



CITY COUNCIL

November 19, 2018

1. Call to Order - 7:00 P.M. - City Hall Council Chambers
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Public Hearing
 - (a) Receipt of comments concerning a proposed special-assessment roll that would spread costs of downtown-area programs and services during 2019, as requested by the Downtown Management Board
 - (b) Receipt of comments concerning the City's proposed 2019 Annual Budget and the property-tax-millage rates and appropriations as recommended for the 2019 fiscal year
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) November 5, 2018 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since November 5, 2018
6. Miscellaneous Public Comments
7. City Manager Updates
8. Old Business
 - (a) Adoption of a proposed resolution that would confirm the proposed special-assessment roll
 - (b) Further discussion and possible adoption of the City's proposed 2019 Annual Budget
9. New Business – Discussion and review of the proposed predevelopment technical assistance work scope for the Darling Lot
10. City Council Comments
11. Adjournment



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: November 19, 2018 **PREPARED:** November 15, 2018

AGENDA SUBJECT: Consent Agenda Resolution

RECOMMENDATION: That the City Council approve this proposed resolution

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

- (1) Draft minutes of the November 5, 2018 regular session City Council meetings; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since November 5, 2018 for contract and vendor claims at \$484,033.33, intergovernmental claims at \$0, and the November 15 payroll at \$188,693.92 for a total of \$672,727.25.

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Enclosures

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
11/18	11/01/2018	82249	Kevin's Electric	582-592-802.000	421.00- V
11/18	11/07/2018	82410	5H Irrigation & Maintenance	101-770-802.000	3,465.00
11/18	11/07/2018	82410	5H Irrigation & Maintenance	592-537-802.000	222.06
11/18	11/07/2018	82411	Alliance Entertainment	271-790-761.100	66.50
11/18	11/07/2018	82411	Alliance Entertainment	271-790-761.000	151.86
11/18	11/07/2018	82411	Alliance Entertainment	271-790-761.100	36.46
11/18	11/07/2018	82412	AMERIGAS	661-598-931.000	25.46
11/18	11/07/2018	82413	AT&T	101-172-850.000	360.16
11/18	11/07/2018	82413	AT&T	101-201-850.000	192.09
11/18	11/07/2018	82413	AT&T	101-208-850.000	120.05
11/18	11/07/2018	82413	AT&T	101-257-850.000	120.05
11/18	11/07/2018	82413	AT&T	101-215-850.000	96.04
11/18	11/07/2018	82413	AT&T	101-345-850.000	264.14
11/18	11/07/2018	82413	AT&T	101-400-850.000	120.05
11/18	11/07/2018	82413	AT&T	101-756-850.000	144.06
11/18	11/07/2018	82413	AT&T	101-441-850.000	216.10
11/18	11/07/2018	82413	AT&T	204-481-850.000	72.03
11/18	11/07/2018	82413	AT&T	204-481-850.000	72.03
11/18	11/07/2018	82413	AT&T	582-588-850.000	240.11
11/18	11/07/2018	82413	AT&T	582-593-850.000	96.04
11/18	11/07/2018	82413	AT&T	592-549-850.000	144.06
11/18	11/07/2018	82413	AT&T	592-560-850.000	144.06
11/18	11/07/2018	82413	AT&T	592-560-850.000	153.38
11/18	11/07/2018	82413	AT&T	592-560-850.000	138.52
11/18	11/07/2018	82413	AT&T	592-558-920.000	156.90
11/18	11/07/2018	82413	AT&T	592-538-850.000	153.38
11/18	11/07/2018	82413	AT&T	592-538-850.000	153.38
11/18	11/07/2018	82414	BALLARD'S PLUMBING & HEATING	582-593-930.000	339.80
11/18	11/07/2018	82414	BALLARD'S PLUMBING & HEATING	592-020-342.000	27,961.50
11/18	11/07/2018	82415	BENCHMARK ENGINEERING INC.	592-544-802.000	156.00
11/18	11/07/2018	82415	BENCHMARK ENGINEERING INC.	204-481-802.000	2,669.00
11/18	11/07/2018	82416	BILL & CAROL'S INC.	582-586-775.000	4.49
11/18	11/07/2018	82417	BRADFORD MASTER DRY CLEANERS	101-345-775.000	426.15
11/18	11/07/2018	82418	Capital Area District Libraries	271-790-955.000	24.60
11/18	11/07/2018	82419	CINTAS CORP #729	204-481-767.000	175.12
11/18	11/07/2018	82419	CINTAS CORP #729	582-588-767.000	131.56
11/18	11/07/2018	82419	CINTAS CORP #729	592-560-767.000	22.71
11/18	11/07/2018	82419	CINTAS CORP #729	592-549-767.000	22.72
11/18	11/07/2018	82419	CINTAS CORP #729	582-593-802.000	29.77
11/18	11/07/2018	82419	CINTAS CORP #729	204-481-767.000	55.77
11/18	11/07/2018	82419	CINTAS CORP #729	582-588-767.000	64.79
11/18	11/07/2018	82419	CINTAS CORP #729	592-560-767.000	28.71
11/18	11/07/2018	82419	CINTAS CORP #729	592-549-767.000	28.71
11/18	11/07/2018	82419	CINTAS CORP #729	101-268-802.000	14.79
11/18	11/07/2018	82419	CINTAS CORP #729	592-554-802.000	43.28
11/18	11/07/2018	82420	CINTAS CORPORATION	582-588-912.000	266.50
11/18	11/07/2018	82420	CINTAS CORPORATION	592-549-915.000	266.50
11/18	11/07/2018	82420	CINTAS CORPORATION	204-481-912.000	267.00
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-265-920.000	889.74
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-268-920.000	1,047.77
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-345-920.000	3,002.44
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-345-920.100	385.87

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-754-920.000	150.81
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-770-920.000	3,724.44
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-773-920.000	2,719.25
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	101-789-920.000	1,070.59
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	202-475-920.000	162.50
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	204-448-920.000	2,600.00
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	271-790-920.000	2,934.45
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	514-587-802.100	45.41
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	514-587-920.000	172.30
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	582-586-920.000	33.58
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	582-593-920.000	1,096.11
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	592-538-920.000	9,214.80
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	592-542-920.000	33.59
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	592-551-920.000	15,162.76
11/18	11/07/2018	82421	CITY TREAS. FOR UTILITY BILLS	592-555-920.000	863.55
11/18	11/07/2018	82422	Collias-Glaser, Helene Kay	271-790-802.000	180.00
11/18	11/07/2018	82423	COMPLETE PAINT & SUPPLIES	582-586-775.000	27.98
11/18	11/07/2018	82424	David L Hoffman Landscaping & Nursery	204-470-802.000	5,479.00
11/18	11/07/2018	82425	DECKA DIGITAL LLC	101-345-751.000	57.00
11/18	11/07/2018	82426	DERRER OIL CO.	661-598-759.000	2,148.48
11/18	11/07/2018	82427	Dinges Fire Company	101-345-985.000	1,355.97
11/18	11/07/2018	82428	Dinon Law PLLC	101-266-802.000	945.00
11/18	11/07/2018	82429	EJ USA INC.	592-547-775.000	337.20
11/18	11/07/2018	82430	EMMET AUTO	661-598-932.000	9.89
11/18	11/07/2018	82431	ENGLEBRECHT, ROBERT	101-257-802.100	3,750.00
11/18	11/07/2018	82432	Firman Irrigation & Landscape Lighting	582-020-360.000	337.75
11/18	11/07/2018	82433	FIVE STAR SCREEN PRINTING PLUS	101-756-767.000	90.00
11/18	11/07/2018	82434	GIBSON EXCAVATING LLC	592-544-802.000	3,165.00
11/18	11/07/2018	82434	GIBSON EXCAVATING LLC	592-547-802.000	3,150.00
11/18	11/07/2018	82434	GIBSON EXCAVATING LLC	592-545-802.000	7,055.00
11/18	11/07/2018	82435	GORDON FOOD SERVICE	101-345-775.000	69.40
11/18	11/07/2018	82435	GORDON FOOD SERVICE	592-554-775.000	79.84
11/18	11/07/2018	82436	GRAND TRAVERSE CONSTRUCTION	592-025-343.000	22,517.14
11/18	11/07/2018	82436	GRAND TRAVERSE CONSTRUCTION	592-025-343.000	39,618.00
11/18	11/07/2018	82437	Grand Traverse Diesel Service	661-598-932.000	93.57
11/18	11/07/2018	82438	Great Lakes Pipe & Supply	202-469-775.000	21.38
11/18	11/07/2018	82438	Great Lakes Pipe & Supply	592-547-775.000	22.43
11/18	11/07/2018	82439	Haviland Products Company	592-551-783.000	5,668.44
11/18	11/07/2018	82440	Heritage Fire Equipment	661-598-932.000	760.00
11/18	11/07/2018	82441	HOFFMAN NURSERY INC, LOUIS A.	204-470-802.000	1,620.00
11/18	11/07/2018	82442	Jakeway, Patricia	271-790-802.000	180.00
11/18	11/07/2018	82443	JOHNSTONE SUPPLY #234	101-268-775.000	169.17
11/18	11/07/2018	82443	JOHNSTONE SUPPLY #234	101-268-775.000	35.15-
11/18	11/07/2018	82443	JOHNSTONE SUPPLY #234	101-268-775.000	102.85-
11/18	11/07/2018	82443	JOHNSTONE SUPPLY #234	101-770-775.000	29.90
11/18	11/07/2018	82444	Jones, Terence	271-790-958.100	130.00
11/18	11/07/2018	82445	K & J SEPTIC SERVICE LLC	101-770-802.000	245.00
11/18	11/07/2018	82445	K & J SEPTIC SERVICE LLC	101-770-802.000	175.00
11/18	11/07/2018	82446	MCCARDEL CULLIGAN	101-770-802.000	8.00
11/18	11/07/2018	82447	MCLAREN NORTHERN MICH HOSPITAL	101-345-802.000	15.00
11/18	11/07/2018	82448	MIDWEST SIDING & SALES INC.	582-586-775.000	14.52
11/18	11/07/2018	82449	MITCHELL GRAPHICS INC.	101-756-802.000	2,612.24

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
11/18	11/07/2018	82450	NORTH BAY HYDROSEED INC.	202-451-802.000	300.00
11/18	11/07/2018	82451	NORTH CENTRAL MICH. COLLEGE	101-345-912.000	1,150.00
11/18	11/07/2018	82452	NORTHERN A-1 SERVICES KALKASKA	592-556-802.000	1,350.00
11/18	11/07/2018	82453	NORTHERN MICHIGAN REVIEW INC.	248-739-802.000	35.67
11/18	11/07/2018	82453	NORTHERN MICHIGAN REVIEW INC.	101-528-802.000	110.95
11/18	11/07/2018	82453	NORTHERN MICHIGAN REVIEW INC.	204-470-802.000	142.65
11/18	11/07/2018	82453	NORTHERN MICHIGAN REVIEW INC.	204-470-802.000	142.65
11/18	11/07/2018	82453	NORTHERN MICHIGAN REVIEW INC.	101-262-802.000	51.52
11/18	11/07/2018	82453	NORTHERN MICHIGAN REVIEW INC.	582-593-802.000	486.00
11/18	11/07/2018	82453	NORTHERN MICHIGAN REVIEW INC.	101-400-802.000	74.00
11/18	11/07/2018	82454	Northland Self Storage LLC	592-544-802.000	147.00
11/18	11/07/2018	82455	Oliver Enterprises	204-470-802.000	575.00
11/18	11/07/2018	82456	Ott, C. Barry	101-266-802.000	2,823.08
11/18	11/07/2018	82457	P.C. LAWN CARE	582-593-930.000	250.00
11/18	11/07/2018	82457	P.C. LAWN CARE	582-584-802.000	55.00
11/18	11/07/2018	82458	PENDO	271-790-752.000	33.10
11/18	11/07/2018	82459	PERFORMANCE PAINTING	592-554-802.000	1,692.00
11/18	11/07/2018	82460	PETOSKEY PARTS PLUS	661-598-932.000	10.91
11/18	11/07/2018	82461	PETOSKEY ROTARY CLUB	101-756-880.000	167.50
11/18	11/07/2018	82462	POLICE AND FIREMEN'S INSURANCE	701-000-230.185	307.79
11/18	11/07/2018	82463	POWER LINE SUPPLY	582-586-775.000	235.50
11/18	11/07/2018	82463	POWER LINE SUPPLY	582-586-775.000	34.56
11/18	11/07/2018	82463	POWER LINE SUPPLY	582-586-775.000	341.30
11/18	11/07/2018	82463	POWER LINE SUPPLY	582-010-111.000	150.00
11/18	11/07/2018	82463	POWER LINE SUPPLY	582-586-775.000	640.05
11/18	11/07/2018	82464	PRESTON FEATHER	101-345-781.000	43.38
11/18	11/07/2018	82464	PRESTON FEATHER	101-268-775.000	14.97
11/18	11/07/2018	82464	PRESTON FEATHER	582-586-775.000	117.79
11/18	11/07/2018	82464	PRESTON FEATHER	101-770-775.000	1.43
11/18	11/07/2018	82464	PRESTON FEATHER	101-345-781.000	4.34
11/18	11/07/2018	82464	PRESTON FEATHER	101-770-775.000	.14
11/18	11/07/2018	82464	PRESTON FEATHER	101-268-775.000	1.50
11/18	11/07/2018	82464	PRESTON FEATHER	582-586-775.000	11.78
11/18	11/07/2018	82465	PRINT SHOP, THE	582-593-751.000	160.00
11/18	11/07/2018	82466	R.W. MERCER CO INC.	101-789-802.000	949.45
11/18	11/07/2018	82467	RANGE TELECOMMUNICATIONS	101-756-850.000	50.00
11/18	11/07/2018	82467	RANGE TELECOMMUNICATIONS	204-481-850.000	70.00
11/18	11/07/2018	82467	RANGE TELECOMMUNICATIONS	582-593-850.000	90.00
11/18	11/07/2018	82467	RANGE TELECOMMUNICATIONS	592-549-850.000	125.00
11/18	11/07/2018	82467	RANGE TELECOMMUNICATIONS	592-560-850.000	75.00
11/18	11/07/2018	82467	RANGE TELECOMMUNICATIONS	661-598-850.000	50.00
11/18	11/07/2018	82468	RIETH-RILEY CONSTRUCTION CO	592-545-775.000	310.80
11/18	11/07/2018	82468	RIETH-RILEY CONSTRUCTION CO	592-545-775.000	461.76
11/18	11/07/2018	82468	RIETH-RILEY CONSTRUCTION CO	592-545-775.000	693.38
11/18	11/07/2018	82468	RIETH-RILEY CONSTRUCTION CO	582-020-360.000	907.98
11/18	11/07/2018	82469	Rowland, Kimberly	271-790-802.000	90.00
11/18	11/07/2018	82470	ROYAL TIRE	661-598-932.000	20.00
11/18	11/07/2018	82470	ROYAL TIRE	514-587-931.000	27.55
11/18	11/07/2018	82470	ROYAL TIRE	661-598-931.000	35.00
11/18	11/07/2018	82470	ROYAL TIRE	661-598-932.000	672.56
11/18	11/07/2018	82470	ROYAL TIRE	101-770-775.000	18.10
11/18	11/07/2018	82471	SAFETY-KLEEN SYSTEMS INC.	661-598-785.000	309.70

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
11/18	11/07/2018	82472	SiteOne Landscape Supply	101-770-775.000	145.99
11/18	11/07/2018	82472	SiteOne Landscape Supply	101-754-775.000	15.44
11/18	11/07/2018	82472	SiteOne Landscape Supply	101-770-775.000	30.47
11/18	11/07/2018	82473	SKILLPATH SEMINARS	101-345-912.000	199.00
11/18	11/07/2018	82474	SPARTAN DISTRIBUTORS INC.	661-598-931.000	103.44
11/18	11/07/2018	82475	Spectrum Business	582-593-850.000	34.92
11/18	11/07/2018	82476	STANDARD ELECTRIC COMPANY	582-590-775.000	309.11
11/18	11/07/2018	82477	STATE OF MICHIGAN DEPT. OF ENVIRON.	592-549-802.000	3,177.84
11/18	11/07/2018	82478	Sunny Communications Inc.	101-345-985.000	825.00
11/18	11/07/2018	82479	SURE LOCK & HOMES LLC	101-789-802.000	90.00
11/18	11/07/2018	82480	TELEDYNE INSTRUMENTS INC.	592-551-775.000	482.05
11/18	11/07/2018	82481	The Michigan Stiltwalker	248-540-882.200	250.00
11/18	11/07/2018	82482	T-Mobile	271-790-850.000	188.40
11/18	11/07/2018	82483	Trace Analytical Laboratories LLC	592-553-802.000	1,007.20
11/18	11/07/2018	82484	Tredroc Tire Services	661-598-931.000	32.00
11/18	11/07/2018	82485	TROPHY CASE, THE	514-587-775.000	9.00
11/18	11/07/2018	82485	TROPHY CASE, THE	248-739-880.200	18.00
11/18	11/07/2018	82485	TROPHY CASE, THE	101-756-808.040	122.00
11/18	11/07/2018	82486	United Volleyball Supply LLC	101-756-985.000	721.10
11/18	11/07/2018	82487	UpNorth Fire & Safety LLC	582-593-930.000	90.00
11/18	11/07/2018	82487	UpNorth Fire & Safety LLC	661-020-142.000	90.00
11/18	11/07/2018	82487	UpNorth Fire & Safety LLC	582-593-775.000	90.00
11/18	11/07/2018	82487	UpNorth Fire & Safety LLC	592-537-802.000	35.00
11/18	11/07/2018	82487	UpNorth Fire & Safety LLC	592-558-802.000	10.00
11/18	11/07/2018	82487	UpNorth Fire & Safety LLC	592-551-801.000	10.00
11/18	11/07/2018	82488	Valmont Industries Inc.	582-010-111.000	9,924.00
11/18	11/07/2018	82489	Vandenberg Bulb Co., Inc.	101-754-775.000	160.50
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	582-593-930.000	74.14
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	101-770-775.000	20.16
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	101-268-775.000	10.89
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	101-265-930.000	11.90
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	582-586-775.000	37.32
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	582-586-775.000	26.57
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	101-268-930.000	80.52
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	101-770-775.000	2.42
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	592-542-775.000	11.10
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	582-593-785.000	61.53
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	582-586-775.000	268.27
11/18	11/07/2018	82490	ALL-PHASE ELECTRIC SUPPLY	582-590-775.000	33.65
11/18	11/07/2018	82491	Bays, Dan	101-262-802.100	214.50
11/18	11/07/2018	82492	Cook, Barbara	101-262-802.100	100.00
11/18	11/07/2018	82493	DANIEL, BARBARA	101-262-802.100	214.50
11/18	11/07/2018	82494	Daniel, Norb	101-262-802.100	214.50
11/18	11/07/2018	82495	Empiric Solutions Inc.	101-228-802.000	5,906.63
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-931.000	11.11
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	101-789-775.000	3.99
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-785.000	5.53
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	36.00-
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	204-470-775.000	9.99
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	42.72
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-785.000	4.42
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-931.000	5.61-

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	95.31
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	101-345-775.000	10.88
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-931.000	9.87
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	9.61
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	592-556-775.000	31.98
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	12.06
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	582-586-775.000	45.32
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	582-586-775.000	24.25-
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	197.75
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	137.58
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	59.16
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-785.000	11.06
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-785.000	60.55
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-931.000	53.49
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	582-593-785.000	3.49
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-759.000	86.95
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-785.000	77.56
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	28.31
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-785.000	8.52
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	49.87
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	43.76
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	21.22
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	10.61
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	43.44
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	38.78
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	58.05-
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-931.000	19.23
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-931.000	1.83
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-931.000	81.60
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	582-584-775.000	7.25
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	9.99
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	592-544-775.000	16.32
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	101-268-775.000	7.77
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	162.24
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	101-770-775.000	8.98
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-932.000	18.00-
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	7.56
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-759.000	71.87
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-598-785.000	10.98
11/18	11/07/2018	82496	FOCHTMAN'S AUTO & TRUCK PARTS	661-010-111.000	13.61
11/18	11/07/2018	82497	HANCE, VALERIE	101-262-802.100	214.50
11/18	11/07/2018	82498	HILLS, JANET	101-262-802.100	206.25
11/18	11/07/2018	82499	Locke, Joan	101-262-802.100	206.25
11/18	11/07/2018	82500	LOYD, ELIZABETH	101-262-802.100	239.50
11/18	11/07/2018	82501	LOYD, ERIC	101-262-802.100	239.50
11/18	11/07/2018	82502	Manning, John	101-262-802.100	209.00
11/18	11/07/2018	82503	Manning, Sandra	101-262-802.100	209.00
11/18	11/07/2018	82504	MARSHALL, KATHLEEN	101-262-802.100	209.00
11/18	11/07/2018	82505	Mattson, Linda Mulka	101-262-802.100	214.50
11/18	11/07/2018	82506	McGuffin, Sherry	101-262-802.100	206.25
11/18	11/07/2018	82507	MOFFATT, SUSAN	101-262-802.100	214.50
11/18	11/07/2018	82508	Penguin Random House	271-790-761.000	33.75

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11/18	11/07/2018	82509	PETTIT, DELYNN	101-262-802.100	220.25
11/18	11/07/2018	82510	Plath, Cameron	101-262-802.100	206.25
11/18	11/07/2018	82511	SHAW, AGNES	101-262-802.100	214.50
11/18	11/07/2018	82512	STANLEY, KENDALL	101-262-802.100	234.00
11/18	11/07/2018	82513	Thompson, Jill	101-262-802.100	206.25
11/18	11/07/2018	82514	VANDERBERG, LINDA	101-262-802.100	214.50
11/18	11/14/2018	82524	ACH-CHILD SUPPORT	701-000-230.160	160.23
11/18	11/14/2018	82525	ACH-EFTPS	701-000-230.100	18,330.21
11/18	11/14/2018	82525	ACH-EFTPS	701-000-230.200	11,455.69
11/18	11/14/2018	82525	ACH-EFTPS	701-000-230.200	11,455.69
11/18	11/14/2018	82525	ACH-EFTPS	701-000-230.200	2,679.15
11/18	11/14/2018	82525	ACH-EFTPS	701-000-230.200	2,679.15
11/18	11/14/2018	82526	ACH-ICMA 457	701-000-230.700	1,787.52
11/18	11/14/2018	82526	ACH-ICMA 457	701-000-230.700	5,667.00
11/18	11/14/2018	82527	Alliance Entertainment	271-790-958.000	596.22
11/18	11/14/2018	82527	Alliance Entertainment	271-790-761.100	51.99
11/18	11/14/2018	82527	Alliance Entertainment	271-790-761.000	11.49-
11/18	11/14/2018	82527	Alliance Entertainment	271-790-761.000	56.71
11/18	11/14/2018	82528	AMERICAN WASTE	101-770-802.000	150.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-754-802.000	150.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-789-802.000	150.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-756-802.000	150.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-770-802.000	118.75
11/18	11/14/2018	82528	AMERICAN WASTE	101-754-802.000	118.75
11/18	11/14/2018	82528	AMERICAN WASTE	101-756-802.000	118.75
11/18	11/14/2018	82528	AMERICAN WASTE	101-789-802.000	118.75
11/18	11/14/2018	82528	AMERICAN WASTE	101-770-802.000	132.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-754-802.000	138.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-265-802.000	132.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-268-802.000	114.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-789-802.000	24.00
11/18	11/14/2018	82528	AMERICAN WASTE	101-773-931.000	60.00
11/18	11/14/2018	82528	AMERICAN WASTE	592-551-806.000	299.00
11/18	11/14/2018	82529	AT&T	582-593-850.000	126.64
11/18	11/14/2018	82529	AT&T	592-560-850.000	313.58
11/18	11/14/2018	82529	AT&T	592-558-920.000	153.34
11/18	11/14/2018	82530	Axon Enterprises Inc.	101-345-985.000	2,490.00
11/18	11/14/2018	82531	Booklist	271-790-760.400	394.00
11/18	11/14/2018	82532	BOYNE CITY TIRE & BRAKE	661-598-932.000	2,179.06
11/18	11/14/2018	82532	BOYNE CITY TIRE & BRAKE	661-598-932.000	107.62
11/18	11/14/2018	82533	BREATHING AIR SYSTEMS	101-345-931.000	1,228.35
11/18	11/14/2018	82534	Bury, Tina	271-790-958.100	64.37
11/18	11/14/2018	82535	CENTER POINT LARGE PRINT	271-790-760.000	24.47
11/18	11/14/2018	82536	CHAR-EM UNITED WAY	701-000-230.800	77.00
11/18	11/14/2018	82537	CITY OF PETOSKEY	271-790-880.000	100.00
11/18	11/14/2018	82538	COVEYOU SCENIC FARM MARKET	248-540-792.000	2,886.00
11/18	11/14/2018	82539	CROSSCUT CONCRETE CUTTING	271-790-930.000	250.00
11/18	11/14/2018	82540	CYNERGYCOMM.NET INC.	271-790-850.000	262.71
11/18	11/14/2018	82541	David L Hoffman Landscaping & Nursery	202-467-802.000	420.00
11/18	11/14/2018	82542	DECKA DIGITAL LLC	101-756-751.000	50.00
11/18	11/14/2018	82543	DUNKEL EXCAVATING SERVICES INC.	592-545-802.000	430.00
11/18	11/14/2018	82544	EMMET CO. DEPT OF PUBLIC WORKS	101-770-802.000	73.60

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11/18	11/14/2018	82544	EMMET CO. DEPT OF PUBLIC WORKS	101-529-802.000	6,241.30
11/18	11/14/2018	82544	EMMET CO. DEPT OF PUBLIC WORKS	101-268-802.000	36.00
11/18	11/14/2018	82545	ETNA SUPPLY	592-010-111.000	311.45
11/18	11/14/2018	82545	ETNA SUPPLY	592-010-111.000	534.75
11/18	11/14/2018	82545	ETNA SUPPLY	592-010-111.000	539.95
11/18	11/14/2018	82545	ETNA SUPPLY	592-551-775.000	1,314.20
11/18	11/14/2018	82545	ETNA SUPPLY	101-208-802.000	2,500.00
11/18	11/14/2018	82545	ETNA SUPPLY	592-010-111.000	147.00
11/18	11/14/2018	82545	ETNA SUPPLY	204-010-111.000	79.00
11/18	11/14/2018	82545	ETNA SUPPLY	582-010-111.000	1,980.00
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-400-912.000	30.77
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	592-560-915.000	426.74
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	592-553-775.000	10.60
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	592-551-775.000	218.68
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	592-555-775.000	51.87
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-172-724.000	67.31
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	271-790-958.100	139.06
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	271-790-905.000	532.23
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	271-790-958.200	92.27
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	271-790-880.000	57.42
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	271-790-912.000	18.00
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-345-775.000	590.35
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-345-751.000	225.44
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-345-783.000	87.49
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-345-985.000	265.05
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-345-912.000	88.69
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-345-780.000	360.38
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	271-790-958.000	343.36
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-268-930.000	70.51
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-770-985.000	704.00
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-265-775.000	110.00
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-756-880.000	13.67
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-770-775.000	333.97
11/18	11/14/2018	82546	FIRST NATIONAL BANK OMAHA	101-345-912.000	832.50
11/18	11/14/2018	82547	GALE/CENGAGE LEARNING	271-790-760.000	54.98
11/18	11/14/2018	82548	GIBBY'S GARAGE	582-593-930.000	136.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	661-598-932.000	204.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	661-598-931.000	510.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	661-598-931.000	272.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	661-598-932.000	612.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	582-593-930.000	102.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	582-593-930.000	68.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	661-598-931.000	272.00
11/18	11/14/2018	82548	GIBBY'S GARAGE	661-598-932.000	374.00
11/18	11/14/2018	82549	GINOP SALES INC.	661-598-931.000	267.53
11/18	11/14/2018	82549	GINOP SALES INC.	661-598-931.000	50.88
11/18	11/14/2018	82550	Graham Construction Corp.	204-444-802.000	46,310.96
11/18	11/14/2018	82550	Graham Construction Corp.	204-470-802.000	58,329.84
11/18	11/14/2018	82551	GRULER'S FARM SUPPLY INC.	101-770-775.000	11.99
11/18	11/14/2018	82551	GRULER'S FARM SUPPLY INC.	101-770-775.000	18.75
11/18	11/14/2018	82552	ICMA-ROTH	701-000-230.900	335.00
11/18	11/14/2018	82553	INGRAM LIBRARY SERVICES	271-790-760.000	2,658.09

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11/18	11/14/2018	82553	INGRAM LIBRARY SERVICES	271-790-760.100	975.11
11/18	11/14/2018	82553	INGRAM LIBRARY SERVICES	271-790-760.200	726.43
11/18	11/14/2018	82554	K & J SEPTIC SERVICE LLC	592-555-802.000	900.00
11/18	11/14/2018	82555	KEEL, STEPHEN	592-560-915.000	296.48
11/18	11/14/2018	82556	Kiwanis of Petoskey	271-790-880.000	150.00
11/18	11/14/2018	82557	KRUSKIE, DAVID	101-770-912.000	70.85
11/18	11/14/2018	82558	KSS ENTERPRISES	592-554-775.000	146.61
11/18	11/14/2018	82559	LEXISNEXIS RISK DATA MGT	514-587-802.000	50.00
11/18	11/14/2018	82560	LOWERY UNDERGROUND SERVICE	582-020-360.000	8,005.25
11/18	11/14/2018	82560	LOWERY UNDERGROUND SERVICE	582-598-802.000	4,596.75
11/18	11/14/2018	82561	MACDONALD GARBER BROADCASTING	248-540-882.250	500.00
11/18	11/14/2018	82562	MCCARDEL CULLIGAN	514-587-802.100	32.50
11/18	11/14/2018	82563	MICHIGAN ASSOCIATION OF MAYORS	101-101-915.000	85.00
11/18	11/14/2018	82564	MICHIGAN OFFICEWAYS INC.	592-560-751.000	134.53
11/18	11/14/2018	82564	MICHIGAN OFFICEWAYS INC.	592-560-751.000	2.69
11/18	11/14/2018	82565	MICHIGAN WATER ENVIRONMENT ASSOC.	592-560-915.000	135.00
11/18	11/14/2018	82566	Midwest Tape	271-790-761.000	24.99
11/18	11/14/2018	82567	MOUNTAINTOP TREE COMPANY	101-770-802.100	75.00
11/18	11/14/2018	82568	NORTH CENTRAL LABORATORIES	592-553-775.000	3,637.10
11/18	11/14/2018	82569	Penguin Random House	271-790-761.000	33.75
11/18	11/14/2018	82570	Peninsula Fiber Network LLC	271-790-850.000	150.00
11/18	11/14/2018	82570	Peninsula Fiber Network LLC	101-228-850.000	500.00
11/18	11/14/2018	82571	PERSONAL GRAPHICS INC.	514-587-767.000	187.94
11/18	11/14/2018	82572	PETOSKEY REGIONAL CHAMBER	248-540-882.250	200.00
11/18	11/14/2018	82573	PLUNKETT COONEY	101-266-802.000	4,590.00
11/18	11/14/2018	82573	PLUNKETT COONEY	101-266-802.000	1,487.50
11/18	11/14/2018	82573	PLUNKETT COONEY	101-266-802.000	1,712.50
11/18	11/14/2018	82573	PLUNKETT COONEY	101-257-802.000	1,960.00
11/18	11/14/2018	82573	PLUNKETT COONEY	101-266-802.000	2,820.00
11/18	11/14/2018	82574	POWER LINE SUPPLY	582-588-767.000	115.29
11/18	11/14/2018	82574	POWER LINE SUPPLY	582-010-111.000	2,440.00
11/18	11/14/2018	82574	POWER LINE SUPPLY	582-593-785.000	180.42
11/18	11/14/2018	82574	POWER LINE SUPPLY	582-586-775.000	193.80
11/18	11/14/2018	82574	POWER LINE SUPPLY	582-010-111.000	1,685.64
11/18	11/14/2018	82575	PRINT SHOP, THE	514-587-775.000	70.00
11/18	11/14/2018	82576	QUICK CARE MEDICAL CENTER	101-345-802.000	148.00
11/18	11/14/2018	82577	Renkes, Tom	248-739-880.200	300.00
11/18	11/14/2018	82578	Rooftop Landing Reindeer Farm	248-540-882.200	1,400.00
11/18	11/14/2018	82579	SenSource	271-790-931.000	240.00
11/18	11/14/2018	82580	Spectrum Business	101-172-850.000	126.31
11/18	11/14/2018	82580	Spectrum Business	101-201-850.000	67.37
11/18	11/14/2018	82580	Spectrum Business	101-208-850.000	42.11
11/18	11/14/2018	82580	Spectrum Business	101-257-850.000	42.11
11/18	11/14/2018	82580	Spectrum Business	101-215-850.000	33.68
11/18	11/14/2018	82580	Spectrum Business	101-345-850.000	92.63
11/18	11/14/2018	82580	Spectrum Business	101-400-850.000	42.11
11/18	11/14/2018	82580	Spectrum Business	101-441-850.000	75.79
11/18	11/14/2018	82580	Spectrum Business	101-756-850.000	50.53
11/18	11/14/2018	82580	Spectrum Business	204-481-850.000	25.26
11/18	11/14/2018	82580	Spectrum Business	204-481-850.000	25.26
11/18	11/14/2018	82580	Spectrum Business	582-588-850.000	84.21
11/18	11/14/2018	82580	Spectrum Business	582-593-850.000	33.68

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11/18	11/14/2018	82580	Spectrum Business	592-549-850.000	50.53
11/18	11/14/2018	82580	Spectrum Business	592-560-850.000	50.53
11/18	11/14/2018	82580	Spectrum Business	101-770-850.000	145.84
11/18	11/14/2018	82580	Spectrum Business	101-345-850.000	55.84
11/18	11/14/2018	82580	Spectrum Business	101-770-850.000	99.98
11/18	11/14/2018	82580	Spectrum Business	101-789-850.000	79.84
11/18	11/14/2018	82580	Spectrum Business	514-587-802.100	105.11
11/18	11/14/2018	82581	STAPLES ADVANTAGE	101-400-751.000	26.39
11/18	11/14/2018	82581	STAPLES ADVANTAGE	101-208-751.000	86.48
11/18	11/14/2018	82581	STAPLES ADVANTAGE	101-201-751.000	86.47
11/18	11/14/2018	82581	STAPLES ADVANTAGE	204-481-751.000	47.19
11/18	11/14/2018	82581	STAPLES ADVANTAGE	582-588-751.000	47.20
11/18	11/14/2018	82581	STAPLES ADVANTAGE	101-441-751.000	47.20
11/18	11/14/2018	82581	STAPLES ADVANTAGE	101-770-751.000	707.58
11/18	11/14/2018	82581	STAPLES ADVANTAGE	101-262-751.000	26.02
11/18	11/14/2018	82581	STAPLES ADVANTAGE	592-560-751.000	16.80
11/18	11/14/2018	82581	STAPLES ADVANTAGE	592-549-751.000	16.80
11/18	11/14/2018	82582	State of Michigan-Dept of LARA	271-790-930.000	185.00
11/18	11/14/2018	82583	STRUBLE, CHRIS	248-540-882.230	390.00
11/18	11/14/2018	82584	T2 Systems Canada Inc.	514-587-802.000	165.00
11/18	11/14/2018	82585	TAYLOR RENTAL CENTER	101-770-802.000	33.00
11/18	11/14/2018	82586	Taylor, Jania	248-540-882.160	200.00
11/18	11/14/2018	82587	TETRA TECH INC	592-560-802.000	942.50
11/18	11/14/2018	82588	Traffic & Safety Control	514-587-802.000	81.00
11/18	11/14/2018	82589	UPS STORE, THE	592-553-802.000	81.76
11/18	11/14/2018	82590	VAN'S BUSINESS MACHINES	271-790-751.000	330.84
11/18	11/14/2018	82591	VERIZON WIRELESS	101-345-850.000	58.48
11/18	11/14/2018	82591	VERIZON WIRELESS	592-549-850.000	1.04
11/18	11/14/2018	82591	VERIZON WIRELESS	582-588-850.000	10.76
11/18	11/14/2018	82591	VERIZON WIRELESS	101-345-850.000	36.01
11/18	11/14/2018	82591	VERIZON WIRELESS	101-770-850.000	36.01
11/18	11/14/2018	82591	VERIZON WIRELESS	101-773-850.000	53.69
11/18	11/14/2018	82591	VERIZON WIRELESS	101-789-850.000	53.69
11/18	11/14/2018	82592	WADE TRIM OPERATIONS SERVICES	101-770-802.000	739.56
11/18	11/14/2018	82592	WADE TRIM OPERATIONS SERVICES	101-268-802.000	739.57
Grand Totals:					480,241.77

Report Criteria:

Check.Date = 11/01/2018-11/14/2018

Check Number	Date	Name	GL Account	Amount
82400	11/07/2018	Brown, Dennis	582040285000	41.95
82401	11/07/2018	Brown, Kathryn	582588803000	25.00
82402	11/07/2018	Duch, John	582588803000	40.00
82403	11/07/2018	Helwig, Michael	582081642300	13.37
82404	11/07/2018	Ives, Louis	582588803000	23.29
82405	11/07/2018	Kanine, William	582588803000	100.00
82406	11/07/2018	Leidos Engineering, LLC	582588803000	2,500.00
82407	11/07/2018	Oelke, John	582588803000	100.00
82408	11/07/2018	Petersen, Christie	582040285000	14.60
82409	11/07/2018	Shelton, William	582588803000	97.11
82410	11/07/2018	Tibble, Rebecca	582040285000	34.92
82411	11/07/2018	Triple M LLC	582040285000	5.56
82515	11/14/2018	Beaubien, Connie	582588803000	77.70
82516	11/14/2018	Findling, Gloria	582588803000	25.00
82517	11/14/2018	Fleury, Dean	582588803000	71.16
82518	11/14/2018	Greenwald, Keith	582588803000	48.80
82519	11/14/2018	Ketchman, George	582588803000	88.00
82520	11/14/2018	Ledingham, Mary & Daniel	582-588-803.000	240.00
82520	11/14/2018	Ledingham, Mary & Daniel	582-588-803.000	30.00
82521	11/14/2018	Plunkett Cooney	582081642300	188.11
82522	11/14/2018	Spalding, Jonathan	582588803000	26.99
82523	11/14/2018	Zednicek, Judy	582-040-285.000	42.61
82523	11/14/2018	Zednicek, Judy	582-081-642.300	14.52
82523	11/14/2018	Zednicek, Judy	582-040-285.000	42.61-
82523	11/14/2018	Zednicek, Judy	582-081-642.300	14.52-
Grand Totals:				3,791.56



BOARD: City Council

MEETING DATE: November 19, 2018

DATE PREPARED: November 15, 2018

AGENDA SUBJECT: Downtown-Area Special-Assessment Public Hearing and Assessments-Confirmation Resolution

RECOMMENDATION: That the City Council conduct this public hearing and consider adopting a proposed resolution that would confirm this proposed special-assessment roll

Background On November 5 City Council decided to conduct a public hearing on November 19 to consider imposing special assessments against eligible, non-residential, downtown-area properties. This action follows the annual request of the Downtown Management Board that a special assessment be used to raise revenues that would be sufficient to offset costs of the Management Board's routine programs and services for 2019. If, after conducting the public hearing on November 19, the City Council decided that it wished to proceed with levying these proposed special assessments, the City Council then could adopt a resolution that would direct City staff to spread assessments and to invoice affected property owners. Staff has included an example of a special assessment invoice for your review.

Process As required by City Code provisions, the City Council on October 1 acknowledged receipt of a September 21 report by the City Manager that had outlined the Downtown Management Board's request. The City Council then confirmed that all costs of proposed programs and services would be offset by special assessments, designated the Management Board's territory as the assessment district, approved the recommended assessment formula for notice purposes, and set an October 15 public hearing to receive comments concerning proposed programs and services. After the October 15 public hearing, the City Council directed that an assessment roll be prepared for its review on November 5, after which the roll was accepted and ordered to be placed on file. A second public hearing was set for November 19 to receive comments concerning proposed special assessments.

Action Enclosed is a proposed special-assessment roll, based upon the Downtown Management Board's recommended assessment formula of \$0.16 per square foot of usable, first-floor space within eligible, non-residential buildings located in the Management Board's territory as the assessment district; \$0.04 per square foot of usable space on floors other than first floors; and \$0.05 per square foot of area on vacant, buildable lots. No comments concerning the proposed roll have been received. If the City Council wishes to proceed with this special assessment, enclosed is a proposed resolution that would confirm the City Council's approval of the proposed roll and would direct City staff to certify the roll, spread assessments accordingly, and invoice property owners within 30 days.

sb
Enclosures



WHEREAS, the City Council on October 1, 2018, reviewed a report of September 21, 2018, that had been prepared by the City Manager that listed programs and services that had been proposed to be provided property owners and tenants within the Downtown Management Board's territory along with the proposed special-assessment roll that could be implemented to finance such programs and services; and

WHEREAS, following that review, the City Council conducted a public hearing on October 15, 2018, to receive comments concerning recommended programs and services as proposed to be provided by the Downtown Management Board as well as costs that had been estimated by the Downtown Management Board for providing such programs and services; and

WHEREAS, after having received no comments at its October 15 public hearing, the City Council then approved the programs and services as had been recommended by the Downtown Management Board, as well as approved the costs for such programs and services that had been estimated by the Downtown Management Board; and

WHEREAS, in addition to approving proposed downtown programs and services and costs of such programs and services, City Council directed City staff to prepare a special-assessment roll in accordance with the City Council's approval of recommended programs and services and costs of such programs and services for presentation to the City Council on November 5, 2018; and

WHEREAS, after receiving a proposed special-assessment roll, City Council accepted the assessment roll, ordered that it be placed on file with City staff and made available for inspection by the public, scheduled a public hearing for November 19, 2018, to receive comments concerning the proposed special-assessment roll, and directed City staff to publish a notice of the November 19, 2018 public hearing and to notify potentially affected property owners of said hearing; and

WHEREAS, the City Council conducted its November 19 public hearing and is satisfied with the assessment roll as prepared by the City staff and believes that assessments are in proportion to the benefits to be received:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby accepts the special-assessment roll as prepared by City staff and as presented to the City Council and is satisfied with the roll and believes that assessments are in proportion to the benefits to be received; and

BE IT FURTHER RESOLVED that City Council does and hereby confirms the special-assessment roll as prepared by City staff and as presented to City Council; and

BE IF FURTHER RESOLVED that the City Council does and hereby orders that a certified copy of said special-assessment roll be placed on file at the City Hall and that the staff be and is hereby directed to spread the assessments and collect the various sums and amounts that appear on said special-assessment roll.

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT**

AREA AND COST PER FLOOR

STREET	FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		VACANT LAND		TOTAL COST
	AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
Bay Street	26,305	\$ 4,208.80	12,774	\$ 510.96	5,417	\$ 216.68	-	\$ -	3,240	\$ 129.60	-	\$ -	\$ 5,066.04
Division Street	-	-	-	-	-	-	-	-	-	-	-	-	-
Howard Street	70,662	11,305.92	20,309	812.36	-	-	-	-	20,554	822.16	-	-	12,940.44
Lake Street	93,147	14,903.52	51,771	2,070.84	8,273	330.92	-	-	45,481	1,819.24	10,941	547.05	19,671.57
Lewis Street	15,360	2,457.60	12,590	503.60	12,590	503.60	3,922	156.88	8,711	348.44	-	-	3,970.12
Michigan Street	23,021	3,683.36	300	12.00	-	-	-	-	-	-	6,324	316.20	4,011.56
Mitchell Street	173,384	27,453.57	55,064	2,202.56	14,375	575.00	-	-	88,526	3,541.04	32,823	1,641.15	35,413.32
Park Avenue	5,756	920.96	860	34.40	-	-	-	-	4,939	197.56	-	-	1,152.92
Petoskey Street	22,309	3,569.44	4,692	187.68	3,672	146.88	-	-	3,314	132.56	43,764	2,188.20	6,224.76
Rose Street	4,428	708.48	3,608	144.32	-	-	-	-	-	-	-	-	852.80
Waukazoo Street	5,028	804.48	-	-	-	-	-	-	-	-	-	-	804.48
TOTALS	439,400	\$ 70,016.13	161,968	\$ 6,478.72	44,327	\$ 1,773.08	3,922	\$ 156.88	174,765	\$ 6,990.60	93,852	\$ 4,692.60	\$ 90,108.01

	Rate
First Floor	\$0.16
Non-First floor	\$0.04
Unimproved	\$0.05

effective 10/26/18

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
BAY STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST		
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT				
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST			
06-226-001	CITY OF PETOSKEY	BAY STREET		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
06-226-002	CITY OF PETOSKEY	BAY STREET													-
06-226-003	PETOSKEY LAND & CATTLE	322 BAY STREET	5,893	942.88	3,086	123.44									1,066.32
06-200-011	MCGRAW, VAUGHN TRUST	319 BAY STREET	1,476	236.16											236.16
06-200-006	WINE GUYS HOLDINGS, LLC	321 BAY STREET	1,763	282.08	1,433	57.32									339.40
06-200-007	KONDZIELA, PAUL TRUST	327 BAY STREET	821	131.36											131.36
06-200-008	LANDIS CONNIE - residential	329 BAY STREET	0	-	-	-									-
06-200-009	331 BAY STREET, LLC	331 BAY STREET (HOWARD STREET)	1,228	196.48	888	35.52									232.00
05-101-017	NATIONAL CITY BANK	401 BAY STREET (HOWARD STREET)	3,436	549.76	930	37.20					1,209	48.36			635.32
05-101-062	TIP OF MIT WATERSHED	426 BAY STREET (PARK AVENUE)	2,590	414.40	1,020	40.80									455.20
05-104-101	BANK OF NORTHERN MICHIGAN	406 BAY STREET	5,190	830.40	5,417	216.68	5,417	216.68							1,263.76
05-105-101	HOWARD PROPERTY PARTNERS	400 BAY STREET, UNIT 1	802	128.32											128.32
05-105-102	ANDREW & KATHLEEN BULTMAN	400 BAY STREET, UNIT 2	1,354	216.64							744	29.76			246.40
05-105-103	HOWARD PROPERTY PARTNERS	400 BAY STREET, UNIT 3	1,752	280.32							1,287	51.48			331.80
TOTALS			26,305	\$ 4,208.80	12,774	\$ 510.96	5,417	\$ 216.68	-	\$ -	3,240	\$ 129.60			\$ 5,066.04

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
DIVISION STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-021	EMMET COUNTY	200 DIVISION STREET		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
05-101-046	EMMET COUNTY	DIVISION STREET											-
05-101-048	EMMET COUNTY	DIVISION STREET											-
TOTALS			-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ -

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
HOWARD STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-067	CRC HOLDINGS LLC	107 HOWARD STREET	3,780	\$ 604.80		\$ -		\$ -		\$ -		\$ -	\$ 604.80
05-101-011	SELDEN CARS, LLC	113 HOWARD STREET	1,306	208.96	852	34.08							243.04
05-101-015	117 HOWARD STREET, LLC	117 HOWARD STREET	2,280	364.80	788	31.52							396.32
05-101-022	ORAHAM, WALT/GENEVA TRUST	203 HOWARD STREET	4,786	765.76									765.76
05-101-024	HOWARD PROPERTY PARTNERS	209 HOWARD STREET	1,630	260.80	756	30.24							291.04
05-101-025	PHILLIPS, JUDY L. TRUST	215 HOWARD STREET	1,500	240.00	1,500	60.00							300.00
05-101-059	SYMONS, CHANDLER/LYNN TRUS	217 HOWARD STREET	900	144.00									144.00
05-101-036	SECOND EDITION INVEST. CO.	303 HOWARD STREET (EAST LAKE STREET)	1,425	228.00	1,425	57.00							285.00
05-101-047	SUMMIT POINT LLC	307 HOWARD STREET	2,057	329.12									329.12
05-101-049	LAKE HOWARD LLC	309 HOWARD STREET (PARK AVENUE)	1,114	178.24	1,114	44.56							222.80
05-101-050	VIGNEAU, PAUL	311 HOWARD STREET (PARK AVENUE)	1,857	297.12	897	35.88							333.00
05-151-001	SEL WAYS, LLC	411 HOWARD STREET	2,886	461.76									461.76
05-151-008	MUNSON, THOMAS	415 HOWARD STREET	1,560	249.60									249.60
05-151-010	BOWE, JOHN	417 HOWARD STREET	3,666	586.56									586.56
05-151-012	421 HOWARD ST LLC	421 HOWARD STREET	1,881	300.96									300.96
06-226-041	PETOSKEY LAND & CATTLE	200 HOWARD STREET	5,247	839.52									839.52
06-226-042	SECOND-HALF PRODUCTIONS	206 HOWARD STREET	1,903	304.48							1,903	76.12	380.60

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
HOWARD STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST	
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT			
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST		
06-226-006	T.J.B. PROPERTY HOLDINGS LLC	208 HOWARD STREET	1,755	\$ 280.80		\$ -		\$ -		\$ -		\$ -		\$ 280.80
06-226-007	HOWARD PROPERTY PARTNERS	210 HOWARD STREET	2,888	462.08							2,888	115.52		577.60
06-226-019	WJ & C, LLC	216 HOWARD STREET	2,400	384.00										384.00
06-226-027	HOWARD & LAKE LLC	300 HOWARD STREET (LAKE STREET)	1,975	316.00							1,964	78.56		394.56
06-226-028	ANDREWS PROPERTIES LLC	306 HOWARD STREET	1,250	200.00	877	\$ 35.08								235.08
06-226-030	HOWARD PROPERTY PARTNERS	308 HOWARD STREET	1,165	186.40	-	-								186.40
06-226-031	HOWARD PROPERTY PARTNERS	310 HOWARD STREET	2,500	400.00	-	-								400.00
06-226-037	MANTHEI, CORA TRUST	314 HOWARD STREET	5,000	800.00	5,000	200.00					4,832	193.28		1,193.28
06-226-040	BANK ONE	324 HOWARD STREET (MITCHELL STREET)	7,100	1,136.00	7,100	284.00					7,100	284.00		1,704.00
06-277-054	PROSPECT GROUP ENTERPRISE	410 HOWARD STREET	1,867	298.72							1,867	74.68		373.40
06-277-021	MSKS LLC	418 HOWARD STREET (MICHIGAN STREET)	2,984	477.44										477.44
PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	VACANT LAND											
			AREA	COST										
05-151-015	EV INVESTMENTS LLC	425 HOWARD STREET	PARKING LOT											
TOTALS			70,662	\$ 11,305.92	20,309	\$ 812.36	-	\$ -	-	\$ -	20,554	\$ 822.16		\$ 12,940.44

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
LAKE STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-227-015	MDC JACKSON LLC	215 EAST LAKE STREET	5,212	\$ 833.92	686	\$ 27.44		\$ -		\$ -	4,176	\$ 167.04	\$ 1,028.40
06-226-008	SHORTER, MARIETTA TRUST	301 EAST LAKE STREET (PETOSKEY STREET)	3,325	532.00	3,325	133.00					1,325	53.00	718.00
06-226-009	M.E.M. PROPERTIES	305 EAST LAKE STREET	1,750	280.00							1,750	70.00	350.00
06-225-101	LONGFIELD FARM LTD PARTNER	307 EAST LAKE ST, UNIT 1	2,030	324.80							2,346	93.84	418.64
06-225-102	MAGER PETOSKEY LTD PARTNER	307 EAST LAKE ST, UNIT 2	2,084	333.44							1,681	67.24	400.68
06-226-012	SHORTER PROPERTIES, LLC	311 EAST LAKE STREET	1,238	198.08	1,238	49.52					1,238	49.52	297.12
06-226-013	TESKA, MICHAEL & LINDA	313 EAST LAKE STREET	675	108.00									108.00
06-226-014	WARD, DONALD & JENNIFER TRU	315 EAST LAKE STREET	1,225	196.00									196.00
06-226-015	SUMMERHILL ESTATES, LLC	317 EAST LAKE STREET	2,075	332.00	1,775	71.00					2,045	81.80	484.80
06-226-016	NORWOOD GROUP, LLC	319 EAST LAKE STREET	2,000	320.00							1,976	79.04	399.04
06-226-017	321 EAST LAKE STREET, LLC	321 EAST LAKE STREET	4,050	648.00	4,050	162.00							810.00
06-226-018	SPLASH PROPERTIES, LLC	325 EAST LAKE STREET	4,000	640.00	4,000	160.00					4,000	160.00	960.00
06-226-020	WJ & C, LLC	329-331 EAST LAKE ST. (HOWARD STREET)	4,065	650.40	4,065	162.60	4,065	162.60			3,911	156.44	1,132.04
06-226-021	SCOTT, JOHN F & KAYE S.	306 EAST LAKE STREET (PETOSKEY STREET)	5,323	851.68	625	25.00							876.68
06-226-022	HAAS, THERESA	312 EAST LAKE STREET	2,295	367.20	1,275	51.00							418.20
06-226-023	ROBINSON, GEORGE & BARBARA	314 EAST LAKE STREET	2,015	322.40									322.40
06-226-024	HOWARD PROPERTY PARTNERS	316 EAST LAKE ST.	4,603	736.48	-	-							736.48
06-226-025	HOWARD PROPERTY PARTNERS	320 EAST LAKE STREET	3,344	535.04	1,500	60.00							595.04

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
LAKE STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST		
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT				
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST			
06-226-026	PHILLIPS, JUDY L. TRUST	322-340 EAST LAKE ST.	12,002	\$ 1,920.32	10,355	\$ 414.20			\$ -		\$ -	2,550	\$ 102.00	\$ 2,436.52	
05-101-035	SYMONS, CHANDLER T JR TRUST	401 EAST LAKE STREET (HOWARD STREET)	1,590	254.40	1,590	63.60						1,590	63.60	381.60	
05-101-058	CIPIO LLC	403 EAST LAKE STREET	1,500	240.00	1,500	60.00						1,500	60.00	360.00	
05-101-027	MASONIC ASSOCIATION	405 EAST LAKE STREET	4,208	673.28	4,208	168.32	4,208	168.32				2,800	112.00	1,121.92	
05-101-028	NORTH HARBOR GROUP, LLC	409 EAST LAKE STREET	1,945	311.20	975	39.00						1,945	77.80	428.00	
05-101-070	AMERICAN SPOON FOODS INC	411 EAST LAKE ST. (PARK AVENUE)	3,568	570.88										570.88	
05-101-031	EMMET COUNTY	321 ELK AVENUE												-	
05-101-037	SECOND EDITION INVEST. CO.	406 EAST LAKE STREET	3,611	577.76	3,611	144.44								722.20	
05-101-040	WINE GUYS HOLDINGS LLC	432 EAST LAKE STREET	7,434	1,189.44	3,175	127.00						7,411	296.44	1,612.88	
05-101-041	SASS INVESTMENT CO	434 EAST LAKE STREET	1,475	236.00										236.00	
05-101-042	PETOSKEY LAND & CATTLE	438 EAST LAKE STREET	3,237	517.92	2,550	102.00						3,237	129.48	749.40	
05-101-043	CITY OF PETOSKEY	EAST LAKE STREET												-	
05-101-044	CITY OF PETOSKEY	EAST LAKE STREET												-	
05-101-045	EMMET COUNTY	454-456 EAST LAKE ST.												-	
05-101-038	APPLE PIE PROPERTIES, LLC	410 E. LAKE ST. (formerly 300 Park Ave.)	1,268	202.88	1,268	50.72								253.60	
PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	VACANT LAND												
			AREA	COST											
06-223-001	LCA PROPERTIES LLC	200 EAST LAKE STREET	10,941	\$ 547.05											547.05
TOTALS			93,147	\$ 14,903.52	51,771	\$ 2,070.84	8,273	\$ 330.92	-	\$ -	45,481	\$ 1,819.24	\$ 19,671.57		

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
LEWIS STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-060	MS LODGING LLC	100 LEWIS STREET (ROSE & BAY STREETS)	15,360	\$ 2,457.60	12,590	\$ 503.60	12,590	\$ 503.60	3,922	\$ 156.88	8,711	\$ 348.44	\$ 3,970.12

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
MICHIGAN STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-277-022	CITY OF PETOSKEY	MICHIGAN STREET (PETOSKEY STREET)		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
06-277-019	CITY OF PETOSKEY	MICHIGAN STREET											-
06-277-020	CITY OF PETOSKEY	MICHIGAN STREET											-
05-151-011	CLARK, DENNIS & ANGELA	411 MICHIGAN STREET	2,400	\$ 384.00									384.00
05-151-002	EV INVESTMENT	407 MICHIGAN STREET	10,428	1,668.48									1,668.48
05-151-003	BURRELL, JACKLYN	413 MICHIGAN STREET	4,318	690.88									690.88
05-151-004	BLDG AUTH CITY OF PETOSKEY	417 MICHIGAN STREET											-
05-151-005	484 BENNAVILLE LLC (Food Court listed below)	425 MICHIGAN STREET	4,344	695.04									695.04
05-151-006	CITY OF PETOSKEY	MICHIGAN STREET											-
05-151-013	BLUEWATER INVESTMENT GROUF	445 MICHIGAN	1,531	244.96	300	12.00							256.96
PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	LAND										
			AREA	COST									
05-151-005	484 BENNAVILLE LLC - food court	425 MICHIGAN STREET	6,324	\$ 316.20									316.20
TOTALS			23,021	\$ 3,683.36	300	\$ 12.00	-	\$ -	-	\$ -	-	\$ -	\$ 4,011.56

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
MITCHELL STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-226-038	FRANKHOUSER JOHN & MARY LOL	301 EAST MITCHELL ST. (PETOSKEY STREET)	3,120	\$ 499.20		\$ -		\$ -		\$ -		\$ -	\$ 499.20
06-226-039	REID, JAMES III	307 EAST MITCHELL	6,141	982.56	5,808	232.32					5,696	227.84	1,442.72
06-226-033	HOWARD PROPERTIES PARTNERS	311 EAST MITCHELL	6,308	1,009.28	5,390	215.60					5,390	215.60	1,440.48
06-226-034	PAUL KRECKE	317 EAST MITCHELL ST.	5,050	808.00	-	-							808.00
06-226-043	HOWARD PROPERTIES PARTNERS	319 EAST MITCHELL ST.	5,050	808.00									808.00
06-226-044	DUSE, MARNIE	323 EAST MITCHELL ST.	1,700	272.00							1,625	65.00	337.00
06-277-001	BETTY SMITH FARLEY	202 EAST MITCHELL ST. (EMMET STREET)	2,640	422.40									422.40
06-277-003	GRAIN TRAIN NATURAL FOOD COC	220 EAST MITCHELL ST.	6,571	1,051.36									1,051.36
06-277-050	MIGHTY FINE PIZZA & DELI	222 EAST MITCHELL ST.	480	76.80									76.80
06-277-004	C4 HOLDINGS, LLC	224 EAST MITCHELL (PETOSKEY STREET)	3,388	542.08	3,482	139.28							681.36
06-277-052	HOWARD PROPERTIES PARTNERS	300 EAST MITCHELL ST. (PETOSKEY STREET)	10,181	1,628.96	5,529	221.16					10,181	407.24	2,257.36
06-277-007	KOSCH PROPERTIES LLC	316 EAST MITCHELL ST.	6,640	1,062.40	4,410	176.40	4,410	176.40			4,410	176.40	1,591.60
06-277-008	PHILLIPS, JUDY L TRUST	320 EAST MITCHELL ST.	1,750	280.00									280.00
06-277-009	PETOSKEY LAND & CATTLE CO	322 EAST MITCHELL ST.	3,375	540.00	1,890	75.60							615.60
06-277-010	SIMPLY SWEET BY JESSICA LLC	324 EAST MITCHELL ST.	1,684	269.44									269.44
06-277-053	JORGENSEN, JOHN & KATHLEEN	326 EAST MITCHELL ST.	2,935	469.60							2,625	105.00	574.60
06-277-013	PETOSKEY COMMUNITY CORP.	330 EAST MITCHELL ST. (HOWARD STREET)	2,734	437.44	2,734	109.36							546.80

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
MITCHELL STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-039	GEMINI LAND CO.	421 EAST MITCHELL ST. (EAST LAKE STREET)	8,250	\$ 1,320.00		\$ -		\$ -		\$ -	8,250	\$ 330.00	\$ 1,650.00
05-101-051	NORCOR LLC	427 EAST MITCHELL	2,839	454.24									454.24
05-101-057	PETOSKEY LAND & CATTLE CO LL	435 EAST MITCHELL ST.	6,495	1,039.20	4,623	184.92							1,224.12
05-101-052	PETOSKEY LAND & CATTLE CO	441 EAST MITCHELL ST.	6,892	1,102.72									1,102.72
05-101-053	PETOSKEY LAND & CATTLE CO	443 EAST MITCHELL	13,800	2,208.00							9,660	386.40	2,594.40
05-101-054	CITY OF PETOSKEY	451 EAST MITCHELL ST.											-
05-101-055	CROOKED TREE ART COUNCIL	461 EAST MITCHELL ST. (DIVISION STREET)	9,432	1,509.12	700	28.00	-	-	-		9,952	398.08	1,935.20
05-100-001	J. C. PENNEY CO. #703-9	408 EAST MITCHELL ST. (HOWARD STREET)	10,108	1,617.28	10,108	404.32					10,108	404.32	2,425.92
05-100-151	SKOP, DAVID & RUTH	416-A EAST MITCHELL ST.	1,656	264.96							1,632	65.28	330.24
05-100-152	HOWARD PROPERTY PARTNERS	416-B EAST MITCHELL ST.	5,610	897.60							5,556	222.24	1,119.84
05-100-004	PETOSKEY LAND & CATTLE CO	418 EAST MITCHELL ST.	5,390	862.40	5,390	215.60	5,390	215.60			5,390	215.60	1,509.20
05-100-006	SYMON CHANDLER JT TRUST	426 EAST MITCHELL ST.	2,500	400.00							2,350	94.00	494.00
05-100-007	ROCHON ELAINE TRUST	430 EAST MITCHELL ST.	2,500	400.00							2,500	100.00	500.00
05-100-008	SMITH, RICHARD	434 EAST MITCHELL ST.	5,000	800.00	5,000	200.00							1,000.00
05-100-009	PETOSKEY LAND & CATTLE CO	436 EAST MITCHELL ST.	2,500	400.00									400.00
05-100-010	PETOSKEY LAND & CATTLE CO	438 EAST MITCHELL ST.	2,375	380.00									380.00

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
MITCHELL STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR								TOTAL COST			
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR			BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST		
05-100-011	PETOSKEY LAND & CATTLE CO	440 EAST MITCHELL ST.	2,825	\$ 452.00		\$ -		\$ -		\$ -		\$ -	\$ 452.00	
05-100-012	NORTH HARBOR GROUP LLC	442 EAST MITCHELL ST.	2,650	424.00									424.00	
05-100-013	AMBITIOUS BEE PROPERTIES LLC	444 EAST MITCHELL ST.	1,625	260.00									260.00	
05-100-014	PETOSKEY LAND & CATTLE CO	446 EAST MITCHELL ST. (WAUKAZOO AVENUE)	4,380	700.80									700.80	
05-154-101	DAVID & MELISSA MEIKLE	422 EAST MITCHELL ST #1	Third floor unit - residential										-	
05-154-102	SUSAN OFFIELD TRUST	422 EAST MITCHELL ST #2	Third floor unit - residential										-	
05-154-103	484 BENNAVILLE LLC	422 EAST MITCHELL ST #3	Second floor unit - commercial				2,279	91.16						91.16
05-154-104	484 BENNAVILLE LLC	422 EAST MITCHELL ST #4	Second floor unit - commercial				2,296	91.84						91.84
05-154-105	484 BENNAVILLE LLC	422 EAST MITCHELL ST #5	1,875	300.00	First floor unit - commercial - includes basement					697	27.88			327.88
05-154-106	484 BENNAVILLE LLC	422 EAST MITCHELL ST #6	2,318	370.88	First floor unit - commercial - includes basement					2,108	84.32			455.20
05-101-064	CHAMBER OF COMMERCE	401 EAST MITCHELL ST.	2,617	130.85						396	15.84			146.69
PROPERTY NUMBER PROPERTY OWNER PROPERTY ADDRESS (ADDITIONAL FRONTAGE)			VACANT LAND											
			AREA	COST										
06-223-003	LCA ENTERPRISES LLC	207 EAST MITCHELL ST. (EMMET STREET)	10,941	\$ 547.05									547.05	
06-223-004	LCA ENTERPRISES LLC	211 EAST MITCHELL ST.	10,941	547.05									547.05	
06-277-002	BLDG AUTH CITY OF PETOSKEY	212 EAST MITCHELL ST.												
06-223-002	LCA ENTERPRISES LLC	221 EAST MITCHELL ST.	10,941	547.05									547.05	
			<u>32,823</u>	<u>\$ 1,641.15</u>										
TOTALS			173,384	\$ 27,453.57	55,064	\$ 2,202.56	14,375	\$ 575.00	-	\$ -	88,526	\$ 3,541.04	\$ 35,413.32	

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
PARK AVENUE**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-030	WILLIAM & TAMMY THOMPSON	216 PARK AVENUE	2,901	\$ 464.16		\$ -		\$ -		\$ -	2,861	\$ 114.44	\$ 578.60
05-101-033	PETOSKEY LAND & CATTLE LLC.	222 PARK AVENUE	1,188	190.08							1,188	47.52	237.60
05-101-034	PETOSKEY LAND & CATTLE, LLC	224 PARK AVENUE	807	129.12							890	35.60	164.72
05-101-038	APPLE PIE PROPERTIES, LLC	300 PARK AVENUE moved to 410 E Lake St											-
05-101-063	CIPIO LLC	214 PARK AVE	860	137.60	860	34.40							172.00
TOTALS			5,756	\$ 920.96	860	\$ 34.40	-	\$ -	-	\$ -	4,939	\$ 197.56	\$ 1,152.92

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
PETOSKEY STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-226-032	REID, JAMES III	313 PETOSKEY STREET	676	\$ 108.16		\$ -		\$ -		\$ -		\$ -	\$ 108.16
06-277-018	CITY OF PETOSKEY	PETOSKEY STREET											-
06-277-022	CITY OF PETOSKEY	PETOSKEY STREET (MICHIGAN STREET)											-
06-226-045	BEAR RIVER REALTY LLC	1 PETOSKEY STREET	3,672	587.52	3,672	146.88	3,672	146.88					881.28
06-277-015	HARRIS, DANIEL & AMY	410 PETOSKEY STREET	2,262	361.92									361.92
06-227-001	LAMBERT, MICHAEL T & HELEN T	202 PETOSKEY STREET	4,024	643.84									643.84
06-227-004	MOLCOR LLC	214 PETOSKEY STREET (EAST LAKE STREET)	3,285	525.60							3,314	132.56	658.16
06-277-017	REED, PAUL W & KATHLEEN A	414 PETOSKEY STREET	2,010	321.60									321.60
06-278-005	ALM, MARIE C TRUST	418 PETOSKEY STREET	1,128	180.48									180.48
06-278-008	HARRIS PROFESSIONAL PROPER	424 PETOSKEY STREET (MICHIGAN STREET)	1,820	291.20	1,020	40.80							332.00
06-226-029	BEIER FAMILY REAL ESTATE CO.,	309 PETOSKEY STREET	3,432	549.12									549.12
PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	VACANT LAND										
			AREA	COST									
06-223-005	LCA ENTERPRISES LLC	302 PETOSKEY STREET (EAST LAKE STREET)	10,941	\$ 547.05									547.05
06-223-006	LCA ENTERPRISES LLC	312 PETOSKEY STREET	10,941	547.05									547.05
06-223-007	LCA ENTERPRISES LLC	314 PETOSKEY STREET	10,941	547.05									547.05
06-223-008	LCA ENTERPRISES LLC	316 PETOSKEY STREET	10,941	547.05									547.05
			<u>43,764</u>	<u>\$ 2,188.20</u>									
		TOTALS	<u>22,309</u>	<u>\$ 3,569.44</u>	<u>4,692</u>	<u>\$ 187.68</u>	<u>3,672</u>	<u>\$ 146.88</u>	<u>-</u>	<u>\$ -</u>	<u>3,314</u>	<u>\$ 132.56</u>	<u>\$ 6,224.76</u>

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
ROSE STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-002	MS LODGING LLC	410 ROSE STREET	4,428	\$ 708.48	3,608	\$ 144.32	-	\$ -	-	\$ -	-	\$ -	\$ 852.80

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD
2018 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT
WAUKAZOO STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-151-007	CRESS ENTERPRISES INC.	414 WAUKAZOO STREET	0	\$ -	-	\$ -	Residential begin Dec 2016		\$ -		\$ -		\$ -
05-151-009	CRESS ENTERPRISES INC.	418 WAUKAZOO STREET	1,932	\$ 309.12	-	-							309.12
05-151-014	1ST CHURCH CHRIST SCIENTIST	420 WAUKAZOO STREET	3,096	\$ 495.36	-	-							495.36
TOTALS			5,028	\$ 804.48	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 804.48



City of Petoskey

INVOICE

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

2018 DOWNTOWN PROGRAMS AND SERVICES SPECIAL ASSESSMENTS

Invoice Date: Nov. 20, 2018

Mail to:
ABC Company
101 East Lake Street
Petoskey, MI 49770

Property ID: 00-000-000
Address: 101 East Lake Street
Petoskey, MI 49770

SQUARE FOOTAGE	DESCRIPTION	PRICE PER SQUARE FOOT	AMOUNT
5,893	First Floor	\$0.16	\$942.88
3,086	Second Floor	\$0.04	\$123.44
0	Third Floor	\$0.04	\$0.00
0	Fourth Floor	\$0.04	\$0.00
0	Basement	\$0.04	\$0.00
0	Vacant Space	\$0.05	\$0.00
TOTAL SPECIAL ASSESSMENT			\$1,066.32
<p>Since, 1993, annual special assessments paid by downtown property owners have helped to fund programs and services provided by the Downtown Management Board. Programs such as 14 special events, economic enhancement, beautifications, marketing and promotions, and administration are funded by these assessments. Assessments are determined by a square-footage formula of eligible, non-residential properties assessed at \$0.16 per square foot for useable first-floor area, \$0.04 per square foot for floors other than first floors, \$0.05 per square foot for vacant, improved and unimproved lots.</p> <p>Persons with questions about this assessment should call either the City of Petoskey Director of Finance at 231-347-2500 or the Downtown Management Board Downtown Director at 231-622-8501.</p>			

\$1,066.32
PAY THIS AMOUNT

Questions concerning this invoice?
Call: DIRECTOR OF FINANCE
231-347-2500

MAKE ALL CHECKS PAYABLE TO:
CITY OF PETOSKEY

PAYMENT DUE WITHIN 30 DAYS FROM DATE OF INVOICE. A 4% PENALTY WILL BE ADDED ON 12/21/18. INTEREST AT A RATE OF 1% PER MONTH WILL BE ADDED BEGINNING JANUARY 1, 2019.



BOARD: City Council

MEETING DATE: November 19, 2018 **DATE PREPARED:** November 15, 2018

AGENDA SUBJECT: Public Hearing & Possible 2019 Budget Adoption

RECOMMENDATION: That City Council conduct a public hearing and possible adoption of the enclosed proposed resolution.

Background On November 5, 2018, the City Manager presented the proposed 2019 City Budget. At that meeting City Council passed a resolution scheduling a Public Hearing for November 19, 2018 to receive comments concerning both the budget recommendation and property tax millage rates. Section 8.3 of the City Charter requires a budget hearing on the budget before adoption. State law mandates a public hearing for all proposed mill levy rates.

Following the public hearing, City Council could consider adopting the enclosed proposed resolution that would confirm approval of the 2019 Annual Budget, including appropriations of anticipated revenues and expenditures, as well as authorizing implementation of certain associated procedures, rates and charges, and continuation of on-going programs.

There was one small revision to the Library Budget in which expenditures were increased by \$4,900 to account for a planned software update purchase. The change has been made to the Library Fund Financial Sheet to account for the revision and is enclosed.

Please remember to bring your 2019 Budget to the meeting.

Rates and Charges The schedule of various rates and charges is reviewed each year with any adjustments being presented to Council for consideration. The entire schedule is then approved by Council through adoption of the enclosed resolution to simplify the process of tracking when each charge may have been first approved. For 2019, according to input from City Council at the November 5 meeting, the following are additional changes to Rates and Charges agreed upon by City Council:

- Reduce New Business Registration Fee from \$100 to \$50
 - Magnus Park Fees Proposed Peak (July/August)

Daily Full Hookup	\$ 40
Monthly Full Hookup	\$930
-
- | | |
|-----------------------|-----------------------------|
| | Proposed Peak (July/August) |
| Daily Electric Only | \$ 35 |
| Monthly Electric Only | \$814 |

(For comparison, Camp Petosega charges \$30 for electric only and \$40 for full hookup per night. Petoskey State Park charges \$33 for rustic and \$37 for modern per night.)

Millage Rates Estimated within the proposed 2019 Annual Budget are individual millage rates that would total 14.4861 mills. Final adjustments of property tax millage rates would be approved by the City Council midway through 2019, following the State's annual equalization of assessed and taxable values. For the purpose of preparing the proposed 2019 Annual Budget, property-tax rates have been proposed at the amounts of 7.5660 mills to produce revenues to offset costs of general government services and projects, with .4890 mills added for solid-waste programs; 3.8962 mills to offset costs of maintenance operations and public improvements within street right-of-ways; 1.7890 mills to offset costs for operation and maintenance of the Petoskey District Library; and Fire Equipment 0.7459.

Resolution Adopting Budget Enclosed is a proposed resolution that would confirm adoption of the 2019 Annual Budget as presented, with estimated property tax millage rates totaling 14.4861 mills, and that would assign balances and appropriations. The proposed resolution would authorize the declaration of City-owned personal property as surplus and to arrange for its sale or disposal; adjustments among line item appropriations so long as the total expenditure budget for the assigned fund is not exceeded; negotiation with and establishment of certain rates for electric-utility customers in response to on-going utility-industry restructuring efforts; continuation of participation in feasibility studies conducted by the Michigan Public Power Agency or other established by the Agency related to power-supply issues and meeting the City's electrical system needs.

This year the resolution includes a provision for a 2% raise for the City Manager.

Action That City Council conduct a public hearing regarding both the proposed 2019 Budget as well as the proposed mill levies. If agreeable to the City Council, a motion can be made to approve the enclosed resolution approving the 2019 Budget.

rs
Enclosures



City of Petoskey

Resolution

WHEREAS, as required of City Charter provisions, the City Manager has presented to the City of Petoskey City Council the City's proposed annual budget for 2019; and

WHEREAS, as also is required of City Charter provisions, the City Council on November 19, 2018, conducted a public hearing to receive comments concerning these proposed budgets for the City's various funds:

General Fund

January 1, 2019 Fund Balance	\$ 5,511,046
Revenues	<u>8,446,500</u>
Expenditures:	
General Governmental Services	1,738,800
Public Safety	3,446,000
Public Works	632,600
Recreation and Cultural	<u>2,612,800</u>
Total Expenditures	<u>8,430,200</u>
December 31, 2019 Fund Balance	\$ <u>5,527,346</u>

Major Street Fund

January 1, 2019 Fund Balance	\$ 1,036,953
Revenues	617,200
Expenditures	<u>798,700</u>
December 31, 2019 Fund Balance	\$ <u>855,453</u>

Local Street Fund

January 1, 2019 Fund Balance	\$ 563,462
Revenues	406,200
Expenditures	<u>339,800</u>
December 31, 2019 Fund Balance	\$ <u>629,862</u>

General Street Fund

January 1, 2019 Fund Balance	\$ 686,924
Revenues	1,653,600
Expenditures	<u>1,544,100</u>
December 31, 2019 Fund Balance	\$ <u>796,424</u>

Tax Increment Finance Authority Fund

January 1, 2019 Fund Balance	\$ 1,114,764
Revenues	369,500
Expenditures	<u>561,100</u>
December 31, 2019 Fund Balance	\$ <u>923,164</u>

Library Fund

January 1, 2019 Fund Balance	\$ 812,281
Revenues	1,432,900
Expenditures	<u>1,428,800</u>
December 31, 2019 Fund Balance	\$ <u>816,381</u>

Downtown Management Fund

January 1, 2019 Fund Balance	\$ 129,459
Revenues	169,700
Expenditures	<u>184,500</u>
December 31, 2019 Fund Balance	\$ <u>114,659</u>

Downtown Parking Fund

January 1, 2019 Retained Earnings	\$ 737,305
Revenues	537,200
Expenses	<u>781,500</u>
December 31, 2019 Retained Earnings	\$ <u>493,005</u>

Right-of-Way Fund

January 1, 2019 Fund Balance	\$ 484,317
Revenues	1,743,200
Expenditures	<u>1,602,000</u>
December 31, 2019 Fund Balance	\$ <u>625,517</u>

Electric Fund

January 1, 2019 Retained Earnings	\$ 25,102,042
Revenues	11,779,500
Expenses	<u>11,471,800</u>
December 31, 2019 Retained Earnings	\$ <u>25,409,742</u>

Water and Sewer Fund

January 1, 2019 Retained Earnings	\$ 24,921,324
Revenues	5,546,300
Expenses	<u>5,504,700</u>
December 31, 2019 Retained Earnings	\$ <u>24,962,924</u>

Motor Pool Fund

January 1, 2019 Retained Earnings	\$ 4,214,025
Revenues	1,052,900
Expenses	<u>973,900</u>
December 31, 2019 Retained Earnings	\$ <u>4,293,025</u>

Building Authority Marina Improvements Bond Fund

January 1, 2019 Fund Balance	\$ 25,261
Revenues	117,400
Expenditures	<u>117,300</u>
December 31, 2019 Fund Balance	\$ <u>25,361</u>

Building Authority Bear River Valley Improvements Bond Fund

January 1, 2019 Fund Balance	\$ 117,072
Revenues	231,500
Expenditures	<u>231,400</u>
December 31, 2019 Fund Balance	\$ <u>117,172</u>

WHEREAS, following the public hearing to receive comments concerning the proposed 2019 Annual Budget and its consideration of the proposed budget, the City Council wishes to approve the proposed budgets of these various City funds:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby approves the 2019 Annual Budget as presented by the City Manager and as summarized in this resolution; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to declare certain obsolete City owned personal property as surplus and to arrange for its sale or disposal; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to make adjustments among line item appropriations so long as the total expenditure budget for the assigned fund is not exceeded; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to negotiate with and establish certain rates for electric-utility customers as might be deemed appropriate in response to on-going utility-industry restructuring efforts; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to continue the City's participation in the various feasibility studies that are conducted by the Michigan Public Power Agency or to join in with other studies, service committees, or projects that would be established by the Agency, such as those related to power-supply issues, or those that would meet municipal electric-system needs; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to work with other municipally-owned electric utilities to study the feasibilities of satisfying short and long-term power-supply needs; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to work through Michigan Public Power Agency to identify and enter into power purchase agreements or transactions to satisfy power supply needs, consistent with the Energy Services Risk Management Policy as adopted by the City of Petoskey; and

BE IT FURTHER RESOLVED the rates and charges for services, fees, permits, licenses and the like and as listed in the City's Schedule of Rates and Charges and as attached to this resolution are approved and authorized to be charged and collected as applicable; and

BE IT FURTHER RESOLVED that the City Manager receives a 2% increase to his wage rate; and

BE IT FURTHER RESOLVED that the various parts, sections, and clauses of this resolution are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the resolution shall not be affected thereby.

Library Fund

	2017 Actual	2018 Budget	2018 Estimate	2019 Budget
FUND BALANCE - January 1	\$ 755,844	\$ 747,922	\$ 911,381	\$ 807,481
REVENUES				
Operating :				
Property Tax	792,309	782,300	806,200	814,600
Grants	36,550	30,000	25,000	17,100
State Aid	9,529	11,700	12,300	12,100
Library Book Fines	3,344	2,500	2,500	2,500
County Penal Fines	81,315	81,000	80,500	78,000
Intergovernmental services	473,013	452,500	389,700	464,400
Charges for Services	45,003	25,400	30,900	28,700
	1,441,062	1,385,400	1,347,100	1,417,400
Nonoperating:				
Interest Income	3,160	2,200	2,700	2,500
Donations	9,741	3,000	4,600	4,000
Reimbursements	25,829	12,300	9,300	9,000
	38,730	17,500	16,600	15,500
TOTAL REVENUES	1,479,792	1,402,900	1,363,700	1,432,900
EXPENDITURES				
Library services:				
Personnel	689,255	737,400	733,000	768,900
Office Expense	49,571	60,600	72,700	65,700
Contracted Services	31,009	38,700	40,000	54,600
Book, Periodicals and audio-Visual	86,633	91,500	99,700	105,900
Programming	16,385	19,500	20,500	25,500
Building Expense	86,234	106,100	151,000	84,800
Debt Service	265,781	286,700	286,700	280,400
Capital Outlay	99,387	66,300	64,000	43,000
	1,324,255	1,406,800	1,467,600	1,428,800
TOTAL EXPENDITURES	1,324,255	1,406,800	1,467,600	1,428,800
Excess of Revenues Over Expenditures	155,537	(3,900)	(103,900)	4,100
FUND BALANCE - DECEMBER 31	\$ 911,381	\$ 744,022	\$ 807,481	\$ 811,581



CITY OF PETOSKEY

Schedule of Rates and Charges

Effective: January 1, 2019

Approved by City Council: _____

*Charges for FOIA requests are based on the City's FOIA Policy.

Schedule of Rates and Charges
January 1, 2019

OFFICE OF CITY PLANNER

Zoning Board of Appeals Application	\$330.00
Site Plan Review	\$600.00
Special Condition Use (Use Change Only)	\$400.00
Special Condition Use with Site Plan	\$800.00
Parking Plan Review	\$250.00
Special Condition Use and Parking Plan	\$250.00
Rezoning Application (Map and Text)	\$600.00
Land Division Review:	\$60.00
Planned Unit Development:	
Preliminary PUD	\$900.00 plus consultant costs
Final PUD	\$1,100.00 plus consultant costs
Special Meeting	\$150.00
Zoning Permit	\$30.00
Fence Permit	\$15.00
Zoning Verification Letter	\$50.00
Sign Permit Applications**	
Temporary Sign	\$15.00
Directional Sign	\$15.00
Wall mounted Signs	\$40.00
Projecting Name Plate	\$20.00
Sandwich Board	\$25.00
Special Condition Sign	\$60.00
Freestanding Signs	\$40.00
Overhanging Signs	\$40.00
**Fee for installation before approval	\$30.00
**Penalty fee will be in addition to regular sign fee amount	

Schedule of Rates and Charges
January 1, 2019

DEPARTMENT OF FINANCE

Notary Charge for non-City business	\$5.00
Business Licenses:	
Auction	\$50.00 per event
Bed and Breakfast	\$150.00 initial; \$100 annually
Boarding House	\$150.00 initial; \$100 annually
Door to Door Sales and Canvassing	\$50
Going Out of Business	\$50.00, up to 90 days maximum
Hotel Operation	\$150.00 initial; \$100 annually
Outdoor Beverage and Food Service - without alcohol	\$150.00
Outdoor Beverage and Food Service - with alcohol	\$200.00
Redevelopment Liquor License - MCL 436.1521 a(1)(a) - new construction	\$750.00
Redevelopment Liquor License - MCL 436.1521 a(1)(b)	\$500.00
Liquor Licenses - Council Approval Required for State Licensing	\$100.00
New Business Registration	\$50.00 at the business start-up
Transient Merchant	\$25/day; \$75/week; \$200/season
Vacation Rental	\$150.00 initial; \$100 annually
Vacation Rental - return inspection visit	\$25.00 fee each additional visit
Food Trucks:	
If vending on City Property - annually	\$500.00 annually
If associated with a community event and on public property - daily	\$40/day
If vending on private property - annually	\$100.00 annually
If vending on private property - daily	\$25/day
Fax – per page	\$1.00
Copies for public – per page 8.5" x 11"	\$1.00
Copies for public - large (ex. Plan documents)	\$4.00
FOIA Requests – hourly rate after 1 st hour	\$15.00
*plus copying and postage costs	
Voter List per Ward: paper copy per ward	\$40.00
Voter List per Ward: E-mail listing per ward	\$10.00
Electronic media	\$10.00
Tax Abatement Application – CFT, IFT, etc.	\$200.00
Street Open-Cut Deposit	\$500.00
Residential Utility Deposit - Renters	
Water, Sewer and Electric	\$150.00
Electric - Only	\$75.00
Water & Sewer - Only	\$85.00
*Residential utility deposits are returned after 1 year, if monthly bills are paid on time.	
Final Meter Reading - termination of utility service	\$10.00

Schedule of Rates and Charges
January 1, 2019

Electric:

Service Upgrade	\$150.00
Temporary Overhead	\$150.00
Temporary Underground	\$150.00 plus \$2.00 per foot

Customer provides trenching and installation of conduit, other costs may apply.

Permanent Overhead:

1 Phase	\$200.00
Permanent Underground:	\$200.00 plus \$2.00 per foot

Customer provides trenching and installation of conduit, other costs may apply.

All 3 Phase services shall be underground. Costs determined on a case by case basis.

Turn on/off Service:

During Office Hours - 7:30 A.M. to 4:00 P.M.	\$50.00
After Office Hours - 4:00 P.M. to 7:30 A.M.	\$150.00

Water Service:

Turn on/off Service:

During Office Hours - 7:30 A.M. to 4:00 P.M.	\$50.00
After Office Hours - 4:00 P.M. to 7:30 A.M.	\$150.00
Meter replacement due to damage	\$240.00
Water Meter Removal and Installation - construction	\$50.00

Schedule of Rates and Charges
January 1, 2019

DEPARTMENT OF FINANCE

Meter Size	<u>Water Capital Charges</u>		<u>Sewer Capital Charges</u>		<u>Tap-In Fees</u>	
	<u>Inside</u>	<u>Outside</u>	<u>Inside</u>	<u>Outside</u>	<u>Inside</u>	<u>Outside</u>
5/8"	\$900.00	\$1,350.00	\$3,200.00	\$3,200.00	\$1,470.00	\$1,615.00
3/4"	\$1,350.00	\$2,025.00	\$4,800.00	\$4,800.00	\$1,470.00	\$1,615.00
1"	\$2,250.00	\$3,375.00	\$8,000.00	\$8,000.00	\$1,680.00	\$1,845.00
1-1/2"	\$4,500.00	\$6,750.00	\$16,000.00	\$16,000.00	\$4,360.00	\$4,795.00
2"	\$7,200.00	\$10,800.00	\$25,600.00	\$25,600.00	\$4,640.00	\$5,100.00
3"	\$15,750.00	\$23,625.00	\$56,000.00	\$56,000.00	\$5,040.00	\$5,545.00
4"	\$27,000.00	\$40,500.00	\$96,000.00	\$96,000.00	\$7,075.00	\$7,780.00
6"	\$56,250.00	\$84,375.00	\$200,000.00	\$200,000.00	\$9,730.00	\$10,700.00

Tap-in fees include tapping of the water main by City crews (excavation by owner/contractor) and City supplied valving components for water service connection point at main. Owner/contractor is responsible for all excavating, trenching, service pipe and components from water main connection point to building, street and sidewalk replacements, and right-of-way restorations.

Schedule of Rates and Charges
January 1, 2019

DEPARTMENT OF PARKS AND RECREATION

<u>Magnus Park</u>	Daily		Monthly	
	Non-Peak	Peak*	Non-Peak	Peak*
Full Hookup	\$32	\$40	\$744	\$930
Electric Only	\$30	\$35	\$698	\$814

* July/August

Note: Sewer drop station for non-campers = \$5.00/each time
 Showers for non-campers = \$1.00
 Firewood = \$5.00 per bundle

Marina Services

Daily Launch	\$5.00 per day
Annual Launch	\$25.00 per year
Senior Launch (55 years +)	\$20.00 per year
Pump Out (LOA < 60')	\$5.00 per tank
Pump Out (LOA > 60')	\$10.00 per tank
Pump Out-Seasonal Slip	Free
Block & Cube Ice	\$2.00 per bag

Marina Seasonal

30 foot Boat Slip	\$ 2,296
38 foot Boat Slip	\$ 3,091
42 foot Boat Slip	\$ 3,535
45 foot Boat Slip	\$ 3,905
60 foot Boat Slip	\$ 5,558

Note: Continuous slip holders prior to and including the year 1996 are “grandfathered” into the boat length method for rate calculation. Slip holders entering the Marina after 1996 are charged under the state endorsed slip length method of rate calculation.

The above are 2017 DNR Waterways Commission rates for seasonal boaters. The Waterways Commission will establish the 2018 rates in mid-December of 2017. The 2018 rates will be adopted at the same tier for seasonal slips - Rate 3.

Schedule of Rates and Charges
January 1, 2019

DEPARTMENT OF PARKS AND RECREATION

Marina Transient: (Daily well rental- fees per foot rounded to nearest \$1.00)

25'	\$32.00	38'	\$52.00	51'	\$75.00	64'	\$95.00
26'	\$34.00	39'	\$58.00	52'	\$77.00	65'	\$96.00
27'	\$35.00	40'	\$59.00	53'	\$78.00	66'	\$98.00
28'	\$36.00	41'	\$61.00	54'	\$80.00	67'	\$99.00
29'	\$37.00	42'	\$62.00	55'	\$81.00	68'	\$101.00
30'	\$39.00	43'	\$64.00	56'	\$83.00	69'	\$102.00
31'	\$41.00	44'	\$65.00	57'	\$84.00	70'	\$104.00
32'	\$42.00	45'	\$67.00	58'	\$86.00	71'	\$105.00
33'	\$43.00	46'	\$68.00	59'	\$87.00	72'	\$107.00
34'	\$45.00	47'	\$70.00	60'	\$89.00	73'	\$108.00
35'	\$46.00	48'	\$71.00	61'	\$90.00	74'	\$110.00
36'	\$50.00	49'	\$73.00	62'	\$92.00	75' or >	\$1.48 per foot
37'	\$51.00	50'	\$74.00	63'	\$93.00		

The DNR Waterways Commission adopts the Marina Transient rates in mid-December 2017. 2018 rates for transient boaters will be adopted by the City at the same tier as 2017 - Rate D.

Schedule of Rates and Charges
January 1, 2019

DEPARTMENT OF PARKS AND RECREATION

Parks Reservation Fees
For Gazebos, Shelters, and Special Areas

<u>Gazebos</u>	<u>Resident</u>	<u>Non-resident</u>
Sunset Park Gazebo (max. 50 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Pennsylvania Park Gazebo*		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 *Exception – Tuesdays	11:00 A.M. to 2:00 P.M.	Closed for concert series
Fridays	11:00 A.M. to 2:00 P.M. 6:00 P.M. to 9:00 P.M.	Closed for concert series Closed for concert series
 <u>Shelters/Open Space</u>	<u>Resident</u>	<u>Non-resident</u>
Bayfront Park Festival Shelter (max. 75 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00
 Bayfront Park West (max. 150 people)*Open Space Only		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Bear River Shelter/Mitchell Street Bridge (max. 140 people)		
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00
 Mineral Well Shelter (max. 32 people)		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 West Side Shelter (max. 32 people)		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Waterfall Area (max. 150 people)*Open Space Only		
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00
 Special Event Application	\$75.00	\$125.00
Fee applied to rental costs if applicable		

Schedule of Rates and Charges
January 1, 2019

DEPARTMENT OF PARKS AND RECREATION

Parks Reservation Fees
For Gazebos, Shelters, and Special Areas

<u>Shelters/Open Space</u>	<u>Resident</u>	<u>Non-resident</u>
Riverbend Park Pavillion (max. 75 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00

Resource Center (max. 20 people)

2-hour Reservation	\$50.00	\$75.00
Additional Hour	\$25.00	\$35.00

Winter Sports Park

Skate Rental (reduced price for schools & non-profit groups - \$2/person)	\$5.00 per person	\$5.00 per person
Hockey Rink - 1 hour block (Zamboni once)	\$25.00	\$25.00
Hockey Tournament Fee	\$500.00	\$750.00
Building Rental (off hours with 2 hour block)	\$75.00	\$125.00
Additional Hour	\$20.00	\$30.00
Birthday Party Rates		
Upstairs during open hours (2 tables/2 hours)	\$25.00	\$35.00
Additional Hour	\$10.00	\$15.00
Downstairs Private Room (3 hour block)	\$125.00	\$200.00
(Includes reduced skate rental (\$2), private party room and restroom)		
Additional Hour	\$25.00	\$35.00

Sports Fields – Non-affiliated Sports Groups

Unlighted Ball Field	\$ 50.00 per fitting with a three game block
Lacrosse Field	\$150.00 per striping with a two day maximum
Soccer Field	\$150.00 per striping with a two day maximum
Volleyball Court	\$25.00 per court/day includes initial drag
Mowing	\$40.00 per mow

** Groups must provide proof of insurance and verify coverage with the City of Petoskey listed as co-insured.

Park Resources

Request for picnic tables - Specify Park Event (maximum of ten (if available))	\$50.00	\$100.00
Request for extra trash barrels (maximum of 5)	\$25.00	\$35.00
Performance Stage (up to 4 hours)	\$150.00	\$175.00
Additional Hour	\$30.00	\$40.00
P.A. System (up to 4 hours)	\$25.00	\$35.00
Street Closure	\$100.00	\$150.00
Staffing requests, if approved, will be billed at overtime rates		

Cancellation Fees

* A cancellation fee of \$25.00 will be assessed if a reservation is cancelled five days prior to the event and the full reservation fee will be assessed if the reservation is cancelled less than five days prior to the event unless the facility is closed due to weather.

** A separate \$50.00 refundable damage deposit is required with payment at time of reservation.

Schedule of Rates and Charges
January 1, 2019

DEPARTMENT OF PUBLIC SAFETY

Fingerprinting	\$10.00
DVD Copies	\$10.00
CD-ROM Photo Reproduction	\$10.00
Accident Reports	\$5.00
Private Events	
Use of fire engine	\$500.00
Personnel for fire engine per hour	\$96.00
Overtime per hour	\$134.00
Use of patrol unit	\$250.00
Personnel for patrol unit per hour	\$48.00
Overtime per hour	\$67.00

**Charges for FOIA requests are based on the City's FOIA Policy.

DEPARTMENT OF PUBLIC WORKS

Right-of-Way Excavating/Occupancy Deposit	\$500.00
Permit to Use Public Right-of-Way Fee	\$ 50.00
Soil Erosion and Sediment Control Permit	Project Specific - See schedule of fees indicated on the last page of the permit application.



BOARD: City Council

MEETING DATE: November 19, 2018 **DATE PREPARED:** November 15, 2018

AGENDA SUBJECT: Review of the Proposed Predevelopment Technical Assistance Work Scope for the Darling Lot

RECOMMENDATION: That City Council discuss with no formal action

Summary The City was recently certified as a Redevelopment Ready Community (RRC) through the Michigan Economic Development Corporation (MEDC) qualifying the City for free predevelopment technical assistance on one of three sites the City has identified as a top redevelopment priority. Through discussions with City staff, the MEDC in coordination with the Michigan Municipal League (MML), has identified the Darling Lot as a prime location for redevelopment assistance. See enclosed memo dated November 9, 2018 from Melissa Milton-Pung, Program Coordinator.

Although not fully finalized at this time, the proposed scope of services includes the following:

- Site visioning
- Potential market study
- Estimated costs
- Request for Qualifications

City staff has reiterated the importance to MML consultants that any future development on the Darling Lot must comply with height limitations of no more than 40', a requirement in the Central Business District.

The overall approach directly addresses Goal Three of the City's recently adopted Action Plan, Diversify and Strengthen the City's Economic Base. This priority strategy states the City should develop conceptual plans for a mixed-use development at the City-owned Darling Lot based upon comments by the Planning Commission, City Council and general public. See enclosed Goal Three.

The predevelopment assistance will take place concurrent with the City's Master Plan revision process in 2019.

Action No action needed. City staff is looking for general feedback from City Council on the predevelopment technical assistance approach as summarized in the November 9, 2018 MML memo.

rs
Enclosures

MEMO



1675 Green Road
Ann Arbor, MI 48105-2530
T 734.662.3246 | 800.653.2483
F 734.662.8083
mml.org

To	<u>Rob Straebel, Petoskey City Manager</u>	from	<u>Melissa Milton-Pung, Program Coordinator</u>
Cc	<u>Amy Tweeten, Petoskey City Planner</u>	date	<u>November 9, 2018</u>
Pages	<u>1</u>	subject	<u>RRC Predevelopment Assistance</u>

The League has received funding through the Michigan Economic Development Corporation (MEDC) to provide technical assistance to several Certified Redevelopment Ready Communities (RRC) throughout the state of Michigan. These funds are focused on priority sites identified during the RRC Certification process and are intended solely for predevelopment technical assistance in promoting real estate redevelopment projects for commercial sale. This source of funds requires no local match; consultant contracts and coordination will be administered directly by The League.

The site selection criteria for the RRC Predevelopment Assistance Grant Program are as follows:

- 1) Focus on properties presently under public control or influence;
- 2) Move forward a project which otherwise would not be active now due to lack of funding or capacity; and
- 3) Put the property back on the tax rolls to generate local and state revenue.

RRC Predevelopment Assistance work with The League commenced with consultants in Fall 2018 under the oversight of the Civic Labs team. Examples of this work can be found at <http://placemaking.mml.org/great-places/>. The League is now embarking on an additional phase of this project, with projected completion by September 16, 2019.

Per referral by the MEDC's Nate Scramlin, the League conducted a project kick-off call with City of Petoskey on October 18. This call included an overview of the MEDC RRC Predevelopment Assistance Program, confirmed the selected priority site, and inquired about existing plans and other resources. We also discussed the potential scope of services, and referenced next steps such as consultant selection, identification of key stakeholders, and reasonable timeline expectations.

Based on our initial conversation with the City of Petoskey it is the League's understanding that the Darling lot has been selected as the priority redevelopment site. Predevelopment assistance work will take place concurrent to the City's master planning process, set to commence in early 2019. A scope of services is yet to be finalized, but is expected to include site visioning, potential market study, estimated costs, and a Request for Qualification (RFQ). As the Darling Lot is located in a designated local historic district, the City has expressed commitment to the existing zoning site limit of 40 feet.

The League expects to proceed with consultant selection by mid-December 2018. We will be in communication with the City of Petoskey in January 2019 to conduct final scoping and commence consultant work.

Goal Three

Diversify and Strengthen the City's Economic Base

<u>Strategies</u>	<u>Responsibility</u>	<u>Notes</u>	<u>Estimated Timeline</u>
<u>Highest priority strategies</u>			
<p>1. On an annual basis, review the City's Redevelopment Ready Communities (RRC) Program Economic Development Strategy. Focus on the viability of identified redevelopment sites as well as appropriate economic incentives.</p>	<p>City Council City Manager City Planner</p>	<p>Through the RRC Economic Development Plan, the City has identified three sites on which to focus economic redevelopment efforts. The sites include 200 East Lake Street, the Darling Lot and 900 Emmet Street.</p> <p>The City will consider not only the economic development viability for each site, but also whether economic development incentives included in the Economic Development Strategy are appropriate.</p>	<p>Starting in early 2019 and each year thereafter</p>
<p>2. Through a competitive Request for Qualifications (RFQ) process, hire a consultant to develop a conceptual plan for a mixed-use development at the City-owned Darling Lot based upon comments by the Planning Commission, City Council and general public.</p>	<p>City Council City Manager City Planner DMB Director</p>	<p>A mixed-use development that includes commercial, residential and some form of covered parking on the Darling Lot will require a private/public partnership. The City should be proactive in developing conceptual plans that adhere to current local planning and zoning regulations to better market the site to prospective developers.</p>	<p>Complete conceptual drawings of a mixed-use development in 2019. Market the site to prospective developers in the future.</p>