



CITY COUNCIL

March 20, 2023

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. Proclamation – Hear proclamation declaring the month of April to be Sexual Assault Awareness month requested by the Women's Resource Center
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) March 6, 2023 work session and regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since March 6, 2023
6. Public Comments
7. City Manager Updates
8. Old Business
 - (a) First discussion on proposed Ethics Ordinance
 - (b) Discussion and possible adoption of a proposed resolution approving the 2023-2025 City Action Plan
9. New Business
 - (a) Adoption of a proposed resolution accepting the Community Energy Management Program Grant Agreement provided by Michigan Department of Environment, Great Lakes and Energy (EGLE) for Winter Sports Park improvements
 - (b) Adoption of a proposed resolution to submit a Michigan Department of Environment, Great Lakes and Energy (EGLE) Brownfield Redevelopment Grant and Loan proposal for the MI Maple Block project
 - (c) Discussion and possible action on City Park Grill Rental Rehab support initiatives
10. City Council Comments
11. Adjournment

Alternatively, join the meeting via the Zoom platform

<https://us02web.zoom.us/j/82840253220>

Meeting ID: 828 4025 3220

+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.



WHEREAS, Sexual Assault Awareness Month draws attention to the fact that sexual violence is widespread and has implications for every community member; and

WHEREAS, sexual violence refers to any sexual activity when consent is not obtained or given freely; and

WHEREAS, nationally, one in four women and about one in 26 men have experienced completed or attempted rape in their lifetime; and

WHEREAS, sexual violence impacts every community and affects people of all gender identities, sexual orientations, and ages – anyone can experience or perpetrate sexual violence; and

WHEREAS, people who perpetrate are usually someone the survivor knows such as a friend, current or former intimate partner, coworker, neighbor or family member; and

WHEREAS, there is compelling evidence that we can be successful in reducing sexual violence through prevention education, increased awareness, and holding perpetrators who commit acts of violence responsible for their actions; and

WHEREAS, we must work together to educate our community about what can be done to prevent sexual assault and how to support survivors; and

WHEREAS, anyone can be a leader in preventing and ending sexual violence. As employers, educators, parents, and friends, we all have an obligation to uphold the basic principle that every individual should be free from violence and fear:

NOW, THEREFORE, I, John Murphy, Mayor of the City of Petoskey, do hereby proclaim April 2023 as Sexual Assault Awareness Month in our city.

SEXUAL ASSAULT AWARENESS MONTH

Dated this 20th day of March, 2023

Mayor John Murphy



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: March 20, 2023

PREPARED: March 6, 2023

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:

- a) Draft minutes of the March 6, 2023 work session and regular session City Council meetings; and
- b) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since March 6, 2023 for contract and vendor claims at \$963,447.93 intergovernmental claims at \$97,965.97 and the March 16 payroll at \$218,123.57 for a total of \$1,279,537.47.

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Enclosures



CITY COUNCIL

March 6, 2023

A work session meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, March 6, 2023. This meeting was called to order at 5:30 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
Brian Wagner, City Councilmember
Lindsey Walker, City Councilmember

Absent: None

Also in attendance were City Manager Shane Horn, City Clerk Sarah Bek and City Attorney Matt Cross.

Discuss Proposed Ethics Ordinance

The City Manager reviewed that he was asked by City Council to have a draft ordinance pertaining to ethics for Council to review; that the City Council Meeting and Meeting Preparation Procedures Policy document was included for review which could be combined with an ethics ordinance or kept separate and remain as a policy; that the MML Ethics Handbook is a good resource; and that he is in favor of having a new process and orientation for newly elected officials.

Councilmembers discussed draft ordinance; inquired if it was modeled after a community or provided by MML; heard from those in favor of aspirations and not punitive measures; discussed sections to remove and that were not applicable such as 26-7 and 26-8 pertaining to disclosure of campaign contributions which is completed at the County level; discussed definitions and that business and city purpose should be better defined; heard from those in favor of orientation and guidance for a newly elected official; discussed if staff should be mentioned in the ordinance; and heard from those in favor of keeping staff since it is a helpful communication tool and that ethics are important for the City and a good guideline for everyone.

The City Attorney reviewed that the draft ordinance was from a similar community, but tailored to Petoskey and reviewed ethic rules vs. criminal charges and that there should be some sort of repercussion if ordinance is violated.

The City Manager reviewed that there is no best practice and that the ordinance could be inclusive of staff or separate.

The City Attorney reviewed that he will make revisions by omitting Sections 26-8, 26-11, 26-12, 26-13 and most of 26-7 but reference the requirement to report to the County, and better define city purpose and business.

City Council will review the revised draft ordinance at the next regular scheduled meeting.

Discuss 2023-2025 Action Plan

The City Manager reviewed that the updated draft 2023-2025 Action Plan had been condensed; that Parks and Natural Resources was an added priority; that Sustainability priority was condensed; that the Transportation priority was removed and added Community Engagement; and recommended that this plan be discussed on a quarterly basis.

Councilmembers discussed and were in support of adding the community art plan in the Parks and Natural Resources priority; discussed adding board and commissions under key team members for any priority, but not to include contracted service groups such as NLEA, Petoskey Chamber, MEDC, etc.; heard from those in favor of addressing diversity, equity and inclusion and discussed placing matter in the Community Engagement priority; discussed Economic Development priority and to change the incentive plan to policy and whether to remove or keep an Economic Development Department Head position; and discussed fire code inspection program and whether to make it mandatory for businesses.

The City Manager responded that he would discuss possibilities of the fire inspection program and making inspections mandatory vs. voluntary with the City Attorney and revise the plan based on Council comments to further discuss at the next regular meeting.

There being no further business to come before the City Council, this March 6, 2023, meeting of the City Council adjourned at 6:44 P.M.

John Murphy, Mayor

Sarah Bek, City Clerk



CITY COUNCIL

March 6, 2023

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, March 6, 2023. 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
Brian Wagner, City Councilmember
Lindsey Walker, City Councilmember

Absent: None

Also in attendance were City Manager Shane Horn, City Clerk Sarah Bek, Public Works Director Mike Robbins and Public Safety Director Adrian Karr.

Hear Petoskey High School Sustainability Club Presentation

Petoskey High School students introduced themselves and gave a brief presentation on possible opportunities to reduce the school district's reliance on fossil fuels and improve energy efficiency; provided background on the club; reviewed goals to establish a renewable energy program in the Petoskey Public Schools, reduce energy consumption in the community, spread awareness of sustainable strategies and address inefficiencies and install solar panels; discussed solar and its benefits; reviewed programs that have occurred in the classroom and connecting in the community; that the club wants to help with the City's pledge to be powered by 100% renewable energy by 2035 and reviewed steps taken; reviewed financing and costs for a 10% array capable of supplying Sheridan and Lincoln Schools which is estimated at \$90,000; provided examples of other schools that have implemented similar projects; and thanked City staff and Councilmembers for their time and assistance.

Councilmembers commented that it was admirable that the students were doing this type of work; inquired if students investigated if other school districts used sinking funds to fund similar projects; inquired on when the club meets; and thanked students for their leadership and progress.

Hear Public Safety Awards Presentation

The Department of Public Safety Honor's Board recently authorized awards to Public Safety staff, Emmet EMS staff, Emmet County Sheriff's staff and citizens for meritorious service. Director Karr presented 15 awards to the recipients for commendable service throughout the community including lifesaving awards, public safety citation, public safety commendation and citizen awards.

Councilmembers thanked Director Karr for the remarkable stories and that it is an honor to recognize the award recipients and expressed gratitude from the community for their service.

The City Manager also recognized Director Karr on his recent promotion and is looking forward to his leadership in the department and working along side of him.

Hear Public Safety 2022 Annual Report Presentation

Public Safety Director Adrian Karr gave a brief presentation concerning the department's 2022 annual report and statistics; reviewed nuisance ordinance enforcement complaints; reviewed programs and community engagement; reviewed background on two new officers and that the department sponsored one officer in the Kirtland Police Academy; reviewed recruitment challenges; reviewed training efforts; that the department was accredited last spring and is required to participate in an audit every three years; reviewed the Rose Street Fire on November 15, 2022 and the unfortunate fire loss; and recognized Gina Ellenberger on her outstanding efforts preparing the annual report and presentation.

Councilmembers thanked Director Karr for accepting the director position and that he has compassion for people which shows in his leadership abilities; echoed kudos to Ms. Ellenberger on her efforts; noted the appreciation of Public Safety's mission statement; commented that the level of engagement with the public is excellent; inquired if there is opportunity for the public to file complaints; and that the hiring of Director Karr was in the best interest for the City and thanked the department for allowing the community to feel safe.

Director Karr responded that there is a complaint form available on the Public Safety Department's page on the City's website.

Consent Agenda - Resolution No. 23-20

Councilmembers commended Planning Commissioners on their commitment, on-going training and leadership and discussed future discussions on care and maintenance on future tree plantings.

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

BE IT RESOLVED that City Council does and hereby confirms that the draft minutes of the February 20, 2023 regular session City Council meeting be and are hereby approved as amended to include language "advised by the City Attorney" in regards to Councilmember DeMoore's statement on conflict of interest; and

BE IT RESOLVED that receipt by City Council of a report concerning all checks that had been issued since February 20, 2023 for contract and vendor claims at \$1,981,985.22, intergovernmental claims at \$88,199.38 and the March 2 payroll at \$228,127.97, for a total of \$2,298,312.57 be and is hereby acknowledged; and

BE IT RESOLVED that City Council received the 2022 Planning Commission Annual Report; and

WHEREAS, the City of Petoskey City Council hereby recognizes the importance of a healthy tree canopy and capturing the benefits of a forestry program; and

WHEREAS, the City of Petoskey has an established forestry program that focuses on resiliency and diversity among tree species; and

WHEREAS; the City of Petoskey believes in the long-term benefits of trees including stormwater management, healthy parks, reduction in greenhouse gases and energy usage, and improved air quality:

NOW, THEREFORE, BE IT RESOLVED, that the City of Petoskey City Council does and hereby approves the annual tree contract to David Hoffman Landscaping and Nursery, Inc., Petoskey, for \$27,590 to plant a variety of 60 street and park trees; and

BE IT FURTHER RESOLVED that the City of Petoskey City Council hereby authorizes the City Manager, or his designee, to serve as the City of Petoskey's representative for the annual tree planting program.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

Hear Public Comment

Mayor Murphy asked for public comments and heard from a property owner concerned with the short-term rental operating next door; that there are parking issues; concerned with own safety and invasion of privacy; encouraged City Council not to consider increasing short-term rentals; and commended the Public Safety Department and Public Works Department on answering concerns and keeping city streets clean.

Hear City Manager Updates

The City Manager recognized staff with March birthdays and work anniversaries; that Planning Commission met in special session March 1 to set a public hearing for 6pm, March 16, to consider a PUD Preliminary Rezoning Plan for 1420 Standish Avenue; that Board of Review will meet to hear appeals next week; that the MSF Board allocated \$1.4M in funding for the 316-318 East Lake Street project; that the City Clerk has been considering and exploring the option of moving election polling locations to City Hall to enhance the administrative process, logistics and save costs; and that the post construction resident satisfaction survey is available until March 17 and paper copies are available at City Hall.

Councilmembers thanked the Board of Review members and the commitment and heavy lift they will provide taxpayers next week.

Approve Amended Resolution for OPRA Exemption Certificate Application for 424 Emmet Street – Resolution No. 23-21

The City Manager reviewed that at the February 20 meeting, Council held a public hearing and approved a resolution in support of an Obsolete Property Rehabilitation Exemption Certificate Application for 424 Emmet Street; and that after submitting documentation to the Department of Treasury the resolution lacked a statement of the period of time authorized by the City for completion of the rehabilitation.

Councilmembers inquired if the last OPRA approved for 316-318 East Lake Street included the same time period and the City Manager responded that it was the same.

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

WHEREAS, pursuant to PA 146 of 2000, the City of Petoskey is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, the City of Petoskey legally established the Obsolete Property Rehabilitation District known as 424 Emmet Street Obsolete Property Rehabilitation District No.2 on February 20, 2023, after a public hearing held on February 20, 2023; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the City of Petoskey; and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 on February 20, 2023; and

WHEREAS, Silva Property Management LLC is not delinquent in any taxes related to the facility; and

WHEREAS, the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, the applicant, Silva Property Management LLC, has provided answers to all required questions under the application instructions to the City of Petoskey; and

WHEREAS, the City Council requires that rehabilitation of the facility shall be completed within two years of issuance of a Petoskey Zoning Permit by the City Planner; and

WHEREAS, the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in the City of Petoskey eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, revitalize urban areas, and increase the number of residents in the community in which the facility is situated; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Petoskey

Silva Property Management LLC is granted an Obsolete Property Rehabilitation Exemption for the real property, excluding land, located in an Obsolete Property Rehabilitation District known as 424 Emmet Street Obsolete Property Rehabilitation District No.2 at 424 Emmet Street for a period of twelve (12) years, beginning December 31, 2023 and ending December 31, 2035, pursuant to the provisions of PA 146 of 2000, as amended.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

Approve MERS Administrative Services Agreement Concerning FAC – Resolution No. 23-22

The City Manager reviewed that the City provides defined benefit and contribution plan retirement benefits through MERS which covers three separate groups of employees including non-union, DPW union and Public Safety union; that the Administrative Services Agreement will allow the calculation of the employees' Final Average Compensation (FAC) to be calculated by the Benefit by Effective Date instead of going back to the January 2017 date when the benefit was reduced; that this allows any employee transfer that has a defined benefit pension that moves from a higher multiplier to a lower multiplier to have their FAC calculated on the date of transfer; and this approval supports the opportunity for internal promotions and makes these benefit transfers more attainable.

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

WHEREAS, the City is a participating governmental unit in the Michigan Municipal Employees' Retirement System (MMERS), as authorized by 1996 PA 220; and

WHEREAS, the City has worked with MERS on the attached Administrative Services Agreement to allow the calculation of the employees Final Average Compensation (FAC) to be calculated by the Benefit by Effective Date instead of going back to the January 2017 date when the benefit was reduced; and

WHEREAS, this change allows any Defined Benefit pension employee transfer that moves from a higher multiplier to a lower multiplier to have their FAC calculated on the date of the transfer. This action supports the opportunity for internal promotions and makes these benefit transfers more attainable:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does hereby approve the MMERS Administrative Services Agreement and authorizes the City Manager and Director of Finance to sign the Plan Adoption Agreement Addendums with MMERS.

Said motion was adopted by the following vote:

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

NAYS: None (0)

Council Comments

Mayor Murphy asked for Council comments and Councilmember DeMoore noted that the newsletter included in the notice of assessment from the Assessor was appreciated and helpful and extended kudos to the City Assessor. Councilmember Shiels reported that four residents attended the Ward 2 Town Hall meeting and thanked the City Manager for coordinating the deer management presentation for the next meeting. Councilmember Wagner commented that he attended an incredible Coast Guard retirement reception last week and that the Benson family are great assets to the Petoskey Community and that Senator Damoose approved \$10M in funding for trades at North Central Michigan College. Mayor Murphy commented that it is an honor to serve with Councilmembers and to work with such a great staff.

There being no further business to come before the City Council, this March 6, 2023, meeting of the City Council adjourned at 8:42 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
03/23	03/08/2023	100228	Void Check			.00 V
03/23	03/06/2023	100189	EMMET COUNTY	101-262-802.000	Contracted Services	130.00
03/23	03/08/2023	100190	A-1 Outdoor Maintenance LLC	271-790-802.000	Contracted Services	360.00
03/23	03/08/2023	100190	A-1 Outdoor Maintenance LLC	271-790-802.000	Contracted Services	540.00
03/23	03/08/2023	100191	Access Locksmithing Inc.	271-790-930.000	Building Repair & Maintenance	584.00
03/23	03/08/2023	100192	All-Phase Electric Supply	582-592-775.000	Materials & Supplies	66.34
03/23	03/08/2023	100192	All-Phase Electric Supply	582-588-785.000	Small Tools & Supplies	43.47
03/23	03/08/2023	100192	All-Phase Electric Supply	101-265-930.000	Building Repair & Maintenance	66.26
03/23	03/08/2023	100193	Amazon Capital Services	592-554-775.000	Materials & Supplies	277.90
03/23	03/08/2023	100193	Amazon Capital Services	101-756-775.000	Materials & Supplies	350.13
03/23	03/08/2023	100193	Amazon Capital Services	101-172-751.000	Office Supplies	1.63
03/23	03/08/2023	100193	Amazon Capital Services	101-201-751.000	Office Supplies	1.63
03/23	03/08/2023	100193	Amazon Capital Services	101-208-751.000	Office Supplies	1.14
03/23	03/08/2023	100193	Amazon Capital Services	101-257-751.000	Office Supplies	.81
03/23	03/08/2023	100193	Amazon Capital Services	101-253-751.000	Office Supplies	.98
03/23	03/08/2023	100193	Amazon Capital Services	101-345-751.000	Office Supplies	4.23
03/23	03/08/2023	100193	Amazon Capital Services	582-588-785.000	Small Tools & Supplies	125.74
03/23	03/08/2023	100193	Amazon Capital Services	101-400-751.000	Office Supplies	.81
03/23	03/08/2023	100193	Amazon Capital Services	101-441-751.000	Office Supplies	2.44
03/23	03/08/2023	100193	Amazon Capital Services	101-770-751.000	Office Supplies	.49
03/23	03/08/2023	100193	Amazon Capital Services	101-773-775.000	Materials & Supplies	.16
03/23	03/08/2023	100193	Amazon Capital Services	101-756-751.000	Office Supplies	1.63
03/23	03/08/2023	100193	Amazon Capital Services	101-789-751.000	Office Supplies	.30
03/23	03/08/2023	100193	Amazon Capital Services	582-586-775.000	Materials & Supplies	105.56
03/23	03/08/2023	100193	Amazon Capital Services	582-590-775.000	Materials & Supplies	142.00
03/23	03/08/2023	100193	Amazon Capital Services	271-790-751.000	Office/Library Supplies	21.16
03/23	03/08/2023	100193	Amazon Capital Services	271-790-958.200	Programming - Young Adult	100.33
03/23	03/08/2023	100193	Amazon Capital Services	271-790-760.200	Books - Young Adult	34.99
03/23	03/08/2023	100193	Amazon Capital Services	661-598-932.000	Vehicle Repair & Maintenance	29.99
03/23	03/08/2023	100193	Amazon Capital Services	661-598-932.000	Vehicle Repair & Maintenance	29.99
03/23	03/08/2023	100193	Amazon Capital Services	661-598-932.000	Vehicle Repair & Maintenance	29.98
03/23	03/08/2023	100193	Amazon Capital Services	661-598-932.000	Vehicle Repair & Maintenance	29.98
03/23	03/08/2023	100194	APWA Membership	582-593-802.000	Contracted Services	432.00
03/23	03/08/2023	100195	Armstrong, Janet Elaine	271-790-802.000	Contracted Services	390.00
03/23	03/08/2023	100196	Bailey, Jennifer	271-790-802.000	Contracted Services	360.00
03/23	03/08/2023	100197	Border States Industries Inc.	582-010-111.000	Inventory - Materials	580.13
03/23	03/08/2023	100197	Border States Industries Inc.	582-010-111.000	Inventory - Materials	679.99
03/23	03/08/2023	100198	Bradford Master Dry Cleaners	101-345-775.000	Materials & Supplies	381.00
03/23	03/08/2023	100199	Carlson, Benjamin	101-345-913.000	Training - PA 302	450.50
03/23	03/08/2023	100199	Carlson, Benjamin	101-345-913.000	Training - PA 302	21.71
03/23	03/08/2023	100199	Carlson, Benjamin	101-345-913.000	Training - PA 302	12.60
03/23	03/08/2023	100199	Carlson, Benjamin	101-345-913.000	Training - PA 302	10.58
03/23	03/08/2023	100199	Carlson, Benjamin	101-345-913.000	Training - PA 302	10.59
03/23	03/08/2023	100199	Carlson, Benjamin	101-345-913.000	Training - PA 302	12.03
03/23	03/08/2023	100199	Carlson, Benjamin	101-345-913.000	Training - PA 302	23.18
03/23	03/08/2023	100200	Center Point Large Print	271-790-760.000	Books - Adult	113.28
03/23	03/08/2023	100201	Charlevoix-Emmet ISD	703-040-234.222	Due Char-Em District - 2022	44,574.90
03/23	03/08/2023	100201	Charlevoix-Emmet ISD	703-040-233.000	Due Interest & Penalty	398.39
03/23	03/08/2023	100202	Chicago Distribution Center	271-790-751.000	Office/Library Supplies	23.24
03/23	03/08/2023	100203	Collias-Glaser, Hellen Kay	271-790-802.000	Contracted Services	570.00
03/23	03/08/2023	100204	Complete Paint & Supplies	101-770-775.000	Materials & Supplies	291.00
03/23	03/08/2023	100204	Complete Paint & Supplies	101-770-775.000	Materials & Supplies	107.48
03/23	03/08/2023	100204	Complete Paint & Supplies	101-770-775.000	Materials & Supplies	80.67
03/23	03/08/2023	100205	Contractors Supply Inc.	101-268-775.000	Materials & Supplies	71.70
03/23	03/08/2023	100206	Decka Digital LLC	514-587-775.000	Materials & Supplies	120.84
03/23	03/08/2023	100207	Derrer Oil Co.	661-598-759.000	Gas & Oil	3,156.28

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/23	03/08/2023	100208	Dornbos Sign Inc.	202-475-802.000	Contracted Services	338.42
03/23	03/08/2023	100209	Ducastel, Barbara	271-790-802.000	Contracted Services	540.00
03/23	03/08/2023	100210	Duncan Parking Technologies Inc	514-587-802.000	Contracted Services	2,200.50
03/23	03/08/2023	100210	Duncan Parking Technologies Inc	514-587-947.000	Vehicle Rental	3,004.20
03/23	03/08/2023	100211	Emmet Co. Dept of Public Works	514-587-802.100	Cont. Svcs - Downtown Office	75.00
03/23	03/08/2023	100211	Emmet Co. Dept of Public Works	271-790-802.000	Contracted Services	865.00
03/23	03/08/2023	100211	Emmet Co. Dept of Public Works	101-268-775.000	Materials & Supplies	109.50
03/23	03/08/2023	100211	Emmet Co. Dept of Public Works	101-529-802.000	Contracted Services	7,740.00
03/23	03/08/2023	100211	Emmet Co. Dept of Public Works	101-268-775.000	Materials & Supplies	97.50
03/23	03/08/2023	100211	Emmet Co. Dept of Public Works	592-554-802.000	Contracted Services	12.00
03/23	03/08/2023	100212	Emmet County Firefighters Association	101-345-915.000	Memberships & Dues	50.00
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-222.222	Due County - 2022	4,750.30
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-222.222	Due County - 2022	290.26
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-228.222	Due County Set - 2022	5,876.68
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-222.222	Due County - 2022	5,221.51
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-222.222	Due County - 2022	2,571.90
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-222.222	Due County - 2022	7,037.60
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	220.42
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	272.69
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	46.59
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	22.98
03/23	03/08/2023	100213	Emmet County Treasurer	703-040-233.000	Due Interest & Penalty	76.41
03/23	03/08/2023	100214	Empiric Solutions Inc.	101-228-802.000	Contracted Services	8,654.00
03/23	03/08/2023	100215	Fisher, Amy	271-790-802.000	Contracted Services	270.00
03/23	03/08/2023	100216	Five Star Screen Printing Plus	101-770-767.000	Uniforms	216.00
03/23	03/08/2023	100217	Gordon Food Service	592-560-751.000	Office Supplies	37.60
03/23	03/08/2023	100217	Gordon Food Service	101-770-771.000	Food & Concessions - WSP	60.74
03/23	03/08/2023	100218	Greenwood Cemetery	703-040-238.222	Due Greenwood Cemetery - 2022	6,343.08
03/23	03/08/2023	100218	Greenwood Cemetery	703-040-233.000	Due Interest & Penalty	56.66
03/23	03/08/2023	100219	Hammond, Linda Lawless	271-790-802.000	Contracted Services	270.00
03/23	03/08/2023	100220	Hansen, Carol Margaret	271-790-802.000	Contracted Services	120.00
03/23	03/08/2023	100221	Haviland Products Company	592-551-783.000	Chemicals	10,008.00
03/23	03/08/2023	100222	Henry, Cameron	271-790-802.000	Contracted Services	75.00
03/23	03/08/2023	100223	Himebauch, Kelly L	271-790-802.000	Contracted Services	270.00
03/23	03/08/2023	100224	Holiday Inn Express & Suites	248-540-882.180	Winter Blues Carnival	574.35
03/23	03/08/2023	100224	Holiday Inn Express & Suites	248-540-882.180	Winter Blues Carnival	574.35
03/23	03/08/2023	100224	Holiday Inn Express & Suites	248-540-882.180	Winter Blues Carnival	574.35
03/23	03/08/2023	100225	Idexx Distribution Inc.	592-553-775.000	Materials & Supplies	1,351.22
03/23	03/08/2023	100225	Idexx Distribution Inc.	592-553-775.000	Materials & Supplies	23.23
03/23	03/08/2023	100226	Infogroup - InfoUSA Marketing Inc	271-790-760.000	Books - Adult	355.00
03/23	03/08/2023	100227	Integrity Business Solutions	271-790-970.000	Capital Outlay	456.48
03/23	03/08/2023	100227	Integrity Business Solutions	271-790-751.000	Office/Library Supplies	18.75
03/23	03/08/2023	100227	Integrity Business Solutions	271-790-751.000	Office/Library Supplies	59.99
03/23	03/08/2023	100229	Jakeway, John	203-479-802.000	Contracted Services	126.00
03/23	03/08/2023	100230	Jakeway, Patricia	271-790-802.000	Contracted Services	750.00
03/23	03/08/2023	100231	Joint Apprenticeship & Training Trust	582-588-912.000	Education & Training	18,318.00
03/23	03/08/2023	100232	Kiesler's Police Supply Inc.	101-345-775.000	Materials & Supplies	3,203.51
03/23	03/08/2023	100233	Kring Chevrolet Cadillac, Dave	661-598-932.000	Vehicle Repair & Maintenance	207.31
03/23	03/08/2023	100234	Lamar Companies	248-739-880.200	Image Campaign	935.00
03/23	03/08/2023	100235	MacQueen Emergency	101-345-775.000	Materials & Supplies	495.47
03/23	03/08/2023	100235	MacQueen Emergency	101-345-775.000	Materials & Supplies	20.00
03/23	03/08/2023	100236	McCardel Culligan	592-553-802.000	Contracted Services	60.00
03/23	03/08/2023	100236	McCardel Culligan	101-770-802.000	Contracted Services	10.00
03/23	03/08/2023	100236	McCardel Culligan	514-587-802.100	Cont. Svcs - Downtown Office	10.00
03/23	03/08/2023	100237	Michigan Association of Chiefs of Police	101-345-913.000	Training - PA 302	280.00
03/23	03/08/2023	100238	MICHIGAN CAT	592-537-802.000	Contracted Services	3,105.00

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GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/23	03/08/2023	100238	MICHIGAN CAT	592-555-802.000	Contracted Services	1,552.50
03/23	03/08/2023	100238	MICHIGAN CAT	592-558-802.000	Contracted Services	1,552.50
03/23	03/08/2023	100239	Milsoft Utility Solutions	582-588-802.000	Contracted Services	3,675.00
03/23	03/08/2023	100239	Milsoft Utility Solutions	582-588-802.000	Contracted Services	625.00
03/23	03/08/2023	100239	Milsoft Utility Solutions	582-588-802.000	Contracted Services	5,250.00
03/23	03/08/2023	100240	mParks	101-770-912.000	Education & Training	540.00
03/23	03/08/2023	100241	North Central Mich. College	703-040-235.222	Due NCMC - 2022	10,980.04
03/23	03/08/2023	100241	North Central Mich. College	703-040-235.222	Due NCMC - 2022	9,862.55
03/23	03/08/2023	100241	North Central Mich. College	703-040-233.000	Due Interest & Penalty	186.30
03/23	03/08/2023	100242	Performance Painting	592-558-802.000	Contracted Services	1,547.00
03/23	03/08/2023	100243	Petoskey Public Schools	703-040-236.222	Due P.P.S./Operating - 2022	13,168.73
03/23	03/08/2023	100243	Petoskey Public Schools	703-040-237.222	Due P.P.S./Debt - 2022	1,407.50
03/23	03/08/2023	100243	Petoskey Public Schools	703-040-237.222	Due P.P.S./Debt - 2022	832.50
03/23	03/08/2023	100243	Petoskey Public Schools	703-040-233.000	Due Interest & Penalty	619.36
03/23	03/08/2023	100243	Petoskey Public Schools	703-040-233.000	Due Interest & Penalty	65.31
03/23	03/08/2023	100243	Petoskey Public Schools	703-040-233.000	Due Interest & Penalty	38.65
03/23	03/08/2023	100244	Petoskey, Olivia Anne-Withany	271-790-802.000	Contracted Services	30.00
03/23	03/08/2023	100245	Plunkett Cooney	101-266-802.000	Contracted Services	1,381.00
03/23	03/08/2023	100245	Plunkett Cooney	101-257-802.000	Contracted Services	300.00
03/23	03/08/2023	100245	Plunkett Cooney	101-266-802.000	Contracted Services	7,244.50
03/23	03/08/2023	100246	Police and Firemen's Insurance	701-000-230.185	Police and Fire Insurance	379.38
03/23	03/08/2023	100247	Power Line Supply	582-010-111.000	Inventory - Materials	100,219.16
03/23	03/08/2023	100247	Power Line Supply	582-586-775.000	Materials & Supplies	136.00
03/23	03/08/2023	100247	Power Line Supply	582-586-775.000	Materials & Supplies	128.40
03/23	03/08/2023	100248	Skip's Petoskey Glass Inc.	101-773-931.000	Equipment Repair	435.00
03/23	03/08/2023	100249	Solutions Electric Inc.	271-790-930.000	Building Repair & Maintenance	1,308.57
03/23	03/08/2023	100250	STAFFORD'S PERRY HOTEL	248-739-880.200	Image Campaign	2,155.74
03/23	03/08/2023	100251	Standard Electric Company	582-010-111.000	Inventory - Materials	326.39
03/23	03/08/2023	100251	Standard Electric Company	582-082-682.000	Other	3.26-
03/23	03/08/2023	100251	Standard Electric Company	582-010-111.000	Inventory - Materials	582.20
03/23	03/08/2023	100251	Standard Electric Company	582-082-682.000	Other	5.82
03/23	03/08/2023	100251	Standard Electric Company	592-542-775.000	Materials & Supplies	113.10
03/23	03/08/2023	100251	Standard Electric Company	592-555-775.000	Materials & Supplies	113.10
03/23	03/08/2023	100251	Standard Electric Company	592-081-682.000	Other	2.26-
03/23	03/08/2023	100251	Standard Electric Company	582-586-775.000	Materials & Supplies	215.08
03/23	03/08/2023	100251	Standard Electric Company	582-082-682.000	Other	2.15-
03/23	03/08/2023	100252	Staples Advantage	101-172-751.000	Office Supplies	18.97
03/23	03/08/2023	100252	Staples Advantage	101-201-751.000	Office Supplies	18.97
03/23	03/08/2023	100252	Staples Advantage	101-208-751.000	Office Supplies	13.28
03/23	03/08/2023	100252	Staples Advantage	101-257-751.000	Office Supplies	9.48
03/23	03/08/2023	100252	Staples Advantage	101-253-751.000	Office Supplies	11.38
03/23	03/08/2023	100252	Staples Advantage	101-345-751.000	Office Supplies	49.31
03/23	03/08/2023	100252	Staples Advantage	101-400-751.000	Office Supplies	9.48
03/23	03/08/2023	100252	Staples Advantage	101-441-751.000	Office Supplies	28.45
03/23	03/08/2023	100252	Staples Advantage	101-770-751.000	Office Supplies	5.69
03/23	03/08/2023	100252	Staples Advantage	101-773-775.000	Materials & Supplies	1.90
03/23	03/08/2023	100252	Staples Advantage	101-756-751.000	Office Supplies	18.97
03/23	03/08/2023	100252	Staples Advantage	101-789-751.000	Office Supplies	3.77
03/23	03/08/2023	100252	Staples Advantage	101-172-751.000	Office Supplies	41.49
03/23	03/08/2023	100252	Staples Advantage	101-201-751.000	Office Supplies	41.49
03/23	03/08/2023	100252	Staples Advantage	101-208-751.000	Office Supplies	29.04
03/23	03/08/2023	100252	Staples Advantage	101-257-751.000	Office Supplies	20.75
03/23	03/08/2023	100252	Staples Advantage	101-253-751.000	Office Supplies	24.89
03/23	03/08/2023	100252	Staples Advantage	101-345-751.000	Office Supplies	107.87
03/23	03/08/2023	100252	Staples Advantage	101-400-751.000	Office Supplies	20.75
03/23	03/08/2023	100252	Staples Advantage	101-441-751.000	Office Supplies	62.24

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03/23	03/08/2023	100252	Staples Advantage	101-770-751.000	Office Supplies	12.45
03/23	03/08/2023	100252	Staples Advantage	101-773-775.000	Materials & Supplies	4.15
03/23	03/08/2023	100252	Staples Advantage	101-756-751.000	Office Supplies	41.49
03/23	03/08/2023	100252	Staples Advantage	101-789-751.000	Office Supplies	8.29
03/23	03/08/2023	100252	Staples Advantage	101-172-751.000	Office Supplies	19.62
03/23	03/08/2023	100252	Staples Advantage	101-201-751.000	Office Supplies	19.62
03/23	03/08/2023	100252	Staples Advantage	101-208-751.000	Office Supplies	13.73
03/23	03/08/2023	100252	Staples Advantage	101-257-751.000	Office Supplies	9.81
03/23	03/08/2023	100252	Staples Advantage	101-253-751.000	Office Supplies	11.77
03/23	03/08/2023	100252	Staples Advantage	101-345-751.000	Office Supplies	51.00
03/23	03/08/2023	100252	Staples Advantage	101-770-751.000	Office Supplies	10.95
03/23	03/08/2023	100252	Staples Advantage	101-400-751.000	Office Supplies	9.81
03/23	03/08/2023	100252	Staples Advantage	101-441-751.000	Office Supplies	29.42
03/23	03/08/2023	100252	Staples Advantage	101-770-751.000	Office Supplies	5.88
03/23	03/08/2023	100252	Staples Advantage	101-773-775.000	Materials & Supplies	1.96
03/23	03/08/2023	100252	Staples Advantage	101-756-751.000	Office Supplies	19.62
03/23	03/08/2023	100252	Staples Advantage	101-789-751.000	Office Supplies	3.92
03/23	03/08/2023	100253	State of Michigan-Department of LARA	582-081-642.300	Residential	3,546.00
03/23	03/08/2023	100253	State of Michigan-Department of LARA	582-081-642.400	Commercial	712.80
03/23	03/08/2023	100253	State of Michigan-Department of LARA	582-081-642.500	Industrial Sales	4.50
03/23	03/08/2023	100253	State of Michigan-Department of LARA	582-081-642.200	Non-Profit Sales	164.70
03/23	03/08/2023	100254	Torri, Elizabeth M	271-790-802.000	Contracted Services	600.00
03/23	03/08/2023	100255	Trophy Case, The	271-790-751.000	Office/Library Supplies	18.00
03/23	03/08/2023	100255	Trophy Case, The	514-587-802.100	Cont. Svcs - Downtown Office	81.00
03/23	03/08/2023	100256	Van's Business Machines	514-587-802.000	Contracted Services	98.08
03/23	03/08/2023	100256	Van's Business Machines	271-790-985.000	Equipment	650.00
03/23	03/08/2023	100257	Vehicle Safety Supply	661-598-932.000	Vehicle Repair & Maintenance	69.38
03/23	03/08/2023	100258	Verdin Company, The	582-586-802.000	Contracted Services	15,794.50
03/23	03/08/2023	100258	Verdin Company, The	247-751-802.000	Contracted Services	27,117.50
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-172-751.000	Office Supplies	11.31
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-201-751.000	Office Supplies	11.31
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-208-751.000	Office Supplies	7.92
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-257-751.000	Office Supplies	5.66
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-253-751.000	Office Supplies	6.79
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-345-751.000	Office Supplies	29.41
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-400-751.000	Office Supplies	5.66
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-441-751.000	Office Supplies	16.97
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-770-751.000	Office Supplies	3.39
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-773-775.000	Materials & Supplies	1.13
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-756-751.000	Office Supplies	11.31
03/23	03/08/2023	100259	Visual Edge IT Inc.	101-789-751.000	Office Supplies	2.26
03/23	03/08/2023	100260	Voorheis, Margaret Ann	271-790-802.000	Contracted Services	270.00
03/23	03/08/2023	100261	Windemuller	592-558-802.000	Contracted Services	300.00
03/23	03/08/2023	100261	Windemuller	592-554-802.000	Contracted Services	1,165.74
03/23	03/08/2023	100262	Yallup, Tracey	271-790-802.000	Contracted Services	240.00
03/23	03/15/2023	100270	Alliance Entertainment	271-790-761.100	Audio Visual - Children	31.00
03/23	03/15/2023	100270	Alliance Entertainment	271-790-761.000	Audio Visual - Adult	367.41
03/23	03/15/2023	100270	Alliance Entertainment	271-790-761.000	Audio Visual - Adult	193.94
03/23	03/15/2023	100270	Alliance Entertainment	271-790-761.000	Audio Visual - Adult	170.22
03/23	03/15/2023	100271	AT&T	101-172-850.000	Communications	12.57
03/23	03/15/2023	100271	AT&T	101-201-850.000	Communications	10.06
03/23	03/15/2023	100271	AT&T	101-208-850.000	Communications	6.29
03/23	03/15/2023	100271	AT&T	101-257-850.000	Communications	6.29
03/23	03/15/2023	100271	AT&T	101-253-850.000	Communications	5.03
03/23	03/15/2023	100271	AT&T	101-345-850.000	Communications	13.84
03/23	03/15/2023	100271	AT&T	592-558-920.000	Public Utilities	391.83

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03/23	03/15/2023	100271	AT&T	592-555-920.000	Public Utilities	197.60
03/23	03/15/2023	100271	AT&T	101-345-850.000	Communications	8.58
03/23	03/15/2023	100271	AT&T	204-481-850.000	Communications	3.77
03/23	03/15/2023	100271	AT&T	204-481-850.000	Communications	3.77
03/23	03/15/2023	100271	AT&T	582-588-850.000	Communications	12.57
03/23	03/15/2023	100271	AT&T	582-593-850.000	Communications	5.03
03/23	03/15/2023	100271	AT&T	592-549-850.000	Communications	7.54
03/23	03/15/2023	100271	AT&T	592-560-850.000	Communications	7.54
03/23	03/15/2023	100271	AT&T	101-400-850.000	Communications	6.29
03/23	03/15/2023	100271	AT&T	101-441-850.000	Communications	11.32
03/23	03/15/2023	100271	AT&T	101-756-850.000	Communications	6.29
03/23	03/15/2023	100271	AT&T	101-770-850.000	Communications	2.51
03/23	03/15/2023	100271	AT&T	101-773-850.000	Communications	2.51
03/23	03/15/2023	100271	AT&T	101-789-850.000	Communications	2.51
03/23	03/15/2023	100271	AT&T	592-560-850.000	Communications	44.92
03/23	03/15/2023	100271	AT&T	592-560-850.000	Communications	48.71
03/23	03/15/2023	100271	AT&T	592-558-920.000	Public Utilities	48.71
03/23	03/15/2023	100271	AT&T	592-538-850.000	Communications	44.92
03/23	03/15/2023	100271	AT&T	592-538-850.000	Communications	44.92
03/23	03/15/2023	100271	AT&T	592-558-920.000	Public Utilities	44.92
03/23	03/15/2023	100271	AT&T	271-790-850.000	Communications	180.00
03/23	03/15/2023	100271	AT&T	582-593-850.000	Communications	126.00
03/23	03/15/2023	100272	Axon Enterprises Inc.	101-345-775.000	Materials & Supplies	419.20
03/23	03/15/2023	100273	Border States Industries Inc.	582-010-111.000	Inventory - Materials	3,034.45
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-172-724.000	Fringe Benefits	13.63
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-201-724.000	Fringe Benefits	27.83
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-208-724.000	Fringe Benefits	21.02
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-253-724.000	Fringe Benefits	21.02
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-265-724.000	Fringe Benefits	6.82
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-268-724.000	Fringe Benefits	6.82
03/23	03/15/2023	100274	Broker Builder Solutions LLC	592-549-724.000	Fringe Benefits	27.83
03/23	03/15/2023	100274	Broker Builder Solutions LLC	592-560-724.000	Fringe Benefits	27.83
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-773-724.000	Fringe Benefits	3.41
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-789-724.000	Fringe Benefits	3.41
03/23	03/15/2023	100274	Broker Builder Solutions LLC	204-481-724.000	Fringe Benefits	41.46
03/23	03/15/2023	100274	Broker Builder Solutions LLC	271-790-724.000	Fringe Benefits	69.30
03/23	03/15/2023	100274	Broker Builder Solutions LLC	514-587-724.000	Fringe Benefits	27.83
03/23	03/15/2023	100274	Broker Builder Solutions LLC	582-588-724.000	Fringe Benefits	41.46
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-345-724.000	Fringe Benefits	152.21
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-400-724.000	Fringe Benefits	6.82
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-441-724.000	Fringe Benefits	27.83
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-754-724.000	Fringe Benefits	3.41
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-756-724.000	Fringe Benefits	17.04
03/23	03/15/2023	100274	Broker Builder Solutions LLC	101-770-724.000	Fringe Benefits	21.02
03/23	03/15/2023	100275	BSN Sports Inc.	101-770-985.000	Equipment	214.94
03/23	03/15/2023	100276	Centaris	271-790-802.000	Contracted Services	386.00
03/23	03/15/2023	100276	Centaris	271-790-802.000	Contracted Services	386.00
03/23	03/15/2023	100277	Cincar Consulting Group LLC	204-481-802.000	Contracted Services	5,682.55
03/23	03/15/2023	100278	Cintas Corp #729	582-588-767.000	Other - Uniforms	8.00-
03/23	03/15/2023	100278	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	48.74
03/23	03/15/2023	100278	Cintas Corp #729	204-481-767.000	Uniforms	102.80
03/23	03/15/2023	100278	Cintas Corp #729	582-588-767.000	Other - Uniforms	100.70
03/23	03/15/2023	100278	Cintas Corp #729	592-560-767.000	Other - Uniforms	51.00
03/23	03/15/2023	100278	Cintas Corp #729	592-549-767.000	Other - Uniforms	51.01
03/23	03/15/2023	100278	Cintas Corp #729	592-544-802.000	Contracted Services	65.91
03/23	03/15/2023	100278	Cintas Corp #729	101-268-802.000	Contracted Services	22.67

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/23	03/15/2023	100278	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	12.75
03/23	03/15/2023	100278	Cintas Corp #729	204-481-767.000	Uniforms	102.80
03/23	03/15/2023	100278	Cintas Corp #729	582-588-767.000	Other - Uniforms	100.70
03/23	03/15/2023	100278	Cintas Corp #729	592-560-767.000	Other - Uniforms	51.00
03/23	03/15/2023	100278	Cintas Corp #729	592-549-767.000	Other - Uniforms	51.01
03/23	03/15/2023	100278	Cintas Corp #729	101-268-802.000	Contracted Services	22.67
03/23	03/15/2023	100278	Cintas Corp #729	582-593-930.000	Building Repair & Maintenance	48.74
03/23	03/15/2023	100278	Cintas Corp #729	204-481-767.000	Uniforms	102.80
03/23	03/15/2023	100278	Cintas Corp #729	582-588-767.000	Other - Uniforms	100.70
03/23	03/15/2023	100278	Cintas Corp #729	592-560-767.000	Other - Uniforms	51.00
03/23	03/15/2023	100278	Cintas Corp #729	592-549-767.000	Other - Uniforms	51.01
03/23	03/15/2023	100278	Cintas Corp #729	592-544-802.000	Contracted Services	65.91
03/23	03/15/2023	100279	City of Petoskey	248-739-880.200	Image Campaign	120.00
03/23	03/15/2023	100280	City Services Inc.	592-544-802.000	Contracted Services	8,200.00
03/23	03/15/2023	100281	Crooked Tree Arts Center	248-739-880.400	Concerts in the Park	2,500.00
03/23	03/15/2023	100282	David L Hoffman Landscaping & Nursery	204-550-802.000	Contracted Services	3,587.00
03/23	03/15/2023	100283	Derrer Oil Co.	661-598-759.000	Gas & Oil	3,245.47
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	514-587-802.000	Contracted Services	2,795.00
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	202-479-802.000	Contracted Services	2,795.00
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	514-587-802.000	Contracted Services	687.50
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	582-593-930.000	Building Repair & Maintenance	151.25
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	101-268-802.000	Contracted Services	536.25
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	582-593-930.000	Building Repair & Maintenance	143.75
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	582-584-802.000	Contracted Services	105.00
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	202-479-802.000	Contracted Services	300.00
03/23	03/15/2023	100284	Dunkel Excavating Services Inc.	101-345-802.100	Contracted Services-Station W	420.00
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-222.222	Due County - 2022	1,193.95
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-222.222	Due County - 2022	1,609.13
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-222.222	Due County - 2022	588.02
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-235.222	Due NCMC - 2022	2,510.75
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-235.222	Due NCMC - 2022	2,255.16
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-234.222	Due Char-Em District - 2022	10,192.76
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-238.222	Due Greenwood Cemetery - 2022	1,450.34
03/23	03/15/2023	100285	EMMET COUNTY BROWNFIELD	703-040-233.000	Due Interest & Penalty	46.28
03/23	03/15/2023	100286	Emmet County Treasurer	703-040-222.222	Due County - 2022	22.09
03/23	03/15/2023	100286	Emmet County Treasurer	703-040-228.222	Due County Set - 2022	8.07
03/23	03/15/2023	100286	Emmet County Treasurer	703-040-228.222	Due County Set - 2022	16.39
03/23	03/15/2023	100286	Emmet County Treasurer	703-040-235.222	Due NCMC - 2022	65.43
03/23	03/15/2023	100286	Emmet County Treasurer	703-040-234.222	Due Char-Em District - 2022	139.93
03/23	03/15/2023	100286	Emmet County Treasurer	703-040-238.222	Due Greenwood Cemetery - 2022	19.91
03/23	03/15/2023	100287	Etna Supply	592-010-111.000	Inventory - Materials	1,680.00
03/23	03/15/2023	100287	Etna Supply	592-010-111.000	Inventory - Materials	1,680.00
03/23	03/15/2023	100287	Etna Supply	592-010-111.000	Inventory - Materials	894.00
03/23	03/15/2023	100287	Etna Supply	592-010-111.000	Inventory - Materials	366.00
03/23	03/15/2023	100287	Etna Supply	592-010-111.000	Inventory - Materials	1,680.00-
03/23	03/15/2023	100287	Etna Supply	592-010-111.000	Inventory - Materials	70.00
03/23	03/15/2023	100288	Factor Systems LLC	101-208-803.000	Contracted Services - Billing	4,102.98
03/23	03/15/2023	100289	Fastenal Company	202-475-775.000	Materials & Supplies	21.44
03/23	03/15/2023	100289	Fastenal Company	101-770-775.000	Materials & Supplies	85.05
03/23	03/15/2023	100290	Fletch's Inc.	661-598-932.000	Vehicle Repair & Maintenance	561.61
03/23	03/15/2023	100290	Fletch's Inc.	661-598-932.000	Vehicle Repair & Maintenance	100.00-
03/23	03/15/2023	100291	FMW Construction	582-593-930.000	Building Repair & Maintenance	35.00
03/23	03/15/2023	100292	Gale/Cengage Learning Inc.	271-790-760.000	Books - Adult	227.92
03/23	03/15/2023	100293	GARDNER DENVER NASH INC.	592-554-802.000	Contracted Services	9,703.69
03/23	03/15/2023	100293	GARDNER DENVER NASH INC.	592-554-802.000	Contracted Services	1,814.00-
03/23	03/15/2023	100294	GFL Environmental	582-593-930.000	Building Repair & Maintenance	248.23

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GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Check Amount
03/23	03/15/2023	100294	GFL Environmental	592-551-806.000	Sludge Removal	474.55
03/23	03/15/2023	100294	GFL Environmental	101-770-802.000	Contracted Services	291.60
03/23	03/15/2023	100294	GFL Environmental	101-756-802.000	Contracted Services	97.20
03/23	03/15/2023	100294	GFL Environmental	101-754-802.000	Contracted Services	248.40
03/23	03/15/2023	100294	GFL Environmental	101-268-802.000	Contracted Services	151.20
03/23	03/15/2023	100294	GFL Environmental	101-265-802.000	Contracted Services	291.60
03/23	03/15/2023	100294	GFL Environmental	101-770-802.000	Contracted Services	270.00
03/23	03/15/2023	100295	Gibby's Garage	661-598-931.000	Equipment Repair	324.00
03/23	03/15/2023	100295	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	180.00
03/23	03/15/2023	100295	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	144.00
03/23	03/15/2023	100295	Gibby's Garage	582-586-802.000	Contracted Services	108.00
03/23	03/15/2023	100295	Gibby's Garage	661-598-931.000	Equipment Repair	180.00
03/23	03/15/2023	100295	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	1,404.00
03/23	03/15/2023	100295	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	180.00
03/23	03/15/2023	100295	Gibby's Garage	661-598-931.000	Equipment Repair	360.00
03/23	03/15/2023	100295	Gibby's Garage	661-598-932.000	Vehicle Repair & Maintenance	432.00
03/23	03/15/2023	100295	Gibby's Garage	582-593-930.000	Building Repair & Maintenance	144.00
03/23	03/15/2023	100295	Gibby's Garage	592-537-802.000	Contracted Services	396.00
03/23	03/15/2023	100296	Gibson Excavating LLC	592-545-802.000	Contracted Services	600.00
03/23	03/15/2023	100297	Ginop Sales Inc.	661-598-931.000	Equipment Repair	203.96
03/23	03/15/2023	100298	Goodman, Becky	514-587-802.100	Cont. Svcs - Downtown Office	101.66
03/23	03/15/2023	100298	Goodman, Becky	514-587-912.000	Education & Training	856.02
03/23	03/15/2023	100298	Goodman, Becky	248-540-882.180	Winter Blues Carnival	423.39
03/23	03/15/2023	100299	Gracie Global LLC	101-345-913.000	Training - PA 302	1,200.00
03/23	03/15/2023	100300	GRAINGER	661-598-932.000	Vehicle Repair & Maintenance	30.03
03/23	03/15/2023	100301	Haley's Plumbing & Heating	582-593-930.000	Building Repair & Maintenance	245.00
03/23	03/15/2023	100301	Haley's Plumbing & Heating	592-547-802.000	Contracted Services	147.00
03/23	03/15/2023	100302	Hubbell Roth & Clark Inc.	592-549-802.000	Contracted Services	1,016.33
03/23	03/15/2023	100302	Hubbell Roth & Clark Inc.	592-549-802.000	Contracted Services	5,270.90
03/23	03/15/2023	100303	Huntington National Bank	365-756-991.000	Principal Payment	113,085.00
03/23	03/15/2023	100303	Huntington National Bank	365-756-992.000	Interest Payment	3,958.00
03/23	03/15/2023	100303	Huntington National Bank	308-756-991.000	Principal Payment	201,915.00
03/23	03/15/2023	100303	Huntington National Bank	308-756-992.000	Interest Payment	27,267.00
03/23	03/15/2023	100304	Hutson Inc	661-598-931.000	Equipment Repair	154.98
03/23	03/15/2023	100305	Ingram Library Services	271-790-760.000	Books - Adult	2,785.44
03/23	03/15/2023	100305	Ingram Library Services	271-790-760.100	Books-Children's	1,980.49
03/23	03/15/2023	100305	Ingram Library Services	271-790-760.200	Books - Young Adult	372.27
03/23	03/15/2023	100306	Jones & Jones Garage Door Service Inc.	101-268-802.000	Contracted Services	181.17
03/23	03/15/2023	100307	Keep It Real Social LLC	248-739-880.200	Image Campaign	250.00
03/23	03/15/2023	100307	Keep It Real Social LLC	514-587-802.100	Cont. Svcs - Downtown Office	2,100.00
03/23	03/15/2023	100307	Keep It Real Social LLC	248-540-882.180	Winter Blues Carnival	250.00
03/23	03/15/2023	100308	Key Government Finance Inc	271-792-992.000	Interest Payment	9,026.58
03/23	03/15/2023	100309	LexisNexis Risk Data Management Inc.	101-208-802.000	Contracted Services	150.00
03/23	03/15/2023	100309	LexisNexis Risk Data Management Inc.	514-587-802.000	Contracted Services	150.00
03/23	03/15/2023	100310	Little Traverse Disposal	271-790-802.000	Contracted Services	155.15
03/23	03/15/2023	100311	MacDonald Garber Broadcasting	248-540-882.180	Winter Blues Carnival	700.00
03/23	03/15/2023	100312	Meyer Ace Hardware	101-754-775.000	Materials & Supplies	47.98
03/23	03/15/2023	100312	Meyer Ace Hardware	248-540-882.180	Winter Blues Carnival	134.77-
03/23	03/15/2023	100312	Meyer Ace Hardware	271-790-752.000	Building Supplies	124.22
03/23	03/15/2023	100312	Meyer Ace Hardware	592-545-775.000	Materials & Supplies	21.77
03/23	03/15/2023	100312	Meyer Ace Hardware	101-770-775.000	Materials & Supplies	17.98
03/23	03/15/2023	100312	Meyer Ace Hardware	101-770-775.000	Materials & Supplies	8.98
03/23	03/15/2023	100312	Meyer Ace Hardware	101-754-775.000	Materials & Supplies	93.37
03/23	03/15/2023	100312	Meyer Ace Hardware	592-546-775.000	Materials & Supplies	16.18
03/23	03/15/2023	100312	Meyer Ace Hardware	592-546-775.000	Materials & Supplies	6.29
03/23	03/15/2023	100312	Meyer Ace Hardware	101-770-775.000	Materials & Supplies	24.28

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03/23	03/15/2023	100312	Meyer Ace Hardware	101-268-930.000	Building Repair & Maintenance	13.49
03/23	03/15/2023	100312	Meyer Ace Hardware	101-770-775.000	Materials & Supplies	16.19
03/23	03/15/2023	100312	Meyer Ace Hardware	101-268-930.000	Building Repair & Maintenance	4.49
03/23	03/15/2023	100312	Meyer Ace Hardware	101-265-930.000	Building Repair & Maintenance	11.49
03/23	03/15/2023	100313	Midwest Tape LLC	271-790-761.000	Audio Visual - Adult	29.99
03/23	03/15/2023	100313	Midwest Tape LLC	271-790-761.100	Audio Visual - Children	36.74
03/23	03/15/2023	100313	Midwest Tape LLC	271-790-761.000	Audio Visual - Adult	49.99
03/23	03/15/2023	100314	NAPA Auto Parts	661-010-111.000	Inventory - Materials	6.62
03/23	03/15/2023	100314	NAPA Auto Parts	661-598-932.000	Vehicle Repair & Maintenance	48.72
03/23	03/15/2023	100314	NAPA Auto Parts	592-558-775.000	Materials & Supplies	650.44
03/23	03/15/2023	100314	NAPA Auto Parts	661-598-932.000	Vehicle Repair & Maintenance	18.00-
03/23	03/15/2023	100314	NAPA Auto Parts	582-586-775.000	Materials & Supplies	9.25
03/23	03/15/2023	100314	NAPA Auto Parts	582-590-775.000	Materials & Supplies	72.37
03/23	03/15/2023	100314	NAPA Auto Parts	661-598-932.000	Vehicle Repair & Maintenance	12.35
03/23	03/15/2023	100314	NAPA Auto Parts	592-558-775.000	Materials & Supplies	144.00-
03/23	03/15/2023	100314	NAPA Auto Parts	661-598-931.000	Equipment Repair	34.77
03/23	03/15/2023	100314	NAPA Auto Parts	661-598-932.000	Vehicle Repair & Maintenance	402.18
03/23	03/15/2023	100314	NAPA Auto Parts	661-010-111.000	Inventory - Materials	47.99
03/23	03/15/2023	100314	NAPA Auto Parts	661-598-759.000	Gas & Oil	123.59
03/23	03/15/2023	100314	NAPA Auto Parts	661-598-785.000	Small Tools & Supplies	76.08
03/23	03/15/2023	100315	Northern Gale Cleaning & Property Mgmt	271-790-802.000	Contracted Services	1,250.00
03/23	03/15/2023	100316	On Duty Gear LLC	101-345-775.000	Materials & Supplies	40.00
03/23	03/15/2023	100316	On Duty Gear LLC	101-345-775.000	Materials & Supplies	770.89
03/23	03/15/2023	100316	On Duty Gear LLC	101-345-775.000	Materials & Supplies	958.88
03/23	03/15/2023	100316	On Duty Gear LLC	101-345-775.000	Materials & Supplies	383.37
03/23	03/15/2023	100317	Peninsula Fiber Network LLC	271-790-850.000	Communications	89.10
03/23	03/15/2023	100317	Peninsula Fiber Network LLC	101-228-850.000	Communications	446.00
03/23	03/15/2023	100318	Performance Painting	592-558-802.000	Contracted Services	1,645.00
03/23	03/15/2023	100319	Petoskey Machining & Hydraulic	592-545-775.000	Materials & Supplies	270.00
03/23	03/15/2023	100320	Preston Feather	101-789-775.000	Materials & Supplies	57.59
03/23	03/15/2023	100320	Preston Feather	101-770-934.000	WSP Extras	39.99
03/23	03/15/2023	100320	Preston Feather	101-770-775.000	Materials & Supplies	40.48
03/23	03/15/2023	100320	Preston Feather	101-265-930.000	Building Repair & Maintenance	38.18
03/23	03/15/2023	100320	Preston Feather	101-770-775.000	Materials & Supplies	114.62
03/23	03/15/2023	100320	Preston Feather	101-770-775.000	Materials & Supplies	37.28
03/23	03/15/2023	100320	Preston Feather	101-770-775.000	Materials & Supplies	28.29-
03/23	03/15/2023	100320	Preston Feather	101-770-775.000	Materials & Supplies	29.99-
03/23	03/15/2023	100321	Proquest LLC	271-790-762.100	Data Bases	1,510.49
03/23	03/15/2023	100322	Quality Car & Truck Repair Inc.	101-345-775.000	Materials & Supplies	162.37
03/23	03/15/2023	100323	Range Telecommunications	204-481-850.000	Communications	48.70
03/23	03/15/2023	100323	Range Telecommunications	101-756-850.000	Communications	20.00
03/23	03/15/2023	100323	Range Telecommunications	582-593-850.000	Communications	60.00
03/23	03/15/2023	100323	Range Telecommunications	592-560-850.000	Communications	70.00
03/23	03/15/2023	100323	Range Telecommunications	592-549-850.000	Communications	70.00
03/23	03/15/2023	100324	Smith, Dean	514-587-802.200	Trolley Operations	50.02
03/23	03/15/2023	100325	Smith, Edward J	101-756-912.000	Education & Training	131.88
03/23	03/15/2023	100326	Spok	204-481-850.000	Communications	40.11
03/23	03/15/2023	100326	Spok	582-588-850.000	Communications	40.11
03/23	03/15/2023	100326	Spok	592-560-850.000	Communications	40.11
03/23	03/15/2023	100326	Spok	592-549-850.000	Communications	40.11
03/23	03/15/2023	100326	Spok	661-598-850.000	Communications	40.12
03/23	03/15/2023	100327	STAFFORD'S PERRY HOTEL	101-770-802.000	Contracted Services	159.20
03/23	03/15/2023	100328	Standard Electric Company	582-010-111.000	Inventory - Materials	45,902.89
03/23	03/15/2023	100328	Standard Electric Company	582-082-682.000	Other	459.03-
03/23	03/15/2023	100329	Tetra Tech Inc	592-537-802.000	Contracted Services	640.00
03/23	03/15/2023	100330	T-Mobile	271-790-850.000	Communications	462.00

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03/23	03/15/2023	100331	Trace Analytical Laboratories LLC	592-553-802.000	Contracted Services	232.00
03/23	03/15/2023	100331	Trace Analytical Laboratories LLC	592-553-802.000	Contracted Services	412.00
03/23	03/15/2023	100332	Trophy Case, The	271-790-751.000	Office/Library Supplies	36.00
03/23	03/15/2023	100333	Truck & Trailer Specialties	661-598-932.000	Vehicle Repair & Maintenance	78.13
03/23	03/15/2023	100333	Truck & Trailer Specialties	661-598-931.000	Equipment Repair	1,363.70
03/23	03/15/2023	100333	Truck & Trailer Specialties	661-598-931.000	Equipment Repair	88.60
03/23	03/15/2023	100334	Unique Management Services Inc.	271-790-802.000	Contracted Services	23.30
03/23	03/15/2023	100335	Up North Service LLC	204-550-802.000	Contracted Services	481.00
03/23	03/15/2023	100335	Up North Service LLC	514-587-802.000	Contracted Services	3,596.00
03/23	03/15/2023	100336	UPS Store, The	592-554-802.000	Contracted Services	32.30
03/23	03/15/2023	100337	USA Softball of Michigan	101-756-985.000	Equipment	912.00
03/23	03/15/2023	100338	Verizon Wireless	101-345-850.000	Communications	41.16
03/23	03/15/2023	100338	Verizon Wireless	101-770-850.000	Communications	36.01
03/23	03/15/2023	100338	Verizon Wireless	101-773-850.000	Communications	53.64
03/23	03/15/2023	100338	Verizon Wireless	101-789-850.000	Communications	52.58
03/23	03/15/2023	100338	Verizon Wireless	101-770-850.000	Communications	18.00
03/23	03/15/2023	100338	Verizon Wireless	101-345-850.000	Communications	18.01
03/23	03/15/2023	100338	Verizon Wireless	101-770-850.000	Communications	72.02
03/23	03/15/2023	100338	Verizon Wireless	101-345-850.000	Communications	36.01
03/23	03/15/2023	100338	Verizon Wireless	101-770-850.000	Communications	18.00
03/23	03/15/2023	100338	Verizon Wireless	101-345-850.000	Communications	18.01
03/23	03/15/2023	100338	Verizon Wireless	101-345-850.000	Communications	41.16
03/23	03/15/2023	100338	Verizon Wireless	592-538-850.000	Communications	80.04
03/23	03/15/2023	100338	Verizon Wireless	592-538-920.000	Public Utilities	280.07
03/23	03/15/2023	100338	Verizon Wireless	204-481-850.000	Communications	26.13
03/23	03/15/2023	100338	Verizon Wireless	582-588-850.000	Communications	26.14
03/23	03/15/2023	100338	Verizon Wireless	592-549-850.000	Communications	26.14
03/23	03/15/2023	100338	Verizon Wireless	592-560-850.000	Communications	26.14
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-172-751.000	Office Supplies	7.99
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-201-751.000	Office Supplies	7.99
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-208-751.000	Office Supplies	5.59
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-257-751.000	Office Supplies	4.00
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-253-751.000	Office Supplies	4.79
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-345-751.000	Office Supplies	20.78
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-400-751.000	Office Supplies	4.00
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-441-751.000	Office Supplies	11.99
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-770-751.000	Office Supplies	2.40
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-773-775.000	Materials & Supplies	.80
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-756-751.000	Office Supplies	7.99
03/23	03/15/2023	100339	Visual Edge IT Inc.	101-789-751.000	Office Supplies	1.59
03/23	03/15/2023	999449	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	13,057.04
03/23	03/15/2023	999449	ACH-EFTPS	701-000-230.100	Federal Withholding Payable	19,667.59
03/23	03/15/2023	999449	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	13,057.04
03/23	03/15/2023	999449	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	3,053.63
03/23	03/15/2023	999449	ACH-EFTPS	701-000-230.200	FICA Withholding Payable	3,053.63
03/23	03/15/2023	999450	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	897.19
03/23	03/15/2023	999450	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	4,775.00
03/23	03/15/2023	999450	ACH-ICMA 457	701-000-230.700	Employees ICMA Payable	2,437.73
03/23	03/15/2023	999451	MissionSquare 401	701-000-230.700	Employees ICMA Payable	842.92
03/23	03/15/2023	999452	MissionSquare Roth	701-000-230.900	Roth IRA	370.00
03/23	03/15/2023	999453	MissionSquare Roth %	701-000-230.900	Roth IRA	89.13
Grand Totals:						956,176.24

Report Criteria:

Check.Check issue date = 03/02/2023-03/15/2023

Check Number	Check Issue Date	Name	GL Account	Amount
99845	03/14/2023	Masterson, Bernadette	101084652000	15.00-
100263	03/08/2023	Craftmark Construction, Inc	592000367000	1,400.00
100263	03/08/2023	Craftmark Construction, Inc	592000367000	4,600.00
100264	03/08/2023	Eckerman, Chelsea	101084652000	40.00
100265	03/08/2023	McCarron, Joseph	582588803000	50.00
100266	03/08/2023	Retherford, Paul	582588803000	20.00
100267	03/08/2023	Stieber, Dr. Jane	582040285000	265.71
100268	03/08/2023	Think Smart Company LLC	582588803000	261.00
100269	03/08/2023	Think Smart Company LLC	582588803000	486.00
100340	03/15/2023	Bandemer, Patti	582081642300	23.98
100341	03/15/2023	Braddock, Betony	101087654000	125.00
100342	03/15/2023	Masterson, Bernadette	101084652000	15.00
Grand Totals:				7,271.69



BOARD: City Council

MEETING DATE: March 20, 2023

PREPARED: March 15, 2023

AGENDA SUBJECT: Ethics Ordinance

RECOMMENDATION: City Council review proposed Ethics Ordinance – First Reading

Background On March 6, 2023 City Council reviewed City ordinance Chapter 26 Sections 26-1 through 26-11 creating a Code of Ethics for every City employee, elected and appointed officials.

Review The City Attorney has drafted the Ethics Ordinance after receiving input from City Council at their March 6, 2023 Work Session.

City officers and employees (public servants) shall maintain the highest standards of personal integrity, truthfulness, honesty and fairness in carrying out their public duties; avoid any improprieties in their roles as public servants including the appearance of impropriety; and never use their city position or powers for improper personal gain.

Recommendation Review proposed Ethics Ordinance for first reading. Set a public hearing for April 17, 2023 for second reading and potential adoption.

sh
Enclosures

ORDINANCE NO. ____

ETHICS ORDINANCE

AN ORDINANCE TO CREATE A CODE OF ETHICS APPLICABLE TO EVERY CITY EMPLOYEE AND OFFICIAL

THE CITY OF PETOSKEY ORDAINS

Chapter 26, Sections 26-1 through 26-11 of the Petoskey Code of Ordinances is hereby enacted as follows:

**Chapter 26
Ethics**

Section 26-1. Intent and Purpose.

(A) It is the policy of the city to uphold, promote and demand the highest standards of ethics from all its employees and officials, whether elected, appointed or hired. City officers and employees (public servants) shall maintain the highest standards of personal integrity, truthfulness, honesty and fairness in carrying out their public duties; avoid any improprieties in their roles as public servants including the appearance of impropriety; and never use their city position or powers for improper personal gain.

(B) It is further the intent of this chapter that a public servant, regardless of whether specifically prohibited by this chapter, shall avoid any action, which might result in or create the appearance of:

- (1) Using public office or employment for private gain personal or monetary;
- (2) Giving improper preferential treatment to any person or organization;
- (3) Impeding government efficiency or economy;
- (4) A lack of independence or impartiality of action;
- (5) Making a government decision outside of official channels; or
- (6) Affecting adversely the confidence of the public in the integrity of the city.

(C) It is not the intent of this chapter to in any way limit the right or ability of any public servant to exercise his or her discretion in making legitimate policy decisions which are within their discretion so long as the action does not provide a special benefit to that person, relieve the public servant of a particular duty, or treat that person differently than other similarly situated city residents.

Section 26-2. Definitions.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BUSINESS. A business entity includes, but is not limited to, any corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint stock company, receivership, trust, limited liability company, or any legal entity organized for profit.

CITY. The City of Petoskey, a Michigan municipal corporation.

CITY PURPOSE. A purpose directly related to a city employee or city official's role or responsibility as an employee or official of the city.

COMPENSATION. Payment in any form for real or personal property or services of any kind.

CONFIDENTIAL INFORMATION. Any information, oral or written, which comes to the attention of, or is available to, the public servants only because of his or her position with the city and is not a matter of public record.

ELECTED OFFICER. Any person who is elected at a general or special election to any public office of the city and any person appointed to fill a vacancy in any office.

INTEREST. Any right, title or share in something, either personal, financial, legal or equitable, which is owned, held or controlled, in whole or in part, directly or indirectly, by a public servant.

PUBLIC SERVANT. Every individual elected, appointed, hired, or otherwise selected to an office, position, committee, board, task force or similar multi-member body with the city, or any subdivision thereof, whether the individual is paid or unpaid and any person elected or appointed to any public body of the city.

PUBLIC BODY. The City Council, and any board, authority, commission, committee, department, office or other agency of the city, and including the city.

QUESTION THE EMPLOYMENT STATUS. Imply, infer, suggest, or otherwise state that an employee should be dismissed from employment with the city.

Section 26-3. Fair and Equal Treatment.

No public servant shall request, use or permit the use of any consideration, treatment, advantage or favor beyond that which is the general practice to grant or make available to the public at large. All public servants shall treat all citizens of the city with courtesy, impartiality, fairness, and equality under the law. In addition, no elected official may question the employment status of any employee under the control of the City Manager unless that employee's contract or appointment is before the City Council and a resolution approving the action has been moved and seconded.

Section 26-4. Prohibited Conduct.

The following shall constitute violations of this chapter.

(A) *General prohibition against conflict of interest.* In order to avoid impropriety, or an appearance of conflict of interest, no current public servant should be involved in any activity that might be seen as conflicting with the conduct of official city business or as adverse to the interests of the city. Even the appearance of the following prohibited conduct alone may be sufficient to constitute a violation of this ethics chapter.

(B) *Disclosure of confidential information and/or benefitting from confidential information.* No public servant shall disclose or use any confidential, privileged, or proprietary information gained by reason of his or her position for a purpose which is for other than a city purpose; provided, that nothing shall prohibit the disclosure or use of information which is a matter of public knowledge, or which is available to the public on request.

(C) *Improper use of city personnel and property.* No public servant shall employ or use any person under his or her official control or direction for the personal benefit, gain or profit of the public servant or other. No public servant shall use city-owned vehicles, equipment, materials, money or property for personal or private convenience or personal gain. Nothing herein shall prohibit the use of city equipment or motor vehicles by public servants in accordance with written policies established by the City Council, City Manager or city department head concerned, nor shall this chapter be deemed to prohibit private use of surplus city property legally disposed of by the city or its departments in compliance with established procedures.

(D) *Beneficial interest in business transaction or participation in a contract.* No public servant shall participate or benefit from (monetarily or personally) in his or her capacity as a public servant in the making of a contract in which he or she has a financial interest, direct or indirect, or perform in regard to a contract some function which requires the exercise of discretion on behalf of the city. No public servant shall participate in contracts, loans, grants, rate-fixing or issuing permits involving a business in which he or she has a substantial interest. However, this provision shall not apply in the following circumstances:

(1) Contracting with the city where:

- (a) The contract is awarded pursuant to sealed bids;
- (b) The public servant is not involved directly or indirectly or otherwise refrains from participation in the decision on the award of the contract; and
- (c) The City Council, after reviewing the circumstances, determines the award of the contract would be in the best interest of the city.

(2) Where the interest of the public servant in the business involves the holding of less than 1% of the securities in a publicly traded business or less than 5% of privately or closely held business and where the public servant will not have any involvement in the transaction on behalf of the contracting business.

(E) *Engaging in certain private employment.* No city employee or public servant shall engage in or accept private employment or render services for any private interest when the employment or service is incompatible with the proper discharge of official duties or would tend to impair independence or judgment or action in the performance of official duties.

(F) *Acceptance or solicitation of compensation, gifts, favors, rewards or gratuity.* No public servant may, directly or indirectly, give or receive, or agree to give or receive, any compensation, gift, favor, reward, or gratuity for a matter connected with or related to the public servant's services with the city which would tend to influence the manner in which the public servant performs his or her official duties, except this prohibition shall not apply to:

- (1) Attendance of a public servant at a hosted meal when provided in conjunction with a meeting directly related to the conduct of city business or where official attendance by the city official as a city representative is required or in the best interest of the city;
- (2) An award publicly presented in recognition of public service presented to the public servant; or
- (3) Any gift valued at \$100 or less, which cannot reasonably be presumed to influence the judgment of the public servant.

(G) *Improper use of position.* No public servant shall knowingly use his or her office or position to secure personal benefit, gain or profit, or use his or her position to secure special privileges or exceptions for himself, herself, or for the benefit, gain or profits of any other persons. No public servant shall represent his or her individual opinions as those of the city.

Section 26-5. Matter Regarding Disclosure of Conflicts of Interest, Actual and Potential.

The following disclosure requirements are established to avoid both actual and potential conflict between the private self-interests and the public interest of public servants.

(A) *Self-interest.* No public servant, either on his or her behalf or on behalf of any other person, shall have an interest in any business transaction with any public body of the city, unless the person shall first make full public disclosure of the nature of the interest.

(B) *Disclosure and disqualification.* Whenever the performance of official duties shall require a public servant to deliberate and vote on any matter involving his or her financial or personal interest, that person shall publicly disclose the nature and extent of the interest and is disqualified from participating in the deliberations and voting on the matter.

(C) *Dual employment.* No public servant shall engage in employment with, or render services for, any person or entity, which has business transactions with any public body of the city, without first making full public disclosure of the nature and extent of the employment or services.

(D) *Dual representation.* A public servant shall make full public disclosure of business involving the city when attempting to use his or her official position to secure special privileges or exemptions for self or others.

Section 26-6. Public Disclosure, Contents.

Whenever a public disclosure is required by this chapter, it may be made orally on the record at a meeting of the public body involved, or in a writing filed with the Clerk, in both of which cases it shall be made a part of the record of a regular City Council meeting, and in either event shall include:

(A) The identity of all persons involved in the interest; and

(B) The source and amount of income derived from the interest that may be considered as resulting from employment, investment or gift. The person required to file a disclosure statement in accordance with the provisions of this chapter must verify, in writing, under penalty of perjury, the information in the statement is true and complete as far as he or she knows.

Section 26-7. Disclosure of Campaign Contributions.

Every elected officer and candidate for elected office must comply with all campaign contribution reporting obligations imposed by Michigan law.

Section 26-8. Request for Opinion from the City Attorney.

(A) Any elected official may request the City Attorney provide an advisory opinion interpreting the effect or application of this chapter generally, or on questions directly relating to the propriety of their conduct in a particular situation.

(B) Any other public servant may request, with the approval of the City Manager, that the City Attorney provide an advisory opinion interpreting the effect or application of this chapter generally, or on questions directly relating to the propriety of their conduct in a particular situation.

Section 26-9. Delivery of Copies of Ethics Code to Public Servants.

The Clerk shall deliver a copy of this chapter to each public servant as soon as practicable after the enactment of this chapter, and to each new public servant at the time of employment or taking office. The Clerk shall also request that each person sign and return an acknowledgment of receipt of a copy of this chapter.

Section 26-10. Conflict and Severability Clause.

All ordinances, resolutions and orders or part thereof in conflict with the provisions of this Chapter are to the extent of such conflict hereby repealed, and each section of this Chapter and each subdivision of any section thereof is hereby declared to be independent, and the finding or holding of any section or subdivision thereof to be invalid or void shall not be deemed or held to affect the validity of any other section or subdivision of this Chapter.

Section 26-11. Enactment and Effective Date.

This Chapter is hereby determined by the City Council to be immediately necessary for the interest of the City. Consistent with City Charter Sec. 6.3, the effective date of this Chapter shall not be less than fourteen (14) days after enactment nor before publication thereof as required by City Charter Sec. 6.7.

Adopted, enacted and ordained by the City of Petoskey City Council this ____ day of _____, 2023.

John Murphy
Its Mayor

Sarah Bek
Its Clerk



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: March 20, 2023

PREPARED: March 15, 2023

AGENDA SUBJECT: Discussion and Possible Adoption of the 2023-2025 Action Plan

RECOMMENDATION: That the City Council adopt the enclosed proposed resolution

Background City Council has previously discussed an updated Action Plan for 2023-2025. Per City Council's direction, staff has developed the final draft revision of the Action Plan for possible adoption.

Action Motion to adopt the enclosed resolution approving the Final 2023-2025 Action Plan dated March 20, 2023.

sh
Enclosures



City of Petoskey

Resolution

WHEREAS, City Council has discussed an updated Action Plan to assist in focusing efforts on important issues and priorities facing the City of Petoskey; and

WHEREAS, as part of this discussion, the City Council, City Manager and Department Heads developed a draft Action Plan that listed seven near-term goals for the City of Petoskey for 2023-2025; and

WHEREAS, final comments on the draft Action Plan were considered by City Council at the March 20, 2023 meeting:

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby approve the 2023-2025 Action Plan for the City of Petoskey.

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 Council of the City of Petoskey in regular session assembled on the 20th day of March, 2023, 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 March, 2023.

Sarah Bek, City Clerk

City of Petoskey 2023-2025 Action Plan

Priority	Objective	Actions	Key Team Members	Update
Parks and Public Spaces	Protect and enhance parks and public spaces for the enjoyment of residents and visitors	<ul style="list-style-type: none"> - Remedy critical areas of erosion in the City limits along Little Traverse Bay - Explore alternative dock designs to address water levels - Identify area where native plantings, pollinators, and appropriate landscaping practices can enhance public spaces - Consideration of a dedicated funding mechanism to support on-going maintenance and upkeep for City parks/trails/shorelines and public spaces - Institute a Community Art Plan in parks and public spaces to enrich the cultural and aesthetic quality of life 	City Council City Manager Parks & Recreation Director City Manager City Planner City Clerk Parks & Rec Commission	
Infrastructure	Prioritize and proactively manage infrastructure needs while maintaining fiscal planning capabilities	<ul style="list-style-type: none"> - Identify and extend the Capital Improvement Plan (CIP) for new and replacement needs including long-term CIP items that lack funding - Develop a budget timeline and combined Work Session with Planning Commission to hear CIP presentations and gather input in a collaborative setting - Pursue grants and other funding opportunities to support specific infrastructure needs. Identify grant matching requirements and operational impact when applying for grants - Utilize rate studies to predict needs and spread out increases gradually to minimize impact 	City Council City Manager Department Heads City Clerk	

City of Petoskey 2023-2025 Action Plan

Priority	Objective	Actions	Key Team Members	Update
Economic Development	Protect and enhance our natural resources and historically significant places to maintain our position as a place for economic opportunity	<ul style="list-style-type: none"> - Annually review and assess the properties identified in the RRC for redevelopment viability - Identified redevelopment priority sites should focus on City-owned property or properties where the owner is committed to redevelopment consistent with RRC and City goals - Compile an Economic Development Incentive Policy to provide an overview of incentives and criteria utilized for consideration - Explore Community Development-Economic Development department head position - Promote public/private partnerships - Explore development of an appointed Economic Development Commission 	City Council City Manager Finance Director City Planner City Clerk Downtown Director NLEA	
Downtown Development	To provide full-time residents, seasonal residents, and visitors with a gathering place to connect and provide advocacy opportunities to Downtown business owners to drive economic impact	<ul style="list-style-type: none"> - Consider specific strategies to increase parking in the Downtown area - Focus is to increase the number of covered parking spaces and optimize Downtown on-street parking options - Encourage redevelopment of upper floors for residential uses Downtown - Explore increase height considerations for mixed-use developments - Work with Code Enforcement to address blight, and property maintenance code issues - Improve voluntary fire code self-inspection program - Include RRC in marketing available properties - Establish a Historic District 	City Council City Manager City Planner Downtown Director Downtown Mgmt. Board Code Enforcement Public Safety	

City of Petoskey 2023-2025 Action Plan

Priority	Objective	Actions	Key Team Members	Update
Sustainability	Continue pursuit of goal in achieving 100% renewable energy by 2035	<ul style="list-style-type: none"> - Continue to pursue solar installations on City owned buildings when feasible - Encourage business owners and residents to explore small scale solar installs - Maintain Gold Certification through Michigan Municipal League (MML) Michigan Green Communities Challenge Program - Continue to work with Michigan Public Power Agency (MPPA) in participation with large-scale solar array projects in Michigan - Evaluate Net Metering Policy to support the development of small-scale local solar projects - Continue to optimize energy usage in City buildings using Energy Star Portfolio - Increase participation in the City's Voluntary Green Energy Pricing Program - Focus efforts on community education and local initiatives in the transition to a circular economy aimed at reducing waste and protecting natural resources - Continue efforts to support and implement a livable shoreline with native plant species 	City Council City Manager Department Heads City Clerk	

City of Petoskey 2023-2025 Action Plan

Priority	Objective	Actions	Key Team Members	Update
Affordable Housing	Promote and consider all options in providing affordable/workforce housing opportunities through strong public-private partnerships	<ul style="list-style-type: none"> - Work with local, regional, and state organizations to develop affordable home ownership options in the City - Review the zoning ordinance requirements for lot size, minimum house square footage, building height, density, setbacks and parking requirements to remove barriers for affordable housing - Consider incentives for creation of additional housing units Downtown and community-wide - Create mapping to show infill housing options throughout the City - Evaluate City-owned parcels to support the development of long-term affordable housing units 	City Council City Manager Department Heads City Clerk Housing North	
Community Engagement	Our City government is responsible, approachable and accountable and welcomes participation and involvement of all residents and sections of the City	<ul style="list-style-type: none"> - Provide timely, accurate, and easily accessible information to the City via methods and platforms designed to reach a wide audience - Use community engagement processes to strengthen City decision-making and actions - Build capacity within City departments to assess, plan for, and facilitate community involvement in processes - Develop a Communications Plan to proactively engage the community to better understand the how and why decisions are made - Incorporate Diversity, Equity, and Inclusion principles and policies to communicate and interact with all stakeholders effectively 	City Council City Manager Department Heads City Clerk	



BOARD: City Council

MEETING DATE: March 20, 2023

DATE PREPARED: March 15, 2023

AGENDA SUBJECT: Accept Community Energy Management Program Grant Agreement

RECOMMENDATION: Accept agreement provided by Michigan Department of Environment, Great Lakes and Energy (EGLE)

Background The Michigan Department of Environment, Great Lakes and Energy (EGLE) offered a grant opportunity through their Community Energy Management Program for projects focusing on energy efficiency.

The City applied for funding of \$20,000 to assist with the replacement of the entry doors and building window replacement project at the Winter Sports Park. Many of the windows do not open or close fully which results in increased utility costs. Additionally, specifically during summer kids camp, the inside of the lodge becomes uncomfortably warm due to lack of air flow. The entry doors will be equipped with handicapped openers and will also be much more efficient.

In 2021, the City hired a consultant to provide a “Capital Needs Assessment” which identified maintenance and improvement costs for our existing infrastructure. The doors and window upgrades at the Winter Sports Park are both identified as items needing replacement.

Improvements to the Winter Sports Park are identified in the 2023 Capital Improvements Plan and \$200,000 is earmarked in the 2023 budget.

Action Accept the agreement as written.

kk
Enclosure



WHEREAS, the City of Petoskey City Council desires to enhance and improve current City infrastructure; and

WHEREAS, the improvements at the Winter Sports Park would include replacement of the lower windows of the main floor in the lodge and entry door that includes handicapped accessible openers; and

WHEREAS, this project is identified in the 2023-2027 City of Petoskey's Parks and Recreation Master Plan, and the Capital Needs Assessment; and

WHEREAS, the State of Michigan Department of Environment, Great Lakes, And Energy (EGLE), through their Community Energy Management Grant Program, has recommended this project for funding assistance; and

WHEREAS, no match is required however the City of Petoskey has funds budgeted, toward these improvements which are estimated at \$75,000:

NOW, THEREFORE, BE IT RESOLVED, the City of Petoskey does hereby accept the terms of the Agreement as received from the Michigan Department of Environment, Great Lakes, And Energy, and that the City of Petoskey does hereby specifically agree, but not by way of limitation, to authorize the City Manager, or his designee, to serve as the City of Petoskey's representative for the project.

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 20th day of March 2023, 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 _____, 2023.

Sarah Bek, City Clerk



BOARD: City Council

MEETING DATE: March 20, 2023

DATE PREPARED: March 16, 2023

AGENDA SUBJECT: Michigan Maple Block Brownfield Grant and Loan

RECOMMENDATION: Authorize Submittal of an EGLE Brownfield Grant and Loan

Background

Michigan Department of Environment, Great Lakes, and Energy (EGLE) provides Brownfield Grants and Loan to municipalities for environmental response activities, abatement, and demolition to support private redevelopment projects. The redevelopment of the former Michigan Maple Block property will require significant Brownfield expenses and the EGLE no-match grant and loan will provide important funding and reduce the burden on future Brownfield Tax Increment Financing capture.

Overview

Michigan Department of Environment, Great Lakes, and Energy (EGLE) provides Brownfield Grants and Loans of up to \$1 million to local units of government and brownfield authorities for environmental response activities, asbestos abatement and demolition to support private redevelopment projects.

Great Lakes Capital has a purchase agreement for the former Michigan Maple Block property and has proposed a mixed-use commercial residential project with over 200 units which will include workforce housing with an estimated investment of over \$70 million.

Phase II environmental investigations identified the presence of Volatile Organic Compounds (VOCs), Polynuclear Aromatic Hydrocarbons (PNAs), and metals in excess of EGLE General Cleanup Criteria (GCC) from historic uses in soils and groundwater. Constituents in soils also exceeded EGLE Volatilization to Indoor Air Pathway (VIAP) Screening Levels.

As a result, the development will require extraordinary environmental costs, including the installation of a sub slab vapor mitigation system, disposal of contaminated soil and groundwater, and special foundations due to impacted historic fill.

The EGLE Brownfield Grant and Loan will provide direct funding to cover these extraordinary costs. There is no match requirement for the Grant and the Loan has favorable terms to combine with a Brownfield Plan for TIF capture for repayment – no principal or interest for the first five years and low interest (1.5%) for the next ten years. The Loan would be secured by Great Lake Capital through a contractual obligation and personal guarantees in the Development Agreement. In addition, there is an option to release Loan funds only when the development TIF revenues are assured to repay the Loan.

The EGLE Brownfield Grant process includes two steps: 1) Submittal of an EGLE Grant Loan Proposal that details the proposed project, property conditions, and proposed Brownfield Eligible Activities. The Proposal is vetting with EGLE management; 2) If the proposal is accepted, funds are set aside and an Application is submitted, with access agreements, a development agreement, letter from the Chief Executive Officer, and a resolution from the City Council.

The economic challenges of environmental, demolition and unstable soil costs, along with increased construction cost and higher interest rates will require a series of financial incentives to ensure project success. The EGLE Brownfield Grant and Loan is an important first step. Other grants being sought include Missing Middle funding from MSHDA, a Blight Elimination Grant from the Michigan Land Bank Authority for abatement and demolition, and a Community Revitalization Program (CRP) Grant from MEDC. A Brownfield Plan is anticipated that will provide for capture of TIF revenues generated by the additional private investment and reimbursement of Brownfield costs not covered by grants. In addition, requests are anticipated for tax abatements to reduce operating expenses.

These programs require full disclosure of financing source and uses, revenue projections, and cash flow statements that will outline the justification for financial support.

A full outline of project financing and incentives is being prepared and will be provided to the City Council at a subsequent meeting.

Action

Authorize the City Manager to submit an EGLE Brownfield Grant and Loan Proposal on behalf of the City of Petoskey for the redevelopment of the former Michigan Maple Block property by Great Lakes Capital for a mixed use commercial and resident development with up to 200 residential units.

sh
Enclosures



WHEREAS, Michigan Department of Environment, Great Lakes, and Energy (EGLE) provides Brownfield Grants and Loan to municipalities for environmental response activities, abatement, and demolition to support private redevelopment projects; and

WHEREAS, Great Lakes Capital has a purchase agreement for the former Michigan Maple Block property and has proposed a mixed-use commercial residential project with over 200 units which will include workforce housing with an estimated investment of over \$70 million; and

WHEREAS, Phase II environmental investigations confirmed contaminated soils which will require extraordinary environmental costs, including the installation of a sub slab vapor mitigation system, disposal of contaminated soil and groundwater, and special foundations due to impacted historic fill; and

WHEREAS, the EGLE Brownfield Grant will provide up to \$1.0 million per project to cover demolition and environmental costs associated for the project with no match requirement; and

WHEREAS, EGLE Brownfield also offers a \$1.0 million loan per project that can be combined with a Brownfield Plan for TIF capture for repayment – no principal or interest for the first five years and low interest (1.5%) for the next ten years. The Loan would be secured by Great Lake Capital through a contractual obligation and personal guarantees in the Development Agreement. In addition, there is an option to release Loan funds only when the development TIF revenues are assured to repay the Loan; and

NOW THEREFORE BE IT RESOLVED, that the Petoskey City Council by this action hereby supports the submission of an EGLE Brownfield Grant up to \$1.0 million for the MI Maple Block Project and authorizes the City Manager to execute the proposal on behalf of the City.

NOW THEREFORE BE IT FURTHER RESOLVED, that the Petoskey City Council by this action hereby accept/deny the submission of an proposal for an EGLE Brownfield Loan for up to \$1.0 million that can be combined with a Brownfield Plan for TIF capture for repayment – no principal or interest for the first five years and low interest (1.5%) for the next ten years. The loan would be secured by Great Lake Capital through a contractual obligation and personal guarantees in the Development Agreement. In addition, there is an option to release Loan funds only when the development TIF revenues are assured to repay the Loan.

State of Michigan
County of Emmet
City of Petoskey



SS

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 Council of the City of Petoskey in regular session assembled on the 20th day of March, 2023, 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 March, 2023.

Sarah Bek, City Clerk



BROWNFIELD REDEVELOPMENT GRANT AND LOAN FACT SHEET

Brownfield grants and loans are available from the Michigan Department of Environment, Great Lakes & Energy (EGLE) for projects that promote economic development and reuse blighted and contaminated properties. Grants and loans can be used for environmental assessments and cleanups at properties with known or suspected contamination. EGLE grants and loans can help communities:

- Revitalize abandoned properties and return them to tax rolls
- Attract developers to brownfields, creating jobs and investment, and increasing nearby property values
- Limit sprawl by reusing properties with existing infrastructure

WHO CAN APPLY? Applicants may be local units of government including brownfield redevelopment authorities (BRAs), economic development corporations, or other public bodies created pursuant to state law. Applications are accepted year-round.

ELIGIBLE ACTIVITIES

Grants and loans can pay for:

- Environmental evaluations/assessments
- Baseline Environmental Assessments
- Due care planning and implementation
- Response Activities
- Demolition, lead, mold, and asbestos abatement

FUNDING

- Up to \$1 million grant and \$1 million loan per project, or more for projects with significant economic or environmental benefits
- Grants are available to determine whether a property with redevelopment potential is contaminated, and for due care and cleanup at contaminated properties with a specific redevelopment, when economic benefits will exceed the grant amount
- Loans may be used at properties with suspected contamination and economic development potential
- Grants cannot benefit a party responsible for an activity causing contamination. Loans may be available when a responsible party will benefit, but with some restrictions

LOAN TERMS

- Interest rate is 1.5 percent
- 15-year payback, beginning with a 5-year interest-free, payment-free grace period
- Loans may be repaid through a BRA using tax increment financing

YOUR PARTNERS IN BROWNFIELD REDEVELOPMENT

EGLE Brownfield Redevelopment staff collaborate with communities to determine eligibility and the optimal mix of project funding prior to application. Please contact an EGLE grant coordinator to discuss your project.

CONTACT US

Julie Lowe, Brownfield Coordinator
lowej2@michigan.gov
989-619-0617

www.michigan.gov/eglebrownfields
#mibrownfields



MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

BROWNFIELD GRANT AND LOAN PROJECT PROPOSAL

I. PROJECT NAME AND LOCATION

Project Name:	Michigan Maple Block Redevelopment		
Project Address:	1420 Standish Avenue		
Project City:	Petoskey		
Project County:	Emmet	Project Zip Code:	49770
State Senate District:	37	State House District:	107

II. APPLICANT INFORMATION

Applicant Name:	City of Petoskey		
Applicant Address:	101 E. Lake Street		
Applicant City:	Petoskey	Applicant Zip Code:	49770
APPLICANT CONTACT INFORMATION			
	Applicant Signing Authority Contact	Applicant Project Contact	Project Consultant (if applicable)
Name:	John Murphy	Shane Horn	Mac McClelland
Title:	Mayor	City Manager	Mac Consulting Service LLC
Phone:	231.330.1352	231.347.2500	231.633.6303
Email:	jmurphy@petoskey.us	shorn@petoskey.us	mactc@charter.net

III. FUNDING REQUEST

Amount Requested:	\$2,000,000		
Funding Source:	<input type="checkbox"/> RPF <input checked="" type="checkbox"/> 201 <input type="checkbox"/> Site Assessment		
Funding Type:	<input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Loan <input type="checkbox"/> Either		

IV. GENERAL PROJECT INFORMATION																			
Previous use(s):	Sawmill and Laminated Wood Block Manufacturer																		
Current use(s):	Vacant																		
Proposed new use(s):	Mixed Use Commercial / Residential																		
Known or suspected contaminants:	Soil: Metals, VOCs, SVOCs above DWP, GSI, VIAP. Groundwater: Metals, VOCs above DW, GSI, VIAP.																		
PROJECT SUMMARY																			
<p>Provide one paragraph below that summarizes the redevelopment, the environmental challenge that needs to be addressed, and how the brownfield funding will be used to address that challenge: Historic use as a wood processing facility and historic fill have resulted in environmental impacts that will require significant environmental response activities including addressing soils and groundwater above VIAP, as well as addressing construction challenges of impacted unstable fill materials for special foundations. In addition, the existing building is a large manufacturing facility and has significant asbestos-containing materials that must be abated prior to demolition, with abatement and demo costs exceeding \$1.5 million. Other sources of funding are being pursued for abatement and demolition and are not part of the EGLE Grant request.</p>																			
<p>Does the property have any of the following:</p> <table border="0"> <tbody> <tr> <td>A liable party known to have caused or contributed to a release at the site?</td> <td><input type="checkbox"/> Yes</td> <td><input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Known environmental actions or enforcements by a regulatory agency?</td> <td><input type="checkbox"/> Yes</td> <td><input checked="" type="checkbox"/> No</td> </tr> <tr> <td>A liable party undertaking corrective actions at the site?</td> <td><input type="checkbox"/> Yes</td> <td><input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Known environmental liens?</td> <td><input type="checkbox"/> Yes</td> <td><input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Known legal, access, or title issues?</td> <td><input type="checkbox"/> Yes</td> <td><input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Deed restriction, land, or resource use restriction?</td> <td><input type="checkbox"/> Yes</td> <td><input checked="" type="checkbox"/> No</td> </tr> </tbody> </table>		A liable party known to have caused or contributed to a release at the site?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Known environmental actions or enforcements by a regulatory agency?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	A liable party undertaking corrective actions at the site?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Known environmental liens?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Known legal, access, or title issues?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Deed restriction, land, or resource use restriction?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
A liable party known to have caused or contributed to a release at the site?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																	
Known environmental actions or enforcements by a regulatory agency?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																	
A liable party undertaking corrective actions at the site?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																	
Known environmental liens?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																	
Known legal, access, or title issues?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																	
Deed restriction, land, or resource use restriction?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No																	
Provide a detailed explanation for any Yes answers above:																			
Provide any other relevant information regarding property ownership and operations, if applicable:																			

V. PROPERTY AND OWNERSHIP INFORMATION			
CURRENT OWNER			
Parcel ID#:	52-19-07-200-012		
Property Address:	1420 Standish Avenue Petoskey, MI 49770		
Latitude & Longitude (to 8 digits):	45.361270 -84.958750		
Current Zoning:	Industrial		
Proposed Zoning:	Mixed Use		
Acreage:	12.40		
Property Acquisition Type (inheritance, purchase, tax reversion, other):	Unknown		
Date of Acquisition:	1919		
Did the Current Owner Complete a Baseline Environmental Assessment (BEA)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Current Owner Name:	Michigan Block Corp		
Current Owner Address:	30 S 7th Street, Bally, PA		
Current Owner Email and Phone:			
Name and Address of Occupant:	Same as above; vacant		
Operations at the Property:	None; vacant		
Date Operations Began:	1911		
FUTURE OWNER <input type="checkbox"/> N/A - Ownership will not change			
Parcel ID#:	52-19-07-200-012		
Future Owner Name:	Great Lakes Capital		
Future Owner Address, City, State, Zip:	130 South Main Street South Bend, IN 46601		
Future Owner Email and Phone:	jsmoke@greatlakescapital.com 574.360.5441		
How will the property be acquired? (purchase, tax	Purchase		

Brownfield Grant and Loan Project Proposal

inversion, inheritance, other)			
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VI. PROPERTY USE AND ENVIRONMENTAL CONDITIONS					
PROPERTY HISTORY					
<i>List the current and former uses of the property below, including dates, owners (if known), and potential contaminants associated with each property use.</i>					
Parcel ID / Property Address	Date Range (Year)		Property Use	Potential Contaminants and/or Recognized Environmental Conditions (RECs)	Property Owner
	From	To			
52-19-07- 200-012 420 Standish Avenue, Petoskey, MI	1911	1919	Sawmill/Block Manufacturer	Unknown	Petoskey Block and Manufacturing Company
	1919	2020	Sawmill/Block Manufacturer	1. Historic Use 2. Railroad Siding 3. Adjoining Property as Bulk Petroleum	Michigan Block Corporation
	2020	Present	Vacant		Michigan Block Corporation
ENVIRONMENTAL RISKS					
Known Contaminants:		Soil: Metals, VOCs, SVOCs above DWP, GSI, VIAP. Groundwater: Metals, VOCs above DW, GSI, VIAP.			
Pathways of Concern:		<input checked="" type="checkbox"/> Groundwater/Surface Water Interface (GSI) <input checked="" type="checkbox"/> Drinking Water <input checked="" type="checkbox"/> Volatilization to Indoor Air <input type="checkbox"/> Ambient Air <input checked="" type="checkbox"/> Direct Contact <input type="checkbox"/> Unknown			
PETROLEUM INFORMATION					
Were underground storage tanks (USTs) ever located on the property?				<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No <input type="checkbox"/> Suspected
Are USTs <u>currently</u> present on the property?				<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No <input type="checkbox"/> Suspected

Brownfield Grant and Loan Project Proposal

Has a UST release been reported for the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						
Summarize known UST information below.						
Tank ID #	Size	Contents	Installation Date	Removal Date	Status (active, removed, etc.)	Release ID #
HAZARDOUS SUBSTANCE INFORMATION						
Was there ever a non-UST related release of a hazardous substance on the property?			<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown			
Summarize known hazardous substance release information below.						
Date of Release	Description of Release				Status	Release ID #
To the best of your knowledge, did the applicant cause or contribute to contamination that is known or may be discovered at the project site?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, did NOT cause or contribute to contamination <input type="checkbox"/> May have caused or contributed to contamination			
To the best of your knowledge did the developer cause or contribute to contamination that is known or may be discovered at the project site?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, did NOT cause or contribute to contamination <input type="checkbox"/> May have caused or contributed to contamination <input type="checkbox"/> Not Applicable/No developer			
ENVIRONMENTAL CONDITION OF THE PROPERTY						

Provide below a brief description of what is known about the environmental condition of the property. Describe known and/or suspected contamination and the risk that needs to be mitigated/addressed to safely reuse the property. Provide maps and figures showing contaminant exceedances (see checklist in Section XII): ***The Phase II Environmental Site Assessment completed in December 2022 identified the presence of metals, VOCs, and SVOCs in soil and groundwater above Drinking Water and Groundwater – Surfacewater Interface Criteria, and Volatilization of Indoor Air Pathway (VIAP) Screening Levels. With widespread VIAP exceedances, vapor mitigation for the apartment buildings and commercial space will be necessary. Based on the site grades and basement in the existing building, there does not appear to be significant soil to be removed from the site for the redevelopment. However, the ability to use existing soils for land balancing will require additional evaluation. As a result, there is anticipated to be limited soils for foundations and subsurface utilities that will need to be removed from the site. Groundwater depth appears to be below foundation levels, but utility mains may require dewatering and impacted effluent will need to be disposed at the City WWTP. A preliminary geotechnical analysis identified the presence of impacted fill across much of the site that will likely require some overexcavation and engineered backfill and subsoil treatment such as stone columns will likely be necessary as part of the construction. A pre-demolition survey identified the presences of significant asbestos containing materials that must abatement prior to the demolition of the former manufacturing facility, which is necessary for site redevelopment.***

PROPOSED ENVIRONMENTAL ACTIONS WITH GRANT/LOAN FUNDING

Check all that apply.

- ☐ Hazardous Material Survey
☐ BEA
☒ Excavation

- ☒ Assessment/Investigation
☒ Due Care Planning
☒ Soil Transport/Disposal

- ☐ UST Removal
☒ Demolition
☒ Vapor Mitigation

☒ Other (please describe): ***Special Foundations due to impacted fill***

Describe the proposed actions that will be undertaken with grant and loan funds to address the environmental conditions and make the property safe for the proposed reuse. Please explain reasons why the proposed eligible activities should be funded. ***The proposed Eligible Activities Include 1) Site Assessment - additional investigation is necessary to further delineate existing contamination to determine the opportunity to obviate the need for vapor mitigation; 2) Demolition and Abatement of the existing former manufacturing facility; 3)Transport/Disposal of Contaminated Soils – Impacted soils will need to be removed for foundation construction and transported off-site; 4) Vapor Mitigation – VIAP exceedances in most all soil borings indicate the need for sub-slab vapor mitigation systems; and 5) Special Foundations – geotechnical analysis indicates the need for overexcavation and engineered backfill and subsoil treatment such as stone columns. These extraordinary costs threaten the economic viability of the overall project. Without the EGLE Grant and other significant support, the project cannot proceed. A supplemental Phase II investigation is underway with the support of the RRC program to delineate impacted soils and investigate the east portion of the property. The EGLE grant request assumes vapor mitigation will be required in the western three buildings at an estimated cost of \$450,000. An analysis of soil removal for these three buildings shows the estimated costs at about \$1.2 million.***

Provide maps showing contamination relative to the building footprint and/or the development plan (see checklist in Section XII): ***Attached***

DEMOLITION

If a grant or loan will be used for demolition (buildings, site features, etc.), answer the following questions:

Does the structure impede the proposed environmental response activities? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the structure present a health or safety threat? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the structure impede the reuse of the property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Do the environmental activities exceed the cost of demolition? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Further explanation, if necessary: Additional outside funding is being sought for abatement and demolition funding.

VII. ECONOMIC AND REDEVELOPMENT INFORMATION	
Capital Investment: \$ 70 million	Permanent Jobs Created: Full Time = 10 Part Time = 15
Current State Equalization Value (SEV): \$ 421,600	Anticipated post redevelopment SEV: \$ 30 million
<p>Provide a brief summary of how the redevelopment project will result in economic benefits including but not limited to job creation and increased tax base: <i>The redevelopment of the former Michigan Maple Block property has been a high priority for the City of Petoskey and Emmet County, as a Priority Redevelopment Site in the City Master Plan and under the Redevelopment Ready Community (RRC) program in cooperation with MEDC. The development of 200+ units of residential housing, some of which will be targeted workforce housing, will be an incredible addition to the undercapacity housing stock of the community. The project is located on the Bear River and is adjacent to the proposed Greenway link, providing non-motorized transportation and recreation for the site residents. The \$70 million investment will transform a vacant former industrial site, provide critical housing near downtown, create jobs, and create spinoff redevelopment opportunities.</i></p>	
DEVELOPER'S EXPERIENCE	
Is there a developer committed to the project? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Developer's Name: <i>Great Lakes Capital</i>	
<p>Provide a brief summary of the developer's business experience, including any other businesses, terms and conditions of their participation in the project, bankruptcies, and civil or criminal enforcement actions related to environmental violations: <i>Based in South Bend, Indiana with additional offices in Ft. Wayne and Indianapolis, Great Lakes Capital is a Real Estate Development and Private Equity Firm that invests in several core property types including Multifamily, Industrial, Mixed-Use, Flex, Office, Medical and Life Science, and Hotels Properties. Multifamily, Industrial, and Mixed-Use properties remain Great Lakes' highest growth segments. Since opening its doors in 2005, Great Lakes has successfully invested in billions of dollars of real estate projects and currently enjoys a development pipeline in excess of \$923 million. Great Lakes' seven principals have nearly 170 years of experience and have closed more than \$7 billion of commercial real estate investment across all property types, geographies, capital structures, and economic cycles.</i></p> <p><input type="checkbox"/> N/A - Project does not have developer</p>	

Brownfield Grant and Loan Project Proposal

DEVELOPER'S PROJECT FINANCING		
Summarize the sources of your total capital investment and the status of the financing.		
<input type="checkbox"/> N/A – Project does not have a developer		
Source of Funding	Estimated Amount	Status of Approval
Equity	\$12,000,000	Secured
Private Financing	\$54,000,000	Underway
Incentives	\$2,000,000	Underway
EGLE Grant / Loan	\$2,000,000	Proposed
TOTAL =	\$70,000,000	
TAX INCREMENT FINANCING (TIF)		
Will the project use Brownfield TIF?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, identify all sources that apply:	<input checked="" type="checkbox"/> EGLE <input checked="" type="checkbox"/> MEDC <input checked="" type="checkbox"/> Local	
PURCHASE AND DEVELOPMENT AGREEMENTS		
Is there a purchase agreement in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Status of purchase agreement:	<i>Executed</i>	
Status of development agreement:	<i>Under Development</i>	
As a requirement of EGLE funding, is the developer willing to enter into a development agreement with the applicant?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Has the project received site plan approval?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: <i>City Planning Commission has provided preliminary site plan and rezoning approval.</i>	
SCHEDULE		
Provide a summary schedule for the completion of the proposed eligible activities:		
<i>Due Care Investigation</i>	<i>Q4 FY 2023</i>	<i>Asbestos Abatement</i>
<i>Excavation</i>	<i>Q2 FY 2024</i>	<i>Demolition</i>
<i>Vapor Mitigation</i>	<i>Q2 FY 2024</i>	<i>Q4 FY 2023</i>
Identify the dates redevelopment is expected to begin and be completed: ,		
Estimated Start Date: <i>June 1, 2023</i>		
Estimated Completion Date: <i>September 30, 2026 (3 year phased project)</i>		

VIII. COMMUNITY OUTCOMES	
Will existing infrastructure be reused?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please describe: Existing water, sewer, road and other infrastructure is adequate to serve the property.	
Is the community in which the project is located disadvantaged, disproportionately burdened by pollution, or facing other significant challenges?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, explain:	
Does the project fit into the community's development plans?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please explain: The former Michigan Maple Block property is specifically identified in the City Master Plan and through the Redevelopment Ready Community program in collaboration with MEDC as a Priority Redevelopment Site.	
COMMUNITY BENEFITS	
Provide a brief summary of how the redevelopment project will result in social or other community benefits, not described elsewhere, including but not limited to; addressing blight, public safety and health concerns, placemaking, urban infill, walkability, incorporation of sustainable and energy efficient development measures, and intentional strategies to support equitable development and assist disadvantaged communities: The redevelopment of the former Michigan Maple Block property will remove a blighted vacant industrial building with up to 200 residential units and complementary commercial space that will transform this portion of the City and stimulating significant spin-off redevelopment. Workforce housing is a critical need in the Petoskey/Emmet County area and a significant portion of the residential units will target individuals and families in the 80 – 120% Average Median Income (AMI). The overall project includes an extension of the Greenway, a non-motorized trail network directly adjacent to the property on the railroad right-of-way and connection with the North Country Trail. The project includes low-impact stormwater design to ensure protection of the Bear River and watershed.	

IX. LOCAL COMMITMENT
LOCAL CONTRIBUTIONS TO THE PROJECT
Describe the local contributions to the project, including but not limited to; other funding sources provided or supported, use of TIF, tax abatements, other grants and incentives, land contribution, reduced purchase price, utility or right-of way work, staff time committed to the project: The redevelopment of the former Michigan Maple Block has been a priority since closure in 2020. The site is identified as a Priority Redevelopment Site under the City's RRC program. The City has committed limited funds under the RRC

program through MEDC to support civil design and a Phase II Environmental Site Assessment. The Emmet County Brownfield Redevelopment Authority has committed Local Brownfield Revolving Funds for a pre-demolition survey for lead and cadmium paint, asbestos and Universal Waste, and a geotechnical investigation. A Brownfield Plan is being proposed for reimbursement of Brownfield Eligible Activities not funded by grants to be approved by the City Council, ECBRA and Emmet County Board of Commissioners. Brownfield Authority An Act 381 Work Plan will be prepared and submitted to EGLE for Environmental Eligible Activities and MSF for Non-Environmental Eligible Activities for costs not funded through grants. Additional incentives, including a potential Neighborhood Enterprise Zone (NEZ) tax abatement, may be considered by the Petoskey City Council.

X. CERTIFICATION

The undersigned, as the representative of the applicant, certifies that the no government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from the grant or loan.

The undersigned, as the representative of the applicant, certifies that the information provided in this application and its attachments is true and complete to the best knowledge and belief of the applicant and the undersigned.

Shane Horn

Typed name of Applicant's Representative

/s/ (For electronic signature: type name here after /s/ and check box below)

Signature

City Manager

Title

Date

☐ I agree to the use of electronic signatures with EGLE

Please submit the proposal electronically to

EGLE-Brownfields@michigan.gov

Please call 517-242-9276 with questions.

#mibrownfields

www.michigan.gov/eglebrownfields

Budget Table and Required Attachments

REQUIRED ATTACHMENTS

Please complete the following checklist and attach the supporting documentation.

#	DESCRIPTION	ATTACHED?	COMMENTS
1	Budget Table	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2	Site Maps: Map(s) showing the location of the project area, site boundaries, existing structures, etc.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
	Map(s) showing the location of known contaminants, recognized environmental concerns [including contaminant boundaries (when known)], and contaminant concentrations.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
	Map(s) showing proposed development in relation to contaminants.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
	Map(s) showing site development plans.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
3	Analytical data summary tables.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
4	Agreements Purchase Agreement	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
	Development Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	Under development
5	Site Photos High quality, publishable digital photos of the site. Please also provide these electronically in jpg format.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
6	Describe other attachments provided:		

BUDGET TABLE									
Provide the project budget in the table below. Change, add, or delete activities as appropriate for the project. Column specific notes provided below table.									
Column Specific Notes:									
EGLE RPF Grant: This funding can only be used for Refined Petroleum Fund related contamination. Talk to your brownfield coordinator to confirm appropriate funding source.									
EGLE 201 Grant: This funding can be used for non-petroleum sites. Talk to your brownfield coordinator to confirm appropriate funding source.									
EGLE Loan: This funding can be used for refined petroleum or non-petroleum sites with redevelopment potential.									
Tax Increment Financing (TIF) tied to EGLE Loan: If TIF is proposed to reimburse the loan, that portion of the TIF will also be reflected in the loan amount.									
Other TIF: Any TIF dollars that will NOT be used to reimburse the EGLE loan, including non-EGLE TIF would be reflected here.									
Local Funds: Any funding the community is contributing to the project.									
Developer Funds: Funds the developer is investing into the project.									
Other: Include other federal, state, private, etc. dollars that are not already reflected.									
TASK (Activity)	TOTAL Expected Cost	Proposed Funding Mechanism							
		EGLE RPF Grant	EGLE 201 Grant	EGLE Loan	TIF tied to EGLE Loan	Other TIF (not tied to EGLE Loan)	Local Funds ECBRA LBRF	Developer Funds (private)	Other Funds MEDC RRC Blight Elimination
Assessment/Investigation									
Site assessment (Phase I/II)	\$ 77,000		\$ 10,000	\$ 40,000		\$ 2,000			\$ 25,000
Baseline environmental assessment (BEA)	\$ 3,000								\$ 3,000
Lead, asbestos, mold, and hazardous material survey	\$ 15,000						\$ 15,000		
Due Care Planning	\$ 5,000			\$ 5,000					
Other assessment activity	\$ -								
Assessment/Investigation Sub-Total	\$ 100,000	\$ -	\$ 10,000	\$ 45,000	\$ -	\$ 2,000	\$ 15,000	\$ -	\$ 28,000
Activities that cannot exceed the total cost of environmentally related activities (50/50 Rule) as defined in Part 196									
Demolition	\$ 1,600,000			\$ 300,000		\$ 300,000			\$ 1,000,000
Abatement	\$ 700,000			\$ 350,000		\$ 350,000			
Disposal of solid waste as defined in Part 115	\$ -								
Removal of contaminated lake and river sediments as defined in Part 196	\$ -								
Other 50/50 rule activities	\$ -								
50/50 Rule Sub-Total	\$ 2,300,000	\$ -	\$ -	\$ 650,000	\$ -	\$ 650,000	\$ -	\$ -	\$ 1,000,000
Due Care									
Transport/disposal of contaminated soils	\$ 308,125		\$ 150,000			\$ 158,125			
Vapor mitigation system	\$ 1,205,820		\$ 490,000	\$ 180,000		\$ 535,820			
Dewatering Effluent Treatment	\$ 64,800					\$ 64,800			
Special Foundations	\$ 1,265,000		\$ 200,000			\$ 1,050,000	\$ 15,000		
Due Care Sub-Total	\$ 2,843,745	\$ -	\$ 840,000	\$ 180,000	\$ -	\$ 1,808,745	\$ 15,000	\$ -	\$ -
Response Activity									
Excavation/transportation/ disposal of contaminated soils									
Demolition that is a response activity									
Other response activity									
Response Activity Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Other									
Removal and closure of USTs Pursuant to Parts 211 and 213									
Dust control related to construction activities									
Industrial cleaning									
Sheeting and shoring necessary for removal of contaminated soil at sites requiring permits under Part 301, 303, or 325									
Contingency (up to 15% of grant/loan)			\$ 119,000	\$ 125,000					
3rd Party Environmental Oversight if approved by EGLE (up to 5% of grant/loan)									
Administration (up to 3% of grant/loan)			\$ 25,500						
EGLE Project Sign (grant/loan requirement)	\$ 500		\$ 500						
Grant Closeout Report (grant/loan requirement)	\$ 5,000		\$ 5,000						
Remaining project costs									
TOTAL	\$ 5,249,245	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ 2,460,745	\$ 30,000	\$ -	\$ 1,028,000

**EGLE Brownfield Grant Calculations
Michigan Maple Block Redevelopment**

Soil Removal vs Vapor Analysis

Footprint + 20%
6 foot depth
30%

	Length	Width	Depth	Total	Slope Factor	1
Building 1,4 (11676 FT2)						
Exterior Footings/Foundations	530	3	6	353.33	353.33	
Interior Footings #	12	5	5	11.11	11.11	
Grade Beams	500	2	2	74.07	74.07	
Two Buildings					877.04	
Buildings 2,6 (8903 FT2)						
Exterior Footings/Foundations	400	3	6	266.67	266.67	
Interior Footings #	8	5	5	7.41	7.41	
Grade Beams	370	2	2	54.81	54.81	
Two Buildings					657.78	
Building 3,7 (6593 FT2)						
Exterior Footings/Foundations	300	3	6	200.00	200.00	
Interior Footings #	6	5	5	5.56	5.56	
Grade Beams	275	2	2	40.74	40.74	
Two Buildings					492.59	
Building 5,8 (2800 & 7562 FT2)						
Exterior Footings/Foundations	470	3	6	313.33	313.33	
Interior Footings #	10	5	5	9.26	9.26	
Grade Beams	450	2	2	66.67	66.67	
Combination of Two Buildings					389.26	

#Interior Footings are number, FT2 and depth

Cubic Yards	438.52	2416.67
Conversion		1.5
Tons		3625.00
\$/Ton		<u>\$85.00</u>
Total		\$308,125.00

Building FT2 (4)	11676
Inclusion Factor	20%
Total Exc FT2	14011.2
Depth	6
Cubic Yards	3113.6
Building FT2	23352
Inclusion Factor	20%
Total Exc FT2	28022.4
Depth	6
Cubic Yards	6227.2

9340.80	42855 ft2		
150	150	300	45000
14011.20	30000		
<u>\$85.00</u>	150	225	33750
\$1,190,952.00			

Linear

Dewatering

GPM	GPD	Days	\$/Gallon	Total
225	324,000	20	\$0.01	\$64,800

Vapor

Bldgs

Building 2,3,7 (11671 FT2)	3	11671	35,013 FT2
Buildings 1,4,6 (11671 FT2)	3	11671	35,013
Building 5 (2800 FT2)		2800	2800
Building 8 (7562 FT2)		7562	7562
TOTAL		80,388	35,013
		<u>\$15.00</u>	<u>\$15.00</u>
		\$1,205,820	\$525,195

Limited Vapor (Bldgs 2,3,7)

35,013

Special Foundations

Standard Foundation Cost (includes Slab on Grade)	\$ (500,000)
Premium Foundation Cost (includes Slab on Grade)	\$ 1,250,000
H-Piles Cost	\$ 500,000
Difference	\$1,250,000.00

Total \$2,828,745.00



**Michigan Maple Block Redevelopment
Great Lakes Capital
EGLE Brownfield Grant Proposal**



Date: March 2023



Michigan Maple Block Redevelopment
Great Lakes Capital
EGLE Brownfield Grant Proposal



City of Petoskey

Figure 3: Current Site Conditions

Source: / Mansfield Associates

Date: March 2023

Building	Footprint
#1	11,676 FT ²
#2	8,903 FT ²
#3	6,593 FT ²
#4	11,676 FT ²
#5	2,800 FT ²
#6	8,903 FT ²
#7	6,593 FT ²
#8	7,562 FT ²

NOTES:

1. PROPOSED 8 STORY BUILDING
GROUND/FLOOR PARKING GARAGE
3 FLOORS OF APARTMENT UNITS
2. PROPOSED MAINTENANCE BUILDING
3. PROPOSED RESIDENT USE BUILDING (PARKING)
4. PROPOSED PRIVATE RESIDENT USE PARK
5. PROPOSED COMMERCIAL USE BUILDING

NOTES:
1. PROPOSED 8 STORY BUILDING
GROUND/FLOOR PARKING GARAGE
3 FLOORS OF APARTMENT UNITS
2. PROPOSED MAINTENANCE BUILDING
3. PROPOSED RESIDENT USE BUILDING (PARKING)
4. PROPOSED PRIVATE RESIDENT USE PARK
5. PROPOSED COMMERCIAL USE BUILDING

Great Lakes Capital
Proposed Mixed Use Development
SITE PLAN
Section 7, Town 34 North, Range 5 West
City of Petoskey, Emmet County, Michigan

NO.	DATE	BY	REVISION
1	03/20/23	MM	Initial Design
2	03/20/23	MM	Revised Design
3	03/20/23	MM	Revised Design
4	03/20/23	MM	Revised Design
5	03/20/23	MM	Revised Design
6	03/20/23	MM	Revised Design
7	03/20/23	MM	Revised Design
8	03/20/23	MM	Revised Design
9	03/20/23	MM	Revised Design
10	03/20/23	MM	Revised Design

Mansfield
Land Use Consultants

630 Conger Drive, Ste. 201
P.O. Box 485
Traverse City, MI 49782
Phone: 231.946.0511
www.mansfield.com
info@mansfield.com

Michigan Maple Block Redevelopment
Great Lakes Capital
EGLE Brownfield Grant Proposal



City of Petoskey

Figure 4: Preliminary Conceptual Site Plan

Source: Mansfield Associates

Date: March 2023



<p>Michigan Maple Block Redevelopment Great Lakes Capital EGLE Brownfield Grant Proposal</p>	Figure 6: Site Photos
	Source: Otwell Mawby
	Date: March 2023



City of Petoskey



BOARD: City Council

MEETING DATE: March 20, 2023 **DATE PREPARED:** March 16, 2023

AGENDA SUBJECT: City Park Grill - CDBG Rental Rehabilitation Program Grant

RECOMMENDATION: Discussion and possible action

Summary. City staff has been working with the ownership group of City Park Grill in preparing documents for the \$531,790.00 CDBG Grant award. These funds will be utilized to assist in the creation of five (5) new second floor residential units above City Park Grill at 432 Lake Street and would include any third party administration costs.

Background. The Budget for this project was anticipated at \$925,119 with \$531,790 from CDBG and \$393,329 from private sources. There was one bid received by JR Construction Building and Design of Petoskey on February 28, 2023 at \$1,154,679.00. The City is the applicant and will facilitate the project by receiving grant funds and paying contractor and project expenses.

The ownership group desires to discuss any potential City assistance in helping move this project forward to accomplish adding 5 new affordable/workforce housing units in Downtown.

We have a deadline to submit all pertinent MEDC documents by Friday March 24, 2023 ahead of the close of our current Letter of Intent which expires on March 31, 2023.

The owners will be available via Zoom to join the discussion and we will explore potential opportunities to further assist this project in moving forward.



WHEREAS, the City of Petoskey wishes to encourage the upgrading of downtown residential units and housing conditions in an effort to increase the inventory of available workforce housing; and

WHEREAS, the City of Petoskey on behalf of the Wine Guys Holding, LLC has submitted a CDBG Grant application for Rental Rehabilitation for City Park Apartments at 432 Lake Street; and

WHEREAS, this project would create three one-bedroom apartments and two studio apartments in the second story of the City Park Grill; and

WHEREAS, all five apartments would be appropriately priced for out year-round workforce with three units renting at rates affordable to those making up to 80% AMI and the remaining two units intended to be affordable to those making no more than 120% AMI; and

WHEREAS, the CDBG Rental Rehabilitation Grant is \$531,790 with \$393,329 private for a total estimated project cost of \$925,119; and

WHEREAS, one bid received by JR Construction Building and Design of Petoskey on February 28, 2023 at \$1,154,679.00. The City is the applicant and will facilitate the project by receiving grant funds and paying contractor and project expenses.

WHEREAS, the ownership group desires to discuss any potential City assistance in helping move this project forward to accomplish adding 5 new affordable/workforce housing units in Downtown.

NOW THEREFORE BE IT RESOLVED, that the City of Petoskey City Council after discussing the project and details with City staff and the ownership group proposes the following:

BID FOR LUMP SUM CONTRACT

STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: J.R. Construction Building & Design LLC
- B. Project Name: 432 EAST LAKE ST. City Park Apartments
- C. Project Location: 432 EAST LAKE ST.
- D. Owner: THE WINE GUYS
- E. Architect: FAH ARCHITECTS
- F. Architect Project Number City Park Grill Apartments

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by FAH Architecture and Architect's Consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

ONE MILLION ONE HUNDRED FIFTY FOUR THOUSAND Dollars (\$ 1,154,679.00).
SIX HUNDRED SEVENTY NINE

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within ten (10) days after a written Notice of Award, if offered within sixty (60) days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above.
- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

- A. Within forty-eight (48) hours of notification all low bidders shall submit to the Architect a complete list of subcontractors, suppliers, and manufacturers furnishing and/or installing materials and products (including those who are to furnish materials or equipment fabricated to a special design) specified on this project. The list shall be complete with name of subcontractor or supplier, contact name, addresses, city, state, zip code, telephone, and email address. List of subcontractors is subject to Architect's and Owner's review and acceptance.

1.5 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by the City of Petoskey, and shall complete the Work within ~~365~~⁵⁴⁵ calendar days.

1.6 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated 2-21-23.
2. Addendum No. 2, dated _____.
3. Addendum No. 3, dated _____.

1.7 BID SUPPLEMENTS

- A. The following supplements are a part of this Bid Form and are attached hereto.

1.8 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Petoskey, Michigan, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.9 SUBMISSION OF BID

- A. Respectfully submitted this 28th day of February, 2023
- B. Submitted By: JR Construction Building + Design LLC (Name of bidding firm or corporation).
- C. Authorized Signature: [Handwritten Signature] (Handwritten signature).
- D. Signed By: John R. Plickath (Type or print name).
- E. Title: OWNER (Owner/Partner/President/Vice President).
- F. Witnessed By: Lyle Andrew Peck (Handwritten signature).
- G. Attest: _____ (Handwritten signature).
- H. By: Lyle Andrew Peck (Type or print name).
- I. Title: Attorney Corporate Secretary or Assistant Secretary).
- J. Street Address: 1452 Bay View Heights
- K. City, State, Zip: Petoskey, MI 49770
- L. Phone: 231-838-0361
- M. License No.: 2101126753
- N. Federal ID No.: 95-2994453 (Affix Corporate Seal Here).



Construction Building & Design

Address: 432 East Lake Street Rental Rehabilitation

Bid Amount

General Requirements

SITE SERVICES (dumpsters, utilities, etc) INCLUDES ARCHITECT, sewer, etc	\$	125,229.00
--------------------------------------------------------------------------	----	------------

BUILDING CONCRETE

CONCRETE	\$	3,000.00
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METALS

LINTEL - SIDING	\$	15,000.00
WINDOW FLASHING - SIDING	\$	15,000.00

ROUGH CARPENTRY

FRAMING	\$	54,000.00
OPTION INC - FRAME OUT EXT WALLS	\$	11,000.00
OSB SHEATHING	\$	4,000.00
DEMO	\$	14,000.00
DISPOSAL	\$	4,000.00

FINISH CARPENTRY

UNIT TRIM	\$	33,000.00
COMMON TRIM	\$	2,000.00
TRIM & DOORS	\$	20,200.00

INSULATION

SUBCONTRACT	\$	40,250.00
WINDOW FOAM	\$	5,000.00

ROOFING

PATCHING AT NEW PENETRATION	\$	5,000.00
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CAULKING (EXTERIOR) SEALANTS

WINDOWS	\$	500.00
EXTERIOR DOORS	\$	500.00
INTERIOR DOORS	\$	1,000.00
TRIM & MISC	\$	1,000.00
SOUND CAULKING	\$	1,000.00

DOORS/HARDWARE

INTERIOR DOORS	\$	10,000.00
INTERIOR DOOR HARDWARE	\$	900.00
EXTERIOR DOORS	\$	20,000.00

EXTERIOR DOOR HARDWARE	\$	2,000.00
WINDOWS		
WINDOWS	\$	11,200.00
GLASS		
DOOR LITES		
SHOWER DOORS	\$	5,000.00
DRYWALL		
DRYWALL INCL SOUND BOARD	\$	55,000.00
OPTION INCL- DRYWALL ON EXTERIOR WALLS	\$	12,000.00
CERAMIC TILE/QUARRY TILE		
KITCHEN BACKSPLASH	\$	5,000.00
RESILIENT FLOORING		
SUB CONTRACT	\$	22,000.00
PAINT/DECORATING		
INTERIOR PAINT	\$	24,000.00
SPECIALTIES		
MIRRORS, BATH HARDWARE & VANITY LIGHTS	\$	3,000.00
BLINDS	\$	2,500.00
FIRE EXTINGUISHERS	\$	200.00
APPLIANCES		
APPLIANCE	\$	16,000.00
CABINETS		
CABINETS & VANITIES	\$	25,000.00
COUNTERTOPS	\$	10,000.00
VANITIES & LAV TOPS	\$	8,000.00
SPECIAL CONSTRUCTION		
ASBESTOS ABATEMENT (MUST BE LICENSED)	\$	4,500.00
LEAD ABATEMENT (MUST BE LICENCED)	\$	3,000.00
PLUMBING/DOMESTIC HOT WATER		
SUBCONTRACT	\$	86,100.00
SHOWER FIBERGLASS WALL PANELS	\$	4,000.00
MATERIAL INCREASES		
FIRE PROTECTION		

SUBCONTRACT	\$	65,000.00
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HVAC		
SUBCONTRACT	\$	58,100.00
MATERIAL INCREASES		

ELECTRICAL		
SUBCONTRACT	\$	78,000.00
SPECIALTY FIXTURE ALLOWANCE	\$	1,300.00
WIRE INCREASES		

OTHER		
DISPOSAL	\$	1,000.00
PERMITS	\$	5,200.00
TOTAL CONSTRUCTION COSTS	\$	767,450.00

GENERAL REQUIREMENTS	\$	125,229.00
TOTAL WITH GR	\$	892,679.00
OVERHEAD	\$	50,000.00
PROFIT	\$	96,000.00
TOTAL WITH P&O	\$	1,038,679.00
CONTINGENCY	\$	100,000.00
BONDS	\$	16,000.00
TOTAL PROJECT COST	\$	1,154,679.00

PRINCIPALS

John Plichta 8450 Channel Road Petoskey, MI 49770 231.838.8450

Daniel Plichta 1452 BayView Heights Petoskey, MI 49770 231.838.0361

FIRM

Name: JR Construction Building & Design LLC

FEIN: 95-2994453

Address: 1452 BayView Heights Petoskey, MI 49770 231.838.0361

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

CERTIFICATION OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY

INSTRUCTIONS

This certification is required pursuant to Executive Order 11246 (30 F.R. 12319-25). The implementing rules and regulations provide that any bidder or prospective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven (7) days after bid opening. No contract shall be awarded unless such report is submitted.

CERTIFICATION BY BIDDER

JOHN R. PLICHTA

J. R. Construction L.L.C. 8450 CHAMBERLAIN BLVD, MT. 49770
NAME AND ADDRESS OF BIDDER (Include ZIP Code)

1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause.
☐ Yes ☒ No
2. Compliance reports were required to be filed in connection with such contract or subcontract.
☐ Yes ☒ No
3. Bidder has filed all compliance reports due under applicable instructions.
☐ Yes ☒ No ☐ None Required
4. Have you ever been or are you being considered for sanction due to violation of Executive Order 11246, as amended?
☐ Yes ☒ No

JOHN R. PLICHTA

[Signature] NAME AND TITLE OF SIGNER (Please type)
SIGNATURE 2/28/73 DATE

Replaces Form HUD-1238.CD-1, which is obsolete.

HUD-950.1(11-78)

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of MICHIGAN)

County of EMMET) ss.

John R. Plichta, being first duly sworn, deposes and says that:

1. He is owner of J.R. Construction the Bidder that has submitted the attached Bid;
2. He is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Petoskey or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed)

J.R. Plichta
John R. Plichta, OWNER
(Name & Title)

Subscribed and sworn to before me
this 26 day of FEBRUARY 2023

Lyle Andrew Pearl
Lyle Andrew Pearl
(Notary Public)

My commission expires 01-20-2026

Certification of Bidder Regarding Section 3 Business and MBE/WBE/DBE Participation

GRANTEE NAME JR Construction Building & Design LLC

PROJECT NAME 432 East Lake Street Rental Rehabilitation

SECTION 3 OF THE HOUSING AND URBAN DEVELOPMENT ACT OF 1968

As a condition of receiving Federal funds, the City of Petoskey is required to comply with Section 3 of the Housing and Urban Development (HUD) Act of 1968 (Section 3), which provides that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations, be directed to low- and very low-income persons. In accordance with HUD regulations (24 CFR Part 135), Section 3 requirements pass down to construction contractors and subcontractors funded with HUD funds.

BUSINESS ENTERPRISE FOR MINORITIES, FEMALES, AND PERSONS WITH DISABILITIES ACT (30 ILCS 575/1)

It is the goal of the State of Michigan that not less than 20% of the total dollar amount of State-funded contracts shall be established as a goal to be awarded to businesses owned by minorities, females, and persons with disabilities. As a condition of receiving funds through the State, the (Grantee Name) shall, to the maximum extent feasible, ensure that contracts and subcontracts issued pursuant thereto are awarded to businesses owned by minorities, females, and persons with disabilities.

BIDDER CERTIFICATION

In order to assist the (Grantee Name) in complying with the requirements set forth above, (Bidder/Contractor) hereby certifies that it will take all necessary affirmative steps to assure that, to the maximum extent feasible:

- Businesses owned by minorities, females, and persons with disabilities and Section 3 business concerns are contacted/solicited concerning potential subcontracting opportunities associated with the project; and
- Subcontracting opportunities generated by the project are awarded to businesses owned by minorities, females, and persons with disabilities and Section 3 business concerns.

In addition, (Bidder/Contractor) agrees to document all actions taken to comply with the requirements listed above, the results of actions taken, and any impediments encountered.

I declare and affirm under penalty of law that the statements made herein are true and accurate to the best of my knowledge. I understand that falsifying information and incomplete statements will disqualify certification status.

Signature of Business Owner or Authorized Representative: JR. Pickett

Date: 2/28/23

Attested by: Kyle Andrew Peck

Date: 2/28/2023



Construction
Building & Design

1452 BayView Heights
Petoskey, MI 49770
(231) 838-0361
julieplichta@me.com
www.petoskeybuilder.com

ADDENDUM NO 1 DATED FEBRUARY 21, 2023

Per the meeting on February 21st between John Plichta (JR Construction Building & Design LLC) and Shane Horn (Petoskey City Manager), the following two addenda apply to the contract:

1. Page 33 – Item 120B (the the contractor shall **NOT** provide sufficient competent watchmen, both day and night, including Saturdays, Sundays, and holidays, from the time the work is commenced until final completion and attendance).
2. Page 8 - Item 1.5A (Time of Completion; contract currently listed as 365 calendar days; JR Construction would request **545** calendar days).

1. IDENTIFICATION OF UGLG

1a. PROJECT TITLE: City Park Apartments


1b. UGLG CONTACT INFORMATION		1c. FUNDING SOURCES	
Unit of General Local Government	City of Petoskey	CDBG Grant	\$ 531,790.00
		UGLG	\$ 0.00
Highest Elected Chief Official	Name: John Murphy Title: Mayor Ph. 231-347-2500 Email jmurphy@petoskey.us	Private	\$ 393,329.00
			\$
			\$
			\$
Street/PO Box	101 East Lake Street	TOTAL	\$ 925,119.00
City	Petoskey	91d. UGLG INFORMATION	
State/Zip	Michigan 49770	UGLG UEI (SAM) # https://sam.gov/content/home	
County	Emmet	UGLG Federal ID # 38-6004583	
UGLG Project Contact (PC)	Name: Shane Horn Title: City Manager Ph. 231-347-2500 Email shorn@petoskey.us	UGLG Fiscal Year	
		January 1 to December 31 (month start and end)	

1e. REPRESENTATIVE INFORMATION

State Government Representation	Federal Government Representation
Senator Name: Wayne Schmidt	Representative Name: Jack Bergman
Representative Name: John Damoose	Congressional District: 1
Senate District: 37 House District: 107	


1f. INITIAL APPLICATION SUBMISSION: AUTHORIZED UGLG SIGNATURE

The **UGLG** agrees to adhere to HUD, CDBG and MEDC rules, regulations, and the Grant Administration Manual (GAM) policies, procedures, and reporting requirements. In agreeing to this, the UGLG will ensure that all entities involved in completing the proposed project will also adhere to rules and regulations during grant administration.

Signature			
Name and Title of Authorized Signer	John Murphy, Mayor	Date	11/14/2022

1g. FINAL APPLICATION SUBMISSION: AUTHORIZED UGLG SIGNATURE

The **UGLG** certifies that information contained in the application and associated attachments are complete and accurate, that all activities intended to be completed have been identified within the application, and the budget reflects final costs of all project activities identified via a completed bid process or via construction contracts that have been reviewed and are ready to execute.

Signature			
Name and Title of Authorized Signer	John Murphy, Mayor	Date	11/14/2022

2. NATIONAL OBJECTIVE ELIGIBILITY

The project must meet a National Objective. Please check the category (only one) that applies to the project:

- | | |
|--------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Benefit Persons of Low and Moderate Income | <input type="checkbox"/> Prevention or Elimination of Slums or Blight |
| <input type="checkbox"/> LMI Area Benefit | <input type="checkbox"/> Area Benefit |
| <input type="checkbox"/> LMI Job Creation | <input type="checkbox"/> Spot Blight |
| <input checked="" type="checkbox"/> LMI Housing | |
| <input type="checkbox"/> Limited Clientele | |

3. PROJECT DESCRIPTION

- 3a. Provide a project description and include the following:
- Describe the location of the project.
 - What is the purpose and need? What is being done and why is it necessary?
 - Who are the project beneficiaries? Why is this project being proposed and who benefits from the results?
 - Provide complete details about the project and what will be done.
 - Describe all funding sources being used for this project.
 - Describe all development partners involved in this project.
 - Describe the maintenance related to project improvements funded, in whole or in part, by CDBG and how they will be funded.
- (i)
- The project property is a two-story brick building located at 432 Lake Street, across from the Emmet County Building and adjacent to the Central Business District of Historic Downtown Petoskey. The building sits on the Eastern edge of Pennsylvania Park on the South side of the street at the midpoint between Howard Street to the West and Division Street to the East. Built in 1869, 432 Lake Street is home to the landmark City Park Grill, a popular local restaurant known to be a favorite of Ernest Hemingway during his years in Northern Michigan. The building is owned by Wine Guys Holdings, LLC, who also own the City Park Grill, among other restaurants in Petoskey. For years, the space above City Park Grill was used for offices, but is now vacant. The building itself has been well cared-for and kept in good repair. Given their long-term interest in the economic health of the area, the property owners are asking the City of Petoskey to submit this application to the Rental Rehabilitation Program to help fund the transition of their vacant second story office space into five small apartments for long-term rental, targeting low- to moderate income workers in the area.
- (ii)
- Transitioning unused office space to small apartments above businesses downtown is one way that Petoskey can increase its inventory of workforce housing and its vibrancy as a livable, walkable community, as stated in their Master Plan. As the demand for affordable housing has increased to a crisis point in Emmet County, business owners like Wine Guys, are facing shrinking staff due to lack of and loss of housing. Many local workers who have previously lived in long-term rentals have been forced out due to property owners selling or flipping to short term rentals. Because Petoskey is a tourist-driven economy, rental models like AirBNB and VRBO have grown exponentially in the area, allowing residential property owners to function like a hotel, dramatically increasing their earning potential in comparison to a long-term lease. Other factors like COVID policies transitioning vast numbers of professionals from a workplace to working from home, better regional access to high-speed internet, even nationwide climate disasters, have led to a flood of early retirees, previously seasonal residents remaining year-round and many others of the highest financial means relocating to Northern Michigan. This shifting population demographic has increased property values and rents to unattainable levels, effectively replacing those providing goods and services in our area homes, with those in demand of them.
- A 2021 Housing Analysis for Emmet County (conducted by Beckett and Raeder, with support from Housing North) estimated that 2,288 new dwelling units would be needed in the County by 2024, 80% of which should be long-term rental. At this time, nearly 40% of households are single person, while only 15.6% of rental units are studio or one-bedroom. This lack of appropriately sized units contributes

to more than a third of our local residents being cost burdened in housing. Currently, there are no immediately available long-term rental units in the Petoskey area; the estimated waiting list is 6 months to more than 1 year. The lack of long-term rental housing has brought the area's economic growth to a standstill and even threatens the viability of our long-standing, local, seasonal and year-round businesses. The loss of rental housing has meant a dramatic reduction in business hours for local restaurants, services and retail stores. Employers are unable to hire talent from outside the local population, making it nearly impossible to replace anyone who leaves or retires. The Petoskey Area Chamber of Commerce has put it bluntly: "Petoskey as we know it today will not exist in five to ten years if we do not find a way to retain our workforce. Our entire economy is based on workers who cannot afford to live here."

According to Bowen National Research (see attached memorandum), studio and one-bedroom dwelling units, offered as long-term rentals (6 months to 1 year), are the most acutely needed housing in Petoskey. Combining Petoskey's need for seasonal workers (from May to October) and the increasing cost of fuel, automobiles and general cost of living, a small apartment near work, groceries and services is the ideal home for many of our community members. Petoskey's Master Plan states as one of their Redevelopment and Infill Development Goals, "Housing types for a wide range of residents, including young adults, families, and retirees."

Unfortunately, workforce, talent and financial pressures are also affecting the local tradespeople and forcing them to take on fewer and only the most lucrative jobs. A quick survey of area building companies indicates new building prices of \$400-\$1,000/sqft, with scheduling out well over a year. This makes building small, affordable infill projects impossible. Without significant grant funding, no dwelling units could be built in or near downtown Petoskey, or truthfully, within miles of where they are needed.

(iii)

Beneficiaries of this project are primarily the low-to moderate income residents of the new dwelling units. Three of the five units will be priced to be affordable for individuals making no more than 80% of the Area Median Income for at least 5 years. The project will also immediately impact the employers of those individuals, and the businesses within walking distance. These new dwelling units will affect the viability of the year-round community and the vitality of downtown Petoskey. Funding this project will also provide much-needed momentum toward more public/private partnership. It will help the larger community understand housing as an investment for guided growth rather than sprawl and provide an economic benefit for everyone. Our hope with this first Rental Rehabilitation Project is to inspire the residents and business owners to look up as they walk around Petoskey and imagine how many more homes could be created right downtown.

(iv)

The CDBG Rental Rehabilitation Program is a perfect fit for this project because it creates five small apartments within the original walls of the building. It does not require disturbance or relocation to any resident or non-resident user of the space. It is in a building which has been a fixture of downtown Petoskey for generations, in partnership with established business owners who are well-respected community members with a proven track record of community investment. Compliance of rental limits for <80% AMI on three of the units is directly in line with Wine Guys' motivation to create the dwelling spaces and offer them to not only their own restaurant employees but those of other local businesses.

The 2921 sqft of vacant finished and unfinished interior of the second story of 432 Lake Street will be deconstructed and reconfigured to accommodate three one-bedroom/ one-bathroom units (515sqft, 440sqft, 400sqft) and two studio apartments with private bathrooms (250sqft, 245sqft). Each one-bedroom unit includes laundry appliances and the two studio units will share one laundry facility in the mechanical room (between them). All apartments are accessed by an interior hallway with interior stairways at the front and back of the building, both separate from any business entries. If this winter is used for evaluation and studies, construction can begin in the Spring of 2023, with all units occupied by the Spring of 2025.

The small apartment size and level of efficiency, maximizes possible renters across the income spectrum, workforce and lifespan. All five apartments will be appropriately priced for a large portion of our year-round workforce with three units renting at rates affordable to those making up to 80% AMI and the remaining two units intended be affordable to those making no more than 120% AMI.

	<p>(v) The portion of the project not funded through CDBG Rental Rehabilitation Program will be funded privately by Wine Guys Holdings, LLC with Alden State Bank (Bellaire, MI) providing the construction loan. See attached conditional commitment.</p> <p>(vi) Developers for this project will be limited to the owners of Wine Guys Holdings, LLC; Richard Dinon, Laura Dinon, Robert Keedy and Mary Keedy.</p> <p>(vii) Maintenance and regular updating, (including but not limited to paint, flooring, and appliances) of the dwelling units and public spaces will be financed and managed by Wine Guys Holdings, LLC.</p>
3b.	<p>Check all that apply as it pertains to the Historic Status of the property(s) involved:</p> <p><input type="checkbox"/> Listed in the National Register of Historic Properties</p> <p><input type="checkbox"/> Potentially eligible to be listed in the National Register of Historic Properties</p> <p><input type="checkbox"/> Listed in a state or local inventory of historic places</p> <p><input checked="" type="checkbox"/> Designated as a state or local landmark or historic district</p> <p><input type="checkbox"/> None of the above</p> <p><input type="checkbox"/> Not applicable</p>
3c.	<p>What is the age of the benefitting building/property?</p> <p>150 years old, built circa 1869</p>
3d.	<p>Provide the address(es) of the benefited property(s)/building(s)/businesses. Indicate whether commercial and/or residential:</p> <p>432 Lake Street, Petoskey MI 49770 Commercial</p>
3e.	<p>What is the total square footage impacted by this project?</p> <p>2921 square feet</p>
3f.	<p>Provide the name(s) of the private property/building owner(s) seeking to participate as a sub-recipient of funds. Include <u>all individuals</u> that have ownership of the property/building(s).</p> <p>Richard and Laura Dinon, Robert and Mary Keedy</p>
3g.	<p>Provide the DUNS number of the private business owners, along with their respective owner's names listed above, if applicable. *A DUNS number is not required for Rental Rehabilitation Projects.</p>

4. COMPLIANCE SCREENING

4a.	<p>Will jobs be relocated from another City or State as a result of this project?</p> <p>If Yes, explain:</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA</p>
4b.	<p>Will the project result in the demolition or conversion of residential dwelling units, both occupied and vacant?</p> <p>If Yes, explain:</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA</p>
4c.	<p>Will the project result in special fees (i.e., tap in / hookup fees, special assessments)?</p> <p>If Yes, explain:</p> <p>All anticipated fees have been included in the cost estimate.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA</p>
4d.	<p>Are there any local, state and federal permits required for implementation of the proposed project?</p> <p>If Yes, will permit requests delay the proposed project or influence the timeline?</p> <p>No</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA</p>

4e.	Are there acquisitions, leases, easements, or property option/purchase agreements necessary to complete the project activities?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
4f.	Are there current or incoming residential or commercial tenants? If Yes, provide the number of tenants and whether they are residential, commercial or both:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
4g.	Will there be any temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants to complete the project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA

5. PROJECT TIMELINE

Provide the Start and End dates for activities associated with completing the project

ACTIVITIES	START DATE (mm/yr)	END DATE (mm/yr)
Acquisition	N/A	N/A
Engineering	07/2022	12/2022
3 rd Party Environmental Review	12/2022	02/2023
Bidding/Contractor Selection	01/2023	03/2023
Construction	04/2023	04/2025

6. PROJECT BUDGET

ACTIVITY COSTS	CDBG	LOCAL	PRIVATE			TOTAL
Planning	\$00	\$00	\$00	\$	\$	\$00
Acquisition	\$00	\$00	\$00	\$	\$	\$00
Engineering	\$00	\$00	\$3,500	\$	\$	\$3,500
3 rd Party Environmental	\$00	\$000	\$00	\$	\$	\$00
Demolition	\$00	\$00	\$14,000	\$	\$	\$14,000
Construction (includes contingency and bonding)	\$500,000	\$00	\$393,829	\$	\$	\$893,829
Lead/Asbestos testing	\$1790	\$	\$	\$	\$	\$1790
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
GRAND TOTAL	\$501,790	\$00	\$411,329	\$	\$	\$913,119

Are there other funding sources available to contribute to the proposed project? Provide inquiries made and the responses provided by associated funding sources.

The Petoskey Harbor Springs Area Community Foundation has a Housing Solutions Fund that would normally be a contributing funding source for a project like this, but Mr. Keedy sits on the Board of Directors for the Foundation, so is not able to apply for any grant or loan from the organization.

Is Program Income available to help fund the proposed project? Note program income funds cannot count towards project match.

No

7. UGLG CAPACITY AND CONFLICT OF INTEREST

Who will provide the administrative capacity for the proposed grant? <input type="checkbox"/> UGLG Staff <input checked="" type="checkbox"/> MEDC Certified Grant Administrator <input type="checkbox"/> Third Party Administrator/Consultant/EDO/EDC	
Has the UGLG received CDBG grants or loans in the past 5 years and/or have any open CDBG grants or loans, including grants or loans provided by MSF, MEDC and MSHDA? If Yes, please identify the associated projects and describe all, if any, findings or areas of concern regarding those projects:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
Does the UGLG have any outstanding CDBG grants or loans that have not been drawn down? If Yes, describe:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
Will local officials and staff be a party to any contract involving the procurement of goods and services assisted with CDBG funds? If Yes, describe:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
Will any person who is an employee, agent, consultant, officer, elected or appointed official of the UGLG obtain a financial interest or benefit from a CDBG assisted activity or have an interest in any contract, subcontract or agreement with respect thereto, or in the proceeds hereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter? If Yes, describe:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA

8. Supporting Documentation		
Exhibit I	Project Location Map	Attached <input checked="" type="checkbox"/>
Exhibit II	Preliminary Architectural/Engineering Drawings	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Exhibit III	Independent 3 rd Party Cost Estimate	Attached <input checked="" type="checkbox"/>
Exhibit IV	Financial Commitment Letter(s)	Attached <input checked="" type="checkbox"/>
Exhibit V	Blight Letter or Area Blight Resolution (Sample Form 2-B)	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Exhibit VI	Lead-Based Paint Applicability and Compliance Worksheet (Form 5-S)	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Exhibit VII	Asbestos Applicability and Compliance Worksheet (Form 5-V)	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Exhibit VIII	Historic Property Proof of Eligibility	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Exhibit IX	Appraisal for CDBG-funded Acquisitions; or Waiver Valuation (Form 6-D)	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Exhibit X	Limited Denial of Participation, HUD Funding Disqualifications and Voluntary Abstentions	Attached <input checked="" type="checkbox"/>
Exhibit XI	System Award Management (SAM) Certification	Attached <input checked="" type="checkbox"/>
Exhibit XII	General Information Notice (GIN)	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Job Creation Exhibit	Job Creation Summary <ul style="list-style-type: none"> ▪ Job Creation Assurance ▪ Machinery and Equipment (M&E) List, if applicable 	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Rental Rehabilitation Exhibits	1. Rental Rehabilitation Workbook 2. Housing Quality Standards 3. Substandard Unit Verification, for existing units only	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Façades Exhibit	Façade Budget <ul style="list-style-type: none"> ▪ Façade Building Owner and Activity Identification 	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<p>Please attach all supporting documents in the order they are requested. If submitting electronically, label each supporting document appropriately.</p> <p>This list is not all inclusive. Additional compliance documentation will be sought post-application.</p>		