on-all and 2 full-time, this is a 90% increase in staffing from August of 2023.

Respectfully,

Chief Mark Jordan



City of Hastings Fire Department

Incident Analysis

5/1/2024 - 5/31/2024

INCIDENT TYPE CATEGORY BREAKDOWN AND COMPARISON

5/1/2024 - 5/31/2024

Code	Incident Type Series	Occurrences	Percentage
100-199	Fire/Explosion	2	4.2%
200-299	Overpressure Rupture	0	0.0%
300-399	Rescue Call	27	56.3%
400-499	Hazardous Condition	6	12.5%
500-599	Service Call	1	2.1%
600-699	Good Intent Call	5	10.4%
700-799	False Call	7	14.6%
800-899	Severe Weather/Natural Disaster	0	0.0%
900-999	Special Type/Complaint	0	0.0%
	Undetermined Incident Series	0	0.0%
	Total	48	100.0%

MUTUAL AID DISTRICT BREAKDOWN

District	Fire	EMS	Other	Total	Percentage
Mutual Aid	1	0	0	1	2.1%
Total	1	0	0	1	2.1%

FIRE DISTRICT BREAKDOWN

District	Occurrences	Percentage
Baltimore Twp	4	8.3%
Carlton Twp	5	10.4%
Hastings Twp	9	18.8%
Irving Twp	3	6.3%
Rutland Twp	8	16.7%
Ward 1	4	8.3%
Ward 2	2	4.2%
Ward 3	9	18.8%
Ward 4	3	6.3%
Total	47	97.9%



City of Hastings Fire Department

Apparatus Summary

5/1/2024 - 5/31/2024

Total Runs for Date Range: 48

RESPONSE TOTALS PER APPARATUS		
APPARATUS NAME	TOTAL	%
831	16	33.3 %
832	1	2.1 %
833	2	4.2 %
834	2	4.2 %
835	30	62.5 %
837	17	35.4 %
Air Trailer	1	2.1 %
EM82	1	2.1 %
POV	17	35.4 %

This report may include "historical records" which were imported from State records and may be



Regular Council Agenda Item Memorandum

To: City Council
From: Assessing Department
Subject: Assessing Report
Meeting Date: June 2024

Recommended Action:

Background Information:

Over the last month we have been working on the following:

- Updated ownership information in preparation for summer tax bills to go out
- Coordinated with Dan King for the SAD Parking special assessment roll and answer questions from residents.
- Continue to visit all open building permits.

If you have any questions, please feel free to contact me.

Respectfully submitted,

Debbie Rashid

Financial Implications:

Attachments: