AGENDA
Committee on General Services
Monday, December 2, 2019 @ 8:00 a.m.
City Council Conference Room, City Hall 10th Floor

Councilmember Jody Washington, Chair
Councilmember Brian T. Jackson, Vice Chair
Councilmember Carol Wood, Member

1. Call to Order

2. Approval of Minutes:
   - November 21, 2019

3. Public Comment on Agenda Items

4. Discussion/Action:
   A.) RESOLUTION – Community Funding; Friends of Ingham Park
   B.) RESOLUTION – Appointment of Jeffrey A. Brown; HRCS Board; At Large Member; Term to Expire June 30, 2023
   C.) RESOLUTION – Claim Appeal # 1740; Lewis Hanft; 214 Lathrop; $3,140.00
   D.) RESOLUTION – Claim Appeal #1720; Ruben Montes III; 510 N Hayford Ave; $518.00

5. Other
   a. Michigan Liquor Control Commission; Transfer License with Sunday Sales, Outdoor Service, Catering Bars and Dance-Entertainment from 7786 E. US 10, Walhalla to 419 Spring Street, Lansing. Transfer Governmental Unit from Branch Twp., Mason County to Lansing City, Ingham County (Pending Application)
   b. Michigan Liquor Control Commission; RID#RZ-1908-14021; Board of Trustees, Michigan State University, request to transfer of ownership of Escrowed 2019 Class C Licensed Business with Sunday Sales Permit (P.M.), Entertainment Permit and Sunday Sales Permit (A.M.) from HOA Restaurant Holder; transfer location from 172 E Edgewood Blvd., new Additional Bar Permit for a total of 2 bars, new outdoor service area; new specific purpose permit (golf), transfer classification from Class C License issued under MCL 436.1531 to Class C License issued under MCL436.1513(4) (non-transferable) at 3535 Forest Road, Suite C88A (Pending Application)

6. Adjourn
<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>Purpose for Attending</th>
<th>Email Address</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeffrey Brown</td>
<td>2561 Arbor Forest Drive</td>
<td>Resolution/Appointment</td>
<td><a href="mailto:jeff@inspireglobal.com">jeff@inspireglobal.com</a></td>
<td>517-377-2462</td>
</tr>
<tr>
<td>Jordan Gluthig</td>
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<tr>
<td>Kevin Hagan</td>
<td>510 N Hayford</td>
<td>trash</td>
<td><a href="mailto:info@ehirons.com">info@ehirons.com</a></td>
<td>517 351-0765</td>
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<tr>
<td>Bob Penza</td>
<td>2100 Vine St</td>
<td></td>
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<td>517-256-2671</td>
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<tr>
<td>Steven K-Kulka</td>
<td>510 Legends Ave</td>
<td>Cutting edge</td>
<td></td>
<td>616-472-5989</td>
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<tr>
<td>Wesley Smineur</td>
<td>2406 McKinney St</td>
<td></td>
<td></td>
<td>517 331 2844</td>
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<tr>
<td>Ruben Montes</td>
<td>510 N Hayford Ave</td>
<td></td>
<td></td>
<td>517 554 6133</td>
</tr>
<tr>
<td>Lewis E Hanft</td>
<td>210 Lathrop</td>
<td>Fighting Fines</td>
<td><a href="mailto:louscutting-edge@yahoo.com">louscutting-edge@yahoo.com</a></td>
<td>517-231-8480</td>
</tr>
<tr>
<td>Linda Applling</td>
<td>4010 Thackin Dr</td>
<td>Oral Community Council</td>
<td><a href="mailto:stafa@thackind.com">stafa@thackind.com</a></td>
<td>517-373-3491</td>
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<tr>
<td>Joe Reddell</td>
<td>OCA</td>
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CALL TO ORDER
The meeting called to order at 2:30 p.m.

ROLL CALL
Council Member Jody Washington, Chair
Council Member Brian T. Jackson, Vice Chair- unexcused
Council Member Carol Wood, Member

OTHERS PRESENT
Sherrie Boak, Council Office Manager
Amanda O’Boyle, Assistant City Attorney
Eric Brewer, Council Internal Auditor
Scott Sanford, Code Compliance- left at 3:16 p.m.
Matt Nozewicz
George Grof, Reid Machinery
Debra Fast
Bob Pena
Lewis Hanft
Collin Smith

Minutes
MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM OCTOBER 28, 2019. MOTION CARRIED 2-0.

Public Comment on Agenda Items
Comments held during the agenda item.

Discussion/Action:
RESOLUTION – Recognition of Non-Profit Status; One Starfish
Ms. Fast introduced herself and out lined her non-profit which assists with support to indigenous people in Guatemala for food, education and medical needs. The group is working on taking over the bingo night at Carousel Bingo Hall. Council Member Wood asked Ms. O’Boyle if the OCA had review and signed off on the By Laws and dissolution clause. Ms. O’Boyle confirmed stating they found no legal issues.
MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE NON-PROFIT STATUS FOR ONE STARFISH. MOTION CARRIED 2-0.

RESOLUTION – Claim Appeal #1740; Lewis Hanft; 214 Lathrop; $3,140.00
Council Member Washington clarified for the record that the claim had been to Committee on October 28, 2019 and sent to Council with a recommendation of denial, but Council referred it back to Committee for further discussion and determination if the tree was cut by BWL. Mr. Sanford outlined the staff report on the dates of violation, etc. He also noted that their search in September showed that taxes from winter 2018 and summer 2019 still owed. He stated in his opinion being that the owner owned a tree cutting service they would know a tree trunk cannot be left on the property.

Mr. Hanft first stated his taxes were paid on August 17, 2019 and he could provide the receipt. Council Member Wood clarified that Mr. Sanford referenced the taxes; however, the Committee was here to only review his appeal of the claim. Mr. Hanft stated he has investigated where the material came from and it was not from him or his business. His property at 210 had a tree by the power line in the back yard and the tenant informed him that she asked BWL crews who were working on the street to cut the tree and place the trunk in the back yard of the vacant lot. Council Member Wood asked the Chairperson to table the request until the December 2, 2019 meeting so Council Staff could contact BWL to see if they have a record of cutting the tree. Mr. Sanford stated in his experience, when BWL cuts a tree, they remove branches and leave the trunk. There was a brief discussion with the applicant and the Committee on the addressing of a vacant lot, and the owners desire to combine the parcels once the claim is resolved.

RESOLUTION – Claim Appeal #1720; Ruben Montes III; 510 N Hayford Ave; $518.00
There were no applicants present.
Council Member Wood asked why the claim was submitted by a tenant and being reviewed since the direction from OCA has been a claim can only be heard by the Owner. Council Staff deferred to Mr. Brewer who sits on the Claims Review Committee where it initiated. Mr. Brewer referenced his notes from that Committee stating it was noted that Committee received documentation of verification from the owner. He was then asked what the documentation was and he stated utility bills and OCA also researched it. Council Member Wood then asked Ms. O’Boyle if the policy to only acknowledge the claim from the owner. Ms. O’Boyle stated that they have required anyone speaking on behalf of the owner have authorization to do so. Council Member Wood asked if there was authorization, and Ms. O’Boyle stated she would check with her office and Mr. Brewer noted the claimant brought documentation from BAM, LLC that is the owners.
Council Staff was directed to contact the owners to see if they disputed the claim, and if so they will need to attend the December 2, 2019 meeting.

RESOLUTION – Claim Appeal #1737; Collin Smith; 723 Orchard Glen Ave.; $2,800.00
Mr. Sanford began by reading the staff report in the packet, noting it was cited on 8/27/2019, and the inspector extend multiple extensions, however after the end of September the contractor was contacted and arrived on 10/9/2019. He added that their permit expired on 12/18/2018 and the City did cite them for working without a permit. Mr. Smith and his father, Dean Smith, stated they did request one extension, but after that was granted never heard again from Code or even knew about the additional extensions. Mr. Collin Smith added that he had dumpsters on site, and after the citation was issued, he removed ¾ of the material equally 80-90% of the material. A 4th dumpster was on site when the City contractor arrived. He added that regarding the permits, the inspections were done 11/21/2019 and the building permit was extended. Council Member Washington referenced the photos in
the packet and Mr. Collin Smith stated he could provide video surveillance showing he removed the material, not the contractor. Council Member Washington asked Mr. Sanford to explain why the citation was 8/27/2017 but they did not pursue compliance until 9/3/2019. Mr. Sanford stated that was an error in their report. Mr. Collin Smith stated that they might not have cited them every time they came back, but he was making weekly progress on the materials from the construction project so it was not always the same material. He appealed that the contractor did not spend four hours cleaning it up. He confirmed that when he arrived on the property Eric’s Refuse was asked to leave and they left the property and watch the owner clean up the property. Council Member Wood asked Mr. Sanford if the contractor follow that practice.

Council Member Washington asked Mr. Sanford what the specific charges were from the contractor, and Mr. Brewer stated it was 16 hours, which is four staff each for 4 hours. Council Member Wood noted she understood the claim and had an issue with Eric’s Refuse leaving the property when the owner offered to clean the site, and told Mr. Smith if he had issues with the contractor and inspector to file that with the Department Manager or the Mayor’s office because Council does not have the purview to direct employees in other departments in the City.

Mr. Smith stated he was only seeking a claim was for $2,800 even though the amount billed was $3,864 because of the actual cost of a dumpster and what the employees of Eric’s Refuse actually make during their work which is minimum wage compared to the $150/hr. that Eric’s Refuse charged the City. Mr. Sanford noted that the City administrative fee is $265.00 and the contractor was already paid by the City. Council Member Wood asked Mr. Sanford to provide a recommendation since Eric’s Refuse walked off the job. Mr. Sanford stated he did not have any notes from the inspector that they walked off the site and he was not aware of the property. Mr. Smith again appealed that he could provide receipts for all his dumpsters and the video when he cleaned the property. Mr. Sanford stated that his notes show the material was on the property for 42 days, and Mr. Smith stated that with a construction site, there is material on the property but during those 42 days, it was not the same material.

Based on the materials provided Council Member Wood determined that the contractor charged for removing $910 worth of construction material, therefore she would recommend a reduction and asked Mr. Sanford to investigate why Eric’s Refuse left the job site.

MOTION BY COUNCIL MEMBER WOOD TO DENY THE CLAIM 1737 IN THE AMOUNT OF $1,890.00 AND GRANT IT FOR $910.00 AT 723 ORCHARD GLEN.

Mr. Collin Smith appealed stating he was making progress on the construction weekly and asked how someone can work on a house without debris. Council Member Wood encouraged them to work with Code Compliance and the building department in the future.

MOTION CARRIED 2-0.

Mr. Smith was advised of the Council meeting on 12/2/2019 and his time limits at that meeting. He asked if it can be pursued in court and was told that if he is not happy with the full Council decision on 12/2/2019 he does have that option.

RESOLUTION – Claim Appeal #1723; Reid Machinery, Inc.; S. MLK Vacant Parcel; $1,601

Mr. Brewer confirmed the claim was before the Claims Review Committee and after obtaining additional information, they reviewed photos and determined the material that was picked up was from the owners; Reid Machinery. The Claims Review Committee did recommend a reduction of half the hours and yardage for a new total, however by appealing to the Committee on General Services; they did not accept the reduction. Mr. Sanford did not offer any
comments, stated he would concur with the Committee and stated he needed to leave the meeting to go to the Mayor's office.

Mr. Grof provided a survey from 2016 along with aerial photos that represented his appeal that the material was not coming from his property. He confirmed he had hired a contractor in the past when this started to have the material removed to Granger, however Logan Square tenants continue to put the material on his property and he referenced the drawings, which he pointed to tire tracks along the property line coming from the neighboring property. Council Member Washington asked Mr. Brewer what correspondence they had in Claim Review to make their determination. Mr. Brewer confirmed they used the correspondence from Code Compliance and were told that a City Attorney had walked the site. The Committee reviewed the photos in the packet for the claim along with the maps from the claimant and determined that the material was not on their property.

MOTION BY COUNCIL MEMBER WOOD TO GRANT THE CLAIM 1723 IN THE AMOUNT OF $1,601.00 FOR REID MACHINERY ON S. MLK VACANT PARCEL. MOTION CARRIED 2-0.

Mr. Grof stated the neighboring property, Logan Square, is still dumping and even going into the wood to do so. He noted that Mr. Abood, Chief Deputy City Attorney walked the site with him and stated to him that there was no way the material was coming from the Reid Machinery site.

ORDINANCE –Amendments to Chapter 288, Section 288-10, Section 288-14 and Section 288.20; Employee Qualifications
The Committee received clarification from OCA after the last meeting that Ms. Crawford’s job title in this ordinance did not need to be amended because the changes that occurred in her role were job duty changes, not part of the title of her position.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE ORDINANCE TO AMEND CHAPTER 288 SECTIONS 288.10, 288.14 AND 288.20. MOTION CARRIED 2-0.

Other:

- Michigan Liquor Control Commission; Transfer License with Sunday Sales, Outdoor Service, Catering Bars and Dance-Entertainment from 7786 E. US 10, Walhalla to 419 Spring Street, Lansing. Transfer Governmental Unit from Branch Twp., Mason County to Lansing City, Ingham County (Pending Application)

- Michigan Liquor Control Commission; RID#RZ-1908-14021; Board of Trustees, Michigan State University, request to transfer of ownership of Escrowed 2019 Class C Licensed Business with Sunday Sales Permit (P.M.), Entertainment Permit and Sunday Sales Permit (A.M.) from HOA Restaurant Holder; transfer location from 172 E Edgewood Blvd., new Additional Bar Permit for a total of 2 bars, new outdoor service area; new specific purpose permit (golf), transfer classification from Class C License issued under MCL 436.1531 to Class C License issued under MCL436.1513(4) (non-transferable) at 3535 Forest Road, Suite C88A (Pending Application)

Adjourned
Adjourned at 3:25 p.m.
Submitted by Sherrie Boak, Office Manager, Lansing City Council
Approved by the Committee on __________________
Application for Community Funding

Organization Name: **Friends of Ingham Park**

Tax Id#: ____________________________

Mailing Address: 2906 Maloney St.
City, State, Zip: Lansing MI 48911

Contact Person(s) and Title(s): **Wes Shinevar**

Phone Number: 517-331-2844 Cell Number: ____________________________

E-mail Address: WesShinevar@gmail.com

Amount Requested: $500

Event Title & Type: Cement tee pads for the disc golf course at Ingham Park

Date of Event: TBD Time of Event: ____________________________

- Reason for Request: (check all that apply)

  - [ ] Defray costs for Rental of Facility  
  - [ ] Defray costs for Set Up
  - [ ] Defray costs for Rental of the Showmobile  
  - [ ] Defray costs for Misc. Rental
  - [X] Defray costs for "Other" (Please Explain: Materials and labor) 

- Facility Requested For Event and or Equipment (Attached a copy of the rental form)

  - [X] City Park  
  - [ ] City Building  
  - [ ] Cooley Law School Stadium
  - [ ] Lansing Center  
  - [ ] Mobile Stage Unit  
  - [ ] Other Equipment

What is the expected rental rate for the facility requested and or equipment: $__________

Admission fee or registration fee for the event: $__________

Total Estimated Attendance: _____ Estimated Lansing Residents Attendance: _____
If your organization has applied for other City funding for this event, please list each Department and amount requested:

Parks & Rec

Please list all other organizations that are sponsoring or participating in your event:

The local disc golf club will be contributing $1000 towards the project

If your organization received funding from the Lansing City Council previously please list the amount, year, and purpose:

<table>
<thead>
<tr>
<th>YEAR</th>
<th>AMOUNT</th>
<th>PURPOSE</th>
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<tbody>
<tr>
<td>2017</td>
<td>1500</td>
<td>Disc golf baskets</td>
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<tr>
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TOTAL amount of funds granted by the City in the previous year: $1500

Please list any admission fee or registration fee for this event: $__________

Along with the completion of this application, the following MUST be attached:
(Please check after each is completed and attached)

☐ A BUDGET FOR YOUR EVENT
☐ A LIST OF POTENTIAL FUNDING SOURCES AND HOW EACH FUNDING SOURCE WILL BE USED TOWARDS THE EVENT
☐ LIST OF YOUR ORGANIZATION'S OFFICERS
☐ A COPY OF COMPLETED RESERVATION FORM OR CONTRACT FOR FACILITY FOR THE EVENT

If your request is granted, you must complete return the attached Community Funding Reporting Statement to the City Council within 60 days after the event. To be eligible for Community Funding in future fiscal years this must be completed.

Date: 10/21/19  Signed: [Signature]
WHEREAS, Friends of Ingham Park requested $500.00 to defray costs for cement tee pads for the disc golf at Inghgam Park; and

WHEREAS, the maximum total amount of Community Funding Account to be awarded to an organization in one fiscal year is $500.00; and

WHEREAS, the Committee on General Services met on December 2, 2019, reviewed the request and approved $500.00.

THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby approves an allocation from Community Funding Account to Friends of Ingham Park in the amount of $500.00 to defray costs associated with cement tee pads for disc golf at Inghgam park.

BE IT FURTHER RESOLVED that the Mayor and the Finance Department shall process this request by charging $500.00 to the Council Community Promotion Account – 101.112101.741289.0.

BE IT RESOLVED that Friends of Ingham Parks shall submit a written analysis of the event, including information regarding the number of attendees, a detailed account as to contributors, funds received, expended and residual funds to the Lansing City Council within 60 days after the event.
Application for Appointment to Board or Commission

Thank you for your interest in serving on a Lansing Board, Commission or Committee.

Certain boards, commissions or committees require appointees to be a registered elector in the City of Lansing (Charter Section 2-102) and be a resident of Lansing for one year prior to taking office (Charter Section 2-102).

Appointees to every board, commission or committee must not be in default to the City at the time of taking office (Charter Section 2-103.2) and not have been convicted, within 20 years of taking office, of a violation of the election laws of the City of Lansing, State of Michigan, or the United States; a violation of public trust; or any felony (Charter Section 2-103.1).

Lansing City Charter, Section 5-104, Ineligibility For Boards, restricts certain City employee activities on some boards: "No person holding another City office or activity employed by the City shall be eligible to be a voting member on any board."

Date 9/27/2019
First Name Jeffrey
Middle Alan
Last Name Brown
Other name(s) by which you have been known, including maiden names Field not completed.
Date of Birth 1/9/2019
Address 2501 Arbor Forest Drive
City Lansing
<table>
<thead>
<tr>
<th><strong>State</strong></th>
<th>Michigan</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Zip Code</strong></td>
<td>48910</td>
</tr>
<tr>
<td><strong>Email</strong></td>
<td><a href="mailto:jeffreybrownusa@gmail.com">jeffreybrownusa@gmail.com</a></td>
</tr>
<tr>
<td><strong>Gender</strong></td>
<td>male</td>
</tr>
<tr>
<td><strong>Ward</strong></td>
<td>2</td>
</tr>
<tr>
<td><strong>Precinct</strong></td>
<td>21</td>
</tr>
<tr>
<td><strong>Best phone number to contact you</strong></td>
<td>517-377-2442</td>
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<tr>
<td><strong>Last 4 digits of social security number</strong></td>
<td></td>
</tr>
<tr>
<td><strong>In what year did you move to Lansing?</strong></td>
<td>1984</td>
</tr>
<tr>
<td><strong>Additional information regarding experience and credentials</strong></td>
<td>I have nearly 15 years of community service and development working with community groups, government, and private sector corporations that gives me a unique insight of how each plays a part in a community and how has value to add to peoples lives.</td>
</tr>
<tr>
<td><strong>Occupational Background</strong></td>
<td>Social Entrepreneur / Financial Advisor</td>
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<tr>
<td><strong>Educational Background</strong></td>
<td>Please see resume</td>
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<tr>
<td><strong>Previous Appointments</strong></td>
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<tr>
<td><strong>Current Appointments</strong></td>
<td>Board Member of Ingham County Community Health Centers</td>
</tr>
<tr>
<td><strong>Please attach a resume if available</strong></td>
<td>Resume for Jeffrey Brown.docx</td>
</tr>
<tr>
<td><strong>First choice for board to serve on</strong></td>
<td>Planning Board</td>
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<td><strong>Second choice of a board to serve on</strong></td>
<td>Economic Development Corporation/Tax</td>
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<td><strong>Third choice of a board to serve on</strong></td>
<td>Human Relations and Community Services Board (HRCS)</td>
</tr>
<tr>
<td><strong>Fourth choice of a board to serve on</strong></td>
<td>Lansing Housing Commission</td>
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</tbody>
</table>
Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to contribute to the work of the board or commission.

I wish to serve on the planning, economic development, human relations and community services, and/or housing commission board to help highlight our positives and wins while re-accessing our areas of opportunity to better impact my community which I was born and raised. I believe in communication and cross collaborations that embrace best practices and innovation allowing the “bigger picture” our community to benefit. As a contributing board member I would like to help with efficiencies, development of new creative concepts where evolution is needed and highlight the great things the city of Lansing is already doing and how great decisions change lives daily.

Qualifications and Eligibility – At this time, if you do not meet one or more of the qualifications or eligibility requirements listed at the top, please state here the requirement to be met and explain how you will be qualified or eligible before you would be sworn in to an appointed office.

Field not completed.

Background Check Authorization

I agree

Please type your name in this box to signify that you can serve on a board or commission and the information in this application is accurate to the best of your knowledge.

Jeffrey Brown

Date & Time

9/27/2019 4:30 PM
Jeffrey A. Brown
2501 Arbor Forest Drive • Lansing, Michigan 48910 • 517.377.2442 • jeff@inspireglobal.com

PRESIDENT • INTERNATIONAL LIAISON • VISIONARY STRATEGIST • NEW BUSINESS DEVELOPMENT • FINANCIAL INDUSTRY PROFESSIONAL

Proven change agent capable of taking on an executive role in a major corporation involving international and inter-organizational relationships, as well as staff and organizational development.

STRATEGIC MANAGEMENT

Over a decade of experience as an innovative leader has equipped me to be the driving force of vision, strategy formulation, and implementation in organizations across diverse industries.

Strategist. Pioneered strategy and implementation of specialized solutions for regional and statewide governmental departments including Department of Health and Human Services, Licensing and Regulatory Affairs, and Community Mental Health. Performed full execution of strategy from plan to completion. Approved and adopted as contract service provider by federal and state authorities in record-breaking time.

Fast-track natural leader. Established marketing strategy and organizational capabilities to spearhead national product launches for Radio Shack, Columbia House, Nutrisystem, Brita, Hoover, and Germ Terminator among others. Achieved 100% goal rating throughout the launch and lifecycle of each of these business lines generating multi-millions in sales.

ORGANIZATIONAL DEVELOPMENT

Demonstrated executive leadership that fostered organizational cooperation and employee buy-in for culture change, staff and business process development, and value-added results in corporations and governmental entities.

Effective executive manager. Designed and led corporate restructuring for a technology-based company. Reduced labor cost among a multi-ethnic and multilingual staff by $20,000 per month and increased productivity by 30% within 60 days. Transformed dedicated sales environment into a shared sales business model with diversified clientele and revenue sources. Revamped corporate policies and procedures, redesigned functional departments, and implemented new compensation systems.

Strategic visionary. Developed what has become Oklahoma Center of Empowerment’s corporate infrastructure resulting in CARF accreditation for standards recognized internationally. Expanded corporate training division into licensed post-secondary institute approved by the Oklahoma Board of Private Vocational Schools. Created cross-functional teams to address the needs of different business units and strategic partners.

INTER-ORGANIZATIONAL RELATIONS

Took on liaison role in every position throughout my career. Point of contact for corporate clients and governmental agencies. Established new business-to-business relationships and managed established relationships. Known for delivering on promises consistently and ahead of schedule.

Strong client relations and project manager. Managed relationships with corporate clients for Protocol Integrated Direct Marketing and Summit Technology. Designed and managed clients’ large-scale projects from startup to maturity generating millions in sales. Hosted client visits and site tours.

Organic growth champion. Led multiple partnerships, program delivery, and reporting between The Inspirational Center and governmental departments to achieve federal health and human service goals. Authored proprietary programs and facilitated implementation regionally within the state of Michigan. Exceeded compliance regulations and licensing requirements for ongoing contract renewal.

Liaison with governmental offices. Created Advance Placement Solutions, an organization providing career development services, and established and managed contractual relationships with Oklahoma’s Department of Human Services, Department of Rehabilitation Services, Department of Transitional Services, and others.

NEW VENTURES & CLIENT SERVICE DEVELOPMENT

Independent entrepreneur who has created new businesses from the ground up and developed new business lines internally within corporations.

Trailblazer. Direct responsible for client services for Domino’s joint centralization model. Successful oversight of more than 20 Domino’s stores, 200 employees, and more than $10 Million in revenue. Added 30% more franchises within 6 months.

Entrepreneur. Started Advance Placement Solutions and the Inspirational Center as entrepreneurial ventures. Built capacity for organic growth and workload capabilities. Advance Placement Solutions is now the Oklahoma Center of Empowerment. The Inspirational Center evolved into Inspire Care.
Jeffrey A. Brown  
2501 Arbor Forest Drive • Lansing, Michigan 48910 • 517.377.2442 • jeff@inspireglobal.com

PROFESSIONAL HISTORY

CREATOR/ CEO  
Inspire Care  
December 2015 - present  
Lansing, Michigan

Inspire Care formerly known as “The Inspirational Center” adopted a new name and strategic focus in December 2015 uniquely innovating Adult Home Help Services by creating the Virtual Care Nurse℠ for Medicaid beneficiaries who require long-term care.

Scope of Responsibility
Responsible for creating the infrastructure and business model from the ground up that created the Inspire Care. Established organizational policy and ensure governmental compliance. Act as the face and liaison of Inspire Care and brand.

Results
- Streamlined organization by creating an integrated business model that maximizes reach, service, and capacity per client positioning Inspire Care as a niche social organization within the public healthcare system.
- Created Virtual Care Network system
- Created Virtual Nursing and Care Pay system
- Secured start-up funding and industry experts as Advisory Board Members
- Secured Medicaid Home and Community Based Waiver Services contract

CHIEF EXECUTIVE OFFICER  
The Inspirational Center  
August 2009 – June 2015  
Lansing, Michigan

Created a home and community-based organization that provides in-home care for people by providing high-quality service systems that encourage individual self-sufficiency, optimal health, and professional growth.

Scope of Responsibility
Formulated and implemented the strategy that created the Inspirational Center. Spearheaded the development, execution, and management of cross-functional teams of people. Established complex delivery systems serving diverse client populations, corporations, and governmental divisions, and fulfilling regulatory compliance. Acted as the face and liaison of Inspirational Center and brand.

Results
- Developed company infrastructure from the ground up and built management team. Streamlined organization by creating an integrated business model that maximized profits per client and positioned Inspirational Center as a niche company in the healthcare industry.
- Grew revenue by 550% within first year and 69% above year one growth year two
- Turned a profit with first year of operation and built staff from zero to 75 employees by year two
- Developed and implemented marketing strategy and secured corporate B2B clients in diverse industries.
- Pioneered strategy and implementation of specialized solutions for regional and statewide governmental departments including US Social Security Administration, Michigan Department of Health and Human Services, Licensing and Regulatory Affairs, Office on Aging and Community Mental Health. Approved and adopted as a contract service provider by federal and state authorities in record-breaking time. Awarded renewal contracts 5 consecutive years.
- Authored several comprehensive programs that were purchased by the state of Michigan to address the unique client needs that included: Advance Placement Solutions “a family of related employment programs,” Inspire Care “a family of related home healthcare and recreational programs,” Inspirational Living “a comprehensive 24/7 residential facility,” and Life Changing Self Awareness “a personal development and behavior modification program.”
- June 2015 successfully restructured business to specialize in healthcare programs now known as Inspire Care.
Jeffrey A. Brown
2501 Arbor Forest Drive • Lansing, Michigan 48910 • 517.377.2442 • jeff@inspireglobal.com

PROFESSIONAL HISTORY

PRESIDENT & CHIEF OPERATING OFFICER
Advance Placement Solutions
February 2006 – August 2009
Tulsa, Oklahoma

Established a company that provides staffing, training, and specialized employment programs for companies and individuals that assist in recruiting and job placement efforts accompanied by workforce supports that foster employment sustainability.

Scope of Responsibility
Fully responsible to build company framework and recruit staff while developing and managing inter-organizational relationships with corporations and governmental divisions as the appointed liaison. Managed multiple statewide performance-based projects according to federal and state laws.

Results
- Created and developed company infrastructure including organizational flow and policy and procedures.
- Grew revenue 200% within first year
- Recruited, trained, and managed up to 23 staff.
- Developed and implemented marketing strategy and secured corporate B2B clients such as Double Tree Hotel, McDonalds, West Corporation, Dominos Pizza, Rhodes Law Firm, Muskogee Nursing Homes, amongst others.
- Spearheaded new market penetration by expanding company services. Engaged and executed 10 B2B contracts within 1st year.
- Positioned Advance Placement Solutions now known as Oklahoma Center of Empowerment for CARF Accreditation internationally recognized standards.
- Expanded company training division into a licensed post-secondary institute branded as the Achieve Career Institute (“Empowering education and career growth”) licensed by the Oklahoma Board of Private Vocational Schools (OBPVS).
- Co-authored “Life Changing Self-Awareness”—a personal development and behavior modification program that was purchased by the state of Oklahoma and introduced at Jenks High School.

GENERAL MANAGER
Summit Technology
June 2005 – February 2006
Muskogee, Oklahoma

Summit Technology Inc. is a progressive management corporation utilizing advanced technological services to assure efficient and timely solutions for one of the nation’s largest fast food chains, Domino’s Pizza, by providing software, programming, and comprehensive contact center services for receiving orders and processing customer complaints.

Scope of Responsibility
Managed the company’s corporate client, Domino’s Inc., and day-to-day operations across 3 time zones inclusive of 12 direct reports, 200+ indirect reports, 20 Dominos stores, and well over $10 Million in revenue. Created monthly sales, key performance indicators, and remote technological support for individual client site issues and needed repairs in over 20 Domino Pizza corporate and franchise locations. Direct managerial oversight of: Client Services, Human Resources, Workforce Development/Scheduling, Operations, Training, Quality Assurance, Information Technology, and Help Desk departments.

Results
- Designed and led corporate restructuring. Revamped corporate policies and procedures, redesigned functional departments, and implemented new compensation systems. Reduced labor cost by $20,000 per month and increased productivity by 30% within 60 days among a multi-ethnic and multilingual staff.
- Increased Dominos revenue by 10% within 90 days by transforming sales strategies. Added 30% more franchises within 6 months.
- Transformed dedicated sales environment into a shared sales business model with diversified clientele and revenue sources. Developed and implemented new venture from the ground up, resulting in contract restructuring, increased staff performance and workload capabilities, as well as new business. Profit margin increased by 175% and company client base by 200%. Two national clients were added: Flitz International and Omaha Steak.
Jeffrey A. Brown
2501 Arbor Forest Drive • Lansing, Michigan 48910 • 517.377.2442 • jeff@inspireglobal.com

PROFESSIONAL HISTORY

CLIENT RELATIONS MANAGER
Protocol Integrated Direct Marketing

August 2003 – May 2005
Lansing, Michigan

Protocol Integrated Direct Marketing is a privately-held integrated marketing services company that serves business-to-business and business-to-consumer environments by offering direct marketing, data/production services, research, fulfillment services, and contact centers.

Scope of Responsibility

Client Relations Management: As the liaison between Protocol group and the assigned business clients, I directed and managed their large-scale projects from startup to full maturity. As the corporate representative, I hosted client visits and site tours furthering business relationships.

Sales & Marketing: Charged with project sales and approach including offer, value, upsells, and sales incentives that included sales script materials for entire sales team. Responsible for creating coherence between television commercial and customer experience resulting in a close conversion between 20% - 60% of all prospects.

Programming: Responsible for client programming by analyzing and providing client project and business needs to Protocol’s technology and reporting division. Ensured that timely and accurate development was completed and tested prior to going “live.” Acted as quality assurance and final authority.

Reporting: Worked with each client to develop key performance measures and then translate those metrics into customized crystal reporting powered by sequel databases. Produced weekly, quarterly, and annual real-time reporting.

Training & Development: Responsible for adequately training entire sales force for each project to ensure targets were met consistently. Developed training modules to suit client needs and image, e.g., soft vs. aggressive sales techniques.

Quality Assurance: Developed scoring to evaluate Protocol’s performance and utilized information to implement best practices and adjust areas of opportunity to close sales and provide upsells.

Product Information: Evaluated product and identified key points of information and basic questions and answers to ensure sales force had adequate product knowledge and could speak intelligently and accurately in fulfilling particular clients’ projects.

Media Trafficking: Responsible to analysis profit and loss in each media market and provide expertise in redirecting expenditure to maximize return on investment.

Telecommunications: Set up television commercial direct responses to appropriate routing and sales group. This included proper offers and multiple products and test advertisements.

Results

• Managed three locations of shared customer service/sales forces in different geographical regions encompassing 300 employees in facilities in Lansing, Michigan, Covington, Louisiana, and Arden, North Carolina.
• Managed multi-million dollar portfolio of large-scale national projects from startup to full maturity for Nutrisystem (weight-loss program), Radio Shack (introduction to RS retail air purifier), Brita (water system), Columbia House (I Love Lucy legacy collection), Rug Doctor (carpet cleaning system), and Hoover (a variety of vacuums), among others.
• Developed and disseminated training for all sites and assisted in the rollout of each sales employee.
• Developed relationships with clients and national/broadcast media companies by providing strategic and tactical planning for project enhancement.
• Exceeded by 10% client sales expectation throughout the life cycle of each business line and received overall quality assurance rating in the 95 percentile (industry standard is 85%).
Jeffrey A. Brown
2501 Arbor Forest Drive • Lansing, Michigan 48910 • 517.377.2442 • jeff@inspireglobal.com

PUBLICATIONS

Authored
BE INSPIRED: Inspirational Journal
Published by: Amazon.com 2014

Co-Authored
Life Changing Self-Awareness: Behavior Modification Program
Published by: iUniverse Publishing Company 2008

EXECUTIVE MANAGEMENT & COACHING

INSPIRE GLOBAL Private Consultancy
August 2009 – present
Established personal brand that specializes in strategic management: developing, planning, and executing board of directors’ targets and/or owner-level decision making and vision. Building up leaders and refining their potential has become an underpinning result. Achieve 100% client satisfaction and implementation of goals. Further details available upon request.

Authorized Client List:
Lauren Aitch, Former MVP Pro Women’s Basketball Copenhagen Denmark, President of Lady Aitch
Terrance Friday, News Anchor Dallas, Texas
Melissa Cupido, Financial Manager- Cape Town International Convention Centre Cape Town, South Africa
Damian Gregory Former NFL Player, CEO of Gridiron Gang
Monica Sparks, On Air Personality
James Hurst, Former Secret Services Agent assigned to US Presidents Ronald Reagan & George Bush
DeAndre Carter, Ranked top 100 worldwide by Toastmasters International 2015
Robin Smith, Former Chair National Association of Community College Trustees

EDUCATIONAL CREDENTIALS

Current Federal Securities & Insurance Licenses
Series 6 - The Investment Company and Variable Contract Products Representative
Series 63 – Uniform Securities Agent State Law
SIE - Securities Industry Essentials
Variable Annuities
Life Insurance
Health Insurance
Accident Insurance

University of Oklahoma
Specialized Certification for Project Directors Advanced Training Program June 2009
Specialized Certification for Project Directors Advanced Training Program March 2009
Specialized Certification for Project Directors Advanced Training Program May 2008
Certification for Building Relationships in the Business Community June 2008
Specialized Certification for Project Directors Advanced Training Program September 2007
Certificate for Evidence-Based Teaching Advanced Training Program May 2007
Certificated “Job Coaching Training” Advanced Training Program February 2006
Certificated “Job Club Trainer Training” Advanced Training Program April 2006

Oklahoma Mental Health Consumer Council
Certificated WRAP Facilitator April 2007

Oklahoma Board of Private Vocational Schools
Certificate for Annual Renewal March 2009

New Horizon Learning Center
Certificate for MS Office, HTML, A+, Networking 2003

Lansing Community College
Certificate for Real Estate Transactions & Law 2003

Cisco Network Academy Online
Cisco Certified Network Associate 2001-2002
CONFERENCE ORGANIZER & SPEAKING INVITATIONS

Uplift Our Youth Foundation Annual Gala 2015-present (SOLD OUT) Lansing, Michigan
• Appointed to board of directors and marketing strategist
• Selected as special guest speaker to introduce Grammy Award Winner Khari Cain

Lansing Community College Entrepreneurship Program 2015 Lansing, Michigan
• Advisor to program
• Invited as special guest speaker

Empowering and Educating Women in Business Conference 2014 (SOLD OUT) Grand Rapids, Michigan
• Appointed as Executive Manager to provide strategic management, conference structure, and fund development
• Invited as special guest closing speaker

• Creator & conference Chairman
• Secured corporate sponsors and facilitated conferences at no out of pocket expense
• Engaged and solidified conference speakers from throughout the US and Africa to included Super bowl champions Darian Barnes, Clarence Love, and former NFL player Damian Gregory, former Women’s basketball MVP Copenhagen Denmark Lauren Aitch, Governmental Advisor to the Parliament of South Africa Dr. Theodore Noble, European pro Andre Hutson, and MSU assistant head coach Mike Garland, amongst others.

Impact Summit Conference 2013 Lansing, Michigan
• Appointed as Conference Executive Manager
• Developed annual conference from inception to conference date. Planned and created all materials that resulted in partnering with the city Mayor back by over 30 community and faith-based organizations
• Selected as keynote speaker

Global Business Development Conference 2013 Lansing, Michigan
• Conference board member. Appointed as marketing strategist & two day special guest closing speaker
• Produced all marketing materials and conference flow that resulted in corporate backing and annual reoccurrence. GBDC since has been adapted by major cities across the US with attending global ambassadors and international businesses

Network Empowerment Conference 2012 Holt, Michigan
• Invited as special guest speaker for business networking conference

Oklahoma APSE State Conference 2009 Oklahoma City, Oklahoma
• Selected as youngest Panel Member for statewide conference
  “Strategies on B2B workforce placement and training for people with disabilities”

APPOINTMENTS & AFFILIATIONS

Appointment: Board of Directors – Ingham County Community Health Centers (Public Health Centers) Chairman, Board of Directors - Uplift Our Youth Foundation
Board of Directors – Capital Area Disability Network
Advisory Board of Directors - Career Quest College
Authorized Provider - Center for Medicaid & Medicare
• Approved Statewide Medicaid Provider in the state of Michigan
Jeffrey A. Brown  
2501 Arbor Forest Drive • Lansing, Michigan 48910 • 517.377.2442 • jeff@inspireglobal.com

REFERENCES

Additional References available upon request.

Kelvin Batten, CEO Oklahoma Center of Empowerment  
Tulsa, Oklahoma
“Jeffrey is a phenomenal business partner and an extraordinary visionary who has the compassion and finesse to maximize resources and bring people together to get the deal done. I have watched Jeffrey grow beyond limits people place on him to a place of potential where others are sometimes scared to go. He is what he says he is and can do what he says he can do and that’s a fact.”  Contact number: +1.918.850.9445

Kevin Bonds, former Policy Director at Michigan Economic Development Corporation  
Lansing, Michigan
“Jeffrey is one of the charismatic leaders of today. Jeffrey has a gift in motivating others to help them see their inner worth and strengths to be the very best they can be. His compassion for others is unmeasured as he sees no human as a mistake and that we all have great potential within. I have been truly inspired!”  Contact number: +1.517.862.7412

Dr. Theo J. Noble  
Governmental Advisor to Parliament & Bishop of New Covenant Christian Church  
Cape Town, South Africa
“I recommend the finest gifts to this world in the person of Jeff Brown, his persona, wisdom and grace is second to none and carries the aroma that spreads healing like a fragrance and breathes his love on mankind like a perfect cloth that covers a scratched table top. Thank you for your constant and consistent giving Jeff! If ever you desire to stay ahead of the pact and be in tune with what is relevant and timeous then profound speaker and prolific visionary Jeff Brown is groundbreaking. All I can say… indeed brilliant and futuristic!”  Contact number: +011.27.73.73.4517 • themobole67@yahoo.com

Lauren Aitch, Former MVP Pro Women’s Basketball Copenhagen, Denmark  
Lansing, Michigan
“Jeffrey has a keen ear and eye for discovering talent and realizing it to its full potential. I highly recommend Jeff as someone who can help any business or persons find a solid path that will bring success.”  Contact number: +1.517.410.9916

Terrance Friday, News Anchor  
Dallas, Texas
“Jeffrey is a hardworking, driven and dedicated professional in every sense of the world. He if fully adept in skills far beyond what his job requires and uses Godly insight to change lives. Any project Jeffrey takes on will be executed with care and a brand of excellence that will be undeniable. He inspired, commands results, embodies wisdom, and is truly a force to be reckoned with.”  Contact number: +1.763.222.3266

Melissa Cupido, former Financial Manager- Cape Town International Convention Centre  
Cape Town, South Africa
“I believe Jeffrey should be viewed first as an outstanding leader. He is regarded amongst the most visible proponents of change through inspiration and positive development. Passion remains consistently eminent with underpinning values of integrity, culminated in excellence.”  Contact number: +011.27.71.888.2618 • cupidomelissa@gmail.com

Shani Saxon, MSW  
Child & Adolescent Health Program Consultant at Michigan Department of Community Health
“Jeffrey Brown is a visionary leader who has the insight and ability to uniquely identify efficient and effective means of delivering highly successful business outcomes.”  Contact number: +1.517.214.6990

James Hurst,  
former Executive Manager at State of Michigan
“Jeff Brown is a creative business leader who has proven that he has a passion for people and the expertise to make positive change. It has been an eye opening experience working with Jeff and I am amazed with his vast knowledge and his ability to embrace innovation, his wisdom and results obtained. I highly recommend Jeff as an individual that can lead any size company or project with inspiration and an outcome that would surpass expectations.”  Contact number: +1.517.214.4680

Terri Beard, MA, LPC  
Senior Vocational Rehabilitation Counselor at Community Mental Health Authority
“Jeff is a very positive and goal focused business partner. He has high energy and is solution focused. It gives me pleasure to endorse him.”  Contact number: +1.517.927.4989

Heather Smith, Director of Engineering  
Private Markets at Michigan Concrete Association
“Jeffrey Brown is an exceptional leader with extraordinary vision; he is a great asset to all who work with him

Stephen Powell, CISA  
Senior Advisor at Ernst & Young
“Jeff is one of the most inspirational people I have ever met. He is very goal oriented and has accomplished a lot by always using and incorporating a positive attitude. Jeff is a focused professional and can help your team maximize its potential.”

Ken Marks, Statewide Contract Administrator Michigan Department of Health and Human Services  +1.517.241.0348
WHEREAS, the Mayor made the appointment of Jeffrey A. Brown of 2501 Arbor Forest Drive, Lansing, MI 48910 as an At-Large Member of the Human Relations & Community Services Board for a term to expire June 30, 2023.

WHEREAS, the nominee has been vetted by the Mayor’s Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on General Services met on December 2, 2019 and took affirmative action;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms Jeffrey A. Brown of 2501 Arbor Forest Drive, Lansing, MI 48910 as an At-Large Member of the Human Relations & Community Services Board for a term to expire June 30, 2023.
Claim #1740

214 Lathrop Street

$3,140.00

Incident Date (per claim application) – 10/30/2018
Incident Date (per Code Report) – 10/30/2018

Taxes- Added to 2019 Summer Taxes

Filed Claim – 8/8/2019
Claims Review Committee Hearing – N/A
Claims Review Committee Letter – N/A
Referred to City Council – 10/3/2019
Referred to Committee on General Services – 10/14/2019
Good Morning,
I just talked to my in house tree crew that does most of our trouble work. They did not remember any jobs at this residence and I also did a search in their schedule which did not come up with anything. I also looked at our contractors schedule and they were last in this area 2-3 years ago. This does not sounds like something our contractors would do as they are required to cut up logs to firewood sizes per their contract and have signed permission to even cut a tree down per their own regulations to prevent issues like this. In addition our crews do not have any equipment to move logs of this size, which is why we must cut everything to firewood size.

I hope this helps but this doesn’t sound like anything we would have done.

John Rademacher
Supervisor, Utility Forester
T: 517-702-6552
T: 517-702-6609

Sherrie,

I’ll check with our tree team and get back to you.

Thanks,

Calvin

[EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

- ITD

Morning
Thanks for checking. We had a claim where the tenant at 210 stated BWL was cutting on the streets, and because there was a tree in the back yard that was leaning into the wires, she asked them to cut it. In turn she stated they did, and since she had little kids she asked them to put the large logs in the vacant lot next door (214). Here are pictures. We (the city) had to come in and remove the logs and charge the owner, who has now filed a claim for that removal. (He also owns a tree service). Is it possible this could have happened?

Sherrie Boak
City of Lansing
City Council Office Manager
517-483-7683
www.lansingmi.gov/City_Council

From: Calvin Jones <Calvin.Jones@LBWL.COM>
Sent: Friday, November 22, 2019 2:30 PM
To: Boak, Sherrie <Sherrie.Boak@lansingmi.gov>
Cc: Calvin Jones <Calvin.Jones@LBWL.COM>
Subject: [EXTERNAL] FW: BWL Tree Trimming at a Property

Sherrie,

Our team went out to 210 Lathrop and did not find any trees that we cut in the backyard as our lines run along the street across the road from 210 Lathrop. The trimmed this area 2-3 years ago. Perhaps we are missing something but we could not find anything at these addresses.
I hope this helps,

Calvin

From: Calvin Jones
Sent: Friday, November 22, 2019 9:44 AM
To: 'Boak, Sherrie' <Sherrie.Boak@lansingmi.gov>
Subject: RE: BWL Tree Trimming at a Property
Claim Review Committee Form
(Commonly including: Grass, Trash, Weeds and Board-Up Violations)

NAME: LEWIS E HANFET DATE: 5 Aug. 2019
MAILING ADDRESS: 8905 Kingsland Hwy EMAIL: Louscuttingedge@yahoo
CITY: LATHROP ST LANSING PARCEL NO. 33-01-01-15-101-171
STATE: MI ZIP CODE: 48827
TELEPHONE: Home ( ) 517-231-7430 Work ( ) 517-231-8180

Please provide the following information on the incident(s) for which you are filing a claim. WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW.

ADDRESS: 214 LATHROP ST LANSING PARCEL NO. 33-01-01-15-101-171
DATE OF INCIDENT: Oct. 30 2018 AMOUNT YOU WERE BILLED: $3,140
TOTAL AMOUNT YOU ARE CONTESTING: $3,140
TYPE OF ASSESSMENT: Wood /Brush cleanup

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

I own both 210 & 214 Lathrop.
214 is a vacant lot next to my house on 210.
I called today to pay my Taxes & was informed of this charge. I'm still in shock! I was never aware there were any debris that needed to be cleaned up and was never mailed anything stating that fact. They said they mailed 214 however there is no mailbox @ 214 so no way to get mail.
I can not afford this extra expense and am asking for help.

A description of the claims review process is available on our website at: https://www.lansingmi.gov/349/Claims-Review-Process
To download the claim form: https://www.lansingmi.gov/DocumentCenter/View/4639/Claims-Review-Committee-Form?bidId=

Fifth Floor, City Hall • Lansing, Michigan 48933 • (517) 483-4320 • Fax (517) 483-4081 • cityatty@lansingmi.gov
DATE SUBMITTED: 8/08/2019
ADDRESS OF VIOLATION: 214 Lathrop Street
LISTED TAXPAYER OF RECORD: Hanft, Lewis E.
OTHER TAXPAYER OF RECORD:
CLAIMANT: Hanft, Lewis E.
CLAIMANT’S ADDRESS: 8905 Kingsland Highway
Eaton Rapids, MI 48827

TYPE OF ACTIONS CONTESTED: Trash Removal
VIOLATION DATE: 10/30/2018
NOTIFICATION DATE: 4/30/2018
2ND NOTICE ASSESSMENT DATE:
AMOUNT OF ASSESSMENT: $3,140.00
CONTRACTOR NAME - INVOICE NO. - DATE: Crutcher 18-T094 11/13/2018
AMOUNT OF CLAIM: $3,140.00

ADDITIONAL ACTIONS CONTESTED:
VIOLATION DATE:
NOTIFICATION DATE:
2ND NOTICE ASSESSMENT DATE:
AMOUNT OF ASSESSMENT:
CONTRACTOR NAME - INVOICE NO. - DATE:
AMOUNT OF CLAIM:
MEMO DATE – INVOICE NO.:

HISTORY:
Grass
Violation
8/13/2019

CITATIONS IN PREVIOUS YEAR:
Trash
Violation
10/30/2018

CLAIMANT’S CIRCUMSTANCES: See Attached

CODE OFFICER’S NOTES: This property was cited for the trees that were cut down and left on the property on 10/30/2018. The notice was sent to the taxpayer of record at the time, the owner of the property listed his address as 214 Lathrop. The owner of the property did not update his address with the Assessor until August of this year and also has not paid the Winter 2018 and Summer 2019 Taxes. By ordinance this office is required to send all notifications to the taxpayer of record. The owner of this property owns a tree cutting service and should have been aware after the trees were cut down, they could not be left on the property the violations were on the property for at least 20 days from the time our office sent notification to the time the contractor showed up this office recommends denial of the claim.
<table>
<thead>
<tr>
<th>Item Category</th>
<th>Item Description</th>
<th>Amount Due</th>
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<tbody>
<tr>
<td>Code Compliance</td>
<td>Trash - Admin Fee</td>
<td>$265.00</td>
</tr>
<tr>
<td>Code Compliance</td>
<td>Trash - Contractor Charge</td>
<td>$2,875.00</td>
</tr>
<tr>
<td>Total Amount Due</td>
<td></td>
<td>$3,140.00</td>
</tr>
</tbody>
</table>

**TOTAL AMOUNT DUE**

$3,140.00
Eric's Refuse LLC  
P.O. Box 15035  
Lansing, MI  48901 US  
ericsrefuse@hotmail.com

**INVOICE**

**BILL TO**  
Economic Development & Planning Code  
Enforcement Office  
316 N Capitol, Ste. C-1  
Lansing, MI  48933-1238

<table>
<thead>
<tr>
<th>PROPERTY ADDRESS</th>
<th>PARCEL NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>214 Lathrop ST</td>
<td>33-01-01-15-406-171</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>QTY</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>city:1 hour 3 yards</td>
<td>1</td>
<td>175.00</td>
<td>175.00</td>
</tr>
<tr>
<td>first hour and 3 cubic yards</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>city:add hours</td>
<td>5</td>
<td>150.00</td>
<td>750.00</td>
</tr>
<tr>
<td>any hours after 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>city:add hours</td>
<td>13</td>
<td>150.00</td>
<td>1,950.00</td>
</tr>
<tr>
<td>any hours after 1</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>11/13/18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 yards</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amy Castillo</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>cut entire tree and removed it</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>from snow</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**BALANCE DUE**  
$2,875.00
TRASH AND DEBRIS CORRECTION NOTICE

HANFT LEWIS E
214 LATHROP ST
LAN Sing, MI 48912

Violation Date: 10/30/2018
Violation Location: 214 LATHROP ST
Parcel No: 33-01-01-15-406-171
Compliance Due Date: November 06, 2018

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Brush & Tree Limb debris

INSPECTOR COMMENTS: Entire vacant lot.

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice. The contractor's expenses plus a $250.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra $75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year. If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Friday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: Amy Castillo (517) 702 4751 amy.castillo@lansingmi.gov

"Equal Opportunity Employer" Taxpayer's Copy
Trash Authorization Form

Submitted to: Eric Crutcher on 11/09/2018

TAXPAYER: HANFT LEWIS E, 214 LATHROP ST LANSING, MI 48912

Location of Work: Enf Num: E18-10007

Address: 214 LATHROP ST
Lot No:
Description:
Parcel No: 33-01-01-15-406-171

Remove Trash and Debris

Work Authorized:
Violation: Brush & Tree Limb debris

INSPECTOR COMMENTS: Entire vacant lot.

PLUS ANY OTHER INCIDENTAL TRASH / DEBRIS ON THE PROPERTY

Authorized Time required to complete work: 1
Authorized Cubic Yards: 3

Warning Comment:
Chainsaw required to cut up large tree that is laying on the ground.

Submitted By: Amy Castillo (517) 702 4751
### Owner and Taxpayer Information

**Owner**
- HANFT LEWIS E
- 8905 KINGSLAND HWY
- EATON RAPIDS, MI 48827

**Taxpayer**
- SEE OWNER INFORMATION

### General Information for Tax Year 2019

**Property Class**
- RESIDENTIAL – VACANT

**School District**
- LANSING

**Map #**
- P -1230 -0024

**Top Ten**
- Not Available

**User Alpha 3**
- Not Available

**Historical District**
- Not Available

**Type Code**
- Not Available

**Principal Residence Exemption Information**

- Homestead Date: 12/30/1997
- Principal Residence Exemption Information:
  - June 1st: 0.0000 %
  - Final: 0.0000 %

**Previous Year Information**

<table>
<thead>
<tr>
<th>Year</th>
<th>MBOR Assessed</th>
<th>Final SEV</th>
<th>Final Taxable</th>
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<tbody>
<tr>
<td>2018</td>
<td>$27,000</td>
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<td>$24,074</td>
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<td>$26,200</td>
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<tr>
<td>2016</td>
<td>$25,100</td>
<td>$25,100</td>
<td>$23,369</td>
</tr>
</tbody>
</table>

**Land Information**

- Zoning Code: Not Available
- Land Value: $9,000
- Land Improvements: $0
- Renaissance Zone: No
- Renaissance Zone Expiration Date: No Data to Display
- ECF Neighborhood: 38B
- Mortgage Code: No Data to Display
- Neighborhood Enterprise Zone: No

<table>
<thead>
<tr>
<th>Lot(s)</th>
<th>Frontage</th>
<th>Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot 1</td>
<td>33.00 ft</td>
<td>121.00 ft</td>
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**Legal Description**

- 5 7 FT LOT 16 & N 26 FT LOT 17 HARRAHS ADD

**Sale History**

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<tr>
<th>Sale Date</th>
<th>Sale Price</th>
<th>Instrument</th>
<th>Grantor</th>
<th>Grantee</th>
<th>Terms of Sale</th>
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<tr>
<td>09/24/2018</td>
<td>$3,000.00</td>
<td>CD</td>
<td>FEDERAL HOME LOAN MORTGAGE CORP</td>
<td>HANFT LEWIS E</td>
<td>1ST SALE AFTER BANK</td>
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<td>11/16/2017</td>
<td>$12,768.00</td>
<td>SD</td>
<td>OTHER</td>
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<tr>
<td><strong>General</strong></td>
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<tr>
<td><strong>Floor Area</strong></td>
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<td><strong>Estimated TCV</strong></td>
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<td><strong>Garage Area</strong></td>
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<td><strong>Basement Area</strong></td>
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<tr>
<td><strong>Foundation Size</strong></td>
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<td><strong>Effective Age</strong></td>
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<td><strong>Class</strong></td>
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<tr>
<td><strong>Percent Complete</strong></td>
<td>0%</td>
<td><strong>Heat</strong></td>
<td>Forced Air w/ Ducts</td>
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<td><strong>AC w/Separate Ducts</strong></td>
<td>No</td>
<td><strong>Wood Stove Add-on</strong></td>
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<td><strong>Basement Rooms</strong></td>
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<td><strong>Water</strong></td>
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<td><strong>1st Floor Rooms</strong></td>
<td>0</td>
<td><strong>Sewer</strong></td>
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<td><strong>2nd Floor Rooms</strong></td>
<td>0</td>
<td><strong>Style</strong></td>
<td>2 STY</td>
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<td><strong>Living Area</strong></td>
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<td><strong>Walk Out Doors</strong></td>
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<td><strong>Plumbing Information</strong></td>
<td>3 Fixture Bath</td>
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**Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and **WITHOUT WARRANTY** of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.
WHEREAS, Lewis E Hanft sought to eliminate a special assessment of $3,140.00 for brush removal fees, all associated penalties and interest, on the property tax bill for 214 Lathrop Street (Tax ID #33-01-01-15-406-171); and

WHEREAS, upon filing a claim to the Committee on General Services, the Committee met on October 28, 2019 and denied the claim in the amount of $3,140.00; and

WHEREAS, upon discussions at City Council on October 28, 2019 the claim was discharged back to the Committee, and on November 21, 2019 the Committee met and requested additional information from the Board of Water and Light on their tree trimming practices. The Committee met again on December 2, 2019 and _______ the claim in the amount of $3,140.00.

THEREFORE, BE IT RESOLVED, the City Council, hereby _________ the claim in the amount of $3,140.00 for brush removal fees, all associated penalties and interest on the property tax bill for 214 Lathrop Street (Tax ID #33- 01-01-15-406-171).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.
Claim #1720
510 N. Hayford Ave
$518.00

Incident Date (per claim application) – 5/23/2019
Incident Date (per Code Report) – 5/1/2019

Taxes- Not yet applied to tax bill

Filed Claim – 7/1/2019
Claims Review Committee Hearing - 9/19/2019
Claims Review Committee Letter – 9/23/2019
Referred to City Council – 10/22/2019
Referred to Committee on General Services – 10/28/2019
To Whom It May Concern

My name is Ruben Montes Jr.
and I reside at the address of
510 N. Hayford Ave. Lansing, MI 48912.
I am writing this letter to dispute charges that are being
charged to me due to trash pick-up.
I have gone through a hearing and
I was denied when I appealed.
I am disputing the fact I am
being charged $500 for trash removal.
There are claims of having 500 lbs
of trash collected. The bins only
held 100 lb of trash each. That was
confirmed through the city. So here
they claim 500 lbs. I do not understand.
Also the people were only there
for 10 min maybe even 15. The most
you can see the time stamps on
the pictures they took. There should
be no claims that it took longer.
My job is a seasonal job
and the way the weather has been
has kept me from working so it
will be really hard for me to
pay that amount. I have lived at my house for two years now. My roommate had to get kicked out for non-payment of rent when he cleaned out his stuff. He chose to leave his stuff off my porch and some of the trash. I did as much as I could to take care of it, I do not cause any problems. Please reconsider and contact me ASAP. I would greatly appreciate it.

Appeal #1720

Cardially

Tenant * Ruben Montes  
rubenmontes40@gmail.com
517-554-1633
NAME: Ruben Munoz
MAILING ADDRESS: 510 N Hayford Ave
CITY: Lansing
TELEPHONE: Home (755) 444-1433, Work

DATE: 7-1-19

Please provide the following information on the incident(s) for which you are filing a claim. WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW.

ADDRESS: 510 N Hayford Ave
DATE OF INCIDENT: 5-23-19
AMOUNT YOU WERE BILLED: $518

TOTAL AMOUNT YOU ARE CONTESTING: $518
TYPE OF ASSESSMENT: Trash removal

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

I would like to dispute the charge of $518 for trash removal. I had just got back to work and was waiting to get paid. So I could afford a gas station. I do not think I was being asked for this bill. I am a very responsible person and if I am able to pay the full amount of this bill I promise you will not have another issue with me. I just not pay for gas and had a roommate whom I had to ask to have gas.
when he left, he left all his trash on my front porch and refused to take care of it. I had received a letter of warning so immediately I had to take care of it myself. If you look at the pictures I only had 8 to 10 bags of trash, how does that amount to $518? That's 340 pounds. In the pictures I've seen, I had already had trash in there and you could tell they threw it all around instead of keeping it organized. There is no way that those two bins I have held all that trash they are claiming. Please help me and I appreciate the consideration.
This Management Agreement is entered into on this 10th day of October, 2010, by and between James Hagan - owner KC BAM LLC, whose address is: 1717 Swedan E. Lansing, Michigan ("Owner") and HAGAN REALTY MANAGEMENT, LLC, a Michigan Limited Liability Company, whose address is 927 East Grand River Avenue, Suite 11, East Lansing, MI 48823 ("Agent").

In consideration of the matters set forth above and the mutual benefits and obligations set forth in this Agreement, the parties herein agree as follows:

RECITALS

A. The Owner is the legal title holder of rental property located at:

[Address]

(collectively the "Property");

B. The Agent is willing to undertake the management of the Property upon the terms set forth in this Agreement; and

C. The Owner appoints and employs Agent as exclusive agent for the management of the Property and Agent accepts and agrees to be the exclusive agent for the management of the Property pursuant to the terms and conditions set forth herein this Management Agreement.

AGREEMENT

1. TERM:

A. The term of this agreement shall continue indefinitely at the will of the parties, provided, however, that should either party wish to terminate this agreement, it shall give the other party herein at least (30) days written notice of termination. If after termination, Agent is needed for consultation, an hourly rate of $150.00 shall be charged.

B. At the end of the initial term, the Agreement will be automatically extended for successive one (1) year terms at the rate of compensation provided in paragraph 2 "Compensation of Agent", and may be amended from time to time by written Addendum.
2. **COMPENSATION OF AGENT:**

   A. The Agent will be compensated for its services and duties for providing management as described under this Agreement a fee equal to ten (10%) percent of any and all rents collected by Agent for the unit(s).

   B. Compensation for term of this Agreement shall be earned in full when Lease(s) are executed, even though payments are made in installments during the term of this Agreement. In the event this Agreement is prematurely terminated by Agent pursuant to paragraph 1.A. above, Agent shall only be entitled to receive its pro-rata share of management fee for the time it served.

3. **BANK ACCOUNT:**

   A. The Agent shall establish and maintain a Bank Account with a regulated financial institution with an office located in the state of Michigan.

   B. The funds in the Bank Account shall not be commingled with funds of the Agent and shall be maintained and disbursed in accordance with the provisions of this Agreement or any other written policies between Owner and Agent.

   C. Any interest earned on the Bank Account shall inure to the benefit of Agent as additional compensation.

4. **TERMINATION:**

   A. Upon termination of this Agreement Agent shall promptly deliver to Owner the following with respect to the Property:

      1. A final accounting reflecting the balance of income and expenses arising out of the management of the Property as of the date of the termination or withdrawal, to be delivered within thirty (30) days after such termination or withdrawal;

      2. Any balance of monies of Owner, except for management fees due, other expenses, and a reasonable holdback by Agent for pending or unreimbursed expenses.

   B. Upon termination, Owner shall assume responsibility for payment of all unpaid bills. Owner shall be solely responsible for the security deposits and return thereof.

5. **GENERAL DUTIES/SERVICES:**

   A. **General Operations.** The Agent shall provide all services necessary or desirable to manage, operate and maintain rental efficiency for Owner on a day-to-day basis in accordance with sound property management practices. The Agent will exercise prudence and diligence in performing its duties, and will diligently protect the property rights and interests of the Owner while performing the functions of property manager.
B. **Leasing Operations.** The Agent shall use its best efforts to market and promptly lease to tenants all units which are or become vacant in the future at rates determined by Agent.

C. **Lease Negotiations.** The Agent shall execute all lease documents and shall do so in accordance with applicable state and local laws and ordinances.

D. Maintain the Property/units owned by Owner and described in this Management Agreement in reasonable repair and fit for the use as residential premises at the owner's expense. In furtherance of this goal, the Agent, may if necessary contract with and use third-party vendors.

E. The Agent shall have full power and authority to take any and all actions to efficiently manage the property, except for actions specifically prohibited in this Agreement. Agent may use its own staff, may retain the services of independent contractors, or both, to perform repairs, maintenance work, perform renovations or make improvements to the property. Agent may set the rental rates, charge security deposits and cleaning fees, and otherwise manage the property.

F. Agent authorized to make repairs and alterations to the Property as may in Agent’s judgment be required to keep the Property safe, sound, attractive and in a rentable condition, the cost thereof being charged to Owner.

G. Agent will change locks or rekey the Property when it takes over management at Owners expense.

H. Enforce the provisions of all tenant leases, and take legal action to evict tenants delinquent in the payment of rent or carrying charges or otherwise in violation of their leases.

I. Agent is authorized for the account of Owner to collect all rentals or other income accruing to Owner from the Property during the term of this agreement, and shall take such steps as, in Agents’ opinion, may be proper or expedient to enforce payment thereof, and, shall institute, prosecute, and/or settle such judicial proceedings as Agent may deem proper or expedient for such purpose. Agent is authorized to bring such proceedings for the recovery of possession of any portion of the Property as agent may deem necessary; appropriate or advisable for the proper management thereof. All such proceedings shall be at the expense of the Owner.

J. Collect and administer tenant security deposits in compliance with Michigan law.

K. On or before the 30th day of January Agent shall furnish Owner a detailed statement of collections, disbursements and net income for the previous year together with the accrued cash balance. Agent shall remit to Owner from time to time a portion of this cash balance.

6. **NON-DISCRIMINATION:**

The Agent shall comply fully with the provisions of all federal, state and local laws prohibiting discrimination in the rental of Owner's real property/space on the basis of religion, race, color, national origin, age, sex, height, weight, marital status, familial status or disability.
7. **INSURANCE:**

   Owner is responsible for obtaining all property insurance coverage at Owners expense.

8. **ADVERTISING:**

   All cost of advertising, including but not limited to posting on Agents website, incurred in connection with the Property shall be at the Owners expense.

9. **TAXES AND IMPOSITIONS:**

   Owner shall be responsible for all real property taxes, fees or impositions levied against the Property of any kind including but not limited to charges for over-occupancy and illegal use of space.

10. **SIGNS:**

    Agent is authorized to display in and about the Property a sign that reads as follows or similar: "This Property is under the management of Hagan Realty, Inc." Any sign would also include contact information such as a website, email address, and phone number as well.

11. **ASSIGNMENT:**

    The Agent may not assign this Agreement or any of the rights and/or duties expressed in this Agreement.

12. **ENFORCEABILITY:**

    If any provision of this Agreement or the application of any provision to any person or circumstance is held invalid or unenforceable, the remainder of the Agreement and application of the provisions to other persons or circumstances shall remain valid and enforceable.

13. **WAIVER OF PROVISIONS:**

    None of the conditions, or provisions of this Agreement shall be held to have been waived by any act or omission by any party to this Agreement, but only by a written instrument signed by the party waiving such term or condition.

14. **ENTIRE AGREEMENT:**

    This Agreement contains each and every covenant, term and condition between the parties relative to the subject matter of this Agreement, and there are no amendments or addendum, oral or otherwise, to this Agreement. This Agreement cannot be changed orally, but only by a written instrument signed by the party against whom such change is asserted. This Agreement shall be construed according to the laws of the State of Michigan.
15. **HEADINGS:**

The section headings are inserted only as a matter of convenience and for reference, and shall in no way define, limit, expand or describe the scope of this Management Agreement or the intent of any provision of this Agreement.

16. **REPRESENTATIONS:**

A. Agent represents and warrants that it is fully qualified and licensed, to the extent required by law, to manage real estate and residential rental property and to perform all obligations assumed by Agent pursuant to this Agreement. Agent agrees to comply with all such laws that are now or hereafter come into effect.

B. Owner represents and warrants that the Property is fully qualified and licensed to the extent necessary for the occupancy of the Property.

17. **NOTICES:**

A. Any notice, statement, or demand required or permitted by this Agreement to be delivered to Owner shall be delivered to Owner at: **1717 Sycamore, E. Lansing, MI 48823** or such other address as Owner shall designate in writing and deliver to Agent.

B. Any notice, statement, or demand required or permitted by this Agreement to be delivered to Agent shall be delivered to Agent at:

   Hagan Realty Management, LLC.
   927 E. Grand River Ave. Suite 11. East Lansing, MI 48823

or such other address as Agent shall designate in writing and deliver to Owner.

C. Unless the manner of delivery is otherwise specified by this Agreement any such notice may be mailed via registered or certified mail, return receipt requested or by commercial carrier such as UPS or FedEx. Regardless of the method of delivery used, if the party to whom the notice, statement, demand or other document, is delivered acknowledges receipt thereof, the method of delivery shall be deemed sufficient.

18. **COUNTERPARTS:**

This Agreement may be executed in one or more counterparts, each of which shall have the force and effect of an original, and all of which shall constitute but one document.

19. **SPECIAL PROVISIONS:**
The parties have executed this Agreement on the day and date first written above.

OWNER:

[Signature]
James Hagan - Owner of K. C. BAN LLC
By: James Hagan
Its: 

AGENT:

HAGAN REALTY MANAGEMENT, LLC
a Michigan Limited Liability Company

[Signature]
By: Kevin Hagan - Agent
Its: 

Owner Contact Information:

Home Phone: (517) 351-0745

Cell Phone: 

Email: info@horigentals.com
September 23, 2019

Ruben Montes, III
510 N. Hayford Avenue
Lansing, MI 48912

Re: Claim –510 N. Hayford Ave.

Dear Mr. Montes, III:

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of $518.00 for a trash violation for property located at 510 N. Hayford Ave., Lansing, Michigan, and denied the claim you filed with the City of Lansing.

You have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council’s agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

Venus Kumar
Paralegal

Claim: 1720
CC: BAM KC LLC, Hagan Realty: 927 E. Grand River, East Lansing, MI 48823
PPN: 33-01-01-14-105-181
DATE SUBMITTED: 7/01/2018
ADDRESS OF VIOLATION: 510 N. Hayford Ave
LISTED TAXPAYER OF RECORD: BAM K C L L C
OTHER TAXPAYER OF RECORD: Montes, Ruben III
CLAIMANT: 510 N Hayford Avenue
CLAIMANT’S ADDRESS: Lansing, MI 48912

TYPE OF ACTIONS CONTESTED: Trash Removal
VIOLATION DATE: 5/01/2019
NOTIFICATION DATE: 5/01/2019
2ND NOTICE ASSESSMENT DATE: 
AMOUNT OF ASSESSMENT: $518.00
CONTRACTOR NAME - INVOICE NO. - DATE: Crutcher 19-T018 5/23/2019
AMOUNT OF CLAIM: $518.00

ADDITIONAL ACTIONS CONTESTED:
VIOLATION DATE: 
NOTIFICATION DATE: 
2ND NOTICE ASSESSMENT DATE: 
AMOUNT OF ASSESSMENT: 
CONTRACTOR NAME - INVOICE NO. - DATE: 
AMOUNT OF CLAIM: 
MEMO DATE – INVOICE NO.: 

HISTORY:

Trash Violation
1/24/2019
Trash Violation
3/25/2019
Trash Violation
5/01/2019

CITATIONS IN PREVIOUS YEAR:

CLAIMANT’S CIRCUMSTANCES: See Attached

CODE OFFICER’S NOTES: This registered rental has been cited for 3 separate trash violations this year and we cleaned the property in May. A notification was sent to the owner of the property as well as the occupant. The letter clearly stated that the trash bins were overflowing on 5/01/2019 upon recheck on 5/09/2019 all the trash remained. The contractor arrived on 5/23/2019 23 days after the initial notice was sent. This office would like to note one of the bins that was overflowing was a City of Lansing recycle bin which just needed to be placed between sidewalk and curb and that the recycle debris would have been removed at no cost. The claimant never contacted our office asked for an extension or to explain the situation with the officer. This office recommends denial of the claim.
Nuisance Fee Billing Statement

Date Created: 06/04/2019
Due Date: 07/04/2019
Pay Invoice In Full

Inv Number: 00134851
Parcel: 33-01-01-14-105-181
Address: 510 N HAYFORD AVE

BAM K C L L C
1717 SNYDER RD
EAST LANSING MI 48823-3749

Parcel: 33-01-01-14-105-181

Bill Detail
Invoice Number  Date of Service  Enforcement Num  Address  Amount Due
00134851      E19-14009        510 N HAYFORD AVE  $518.00

Fee Details:  Quantity  Description  Balance
253.000  Trash - Contractor Charge  $253.00
1.000  Trash - Admin Fee  $265.00

Total Amount Due  $518.00

Questions regarding this invoice: Contact CODE ENFORCEMENT at 517.483.4361

Payment Information:
- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
  City of Lansing Treasurers Office
  124 W Michigan Ave 1st Fl
  Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date.
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:
If you intend to appeal this nuisance fee and it is attached to your tax bill, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney’s Office and the City of Lansing’s web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney’s Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:
- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only – invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04
Payments may be made online or in person Monday thru Friday 8:00 a.m. - 4:30 p.m., at the above address or by mail.
Eric's Refuse LLC  
P.O. Box 16035  
Lansing, MI 48901 US  
ericsrefuse@hotmail.com

Invoice

BILL TO  
Economic Development &  
Planning Code  
Enforcement Office  
316 N Capitol, Ste. C-1  
Lansing, MI 48933-1238

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<tr>
<th>PROPERTY ADDRESS</th>
<th>PARCEL NUMBER</th>
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<tr>
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<td>29.00</td>
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<td>any after 3</td>
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<td>city:Increase Granger Fee</td>
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<td>Granger landfill rate increase</td>
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<tr>
<td>5/23/19</td>
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<td></td>
</tr>
<tr>
<td>5 yards</td>
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BALANCE DUE $253.00

INVOICE # 2803  
DATE 06/01/2019
Economic Development & Planning
Code Enforcement Office
316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

BAM LLC
1717 SNYDER RD
EAST LANSING, MI 48823-3749

Violation Date: 05/01/2019
Violation Location: 510 N HAYFORD AVE
Parcel No: 33-01-01-14-105-181
Compliance Due Date: May 08, 2019

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Trash found in bags/boxes

INSPECTOR COMMENTS: over full trash bins. please dispose of exposed trash bags.

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice. The contractor’s expenses plus a $265.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra $75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year. If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Friday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: Chris Breiter (517) 483 4379 Chris.Breiter@lansingmi.gov

"Equal Opportunity Employer" Taxpayer's Copy
TRASH AND DEBRIS CORRECTION NOTICE

Occupant
510 N HAYFORD AVE
LANSDING, MI 48912

Violation Date: 05/01/2019
Violation Location: 510 N HAYFORD AVE
Parcel No: 33-01-01-14-105-181
Compliance Due Date: May 08, 2019

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Trash found in bags/boxes

INSPECTOR COMMENTS: over full trash bins, please dispose of exposed trash bags.

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice. The contractor’s expenses plus a $265.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra $75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year. If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Friday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: Chris Breiter (517) 483 4379 Chris.Breiter@lansingmi.gov

"Equal Opportunity Employer" Taxpayer's Copy
Trash Authorization Form

Submitted to: Eric Crutcher on 05/09/2019

TAXPAYER: BAM K C L L C, 1717 SNYDER RD EAST LANSING, MI 48823-3749

Location of Work: Enf Num: E19-14009

Address: 510 N HAYFORD AVE
Lot No:
Description:
Parcel No: 33-01-01-14-105-181

Remove Trash and Debris

Work Authorized:
Violation: Trash found in bags/boxes

INSPECTOR COMMENTS: over full trash bins. please dispose of exposed trash bags.

PLUS ANY OTHER INCIDENTAL TRASH / DEBRIS ON THE PROPERTY

Authorized Time required to complete work: 1
Authorized Cubic Yards: 5

Warning Comment:
trash bins at front of house.

Submitted By: Chris Breiter (517) 483 4379

This action is authorized by the Manager of Code Compliance
### General Information for Tax Year 2019

<table>
<thead>
<tr>
<th>Property Class</th>
<th>RESIDENTIAL – IMPROVED</th>
<th>Unit</th>
<th>33 CITY OF LANSING - INGHAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>School District</td>
<td>LANSING</td>
<td>MAP #</td>
<td>P -0960 -0121</td>
</tr>
<tr>
<td>Top Ten</td>
<td>Not Available</td>
<td>Taxable Value</td>
<td>$22,465</td>
</tr>
<tr>
<td>New Permits</td>
<td>Not Available</td>
<td>State Equalized Value</td>
<td>$27,900</td>
</tr>
<tr>
<td>User Alpha 3</td>
<td>Not Available</td>
<td>Date of Last Name Change</td>
<td>03/01/2009</td>
</tr>
<tr>
<td>Historical District</td>
<td>Not Available</td>
<td>Notes</td>
<td>Not Available</td>
</tr>
<tr>
<td>Type Code</td>
<td>Not Available</td>
<td>Census Block Group</td>
<td>Not Available</td>
</tr>
</tbody>
</table>

### Principal Residence Exemption Information

- **Homestead Date**: 12/30/1997
- **Principal Residence Exemption**:
  - June 1st: 0.0000 %
  - Final: 0.0000 %

### Previous Year Information

<table>
<thead>
<tr>
<th>Year</th>
<th>MBOR Assessed</th>
<th>Final SEV</th>
<th>Final Taxable</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>$25,200</td>
<td>$25,200</td>
<td>$21,939</td>
</tr>
<tr>
<td>2017</td>
<td>$24,700</td>
<td>$24,700</td>
<td>$21,488</td>
</tr>
<tr>
<td>2016</td>
<td>$22,600</td>
<td>$22,600</td>
<td>$21,297</td>
</tr>
</tbody>
</table>

### Land Information

- **Zoning Code**: Not Available
- **Land Value**: $10,000
- **Land Improvements**: $0
- **Renaissance Zone**: No
- **Renaissance Zone Expiration Date**: No Data to Display
- **ECF Neighborhood**: 378
- **Mortgage Code**: No Data to Display
- **Neighborhood Enterprise Zone**: No

- **Lot(s)**: Frontage | Depth
  - Lot 1 | 33.00 ft | 132.00 ft

  **Total Frontage**: 33.00 ft  
  **Average Depth**: 132.00 ft

### Legal Description

LOT 97 FOSTER FARM

### Sale History

<table>
<thead>
<tr>
<th>Sale Date</th>
<th>Sale Price</th>
<th>Instrument</th>
<th>Grantor</th>
<th>Grantee</th>
<th>Terms of Sale</th>
<th>Liber/Page</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

No sales history found.

### Building Information - 726 sq ft 1 STY (Residential)
## General

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floor Area</td>
<td>726 sq ft</td>
</tr>
<tr>
<td>Garage Area</td>
<td>0 sq ft</td>
</tr>
<tr>
<td>Foundation Size</td>
<td>726 sq ft</td>
</tr>
<tr>
<td>Year Built</td>
<td>1913</td>
</tr>
<tr>
<td>Effective Age</td>
<td>106 yrs</td>
</tr>
<tr>
<td>Percent Complete</td>
<td>100%</td>
</tr>
<tr>
<td>AC w/ Separate Ducts</td>
<td>No</td>
</tr>
<tr>
<td>Basement Rooms</td>
<td>0</td>
</tr>
<tr>
<td>1st Floor Rooms</td>
<td>0</td>
</tr>
<tr>
<td>2nd Floor Rooms</td>
<td>0</td>
</tr>
<tr>
<td>Baseline Rooms</td>
<td>0</td>
</tr>
<tr>
<td>Bathrooms</td>
<td>0</td>
</tr>
<tr>
<td>Occupancy Class</td>
<td>Single Family D</td>
</tr>
<tr>
<td>Year Remodeled</td>
<td>Not Available</td>
</tr>
<tr>
<td>Heat</td>
<td>Forced Air w/ Ducts</td>
</tr>
<tr>
<td>Wood Stove Add-on</td>
<td>No</td>
</tr>
<tr>
<td>Water</td>
<td>Not Available</td>
</tr>
<tr>
<td>Tri-Level</td>
<td>No</td>
</tr>
<tr>
<td>Effective Age</td>
<td>106 yrs</td>
</tr>
<tr>
<td>Percent Complete</td>
<td>100%</td>
</tr>
<tr>
<td>AC w/ Separate Ducts</td>
<td>No</td>
</tr>
<tr>
<td>Basement Rooms</td>
<td>0</td>
</tr>
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<td>0</td>
</tr>
<tr>
<td>2nd Floor Rooms</td>
<td>0</td>
</tr>
<tr>
<td>Baseline Rooms</td>
<td>0</td>
</tr>
<tr>
<td>Baseline Rooms</td>
<td>0</td>
</tr>
<tr>
<td>Bathrooms</td>
<td>0</td>
</tr>
</tbody>
</table>

## Area Detail - Basic Building Areas

<table>
<thead>
<tr>
<th>Height</th>
<th>Foundation</th>
<th>Exterior</th>
<th>Area</th>
<th>Heated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Story</td>
<td>Mich Bsmnt.</td>
<td>Siding</td>
<td>726 sq ft</td>
<td>1 Story</td>
</tr>
</tbody>
</table>

## Basement Finish

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation</td>
<td>0 sq ft</td>
</tr>
<tr>
<td>Recreation % Good</td>
<td>0%</td>
</tr>
<tr>
<td>Living Area</td>
<td>0 sq ft</td>
</tr>
<tr>
<td>Living Area % Good</td>
<td>0%</td>
</tr>
<tr>
<td>Walk Out Doors</td>
<td>0</td>
</tr>
<tr>
<td>No Concrete Floor Area</td>
<td>0 sq ft</td>
</tr>
</tbody>
</table>

## Plumbing Information

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Fixture Bath</td>
<td>1</td>
</tr>
<tr>
<td>Separate Shower</td>
<td>1</td>
</tr>
</tbody>
</table>

## Porch Information

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>WCP (1 Story)</td>
<td>108 sq ft</td>
</tr>
<tr>
<td>Foundation</td>
<td>Standard</td>
</tr>
</tbody>
</table>

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

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WHEREAS, Ruben Montes III along with the owner BAM KC LLC sought to eliminate a special assessment of $518.00 for trash removal fees, all associated penalties and interest, on the property tax bill for 510 N Hayford Avenue (Tax ID #33-01-01-14-105-181); and

WHEREAS, upon filing a claim to the Committee on General Services, the Committee met on December 2, 2019 and ________ the claim in the amount of $518.00.

THEREFORE, BE IT RESOLVED, the City Council, hereby ________ the claim in the amount of $518.00 for trash removal fees, all associated penalties and interest on the property tax bill for 510 N Hayford Avenue (Tax ID #33-01-01-14-105-181).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.
January 9, 2019

John Simmons
c/o Simmons Properties, LLC
info@glelevators.com

RID # 1901-00057 Reference/Transaction: Transfer Location 2018 Resort Class C & SDM License With Sunday Sales Permit (AM), Sunday Sales Permit (PM), Outdoor Service (1 Area), Catering Permit, (2) Bars And Dance-Entertainment Permit, (Original 550 Resort License, Not At Its Original Location, Must Meet Seating And Food Requirements) From 7786 E Us 10, Walhalla To 419 Spring St, Lansing And Transfer Governmental Unit From Branch Twp, Mason County To Lansing City, Ingham County

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Simmons Properties, LLC
Business address and phone number: 419 Spring St, Lansing MI 48912, Ingham County
Home address and phone number of partner(s)/subordinates:

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (866) 813-0011

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to Local Governmental Unit should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: Lansing City Clerk
Thursday, September 26, 2019

Michael J. Brown, Attorney  
C/O BOARD OF TRUSTEES, MICHIGAN STATE UNIVERSITY  
mbrown@cebhlaw.com

RID # RQ-1908-14021  
Reference/Transaction: TRANSFER OWNERSHIP ESCROWED 2019 CLASS C LICENSED BUSINESS WITH SUNDAY SALES PERMIT (PM), ENTERTAINMENT PERMIT, AND SUNDAY SALES PERMIT (AM) FROM HOA RESTAURANT HOLDER, LLC (A DELAWARE LIMITED LIABILITY COMPANY); TRANSFER LOCATION FROM 172 E EDGEWOOD BLVD TO 3535 FOREST RD, STE C88A, LANSING; NEW ADD BAR PERMIT, FOR A TOTAL OF (2) BARS; NEW OUTDOOR SERVICE AREA; NEW SPECIFIC PURPOSE PERMIT (GOLF); TRANSFER CLASSIFICATION FROM CLASS C LICENSE ISSUED UNDER MCL 436.1531 TO CLASS C LICENSE ISSUED UNDER MCL 436.1513(4) (NON-TRANSFERABLE) AT 3535 FOREST RD STE C88A, LANSING, MI 48910-3831 IN LANSING CITY IN INGHAM COUNTY

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: BOARD OF TRUSTEES, MICHIGAN STATE UNIVERSITY

Business address and phone number: 3535 FOREST RD STE C88A, LANSING, MI 48910-3831 IN LANSING CITY IN INGHAM COUNTY

Home address and phone number of partner(s)/subordinates:  
Board of Trustees, Michigan State University; 426 Auditorium Rd Hannah Administration Building Rm 450 East Lansing MI 48824-1046

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to Local Governmental Unit should they wish to submit an opinion on the application or advise of any local non-compliance issues.

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MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division  
(866) 813-0011

cc: HOA RESTAURANT HOLDER, LLC (A DELAWARE LIMITED LIABILITY COMPANY) estherm@hooters.com  
LANSING CITY chris.swope@lansingmi.gov
Friday, November 15, 2019

SBR M99 Inc.
C/O G. Sal Gani, Attorney
sal@ganilaw.com

RID # RQ-1910-6790 Reference/Transaction: Transfer ownership and location of 2019 SDD & SDM license with Sunday Sales (AM & PM) permits

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: SBR M99 Inc.

Business address and phone number: 5016 S Martin Luther King Jr Blvd, Lansing, MI 48910

Home address and phone number of partner(s)/subordinates:
Sukhwinder Kaur, 5207 Fairbanks, Lansing, MI 48917, C: 517-944-0947

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (866) 813-0011

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to Local Governmental Unit should they wish to submit an opinion on the application or advise of any local non-compliance issues.

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Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

SR