



CITY COUNCIL

October 17, 2022

1. Call to Order – 7:00 P.M. – City Council Chambers
2. Recitation – Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Public Hearing – Receipt of comments concerning programs and services as proposed by the City's Downtown Management Board for 2023 and recommended for financing by use of the special-assessment method at a 7% rate increase compared to the 2022 formula
5. Presentation – David Emmel, President, Northern Lakes Economic Alliance (NLEA)
6. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) October 3, 2022 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since October 3, 2022
7. Miscellaneous Public Comments
8. City Manager Updates
9. Old Business
 - (a) Adoption of a proposed resolution that would approve programs and services, establish an assessment district and direct that an assessment roll be prepared for subsequent review by the City Council
 - (b) Second discussion and possible adoption of a proposed ordinance that would amend the Sign Ordinance to allow for halo lit signs
10. New Business
 - (a) Appointment of Berg Assessing and Consulting for City Assessor Contractual Services
 - (b) Sale of City-Owned Property at 1219 Clarion Avenue
11. City Council Comments
12. Adjournment

Alternatively, join the meeting via the Zoom platform

<https://us02web.zoom.us/j/84578711629>

Meeting ID: 845 7871 1629

+1 646 558 8656 US (New York)

Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the City Clerk at the earliest opportunity by emailing sbek@petoskey.us or by calling 231-347-2500 to request assistance.

Persons interested in addressing the City Council during the meeting under public comment period can press the "raise hand" button or send a chat message in Zoom or by phone press *9.

Public meetings are being monitored and violations of statutes will be prosecuted.



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: October 17, 2022

PREPARED: October 13, 2022

AGENDA SUBJECT: Consent Agenda Resolution

RECOMMENDATION: That the City Council approve this proposed resolution

The City Council will be asked to adopt a resolution that would approve the following consent agenda items:

- (1) Draft minutes of the October 3, 2022 regular session City Council meeting; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since October 3, 2022 for contract and vendor claims at \$411,263.53, intergovernmental claims at \$0, and the October 13 payroll at \$244,371.76 for a total of \$655,635.29.

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Enclosures



CITY COUNCIL

October 3, 2022

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, October 3, 2022. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: John Murphy, Mayor
Tina DeMoore, City Councilmember
Derek Shiels, City Councilmember
Lindsey Walker, City Councilmember

Absent: Brian Wagner, City Councilmember

Also in attendance were City Manager Shane Horn, City Clerk Sarah Bek, Public Safety Director Matt Breed, Lieutenant Karr, Lieutenant Troxel, Lieutenant Schultz, Lieutenant Parker, City Planner Zach Sompels and Downtown Director Becky Goodman.

Hear Local Chamber of Commerce Day Proclamation

Mayor Murphy read the following proclamation:

WHEREAS, Chambers of Commerce strive to address the community's top challenges and greatest opportunities through bold leadership and innovative problem-solving; and

WHEREAS, Chambers of Commerce foster stronger, more vibrant communities by advocating for priorities to promote economic prosperity, boost quality of life and create access to meaningful employment and opportunity for all residents; and

WHEREAS, Chambers of Commerce are champions of communities, serving as a trusted resource for businesses, residents and other stakeholders; and

WHEREAS, Chambers of Commerce create catalytic community partnerships to build resilient economies and promote community-wide prosperity; and

WHEREAS, the Petoskey Regional Chamber of Commerce was founded in 1919, and is the 16th largest Chamber in the State of Michigan with 770 members. As an award-winning Chamber of Commerce, they play an essential role for our communities and businesses by being a trusted resource and advocate for all:

NOW, THEREFORE, I, John Murphy, Mayor of the City of Petoskey, on behalf of all residents, do hereby proclaim October 19, 2022, as

Support Your Local Chamber of Commerce Day

and encourages Petoskey residents to learn more about the Chamber, its impact and support of local businesses.

Hear Indigenous Peoples' Day Proclamation

Mayor Murphy read the following proclamation:

WHEREAS Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the International Conference on Discrimination Against Indigenous Populations in the Americas; and

WHEREAS the United States endorsed the United Nations Declaration of Rights of Indigenous People on December 16, 2010; and

WHEREAS a growing number of cities and towns in the United States have recognized the second Monday of October as "Indigenous Peoples' Day," as an opportunity to celebrate Indigenous heritage and resiliency; and

WHEREAS the City of Petoskey acknowledges that the historic, cultural, and contemporary significance of Indigenous Peoples of the lands that became known as the Americas; and

WHEREAS the City of Petoskey recognizes that long before the City of Petoskey was granted a Charter in 1879, Odawa Bands villages shared this land; and

WHEREAS the City of Petoskey was named after Ignatius Petoskey as a way to honor and respect the thriving Indigenous community of this land; and

WHEREAS the City of Petoskey values the significant contributions made to our community by Indigenous Peoples' knowledge, labor, technology, science, philosophy, arts, resiliency, and the deep cultural contributions that have shaped the character of the City, State, and Nation; and

WHEREAS the City of Petoskey recognizes that Indigenous People continue to contribute to the character, economy, and vitality of the City of Petoskey:

NOW THEREFORE I, John Murphy, Mayor of the City of Petoskey, do hereby proclaim the second Monday in October as Indigenous Peoples' Day in Petoskey.

Amend Agenda – Resolution No. 19703

City Councilmember DeMoore moved that, seconded by City Councilmember Shiels to amend the agenda to include the reappointment of Richard Mooradian to the Planning Commission.

Said motion was adopted by the following vote:

AYES: DeMoore, Shiels, Walker, Murphy (4)

NAYS: None (0)

Hear Public Safety Accreditation Presentation

Chief Robert Stevenson, retired Executive Director of Michigan Association of Chiefs of Police, and Chief Neal Rossow, retired Director of Professional Development and Accreditation Program Director for Michigan Association of Chiefs of Police, gave a brief presentation on the Accreditation program; that there are 589 law enforcement agencies in the State; that Petoskey's Public Safety Department is the 42nd agency to achieve accreditation; that there are a set of 108 standards for law enforcement and requires a written direction of standard and department to provide a proof/policy for each standard; and awarded a Certificate of Accreditation to Chief Breed and the four Lieutenants recognizing the Public Safety Department as an Accredited law enforcement agency.

City Councilmembers commented that this certification exemplifies leadership and the Public Safety Department has gone above and beyond the call of duty; applauded the department for accomplishing the rigorous task and are proud of their efforts; and that residents in the community feel safe based on the Department's hard work.

Hear Housing North Presentation

Yarrow Brown, Housing North Executive Director, and Andrea Jacobs, Emmet County Housing Ready Program Director, gave a brief presentation on Housing North and their efforts in affordable housing in the region; that the non-profit serves 10 county regions; that their goal is to remove housing barriers in communities; that the annual Housing Summit is October 27-28 in Traverse City; reviewed proposed legislation and programs including Neighborhood Enterprise Zones and PILOT expansion tool to 120% of area median income; that work is being done all over Emmet County to help with housing concerns; that township developments affect the City; that 30% of short-term rentals in the State are in this region; and thanked Council for support and funding for the position.

City Councilmembers inquired on the breakdown of funding efforts; inquired if there is a conflict of interest when opportunities present in multiple communities; how communities and projects are selected; inquired on next steps of RRC properties; heard concerns if filtering out RRC properties was occurring; applauded Ms. Jacobs' efforts and appreciate the pro-active and unique work that's being done due to housing crisis; recognize how valuable the position is for the City and rest of County; heard from those in favor of having a policy in place so there is clear direction and no conflicts; that it is important to collaborate and have public and private partnerships; and asked if a list could be provided on upcoming projects and examples of how ARPA funds could be used for housing.

Ms. Brown responded that advocacy is typically done at Housing North and Ms. Jacobs is more local level helping communities be housing ready. Ms. Jacobs responded that she identifies priority lists for developers and provides incentives and concessions to review with developers and works closely with Little Traverse Bay Housing Partnership; that there is no conflict of interest policy and staff gauges best chance of success on how projects and communities are determined; that she is working with City staff on creating a vision of RRC properties; that there is a gap of affordability and development costs; and that Housing North advocates for communities to use 30% of ARPA funds towards housing.

The City Manager voiced support of partnership with Housing North.

Consent Agenda - Resolution No. 19704

Following introduction of the consent agenda for this meeting of October 3, 2022, City Councilmember DeMoore moved that, seconded by City Councilmember Shiels adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the September 19, 2022, regular session City Council meeting be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since September 19, 2022 for contract and vendor claims at \$2,359,353.75, intergovernmental claims at \$364,360.42 and the September 15 and September 29 payrolls at \$481,007.24, for a total of \$3,204,721.41 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker, Murphy (4)

NAYS: None (0)

Hear Public Comment

Mayor Murphy asked for public comments and there were no comments.

Hear City Manager Updates

The City Manager reviewed staff members celebrating birthdays and work anniversaries in October; that ZBA meets tomorrow night to review variances at 510 Rose Street; that Planning Commission meets in special session October 6 to discuss marihuana; that the Parks and Recreation Commission meets October 10; reviewed the Parks and Recreation Master Plan update and that public participation workshops were scheduled for September 28 and October 6 and the survey is available until 9:00 P.M., Thursday, October 6; that East Lake Street reconstruction project is complete and a customer satisfaction survey will be distributed to residents in area; thanked residents affected by the project for their patience and DPW staff for their efforts on a successful street project; that the boardwalk is being installed as part of the Solanus Beach improvements to improve quality of life for all residents; and reviewed upcoming events including A Night at the Library on October 7 and Annual Rotary Fall Fest on October 15.

Approve Board and Commission Appointments – Resolution No. 19705-19707

Mayor Murphy reviewed that City Council consider the following appointments.

City Councilmember Walker moved that, seconded by City Councilmember Shiels adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Richard Mooradian, 728 Lockwood Avenue, to the Planning Commission for a three-year term ending August 2025.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker, Murphy (4)

NAYS: None (0)

Resolution No. 19706

City Councilmember DeMoore moved that, seconded by City Councilmember Walker adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the appointment of Audrey Plath, Finance Director/Treasurer, to the Building Authority Board of Commissioners to fill a vacated term due to the retirement of former Finance Director/Treasurer Alan Terry.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker, Murphy (4)

NAYS: None (0)

Resolution No. 19707

City Councilmember Shiels moved that, seconded by City Councilmember DeMoore adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the appointment of Shane Horn, City Manager, to the Harbor-Petoskey Area Airport Authority Board to fill a vacated term due to the retirement of former Finance Director/Treasurer Alan Terry.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker, Murphy (5)

NAYS: None (0)

Approve 2023-2028 Capital Improvement Plan – Resolution No. 19708

The City Manager highlighted a few projects that have been paused due to financial priorities including improvements to the East Lake Street Fire Station to complete apparatus room painting, radiant heat tube replacement and kitchen upgrades; that no further changes had been made since the first discussion; and that future discussions and possible solutions on DMB office space will need to be considered as part of projects lacking funding.

City Councilmembers inquired on the status of cold storage building; heard from those in favor of postponing changes proposed for narrowing Emmet Street near Family Video and 7-11 properties until 2024 or beyond pending any future development; and status of undergrounding on Carleton and Lindell Streets and future schedules in CIP.

The City Manager responded that the cold storage building is part of the DPW building improvements; that the Mitchell Street entrance and proposed changes are separate from Emmet Street improvements; that nothing will occur on Emmet Street until the developer is ready to move forward; and recommended leaving funds in the 2023 CIP budget in essence a development occurs.

City Councilmember Walker moved that, seconded by City Councilmember DeMoore adoption of the following resolution:

WHEREAS, as part of the City's annual budget-preparation process, the City Planner submitted to the Planning Commission on August 18, 2022 the City staff's proposed update to the City's six-year Capital Improvement Plan; and

WHEREAS, the Planning Commission reviewed the proposed 2023-2028 Capital Improvement Plan on August 18, 2022, and recommended its adoption by the City Council; and

WHEREAS, the City Council reviewed the proposed plan on September 19 and October 3, 2022 and concurs with the recommendation of the Planning Commission:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council hereby approves the 2023-2028 Capital Improvement Plan as submitted by the City Manager dated October 3, 2022 and approved by the Planning Commission August 18, 2022.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker, Murphy (4)

NAYS: None (0)

Accept Special Assessment Report & Schedule Public Hearing – Resolution No. 19709

The City Manager next reported that at its September 20, 2022 meeting, the City's Downtown Management Board reviewed and approved its proposed budget for downtown area programs and services for 2023 and recommended City Council levy a special assessment against all eligible, non-residential properties within the Management Board's jurisdictional territory, the proceeds from which would be used to finance costs of such programs and services; and increase the amount by 7% for the proposed special assessment compared to assessment-levy amounts that were used in 2022. The City Manager also reported that the Management Board's budget proposal would be included within the City's recommended 2023 Annual Budget, but City Code provisions required that the special-assessment process be approved annually by City Council.

City Councilmembers inquired on the goal of DMB, clarity on vacant, buildable property and concurred to discuss legal approaches to deter downtown vacancies and requested the City Attorney attend a meeting in the near future to discuss.

The Downtown Director responded that the DMB's goal is to increase in small increments, but to stay consistent with consumer price index (CPI) or cost of living, but that this year is much higher and the Board felt that it is important to keep up with inflation and prepare for any unexpected expenses; that the DMB is not adding more assessment, but rather aligning with CPI; and that vacant buildable property is vacant land and primarily 200 East Lake Street.

City Councilmember Shiels moved that, seconded by City Councilmember DeMoore adoption of the following resolution:

WHEREAS, the City Council in 1994 appointed members of the City's Downtown Development Authority Board as a "Downtown Management Board" under provisions of Act 120 of the Public Acts of Michigan of 1961, as amended by Act 146 of 1992; and

WHEREAS, at its September 20, 2022 meeting, the Downtown Management Board discussed the need to continue to provide certain programs and services that are believed to be beneficial to the City's principal shopping area; and

WHEREAS, the Downtown Management Board has developed a recommended formula by which properties within the Board's district could be specially assessed as a means of obtaining revenues to offset costs of the Board's proposed programs and services for the year 2023; and

WHEREAS, the City Council has reviewed a report dated September 28, 2022, by the City Manager that lists those proposed programs and services as recommended by the Downtown Management Board and the proposed roll that would spread special assessments against properties within the Management Board's district:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby determines that a portion of the expense of these proposed programs and services shall be defrayed by special assessments upon those properties especially benefited; and

BE IT FURTHER RESOLVED that the nature of these proposed programs and services shall include such activities as events, economic enhancement, beautification, marketing and promotions, and administration for costs estimated at \$176,900; that all portions of such costs shall be paid by special assessments and other related revenues, without a general obligation of the City; that such special-assessment revenues shall be collected in a single-installment payment; and that such assessments shall be levied in a district with boundaries that are to be coterminous to those of the Downtown Management Board's jurisdictional territory; and

BE IT FURTHER RESOLVED that the City Council does and hereby sets forth the basis of this special assessment by use of a formula that has been recommended by the Downtown Management Board to increase the amount by 7% for the proposed special assessment compared to the recommended 2022 formula and that has been calculated by the City staff based upon square footage of useable, non-residential building area and vacant properties, which the City Council has determined to be the most equitable to the greatest number of property owners concerned; and

BE IT FURTHER RESOLVED that the City Council does and hereby schedules a public hearing for 7:00 P.M., Monday, October 17, 2022, to receive comments concerning these proposed programs and services; and

BE IT FURTHER RESOLVED that the City Council does and hereby directs the City staff to notify all property owners within the proposed assessment district of potential property assessments and the October 17, 2022, public hearing to receive comments concerning these proposed programs and services.

Said resolution was adopted by the following vote:

AYES: DeMoore, Shiels, Walker, Murphy (4)

NAYS: None (0)

First Discussion on Proposed Sign Ordinance Amendment to Allow Halo Lit Signs

The City Planner reviewed that the proposed sign amendment arose from a denial from a downtown applicant; that the Planning Commission discussed and forwarded on to the Sign Committee to discuss; that the Planning Commission conducted a public hearing on proposed amendment; and reviewed an example of a halo lit sign.

City Councilmembers inquired if staff supported this type of sign in the downtown historic district; inquired if an ordinance could be crafted to allow signs in areas other than historic downtown; and inquired if the Design Committee had been included in discussions.

The City Planner responded he does not have an opinion either way; that signs are not as historic, but less light intrusive; that an ordinance could be drafted by zoning district, but this proposed ordinance is intended for the entire City; and that the Design Committee was not included in discussions, but would be involved if ordinance was only for downtown area.

City Councilmembers will further discuss proposed sign ordinance amendment at the next regular meeting.

Discuss Zoning Ordinance Amendment to Increase Height Standards in the B-3a Resort Commercial District

The City Planner reviewed that at the September 15 Planning Commission meeting, the Commission voted to not increase the height in the B-3a Resort Commercial District; that the B-3a district is made up of primarily two-story buildings, while there is an existing three-story building and some single-story buildings; that a height increase in this district is a relatively non-intrusive way to help increase density while still keeping small town character without allowance of high rises; that staff recommended to increase the height limit from two-stories, 25 feet to three-stories, 37 feet which is consistent with the Livable Petoskey Master Plan; and that there was a lot of concerns from surrounding neighborhoods and their view sheds.

City Councilmembers inquired on what the major reasons that Planning Commission denied increase; inquired if there would be an elevation change and if it was possible to build three-stories and not infringe on lighting for neighbors; inquired on the advantages of allowing three-stories; commented that there is no pending reconstruction in that district, but not allowing deters opportunities; inquired what neighborhoods were concerned with view sheds; discussed process and that City Council could initiate ordinance; heard from those in favor of having the Planning Commission reconsider based on Council discussion; that spot zoning would not be allowed in this district; commented that it is unusual for a board to not follow staff recommendation; heard from those opposed to a nuclear option and sending ordinance back to Planning Commission; that elected officials should have opportunity to legislate; heard from those that do not support circumventing the Planning Commission and cannot predict outcome; and concurred to send ordinance back to Planning Commission to reconsider and bring back to Council to discuss in the near future.

The City Planner responded that neighbors' primary concern was of their view sheds; that it is possible to build three-stories and not infringe on lighting for neighbors which would be addressed as part of the site plan review process; that it is advantageous that there is a district dedicated to hotels; that limited height is a non-starter for developers, so should allow height increase or change zoning district; and limiting height deters potential opportunities and does not help the City.

Discuss Allocating ARPA Funds

The City Manager reviewed that the City received \$604,890.67 in ARPA funds; to-date \$302,000 have been allocated in to the fiscal year 2023 annual budget as revenue replacement to help balance budget; and reviewed a few items that could be considered for these funds including City Hall security enhancements and agenda management software.

City Councilmembers were in favor of scheduling a work session to discuss allocation of funds; heard from those not in support of using funds for revenue replacement; that there are healthy reserves and there have been conservative budget forecasts; commented that two departments have revenue shortfalls; suggested sending a survey to residents; discussed timeline of annual budget and when ARPA funds needed to be earmarked and used; concurred to remove the \$302,000 from 2023 budget; and the Mayor commented that Council should consider doing what is best for the City.

The City Manager responded that there was not enough time to conduct a survey due to tight timeline of budget process; that ARPA funds have to be earmarked by 2024 and used by 2026; supports one-time use of funds for one-time expense; and that a special work session will be scheduled for 5:30 P.M., Monday, October 17 to discuss allocation of ARPA funds and suggested Council bring a list of top five wants and/or needs.

Council Comments

Mayor Murphy asked for Council comments and Councilmember DeMoore thanked the City Manager for staff birthday and work anniversary recognitions, that she reached out to Chief Breed for a tour of Public Safety and it was an eye opener on how the department works and requested the same for Parks and Recreation and thinks it would be beneficial for everyone to do the tour together. Councilmember Shiels commented on a potential deer presentation and that he found presenters including an ecologist to discuss deer management issues, that the presenters indicated a work session is best and could be accomplished in early 2023 for a slight fee. Councilmember Walker appreciated the opportunity to participate in the Parks and Recreation Master Plan survey and will share the link with Ward 4 constituents and others in the community.

There being no further business to come before the City Council, this October 3, 2022, meeting of the City Council adjourned at 9:33 P.M.

John Murphy, Mayor

Sarah Bek, City Clerk

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
10/22	10/05/2022	98516	5H Irrigation & Maintenance	202-467-802.000	Contracted Services	83.00
10/22	10/05/2022	98516	5H Irrigation & Maintenance	592-537-802.000	Contracted Services	105.00
10/22	10/05/2022	98516	5H Irrigation & Maintenance	101-528-802.000	Contracted Services	3,741.00
10/22	10/05/2022	98516	5H Irrigation & Maintenance	202-467-802.000	Contracted Services	94.00
10/22	10/05/2022	98516	5H Irrigation & Maintenance	203-467-802.000	Contracted Services	127.00
10/22	10/05/2022	98517	All Scapes LLC	204-460-802.000	BH Contracted Services	4,470.00
10/22	10/05/2022	98518	Alliance Entertainment	271-790-761.100	Audio Visual - Children	24.99
10/22	10/05/2022	98518	Alliance Entertainment	271-790-761.000	Audio Visual - Adult	352.68
10/22	10/05/2022	98518	Alliance Entertainment	271-790-761.100	Audio Visual - Children	41.99
10/22	10/05/2022	98518	Alliance Entertainment	271-790-761.000	Audio Visual - Adult	133.62
10/22	10/05/2022	98518	Alliance Entertainment	271-790-761.000	Audio Visual - Adult	24.64
10/22	10/05/2022	98518	Alliance Entertainment	271-790-761.000	Audio Visual - Adult	610.05
10/22	10/05/2022	98518	Alliance Entertainment	271-790-761.200	Audio Visual - Young Adult	24.98
10/22	10/05/2022	98519	Amazon Capital Services	661-010-111.000	Inventory - Materials	141.56
10/22	10/05/2022	98519	Amazon Capital Services	101-172-751.000	Office Supplies	11.86
10/22	10/05/2022	98519	Amazon Capital Services	101-201-751.000	Office Supplies	11.86
10/22	10/05/2022	98519	Amazon Capital Services	101-208-751.000	Office Supplies	8.30
10/22	10/05/2022	98519	Amazon Capital Services	101-257-751.000	Office Supplies	5.93
10/22	10/05/2022	98519	Amazon Capital Services	101-253-751.000	Office Supplies	7.11
10/22	10/05/2022	98519	Amazon Capital Services	101-345-751.000	Office Supplies	30.83
10/22	10/05/2022	98519	Amazon Capital Services	101-400-751.000	Office Supplies	5.93
10/22	10/05/2022	98519	Amazon Capital Services	101-441-751.000	Office Supplies	17.79
10/22	10/05/2022	98519	Amazon Capital Services	101-770-751.000	Office Supplies	3.56
10/22	10/05/2022	98519	Amazon Capital Services	101-773-775.000	Materials & Supplies	1.19
10/22	10/05/2022	98519	Amazon Capital Services	101-756-751.000	Office Supplies	11.86
10/22	10/05/2022	98519	Amazon Capital Services	101-789-751.000	Office Supplies	2.36
10/22	10/05/2022	98519	Amazon Capital Services	101-345-775.000	Materials & Supplies	257.56
10/22	10/05/2022	98520	Arnold, Hunter	101-345-850.000	Communications	62.50
10/22	10/05/2022	98521	AT&T	101-172-850.000	Communications	73.09
10/22	10/05/2022	98521	AT&T	101-201-850.000	Communications	58.47
10/22	10/05/2022	98521	AT&T	101-208-850.000	Communications	36.55
10/22	10/05/2022	98521	AT&T	101-257-850.000	Communications	36.55
10/22	10/05/2022	98521	AT&T	101-253-850.000	Communications	29.24
10/22	10/05/2022	98521	AT&T	101-345-850.000	Communications	80.40
10/22	10/05/2022	98521	AT&T	582-593-850.000	Communications	29.24
10/22	10/05/2022	98521	AT&T	592-549-850.000	Communications	43.85
10/22	10/05/2022	98521	AT&T	592-560-850.000	Communications	43.85
10/22	10/05/2022	98521	AT&T	101-770-850.000	Communications	14.62
10/22	10/05/2022	98521	AT&T	101-773-850.000	Communications	14.62
10/22	10/05/2022	98521	AT&T	101-789-850.000	Communications	14.59
10/22	10/05/2022	98521	AT&T	101-400-850.000	Communications	36.55
10/22	10/05/2022	98521	AT&T	101-756-850.000	Communications	36.55
10/22	10/05/2022	98521	AT&T	101-441-850.000	Communications	65.78
10/22	10/05/2022	98521	AT&T	204-481-850.000	Communications	21.93
10/22	10/05/2022	98521	AT&T	204-481-850.000	Communications	21.93
10/22	10/05/2022	98521	AT&T	582-588-850.000	Communications	73.09
10/22	10/05/2022	98521	AT&T	592-560-850.000	Communications	48.00
10/22	10/05/2022	98521	AT&T	592-560-850.000	Communications	49.24
10/22	10/05/2022	98521	AT&T	592-558-920.000	Public Utilities	49.17
10/22	10/05/2022	98521	AT&T	592-538-850.000	Communications	45.41
10/22	10/05/2022	98521	AT&T	592-538-850.000	Communications	45.41
10/22	10/05/2022	98522	Atchison Paper & Supply	271-790-752.000	Building Supplies	74.24
10/22	10/05/2022	98523	B & G Enterprises LLC	101-345-802.100	Contracted Services-Station W	475.00
10/22	10/05/2022	98524	Ballard's Plumbing & Heating	101-268-802.000	Contracted Services	527.66
10/22	10/05/2022	98525	Barrette, Terry	661-598-931.000	Equipment Repair	42.12
10/22	10/05/2022	98525	Barrette, Terry	204-481-850.000	Communications	120.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
10/22	10/05/2022	98526	Bek, Sarah	101-172-850.000	Communications	120.00
10/22	10/05/2022	98527	BILLER PRESS	514-587-775.000	Materials & Supplies	209.23
10/22	10/05/2022	98528	Bowen, William	101-345-850.000	Communications	62.50
10/22	10/05/2022	98529	Bradford Master Dry Cleaners	101-345-775.000	Materials & Supplies	305.50
10/22	10/05/2022	98530	Breed, Matthew	101-345-850.000	Communications	120.00
10/22	10/05/2022	98531	Bulmer, Jeanne	101-345-912.000	Education & Training	550.00
10/22	10/05/2022	98532	Carlson, Benjamin	101-345-850.000	Communications	62.50
10/22	10/05/2022	98533	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	12.75
10/22	10/05/2022	98533	Cintas Corp #729	204-481-767.000	Uniforms	102.80
10/22	10/05/2022	98533	Cintas Corp #729	582-588-767.000	Other - Uniforms	100.70
10/22	10/05/2022	98533	Cintas Corp #729	592-560-767.000	Other - Uniforms	51.00
10/22	10/05/2022	98533	Cintas Corp #729	592-549-767.000	Other - Uniforms	51.01
10/22	10/05/2022	98533	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	48.74
10/22	10/05/2022	98533	Cintas Corp #729	204-481-767.000	Uniforms	102.80
10/22	10/05/2022	98533	Cintas Corp #729	582-588-767.000	Other - Uniforms	100.70
10/22	10/05/2022	98533	Cintas Corp #729	592-560-767.000	Other - Uniforms	51.00
10/22	10/05/2022	98533	Cintas Corp #729	592-549-767.000	Other - Uniforms	51.01
10/22	10/05/2022	98533	Cintas Corp #729	592-544-802.000	Contracted Services	65.91
10/22	10/05/2022	98533	Cintas Corp #729	101-268-802.000	Contracted Services	22.67
10/22	10/05/2022	98533	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	12.75
10/22	10/05/2022	98533	Cintas Corp #729	204-481-767.000	Uniforms	102.80
10/22	10/05/2022	98533	Cintas Corp #729	582-588-767.000	Other - Uniforms	100.70
10/22	10/05/2022	98533	Cintas Corp #729	592-560-767.000	Other - Uniforms	51.00
10/22	10/05/2022	98533	Cintas Corp #729	592-549-767.000	Other - Uniforms	51.01
10/22	10/05/2022	98533	Cintas Corp #729	101-268-802.000	Contracted Services	22.67
10/22	10/05/2022	98533	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	48.74
10/22	10/05/2022	98533	Cintas Corp #729	204-481-767.000	Uniforms	102.80
10/22	10/05/2022	98533	Cintas Corp #729	582-588-767.000	Other - Uniforms	100.70
10/22	10/05/2022	98533	Cintas Corp #729	592-560-767.000	Other - Uniforms	51.00
10/22	10/05/2022	98533	Cintas Corp #729	592-549-767.000	Other - Uniforms	51.01
10/22	10/05/2022	98533	Cintas Corp #729	592-544-802.000	Contracted Services	65.91
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-265-920.000	Public Utilities	1,664.97
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-268-920.000	Public Utilities	1,434.53
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-345-920.000	Public Utilities	4,082.06
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-345-920.100	Public Utilities-Station West	1,020.42
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-754-920.000	Public Utilities	797.34
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-770-920.000	Public Utilities	12,072.18
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	592-555-920.000	Public Utilities	1,034.32
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	514-587-920.000	Public Utilities	528.75
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	582-586-920.000	Public Utilities	41.84
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	582-593-920.000	Public Utilities	1,758.18
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	592-538-920.000	Public Utilities	19,110.85
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	592-542-920.000	Public Utilities	41.83
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	592-551-920.000	Public Utilities	16,112.62
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-773-920.000	Public Utilities	4,861.60
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	101-789-920.000	Public Utilities	3,909.32
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	204-448-920.000	Public Utilities	2,800.00
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	271-790-920.000	Public Utilities	492.17
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	271-790-920.000	Public Utilities	3,203.00
10/22	10/05/2022	98534	CITY TREAS. FOR UTILITY BILLS	514-587-802.100	Cont. Svcs - Downtown Office	52.84
10/22	10/05/2022	98535	Conti, Joseph	101-268-850.000	Communications	120.00
10/22	10/05/2022	98536	David L Hoffman Landscaping & Nursery	582-020-360.000	Distribution System	1,546.50
10/22	10/05/2022	98536	David L Hoffman Landscaping & Nursery	514-587-802.000	Contracted Services	4,680.00
10/22	10/05/2022	98536	David L Hoffman Landscaping & Nursery	101-756-778.000	Playground & Athletic Equip.	1,125.00
10/22	10/05/2022	98536	David L Hoffman Landscaping & Nursery	204-470-802.000	Contracted Services	7,967.00
10/22	10/05/2022	98537	Decka Digital LLC	101-172-751.000	Office Supplies	35.00

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10/22	10/05/2022	98537	Decka Digital LLC	101-253-751.000	Office Supplies	70.00
10/22	10/05/2022	98538	Derrer Oil Co.	661-598-759.000	Gas & Oil	2,788.30
10/22	10/05/2022	98539	DONOVAN, LAWRENCE	101-345-850.000	Communications	62.50
10/22	10/05/2022	98540	Drost Landscape	101-770-802.100	Contracted Svcs. - Spraying	2,640.00
10/22	10/05/2022	98540	Drost Landscape	204-470-802.000	Contracted Services	10,066.00
10/22	10/05/2022	98541	DUCH, JOHN	101-345-850.000	Communications	62.50
10/22	10/05/2022	98542	EICHLER, ROBERT	582-588-850.000	Communications	120.00
10/22	10/05/2022	98543	Elevate Technology Partners LLC	271-790-986.000	Tech. Equipment & Software	4,105.50
10/22	10/05/2022	98544	Elliott, Sherrie	592-560-850.000	Communications	120.00
10/22	10/05/2022	98544	Elliott, Sherrie	592-560-915.000	Education & Training	265.00
10/22	10/05/2022	98544	Elliott, Sherrie	592-544-775.000	Materials & Supplies	25.00
10/22	10/05/2022	98545	Emmet Brick & Block Co.	101-268-930.000	Building Repair & Maintenance	14.15
10/22	10/05/2022	98545	Emmet Brick & Block Co.	101-082-682.000	Other	1.41-
10/22	10/05/2022	98546	Environmental Resource Assoc.	592-553-801.000	Professional Services	312.25
10/22	10/05/2022	98547	Eyes Only Media LLC	248-540-882.120	Street Sale	308.00
10/22	10/05/2022	98548	Fastenal Company	202-469-775.000	Materials & Supplies	57.08
10/22	10/05/2022	98548	Fastenal Company	203-469-775.000	Materials & Supplies	57.08
10/22	10/05/2022	98549	Fate, Jason	101-441-850.000	Communications	120.00
10/22	10/05/2022	98550	Five Star Screen Printing Plus	101-756-985.000	Equipment	1,960.00
10/22	10/05/2022	98551	Flynn, Martin	592-549-850.000	Communications	120.00
10/22	10/05/2022	98552	FMW Construction	582-584-802.000	Contracted Services	305.48
10/22	10/05/2022	98553	FRIENDS OF THE PETOSKEY	271-082-682.000	Other	150.00
10/22	10/05/2022	98554	FRITZ, KARL	101-345-850.000	Communications	120.00
10/22	10/05/2022	98555	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	140.00
10/22	10/05/2022	98555	Gibby's Garage	661-598-931.000	Equipment Repair	595.00
10/22	10/05/2022	98555	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	35.00
10/22	10/05/2022	98555	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	140.00
10/22	10/05/2022	98555	Gibby's Garage	661-598-931.000	Equipment Repair	630.00
10/22	10/05/2022	98555	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	105.00
10/22	10/05/2022	98555	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	385.00
10/22	10/05/2022	98555	Gibby's Garage	661-598-931.000	Equipment Repair	455.00
10/22	10/05/2022	98555	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	315.00
10/22	10/05/2022	98555	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	105.00
10/22	10/05/2022	98555	Gibby's Garage	101-770-802.000	Contracted Services	70.00
10/22	10/05/2022	98555	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	385.00
10/22	10/05/2022	98556	Ginop Sales Inc.	661-020-140.000	Machinery & Equipment	9,038.00
10/22	10/05/2022	98557	Goedge, Megan	271-790-958.000	Programming - Children	8.48
10/22	10/05/2022	98558	GOSCIAK, SCOTT	101-345-850.000	Communications	62.50
10/22	10/05/2022	98559	Great Lakes Pipe & Supply	101-754-775.000	Materials & Supplies	352.70
10/22	10/05/2022	98559	Great Lakes Pipe & Supply	101-082-682.000	Other	3.53-
10/22	10/05/2022	98560	GRIMM, CHARLES T.	101-257-802.100	Contracted Services - Assessor	3,600.00
10/22	10/05/2022	98561	HAALCK, FRED	101-345-850.000	Communications	62.50
10/22	10/05/2022	98562	Haley's Plumbing & Heating	592-547-802.000	Contracted Services	125.00
10/22	10/05/2022	98563	Hart, Tyler	101-770-850.000	Communications	120.00
10/22	10/05/2022	98564	Haviland Products Company	592-551-783.000	Chemicals	11,209.15
10/22	10/05/2022	98564	Haviland Products Company	592-540-783.000	Chemicals	6,300.00
10/22	10/05/2022	98564	Haviland Products Company	592-551-783.000	Chemicals	2,544.00
10/22	10/05/2022	98565	Hoig, Erik	101-345-850.000	Communications	120.00
10/22	10/05/2022	98566	Hoopla	271-790-762.000	Electronic Materials	3,000.00
10/22	10/05/2022	98567	Horn, Shane	101-172-850.000	Communications	120.00
10/22	10/05/2022	98568	Hummel, Jon	101-754-920.000	Public Utilities	120.00
10/22	10/05/2022	98569	Integrity Business Solutions	271-790-751.000	Office/Library Supplies	90.17
10/22	10/05/2022	98569	Integrity Business Solutions	271-790-751.000	Office/Library Supplies	74.35
10/22	10/05/2022	98569	Integrity Business Solutions	514-587-802.100	Cont. Svcs - Downtown Office	56.29
10/22	10/05/2022	98570	IR Electric Motor Service	592-554-802.000	Contracted Services	2,798.25
10/22	10/05/2022	98571	KARR, ADRIAN	101-345-850.000	Communications	120.00

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10/22	10/05/2022	98572	Klingelsmith, Kendall	101-770-850.000	Communications	120.00
10/22	10/05/2022	98573	Kruskie, David	101-770-850.000	Communications	120.00
10/22	10/05/2022	98574	La Crosse Seed	204-010-111.000	Materials Inventory	3,322.50
10/22	10/05/2022	98575	LAKE AREA COLLISION INC.	661-081-682.000	Other	2,437.36
10/22	10/05/2022	98576	Lamont, Scott	101-345-850.000	Communications	62.50
10/22	10/05/2022	98577	Lemieur, Bridgette	101-253-850.000	Communications	16.00
10/22	10/05/2022	98578	Lennemann, Mark	101-773-850.000	Communications	120.00
10/22	10/05/2022	98579	Lowery Underground Service	582-586-802.000	Contracted Services	1,830.00
10/22	10/05/2022	98579	Lowery Underground Service	582-586-802.000	Contracted Services	920.00
10/22	10/05/2022	98579	Lowery Underground Service	582-598-802.000	Contracted Services	7,083.50
10/22	10/05/2022	98579	Lowery Underground Service	582-020-360.000	Distribution System	12,490.00
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-598-932.000	Vehicle Repair & Maintenance	20.21
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-598-931.000	Equipment Repair	18.00
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-010-111.000	Inventory - Materials	8.99
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-598-785.000	Small Tools & Supplies	8.79
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-598-932.000	Vehicle Repair & Maintenance	24.91
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-598-931.000	Equipment Repair	3.78
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-598-932.000	Vehicle Repair & Maintenance	228.29
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	202-469-775.000	Materials & Supplies	18.49
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	203-469-775.000	Materials & Supplies	18.49
10/22	10/05/2022	98580	Lynn Auto Parts Inc.	661-598-785.000	Small Tools & Supplies	63.13
10/22	10/05/2022	98581	MacQueen Emergency	101-345-802.000	Contracted Services	2,991.87
10/22	10/05/2022	98582	Meyer Ace Hardware	101-268-775.000	Materials & Supplies	6.29
10/22	10/05/2022	98582	Meyer Ace Hardware	101-345-775.000	Materials & Supplies	58.46
10/22	10/05/2022	98582	Meyer Ace Hardware	271-790-752.000	Building Supplies	1.98
10/22	10/05/2022	98582	Meyer Ace Hardware	592-551-775.000	Materials & Supplies	1.98
10/22	10/05/2022	98582	Meyer Ace Hardware	101-773-931.000	Equipment Repair	21.57
10/22	10/05/2022	98582	Meyer Ace Hardware	101-773-931.000	Equipment Repair	4.13
10/22	10/05/2022	98582	Meyer Ace Hardware	101-773-931.000	Equipment Repair	12.58
10/22	10/05/2022	98582	Meyer Ace Hardware	271-790-752.000	Building Supplies	40.48
10/22	10/05/2022	98582	Meyer Ace Hardware	592-545-775.000	Materials & Supplies	8.85
10/22	10/05/2022	98582	Meyer Ace Hardware	592-544-775.000	Materials & Supplies	42.26
10/22	10/05/2022	98582	Meyer Ace Hardware	101-268-775.000	Materials & Supplies	22.49
10/22	10/05/2022	98582	Meyer Ace Hardware	271-790-752.000	Building Supplies	41.33
10/22	10/05/2022	98582	Meyer Ace Hardware	101-773-775.000	Materials & Supplies	27.68
10/22	10/05/2022	98582	Meyer Ace Hardware	592-544-775.000	Materials & Supplies	8.09
10/22	10/05/2022	98582	Meyer Ace Hardware	592-554-775.000	Materials & Supplies	35.00
10/22	10/05/2022	98582	Meyer Ace Hardware	582-593-930.000	Building Repair & Maintenance	13.11
10/22	10/05/2022	98582	Meyer Ace Hardware	101-268-930.000	Building Repair & Maintenance	4.13
10/22	10/05/2022	98582	Meyer Ace Hardware	101-789-775.000	Materials & Supplies	52.70
10/22	10/05/2022	98582	Meyer Ace Hardware	582-590-775.000	Materials & Supplies	22.49
10/22	10/05/2022	98583	Michigan Association of Chiefs of Police	101-345-915.000	Memberships & Dues	100.00
10/22	10/05/2022	98583	Michigan Association of Chiefs of Police	101-345-775.000	Materials & Supplies	60.00
10/22	10/05/2022	98584	Mikulski, Matthew	101-345-850.000	Communications	62.50
10/22	10/05/2022	98585	Niche Academy	271-790-802.000	Contracted Services	1,120.00
10/22	10/05/2022	98586	NMCAA	592-040-286.000	Open Cut Deposits Payable	500.00
10/22	10/05/2022	98587	Northern A-1	592-556-802.000	Contracted Services	11,666.31
10/22	10/05/2022	98588	P.C. Lawn Care	582-593-930.000	Building Repair & Maintenance	702.50
10/22	10/05/2022	98588	P.C. Lawn Care	582-584-802.000	Contracted Services	345.00
10/22	10/05/2022	98588	P.C. Lawn Care	202-467-802.000	Contracted Services	2,938.75
10/22	10/05/2022	98588	P.C. Lawn Care	203-467-802.000	Contracted Services	430.00
10/22	10/05/2022	98588	P.C. Lawn Care	592-537-802.000	Contracted Services	1,227.50
10/22	10/05/2022	98588	P.C. Lawn Care	592-543-802.000	Contracted Services	240.00
10/22	10/05/2022	98588	P.C. Lawn Care	592-554-802.000	Contracted Services	713.75
10/22	10/05/2022	98588	P.C. Lawn Care	592-558-802.000	Contracted Services	1,401.25
10/22	10/05/2022	98589	Parker, Michael	101-345-850.000	Communications	120.00

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10/22	10/05/2022	98590	Plath, Audrey	101-253-850.000	Communications	120.00
10/22	10/05/2022	98591	Power Line Supply	582-020-388.000	Substations and Structures	2,161.68
10/22	10/05/2022	98591	Power Line Supply	582-586-775.000	Materials & Supplies	167.25
10/22	10/05/2022	98591	Power Line Supply	582-586-775.000	Materials & Supplies	419.00
10/22	10/05/2022	98591	Power Line Supply	582-010-111.000	Inventory - Materials	1,316.52
10/22	10/05/2022	98591	Power Line Supply	582-020-388.000	Substations and Structures	258.90
10/22	10/05/2022	98592	Quality First Aid & Safety Inc.	582-593-930.000	Building Repair & Maintenance	45.64
10/22	10/05/2022	98593	ROBBINS, MICHAEL	101-441-850.000	Communications	120.00
10/22	10/05/2022	98594	Ryan Brothers Inc.	582-020-360.000	Distribution System	1,346.85
10/22	10/05/2022	98594	Ryan Brothers Inc.	582-020-360.000	Distribution System	4,360.22
10/22	10/05/2022	98595	Schultz, David	101-345-850.000	Communications	120.00
10/22	10/05/2022	98596	SiteOne Landscape Supply	101-770-775.000	Materials & Supplies	213.60
10/22	10/05/2022	98597	Smith, Edward J	101-756-850.000	Communications	120.00
10/22	10/05/2022	98598	Southfield Public Library	271-790-955.000	Miscellaneous	20.00
10/22	10/05/2022	98599	Standard Electric Company	582-010-111.000	Inventory - Materials	563.35
10/22	10/05/2022	98599	Standard Electric Company	582-082-682.000	Other	5.63-
10/22	10/05/2022	98599	Standard Electric Company	582-586-775.000	Materials & Supplies	74.00
10/22	10/05/2022	98599	Standard Electric Company	582-082-682.000	Other	.74-
10/22	10/05/2022	98599	Standard Electric Company	582-588-785.000	Small Tools & Supplies	72.61
10/22	10/05/2022	98599	Standard Electric Company	582-082-682.000	Other	.73-
10/22	10/05/2022	98599	Standard Electric Company	582-586-775.000	Materials & Supplies	204.00
10/22	10/05/2022	98599	Standard Electric Company	582-082-682.000	Other	2.04-
10/22	10/05/2022	98600	Sugg, Keenan	101-345-850.000	Communications	62.50
10/22	10/05/2022	98601	Terry, Alan	101-253-850.000	Communications	120.00
10/22	10/05/2022	98602	T-Mobile	271-790-850.000	Communications	365.50
10/22	10/05/2022	98603	Troxel, Todd	101-345-850.000	Communications	120.00
10/22	10/05/2022	98604	U.S. Bank Equipment Finance	661-598-751.000	Office Supplies	34.07
10/22	10/05/2022	98604	U.S. Bank Equipment Finance	204-481-751.000	Office Supplies	34.07
10/22	10/05/2022	98604	U.S. Bank Equipment Finance	582-588-751.000	Office Supplies	34.07
10/22	10/05/2022	98604	U.S. Bank Equipment Finance	582-593-751.000	Office Supplies	34.07
10/22	10/05/2022	98604	U.S. Bank Equipment Finance	592-549-751.000	Office Supplies	34.07
10/22	10/05/2022	98604	U.S. Bank Equipment Finance	592-560-751.000	Office Supplies	34.07
10/22	10/05/2022	98605	USA Blue Book	661-598-786.000	Small Machinery & Equipment	2,298.68
10/22	10/05/2022	98606	Valley City Linen	271-790-752.000	Building Supplies	26.00
10/22	10/05/2022	98606	Valley City Linen	271-790-752.000	Building Supplies	26.00
10/22	10/05/2022	98606	Valley City Linen	271-790-752.000	Building Supplies	26.00
10/22	10/12/2022	98613	All-Phase Electric Supply	101-268-930.000	Building Repair & Maintenance	4.58
10/22	10/12/2022	98613	All-Phase Electric Supply	582-586-775.000	Materials & Supplies	20.29
10/22	10/12/2022	98614	Avineon	204-481-802.000	Contracted Services	462.50
10/22	10/12/2022	98614	Avineon	582-593-802.000	Contracted Services	462.50
10/22	10/12/2022	98614	Avineon	592-549-802.000	Contracted Services	462.50
10/22	10/12/2022	98614	Avineon	592-560-802.000	Contracted Services	462.50
10/22	10/12/2022	98615	Ballard's Plumbing & Heating	592-554-802.000	Contracted Services	1,862.30
10/22	10/12/2022	98616	Barrette, Terry	592-543-775.000	Materials & Supplies	55.80
10/22	10/12/2022	98617	Beckett & Raeder Inc.	101-770-970.000	Capital Outlay	1,880.00
10/22	10/12/2022	98617	Beckett & Raeder Inc.	247-751-802.000	Contracted Services	2,242.50
10/22	10/12/2022	98617	Beckett & Raeder Inc.	101-770-802.000	Contracted Services	2,912.50
10/22	10/12/2022	98618	BERGER, MATT	101-756-808.040	Football	150.00
10/22	10/12/2022	98619	BIOLOGICAL RESEARCH SOLUTIONS	592-553-801.000	Professional Services	250.00
10/22	10/12/2022	98620	Bound Tree Medical LLC	101-345-775.000	Materials & Supplies	55.96
10/22	10/12/2022	98620	Bound Tree Medical LLC	101-345-775.000	Materials & Supplies	25.58
10/22	10/12/2022	98620	Bound Tree Medical LLC	101-345-775.000	Materials & Supplies	18.44
10/22	10/12/2022	98620	Bound Tree Medical LLC	101-345-775.000	Materials & Supplies	30.01
10/22	10/12/2022	98621	CCP Industries Inc.	204-481-767.000	Uniforms	123.50
10/22	10/12/2022	98621	CCP Industries Inc.	101-528-775.000	Materials & Supplies	123.55
10/22	10/12/2022	98622	CDW Government	101-228-802.000	Contracted Services	1,669.74

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GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
10/22	10/12/2022	98623	Centaris	271-790-802.000	Contracted Services	386.00
10/22	10/12/2022	98624	Char-Em United Way	701-000-230.800	United Fund	49.75
10/22	10/12/2022	98625	CITY OF PETOSKEY - DMB	271-790-880.000	Community Outreach	10.00
10/22	10/12/2022	98626	Complete Paint & Supplies	101-756-778.000	Playground & Athletic Equip.	61.50
10/22	10/12/2022	98626	Complete Paint & Supplies	101-770-775.000	Materials & Supplies	14.85
10/22	10/12/2022	98627	Cummins Inc.	592-555-802.000	Contracted Services	1,347.90
10/22	10/12/2022	98628	DONOVAN, LAWRENCE	101-345-912.000	Education & Training	12.40
10/22	10/12/2022	98629	Dunn's Business Solutions	101-172-751.000	Office Supplies	11.31
10/22	10/12/2022	98629	Dunn's Business Solutions	101-201-751.000	Office Supplies	11.31
10/22	10/12/2022	98629	Dunn's Business Solutions	101-208-751.000	Office Supplies	7.92
10/22	10/12/2022	98629	Dunn's Business Solutions	101-257-751.000	Office Supplies	5.66
10/22	10/12/2022	98629	Dunn's Business Solutions	101-253-751.000	Office Supplies	6.79
10/22	10/12/2022	98629	Dunn's Business Solutions	101-345-751.000	Office Supplies	29.41
10/22	10/12/2022	98629	Dunn's Business Solutions	101-400-751.000	Office Supplies	5.66
10/22	10/12/2022	98629	Dunn's Business Solutions	101-441-751.000	Office Supplies	16.97
10/22	10/12/2022	98629	Dunn's Business Solutions	101-770-751.000	Office Supplies	3.39
10/22	10/12/2022	98629	Dunn's Business Solutions	101-773-775.000	Materials & Supplies	1.13
10/22	10/12/2022	98629	Dunn's Business Solutions	101-756-751.000	Office Supplies	11.31
10/22	10/12/2022	98629	Dunn's Business Solutions	101-789-751.000	Office Supplies	2.26
10/22	10/12/2022	98630	EICHLER, ROBERT	582-588-912.000	Education & Training	322.50
10/22	10/12/2022	98631	EJ USA Inc.	592-544-775.000	Materials & Supplies	402.92
10/22	10/12/2022	98631	EJ USA Inc.	592-010-111.000	Inventory - Materials	5,778.57
10/22	10/12/2022	98632	Elevate Technology Partners LLC	271-790-986.000	Tech. Equipment & Software	50.00
10/22	10/12/2022	98632	Elevate Technology Partners LLC	271-790-986.000	Tech. Equipment & Software	50.00
10/22	10/12/2022	98632	Elevate Technology Partners LLC	271-790-986.000	Tech. Equipment & Software	325.00
10/22	10/12/2022	98633	Emmet Co. Dept of Public Works	101-528-802.000	Contracted Services	5,017.11
10/22	10/12/2022	98633	Emmet Co. Dept of Public Works	101-529-802.000	Contracted Services	7,494.80
10/22	10/12/2022	98634	Empiric Solutions Inc.	101-228-802.000	Contracted Services	8,654.00
10/22	10/12/2022	98635	Envisionware Inc.	271-790-802.000	Contracted Services	1,587.60
10/22	10/12/2022	98636	Etna Supply	592-546-775.000	Materials & Supplies	425.50
10/22	10/12/2022	98636	Etna Supply	592-010-111.000	Inventory - Materials	373.20
10/22	10/12/2022	98636	Etna Supply	592-545-775.000	Materials & Supplies	142.00
10/22	10/12/2022	98636	Etna Supply	592-010-111.000	Inventory - Materials	2,160.00
10/22	10/12/2022	98636	Etna Supply	592-010-111.000	Inventory - Materials	257.40
10/22	10/12/2022	98636	Etna Supply	592-010-111.000	Inventory - Materials	732.60
10/22	10/12/2022	98636	Etna Supply	592-545-775.000	Materials & Supplies	2,976.00
10/22	10/12/2022	98636	Etna Supply	592-544-775.000	Materials & Supplies	700.00
10/22	10/12/2022	98636	Etna Supply	592-545-775.000	Materials & Supplies	46.00
10/22	10/12/2022	98636	Etna Supply	592-545-775.000	Materials & Supplies	132.00
10/22	10/12/2022	98636	Etna Supply	592-547-775.000	Materials & Supplies	133.45
10/22	10/12/2022	98637	Factor Systems LLC	101-208-803.000	Contracted Services - Billing	4,486.41
10/22	10/12/2022	98638	Ferguson Enterprises LLC #2000	592-545-775.000	Materials & Supplies	341.77
10/22	10/12/2022	98638	Ferguson Enterprises LLC #2000	101-770-775.000	Materials & Supplies	18.99
10/22	10/12/2022	98639	Fraternal Order of Police	701-000-230.400	Union Dues	924.00
10/22	10/12/2022	98640	Gale/Cengage Learning Inc.	271-790-760.000	Books - Adult	59.18
10/22	10/12/2022	98640	Gale/Cengage Learning Inc.	271-790-760.000	Books - Adult	27.99
10/22	10/12/2022	98641	GFL Environmental	101-528-775.000	Materials & Supplies	209.64
10/22	10/12/2022	98641	GFL Environmental	582-586-802.000	Contracted Services	209.64
10/22	10/12/2022	98641	GFL Environmental	582-593-930.000	Building Repair & Maintenance	209.64
10/22	10/12/2022	98642	Great Lakes Pipe & Supply	592-545-775.000	Materials & Supplies	81.95
10/22	10/12/2022	98642	Great Lakes Pipe & Supply	101-268-930.000	Building Repair & Maintenance	21.86
10/22	10/12/2022	98642	Great Lakes Pipe & Supply	592-544-775.000	Materials & Supplies	27.10
10/22	10/12/2022	98642	Great Lakes Pipe & Supply	101-268-930.000	Building Repair & Maintenance	2.53
10/22	10/12/2022	98643	GRP Engineering Inc.	582-588-802.000	Contracted Services	701.20
10/22	10/12/2022	98643	GRP Engineering Inc.	582-588-802.000	Contracted Services	1,637.50
10/22	10/12/2022	98643	GRP Engineering Inc.	582-588-802.000	Contracted Services	4,994.70

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10/22	10/12/2022	98644	HARBOR FENCE COMPANY	101-756-802.000	Contracted Services	2,070.00
10/22	10/12/2022	98645	Hart, Tyler	101-756-808.040	Football	90.00
10/22	10/12/2022	98646	Hayes, Tammie	271-790-958.100	Programming - Adult	350.00
10/22	10/12/2022	98647	Idexx Distribution Inc.	592-553-775.000	Materials & Supplies	497.27
10/22	10/12/2022	98648	Integrity Business Solutions	514-587-802.100	Cont. Svcs - Downtown Office	52.62
10/22	10/12/2022	98649	LEAF	592-549-802.000	Contracted Services	167.31
10/22	10/12/2022	98650	LexisNexis Risk Data Management Inc.	101-208-802.000	Contracted Services	150.00
10/22	10/12/2022	98650	LexisNexis Risk Data Management Inc.	514-587-802.000	Contracted Services	150.00
10/22	10/12/2022	98651	M.S. Industries Inc.	204-444-775.000	Materials & Supplies	114.80
10/22	10/12/2022	98652	MACKINAW AREA PUBLIC LIBRARY	271-790-955.000	Miscellaneous	60.94
10/22	10/12/2022	98653	Management & Behavior Consultants	101-345-802.000	Contracted Services	880.00
10/22	10/12/2022	98654	McCardel Culligan	101-770-802.000	Contracted Services	25.25
10/22	10/12/2022	98654	McCardel Culligan	592-553-802.000	Contracted Services	60.00
10/22	10/12/2022	98654	McCardel Culligan	101-770-802.000	Contracted Services	10.00
10/22	10/12/2022	98654	McCardel Culligan	514-587-802.100	Cont. Svcs - Downtown Office	10.00
10/22	10/12/2022	98655	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
10/22	10/12/2022	98655	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
10/22	10/12/2022	98655	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
10/22	10/12/2022	98655	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
10/22	10/12/2022	98655	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
10/22	10/12/2022	98655	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
10/22	10/12/2022	98655	MCLAREN NORTHERN MICHIGAN	101-345-802.000	Contracted Services	15.00
10/22	10/12/2022	98656	Michigan Water Environment Assoc.	592-560-915.000	Education & Training	150.00
10/22	10/12/2022	98657	Miller, Greg	101-756-808.040	Football	60.00
10/22	10/12/2022	98658	NORTH BAY HYDROSEED INC.	203-451-802.000	Contracted Services	2,312.00
10/22	10/12/2022	98658	NORTH BAY HYDROSEED INC.	204-444-802.000	Contracted Services	694.00
10/22	10/12/2022	98658	NORTH BAY HYDROSEED INC.	592-020-342.000	Distribution System	1,445.00
10/22	10/12/2022	98658	NORTH BAY HYDROSEED INC.	592-025-343.000	Distribution Systems	1,214.00
10/22	10/12/2022	98658	NORTH BAY HYDROSEED INC.	582-020-360.000	Distribution System	115.00
10/22	10/12/2022	98659	On Duty Gear LLC	101-345-775.000	Materials & Supplies	425.93
10/22	10/12/2022	98660	Performance Painting	582-020-360.000	Distribution System	410.50
10/22	10/12/2022	98660	Performance Painting	203-467-802.000	Contracted Services	250.50
10/22	10/12/2022	98661	Police and Firemen's Insurance	701-000-230.185	Police and Fire Insurance	379.38
10/22	10/12/2022	98662	Poplandia Sales	271-790-760.000	Books - Adult	13.99
10/22	10/12/2022	98663	Power Line Supply	582-010-111.000	Inventory - Materials	1,998.40
10/22	10/12/2022	98663	Power Line Supply	582-586-775.000	Materials & Supplies	807.00
10/22	10/12/2022	98663	Power Line Supply	582-586-775.000	Materials & Supplies	150.00
10/22	10/12/2022	98664	Preston Feather	582-592-775.000	Materials & Supplies	28.53
10/22	10/12/2022	98664	Preston Feather	204-010-111.000	Materials Inventory	827.76
10/22	10/12/2022	98664	Preston Feather	101-268-930.000	Building Repair & Maintenance	8.39
10/22	10/12/2022	98664	Preston Feather	204-010-111.000	Materials Inventory	60.00
10/22	10/12/2022	98664	Preston Feather	101-773-931.000	Equipment Repair	15.70
10/22	10/12/2022	98664	Preston Feather	101-268-775.000	Materials & Supplies	49.99
10/22	10/12/2022	98664	Preston Feather	101-773-931.000	Equipment Repair	68.27
10/22	10/12/2022	98664	Preston Feather	101-789-775.000	Materials & Supplies	71.49
10/22	10/12/2022	98664	Preston Feather	592-544-775.000	Materials & Supplies	27.36
10/22	10/12/2022	98664	Preston Feather	101-268-930.000	Building Repair & Maintenance	8.39
10/22	10/12/2022	98664	Preston Feather	101-268-930.000	Building Repair & Maintenance	8.39
10/22	10/12/2022	98664	Preston Feather	582-588-785.000	Small Tools & Supplies	36.78
10/22	10/12/2022	98665	Quality First Aid & Safety Inc.	592-553-775.000	Materials & Supplies	49.75
10/22	10/12/2022	98666	Range Telecommunications	204-481-850.000	Communications	60.00
10/22	10/12/2022	98666	Range Telecommunications	101-756-850.000	Communications	60.00
10/22	10/12/2022	98666	Range Telecommunications	582-593-850.000	Communications	100.00
10/22	10/12/2022	98666	Range Telecommunications	592-560-850.000	Communications	100.00
10/22	10/12/2022	98666	Range Telecommunications	592-549-850.000	Communications	92.45
10/22	10/12/2022	98667	Rieth-Riley Construction Co	202-469-775.000	Materials & Supplies	97.09

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10/22	10/12/2022	98667	Rieth-Riley Construction Co	203-469-775.000	Materials & Supplies	97.09
10/22	10/12/2022	98667	Rieth-Riley Construction Co	592-556-775.000	Materials & Supplies	97.09
10/22	10/12/2022	98667	Rieth-Riley Construction Co	592-544-775.000	Materials & Supplies	170.85
10/22	10/12/2022	98667	Rieth-Riley Construction Co	202-469-775.000	Materials & Supplies	170.85
10/22	10/12/2022	98667	Rieth-Riley Construction Co	592-556-775.000	Materials & Supplies	297.84
10/22	10/12/2022	98667	Rieth-Riley Construction Co	592-545-775.000	Materials & Supplies	294.19
10/22	10/12/2022	98668	RS Technical Services Inc.	592-554-802.000	Contracted Services	3,271.48
10/22	10/12/2022	98669	Select Electric	101-773-802.000	Contracted Services	211.00
10/22	10/12/2022	98670	SenSource	271-790-802.000	Contracted Services	300.00
10/22	10/12/2022	98671	Smith, Edward J	101-756-808.040	Football	150.00
10/22	10/12/2022	98672	Smith, Tim	101-756-808.040	Football	150.00
10/22	10/12/2022	98673	Staples Advantage	101-172-751.000	Office Supplies	5.80
10/22	10/12/2022	98673	Staples Advantage	101-201-751.000	Office Supplies	5.80
10/22	10/12/2022	98673	Staples Advantage	101-208-751.000	Office Supplies	4.06
10/22	10/12/2022	98673	Staples Advantage	101-257-751.000	Office Supplies	2.90
10/22	10/12/2022	98673	Staples Advantage	101-253-751.000	Office Supplies	3.48
10/22	10/12/2022	98673	Staples Advantage	101-345-751.000	Office Supplies	15.08
10/22	10/12/2022	98673	Staples Advantage	101-770-751.000	Office Supplies	21.31
10/22	10/12/2022	98673	Staples Advantage	592-549-751.000	Office Supplies	19.47
10/22	10/12/2022	98673	Staples Advantage	592-560-751.000	Office Supplies	19.48
10/22	10/12/2022	98673	Staples Advantage	101-400-751.000	Office Supplies	2.90
10/22	10/12/2022	98673	Staples Advantage	101-441-751.000	Office Supplies	8.70
10/22	10/12/2022	98673	Staples Advantage	101-770-751.000	Office Supplies	1.74
10/22	10/12/2022	98673	Staples Advantage	101-773-775.000	Materials & Supplies	.58
10/22	10/12/2022	98673	Staples Advantage	101-756-751.000	Office Supplies	5.80
10/22	10/12/2022	98673	Staples Advantage	101-789-751.000	Office Supplies	1.15
10/22	10/12/2022	98674	Summit Fire Protection	271-790-802.000	Contracted Services	111.50
10/22	10/12/2022	98675	Swank Movie Licensing USA	248-540-882.265	Friday Night at the Movies	401.25
10/22	10/12/2022	98676	TEAMSTERS LOCAL #214	701-000-230.400	Union Dues	1,070.00
10/22	10/12/2022	98677	Tetra Tech Inc	592-553-801.000	Professional Services	289.30
10/22	10/12/2022	98678	The Library Network	271-790-986.000	Tech. Equipment & Software	142.10
10/22	10/12/2022	98679	Thru Glass Window Cleaning	514-587-802.100	Cont. Svcs - Downtown Office	30.00
10/22	10/12/2022	98680	Trace Analytical Laboratories LLC	592-553-801.000	Professional Services	248.00
10/22	10/12/2022	98680	Trace Analytical Laboratories LLC	592-553-801.000	Professional Services	248.00
10/22	10/12/2022	98681	True Pest Control	592-554-802.000	Contracted Services	125.00
10/22	10/12/2022	98681	True Pest Control	592-537-802.000	Contracted Services	339.06
10/22	10/12/2022	98681	True Pest Control	592-558-802.000	Contracted Services	339.06
10/22	10/12/2022	98681	True Pest Control	592-555-802.000	Contracted Services	406.88
10/22	10/12/2022	98682	T-SHIRT EXPRESS	101-345-781.000	Fire Prevention	831.00
10/22	10/12/2022	98683	UpNorth Fire & Safety LLC	661-598-931.000	Equipment Repair	108.00
10/22	10/12/2022	98683	UpNorth Fire & Safety LLC	661-598-932.000	Vehicle Repair & Maintenance	108.00
10/22	10/12/2022	98683	UpNorth Fire & Safety LLC	582-593-930.000	Building Repair & Maintenance	108.00
10/22	10/12/2022	98684	UPS Store, The	592-554-802.000	Contracted Services	32.11
10/22	10/12/2022	98684	UPS Store, The	661-598-931.000	Equipment Repair	19.63
10/22	10/12/2022	98684	UPS Store, The	592-553-801.000	Professional Services	104.89
10/22	10/12/2022	98684	UPS Store, The	592-553-801.000	Professional Services	12.75
10/22	10/12/2022	98685	Van's Business Machines	514-587-802.000	Contracted Services	211.02
10/22	10/12/2022	98686	Vidosh North LLC	101-770-802.100	Contracted Svcs. - Spraying	643.76
10/22	10/12/2022	98687	Walters Sharpening Service Inc.	661-598-931.000	Equipment Repair	38.50
10/22	10/12/2022	98687	Walters Sharpening Service Inc.	661-598-931.000	Equipment Repair	36.00
10/22	10/12/2022	98688	WESTECH	592-551-775.000	Materials & Supplies	7,987.86
10/22	10/12/2022	98689	Writing Dailey	248-739-880.200	Image Campaign	125.00
10/22	10/12/2022	999383	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	14,670.57
10/22	10/12/2022	999383	ACH-EFTPS	701-000-230.100	Federal Withholding Payable	26,692.33
10/22	10/12/2022	999383	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	14,670.57
10/22	10/12/2022	999383	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	3,431.03

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10/22	10/12/2022	999383	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	3,431.03
10/22	10/12/2022	999384	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	807.47
10/22	10/12/2022	999384	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	4,510.00
10/22	10/12/2022	999384	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	1,943.71
10/22	10/12/2022	999385	MissionSquare 401	701-000-230.700	Employees ICMA Payable	818.46
10/22	10/12/2022	999386	MissionSquare Roth	701-000-230.900	Roth IRA	140.00
10/22	10/12/2022	999387	MissionSquare Roth %	701-000-230.900	Roth IRA	84.00
Grand Totals:						410,534.40

Report Criteria:

Check.Check issue date = 09/29/2022-10/12/2022

Check Number	Check Issue Date	Name	GL Account	Amount
98607	10/05/2022	Allison, Anne	582588803000	65.00
98608	10/05/2022	Boland, Carl	582588803000	50.00
98609	10/05/2022	Kemp, James	582588803000	50.00
98610	10/05/2022	Stuber, Elizabeth	582588803000	50.00
98611	10/05/2022	Larson, Jayme	582040285000	40.15
98612	10/05/2022	Thomas, Jill	582040285000	12.68
98690	10/12/2022	Bernard, Abraham	582081642300	52.02
98691	10/12/2022	Candela, Andrew	582081642300	3.95
98692	10/12/2022	Gregory, Julie	101087654000	50.00
98693	10/12/2022	Smith, Joseph	582081642300	69.89
98694	10/12/2022	Wheeler, Lauren	582081642300	24.12
98695	10/12/2022	Girard, Alexis	582040285000	11.21
98696	10/12/2022	Lustgarten Global PLC	582040285000	168.58
98697	10/12/2022	Vermeesch, David	582040285000	81.53
Grand Totals:				729.13



BOARD: City Council

MEETING DATE: October 17, 2022

DATE PREPARED: October 4, 2022

AGENDA SUBJECT: Special-Assessment Public Hearing and Resolution

RECOMMENDATION: That the City Council conduct this scheduled public hearing and consider adopting a resolution as required by City Code provisions

Background On October 3, City Council adopted a resolution at the request of the City's Downtown Management Board that the City Council again arrange for financing of downtown-area programs and services for 2023. The City Council, by adoption of the resolution, determined that such programs and services should be financed by the levying of a single special assessment, designated the Board's territory as the proposed assessment district, approved a square-footage assessment formula at a 7% rate increase compared to the 2022 formula, and scheduled an October 17 public hearing to receive comments concerning these recommended programs and services. Public-hearing notices were mailed on October 4. The proposed special assessment would provide \$113,070 in revenues. Total budgeted revenues for the Downtown Management Fund in 2022 are \$161,670.

Proposal The Downtown Management Board is requesting that the City Council levy special assessments on behalf of the Downtown Management Board totaling \$113,070. For 2023, the Downtown Management Board proposes to sponsor or support 18 events including expenses at \$83,100; marketing and promotions which includes the image campaign at \$55,500; continue with beautification activities that would include purchases of tree-well flowers, fall and holiday decorations and seed money for Petoskey Public Art project at \$34,500; cover other administrative costs and capital outlay for \$300; and economic-enhancement activities including business recruitment and retention of \$3,500 for a total of \$176,900.

Correspondence No comments or correspondence has been received.

Action If, after conducting the October 17 public hearing, the City Council elects to approve these recommended proposed downtown-area programs and services for financing through a special-assessment levy at an increased rate compared to the 2022 formula, the City Council then would be asked to adopt the enclosed proposed resolution. The resolution would approve the proposed programs and services for 2023, establish the assessment district, and direct the City staff to prepare a special-assessment roll for presentation to the City Council on November 7. A second public hearing then could be scheduled for November 21 to receive comments concerning proposed special assessments. Revenues and expenditures associated with this program again would be included within the City's Downtown Development and Management Fund as part of the City's 2023 Annual Budget.

sb
Enclosures



WHEREAS, at its meeting of October 3, 2022, the City Council reviewed a report by the City Manager dated September 28, 2022, as required of City Code provisions, that listed proposed programs and services to be provided to property owners and tenants within the Downtown Management Board's territory during 2023 and a proposed roll of special assessments to be spread against properties within the Management Board's district at a 7% rate increase compared to the 2022 formula, as a means of financing such proposed programs and services; and

WHEREAS, following its review of that September 28 report, the City Council scheduled a public hearing for 7:00 P.M., Monday, October 17, 2022, as required of City Code provisions, to receive comments concerning proposed Downtown Management Board programs and services; and

WHEREAS, the City Council now has conducted this October 17 public hearing to receive comments concerning proposed programs and services as recommended by the Downtown Management Board:

NOW, THEREFORE, BE IT RESOLVED that the City Council does and hereby approves proposed programs and services as recommended by the Downtown Management Board and costs as estimated by the Management Board to be assessed eligible property owners within the boundaries of the proposed assessment district at a 7% rate increase compared to the 2022 formula that are coterminous to those of the Management Board's territory; and

BE IT FURTHER RESOLVED that the City staff be and is hereby directed to prepare a special-assessment roll in accordance with the City Council's determination and to provide such a roll with the recommended formula rate for the City Council's review at its regular meeting of November 7, 2022.

I, Sarah Bek, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City of Petoskey City Council assembled on the ____ day of October, and of the whole thereof.

In witness where of I have here unto set my hand and affirmed the corporate seal of said City this ____ day of October, 2022.

Sarah Bek, City Clerk

CITY OF PETOSKEY
Downtown Management Board
2023 Parking Fund Budget
Second Draft

	2021 Year End	2022 Budget	2022 Projected	2023 Proposed
REVENUE				
<u>Streets</u>				
Michigan	19,702	34,000	28,000	27,000
Mitchell	55,388	98,000	90,000	85,000
Lake	72,007	102,000	110,000	100,000
Bay	16,069	45,000	26,000	25,000
Lewis/Rose	3,801	10,000	6,000	5,000
Petoskey	20,885	45,000	30,000	29,000
Howard	41,158	70,000	71,000	68,000
Division	4,202	13,000	8,500	7,000
Waukazoo	7,906	20,000	15,000	14,000
Total Streets	241,118	437,000	384,500	360,000
<u>Lots</u>				
Darling, Michigan 1	16,822	22,000	21,000	20,000
Clifton Hotel, Michigan 2	15,340	11,500	30,000	29,000
Livery, Michigan 3	8,835	7,700	13,000	12,000
Elks, Lake 2	34,177	22,500	40,000	38,000
Park Garden, Lake 3	8,709	7,100	13,000	12,000
Saville, Bay	19,117	20,500	40,000	38,000
Petrie, Mitchell	8,671	8,600	13,000	12,000
Total Lots	\$ 111,671	\$ 99,900	\$ 170,000	\$ 161,000
Total Meters	\$ 352,789	\$ 536,900	\$ 554,500	\$ 521,000
<u>Other Parking</u>				
Fines	104,567	200,000	200,000	200,000
Permits	92,288	87,000	140,000	140,000
Bags	12,085	8,000	16,000	15,000
Tokens	1,270	3,000	1,800	1,500
Interest	1,400	4,000	2,000	2,000
Meter Sponsorships	13,331	5,000	5,000	5,000
Cell Phone Parking	96,542	60,000	200,000	210,000
Total Other Parking	\$ 321,483	\$ 367,000	\$ 564,800	\$ 573,500
Total Revenue	\$ 747,958	\$ 903,900	\$ 1,119,300	\$ 1,094,500
Reserve Fund	838,048	1,095,612	1,254,512	1,940,112
Total Fund	\$ 1,586,006	\$ 1,999,512	\$ 2,373,812	\$ 3,034,612

	2021 Year End	2022 Budget	2022 Projected	2023 Proposed
EXPENSES				
Administrative Fees	22,800	23,500	22,800	23,500
Bank Charges	24,670	20,000	17,000	20,000
Capital Outlay	0	185,000	10,000	216,500
Bike Racks \$10,000				
Livery & Petrie Lot landscaping \$6,500				
Parking Lot Development Project \$150,000				
Gateway Design Installation \$50,000				
Conferences, Memberships, Training	2,071	5,000	1,200	10,000
Contracted Services	119,642	195,000	100,000	115,000
Market Analysis Study \$15,000				
DT Office Operations	289,583	270,000	250,000	429,000
Equipment Repair	3,441	3,000	3,000	3,000
Façade Grant Program	4,609	20,000	15,000	50,000
Materials/Supplies	12,766	10,000	5,000	8,000
Other			0	0
Professional Services	728	1,000	1,500	1,000
Signs	250	500	0	500
Trolley	1,705	3,500	2,000	15,000
Uniforms	1,026	2,000	1,200	2,000
Utilities	7,098	6,500	5,000	6,500
Total Expenses	\$ 490,389	\$ 745,000	\$ 433,700	\$ 900,000
Net Operating Funds	\$ 257,569	\$ 158,900	\$ 685,600	\$ 194,500
RESERVE FUND BALANCE	1,095,612	1,254,512	1,940,112	2,134,612

CITY OF PETOSKEY
Downtown Management Board
2023 Programs & Services Budget
Final Approved by DMB 9/20/22

	2021 Final	2022 Budget (revised)	2022 Projected	2,023 Proposed
REVENUE				
Downtown Assessments	\$ 105,402	\$ 103,600	\$ 105,673	105,673
7% Increase		2,073		7,397
Penalties & Interest	10,120	4,000	3,000	4,000
Interest	-	1,000	1,000	2,000
Friday Night at the Movies		1,200	-	1,600
Winter Carnival Income/sponsors	835	9,750	10,000	5,500
Summer Send Off Pop Up Event		10,000	4,000	5,000
Other Pop Up Event			-	5,000
Trolley sponsorship		5,000	-	3,000
May Getaway		-	-	2,000
Shop Map Ads	7,500	12,000	12,000	12,000
Annual Toast to DT Meeting		-	-	1,000
Holiday Catalog		7,500	7,500	7,500
Total Revenue	\$ 123,857	\$ 146,123	\$ 143,173	161,670
EXPENSES				
<u>DMB Events</u>				
Summer Open House/Back 2 Bricks	\$ -	\$ 3,000	\$ 6,100	\$ -
Downtown Live/Summer Celebration	3,458	12,000		-
Sidewalk Sales	4,544	5,000	3,000	5,000
DT Trick or Treat	1,242	2,500	1,000	1,000
Christmas Open House/Santa	468	2,000	2,000	2,000
Wonderful Winter Weekend	8,996	25,000	20,000	25,000
Summer Send Off		5,000	7,000	10,000
Other Pop Up Event				10,000
Friday Night Movie	-	2,000	3,000	1,600
Ladies Opening Night	2,500	6,000	3,000	3,000
May Getaway	-	-		3,000
	\$ 21,208	\$ 62,500	\$ 45,100	60,600
<u>Collaborating Events</u>				
Bliss Concerts		\$ -	\$ -	10,000
Concerts in the Park Pledge	2,500	2,500	2,500	2,500
Downtown Sound/Blissfest				2,500
Fourth of July Pledge	1,000	1,000	1,000	1,000
Gallery Walk	-	1,000	1,000	1,000
Jack-O-Lantern Walk				1,000
Holiday Parade	3,052	3,000	3,000	3,000
Santa's Visit	-	200	200	0
Restaurant Week Pledge	-	500	500	500
Farmers Market Pledge	1,000	1,000	1,000	1,000
	\$ 7,552	\$ 9,200	\$ 9,200	22,500
<u>Economic Enhancement</u>				
Business Recruitment	\$ 502	\$ 1,000	\$ 300	\$ 2,500
Business Retention	534	1,000	1,600	1,000
	\$ 1,036	\$ 2,000	\$ 1,900	3,500
<u>Marketing & Promotions</u>				
Image Campaign	\$ 10,170	\$ 25,000	\$ 22,000	\$ 28,000
Shop Map	7,770	7,500	8,000	7,500
Annual Toast to DT Meeting	22	1,500		3,000
Staycation		5,000	5,000	5,000
Holiday Catalog		12,000	12,000	12,000
	\$ 17,962	\$ 51,000	\$ 47,000	55,500
<u>Beautification</u>				
Flowers	\$ 9,194	\$ 9,500	\$ 10,000	\$ 10,000
Holiday Decorations	19,405	11,500	10,000	12,000
Fall Decorations	97	2,000	2,000	2,500
Petoskey Public Art Project				10,000
	\$ 28,696	\$ 23,000	\$ 22,000	34,500
<u>Administrative</u>				
Insurance & Bonds		\$ 200	\$ 200	\$ 200
Other	21	100	100	100
	\$ 21	\$ 300	\$ 300	\$ 300
Total Expenses	\$ 76,454	\$ 148,000	\$ 125,500	\$ 176,900
Fund Balance Reserve				\$ 20,000
Excess Revenue over Expenditures	\$ 47,403	\$ (1,877)	\$ 17,673	\$ 4,770



BOARD: City Council

MEETING DATE: October 17, 2022

DATE PREPARED: October 5, 2022

AGENDA SUBJECT: Sign Ordinance Amendments to Allow for Halo Lit Signs

RECOMMENDATION: That City Council discuss and adopt proposed sign ordinance amendment

Background The Planning Commission discussed changes to the Sign Ordinance to include the allowance of Halo illuminated signs and is recommending approval of the provided language by Council.

Discussion

1. Amend Section 2.1 – Definitions to read:

Halo illuminated signs – Signs consisting of individual, internally illuminated letters and graphics with opaque face and sides. Halo illuminated signs are characterized by indirect, steady and constant, illumination, with all illumination projecting from the rear of each letter or graphic onto the background surrounding the letters.

2. Amend Section 3.1 – Provisions applicable to all districts (5)(d) to read:

Halo illuminated signs must meet the following criteria:

- The lighted area that exceeds the solid surface of the sign face shall count as part of the signs calculated area;
- Only neutral light tones may be used;
- No neon lights shall be permitted;
- The face and sides of letters shall be opaque;
- All lights, transformers, fasteners, spikes, zappers and connections shall be concealed from view;
- Up to 20% of the total sign area may be the lighted portion of the sign;
- Halo illuminated signs shall follow the size restrictions laid out under wall signs and free standing signs in their prospective districts; and
- No sign shall emit more than 100 Nits.

Action That the City Council conduct a second discussion and possible adoption of the proposed ordinance amendment to allow for halo lit signage.

zs
Enclosure

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTIONS 2.1 AND 3.1(5)(d) OF APPENDIX C, SIGN
ORDINANCE OF THE PETOSKEY CODE OF ORDINANCES

WHEREAS, the Livable Petoskey Master Plan was adopted on July 19, 2021 and has a goal to provide a range of housing types, densities, and price levels to address the needs of all age groups, household types, and income levels; and

WHEREAS, the City hopes to offer a variety of different signage options to allow businesses to succeed while being unique to Petoskey; and

WHEREAS, the Planning Commission has been reviewing the zoning and sign ordinances for several months to identify possible changes to allow for options toward success and clarifications; and

WHEREAS, a public hearing was held September 15, 2022 by the Planning Commission on several changes where no opposition was received; and

WHEREAS, the Planning Commission recommends that the changes to Sections 2.1 and 3.1 of the Sign Ordinance be approved to allow for halo lit signs.

NOW THEREFORE, the City of Petoskey ordains:

1. Section 2.1 of Appendix C to the Petoskey Code of Ordinances are hereby repealed and replaced with the following:

Section 2.1 – Definitions: add

Halo illuminated signs – Signs consisting of individual, internally illuminated letters and graphics with opaque face and sides. Halo illuminated signs are characterized by indirect, steady and constant, illumination, with all illumination projecting from the rear of each letter or graphic onto the background surrounding the letters.

2. Section 3.1 of Appendix C to the Petoskey Code of Ordinances are hereby repealed and replaced with the following:

Section 3.1 – Provisions applicable to all districts: add (5)(d)

Halo illuminated signs must meet the following criteria:

- The lighted area that exceeds the solid surface of the sign face shall count as part of the signs calculated area;
- Only neutral light tones may be used;
- No neon lights shall be permitted;
- The face and sides of letters shall be opaque;
- All lights, transformers, fasteners, spikes, zappers and connections shall be concealed from view;
- Up to 20% of the total sign area may be the lighted portion of the sign;

- Halo illuminated signs shall follow the size restrictions laid out under wall signs and free standing signs in their prospective districts; and
 - No sign shall emit more than 100 Nits.
3. **Conflicting Standards.**
If any of the standards set forth in this amendment conflict with any other standards of previous or further ordinances or amendments, the stricter standards shall apply.
4. **Repeal; Savings Clause.**
All ordinances, resolutions, or orders, or parts thereof, in conflict with the provisions of this ordinance are, to the extent of such conflict, repealed.
5. **Severability.**
The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.
6. **Effect.**
This ordinance shall take effect fifteen (15) days following its enactment and shall be published once within seven (7) days after its enactment as provided by Charter.

Adopted, enacted and ordained by the City of Petoskey City Council this _____ day of October, 2022.

John Murphy
Its Mayor

Sarah Bek
Its Clerk



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: October 17, 2022

PREPARED: October 13, 2022

AGENDA SUBJECT: Assessing Services Contract

RECOMMENDATION: Approval of Assessing Services Contract

Background

Robert Englebrecht had served as our contractual assessor for the past 12 years. Bob stepped away from this position in August and we have utilized Tim Grimm in a temporary contractual role since August. We have posted for a full-time Assessor and completed two interviews with applicants. Based upon the timing of a potential relocation and the need to get our end-of-year requirements completed, it is my recommendation to continue to partner with a contractual assessor at this time and potentially re-evaluate the position in the spring/summer.

Berg Assessing and Consulting, Inc., of Rogers City, MI provides contractual assessing services to 23 municipalities in northern Michigan utilizing 11 licensed and certified staff members. They have the capacity to complete our end-of-year requirements and provide continued assessing services for our residents.

Action

Approve the appointment of Berg Consulting and Assessing, Inc., to provide contractual assessing services from November 1, 2022 – October 31, 2023.



WHEREAS, Robert Englebrecht retired as our contractual assessor after 12 years of service; and

WHEREAS, Tim Grimm has filled the contractual City Assessor role since August in a temporary arrangement; and

WHEREAS, we have received two applicants for a full-time City Assessor position and completed interviews last week; and

WHEREAS, based upon the urgency to complete end-of-year documents and meet state requirements, filling the position and managing a relocation will be challenging and push us against an already tight schedule; and

WHEREAS, Berg Assessing and Consultants, Inc., of Rogers City, MI, has 23 municipalities that they provide contractual assessing services for in northern Michigan, they have the staffing and capacity to complete our end-of-year requirements while continuing to provide assessing services for our residents.

WHEREAS, Section 5.5 of the City Charter requires City Council to appoint a City Assessor meeting statutory requirements, who shall possess all of the powers vested in, and shall be charged with all of the duties imposed upon assessing officers by statute, or by ordinance of the City, or by resolution of the Council.

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council hereby approves the appointment of Allan Berg and Berg Assessing and Consulting, Inc., for contractual assessing services during the period of November 1, 2022 – October 31, 2023 for an annual service fee of \$116,610.00, paid in monthly installments of \$9,717.50/month.

State of Michigan)
County of Emmet) ss.
City of Petoskey)

I, Sarah Bek, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City of Petoskey City Council in regular session assembled on the 17th day of October 2022, and of the whole thereof.

In witness whereof, I have here unto set my hand and affirmed the corporate seal of said City this ____ day of _____, 2022.

Sarah Bek, City Clerk



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: October 17, 2022

DATE PREPARED: October 04, 2022

AGENDA SUBJECT: Surplus City Property Request for Proposal

RECOMMENDATION: Provide Direction

Background Throughout 2021, City Council authorized staff to advertise for surplus City-owned properties through a request for proposals (RFP). The City released an RFP during the month of September 2022 for one of the properties (1219 Clarion Avenue), again, after not receiving bids in 2021. Staff had been getting feedback from residents that they might be interested in this parcel in particular and listed only 1219 Clarion Avenue for RFP.

Discussion Staff received one proposal for 1219 Clarion Avenue (enclosed with financial information stricken). The proposal is to build a house on this property for a full time resident. Staff has reviewed the submitted information and has confidence that this is a viable use for the property and recommends we move on to a purchase agreement with Mr. Baumhardt.

Action Staff recommends moving forward with a purchase agreement on 1219 Clarion Avenue.

zs
Enclosure



City of Petoskey

Resolution

WHEREAS, the City of Petoskey is the owner of property at 1219 Clarion Avenue, Parcel Number 52-19-06-452-007; and

WHEREAS, the city released a Request for Proposals (RFP) during the month of September 2022 for 1219 Clarion Avenue after not receiving any interested bidders in 2021; and

WHEREAS, the city received one proposal for 1219 Clarion Avenue that would propose to build a 600 sq. ft. (20x30) house on this property for a full time resident for the purchase price of \$2,500.

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council hereby approves the sale of 1219 Clarion Avenue to Norman Baumhardt for \$2,500 and authorizes the Mayor to execute the Purchase Agreement as compiled by the City Attorney.

State of Michigan)
County of Emmet) ss.
City of Petoskey)

I, Sarah Bek, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City of Petoskey City Council in regular session assembled on the 17th day of October 2022, and of the whole thereof.

In witness whereof, I have here unto set my hand and affirmed the corporate seal of said City this ____ day of _____, 2022.

Sarah Bek, City Clerk

Norman Baumhardt
525 W. Mitchell st. Apt. 12
Petoskey MI 49770

1219 Clarion building proposal

I am proposing to purchase the lot on 1219 Clarion Ave. for the construction of my private residence. I have been in the public service sector of Petoskey since 1996 including working as a nurse for the county and for McLaren hospital. I am seeking to build a 600 sq. ft. (20 x 30) home with a pier foundation on this site. The choice of pier foundation is to accommodate a site containing wetlands and high potential for some of the water issues which have affected other homes on drier Clarion sites with more typical foundations. I am offering \$2500 for this lot.

*note: images contain walk-out basement which has since been changed in favor of pier foundation.

Please see additional materials as previously submitted.

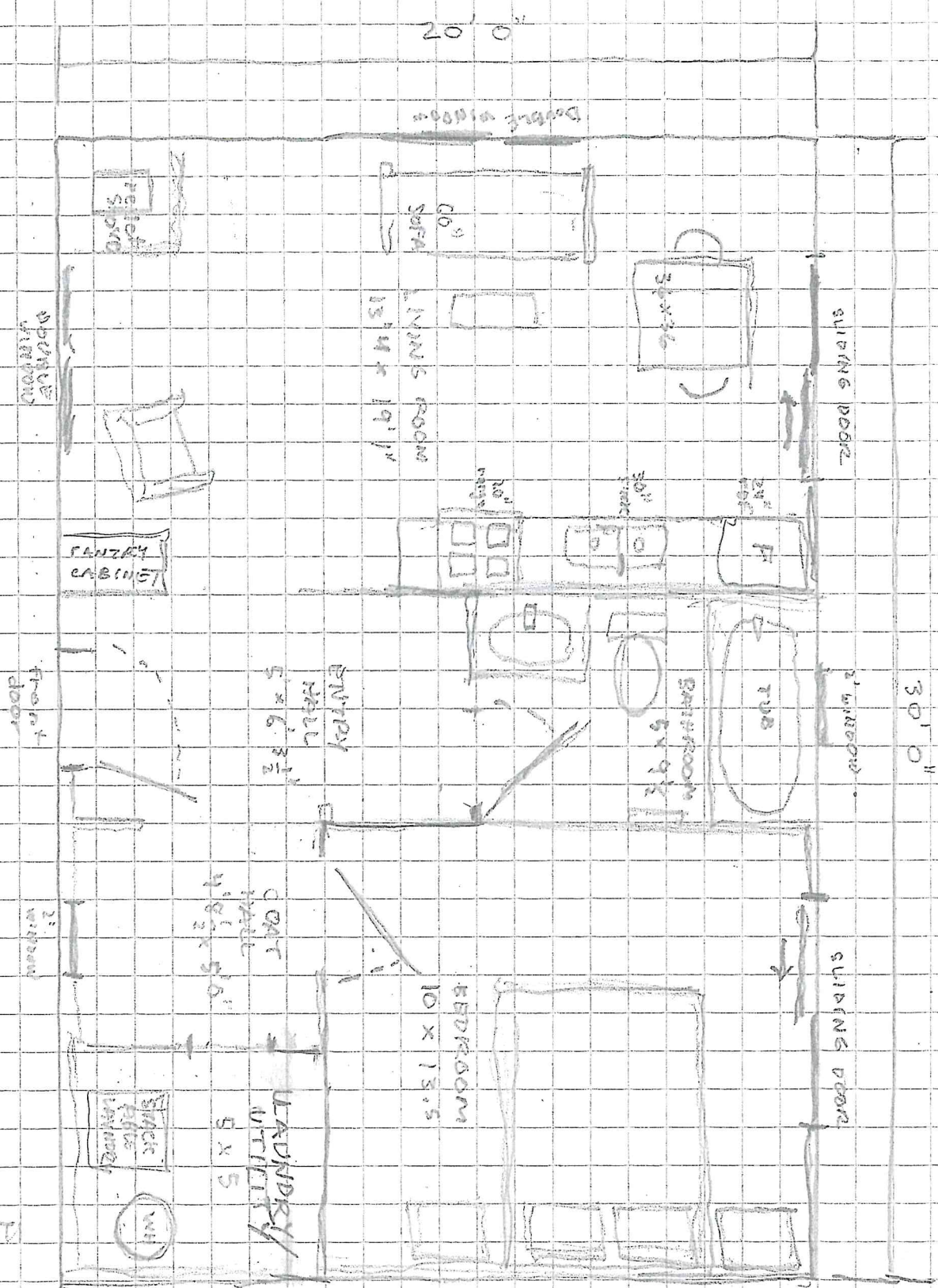
Sincerely,
Norman Baumhardt

BAUMHART PROPOSAL

1219 CURTION

9/130/32

Scale 1/8" = 1'-0"



Baumhardt

Clarion 9/30/22

Budget cont'

\$10,000 city sewer, water, electric connection

\$10,000 foundation

\$45,000 materials (based on Vermont cottage 20 x 30 ft 4 season upgrade by Jamaica cottages)

\$10,000 plumbing

\$ 5,000 electric

\$8,500 interior

\$10,000 licensed builder wages (200 hours @ \$50/hr)

\$113,500 Total construction cost

Baumhardt

Clarion proposal 9/30/22

Timeline

Spring 2023 – excavation and foundation

Summer 2023 – House built, interior framed, utilities installed

Fall 2023 – Plumbing, electric

Winter 2024 – interior completed

Spring 2024 – appliances, fixtures installed

Expected completion Summer 2024

Costs and financing

Fees and permits, site purchase - \$5,000

-self financed with savings

Excavation, foundation, utilities, structure, contractor – \$85,000

-self financed with savings

Rough in plumbing and electrical – \$15,000

-funds withdrawn from retirement account

Interior and appliances – \$8,500

-self financed with additional savings over the year, and home depot credit

Construction total - \$113,500

Detailed budget

\$2,500 Lot

\$2,500 Fees and permits

\$10,000 site prep and parking excavation