The City of Grand Ledge

Kalmin D. Smith – Mayor | Adam R. Smith – City Administrator

City Hall • 310 Greenwood St. • Grand Ledge MI 48837

Ph: 517.627.2149 • Fax: 517.627.9796 • www.grand-ledge.com

ABRAMS MUNICIPAL AIRPORT ADVISORY COMMISSION

NOVEMBER 3, 2015 – 6:30 PM

ABRAMS MUNICIPAL AIRPORT

16815 WRIGHT RD.

I. CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA

III. COMMISSION MINUTES
- A. Approval of the regular minutes for July 14, 2015

IV. PUBLIC COMMENT

V. STAFF REPORTS
- A. Financial Report [Informational Item]
- B. T-Hangar Report [Informational Item]

VI. OLD BUSINESS
- A. Airport Layout Plan Update
- B. Pending Projects
  1. Crack filling on taxiway – Completed [Informational Item]
  2. Well project [Informational Item]
  3. Tree Removal at Beviers [Discussion Item]
- C. T-Hangar Lease

VII. NEW BUSINESS
- A. Claim of Exemption from Personal Property Taxes [Informational Item]

VIII. COMMISSION COMMENTS

IX. ADJOURNMENT

The City of Grand Ledge

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ABRAMS MUNICIPAL AIRPORT ADVISORY COMMISSION
JULY 14, 2015 – 6:30 PM
ABRAMS MUNICIPAL AIRPORT
16815 WRIGHT RD.
Minutes

I. CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE – The meeting was called to order at 7:12 p.m. Those in attendance were Dave Powers, Peter Manina, Cana Garrison, Helen Hagg, Dan Harris, and Mark Wilkins. Others present were Assistant City Administrator Amee King and Stephanie Ward with Mead & Hunt

II. APPROVAL OF AGENDA – Mr. Harris made a motion to add an item New Business A. Airport Capital Improvement Plan. Mr. Wilkins supported the motion. Motion passed 6 to 0. Ms. Hagg made a motion to approve the agenda as amended. Mr. Harris supported the motion. Motion passed 6 to 0.

III. COMMISSION MINUTES

A. Approval of the regular minutes for March 3, 2015 – Ms. Garrison made a motion to approve the minutes for March 3, 2015 as presented. Mr. Manina supported the motion. Motion carried 6 to 0.

IV. PUBLIC COMMENT - None

V. STAFF REPORTS

A. Financial Report – Ms. King reviewed the financial reports. Mr. Manina made a motion to accept the financial reports. Ms. Hagg supported the motion. Motion carried 6 to 0.

B. T-Hangar Report – Ms. King reviewed the T-hangar report. At this time we have 6 vacancies. Staff is currently working on a flyer to be mailed to increase occupancy, which will be shared with the board when complete.

VI. OLD BUSINESS

A. Airport Layout Plan Update – Ms. Ward from Mead & Hunt updated the board on the airport layout plan. The survey is complete. The title work cleared up an issue on the north end. There is one parcel that has a 2 deeds. The aerial photography is complete. The line work should be completed within 30 days. The draft report will then take an additional 30 days. Ms. King mentioned that staff were informed of an issue with the survey. There was a mile marker pin that was re-monumented. This in turn caused two areas to be slightly different. Eng staff members (surveyors) and City staff members have been working on a resolution. Ms. King will update the board when it is resolved.

B. Well Project Update – There was interest from one of the box hangar owners to place a well onto his leased property. The board asked staff to compile information on putting a well in. Staff obtained a quote from Johnson Well drilling in the amount of $7,885. This would be a 5 inch well with a 1 hp motor to be located at the southernmost end of the T-hangar building. The pump and pressure tank would be housed inside an underground it located adjacent to the well and would be protected from freezing during the winter. There would be three frost free yard hydrants installed along the water line located at the north end, mid-point and south end of the pipe. It would be possible to extend water services to each of the box hangars by directional boring water lines under the roadway at an additional cost. Ms. King reported that she had contacted three neighboring airports with two of

them allowing their box hanger/property leasers to drill their own wells at their own cost. The board was in consensus to have staff continue research. Staff will bring back additional information to the board at the next meeting.

C. T-Hangar Lease – The board reviewed the lease and made a few suggestions. Mr. Manina made a motion to request the attorney review and make suggestions based on our recommendations and concerns. Ms. Hagg supported the motion. Motion passed 6 to 0. Ms. King will provide the attorney the suggested changes.

VII. NEW BUSINESS

A. Airport Capital Improvement Plan – Ms. Ward reviewed the project list:

2015:	Carryover Funds
2016:	Carryover Funds
2017:	Design – Runway 9/27 Rehab
	Design – Runway 9/27 Lighting and PAPI Installation
2018:	Construct – Runway 9/27 Rehab
	Construct – Runway 9/27 Lighting and PAPI Installation
2019:	Design – Rehab Parallel Taxiway
	Design – Rehab Apron
2020:	Construct – Rehab Parallel Taxiway
	Construct – Rehab Apron

The board was in consensus to move forward with the list of projects as is. MAP meetings are being scheduled and will begin August 19th.

VIII. COMMISSION COMMENTS – Ms. Garrison indicated that in the past a new terminal building was discussed. Is that something we could add to the Capital Improvement Plan? Ms. Ward indicated that the runway will be a priority but could be added after that is complete.

IX. ADJOURNMENT – Mr. Manina made a motion to adjourn the meeting at 8:27 p.m. Mr. Wilkins supported the motion. Motion carried 6 to 0.

Minutes compiled by Amee King, Assistant City Administrator.

BALANCE SHEET

10/27/2015
9:55 am

City of Grand Ledge

As of: 9/30/2015

		Balances
Fund: 295 - AIRPORT FUND		
Assets		
001.000	CASH	140,006.63
040.000	ACCOUNTS RECEIVABLE	4,750.00
	Total Assets	144,756.63
Liabilities		
255.001	DEPOSITS PAYABLE	4,650.00
	Total Liabilities	4,650.00
Reserves/Balances		
390.000	FUND BALANCE	161,100.74
398.000	CHANGES IN FUND BALANCE	-20,994.11
	Total Reserves/Balances	140,106.63
	Total Liabilities & Balances	144,756.63

REVENUE/EXPENDITURE REPORT

City of Grand Ledge

For the Period: 7/1/2015 to 9/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 295 - AIRPORT FUND							
Revenues							
Dept: 170.270 AIRPORT							
665.001 INTEREST	200.00	200.00	85.64	13.10	0.00	114.36	42.8
667.002 AGRICULTURAL RENT	4,830.00	4,830.00	0.00	0.00	0.00	4,830.00	0.0
667.003 NATIONAL GUARD RENT	19,000.00	19,000.00	0.00	0.00	0.00	19,000.00	0.0
667.007 FBO - LEASE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
667.010 HANGAR RENTS	34,000.00	34,000.00	8,100.00	2,600.00	0.00	25,900.00	23.8
667.012 HANGAR LAND LEASES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
AIRPORT	61,530.00	61,530.00	8,185.64	2,613.10	0.00	53,344.36	13.3
Revenues	61,530.00	61,530.00	8,185.64	2,613.10	0.00	53,344.36	13.3
Expenditures							
Dept: 170.270 AIRPORT							
741.000 OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
811.000 CONTRACTUAL	8,500.00	8,500.00	7,732.00	7,654.00	0.00	768.00	91.0
840.000 INSURANCE	8,700.00	8,700.00	3,660.05	0.00	0.00	5,039.95	42.1
853.000 TELEPHONE/INTERNET	1,000.00	1,000.00	82.71	41.43	0.00	917.29	8.3
900.000 PRINTING/PUBLISHING	400.00	400.00	0.00	0.00	0.00	400.00	0.0
921.000 UTILITIES	5,000.00	5,000.00	957.78	957.78	0.00	4,042.22	19.2
931.000 BUILDING MAINTENANCE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
935.000 RUNWAY/GROUNDS MAINTENANCE	20,000.00	20,000.00	11,322.21	8,264.24	0.00	8,677.79	56.6
940.000 EQUIPMENT RENTAL	500.00	500.00	0.00	0.00	0.00	500.00	0.0
974.006 CONSTRUCTION	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
997.101 INDIRECT COST CHARGES	5,425.00	5,425.00	5,425.00	5,425.00	0.00	0.00	100.0
AIRPORT	65,525.00	65,525.00	29,179.75	22,342.45	0.00	36,345.25	44.5
Expenditures	65,525.00	65,525.00	29,179.75	22,342.45	0.00	36,345.25	44.5
Net Effect for AIRPORT FUND	-3,995.00	-3,995.00	-20,994.11	-19,729.35	0.00	16,999.11	525.5
Change in Fund			-20,994.11				
Grand Total Net	-3,995.00	-3,995.00	-20,994.11	-19,729.35	0.00	16,999.11	

The City of Grand Ledge

CITY HALL

310 Greenwood St. • Grand Ledge MI 48837
Ph: 517.627.2149 • Fax: 517.627.9796 • www.grand-ledge.com

TO: Abrams Municipal Airport Board Members

FROM: Amee King, Assistant City Administrator/Assistant Airport Manager

RE: Taxiway Crack filling

DATE: October 29, 2015

The taxiway crack filling project is complete. Asphalt Restoration Inc. was the contractor. They placed 8,975 pounds of band crack filling on the airport taxiway for a total of $11,577.75. As always, please let me know if you have any questions or concerns. The activity was not eligible for State or Federal funding per the Board of Aeronautics. The actual taxiway reconstruction is tentatively planned for 2020/2021 per our most recent Airport Capital Improvement Plan.

Invoice

Date	Invoice #
10/20/2015	9413

Asphalt
RESTORATION, INC.
High Performance Asphalt Maintenance
7968 West G Avenue
Kalamazoo, MI 49009
Office: 269.353.3996
Fax: 269.375.0722

City of Grand Ledge
310 Greenwood St.
Grand Ledge, MI 48837
Attn: Chad

P.O. No.
verbal

Terms	Due Date	Estimator
Net 30 Days	11/19/2015	Mike

Service	Description	Amount
Band Crackfilling	Parking Lots (Log Jam, Preston's Bar, Cancun, Scotts St. Lot 5,800# $ 7,482.00 Streets - Jefferson St. (W. Limit - m100), W. Scott St. (Jefferson - Edwards), W. Lincoln Ave (Spring St. - Degroff St.), Degroff St. (E. Lincoln St. - M43), Pleasant St. (End - Scott St.), Jones St. (Green St. - Spring St.), Green St. (W. Jefferson St. - Jones St.), Perry (W. Jefferson St. - end), Maple St. (W. Jefferson st. - Jones), Spring St. (W. Jefferson St. - Walnut & W. South - Lovell St.), Lovell St. (Spring St. - Jenne St.), Walnut St. (Green - Maple), W. River St. (W. Scott - M100), E. River (M100 - New section), Harrison St. (W. Lincoln - W. River), Adam St. (W. Jefferson - W. Scott) Sumner st. (E. Scott - M100), Jackson St. (E. Scott - M100), Park St. (Jenne - Lamson), E. South (Park - Kent), Green (W. South - W. Kent), Edwards St. (Jenne St. - M100), Charlevoix St. (M43 - M100), W. Main St. (M100 - 100' past Ledge St.), W. Front (End - M100), Ledge St. (W. Front St. - W. Main St.), Emerson St. (W. Front St. - W. Main St.), West St. (W. Front St. - McMillan St.), McMillan St. (West St. - M100), Mineral St. (W. Front - W. Main), Madison St. (W. Front - W. Main), Washington St. (End -	94,460.25

Payment to be made as specified unless otherwise arranged. A 1-1/2% late fee will be charged to all accounts past due.

Total

WE APPRECIATE YOUR BUSINESS!

Invoice

Date	Invoice #
10/20/2015	9413

Asphalt
RESTORATION, INC.
High Performance Asphalt Maintenance
7968 West G Avenue
Kalamazoo, MI 49009
Office: 269.353.3996
Fax: 269.375.0722

City of Grand Ledge
310 Greenwood St.
Grand Ledge, MI 48837
Attn: Chad

P.O. No.
verbal

Terms	Due Date	Estimator
Net 30 Days	11/19/2015	Mike

Service	Description	Amount
	Greenwood), Timbercreek Dr., Brookside Dr., W. South St., Hawks Ridge Dr., Bromleigh Ave 55,500# $ 71,595.00 Oakwood Cemetery 2,950# $ 3,805.50 Abrams Airport (Taxi-way) 8,975# $ 11,577.75	

Payment to be made as specified unless otherwise arranged. A 1-1/2% late fee will be charged to all accounts past due.

Total $94,460.25

WE APPRECIATE YOUR BUSINESS!

The City of Grand Ledge

ASSESSING DEPARTMENT
310 Greenwood St. • Grand Ledge MI 48837
Ph: 517.323.8520 • Fax: 517.323.8599 • www.grand-ledge.com

October 26, 2015

Ms. Patricia Scott
Foster Swift Collins & Smith PC
313 South Washington Square
Lansing, MI 48933

Subject: Exemption Request from paying Personal Property Taxes in City of Grand Ledge

Re: Greg Simmer Parcel # 700-836-400-009-00
James Winstanley Parcel # 700-836-400-005-00

Dear Ms. Scott,

I am writing to you today regarding the above mentioned parcels of properties as I was directed in a letter dated September 30, 2015 by Mr. Greg Simmer and Mr. James Winstanley to refer all correspondences to you. In addition, as discussed in our phone call of October 15, 2015 you had indicated that a Mr. Mike Homier from your Firm would be contacting me to discuss this issue and to date I have not yet been contacted by Mr. Homier.

Having reviewed the request from Mr. Simmer and Mr. Winstanley for personal property tax exemption along with the lease for land located at the City of Grand Ledge Abrams Airport it is the opinion of the City Of Grand Ledge Assessing Department that the subject parcels do not qualify for tax exemption for the following reasons;

1) In both lease agreements the "Lessee" pays an annual lease payment to the City of Grand Ledge for the use of the land.
2) The "yield and deliver up" provision as outlined in Mr. Simmers and Mr. Winstanleys letter not does apply in this case as the lease agreement is not clear on who will own the improvements at the end of lease or if in the fact the improvements will remain.

If you should have any questions please contact me at (517) 323-8520.

Respectfully,

Brian Thelen

Brian Thelen
Grand Ledge City Assessor

cc/adam smith

KDUB Enterprises LLC
PO Box 181
Grand Ledge, MI 48837

RECEIVED
OCT 05 2015
CITY OF GRAND LEDGE
ASSESSORS OFFICE

September 30, 2015

City of Grand Ledge
310 Greenwood St.
Grand Ledge, MI 48837

Subject: **Claim of Exemption from Personal Property Taxes**

Re: Property Tax Invoice mailed SEP 22 2015 for 2015 Summer Tax
Property ID #: 700-836-400-005-00 (1222 Hangar Way)

The building referenced in the invoice is on land leased from the City of Grand Ledge by KDUB Enterprises LLC. No notice of proposed property tax assessment was received prior to issuance of the referenced invoice.

Pursuant to the Michigan General Property Tax Act, all real and personal property within the jurisdiction of this State, not expressly exempt, shall be subject to taxation, MCL 211.1. I contend that referenced property is entitled to tax-exempt status under the property of local government units or agencies exemption MCL 211.7m.

I refer the City of Grand Ledge to *Brasseur v. Rutland Charter Township*, 2004 WL 725239 (Michigan Tax Tribunal) (Feb. 5, 2004) (No. 0292326).

The City of Grand Ledge Abrams Airport Property Lease Agreement dated the 1st day of October 2013, by and between the City of Grand Ledge and KDUB Enterprises LLC established a bona fide conveyance of the hangar building to Abrams Municipal Airport. This agreement contains in paragraph 4 a "yield and deliver up" provision.

In accordance with the information presented above, I hereby claim exemption from personal property taxes on the hangar built by KDUB Enterprises LLC at 1222 Hangar Way, Abrams Municipal Airport, Grand Ledge, Michigan 48837.

Other than acknowledgement of receipt of this claim, please refer all correspondence to my lawyer Patricia J. Scott, Foster at the address listed below.

Sincerely,

James L. Winstanley

James L. Winstanley
President
KDUB Enterprises LLC

Copy to: Patricia J. Scott, Foster Swift Collins & Smith, P.C.
313 South Washington Square, Lansing, MI 48933

Greg Simmer
13667 W. Eaton Hwy
Grand Ledge, MI 48837

RECEIVED
OCT 06 2015
CITY OF GRAND LEDGE
ASSESSORS OFFICE

September 30, 2015

City of Grand Ledge
310 Greenwood St.
Grand Ledge, MI 48837

Subject: **Claim of Exemption from Personal Property Taxes**

Re: Property Tax Invoice mailed SEP 22 2015 for 2015 Summer Tax
Property ID #: 700-836-400-006-00 (1241 Hangar Way)

The building referenced in the invoice is on land leased from the City of Grand Ledge by VSI Properties LLC (Greg Simmer). No notice of proposed property tax assessment was received prior to issuance of the referenced invoice.

Pursuant to the Michigan General Property Tax Act, all real and personal property within the jurisdiction of this State, not expressly exempt, shall be subject to taxation, MCL 211.1. I contend that referenced property is entitled to tax-exempt status under the property of local government units or agencies exemption MCL 211.7m.

I refer the City of Grand Ledge to *Brasseur v. Rutland Charter Township*, 2004 WL 725239 (Michigan Tax Tribunal) (Feb. 5, 2004) (No. 0292326).

The City of Grand Ledge Abrams Airport Property Lease Agreement between the City of Grand Ledge and VSI Properties LLC established a bona fide conveyance of the hangar building to Abrams Municipal Airport. This agreement contains in paragraph 4 a "yield and deliver up" provision.

In accordance with the information presented above, I hereby claim exemption from personal property taxes on the hangar built by VSI Properties LLC at 1241 Hangar Way, Abrams Municipal Airport, Grand Ledge, Michigan 48837.

Other than acknowledgement of receipt of this claim, please refer all correspondence to my lawyer: Foster Swift Collins and Smith, PC, 313 South Washington Square, Lansing MI 48933, Attention Patricia Scott

Sincerely,

Greg Simmer
Managing Member
VSI Properties LLC