

Notice to Taxing Jurisdictions
Brownfield Plan – Skyline Commons Redevelopment
Houghton County
Houghton County Brownfield Redevelopment Authority
City of Hancock
March 24, 2025

The Houghton County Board of Commissioners will hold a public hearing on Tuesday, April 8, 2025, at 3:00 p.m. on the 5th floor of the Houghton County Courthouse, 401 E. Houghton Avenue, Houghton, Michigan in consideration of Skyline Commons Redevelopment Brownfield Plan.

This notice is being provided to taxing jurisdictions that levies taxes subject to capture under Act 381, P.A. 1996 as amended.

A Brownfield Plan is proposed to support the redevelopment of the Skyline Commons building in the City of Hancock. The project includes the rehabilitation and renovation of four floors to create 27 residential units and one floor of office space, improve handicap accessibility, add a new lower entrance to access new expanded parking and improve the energy efficiency, mechanical and electrical systems. Of the 27 new residential units, it is expected that 15 units will be available to tenants earning at or below 120% of area median income. The balance of the units will be rented at market rates. The total capital investment on the project is expected to be \$10,111,000. The project is estimated to retain approximately 83 jobs.

Act 381 provides for the capture of the increased taxes due to investments made on Brownfield Eligible Property to reimburse certain Eligible Activities with the approval of a Brownfield Plan, or amendments, by the Houghton County Brownfield Redevelopment Authority (MBRA) and the Houghton County Board of Commissioners, with the concurrence of the local governmental unit in which the Brownfield project is located, in this case the City of Hancock and, if state taxes are being captured and as applicable, approval by the Michigan Department of Environment, Great Lakes and Energy (EGLE) for Environmental Eligible Activities, the Michigan Strategic Fund (MSF) for Non-Environmental Eligible Activities, and the Michigan State Housing Development Authority (MSDHA) for Housing Development Activities.

The proposed Brownfield Plan, maps and descriptions of the properties are available for public review during normal business hours at the Office of County Administrator, Houghton County Courthouse, 5th Floor, 401 E. Houghton Avenue, Houghton Michigan. Copies may be made available for a reasonable charge. All aspects of the Brownfield Plan are open for discussion at the public hearing.

Please contact Jeff Ratcliffe, Executive Director, Keweenaw Economic Development Alliance at jeff@kedabiz.com or 906-482-6817 if you have questions or would like additional information.

ACT 381 BROWNFIELD PLAN

Skyline Commons

**Hancock Office Building, LLC
200 Michigan Street
Houghton County, City of Hancock
Houghton County Brownfield Redevelopment Authority**

February 27, 2025

**MICHIGAN
GROWTH
ADVISORS**

Prepared by
Michigan Growth Advisors
100 W Michigan Avenue
Suite #200
Kalamazoo, MI 49007

Approved by the Brownfield Redevelopment Authority on _____

Approved by the City of Hancock on _____

Approved by Houghton County on _____

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ACT 381 BROWNFIELD PLAN

1.0 INTRODUCTION

1.1 **Proposed Redevelopment and Future Use for Each Eligible Property**

The proposed redevelopment consists of one parcel that totals 5.51 acres in the City of Hancock. The project includes the rehabilitation and renovation of a functionally obsolete building to create a suitable space for 27 new residential units and 56,358-square feet of commercial space. The existing structure is a 9-story, 140,150-square foot building originally designed for hospital uses. Once the project is complete, commercial tenants will exist on floors 1 through 6 and will include a café that will be fully operational as a result of this project. Of the 27 new residential units, it is expected that 9 one-bedroom units will be income restricted to tenants earning at or below 120% of area median income. The balance of the units will be rented at market rates. The new residential units will be created on floors 7, 8, and 9 of the building.

The renovation of this project will include lead and asbestos abatement, selective internal demolition, and infrastructure and site preparation activities along with hard construction costs that will include updating and modernizing plumbing, electrical, HVAC and other building amenities to be suitable for residential and commercial uses. The project will also include façade improvements to the building which will include insulating the building from the outside, as the existing structure is 12" thick, uninsulated concrete walls with single pane glass windows. Other amenities of the project include creating connectivity to bike trails adjacent to this project, creating a new handicap entrance on the front of the building as the existing entrance is not an ADA entrance, adding a second entrance to the back of the building with an elevator and staircase, and stabilization of an existing tunnel that connects this building to a neighboring building.

The total capital investment on the project is expected to be \$10,111,000. Construction on the project is planned to begin in the spring of 2025 and will be completed by fall of 2026. The project is estimated to retain approximately 83 jobs.

1.2 **Identification of Housing Need**

Specific Housing Need

According to the State of Michigan Housing Data Portal, the share of homes that are vacant and available over time has been dropping dramatically over the last 5 years in Houghton County, compared to the State of Michigan. In 2017, the share of homes that were vacant and available in Houghton County was 4.2%, compared to 2.5% across the State of Michigan. However, as of 2022, the share of homes that were vacant and available in Houghton County was 1.7%, compared to 1.9% across the State of Michigan, representing a 2.5 percentage point drop over a 5-year period in vacancy.

Approximately 52.9% of all renter households in Houghton County are cost burdened. According to the Partnership A Data for the Houghton Market, which includes Keweenaw and Baraga counties, only 4% of the total housing stock was built after 2010, while 55.3% of the total housing stock was built before 1970, indicating a dramatically aging housing stock in the area. Partnership A Data indicates a total market demand for the area of 597 units, including 400 renter units and 197 owner units over the next 5 years to meet demand.

Additionally, the Houghton County Five Year Master Plan (2024-2028) indicates a growing number of short-term rental homes are being built or have been designated from existing housing stock, which has had an impact on housing availability and affordability for the County and its residents.

Job Growth Data

According to the United States Census Bureau, total employment in Houghton County between 2021 to 2022 increased by 5.3%. In October 2024, Northern Hardwoods Lumber made capital improvements to their facility in Houghton County which will protect 85 high-paying jobs in the county. In October 2023, Calumet Electronics invested \$51 million in their facility to expand production capacity, which will retain the company's existing 250 employees with expectations that the company will increase headcount in the coming years as a result of the project and industry demand. Due to the job growth seen in the County between 2021 and 2022, and the economic development project announcements that are expected to retain and increase jobs in the future, the job growth in the region supports the need for additional housing supply.

1.3 Eligible Property Information

Basis of Eligibility

Public Act 381 of 1996 ("Act 381"), as amended, defines Housing Property as A property on which 1 or more units of residential housing are proposed to be constructed, rehabilitated, or otherwise designated to be used as a dwelling and for which Eligible Activities are identified under a Brownfield Plan. The development proposes 27 housing units on Parcel #051-603-001-00, of which 9 will be housing units for income qualified households, thus this parcel is Eligible Property under Act 381.

Location and Legal Description

200 Michigan Street Parcel ID: 051-603-001-00 5.51 Acres
Hancock, MI 49930

Legal Description:

Units 1 and 3-7 of Finlandia Campus Condominiums, pursuant to the Master Deed recorded June 13, 2003 in Liber 161 of Deeds, Page 397, in the Office of the Houghton County Register of Deeds, as amended by the First Amended Master Deed recorded October 18, 2004 in Liber 132 of Miscellaneous records, Page 855, and as further amended by the Second Amendment to Master Deed recorded November 7, 2008 in Document 2008R-06275, all in Houghton County Records, together with an undivided interest in the common elements and limited common elements of the subject condominium as set forth in said Master Deed, as amended, and subject to all easements, reservations, restrictions of recorded and as set forth in the above-referenced Master Deed, as amended and pursuant to the provisions of the Michigan Condominium Act, Act 59 of the Public Acts of 1978, as amended.

EXCEPTING THEREFROM that part conveyed to the County of Houghton in instrument recorded August 17, 2009 in Document 2009R-05127, Houghton County Records.

The *Order Appointing Receiver* dated April 5, 2023, is recorded at 2023R-02475, in the Houghton County Register of Deeds.

2.0 Information Required by Section 13(2) of the Statute

2.1 Description of Costs to Be Paid for With Tax Increment Revenues

Tax increment revenues will be used to reimburse Hancock Office Building, LLC ("Developer") for the cost of Eligible Activities as authorized by Act 381. Michigan State Housing Development Authority ("MSHDA") approved Housing Development Activities statutorily approved EGLE Environmental Eligible Activities will be reimbursed with Local and State Tax Increment Revenues ("TIR").

The total cost of Eligible Activities including contingency are anticipated to be \$3,001,230. Interest on unreimbursed Eligible Activities is also included as an Eligible Activity, which is estimated to be \$1,017,147. Funding to the State Brownfield Redevelopment Fund is anticipated to be \$192,521. The estimated cost of all Eligible Activities under this Brownfield Plan are summarized in Table 1.

Environmental Activities

Department specific activities considered under this Brownfield Plan include Environmental Site Assessments ("ESA").

Non-Environmental Activities

Because the basis of Brownfield Eligible Property is "Housing Property" under Public Act 381, Housing Development Activities considered under this Brownfield Plan include reimbursement provided to the developer to fill a financing gap associated with the development of housing units priced for income qualified households, and

site preparation and infrastructure improvement activities that are necessary for new housing development for income qualified households on Eligible Property.

2.2 Summary of Eligible Activities

2.2.1 EGL Eligible Activities

Environmental Site Assessments will be required for the project and is anticipated to cost \$25,000. This is a cost statutorily approved for reimbursement with school taxes.

2.2.2 Demolition

Demolition will include selective interior demolition of the existing structure to make way for residential units and suitable commercial space, as well as site demolition. Pre-demolition surveys, as well as engineering and design of these activities are also included as Eligible Activities. The total cost of demolition activities is estimated to be \$576,000.

2.2.3 Lead, asbestos, and mold abatement

Lead, asbestos, and mold abatement will be conducted prior to selective demolition as necessary at an estimated cost of \$22,000.

2.2.4 Site Preparation

Site preparation activities include temporary facilities, temporary access, soil erosion control, and site control and include engineering and design. The total cost of site preparation is estimated to be \$25,000.

2.2.5 Infrastructure

Infrastructure activities will include the sidewalk development, driveways, and parking areas, including engineering and design. The total cost of these infrastructure activities is anticipated to be \$533,000.

2.2.6 Interest

This Brownfield Plan allows for 5% simple interest rate on the unreimbursed balance of developer's Eligible Activities. The total interest associated with Eligible Activities is estimated at \$1,017,147.

2.2.7 Contingency

A 15% contingency is estimated to be \$177,150.

2.2.8 Financing Gap

Housing development activities, related to reimbursement provided to the developer to fill a financing gap associated with the

development of housing units priced for income qualified households' units, are included as Eligible Activities. The financing gap is calculated utilizing the Total Housing Subsidy formula developed by MSHDA and the term of income restriction will be 15 years. The income restricted units will be income restricted to households at or below 120% of Area Median Income ("AMI"). For the first 7 years of income restriction, the units will be income restricted to households at or below 80% of Area Median Income ("AMI"). With a MSHDA Control Rent of \$1,950 for a 1-Bedroom unit, the annual rent loss and total rent loss over the term of a 15-year affordability period are delineated below. There are anticipated to be 9 income qualified units as a part of this development.

Type	MSHDA Control Rent	Project Rent	Rent Loss	Income Qualified Units	Annual Loss	Years	Total Loss
1-Bed	\$1,950	\$920	\$12,360	9	\$111,240	1-7	\$778,680
1-Bed	\$1,950	\$1,100	\$10,200	9	\$91,800	8-15	\$734,400
						15 Years	\$1,513,080

2.2..9 Brownfield Plan and Act 381 Work Preparation

The cost to prepare the Brownfield Plan and Act 381 Work Plan is anticipated to be \$30,000.

2.2..10 Brownfield Plan Implementation

The cost of implementing the Brownfield Plan is anticipated to be \$100,000.

2.2..11 Local Brownfield Revolving Fund

The Local Brownfield Revolving Fund capture under this project is estimated at \$458,085.

2.3 Estimate of Captured Taxable Value and Tax Increment Revenues

An estimate of the captured taxable value for this redevelopment by year is depicted in Table 2. This Brownfield Plan captures all available TIR, including real and personal property TIR.

2.4 Method of Financing and Description of Advances Made by the Municipality

The Eligible Activities will be financed by the developer and reimbursed as outlined in this Brownfield Plan and accompanying development agreement. No advances from the City or County are anticipated.

2.5 Maximum Amount of Note or Bonded Indebtedness

No note or bonded indebtedness for this project is anticipated.

2.6 Duration of Brownfield Plan

The duration of this Brownfield Plan is estimated to be 30 years. Redevelopment of the property is estimated to be completed in 2026 and that full recapture of Developer Eligible Activities, Interest and Administrative and Operating Costs of the Authority will continue until 2055. Capture of TIR is expected to begin in 2026, however could be delayed for up to 5 years after the approval of this plan as permitted by Act 381. In no event shall capture extend beyond 30 year as required by Act 381. An analysis showing the reimbursement schedule is attached as Table 3.

2.7 Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions

An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions is illustrated in detail within Table 2.

2.8 Legal Description, Property Map, Statement of Qualifying Characteristics and Personal Property

The property consists of one parcel which is 5.51 acres in size and is located at 200 Michigan Street in Hancock, Houghton County (Parcel Identification Number 051-603-001-00). A legal description of the properties along with a scaled map showing Eligible Property dimensions, is attached as Figure 1.

The parcel is considered Eligible Property due to the development of residential housing units on the property with Eligible Activities included in a Brownfield Plan, as defined in Section 2p(ii) and Section 2(y) of Public Act 381 of 1996, as amended.

Taxable personal property, if any, is included in this Brownfield Plan.

2.9 Estimates of Residents and Displacement of Individuals/Families

No persons reside at the property.

2.10 Plan for Relocation of Displaced Persons

No persons reside at the property thus none will be displaced. Therefore, this section is not applicable.

2.11 Provisions for Relocation Costs

No persons reside at the property thus none will be displaced. Therefore, this section is not applicable.

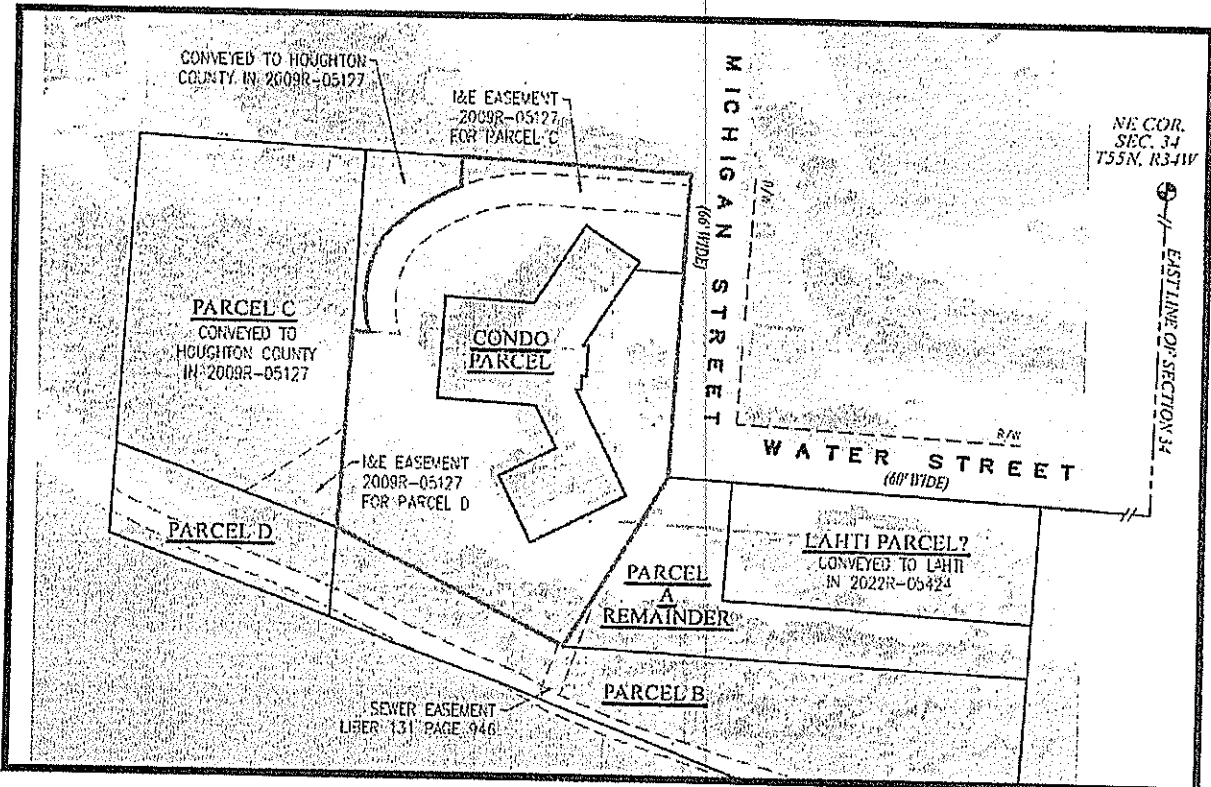
2.12 Strategy for Compliance with Michigan's Relocation Assistance Law

No persons reside at the property thus none will be displaced. Therefore, this section is not applicable.

2.13 Other Material that the Authority or Governing Body Considers Pertinent

Figure 1

Legal Description and Eligible Property Map



200 Michigan Street
Hancock, MI 49930

Parcel ID: 051-603-001-00

5.5.1 Acres

Legal Description:

Units 1 and 3-7 of Finlandia Campus Condominiums, pursuant to the Master Deed recorded June 13, 2003 in Liber 161 of Deeds, Page 397, in the Office of the Houghton County Register of Deeds, as amended by the First Amended Master Deed recorded October 18, 2004 in Liber 132 of Miscellaneous records, Page 855, and as further amended by the Second Amendment to Master Deed recorded November 7, 2008 in Document 2008R-06275, all in Houghton County Records, together with an undivided interest in the common elements and limited common elements of the subject condominium as set forth in said Master Deed, as amended, and subject to all easements, reservations, restrictions of recorded and as set forth in the above-referenced Master Deed, as amended and pursuant to the provisions of the Michigan Condominium Act, Act 59 of the Public Acts of 1978, as amended.

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Table 1

Eligible Activity Costs

MICHIGAN GROWTH ADVISORS

Eligible Activities Table
 Hancock Office Building, LLC
 200 Michigan Street
 Hancock, Michigan
 February 2025

EGLE Eligible Activities		
	Cost	Completion Season/Year
Department Specific Activities Sub-Total	\$ 25,000	Fail 2024
<i>Phase I & Phase II Environmental Site Assessment</i>	\$ 25,000	
EGLE Eligible Activities Sub-Total	\$ 25,000	
MSDHA Housing Development Activities Costs and Schedule		
MSHDA Eligible Activities		
	Cost	Completion Season/Year
Demolition Sub-Total	\$ 576,000	Spring 2025
<i>Selective Building Demolition</i>	\$ 467,000	
<i>Site demolition</i>	\$ 89,000	
<i>Pre-demolition surveys</i>	\$ 20,000	
Lead, Asbestos, Mold Abatement Sub-Total	\$ 22,000	
Infrastructure Sub-Total	\$ 533,000	Spring 2025
<i>Sidewalk development</i>	\$ 62,000	
<i>Driveways</i>	\$ 112,000	
<i>Parking areas</i>	\$ 359,000	
Site Preparation Sub-Total	\$ 25,000	Spring 2025
<i>Temporary facilities, site control, access, and soil erosion</i>	\$ 25,000	
Affordable Housing Financing Gap	\$ 1,513,080	
		Spring 2025
Brownfield Plan/Act 381 Work Plan	\$ 30,000	
Brownfield Plan Implementation	\$ 100,000	
MSHDA Eligible Activities Sub-Total	\$ 2,799,080	
Contingency (15%)	\$ 177,150	
Interest (5%)	\$ 1,017,147	
Total Brownfield Eligible Activities	\$ 4,018,377	

Table 2

Tax Capture Schedule

**MICHIGAN
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Tax Increment Financing Capture Estimates - Residential
 Hancock Office Building, LLC
 200 Michigan Street
 Hancock, MI
 February 2025

Plan Year	Estimated Taxable Value (TV) Increase Rate: 2%													
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Base Taxable Value	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396	\$ 111,396
Estimated New TV	\$ 1,050,000	\$ 1,071,000	\$ 1,092,000	\$ 1,112,268	\$ 1,132,554	\$ 1,152,854	\$ 1,173,170	\$ 1,193,502	\$ 1,213,850	\$ 1,234,214	\$ 1,254,594	\$ 1,274,990	\$ 1,295,403	\$ 1,315,833
Incremental Difference (New TV - Base TV)	\$ 938,604	\$ 959,604	\$ 981,024	\$ 1,002,873	\$ 1,025,158	\$ 1,047,869	\$ 1,071,075	\$ 1,094,723	\$ 1,118,847	\$ 1,143,452	\$ 1,168,548	\$ 1,194,147	\$ 1,219,350	\$ 1,245,136
School Captures	\$ 5,632	\$ 5,758	\$ 5,885	\$ 6,017	\$ 6,151	\$ 6,287	\$ 6,426	\$ 6,568	\$ 6,713	\$ 6,861	\$ 7,011	\$ 7,165	\$ 7,322	\$ 7,482
State Education Tax (SET)	\$ 16,895	\$ 17,273	\$ 17,658	\$ 18,052	\$ 18,453	\$ 18,862	\$ 19,279	\$ 19,705	\$ 20,139	\$ 20,582	\$ 21,034	\$ 21,495	\$ 21,965	\$ 22,443
School Operating Tax	\$ 22,527	\$ 23,031	\$ 23,545	\$ 24,069	\$ 24,604	\$ 25,149	\$ 25,706	\$ 26,273	\$ 26,852	\$ 27,443	\$ 28,045	\$ 28,658	\$ 29,280	\$ 29,910
School Total	\$ 44,054	\$ 45,862	\$ 47,686	\$ 49,528	\$ 51,390	\$ 53,263	\$ 55,154	\$ 57,068	\$ 59,004	\$ 60,963	\$ 62,944	\$ 64,946	\$ 66,968	\$ 69,000
Local Captures	\$ 1,406	\$ 1,428	\$ 1,470	\$ 1,503	\$ 1,536	\$ 1,570	\$ 1,605	\$ 1,640	\$ 1,676	\$ 1,713	\$ 1,751	\$ 1,789	\$ 1,828	\$ 1,868
HPS Shrink Fund	\$ 371	\$ 379	\$ 388	\$ 396	\$ 405	\$ 414	\$ 423	\$ 433	\$ 442	\$ 452	\$ 462	\$ 472	\$ 482	\$ 492
CCSD Operating	\$ 1,798	\$ 1,838	\$ 1,879	\$ 1,921	\$ 1,964	\$ 2,007	\$ 2,052	\$ 2,097	\$ 2,143	\$ 2,190	\$ 2,238	\$ 2,287	\$ 2,337	\$ 2,387
CCSD Special Ed	\$ 977	\$ 948	\$ 989	\$ 990	\$ 1,012	\$ 1,035	\$ 1,058	\$ 1,081	\$ 1,105	\$ 1,129	\$ 1,154	\$ 1,179	\$ 1,205	\$ 1,230
CCSD Voc Ed	\$ 12,452	\$ 12,730	\$ 13,015	\$ 13,304	\$ 13,600	\$ 13,902	\$ 14,209	\$ 14,523	\$ 14,843	\$ 15,169	\$ 15,502	\$ 15,842	\$ 16,189	\$ 16,543
City - General	\$ 751	\$ 768	\$ 785	\$ 802	\$ 820	\$ 838	\$ 857	\$ 876	\$ 895	\$ 915	\$ 935	\$ 955	\$ 976	\$ 997
City - Fire Department	\$ 5,840	\$ 5,971	\$ 6,104	\$ 6,240	\$ 6,379	\$ 6,520	\$ 6,664	\$ 6,811	\$ 6,961	\$ 7,115	\$ 7,271	\$ 7,430	\$ 7,592	\$ 7,757
City - Recreation	\$ 1,260	\$ 1,288	\$ 1,317	\$ 1,347	\$ 1,376	\$ 1,407	\$ 1,438	\$ 1,470	\$ 1,502	\$ 1,535	\$ 1,569	\$ 1,603	\$ 1,638	\$ 1,673
County Operating	\$ 2,096	\$ 2,143	\$ 2,191	\$ 2,240	\$ 2,289	\$ 2,340	\$ 2,392	\$ 2,445	\$ 2,498	\$ 2,553	\$ 2,609	\$ 2,667	\$ 2,725	\$ 2,785
County - Roads	\$ 139	\$ 142	\$ 145	\$ 148	\$ 152	\$ 155	\$ 158	\$ 162	\$ 165	\$ 169	\$ 173	\$ 176	\$ 180	\$ 185
County - Medical Care	\$ 27,790	\$ 28,812	\$ 29,846	\$ 30,893	\$ 31,953	\$ 33,026	\$ 34,113	\$ 35,213	\$ 36,327	\$ 37,456	\$ 38,599	\$ 39,757	\$ 40,930	\$ 42,118
County - Vets	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478	\$ 1,478
Local Total	\$ 29,693	\$ 30,353	\$ 31,026	\$ 31,713	\$ 32,413	\$ 33,127	\$ 33,856	\$ 34,599	\$ 35,357	\$ 36,130	\$ 36,918	\$ 37,721	\$ 38,539	\$ 39,372
Non-Capturable Millages	\$ 7,978	\$ 8,157	\$ 8,339	\$ 8,524	\$ 8,714	\$ 8,907	\$ 9,104	\$ 9,305	\$ 9,510	\$ 9,719	\$ 9,933	\$ 10,150	\$ 10,372	\$ 10,599
HPS Debt	\$ 7,978	\$ 8,157	\$ 8,339	\$ 8,524	\$ 8,714	\$ 8,907	\$ 9,104	\$ 9,305	\$ 9,510	\$ 9,719	\$ 9,933	\$ 10,150	\$ 10,372	\$ 10,599
Total Non-Capturable Taxes	\$ 15,956	\$ 16,314	\$ 16,678	\$ 17,048	\$ 17,428	\$ 17,817	\$ 18,215	\$ 18,622	\$ 19,038	\$ 19,463	\$ 19,897	\$ 20,340	\$ 20,792	\$ 21,253
Total Millage	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083	\$ 62.1083
Total Tax Increment Revenue (TIR) Available for Capture	\$ 50,317	\$ 51,443	\$ 52,591	\$ 53,762	\$ 54,957	\$ 56,176	\$ 57,419	\$ 58,686	\$ 59,979	\$ 61,298	\$ 62,644	\$ 64,018	\$ 65,415	\$ 66,845

Footnotes:

**MICHIGAN
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Tax Increment Financing Capture Estimates - Residential
 Hancock Office Building, LLC
 200 Michigan Street
 Hancock, MI
 February 2025

	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
\$	1,868	1,909	1,950	1,991	2,036	2,080	2,125	2,171	2,217	2,265	2,314	2,363	2,414	2,466	2,518	2,572	2,627	58,811
\$	2,444	2,933	3,432	3,941	4,459	4,989	5,529	6,076	6,633	7,201	7,781	8,374	8,981	9,602	10,238	10,891	11,553	15,513
\$	2,925	3,057	3,174	3,281	3,381	3,476	3,567	3,654	3,738	3,819	3,897	3,972	4,048	4,125	4,202	4,280	4,358	75,192
\$	16,342	16,802	17,270	17,745	18,227	18,715	19,207	19,703	20,203	20,707	21,215	21,727	22,243	22,763	23,287	23,815	24,347	38,764
\$	998	1,019	1,041	1,064	1,087	1,111	1,135	1,159	1,184	1,210	1,235	1,262	1,289	1,317	1,345	1,373	1,403	520,763
\$	2,388	2,440	2,494	2,548	2,603	2,659	2,717	2,775	2,835	2,895	2,958	3,022	3,086	3,152	3,220	3,288	3,358	31,404
\$	16,542	16,902	17,270	17,645	18,027	18,417	18,815	19,221	19,635	20,057	20,488	20,927	21,375	21,832	22,298	22,774	23,259	31,404
\$	998	1,019	1,041	1,064	1,087	1,111	1,135	1,159	1,184	1,210	1,235	1,262	1,289	1,317	1,345	1,373	1,403	31,404
\$	7,758	7,927	8,100	8,275	8,455	8,638	8,824	9,015	9,209	9,407	9,609	9,815	10,025	10,240	10,458	10,681	10,909	244,242
\$	2,784	2,845	2,907	2,970	3,034	3,100	3,167	3,235	3,305	3,376	3,449	3,523	3,598	3,675	3,753	3,834	3,915	87,707
\$	36,818	37,423	38,043	38,678	39,328	40,003	40,693	41,408	42,139	42,886	43,652	44,438	45,245	46,074	46,926	47,802	48,704	87,659
\$	10,599	10,829	11,065	11,305	11,550	11,800	12,055	12,315	12,580	12,851	13,127	13,408	13,695	13,988	14,287	14,592	14,903	333,664
\$	30,599	30,829	31,065	31,305	31,550	31,800	32,055	32,315	32,580	32,851	33,127	33,408	33,695	33,988	34,287	34,592	34,903	353,664
\$	66,844	68,300	69,785	71,301	72,846	74,422	76,030	77,670	79,343	81,049	82,790	84,565	86,376	88,223	90,107	92,028	93,988	2,104,373

**MICHIGAN
GROWTH
ADVISORS**

Tax Increment Financing Capture Estimates - Commercial
 Hancock Office Building, LLC
 200 Michigan Street
 Hancock, MI
 February 2025

Plan Year	1	2	3	4	5	6	7	8	9	10	11	12	13
Calendar Year	2025	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
*Base Taxable Value	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791	\$ 222,791
Estimated New TV	\$ 1,113,957	\$ 1,136,236	\$ 1,158,961	\$ 1,182,140	\$ 1,205,783	\$ 1,229,898	\$ 1,254,496	\$ 1,279,586	\$ 1,305,178	\$ 1,331,281	\$ 1,357,897	\$ 1,385,035	\$ 1,412,768
Incremental Difference (New TV - Base TV)	\$ 891,165	\$ 913,444	\$ 936,169	\$ 959,348	\$ 982,991	\$ 1,007,107	\$ 1,031,705	\$ 1,056,795	\$ 1,082,386	\$ 1,108,490	\$ 1,135,116	\$ 1,162,274	\$ 1,189,975

	Millage Rate
School Captures	
State Education Tax (SET)	6.0000
School Operating Tax	18.0000
School Total	24.0000

	Millage Rate
Local Capture	
HPS Sinking Fund	1.4952
CCISD Operating	0.3952
CCISD Special Ed	1.9155
CCISD Voc Ed	0.8975
City - General	13.2663
City - Fire Department	0.8000
City - Recreation	0.8000
County Operating	6.2220
County - Roads	1.3417
County - Medical Care	2.2351
County - Vets	0.1478
Local Total	29.6083

	Millage Rate
Non-Capturable Millages	
HPS Debt	8.5000
Total Non-Capturable Taxes	8.5000

Plan Year	1	2	3	4	5	6	7	8	9	10	11	12	13
Calendar Year	2025	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Estimated Taxable Value	\$ 1,335	\$ 1,360	\$ 1,403	\$ 1,457	\$ 1,473	\$ 1,509	\$ 1,546	\$ 1,583	\$ 1,622	\$ 1,661	\$ 1,701	\$ 1,741	\$ 1,783
Estimated Taxable Value	\$ 352	\$ 361	\$ 370	\$ 379	\$ 388	\$ 398	\$ 408	\$ 418	\$ 428	\$ 438	\$ 449	\$ 459	\$ 470
Estimated Taxable Value	\$ 880	\$ 902	\$ 924	\$ 947	\$ 971	\$ 995	\$ 1,019	\$ 1,044	\$ 1,069	\$ 1,095	\$ 1,121	\$ 1,148	\$ 1,175
Estimated Taxable Value	\$ 11,822	\$ 12,118	\$ 12,420	\$ 12,727	\$ 13,041	\$ 13,361	\$ 13,687	\$ 14,020	\$ 14,359	\$ 14,705	\$ 15,059	\$ 15,419	\$ 15,787
Estimated Taxable Value	\$ 713	\$ 731	\$ 749	\$ 767	\$ 785	\$ 806	\$ 825	\$ 845	\$ 866	\$ 887	\$ 908	\$ 930	\$ 952
Estimated Taxable Value	\$ 5,545	\$ 5,683	\$ 5,825	\$ 5,969	\$ 6,115	\$ 6,266	\$ 6,419	\$ 6,575	\$ 6,735	\$ 6,897	\$ 7,063	\$ 7,232	\$ 7,404
Estimated Taxable Value	\$ 1,197	\$ 1,226	\$ 1,257	\$ 1,288	\$ 1,320	\$ 1,352	\$ 1,385	\$ 1,419	\$ 1,453	\$ 1,488	\$ 1,524	\$ 1,561	\$ 1,598
Estimated Taxable Value	\$ 1,990	\$ 2,040	\$ 2,093	\$ 2,142	\$ 2,195	\$ 2,249	\$ 2,304	\$ 2,360	\$ 2,417	\$ 2,475	\$ 2,535	\$ 2,595	\$ 2,657
Estimated Taxable Value	\$ 132	\$ 135	\$ 138	\$ 142	\$ 145	\$ 149	\$ 152	\$ 156	\$ 160	\$ 164	\$ 168	\$ 172	\$ 176
Estimated Taxable Value	\$ 26,386	\$ 27,046	\$ 27,718	\$ 28,405	\$ 29,105	\$ 29,819	\$ 30,547	\$ 31,290	\$ 32,048	\$ 32,821	\$ 33,609	\$ 34,413	\$ 35,233

Estimated Taxable Value	\$ 7,575	\$ 7,764	\$ 7,957	\$ 8,154	\$ 8,355	\$ 8,560	\$ 8,769	\$ 8,983	\$ 9,200	\$ 9,422	\$ 9,648	\$ 9,879	\$ 10,115
Estimated Taxable Value	\$ 7,575	\$ 7,764	\$ 7,957	\$ 8,154	\$ 8,355	\$ 8,560	\$ 8,769	\$ 8,983	\$ 9,200	\$ 9,422	\$ 9,648	\$ 9,879	\$ 10,115
Total Millage	62.1033												

Total Tax Increment Revenue (TIR) Available for Capture	\$ 47,774	\$ 48,956	\$ 50,136	\$ 51,419	\$ 52,696	\$ 53,989	\$ 55,303	\$ 56,653	\$ 58,025	\$ 59,424	\$ 60,852	\$ 62,308	\$ 63,793
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Footnotes:

Tax Increment Financing Capture Estimates - Commercial
 Hancock Offire Building, LLC
 200 Michigan Street
 Hancock, MI
 February 2025

MICHIGAN
 GROWTH
 ADVISORS

	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
\$	7,309	7,482	7,659	7,839	8,022	8,209	8,400	8,595	8,794	8,996	9,203	9,414	9,629	9,848	10,072	10,300	10,533	\$ 231,044
\$	21,928	22,497	22,976	23,516	24,056	24,628	25,201	25,785	26,381	26,989	27,609	28,241	28,886	29,544	30,215	30,899	31,598	\$ 693,132
\$	29,238	29,929	30,635	31,354	32,088	32,837	33,601	34,380	35,174	35,985	36,811	37,655	38,515	39,392	40,287	41,199	42,130	\$ 924,176
\$	1,825	1,868	1,912	1,957	2,003	2,050	2,098	2,146	2,196	2,246	2,298	2,351	2,404	2,459	2,515	2,572	2,630	\$ 57,697
\$	481	493	504	516	528	541	555	568	582	596	610	625	640	655	670	685	700	\$ 15,116
\$	2,334	2,389	2,445	2,502	2,561	2,621	2,682	2,744	2,807	2,872	2,939	3,005	3,071	3,144	3,215	3,288	3,363	\$ 73,761
\$	1,703	1,731	1,760	1,790	1,820	1,851	1,883	1,915	1,947	1,981	2,015	2,050	2,084	2,121	2,158	2,195	2,233	\$ 58,026
\$	16,161	16,544	16,934	17,332	17,737	18,151	18,573	19,004	19,443	19,891	20,348	20,814	21,289	21,774	22,269	22,773	23,288	\$ 510,850
\$	975	998	1,021	1,045	1,070	1,095	1,120	1,146	1,172	1,199	1,227	1,255	1,284	1,313	1,343	1,373	1,404	\$ 30,806
\$	7,580	7,759	7,942	8,129	8,319	8,513	8,711	8,913	9,119	9,329	9,543	9,762	9,985	10,212	10,444	10,681	10,922	\$ 239,593
\$	1,536	1,604	1,714	1,784	1,795	1,837	1,880	1,923	1,968	2,013	2,059	2,107	2,155	2,204	2,254	2,305	2,357	\$ 51,704
\$	2,720	2,785	2,850	2,917	2,986	3,055	3,125	3,195	3,273	3,348	3,425	3,501	3,584	3,665	3,748	3,833	3,920	\$ 85,991
\$	180	184	189	193	198	202	207	212	217	222	227	232	237	243	248	254	259	\$ 5,691
\$	36,070	36,923	37,793	38,681	39,587	40,510	41,453	42,414	43,394	44,394	45,413	46,454	47,515	48,597	49,701	50,837	51,972	\$ 1,140,137
\$	10,355	10,600	10,850	11,105	11,365	11,630	11,900	12,176	12,458	12,745	13,037	13,336	13,641	13,951	14,268	14,591	14,921	\$ 327,312
\$	10,355	10,600	10,850	11,105	11,365	11,630	11,900	12,176	12,458	12,745	13,037	13,336	13,641	13,951	14,268	14,591	14,921	\$ 327,312
\$	65,307	66,852	68,428	70,036	71,675	73,346	75,053	76,793	78,568	80,378	82,225	84,108	86,029	87,989	89,987	92,026	94,105	\$ 2,054,313

**MICHIGAN
GROWTH
ADVISORS**

Tax Increment Financing Capture Summary
 Horcock Office Building, LLC
 200 Michigan Street
 Hancock, MI
 February 2025

Estimated Taxable Value (TV) Increase Rate: 2%

Plan Year	1	2	3	4	5	6	7	8	9	10	11	12	13
Calendar Year	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
* Base Taxable Value \$	334,187	334,187	334,187	334,187	334,187	334,187	334,187	334,187	334,187	334,187	334,187	334,187	334,187
Estimated New TV \$	2,163,957	2,207,236	2,251,381	2,296,408	2,342,336	2,389,183	2,436,967	2,485,706	2,535,420	2,586,129	2,637,851	2,690,608	2,744,420
Incremental Difference (New TV - Base TV) \$	1,829,770	1,873,049	1,917,194	1,961,221	2,006,149	2,054,985	2,102,780	2,151,519	2,201,233	2,251,942	2,303,664	2,356,411	2,410,233

School Capture

	Millage Rate
State Education Tax (SET)	6.0000
School Operating Tax	18.0000
School Total	24.0000

Local Capture

	Millage Rate
HPS Sinking Fund	1.4982
CCISD Operating	0.3552
CCISD Special Ed	1.9155
CCISD Vot Ed	0.8975
City - General	13.2663
City - Fire Department	0.8000
City - Recreation	0.8000
County Operating	6.2220
County - Roads	1.3427
County - Medical Care	2.2331
County - Vets	0.1473
Local Total	29.6083

Non-Capturable Millages

	Millage Rate
HPS Debt	8.5000
Total Non-Capturable Taxes	8.5000
Total Millage	57.1083

\$	10,979	\$	11,235	\$	11,503	\$	11,773	\$	12,048	\$	12,330	\$	12,617	\$	12,909	\$	13,207	\$	13,512	\$	13,822	\$	14,139	\$	14,461		
\$	3,936	\$	33,715	\$	34,509	\$	35,320	\$	36,147	\$	36,990	\$	37,850	\$	38,727	\$	39,622	\$	40,535	\$	41,466	\$	42,416	\$	43,384	\$	43,384
\$	43,914	\$	64,983	\$	66,013	\$	67,093	\$	68,196	\$	69,370	\$	70,607	\$	71,896	\$	73,237	\$	74,630	\$	76,067	\$	77,549	\$	79,077	\$	80,651
\$	2,741	\$	2,505	\$	2,272	\$	2,040	\$	1,809	\$	1,579	\$	1,350	\$	1,122	\$	895	\$	670	\$	447	\$	225	\$	1	\$	3,611
\$	723	\$	740	\$	758	\$	775	\$	794	\$	812	\$	831	\$	850	\$	870	\$	890	\$	910	\$	931	\$	951	\$	973
\$	1,807	\$	1,850	\$	1,893	\$	1,938	\$	1,983	\$	2,029	\$	2,076	\$	2,125	\$	2,174	\$	2,224	\$	2,275	\$	2,327	\$	2,381	\$	2,437
\$	24,274	\$	24,848	\$	25,434	\$	26,031	\$	26,641	\$	27,262	\$	27,896	\$	28,543	\$	29,202	\$	29,875	\$	30,561	\$	31,261	\$	31,975	\$	32,704
\$	1,464	\$	1,498	\$	1,534	\$	1,570	\$	1,607	\$	1,644	\$	1,682	\$	1,721	\$	1,761	\$	1,802	\$	1,843	\$	1,885	\$	1,928	\$	1,972
\$	1,464	\$	1,498	\$	1,534	\$	1,570	\$	1,607	\$	1,644	\$	1,682	\$	1,721	\$	1,761	\$	1,802	\$	1,843	\$	1,885	\$	1,928	\$	1,972
\$	11,385	\$	11,654	\$	11,929	\$	12,209	\$	12,495	\$	12,786	\$	13,083	\$	13,387	\$	13,696	\$	14,012	\$	14,333	\$	14,662	\$	15,000	\$	15,346
\$	2,457	\$	2,515	\$	2,574	\$	2,635	\$	2,696	\$	2,759	\$	2,823	\$	2,889	\$	2,956	\$	3,024	\$	3,093	\$	3,164	\$	3,236	\$	3,309
\$	4,086	\$	4,183	\$	4,281	\$	4,382	\$	4,484	\$	4,589	\$	4,696	\$	4,805	\$	4,916	\$	5,029	\$	5,144	\$	5,262	\$	5,382	\$	5,504
\$	270	\$	277	\$	283	\$	290	\$	297	\$	304	\$	311	\$	318	\$	325	\$	333	\$	340	\$	348	\$	355	\$	363
\$	54,176	\$	55,458	\$	56,765	\$	58,098	\$	59,458	\$	60,845	\$	62,260	\$	63,703	\$	65,175	\$	66,676	\$	68,208	\$	69,770	\$	71,363	\$	72,987

\$	15,553	\$	15,821	\$	16,286	\$	16,679	\$	17,069	\$	17,467	\$	17,874	\$	18,288	\$	18,710	\$	19,142	\$	19,581	\$	20,030	\$	20,487	\$	20,952
\$	15,553	\$	15,821	\$	16,286	\$	16,679	\$	17,069	\$	17,467	\$	17,874	\$	18,288	\$	18,710	\$	19,142	\$	19,581	\$	20,030	\$	20,487	\$	20,952
\$	98,091	\$	100,411	\$	102,777	\$	105,191	\$	107,653	\$	110,165	\$	112,726	\$	115,339	\$	118,004	\$	120,723	\$	123,496	\$	126,324	\$	129,209	\$	132,151

Footnotes

Tax Increment Financing Capture Summary
Hancock Office Building, LLC
200 Michigan Street
Hancock, MI
February 2025

MICHIGAN
GROWTH
ADVISORS

	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
\$	14,791	\$ 15,127	\$ 15,469	\$ 15,819	\$ 16,175	\$ 16,539	\$ 16,910	\$ 17,283	\$ 17,674	\$ 18,067	\$ 18,469	\$ 18,878	\$ 19,295	\$ 19,722	\$ 20,157	\$ 20,600	\$ 21,052	\$ 466,572
\$	44,372	\$ 45,390	\$ 46,408	\$ 47,456	\$ 48,528	\$ 49,617	\$ 50,729	\$ 51,864	\$ 53,022	\$ 54,202	\$ 55,407	\$ 56,635	\$ 57,889	\$ 59,165	\$ 60,470	\$ 61,800	\$ 63,156	\$ 1,399,715
\$	59,163	\$ 60,597	\$ 61,877	\$ 63,275	\$ 64,701	\$ 66,155	\$ 67,639	\$ 69,152	\$ 70,696	\$ 72,270	\$ 73,876	\$ 75,514	\$ 77,184	\$ 78,888	\$ 80,627	\$ 82,400	\$ 84,208	\$ 1,866,287
\$	3,653	\$ 3,777	\$ 3,883	\$ 3,950	\$ 4,039	\$ 4,130	\$ 4,222	\$ 4,317	\$ 4,413	\$ 4,511	\$ 4,612	\$ 4,714	\$ 4,818	\$ 4,925	\$ 5,033	\$ 5,144	\$ 5,257	\$ 116,503
\$	974	\$ 996	\$ 1,019	\$ 1,042	\$ 1,065	\$ 1,089	\$ 1,114	\$ 1,139	\$ 1,164	\$ 1,190	\$ 1,216	\$ 1,249	\$ 1,271	\$ 1,299	\$ 1,328	\$ 1,357	\$ 1,387	\$ 30,733
\$	4,712	\$ 4,929	\$ 4,939	\$ 5,050	\$ 5,164	\$ 5,280	\$ 5,398	\$ 5,519	\$ 5,642	\$ 5,768	\$ 5,896	\$ 6,027	\$ 6,160	\$ 6,296	\$ 6,435	\$ 6,577	\$ 6,721	\$ 148,933
\$	2,434	\$ 2,490	\$ 2,545	\$ 2,604	\$ 2,662	\$ 2,722	\$ 2,783	\$ 2,845	\$ 2,909	\$ 2,974	\$ 3,040	\$ 3,107	\$ 3,176	\$ 3,245	\$ 3,317	\$ 3,390	\$ 3,465	\$ 76,790
\$	32,703	\$ 33,445	\$ 34,208	\$ 34,976	\$ 35,764	\$ 36,568	\$ 37,388	\$ 38,225	\$ 39,078	\$ 39,948	\$ 40,836	\$ 41,741	\$ 42,665	\$ 43,607	\$ 44,567	\$ 45,547	\$ 46,547	\$ 1,031,613
\$	1,972	\$ 2,017	\$ 2,063	\$ 2,109	\$ 2,157	\$ 2,205	\$ 2,255	\$ 2,305	\$ 2,357	\$ 2,409	\$ 2,463	\$ 2,517	\$ 2,573	\$ 2,630	\$ 2,688	\$ 2,747	\$ 2,807	\$ 62,210
\$	15,338	\$ 15,685	\$ 16,042	\$ 16,404	\$ 16,774	\$ 17,151	\$ 17,535	\$ 17,925	\$ 18,328	\$ 18,735	\$ 19,152	\$ 19,577	\$ 20,010	\$ 20,452	\$ 20,902	\$ 21,362	\$ 21,831	\$ 483,835
\$	3,310	\$ 3,385	\$ 3,462	\$ 3,540	\$ 3,620	\$ 3,701	\$ 3,784	\$ 3,869	\$ 3,955	\$ 4,043	\$ 4,133	\$ 4,225	\$ 4,318	\$ 4,413	\$ 4,511	\$ 4,610	\$ 4,711	\$ 104,411
\$	5,505	\$ 5,650	\$ 5,737	\$ 5,887	\$ 6,030	\$ 6,155	\$ 6,294	\$ 6,434	\$ 6,578	\$ 6,724	\$ 6,874	\$ 7,024	\$ 7,182	\$ 7,340	\$ 7,502	\$ 7,667	\$ 7,835	\$ 178,650
\$	354	\$ 373	\$ 381	\$ 390	\$ 398	\$ 407	\$ 417	\$ 429	\$ 443	\$ 455	\$ 465	\$ 475	\$ 485	\$ 497	\$ 507	\$ 519	\$ 532	\$ 11,493
\$	72,888	\$ 74,646	\$ 76,337	\$ 78,061	\$ 79,830	\$ 81,615	\$ 83,445	\$ 85,312	\$ 87,215	\$ 89,158	\$ 91,139	\$ 93,160	\$ 95,221	\$ 97,323	\$ 99,467	\$ 101,655	\$ 103,886	\$ 2,302,399
\$	20,954	\$ 21,429	\$ 21,915	\$ 22,410	\$ 22,915	\$ 23,430	\$ 23,955	\$ 24,481	\$ 25,028	\$ 25,596	\$ 26,164	\$ 26,744	\$ 27,335	\$ 27,940	\$ 28,555	\$ 29,183	\$ 29,824	\$ 680,977
\$	20,954	\$ 21,429	\$ 21,915	\$ 22,410	\$ 22,915	\$ 23,430	\$ 23,955	\$ 24,481	\$ 25,028	\$ 25,596	\$ 26,164	\$ 26,744	\$ 27,336	\$ 27,940	\$ 28,555	\$ 29,183	\$ 29,824	\$ 680,977
\$	132,151	\$ 135,152	\$ 138,214	\$ 141,336	\$ 144,521	\$ 147,770	\$ 151,094	\$ 154,464	\$ 157,911	\$ 161,428	\$ 165,015	\$ 168,673	\$ 172,405	\$ 176,211	\$ 180,094	\$ 184,054	\$ 188,094	\$ 4,168,686

Table 3

Reimbursement Schedule

Attachment A

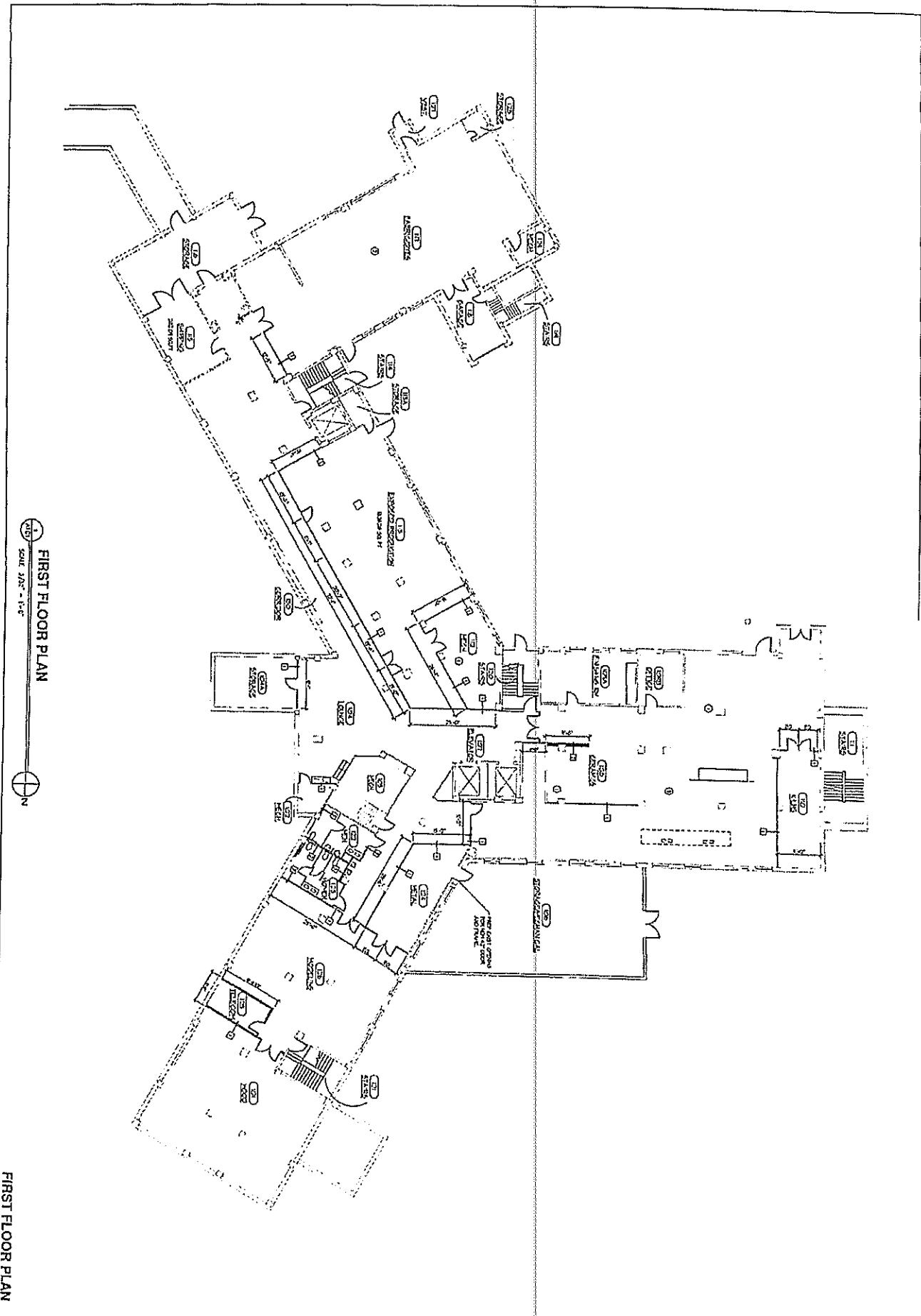
Brownfield Plan Resolutions

Attachment B

Reimbursement Agreement

Attachment C

Site Plan



11
 FIRST FLOOR PLAN
 SCALE 3/8" = 1'-0"
 N

FIRST FLOOR PLAN

A101 11-11-11	DESIGNED FOR PRELIMINARY <input checked="" type="checkbox"/>	DATE 7/17/03	REVISIONS NONE	DRAWN BY J.T.C.	PROPOSED DESIGN & BUSINESS INCUBATOR FACILITY FINLANDIA UNIVERSITY		U.P. ENGINEERS & ARCHITECTS, LLC ENGINEERING ARCHITECTURE PLANNING INTERIOR DESIGN	1000 UNIVERSITY AVENUE, SUITE 1000, ANN ARBOR, MI 48106-1000 TEL: (734) 769-1000 FAX: (734) 769-1001 WWW: www.up-engineers.com
	CHECKED BY APPROVAL <input checked="" type="checkbox"/>	DATE 5/7/04	REVISIONS NONE	DRAWN BY J.T.C. APPROVED BY K.B. CAD FILE 200318-A101 FILE No. FG6-230268				

MEMO

TO: Houghton County Board of Commissioners
FROM: Houghton County Brownfield Redevelopment Authority & Mac McClelland, HCBRA Consultant
SUBJECT: Skyline Commons Brownfield Plan
DATE: March 24, 2025
SUMMARY: Attached for consideration by Houghton County Board of Commissioners is the Brownfield Plan for Skyline Commons.

The proposed redevelopment includes the rehabilitation and renovation of a 9 story 140,150 square foot functionally obsolete building that was part of Finlandia College into 27 new residential units, 9 of which will be income-restricted to qualified households with incomes at or below 120% Area Median Income for a period of 15 years, and 56,358 square feet of commercial space. Total investment is anticipated to be \$10,111,000, with the retainage of approximately 83 jobs.

Brownfield Eligible Activities for reimbursement from future Tax Increment Financing (TIF) revenues include:

Activity	Amount
Environmental	
Environmental Site Assessments	\$25,000
Housing Development	
Demolition	
Abatement	\$576,000
Infrastructure	\$22,000
Site Preparation	\$533,000
Housing Financing Gap	\$25,000
Difference between development costs and revenues	\$1,513,080
Brownfield Plan/Act 381 Work Plan Development and Implementation	\$130,000
Contingency	
Interest (5%)	\$177,150
TOTAL	\$4,018,377

After financial review and discussion, the proposed term of capture for the developers is 25 years with the last five years of capture for the Local Brownfield Revolving Fund (LBRF).

Resolutions have been approved by the Hancock Downtown Development Authority (DDA) and the Local Development Finance Authority of Houghton and Hancock (LDFA) to forgo their tax capture on this Eligible Property for the 30-year period of capture. The Houghton County Brownfield Authority has approved the final Brownfield Plan on March 11. The City of Hancock has concurred on March 19.

Recommendation

Adopt the resolution to approve the Skyline Commons Brownfield Plan by the Houghton County Board of Commissioners.

**County Clerk & Register of Deeds Monthly Report to
the Houghton County Board of Commissioners
April 8, 2025 Meeting**

Dear Commissioners:

Attached are reports from my software for both offices showing the totals made from January 1, 2025, to present. I will submit these monthly reports monthly in the future and then send a yearly total for both offices at the end of the year.

We are starting to see an increase in the number of customers getting married and wanting their CPL. CPL training must have started after a long winter.

For CPL Online renewals we have received the following monthly amounts from the State of Michigan:

January 2024-\$540.00

February 2024-\$792.00

March 2004-\$1,008.00

The May Election notices for the Gazette are available on the Board by the Clerk's Office and on the County website for the upcoming May election, along with the ballot languages for the public's viewing. I should be able to get 100% paid back to Houghton County for any costs for this Special election.

No Early Voting Center will be used for any 2025 Special Elections.

Attached is the certificate I received from the State Board of Canvassers for the 2024 Elections.

My staff are continuing to work on back indexing of old marriage, birth, death records. I will be implementing a new program very soon for people to search for FREE to see if their record exists in Houghton County. I was able to get the program at NO cost to Houghton County.

All Oath's of Office have been entered for all elected officials and scanned into the software, and would be available to print at any time. This includes all the Oath's of Office for the Sheriff Department. This was 174 elected official records and 195 Sheriff Department official records that were entered in February and March 2025. This saves storage space. I was able to do this for FREE through my vendor.

All Doing Business As records have been entered and scanned into the software. They are available to print certified copies if requested by a customer. This saves storage space. No cost to the County.

All CPLs are entered and scanned into the software daily. This saves storage space. I was able to do this for FREE through my vendor. No cost to the County.

3/3-Assisted Undersheriff Giacchino in opening sealed bids for 2 vehicles. I opened all of the sealed envelopes in the County Clerk's Office. He was contacting the highest bidders.

3/18-Everyone in the Clerk's Office participate in training with the State on the EDRS system-death records.

3/19-Everyone in the Clerk's Office participated in training with the State on the VERA system-birth records.

I participated in 3 webinars through the MSU Extension office. I supplied you all with the OMA presentation & OMA handout. I will supply the information on the Parliamentary Procedures presentation and the Extraordinary Governance presentation as soon as possible. All 3 were very educational.

My March Quarterly UP Clerks & ROD meeting was cancelled due to the weather. It will not be rescheduled. My next meeting is in June 2025.

I will be attending a UCOA Conference in Lansing in April.

Renee and I participated in counting ballots the evening of March 26th for a merger for Torch Lake Federal Credit Union in Calumet as they needed someone certified to count the ballots. We counted 248 ballots that had votes on them (4 did not have any votes on them). They appreciated us coming to help them out.

3/26-I attended a webinar called Federal Election Policy Outlook: Implications for Election Officials. The presentation was very informative about the President's recent Executive Order and the SAVE Act.

I am attending as many of my Committee & Clerk or ROD Board meetings that I can, along with PRIA meetings.

Issues in the Clerk's & ROD Offices:

Passport camera is not working again in the Deed's Office-IT working on it? We have to send customers to other places to get their pictures taken. Losing money.

Waiting on computer replacements in both offices. Vendor is leaving contract open for now-No cost with Vendor.

Waiting on a wall mount for Maryann's telephone. The phone has been on the floor for 2 months or more.

The Circuit Court jury line is still not functioning. Asked for the new IT to make it a priority as I MUST put a new message on the jury line for an upcoming April jury trial scheduled for April 23rd, so the message must be on by 4:00 pm on April 22nd. I have been waiting since October 2024 for this to be fixed.

Previously BOC group email was removed for whatever reason. Bernard was working on getting it back. Only a Commissioners email exists. I did open a ticket with Karhu.

Previously UP Clerks and UP ROD group emails were removed for whatever reason. Bernard was working on getting a new one for me, but neither exists right now. I did open a ticket with Karhu.

Previously City/Township Clerk group email was supposed to get updated after the November election. Still needs to be completed.

If you have any questions, please let me know.

Jennifer Kelly

Houghton County Clerk/Register of Deeds

HOUGHTON COUNTY REGISTER OF DEEDS

Fund Transaction Summary Report With Counts by Account Number

Criteria: {RptFMXFUS01Pr.TndrDate} >= #1/1/2025# AND {RptFMXFUS01Pr.TndrDate} <= #1/31/2025#

Account Number	Fund Name	Doc Count	Fund Occurance Count	Total Fund Amount
100	AUTOMATN FUND 256 000-680-000	439	439	2,195.00
	CO REMON FUND 101 000-619.000	415	415	24.90
	CO TFR TAX FUND 101 000-614.000	53	53	18,069.15
	ROD FUND 101 000-613.000	503	517	12,572.40
	ST REMON FUND 701 000-228.040	415	415	1,635.10
	ST TFR TAX FUND 701 000-228.044	51	51	119,936.25
	TREAS FUND 101 000-611.000	58	58	290.00
Subtotal for 100:				154,722.80
Collected Total:				154,722.80
Charged Total:				0.00
Grand Total:				154,722.80

End of Report

January
ROD office

HOUGHTON COUNTY REGISTER OF DEEDS

Fund Transaction Summary Report With Counts by Account Number

Criteria: (RptFMXFUS01Pr.TndrDate) >= #2/1/2025# AND (RptFMXFUS01Pr.TndrDate) <= #2/28/2025#

Account Number	Fund Name	Doc Count	Fund Occurance Count	Total Fund Amount
100	AUTOMATN FUND 256 000-680-000	296	296	1,480.00
	CO REMON FUND 101 000-619.000	280	280	16.80
	CO TFR TAX FUND 101 000-614.000	35	35	5,013.80
	ROD FUND 101 000-613.000	361	370	9,927.40
	ST REMON FUND 701 000-228.040	280	280	1,103.20
	ST TFR TAX FUND 701 000-228.044	33	33	32,958.75
	TREAS FUND 101 000-611.000	43	43	215.00
Subtotal for 100:				50,714.95
Collected Total:				50,714.95
Charged Total:				0.00
Grand Total:				50,714.95

End of Report

*February
ROD office*

HOUGHTON COUNTY REGISTER OF DEEDS

Fund Transaction Summary Report With Counts by Account Number

Criteria: {RptFMXFUS01Pr.TndrDate} >=#3/1/2025# AND {RptFMXFUS01Pr.TndrDate} <=#3/31/2025#

Account Number	Fund Name	Doc Count	Fund Occurance Count	Total Fund Amount
100	AUTOMATN FUND 256 000-680-000	732	732	3,660.00
	CO REMON FUND 101 000-619.000	312	312	18.72
	CO TFR TAX FUND 101 000-614.000	42	42	8,197.75
	ROD FUND 101 000-613.000	796	805	20,352.75
	ST REMON FUND 701 000-228.040	312	312	1,229.28
	ST TFR TAX FUND 701 000-228.044	39	39	53,673.75
	TREAS FUND 101 000-611.000	48	48	237.00
Subtotal for 100:				87,369.25
Collected Total:				87,369.25
Charged Total:				0.00
Grand Total:				87,369.25

End of Report

*Ymauch
ROD Office*

Houghton
Fund Transaction Summary Report by Account Number

Criteria: {RptFMXFUS01Pr.TndrDate} >= #01/01/2025# AND {RptFMXFUS01Pr.TndrDate} <= #01/31/2025#

Account Number	Fund Name	Total Fund Amount
101-000-228.016	ST FIREARM FUND	2,443.00
	Subtotal for 101-000-228.016:	2,443.00
101-000-612.000	CLERKS FUND	3,645.00
	POSTAGE REIMBURSEMENT FUND	435.80
	Subtotal for 101-000-612.000:	4,080.80
101-000-612.002	ORO SERVICE FEE FUND	32.00
	Subtotal for 101-000-612.002:	32.00
263-000-400.000	CLERK CPL FUND	992.00
	Subtotal for 263-000-400.000:	992.00
298-000-400.000	MAR COUNC FUND	30.00
	Subtotal for 298-000-400.000:	30.00
-4	CHARGE FUND - <i>funeral homes</i>	1,880.00
	Subtotal for -4:	1,880.00
	Grand Total:	9,457.80

End of Report

January
Clerk's Office

Houghton
Fund Transaction Summary Report by Account Number

Criteria: {RptFMXFUS01Pr.TndrDate} >=#02/01/2025# AND {RptFMXFUS01Pr.TndrDate} <=#02/28/2025#

Account Number	Fund Name	Total Fund Amount
101-000-228.016	ST FIREARM FUND	2,147.00
	Subtotal for 101-000-228.016:	2,147.00
101-000-612.000	CLERKS FUND	3,884.00
	MAR WAIVER FUND	25.00
	POSTAGE REIMBURSEMENT FUND	17.00
	Subtotal for 101-000-612.000:	3,926.00
101-000-612.002	ORO SERVICE FEE FUND	31.00
	Subtotal for 101-000-612.002:	31.00
263-000-400.000	CLERK CPL FUND	898.00
	Subtotal for 263-000-400.000:	898.00
298-000-400.000	MAR COUNC FUND	60.00
	Subtotal for 298-000-400.000:	60.00
-4	CHARGE FUND - <i>Funeral Homes</i>	1,380.00
	Subtotal for -4:	1,380.00
	Grand Total:	8,442.00

End of Report

February
Clerk's Office

Houghton
Fund Transaction Summary Report by Account Number

Criteria: {RptFMXFUS01Pr.TndrDate} >= #03/01/2025# AND {RptFMXFUS01Pr.TndrDate} <= #03/31/2025#

Account Number	Fund Name	Total Fund Amount
101-000-228.016	ST FIREARM FUND	2,187.00
	Subtotal for 101-000-228.016:	2,187.00
101-000-612.000	CLERKS FUND	4,718.00
	MAR CEREMONY FUND	50.00
	POSTAGE REIMBURSEMENT FUND	39.00
	Subtotal for 101-000-612.000:	4,807.00
101-000-612.002	ORO SERVICE FEE FUND	53.00
	Subtotal for 101-000-612.002:	53.00
263-000-400.000	CLERK CPL FUND	978.00
	Subtotal for 263-000-400.000:	978.00
298-000-400.000	MAR COUNC FUND	165.00
	Subtotal for 298-000-400.000:	165.00
-4	CHARGE FUND - <i>General Homes</i>	1,115.00
	Subtotal for -4:	1,115.00
	Grand Total:	9,305.00

End of Report

March
Claw's Office

State of Michigan



Resolution in recognition of the Bureau of Elections and election administrators across the State of Michigan

WHEREAS the Bureau of Elections and clerks successfully administered a February Presidential Primary, August Primary Election, and November General Election in 2024, amid constitutional and legislative changes and the implementation of 9 mandatory days of early voting.

WHEREAS clerks administered more than 500 early voting sites, in addition to 4,000 Election Day precincts and numerous absent voter counting board sites, during the November 2024 General Election alone.

WHEREAS the Bureau of Elections conducted and clerks attended trainings across the state, to make sure that early voting changes were reconciled with existing processes, and clerks provided trainings in turn to their own election workers.

WHEREAS the Bureau of Elections and clerks worked to develop and implement early voting electronic pollbooks and develop procedures for the use of voting equipment during early voting.

NOW THEREFORE BE IT RESOLVED that the Michigan Board of State Canvassers offers its thanks and congratulations to the Bureau of Elections and election administrators for their dedication, professionalism, and service to their fellow Michiganders.

Therese Givens Chairperson

Joseph G. Givens Vice Chairperson

Monette A. Bradshaw Member

Anthony R. Dault Member

BOARD
OF
STATE CANVASSERS

APPROVAL OF SKYLINE COMMONS REDEVELOPMENT
BROWNFIELD PLAN
RESOLUTION #25-05

WHEREAS, the Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended, authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated, blighted, functionally obsolete, historically designated or housing property through tax increment financing of Eligible Activities in a Brownfield Plan; and

WHEREAS, The Houghton County Board of Commissioners established the Houghton County Brownfield Redevelopment Authority in accordance with Act 381; and

WHEREAS, The Houghton County Brownfield Redevelopment Authority has reviewed the Brownfield Plan for the Skyline Commons Redevelopment in the City of Hancock at their March 11, 2025 meeting and recommends approval by the Houghton County Board of Commissioners and concurrence by the Hancock City Council; and

WHEREAS, the Hancock Downtown Development Authority and the Local Development Finance Authority of the Cities of Houghton and Hancock have approved resolutions foregoing capture of tax increment revenues on the subject property; and

WHEREAS, the Hancock City Council reviewed the Brownfield Plan at their March 19, 2025 meeting and concurred with the Brownfield Plan, as required by Act 381; and

WHEREAS, the Houghton County Board of Commissioners has determined that the Brownfield Plan constitutes a public purpose of blight removal, workforce housing, additional private investment and increased property tax value; and

WHEREAS, a public hearing on the Brownfield Plan has been noticed and held on April 8, 2025 and notice to taxing jurisdictions has been provided in compliance with the requirements of Act 381;

NOW THEREFORE BE IT RESOLVED, WHEREAS, the Houghton County Board of Commissioners has reviewed the Brownfield Plan and finds, in accordance with the requirements of Section 14 of Act 381 that:

- (a) The Brownfield Plan meets the requirements of Section 13 of Act 381, Brownfield Plan Provisions as described in the Brownfield Plan, consistent with format recommended by the State of Michigan, including a description of the costs intended to be paid with tax increment revenues, a brief summary of eligible activities, estimate of captured taxable value and tax increment revenues, method of financing, maximum amount of indebtedness, beginning date and duration of capture, estimate of impact on taxing jurisdictions, legal description of eligible property, estimates of persons residing on the eligible property if applicable, and a plan and provisions for relocation of residents, if applicable;
- (b) The proposed method of financing the costs of eligible activities, private financing arrangement by the developer is feasible and that the authority will not arrange financing, as described in Section 3.2 of the Plan;
- (c) The costs of eligible activities proposed are reasonable and necessary to carry out the purposes of Act 381, including meeting regulatory requirements and the cost estimates are

based on evaluation from certified professionals, experience in comparable projects, and preliminary discussions with reputable companies, as described in Section 2.1, 2.2, and 2.3 of the Brownfield Plan; and

(d) The amount of captured taxable value estimated from the adoption of the Brownfield Plan is reasonable, as calculated in Table 2 of the Plan, based on calculations of the tax revenues derived from taxable value increases and millage rates approved and authorized by the taxing jurisdictions on an annualized basis and balances against the outstanding eligible activity obligation approved as part of the Brownfield Plan and expenses reviewed and approved by the Houghton County Brownfield Redevelopment Authority; and

BE IT FURTHER RESOLVED, that pursuant to the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of 1996, as amended, being MCL 125.2651, *et seq*, the Houghton County Board of Commissioners hereby approves the Brownfield Plan for the Skyline Commons Redevelopment.

Upon a call of the roll, the vote was as follows:

Moved by Commissioner:

Supported by Commissioner:

Roll Call Vote:

Yes:

No:

Motion Carried.

RESOLUTION DECLARED ADOPTED.

Thomas Tikkanen, Chairman
Houghton County Board of Commissioners

I, Jennifer Kelly, County Clerk of the County of Houghton, do hereby certify and set my seal to the above resolution as adopted April 8, 2025 at the Houghton County Courthouse, 401 East Houghton Street, Houghton, Michigan.

Jennifer Kelly, County Clerk

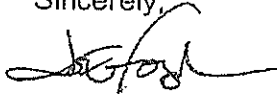
March 19, 2025

Houghton County Grant Administrator
Houghton County Courthouse
401 E. Houghton Avenue
Houghton, Michigan 49931

Dear Mr. Tikkanen:

Enclosed please find the 2025 Houghton County Survey & Remonumentation Program. Please contact me with any questions or comments you may have at (906) 281-1218 or via e-mail at fosterjoe@charter.net.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Foster", written over the word "Sincerely,".

Joe Foster, P.S.
Houghton/Keweenaw County Representative

Enclosures

2025 Houghton County Remonumentation

Item A – Remonumentation Services:

T52N, R34W:

Research: A-10, 11, 12; B-11, C-10, 11, 12; D-11; E-10, 11, 12; F-11; G-10, 11, 12; H-11; I-10, 11, 12; J-09, 11; K-08, 09, 10, 11, 12; L-09, 11.

28 Corners @ \$ 225.00/Corner = \$ 6,300.00

Traverse/cap: A-10, 11, 12; B-11, C-10, 11, 12; D-11; E-10, 11, 12; F-11; G-10, 11, 12; H-11; I-10, 11, 12; J-09, 11; K-08, 09, 10, 11, 12; L-09, 11.

28 Traverse/cap @ \$ 1,350.00/Corner = \$ 37,800.00

Traverse Lines: A-10 to A-09; A-12 to A-13; C-10 to C-09; C-12 to C-13; D-11 to E-11; E-10 to E-09; E-12 to E-13; G-10 to G-09; G-12 to G-13; H-11 to G-11; I-10 to I-09; I-12 to I-13; J-09 to I-09; J-09 to K-09; J-11 to K-11; K-08 to K-07; K-12 to K-13; L-09 to M-09; L-11 to M-11.

19 Traverse Lines @ 575.00/Line = \$ 10,925.00

Recording Fees:

28 LCRC's @ \$ 30.00/LCRC = \$ 840.00

13 Maps @ \$ 30.00/Map = \$ 390.00

T52N, R35W:

Research: K-01, 02, 03, 04, 05; L-03, 05.

7 Corners @ \$ 225.00/Corner = \$ 1,575.00

Traverse/cap: K-01, 02, 03, 04, 05; L-03, 05.

7 Traverse/cap @ \$ 1,350.00/Corner = \$ 9,450.00

Traverse Lines: K-01 to M-01; L-03 to M-03; L-05 to M-05.

3 Traverse Lines @ 575.00/Line = \$ 1,725.00

Recording Fees:

7 LCRC's @ \$ 30.00/LCRC = \$ 210.00

2 Maps @ \$ 30.00/Map = \$ 60.00

2025 Houghton County Remonumentation

Item B – Monument Maintenance Services:

No expenditures in this category.

Item C – Remonumentation Supplies and Materials:

Berntsen SUREGRIP 3 ¼" domed caps for 5/8" rebar (bronze)

35 caps @ \$ 49.93/cap = \$ 1,747.55

Location Tags

140 Location Tags @ \$ 14.75/Poster = \$ 2,065.00

Carsonite Corner Posts

35 Carsonite corner posts @ 25.65/post = \$ 897.75

Item D – Geodetic Control Maintenance and Operations:

No expenditures in this category.

Item E – Grant Administrator Fees/Wages:

No expenditures in this category.

Item F – County Representative Fees/Wages:

\$ 3,500.00

Item G – Additional Administrative Staff Fees/Wages:

No expenditures in this category.

Item H – Peer Review Group Fees/Wages:

\$ 933.70

Item I – Administrative Supplies and Indirect Costs:

No expenditures in this category.

2025 Houghton County Remonumentation

Grant Summary:

Surveying Services and Supplies

A. Remonumentation Services	= \$ 69,275.00
B. Monument Maintenance Services	= \$ 0.00
C. Remonumentation Supplies and Materials	= \$ 4,710.30
D. Geodetic Control Maintenance and Operations	= \$ 0.00

Administrative Services and Supplies

E. Grant Administrator Fees/Wages	= \$ 0.00
F. County Representative Fees/Wages	= \$ 3,500.00
G. Additional Administrative Staff Fees/Wages	= \$ 0.00
H. Peer Review Group Fees/Wages	= \$ 933.70
I. Administrative Supplies and Indirect Costs	= \$ <u>0.00</u>
Total	= \$ 78,419.00

2025 Houghton County Remonumentation

2025 Houghton County Remonumentation Individual Contracts

Contract 1: Clearwater Surveying, PLLC

T52N, R34W:

Research: K-08, 09, 10, 11, 12; L-09, 11.

7 Corners @ \$ 225.00/Corner = \$ 1,575.00

Traverse/cap: K-08, 09, 10, 11, 12; L-09, 11.

7 Corners @ \$ 1,350.00/Corner = \$ 9,450.00

Traverse Lines: K-08 to K-07; K-12 to K-13; L-09 to M-09; L-11 to M-11.

4 Lines @ \$ 575.00/Line = \$ 2,300.00

Recording Fees:

7 LCRC's @ \$ 30.00/LCRC = \$ 210.00

3 Maps @ \$ 30.00/Map = \$ 90.00

Total Contract = \$ 13,625.00

2025 Houghton County Remonumentation

2025 Houghton County Remonumentation Individual Contracts

Contract 2: CHN Surveying

T52N, R34W:

Research: H-11; I-10, 11, 12; J-09, 11.

6 Corners @ \$ 225.00/Corner = \$ 1,350.00

Traverse/cap: H-11; I-10, 11, 12; J-09, 11.

6 Corners @ \$ 1,350.00/Corner = \$ 8,100.00

Traverse Lines: H-11 to G-11; I-10 to I-09; I-12 to I-13; J-09 to I-09; J-09 to K-09; J-11 to K-11.

6 Lines @ \$ 575.00/Line = \$ 3,450.00

Recording Fees:

6 LCRC's @ \$ 30.00/LCRC = \$ 180.00

4 Maps @ \$ 30.00/Map = \$ 120.00

Total Contract = \$ 13,200.00

2025 Houghton County Remonumentation

2025 Houghton County Remonumentation Individual Contracts

Contract 3: Hein Surveying

T52N, R34W:

Research: E-10, 11, 12; F-11; G-10, 11, 12.

7 Corners @ \$ 225.00/Corner = \$ 1,575.00

Traverse/cap: E-10, 11, 12; F-11; G-10, 11, 12.

7 Corners @ \$ 1,350.00/Corner = \$ 9,450.00

Traverse Lines: E-10 to E-09; E-12 to E-13; G-10 to G-09; G-12 to G-13.

4 Lines @ \$ 575.00/Line = \$ 2,300.00

Recording Fees:

7 LCRC's @ \$ 30.00/LCRC = \$ 210.00

2 Maps @ \$ 30.00/Map = \$ 60.00

Total Contract = \$ 13,595.00

2025 Houghton County Remonumentation

2025 Houghton County Remonumentation Individual Contracts

Contract 4: Traverse Engineering Services, P.C.

T52N, R34W:

Research: A-10, 11, 12; B-11, C-10, 11, 12; D-11.

8 Corners @ \$ 225.00/Corner = \$ 1,800.00

Traverse/cap: A-10, 11, 12; B-11, C-10, 11, 12; D-11.

8 Corners @ \$ 1,350.00/Corner = \$ 10,800.00

Traverse Lines: A-10 to A-09; A-12 to A-13; C-10 to C-09; C-12 to C-13; D-11 to E-11.

5 Lines @ \$ 575.00/Line = \$ 2,875.00

Recording Fees:

8 LCRC's @ \$ 30.00/LCRC = \$ 240.00

4 Maps @ \$ 30.00/Map = \$ 120.00

Total Contract = \$ 15,835.00

2025 Houghton County Remonumentation

2025 Houghton County Remonumentation Individual Contracts

Contract 5: U. P. Engineers & Architects, Inc.

T52N, R35W:

Research: K-01, 02, 03, 04, 05; L-03, 05.

7 Corners @ \$ 225.00/Corner = \$ 1,575.00

Traverse/cap: K-01, 02, 03, 04, 05; L-03, 05.

7 Corners @ \$ 1,350.00/Corner = \$ 9,450.00

Traverse Lines: K-01 to M-01; L-03 to M-03; L-05 to M-05.

3 Lines @ \$ 575.00/Line = \$ 1,725.00

Recording Fees:

7 LCRC's @ \$ 30.00/LCRC = \$ 210.00

2 Maps @ \$ 30.00/Map = \$ 60.00

Total Contract = \$ 13,020.00

Fwd: Send data from MFP14040678 03/19/2025 10:45

From Kevin Store <kstore@coppershores.org>

Date Thu 3/20/2025 3:19 PM

To Tom Tikkanen <tom.tikkanen@houghtoncounty.gov>; Roy Britz <roy.britz@houghtoncounty.gov>; Joel Keranen <joel.keranen@houghtoncounty.gov>; Glenn Anderson <glenn.anderson@houghtoncounty.gov>; Gretchen Janssen <gretchen.janssen@houghtoncounty.gov>; Jennifer Kelly <countyclerk@houghtoncounty.gov>; Chelsea Rheault <chelsea@houghtoncounty.gov>; Kathleen Harter <kharter@coppershores.org>; Michael Babcock <mbabcock@coppershores.org>

 1 attachment (17 MB)

DOC031925-03192025104509.pdf;

CAUTION: This email originated from outside the organization of Houghton County. Exercise **EXTREME** caution when opening external attachments or links from unknown senders.

Dear Commissioners:

Following our engagement at the March Houghton County Board of Commissioners meeting, I wanted to prepare and present an informational packet for each of you to review prior to the April meeting. I hope this will shed some light on the process I have taken and the legal guidance we have used to present our request. In addition to this information, I have been counseled by other counties on the process and appropriateness of such a request and have been urged by our UPCAP representative to seek millage support for our elder nutrition services. As a point of reference, I would restate that Houghton and Keweenaw counties are the only two UP counties without such a millage; and 2 of the 5 counties from throughout the entire state that lack millage support.

As mentioned, when I met with Chairman Tikkanen, Vice Chairman Britz, Administrator Rheault and Assessor Djerf, on December 2, 2024 my intention was to not place any of you at a disadvantage or in any way surprise you with a public request that the Board of Commissioners was not made aware of in advance. That being said, I am simply seeking the Commission's acknowledgment of our request and hope that the county agrees to function as the legally-necessary taxing entity "If" the electorate votes in favor of the millage request as proposed.

I acknowledged then, and yet today, that I am aware of the burden millages in general place on our tax-paying community and the unfavorable timing of such a request (considering all other issues that will be on upcoming ballots) and the risk of voter burnout. Honestly, I wish I would have made this request 2 years ago. Copper Shores has borne the weight of this public service to our elders for nearly five years

in hopes of negotiating reasonable and fair rates of reimbursement from existing contracts OR finding an alternative and sustainable source of revenue that can be blended with some support of the foundation to adequately and sustainably support the need for elder nutrition. We have been unable to do so and without this level of continued support, the program is at risk of being significantly scaled back or terminated completely; a trend that is not unique to our efforts or this community. It is noted that a favorable vote of this request will result in an average of \$147.00 household/year in assessment. That is not to minimize the significance of the expense to many of our friends and neighbors, but is being shared to only put into context what we are asking of the voting public.

Although I can empathize with the concerns about having multiple millage requests presented to the public in recent months; this coming year; and those which are anticipated to be requested in the months and years ahead, I have a fiduciary obligation to the foundation and, in this case, to our elderly community to pursue this millage request. We are cognizant of and share the concern of timing. Maybe unnecessary to state, but please know that, as an individual, I support the work that is being done to explore a new correctional rehabilitation center and jail. I have openly expressed this support and advocated for the need Sheriff Saaranen is trying to address. To be fair, my understanding from the meetings I have attended was that the jail-vote was not intended to go on until November. I have intentionally tried to avoid being on the same ballot in consideration of the request for support of the jail for all the reasons we share. Notwithstanding, the timing and the urgency of our request is completely driven by the need for support and the risk of delay in funding. A delayed presentation of the Elder Nutrition millage request, (let us say until an election in 2026), however; does not remove the potential for multiple requests for other important millages. Nor does it mitigate the burden to voters. Furthermore, a delayed vote on a millage request until 2026 would delay funding (if voted in favor) support until fiscal year 2027. Candidly, many in our community cannot wait that long. This program (as mentioned during our meeting) is more than just a meal. Just this week we found a recipient of our meals lying on the floor. As scheduled, a meal was delivered last Friday...the last known contact for the person. Our delivery driver found them on the floor late Monday morning; the person suffered a stroke and the conditions in which they were found demonstrated that they obviously had been there for most of the weekend. I shudder to think how long they would have remained if not for our meal delivery staff. And just yesterday another recipient was found deceased by our meal delivery driver. The same scenario played out where the last known contact was the same delivery staff the day prior. Unfortunately, this is a common occurrence. There is an urgency to this program that is far more than the meals we provide and without further support I am not sure we can wait two more years for a decision.

I want to express that I am willing to discuss and try to find an outcome that works in our mutual favor. I would welcome a chance to sit down and talk through some of the challenges over a cup of coffee if you feel that would be prudent, helpful and legally possible. Perhaps there is some common ground that may be found as we are mutually considerate of each other's efforts and the importance of each issue.

In the meantime, to help with your understanding of the question, please see the (attached) information:

- Letter from Houghton County Attorney dated 2/17/2025
 - Services to Aging section from the Guide to Michigan County Governance - rec'd from Houghton County Clerk
-

- Michigan Legislature - General Property Tax Act Excerpt (Sec 211.24f multiple subsections of reference)
- Statement of Organization - Houghton County Elder Nutrition Committee - on file with Houghton County Clerk
- Copy of proposed Elder Nutrition Millage Ballot Language - presented to Houghton County Clerk as required
- Copper Shores Meals on Wheels informational handout (this is just one part of a comprehensive community education effort we will execute to inform voters)
- Q/A sheet of questions that have been posed to Copper Shores.

Again, please know that I truly appreciate your role and concerns as representatives of the community. I know how difficult it is to balance all the wants and needs of our constituents: it is often overwhelming. I also know that you appreciate our position, the needs of the people we are trying to support and the efforts of our organization. I have appreciated the support.


Please let me know if anything else is needed of me or if you'd like to see our kitchen operation, take a ride with one of our drivers, or just share that cup of coffee and talk through this a bit.

Do Good Things!

-Kevin

Kevin N. Store,
CEO/President
Copper Shores Community Health Foundation

kstore@coppershores.org

 O: 1(906) 523-5920 C: 1 (906) 370-7768

Or Please visit us at one of the following websites.

 www.coppershores.org

www.dogoodcc.org

www.superioreducators.org

© 400 Quincy Street; 5th Floor, Hancock, MI 49930

Houghton County Board of Commissioners

Houghton County Courthouse
401 East Houghton Avenue
Houghton, MI 49931
(906) 482-8307



Tom Tikkanen *Chairman*
District 1
Roy Britz *Vice Chairman*
District 5
Joel Keranen *Commissioner*
District 2
Glenn Anderson *Commissioner*
District 3
Gretchen Janssen *Commissioner*
District 4

Houghton County Courthouse: Office of Administration

Dear Board of Commissioners,

The following document was provided by Kevin Store via email on March 20, 2025. The initial pages have been redacted from the public Board packet, as they contain legal opinions from Mr. Zappa and are protected under attorney-client privilege, making them exempt from FOIA requests.

Should you have any questions or concerns, please let me know.

Thank you,

Administrator Rheault

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Another form of assistance to veterans and their families comes from the state-level Veterans Trust Fund, a permanent fund of \$50 million. Benefits from the fund are financed from interest earnings. Heading up the fund is a board whom the governor appoints. This state-level board, in turn, appoints a committee in each county or combinations of counties (different from the county veterans affairs committee) to administer program benefits at the county or district level. One-half of the fund earnings are allocated to county committees on the basis of need, the other half on the basis of veteran population. The funds are distributed to the county treasurer who disburses them as the county committee directs. Counties provide one other form assistance to these committees; the act states that they must provide them with suitable office space. Except for these linkages, the Veterans Trust Fund county committees are not involved with county government.

SERVICES TO THE AGING

A 1981 statute created the Office of Services to the Aging. The office has been placed in the Department of Management and Budget for administrative purposes but is responsible to the governor for program planning and actions. The governor appoints the director and 15 persons to serve as an advisory commission. The director and members of the council are subject to confirmation by the state senate.⁹⁰

Responsibilities of the agency include receiving federal funds for programs to the aging, developing contracts with local public and private agencies serving Michigan's older citizens, providing technical assistance to community groups, as well as developing data and information about older residents. The agency, under the direction of the state council, advises the governor and legislature on state policies regarding services to older persons.

In addition, the state office encourages and assists in the development of area or local commissions on aging. A county, for example, may cooperate with other counties or local units in establishing such an agency to provide service to older citizens in the area. A county may also create its own senior citizens center if it so chooses. The act states that the county board chair may designate a department of the county to serve as an office or agency of the county to coordinate senior services.⁹¹ A chairperson who designates such an agency should consult and advise the board of commissioners in advance, because ultimately the board will have to deal with the issue of funding the agency. Area agencies approved by the state commission must also have an advisory council and at least half of the members must be 60 years or older. This statute does not specify who in the county names the members of the council. It seems reasonable for the board to follow its regular procedure in appointing residents to county advisory committees.

- UPDATES IS THIS AGENCY.

NEEDED
FORMATION

Houghton County
ELDER NUTRITION Committee

STATEMENT OF ORGANIZATION FILED
423
2/8/2025

Guide to Michigan County Government

The programs that such agencies or centers provide vary according to local preferences. A key phrase in the act states that the area agency should "develop and administer an area plan for a comprehensive and coordinated service delivery system . . . in the service area." Area programs commonly include delivery of hot meals, senior citizen transportation systems, and home health care. Transportation and home health care are conducted in cooperation with other county departments.

THIS IS
Copper Shores
Meals on wheels

Most area senior citizen agencies began at a time when federal assistance for such activities was plentiful. More recently, though, they have had to depend on state and county financial assistance. In addition, some have had to supplement these revenues with private contributions. Senior citizen center administrators are thus engaged in fund raising activities as well. Boards of county commissioners may appropriate funds to support both public and private area senior citizen agencies. Appropriations to private agencies, though, must be announced by a public notice that appears within 10 days of the funding action. Funding grants to non-county agencies must identify the services to be provided, the period of the funding, and the financial reporting requirements.¹²

CONSISTENT W/ MR. ZAPPA'S
OPINION IN
LETTER DATED
2/17/25

Counties may also submit a special millage proposition to the voters to support senior citizen services. The millage question may be submitted at any election, but senior citizen millage may not be the only proposition on the ballot. This act, it appears, is designed to prevent the quiet passage of a senior citizens millage in a special election which does not attract other voters.¹³

WHY CS IS
REQUESTING SUPPORT
FROM HOUGHTON CBOC

EDUCATIONAL SERVICES

Education in Michigan, as in many other states, is considered a function so important that it is to be undertaken by governmental units that have only that responsibility. In this way, at least in theory, we have removed the systems for educating our children from the "political arena." It has not quite worked out that way because, as we now recognize, education has a politics all its own and sometimes that politics mixes rather well with issues of taxation, collective bargaining, sex education, and others. In any case, general purpose governments such as counties, cities, villages, and townships have little direct responsibility for the operation of the educational systems.

EDUCATIONAL SYSTEMS

County names are sometimes used for school districts or other educational systems such as intermediate school or community college districts. As a result, citizens may be confused about who is responsible for what. To clarify the relationships between county government and educational systems, then, we present a short review of how they link together.

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MICHIGAN LEGISLATURE

Michigan Compiled Laws Complete Through PA 275 of 2024

Effective September 1 until Thursday, January 13, 2025 (2004 PA)

Effective September 1 until Thursday, February 13, 2025 (2004 PA)

Home | Legislation | Laws | Code

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MCL - Section 211.24f

Download Section

Chapter 211

Act 206 of 1893

206-1893-ASSESSMENT-ROLL

◀ Previous Section Next Section ▶

THE GENERAL PROPERTY TAX ACT (EXCERPT)

Act 206 of 1893

211.24f Proposal authorizing bond issuance or millage rate; ballot; maximum number of elections; submitting single question on renewal and additional millage.

Sec. 24f.

(1) If a taxing unit submits a proposal on the question of authorizing the issuance of bonds, imposing a new millage, or increasing or renewing an existing millage, except an ad valorem special assessment millage for police or fire protection under 1951 PA 33, MCL 41.801 to 41.813, the ballot shall fully disclose each local unit of government to which the revenue from that millage will be disbursed. As used in this subsection:

Houghton Co

(a) "Local unit of government" means a county, city, village, township, school district, intermediate school district, community college district, public library, or local authority created under state law.

(b) "Public library" means that term as defined in section 2 of the state aid to public libraries act, 1977 PA 89, MCL 397.552.

(2) In addition to the requirement set forth in subsection (1) and any other requirement provided by law, when submitting a proposal on the question of authorizing a millage rate to be levied under this act, the ballot shall state all of the following:

(a) The millage rate to be authorized.

1.0

(b) The estimated amount of revenue that will be collected in the first year that the millage is authorized and levied.

1,237,399 ²⁵

(c) The duration of the millage in years. *4 year*

(d) A clear statement of the purpose for the millage.

(e) A clear statement indicating whether the proposed millage is a renewal of a previously authorized millage or the authorization of a new additional millage.

(3) In addition to any other requirement provided by law, when submitting a proposal to authorize the issuance of bonds, the ballot shall state all of the following:

(a) The principal amount to be borrowed.

(b) The maximum number of years the bonds may be outstanding, exclusive of any refunding.

(c) A clear statement of the purpose for which the proceeds of the bonds will be used.

(d) For bonds other than bonds that are intended to be paid from a separate revenue source or from taxes levied in less than the entire taxing unit, the estimated millage that will be levied for the proposed bonds in the first year that the levy is authorized and the estimated simple average annual millage that will be required to retire the debt. Inaccuracies in the estimates provided under this subdivision shall not affect the validity of the bonds, the general obligation unlimited tax status requiring the levy of taxes sufficient to pay the bonds, or the results of an election.

(e) For bonds that are intended to be paid from a separate revenue source or from taxes levied in less than the entire taxing unit, the primary source of the revenue that is intended to be used to retire the bonds.

(4) A taxing unit shall hold not more than 2 elections in a calendar year concerning the authorization of a millage rate greater than the product of the immediately preceding year's reduced maximum authorized rate or rates as defined in section 34d(16) multiplied by the current year's millage reduction fraction, regardless of the number of questions presented at the election.

(5) A taxing unit that levies millage under this act shall not submit a single question to the electors of the taxing unit requesting both the renewal of voter authorized millage and the authorization of new additional millage if the additional millage is greater than 0.5 mill. If authorization to levy millage has expired and the taxing unit submits to the electors the authorization of millage greater than the number of expired mills reduced pursuant to the millage reduction in section 34d(11), and if the additional millage is greater than 0.5 mill, the taxing unit shall submit 1 question for authorization of the number of expired mills reduced pursuant to the millage reduction in section 34d(11) and 1 or more additional questions for the authorization of millage in excess of that amount.

History: Add. 1993, Act 145, Imd. Eff. Aug. 19, 1993;—Am. 1994, Act 189, Imd. Eff. June 21, 1994;—Am. 1999, Act 248, Eff. Mar. 10, 2000;—Am. 2000, Act 244, Eff. Mar. 28, 2001

Popular Name: Act 206

The Michigan Legislature Website is a free service of the Legislative Service Bureau in cooperation with the Michigan Legislative Council, the Michigan House of Representatives, the Michigan Senate, and the Library of Michigan. This site is intended to provide accurate and timely legislative information to the citizens of the State of Michigan and other interested parties. Additional historical documents can be found at <https://www.michigan.gov/libraryofmichigan>. The information obtained from this site is not intended to replace official versions of that information and is subject to revision. The Legislature presents this information, without warranties, express or implied, regarding the accuracy of the information, timeliness, or completeness. If you believe the information is inaccurate, out-of-date, or incomplete or if you have problems accessing or reading the information, please send your concerns to the appropriate agency using the online Comment Form in the bar above this text.

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STATEMENT OF ORGANIZATION FORM FOR LOCAL BALLOT QUESTION COMMITTEES FILED WITH COUNTY CLERK
Information on this form is made public.

1. Committee ID #:	*2. Type of Filing: <input checked="" type="checkbox"/> Original; <input type="checkbox"/> Amendment to items:		Eff. Date:
*3. Date Committee was Formed: 1/1/2025			
*4. Full Name of Committee: Houghton County Elder Nutrition Committee			
5. Acronym or Abbreviation (if any): n/a			
*6. Complete Committee Mailing Address (May be PO Box): 400 Quincy Street Hancock, Michigan 49930			
*7. Complete Committee Street Address (May not be PO Box): 400 Quincy Street Hancock, Michigan 49930			
*Committee Phone: 906.523.5920		*Committee Email Address: info@coppershores.org	
Committee Fax #: 906.523.5925		Committee Website Address: n/a	
*8. Treasurer Name and Complete Residential Address: Michael Lydon			
Phone #: 906.523.5920		Email Address: info@coppershores.org	
9. Designated Record Keeper Name and Complete Address: Carol Korpela			
Phone #: 906.523.5920		Email Address: Info@coppershores.org	
*10. REPORTING WAIVER REQUEST:			
<input checked="" type="checkbox"/> YES, I/WE WANT TO APPLY FOR THE REPORTING WAIVER. The committee does not expect to spend or receive in excess of \$1,000.00 in an election. I/We understand that if the committee does not spend or receive in excess of \$1,000.00 in an election, the committee does not owe detailed campaign statements. I/We further understand that the Reporting Waiver will be automatically lost if the committee exceeds the \$1,000.00 threshold and all required campaign statements must be filed. A Reporting Waiver does not exempt a committee from filing Late Contribution Reports.			
<input type="checkbox"/> NO, I/WE DO NOT WANT TO APPLY FOR THE REPORTING WAIVER. The committee expects to spend or receive in excess of \$1,000.00 in an election. I/We understand that the committee owes detailed campaign statements even if the committee does not spend or receive in excess of \$1,000.00 in an election. I/We further understand that the Reporting Waiver cannot be requested retroactively to avoid filing requirements and to avoid paying late filing fees. Further information regarding Reporting Waivers can be found in Appendix C of the Committee Manual.			
*11. Name and Address of Depositories or Intended Depositories of committee funds. (Michigan Bank, Credit Union or Savings & Loan Association)			
*Official Depository (name and address): Superior National Bank and Trust Co. 235 Quincy, Hancock, Michigan 49930			
Secondary Depository (name and address): n/a			
12. List the specific ballot proposal(s) involved using the official ballot designation if available and mark support or oppose as appropriate: <input checked="" type="checkbox"/> Support <input type="checkbox"/> Oppose			
Description: ELDER NUTRITION MILLAGE			
Indicate the ballot proposal district below by selecting County (include the county name), Multi-County or Local (include the name of the jurisdiction). If multi-county, list the county where the greatest number of voters eligible to vote on the proposal reside.			
<input checked="" type="checkbox"/> County		<input type="checkbox"/> Multi-County	<input type="checkbox"/> Local
13. Verification: I/We certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of my/our knowledge or belief. I/We certify that all reasonable diligence will be used in the preparation of each statement electronically filed by this committee and that the contents of each statement will be true, accurate and complete to the best of my/our knowledge or belief.			
*Current Treasurer		*Designated Record Keeper (If Applicable)	
Date: 02/08/2002		Date:	

**INSTRUCTIONS FOR COMPLETING THE STATEMENT OF ORGANIZATION FOR LOCAL BALLOT
QUESTION COMMITTEES
STATE LEVEL COMMITTEES FILE THIS FORM ELECTRONICALLY**

Michigan's Campaign Finance Act (MCFA), P.A. 388 of 1976, covers a "person" operating within Michigan or out-of-state as soon as it spends or receives \$500.00 or more in a calendar year to influence voters for or against the qualification, passage or defeat of one or more ballot questions in Michigan. The term "person" is used to mean a business, proprietorship, firm, partnership, joint venture, syndicate, labor organization, company, corporation, association of two or more individuals who act jointly. As soon as a person reaches the \$500.00 threshold detailed above, it has 10 calendar days to form and register a "committee" under the MCFA. A person that is covered by the MCFA, registers a committee by filing this form with the appropriate filing official. EXCEPTION: A direct or in-kind contribution given by a "person" to a Ballot Question Committee does not count toward the committee registration threshold if the contribution was not solicited or received by the contributing person for the purpose of supporting or opposing the ballot question involved. All independent expenditures made by a "person" count toward the committee registration threshold regardless of how the funds involved were obtained.

TYPES OF COMMITTEES

Before registering a committee, the difference in the various committee types must be given careful consideration. Be sure you are filing as the appropriate committee type. For further information regarding committee types please see Appendix H of the Committee Manual.

Ballot Question Committees: Formed to support or oppose the qualification, passage or defeat of ballot questions. A ballot question is an issue which is intended to be submitted to a popular vote at an election (including millage issues). A Ballot Question Committee cannot support or oppose candidates.

WHERE TO FILE THIS FORM

Offices that file with the County Clerk's Office:

- If the proposal supported or opposed is to be voted on in a single county, the committee files with the clerk of that county.
- If the proposal supports or opposed is to be voted on in more than one county - but not statewide - the committee files with the clerk of the county where the greatest number of voters eligible to vote on the proposal reside.

Offices that file with the Michigan Department of State Bureau of Elections Office file this form electronically using the assigned Internet application.

- If the proposal supported or opposed is to be voted on statewide the committee files with the Michigan Department of State, Bureau of Elections.

NOTE: The information contained on the Statement of Organization must be kept up-to-date. If a change in the information takes place, an amendment to the form must be filed no later than the due date of the first campaign statement required of the committee after the change. The treasurer serving at the time of the change must sign the amendment.

INSTRUCTIONS

Type or clearly print in ink all information requested on the Statement of Organization form. Each entry on the form is discussed below.

- ITEM 1: On the original Statement of Organization, leave Item 1 blank. An identification number will be assigned to the committee by the filing official. For an amendment enter the assigned identification in Item 1.
- *ITEM 2: Indicate whether the Statement of Organization is an original or an amendment. If this is an amendment, list all item number(s) and the effective date of the change.
- *ITEM 3: Enter the date the committee was formed in Michigan. The original Statement of Organization form must be received by the filing official within 10 calendar days after the committee's formation date. Late filing fees are assessed at a rate of \$10.00 per business day if the form is filed late.
- *ITEM 4: Enter the committee's official name. Do not use initials or abbreviations.
- ITEM 5: If applicable, enter the committee's abbreviated name or acronym.
- *ITEM 6: Enter the committee's mailing address. A post office box is acceptable as a mailing address. All mail from the filing official will be directed to the committee's mailing address.
- *ITEM 7: Enter the committee's street address. A post office box is not acceptable. (List the treasurer's home address if no other address is available.) Enter the committee's phone number including the area code and e-mail address.
- *ITEM 8: Enter the full name and complete residential address of the committee's treasurer. Include a phone number where the treasurer can be reached during business hours. The committee's treasurer must be registered to vote in Michigan if the committee conducts business through an office or facility located in Michigan. The committee treasurer does not have to be a Michigan resident if the committee does not conduct business through an office or facility located in Michigan. A committee that wishes to have a treasurer who is not a Michigan resident is required to file an "irrevocable written stipulation" with its Statement of Organization. Further information on this requirement can be obtained from your filing official.

- ITEM 9:** If the committee has a designated recordkeeper enter his or her full name (last name, first name middle initial) complete residential address, telephone number and e-mail address. This is the person, other than the treasurer, who will be responsible for the committee's records and campaign statements filings. If the committee's treasurer will personally handle these responsibilities, leave this item blank. An individual designated in this item may sign campaign statements in place of the treasurer, but does not have the authority to sign a Statement of Organization form in place of the treasurer.
- *ITEM 10: Reporting Waiver Request**
- Select **"YES, I/WE WANT TO APPLY FOR THE REPORTING WAIVER"** if the committee does not expect to spend or receive more than \$1,000.00 in an election. The committee does not owe detailed campaign statements as long as the committee does not receive or spend more than \$1,000.00 in an election.
 - Select **"NO, I/WE DO NOT WANT TO APPLY FOR THE REPORTING WAIVER"** if the committee expects to spend or receive in excess of \$1,000.00 in an election. This means that the committee owes detailed campaign statements even if the committee does not spend or receive in excess of \$1,000.00 in an election. Election means primary, general, special or millage election.
- *ITEM 11:** Enter the name and address of the Michigan bank, savings and loan association or credit union that the committee now uses or intends to use as its "official depository." The committee's official depository must be located in Michigan. List the names and addresses of any "secondary depository" (the committee currently uses or intends to use. A secondary depository may be used only for the deposit of contributions (for example, as a temporary holding place for receipts from a joint fund raiser); it may not be used for committee expenditures.
- ITEM 12:** Indicate the letter or number designation of the ballot issue supported or opposed or a description of the proposal. Check the appropriate box to indicate whether the committee supports or opposes the proposal. Check the appropriate box to indicate whether the proposal will be voted on in multiple counties, in one county or at the local level (city, township, village or school district).
- *ITEM 13:** This form must be signed and dated by the active committee treasurer and designated recordkeeper if applicable. This form serves as an electronic signature for electronically filing campaign statements and reports.

The Statement Of Organization Forming And Registering A Ballot Question Committee

BALLOT QUESTION COMMITTEES COVERED BY THE MICHIGAN CAMPAIGN FINANCE ACT (MCFA)

As soon as an organization or group of persons receives \$500.00 in contributions or makes independent expenditures totaling \$500.00 in a calendar year to influence voters for or against the qualification, passage or defeat of one or more ballot questions in Michigan, the organization or group of persons has 10 calendar days to form and register a Ballot Question Committee.

- **DATE COMMITTEE FORMED** Once the \$500.00 threshold is met, the committee has ten (10) calendar days to form and register with the appropriate filing official by submitting the Statement of Organization form. Formation is establishing the information needed to complete the Statement of Organization. The most important elements of formation include selecting a committee treasurer and a committee depository.

Note: Section 3(4) of the MCFA provides that person, other than a committee registered under this act, making an expenditure to a ballot question committee, shall not, for that reason, be considered a committee for the purposes of this act unless the person solicits or receives contributions for the purpose of making an expenditure to that ballot question committee. Therefore, if a Ballot Question Committee receives a contribution from a corporation, labor organization, domestic dependent sovereign or other organization transferring treasury funds to a Ballot Question Committee, the organization is not required to register under the MCFA as long as the funds were not solicited or received for that purpose.

REGISTERING THE COMMITTEE

An organization or group of persons that is covered by the MCFA registers a committee by filing a Statement of Organization form with the appropriate filing official. The Statement of Organization is the first campaign finance form required to be filed by a Ballot Question Committee. Statement of Organization forms can be obtained from the Department of State's Bureau of Elections in Lansing, any County Clerk's office or the Secretary of State's website www.michigan.gov/campaignfinance.

Where to File

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The Statement of Organization, Forming and Registering a Ballot Question Committee
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Campaign Statements
The Reporting Waiver When Campaign Statements are Required Definition of Election Campaign Statement Closing Dates and Due Dates Annual Filing Exemptions
Immediate Disclosure Report (Late Contribution Reports) - See Appendix G Late Filing Fees - See Appendix E
Contributions And Other Receipts
Recording and Reporting Contributions and Other Receipts
Prompt Deposit Required When a Written Instrument is Required Contribution Limits

- If the ballot question supported or opposed by the committee will be voted on in one county, the committee files the Statement of Organization with the clerk of that county.
- If the ballot question supported or opposed by the committee will be voted on in more than one county, the committee files the Statement of Organization with the clerk of the county having the greatest number of registered voters eligible to vote on the ballot question.
- If the ballot question will be voted on statewide, the committee files the Statement of Organization with the Michigan Department of State, Bureau of Elections. This form must be filed electronically.

KEEPING THE COMMITTEE'S STATEMENT OF ORGANIZATION UP-TO-DATE

The information contained on the Statement of Organization must be kept up-to-date. If a change in the information takes place, the committee treasurer must file an amendment to the form no later than the due date of the first Campaign Statement required of the committee after the change. The treasurer serving at the time of the change must sign the amended Statement of Organization. Committees are encouraged to file the required Statement of Organization amendments early to ensure the committee records are up-to-date and the committee receives all communications sent by the filing official timely.

STATEMENT OF ORGANIZATION Q&A'S

Rather than giving money to a Ballot Question Committee (direct contribution), or paying a printing bill for the committee (in-kind contribution), a community organization buys a full-page ad in the newspaper at a cost of \$650 to advocate a "yes" or "no" vote on the issue. Does this organization have to register as a Ballot Question Committee for an upcoming school millage election?

The community organization would be required to register a Ballot Question Committee with the county clerk's office within 10 days after making the expenditure. The registration of a Ballot Question Committee is required because the expenditure was an independent expenditure and the amount was \$500 or more.

I am the CEO of a corporation that will be affected adversely if an upcoming ballot proposal passes. My company wants to run some ads in the local newspaper, put up several billboards and circulate some brochures in opposition to this proposal. We would be using approximately \$95,000 of the

Acceptable Contributions and Exemptions

- Contribution of Money
- Loan as a Contribution
- Loan as an Other Recipient - Financial Institution
- Loan
- In-Kind Contribution
- Contribution from an Out-of-State Group
- Contributions Received from a Partnership or Limited Liability Company
- Contribution Exemptions

Prohibited Contributions

- Anonymous Contributions
- Cash Contributions
- Candidate Committee to Candidate Committee
- Earmarking
- Foreign Nationals
- Contribution in the Name of Another Corporation, Joint Stock Companies, Labor Organizations, Domestic Dependent Sovereigns (Indian Tribes)
- Persons Holding a Casino Interest
- Returning Contributions
- Fund Raisers - See Appendix

Expenditures

Recording and Reporting Expenditures

- Treasurer's Responsibility: See Appendix A
- When a Written Instrument is Required

Acceptable Expenditures

- Petty Cash Fund
- In-Kind Expenditures
- Independent Expenditures

company's money. Does my company have to form and register a Ballot Question Committee if we pay for these ads?

Yes, because the expenditures would be independent expenditures and exceed the \$500 registration threshold.

What if my corporation contributed the money to an existing Ballot Question Committee?

The corporation would not have to establish and register its own Ballot Question Committee as the expenditure would be a direct contribution to the existing committee and funds involved were not solicited or received for the purpose of making the expenditure to that committee.

The PTA held some bake sales to raise money to support an upcoming millage election. The money from the sales, totaling \$350, was given to the Save Our Schools Ballot Question Committee. Must the PTA form and register a Ballot Question Committee?

No, the PTA would not have to form and register as a committee because the amount of the contribution was less than \$500; however, it would have to provide to the recipient committee the names, addresses, dates and amounts for the contributors who purchased the baked goods.

What if the contribution from the PTA was \$525?

The PTA would be required to form and register a Ballot Question Committee because the money given was \$500 or more and was solicited for the purpose of making a contribution to the Save Our Schools Committee.

We are an out-of-state organization and want to send some people to Michigan to work on a statewide ballot proposal. We will be paying their salaries while they work with a Michigan Ballot Question Committee. Do we have to register a Ballot Question Committee?

No, because your expenditures would be in-kind contributions to the Ballot Question Committee and not made from money solicited or received for that purpose. However, you would be required to provide to the Michigan Ballot Question Committee a certified listing of all persons who had contributed the money your organization is using to pay the salaries of the workers sent to Michigan. If the funds came from the organization's treasury funds, no certified listing would be required. If the out-of-state organization sent out letters to its members and received contributions from them to cover the cost of sending people and/or money to Michigan for this ballot proposal, the out-of-state organization would be required to register as a Ballot Question Committee.

Loans By Ballot
Question Committee
Expenditure Exempti
Delivery of A Contribution T
Another Committee By A Thi
Party
Prohibited Expenditures
Dissolution of Committee Sec
Appendix W

Part 1 of 2:

Ballot Question Manual:

Include TOC

Part 2 of 2:

Appendices:

Include TOC

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Elder Nutrition Millage

Shall the limitation on the total taxes which may be assessed against all property in the County of Houghton, Michigan, thus creating a new Elder Nutrition millage, be limited for the period of four (4) years (2025, 2026, 2027 and inclusive of 2028) and shall not exceed 1.0 mills which will result in an estimated tax revenue collection of \$1,237,399.25 in the first year the millage is levied for a period of four (4) years?

Said revenue, of which will be specifically allocated to the Copper Shores Meals on Wheels program, will be used exclusively to support Elder Nutrition services including food purchases, meal preparation, delivery and established congregate meal sites serving elderly residents age sixty (60) years and older residing in Houghton County.

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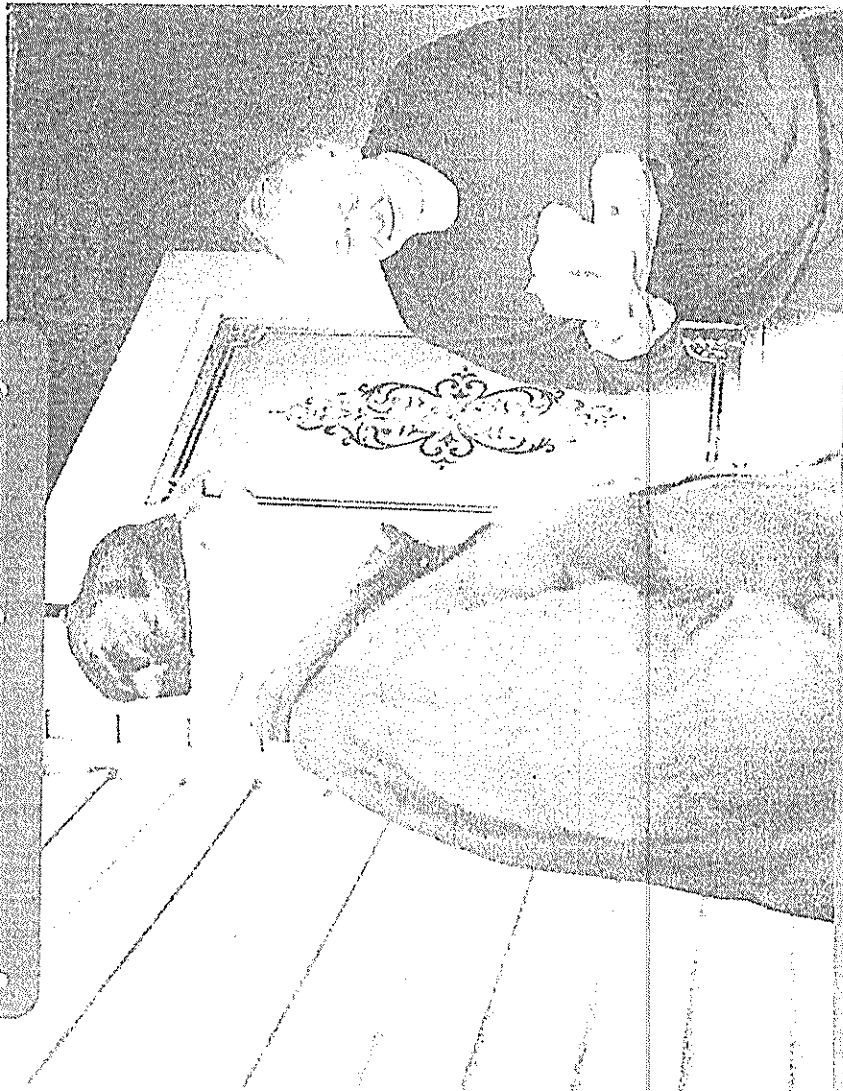
COPPER SHORES
MEALS ON WHEELS

- **No senior should feel the indignity of being without access**
- **to nutritious meals and social connection**

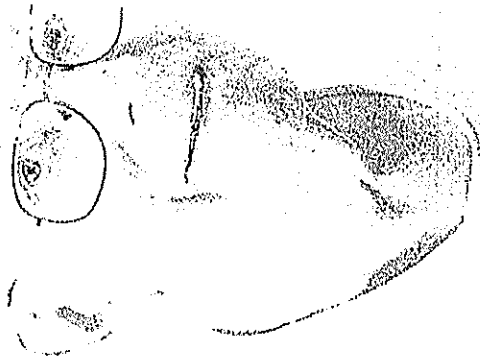


In Houghton County, like so many other communities, a significant portion of our population is silently struggling. Our elderly residents, most of whom spent their lives contributing to the vibrancy and resilience of our community, now face the difficult challenge of accessing and affording nutritious foods. An unacceptable number of our elderly citizens are afflicted with nutrition insecurity and are going hungry.

☺ The Need in Houghton County ☺



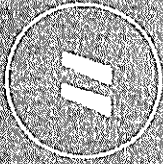
The following information is being provided to you as a courtesy. It is not intended to be a substitute for professional advice. Please consult your attorney for more information.



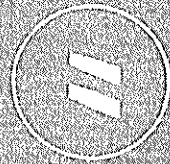
It is noted, in part, that the rise in demand is related to the growing elderly population in Houghton County. Approximately one in five residents of Houghton County are over the age of 65 [1] and almost half live alone. Adding to this, approximately 26 percent have a disability [1]. This demographic shift underscores the importance of addressing the specific needs of our seniors who often face unique challenges related to health, mobility and access to essential services. These risk factors are highlighted by the limited or non-existent rural transportation options, and a small number of grocery stores within the county's 1,500 square miles and constrained financial means.

Abundant Poverty

Our research shows that the United States is a land of abundant poverty. In 1997, 12.5 percent of the population lived in poverty, and 23.5 percent lived in low-income households. This is a significant increase from 1980, when 10.5 percent of the population lived in poverty and 18.5 percent lived in low-income households. The increase in poverty is due to a number of factors, including the decline in the minimum wage, the erosion of labor unions, and the growth of the service economy. The increase in low-income households is due to the growth of the service economy, which has led to a decline in the real wage rate. The increase in poverty and low-income households is a significant problem for the United States, and it is important to find ways to address it.



I have to choose between food or paying for my electric bill so that I can breathe. To balance this, I keep my oxygen on a lower level so I use less electricity and this allows me to still have some money to buy food. – Robert J., Copper Shores Meals on Wheels Participant



Living in a Food Desert

Rural communities with limited access to grocery stores are referred to as food deserts. In Houghton County approximately 25 percent of seniors reside in such areas. Where the nearest store is often miles away and public transportation options are sparse, it is available at all.



We've seen that Houghton in a rural area and it can no longer drive or get around very well as

Janina a wife and husband

and my wife and my husband goes

to town once a week to pick up

our needs and my wife and I

can still get around - Helen K.

Godwin Shores Nelsonson

Wheeler Parkhurst

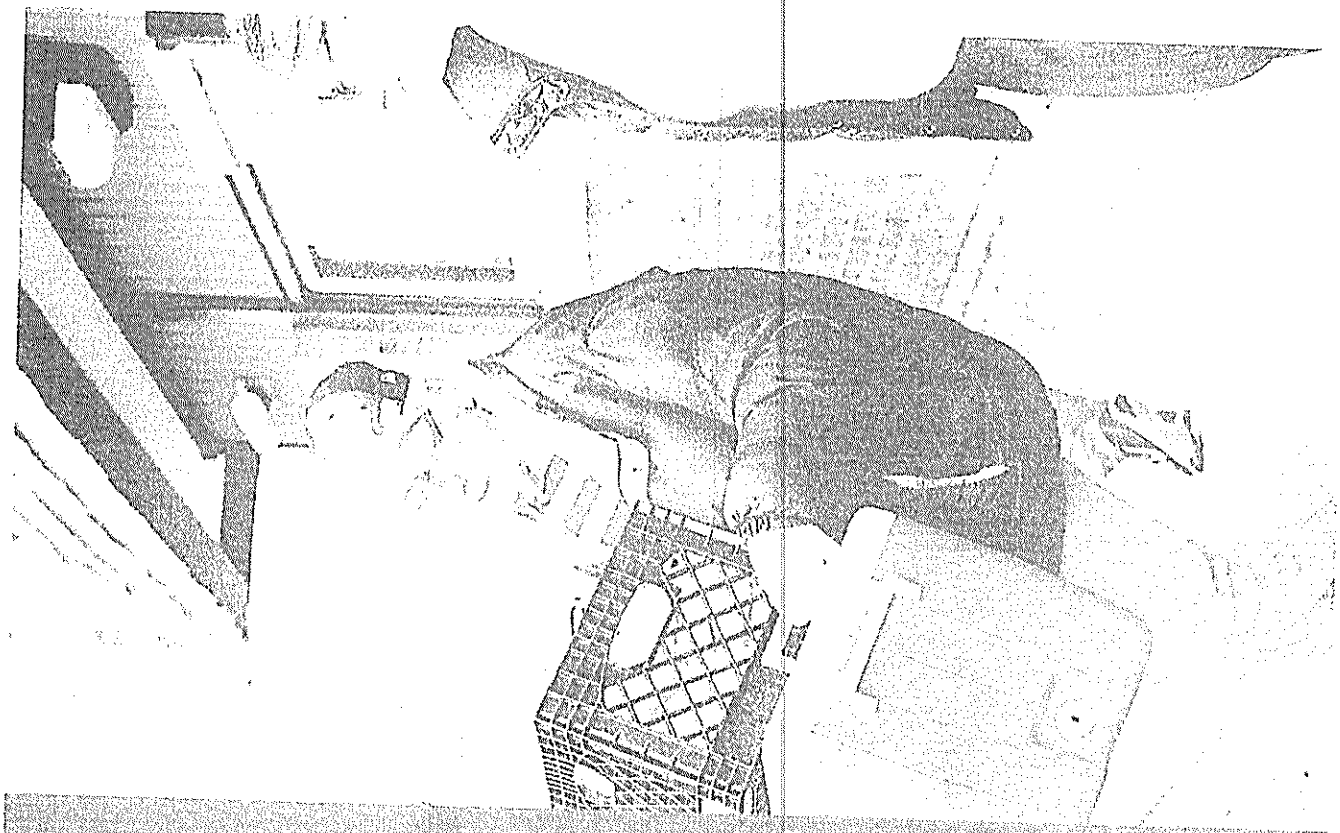


2 Transitioning Vets

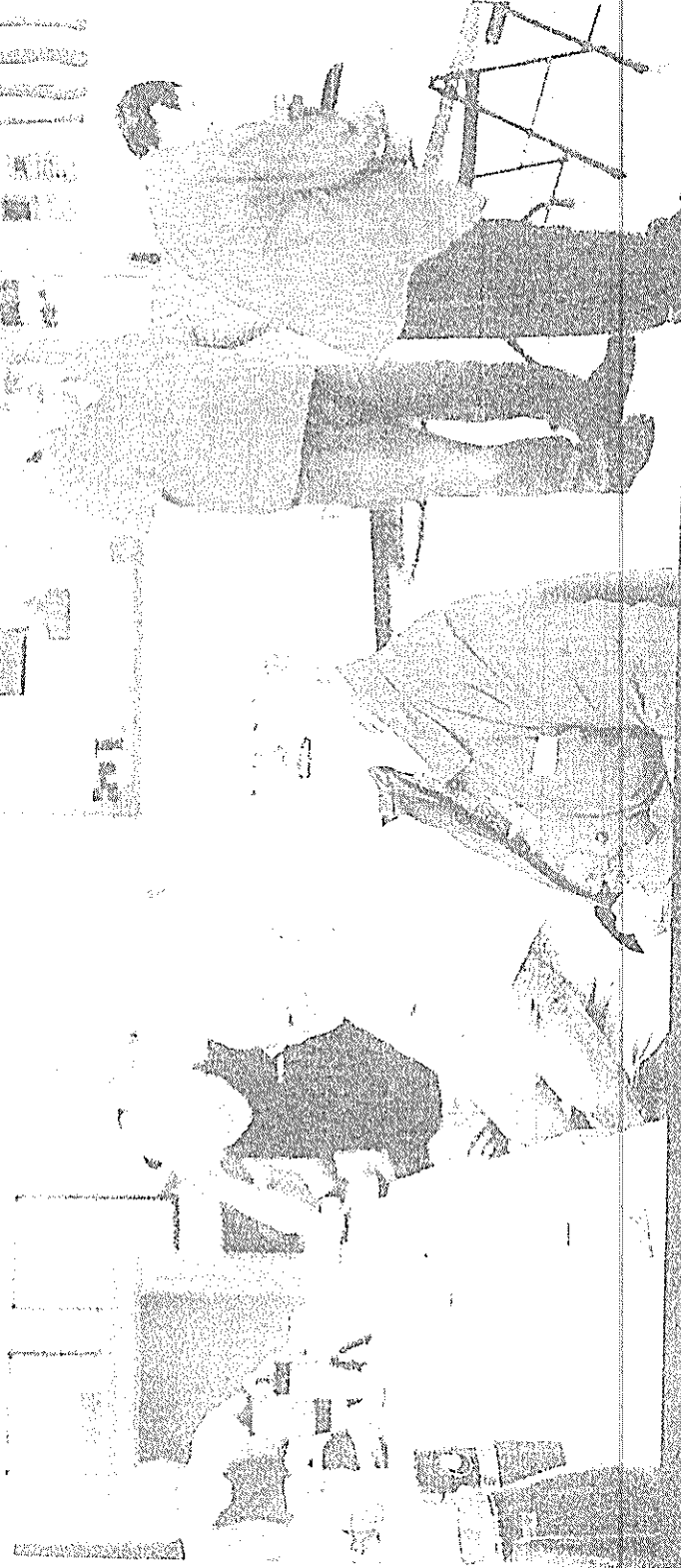
Transitioning veterans' employment opportunities...
...for the 25% of veterans who are...
...the transition process...
...the transition process...



My former commander and
delighting visits he received
Ability to drive and leave the
house. The home delivery service
is essential to helping him
continue to live at home - Leland
Leland, Coeur d'Alene, Idaho.



Isolation & Loneliness



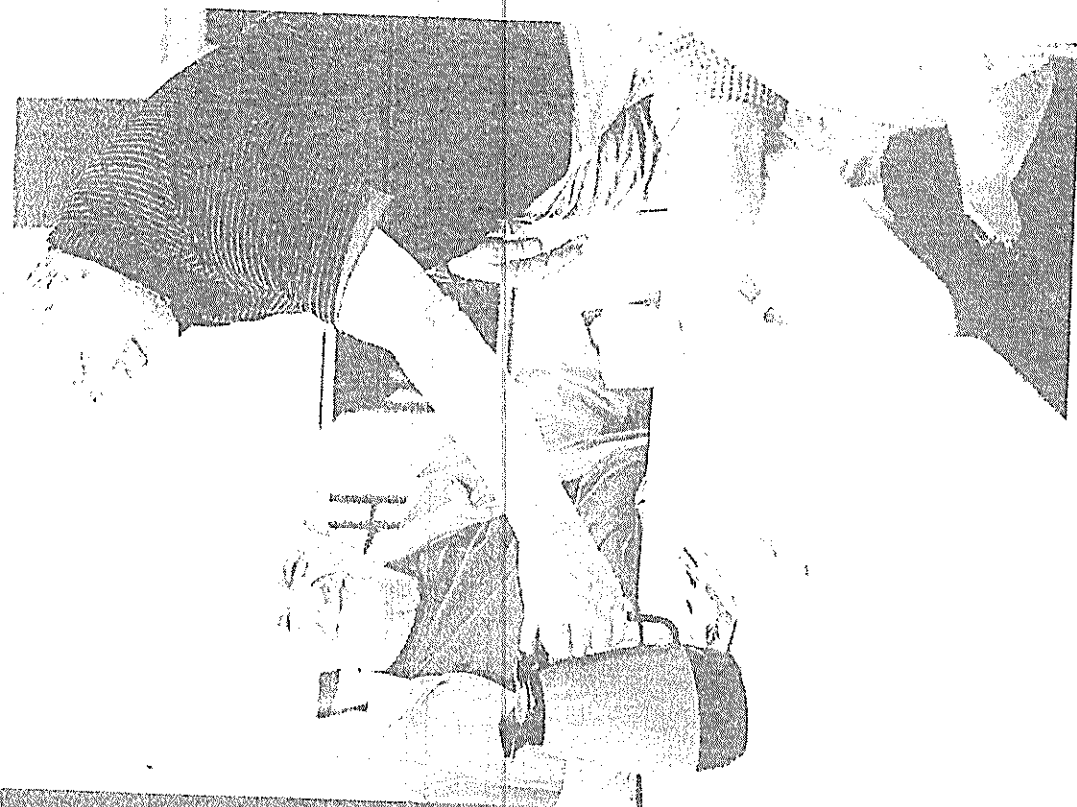
In 2025, the U.S. Surgeon General issued a report titled "Our Epidemic of Loneliness and Isolation." The report states, "Over four decades of research has produced robust evidence that lacking social connection – and in particular, scoring high on measures of social isolation – is associated with a significantly increased risk of early death from all causes. The physical health consequences of poor or insufficient connection include a 29 percent increase in risk of heart disease, a 32 percent increased risk of stroke and a 50 percent increased risk of developing dementia for older adults. Additionally, lacking social connection increases risk of premature death by more than 29 percent [3]."

Key factors that shape social connection are individual health, relationships, community and society. Lacking social connection is as dangerous as smoking up to 15 cigarettes a day [3]. Within Houghton County, 15 percent of our seniors live alone.

To combat these statistics, Copper Shores Meals on Wheels hosts three Meet & Eat sites in Flightton County, providing seniors with opportunities for social interactions and connections. In addition to a fresh hot meal, seniors are provided an opportunity for friendship and to be part of a community that has not forgotten them.



Attending the Meet & Eat meal site has helped me out of my depression. I've made new friends and enjoy getting out of my house each day. It's been such a help to have something to look forward to each day. - John P., Copper Shores Meals on Wheels Participant

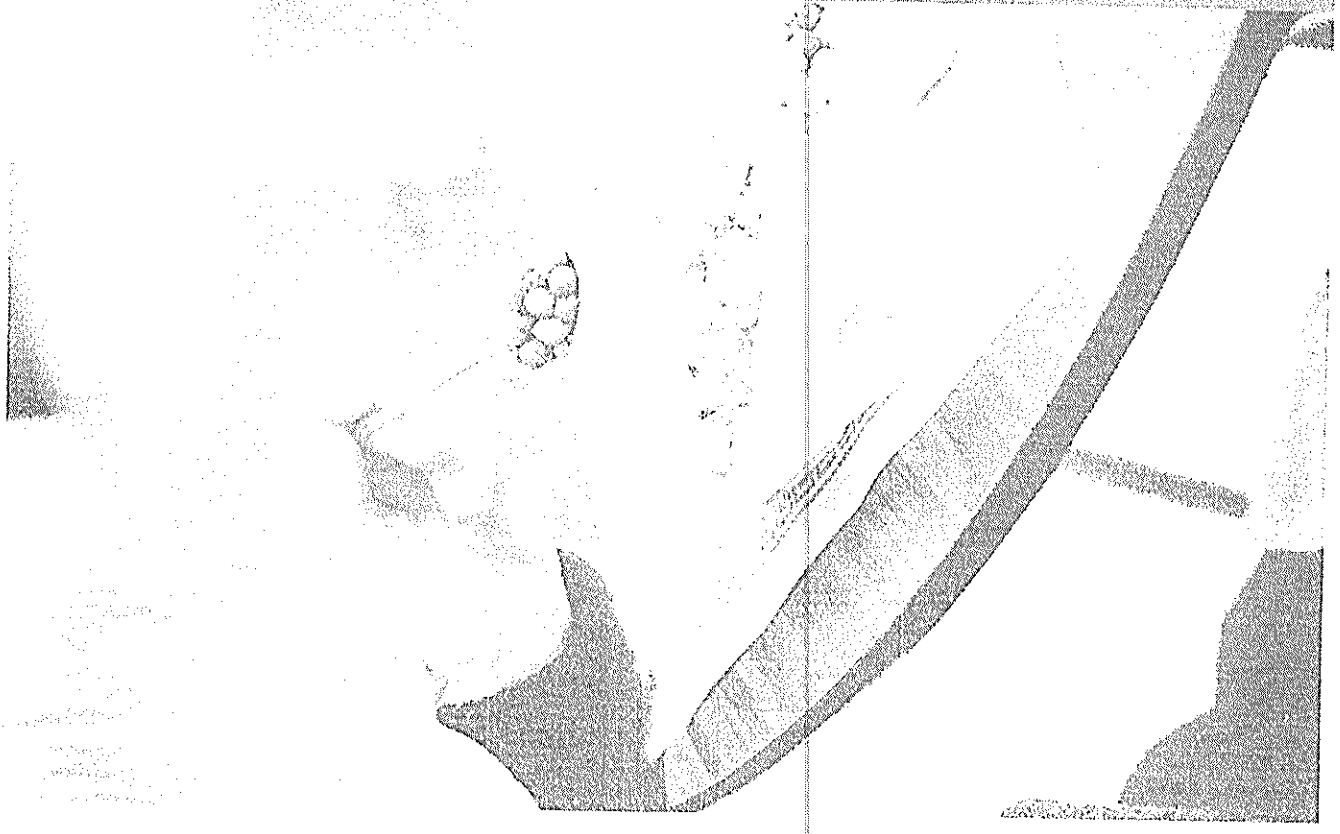
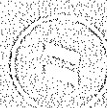


Essential Services

Many local seniors have stated that their daily home delivered meals are essential and without them they are certain they would be alone today. They often express gratitude for the delicious meals and daily visits from the caregiver who checks on them. Meals on Wheels America found that 77 percent of seniors say that the meals improve their health and 85 percent say they are more secure knowing someone is coming to help them. A study conducted in 2012 says the meal services help them live independently although 67% in eating, knowing their visits and these services are worth the cost.

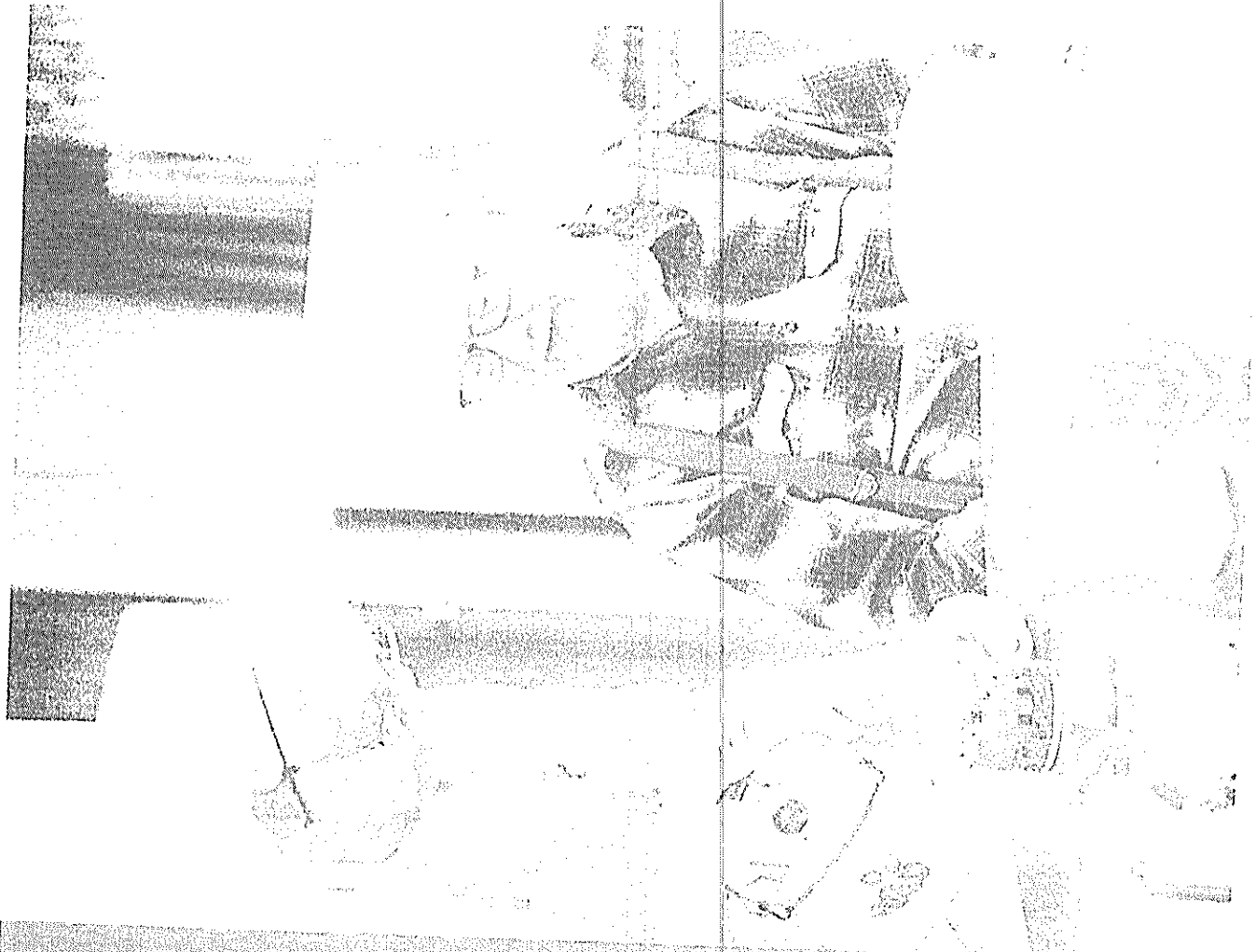


Block for ward to seeing my meal delivery driver so I can help them have a cup of coffee waiting for them as they enjoy the 10 minutes they are talking with me. I don't feel so alone when I eat. I love my stories.



Underfunding Our Seniors

As the population of seniors grows, the need for services increases. However, funding for these services is often insufficient, leading to a gap between demand and resources. This underfunding can result in long waitlists for essential services, reduced quality of care, and increased financial strain on individuals and families. Addressing this issue requires a commitment to increased funding and efficient resource allocation to ensure that all seniors receive the care and support they need.

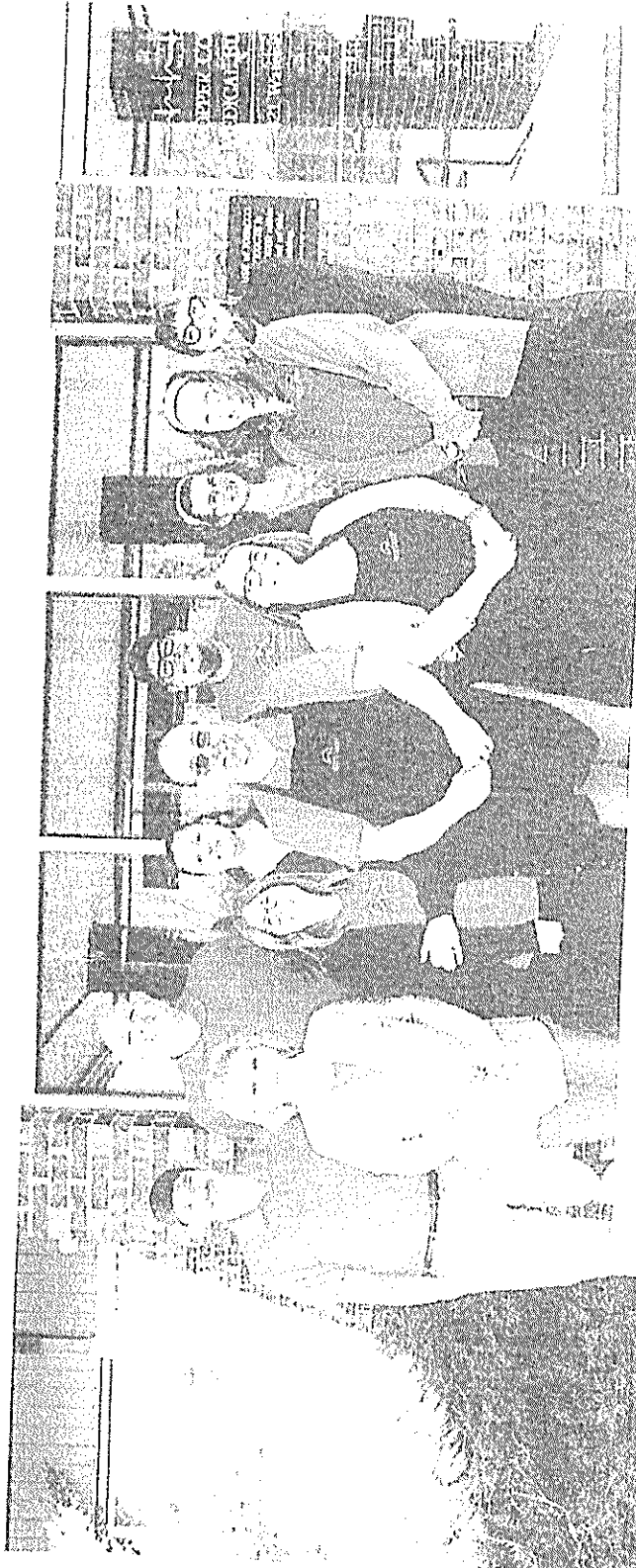




The Solution

Elderly people you know are currently struggling to put basic food necessities on the table. This could be a neighbor, friend, or a parent. Collectively, we can eliminate this problem by providing Meals on Wheels access to all eligible seniors. Support for a Houghton County Village for Elder Nutritional Services would be the following:

1. Immediately address the current waiting list and eliminate the likelihood of a waiting list in the future.
2. Ensure the continuation of home delivered meal services with existing routes and allow for the exploration and implementation of additional service areas.
3. Provide more options for meal pick-up locations within Houghton County.
4. Enhance and increase the number of Meet & Eat locations throughout Houghton County.



• Copper Shores is a Committed Foundation

Copper Shores Community Health Foundation is a nonprofit dedicated to identifying and finding solutions to our community's pressing health concerns. Through its Copper Shores Meals on Wheels program, we are committed to alleviating senior hunger and providing social connections that help seniors age in place. To be clear, a mileage passage will not excuse Copper Shores from providing appropriate finding support for elder programming. In addition to continued financial support for the meals program, capital investments in needed facilities, staffing and other services will remain an organizational priority.

Programs like Copper Shores Meals on Wheels play a vital role in supporting senior nutrition, mental health, and mitigating chronic and acute illnesses. The data demonstrates and supports the need to urgently and collectively address elder nutrition insecurity in Houghton County. By collaboratively investing in our elders, we can create a healthier, more secure future for the seniors of Houghton County.

Our seniors, who have given so much to our community, deserve to live with dignity and to be supported by a community that is grateful for their contributions without going to bed hungry every night.



used to cook the home-delivered meals for his area years ago and WDW – the meals have changed. They are so fresh, colorful and varied. I love these meals and tell everyone about them! – Angela K., Copper Shores Meals on Wheels Participant



Copper Shores Meals on Wheels is committed to the creation of a sustainable future that ensures all Houghton County seniors are able to age in place, while having access to nutritious meals, social connections and wellness checks.

I can't express how much I appreciate your Meals on Wheels program. My father lives alone and I live in another state and it's reassuring to know that he's getting a nutritious meal everyday and being checked on by a trusting individual. Because of this service, he's able to continue living at home for longer than we anticipated. We are extremely grateful for this service." - Allison J., Child of Copper Shores Meals on Wheels Participant

Sources

1. American Community Survey, U.S. Census Bureau. (2023). "Demographic and Housing Estimates for Houghton County, Michigan." Retrieved from American Community Survey
2. Feeding America. (2023). "Map the Meal Gap: Food Insecurity in Michigan." Retrieved from Feeding America
3. Michigan Department of Health and Human Services. (2023). "Health Statistics for Houghton County." Retrieved from MDHHS
4. Houghton County Health Department. (2023). "Community Health Assessment: Report." Retrieved from Houghton County Health Department
5. National Council on Aging. (2023). "Senior Hunger and Nutrition: Key Facts and Statistics." Retrieved from NCOA
6. Meals on Wheels America. (2023). "The Case for Meals on Wheels." Retrieved from Meals on Wheels America
7. USDA Economic Research Service. (2023). "Food Access Research Atlas." Retrieved from USDA ERS
8. U.S. Surgeon General's Advisory on Loneliness.

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Questions that have been asked and answered regarding our Elder Meals on Wheels program and the anticipated millage request.

Q. How many people are you serving daily now and how many will be served in the future?

A. We are serving ~300 right now for a total of ~95,000 meals annually.

Q2. What do demographic projections for Houghton/Keweenaw counties suggest in terms of the elder population increasing or decreasing, getting older on average, more health problems, etc.?

A. We are seeing the older population increase by small percentages in all areas of our service territory. And with rising costs, more elders are financially at risk and do not possess the ability to adequately provide for their needed nutrition. Houghton county trends regarding need are consistent with national (increasing) trends.

Q. Do you envision the need is only getting worse as far as the data projects?

A. Yes, this is an increasing problem and poses much risk for those folks in our more rural sectors of our community.

Q. If the millage allows for growth, what is that growth rate? How many forecasted people will be added each year until the millage is fully expended?

A. We can and will plan to immediately use the full millage allocation annually. A 1.0 mil will generate roughly \$1.3 million annually. Combined with a reasonable and continued allocation by Copper Shores, we will be able to immediately eliminate the wait list that is currently in place. That will be followed up with plans to develop and execute appropriate models of food delivery in other high-risk areas. This will be accomplished through one or more of the following models that include emergent food box delivers, home meal deliveries, meet and eat congregate sites, and weekly meal drop of locations.

Copper Shores will also be better positioned to support other elder services through Little Brothers to not only help with some emergent food distribution, but a more effective approach to addressing the isolation/segregation and loneliness issues that are tracking in increasing numbers and elevated health risk concerns. We are projected that our total number is near double what we are currently serving (locally)

Q. Related to above, what happens with any millage surplus in the meantime? If for capital expenditures, how much will be consumed in order to establish an efficient program now and scalable for the future?

A. The millage would be completely consumed with operating needs. This financial resource will be coupled the UPCAP contract (so long as it is maintained) and continued investment by Copper Shores to address expansion of (operations) services, capital equipment and facility improvement needs focused on creating more efficient food production and delivery services.

Q. How much of the program income is going to be absorbed by the existing meal cost of \$13 and how much will be left to expand the program?

A. It is the combination of funding - millage, Copper Shores, and UPCAP - that supports an elder nutrition budget that will accomplish those tasks and be sustainable. We will also continue with soliciting donor support (insomuch as it is available) and external grant exploration to be able to build an adequate food system.

The other opportunity achieved with the millage support is this will allow us to scale and take the risk of growth. Operational overhead costs will largely be fixed and the production of additional meals ultimately will contribute to a lower cost/meal as that scale is achieved.

Q. For expansion, where do you see opening new congregate sites and where will the expanded home deliveries be?

A. There are several areas that are immediately concerned and part of what is often referred to as being in a "food deserts"; south Houghton County, Pellie/Nisula, Stanton, Trap Rock, Toivola/Misery Bay are areas of immediate concern...along with expanded participants on existing routes.

Q. Has there been any discussion with neighboring counties on partnering to serve the more remote locations like southern Houghton County? If so, will millage funds be used to pay for 3rd party services in any of this business model?

A. If this is successful as anticipated, we will at some point (perhaps 2027) end up approaching Keweenaw County for expanding services in that community - further adding to scale. Currently we have only 7 residents in Keweenaw County receiving meals.

Baraga /Ontonagon counties have a millage and providers...we have not looked at expansion in either community (yet) due to lack of capacity (financial and production).

Q. Related to the previous question, is there adequate infrastructure to actually serve the people who aren't being reached now? Are there congregate locations that can actually

host the meals program in the expansion areas? What is the limit to reach people that live further out with home deliveries? E.g., will people that live in southern Houghton County realistically ever be reached?

A. In short, no. Additional locations will need to be identified and rental /use agreements established, routes identified and developed, and client lists further developed.

Q. How much of the need is being served by the food distributions through the current food bank and is there any collaboration opportunity there?

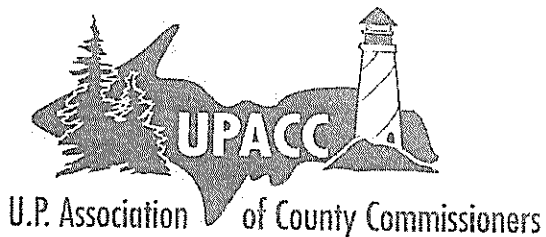
A. The emergent food distributions through FAWM and the BHK Food Bank are not adequate, frequent, or accessible enough to support our most vulnerable. We are looking at other (complimentary) models for this. Ie; Food Depot model where we could get a FAWM truck and break it down and do remote deliveries to at-risk persons in remote regions where transportation is lacking/absent.

9. You've highlighted the need for companionship which is often served by pets. Are you thinking about how to support pet owners who may give their food to their pets instead of eating it themselves?

Q. We've done a small grant for this (2 years ago) and determined that we lack the current capacity to execute. We would require additional partnership (ie: vet participation, humane society etc) to facilitate an effective program that meets the needs of our elderly friends and their companion pets.

Q. Do you know how much of this millage will be borne by homestead taxpayers, compared to nonresident property owners? Why is it fair to expect nonresidents to pay for this? (That is a big concern in many circles; my own thought is that the nonresidents are tying up the housing stock which burdens the local economy as it is (not the concern here) in turn, preventing resident taxpayers from occupying those homes and contributing to the need.

A. We do not have an exact break down on this. One statistic that was noted indicated ~33% of Houghton county homes are not year-around residences.



P.O. Box 606
2501 14th Avenue South
Escanaba, MI 49829

906.786.4701 • Fax 906.786.5853
www.upcap.org

To: Upper Peninsula County Commissioners
From: Jonathan Mead, UPCAP Executive Director
Subject: UPACC Spring Conference – May 8 & 9, 2025
Date: April 1, 2025

Preparations are being finalized for the Upper Peninsula Association of County Commissioners' (UPACC) Spring Conference to be located at Island Resort & Casino, Harris, MI beginning with registration at 12:15 on Thursday, May 8th and ending at approximately 11:00 a.m. on Friday, May 9th, 2025. ***Please note all times are Eastern Daylight Time.*

A group of rooms has been set aside for individuals who wish to have overnight accommodation at the Island Resort & Casino. You must call 1(800) 682-6040 ASAP to secure room reservations. To get the conference room rate, indicate that you are with UPCAP—Commissioners Block #8770. Check-in is 5:00 p.m., and Check-out is 11:00 a.m.

A registration form has been sent to your clerk and/or administrator. The Conference (early bird) registration fee is \$115.00, which includes Thursday appetizers, hospitality hour, dinner, and breakfast on Friday morning. After April 17th, the cost increases to \$140 per person.

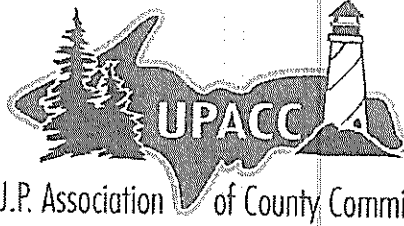
Again, you are responsible for your hotel reservations.

JM:til
cc: County Clerks

**UPACC Spring Conference
Island Resort & Casino
Harris, MI**

Registration Form

May 8 & 9, 2025



Name _____	Name _____
Name _____	Name _____
Name _____	Name _____

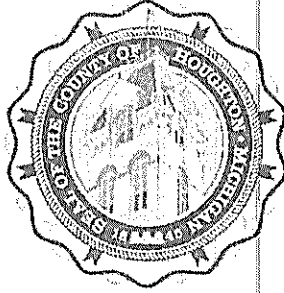
RATES				
COUNTY	NUMBER ATTENDING	EARLY BIRD Registration Fee <small>(ends 4/15/25)</small>	Individual Registration Fee <small>(after 4/15/25)</small>	TOTAL DUE
_____	_____	\$115.00 each	\$140.00	\$ _____

MAKE CHECKS PAYABLE TO:
 U.P. Association of County Commissioners
 P.O. Box 606
 Escanaba, MI 49829

**** Please note, there will be NO refunds issued after May 1st**

****Please include payment with registration.**

Policy on Review and Approval of Bills



County of Houghton, Michigan

Purpose:

The purpose of this policy is to establish a structured process for the review and approval of bills by designated members of the Board of Commissioners to ensure financial accountability and timely payments.

Policy Statement:

1. Appointment of Commissioners for Bill Review:

- The Board of Commissioners shall appoint two (2) commissioners to review and approve bills on a regular basis.
- These appointed commissioners shall be responsible for ensuring financial accountability.

2. Weekly Review and Approval:

- The appointed commissioners shall review and approve bills on a weekly basis.
- This review process shall continue on a weekly basis until proper financial controls and procedures are in place to allow for a reduction in frequency.

3. Reporting to the Full Board:

- A report detailing all approved bills shall be compiled and presented to the full Board at the monthly Board meeting.
- The report shall include a summary of all payments made, outstanding obligations, and any concerns noted during the review process.

4. Transition to Bi-Weekly Review:

- Once proper financial processes and controls are in place, the appointed commissioners may transition to reviewing and approving bills on a bi-weekly basis.

Policy on Review and Approval of Bills

- The transition shall only occur if there are no outstanding past-due bills, and financial reporting remains accurate and up to date.

5. Approval of Emergent Bills:

- Any bills deemed emergent, requiring immediate payment outside of the regular review schedule, shall require approval from the County Administrator if they are in the amount of \$4,999.99 or less.
- In such cases, approval may be granted via email, provided that proper documentation and justification for the urgency are submitted.
- All emergent bill approvals shall be documented and provided notice to the appointed Commissioners and included in the next report presented to the full Board.

6. Ongoing Monitoring and Adjustments:

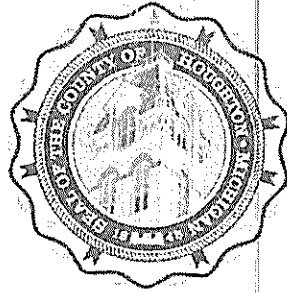
- The Board shall periodically assess the effectiveness of this policy and make adjustments as necessary to ensure financial integrity and efficiency.
- If at any point past-due bills become an issue, the Board shall require a return to a weekly review schedule until the matter is resolved.

Effective Date: [Insert Date]

Approved By:

Chairman Tikkanen

Appointed Commissioners:



County of Houghton, Michigan

MEDICAL DEATH INVESTIGATOR TRAINING AGREEMENT

This Medical Death Investigator Training Agreement ("Agreement") is made and entered into by and between **Houghton County** ("County") and **[Employee Name]** ("Employee") on this **[Date]**.

1. PURPOSE

The purpose of this Agreement is to outline the terms under which the County will provide and cover training costs for the Employee to serve as a Medical Death Investigator and to establish repayment obligations should the Employee terminate employment before completing one year of service.

2. TRAINING COSTS

The County agrees to cover the cost of required training, including but not limited to tuition, fees, materials, and travel expenses necessary for certification or qualification as a Medical Death Investigator.

3. MINIMUM EMPLOYMENT PERIOD

The Employee agrees to remain employed with the County for a minimum period of **one (1) year** from the date of successful completion of the training program.

4. REPAYMENT OBLIGATION

If the Employee voluntarily terminates their employment or is terminated for cause before completing one (1) year of continuous service following the completion of training, the Employee agrees to reimburse the County for the full cost of training covered by the County. The amount owed will be calculated as follows:

- 100% of training costs if termination occurs within **six (6) months** of training completion.

- 50% of training costs if termination occurs between six (6) months and one (1) year of training completion.
- No repayment obligation if employment continues beyond one (1) year from the completion of training.

5. METHOD OF REPAYMENT

The Employee agrees to repay the required amount within [Number] days of termination, either as a lump sum or through a repayment plan as agreed upon with the County. The County reserves the right to deduct the outstanding amount from any final paycheck or other compensation due to the Employee.

6. EXCEPTIONS

The repayment obligation shall not apply in cases where termination of employment results from:

- Layoff due to budgetary constraints or organizational restructuring.
- Disability or medical conditions preventing the Employee from performing their duties.
- Other exceptional circumstances as determined by the County in its sole discretion.

7. ACKNOWLEDGMENT

By signing this Agreement, the Employee acknowledges that they have read and understood the terms and conditions set forth herein and agree to be bound by them.

County Representative:

Name: _____

Title: _____

Signature: _____

Date: _____

Employee:

Name: _____

Signature: _____

Date: _____

COUNTY OF HOUGHTON
Conference or Other Travel Request

Reason for Travel: MERS Roundtable - Marquette, MI
 Dates of Travel: May 6

Check any of the following as applicable for this travel request:

Required Training		Conference Attendance:		Association Meeting:	
Needed for License		Annual		Annual	
Needed for Certification		Bi-Annual		Bi-Annual	
State or Other Mandate		Other	X	Other	
Seminar				Training Not Required	X

This request is included in the Department Budget: X Yes No

Estimated costs to be requested for payment from Houghton County
Conference is free of charge, only costs to be expected is fuel

Portion of costs to be paid other than by Houghton County:

Submitted by: Chelsea Rheault Title County Administrator Date
03/25/2025

 Approved Disapproved by the Houghton County Board of
 Commissioners at their meeting held on

Signed: Title:
 Date:



STATEMENT

Copper Country Community Mental Health
 901 W. Memorial Drive
 Houghton MI 49931

(906) 482-9400 Ext. 0146

Received
 3.13.2025

Date:	2/28/2025
Account:	00052

Amount Paid:	
--------------	--

HOUGHTON COUNTY TREASURER
 401 E HOUGHTON AVENUE
 HOUGHTON MI 49931

Payment Terms: NET 30

Deposits Received: \$0.00

Please return this portion with your payment

Document No.	Date	Code	Description	Amount	Balance
INV00000030000000170	1/28/2025	SLS	1/12th Appropriation	\$13,707.91	\$13,707.91
INV00000030000000171	2/28/2025	SLS	1/12th Appropriation	\$13,707.91	\$27,415.82
				Amount Due:	\$27,415.82

- approved
 @ March
 BOC
 meeting

Paid

Outstanding
 \$13,707.91

<u>Current</u>	1-30 Days	31 - 60 Days	61 - 90 Days	Over 90 Days
\$13,707.91	\$13,707.91	\$0.00	\$0.00	\$0.00

Codes: SLS = Sales / Invoices
 DR = Debit Memos

CR = Credit Memos
 RTN = Returns

PMT = Payments



Western Upper Peninsula Health Department

540 Depot St., Hancock, MI 49930
Phone (906) 482-7382, Fax (906) 482-9410

Houghton County
Houghton County Courthouse
Attn: Jennifer Kelly
401 E. Houghton Avenue
Houghton, MI 49931

Fiscal Year 2025 - Third Quarter
April - June 2025

4/1/2025

Invoice 9250013

Charge Date	Description	Qty	Unit Price	Amount
4/1/2025	Quarterly Appropriations - Houghton County, April - June 2025	0.00	0.00	\$68,960.00

Payment Terms: Net 30 Days

Please return bottom portion with your payment.

Total: \$68,960.00

Customer ID HTN CTY
Customer Name Houghton County

Invoice ID 9250013
Invoice Date 4/1/2025

Charge Date	Description	Qty	Unit Price	Amount
4/1/2025	Quarterly Appropriations - Houghton County, April - June 2025	0.00	0.00	\$68,960.00

Payment Terms: Net 30 Days

Fiscal Year 2025 - Third Quarter
April - June 2025

Total: \$68,960.00