



VILLAGE OF STOCKBRIDGE

305 W. Elizabeth Street
Room #112
Stockbridge, MI 49285
(517) 851-7435

VILLAGE COUNCIL REGULAR MEETING AGENDA

Monday, September 12, 2022
7:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF PREVIOUS MEETING MINUTES
 - a. Minutes of Regular Meeting of August 1, 2022
6. PUBLIC COMMENT (*agenda items only*)
 - a. Faith and Other Community Leaders (FOCL)
7. FINANCIAL REPORTS
 - a. Check Register Report for August 2, 2022, through _____, 2022, in the total amount of \$_____
 - b. Cash Summary by Account Report for All Funds for August 1, 2022, through August 31, 2022
8. COMMUNICATIONS
9. DEPARTMENT REPORTS AND MINUTES OF OTHER BODIES
 - a. Police Department Monthly Report for August 2022
10. PUBLIC HEARINGS
 - a. Stockbridge Downtown Development Authority Development Plan 2022 Amendment



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11. COMMITTEE REPORTS

- a. Personnel Committee – Police Chief Recruitment Update
- b. Building Committee – Village Hall
- c. Engineering Services Review Committee – Engineering Proposals Update
- d. Deer Cull Committee
- e. Chicken Ordinance Committee

12. UNFINISHED BUSINESS

- a. Amendment to Personnel Policies Manual – Clothing Allowance for Public Works Employees

13. NEW BUSINESS

- a. Appointment – Village Council Vacancy
- b. Appointment of Hunter Lega to Stockbridge Downtown Development Authority Board of Directors (Howlett)
- c. Water Billing Concerns – 915 S. Clinton Street; Naomi Carson (Howlett and Morehouse)
- d. Ordinance Amendment - Planning Commission Membership Composition
- e. Ordinance – Adoption and Approval of Stockbridge Downtown Development Authority Development Plan 2022 Amendment
- f. Ordinance Amendment – Village Manager Duties
- g. Amendment to Personnel Policies Manual – Stand-By Call Stipend
- h. Skate Park Rules Sign – Veterans Memorial Park
- i. Street Closures – Stockbridge High School 2022 Homecoming Parade
- j. Street Closures – 2022 HarvestFest Event
- k. Street Closures – 2022 All Clubs Day
- l. Designation of Voting Delegate and Alternate – MML Annual Convention

14. PUBLIC COMMENT (*open forum; 3-minute limit*)

15. COUNCIL MEMBER COMMENTS

16. ATTORNEY COMMENTS

17. VILLAGE MANAGER COMMENTS

18. CLOSED SESSION MEETING



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19. ACTION FROM CLOSED SESSION

20. ADJOURNMENT

| Type of Incident | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|---------------------|-----------|-----------|-----------|----------|-----------|-----------|-----------|-----------|-----|-----|-----|-----|------------|
| Unlawful Entry | | | | | | | | | | | | | |
| Uttering/Publishing | | | | | | | | | | | | | |
| VCSA | | | 1 | | | 1 | | | | | | | 2 |
| Welfare Check | | | | | | | | 1 | | | | | 1 |
| Weapons Complaint | | 1 | | | | | | | | | | | 1 |
| Misd Traffic | | | | | | | 1 | | | | | | 1 |
| 911 Hang-UP | | | | | | | | 1 | | | | | 1 |
| Total | 12 | 15 | 15 | 8 | 15 | 15 | 15 | 45 | | | | | 139 |
| Tickets | 3 | 5 | 1 | 1 | 2 | 0 | 1 | 0 | | | | | 13 |
| Parking Tickets | 2 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 5 |



BOARD ACTION SUMMARY SHEET

BOARD MEETING Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Stockbridge Downtown Development Authority Tax Increment Finance Plan and Development Plan Amendment 2022*

RESOLUTION NO.:

SUBMITTED BY: Darwin McClary

DEPARTMENT: Manager

BACKGROUND SUMMARY:

The Stockbridge Downtown Development Authority (SDDA) is requesting that the village council hold a public hearing to receive comments on its proposed Tax Increment Finance Plan Amendment 2022 and to adopt an ordinance approving the amendment as presented. The SDDA determined in 2022 that the TIF Plan and Development Plan required additional amendments to incorporate additional information into the plan regarding the SDDA's proposals to include provisions for, among other things, the following:

- (1) TIF Map Request for Proposals
- (2) Downtown beautification
- (3) Southwest quadrant parking lease
- (4) vacant lot transfer to the village
- (5) Teen center project
- (6) Pump track project
- (7) Playscape project
- (8) Wayfinding signs
- (9) Gaga Ball Pit
- (10) SDDA Director position
- (11) Professional Services Agreement
- (12) 5K Run
- (13) Miscellaneous office expenses
- (14) Small Business Saturday sponsorship
- (15) Shop Downtown sponsorship
- (16) Day in the Village sponsorship
- (17) Printing and publishing
- (18) SDDA Zoom account membership costs
- (19) Festival of Lights sponsorship
- (20) Contractual services
- (21) Provide other materials that the SDDA considers pertinent to how the TIF capture is being expended by the Authority

Village and SDDA Attorney John Gormley will be available to answer any questions council may have regarding the proposed amendments or the ordinance.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

ATTACHMENTS:

Proposed Ordinance Approving SDDA TIF Plan and Development Plan Amendment 2022

STATE OF MICHIGAN
VILLAGE OF STOCKBRIDGE
ORDINANCE NO. ____
(Enacted September 12, 2022)

AN ORDINANCE TO ADOPT AND APPROVE THE 2022 AMENDMENT TO THE
VILLAGE OF STOCKBRIDGE DOWNTOWN DEVELOPMENT AUTHORITY'S
DEVELOPMENT PLAN PURSUANT TO THE PROVISIONS OF ACT 57
PUBLIC ACTS OF MICHIGAN OF 2018, AS AMENDED,

RECITALS

WHEREAS, the Village of Stockbridge (“Village”) created the Stockbridge Downtown Development Authority (“SDDA”) by Ordinance in the mid-1980s and charged it with its statutory responsibility for developing and implementing a Development Plan.

WHEREAS, the SDDA adopted a proposed Development Plan and Tax Increment Finance Plan (“Plan”) in the mid-1980s, which was forwarded to the Village and subsequently approved by Ordinance, pursuant to the provisions of former Act 197 of the Public Acts of Michigan of 1975, as amended (the “Act”).

WHEREAS, the SDDA and the Village have amended the Tax Increment Finance Plan and/or the Development Plan on several occasions since its initial adoption to include, among other things, new development plans and expand the tax increment finance district.

WHEREAS, the SDDA determined in 2022 that the Tax Increment Finance and Development Plan required additional amendments to incorporate into it several on going projects and several proposed future projects.

WHEREAS, the Village determined in 2004 that there were more than 100 persons residing in the Downtown District, as defined by the former Act. Therefore, the Village undertook the following actions:

1. The Village advertised for members to sit on a Development Area Citizens Council to be formed as required by the Act, but failed to receive any qualified applicants.
2. The Village declared by Resolution on May 3, 2004 that the Development Area Citizens Council had failed to organize and determined to proceed with the plan amendment process outlined in the Act without a Development Area Citizens Council, pursuant to its authority under former MCL 124.1674 (4).

WHEREAS, Act 197 of the Public Acts of Michigan of 1975, as amended (the former DDA “Act”) was replaced by the Michigan Legislature with Act 57 of the Public Acts of Michigan of 2018, as amended (now known as the “Act”).

WHEREAS, the SDDA adopted by Resolution, the 2022 Amendments to the Tax Increment Finance Plan and Development Plan, on June 30, 2022. (Attached as Exhibit 1 and incorporated hereto by reference.)

WHEREAS, notice of the public hearing in front of the Village Council to consider amendments to the Tax Increment Finance Plan and Development Plan were published in accordance with the statutory requirements for same and the public hearing was set for September 12, 2022 at 7:00 p.m. at the Village Hall.

WHEREAS, the Village Clerk provided all the statutory notice for this public hearing on a timely basis and in compliance with the Act.

ORDINANCE

THEREFORE, THE VILLAGE OF STOCKBRIDGE ORDAINS that:

1. The SDDA’s Development Plan, as proposed to be amended in Exhibit 1 to the SDDA Resolution of June 30, 2022, is approved after listening to the public comment at the public hearing on September 12, 2022, reviewing any written comments, reviewing the proposed Development Plan Amendments, reviewing the initial SDDA Plans and all previous amendments thereto, consulting with bond council of their choosing, and otherwise considering all the relevant facts, because:
 - 1.1 the Village has determined that the Tax Increment Finance Plan and Development Plan, as amended, constitutes a public purpose.
 - 1.2 the Village has determined that the Tax Increment Finance Plan and Development Plan, as amended, meets the requirements set forth in Act 57, P.A. of 2018, specifically including those in MCL 125.4219 (1).
 - 1.3 the Village has determined that the proposed method of financing and development is feasible and the Authority has the ability to arrange the financing, as set forth in the Tax Increment Finance Plan and Development Plan, as amended.
 - 1.4 the Village has determined that the development outlined in the Tax Increment Finance Plan and Development Plan, as amended, is reasonable and necessary to carry out the purposes of Act 57, P.A. 2018, as amended.

- 1.5 the Village has determined that the Tax Increment Finance Plan and Development Plan, as amended, is in reasonable accordance with the approved Village Zoning Ordinance and other Plans of the Village of Stockbridge.
- 1.6 the Village has determined that the public services (such as police, fire, and utilities) are or will (after the improvements outlined in the Tax Increment Finance and Development Plan, as amended, are implemented) be adequate to service the development area.
- 1.7 the Village has determined that any changes to zoning, street levels, intersections, and utilities outlined in the Tax Increment Finance Plan and Development Plan, as amended, are reasonably necessary for the projects and the municipality.
- 1.8 the Village has previously determined that no Citizens Area Development Council's input is required for this Plan Amendment, pursuant to Resolution of the Village on May 3, 2004.
- 1.9 [] The above approval is subject to the following modifications to the Plan, as permitted by MCL 125.4219 (1), to wit:

- 1.9.1 _____
- 1.9.2 _____
- 1.9.3 _____
- 1.9.4 _____

- 2. Invalidity of Any Section - if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance. The Village of Stockbridge declares that it would have passed this ordinance and each section, subsection, clause or phrase hereof, irrespective of the fact that any one or more section, subsections, sentences, clauses and phrases be declared unconstitutional.
- 3. Effective Date - This ordinance and the related rules, regulations, provisions, requirements, orders and matters established shall take effect immediately upon publication, except any penalty provisions which shall take effect twenty (20) days after publication, pursuant to MCL 66.1; MSA 5.1271.
- 4. Repealer - All Ordinances or parts of Ordinances in conflict with this ordinance are repealed only to the extent necessary to give all provisions of this Ordinance

full effect.

Adopted at a regular meeting of the Village Council held on the 12th day of September, 2022.

Moved By: _____

Seconded By: _____

YEAS: _____

NAYS: _____

ABSENT: _____

Molly Howlett, Village President

Clerk's Certification

I certify that the above is a true and complete copy of Ordinance No. _____ adopted by the Village Council at a meeting held on the 12th day of September, 2022 and published in _____ on _____, 2022.

Debbie L. Nogle, Village Clerk

Drafted by: John L. Gormley (P-53539)
Village of Stockbridge Attorney
Gormley & Johnson Law Offices, PLC
101 East Grand River Ave.
Fowlerville, MI 48836
(517) 223 - 3758

EXHIBIT 1

RESOLUTION NO. _____

VILLAGE OF STOCKBRIDGE
DOWNTOWN DEVELOPMENT AUTHORITY
(Enacted June 30, 2022)

**A RESOLUTION TO
APPROVE THE 2022 AMENDMENT
TO THE VILLAGE OF STOCKBRIDGE
DOWNTOWN DEVELOPMENT AUTHORITY'S TAX INCREMENT
FINANCE AND DEVELOPMENT PLAN,
PURSUANT TO THE PROVISIONS OF ACT 57
PUBLIC ACTS OF MICHIGAN OF 2018, AS AMENDED**

WHEREAS, the Village of Stockbridge (hereinafter, the "Village") created the Stockbridge Downtown Development Authority (hereinafter, the "SDDA") by Ordinance in the mid-1980's, and charged it with its statutory responsibility for developing and implementing a Development Plan; and

WHEREAS, the SDDA adopted a proposed Development Plan and Tax Increment Finance Plan (hereinafter, the "Plan") in the mid-1980's, which was forwarded to the Village and subsequently approved by Ordinance pursuant to the provisions of Act 197 of the *Public Acts of Michigan of 1975*, as amended (hereinafter, the "Act"); and

WHEREAS, the SDDA and the Village have amended the Tax Increment Finance Plan and/or the Development Plan on several occasions since its initial adoption to include, among other things, new Development Plans and to expand the Tax Increment Finance District; and

WHEREAS, the SDDA determined in 2022 that the Tax Increment Finance Plan and Development Plan required additional Amendments to incorporate additional information into it regarding the SDDA's proposals to: 1) TIF Map Request for Proposals, 2) Downtown Beautification, 3) Southwest Quad Parking Lease, 4) Vacant Lot Transfer to Village, 5) Teen Center Project, 6) Pump Track Project, 7) Play Scape Project, 8) Way Finding Signs, 9) Gaga Ball Pit, 10) SDDA Director, 11) Professionals Services Agreement, 12) 5K Run, 13) Misc. Office Expenses, 14) Small Business Saturday Sponsorship, 15) Shop Downtown Sponsorship, 16) Day in the Village Sponsorship, 17) Printing and Publishing, 18) SDDA Zoom Account Membership Costs, 19) Festival of Lights Sponsorship, 20) Contractual Services, and 21) provide other materials that the Authority considers pertinent to how the TIF capture is being expended by the Authority, amongst other things.

IT IS THEREFORE RESOLVED that the *Stockbridge Downtown Development Authority 2022 Development Plan and Tax Increment Financing Plan Amendment to Incorporate New Projects and/or Expand Existing Projects*, as attached hereto as Addendum 1, is approved by the SDDA and is to be submitted to the Village for approval, in accordance with the Act.

Moved By: _____.

Seconded By: _____.

Adopted at a rescheduled Regular Meeting of the Village of Downtown Development Authority held on the 30th day of June, 2022.

YEAS: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

**Village of Stockbridge
Downtown Development Authority**

By: Daryl Anderson
Its: Chairperson

CERTIFICATION

I certify that the above is a true and complete copy of Resolution No. _____ adopted by the Village of Stockbridge Downtown Development Authority at a reschedule Regular Meeting held on the 30th day of June, 2022.

**Village of Stockbridge
Downtown Development Authority**

By: Jon Filmore
Its: Secretary of SDDA

Drafted by: John L. Gormley (P53539)
Attorney for the Village of Stockbridge DDA
Gormley and Johnson Law Offices, PLC
101 East Grand River Avenue
Fowlerville, Michigan 48836
517.223.3758

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ADDENDUM 1

**TO RESOLUTION APPROVING 2022 AMENDMENT TO THE VILLAGE OF
STOCKBRIDGE DOWNTOWN DEVELOPMENT AUTHORITY'S
DEVELOPMENT PLAN AND TAX INCREMENT REVENUE PLAN**

**2022 DEVELOPMENT PLAN
AND TAX INCREMENT FINANCING PLAN
AMENDMENT TO INCORPORATE NEW PROJECTS**

Pursuant to the requirements of MCL 125.4214 (5) and MCL 125.4217 (2), the Stockbridge Downtown Development Authority (hereinafter, the "SDDA") recommends that the following Amendments be incorporated into the SDDA's Development Plan and Tax Increment Finance Plan for 2022:

1. The boundaries of the Plan's Tax Increment Finance District (Development District) are set forth in the map contained on Page IV of the July 3, 1995 Plan Amendment, and are not altered by this Amendment.
 - 1.1 However, there has been some issues between the Village, the Township, the County, and the SDDA regarding what specific properties are properly located within the TIF District. There are several "TIF maps" prepared by different individuals over the course of the 35 + years since the SDDA was conceived in 1986 and attached to various Plan Amendments that appear to demonstrate minor discrepancies in the Tax Increment Finance District's boundaries. There are list of properties, by tax identification numbers and owner, that are alleged to be included in the Development (TIF) District in the original 1986 Plan and the 1995 Plan Amendment that do not always match the current maps and BSA software, as properties have 1) changed owners, 2) split and/or been combined since the Plan and Amendments were adopted. The SDDA plans to clarify this issue in a future amendment and is in the process of hiring a map-maker/cartographer to prepare a complete and clarified TIF District map. The SDDA will also be producing a modernized list of owners and tax identification numbers for every parcel current in the Development District. Those documents will be attached to a future Plan Amendment. The SDDA has produced a RFP for these services which is attached hereto as **Exhibit A**. The cost of these services is anticipated to be no more than \$15,000.00.
2. The location and extent of existing streets and other public facilities within the development area are set forth in the Maps contained on Pages 12-14 of the original Plan. The SDDA's District Zoning Map is contained on Page 13. It is updated by the current zoning map attached hereto as **Exhibit B**. The Map sets forth the designated location, character, and extent of the categories of public and private land uses existing and proposed for the development area, including residential, recreational, commercial, industrial, educational, and other uses. The legal description of the development area is described as being located in the Village of Stockbridge, County of Ingham, to wit:

See Legal Description of the District contained in pages 24-26 of the July 3, 1995 Plan Amendment; and which are not changed in this Amendment.

3. The description of the existing improvements in the area to be demolished, repaired or altered, a description of any repairs or alterations, and an estimate of the time required for completion.

- 3.1 **Downtown Beautification Program:**

The SDDA is sponsoring a downtown beautification program in the TIF District each year, with the intent to beautify the downtown district by adding trees, flowers, and other general appearance improvements not specific to any holiday or specific event sponsored by the SDDA already in the downtown district. These general appearance improvements will be installed in existing public improvement areas in the downtown, such as sidewalks, planters, and open spaces. The general appearance improvements will assist downtown businesses by drawing customers into the downtown district. Many of these improvements are seasonal plantings and decorations. The annual cost of the project not to exceed \$30,000.

- 3.2 **Southwest Quadrant Parking Spaces Lease:**

The SDDA undertook a massive parking lot improvement project approximately a decade ago in this quadrant. As part of that project, the SDDA agreed to lease six (6) parking spaces to a mechanics garage for overnight parking called Carnies Completed Auto Service for no-consideration. That business has grown and the SDDA now proposes to lease up to twelve (12) spaces total to the private business for a price of \$60.00 per year for all twelve parking spaces. The lease will continue until terminated, by either party on thirty (30) days written notice to the other party without pro-ration of any of the \$60.00 annual fee.

- 3.3 **Transfer of vacant land from SDDA to Village:**

The SDDA owns two adjoining parcels of vacant real property that surround the Village Parking lot on the northeast corner of North Center Street and Morton Street. The parcels are undeveloped and are commonly referred to as:

- 3.3.1 33-42-16-26-109-003 (Exhibit C)

- 3.3.2 33-42-16-26-109-006 (Exhibit D)

The SDDA proposes to transfer these parcels to the Village for future use by the Village as it sees fit for \$1.00. . The project will be completed over five (5) years starting in 2022.

4. The description of the location, extent, character, and estimated cost of the improvements, including rehabilitation, contemplated for the development area and an estimate of the time required for completion, signage or signalization.

- 4.1 **Teen Center:**

The SDDA proposes to finance various playground equipment improvements at the Teen Center (a private entity) for outdoor grounds that are readily available to the general public for use at reasonable time. The project would be based on a written lease with the Teen Center's property owner dedicating the outdoor grounds to the public for use during normal hours (generally hours of operation similar to that of Veteran's Park is open to public at a minimum, except during Sunday services) for, at a minimum, the useful life of the playground improvements. The project costs shall not to exceed \$20,000.00. The project will be completed over five (5) years starting in 2022.

4.2 **Pump Tracts Engineering:**

The Pump Tracts project in to be located Veterans Memorial Park and was previously approved in a prior Plan Amendment, but the project's budget did not include the cost of engineering. The SDDA now proposes to spend up to \$325,000 on the entire project, including engineering and landscaping for the Pump Tracts Project in this 2022 Amendment. The proposed contract with American Ramp Company Design Contract is attached as **Exhibit E**. The project will be completed over five (5) years starting in 2022.

4.3 **Way Finding Signs:**

The SDDA intends to install new way finding signs within the Village of Stockbridge to assist the public in finding municipal, school, major roadways, and/or other civic businesses/churches at a total cost not to exceed \$30,000 over five (5) years beginning in 2022. The signs will comply with all applicable standards under the Uniform Manual of Traffic Control Devices published by the State of Michigan. This is a project that is being resurrected from a prior Plan Amendment that was not approved by the Village Council at the time.

4.4 **Play Scape Project:**

The Play scape Project is proposed to be located in Veterans Memorial Park Play. The SDDA anticipates installing one (1) new Skate Ramp assembly on the existing Cement surface after the existing Skate Ramp is removed and/or demolished. The cost of the project is projected not to exceed \$95,000.00, including a sign for the rules of use. The project will be completed over five (5) years starting in 2022. The project is the American Ramp Company Skate Ramp Design # 6893 attached hereto as **Exhibit F**. It has come to the Village/SDDA attention that the Skate Ramp will required sealed prints and \$20,000 has been added to this proposal for engineering, making the total proposal \$115,000.00.

4.5 **Gaga Ball Pit:**

Gaga is a fast paced, high energy sport played in an octagonal pit. The more players the better! Dubbed a kinder gentler version of dodge ball, the game is played with a soft foam ball, and combines the skills of dodging, striking, running, and jumping, while trying to hit opponents with a ball below the knees. Players need to keep moving to avoid getting hit by the ball. Fun and easy, everyone gets a serious workout. Easily addictive, people can't wait to get back in the pit. The games move quickly...after a few short minutes, the action heats up with a second ball, sure to get even the best players out within minutes. Once the game ends, everyone is back in for the next round. Gaga Ball is a game that children and adults can play. It encourages exercise, strategy, family-bonding time and peer to peer relational skills. The closest gaga ball pit is at a church on Territorial road but gets seldom used by the general public (most likely because it's on private property, close to the road and close to the woods). Chelsea's Timbertown is the closest gaga ball pit that gets utilized. There have been times that we have driven to Timbertown for that explicit purpose, only to find other Stockbridge families that have driven to Chelsea for the same thing! The SDDA proposes to expend \$500.00 to install a Gaga Ball Pit in Veterans Memorial Park. The project will be completed over five (5) years starting in 2022.

5. The following is a statement of the construction, or stages of construction, planned and the estimated time for completion of each stage.
 - 5.1 Downtown Beautification Program will be completed annually generally in the spring of each year.
 - 5.2 Southwest Quadrant Parking Spaces Lease will be initiated upon the Village Council Adopting an Ordinance approving this Plan Amendment and will be renewed annually on the anniversary of that Ordinance's adoption, until terminated by either side on thirty (30) days written notice.
 - 5.3 Transfer of vacant land from SDDA to Village is intended to occur in 2022, but could be done as late as 2025.
 - 5.4 Teen Center is intended to be completed in one continuous state of construction in 2022, but could be completed as late as 2025.
 - 5.5 Pump Tracts Engineering is intended to be completed in one continuous state of construction in 2022, but could be completed as late as 2025.
 - 5.6 Way Finding Signs is intended to be completed in one continuous state of construction in 2022, but could be completed as late as 2025.

- 5.7 Play Scape Project is intended to be completed in one continuous state of construction in 2022, but could be completed as late as 2025.
 - 5.8 Gaga Ball Pit is intended to be completed in one continuous state of construction in 2022, but could be completed as late as 2025.
 - 5.9 The TIF mapping is intended to be completed in one continuous project starting in 2022 and finished in 2023, but it could be as late as 2025.
6. The description of any part of the development area to be left as open space and the use contemplated for the space is contained in Section 1.1.1 of the 2001 Plan Amendment.

This provision is not amended in the 2022 Plan Amendment.

7. The following is a description of any portion of the development area that the Authority desires to sell, donate, exchange, or lease to or from the municipality and the proposed terms.
- 7.1 The Pump Tract project is being undertaken for the public good, but is located in the Veterans Memorial Park, which is owned by the Village. So the project, upon its completion shall be donated to the Village for no consideration by the SDDA.
 - 7.2 The Downtown Beautification Program is undertaken for the public good, but is located on public space like sidewalks that belong to the Village. So the projects annually upon completion shall be donated to the Village for no consideration.
 - 7.3 The Vacant Lot transfer is undertaken for the public good and is being donated to the Village for \$1.00 of consideration, so that the Village may construct a large municipal facility on that space using the donated land.
 - 7.4 Way Finding Signs – they will be donated to the Village of Stockbridge for no consideration upon completion, as the project is being performed for the public good, but is being located within street right-of-ways owned by the Village.
 - 7.5 The Gaga Ball Pit is being undertaken for the public good, but is located in the Veterans Memorial Park, which is owned by the Village. So the project, upon its completion shall be donated to the Village for no consideration by the SDDA.
8. The following is a description of desired zoning changes, and changes in streets, street levels, intersections, or utilities.

This provision is not amended in the 2022 Plan Amendment.

9. The following is an estimate of the costs of the development, a statement of the proposed method of financing the development, and the ability of the authority to arrange the financing.

9.1 The SDDA proposes to finance the projects set forth in Paragraphs 3, 4, and 16 through the capture of tax increments to pay the costs on a pay-as-you-go basis. The SDDA may also utilize any of the following financing mechanisms:

9.1.1 Any Tax increment revenue bonds issued by the Village, pursuant to Section 216(1) of the DDA Act;

9.1.2. Any Tax increment revenue bonds issued by the SDDA, pursuant to Section 216(2) of the DDA Act;

9.1.3. Other advances from the Village repayable from tax increment revenues of the SDDA, which advances may be financed through obligations incurred by the Village under the Local Building Authority Act or other authorizing statutes;

9.1.4 Tax increment revenues on a pay-as-you-go basis; and

9.1.5. Other Federal or State grants or contributions, not specified above.

9.2 The SDDA has the ability to arrange financing, as it is anticipated each project will be fully funded from tax increment revenues saved up by the SDDA on a pay-as-you-go basis before the project is started.

9.3 The Estimated Cost of Development for each project in the 2022 Plan Amendment is as follows:

| | | |
|--------|-------------------------------------|--------------|
| 9.3.1 | Downtown Beautification Program | \$30,000.00 |
| 9.3.2 | Southwest Quad Parking Lease | \$0.00 |
| 9.3.3 | Vacant Lots to Village | \$0.00 |
| 9.3.4 | Teen Center Project | \$20,000.00 |
| 9.3.5 | Pump Track | \$325,000.00 |
| 9.3.6 | Play Scape Project | \$115,000.00 |
| 9.3.7 | Way Finding Signs | \$30,000.00 |
| 9.3.8 | Gaga Ball Pit | \$500.00 |
| 9.3.9 | SDDA Director (annually Para 16.1) | \$80,000.00 |
| 9.3.10 | Professional Services (Para 16.2) | \$10,862.90 |
| 9.3.11 | 5k Run (Para 16.3) | \$1,200.00 |
| 9.3.12 | Misc. Office Expense (Para 16.4) | \$10,000.00 |
| 9.3.13 | Small Business Saturday (Para 16.5) | \$10,000.00 |
| 9.3.14 | Shop Downtown (Para 16.5) | \$10,000.00 |
| 9.3.15 | Day in the Village | \$10,000.00 |
| 9.3.14 | Printing and Publishing (Para 16.6) | \$12,000.00 |
| 9.3.15 | SDDA Zoom Account (Para 16.7) | \$500.00 |
| 9.3.16 | Festival of Lights (Para 16.8) | \$5,000.00 |
| 9.3.17 | Contracted Services (Para 16.9) | \$13,000.00 |
| 9.3.18 | TIF Map | \$15,000.00 |

Total Cost of Projects for 2022 Plan Amendment \$707,562.29

10. The following is a designation of the person or persons, natural or corporate, to whom all, or a portion of the development is to be leased, sold, or conveyed in any manner, and for whose benefit the project is being undertaken, if the information is available to the authority.
 - 10.1 The Teen Center Project is located at Crossroads Community Church, who owns the underlying real estate where the project is located at 950 South Clinton Street. While the project is being undertaken for the general public good and is being undertaken, pursuant to a written lease to guarantee the rights of the public to use the improvements located on private property, the SDDA deemed it prudent to report this non-profit corporation under this section.
 - 10.2 Parking Spaces Lease. The corporation benefiting from this service is Carney's Complete Auto Services located at 123 West Main Street, Stockbridge, MI 49285. When the SDDA undertook the original parking lot improvement project, the land owner donated certain properties outside the footprint of the building to the public parking lot improvement project in exchange for the right to lease 6 parking spaces for its tenant, Carneys. Carney's business has increased over the years and they are in need of six (6) additional spaces for a total of twelve (12) spaces. The SDDA determined that \$60 a year was a fair and equitable prices for these spaces, considering the prior donation to the project and the foot traffic that Carney's business brings to the downtown district.
 - 10.3 Also see projects disclosed in Paragraph 7.
11. The procedures for bidding for the leasing, purchasing, or conveying, in any manner, of all, or a portion of, the development upon its completion, if there are no express or implied agreements between the authority and persons, natural or corporate, that all or a portion of the development will be leased, sold, or conveyed, in any manner, to those persons.
 - 11.1 Parking Space Lease was determined without competitive bidding to be equitable consideration by the SDDA, based on the business owner's proximity to the parking lot and the fact that the lease can be cancelled by either party on thirty (30) days written notice, see Paragraph 10.
 - 11.2 The Teen Center Project was determined to be reasonable for conveying the project's materials to the Center, based upon a corresponding lease from the Teen Center's property owner preserving the land for public use. There currently is no "public" park on the south side of the Village and the SDDA found this arrangement fulfilled a need in the downtown district, see Paragraph 10.

- 11.3 The old skate ramp (constructed partly by the SDDA) in the park is dangerous and was previously closed to the public. It was advertised by the Village for sale to the highest bidder and if a bidder cannot be located, then it will be torn down and discarded by the Village by early July 2022 to make room for the new skate ramp.
 - 11.4 There was no procedure for bidding for the transfer of vacant land from SDDA to Village for \$1.00 was determined to be equitable, as the Village owns the surrounding land for a municipal parking lot and could use the combined lands for a municipal use that the SDDA would not participate in, see Paragraph 7.
 - 11.5 The SDDA intends to competitively bid the purchase of and installation of Way Finding Signs in the Village of Stockbridge. The transfer of these signs once purchased and installed to the Village was not competitively bid as they are donated for the public good, see Paragraph 7.
 - 11.6 The engineer for the Pump Track project was competitively selected previous as part of the previously approved project. However, the previously improved cost of the project did not include the engineering fees, which are being added in this Plan Amendment.
 - 11.7 The Play Scape project was competitively selected by the SDDA from amongst several proposals. There was no procedure for bidding for the transfer of project upon completion to the Village as it is for the public good in a public park owned by the Village that draws patrons to the downtown businesses, see Paragraph 7.
12. It is estimated that there are less than 100 persons and families residing in the development area. It is estimated that zero (0) persons or families residing in the development area will be displaced.

Since the Plan does not call for the acquisition of occupied residential property, the Plan does not include a survey of the families or individuals to be displaced (including their income and racial composition); a statistical description of the housing supply in the community (including the number of private and public units in existence or under construction); the condition of those units in existence; the number of owner-occupied and renter-occupied units; the annual rate of turnover of the various types of housing and the range of rents and sale prices; an estimate of the total demand for housing in the community; and the estimated capacity of private and public housing available to displaced families and individuals.

13. The following constitutes the plan for establishing priority for the relocation of persons displaced by the development in any new housing in the development area.

Because of the answer to Section 12, no plan for establishing priority for relocation is required.

14. The following shall constitute the provisions for the costs of relocating persons displaced by the development and financial assistance and reimbursement of expenses, including litigation expenses and expenses incident to the transfer of title, in accordance with the standards and provisions of the *Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, being Public Law 91-646, 42 U.S.C. Sections 4601, *et seq.*:

Because of the answer to Section 12, no provision for the costs of relocating persons displaced is included.

15. No persons are being relocated in the development area, but any future relocation will be done in compliance with Act No. 227 of the *Public Acts of 1972*, being Sections 213.321 to 213.332 of the Michigan Compiled Laws.
16. This Plan Amendment also provides for the following other material that the Authority, local public agency, or governing body, considers pertinent:

16.1 **SDDA Director Position:** The SDDA intends to enter into an annual contract for SDDA Director services for the management of Act 57 of 2018 authorized activities, project management, recorder keeping, provide monthly reports of Director's activities and status of any and all SDDA activities, pursuant to the terms of the a contract approved by Resolution of the SDDA. The Director position shall be a W-2 position, with a rate of pay for the first partial year shall be up to \$36,000.00. For the second and subsequent years, the salary shall be no more than \$80,000.00 per year. Additionally, the Director shall be entitled to miscellaneous expenses of \$1000.00 per year. The SDDA intends to spend no more than \$80,000.00, including all payroll taxes a year on this position. The SDDA intends to consider annual renewals of the Director's contract, until the service is terminated by a majority vote of the SDDA Board. This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.2 **Professional Services:**

16.2.1 Main Street Services (Paragraph 16.1 of 2021 Plan Amendment) is authorized at \$295.00 per year.

16.2.2 Internet Web Services (Paragraph 16.2 of 2021 Plan Amendment) is authorized at \$3,240.00 per year.

- 16.2.3 Web Services site named Stockbridge.org (Paragraph 16.6.1 of 2021 Plan Amendment) is authorized at \$324.00 per year.
- 16.2.4 Domain Name (Paragraph 16.6.2 of 2021 Plan Amendment) is authorized at \$23.90 per year.
- 16.2.5 My Site Platform (Paragraph 16.6.3 of 2021 Plan Amendment) is authorized at \$780.00 per year.
- 16.2.5 Michigan Downtown Association Membership (Paragraph 16.5 of 2021 Plan Amendment) is authorized at \$200.00 per year.
- 16.2.6 Any other Professional Services that do not exceed an aggregate amount of \$6,000 per year is added for 2022 as part of this Plan Amendment.

This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.3 5 K Run Sponsorship in the TIF District:

The SDDA is sponsoring a Positively Chiropractic Be Fit 5k Fun Run even for between \$800 and \$1,200 per year. Positively Chiropractic is located in the TIF District. The SDDA receives social media exposure, its logo on the T-Shirts for the event, a mile of the run within the TIF District dedicated to the SDDA with logo yard signs denoting the mile and sponsorship on the 5k route. The 5K run draws customers to the downtown district.

This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.4 Miscellaneous Office Expenses:

The SDDA is authorizing the Director or Chair to spend up to \$2000 annually on any one of the following miscellaneous office expenses, like postage, advertising, display racks for brochures, flowers, flower baskets, small labor costs, emergency snow removal from downtown sidewalks, purchase of table and chairs for SDDA projects, repair of computers and other SDDA electronics, software, holiday decoration, sidewalk sales sponsorship of unidentified community projects in the TIF District, and other similar expense. The entire project budget not to exceed \$10,000 annually. This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.5 The Small Business Saturday, Shop Downtown Program, A Day in the Village Program were all approved in this section by prior amendments to the Plan. The funding for each project is being increased to a maximum

of \$10,000 per year by this amendment. This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.6 Printing and Publishing:

The SDDA will be conducting printing and publishing services to accomplish all of its goals in the Plan, as amended and as part of its goal to bring businesses to the downtown district, at a cost not to exceed \$12,000 per year. This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.7 SDDA Zoom Account:

The SDDA is authorized to open a Zoom Account to comply with the open meeting act and ADA recommendations funded to a maximum of \$500.00 per year. This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.8 Festival of Lights:

The SDDA shall sponsor the Festival of Lights Program in the downtown district each year to attract shoppers to all the business in the TIF District at a cost not to exceed \$5,000 per year. This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

16.9 Contracted Services:

The contracted services outlined in the 2017 Plan Amendment added up to \$8,100. The SDDA authorizes the amount of funding annually to increase to a total of \$13,000 per year. Those contracted services are: 1) Yeo and Yeo Accounting Services (Section 16.7 of the 2017 Plan), 2) Delights Decorations installation of Holiday Decorations (Section 16.9 of the 2017 Plan), T.C. Enterprises installation of various Holiday Decorations Seasonal Banners (Section 16.10 of the 2017 Plan) on SDDA owned light poles. This SDDA project shall be funded under paragraph 9 through the capture of tax increment revenues on a pay-as-you-go basis, per paragraph 9.3.

17. This Development Plan does not provide for improvements related to a qualified facility, as defined in the *Federal Facilities Development Act*, Act No. 275 of the *Public Acts of 1992*.

18. The original 1986 Plan states that its duration will “terminate upon the completion of those projects specified in the development schedule” (Table 1). The 1992 Plan Amendment does not appear to have addressed the duration of the Plan. The 1995 Plan Amendment states that the “duration of the Plan is limited to the implementation of the goal [sic] and objectives.” Pursuant to the 2004 Amendment, the capturing of tax increment revenues shall continue through taxes levied in 2014, or such later years when all obligations of the SDDA payable from tax increment revenues have been retired or satisfied. The Development Plan shall be effective until the purposes of the Development Plan are completed. The First 2009 Amendment extended the Plan until 2020. The 2014 Plan Amendment extended the duration of the Tax Increment Finance and Development Plan until 2039 to complete the implementation of the goals and objectives contained herein in the Plan, as amended. This current Plan Amendment does not extend the duration beyond 2039.
19. The estimated impact of Tax Increment Financing on all taxing jurisdictions in which the SDDA’s Development Area was originally addressed by the SDDA in previous Amendments and updated in the 2016 Plan Amendment as Exhibit F thereto. This Amendment does not provide any updated information in regards to this matter. Exhibit F to the 2016 Plan Amendment is incorporated herein by reference. Additionally, the SDDA states:

Tax Increment Financing permits the SDDA to capture Tax Increment Revenues (as defined below) attributable to increases in the value of real and personal property in the Development Area. The Tax Increment Finance procedure is governed by Act 57 of the *Public Acts of 2018*, as amended (the “Recodified Tax Increment Finance Act, Part 2 Downtown Development Authorities” or commonly known as the “DDA Act”). The procedures outlined below are the procedures provided by the DDA Act effective as of the date this Plan is adopted, but are subject to any changes imposed by future amendments to the DDA Act.

The Tax Increment Revenues are generated when the Current Assessed Value of all properties within the Development Area exceed the Initial Assessed Value of the properties. The amount in any one year by which the Current Assessed exceeds the Initial Assessed Value is the Captured Assessed Value.

Initial Assessed Value: When the Village Council enacted the Original Plan by Ordinance in 1986, the Initial Assessed Value of the Development Area was established as the assessed value, as equalized, of all the taxable property within the boundaries of the Development Area at the time that Ordinance was approved, as shown by the then most recent assessment roll of the Village for which equalization had been completed, prior to the adoption of the 1986 Original Plan by Ordinance. Property exempt from taxation at the time of the determination of the Initial Assessed Value was

included as zero. However, in determining the Initial Assessed Value, property for which a “specific local tax” was paid in lieu of a property tax was not considered to be property that was exempt from taxation. A “specific local tax” is defined in the DDA Act and includes “Industrial Facilities Taxes” levied under 1974 PA 198, taxes levied under the *Technology Park Development Act*, 1984 PA 385, and taxes levied on lessees and users of tax-exempt property under 1953 PA 189. The Initial Assessed Value or Current Assessed Value of property subject to a specific local tax was determined by calculating the quotient of the specific local tax paid divided by the *ad valorem* millage rate, or by other method as prescribed by the State Tax Commission.

Current Assessed Value: Each year the “Current Assessed Value” of the Development Area will be determined. The Current Assessed Value of the Development Area is the taxable value of the property in the Development Area.

Captured Assessed Value: The amount by which the Current Assessed Value exceeds its Initial Assessed Value in any one year is the “Captured Assessed Value.”

Tax Increment Revenues: For the duration of the Plan, taxing jurisdictions will continue to receive tax revenues based upon the Initial Assessed Value of the Development Area. The SDDA will receive that portion of the *ad valorem* tax levy of all taxing jurisdictions on the Captured Assessed Value of the taxable property in the Development Area, other than the State, local school district, intermediate school district tax levies, and specific local taxes attributable to such *ad valorem* property taxes (the “Tax Increment Revenues”), subject to limitations and exemptions which may be contained in the DDA Act, this Tax Increment Financing Plan, and the provisions of any agreements for the sharing of Captured Assessed Value.

Increases in the Current Assessed Values which generate Tax Increment Revenues can result from any of the following:

- i. Construction of new developments;
- ii. New rehabilitation, remodeling, alterations, or additions; and
- iii. Increases in property values which occur for any other reason.

Tax Increment Revenues can be used as they accrue annually, can be held to accumulate amounts necessary to make improvements described in the Plan, or can be pledged for payment of bonds or notes issued by the SDDA or the Village under the DDA Act. Further, the SDDA may not borrow money or issue revenue notes without the prior approval of the Village. The SDDA may expend tax

increment revenues only in accordance with this Plan; surplus revenues revert proportionally to the respective taxing jurisdictions.

- 20. Adoption of these Amendments.** The Village of Stockbridge, before adopting an Ordinance approving these 2022 Amendments, shall hold a public hearing on this development plan and seek input and approval from the Citizens Advisory Committee, if one forms. At the time of the hearing, the Village Council shall provide to all interested persons an opportunity to be heard and shall receive and consider communications in writing with reference thereto. The hearing shall provide the fullest opportunity for expression of opinion, for argument of merits, and for introduction of documentary evidence pertinent to the Development Plan. The Village Council shall make and preserve a record of the public hearing, including all data presented at that time. All provisions of the Original 1986 Plan, 1992 Plan Amendment, 1995 Plan Amendment, 2004 Plan Amendment, 2006 Plan Amendment, 2008 Plan Amendment, the First 2009 Plan Amendment, the Second 2009 Plan Amendment, the 2011 Plan Amendment, the 2013 Plan Amendment, the 2014 Plan Amendment, the 2016 Plan Amendment, the 2017 Plan Amendment, the 2019 Plan Amendment and the 2021 Plan Amendment not modified by these Amendments to the Plan shall remain in full force and effect.

Drafted By: John L. Gormley (P-53539)
Attorney for the Village of Stockbridge DDA
Gormley and Johnson Law Offices, PLC
101 East Grand River Ave.
Fowlerville, Michigan 48836
(517) 223-3758

EXHIBIT A

TIF MAP REQUEST FOR PROPOSALS



**Request for Proposal to Resurvey
Village of Stockbridge Michigan,
Tax Increment Financing District (TIFD)**

DRAFT #2

May 14, 2022

Request for Proposal (RFP):

The Board of Directors of the Village of Stockbridge Michigan: Downtown Development Authority (SDDA) are seeking Proposals to: 1. Verify the Parameters of the TIFD. 2. Identify all parcels located within the Tax Increment Finance District (TIFD) in addition to the other deliverables listed below.

Primary objective:

Resurvey Village of Stockbridge, Tax Increment Finance District, using the attached provided coordinates and legal descriptions that are provided in the 1995 Downtown Development Plan Amendment.

Deliverables:

1. Provide a Base Map identifying clearly all parcels located within the TIFD, with Parcel ID tax codes and Name of Current parcel owner. with boundaries of TIFD clearly identified in some manner that provides assurance that any parcel located within the identification method are within the TIFD: Including Sidewalks, Roads, and Fire Hydrants etc.
2. Attend sufficient number of Stockbridge Downtown Development Authority (SDDA) meetings as necessary to complete project. SDDA meetings are held every Fourth, Thursday of the month at 6:15 p.m. in room 112 Old Middle School.
3. Register information accumulated with a Geographic Information System (GIS).
4. Provide all information to the SDDA in Electric Format and in hard copy on the following size paper.
 - Provide one (1) ea. Drawing on 43-inch 51-inch paper.
 - Provide Three drawings (3) ea. Drawings on 24 - inch by 36-inch paper Provide Six (6) ea. prints 8 ½ - inch by 11-inch paper.



**Request for Proposal to Resurvey
Village of Stockbridge Michigan,
Tax Increment Financing District (TIFD)**

Accuracy:

One (1) inch.

Reference Documents:

- Exhibit #1. 2022 Statement of Tax Increment Financing District Revenues.
- Exhibit #2: 1986 Map of original TIFD.
- Exhibit #3: 1986 TIFD Legal Description.
- Exhibit: #4: 1991 TIFD Legal Description.
- Exhibit #5: 1991 Map of TIFD.
- Exhibit #6: 1995 Public Notice of TIFD addition of Industrial Park
- Exhibit #7: No Document .
- Exhibit #8: 1985 Ordinance #1100 adding Industrial Park to TIFD
- Exhibit #9: 1995 Description of adding Industrial Park to TIFD.
- Exhibit #10: 1995 Map with Description Phase 1 and 2 for adding Phase 1 and 2 to TIFD.
- Exhibit #11: 1995 Legal description I think includes addition of industrial park.
- Exhibit #12: No. Document.
- Exhibit # 13: 2018 Village Zoning Map.
- Exhibit #14: Map of Industrial Park addition 2nd amendment.
- Exhibit #15: Addendum #1 to Legal Description, provides Description of Phase 1 Previously outside Village Limits and Description of Plat Phase II.
- Exhibit#16: 1995 Map Tax Increment Financing District with Revised addition of Industrial Park
- Exhibit #17 Phase 1 topographic map showing lot dimensions and outline of phase 1 Industrial Park.



**Request for Proposal to Resurvey
Village of Stockbridge Michigan,
Tax Increment Financing District (TIFD)**

Exhibit #18: March 03, 2022, printout of Owners / Address Report for Village of Stockbridge Real Property.

Time Frame for Completing of survey

- Three (3) months from award of contract.

Time Frame for Submitting RFP

- 30 days.

Time Frame for Awarding Contract.

- After RFP's are received, Proposals will be opened at the next Regular scheduled SDDA meeting, where they will be discussed, and a Firm will be selected.

Criteria for Selecting a Vendor

- a) The SDDA shall have the authority to reject any and all bids.
- b) The SDDA shall not accept the bid of a contractor who is in default on the payment of taxes, licenses, or other monies due the Village.
- c) In determining the best responsible bidder, in addition to price, the SDDA shall consider the ability, capacity, and skill of the bidder to perform as contracted; whether the bidder can perform in a timely manner consistent with Village requirements; the character, integrity, reputation, judgment, experience, and efficiency demonstrated by the bidder; the performance experienced with previous contracts; and the predictable ability of the bidder to provide future maintenance and service.

Requests for Vendor Suggestion or Creativity

- The bidders are also encouraged to provide suggestions for completing objectives.

Payment:

- Vendor will be paid in full withing 45 days from completion of project.

Sincerely



**Request for Proposal to Resurvey
Village of Stockbridge Michigan,
Tax Increment Financing District (TIFD)**

Geri Uihlein

DATE:

Chair Downtown Development Authority
guhlein@stockbridgedda.org

Contact the following individuals via email only for question regarding this RFP.

Daryl Anderson

Vice Chair Downtown Development Authority
danderson@stockbridgedda.org

Mellisa Powers-Taylor Secretary
mtaylor@stockbridgedda.org

List of firms that may be interested in responding to this RFP

- Fishbech Engineering



**Request for Proposal to Resurvey
Village of Stockbridge Michigan,
Tax Increment Financing District (TIFD)**

Address: 39500 Mackenzie Dr Ste 100, Novi, MI 48377 · ~37.8 mi

Phone: (248) 324-2090

- Don Heck
Wolverine Engineering
312 North Street
Mason, Mi. 48854
Email: Office@wolveng.com
Phone: (517) 676-9200
- **Daniel Cabage, P.E.**
Senior Project Manager
- **FLEIS & VANDENBRINK**
27725 Stansbury Blvd., Suite 195 | Farmington Hills | MI |
48334
248.536.0080 | D: 248.536.1999 | C: 248.330.0489 | F:
248.536.0079
www.fveng.com
- Spalding DeDeckere
248-844-5400
Wade Trim (Corporate)

500 Griswold St #2500
Detroit, MI 48226
(313) 961-3650
- **Stephenson Land Surveying**
Phone: (269) 445-8903
27873 White St.
Cassopolis, MI 49031
- Alpine Land Surveying
11590 Highland Rd, Hartland, MI 48353 · ~26.1 mi
(810) 207-8050
floodzoneexpert.com



**Request for Proposal to Resurvey
Village of Stockbridge Michigan,
Tax Increment Financing District (TIFD)**

- **Wolverine Engineers & Surveyors**

312 North St Ste A, Mason, MI 48854 · ~16.5 mi

(517) 676-9200

wolveng.com

- **Davison Land Surveying, Inc**

Address: 1063 S State Rd Ste 9, Davison, MI 48423 · ~51.3 mi

Phone: (810) 653-5969

Website: davisonlandsurveying.com

- **Crane Land Surveying PC**

14250 Beadle Lake Rd, Battle Creek, MI 49014 · ~51.4 mi

(269) 963-7977

516 E Grand River Ave, Howell, MI 48843 · ~16.5 mi

(517) 546-3340

- **Garlock-Smith Land Surveying**

Geodetic Designs

2300 N Grand River Ave, Lansing, MI 48906 · ~28.8 mi

(517) 908-0008

- **Enger Surveying**

805 N Cedar Rd, Mason, MI 48854 · ~18.8 mi

(517) 676-6565

engersurveying.com

- **Sheridan Surveying Company**



**Request for Proposal to Resurvey
Village of Stockbridge Michigan,
Tax Increment Financing District (TIFD)**

910 5th St, Michigan Center, MI 49254 · ~7.2 mi

(517) 764-0440

sheridansurveying.com

- **Stephenson Land Surveying**

625 W Prairie St, Vicksburg, MI 49097 · ~69.6 mi

(269) 649-1036

stephensonls.com

- **Campbell Surveying Engineering**

Office Address:

8437 Pineview Lake Dr.

Linden, MI 48451

Mailing Address:

10051 E. Highland Rd, STE 29

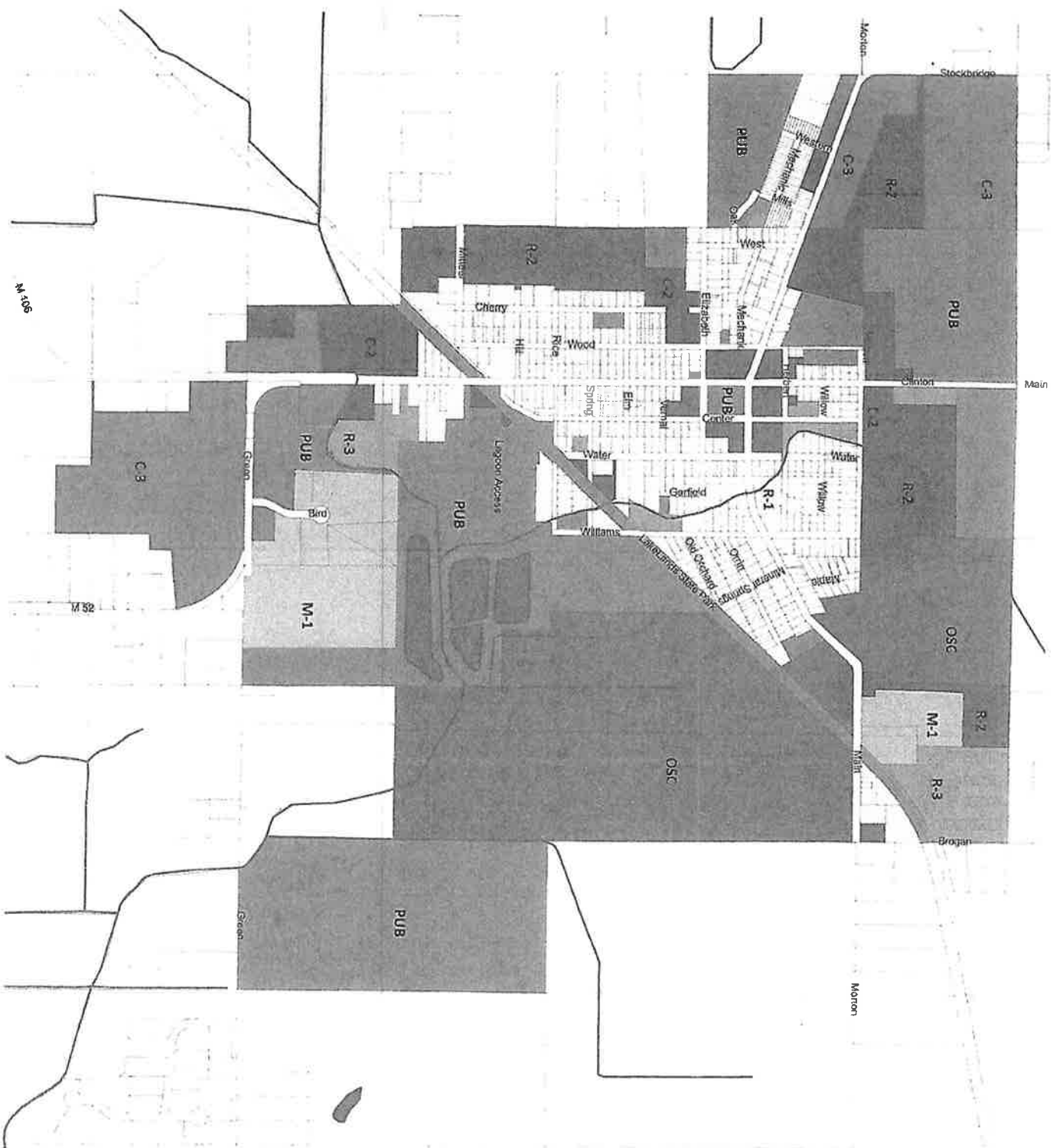
Howell, MI 48843

Call today: 989-390-1189

Email: terry@campbellse.com

EXHIBIT B
ZONING MAP

EXHIBIT 13



Legend

- R-1 Single-Family Villa
- R-2 Single-Family Sub
- R-3 Multi-Family Resi
- C-2 General Commer
- C-3 Highway Commer
- CBD Central Business
- M-1 Light Industrial a
- PUB Public
- PUD Planned Unit De
- OSC Open Space Cor.

Zoning Dist

Village of :

Ingft



Adopted:
Carlisle/Mortman Assor
Ann Arbc

EXHIBIT C

33-42-16-26-109-003 PARCEL

AccessMyGov.com is now bsoonline.com. Please change your bookmarks and website links.

N CENTER ST STOCKBRIDGE, MI 49285 (Property Address)

Parcel Number: 33-42-16-26-109-003 ****Personal Property**

Property Owner: STOCKBRIDGE DDA

Summary Information

> Assessed Value: \$0 | Taxable Value: \$0

> Property Tax information found

No Images Found

Access additional record information for a small convenience fee. *

> Additional areas of information include: *Delinquent Tax Information*

Show Purchase Options

* Additional record information is free for all homeowners, click the 'Show Purchase Options' button for more information.

Important Message

The information presented on this site is as of the close of the 2022 March Board of Review and the 2022 Assessment and Specific Tax Rolls.

If you require current ownership and mailing address information click on the Municipalities drop-down box above. You may enter the local Township or City name in the search box and click on the Search tab. This will redirect you to the local unit. Once the local unit window opens you can search by name, address, or parcel code number. If you require additional services, it is recommended that you contact the local unit Assessor's Office.

Local unit email and telephone numbers are available at: <https://docs.ingham.org/Department/Equalization/Twp-City%20Directory%20List22.pdf>

Owner and Taxpayer Information

| | | | |
|--------------|--|-----------------|-----------------------|
| Owner | STOCKBRIDGE DDA PO BOX 155 STOCKBRIDGE, MI 49285 | Taxpayer | SEE OWNER INFORMATION |
|--------------|--|-----------------|-----------------------|

General Information for Tax Year 2021

| | | | |
|----------------------------|------------------------|---------------------------------|---------------------------|
| Property Class | 002 REFERENCE PERSONAL | Unit | 33-42 STOCKBRIDGE VILLAGE |
| School District | 33200 STOCKBRIDGE | Assessed Value | \$0 |
| Map Number | No Data to Display | Taxable Value | \$0 |
| User Number Index | 0 | State Equalized Value | \$0 |
| User Alpha 1 | Not Available | Date of Last Name Change | 05/24/2010 |
| User Alpha 3 | Not Available | Notes | Not Available |
| Historical District | Not Available | Census Block Group | Not Available |
| User Alpha 2 | Not Available | Exemption | No Data to Display |

Principal Residence Exemption Information

Homestead Date No Data to Display

| | | |
|-------------------------------|----------|----------|
| Principal Residence Exemption | June 1st | Final |
| 2021 | 0.0000 % | 0.0000 % |

Previous Year Information

| Year | MBOR Assessed | Final SEV | Final Taxable |
|------|---------------|-----------|---------------|
| 2020 | \$0 | \$0 | \$0 |
| 2019 | \$0 | \$0 | \$0 |
| 2018 | \$0 | \$0 | \$0 |

Land Information

| | | | |
|--------------------|-----|--------------------------|-------|
| Zoning Code | | Total Acres | 0.035 |
| Land Value | \$0 | Land Improvements | \$0 |

| | | | |
|--------------------------------|---------------------|---|--------------------|
| Renaissance Zone | No | Renaissance Zone Expiration Date | No Data to Display |
| ECF Neighborhood | VILLAGE RESIDENTIAL | Mortgage Code | No Data to Display |
| Lot Dimensions/Comments | No Data to Display | Neighborhood Enterprise Zone | No |

| | | |
|---------------------------------|----------|--------------------------------|
| Lot(s) | Frontage | Depth |
| Lot 1 | 23.00 ft | 66.00 ft |
| Total Frontage: 23.00 ft | | Average Depth: 66.00 ft |

Legal Description

N 23 FT. OF LOT 4 BLOCK 8 VILLAGE OF STOCKBRIDGE.

Land Division Act Information

| | | | |
|-----------------------------------|--------------------|--------------------------------------|---------------|
| Date of Last Split/Combine | No Data to Display | Number of Splits Left | 0 |
| Date Form Filed | No Data to Display | Unallocated Div.s of Parent | 0 |
| Date Created | 01/01/0001 | Unallocated Div.s Transferred | 0 |
| Acreage of Parent | 0.00 | Rights Were Transferred | Not Available |
| Split Number | 0 | Courtesy Split | Not Available |
| Parent Parcel | No Data to Display | | |

Sale History

| Sale Date | Sale Price | Instrument | Grantor | Grantee | Terms of Sale | Liber/Page |
|------------|-------------|------------|--------------------------------|------------------------|---------------|------------|
| 07/06/2000 | \$31,000.00 | LC | WILUTIS MARK & DEBORAH | STOCKBRIDGE DDA | ARMS-LENGTH | 2861/252 |
| 06/19/1996 | \$17,000.00 | LC | LINDEMER, LAWRENCE R & REBECCA | WILUTIS MARK & DEBORAH | ARMS-LENGTH | |

****Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

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EXHIBIT D

33-42-16-26-109-006 PARCEL

E MAIN ST STOCKBRIDGE, MI 49285 (Property Address)

Parcel Number: 33-42-16-26-109-006 ****Personal Property**

Property Owner: STOCKBRIDGE DDA

Summary Information

> Assessed Value: \$0 | Taxable Value: \$0

> Property Tax information found

No Images Found

Access additional record information for a small convenience fee. *

> Additional areas of information include: *Delinquent Tax Information*

Show Purchase Options

* Additional record information is free for all homeowners, click the 'Show Purchase Options' button for more information.

Important Message

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Local unit email and telephone numbers are available at: <https://docs.ingham.org/Department/Equalization/Twp-City%20Directory%20List22.pdf>

Owner and Taxpayer Information

| | | | |
|--------------|--|-----------------|-----------------------|
| Owner | STOCKBRIDGE DDA PO BOX 155 STOCKBRIDGE, MI 49285 | Taxpayer | SEE OWNER INFORMATION |
|--------------|--|-----------------|-----------------------|

General Information for Tax Year 2021

| | | | |
|----------------------------|---------------------------|---------------------------------|---------------------------|
| Property Class | 002 REFERENCE PERSONAL | Unit | 33-42 STOCKBRIDGE VILLAGE |
| School District | 33200 STOCKBRIDGE | Assessed Value | \$0 |
| Map Number | <i>No Data to Display</i> | Taxable Value | \$0 |
| User Number Index | 0 | State Equalized Value | \$0 |
| User Alpha 1 | <i>Not Available</i> | Date of Last Name Change | 05/24/2010 |
| User Alpha 3 | <i>Not Available</i> | Notes | <i>Not Available</i> |
| Historical District | <i>Not Available</i> | Census Block Group | <i>Not Available</i> |
| User Alpha 2 | <i>Not Available</i> | Exemption | <i>No Data to Display</i> |

Principal Residence Exemption Information

Homestead Date *No Data to Display*

| | | |
|-------------------------------|----------|----------|
| Principal Residence Exemption | June 1st | Final |
| 2021 | 0.0000 % | 0.0000 % |

Previous Year Information

| Year | MBOR Assessed | Final SEV | Final Taxable |
|------|---------------|-----------|---------------|
| 2020 | \$0 | \$0 | \$0 |
| 2019 | \$0 | \$0 | \$0 |
| 2018 | \$0 | \$0 | \$0 |

Land Information

| | | | |
|-------------------------|---------------------|---|---------------------------|
| Zoning Code | | Total Acres | 0.200 |
| Land Value | \$0 | Land Improvements | \$0 |
| Renaissance Zone | No | Renaissance Zone Expiration Date | <i>No Data to Display</i> |
| ECF Neighborhood | VILLAGE RESIDENTIAL | Mortgage Code | <i>No Data to Display</i> |

Lot Dimensions/Comments *No Data to Display* **Neighborhood Enterprise Zone** No

| Lot(s) | Frontage | Depth |
|---------------------------------|----------|---------------------------------|
| Lot 1 | 66.00 ft | 132.00 ft |
| Total Frontage: 66.00 ft | | Average Depth: 132.00 ft |

Legal Description

LOT 3, BLOCK 8 VILLAGE OF STOCKBRIDGE.

Land Division Act Information

| | | | |
|-----------------------------------|---------------------------|--------------------------------------|----------------------|
| Date of Last Split/Combine | <i>No Data to Display</i> | Number of Splits Left | 0 |
| Date Form Filed | <i>No Data to Display</i> | Unallocated Div.s of Parent | 0 |
| Date Created | 01/01/0001 | Unallocated Div.s Transferred | 0 |
| Acreage of Parent | 0.00 | Rights Were Transferred | <i>Not Available</i> |
| Split Number | 0 | Courtesy Split | <i>Not Available</i> |
| Parent Parcel | <i>No Data to Display</i> | | |

Sale History

| Sale Date | Sale Price | Instrument | Grantor | Grantee | Terms of Sale | Liber/Page |
|------------|-------------|------------|---------------------------|---|---------------|------------|
| 07/06/2000 | \$31,000.00 | LC | WILUTIS MARK & DEBORAH | STOCKBRIDGE DEVELOPMENT AUTHORITY | ARMS-LENGTH | 2861/252 |
| 06/19/1996 | \$17,000.00 | LC | LINDEMER LAWRENCE | WILUTIS MARK & DEBORAH | ARMS-LENGTH | |

****Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

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EXHIBIT E
PUMP TRACK DESIGN

128.446

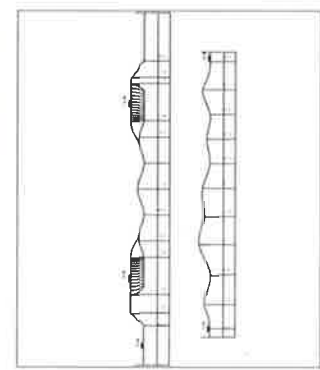


Legend:

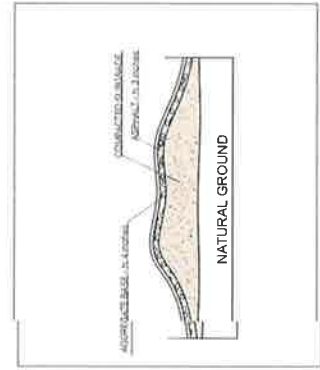
- Total area
- Slopes
- Pump Track
- Platforms
- Connections
- Safety line
- Drainage hole
- Access path
- Wallride

Specification:

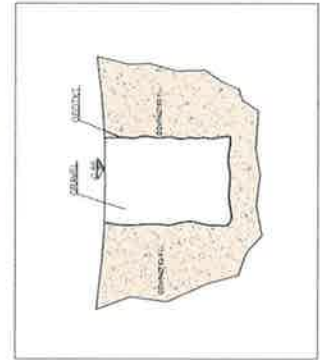
| | |
|-----------------------------|--------------|
| Total Area: | 32,601 sq ft |
| Asphalt Surfaces: | 6,596 sq ft |
| Green Area: | 10,125 sq ft |
| Pump Track Length: | 571 ft |
| Jump Track Length: | 0 ft |
| Safety Line Length (Total): | 369 ft |
| Number of Drainage Holes: | 4 |



TYP X-SECTION DETAILS



TYP DETAIL - MATERIALS



TYP DETAIL - FRENCH DRAIN



SITUATION PLAN

NOTE PUMPTRACK DESIGNS RELATED DETAILS DRAWINGS AND SPECIFICATIONS ARE THE CREATIVE PROPERTY OF THINK AND BUILD VELOUTIONS AND AMERICAN RAMP COMPANY AND THEIR DESIGN PARTIES THIS INFORMATION SHALL NOT BE SHARED WITH ANY OUTSIDE PARTIES WITHOUT EXPRESS WRITTEN CONSENT FROM AN AUTHORIZED REPRESENTATIVE OF THINK AND BUILD VELOUTIONS AND AMERICAN RAMP COMPANY

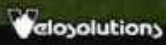
118.341



| | | | |
|--------------|---------------------|--------------|--------------------------------|
| Client | Stockbridge, MI DRF | DATE | 05-20-2022 |
| Tech Design | Ameceo Caloun | Project ID# | ID# 22041204 |
| Tech Drawer: | Ameceo Gacott | SITE ADDRESS | N Wood St Stockbridge MI 49295 |

Stockbridge - Asphalt Pumptrack

AMERICANRAMPCOMPANY.COM



7781 - STOCKBRIDGE, MI

AMERICANRAMPCOMPANY.COM



7781 - STOCKBRIDGE, MI

Engineer's Estimate: \$288,000

INCLUDES*:

- All labor, construction project management, supplies, tools, materials, and equipment required per scope of work
- Earth-moving techniques
- Cutting and shaping grades within pump track footprint
- Pour and finish asphalt

EXCLUDES*:

- Permits and fees: Any necessary permit(s) will be acquired by others.
- Site testing and inspections: engineering, surveying, or testing services.
- Taxes or bonding of any kind
- Utility, mechanical, electrical, plumbing work, relocation, or repairs of any kind.
- Any landscaping.
- Toxic or hazardous material handling or removal.
- Pedestrian protection, walkways, dust protection, temporary enclosures, protection of work or adjacent items.
- Rock excavation, material that cannot be removed with standard shovel or rubber tire backhoe.
- Dewatering, silt fence, soil stabilization, erosion control, street cleaning, and traffic control.
- Any work not specifically indicated above.

CUSTOMER PROVIDES*:

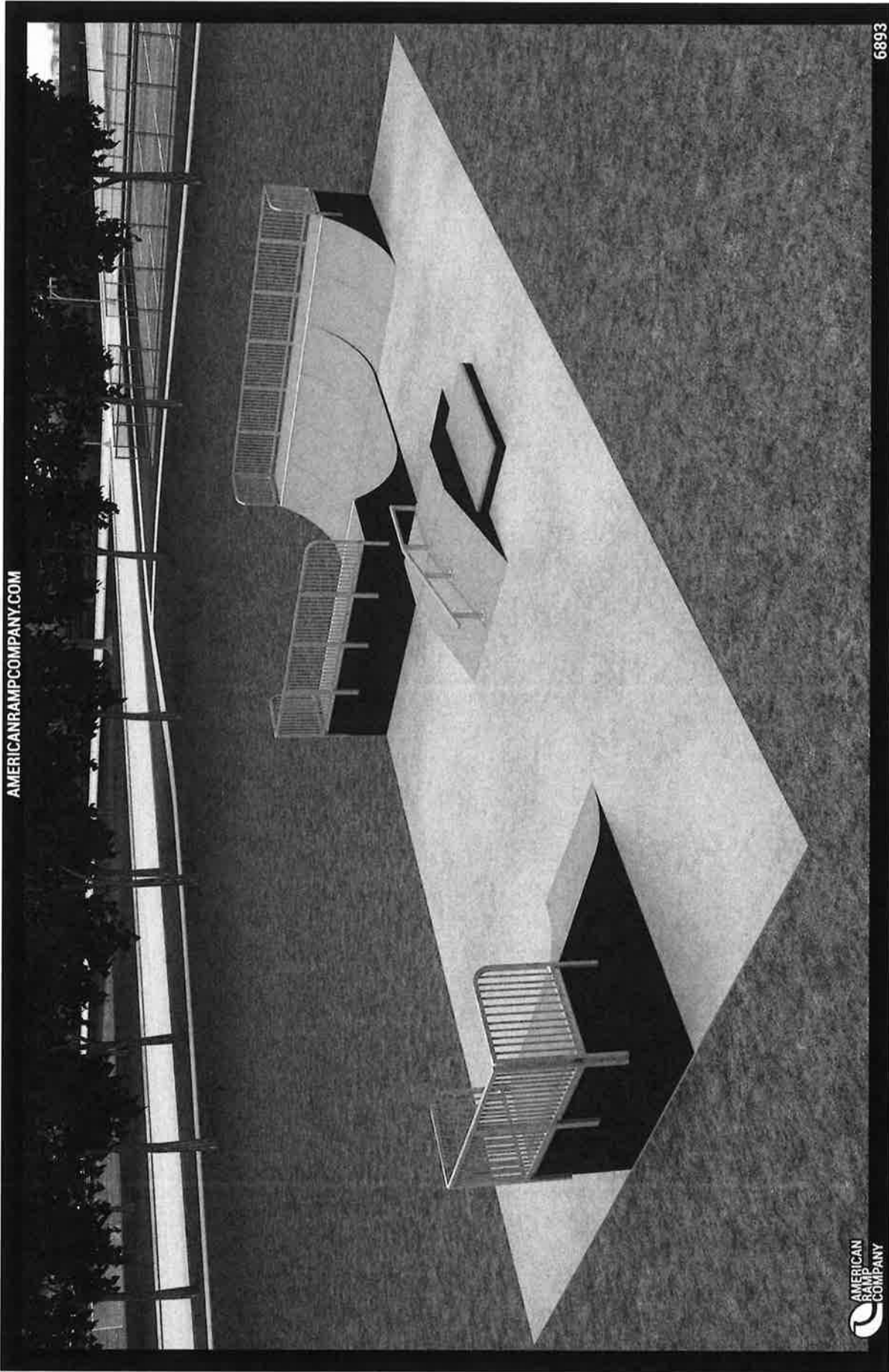
- Sufficient water, light, and electrical power within 100 feet of work areas.
- Unobstructed, safe, and continuous access to work area with heavy equipment. All weather roads for heavy equipment.
- Site security (any vandalism or destruction that should occur from insufficient security shall be the responsibility of the client.)
- Protection of underground utilities in the area of the pump track.
- Any necessary site-specific information in a digital format (topography, drainage, structures, obstructions, etc.)

*ARC will gladly coordinate and supply any of these services at a reasonable cost.

Purchase through our competitively bid government Sourcewell contract.



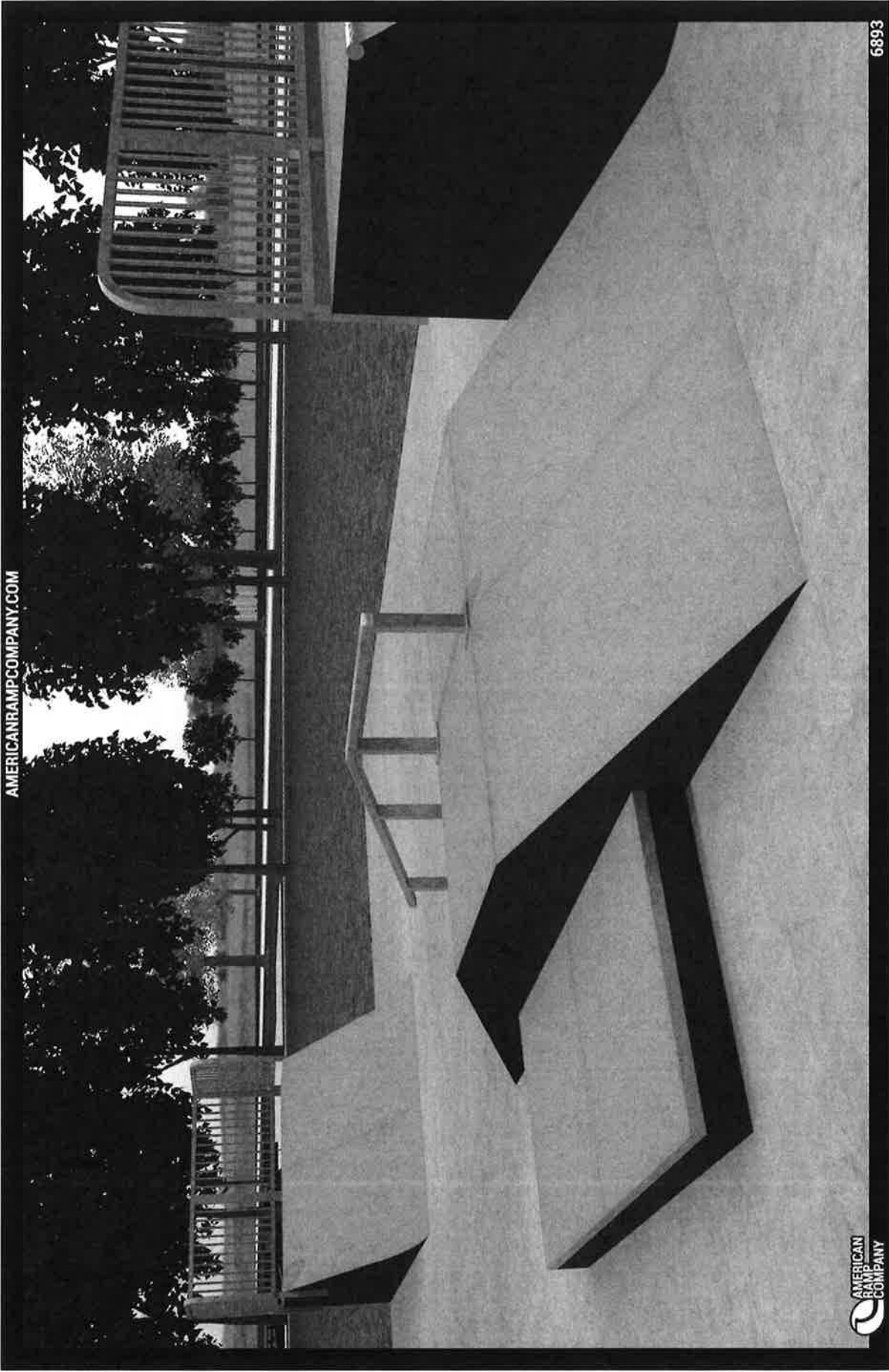
EXHIBIT F
SKATE RAMP DESIGN



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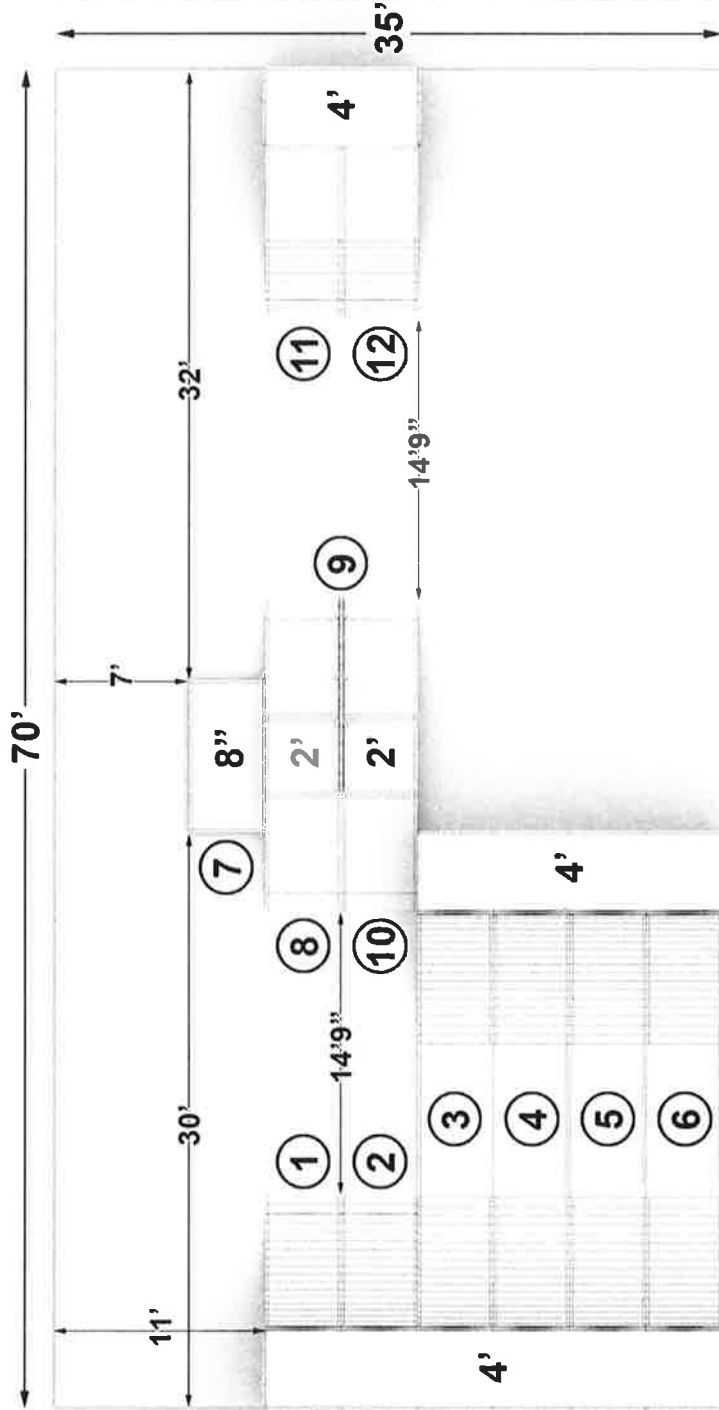


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601 McKinley
 Joplin, MO 64801
 Tel: (417) 206-6816
 Toll Free: (800) 949-2024
 Fax: (417) 206-6888
sales@americanrampcompany.com

| | |
|-------------------------------|-----------------------|
| DRAWN BY | Chuck Dodge |
| DATE | 02/28/2022 |
| REP. AGENCY | American Ramp Company |
| REP. NAME | Cole Beckham |
| REP. PHONE | 417-206-6816 x 120 |
| CUSTOMER APPROVAL | DATE |
| PARK ENCLOSED? | - |
| PRO SERIES | - |
| X SERIES | - |
| STEALTH SERIES | - |
| STEALTH CLASSIC SERIES | - |
| PROJECT NAME | |
| Stockbridge Skatepark | |
| DESIGN NO. | 6893 |



[CLICK HERE TO VIEW DESIGN RENDERINGS](#)

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 Toll-free 877-RAMP-778
 Local 417-206-6816
 Fax 417-206-6888
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| Quote # | Design # | FOB |
|---------|----------|-----------------|
| 25388 | 6893 | Stockbridge, MI |

| <u>Item</u> | <u>Obstacle</u> | <u>Height</u> | <u>Width</u> | <u>Length</u> | <u>Pro Series</u> |
|-------------|-----------------------------|---------------|--------------|---------------|-------------------|
| 1 | Quarter Pipe | 4.0' | 4.0' | 11.0' | |
| 2 | Quarter Pipe | 4.0' | 4.0' | 11.0' | |
| 3 | Half Pipe | 4.0' | 4.0' | 30.0' | |
| 4 | Half Pipe | 4.0' | 4.0' | 30.0' | |
| 5 | Half Pipe | 4.0' | 4.0' | 30.0' | |
| 6 | Half Pipe | 4.0' | 4.0' | 30.0' | |
| 7 | Grindbox | 8" | 4.0' | 8.0' | |
| 8 | Wedge, Flat, Wedge | 2.0' | 4.0' | 16.0' | |
| 9 | Grind Rail, Kinked (Square) | 1.5' | 3" | 10.0' | |
| 10 | Wedge, Flat, Wedge | 2.0' | 4.0' | 16.0' | |
| 11 | Bank Ramp | 4.0' | 4.0' | 13.0' | |
| 12 | Bank Ramp | 4.0' | 4.0' | 13.0' | |

| | |
|----------------------|--------------------|
| Subtotal | \$71,598.19 |
| Sourcewell Discount | \$5,011.87 |
| Framework Enclosures | \$5,575.81 |
| Freight | FREE |
| Installation | \$13,939.53 |
| TOTAL | \$86,101.66 |

Notes:

- If your project is subject to prevailing wage, bonding requirements, or sales tax, call for revised quote.

Signature: _____ Date: _____



Purchase through our competitively bid government Sourcewell contract.

WE LOOK FORWARD TO BUILDING YOU A GREAT SKATE PARK!

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 Local 417-206-6816
 Fax 417-206-6888
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SKATEPARK ORDER FORM

Contact Information

| SKATEPARK CONTACT | | |
|---|-----------------------------------|----------------------|
| Skatepark Name: Veterans Memorial Park | Design #: 6893 | |
| Skatepark Installation Address: 288 Wood St. | | |
| City: Stockbridge | State: MI | Zip: 49285 |
| Skatepark Main Contact Name: Geri Uihlein | | |
| Phone: 734.644.0544 | Alt Phone: 517.851.7435 | Fax: |
| E-mail Address: guihlein@stockbridgedda.org and clerk@vosmi.org | | |

| BILLING CONTACT | | |
|--|--------------------------------|----------------------|
| Name: Debbie Nagle | Title: Village Clerk | |
| Phone: 517.851.7435 | Fax: | |
| Remit to Address: P.O. Box 155 | | |
| City: Stockbridge | State: MI | Zip: 49285 |
| E-mail Address: | | |

| EQUIPMENT INSTALLATION CONTACT | | |
|---|---|----------------------|
| Name: Daryl Anderson / Geri Uihlein | Title: Board Members. | |
| Phone: | Alt Phone: 5174904072 (734)644-0544 | Fax: |
| Address: Po Box 155 | | |
| City: Stockbridge | State: MI | Zip: 49285 |
| E-mail Address: | | |

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 Toll-free 800-949-2024
 Local 417-206-6816
 Fax 417-206-6888
 sales@americanrampcompany.com



Signage

Have you thought about what type of signage to use for your skatepark? If you do not already have plans for signage you may want to consider purchasing one of our signs. Our attractive signs are available in aluminum w/ vinyl lettering. The sign measures 2.5' wide and 4' tall and stands almost 7' once installed

If you would like signage from us all we will need is 1) for you to select double sided or single sided and 2) provide us with the verbiage that you would like for us to use. For liability reasons ARC cannot recommend verbiage for your community so be sure and check with your insurance company as to exactly what you want on your skatepark signage.

Do you want to purchase signage for your skatepark through ARC?

No Thank You

Yes

\$1,300 Aluminum with Vinyl Lettering – single sided

\$1,800 Aluminum with Vinyl Lettering – double sided

If double sided please check what you want on second side

Duplicate verbiage

ARC Logo

Blank



Example: Aluminum Sign



Signs will contain Black letters on white background

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Joplin, MO 64801
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Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Pad Disclaimer

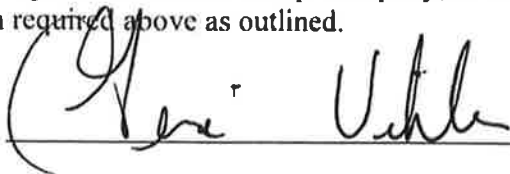
American Ramp Company requires from its customers detailed information about the pad on which the Skatepark equipment is to be installed. In order for American Ramp Company to provide an enjoyable and safe Skatepark, the following information is required before American Ramp Company will accept a Sales Order:

- Verify the pad dimensions of Length and Width if rectangular in shape.
- If the pad is irregular in shape, provide an AutoCAD .DWG or .DXF file of the pad if possible.
- If no AutoCAD file is available, make a detailed sketch and record any relevant dimensions.
- Verify whether the pad is concrete, asphalt*, or some other material.
***If pad is asphalt, ramps may settle over time and could require adjusting. American Ramp Company does not warrant and is not responsible for complications caused from the placement of ramps on asphalt.**
- Provide detailed elevation dimensions for any multi-tiered pads.
- If the pad is indoors, locate any wiring, plumbing, or other obstructions or potential hazards in the floor that would prevent the ramps from being anchored properly.
- If the pad is indoors, locate any overhead obstructions, low ceilings, or other potential hazards to skaters.
- If the pad is indoors, locate any doors, fixtures, or any other items that must remain accessible.
- Check for any unusual drainage slopes or crowning that would prevent skate equipment from being anchored flat to the pad. * If pad is unlevel and we're unable to match our ramps flush, customer has the option to pay us \$100/hr plus materials to fix the issue.
- Locate any drain grates, seams, or large cracks that would pose hazards to skaters.
- Locate any light poles, fire hydrants, planters or rails on the pad.
- Locate any fencing as well as any gates in the fencing so they are not obstructed.
- Locate any 3rd party skate equipment and include detailed measurements of the equipment if ARC equipment is to be placed adjacent.

American Ramp Company shall not be held responsible for any damages or delays in manufacturing or installation as a result of inaccurate pad information. Additionally, changes in the pad that result in a redesign of the Skatepark after a sales order has been accepted may incur additional charges for restocking, design work, or installation at ARC's sole discretion. Any changes as noted above after the acceptance of a sales order also voids any promised installation date and may be rescheduled for delivery and installation at ARC's sole discretion.

I hereby certify that I have read and agree to the preceding terms and conditions and forfeit the right to any recompense against American Ramp Company, its subsidiaries, and/or its agents should I fail to provide the information required above as outlined.

Signed: _____



Date: _____

04/01/2022

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Sign Verbiage:

(Please type verbiage below. You can find examples at the end of this Document in the Skatepark Order Form Reference Guide.)

If verbiage sign verbiage is not received within 1 week of the order form ARC cannot guarantee sign will be shipped with the skatepark. If sign has to be shipped separately the customer is responsible for any shipping charges

If purchasing Recycled Plastic sign only allowed maximum of 790 characters including spaces

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 Local 417-206-6816
 Fax 417-206-6888
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Delivery and Installation

1. Any Building Permits Required? No Yes If yes, obtained/filed: Yes No
2. Any Contractor's License(s) Required? No Yes If yes, obtained/filed: Yes No
3. Any Bond(s) Required? No Yes If yes, what type(s): _____
4. Any applicable grants? No Yes If yes, list amount: \$ _____
 Donor name: _____
5. Installation Type (Please select a, b or c)
 - a. Full Factory Installation
 - i. Standard Wage Public Funds: \$ _____
 - ii. Prevailing Wage Private Funds: \$ _____
 1. A copy of the Prevailing Wage Schedule for your location is required
 - b. Supervised / Community Build Installation
 Labor will be provided by (check all that apply):
 - i. City Employees
 - ii. Community Volunteers
 1. A copy of your Workers Comp insurance certificate is required
 - c. Customer Installation
6. List any special delivery instructions: NONE
7. Will a forklift be provided to unload equipment from truck? (Note: Customer must provide a forklift if project is supervised/community build installation of Pro, X, or Stealth Series or a crane for Solo Series)

 Yes - Load capacity: _____ lbs

 No
8. Skatepark pad surface: Concrete Asphalt* Other: *on or before
- *Please review pad disclaimer and sign.
9. Is the pad ready for equipment placement? Yes No: it will be ready by 6/1/22
 * Please note accuracy of date is important for scheduling installation process
10. Skatepark pad dimensions are (choose one of the following):
 - a. As indicated on 2-D drawing
 - b. Other - Please provide exact dimensions: 80 x 30
11. Is the skatepark area fenced?
 - a. Yes- If yes, delivery onto pad will be accessible through (please choose one of the following):
 - i. 10' wide opening or gate
 - ii. Will Temporarily remove fence
 - iii. Skatepark pad is not fenced on all four sides
 - iv. Other: _____
 - b. No
12. The surface area between unloading point and the skatepark pad is(choose any that apply):
 - a. Lawn/Grass Rock
 - b. Paved concrete Bark
 - c. Paved asphalt Other: _____
13. Are you planning to have a Grand Opening?

 Yes- Date: TBD Time: _____ No

NOTE: If you are considering a grand opening for your skatepark, ARC recommends planning it at least a full week after the official sign-off, once it has been installed ARC would also like to advise not advertising it until sign-off to allow for Murphy's Law. This still allows a full week to get the word out for a great turn-out

14. Any additional comments: NO and thank you!

For ARC Office use only:
 PS PA GOP
 CRM REP

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Forklift Disclaimer

American Ramp Company and all their subcontractors and/or agents will endeavor to install your skatepark obstacles with a minimum of disruption to the area surrounding and including the skatepark; however, circumstances and conditions that are beyond our scope of work and out of our control are the responsibility of the owner and/or agent for the owner.

There should be a clear area for the truck to be unloaded that is directly adjacent to the area in which the equipment is to be installed. Travel over concrete, asphalt, lawns or other plantings, American Ramp Company and all their subcontractors and/or agents will not be responsible for damage resulting from moving the equipment to be installed.

Although concrete is the preferred skatepark surface, asphalt may be used. However, equipment used to transport and set the skatepark obstacles is heavy equipment, and as such may cause damage to the asphalt surface. Every precaution will be taken to prevent this but damage may occur under some conditions. In addition, due to the heavy weight of some equipment, settling into the asphalt may occur. The owner will not hold American Ramp Company or their subcontractors and agents responsible for the repairs should they be required.

Any work not included in the original contract, including repairs to surface and surrounding areas shall be paid over and above the contract and/or agreed upon amount.

We would like to suggest the following:

1. Area for unloading the truck should have ample space for a forklift to maneuver and be as close to the skate surface as possible.
2. The space between the unloading site and the skate surface should be minimal (less than 20') and clear of obstructions.
3. If the area between the unloading area and the skate surface consists of lawns or plantings, owner should provide protective matting in the traffic area.
4. If fencing or other barrier protects skate surface, an opening at least 10' wide must be provided for equipment access.
5. If a section of fence/barrier needs to be removed to provide a 10' opening, the owner and/or owner's agent is responsible for the removal and replacement of said 10' section.

Signature: _____

A handwritten signature in black ink that reads 'Ari Vihle'.

Date _____

04/01/2022

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-8816
Fax 417-206-6888
sales@americanrampcompany.com



Payment Terms and Conditions

Standard payment terms shall be 50% at the time of order and the remainder upon equipment being ready to ship. Should customer not be prepared to receive equipment, payment is still due, less any delivery and installation charges.

Your American Ramp Company purchase may be subject to sales tax(s) (other tax(s) may apply) as required by law. We charge sales tax on orders that are shipped to, delivered to or picked up in states where we are required to do so. Please provide your State Tax ID # 38-6004737. Freight and installation also may be subject to taxation.

Please provide the following information where applicable:

| | | | | |
|-----------------------|-------|-------|----------|---|
| Tax for Sales: | _____ | Rate: | <u>0</u> | % |
| Tax for Freight: | _____ | Rate: | <u>0</u> | % |
| Tax for Installation: | _____ | Rate: | <u>0</u> | % |
| Tax for Other: | _____ | Rate: | <u>0</u> | % |

You may choose to pay all tax(s) directly. If you choose to do so, please *initial* here: _____. By doing so, you - the purchaser - are responsible for paying all related tax(s) regarding your ARC purchase directly to the appropriate agency(s).

If you are a **tax exempt** entity, please provide your Federal Tax ID #: 38-6004737. Although we keep a record of proof of your tax exempt status, you must contact us regarding each tax-exempt purchase to receive the applicable tax credit.

By signing below I verify and agree to all information provided in the preceding sections. I also verify that all information provided is correct and accurate.

Signature: Debbie Nagle Date 4/1/22

Name: Debbie Nagle Title: Village Clerk

Name of Company or City: Village of Stockbridge



BOARD ACTION SUMMARY SHEET

BOARD MEETING: Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Amendment to Personnel Policies Manual - Clothing Allowance for Public Works Employees*

RESOLUTION NO.:

SUBMITTED BY: Darwin McClary

DEPARTMENT: Manager

BACKGROUND SUMMARY:

Village Manager McClary is requesting that council adopt a resolution amending the Village of Stockbridge Personnel Policies Manual to provide for the payment of an annual clothing allowance for certain public works employees on a reimbursement basis for work clothing and work boots.

On May 9, council discussed providing an allowance of \$300 annually but wanted more information to determine if that amount was adequate. Village Manager McClary has obtained information from the MME listserv indicating that the average annual allowance for public works clothing and work boots is approximately \$400 combined and is recommending this amount.

ALTERNATIVES ANALYSIS:

APPROVE THE AMENDMENTS TO THE PERSONNEL POLICIES MANUAL AS RECOMMENDED OR IN ANOTHER AMOUNT PROVIDING FOR THE DPW CLOTHING ALLOWANCE.

If council adopts the policy changes, the village will provide an annual clothing allowance to each full time regular employee and each part-time employee regularly working at least 20 hours on a reimbursement or direct purchase basis.

DENY THE REQUEST OR TAKE NO ACTION.

If council denies the request or takes no action, then employees will not be reimbursed for clothing replacement costs.

PREVIOUS BOARD ACTION:

05/09/2022 - Council discussed establishing a clothing allowance of \$300 annually per public works employee; tabled action until it could be determined whether a \$300 allowance was adequate.

08/01/2022 - Council discussed draft policy amendment and tabled action on the matter until the draft could be revised to require the return of any clothing bearing the Village of Stockbridge logo.

FINANCIAL IMPACT:

The cost to the village would be up to \$400 annually for each public works employee.

RECOMMENDED MOTION:

To adopt the resolution amending the Village of Stockbridge Personnel Policies Manual to add a new Section 5.03 - Public Works Clothing Allowance.

ATTACHMENTS:

Resolution Amending Personnel Policies Manual - Public Works Clothing Allowance

**VILLAGE OF STOCKBRIDGE
COUNTY OF INGHAM
STATE OF MICHIGAN**

VILLAGE COUNCIL RESOLUTION NO. ____

A RESOLUTION TO AMEND THE VILLAGE OF STOCKBRIDGE PERSONNEL POLICIES MANUAL TO ADD A NEW SECTION 5.03 – PUBLIC WORKS CLOTHING ALLOWANCE.

WHEREAS, presenting a professional image of its employees to the public is an important consideration for the Village of Stockbridge; and

WHEREAS, due to the unique nature of the work performed by the Department of Public Works employees, the wear and tear such work imposes on the work clothes, and the need for adequate safety resulting from such work, the village deems it necessary to provide a clothing allowance for public works employees;

NOW, THEREFORE, BE IT RESOLVED that the Village Council of the Village of Stockbridge does hereby amend the Village of Stockbridge Personnel Policies Manual to add Section 5.03 to read as follows:

5. CLASSIFICATION AND COMPENSATION

5.03 Public Works Clothing Allowance

The village will provide an annual clothing allowance of four hundred dollars (\$400.00) per fiscal year on a reimbursement basis to all Department of Public Works full time regular employees and part-time employees regularly scheduled to work at least twenty (20) hours per week to be used for the purchase, maintenance, cleaning, and replacement of work clothing and safety boots. Work clothing is defined as shirts, hats or caps, pants, windbreakers, jackets, coats, and similar clothing items appropriate to the types of work performed as approved by the Village Manager. Such clothing will comply with any standards established by the Village Manager for professionalism in appearance and for functionality and safety. Work boots will be standard steel-toed work boots commonly used in the construction industry. Employees are required to submit receipts for purchases or, alternatively, may arrange for the village to order clothing items and to pay directly for such items. Any unused portion of the annual clothing allowance will not be carried over to the next fiscal year. All clothing with the official Village of Stockbridge logo affixed thereto shall be immediately returned to the village upon separation from employment.

BE IT FURTHER RESOLVED that the Village Clerk is hereby directed to immediately update the Village of Stockbridge Personnel Policies Manual to incorporate this change.

THIS RESOLUTION WAS DULY ADOPTED BY THE STOCKBRIDGE VILLAGE COUNCIL
AT ITS REGULAR MEETING HELD ON _____, 2022.

Debbie Nogle
Village Clerk



BOARD ACTION SUMMARY SHEET

BOARD MEETING Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Appointment to Vacant Village Council Trustee Position*

RESOLUTION NO.:

SUBMITTED BY: Darwin McClary

DEPARTMENT: Manager

BACKGROUND SUMMARY:

Council is scheduled to consider appointing a qualified elector to fill the vacancy of the unexpired term of office created by the passing of Trustee Anne Mocerri. The term of office for this position expires on November 20, 2022. The village posted an announcement of the vacancy and opportunity to apply on its web site. The village has received one (1) application from resident Linda Dyer.

Section 13 of the Michigan General Law Village Act, Public Act 3 of 1895, as amended, sets forth the process for filling council vacancies and states as follows:

62.13 Vacancies; filling; special elections; procedure; expenses.

Sec. 13. A vacancy occurring in the office of president, trustee, or any other elective office shall be filled by appointment by the council, and the appointee shall hold office until the next regular village election. All vacancies in any other office shall be filled by the president, by and with the consent of the council. If by reason of removal, death, resignation, or otherwise, the membership of the council is reduced to less than a quorum, the remaining council members shall call a special election for the purpose of filling all vacancies in the office of trustee, if a petition signed by not less than 10% of the qualified voters of the village is filed with

the village clerk within 10 days after the vacancy or vacancies occur. If a petition is not filed within the time stated, then the remaining council members may either call a special election, or may appoint a sufficient number of trustees to constitute with the members in office a quorum of the council, who shall then fill the remaining vacancies as provided in this section. If all the officers and trustees of a village have died or moved

from the village, and no successors have been elected or appointed to fill the vacancies, the township clerk of

the township within which the village is situated shall, upon petition of 10% of the qualified voters residing in

the village, call a special election for the election of the officers and trustees of the village to be held on a regular election date as established under section 641 of the Michigan election law, 1954 PA 116, MCL 168.641. The township shall perform all of the other duties with respect to the election as the village might have done had the vacancies not existed, including the preparation of ballots, the appointment of election inspectors, the counting and canvassing of the ballots, and the certification of the persons elected to the offices for which the election was held. The expenses of the election shall be paid by the village as provided in section 642 of the Michigan election law, 1954 PA 116, MCL 168.642.

Attached is an application for the council trustee position that was submitted previously to Village President Howlett by resident Linda Dyer, 4005 Eastbridge Circle Road.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

08/01/2022 - Consensus of council was to advertise position for a couple weeks, review applications received, and make an appointment to the position.

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To appoint _____ as village trustee to fill the unexpired term of office created by the recent passing of Trustee Anne Mocerri, with said term of office to expire on November 20, 2022.

ATTACHMENTS:

Application for Appointment to Council - Linda Dyer



VILLAGE OF STOCKBRIDGE

PO Box 155, Stockbridge, Michigan 49285

APPLICATION FOR APPOINTMENT TO COMMITTEES, BOARDS, AND COMMISSIONS

The information provided on this form is for the use of the Stockbridge Village Council in its deliberation to fill vacancies on committees, boards, and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. Applicants may be asked to attend a designated meeting of the Village Council for application review and appointment consideration.

To which committee (s), board (s), or commission (s) are you seeking appointment?

Village Council Trustee

Please print or type.

Name: LINDA Dyer

Address: 4005 EASTBRIDGE Cr. Rd. ZIP Code 49285

Telephone: 941-518-9166 Other: _____

Email: lindadye1946@gmail.com

Date available for appointment immediately

Are you a registered voter in the Village of Stockbridge? Yes No

Please complete the following. You may use additional sheets as needed.

Community Service

List boards, commissions, committees, or community service organizations that you are currently serving or have served upon, offices held, and in what municipality or county.

Stockbridge - Outreach Volunteer - Current
Serenity Farms Equestrian Center - Board member - Ohio
President - Sigma Phi Omega - Ohio

Employment and Education

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

Lourdes College - BA Assoc. Degree in Marketing
Westminster Communities of Florida Executive Director 12 years
Lutheran Home Society - Executive Director 8 years
State and Federal License - Florida & Ohio Nursing Home Administrator

Have you ever worked for the Village of Stockbridge? Yes No
If yes, please list dates and name(s) of departments.

Personal

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest? Yes No

If yes, please indicate potential conflicts.

Are you aware of the time commitment necessary to serve on the committee, board, and/or commission to which you seek appointment and will you have such time?

Yes No

Please provide information about specific training, education, experience, or interest you possess that qualifies you as an appointee to the position you seek.

Team Building, financial, oversight responsibilities of running large senior communities successfully.

I hereby certify that the preceding information is correct and to the best of my knowledge.

Linda K. Dye
Signature

7-9-2022
Date

Mail or return your completed application to: **Village of Stockbridge
210 Wood Street, Suite 101
PO Box 155
Stockbridge, Michigan 49285**

Thank you very much for giving us the opportunity to consider you for appointment.



BOARD ACTION SUMMARY SHEET

BOARD MEETING Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Appointment of Hunter Lega to Stockbridge Downtown Development Authority Board of Directors*

RESOLUTION NO.:

SUBMITTED BY: Molly Howlett

DEPARTMENT: President/Trustee

BACKGROUND SUMMARY:

Village President Howlett is requesting the village council's approval of her appointment of Hunter Lega to the Stockbridge Downtown Development Authority board of directors.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To be provided by President Howlett

ATTACHMENTS:

Application for Appointment to Board or Commission - Hunter Lega - DDA



VILLAGE OF STOCKBRIDGE

PO Box 155, Stockbridge, Michigan 49285

APPLICATION FOR APPOINTMENT TO COMMITTEES, BOARDS, AND COMMISSIONS

The information provided on this form is for the use of the Stockbridge Village Council in its deliberation to fill vacancies on committees, boards, and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. Applicants may be asked to attend a designated meeting of the Village Council for application review and appointment consideration.

To which committee (s), board (s), or commission (s) are you seeking appointment?

D.D.A

on behalf of Positively Chiropractic

Please print or type.

Name: Hunter Lega

Address: 650 Cherry St ZIP Code 49285

Telephone: 586-713-4525 (cell) Other: _____

Email: hunterlegaa@gmail.com

Date available for appointment Mon or Fri
anytime after 1:00

Are you a registered voter in the Village of Stockbridge? Yes No

Please complete the following. You may use additional sheets as needed.

Community Service

List boards, commissions, committees, or community service organizations that you are currently serving or have served upon, offices held, and in what municipality or county.

Community Action Coalition (Middle & High School) Macomb County
CMV Gus Macker 3 on 3 Basketball Tournament (2018)
CMV Men's Volleyball Vice President of Fundraising (2018)

Employment and Education

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

Macomb Family YMCA - Day Camp Coordinator (2014-2017)
YMCA Storer Camps - Counselor in Training Director (2018-2019)
Chiropractic Assistant - Positively Chiropractic Stockbridge MI (2021-current)
B.A.A in Recreation ~~is~~ Event Management Minor: ~~Child~~ Child Development

Have you ever worked for the Village of Stockbridge? ___ Yes X No
If yes, please list dates and name(s) of departments.

Personal

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest? ___ Yes X No

If yes, please indicate potential conflicts.

Are you aware of the time commitment necessary to serve on the committee, board, and/or commission to which you seek appointment and will you have such time?

Yes No

Please provide information about specific training, education, experience, or interest you possess that qualifies you as an appointee to the position you seek.

Degree in Recreation with focus on Community, and non-profit organizations. Have worked ~~with~~ with families & children from both low & high income backgrounds. Very interested in youth sports and development of community. Recently moved to Stockbridge (last four years) and hoping to make the village a place where people come for businesses and also recreation.

I hereby certify that the preceding information is correct and to the best of my knowledge.

Arthur Lynn
Signature

8-19-22
Date

Mail or return your completed application to:

**Village of Stockbridge
210 Wood Street, Suite 101
PO Box 155
Stockbridge, Michigan 49285**

Thank you very much for giving us the opportunity to consider you for appointment.



BOARD ACTION SUMMARY SHEET

BOARD MEETING: Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Ordinance Amendment - Planning Commission Membership Composition*

RESOLUTION NO.:

SUBMITTED BY: John Gormley

DEPARTMENT: Attorney

BACKGROUND SUMMARY:

Village Attorney Gormley is requesting that village council amend the ordinance creating the planning commission to permit members of the commission to serve on other boards and commissions of the village. Currently, village code prohibits planning commissioners from serving on other boards and commission, with the exception that one member of the commission may also serve on the Zoning Board of Appeals. At least one member of the planning commission is serving on other boards and commissions in violation of village code.

Attached is a copy of the E-mail correspondence between the Village Attorney and Village Manager regarding this matter for the information of council.

ALTERNATIVES ANALYSIS:

ADOPT THE ORDINANCE AMENDING THE COMPOSITION OF THE PLANNING COMMISSION TO PERMIT PLANNING COMMISSION MEMBERS TO SERVE ON OTHER BOARDS AND COMMISSIONS.
Amending the village code would eliminate the conflict that currently exists with at least one member of the planning commission, who is currently serving on another board or commission..

TAKE NO ACTION.

If council opts to take no action, the current ordinance language would remain in effect, and any planning commissioner serving on other boards and commissions, other than the BZA, would need to decide whether they wish to continue serving on the planning commission and resign from other boards and commissions or resign from the planning commission and retain their positions on other boards or commissions.

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To adopt the ordinance amending Chapter 2, Article VII - Planning Commission to eliminate the prohibition of planning commission members serving simultaneously on other boards or commissions of the village.

ATTACHMENTS:

Email Correspondence dated July 5, 2022 - Village Attorney and Village Manager
Proposed Ordinance Amending Planning Commission Membership Composition

Darwin McClary

From: Darwin McClary <manager@vosmi.org>
Sent: Tuesday, July 5, 2022 2:01 PM
To: 'John Gormley'
Subject: RE: Planning Commission Makeup

John:

You may wish to present this to the village council for consultation as to whether they desire to change the ordinance. If they indicate that they do, we can work to prepare an amendatory ordinance. Did you want this on the July 11 meeting agenda for discussion?



Darwin D. P. McClary

Village Manager

305 West Elizabeth Street, Room 107
PO Box 155
Stockbridge, MI 49285
(517) 851-7435 - Main
(517) 851-7055 – Direct
(517) 851-2631 - Mobile
www.vosmi.org

From: John Gormley <john@gormleylaw.onmicrosoft.com>
Sent: Tuesday, June 14, 2022 4:17 PM
To: Darwin McClary <manager@vosmi.org>
Subject: Planning Commission Makeup

Darwin:

Looking at 2-245 about composition of planning commission. We are not following the Ordinance, as Daryl sits on Planning Commission and DDA. I think we need to fix the Ordinance, which was done in 2005. The Ordinance reads:

Sec. 2-245. - Composition.

The commission shall consist of five members who shall be appointed by the chairperson of the village council subject to approval by a majority vote of the members of the village council. **All members of the commission shall hold no other municipal office except that one of the commission members may be a member of the zoning board of appeals.** The term of each member shall be three years. All members shall hold office until their successors are appointed. A member may, after a public hearing, be removed by the chairperson for inefficiency, neglect of duty, or malfeasance in office. Vacancies occurring otherwise than through the

expiration of a term, shall be filled for the unexpired term by the chairperson subject to approval by a majority vote of the village council.

(Ord. No. 05-09-05, § 2, 9-6-2005)

MCL 125.3815 controls the makeup of the board of a planning commission and does not require the highlighted info above. We should consider amending this Ordinance.

John L. Gormley (P-53539)
Gormley & Johnson Law Offices, PLC
101 East Grand River Ave.
Fowlerville, MI 48836
(517) 223-3758 (office)
(517) 223-8233 (fax)
(517) 719-7391 (cell)
e-mail: john@gormleylaw.net
web page: <http://www.gormleylawoffices.com>



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4. IRS mandated disclosure: If this e-mail or any attachment(s) involves tax advice that constitutes a "covered opinion" under IRS Circular 230 principles, then you may not rely on this advice to avoid potential imposition of penalties unless we expressly state that you may do so.

ORDINANCE NO. _____

VILLAGE OF STOCKBRIDGE
(Enacted September 12, 2022)

**AN ORDINANCE TO AMEND CHAPTER 2,
ARTICLE VII -PLANNING COMMISSION**

The Village of Stockbridge, Michigan ordains:

SECTION 1: Chapter 2, Article VII, Sections 2-245 are amended to the Village of Stockbridge Code of Ordinances to read as follows:

Section 2.245. - Composition.

The commission shall consist of five members who shall be appointed by the chairperson of the village council subject to approval by a majority vote of the members of the village council. The term of each member shall be three years. All members shall hold office until their successors are appointed. A member may, after a public hearing, be removed by the chairperson for inefficiency, neglect of duty, or malfeasance in office. Vacancies occurring otherwise than through the expiration of a term, shall be filled for the unexpired term by the chairperson subject to approval by a majority vote of the village council.

SECTION 2: If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Village of Stockbridge declares that it would have passed this Ordinance and each section, subsection, clause, or phrase hereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, and phrases be declared unconstitutional.

SECTION 3: That this Ordinance and the related rules, regulations, provisions, requirements, orders, and matters established shall take effect immediately upon publication, except any penalty provisions which shall take effect twenty (20) days after publication, pursuant to MCL 66.1.

SECTION 4: Repealer - All Ordinances or parts of Ordinances in conflict with this Ordinance are repealed only to the extent necessary to give all provisions of this Ordinance full effect.

Adopted at a rescheduled regular meeting of the Village of Stockbridge held on September 12, 2022.

Moved by: _____

Seconded by: _____

YEAS: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Village of Stockbridge

By: Molly Howlett
Village President

Certification of Clerk

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Village Council of the Village of Stockbridge, County of Ingham, State of Michigan, at a rescheduled regular meeting held on the 12th day of September, 2022, with the meeting being conducted and public notice of the meeting given pursuant to, and in full compliance with the *Open Meetings Act, being PA 267 of 1976, MCL 15.261 et al.*, and that the Minutes of the meeting were kept and made available as required by said Act, and the foregoing Ordinance was published in a newspaper of local circulation on _____, 2022.

Village of Stockbridge

By: Debbie Nogle
Its: Village Clerk

Drafted by: John L. Gormley (P53539)
Attorney for the Village of Stockbridge
Gormley and Johnson Law Offices, PLC
101 Grand River Ave., Fowlerville, Michigan 48836
(517) 223-3758
Email: "john@gormleylaw.net"

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BOARD ACTION SUMMARY SHEET

BOARD MEETING Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Ordinance - Adoption and Approval of Stockbridge Downtown Development Authority Development Plan 2022 Amendment*

RESOLUTION NO.:

SUBMITTED BY: Darwin McClary

DEPARTMENT: Manager

BACKGROUND SUMMARY:

The Stockbridge Downtown Development Authority (SDDA) is requesting that the village council adopt an ordinance approving the SDDA's Development Plan 2022 Amendment as presented after conducting a public hearing on the same. The SDDA determined in 2022 that the TIF Plan and Development Plan required additional amendments to incorporate additional information into the plan regarding the SDDA's proposals to include provisions for, among other things, the following:

- (1) TIF Map Request for Proposals
- (2) Downtown beautification
- (3) Southwest quadrant parking lease
- (4) vacant lot transfer to the village
- (5) Teen center project
- (6) Pump track project
- (7) Playscape project
- (8) Wayfinding signs
- (9) Gaga Ball Pit
- (10) SDDA Director position
- (11) Professional Services Agreement
- (12) 5K Run
- (13) Miscellaneous office expenses
- (14) Small Business Saturday sponsorship
- (15) Shop Downtown sponsorship
- (16) Day in the Village sponsorship
- (17) Printing and publishing
- (18) SDDA Zoom account membership costs
- (19) Festival of Lights sponsorship
- (20) Contractual services
- (21) Provide other materials that the SDDA considers pertinent to how the TIF capture is being expended by the Authority

Village and SDDA Attorney John Gormley will be available to answer any questions council may have regarding the proposed amendments or the ordinance.

ALTERNATIVES ANALYSIS:

Please consult with Village Attorney Gormley.

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

None to the village

RECOMMENDED MOTION:

To adopt the ordinance adopting and approving the 2022 amendments to the Village of Stockbridge Downtown Development Authority's Development Plan pursuant to the provisions of Act 57 of the Public Acts of Michigan of 2018, as amended.

ATTACHMENTS:

Proposed Ordinance - Approval of SDDA TIF Plan Amendment 2022

STATE OF MICHIGAN
VILLAGE OF STOCKBRIDGE
ORDINANCE NO. ____
(Enacted September 12, 2022)

AN ORDINANCE TO ADOPT AND APPROVE THE 2022 AMENDMENT TO THE
VILLAGE OF STOCKBRIDGE DOWNTOWN DEVELOPMENT AUTHORITY'S
DEVELOPMENT PLAN PURSUANT TO THE PROVISIONS OF ACT 57
PUBLIC ACTS OF MICHIGAN OF 2018, AS AMENDED,

RECITALS

WHEREAS, the Village of Stockbridge (“Village”) created the Stockbridge Downtown Development Authority (“SDDA”) by Ordinance in the mid-1980s and charged it with its statutory responsibility for developing and implementing a Development Plan.

WHEREAS, the SDDA adopted a proposed Development Plan and Tax Increment Finance Plan (“Plan”) in the mid-1980s, which was forwarded to the Village and subsequently approved by Ordinance, pursuant to the provisions of former Act 197 of the Public Acts of Michigan of 1975, as amended (the “Act”).

WHEREAS, the SDDA and the Village have amended the Tax Increment Finance Plan and/or the Development Plan on several occasions since its initial adoption to include, among other things, new development plans and expand the tax increment finance district.

WHEREAS, the SDDA determined in 2022 that the Tax Increment Finance and Development Plan required additional amendments to incorporate into it several on going projects and several proposed future projects.

WHEREAS, the Village determined in 2004 that there were more than 100 persons residing in the Downtown District, as defined by the former Act. Therefore, the Village undertook the following actions:

1. The Village advertised for members to sit on a Development Area Citizens Council to be formed as required by the Act, but failed to receive any qualified applicants.
2. The Village declared by Resolution on May 3, 2004 that the Development Area Citizens Council had failed to organize and determined to proceed with the plan amendment process outlined in the Act without a Development Area Citizens Council, pursuant to its authority under former MCL 124.1674 (4).

WHEREAS, Act 197 of the Public Acts of Michigan of 1975, as amended (the former DDA “Act”) was replaced by the Michigan Legislature with Act 57 of the Public Acts of Michigan of 2018, as amended (now known as the “Act”).

WHEREAS, the SDDA adopted by Resolution, the 2022 Amendments to the Tax Increment Finance Plan and Development Plan, on June 30, 2022. (Attached as Exhibit 1 and incorporated hereto by reference.)

WHEREAS, notice of the public hearing in front of the Village Council to consider amendments to the Tax Increment Finance Plan and Development Plan were published in accordance with the statutory requirements for same and the public hearing was set for September 12, 2022 at 7:00 p.m. at the Village Hall.

WHEREAS, the Village Clerk provided all the statutory notice for this public hearing on a timely basis and in compliance with the Act.

ORDINANCE

THEREFORE, THE VILLAGE OF STOCKBRIDGE ORDAINS that:

1. The SDDA’s Development Plan, as proposed to be amended in Exhibit 1 to the SDDA Resolution of June 30, 2022, is approved after listening to the public comment at the public hearing on September 12, 2022, reviewing any written comments, reviewing the proposed Development Plan Amendments, reviewing the initial SDDA Plans and all previous amendments thereto, consulting with bond council of their choosing, and otherwise considering all the relevant facts, because:
 - 1.1 the Village has determined that the Tax Increment Finance Plan and Development Plan, as amended, constitutes a public purpose.
 - 1.2 the Village has determined that the Tax Increment Finance Plan and Development Plan, as amended, meets the requirements set forth in Act 57, P.A. of 2018, specifically including those in MCL 125.4219 (1).
 - 1.3 the Village has determined that the proposed method of financing and development is feasible and the Authority has the ability to arrange the financing, as set forth in the Tax Increment Finance Plan and Development Plan, as amended.
 - 1.4 the Village has determined that the development outlined in the Tax Increment Finance Plan and Development Plan, as amended, is reasonable and necessary to carry out the purposes of Act 57, P.A. 2018, as amended.

- 1.5 the Village has determined that the Tax Increment Finance Plan and Development Plan, as amended, is in reasonable accordance with the approved Village Zoning Ordinance and other Plans of the Village of Stockbridge.
- 1.6 the Village has determined that the public services (such as police, fire, and utilities) are or will (after the improvements outlined in the Tax Increment Finance and Development Plan, as amended, are implemented) be adequate to service the development area.
- 1.7 the Village has determined that any changes to zoning, street levels, intersections, and utilities outlined in the Tax Increment Finance Plan and Development Plan, as amended, are reasonably necessary for the projects and the municipality.
- 1.8 the Village has previously determined that no Citizens Area Development Council's input is required for this Plan Amendment, pursuant to Resolution of the Village on May 3, 2004.
- 1.9 [] The above approval is subject to the following modifications to the Plan, as permitted by MCL 125.4219 (1), to wit:

- 1.9.1 _____
- 1.9.2 _____
- 1.9.3 _____
- 1.9.4 _____

- 2. Invalidity of Any Section - if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance. The Village of Stockbridge declares that it would have passed this ordinance and each section, subsection, clause or phrase hereof, irrespective of the fact that any one or more section, subsections, sentences, clauses and phrases be declared unconstitutional.
- 3. Effective Date - This ordinance and the related rules, regulations, provisions, requirements, orders and matters established shall take effect immediately upon publication, except any penalty provisions which shall take effect twenty (20) days after publication, pursuant to MCL 66.1; MSA 5.1271.
- 4. Repealer - All Ordinances or parts of Ordinances in conflict with this ordinance are repealed only to the extent necessary to give all provisions of this Ordinance

full effect.

Adopted at a regular meeting of the Village Council held on the 12th day of September, 2022.

Moved By: _____

Seconded By: _____

YEAS: _____

NAYS: _____

ABSENT: _____

Molly Howlett, Village President

Clerk's Certification

I certify that the above is a true and complete copy of Ordinance No. _____ adopted by the Village Council at a meeting held on the 12th day of September, 2022 and published in _____ on _____, 2022.

Debbie L. Nogle, Village Clerk

Drafted by: John L. Gormley (P-53539)
Village of Stockbridge Attorney
Gormley & Johnson Law Offices, PLC
101 East Grand River Ave.
Fowlerville, MI 48836
(517) 223 - 3758

EXHIBIT 1

RESOLUTION NO. _____

VILLAGE OF STOCKBRIDGE
DOWNTOWN DEVELOPMENT AUTHORITY
(Enacted June 30, 2022)

**A RESOLUTION TO
APPROVE THE 2022 AMENDMENT
TO THE VILLAGE OF STOCKBRIDGE
DOWNTOWN DEVELOPMENT AUTHORITY'S TAX INCREMENT
FINANCE AND DEVELOPMENT PLAN,
PURSUANT TO THE PROVISIONS OF ACT 57
PUBLIC ACTS OF MICHIGAN OF 2018, AS AMENDED**

WHEREAS, the Village of Stockbridge (hereinafter, the "Village") created the Stockbridge Downtown Development Authority (hereinafter, the "SDDA") by Ordinance in the mid-1980's, and charged it with its statutory responsibility for developing and implementing a Development Plan; and

WHEREAS, the SDDA adopted a proposed Development Plan and Tax Increment Finance Plan (hereinafter, the "Plan") in the mid-1980's, which was forwarded to the Village and subsequently approved by Ordinance pursuant to the provisions of Act 197 of the *Public Acts of Michigan of 1975*, as amended (hereinafter, the "Act"); and

WHEREAS, the SDDA and the Village have amended the Tax Increment Finance Plan and/or the Development Plan on several occasions since its initial adoption to include, among other things, new Development Plans and to expand the Tax Increment Finance District; and

WHEREAS, the SDDA determined in 2022 that the Tax Increment Finance Plan and Development Plan required additional Amendments to incorporate additional information into it regarding the SDDA's proposals to: 1) TIF Map Request for Proposals, 2) Downtown Beautification, 3) Southwest Quad Parking Lease, 4) Vacant Lot Transfer to Village, 5) Teen Center Project, 6) Pump Track Project, 7) Play Scape Project, 8) Way Finding Signs, 9) Gaga Ball Pit, 10) SDDA Director, 11) Professionals Services Agreement, 12) 5K Run, 13) Misc. Office Expenses, 14) Small Business Saturday Sponsorship, 15) Shop Downtown Sponsorship, 16) Day in the Village Sponsorship, 17) Printing and Publishing, 18) SDDA Zoom Account Membership Costs, 19) Festival of Lights Sponsorship, 20) Contractual Services, and 21) provide other materials that the Authority considers pertinent to how the TIF capture is being expended by the Authority, amongst other things.

IT IS THEREFORE RESOLVED that the *Stockbridge Downtown Development Authority 2022 Development Plan and Tax Increment Financing Plan Amendment to Incorporate New Projects and/or Expand Existing Projects*, as attached hereto as Addendum 1, is approved by the SDDA and is to be submitted to the Village for approval, in accordance with the Act.

Moved By: _____.

Seconded By: _____.

Adopted at a rescheduled Regular Meeting of the Village of Downtown Development Authority held on the 30th day of June, 2022.

YEAS: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

**Village of Stockbridge
Downtown Development Authority**

By: Daryl Anderson
Its: Chairperson

CERTIFICATION

I certify that the above is a true and complete copy of Resolution No. _____ adopted by the Village of Stockbridge Downtown Development Authority at a reschedule Regular Meeting held on the 30th day of June, 2022.

**Village of Stockbridge
Downtown Development Authority**

By: Jon Filmore
Its: Secretary of SDDA

Drafted by: John L. Gormley (P53539)
Attorney for the Village of Stockbridge DDA
Gormley and Johnson Law Offices, PLC
101 East Grand River Avenue
Fowlerville, Michigan 48836
517.223.3758

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BOARD ACTION SUMMARY SHEET

BOARD MEETING Council
MEETING DATE: 9/12/2022
AGENDA ITEM TITLE: *Ordinance Amendment - Village Manager*
RESOLUTION NO.:
SUBMITTED BY: John Gormley
DEPARTMENT: Attorney

BACKGROUND SUMMARY:

Village Attorney Gormley is requesting that the village council adopt an ordinance amending village code relating to the village manager position to place the Chief of Police and Police Department position under the supervision and control of the Village Manager. This change is proposed as a result of the departure of former Police Chief Johnnie Torres. Village code currently states, in part, the following as relating to the duties of the Village Manager:

(3) Exercise supervisory control and direction over the marshal, police department (if provided for in the contract between the chief of police and the council), the department of public works, and street commissioner;

The proposed amendatory ordinance also clarifies that the Department of Public Works, Zoning Administrator, Construction Code Officials, and Street Commissioner will also be under the supervision and control of the Village Manager.

Village Attorney Gormley will be available to answer any questions council may have regarding the proposed ordinance.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To adopt the ordinance amending Chapter 2, Article II - Officers and Employees - to amend the Village Manager Ordinance to place the Chief of Police, Police Department, Department of Public Works, Zoning Administrator, Code Code Officials, and Street Commissioner under the supervision and control of the Village Manager.

ATTACHMENTS:

Proposed Ordinance - Amendment to Village Manager Ordinance

ORDINANCE NO. _____

VILLAGE OF STOCKBRIDGE
(Enacted September 12, 2022)

**AN ORDINANCE TO AMEND CHAPTER 2,
ARTICLE II - OFFICERS AND EMPLOYEES
TO AMEND THE VILLAGE MANAGER ORDINANCE**

The Village of Stockbridge, Michigan ordains:

SECTION 1. Chapter 2, Article II, Sections 2-46 - 2-54 are added to the Village of Stockbridge Code of Ordinances to provide for a Manager is amended to read as follows:

Section 2.46. Intent and purpose.

This division establishes the office of Village Manager, provides for the Manager's appointment, compensation, and discharge, specifies the branches of the Village government and activities under the management and control of the Manager and limits the rights, powers, and liabilities of the Manager.

Section 2.47. Office established.

Pursuant to the authority for the appointment of such Village officers as the council deems necessary for the execution of the powers granted to the village contained in Section 2 of Chapter II and Section 8 of Chapter V of Act No. 3 of the Public Acts of Michigan of 1895, the General Village Act, as amended, (MCL 62.2 and 65.8), the office of Village Manager is established.

Section 2.48. Selection and Qualifications.

- (1) The Manager shall be selected on the basis of administration and executive abilities with special reference to training and practical experience.

Section 2.49. Appointment.

The president shall appoint the Manager, with the concurrence of four or more trustees, for an indefinite term (not to exceed 6 years by statute) and the council may, by contract, enter into such other terms and conditions as the Manager and council deem appropriate. The Manager shall serve at the pleasure of the council and may be removed by the affirmative vote of

four or more trustees, but only after a hearing before the council. The president may, for cause, suspend the Manager with full pay, until a hearing. The action of the council in removing the Manager shall be final.

Section 2.50. Acting Manager.

The president, with concurrence of four or more trustees, shall appoint or designate an acting manager during any vacancy in the office, and shall make a permanent appointment within 180 days from the effective date of the vacancy. In the absence of a manager or an acting manager, the Village President shall fulfill the duties of the manager. If the President is absent, the President Pro Tempore shall fulfill the duties of the manager, per MCL 65.3 (2).

Section 2.51. Compensation.

The Manager shall receive such compensation as the council shall determine annually by resolution or contract.

Section 2.52. Duties.

The Manager shall be Chief Administrator Officer of the Village and shall be responsible to the council for the efficient administration of all affairs of the Village and shall exercise management supervision over all departments and over all public property belonging to the Village. In addition, the Manager shall perform the following functions and duties:

- (1) Attend all meetings of the council and committees thereof and take part but without a vote;
- (2) Be responsible for personnel management and shall issue, subject to council approval, personnel rules applicable to all Village employees and in so doing may:
 1. Appoint, suspend or remove any appointed administrative officers and department heads, subject to council approval;
 2. Recommend to the council the salary or wages to be paid each administrative official;
 3. Appoint, suspend or remove all other employees of the Village, based on merit, and pursuant to personnel rules approved by the council;

- (3) Exercise supervisory control and direction over the Chief of Police, the Police Department, the Department of Public Works, the Zoning Administrator, the Construction Code Officials, and Street Commissioner;
- (4) Exercise supervisory responsibility over the accounting, budgeting, personnel, purchasing and related management functions of the Clerk and Treasurer;
- (5) Be authorized to attend all meetings of the Village Boards and Commissions, including the Planning Commission, Zoning Board of Appeals, and Downtown Development Authority with the right to take part but without a vote;
- (6) Prepare and administer the annual budget as provided for the in the Uniform Budgeting and Accounting Act, Act No. 2 of the Public Acts of Michigan of 1968, as amended (MCL 141.421 et seq.);
- (7) Be the purchasing agent of the Village;
- (8) Prepare and maintain an administrative code defining the duties and functions of the several officers and departments of the Village, subject to approval by the council;
- (9) Investigate all complaints concerning the administration of the Village, with the authority at all times to inspect the books, records and papers of any agent, employee or officer of the Village;
- (10) Make recommendations to the council for the adoption of such measures as may be deemed necessary or expedient for the improvement or betterment of the Village; and
- (11) Perform other duties required from time to time by the council, or this Code.

Section 2.53. Purchasing Responsibilities.

- (a) The Manager shall act as purchasing agent for all Village officers and departments. The Manager may delegate some or all of the duties as purchasing agent to another officer or employee provided that such delegation shall not relieve the Manager of the responsibility for the proper conduct of those duties.

- (b) The Manager shall have the authority to purchase any product or services the cost of which does not exceed an amount established annually by the council provided that funds have been appropriated. The cost of the product or service shall not exceed the unencumbered balance of the appropriation for that account. Except as provided below, the Manager shall not purchase any product or service the cost of which exceeds the amount without prior approval of the council. The Manager may promulgate rules governing the purchase of products or services.
- (c) The Manager shall have the authority to purchase any product or service regardless of its cost when such purchase is necessitated by an emergency condition. "Emergency condition" means any event which presents an imminent threat to the public health or safety, or any event which would result in the disruption of a Village service essential to the public health or safety.

6.54. Authority.

Neither the council nor the President shall attempt to influence the employment of any person by the Manager or in any way interfere in the management of departments under the jurisdiction of the Manager. Except for the purpose of inquiry, the President and council and its members shall deal with departments under the jurisdiction of the Village Manager through the Manager.

Secs. 2-55 - 2-60. - Reserved.

SECTION 2: If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Village of Stockbridge declares that it would have passed this Ordinance and each section, subsection, clause, or phrase hereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, and phrases be declared unconstitutional.

SECTION 3: That this Ordinance and the related rules, regulations, provisions, requirements, orders, and matters established shall take effect immediately upon publication, except any penalty provisions which shall take effect twenty (20) days after publication, pursuant to MCL 66.1.

SECTION 4: Repealer - All Ordinances or parts of Ordinances in conflict with this Ordinance are repealed only to the extent necessary to give all provisions of this Ordinance full effect.

Adopted at a rescheduled regular meeting of the Village of Stockbridge held on September 12, 2022.

Moved by: _____

Seconded by: _____

YEAS: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Village of Stockbridge

By: Molly Howlett
Village President

Certification of Clerk

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Village Council of the Village of Stockbridge, County of Ingham, State of Michigan, at a rescheduled regular meeting held on the 12th day of September, 2022, with the meeting being conducted and public notice of the meeting given pursuant to, and in full compliance with the *Open Meetings Act, being PA 267 of 1976*, MCL 15.261 et al., and that the Minutes of the meeting were kept and made available as required by said Act, and the foregoing Ordinance was published in a newspaper of local circulation on _____, 2022.

Village of Stockbridge

By: Debbie Nogle
Its: Village Clerk

Drafted by: John L. Gormley (P53539)
Attorney for the Village of Stockbridge
Gormley and Johnson Law Offices, PLC
101 Grand River Ave., Fowlerville, Michigan 48836
(517) 223-3758
Email: "john@gormleylaw.net"

C:\Users\John\TRFC\Matters - Open\Village of Stockbridge\Stockbridge - Ordinances\Ordinance Village Manager 9 12 2022.wpd



BOARD ACTION SUMMARY SHEET

BOARD MEETING: Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Amendment to Personnel Policies Manual - On-Call Stipend for Public Works Employees*

RESOLUTION NO.:

SUBMITTED BY: Darwin McClary

DEPARTMENT: Manager

BACKGROUND SUMMARY:

Village Manager McClary is requesting that village council approve an amendment to the Village of Stockbridge Personnel Policies Manual to provide a stipend for those employees while they are on-call.

The policy would ensure that a public works employee is always available to respond timely to public works emergencies. Many communities provide a stipend for DPW employees to be on-call. After consultation with other municipal colleagues, Village Manager McClary has determined that a \$100 per week stipend is fair compensation for employees to serve on-call.

ALTERNATIVES ANALYSIS:

APPROVE THE AMENDMENT TO THE PERSONNEL POLICIES MANUAL.

If council approves the amendment to the Personnel Policies Manual, employees would serve on-call on a weekly rotating basis, thereby ensuring that the village will have access to an employee during non-working hours if an emergency should arise. The village would incur additional costs for this security.

DENY THE REQUEST OR TAKE NO ACTION.

If council denies the request or takes no action, the village cannot be assured that DPW employees would be available to respond to emergencies in a timely manner. Lack of response could be detrimental or dangerous to the community in the event of a major emergency.

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

The additional cost to the village would be \$5,200 annually plus the village's portion of payroll taxes on the stipend (\$398.00) for a total annual cost of \$5,598.00.

RECOMMENDED MOTION:

To adopt the resolution approving an amendment to Section 5.06a of the Village of Stockbridge Personnel Policies Manual to provide a weekly stipend to employees serving on stand-by call status and to require that employees carry a village-provided mobile phone while on stand-by call status and to

report to work within one hour of being called to work.

ATTACHMENTS:

Proposed Amendment to Section 5.06a of the Personnel Policies Manual

VILLAGE OF STOCKBRIDGE
COUNTY OF INGHAM
STATE OF MICHIGAN

VILLAGE COUNCIL RESOLUTION NO. ____

A RESOLUTION TO AMEND SECTION 5.06a – STAND-BY CALL OF THE VILLAGE OF STOCKBRIDGE PERSONNEL POLICIES MANUAL TO PROVIDE A WEEKLY STIPEND FOR EMPLOYEES SERVING ON STAND-BY CALL STATUS.

WHEREAS, ensuring the safety and security of the community and its buildings, grounds, facilities, and infrastructure is of the utmost importance and priority; and

WHEREAS, due to the unique nature of the work performed by certain village employees, it is necessary and appropriate to provide fair compensation for such employees who are required to serve on stand-by call status;

NOW, THEREFORE, BE IT RESOLVED that the Village Council of the Village of Stockbridge does hereby amend Section 5.06(a) of the Village of Stockbridge Personnel Policies Manual to read as follows:

5. CLASSIFICATION AND COMPENSATION

5.06a Stand-by Call

A weekly and weekend stand-by call list will be established. Employees will be rotated on the stand-by call list. Employees on stand-by call shall be available to be contacted ~~by telephone~~ **on a village-provided mobile phone** from quitting time until the start of the next regularly scheduled shift, but are free to do as they please until called upon, provided that they are able to report to work **within one (1) hour** if called. All effort will be made to insure that no employee will be required to be on stand-by call for consecutive holiday weekends unless it is the employee's request. **Employees will be receive a weekly stipend for time served on stand-by status as determined annually by the Village Manager and as appropriated by the village council in the annual budget.**

BE IT FURTHER RESOLVED that the Village Clerk is hereby directed to immediately update the Village of Stockbridge Personnel Policies Manual to incorporate this change.

THIS RESOLUTION WAS DULY ADOPTED BY THE STOCKBRIDGE VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON _____, 2022.

Debbie Nogle
Village Clerk



BOARD ACTION SUMMARY SHEET

BOARD MEETING: Council
MEETING DATE: 9/12/2022
AGENDA ITEM TITLE: *Approval of Skate Park Rules Sign - Veterans Memorial Park*
RESOLUTION NO.:
SUBMITTED BY: Daryl Anderson
DEPARTMENT: DDA

BACKGROUND SUMMARY:

The Stockbridge Downtown Development Authority is requesting approval from the village council to remove the existing skate ramp rules sign and replace it with a new sign in the same location as part of the skate ramp replacement project scheduled to be completed later during the week of September 12. The sign is constructed of aluminum material with vinyl lettering with duplicate verbiage on both sides. Village Manager McClary determined that the sign removal and replacement require village council approval due to the fact that the sign is located on village property.

Attached is a copy of the sign permit application that has been submitted to the Zoning Administrator for approval. A variance from the sign regulations will be necessary since the proposed sign does not meet current sign regulations. Also attached are copies of the proposed sign location map and sign verbiage detail.

DDA Vice Chair Anderson will be available to answer any questions council may have regarding this request.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

None to the village

RECOMMENDED MOTION:

To approve the request from the Stockbridge Downtown Development Authority to remove the existing skate ramp rules sign in Veterans Memorial Park and to construct a new sign at the same location in accordance with the DDA's sign installation permit application dated August 3, 2022, and sign location map and sign verbiage detail submitted to the village council, with the approval contingent upon the DDA obtaining all necessary variances from the Zoning Board of Appeals prior to any work being commenced.

ATTACHMENTS:

SIGN INSTALLATION

PERMIT APPLICATION CHECKLIST (Return with Application)

Permit application for: (job address) 288 Wood St, Stockbridge MI 4928
Owner's Name: Stockbridge Downtown Development Authority SDDA
Contractor's Name: American Sign Company

Before a zoning approval may be granted, all of the following documentation must be submitted with an application to place the sign. By providing all information, you can assure that the application can be reviewed as efficiently as possible.

1. **COMMERCIAL PERMIT APPLICATION.**
2. **LOT DIAGRAM or PLOT PLAN** on page two of the application form. The drawing must include all items listed on the form, and must show where the sign is to be placed on the owners property, and its relationship to buildings and lot lines.
3. **THREE (3) SETS OF SEALED DRAWING & SPECIFICATIONS.** Drawings must include height of the sign and foundation plans. For exterior wall signs, include a drawing that dimensions the entire face of the wall. If there will be multiple signs, and or existing signs, please indicate complete information for all signs that will be located on the property.
4. **TYPE:** Indicate type of sign to be placed (i.e. free standing pylon, monument, wall, temporary, etc.)
5. **PROOF OF OWNERSHIP** (deed, land contract, tax statement, etc.)
6. **PROPERTY TAX ID NUMBER FOR PROPERTY INVOLVED.**
7. **ELECTRICAL PERMIT:** A separate electrical permit is required for illuminated signs.

Your application will be reviewed when all information has been received, and a permit issued when compliance with applicable ordinance requirements has been verified. Placement of the signage should not proceed until you have first received the zoning approval permit. Approval is required prior to placement of any sign or sign component.

VILLAGE OFFICE HOURS are Monday – Friday, 9am- 3:00pm, 305 W Elizabeth St. Rm. 107 Stockbridge, MI 49285; **PHONE** is (517) 851-7435; by **MAIL** PO Box 155, Stockbridge, MI 49285; Email clerk@vosmi.org ; or by **FAX** at (517) 772-6222.

BUILDING DEPARTMENT: Ph. (800)627-2801 Monday through Friday 8-12 and 1:30-4:30

Signed: [Signature]

Date: 8/03/2022

PLEASE CALL SHOULD YOU REQUIRE FURTHER ASSISTANCE IN COMPLETING APPLICATIONS.

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Signage

Have you thought about what type of signage to use for your skatepark? If you do not already have plans for signage you may want to consider purchasing one of our signs. Our attractive signs are available in aluminum w/ vinyl lettering. The sign measures 2.5' wide and 4' tall and stands almost 7' once installed

If you would like signage from us all we will need is 1) for you to select double sided or single sided and 2) provide us with the verbiage that you would like for us to use. For liability reasons ARC cannot recommend verbiage for your community so be sure and check with your insurance company as to exactly what you want on your skatepark signage.

Do you want to purchase signage for your skatepark through ARC?

No Thank You

Yes

\$1,300 Aluminum with Vinyl Lettering – single sided

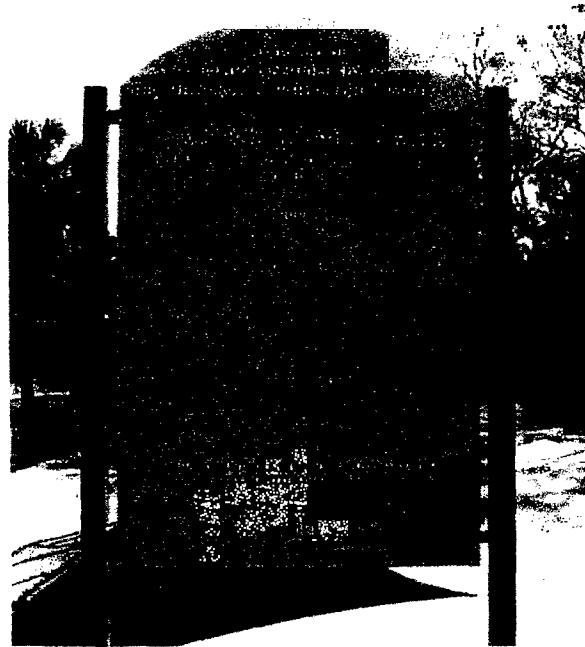
\$1,800 Aluminum with Vinyl Lettering – double sided

If double sided please check what you want on second side

Duplicate verbiage

ARC Logo

Blank

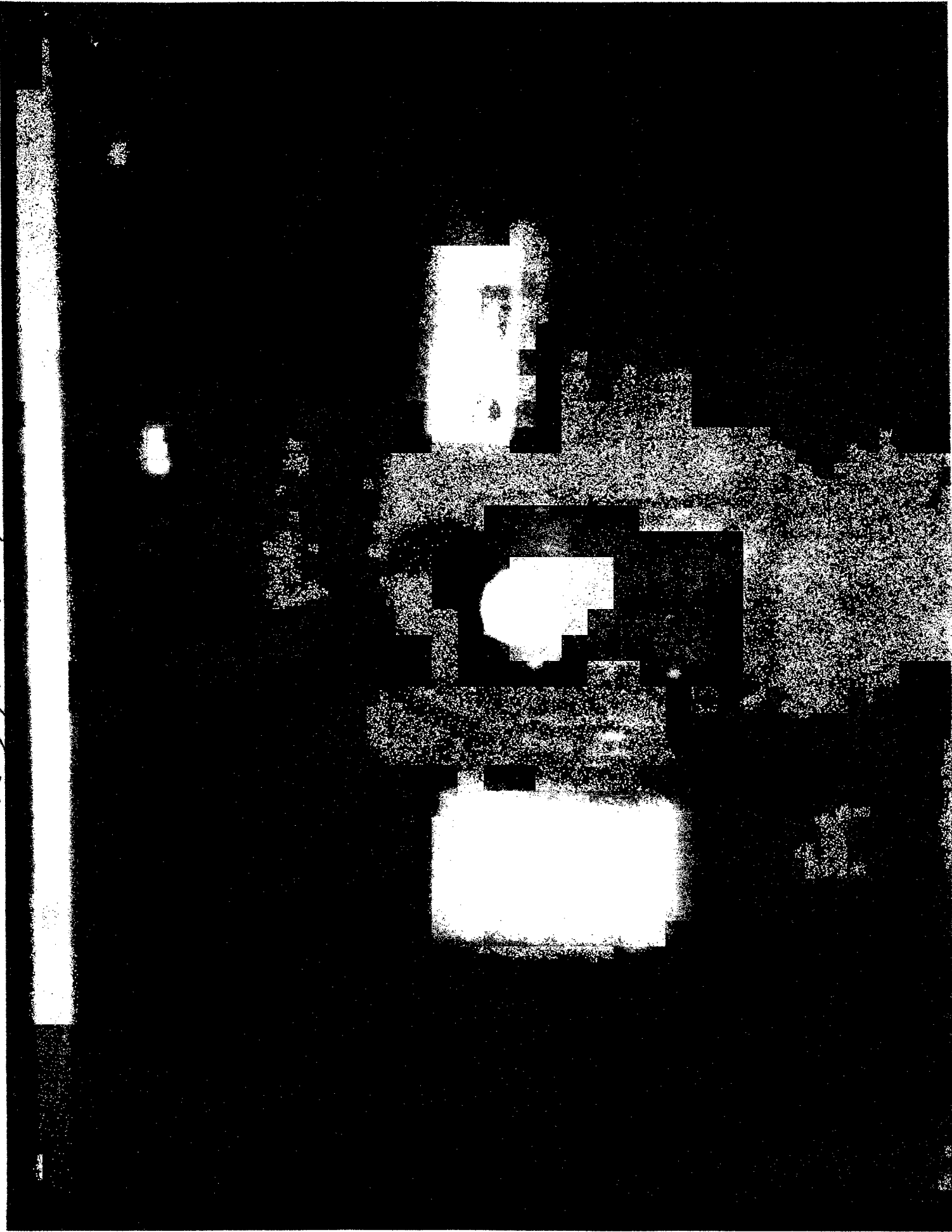


Example: Aluminum Sign



Signs will contain Black letters on white background

288 N. Wood St. Stockbridge, MI 49285



Date / /

COMMERCIAL SIGN BUILDING PERMIT

VILLAGE OF STOCKBRIDGE

Permit # _____

VILLAGE OF STOCKBRIDGE
PO BOX 155 / 305 W ELIZABETH ST
STOCKBRIDGE MI 49285
PH. 517-851-7435 FAX. 517-772-6222
BLDG DEPT. 800-627-2801 EXT. 0

Job Location: VETERAN MEMORIAL PARK Property tax: 33-42-16-27-226-004

Owner: Stockbridge Park and Recreation Dept 517-4904072

Address: 288 Wood Street Stockbridge MI 49285

No. of Floors: 0 Bldg. Height: 0

| | |
|----------------------|-------|
| For Office Use Only | |
| Zoning District | _____ |
| Use Group | _____ |
| Type of Construction | _____ |
| Permit Determinate | _____ |

NONRESIDENTIAL – Describe in detail proposed use of building, e.g., food processing plant, machine shop, laundry building at hospital, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use. **Type of Improvement:** _____

Sign on Park Staircase on wood post 30" wide by 6" high
Panel outside 7ft tall

REQUIRED DOCUMENTS

- n/a Site Plan Approval
- ____ Site Plan
- ____ Variance Approval (if applicable)
- 3 Sets of Sealed Drawings & Specs
- ____ P.A. 135 Disclosure

ADDITIONAL PERMITS REQUIRED

- ____ Curb or Sidewalk Cut
- ____ Electrical
- ____ Mechanical
- ____ Plumbing
- Sign or Billboard
- ____ Demolition
- ____ Erosion Control
- ____ Sanitary Sewer Tap
- ____ Storm Sewer Connection

PLAN REVIEW \$ _____

COST OF PERMIT \$ _____

TOTAL COST \$ _____

Building Official
Make Checks Payable to VILLAGE OF STOCKBRIDGE

Engineer/Architect: None Phone: _____

Address: _____

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information

| | | | | |
|----------------|----------|----------------|----------------------------------|----------------|
| Name | | Phone | | Fax |
| Address | | City | | State/Zip Code |
| Fed ID# or SS# | | MESC Emp. # | Worker's Disability Comp Carrier | |
| License # | Exp Date | Exempt Reason: | | |

Section 23A of the State Construction Code Act of 1972, Act No 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the state relating to the persons who are to perform work on a residential building or residential structure. Violators of Section 23a are subject to civil fines.

AGENT'S AFFIDAVIT

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Signed: [Signature] Date: 8/03/2022

Sec. 6-231. - Permitted freestanding signs.

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[DOWNLOAD \(DOCX\) OF SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

(a)

General requirements.

(1)

One freestanding sign shall be permitted per premises for each road frontage.

(2)

A freestanding sign shall have a setback of 15 feet from a public road right-of-way and a setback distance equal to the height of the sign from all other property boundaries.

(b)

Specific requirements. Freestanding signs shall be permitted by district in accordance with the following requirements:



Welcome to the

Village of Stockbridge

Veterans Memorial SkatePark

Warning

- No supervision provided. Skate at your own risk and know your own ability.
- Adult supervision recommended for children under the age of 10.

Rules

- The skatepark is open for use between sunrise and sunset.
- Skateboards, scooters, BMX bicycles, and roller skates/in-line skates are permitted. Motorized vehicles are prohibited.
- The use of protective equipment such as helmets, knee pads, elbow pads, and wrist guards is strongly encouraged. *⊙ Add period*
- The addition of ramps or other obstacles is prohibited.
- Food and beverages are prohibited within the skating area. Glass containers are prohibited.
- The use of alcohol, tobacco or drugs ^{is} prohibited.
- Spectators should remain outside the skating area.
- Be respectful of other park users – no pets, loud music, or littering.
- Use of profanity is prohibited. *⊙ Add period.*

more to Warning

Special Thank You to the Stockbridge Downtown Development Authority & Stockbridge Area Wellness Coalition & Ingham County Parks and Recreation Trails and Park Millage for their contributions to funding this project.



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- Use of profanity is prohibited. *Add period.*

Special Thank You to the Stockbridge Downtown Development Authority & Stockbridge Area Wellness Coalition & Ingham County Parks and Recreation Trails and Park Millage for their contributions to funding this project.

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Signage

Have you thought about what type of signage to use for your skatepark? If you do not already have plans for signage you may want to consider purchasing one of our signs. Our attractive signs are available in aluminum w/ vinyl lettering. The sign measures 2.5' wide and 4' tall and stands almost 7' once installed

If you would like signage from us all we will need is 1) for you to select double sided or single sided and 2) provide us with the verbiage that you would like for us to use. For liability reasons ARC cannot recommend verbiage for your community so be sure and check with your insurance company as to exactly what you want on your skatepark signage.

Do you want to purchase signage for your skatepark through ARC?

No Thank You

Yes

\$1,300 Aluminum with Vinyl Lettering – single sided

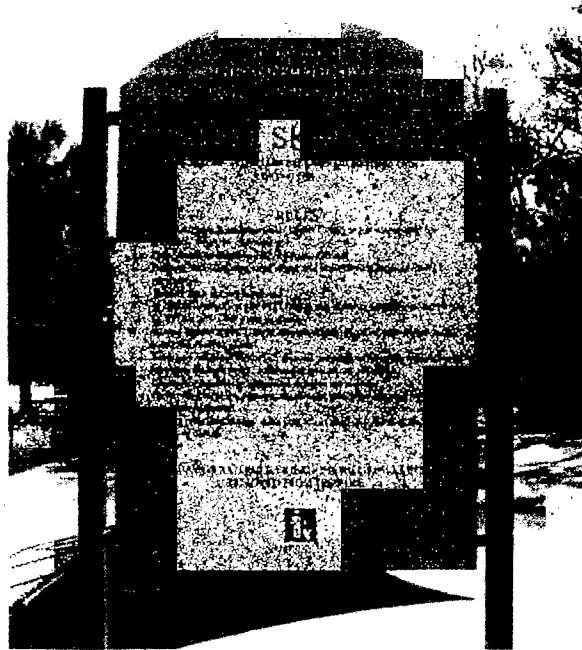
\$1,800 Aluminum with Vinyl Lettering – double sided

If double sided please check what you want on second side

Duplicate verbiage

ARC Logo

Blank



Example: Aluminum Sign



Signs will contain Black letters on white background

601 McKinley
 Joplin, MO 64801
 Toll-free 800-949-2024
 Local 417-206-6816
 Fax 417-206-6888
 sales@americanrampcompany.com



SKATEPARK ORDER FORM

Contact Information

| SKATEPARK CONTACT | | | |
|--|-----------------------------------|--------------------------|--|
| Skatepark Name: Veterans Memorial Park | | Design #: 6893 | |
| Skatepark Installation Address: 288 Wood St. | | | |
| City: Stockbridge | State: MI | Zip: 49285 | |
| Skatepark Main Contact Name: Geri Wihlein | | | |
| Phone: 734.644.0544 | Alt Phone: 517.851.7435 | Fax: | |
| E-mail Address: guhlein@stockbridgedda.org and clerk@vosmi.org | | | |

| BILLING CONTACT | | | |
|--|---------------------|--------------------------------|--|
| Name: Debbie Nagle | | Title: Village Clerk | |
| Phone: 517.851.7435 | | Fax: | |
| Remit to Address: P.O. Box 155 | | | |
| City: Stockbridge | State: MI | Zip: 49285 | |
| E-mail Address: | | | |

| EQUIPMENT INSTALLATION CONTACT | | | |
|---|------------------------------------|---------------------------------|--|
| Name: Daryl Anderson / Geri Wihlein | | Title: Board Members. | |
| Phone: | Alt Phone: (517)490.4072 | Fax: (734)644-0544 | |
| Address: Po Box 155 | | | |
| City: Stockbridge | State: MI | Zip: 49285 | |
| E-mail Address: | | | |

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Sign Verbiage:

(Please type verbiage below. You can find examples at the end of this Document in the Skatepark Order Form Reference Guide.)

If verbiage sign verbiage is not received within 1 week of the order form ARC cannot guarantee sign will be shipped with the skatepark. If sign has to be shipped separately the customer is responsible for any shipping charges

If purchasing Recycled Plastic sign only allowed maximum of 790 characters including spaces

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Pad Disclaimer

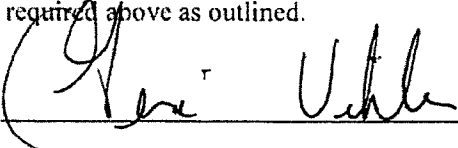
American Ramp Company requires from its customers detailed information about the pad on which the Skatepark equipment is to be installed. In order for American Ramp Company to provide an enjoyable and safe Skatepark, the following information is required before American Ramp Company will accept a Sales Order:

- Verify the pad dimensions of Length and Width if rectangular in shape.
- If the pad is irregular in shape, provide an AutoCAD .DWG or .DXF file of the pad if possible.
- If no AutoCAD file is available, make a detailed sketch and record any relevant dimensions.
- Verify whether the pad is concrete, asphalt*, or some other material.
***If pad is asphalt, ramps may settle over time and could require adjusting. American Ramp Company does not warrant and is not responsible for complications caused from the placement of ramps on asphalt.**
- Provide detailed elevation dimensions for any multi-tiered pads.
- If the pad is indoors, locate any wiring, plumbing, or other obstructions or potential hazards in the floor that would prevent the ramps from being anchored properly.
- If the pad is indoors, locate any overhead obstructions, low ceilings, or other potential hazards to skaters.
- If the pad is indoors, locate any doors, fixtures, or any other items that must remain accessible.
- Check for any unusual drainage slopes or crowning that would prevent skate equipment from being anchored flat to the pad. *** If pad is unlevel and we're unable to match our ramps flush, customer has the option to pay us \$100/hr plus materials to fix the issue.**
- Locate any drain grates, seams, or large cracks that would pose hazards to skaters.
- Locate any light poles, fire hydrants, planters or rails on the pad.
- Locate any fencing as well as any gates in the fencing so they are not obstructed.
- Locate any 3rd party skate equipment and include detailed measurements of the equipment if ARC equipment is to be placed adjacent.

American Ramp Company shall not be held responsible for any damages or delays in manufacturing or installation as a result of inaccurate pad information. Additionally, changes in the pad that result in a redesign of the Skatepark after a sales order has been accepted may incur additional charges for restocking, design work, or installation at ARC's sole discretion. Any changes as noted above after the acceptance of a sales order also voids any promised installation date and may be rescheduled for delivery and installation at ARC's sole discretion.

I hereby certify that I have read and agree to the preceding terms and conditions and forfeit the right to any recompense against American Ramp Company, its subsidiaries, and/or its agents should I fail to provide the information required above as outlined.

Signed: _____



Date: _____

04/01/2022

601 McKinley
 Joplin, MO 64801
 Toll-free 800-949-2024
 Local 417-206-6816
 Fax 417-206-6888
 sales@americanrampcompany.com



Delivery and Installation

1. Any Building Permits Required? No Yes If yes, obtained/filed: Yes No
2. Any Contractor's License(s) Required? No Yes If yes, obtained/filed: Yes No
3. Any Bond(s) Required? No Yes If yes, what type(s): _____
4. Any applicable grants? No Yes If yes, list amount: \$ _____
 Donor name: _____
5. Installation Type (Please select a, b or c)
 - a. Full Factory Installation
 - i. Standard Wage Public Funds: \$ _____
 - ii. Prevailing Wage Private Funds: \$ _____
 1. A copy of the Prevailing Wage Schedule for your location is required
 - b. Supervised / Community Build Installation
 Labor will be provided by (check all that apply):
 - i. City Employees
 - ii. Community Volunteers
 1. A copy of your Workers Comp insurance certificate is required
 - c. Customer Installation
6. List any special delivery instructions: NONE
7. Will a forklift be provided to unload equipment from truck? (Note: Customer must provide a forklift if project is supervised/community build installation of Pro, X, or Stealth Series or a crane for Solo Series)

 Yes - Load capacity: _____ lbs

 No
8. Skatepark pad surface: Concrete Asphalt Other: *on or before
***Please review pad disclaimer and sign.**
9. Is the pad ready for equipment placement? Yes No: it will be ready by 6/1/22
*** Please note accuracy of date is important for scheduling installation process**
10. Skatepark pad dimensions are (choose one of the following):
 - a. As indicated on 2-D drawing
 - b. Other - Please provide exact dimensions: 80 x 30
11. Is the skatepark area fenced?
 - a. Yes- If yes, delivery onto pad will be accessible through (please choose one of the following):
 - i. 10' wide opening or gate
 - ii. Will Temporarily remove fence
 - iii. Skatepark pad is not fenced on all four sides
 - iv. Other: _____
 - b. No
12. The surface area between unloading point and the skatepark pad is(choose any that apply):
 - a. Lawn/Grass Rock
 - b. Paved concrete Bark
 - c. Paved asphalt Other: _____
13. Are you planning to have a Grand Opening?

 Yes- Date: TBD! Time: _____ No

NOTE: If you are considering a grand opening for your skatepark, ARC recommends planning it at least a full week after the official sign-off, once it has been installed. ARC would also like to advise not advertising it until sign-off to allow for Murphy's Law. This still allows a full week to get the word out for a great turn-out.

14. Any additional comments: NO and thank you!

| | | |
|---------------------------------|---|------------------------------|
| For ARC Office use only: | | |
| <input type="checkbox"/> PS | <input type="checkbox"/> PA | <input type="checkbox"/> GOP |
| <input type="checkbox"/> CRM | <input checked="" type="checkbox"/> REP | |

Cole Beckham

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Forklift Disclaimer

American Ramp Company and all their subcontractors and/or agents will endeavor to install your skatepark obstacles with a minimum of disruption to the area surrounding and including the skatepark; however, circumstances and conditions that are beyond our scope of work and out of our control are the responsibility of the owner and/or agent for the owner.

There should be a clear area for the truck to be unloaded that is directly adjacent to the area in which the equipment is to be installed. Travel over concrete, asphalt, lawns or other plantings, American Ramp Company and all their subcontractors and/or agents will not be responsible for damage resulting from moving the equipment to be installed.

Although concrete is the preferred skatepark surface, asphalt may be used. However, equipment used to transport and set the skatepark obstacles is heavy equipment, and as such may cause damage to the asphalt surface. Every precaution will be taken to prevent this but damage may occur under some conditions. In addition, due to the heavy weight of some equipment, settling into the asphalt may occur. The owner will not hold American Ramp Company or their subcontractors and agents responsible for the repairs should they be required.

Any work not included in the original contract, including repairs to surface and surrounding areas shall be paid over and above the contract and/or agreed upon amount.

We would like to suggest the following:

1. Area for unloading the truck should have ample space for a forklift to maneuver and be as close to the skate surface as possible.
2. The space between the unloading site and the skate surface should be minimal (less than 20') and clear of obstructions.
3. If the area between the unloading area and the skate surface consists of lawns or plantings, owner should provide protective matting in the traffic area.
4. If fencing or other barrier protects skate surface, an opening at least 10' wide must be provided for equipment access.
5. If a section of fence/barrier needs to be removed to provide a 10' opening, the owner and/or owner's agent is responsible for the removal and replacement of said 10' section.

Signature: _____

Heri Vihle

Date _____

04/01/2022

601 McKinley
Joplin, MO 64801
Toll-free 800-949-2024
Local 417-206-6816
Fax 417-206-6888
sales@americanrampcompany.com



Payment Terms and Conditions

Standard payment terms shall be 50% at the time of order and the remainder upon equipment being ready to ship. Should customer not be prepared to receive equipment, payment is still due, less any delivery and installation charges.

Your American Ramp Company purchase may be subject to sales tax(s) (other tax(s) may apply) as required by law. We charge sales tax on orders that are shipped to, delivered to or picked up in states where we are required to do so. Please provide your State Tax ID # 38-6004737. Freight and installation also may be subject to taxation.

Please provide the following information where applicable:

Tax for Sales: _____, Rate: 0 %
Tax for Freight: _____, Rate: 0 %
Tax for Installation: _____, Rate: 0 %
Tax for Other: _____, Rate: 0 %

You may choose to pay all tax(s) directly. If you choose to do so, please *initial* here: _____. By doing so, you - the purchaser - are responsible for paying all related tax(s) regarding your ARC purchase directly to the appropriate agency(s).

If you are a **tax exempt** entity, please provide your Federal Tax ID #: 38-6004737. Although we keep a record of proof of your tax exempt status, you must contact us regarding each tax-exempt purchase to receive the applicable tax credit.

By signing below I verify and agree to all information provided in the preceding sections. I also verify that all information provided is correct and accurate.

Signature: Debbie Nogle Date 4/1/22
Name: Debbie Nogle Title: Village Clerk
Name of Company or City: Village of Stockbridge

Michigan Sales and Use Tax Certificate of Exemption

This exemption claim should be completed by the purchaser, provided to the seller, and is not valid unless the information in all four sections is complete. Do not send a copy to Treasury unless one is requested.

SECTION 1: TYPE OF PURCHASE Check one of the following:

- A. One-Time Purchase
Order or Invoice Number: _____
- C. Blanket Certificate
Expiration Date (maximum of four years): _____
- B. Blanket Certificate. Recurring Business Relationship

The purchaser completing this form hereby claims exemption from tax on the purchase of tangible personal property or services purchased from the seller named below. This claim is based upon: the purchaser's proposed use of the property or services; OR the purchaser's exempt status.

Seller's Name and Address

American Ramp Company, 601 McKinley, Joplin, MO 64801

SECTION 2: ITEMS COVERED BY THIS CERTIFICATE

Check one of the following:

1. All items purchased.
2. Limited to the following items: _____

SECTION 3: BASIS FOR EXEMPTION CLAIM

Check one of the following:


1. For Lease. Purchaser will lease the property and elects to pay tax based on rental receipts. Enter sales tax license or use tax registration number: _____
2. For Resale at Retail. Enter Sales Tax License Number: _____
3. Direct Pay - Authorized to pay use tax on qualified transactions directly to Michigan Treasury under account number: _____

The following exemptions DO NOT require the purchaser to provide a number:

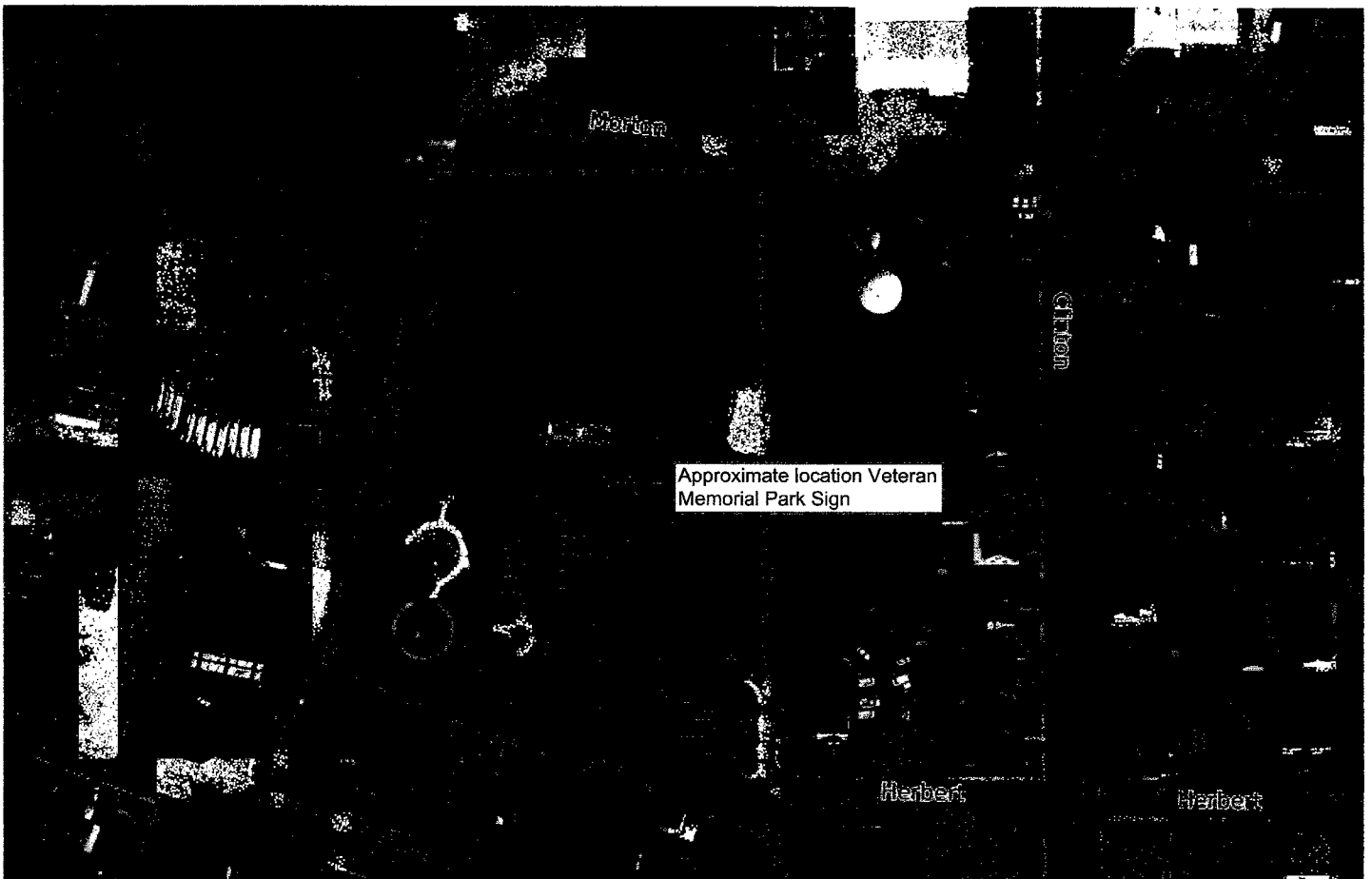
4. Agricultural Production. Enter percentage: _____%
5. Government Entity (U.S. or its instrumentalities, State of Michigan or its political subdivisions), Nonprofit School, Nonprofit Hospital, Church or House of Religious Worship (circle type of organization)
6. Contractor (provide Michigan Sales and Use Tax Contractor Eligibility Statement (Form 3520)).
7. For Resale at Wholesale.
8. Industrial Processing. Enter percentage: _____%
9. Nonprofit Internal Revenue Code Section 501(c)(3), 501(c)(4), or 501(c)(19) Exempt Organization.
10. Nonprofit Organization with an authorized letter issued by Michigan Department of Treasury prior to July 17, 1998 (sales tax) or June 13, 1994 (use tax).
11. Rolling Stock purchased by an Interstate Motor Carrier.
12. Other (explain): _____

SECTION 4: CERTIFICATION

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

| | | |
|--|--|---|
| Business Name Stockbridge Downtown Development Authority | | Type of Business (see codes on page 2) 05 |
| Business Address P.O. Box 155 | | City, State, ZIP Code Stockbridge, MI 49285 |
| Business Telephone Number (include area code) (517) 851-7435 | | Name (Print or Type) Debbie Nogle |
| Signature  | | Title Village Clerk |
| | | Date Signed 03/31/2022 |

Veteran Memorial Sign Location





BOARD ACTION SUMMARY SHEET

BOARD MEETING: Council
MEETING DATE: 9/12/2022
AGENDA ITEM TITLE: *Street Closure - 2022 Stockbridge High School Homecoming Parade*
RESOLUTION NO.:
SUBMITTED BY: Darwin McClary
DEPARTMENT: Manager

BACKGROUND SUMMARY:

Stockbridge High School Principal is requesting approval from the village council to close the following village streets on Friday, October 12, 2022, from 6:00 PM to 6:45 PM, for the Annual Stockbridge High School Homecoming Parade:

- S. Wood Street at the Middle School
- W. Elizabeth Street from S. Wood Street west to West Street
- West Street from W. Elizabeth Street north to W. Main Street
- W. Main Street east to S. M-106
- S. M-106 south to E. Elizabeth Street
- E. Elizabeth Street east to S. Center Street
- S. Center Street north to M-106

Attached is the letter of request from Stockbridge High School Principal Jeff Trapp.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

The village may incur some expense relating to police and public works services for traffic control.

RECOMMENDED MOTION:

To approve the request from Stockbridge High School to approve a permit for the close of certain streets on Friday, October 7, 2022, from 6:00 PM to 6:45 PM for the 2022 Stockbridge High School Homecoming Parade, contingent upon approval of the closures by the Police Chief and SAESA, as follows:

- S. Wood Street at the Middle School*
- W. Elizabeth Street from S. Wood Street west to West Street*
- West Street from W. Elizabeth Street north to W. Main Street*
- W. Main Street east to S. M-106*
- S. M-106 south to E. Elizabeth Street*

---E. Elizabeth Street east to S. Center Street

---S. Center Street north to M-106

ATTACHMENTS:

Letter of Request for Street Closures - Stockbridge High School Homecoming Parade 2022

S | STOCKBRIDGE COMMUNITY SCHOOLS

August 30th, 2022

Village of Stockbridge
P.O. Box 155
Stockbridge, MI 49285



To Whom It May Concern:

I am requesting approval for a permit from the State of Michigan and the Village of Stockbridge for a parade on Friday, October 7th, 2022. The request is for the 2022 Stockbridge High School Homecoming Parade.

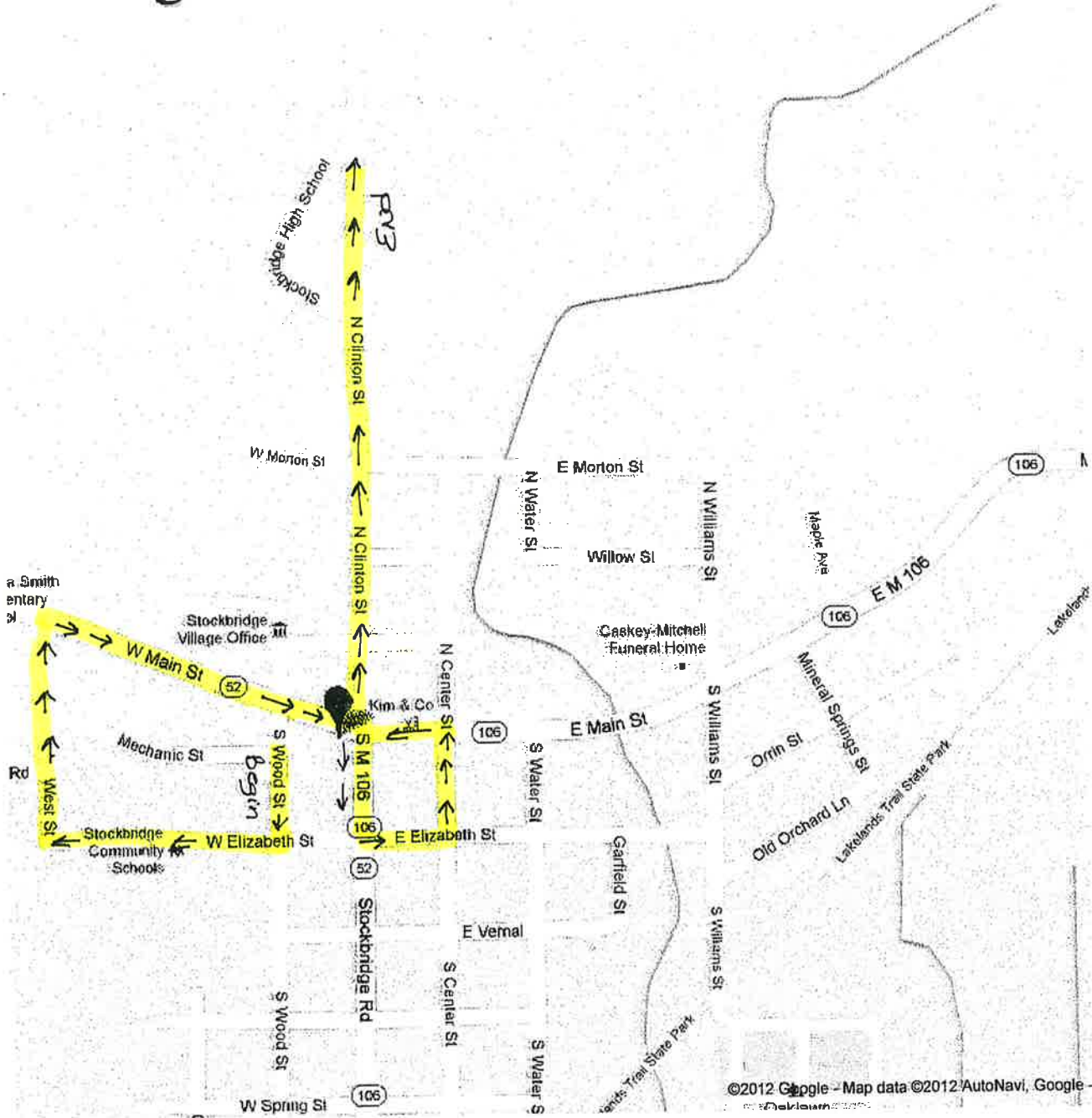
The Homecoming Parade will begin at 6:00 pm and end at 6:45 pm. We will follow the traditional route starting at the Middle School on the east side (Wood St.), west onto Elizabeth to West St., north onto West St. two blocks to Main St., right onto Main St. through the main four corners to Clinton St., right onto Clinton St., one block to Elizabeth, left onto Elizabeth St. one block to Center, left onto Center St. through the main four corners again, to the north entrance of the Athletic Field. A map is attached.

Sincerely,

Jeff Trapp
Principal



Stockbridge High School Homecoming Parade Route





BOARD ACTION SUMMARY SHEET

BOARD MEETING Council
MEETING DATE: 9/12/2022
AGENDA ITEM TITLE: *Stockbridge HarvestFest Street Closures and Use of Village Property*
RESOLUTION NO.:
SUBMITTED BY: Darwin McClary
DEPARTMENT: Manager

BACKGROUND SUMMARY:

Stockbridge HarvestFest Co-Chair Jill Ogden is requesting that village council approve a request to close South Center Street from East Main Street south to East Elizabeth Street and East Elizabeth Street from South Clinton Street east to South Center Street from 8:00 AM to 10:00 PM on Saturday, October 1, 2022, for the annual Stockbridge HarvestFest event. Ms. Ogden is also requesting permission to use village public works property as a route to shuttle participants between activities downtown and the south end of the village.

Attached is the letter of request and supporting information regarding this matter. Ms. Ogden will be in attendance at Monday's meeting to answer questions.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

The village could potentially incur up to four (4) hours of overtime costs for a public works employee to open and close the gates to the public works property during the event. The total cost would be less than \$100.00.

RECOMMENDED MOTION:

#1 - To approve the request from the Stockbridge HarvestFest Committee to close South Center Street from East Main Street south to East Elizabeth Street and East Elizabeth Street from South Clinton Street east to South Center Street from 8:00 AM to 10:00 PM on Saturday, October 1, 2022, for the annual Stockbridge HarvestFest event.

#2 - To approve the request from the Stockbridge HarvestFest Committee to use village public works property as indicated on their submitted map as a route to shuttle festival participants between event locations subject to the following conditions: (1) the committee must provide a certificate of liability insurance for the vent naming the village as additional insured and must execute an agreement holding

the village harmless for any claims of damage or injury resulting from event activities; (2) the approval for the use of village public works property shall be subject to the determination of the water/wastewater operator in charge that there are no water/wastewater facility security concerns relating to the use of the property; and (3) the police chief and SAESA shall give final approval to street closures, routes, and emergency personnel and vehicle access to all areas of the event.

ATTACHMENTS:

Letter of Request for Street Closures and Shuttle Route - Harvest Moon Festival

Street Closure Map - Harvest Moon Festival

Shuttle Route Map - Harvest Moon Festival

Village of Stockbridge
305 W. Elizabeth
Stockbridge, MI 49285

Stockbridge Township
Stockbridge Harvest Fest
125 S. Clinton
Stockbridge, MI 49285

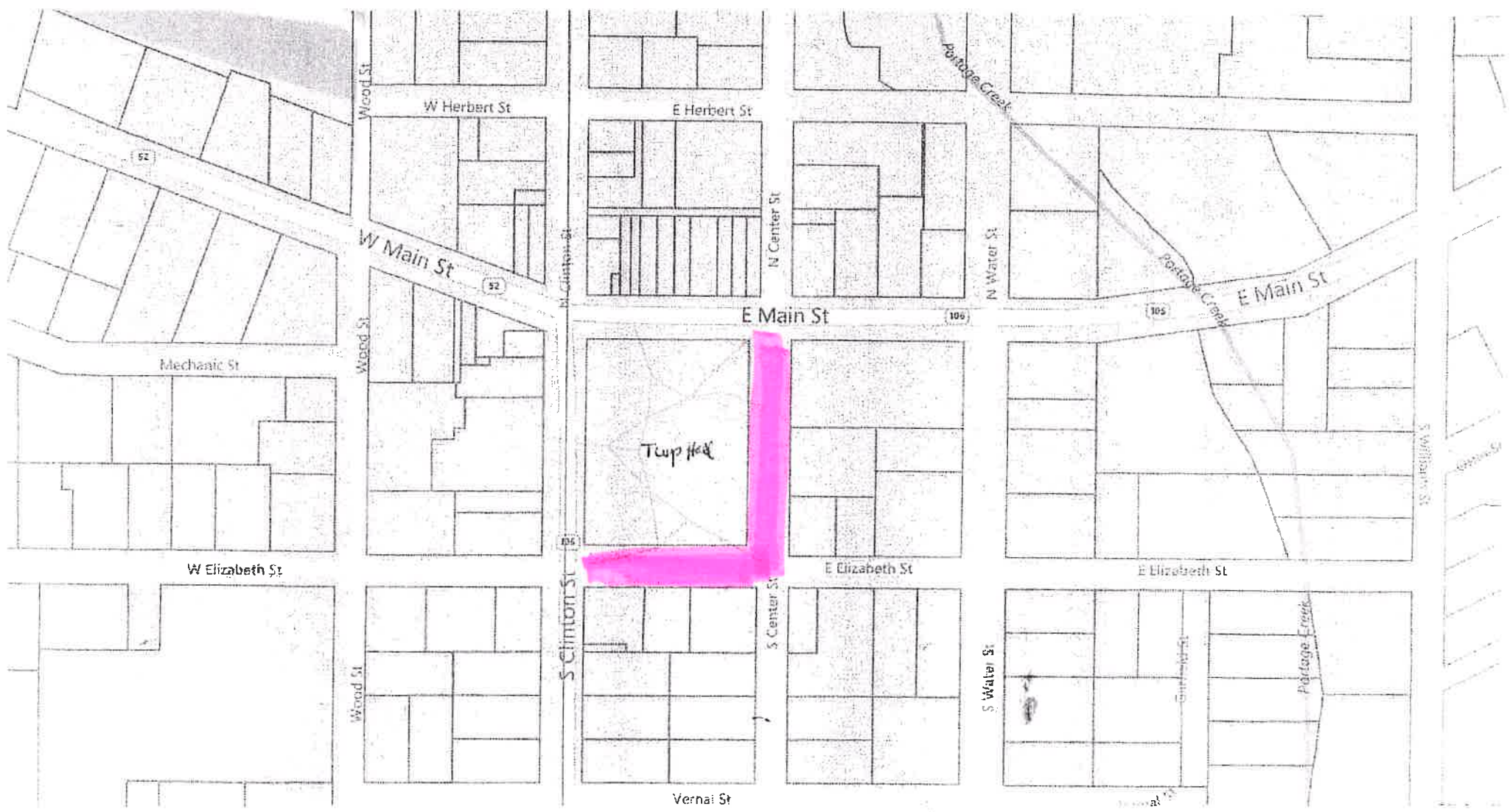
To the Village Council

Hello, we are contacting you about the upcoming Harvest Fest being held on October 1, 2022. We will be having activities on the town square and would like to close S. Center and E. Elizabeth streets from 8am-10pm. There will also be activities on the south end of town at Lantis Plaza, Lakeland Trail Veterinarian and SAESA. The two locations will be connected by a Hayride shuttle that will run between Lantis Plaza and Town Hall. We would like to run the shuttle around the back side of town to keep it off S. Clinton when possible. In order to do this, we are requesting the DPW open the gate located by the water treatment plant. Please see attached maps for road closures and shuttle rout. We will be attending the September 12 meeting to present the festival and answer any questions.

Thank you for your assistance.

Jill Marie Ogden

Stockbridge Harvest Fest 22 Cochair.



Wood St

W Herbert St

E Herbert St

W Main St

E Main St

E Main St

Mechanic St

Tup

W Elizabeth St

E Elizabeth St

E Elizabeth St

Wood St

S Clinton St

S Center St

Vernal St

S Water St

Portage Creek

S William St

10:54



Pizza Plane Food Market

GARFIELD ST



S WATER ST

Oak Lawn Ceme

S CENTER ST

S WILLIAMS ST

Manna

MADISON AVENUE RD

66°
AQI 38

Search Maps





BOARD ACTION SUMMARY SHEET

BOARD MEETING Council
MEETING DATE: 9/12/2022
AGENDA ITEM TITLE: *Street Closures - All Clubs Day 2022*
RESOLUTION NO.:
SUBMITTED BY: Darwin McClary
DEPARTMENT: Manager

BACKGROUND SUMMARY:

Suzi Greenway is requesting that the village council approve the closure of certain village streets and assistance from the Department of Department works for the 2022 All Clubs Day event to be held on September 18, 2022. The street closures would be from 6:00 AM until 4:00 PM as follows:

- N. Center Street from E. Herbert Street south to E. Main Street
- S. Center Street from E. Main Street south to E. Elizabeth Street
- E. Elizabeth Street from S. Clinton Street east to S. Center Street
- W. Elizabeth Street from Wood Street east to S. Clinton Street
- Wood Street from W. Elizabeth Street south to Vernal Street

Assistance from the Department of Public Works would include the delivery and removal of rolling garbage bins, barricades, cones, and picnic tables. Public Works could deliver the items on Friday and remove them on Monday to avoid overtime costs. The organization would be responsible for setting barricades and cones up at appropriate locations and times and for removing them from roadways.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

The village will incur costs associated with police and public works services.

RECOMMENDED MOTION:

#1 - To approve the request to close the following streets from 6:00 AM until 4:00 PM on Sunday September 18, 2022, for the All Clubs Day events, subject to approval from the Police Chief and SAESA as to safety and emergency services access:

- N. Center Street from E. Herbert Street south to E. Main Street***
- S. Center Street from E. Main Street south to E. Elizabeth Street***
- E. Elizabeth Street from S. Clinton Street east to S. Center Street***

---W. Elizabeth Street from Wood Street east to S. Clinton Street

---Wood Street from W. Elizabeth Street south to Vernal Street

#2 - To approve assistance from the Department of Public Works for the 2022 All Clubs Day event for the delivery and removal of rolling garbage bins, barricades, cones, and picnic tables. Public Works will deliver the items on Friday and remove them on Monday to avoid overtime costs. The organization will be responsible for setting barricades and cones up at appropriate locations and times as approved by the Police Chief and SAESA and for removing them from roadways to safe locations after the event.

ATTACHMENTS:

Request from Suzi Greenway for Street Closures and DPW Assistance - 2022 All Clubs Day

Darwin McClary

From: suznort@juno.com
Sent: Friday, September 9, 2022 1:20 PM
To: manager@vosmi.org
Subject: All Clubs Day

Thank you Darwin for your attention to this matter.

All Clubs Day really is from 6 am to 4 pm. Russ MacKinder will start blocking the streets and parking spaces around the square around 6 am.

The Presbyterian church will do a breakfast from 8 to noon, and many come early for that reason!

People start showing up a bit after 8 to set up and hang out. I get there at 8 am (hopefully!!).

Even though the show is noon to 4, they start to leave around 3 pm. I even have people coming from North Carolina and possibly Iowa. And my friend from England too!!!

I need from the DPW:

At least 4 picnic tables brought over from the Veteran's Memorial park.

Several rolling garbage bins from the park also. I can put them out around the square where I think they needs be.

Barricades, cones and anything else that is used for regular street closings.

My home phone is 517-851-7437 (yes, two numbers off the village and yes, I do get your calls!!)
Cell 517-740-1606.

I am at Metro airport hopefully for an on time flight from Heathrow, UK at 5 pm Monday Sept 12. I will do my utmost to be at the meeting on time. I have Debbie's cell number to text her or call when I get Lynn in the car to give you my ETA in Stockbridge. Oh my.

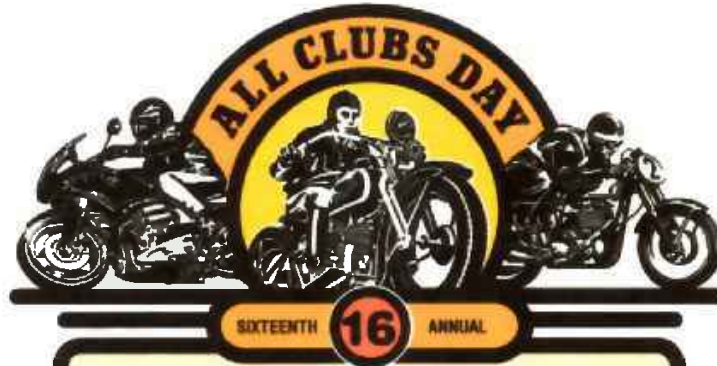
Cheers!

Suzi Greenway

Sunday September 18th, 2022
12 Noon to 4pm
The Village of Stockbridge

"A Great Place To Ride To"

Nestled in the corner of Ingham, Livingston, Jackson & Washtenaw Counties



Come and enjoy a day of Vintage, Classic and Remarkable Motorcycles displayed around The Village Green by clubs & individuals invited to show their best. Clubs are invited to showcase club activities & member motorcycles.

Individuals with unique, rare or historic Motorcycles are invited to contact Suzi

(Participation in the show by invitation only)

SPECTATORS WELCOME!

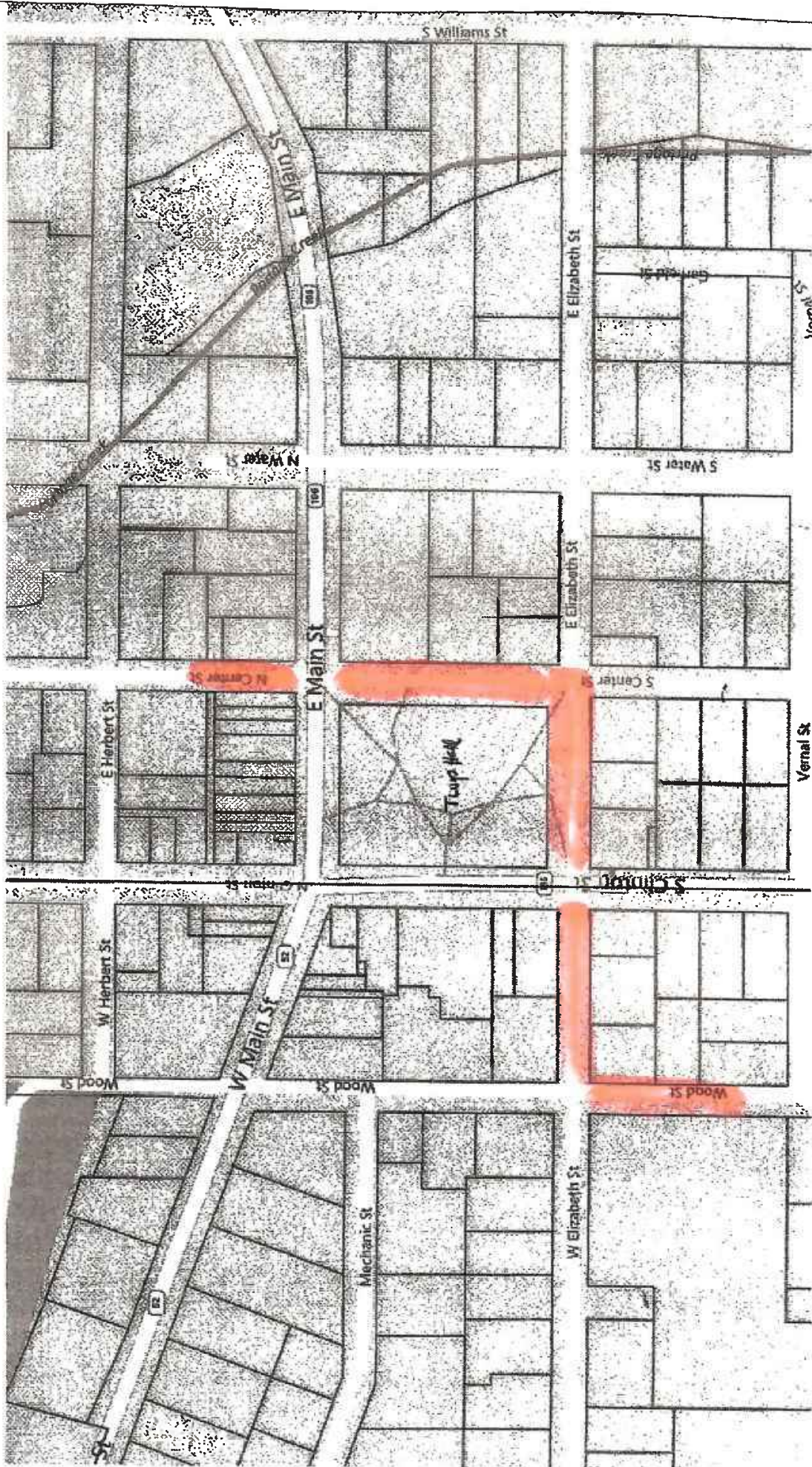
Breakfast 8 -12 at the Presbyterian Church

Food Trucks Lunch behind the Town Hall

12 Noon to 3 pm

For more information contact Suzi: 517-851-7437

Sponsored by Stockbridge Downtown Development Authority

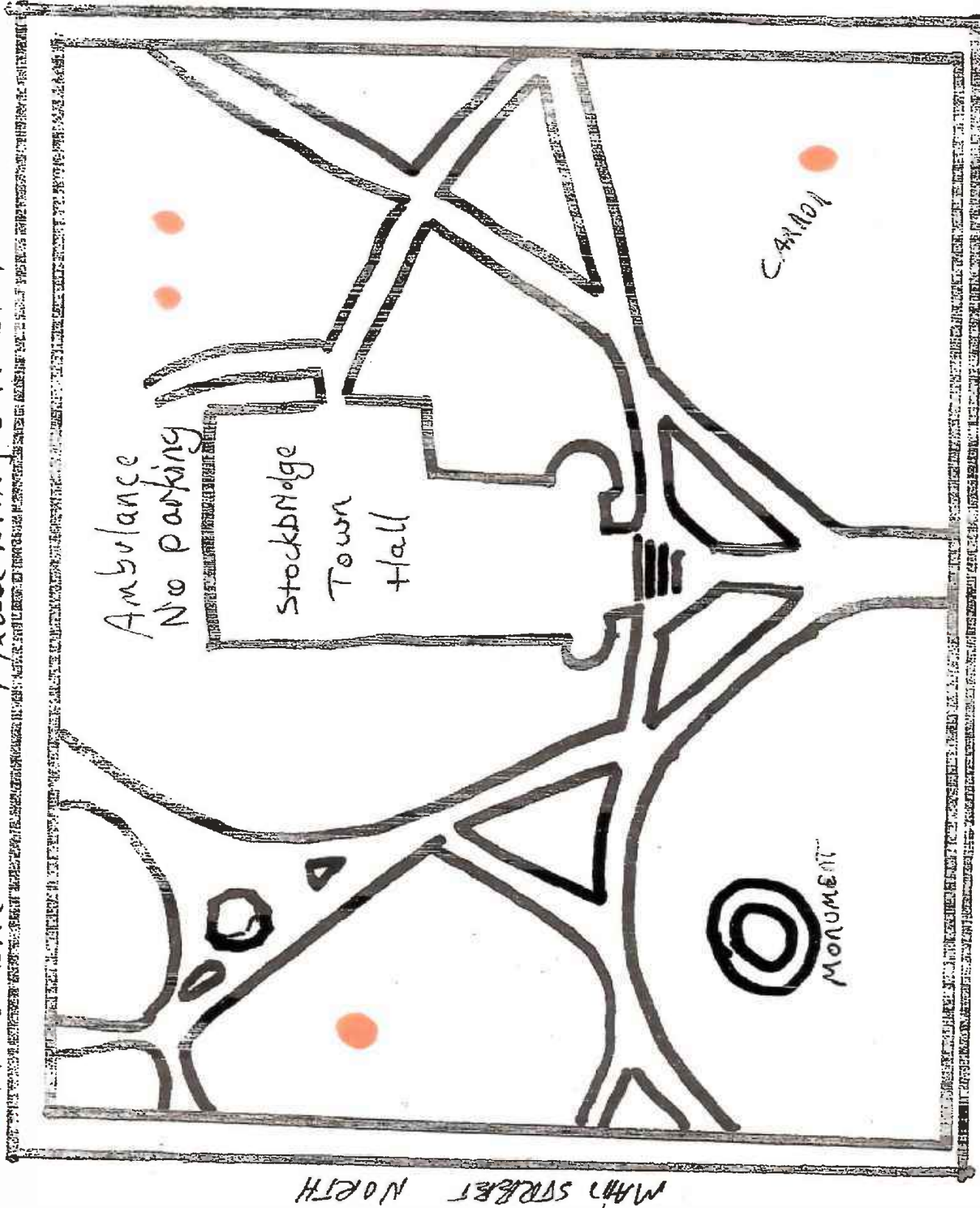


All Clubs Day 2022
Sept 18, 2022
Need barriers, cones from DPW
Can be placed corner of
Elizabeth + S Center
1.10 a.m. Sunday morning.

Sept 18, 2022 Picnic Tables from Utroan Park

• Placement

Please bring at least 4.



* Lights

CLINTON STREET



BOARD ACTION SUMMARY SHEET

BOARD MEETING Council

MEETING DATE: 9/12/2022

AGENDA ITEM TITLE: *Designation of Voting Delegate - Michigan Municipal League Annual Convention*

RESOLUTION NO.:

SUBMITTED BY: Darwin McClary

DEPARTMENT: Manager

BACKGROUND SUMMARY:

The Michigan Municipal League is requesting that village council determine whether one or more officials of the village will be attending the Michigan Municipal League annual convention and to appoint one official as the principal official representative of the village to cast the vote of the village at the annual meeting and one to as alternate official representative. The MML convention is being held in Muskegon on October 19-21, 2022. The League's Annual Meeting is scheduled for Wednesday, October 19, 2022, at 4:30 PM.

Attached is additional information regarding the designation of a voting delegate and alternate.

ALTERNATIVES ANALYSIS:

N/A

PREVIOUS BOARD ACTION:

None

FINANCIAL IMPACT:

The village may incur expenses relating to the attendance of one or more village officials at the MML Annual Convention.

RECOMMENDED MOTION:

To appoint _____ as the Village of Stockbridge principal official representative to cast the vote of the village at the Michigan Municipal League 2022 Annual Meeting and to appoint _____ as the village's alternate official representative.

ATTACHMENTS:

MML Correspondence re: Designation of Voting Delegate

July 18, 2022

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)



Dear Official:

The Michigan Municipal League Annual Convention will be held in Muskegon, October 19-21, 2022. The League's "Annual Meeting" is scheduled for 4:30 pm on Wednesday, October 19 in Section D meeting room at the VanDyk Mortgage Convention Center. The meeting will be held for the following purposes:

1. Policy. A) To vote on the Core Legislative Principles document.

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax or email, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #1 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by September 18, 2022.

2. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> no later than September 18, 2022.

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is September 18, 2022. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.

Further, “Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof.”

We love where you live.



2. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Wednesday, October 19 at 4:30 pm in the Delta Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Barbara Ziarko
President
City Council, Sterling Heights



Daniel P. Gilmartin Executive
Director & CEO

